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## MEMORANDUM

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**To:** Mayor McConnell and Assembly Members  
Jim Dinley, Municipal Administrator

**From:** Michael Harmon, Public Works Director *WH*  
Dan Tadic, P.E., Senior Engineer *DMT*

**Reviewed:** Jay Sweeney, Finance Director *@*  
Stephen Weatherman, P.E., Municipal Engineer *A*  
Gary Baugher, Public Works Maintenance and Operations Superintendent *GEB*  
Chris Wilbur, Facilities Manager *CTW*  
Mellissa Bean, Contract Coordinator *M*

**Date:** October 16, 2012

**Subject:** **Sitka Community Hospital Roof Replacement**  
**Approval to Award Professional Services Contract**

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### Background

The existing Sitka Community Hospital roof was installed in 1982 and it is failing. The approximately 25,400 square foot roof was installed with a 15-year warranty which expired 14 years ago. The City and Borough desires to replace the low slope built-up roof with 80 mil PVC single-ply membrane with a minimum 20-year warranty. The replacement of the roof was a FY2013 Legislative Request for the City and Borough which was granted by the State.

In order to accomplish the goal, a Request for Qualifications (RFQ) was advertised in accordance with CBS Procurement Policies. Six proposals were received and the top three consultants were shortlisted for interviews. After final scoring, the RFQ review committee selected GDM, Inc. Architects (GDM) as the most qualified consultant.

### Analysis

GDM is based in Anchorage has completed over 1,000 major projects across the state and is well versed on design issues for wet, coastal climates like Sitka's. GDM displayed the experience, expertise and availability to make this project a priority. The scope of work includes delivery of bid ready documents in late January 2013.

Due to the age of the roof, there is a possibility that asbestos or other regulated materials were used in the roof construction. For that reason, the scope of work also includes an Investigation Phase to determine if any regulated materials are present. Samples will be obtained from building materials to be disturbed by the roofing project. If the test results indicate regulated materials are present, a change order will be required for the development of abatement drawings.

**Fiscal Note**

The Sitka Community Hospital Roof Replacement is funded by way of a \$1,200,000 FY 2013 State of Alaska Grant.

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**Recommendation:**

Approve award of a Professional Services Contract to GDM, Inc. Architects for the Sitka Community Hospital Roof Replacement Project (CBS Proj. No. 90737) for a not to exceed amount of \$75,630.10.

# GDM<sub>inc.</sub>

ARCHITECTURE • PLANNING

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September 21, 2012

GDM #12-010

Mr. Chris Wilbur, Project Manager  
City and Borough of Sitka  
Public Works Department  
100 Lincoln Street  
Sitka, Alaska 99835

RE: Revised Fee Proposal Dated 21 Sept 2012 for Professional Design Services for Sitka  
Community Hospital Roofing Project

Chris:

GDM's team has reviewed the scans of the siding project drawings you were able to send us.  
Thanks.

Our Revised Fee Proposal on the Sitka Hospital Reroof project is attached.

Per our past discussions, we have removed the Lump Sum Fee Proposals for Construction Phase Services. These services will be done on a Time and Materials Basis as you need them.

## **Investigation Phase**

In addition to looking at the new roof system possibly being an exposed 80-mil reinforced PVC membrane system, we will look at the feasibility of a 20-year warrantied built-up roof system.

Based upon preliminary discussions with Joe Russo, Technical Representative, with Malarkey Roofing, he thinks the existing built-up roofing can be reconditioned to function as the required vapor barrier and as the substrate for a new built-up roof membrane. Malarkey is willing to offer a minimum of 20-year No Dollar Limit warranty on a new SBS asphalt built-up roof system installed over the reconditioned existing roof system. The existing insulation if not water saturated would be reused along with the pavers if they are in good condition. Addition extruded insulation could be added to raise the R-value of the system.

### **• Roof Cuts**

CBC Construction (CBC), there in Sitka, will be doing five roof cuts for us and doing the repairs on the cuts after Nortech does sampling. CBC is a certified roofer by Johns Manville

and Malarkey Roofing, and knows what they are doing when patching built-up roof membranes.

● **Hazmat Investigation/Abatement - Nortech Environmental Engineering**

The hazmat consultant services fee proposal assumes asbestos, lead paint, and other regulated materials will be discovered. The building is new enough that you could assume none of these items will be encountered, but we continue to find these materials in 1980's building products and especially in roof patching materials and sealants on roofs throughout Alaska.

In addition to regulated materials investigation, we will check visibly for mold in the roof assembly.

The reroofing of the Juneau Hospital found mold in the gypsum board on the metal deck. I'm told this turned into a big air quality issue and a significant project change order cost.

If Regulated Materials are encountered, Nortech would prepare abatement drawings as an extra service.

Nortech's construction phase fee could also include their participation in attendance at the pre-construction meeting and a project closeout inspection, which includes TEM AHERA Air Quality testing if we find regulated materials and have to do abatement documents.

Neither GDM nor Nortech will not be responsible for the air quality inside of the temporary roof enclosure provided by the contractor. That will be the contractor's responsibility and the contract requirements will be clearly specified in the General Condition Requirements.

Per our discussions, the fresh air intake louvers on your hospital are on the side of the building which will help keep construction-generated dust, any mold, and odors out of the building if the contractor's temporary enclosure is vented out the other end of the building.

**Hazmat Investigation/Methodology - Nortech Environmental Engineering**

Building inspection will be performed according to the regulatory requirements of 40 CFR, Part 763, Asbestos Hazard Emergency Reauthorization Act (AHERA). Due to the limitations of the standard AHERA survey, which is intended for occupants but is not complete enough for renovation and selective demolition, it will be necessary to take physical samples of suspect building materials that will be disturbed or demolished during the reroofing. These samples will require laboratory testing for confirmation of asbestos content. Additional testing may also be required during construction activities if suspect materials are found in hidden spaces during project-required demolition efforts.

The asbestos assessment will be conducted in accordance with the asbestos survey requirements of the Occupational Safety and Health Administration (OSHA) detailed in the federal regulations at 29 CFR 1926.1101 (Asbestos) and the U.S. Environmental Protection Agency National Emissions Standards for Hazardous Air Pollutants (NESHAP). These

regulations require a thorough inspection for friable and non-friable ACM prior to any renovation or demolition.

Inspection and sampling may result in minor destruction or damage to surface materials and hidden spaces; this is permissible under OSHA and EPA regulations and is anticipated in this work plan. Samples of suspect building materials will be collected and sent under standard chain of custody protocol by overnight mail delivery to an NVLAP certified laboratory for analysis. Normal turnaround time for the ACM laboratory analysis is 5-7 working days. Asbestos bulk samples will be analyzed by polarized light microscopy in accordance with EPA Method 600/R-93/116 to determine the percent concentration of asbestos content by weight as required by the current OSHA standard. If the samples contain 1% or greater asbestos content, they are considered "regulated" materials. Materials determined to contain asbestos between 1% and 5% will be further analyzed via 400 Point Count.

The asbestos inspection will be performed by Nortech personnel with current asbestos Hazard Emergency Response Act (AHERA) inspection certifications. All work will be reviewed and signed off by a senior Nortech professional who holds current AHERA Designer and Management Planner certification and is also a board Certified Industrial Hygienist (CIH). Nortech understands that GDM has a roofing contractor that will be available to make and repair the roofing cores as necessary to properly assess the material.

Current regulatory requirements and common sense necessitates inspection and identification of hazardous material concerns in order to properly manage and notify occupants of conditions present. However, it is important to understand that no matter how comprehensive (or expensive) an investigation is, it cannot be expected to uncover or identify all concerns. Due to the limitation of survey techniques, hidden hazards and unknown conditions may still exist elsewhere within the structure outside this proposed scope of work. The proposed hazardous material inspection efforts are meant to provide awareness to occupants, contractors, workers and identify possible exposure concerns within the structure planned for remodel. Conditions present and project documents should establish the contractor's procedures in the event that hidden hazards are identified.

● **Hazmat Investigation/Work Plan - Nortech Environmental Engineering**

The following project tasks have been identified for the proposed scope of work, which are further detailed in the attached Nortech fee estimate.

**Task 1 – Site Assessment**

Nortech will provide the following services as part of the site assessment:

- Review existing documentation,
- Coordinate project logistics with GDM Project Manager and Design Team
- Sampling of building materials to be disturbed by the roofing project within the project area, interior and exterior, for ACM, lead based paint (LBP) and other hazardous materials,
- After receipt of the Lab test results they will participate in a telephone conference to explain the results. If "hot" materials are discovered, Nortech Fee Costs for

preparation of abatement drawings and documents will be negotiated as an Extra Service.

- **Structural Engineering – Reid Middleton, Inc.**

From GDM's investigation into the weight of the Roof Blok concrete pavers that will be removed as part of the demolition and not reused with a PVC membrane, the total weight new roof system will weigh much less. We have eliminated their field investigation trip and its cost, but we need to keep Reid Middleton as part of the design effort to deal with the 120 MPH 3-Second Wind Gust requirements. Their revised fee proposal is now \$2,250.00.

- **Mechanical and Electrical Engineering**

Per our back and forth email messages, the responsibility for the design of a temporary shelter over the roof area during construction will be the contractors. He will also be responsible for keeping the roof top exhaust fans in operation as needed for hospital functions during the construction. After looking at the number and locations of the roof drains and the overflow scuppers that are an integral part of the new siding, it is GDM's recommendation that either of the proposed new roofing systems will work with these elements in their current locations.

Whether the roof drains stay at their present elevation or are raised in elevation for a PVC membrane roof system will be determined after our field investigation/report and your selection of a roof system.

Per my telephone discussions with Mark Frischkorn, Vice President of RSA Engineering, Inc., he suggested that if the drains stay in their current location and the contractor handles the ventilation of the temporary enclosure, the project would not need RSA's services.

We have removed their services and associated costs from the fee proposal.

GDM will take responsibility for roof drain changes.

- **Construction Phase Support Services**

Per our telephone discussions, GDM team help during construction will be requested on a Time and Expenses Basis.

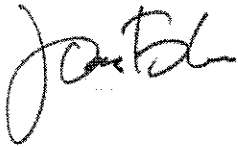
**Fee Proposal Summarizes as Follows**

	<b>SITE INVESTIGATION</b>	<b>35% DESIGN</b>	<b>BID READY DOCUMENTS/ BIDDING</b>
GDM Inc. (Project Management & Architecture)	\$ 20,733.00	\$ 11,673.00	\$ 33,263.00
Reid Middleton, Inc. (Structural Engineering)	\$ 0.00	\$ 0.00	\$ 2,250.00
Nortech Environmental Engineering (Hazmat Consulting)	\$ 3,605.00	\$ 0.00	\$ 0.00
HMS, Inc. (Cost Estimating)	\$ 0.00	\$ 0.00	\$ 2,746.00
CBC Construction (Roof Cuts & Patching)	\$ 500.00	\$ 0.00	\$ 0.00
GDM (Administrative Markup on Subconsultants) @10%	\$ 360.50	\$ 0.00	\$ 499.60
<b>TOTAL</b>	<b>\$ 25,198.50</b>	<b>\$ 11,673.00</b>	<b>\$ 38,758.60</b>
<b>GRAND TOTAL</b>	<b>\$ 75,630.10</b>		

I'm ready to answer any additional questions you have about our Fee Proposal.

We are ready to go to work.

Thank you,



Jim Blair, Vice President, GDM Inc.  
Project Manager