

## **Discussion Item**

Capital Improvement  
Building & Utilities Committee Directive – Windows

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.

Ward	Number of Rooms Remaining	Number of windows	Cost per Room	Annual Cost	Painting Credit	Final Costs
					\$20.00	
Ward 1	8	48	\$4,000.00	\$32,000.00	\$960.00	\$31,040.00
Ward 2	12	72	\$4,000.00	\$48,000.00	\$1,440.00	\$46,560.00
Ward 3	9	54	\$4,000.00	\$36,000.00	\$1,080.00	\$34,920.00
Ward 4	10	60	\$4,000.00	\$40,000.00	\$1,200.00	\$38,800.00
Ward 5	9	54	\$4,000.00	\$36,000.00	\$1,080.00	\$34,920.00
totals	48			\$192,000.00	\$5,760.00	\$186,240.00

## **Laundry Room Replacement Windows Recommendation Plan and Cost Estimate**

Parkfairfax has a total of 50 laundry rooms including laundry/storage room and 7 storage only locations. All but 2 locations currently have the original black steel casement windows, rooms in 518 and 809 have both had recently installed (in the past 3 years) energy efficient vinyl windows.

For comparison purposes we will be address the laundry room only and the current conditions of the remaining 48 locations is less than favorable. Most are in need of repairs, with windows not opening properly or being able to be closed and secured. This obviously contributes to the environmental conditions of each location, allowing cold air to enter in the winter which in turn causes the electric heaters to run continuously. In the summer, the hot and humid air enter and it's not uncommon to find the machines and tables wet from condensation. Plus, with wind conditions on occasion rain and snow have also gotten in.

As stated above we replaced windows first at building 809 back in 2018 and then in building 518 in 2019. The average cost of these 2 locations was \$3815.00 for removal of the old windows, plus fabrication and installation of the new windows. Work is usually completed in 2 days.

Although we understand the historic look, as the Association has approved vinyl window replacements for units, management for some time has discussed this even providing a plan to the Board several years back. We proposed to complete one ward yearly prior to the annual painting cycle. Not only would we remedy the environment issues, but the locations would all look uniform and, in most cases, match the surrounding units. The current reserve study addresses some windows but does not specify locations with \$52,312 estimated in year 2030, and then additionally \$125,143 in 2043. These combined numbers only reflect about 42 locations when adjusted for inflation.

Thus, management recommends looking at the original plan to replace one ward annually with a cost not to exceed dollar amount as each ward will be different, Ward 2 has 12 locations, Wards 5 and 3 each have 9, Ward 4 has 10 and lastly Ward 1 has 8 remaining. This number will then be offset in coming years with some credits from the painting contract as they will not require any painting. For example, we would suggest doing ward 4 this year and next year, 8 locations cost to be \$32,000 and when painting is done in FY23 there would be a credit of \$1,000 making the total cost \$31,000. Of course, there will be some additional savings in the reduction of electricity as the heaters in the colder months will not run as much.

See attached spreadsheet for annual cost estimates for a 5 year plan beginning in FY22.