

## **Discussion Item**

Capital Improvement  
Activities Committee Directive – Party Room

Some of the items on the proposed June 17 agenda have been hanging fire for some time and now may be a time to decide on whether to proceed on these or discard them – in a way, it sets the tone for board and committee work in the months to come. Most of the items will be either new or required business.

Under Decision Items: Charge to the Architecture and Planning Board (A&PB): as its first order of business a thorough review and revision of Administrative Resolution #2 (AR #2) along with attendant specifications. This is the primary resolution governing the use of common elements and general rules and regulations. Director Eberwein, Co-Liaison to the committee, is well qualified to advise the committee as she was the Chair of the 2014-15 Rules and Regulations Committee (RRC) which spent many hours researching and developing changes to AR #2 only to, sadly, have the Board at that time never take up and approve the changes.

Discussion Items: The other items I would like to bring forward are charges to particular committees generated by discussions concerning Capital Improvements. For two plus years the Board has discussed and held public Town Halls where ideas for Capital Improvements were presented to the community. Many of these ideas were for upgrades and enhancements to the amenities or the property which many felt are long overdue. These include: Renovation of the Gym, Renovation of the Party Room at 3360 Gunston Road, installation of electric car charging stations, replacing old casement windows in laundry and storage rooms with new windows, and expanding the pool house at Pool A to add a modern Party Room, Gym and other spaces.

Management received basic architectural sketches and preliminary cost estimates for the party room and gym, each of which were over \$300,000, as well as for the expansion of the pool house which was estimated at over one million. I suggest that the Board charge the relevant committees with researching the proper scope of work for each and, working with management and either consultants or volunteers, get an idea of soup to nuts costs associated with that scope of work including additional equipment in the case of the gym and appliances and furniture in the case of the party room. As an aside, I think we all were a little taken aback by the preliminary cost estimates and I think that work to, for instance, expand the party room and add new appliances, may not come even close to the over \$300,000 estimate – but we will not know until we investigate. As a reminder, the Board instituted an Operating Reserve to be funded at \$100,000 per year. It now has \$190,000 and will generate another \$100,000 by May of 2022. In all, I think it is now time to, as is said, fish or cut bait on these long standing items of discussion and either take them up now or place them on the back burner.

So I would like to suggest we incorporate into the June agenda for discussion:

Activities Committee Charge: to investigate renovation of the party room at 3360 Gunston Road with recommendations on expansion that could include new equipment, installing outdoor elements such as a patio and bringing the area into handicap compliance.

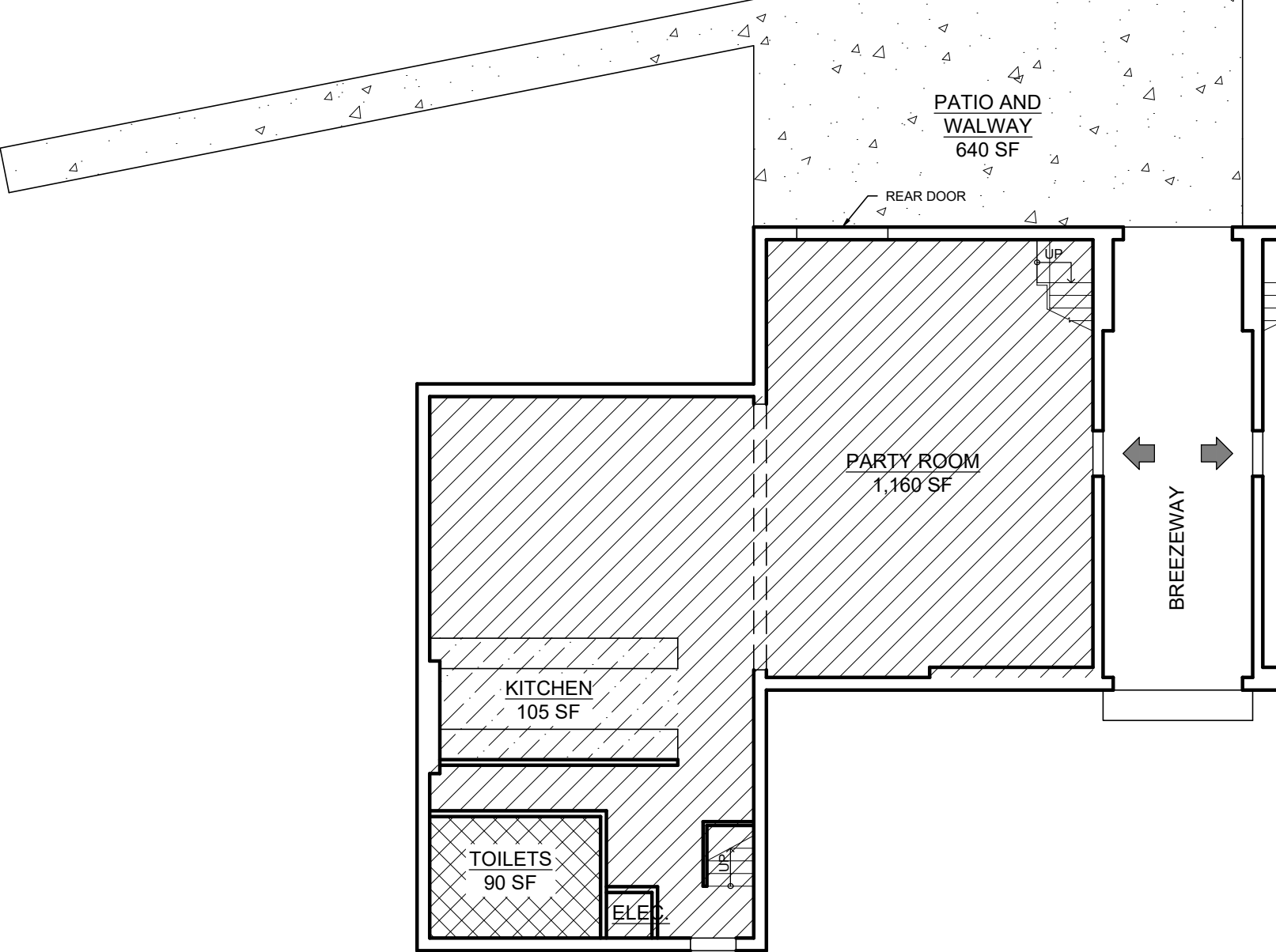
Recreation Committee Charge: to investigate renovation of the gym in Building 401 with recommendations that could include expansion of the existing space, redesign of existing space, and new equipment, and investigate and recommend other ways to provide other exercise options including outside weather resistant equipment and/or discounts at commercial exercise facilities.

Transportation and Land Use Committee Charge: to investigate installing electric vehicle charging station(s) on the common elements. [As an aside, there was a recent request from a resident to install

“Little Libraries” around the property and this too may be a proper land use function for the committee.]

Building and Utilities Committee Charge: to investigate replacing old casement windows in laundry room and storage facilities with new windows.

# OPTION 2: PARTY ROOM RENOVATION



FIRST FLOOR PLAN

## PRELIMINARY SCOPE OF WORK

- 1. Remove wall between existing kitchen and meeting room.
- 2. Replace current HVAC system and related ductwork with new ductless split system.
- 3. Remove interior closets and relocate all electrical, including circuit breaker. Adjust lighting and receptacles as necessary.
- 4. Remove existing bathroom, and provide new accessible toilet room along front wall.
- 5. Relocate kitchen, and replace kitchen cabinets and flooring. Appliances to be reused.
- 6. Replace rear door with 2-panel french door.
- 7. Install patio and rear walkway to parking.
- 8. Repair all finishes where necessary, including patching wood flooring and refinishing; patching walls and ceilings; and painting.

## AREA TAKE-OFF

PARTY ROOM SF:	1,160 SF
KITCHEN SF:	105 SF
TOILETS SF:	90 SF
<b>TOTAL SF:</b>	<b>1,355 SF</b>
PATIO/ WALKWAY:	640 SF

## OPTION 2 - PARTY ROOM RENOVATION

PRELIMINARY BUDGET ESTIMATE																																												
PROJECT: Party Room Renovation		TOTAL AREA (S.F.):	1,355 S.F.	DATE: 7 July 2020																																								
LOCATION: Alexandria, VA		No. OF STORIES: 1																																										
DIV	DESCRIPTION	SUBTOTAL COST	COST/ S.F.	%																																								
A	SUBSTRUCTURE	0	0	0%																																								
B10	SHELL: SUPERSTRUCTURE (wall removal and beam install)	12,195	9	5%																																								
B20	SHELL: EXTERIOR ENCLOSURE (new double door)	5,420	4	2%																																								
B30	SHELL: ROOFING	0	0	0%																																								
C	INTERIORS	43,360	32	19%																																								
D10	SERVICES: CONVEYING	0	0	0%																																								
D20	SERVICES: PLUMBING	21,680	16	9%																																								
D30	SERVICES: HVAC	54,200	40	23%																																								
D40	SERVICES: FIRE PROTECTION (Allowance)	27,100	20	12%																																								
D50	SERVICES: ELECTRICAL	32,520	24	14%																																								
E	EQUIPMENT & FURNISHINGS	0	0	0%																																								
F	SPECIAL CONSTRUCTION & DEMOLITION (Selective Demo)	20,325	15	9%																																								
G	BUILDING SITE WORK (Patio pavers)	14,080	22	6%																																								
	<b>BUILDING SUBTOTAL</b>	<b>\$ 230,880</b>	<b>\$ 170</b>	<b>\$ 230,880</b>																																								
<table> <tr> <td>General conditions 10 % x Building Subtotal</td><td></td><td></td><td>\$</td><td>23,088</td></tr> <tr> <td></td><td><b>SUBTOTAL A</b></td><td></td><td>\$</td><td><b>253,968</b></td></tr> <tr> <td>Overhead 5% x Subtotal A</td><td></td><td></td><td>\$</td><td>12,698</td></tr> <tr> <td></td><td><b>SUBTOTAL B</b></td><td></td><td>\$</td><td><b>266,666</b></td></tr> <tr> <td>Profit 10% x Subtotal B</td><td></td><td></td><td>\$</td><td>26,667</td></tr> <tr> <td></td><td><b>SUBTOTAL C</b></td><td></td><td>\$</td><td><b>293,333</b></td></tr> <tr> <td>Contingency 15% (Recommended)</td><td></td><td></td><td>\$</td><td>44,000</td></tr> <tr> <td></td><td><b>BUILDING TOTAL</b></td><td></td><td>\$</td><td><b>337,333</b></td></tr> </table>					General conditions 10 % x Building Subtotal			\$	23,088		<b>SUBTOTAL A</b>		\$	<b>253,968</b>	Overhead 5% x Subtotal A			\$	12,698		<b>SUBTOTAL B</b>		\$	<b>266,666</b>	Profit 10% x Subtotal B			\$	26,667		<b>SUBTOTAL C</b>		\$	<b>293,333</b>	Contingency 15% (Recommended)			\$	44,000		<b>BUILDING TOTAL</b>		\$	<b>337,333</b>
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PRELIMINARY DESIGN FEES			
Consultant	Subtotal	Coordination fee @ 10%	TOTAL
Architectural Design	\$17,600	\$0	\$17,600
Civil Engineering	NA		NA
Structural Engineering	\$4,000	\$400	\$4,400
Geotechnical Engineering	NA	\$0	NA
Mech / Plbg / Elec. Engineering	\$7,000	\$700	\$7,700
<b>TOTAL DESIGN FEES:</b>			<b>\$29,700</b>