

CARMEL VALLEY RECREATION & PARK DISTRICT

Proposition 68 Grants

May 2023

Administration

1. None.

Financial

1. None.

Procurement

1. **Activity House** – On May 2, the District (Director Gray) meet with RGS (Adams and Coggins) to discuss the Board’s “asset preservation” strategy for the Activity House adopted at the April 12 Board Meeting. The focus will be on fixing the roof and addressing wood rot from water and insects as quickly as possible and is based on the structure review by Luke Ingram Designs. At the meeting the following items were discussed:
 - I. Activity House Fumigation
 - II. Re-engaging Newton Construction
 - a) Removal of Existing Roof
 - b) Identification and Replacement of Rotted Roof Decking, Beams and Fascia Boards
 - c) Adding New Plywood Sheathing (above existing roof decking)
 - d) Full exterior and Partial Interior Painting
 - e) Limited Exterior Electrical Work (for lighting and wiring clean-up)
 - f) Information Needed for Newton to Prepare a Bid
 - III. Bidding Process (if “pre-approved” contractor is not used)

On May 11, the District (Director Gray) provided RGS with the Activity House Scope of Work (AHSOW) which RGS (Coggins) provided to Newton Construction (Darrin Terrazas) on May 12, requesting a quote and timeline in accordance with the terms and conditions of the Sourcewell Job Order Contract #CA-R7-GB01-123021-NCM. The District (Director Gray) also provided additional information to Newton Construction on this day. On May 19, after no response from Newton Construction, RGS provided the AHSOW to Gordian (Garrett Rempher) for assistance with Newton Construction or an alternate contractor. Gordian immediately responded saying that information would be provided soon. Newton Construction responded later that day to say they would review and respond to the AHSOW. On May 24, Gordian provided an update stating they had reached out to a couple contractors and were waiting for dates on availability, with the on-site scoping meeting subsequently scheduled for June 8.

Fumigation of the Activity House structure and adjacent soil was conducted from May 25 through May 30. The cost of the fumigation work is \$4,218. This work is classified as

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maintenance under the procedural guides for the grants and thus is not eligible for grant reimbursement.

Identification of Potential Risks

1. Activity House Roof – Heavy winter rains damaged the roof, which now has numerous leaks and must be replaced by September 2023, before the start of the next rainy season to mitigate any further damage to the building. The District (Director Thatcher) removed the temporary roof tarps due to the end of the rainy season and in advance of the fumigation of the structure.

Follow Up Items (alphabetical order)

1. Interest-Bearing Sub-Accounts – Request for Change to Chart of Accounts' Elements form required by County of Monterey's Auditor Controller's Office to create interest bearing sub-accounts for RIRE grant funds is completed and ready to be filed at the appropriate time. Auditor Controller's Office requests the sub-accounts not be set up until a month or two before District plans to receive grant advanced funds. **(No change from November.)**
2. Project Timeline – Work on the draft project timeline and grant advance schedule has paused while alternatives for the Activity House continue to be explored. **(No change from November.)**