



OCEAN PINES ASSOCIATION, INC.
BOARD OF DIRECTORS WORK SESSION
AGENDA

Monday, October 17, 2016
9:00 am, Assateague Room, Community Center

Call to Order – Tom Herrick

Pledge of Allegiance – all

Approval of Agenda – Board

President's Remarks – Tom Herrick

Topics submitted by General Manager
Country Club Roof Repair
CPI Violations

Topics submitted by Board members
Comprehensive Plan Committee Recommendations- Tom Herrick
Resolution M-01 discussion- Cheryl Jacobs
Resolution C-11 discussion- Tom Herrick
2017/18 Budget Guidance and Development- Pat Supik
OPA Management Options Work Group- Slobodan Trendic
Delinquent Assessment Review- Slobodan Trendic
Board Priorities & Goals- Slobodan Trendic

Adjournment

Respectfully submitted:
Slobodan Trendic, Secretary

Note: This is an informal work session and the board members agreed that no formal motions or votes will be entertained. The public and media will be given the opportunity to ask questions or to make a comment on each "topic" during the session upon being recognized by the chair.

2016

Golf Clubhouse

Roof Repair

Aveta, Jerry
Facility Manager
10/10/2016



A. Background

Report by Hardy Environmental (dated 1/2016) documented mold spores and air quality continue to be a concern in several areas of the building. Mold identified was suspected to be related to long-term water ingress from the exterior of the building along with moisture within porous substrates not limited to floor carpeting, lower wall board materials and ceiling tiles. Becker Morgan Group, Inc. (BMG) was rehired in August of 2016 to provide an update to a report they had produced in August of 2011 to analyze the building envelope, structural systems, and the mechanical, electrical and plumbing systems of the existing Ocean Pines Golf and Country Club Building. One of the main goals of the report update was to note any new concerns related to the physical systems of the building to include the building envelope, roofing, water intrusion and structural systems.

B. BMG Roof Observations

- a.) The original building (1974) consisting of single slope shed roofs with pitches estimated to be 3/12. Construction in this area is wood roof joists, plywood sheathing, roofing felt and asphalt shingles.
- b.) The 1985 roof addition is a combination of similarly constructed single slope shed areas, as well as some flat areas. These flat areas are constructed of wood rafters & joists, $\frac{3}{4}$ " tongue and groove plywood sheathing, tapered roof insulation, and single ply rubber membrane roofing.
- c.) Roof shingles that are currently on the sloped roof areas are +/-10 years old. The flat roof areas have been top coated in the last +/- 10 years.
- d.) Roof system:
 - Roof scuppers and roof drains are not sufficient to handle water runoff in large rain events leading to standing water accumulating on low roof area above second floor sundeck.
 - Roof scuppers do not have overflow vents, which restricts water being quickly removed from the roof during large storm events.
 - Roof is cracking and damaged from vibration due to do not having proper curbs for mechanical equipment mounted on the roof.
 - Seams between dissimilar roof materials are not properly flashed.
 - Interior leaking has been occurring on the second floor below roof transition areas.
 - Interior leaking has been occurring on the first floor between Tern Grille and the sun porch at former exterior wall prior to 1985 addition.
- e.) Drainage system:
 - Condition of the scuppers are poor and should be replaced.
 - Due to the location on the roof, both drains and scuppers are susceptible to clogging by leaves and other debris.
 - Sloped roof areas either have aluminum gutters and downspouts or slope directly to the flat roof areas. All of the aluminum gutters associated with the sloped roof areas connect to aluminum downspouts that outfall to the adjacent grade.

- Concrete splash blocks are not provided.
- Downspouts that are not directed towards specific outfall areas at the buildings main entry provide a hazardous condition during heavy rain events or freezing temperatures.
- Roof overhangs on sloped roof areas are minimal.
- Soffit materials include vented vinyl and painted plywood.
- Wood roof trim boards show signs of deterioration and rot, especially at the higher elevations above the mechanical mezzanine and near chimney caps.
- Conduit lines discharge in several areas that could cause decay of wood decks and/or a slip hazard (east stair landing).

C. Cost Estimates

Cost estimates for the two type of roof systems are described in the following tables. Contract costs will be reduced by Public Works performing most of the cleaning of roof debris. Total estimated contract costs will be approximately \$85,000 with a 10% contingency requiring an estimated budget request of \$93,250.

	Flat Roofs
Remove Existing Roofing Materials	Included
Clean Roof Debris	NTE \$25,000 (Time & Materials)
Insulation System	Included
Repair Roof Sheathing	N/A
Roofing System	Included
Flashing	Included
Coping	Included
Totals	\$48,750

	Shingle Roofs
Remove Existing Shingles	Included
Clean Roof Debris	Included
Repair Roof Sheathing	\$2.50 per sq. ft.
Shingle System	Included
Flashing	Included
Aluminum Box Cutter	Included
Totals	\$33,750

D. Recommendation: Conduct a competitive contract award for repairs of country club roof with a budget not to exceed \$93,250.