

Public Access Corporation of the District of Columbia
901 Newton Street, NE, Washington DC

Board of Directors

By Email

Consensus Motion Record
Approved October 24, 2020

Present: Cynthiana Lightfoot, Chair; Pedro Alfonso, Vice Chair/Treasurer; Kevin Goldberg, Secretary; Michael Freedman, Barbara Davis Blum, Debbi Jarvis. Nantz Rickard, President & CEO.

Lightfoot requested a Consensus Motion to address unanticipated emergency expenses related to the building renovation.

A consensus motion requires 100% participation, and unanimous agreement to pass, and was presented as follows:

Good evening,

After discussion with Cynthiana, this email presents a consensus motion to consider to authorize capital funds in the amount of \$80,000 for the following unanticipated emergency expenses. Other unanticipated infrastructure needs have used the renovation project contingency.

1. After the recent extremely heavy rains, there was significant water infiltration through the north and east walls, and many of the windows either around the window frames or around the glass panes, ruining recently completed renovation work. We requested an inspection and discovered that the exterior walls need to be repaired, pointed up and repainted, 28 window panes need to be replaced, and that the window sill stones need to be re-grouted, and windows need to be resealed around the frames and the glazing needs to be replaced. This involves renting a lift. The estimate is \$56,560.
2. A new issue arose, in which sounds from the mechanical room now carry into Studio A and when tested, can be heard via the microphones. There was previously no problem with sounds from the mechanical room. Upon inspection, it was discovered that the shock absorbers for the AC chiller units had collapsed (they were installed in the mid-1980s), allowing the vibrations from the units to travel through the Studio A floor. Additionally, the circulator motor for the heating and air conditioning systems has failed. The cost is \$9,041.
3. Contingency: \$14,399.

Although there is a meeting coming up November 18, any heavy or hard rains will infiltrate the walls and windows and damage the completed renovations. Capital Construction repaired the interior after the

storm damage at no charge. However, we would need to pay for any further interior damage, so to protect our investment, time is of the essence to address the water infiltration.

CONSENSUS MOTION:

\$80,000 in capital funds are authorized to immediately address unforeseen problems that have arisen in the renovation project.

A consensus motion requires 100% participation, and unanimous agreement to pass. If any board member would prefer a call be set up to discuss the matter before voting, please indicate so below.

APPROVED ____

OR

PLEASE SET UP A CALL TO DISCUSS _____

Additional information:

- We have the funds to allocate available.
- The Lease is in the final stage of drafting; we are clarifying and negotiating a few points. Although the Lease has not been executed, effective this August, DC lowered our rent to the initial rate provided for in the lease, at \$4.50 per square foot (\$5,632/month)
- We will be applying for a facilities grant from the DC Commission on Arts and Humanities, if possible towards the current renovation, and if not, for the next large ticket items (foundation repair; convector system replacement)

Please let me know if you need further information, or have questions.

The Consensus Motion was approved as presented on October 24, 2020.