

CEDAR LODGE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING
August 23, 2017

I. Call to Order

The meeting was called to order at 1:15 pm. Board members in attendance were Steve Konecny and Angela Burdick in person, and Kristin Decker and Shannon Lamkin via telephone. Representing SRG were Deb Borel and Kevin Lovett.

II. Roof Top Heaters

A. History

- i. The existing two (2) rooftop heaters are original to the building
- ii. Each fall, the rooftop heaters are inspected. Tom Hill from Hilco has completed the inspections up until 2016, when he retired.
- iii. Capital plan has targeted 2020 as estimated year of replacement (per Hilco projection) at a cost of \$16,000
- iv. Fall 2016 inspection was completed by All Phase Plumbing. During inspection, it was found that one of the heaters was not working. All Phase called in assistance from Summit Professional Services (Jim Dexter).
- v. The roof heater was repaired under SRG direction per the management agreement emergency repair clause.
- vi. Both heaters functioned properly all winter.
- vii. The Board discussed whether the rooftop heaters would be replaced now, or to wait until they fail again.
- viii. At the April board meeting, the Board instructed SRG to get a life expectancy for roof heaters, as well as the projected cost to replace. This information was to be placed into the capital plan.
- ix. Efforts were made to obtain inspection report for remaining life expectancy and cost estimate; SRG met with contractor on site and provided access.
- x. August 15, 2017 – Received bid from contractor with replacements, along with the report that he felt the rooftop heaters have used useful life and replacement should be considered.
- xi. August 15, 2017 – Bid / Report sent was relayed to President. SRG was instructed to obtain 2 more bids, then schedule a meeting to discuss with the board.
- xii. August 21, 2017 – Bids / report emailed to the Board (All of the estimates were done at no cost to the HOA)
- xiii. Note: All of the contractor's complete calculation of heating needs and concluded on the same replacement unit as optimal fit.
- xiv. The Board discussed options to proceed:
 1. Keep existing units in place
 2. Replace units

B. The Board agreed that the heaters would not be replaced now.

C. Next Steps

- i. The Board instructed SRG to create a scope of work based on one of the bids, to insure all the bids are equal.
- ii. SRG will ask for two (2) different bids; the first based on using the Reznor RPB-125 boilers and the second with a different furnace recommended by each contractor.

- iii. Contractor shall determine what, if any, modifications would need to be made to the roof curbs to install the rooftop heater.
- iv. SRG will contact two Denver based companies to provide bids.
- v. SRG will have the roof inspected in late September or early October from here forward.
- vi. The Board discussed a backup plan if the heaters failed.
- vii. The Board discussed the shortage of funds, and how it would impact the budget if the heaters failed in the winter.
- viii. SRG will ask the contractor if there would be additional charges if the work had to be completed during the winter with snow on the roof.

III. Adjournment – With no further business, the meeting adjourned at 2:15 pm.

Approved By: _____
Board Member Signature

Date: _____

Cedar Lodge Roof Heater Replacement Scope of Work

Reznor Rooftop Heating Unit Replacement (2 units)

Proposal should include the following and should be detailed in the bid

- Secure and disconnect gas and electrical power utilities serving two (2) existing rooftop heating units and lock / tag out.
- Provide for removing two (2) existing rooftop heating units and properly dispose to recycle center
- Provide and install two (2) new replacement Reznor RPB-125 Rooftop Heating and Ventilating Units to include:
 - Power vent
 - Spark ignition
 - Curb cap
 - 24 volt controls
 - Two (2) stage gas valve with ductstat
 - Natural gas
 - High elevation
 - 409 stainless steel heat exchanger
 - 230/1/60 voltage
 - ¼ HP ODP motor
 - 550 rpm, 1025 cfm @ esp. 0.13" tsp
 - Downturn plenum
 - 2 position motorized 100% outside air damper
 - 100% outside air rain baffled intake good
 - Filter rack with 2" pleated air filter
 - Two (2) stage digital heating thermostat with fan switch

Second choice by contractor

Contractor shall supply another option for heaters on the building along with all components itemized as they are above

Contractor shall determine what, if any, modifications would need to be made to the roof curbs to install the rooftop heater

Questions:

Are there options to replace the two heaters with one?

Would it be possible to place the heater/heaters inside the building and remove them from the roof?

Since roof replacement will be necessary in the next year or two, would it be better to replace the heaters first or the roof membrane?

What will it take to limp current roof heaters along for a few more years?

What is the difference in efficiency of the two proposed units (Reznor vs. _____ ?)

Would this bid change if the work were performed in the winter, when there is snow on the roof?

For access, please call Deb Borel at 970-468-9137

Return the bids to Kevin Lovett at DebBorel@msn.com or fax to 970-468-2556