

FACILITIES

Committee Meeting Agenda
Monday, July 3, 2023 - 10:00 A.M.
Conference Room A

This meeting may also be live streamed at www.lwsb.com.

The tab will be active 15 minutes prior to the start of the meeting.

The live streaming uses YouTube live and terminates at the close of the meeting.

1. Call to Order/Pledge of Allegiance

2. Roll Call

- Nick Massetti – Chair
- Carole Damoci
- Susan Hopewell
- Janet Isom
- Edward Jablonski
- Carol Levine
- Lee Melody
- Daniel Weber
- Marsha Gerber, Ex-Officio.

3. Chair Announcement

4. Approve Minutes

- a. Architectural Design and Review, April 14, 2023
- b. Physical Property, May 3, 2023
- c. Special Physical Property, May 10, 2023

5. Member Comments/Correspondence

6. Staff Report

7. Priority Items

- a. Annual Budget Preliminary Review
- b. Reserve Study Proposed Updates

8. Capital Funding Items

- a. Pool Cover/Thermal Solar
- b. Bocce Ball Court Issue
- c. Real Estate Sales Sign
- d. Solar Power for Pool Operations
- e. Paving Project – Repair and Seal
- f. Engineering Inquiry for EV Stations (Maintenance Yard)
- g. Radar Speed Signs
- h. Donation of Aluminum and Stainless Wall Sculpture

9. Reserve Funding Items

- a. Clubhouse Three Kitchen Remodel Project – Color/Material Selection
- b. Safety Improvement at Golden Rain/Saint Andrews -Stantec
- c. HVAC Unit in News Office
- d. Elevator Cab Remodel

10. Strategic Initiatives

- a. Main Gate renovation - include in reserve study

- b. CH1 & CH2 renovations scheduled for 2023
- c. CH3 refurbish scheduled for 2024
- d. CH4 refurbish scheduled for 2025
- e. Rebuild the Amphitheater
- f. CH2 woodshop space utilization
- g. Energy Independence
- h. Emergency Preparedness

11. Future Agenda Items

12. Next Meeting Date

- Tuesday, August 1, 2023, at 10:00 a.m. – Conference Room A

13. Adjournment

Please be always courteous and respectful to other members, Board Directors and representatives from Management. We ask that you do not raise hands or interrupt the Committee or anyone else who may be speaking. **A Member not adhering to these protocols and/or who becomes unruly may be asked to leave the meeting. Failure to comply will result in a special hearing with the Board at which disciplinary action may be taken.**



ARCHITECTURAL DESIGN & REVIEW COMMITTEE MINUTES

April 14, 2023

The meeting of the Architectural Design & Review Committee (ADRC) was held on Friday, March 10, 2023, and was called to order at 1:00 p.m., by Vice Chair Dodero in the Administration Conference Room and via Zoom.com, followed by the Pledge of Allegiance.

ROLL CALL

Present: Lucy Ableser
Tony Dodero
Susan Jacquelin
Leah Perrotti
Camille Thompson

Absent: Carol Levine – Chair
Edward Jablonski

Also Present: Marsha Gerber, GRF President
Mark Weaver, Sr. Director of Facilities
Kathy Thayer, Recreation Manager via Zoom
Emma Hurtado, Executive Assistant
Nick Massetti, GRF Representative, Mutual 17

CHAIR'S ANNOUNCEMENTS

Vice Chair Dodero introduced and welcomed the Committee members, guest, GRF President Marsha Gerber, and staff, including Sr. Director of Facilities Mark Weaver, Recreation Manager Kathy Thayer, and Executive Assistant Emma Hurtado.

SHAREHOLDER COMMENTS

No Shareholders/Members spoke at the time of the meeting.

APPROVAL OF MINUTES

The minutes of the March 10, 2023 regular meeting was approved as presented.

CORRESPONDENCE

The Committee received no correspondence.

STAFF REPORTS

Facilities Director

The Facilities Director had no reports.

Recreation Manager

The Recreation Manager had no reports.

UNFINISHED BUSINESS

Art such as Sculpture on Trust Property

The Committee discussed Art such as Sculpture Trust on Property. The Committee came to a consensus to research shoreline bird sculptures to maintain a motif and bring suggestions to the next scheduled meeting.

Clubhouse One Landscape

The Committee came to a consensus to accept the presented landscaping plan for Clubhouse One Landscape.

Landscaping in North Gate

The Committee discussed Landscaping in North Gate Road Islands and agreed to accept the landscaping plan presented for Landscaping in North Gate.

Pool Entrance

The Committee came to a consensus to not place trees in the Pool Entrance and have J&J Landscaping select landscaping that is colorful and does not attract bees.

Arborist Report

The Sr. Director of Facilities presented information on Arborist Report. Replacement of the deteriorating Junipers with Podocarpus by the RV lot will continue.

NEW BUSINESS

Holiday Decorations Contract

Motion: To recommend that the GRF Board approve the contract with Magical Holiday Design at a cost not to exceed \$30,995.00 to include installation and storage and authorize the President to sign.

First: Leah Perrotti
Second: Susan Jacquelin

The motion was carried with one (1) no vote and four (4) yes votes.

GOVERNING DOCUMENTS N/A

PRESIDENT’S COMMENTS

President Gerber commented on various items presented during the meeting.

FUTURE AGENDA ITEMS

- a. Art such as Sculpture on Trust Property
- b. Pool Mosaic Mural
- c. Trees on RV Lot – Update
- d. Pool Art Donation – Placement
- e. Community Gardens Logo
- f. Plants at the Globe – On Hold

ADJOURNMENT

Vice Chair Dodero adjourned the meeting at 1:42 p.m.

Approved Date

Approval Signature

Printed Name



PHYSICAL PROPERTY COMMITTEE MINUTES

May 3, 2023

The regular meeting of the Physical Property Committee was called to order at 1:03 p.m. by Vice-Chair Melody on Wednesday, May 3, 2023, in Conference Room B and via Zoom, followed by the Pledge of Allegiance.

Present:	Mrs. C. Damoci - Chair	Mr. N. Massetti
	Mr. T. Dodero	Mr. L. Melody
	Mr. S. Geffner	Mrs. T. Nugent
	Ms. S. Hopewell	Ms. C. Thompson

Staff and	Mrs. J. Sedgwick, Executive Director (Via Zoom)
Guests:	Ms. M. Gerber, GRF President
	Mr. K. Black Physical Property Manager
	Ms. T. Makakaufaki, Executive Coordinator

Chair Damoci greeted and welcomed everyone to the Physical Property Committee meeting and introduced Foundation members and staff.

CHAIR'S ANNOUNCEMENTS

Chair Damoci introduces guest and staff- including, GRF President Marsha Gerber, Physical Property Manager Kevin Black, and Executive Coordinator Tia Makakaufaki.

SHAREHOLDER/MEMBER COMMENTS

Three Shareholders spoke at the time of the meeting.

APPROVAL OF MINUTES

The minutes of the April 3, 2023, meeting was approved, as presented.

CORRESPONDENCE

No correspondence was reviewed at the time of the meeting.

Mr. Melody MOVED, seconded by Mr. Geffner and carried unanimously by the Directors present-

TO approve \$295 to Korner Stone Flooring.

PHYSICAL PROPERTY COMMITTEE MINUTES – 05/03/2023

STAFF REPORTS

The Physical Property Manager presented the monthly report, as presented in the agenda packet.

UNFINISHED BUSINESS

Shuffleboard Courts

Ms. Hopewell MOVED, seconded by Mrs. Nugent and carried unanimously by the Directors present-

TO recommend the Board award a contract to Floor Care of Arizona for the leveling, beveling, and filing of cracks on six courts. Following with a removal of all paint and lines, reinstalling lines, and numbers for \$10,950.00 plus a 20% contingency for a total cost not to exceed \$13,140.00 Reserve Funding and authorize the President to sign the contract.

Reserve Study

The Administration Committee will review the Reserve Study.

Administration Building Access Upgrade

The Administration Building Access upgrade is complete.

Speed Cushion

Waiting for the OCFA authorities, pending more information to be presented at the next scheduled meeting.

Storm Drain Screen Project

Waiting for permit from OCFA material received, pending more information at the next scheduled meeting.

Trust Street Repairs

Trust Street repairs is in the final phase, pending more information at the next scheduled meeting.

Safety Improvements at Golden Rain and Saint Andrews – Stantec Report

After discussion, a Special meeting will be scheduled to review the Stantec Report.

Charging Stations

PHYSICAL PROPERTY COMMITTEE MINUTES – 05/03/2023

The project is complete, waiting for a rebate from Edison, pending more information at the next scheduled meeting.

Building Five Improvements

Work is in progress, pending more information at the next scheduled meeting.

Inside Sales Sign for the Sales Office

Plans are in progress, pending more information at the next scheduled meeting.

NEW BUSINESS

Clubhouse One

After a discussion, the Committee agreed to send the Clubhouse One changes to the Facilities Committee.

Clubhouse Two

After a discussion, the Committee agreed to send the Clubhouse One changes to the Facilities Committee.

Clubhouse Three

Pending more information after inspection and pricing for replacement/repair.

Library

Sustained water damage from clogged roof drain clean up in process/waiting on test results of affected area.

Golf Course – Bridge Rubber Surface Replacement Streets – Asphalt (Phase 6) Resurface, Asphalt (Phase 2) Repair/Seal

The Physical Properties Manager will get pricing for golf course bridge rubber surface and list of areas for 2023 asphalt repair/resurface/seal, pending more information at the next scheduled meeting.

Infrastructure

Set time and date for special meeting, to discuss engineers report and plan of project and to get Committee to give permission to Physical Property to put together an RFP to go out to bid.

Heat pump - Amphitheater Dressing Room

PHYSICAL PROPERTY COMMITTEE MINUTES – 05/03/2023

After discussion, a Special meeting will be scheduled to review the Heat Pump.

GOVERNING DOCUMENT N/A

FUTURE AGENDA ITEMS

The Committee concurred to add as future agenda items:

- a. Pool -Solar Heating
- b. Pool cover
- c. Energy Independence

PRESIDENT'S COMMENTS

President Gerber provided information and updates throughout the meeting.

ADJOURNMENT

Chair Melody adjourned the meeting at 2:17 p.m.

Carole Damoci, Chair
Physical Property Committee
tm: 05.03.23



SPECIAL PHYSICAL PROPERTY COMMITTEE MINUTES

May 10, 2023

The special meeting of the Physical Property Committee was called to order at 1:03 p.m. by Chair Damoci on Wednesday, May 10, 2023, in Conference Room A and via Zoom, followed by the Pledge of Allegiance.

Present: Mrs. C. Damoci - Chair
Mr. T. Dodero
Ms. S. Hopewell
Mr. N. Massetti
Mr. L. Melody
Mrs. T. Nugent
Ms. C. Thompson

Staff and Guests: Ms. M. Gerber, GRF President
Mr. K. Black Physical Property Manager
Ms. T. Makakaufaki, Executive Coordinator

Director Geffner was not present.

Chair Damoci greeted and welcomed everyone to the Special Physical Property Committee meeting and introduced Foundation members and staff.

CHAIR'S ANNOUNCEMENTS

There were no chair announcements at this time.

SHAREHOLDER/MEMBER COMMENTS

There were no Shareholders spoke at the time.

APPROVAL OF MINUTES

There are no minutes to approve.

CORRESPONDENCE

There were no correspondence to be reviewed at this time.

STAFF REPORTS

There are no staff reports at this time.

UNFINISHED BUSINESS

PHYSICAL PROPERTY COMMITTEE MINUTES – 05/10/2023

Heat pump - Amphitheater Dressing Room

Ms. Hopewell MOVED, seconded by Mr. Dodero, and carried unanimously by the Committee members present –

TO recommend the Board approve the installation of air conditioning at the Amphitheater dressing rooms as described, for a total cost not to exceed \$16,920.00 which includes a 20% contingency, Capital Funding and authorize the President to sign the contract.

Safety Improvement at Golden Rain/Saint Andrews -Stantec Report

The Committee concurred to review the safety improvement at Golden Rain/Sanit Andrews at a scheduled work study at the end of June 2023.

GOVERNING DOCUMENT N/A

FUTURE AGENDA ITEMS N/A

PRESIDENT'S COMMENTS

President Gerber provided information and updates throughout the meeting.

ADJOURNMENT

Chair Melody adjourned the meeting at 1:42 p.m.

Carole Damoci, Chair
Physical Property Committee
tm: 05.10.23

June 24, 2023

To: GRF Facilities Committee

Re: Accommodate Dancers in mobility vehicles on dancing platforms at Amphitheater

Leisure World currently and historically has held dances in the clubhouses wherein Members requiring mobility vehicles such as wheel chairs have been allowed to “dance” in their own way. I am now confined to a wheel chair or other mobility vehicle and I would like to dance with it at the Amphitheater shows. Since the allowed locations for dancing are the two platforms on the sides of the amphitheater seating I would like to dance there with the other dancers.

However there is a 7 inch high step between the dance floor and the walkway that I am unable to cross in my vehicle. I am requesting that the step be replaced with an appropriate and conforming ramp to allow rolling personal vehicles to access the dance floor. The illustration below is a suggestion.

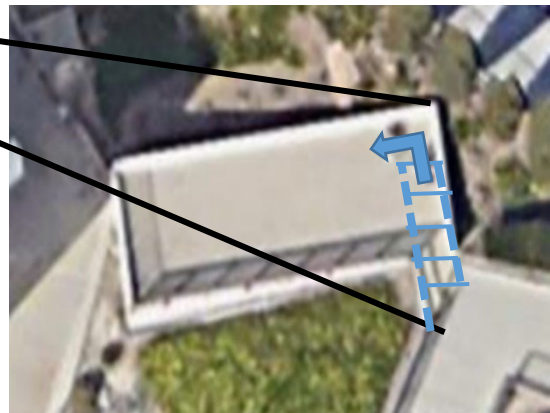
Thank you for your consideration of my request.

Glenn Syrop

Accommodate Dancers in mobility vehicles on dancing platforms at Amphitheater.



Modify to 1:12 ramp with railing



Currently there is a single 7 inch step up which requires a minimum 7 Foot ramp

PHYSICAL PROPERTY COMMITTEE PROJECT REPORT

Project	Proj #	Status	BOD Approved	Scheduled Completion	BOD Approved Funds	Used Funds	Balance
Shuffleboard Court Repairs	1041-23	Work scheduled for July	23-May	Aug	\$13,140		\$13,140
Speed Cushions	1019-22	Contractor scheduling installation OCFA approved	22-Jan	TBD	\$13,500		\$13,500
Storm Drain Screen Project - Update		Project started storm filters in fabrication 95% completed	22-Apr	July	\$99,000		\$99,000
Trust Street Repairs - Update	1003-22	Work completed	22-May	June	\$2,640,303	(\$2,014,431)	\$625,872
Safety Improvements at Golden Rain / St. Andrews - Stantec Report	1011-22	Review Study in process	22-Aug	TBD	\$15,535	(\$9,954)	\$5,581
Charging Stations - Update	982-21	Project completed rebate due from SCE	22-May	May	\$74,496	(\$81,000)	-\$6,504
Building 5 Improvements	1034-23	Work completed	23-Jan	April	\$98,515	(\$31,596)	\$66,919
Inside Sales Sign at Main Gate		Facilities Committee review				\$0	\$0
Amphitheater Heat Pump Installation	1042-23	Work completed	23-May	July	\$16,920		\$16,920
Perimeter Wall Frontier		Work started	23-May	Sept.	\$211,530	\$0	\$211,530
Clubhouse 3 Kitchens		Contractor ordered material and scheduling work	22-May	Oct	\$122,905	(\$15,120)	\$107,785
Clubhouse 6 Dance Room Fans		Work completed				\$0	\$0
Library Painting, Flooring etc.		Work scheduled for December start				\$0	\$0
1.8Acre Design and Cost Study	1025-23	Draft in process			\$62,150	(\$5,000)	\$57,150

Item	Move	Cost Change	RL Change	Add	Remove	Notes
Pianos	Move to Combined Assets	Increase Cost				
Drinking Fountains	Move to Combined Assets					
Ice Machines	Move to Combined Assets					
Defibrillators	Move to Combined Assets					
Admin Windows		\$ 125,000.00		Yes		To be done in 2024
Clubhouse/Amphitheater Windows				Yes		Phased by Clubhouse starting CH 5 in 2025, last is CH 6
Historical Society					Yes	HS pays for their own
CH 1 Billiard Tables			Move out			Increase RL
CH 1 Paint			To 0			Needs to be done now
Wall Replacement & Repair		\$ 300,000.00		Yes		
CH6 Bulletin Boards					Yes	No longer have/use
Patio Furniture	Move to Combined Assets					Want all patio furniture together
Street Signs		Increase	Decrease			
Cushmans						Speed up replacement
Chevy Trucks			Reset			replaced this year, reset, but useful life should be 10 years not 25
Large Busses			Reset			being replaced this year (4 buses)
2nd Christmas Tree				Yes		purchased new one this year
Bus Shelters - 23		20k each		Yes		Replacement starting 2025 with 4-5/year
Main Transit Shelter		50K		Yes		Renovation/Replacement 2024
North Gate Gate House		250K		Yes		Renovation/Replacement 2025-2026
South Gate Gate House		250K		Yes		Renovation/Replacement 2025-2026
Security Office Renovation (Main Gate)		750K-1 million		Yes		Renovation 2025-2026 (Items in Security Office are listed for replacement in 2024 and 2025)
Main Gate Renovation Design		80K				Increase cost to include all three buildings for 2024
Main Gate Beautification	Move to landscape renovations	100K				Move to Landscape Renovation and bring total to 100K
CH 2 Misc Replacement					Yes	
LC - Commercial Refrigerator					Yes	Remove - item under Learning Center
LC - Commercial Stove					Yes	Remove - item under Learning Center
LC - Convection Oven					Yes	Remove - item under Learning Center
LC - Commercial Dishwasher					Yes	Remove - item under Learning Center
LC - Ice Machine					Yes	Remove - item under Learning Center
Friends of Library Painting		TBD		Yes		
Washer and Dryer		TBD		Yes		Add to Service Maintenance
Red Curbs - Repaint					Yes	
Security Office - Channel Fencing	Move to rest of channel fencing					
Channel Fencing		150K				Increase to 150k per year
Admin Bathrooms			0			Set RL to 0

CH 4 Bathrooms			0		Set RL to 0
Admin Conference Room		18000			Switch amounts with Board Work Room
Admin Board Work Room		8750			Switch amounts with Conference Room
Admin Interior Surfaces Paint					Change useful life to 5 years and set RL to 4, we have done some painting and will finish painting this year
Interior Painting					Useful life should be 5 years for all interior paint



BOARD ACTION REQUEST

DATE: FEBRUARY 28, 2023
TO: GRF BOARD OF DIRECTORS
FROM: ARCHITECTURAL DESIGN & REVIEW COMMITTEE
BOARD ACTION: CAPITAL FUNDING REQUEST: REAL ESTATE SALES OFFICE SIGN

Committee Action:

On February 10, 2023, the Architectural Design and Review Committee recommended the Board award a contract to MJ Jurado to install a concrete two-sided sign for the on-site sales office at the Leisure World main gate. Funds not to exceed \$8,500, adding \$1,000 contingency, will be taken from the Capital Account.

Background:

At its January 13, 2023, meeting, the Architectural Design and Review Committee approved an sales office sign to coordinate with a similar design already at the community's main gate. The committee asked the Physical Property Committee to obtain cost information. At the February 1, 2023, meeting the Physical Property Committee determined that the ADRC design would cost \$8,500, and recommended adding \$1,000 for any contingencies associated with its installation.

At the ADRC meeting on February 13, 2023, the committee recommended the Board approve the project.

Fiscal Impact:

\$8,500 for the sales office concrete sign, adding \$1,000 for contingency, from the Capital Account. Any cost recovery is dependent on increased visibility for the sales office, which returns a portion of its commissions to GRF.



COMMITTEE ACTION REQUEST

DATE: JULY 3, 2023
TO: FACILLITES COMMITTEE
FROM: KEVIN BLACK PHYSICAL PROPERTY MANAGER
ACTION: ENGINEERING INQUIRY FOR EV STATIONS (MAINTENANCE YARD)

Background:

Staff was requested to investigate future electrical needs for our maintenance department for EV cart and car charging. Physical Property Department obtained a quote from Control Engineering. The cost is as follows:

Control Engineering Inc.	\$4,000.00
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Fiscal Impact:

Fiscal impact is unknown at this point.

Recommendation:

I move to recommend the GRF Board to award a contract to Control Engineering for field engineering to evaluate sources of power-to-power cart and EV chargers in the maintenance yard, at a cost not to exceed \$4,000.00 and authorize the president to sign the contract

COMMITTEE ACTION REQUEST

DATE: JULY 1, 2023
TO: FACILITIES COMMITTEE
FROM: FACILITIES CHAIR
BOARD ACTION: RADAR SPEED SIGNS

BACKGROUND:

About two years ago the GRF Board approved the expenditure of \$30,000 for two Radar Trailers with Data Logger capabilities. Subsequently the Board elected not to acquire those trailers. An item with that title and amount has remained on the GRF Capital Plan ever since.

There is however a need within the community to take all reasonable measures to reduce vehicular speeding. Recently a scientific study evaluating the speed reduction impact of speed display boards came to light. See Appendix 1. Display boards without enforcement reduced the number of vehicles travelling 10mph or more over the posted limit. These findings are repeatedly supported by 17 such studies summarized under the title "Case Studies on Radar Speed Sign Effectiveness" to be found at:

<https://cdn.xwalk.com/app/uploads/2019/10/21185633/Radar-Sign-Case-Studies.pdf>

It is proposed to purchase a few solar powered radar speed signs now and prove effectiveness and purchase more subsequently.

EXAMPLE: Solar LED Radar Speed Sign - EV15 \$4000



https://ledlighting-solutions.com/solar-led-radar-speed-sign-ev15.html?gclid=CjwKCAjws7WkBhBFEiwAli1682kLeVjGNVpKX75XYV5DMZT2qkgx-bkJw-P22ILYHWMSXDY6j2wQYxocqB4QAvD_BwE

FISCAL IMPACT:

Project to be funded by previously approved \$30,000 of Capital funds. If a cloud data plan is elected to collect speed statistics, there will be a small associated monthly Operations cost (first year free)

RECOMMENDATION:

I move to recommend the Board authorize a Capital funding reassignment to the purchase of three radar speed signs chosen by GRF Patrol Services for a total cost not to exceed \$15,000.

Appendix 1.

Comparative Study of Speed Reduction Effects of Photo-Radar and Speed Display Boards

Steven A. Bloch Volume 1640, Issue 1 <https://doi.org/10.3141/1640-05>

Abstract

Two forms of automated motor-vehicle speed control, speed display boards and photo-radar, are compared. Despite a growing body of research on the devices, there is little reliable empirical evidence about their effectiveness. Three issues are examined: (a) which of these devices is more effective in lowering speeds, (b) whether supplementing display boards with police enforcement makes them more effective, and (c) which device is more cost-effective. The study was conducted on three comparable streets in Riverside, California, over a 4-week period. Site 1 employed a display board with no enforcement; Site 2, a display board with intermittent enforcement; and Site 3, photo-radar. Results show that both devices, while deployed, significantly reduce vehicle speeds from 7 to 8 km/h, and particularly reduce the number of vehicles traveling 16 km/h (10 mph) or more over the posted limit. Supplementing the display board with intermittent enforcement significantly increased its effectiveness. Although both devices produced substantial speed reductions while in operation, only display boards demonstrated carryover effects. The enforced display board produced a substantial short-term (but not longer-term) carryover effect; the unenforced display board demonstrated a longer-term (but not short-term) carryover effect, but only at the alongside location, 1 week after its removal. The three cost-effectiveness estimates generated showed that the unenforced speed display board was the most cost-effective; the enforced display board came in second; and the photo-radar placed third.

DONATION
TO
THE GOLDEN RAIN FOUNDATION

The patron(s) listed below would like to donate the following item(s) to the Golden Rain Foundation in accordance with POLICY 30-5231-1.

DONATED BY:

Name:

Address:

City, State, Zip:

Telephone:

ITEM(S) DONATED:

Aluminum and stainless
wall sculpture

The above donated item(s) will become the sole property of the Golden Rain Foundation and will be utilized in a manner the Foundation deems appropriate. Once donated, it cannot be returned.

 Date: May 9th 2023
Signature

Jesse Cripps, Recreation Director

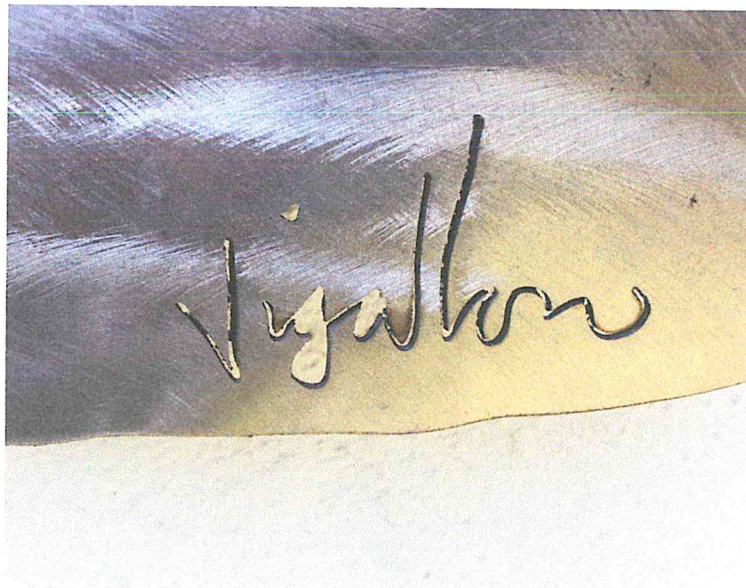
4/30/23

Metal Wall Sculpture
Donation by Dave Mueller, Mutual 2
5 ft. wide x 4 ft. tall





Artist's signature





COMMITTEE ACTION REQUEST

DATE: JUNE 16, 2023
TO: FACILITIES COMMITTEE
FROM: SENIOR DIRECTOR OF FACILITIES
ACTION: SAFETY IMPROVEMENT AT GOLDEN RAIN/SAINT ANDREWS -STANTEC REPORT

Background:

The Physical Property Committee asked Stantec Consulting Services (The consultant for a Traffic Light Operations Analysis) to provide a cost to design/engineer and cost estimates for their recommendations for improvements to the Golden Rain and St. Andrews Traffic Light.

The proposed changes are to provide split phasing on the E-W Golden Rain approaches and protected left-turn phasing on the N-S Saint Andrews approaches. (see attached)

The cost for this service is \$29,661. Staff recommends a 10% contingency for this project for a total cost not to exceed \$32,627.

Fiscal Impact:

Funding from Reserves

Recommendation:

I move to recommend the GRF Board award a contract to Stantec Consulting Services to provide a cost for design/engineer and cost estimates for their recommended improvements to the Golden Rain and St. Andrews Traffic Light at a cost not to exceed \$29,661 adding a 10% contingency for a total cost not to exceed \$32,627 Reserve Funding and authorize the President to sign the contract.



COMMITTEE ACTION REQUEST

DATE: JULY 3, 2023
TO: FACILITIES COMMITTEE
FROM: SENIOR DIRECTOR OF FACILITIES
ACTION: HVAC NEWS OFFICE

Background:

The HVAC unit in News Office is beyond its useful life. The Physical Property Department obtained a quote from Greenwood Heating and Air for the replacement of this Reserve Component. The cost is as follows:

Greenwood Heating and Air	\$22,800
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Fiscal Impact:

Funding from Reserves. Routine maintenance to be conducted in house.

Recommendation:

I move to recommend the GRF Board award a contract to Greenwood Heating and Air for the Replacement of the HVAC unit in the News Office at a cost not to exceed \$22,800 Reserve Funding and authorize the President to sign the contract.



COMMITTEE ACTION REQUEST

DATE: JULY 3, 2023
TO: FACILITIES COMMITTEE
FROM: SENIOR DIRECTOR OF FACILITIES
ACTION: ELEVATOR CAB REMODEL

Background:

The elevator cab in the Administration Building is beyond its useful life. The Physical Property Department obtained a quote from TK Elevator Service and Elite Elevator Services for the remodel of this Reserve Component. The cost is as follows:

TK Elevator Service \$35,701
Elite Elevator Services \$ _____

Staff recommends a 10% contingency for this project

Fiscal Impact:

There is \$38,000 in the reserve study for this project. There is currently a service contract for this elevator with TK Elevator Service.

Recommendation:

I move to recommend the GRF Board award a contract to _____ for the remodel of the elevator cab in the Administration Building at a cost not to exceed \$ _____ Reserve Funding and authorize the President to sign the contract.