Mayor
Clay Koplin

Council Members
Tom Bailer
Kenneth Jones
Jeff Guard
Melina Meyer
Anne Schaefer
David Allison
David Glasen

City Manager
Alan Lanning

City Clerk
Susan Bourgeois

Deputy Clerk
Tina Hammer

Student Council
Summer vacation

Special City Council Meeting
July 31, 2019 @ 6:00 pm
Cordova Center Community Rooms
Agenda

A. Call to order

B. Roll call

Mayor Clay Koplin, Council members Tom Bailer, Ken Jones, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison and David Glasen

C. Approval of agenda……..... **(voice vote)**

D. Disclosures of conflicts of interest

E. Communications by and petitions from visitors

1. Audience Comments regarding agenda items

F. Ordinances and Resolutions

2. Resolution 07-19-30…….…… **(roll call vote)(page 1)**
A resolution of the City Council of the City of Cordova, Alaska, authorizing amendment to the FY19 budget in the amount of $55,800 to fund a change order for the Bidarki roof replacement project.

G. New Business

3. Council action on change order in the amount of $55,800……..… **(voice vote)(page 3)**
for Bidarki Roof Replacement Project

H. Executive Session

4. Council discussion about the terms of the City Manager's contract – in executive session because the subjects which may be considered are matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government

I. Audience participation

J. Council comments

K. Adjournment

Executive Sessions: Subjects which may be discussed are: (1) Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government; (2) Subjects that tend to prejudice the reputation and character of any person; provided that the person may request a public discussion; (3) Matters which by law, municipal charter or code are required to be confidential; (4) Matters involving consideration of governmental records that by law are not subject to public disclosure.

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AGENDA ITEM 2
City Council Special Meeting Date: 7/31/19
CITY COUNCIL COMMUNICATION FORM

FROM: **Alan Lanning, City Manager**

DATE: **7/23/2019**

ITEM: **FY19 Budget amendment for Change Order for Bidarki Roof Project**

NEXT STEP: **Council approval of Resolution 07-19-30**

_____ ORDINANCE __X__ RESOLUTION
_____ MOTION _____ INFORMATION

I. <u>REQUEST OR ISSUE:</u> Amendment of the FY19 adopted budget by $55,800 to fund the change order required to complete the repair of the Bidarki roof.

II. <u>RECOMMENDED ACTION / NEXT STEP:</u> Council moves to approve resolution 07-19-30 to amend the FY19 adopted budget by $55,800, roll call vote required due to expenditure of unbudgeted funds.

III. <u>FISCAL IMPACTS:</u>

This Resolution amends the following budget line items by $55,800

Revenue #	101-390-41095	-	General Fund Reserves
Expense #	101-901-57340	-	Transfer to CIP Fund 401
Revenue #	401-390-49999	-	Transfer in from General Fund
Expense #	401-701-55004	-	Bidarki Roof Replacement

IV. <u>BACKGROUND INFORMATION:</u> A roof inspection determined that over 70% of the insulation below the existing PVC roof is wet. It is not cost effective to replace this large amount of insulation on a piece by piece basis. The memo included with agenda item 3 on tonight's meeting, approval of the change order, further describes the need for replacement of all the insulation and therefore, the additional funding.

CITY OF CORDOVA, ALASKA
RESOLUTION 07-19-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA, AUTHORIZING AMENDMENT TO THE FY19 BUDGET IN THE AMOUNT OF $55,800 TO FUND A CHANGE ORDER FOR THE BIDARKI ROOF REPLACEMENT PROJECT.

WHEREAS, the City Council of the City of Cordova has adopted the City Operating Budget and appropriated funds for FY 19 for the period of January 1, 2019 to December 31, 2019.

WHEREAS, City staff is requesting amendment to the FY 19 budget by $55,800, to fund a change order for the Bidarki roof replacement project; and

WHEREAS, to complete the budget amendment, the following line items in the FY 19 City budget would have to be adjusted by the corresponding amounts as in the chart below:

Account	Current	Proposed	Adjustment	Description
101-390-41095		$55,800	$55,800	General Fund Reserves
101-901-57340	$37,766	$93,566	$55,800	Transfer to CIP #401
401-390-49999	$37,766	$93,566	$55,800	Transfer in from GF
401-701-55004	$115,200	$171,999	$55,800	Bidarki Roof Replacement

NOW, THERFORE, BE IT RESOLVED by the City Council of the City of Cordova, authorizes the amendment of the FY19 Budget in the amount of $55,800 listed above.

PASSED AND APPROVED THIS 31st DAY OF JULY 2019.

_____
Clay R. Koplin, Mayor

ATTEST:

_____
Susan Bourgeois, CMC, City Clerk

DRAFT

AGENDA ITEM 3
City Council Meeting Date: 08/07/2019
CITY COUNCIL COMMUNICATION FORM

FROM: **Samantha Greenwood, Public Works Director, Susie Herschleb, Director of Parks and Recreation**

DATE: **07/22/2019**

ITEM: **Change order for Bidarki EPDM roof for $55,800.00 to replace wet insulation**

NEXT STEP: **Council authorize the change order for the Bidarki roof contract**

_____ ORDINANCE _____ RESOLUTION
__X__ MOTION _____ INFORMATION

I. <u>REQUEST OR ISSUE:</u> This form constitutes the memorandum required per Cordova Municipal Code 5.12.050 setting forth the following:

5.12.050 - Contract amendments.

A. All amendments to contracts for supplies, services and construction, including change orders, shall be approved in writing by the city manager, subject to council approval where required under this section. Contract amendments shall not be used to avoid procurement by the competitive procedures established under this chapter.

B. No contract amendment which will cause the total price of the contract, as amended, to exceed the greater of twenty-five thousand dollars or one hundred ten percent of the original contract price may be executed unless the council has approved a memorandum setting forth any modifications to the essential terms of the contract.

II. <u>RECOMMENDED ACTION / NEXT STEP:</u> Council motion "to approve a change order of a sum not exceed fifty-five thousand eight hundred dollars and zero cents ($55,800.00)"

III. <u>FISCAL IMPACTS:</u> The majority of the roof replacement will be paid for with insurance money. The insurance company has declined to pay the cost of the replacement of the wet insulation.

"APEI has reviewed the most recent submissions and will only pay for the roof covering, the original bid to replace the rubber roofing was $115,000 and that's the extent of what APEI considers its obligation to pay for this loss. Also, the city has signed an agreement that the bid amount of $115,000 was the final amount requested from APEI. This delay in filing a formal claim has prejudiced APEI in its ability to limit the costs and address the loss appropriately. Since the original damage seven years ago, it is clear there has been additional damage underneath the roof covering beyond tears in the PVC which have happened over time. APEI considers seven years an unreasonable amount of time to file a claim for the repairs in the current bid. Had the original issues been addressed by a contractor back then, or even a year

after the snow incident, it is unlikely this level of repair would be needed. The costs exceeding $115,000 will be the responsibility of the City."

The fiscal impact to the city is $55,800

IV. <u>BACKGROUND INFORMATION:</u> The Bidarki roof was damaged during the snow event of 2011-12. Since that time, the roof has continued to leak, with the Parks and Rec staff attempting considerable repair efforts.

In January 2019, the insurance company agreed to replace the rubber roof on the Bidarki building. The adjuster determined that $99,735.00 would be sufficient to replace the roof. The city released an RFP in May of 2019. The city received one proposal for $115,200. The insurance company agreed to cover the full price.

The contractor came to town to do a site inspection in early June and did a core sample and discovered wet insulation. He informed the city that the insulation may need to be replaced. Based on this information, staff had a detailed roof inspection completed on June 10 by the contractor and Don Sjostedt with Eagle Construction (results attached). In summary, 59% of the test holes were wet, 21% semiwet and 28% dry. Due to the extensive amount of moisture in the insulation, staff determines that it is more cost-effective and practical to pursue a full replacement of the insulation versus a piecemeal approach.

From the inspection, a revised scope of work was created:

- Tear off existing roof, insulation, leave vapor barrier in place.
- Install new vapor over top of existing, if vapor barrier is wet and has to be remove this will be a change order above cost of bid
- Install new flat stock insulation and crickets to create R30 avg in two layers
- Install new cover board to manufacturer's instructions
- Install fully adhered 060 epdm roof system
- Provide 20-year ndl warranty for full system.
- Reinstall coping metal
- Install all new penetration flashings
- City to provide dumpster for job

Original price $115,200. Change order to remove wet insulation $55,800 Total price $171,000.00

**Bid price guaranteed for 30 days. This bid does not include replacement or removal of any rafter or plywood unless noted.*

Shiplap is visible below the roof from inside of the building. The water damage can be seen but is limited. Because the roof has been leaking the shiplap has gotten wet, and although there is no obvious rot it is possible some could be found. See the attached photos showing water stains but no evidence of rot.

V. <u>LEGAL ISSUES:</u> The city could investigate legal action against the insurance company; however, the legal costs versus the cost of the change order should be considered.

VI. <u>SUMMARY AND ALTERNATIVES:</u> Council can choose not to approve the change order for the roof and the roof would not be fixed. Other alternatives are a professional patch job, re-advertising the RFP to get additional bids with the new information, or revisit insurance company with legal assistance. All options may put the work off further, potentially until the spring of 2020 leaving the gym floor vulnerable to water damage.

P.O. Box 111641 Anchorage, AK 99511 Phone: (907)240-6101 Fax: (907)344-6101

Inspection Report

Date: June 15, 2019

Owner: CITY OF CORDOVA
Contract Administrator: Sam
(907)424-6231
Location: Cordova Rec Center
Areas Inspected: 30 locations
Inspector: Solomon Crownover
Date of Inspection: 6/10/19
Weather Conditions: Sunny

Inspection Checklist

Prior to Inspection:

- ☑ Give at least seven (7) days notice to Contract Administrator about planned inspection.
- ☑ Provide work schedule for resident notification at time of contact with Contract Administrator (at least seven (7) days before inspection) making sure all work is completed in the Monday thru Friday 8am to 5 pm time frame requirement.

Inspection:

- ☑ 1. Cut 28 sample holes to inspect roof system down to the vapor barrier see if roof system is wet a map of the holes locations is attached to this report
- ☑ 4. Inspect all metal flashings and valleys. Ensure that no rust or damage has been caused to the roofing system by wind or traffic. Make sure all flashings are well fastened and water tight.
- ☑ 5. Inspect the entire roofing system. Ensure that there is no damaged masonry, no loose caulking, no bad mortar joints, and no lose tile coping that may appear to be a membrane leak.
- ☑ 6. Inspect all edges of the roofing system. Ensure there is no wind or water damage.
- ☑ 7. Inspect all roof top equipment i.e. air conditioning units, evaporative coolers, antennas, etc.
- ☑ 8. Inspect the building's exterior for settlement or movement. Structural movement can create cracks and other issues that can lead to leaks.
- ☑ 9. Inspect all protective coatings, cracked, flaking or blistering areas that need to be identified.

Post Inspection:

- ☑ 1. Notify Contract Administrator of any damage requiring repair within ten (10) days of inspection. Include estimate of additional costs associated with repair.
- ☑ 2. If additional repairs are needed make sure repairs are approved by the Contract Administrator prior to repairing to ensure payment.
- ☑ 3. Provide Contract Administrator with necessary photos and inspection reports.

Post Inspection

Comments and Recommendations:

Cedar Park

1) We cut 28 holes into the roof system and found that there were only 8 dry areas 6 Semi wet and the rest completely soaked. From this we recommend the roof and all components such as the wet insulation and vapor barrier be removed and replaced with the roof system. There is approx. 8-10" of ISO insulation which when installed was an min R-56, with a dens deck cover board, and 060 fully adhered PVC Roofing. We believe the metal coping can be reused so it should not need replacement just remove and reinstall.
2) We will provide you a cost proposal to fix the identified work

Photographs

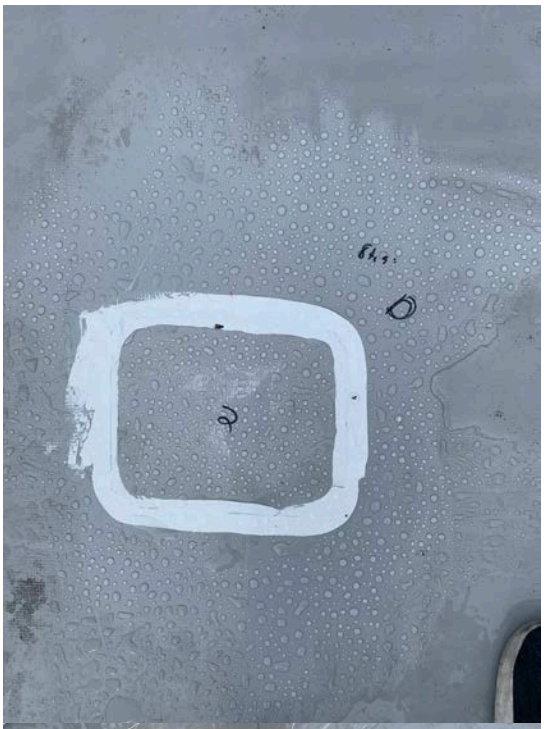
Descriptions/Comments:

1) Photos are some of the cuts look like you can see the moisture in the insulation. The normal color of the insulation is yellow not brown when not wet and the normal color of dens deck is white not gray when not wet.

Please contact DayNight Construction Inc., at daynightconstructionsolomon@gmail.com or at (907)240-6101 if there are any questions or if additional work is needed. Thank you.

Sincerely,

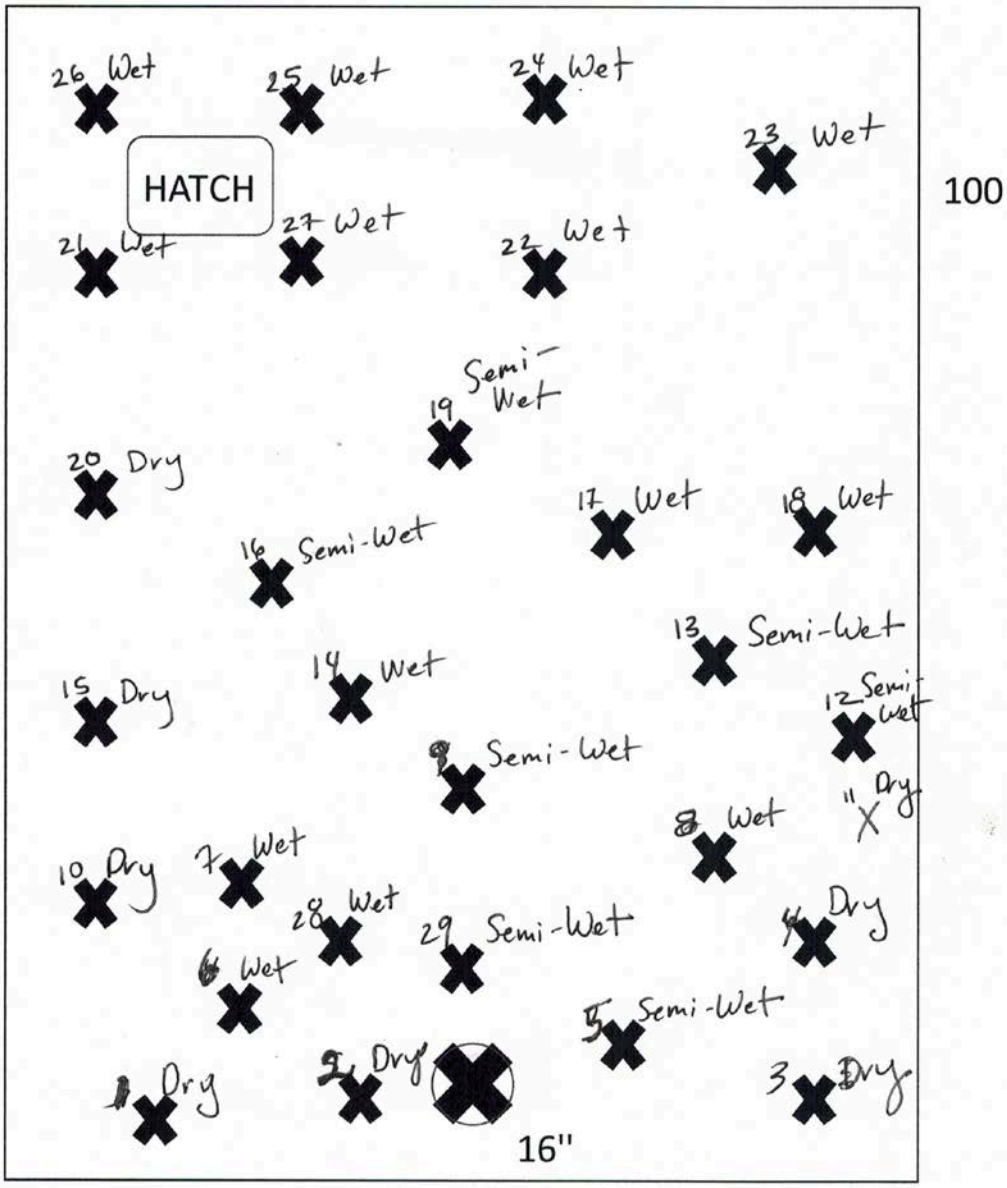
Solomon Crownover



24 feet

14 feet

8 Wet


26 Wet
25 Wet
24 Wet
23 Wet
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100
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27 Wet
22 Wet
19 Semi-Wet
20 Dry
17 Wet
18 Wet
16 Semi-Wet
13 Semi-Wet
15 Dry
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12 Semi-Wet
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28 Wet
29 Semi-Wet
4 Dry
6 Wet
5 Semi-Wet
1 Dry
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16"

44'6"