

To: Board of Directors

From: Mark Bergthold, Bond Project Manager

Subject: Bond Activity Report for December 2021

December 13th marked the beginning of actual work on a building. Installation of the VAV boxes and the new HVAC controller began during the holiday break. The existing roof top units are being connected to the new system so they can be controlled, as the old Walker system quit workig. Six RTUs were not operating, and we asked McKinstry to troubleshoot and if possible get them running. They were able to get four units operating, all six will be replaced this summer. They also discovered that the VAV boxes above the office was inoperable, so they are replacing those boxes now, which will provide heat for the office.

I have requested that the performance/payment bond requirement be covered with one bond for the entire project, as opposed to a separate bond for each project. This alone will save us almost \$100,000, due to the tiered rates. After consulting our insurance folks, I have asked McKinstry to allow us to pay the premium for this bond directly to the surety, thereby saving us the 15% overhead charge. I have a meeting scheduled with McKinstry management this week to discuss this.

Tasks in process during December:

- BLRB working on the redesign of the CMHS upstairs common area, bathrooms to meet ADA requirements, redesign of the current front offices, and secure entry
- New VAV boxes are being installed
- The existing roof units are being connected to the new HVAC control system
- McKinstry continues to update cost estimates for each identified project
- Jeff is working with BLRB on the new office configuration

Respectfully submitted,

Mark Bergthold

Bond Project Manager