

Project Approval Form Response

Project Name: Clubhouse Lakeside Deck Repair

Date: 05-05-2020

1. The person or Committee proposing the project: Lake Limerick Country Club Board of Directors.

2. The project's description/scope including:
 - a. Narrative description of the project. Repair existing lakeside deck – no increase in footprint. Make repairs and bring structural support up to current code requirements.

 - b. The project's purpose and the value LLCC members will receive from the completed project, including any health and safety improvement aspects. Repair of lakeside deck will allow use of the deck again for our member functions and allow better rental utilization. Will also provide weather cover for outdoor patio use below.

 - c. Drawings and sketches as necessary to understand the project. See approved Mason County Building Permit drawing set.

 - d. The approximate cost for the project, and the basis and assumptions for that cost estimate. A budget of \$50,000.00 based on current cost per square foot estimate and scope of work detailed on permit drawings should be established. Typical costs per square foot for a 2nd story commercial deck average \$50.00 a square foot (\$36,000.00) plus taxes. In addition – LLCC deck project will require paint, gutter/downspout system, and lighting.

 - e. A recommendation as to whether the project should be delivered in-house with LLCC staff, use outside contractors or consultants, or be carried out by a combination of in-house and outside resources. I recommend utilization of an outside contractor to perform the work on this project. While the project could be accomplished “in-house” – LLCC is not currently staffed with the resources needed to perform this work.

 - f. An approximate schedule, including any time constraints regarding project activities or completion date. A permit for the work has been issued by Mason County. The work has been cleared by the Governor to proceed as part of the Corona virus shelter in place guidelines. The Mason County Approved Permit set has been submitted to the LLCC Architectural Committee for an LLCC

building permit. A request for proposal, contractor selection, subcontract agreement will all need to proceed prior to construction starting. Based on availability of labor and materials – I would expect an overall duration of 4 to 6 weeks of construction activities.

3. The budget status of the project:
 - a. Has a Committee, and/or Board, already included the project in the current year's budget? No – the 2018 LLCC approved a budget of not to exceed \$15,000.00 for deck repair when it was anticipated that repairs could be performed “in-house” with an internal cost estimate for materials of \$17,232.00. This plan was not followed through on and the money was not spent. Money has been earmarked from current LLCC cash reserves to cover the deck repair costs.
 - b. Is it in a longer-range capital improvement plan? Is it a new idea outside the current year budget cycle? No – this project has been under development for the last two years. Scope of project, allowable footprint, and permitting of the project has taken much longer than could have been expected.
4. Additional considerations the Board may need to consider, including any foreseeable risks or liabilities. The repair of the deck is long overdue. Membership and rental income use of the facilities has suffered with the current situation. Upper level doors are screwed shut, existing deck structural supports are exposed to weather, patio patrons have no foul weather protection. The longer the “no deck” situation exists – the more money the HOA will need to spend to make the needed repairs.
5. Proposed project manager. Pat Paradise
6. Evidence of coordination with the appropriate staff departments and management and staff's recommendation. Deck repair project has been under development for over 2 years. Through various Board and committees structures – and former as well as present Board and committee members. It has been through the maintenance department and two maintenance managers. The project was also under the direction of the past LLCC association manager and is currently being supported by our current association manager.

A copy of the Mason County approved permit documents are posted at the Lake Limerick Clubhouse main entrance display case for membership viewing. A copy of the permit documents have also been forwarded to the Inn Committee and the Architectural Committee. A Lake Limerick issued building permit has also been requested from the Architectural Committee.

Respectfully submitted by Pat Paradise – project manager.