

## **Historic Account of Tropical Roofing and Raingutters Roofing Project**

The following historic account of the cedar roofing project was compiled from minutes of the Board of Directors Meetings and subsequent Agendas. All information is verifiable through approved Minutes.

**June 2011 – March 2014** Board Members during this period; **President Bobby Rawlins, Vice President Karl Kagesa, Secretary Judi Manthei, Treasurer Joe Tillotson, Directors James Anderson, Kathy Paresa, James Pilgrim, Rich Vermeesch, and John Thompson**

**June 28, 2011**, Board meeting discussion - Mr. Warmkessel addressed the Board stating that he recommended changing the roofing materials from cedar shakes to a composition shingle.

**July 26, 2011**, Board meeting discussion - Mr. Warmkessel submitted a letter to the Board. The Board approved to seek a proposal from an architect for the Hokuloa re-roofing project.

**October 25, 2011**, Board meeting discussion - Roof Leaks – Resident Manager Rodriguez reported Rainbow Roof reported three roof leaks at the Recreational Center restrooms. The Board directed the Resident Manager to ask Rainbow Roof Maintenance Company why these leaks are not covered by the present maintenance contract.

**November 29, 2011**, Board meeting discussion - The Board briefly discussed roofing materials for the re-roofing project.

**February 28, 2012**, Board meeting discussion - The Board briefly discussed the roofing project and recommended a specification be developed by a professional specification writer who may also be able to monitor installation and inspect final work.

**April 24, 2012**, Board meeting discussion - Managing Agent present roofing specifications to replace the existing shake roofs. Board agreed upon consensus to put the project out to bid.

**June 26, 2012**, Board meeting discussion - Jack Pettit stated that the roof of his addition is his responsibility to replace and is leaking, however, he wanted to know what roofing materials the Board selected so he could match it. Board informed Mr. Pettit that the roofs will be re-roofed with Cedar shakes and that he could proceed at any time or wait for the Board to bid out and contract the project. Then the contractor will do all roofs under one warranty and the owners will pay for the roofs of their personal additions.

**July 31, 2012** - Board meeting discussion - Bids from seven contractors were opened in private and the Board is evaluating the proposals before awarding a contract.

**August 21, 2012**, Board meeting discussion - Bids evaluation and final contractor selection is still under review.

**September 25, 2012**, Board meeting discussion - The Board evaluated bids from Beachside Roofing, Akamai Roofing, MRC, Inc., Commercial Roofing, Rainbow Roof Maintenance Company, Tory's Roofing & Raingutters ranging from \$9,459,519 to \$3,878,470.68. After discussion in Executive Session, a motion was made and seconded to authorize a project of \$3,878,471 funded from reserves and to select Tropical Roofing & Raingutters utilizing the base bid of \$3,725,587.72, Option 1 to utilize 30 lb. felt on the eaves, and Option 3 to use ring-shank nails and a performance bond (2%). Contract will require Contractor to protect unit interiors at all times from damages resulting from the removal and/or replacement of the resulting from the removal and/or replacement of the roof, \$100 per day liquidated damages, to use only premium grade end or edge grain shakes, with 10-inch exposures. The motion passed.

**October 30, 2012**, Board meeting discussion - Treasurer Tillotson made a motion to transfer \$500,000 from the General Operating Contingency fund to the Replacement Reserves for the roofing project. Secretary Manthei seconded, and the motion passed unanimously.

**November 27, 2012**, Board meeting discussion - Property Manager Merrell asked the Board to consider proposals for construction management services for the \$3.998 million roof replacement project. One proposal from Rider, Levett & Buchnall was reviewed. Another proposal is pending.

**January 29, 2013**, Board meeting discussion – Resident Manager Rodriguez reported the project is progressing on schedule, that the contractor supplies notices which she posts and delivers, and that the contractor policed itself, removing unspecified materials from a roof which was delivered by RSI Inc. She is logging daily activities, weather and number of workers on site each day. Vice President Kagesa requested a schedule be sent to all owners so they can estimate when the project will be on their lane.

Board reviewed the proposal for construction management services estimated at \$150,000. The Board took no action.

**February 26, 2013**, Board meeting discussion – Re-Roofing Project Update. Resident Manager Rodriguez reported the project is progressing on schedule.

Board asked for contractor to provide a cost for removing the solar roof vent fans.

The Board reviewed three bids from Tropical Roofing. Change order #1 requested \$59,214.63 for additional 30# felt at the rakes for a better-quality job. Change order #2 requested \$91,331.74 to install wider 30# felt in the fields or Option 2 requested \$102,580.06 to install new 22-inch shake liner throughout the project. Change order #3 called for additional roofing on an addition at the Scully Yamamoto residence. The Board asked for additional information, including why this would cost so much on change orders 31 and #2. On change order number three, the Board is agreeable if the owner concurs and pay for \$1,895.28.

**April 23, 2013**, Board meeting discussion – Re-roofing Project Update. Resident Manager Rodriguez reported the project is progressing on schedule.

The Board reviewed three bids from Tropical Roofing. Change order #1 requested \$59,214.63 for additional 30# felt at the rakes for a better-quality job. Change order #2 requested \$91,331.74 to install wider 30# felt in the fields or Option 2 requested \$102,580.06 to install new 22-inch shake liner throughout the project. Change order #3 called for additional roofing on an addition at the Scully Yamamoto residence. Director Pilgrim made a motion to approve change order #1 calling for additional 30# felt at the rakes for \$59,214 63. Director Paresa seconded, and the motion passed unanimously.

Director Anderson made a motion to approve the change order #3 to install a new roof on a building addition paid for by the owner, Scully Yamamoto, for \$1,810. Vice President Kagesa seconded, and the motion passed unanimously.

**June 25, 2013**, Board meeting discussion – Re-roofing Project Update. The Board requested that the manager inquire of Tropical Roofing that if lessening the load of the Gradall machine would help reduce the loan on the driveway pavement with respect to damage created by the machinery to the driveways.

Change order #2 requested \$91,331.74 to install wider 30# felt in the fields or Option 2 requested \$102,580.06 to install new 22-inch shake liner throughout the project. Contractor was to provide details as to how he arrived at that price. This is still pending, and the managing agent will follow up.

**July 23, 2013**, Board meeting discussion - Re-Roofing Project Update. The contractor completed lanes 1 through 6 and lane 13. Tropical Roofing is currently working on lane 11.

Change order #2 requested \$91,331.74 to install wider 30# felt in the fields or Option 2 requested \$102,580.06 to install new 22-inch shake liner throughout the project. Contractor was to provide details as to how he arrived at that price. This is still pending, and the managing agent will follow up. Contractor Charlie Beeck stated his employee who was working on the details of the change order pricing had taken ill.

**August 27, 2013**, Board meeting discussion - Charlie Beeck and Bonnie Morgan of Tropical Roofing provided information regarding the current roofing project.

Re-Roofing Project Update. The contractor completed lanes 1 through 6, 11, and 13. Tropical Roofing is currently working on lane 12. The Board is requesting that Tropical Roofing provide a detailed report as to the progress of the re-roofing project and a break down of the costs for materials and labor on the proposed change orders for additional felt materials due to spacing problems of the skip sheathing.

Change order #2 requested \$91,331.74 to install wider 30# felt in the fields or Option 2 requested \$102,580.06 to install new 22-inch shake liner throughout the project. Contractor stated that he will bill for individual buildings and provided invoices for lane 1 through 6. Board remained unsatisfied with the cost for the change orders and the contractor's explanation. Managing Agent will work with contractor for a more detailed explanation. Invoices still pending for lanes 1 through 6.

**September 24, 2013**, Board meeting discussion - Re-roofing Project Update. The contractor is slightly behind schedule and is current on Lane 9.

The Board discussed Change Order #2 again and the lack of information from the contractor. Property Manager Merrell reported that he discussed the matter with the owner who was checking in to what additional information he could provide. Director Paresa made a motion to approve Change Order #7 for roofing on the building addition at Imelda Peneyra's unit for \$1,810. Treasurer Tillotson seconded the motion which passed unanimously.

**November 26, 2013**, Board meeting discussion - The Board reviewed the contractor's proposed revision to Change Order #2 with a 5% discount and directed the Managing Agent to review the proposal with the contractor.

**January 28, 2014**, Ms. Josypenko informed the Board that oily runoff was coming from the new roofs and that she pulled a sticker of the pallet of cedar shakes, and it stated that the contained tannic acid and wanted to know if the owners should be concerned about the oily substance and the new algae growth on the roofs. President Rawlins informed her that he met with the roofer and the roof supplier, and both assured them that the runoff or bleach out was from the fire-retardant chemicals that were added to the roofs. The green conditions do not occur where the sun shines directly on the roof. The runoff is expected to last about six months according to the roofer. Mr. Mulinix expressed concern over the same problem and said the runoff is going into gardens where vegetables are grown and recommended the Board post the answers. Mr. Connelly stated that the old on the roofs was his concern and wondered why it went away after six months. Mr. Kane suggested the Board get a third-party analysis instead of relying on the roofer and supplier to describe the problem. Mrs. Kane stated that her lane has not been re-roofed yet and wondered if the Board could obtain the answers prior to the start of their lane. Mr. Onuma iterated that he also would like a third-party analysis on the roof substance. Ms. Goya asked for a better explanation of how long the roofs will stay green, wants to know if the substances are harmful to pets, humans, plants or fish, asked where else the shingle has been used so she could go look at it, and information the Board that she has a friend at the Department of Health who is looking

at the product as a third-party. Mr. Garrett expressed concerns over the way the flashing was installed over the fascia board instead of under it. Mr. Kuniyuki expressed concern over the longevity of the roofs. Property Manager Merrell stated the contract calls for a 7-year workmanship and 50-year material warranty. Glen Goya raised the issue of flashing being installed in front of the fascia and Vice President Kagesa stated he would checkout the specifications.

Board meeting discussion – Re-roofing Project Change Orders. The Board reviewed the contractor’s proposed revision to Change Order #2 with a 15% discount. Board still is not satisfied since contractor is not reporting what conditions he is finding nor bringing the condition to the attention of the Resident Manager. Also, the individual billings appear to be less than the bulk billing. Managing Agent to review the proposal with the contractor again.

Board discussed getting a price from a lab for sampling the product coming off the roofs.

**February 25, 2014**, Michelle Caron informed the Board the roofers cut into her siding to install flashing and the Board directed the Resident Manager to check with the roofer. David Mulinix suggested relaxing the parking rules during the roofing project because even the roofers are taking up valuable spaces. He also wanted to know if there are any toxic chemicals being used. Roxanne Frank mentioned rain gutters and was told they belong to the individual owners. Linell Goya wanted to know if a decision had been made on change order number two. The Board has not yet approved change order number 2. Eric Badua-Fernandez stated he was concerned about the roofs and asked (1) when the green will go away, (2) is there a product which can be applied to get rid of the green, (3) a tree was cut down by his unit and the stump remains creating a hazard. He wanted to know why some were stump ground and some were not. Board explained that stump grinding is expensive but was utilized when the plan was to re-plant the area with other trees. Otherwise, nature takes back the stump, and the staff takes it out over time. Linell Goya informed the Board that Lisa Galvez of Department of Health informed her that RDI did not turn over chemical data to DOH. Glen Goya did ask again regarding flashing over the fascia board and the Board still had no response.

Board meeting discussion – Re-roofing Project Change Orders. No further discussion at this time.

**April 29, 2014 – March 2015** Board Members during this period; **President Bobby Rawlins, Vice President Karl Kagesa, Secretary Judi Manthei, Treasurer Joe Tillotson, Directors James Anderson, Linell Goya, Matt Longfellow, Kathy Paresa, and Rich Vermeesch**

Letter dated April 1, 2014, from Jan Asari; Roofing Project. The Board reviewed the letter from Jan Asari requesting the roofing project be placed on hold until all questions raised by concerned homeowners could be answered. The Board also reviewed the managing agent’s response dated April 3, 2014, and a complete response is still under investigation.

Michelle Caron; Roofing Project. Flashing Questions. The letter dated April 4, 2014, was reviewed by the Board. The Board concurred that this issue will be addressed and answered by the roofing consultant to be hired by the Board.

Teresa Fontanilla and Timothy Connelly; Roofing Concerns. Teresa Fontanilla read her twelve-page letter to the Board. Director Longfellow made a motion to suspend the roofing project after closing up whatever roof is currently partially re-roofed and hire a registered roofing consultant to respond to owner concerns. Director Goya seconded. Treasurer Tillotson made a motion to amend the main motion to form a committee to investigate issues and not stop the project. Vice President Kagesa seconded the amendment. After discussion, Treasurer Tillotson withdrew his motion to amend, and Director Longfellow modified his original motion to hire

a registered roofing consultant at this time and to allow the project to continue. Director Goya second remained. Motion passed unanimously.

John Mossman addressed the Board asking why a roofing consultant was not hired, asking who wrote the specification. The Board stated that the then current roof maintenance contractor provided a specification and that the Board did review roofing consultant proposals provided by the Managing Agent but declined to contract with a roofing consultant.

David Mulnix raised the issue again requesting the Board allow residents to park in guest parking during this roofing project when there appears to be a strain on available spaces. The Board expressed that residents are more likely to take advantage of the guest stalls as in the past, and since the project was nearing completion, agreed not to change the rules at this time.

Charles Ching asked what type of sealant was used in conjunction with the installation of flashing and does it also have a long-term warranty. He asked if the Board was aware that flashing can be purchased in brown. Owner Josypenko informed the Board that she notes the green algae is on her siding, railings, and walkways and she has been trying to clean it up.

Janis Kane asked the Board to make a decision about when it will get back to owners regarding owner concerns. She also asked for the contractor to provide the information on how to install flashing. Glen Goya questioned the flashing installation and that he has never seen flashing installed the way this contractor is doing it. This matter is under review by the Board.

Board meeting discussion – Re-roofing Project Change Orders. The Board directed that Tropical Roofing be asked about how they are accomplishing the work of Change Order #1 as one owner noticed they are not removing existing roofing paper at the rake edges where the additional new felts are to be installed. Also directed Managing Agent to offer \$50,000 for Change Order #2.

**May 27, 2014** Letter dated May 2, 2014 from M. August; Warranty of Owner's Building Addition Roof. The Board reviewed the letter from Larry August regarding the warranty on his building addition roof since the roofer replaced his roof by mistake. Property Manager Merrell stated the warranty will have to call out each address and roof to be covered.

Letter dated May 5, 2014, from Teresa Fontanilla and Timothy Connelly; Roofing Concerns. Teresa Fontanilla asked if the Board had any answers regarding her letter. Board stated it would provide information when it becomes known.

Letter dated April 27, 2014, from James and Leslie Miles; Selling and Roof Concerns. The Board reviewed the letter from the Miles who stated they are selling their unit and wanting answers regarding roofing concerns. Board meeting discussion – Roofing Consultant Proposals. Property Manager Merrell reported he had contacted the Bergeman Group for a proposal and other proposals are outstanding.

Re-roofing Project Change Orders, The Board deferred action on roofing change orders until the roofing consultant is selected and a recommendation is made.

Roofing Consultant Proposals. There were no roofing consultant proposals available at this time. Roofing Committee. Director Longfellow made a motion to establish a roofing committee to address owners' concerns, evaluate bids from roofing consultants and make a recommendation to the whole board for selection of a roofing consultant. Director Goya seconded the motion which passed unanimously. Director Longfellow was appointed chairperson.