

Third Mutual Project Log (July 2020)

#	Type	Name	Description	Status	Estimated Completion/On-going Programs	Budget
1	920 Projects	Building Structures	This program is funded to repair or replace building structural components that are not performing as designed. This funding also includes roofing repairs related to dry rot work.	<p>On May 19th, the Board approved a \$150,000 budget reduction to the 2020 program.</p> <p>As building structural issues are reported and inspection requests are received, staff schedules an engineer to field inspect and if required, provide a recommendation for repairs.</p> <p>An RFP for structural repairs at Building 4011 was advertised in July.</p>	December 2020	Budget: \$500,000 Exp: \$297,487 Funding Reduction: (\$150,000) Balance: \$52,513
2	920 Projects	Dry Rot Program	This program is funded to develop and implement a systematic approach to eradicating wood rot throughout Third Mutual.	<p>On May 19th, the Board approved a \$300,000 budget reduction to the 2020 program.</p> <p>The Dry Rot Program will take place in coordination with the Prior to Paint Program, with a primary focus on Garden Villa Buildings.</p> <p>Scheduling is in progress for the repairs at Buildings 2399, 2389 and 2390.</p> <p>Engineering plans for Buildings 2393, 2397, 2398, 2400 and 2401 are scheduled to be completed this month.</p> <p>Buildings 2384, 2385, 2386, 2387, 2388, 2353, 2354 have been completed (invoices are pending).</p>	December 2020	Budget: \$1,025,000 Exp: \$107,352 Funding Reduction: (\$300,000) Balance: \$617,648
3	920 Projects	Parapet & Stucco Wall Repairs	The Villa Paraisa and Casa Grande style homes in the Gate 11 area have had parapet wall leaks causing wood rot and wall damage. A phased program to remove these parapet walls was adopted by the Board to remove five walls per year. A total of five buildings <u>were</u> scheduled for 2020: 5028, 5144, 5294, 5298 & 5404.	<p>On May 19th, the Board approved a \$180,000 budget reduction to the 2020 program.</p> <p>Due to the funding reduction, only two buildings (5144 & 5404) will be completed in 2020.</p> <p>Building 5144 & 5404 are in progress.</p> <p>19 out of 41 buildings have been completed through 2019.</p>	November 2020	Budget \$300,000 Exp: \$15,964 Funding Reduction: (\$180,000) Balance: \$104,036

4	920 Projects	Foundations Program	This program is funded to replace foundations showing signs of distress or impending failure. These repairs or replacements are performed on an as-needed basis. Staff performs field observations when a foundation inspection request is received. If needed, a structural engineer is then scheduled to inspect the foundation and provide a recommendation.	Staff performs field inspections to evaluate building foundations and schedules any needed upgrades as they are identified. Staff is currently soliciting contractor bids for foundation repairs at 5057 & 5090. The work will be scheduled once the contract has been awarded.	December 2020 Annual	Budget: \$75,000 Exp: \$7,874 Balance: \$67,126
5	904 Maint Svc	Electrical Systems	These funds are allocated to repair or replace electrical equipment failures as needed.	It has been determined by staff that the grounding at the three-story building electric panels are not up to code and should be improved for safety reasons. Staff has completed grounding improvements to 44 of these buildings. This work will resume on August 3rd.	December 2020 Annual	Budget \$50,000 Exp: \$0 Balance: \$50,000
6	910 Bldg. Maint	Garden Villa (GV) Lobby Renovations	This program addresses the replacement of the existing acoustic ceiling, wallpaper and carpet in GV lobbies. All walls, ceilings and doors are patched and painted and the carpet is replaced.	The 9 Garden Villa lobbies to be renovated in 2020 are: 2395, 2396, 2397, 3420, 3421, 4006, 5370, 5371, and 5499. Each lobby is completed within a 2 -3 weeks. The lobby renovations at Building 2396, 3420 & 5371 have been completed. This program will resume on August 3rd.	December 2020 Annual	Budget: \$112,500 Exp: \$28,300 Balance: \$84,200
7	910 Bldg. Maint	Garden Villa (GV) Mailroom Renovations	This program is funded to renovate GV mail rooms. The scope of work includes removing existing paneling and adding drywall, trim, installation of new light diffusers, and new mailboxes; as well as the complete painting of walls, ceilings and doors. Four mailrooms will be renovated in 2020, completing the program. The program is scheduled to resume in 2026.	The last 4 Garden Villa mailrooms to be renovated in 2020 are: 2405, 3420, 4007, and 4009. Each mailroom is completed approximately within a 2 week period. This program will resume on August 3rd.	December 2020 Annual	Budget: \$33,867 Exp: \$0 Balance: \$33,867

8	910 Bldg. Maint	Gutters - Replacement and Repair	<p>Gutter replacement is performed on original construction building rain gutters and downspout systems that are exhibiting deterioration. The Board authorized installation of new gutters using a "seamless" gutter system in conjunction with the Mutual's exterior painting of the building to address drainage issues and to prevent foundation problems. This program also addresses gutter repairs performed by VMS staff.</p>	<p>Funds have been budgeted for repairs by in-house staff on an as-needed basis throughout the year. There are currently 24 open tickets for Gutter Repair/Replacement.</p> <p>Some buildings on the exterior paint program, in CDS 201 and 202 have been determined to have drainage issues and will be scheduled for installation of seamless gutter systems by an outside vendor.</p> <p>The installation of gutters is completed in conjunction with the paint program and this work will resume on August 3rd.</p>	December 2020 Annual	<p>Budget: \$98,289 Exp: \$20,022 Balance: \$78,267</p>
9	910 Bldg. Maint	Exterior Paint Program	<p>The Mutual has a 10-year full cycle exterior paint program. All exterior components of each building are to be painted every 10 years. The painted components include the body (stucco/siding) as well as the following list in regards to the trim: fascia boards; beams; overhangs; doors; closed soffits; structural and ornamental metal surfaces. Decks are top coated and damaged building address signs are replaced. Lead abatement activities are also performed in conjunction with this program.</p>	<p>On May 19th, the Board approved a \$750,000 budget reduction to this annual program.</p> <p>Work was suspended while finalizing the completion of CDS 327 and the commencement of CDS 203, however this program will resume on August 3rd.</p> <p>The following cul-de-sacs/buildings are scheduled for painting during the 2020 Exterior Paint Program: CDS 203, 219, 221, 328, Buildings 3326-3334, 334, 201, 202, and 333.</p> <p>Due to the pandemic and the funding reduction, not all buildings will be completed this fiscal year.</p>	December 2020 Annual	<p>Budget: \$2,055,556 Exp: \$716,875 Funding Reduction: \$750,000 Balance: \$588,681</p>
10	910 Bldg. Maint	Prior to Paint Program (PTP)	<p>The Mutual has a 10-year full cycle exterior paint program. Prior to paint dry rot and decking repairs will be performed every 10 years to prepare building surfaces for painting.</p>	<p>Work was suspended while in CDS 219, however this program will resume on August 3rd.</p> <p>The following cul-de-sacs/buildings are scheduled for inspection and repair this year: CDS 203, 219, 221, 328, Buildings 3326-3334, 334, 201, 202, and 333.</p> <p>Due to the pandemic, not all buildings will be completed this fiscal year.</p>	December 2020 Annual	<p>Budget: \$1,470,323 Exp: \$258,258 Balance: \$1,212,065</p>

11	910 Bldg. Maint	Balcony & Breezeway Resurfacing	<p>This mid-cycle program provides for the waterproof topcoat sealing of balcony and breezeway deck surfaces every 5 years. This waterproofing process protects the deck substructure against future dry rot and improves the aesthetics of the deck surface.</p> <p>Prior to applying topcoat, crews conduct an inspection of the deck structure to locate any dry rot or potential safety hazards.</p>	<p>This program will resume on August 3rd in CDS 213.</p> <p>The cul-de-sacs scheduled for resurfacing in 2020 are: 213, 343, 352, and 353.</p> <p>Due to the pandemic, not all buildings will be completed this fiscal year.</p>	December 2020 Annual	<p>Budget: \$100,440 Exp: \$0 Balance: \$100,440</p>
12	920 Projects	Parkway Concrete Program	<p>This program is funded to repair or replace damaged concrete parkways in conjunction with the asphalt paving program. Parkways are inspected for damage and other deficiencies are repaired or replaced accordingly.</p>	<p>This program will run concurrently with the Asphalt Paving Program. The program began in July and should be complete in August.</p>	November 2020	<p>Budget: \$160,000 Exp: \$5,546 Balance: \$154,454</p>
13	920 Projects	Asphalt Paving Program	<p>This program is dedicated to preserving the integrity of cul-de-sac street paving. As part of this program, asphalt paving is inspected and rated for wear annually. The 2020 program will consist of 21,539 square feet of paving replacement.</p>	<p>Cul-de-sacs 216, 306; and streets Rayo del Sol and Vista del Mando are scheduled for paving this year.</p> <p>This program is scheduled to begin in September and be completed in October.</p>	November 2020	<p>Budget: \$513,461 Exp: \$0 Balance: \$513,461</p>
14	920 Projects	Seal Coat Program	<p>This program is funded to extend the life of the asphalt paving by sealing asphalt cracks and applying a bituminous slurry seal to the asphalt surface preventing water intrusion and protecting the asphalt from deterioration.</p> <p>The 2020 program consists of 21 cul-de-sacs.</p>	<p>The seal coat program work includes 430,427 SF of cul-de-sac pavement area. The CDS and buildings scheduled for the 2020 program include: CDS 213, 223, 304, 317, 330-A, 336, 340, 343, 348, 360, 362, 366, 373, 378, 404; buildings 3156, 3162, 3179, 3335, 3371 & 3486. Work is scheduled to be completed in September.</p>	September 2020	<p>Budget: \$51,651 Exp: \$0 Balance: \$51,651</p>
15	920 Projects	Roofing Replacement Program	<p>This program is dedicated to replacing and maintaining Mutual roofs. Built-up roofs are inspected 15 years after installation. Roofs determined to have reached the end of their serviceable life are scheduled to be replaced with a new PVC cool roof system.</p>	<p>20 buildings totaling 145,863 SF are scheduled for replacement with PVC cool roof systems.</p> <p>This program was scheduled to begin in late March but due to the pandemic, the roofing program began on June 8. As of early July, 3 of 20 buildings have been completed.</p>	December 2020	<p>Budget: \$1,075,010 Exp: \$15,579 Balance: \$1,059,431</p>
16	920 Projects	Emergency Roof Repair Program	<p>Funding is allocated as a contingency to preserve the serviceable life of roofs by performing emergent requests for roof repairs as they are received.</p>	<p>During inclement weather when emergency roof leak requests are received, staff schedules the roofing contractor to investigate roof related issues. If required, the roofing contractor will provide the necessary repairs.</p>	December 2020	<p>Budget: \$110,000 Exp: \$124,157 Balance: -\$14,157</p>

17	920 Projects	Roof Replacement - Light weight Roofs	Beginning with the 2020 Business Plan, the Board elected to initiate the Light Weight Tile Replacement program to address premature failure of existing tile roofs. Light weight tile roofs will be replaced with composition shingle roof systems.	Two buildings totaling 14,354 SF are scheduled for replacement with composition shingle roof systems. This program is scheduled to begin in September and be complete in December.	December 2020	Budget: \$100,478 Exp: \$0 Balance: \$100,478
18	904 Maint Svc	Epoxy Wasteline Remediation	The Waste Line Remediation Program's objective is to install seamless liners within the existing waste pipes to mitigate future root intrusion as well as to resolve and prevent future back up problems related to compromised pipes. If there are consistent internal issues, these are also investigated and addressed during the program execution. The program addresses interior as well as exterior waste lines. The program to line pipes commenced in 2011 but did not include interior pipes. Starting in 2017, both, interior and exterior lines are receiving an epoxy liner.	On May 19th, the Board approved a \$250,000 budget reduction to the 2020 program. While the primary focus is on three-story buildings this year, other buildings with a high risk for stoppages will also be evaluated for epoxy lining. The three-story buildings take an average of 6-weeks to complete. Total number of buildings in Third Mutual: 1405 Number of buildings left to complete: 1101	November 2020 Annual	Budget: \$1,000,000 Exp: \$196,674 Funding Reduction: (\$250,000) Balance: \$553,326 Cumulative Expenditures from 2011 through 2019: \$3,708,372
19	910 Bldg. Maint	Garden Villa (GV) Laundry Room Flooring Renovations	This program is funded to replace the laundry room floors of the GV and LH-21 style buildings with epoxy flooring when the existing vinyl flooring is damaged.	The laundry rooms scheduled to receive epoxy flooring are in buildings: 3338, 3363, 3366, 3371, and 4026. This program will resume on August 3rd.	December 2020 Annual	Budget: \$47,083 Exp: \$0 Balance: \$47,083
20	910 Bldg. Maint	Pest Control for Termites	This program is dedicated to eradicating dry wood termites from inaccessible areas by tenting buildings for fumigation. The budget also includes funding for local termite treatments and the removal of bees/wasps on an as-needed basis and hotel accommodations during whole structure fumigation.	Local termite treatments and the removal of bees/wasps are performed as-needed throughout the year. The fumigation program (whole structure tenting for 44 bldgs. & 1 laundry room) has been cancelled for the remainder of the year.	December 2020 Annual	Budget: \$364,272 Exp: \$19,610 Balance: \$344,662

21	920 Projects	Street Light LED Conversion Project	In 2018, funding for this program was allocated toward the purchase of the Southern California Edison street light infrastructure. A consultant was retained to assist with the street light acquisition; the retrofit of the existing lighting fixtures to more efficient LED technology, and to perform the operations and maintenance of the asset for three years.	On December 11, 2019, the M&C Committee approved the installation of King K427 and Acuity cobra style LED fixtures throughout the Mutual. Siemens completed the installation of LED fixtures in June. Staff is in the process of completing inspections and developing a punch list. During the inspections, it was determined that corrections to the wiring was required and SCE has been notified.	2020	Budget: \$765,000 Exp: \$16,652 Balance: \$748,348
	920 Projects	Preventive Roof Maintenance	This program is funded to preserve the serviceable life of the roofs through a 5 and 10-year inspection cycle. Roofs are inspected and maintained accordingly. 5 year inspections: 41 bldgs. = 77,279 SF 10 year inspections: 55 bldgs. = 343,201 SF	COMPLETED	February 2020	Budget: \$130,416 Exp: \$130,416 Balance: \$0
	920 Projects	Building Address Signs	This project is intended to upgrade building signage to improve their visibility. The M&C Committee is focused on replacement of the existing building address signs with larger, more visible signs. Staff is using larger, traffic-rated, high reflectivity materials to improve their visibility at night.	DEFERRED On May 19th, the Board approved a \$30,000 budget reduction for this project, which will defer all address sign installations to 2021.	December 2020	Budget: \$30,000 Funding Reduction: (\$30,000) Balance: \$0
	920 Projects	Golf Cart Parking and Striping	This project is funded to add golf cart & vehicle parking spaces where there is adequate spacing. In 2020, Cul de sac 216 will receive 13 new golf cart spaces and 7 new vehicle parking spaces this year.	DEFERRED On May 19th, the Board approved a \$50,000 budget reduction for this project, which will defer this work to 2021.	December 2020	Budget: \$50,000 Funding Reduction: \$50,000 Balance: \$0
	920 Projects	Elevator Replacement Program	This Elevator Replacement Program is funded to replace mechanical equipment. In addition, a specified number of elevator cars are scheduled for interior renovations. In 2020he elevators at buildings 3363, 3366, 4026, 5368 and 5369 are scheduled for equipment replacement & interior renovation this year.	DEFERRED On May 19th, the Board approved a budget reduction for the uncommitted balance to this annual program, which will defer this work to 2021. Building 5368 has been completed.	December 2020 Annual	Budget: \$255,000 YTD Exp: \$124,230 Funding Reduction: \$130,770 Balance: \$0

	920 Projects	Shepherd's Crook	As a part of the Conditional Use Permit 1135 with the City of Laguna Woods, the Mutual will remove and replace barbed wire on all perimeter block walls with Shepherd's Crook on a phased approach.	<p style="text-align: center;">COMPLETED</p> <p>To date a total of 6,402 linear feet out of 33,525 LF of Shepherd's Crook has been installed.</p>	December 2020	<p>Budget: \$165,000 Exp: \$137,928 Balance: \$27,072</p>
	920 Projects	Water Lines - Copper Pipe Remediation	<p>This program started in 2008 as a pilot program, and epoxy lining of buildings as-needed, was approved by the Board in 2010.</p> <p>Epoxy lining is intended to extend the life of copper pipe water lines in all buildings which experience a high frequency of copper pipe leaks.</p>	<p style="text-align: center;">CANCELLED</p> <p>The following 9 buildings were scheduled to be epoxy lined in 2020: 2271, 2282, 2302, 3019, 3032, 3039, 3186, 3321 & 4004. The epoxy lining in buildings 3186, 3321, 3032 and 3019 have been completed.</p> <p>A total of 68 Buildings have been epoxy lined to date since 2008.</p> <p>This project has been postponed for the remainder of the year.</p>	CANCELLED	<p>Budget: \$500,000 Exp: \$161,268 Balance: \$338,732</p>