

# DECISION PAPER



Date: August 3, 2017

**Issue:**

Repairs and replacements of fire, smoke, and water damage within the dry sauna at the Trout Creek Recreation Center.

**Background:**

On Friday July 21, there was a fire within the Dry Sauna at the Trout Creek Recreation Center with a plastic lined, wooden water bucket and wooden ladle having been left on top of the heater unit. The fire suppression system functioned as designed to extinguish the fire prior to spread and major damage to building structure; however, the interior of the dry sauna received significant damage from fire, smoke, and water saturation. Staff has solicited a repair and replacement estimate from Mt. Lincoln Construction, Inc, the general contractor of award for the recent remodel in 2016, and estimates damage repair costs of \$17,500. Mt. Lincoln's familiarity with the impacted area, necessary materials, and labor costs has allowed for a timely turnaround in estimate generation for the repairs. Staff recommends contracting with Mt. Lincoln Construction, Inc. for the dry sauna repairs utilizing remaining Replacement Reserve Funds with a budget not to exceed \$20,000 inclusive of contingency

**Options:**

1. Approve contracting with Mt. Lincoln Construction, Inc. for the dry sauna repairs utilizing Replacement Reserve Funds with a budget not to exceed \$20,000 inclusive of contingency.
2. Not perform the necessary repairs in hopes that the fire, smoke, and water damage dissipates over time.

**Recommendation:**

Staff recommends the Board of Directors approve Option 1: Approve contracting with Mt. Lincoln Construction, Inc. for the dry sauna repairs utilizing Replacement Reserve - Expense funds with a budget not to exceed \$20,000 inclusive of contingency.

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Prepared By: Brian Yohn *BY*  
Reviewed By: Forrest Huisman *FH*  
Reviewed By: Michael Salmon *MS*

Board Meeting Date: Sept. 2, 2017

General Manager Approval to place on agenda: *RE* Date: *8/2/17*

**Tahoe Donner Association**  
**CAPITAL PROJECT FUND EXPENDITURE Approval Form**

Submitted By: Brian Yohn

Submitted Date: 8/15/2017

Project Name: Dry Sauna Repairs  
 Project Year: 2017  
 PO / Project Number: 723-132-\_\_\_  
 Dept # / Name: 132 / Trout Creek  
 Task Code: 3

**Project G/L Coding:**

Expenditure Type - Fund	GL Code	Amount *
Capital - Replacement Reserve Fund	902-59991	
Capital - New Machinery & Equipment Fund	905-59991	
Capital - Development Fund, Unrestricted	903-59991	
Capital - Development Fund, Restricted	903-59992	
Expense - Replacement Reserve Fund	902-59993	\$ 20,000.00
Expense - Development Fund	903-59993	
<b>PROJECT Total</b>		<b>\$ 20,000</b>

\* Ensure all costs included; sales tax, installation, freight, etc.

Board Approved Budget Amount \$ 20,000  
 Variance - Favorable (Unfavorable) \$ - 0%

Project & Project Amount agree to initial Board approved Expenditure Budget > Yes / No

NO

If Project Total Variance is Unfavorable by \$1500+ or 5%+; Explain below:

**By Vendor (s) Amounts:**

Vendor Name & Location	Amount *
Mt. Lincoln Construction	
<b>PROJECT Total BUDGET</b>	
	<b>\$ 20,000</b>

**Comments:**

BoD Review/Approval on 9/2/2017

**Capital Review & Approval:**

Director of Finance & Accounting: *Matt Rahn*  
 General Manager: \_\_\_\_\_

Date: 8/15/2017  
 Date: \_\_\_\_\_



**MT. LINCOLN**  
CONSTRUCTION EST 1991

8/3/2017

To:  
Brian Yohn  
byohn@tahoedonner.com  
(530) 582-9671

**Job Location:**  
Trout Creek Recreation Center  
12790 Northwoods Blvd  
Truckee, CA 96161

## Proposal

Mt. Lincoln Construction, Inc. thanks you for the opportunity to provide a proposal for your project. The project will be referred to by Mt. Lincoln Construction as *TD Trout Creek Sauna*. The scope of work and proposed budget is defined as follows:

- |   |                   |
|---|-------------------|
| <b>1147.0 - Job Supervision:</b>  | <b>\$260.00</b>   |
| - Project Superintendent to provide jobsite supervision for duration of project. Superintendent will coordinate subcontractors, ensure the health and safety of all jobsite personnel, ensure the budget is followed, coordinate required inspections, and maintain the project schedule. |                   |
| <b>1512.0 - Material Protection:</b>  | <b>\$225.00</b>   |
| - Material and labor costs to section off construction area, and provide egress as needed during construction. Cover/protect flooring, walls, etc outside construction area as needed.  |                   |
| <b>1513.0 - Job Mobilization:</b>   | <b>\$100.00</b>   |
| - Price to mobilize construction equipment, job boxes, scaffolding, etc.  |                   |
| <b>1514.0 - Job De-Mobilization:</b>  | <b>\$100.00</b>   |
| - Price to remove scaffolding, tools, and provide a full demobilization of all contractor and subcontractor equipment.  |                   |
| <b>1530.0 - Jobsite Cleanup:</b>  | <b>\$300.00</b>   |
| - Provide construction cleanup during the project to ensure a safe and healthy workplace for construction personnel and others.   |                   |
| <b>1532.0 - Dumpster Fees/Bin Charges:</b>  | <b>\$175.00</b>   |
| - Dump fees for the project duration. Includes (1) 6yd dumpster for initial project demo.   |                   |
| <b>1550.0 - Consumables:</b>  | <b>\$75.00</b>    |
| - Saw blades, specialty drill bits, plastic, tape, and other necessary consumable items.  |                   |
| <b>2060.0 - Building Demolition:</b>  | <b>\$800.00</b>   |
| - Labor to demolish existing wood paneling & benches, foil, and DensShield in damaged sauna. Tile flooring, lighting, and heating element to remain.  |                   |
| <b>6405.0 - Interior Finish:</b>  | <b>\$3,200.00</b> |
| - Install new 1x4 WRC STK T&G V-Groove S2S paneling for new sauna walls and ceiling.  |                   |
| - Install new 2x4 and 2x2 Red Cedar for new sauna benches.  |                   |
| - Install new foil coating over DensShield on walls and ceiling.  |                   |

**6405.1 – Interior Finish Material:** **\$5,900.00**  
- Furnish new 1x4 WRC STK T&G V-Groove S2S paneling for new sauna walls and ceiling.  
- Furnish new 2x4 and 2x2 Red Cedar for new sauna benches.  
- Furnish new foil coating.  
- Furnish new stainless steel nails and screws.

**9250.0 – Drywall:** **\$775.00**  
- Furnish and install new 1/2" DensShield backing on walls and ceilings.

**Exclusions & Notes:**

- Snow removal excluded. If snow removal becomes necessary, labor will be charged on a time and materials basis at the rate of \$45/hr.
- Excludes special inspections for earthwork, concrete embedment, structural steel etc. fee's to be paid by owner.
- Excludes Agency Fees/Permits, and surveying.
- Excludes asbestos/lead testing.
- Excludes moving client belongings.
- Excludes increases in scope by code upgrade requirements.

**Recap by Category:**

Job Supervision.....	\$260.00
Material Protection.....	\$225.00
Job Mobilization.....	\$100.00
Job De-Mobilization.....	\$100.00
Jobsite Cleanup.....	\$300.00
Dumpster Fees/Bin Charges.....	\$175.00
Consumables.....	\$75.00
Building Demolition.....	\$800.00
Interior Finish.....	\$3,200.00
Interior Finish Material.....	\$5,900.00
<u>Drywall.....</u>	<u>\$775.00</u>
<b>Construction Items Subtotal</b>	<b>\$11,910.00</b>
Overhead @10%	\$1,191.00
Profit @10%	\$1,191.00
<b>TOTAL</b>	<b>\$14,292.00</b>

Mt. Lincoln Construction, Inc. proposes to furnish all labor and materials necessary to complete this project in accordance with the above specifications for the sum of:

*Fourteen Thousand Two Hundred Ninety-two and 00/100 Dollars*

**\$14,292.00**

Any additional work to the afore mentioned scope, required either by discovery of unforeseen site conditions or requests by the owners, will be a change to the proposed price and documented as a change order.

Due to fluctuating market conditions, the above listed prices are firm for a period of thirty (30) days from submittal of this proposal.

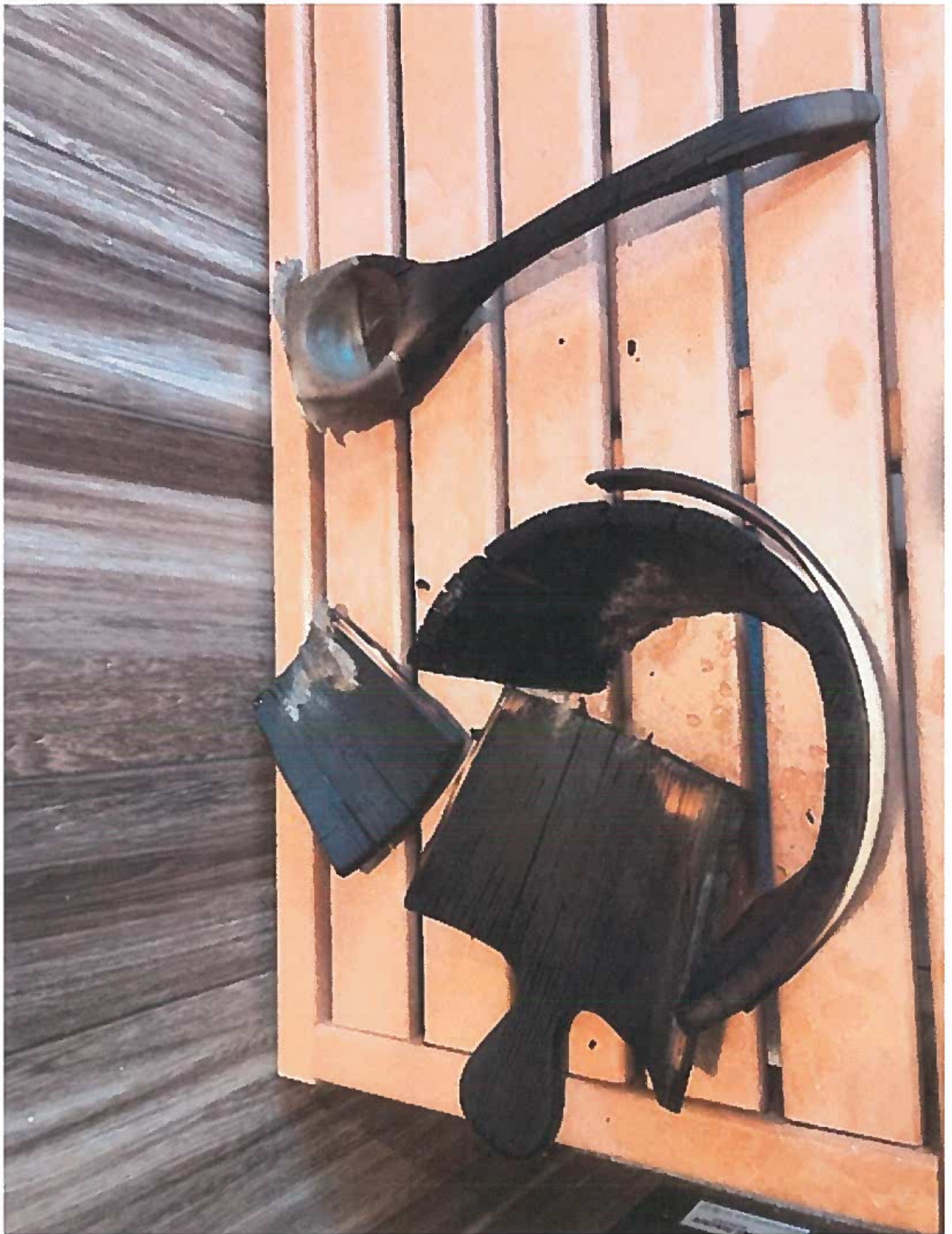
Respectfully Submitted,



Mt. Lincoln Construction, Inc.

*SEE ATTACHED CORRESPONDENCE  
ON PROPOSED SCHEDULE TO  
START EARLY SEPTEMBER 2017*

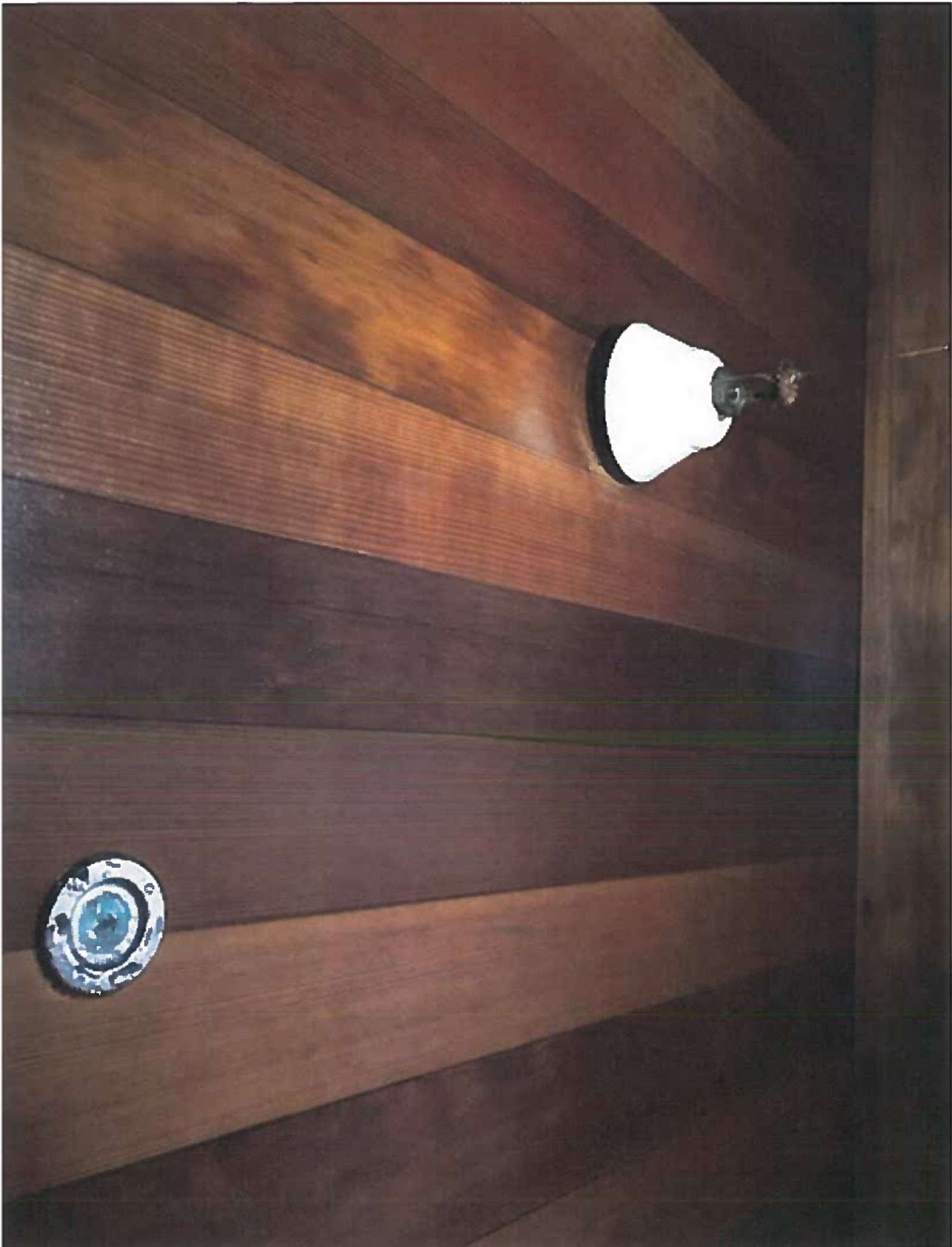




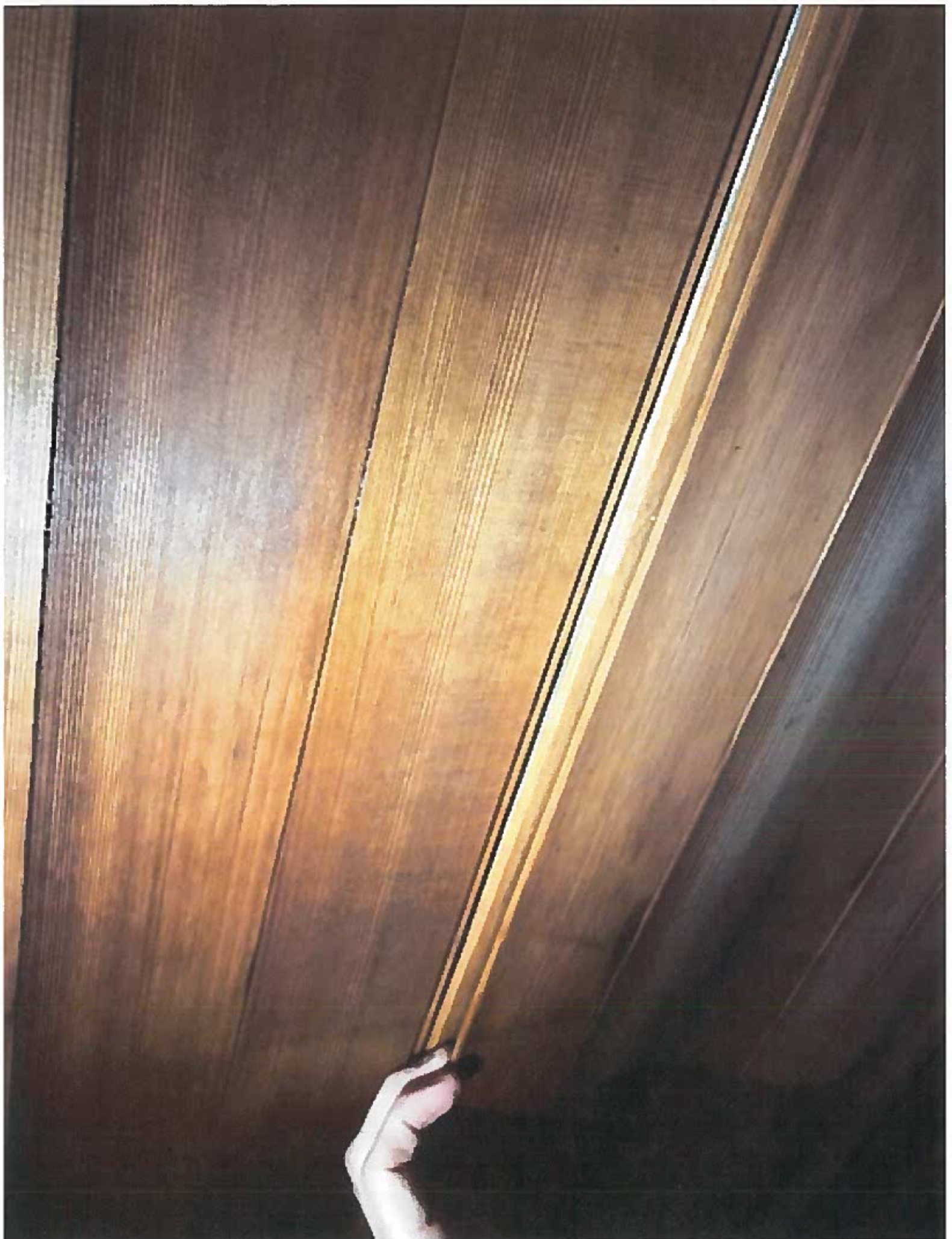




NOTION  
FIRE OF FIRE  
ASSEMBLY  
KIN D INCLINOR







## Brian Yohn

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**From:** Chris Tennant <chris@mtlincoln.com>  
**Sent:** Friday, August 4, 2017 12:55 PM  
**To:** Brian Yohn  
**Cc:** Jon Riley; Paul Zarubin  
**Subject:** Re: TD Trout Creek Sauna Proposal

**WARNING: This email originated outside of Tahoe Donner Association.  
DO NOT CLICK links or attachment unless you recognize the sender and know the content is safe.**

Hi Brian:

We could possibly organize this for late August, but September would be preferable. I am estimating a 1 week project duration with possible lag of 1-2 days on either side.

Thank you,

Chris Tennant  
Vice President  
Mt. Lincoln Construction, Inc.  
CSL#644770 | NSL#0068650  
15826 Donner Pass Rd. Suite 102  
Truckee, CA 96161  
P) 530-582-8174  
F) 530-582-4160  
E) chris@mtlincoln.com

Sent from my mobile device.

On Aug 4, 2017, at 9:52 AM, Brian Yohn <[byohn@tahoedonner.com](mailto:byohn@tahoedonner.com)> wrote:

Chris,  
Thank you. I will get this channeled to the senior team for review and discussion. Can you offer a tentative schedule with your availability to have this completed in late August or September?  
Thank you,

Brian Yohn, CCAM | Senior Project Manager  
[Tahoe Donner Association](http://TahoeDonnerAssociation.com) | [byohn@tahoedonner.com](mailto:byohn@tahoedonner.com)  
Office 530.582.9671

<image001.png>

Don't miss a beat because we've got your beats all month long with [four free live music events!](#) When you aren't enjoying the jams, grab [breakfast with ponies](#), [take a bike for a spin](#) and drop in for a [game of golf](#) or two. And if you're feeling a little competitive, join one of our [cornhole tournaments](#) for a chance to win prizes!

# DECISION PAPER



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## Background:

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<u>DP -Revised Budget</u>	<u>2016 Budget</u>	<u>Exp to date</u>	<u>Remaining Contingency</u>
\$521,819	\$408,263	\$396,923	\$124,896

## Options:

1. Approve contracting with Mt. Lincoln Construction, Inc. for the dry sauna repairs utilizing ~~remaining Replacement Reserve contingency funds from the Board of Director approved 2016 TCRC-TI project budget~~ with a budget not to exceed \$20,000 inclusive of contingency.
2. Not perform the necessary repairs in hopes that the fire, smoke, and water damage dissipates over time.

## Recommendation:

Staff recommends the ~~General Manager~~ *Board of Directors* approve Option 1: Approve contracting with Mt. Lincoln Construction, Inc. for the dry sauna repairs utilizing ~~remaining Replacement Reserve contingency funds from the Board of Director approved 2016 TCRC-TI project budget~~ with a budget not to exceed \$20,000 inclusive of contingency.

Prepared By: Brian Yohn *BY*

Reviewed By: Forrest Huisman *FH*

Reviewed By: Michael Salmon *MS*

General Manager Approval: \_\_\_\_\_

Date: \_\_\_\_\_