



SPECIAL  
BOARD MEETING AGENDA

**Monday, March 16, 2020**  
Derby Recreation Center

**8:30am**

PUBLIC FORUM

NEW BUSINESS

- A. Hubbard Arts Center Roof Rehabilitation *(action required)*  
*Chris Drum, Superintendent of Recreation*
  
- B. Executive Session  
*Matters Relating to Security Measures that Protect Specific Systems, Facilities, or Equipment Including Persons and Private Property*

ADD ONS





## MEMORANDUM

TO: DRC BOARD MEMBERS  
FROM: Chris Drum, Superintendent of Recreation  
DATE: March 12, 2020  
RE: HUBBARD ARTS CENTER ROOF REHABILITATION

### Background

In the early design stages of the Hubbard Arts Center, which occurred nearly three years ago, the integrity of the roof was evaluated for structural and functional purposes. The roof of the Hubbard Arts Center is divided in three sections, east, center, and west. After evaluations, the east section was determined to be in poor condition with architect's recommendations to replace the top layer membrane. The center and west sections were determined to be in fair condition and replacements were not recommended by the architects at that time. The architects and DRC staff continued with the design process with plans to replace the east roof section only.

Over the last several months, during construction, multiple roof leaks on the center and west sections have developed and continue to worsen with each instance of precipitation. Sub-contractors on site have been diligent to patch suspected problematic areas of the roof, however new leaks develop with each case of precipitation. Due to the continued aging of these sections, very high levels of foot traffic during construction and the installation of multiple roof top units the condition of the center and west sections are no longer providing a weather-tight seal creating multiple levels of concerns from architects, contractors and staff. To repair this issue, the top layer membrane of the roof can be removed and replaced creating a weather-tight seal, similar to the work performed on the east roof.

### Recommendation

The replacement of the center and west sections of the roof were not included in the project contract nor was this budgeted in the Commission's 19-20 fiscal year, however staff feels the replacement of these roof sections are imperative, immediately, to keep multiple investments throughout the facility free from water damage and to provide positive experiences for those using the facility. Choosing to perform this work now, while contractors are still on site, will provide cost savings to the Commission while also avoiding future interruptions in service to our clients.

Staff has acquired the following bids for this project:

AP Roofing - \$71,960.00  
Buckley Roofing - \$78,289.79  
Farha Roofing - \$93,180.45

Staff would like to recommend AP Roofing for the replacement of the top membrane of center and west sections of the Hubbard Arts Center roof. AP Roofing is the current roofing contractor on site and can begin work very soon on this project. Staff anticipates this work can be completed prior to the Grand Opening event in April but will ultimately be determined by weather. A 20-year material warranty and 3-year workmanship warranty are included. AP Roofing also performed the replacement of the east section earlier in the construction project.

<b>LINE ITEM</b>	<b>BUDGETED</b>	<b>EXP TO DATE</b>	<b>BALANCE</b>
HAC Capital Improvements	\$233,450.00	\$116,209.63	\$117,240.37



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## MEMORANDUM

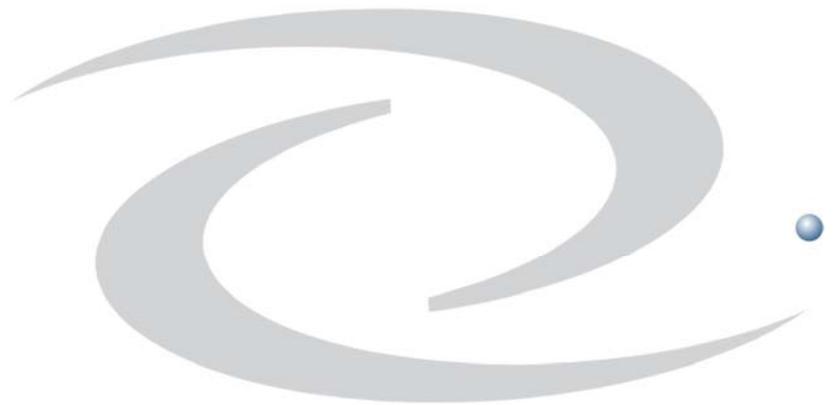
TO: DRC BOARD MEMBERS

FROM: Chris Drum, Superintendent of Recreation

DATE: January 9, 2020

RE: EXECUTIVE SESSION

Executive session for matters relating to security measures that protect specific systems, facilities, or equipment including persons and private property.



**OUR VISION:**  
INSPIRE THE HIGHEST QUALITY OF LIFE THROUGH EXCEPTIONAL EXPERIENCES.