

BEACH WOOD VILLAS ASSOCIATION, INC
BOARD OF DIRECTORS MEETING
AUGUST 24, 2020

A Board of Directors Meeting of the Beach Wood Villas Association, Inc. was held this day in the Conference Room, Amelia Island Management, 5440 First Coast Highway, Amelia Island, Florida.

BOARD MEMBERS PRESENT

Laura Brown, Vice President
William Quam, Secretary/Treasurer
Joel Marmelstein, Director (*via phone*)
Neil Andreson, Director

AMELIA ISLAND MANAGEMENT

Kathryn Shumrak, Administrative Assistant

BOARD MEMBERS ABSENT

Jim Askren, President

OWNERS PRESENT

On file at Amelia Island Management

ON SITE MANAGEMENT

Andrea Grossman, CAM

CALL TO ORDER AND CONFIRMATION OF QUORUM

Notice of the meeting was emailed to all owners and posted on property August 21, 2020 in accordance with the documents of the Association. Four (4) Board members were present in person, or by phone, which represented a quorum of the Board. In the absence of President Jim Askren, Nick Lambiase Jr. served as Chair and called the meeting to order at 1:04 pm.

BOARD REVIEW AND APPROVAL FOR BIDS ON UNITS #2035-2038 AND #2039-2044)

The Board reviewed the bids that by two members of the Large Bid Committee (Laura Brown and Bill Quam) and Andrea Grossman. Detailed breakdown of these bids can be found on the attached summary sheet.

Shingle Replacement:

Bill Quam moved to accept the Townsend Roofing bid for shingle roof replacement in the amount of \$86,235 (roof sheathing at \$2.00/square foot); Laura Brown seconded and the motion carried unanimously.

Painting:

Laura Brown moved to accept the Visual Effects bid for painting and priming for the total amount of \$26,920; Bill Quam seconded and the motion carried unanimously.

Wood Rot Repair:

Bill Quam moved to accept the RSB Homes bid for wood rot repair in the amount of \$15,504; Laura Brown seconded and the motion carried unanimously.

Rain Diverter Installation:

Bill Quam recommended that the bid from RSB Homes be accepted; Laura Brown seconded and the motion carried unanimously.

Bill Quam moved to grant Andrea Grossman approval to begin working with the contractors based on the recommendations issued by the Large Bid Committee large bid committee; Laura Brown seconded and the motion passed unanimously.

Andrea stated that she will provide an update at the November 17th, 2020 Annual Membership Meeting.

ADJOURNMENT

There being no further business, Laura Brown moved to adjourn the meeting; Bill Quam seconded and the meeting was adjourned at 2:02 pm.

Respectfully submitted,

William Quam

Secretary/Treasurer

WQ/ks

Attachment:

Analysis of Competitive Bids for Townhouse Project

**Beachwood Villa Association
Board Meeting - August 24, 2020
Analysis of Competitive Bids for Townhouse Project**

- 1) The Beachwood Villa Association (BVA) recently solicited competitive bids as part of our effort to replace roof shingles, repair wood rot, install rain diverters and paint townhouse units 2035-2038 and 2039-2044. The bids from local, licensed contractors were in response to Request for Proposals (RFPs) distributed by BVA. The RFPs for the wood rot repair were prepared after inspections on the ten units were performed by licensed architects, Steven Ashwell and CSI. These projects are currently scheduled to be completed in the timeframe between December 2020 and March 2021. The sealed bids were opened and viewed by two members of the Large Bid Committee (Laura Brown, Bill Quam) and our CAM (Andrea Grossman) on August 19. The bids are as follows, with prices for all ten units:

Shingle Replacement

Townsend Roofing - \$86,235, roof sheathing \$2.00 sq. foot
NGM Construction - \$278,000, roof sheathing \$2.70 sq. foot

Painting

Visual Effects - \$25,170 + extra \$1,750 to prime new wood = \$26,920
Pickett Remodeling - \$64,000

Wood Rot Repair

- Pickett Remodeling - \$15,000
* RSB Homes - \$15,504
* RSB Homes was performing other wood rot duties on the BVA property and were requested to inspect the ten units that are part of this bid. RSB reported identifying potential wood rot not noted on the RFP. The listed RSB Homes bid is only for the repair of wood rot listed on the RFP.

Rain Diverter Installation

Pickett Remodeling - \$7,250
RSB Homes - \$11,480

- 2) During the period between December 2019 and March 2020, BVA contracted to have the same four project categories of work performed on 24 townhouse units (2045-2050, 2095-2102, 2127-2132 & 2133-2136). These four groupings of townhouses were chosen because some of the individual units exhibited roofing and wood rot damage that required prioritized action. Due to the nature of the rotted plywood found under some of the shingle roofs and larger amounts of wood rot causing water intrusion into units, the average cost per unit to complete the 24 townhouse projects may have been higher than what we would normally forecast. The total cost and average cost per unit of the completed 24 units was as follows:

Shingle Replacement & Rain Diverter Installation

Total Cost - \$226,174 Average Cost per Unit - \$9,424

Wood Rot Repair

Total Cost - \$122,282 Average Cost per Unit - \$5,095

Painting

Total Cost - \$66,265 Average Cost per Unit - \$2,761

Total Project Cost

Total Cost - \$414,721 Average Cost per Unit - \$17,280