

## CAPITAL IMPROVEMENT PROGRAM (CIP) AMENDMENT FORM

1. **Contact Person/Department:** Valerie Kaster. Project Services

2. **Project Title:** Public Works (1144 S Seneca): Remove and Replace Roof

3. **Request Status:** New Project (complete items 5, 6, 7 and 8)

4. **Justification for changes from the approved CIP Project:**

Year Approved	Original Budget	Requested Change	Revised Total

**Justification of requested changes:**

5. **Justification:** Discuss the need for the project, how it will improve delivery of services, and improve efficiency, along with the scope of capital work to be completed. Please address the urgent need of this project and what qualifies this project to be reviewed outside of the CIP budget process. Please summarize below, if additional space is needed, then provide the detailed narrative in CIP Attachment Form A.

The roof of the Public Works building at 1144 S Seneca was inspected on December/2017. It is 10,893/sf. Of that 6,893/sf was given a 'D' rating, indicating that it should be replaced in 2-4 years (2020). The other 3,700/sf was given a 'B' rating, slating it for replacement in 8-10 years (2026). At that, time a number of emergency defection items were recorded to include the flashing being damaged or missing, cracked caulking, missing sealant, improper (previous) hole repair, and open seams.

Since December, the roof has had number of areas where the wind has removed and/or damaged additional parts of the outer membrane.

Currently, there are multiple rooms that exhibit signs of water penetration in the building. A large amount of ceiling tiles have evidence of recent water damage. Buckets are now being used in the space above the ceiling grids to catch water.

If this is not addressed in a timely manner, it is highly likely that the water damage to the roof and building will not only continue but will be compounded. There would likely be additional damage to the roof's outer membrane, exposing more of the structure to the elements, elevating the potential damage to the building, property inside, and air quality.

The proposed scope of work would include a full roof replacement; removing and replacing EPDM, insulation, flashing, and copings.

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- 6. Cost and Funding:** Outline all project costs, by appropriate project phase, based on the anticipated schedule. Select below the table who developed the estimate and when. A dated, written copy of the estimate must be attached. Then, select the funding source and provide a brief explanation of how the project will be funded, and explanation if selecting "other".

Project Phase	2018	2019	2020	2021	2022	Total
Planning	0					
Design	\$2,604.00					
Construction	\$95,481.00					
Equipment	0					
<b>Total</b>	<b>\$98,085.00</b>					

- 7. Estimate Developed By:** *Check all that apply*

**Date:** April 7, 2018

Facility Project Services	Architect / Engineering Firm	Vendor	Department
X		X	

**Funding Type and Proposed Fund Source:** Cash

CIP Reserve Fund

- 8. Operating Budget Impact:** No Budget Impact

Outline estimated operating impacts occurring as a result of this project. Below the table, discuss these operating impacts and funding strategy. Be sure to seek expert assistance when appropriate.

Operating Impact	2018	2019	2020	2021	2022	Total
Total Revenue	0	0	0	0	0	0
Personnel						
Contractual						
Commodities						
Equipment						
<b>Total Expenses</b>						
<b>FTE(s)</b>						

This work should not have any operation impacts.

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**9. CIP Committee Recommendation:** Choose an item.

**10. Agenda Recommendation:** Choose an item.

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Mike Scholes

\_\_\_\_\_  
Date

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Consent

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Regular Agenda