Minutes Special Meeting GHI Board of Directors September 29, 2005

<u>Present:</u> Lauber, Eichhorst, Lewis, Alpers, and Moore

Absent: Abell, Alexanderwicz, Hudson and Hess

Others in Attendance: Gretchen Overdurff, General Manager

Stephen Ruckman, Director of Finance

Eldon Ralph, Director of Physical Plant Operations

Joan Krob, Recording Secretary Dianne Wilkerson, Audit Committee

Tom White

A quorum being present, President Eichhorst called the meeting to order at 7:02 p.m.

1. Approval of Agenda

MOTION: APPROVE THE AGENDA.

Moved: Moore Seconded: Lauber Carried

2. <u>2005 Fall Concrete Contract – 2nd Reading</u>

<u>MOTION:</u> THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, ON SECOND READING AND FINAL PASSAGE, TO ENTER INTO A CONTRACT WITH FORT MYER CONSTRUCTION CORPORATION FOR THE FALL SEASON OF CONCRETE SIDEWALKS FOR A COST NOT TO EXCEED \$31,525.

Moved: Lewis Seconded: Moore Carried

3. <u>2005 Masonry Concrete Porch Roof Repairs – 1st Reading</u>

Director of Physical Plant Operations, Eldon Ralph summarized the concerns of staff in recent years about deterioration of concrete porch roofs on masonry homes. A survey of masonry porch roofs this year has identified 16 locations that have significant damage of spalled concrete and exposed corroded reinforcement bars that require repair. Addresses of the affected homes were provided to the Board. Two of the homes (7B and 7C Crescent Road) have previously installed decks that make the concrete porch roofs under them redundant. Staff advised that these two porch roofs will be removed rather than repaired. GHI's replacement reserves do not include funding for this item and because of the scope of work required, maintenance staff is not able to undertake the repairs. It is proposed that funds to contract this work in 2005 be drawn as an allocation of excess revenue and unallocated funds from 2004.

In June, bids were solicited from eight independent contractors with three responding, one being an alternate repair system. In August re-bids were sought for the alternate repair system from three of the original contractors that responded; two bids were received. Staff subsequently sought out two more contractors who indicated interest. Following is the listing of bids received: C.A. Lindman, Inc., \$33,925; Eastern Waterproofing & Restoration \$23,262; American Window & Building Cleaning \$23,050; and J.M. Brick Service \$40,750. American Window & Building Cleaning is low bidder and their references were positive. Staff recommends American W&BC for this work with an additional 10% to cover contingencies.

MOTION: THE BOARD OF DIRECTORS AUTHORIZES THE MANAGER, ON FIRST READING, TO ENTER INTO A CONTRACT WITH AMERICAN WINDOW & BUILDING CLEANING, INC. FOR THE REPAIRS OF MASONRY PORCH ROOFS AT 16 LOCATIONS FOR A COST NOT TO EXCEED \$25,355.00.

Moved: Lewis Seconded: Moore Carried

MOTION: TO ADJOURN.

Moved: Moore Seconded: Lauber Carried

The meeting adjourned at 7:08 p.m.

Dorothy Lauber Secretary