

FAIRLINGTON VILLAGES, A CONDOMINIUM ASSOCIATION  
GENERAL RESOLUTION NO. GR 08/04/21

***FY2021 BACK-YARD FENCE REPLACEMENT PROJECT – PHASE 2***

WHEREAS, Virginia Code Title 55.1 Section 1956 (B) allows the Board of Directors to exercise power assigned to the "unit owners' association" by the Act, to the extent permitted by the By-Laws of the Unit Owners Association;

WHEREAS, Article III, Section 2, of the By-Laws assigns the Board of Directors with "all of the powers and duties necessary for the administration of the affairs of the Condominium," and further states that the Board may do all such acts and things as are not by the Act or by the By-Laws directed to be exercised and done by the Unit Owners Association;

WHEREAS, the Board of Directors approved to contract with Facility Engineering Associates, P.C. (FEA), to conduct an assessment for the replacement of the back-yard fences;

WHEREAS, Facility Engineering Associates, P.C. (FEA) completed their assessment and presented their report to the Board of Directors at the March 6, 2019, meeting;

WHEREAS, the Board of Directors approved at the March 4, 2020 meeting to replace the fences with Western Red Cedar and with Pressure Treated Pine Posts. At the same meeting the Board approved Phase 1 of the Fence Replacement Project to be completed in Ward I;

WHEREAS, Facility Engineering Associates, P.C. (FEA) has submitted a Bid Summary Letter for phase 2 of the Back-Yard Fence Replacement Project;

THEREFORE, BE IT RESOLVED, the Board of Directors authorizes the General Manager to enter a contract with Long Fence, for Phase 2 of the Back-Yard Fence Replacement Project, at a total cost of \$875,606.25. This amount includes \$50,000.00 in allowances as described in the attached memorandum. The fences will be built with Western Red Cedar with Pressure Treated Pine posts. The Calendar of Reserves Expenditures includes \$679,112.00 for this project in FY2021, and all the funds are currently available. The balance of \$196,494.25 will be deducted from the amounts reserved for the last phase (phase 6) in FY2025.

To be charged to account #3700-8600 (Reserves-Fences)

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
President

Date \_\_\_\_\_

Date \_\_\_\_\_

Moved by \_\_\_\_\_

Second by \_\_\_\_\_

VOTE \_\_\_\_\_

Approved ( ) Disapproved ( )

Submitted by: Management

Roll Call:

Alvord, Melanie \_\_\_\_\_ Auston, Jessica \_\_\_\_\_ Brown, Philip \_\_\_\_\_

Placek, Terry \_\_\_\_\_ Reem, Harold \_\_\_\_\_ Stolof, Edward \_\_\_\_\_

Straub, Lawrence \_\_\_\_\_ Torres, Joseph \_\_\_\_\_ Wasowski, Anne \_\_\_\_\_



**Fairlington Villages,  
A Condominium Association**

**Memorandum**

**TO:** Board of Directors  
**FROM:** Miguel Galvez, Facilities Manager  
**DATE:** July 19, 2021  
**RE:** Back-Yard Fence Replacement Project - Phase 2

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In 2019 the Board of Directors approved to contract with Facility Engineering Associates, P.C. (FEA) to conduct an assessment for the replacement of the back-yard fences. FEA completed their assessment and presented their report to the Board of Directors at the March 6, 2019 meeting. At that meeting the Board decided to replace the fences with the Composite Fiberon System and to do a pilot in the Maintenance Yard - Tot Lot area. However, after the samples of the Composite Fiberon were received, it was determined that the material was unsuitable for Fairlington's standards.

After multiple meetings with FEA and by carefully reviewing the different options presented by them, the Board approved at the March 4, 2020 meeting to contract with Long Fence (LF) for the pilot and phase 1 of the Back-Yard Fence Replacement Project. It was also decided that the fences be built with Western Red Cedar with Pressure Treated Pine posts.

Phase 1 was completed successfully in Ward I, where 190 new fences were installed. Multiple positive comments were received from residents not only from Ward 1 but from the entire Community.

Attached to this memo is the Bid Summary letter submitted by FEA for phase 2 of the Back-Yard Fence Replacement Project. The total cost of phase 2 is \$875,606.25, which includes \$50,000.00 in allowances for retaining walls, grading modifications, back filling and contingency. The letter also confirms what was widely informed by all news organizations, that the price of lumber has gone up dramatically in the last year due to Covid-19. In our case the price of lumber in phase 2 is 49% higher than phase 1.

Management recommends that the Board approves phase 2 of the Back-Yard Fence Replacement Project to be completed by Long Fence at a cost not to exceed \$875,606.25. Phase 2 will be done in Ward II, where 158 fences (7,500 LF) will be installed. The installation of the new fences is expected to start in the fall.

This project will be charged to Reserves. The current calendar of Reserves Expenditures includes \$679,112.00 for this project in FY2021, and the funds are currently available. The balance of \$196,494.25 will be deducted from the amounts reserved for the last phase (phase 6) in FY2025. A new Reserve Study will be done in FY2024 and the funding for the last phase will be updated at that time.



July 15, 2021

Fairlington Villages, A Condominium Association  
3001 S. Abingdon Street  
Arlington, VA 22206

**ATTENTION: Mr. Miguel Galvez  
Facilities Manager**

**SUBJECT: Bid Summary – Fencing Replacement Project (Phase 2)  
Fairlington Villages  
Arlington, Virginia  
FEA Project No. R01.2017.009137**

Facility Engineering Associates, P.C. (FEA) is pleased to provide this summary of the provided bid received for Phase 2 of the fencing replacement project at Fairlington Villages (FV) in Arlington, VA. Fairlington Villages requested pricing information for cedar fence installation with pressure-treated pine posts in Ward 2. Pricing was received from Long Fence Company (LF).

**Bid Summary:**

LF based their bid on design documents provided by FEA dated December 2020 and conversations with FEA and FV, including a meeting attended by all parties on March 12, 2021. There was no addendum for the bid, but the three addendums from Phase 1 and other information gathered throughout the first phase were taken into account when preparing the design documents. This included a more conservative linear footage of fence in the Bid Form, inclusion of 158 metal gate frames which were selected in Phase 1, and specifications that describe the fence system installed in Phase 1 (cedar pickets and cross rails with pressure-treated pine posts). FEA received LF's bid in the provided Bid Form received on July 13, 2021, the requested bid due date.

The attached Bid Summary Table presents a summary of the information found in the Bid Form received by FEA. It includes the recently received information from Phase 2 as well as unit costs from Phase 1 for comparison. Please reference the Bid Form dated December 2020 for more detailed descriptions of the bid items. FEA reviewed the submitted Bid Forms for completeness, mathematical errors, and for any contractor added qualifications.

LF proposed its Base Bid based on a removal unit cost of \$6.00 per linear foot and an installation unit cost of \$103.50 per linear foot. While removal and disposal costs remained the same from Phase 1, the fence installation unit cost has increased significantly. FEA received current costs of cedar pickets and cross rails from LF in the email with the bid form on July 13, 2021. These provided costs would be used as the baseline for unit cost changes throughout the project. FEA had also previously received cedar and pine material receipts from LF at the beginning of Phase 1 in order to charge for a partial material deposit. FEA was able to compare these and confirm that cedar picket and cross rail costs had



significantly increased between July 2020 and July 2021. The increase in cedar material costs equated to approximately \$23/linear foot. This increase, combined with increases from pressure-treated pine, explain the increase in unit cost from Phase 1.

It should also be noted that in Phase 1, the unit cost did not include the metal-framed gates or the permits, which have now been included. LF stated via a phone call on July 12, 2021 that permits would be pursued similar to Phase 1 and had been included in the Base Bid. The Total Base Bid includes \$50,000 in allowances that would be billed against during the course of work; any unused portion would be credited back to FV.

As outlined in LF's letter to FV dated May 23, 2021, pricing and availability of wood had been greatly affected by the pandemic and its effects have been unprecedented. LF explained it would base its linear footage unit cost on current material costs. However, unlike LF's previous experience in the industry, pricing would not be able to be held for all of Phase 2. LF informed FEA that it would hold pricing for the first 2,000 linear feet of materials, at which time it would submit receipts for any changes in price and the unit cost would be adjusted either up or down to match current prices. This would prevent LF from needing to estimate a potential price increase and therefore only charge FV for the actual difference in price.

The percentage cost of performance and payment bonds remains the same from Phase 1. There appears to be an incorrect number filled in the Bid Form for this item, but the number under the Total Add Alternate 1 appears correct as it equates to 0.5% of the total base bid. FEA assumes this is the correct number but can clarify with Long Fence before drafting a contract.

LF noted that the start date would be dependent on material availability and delivery. Based on the progression of Phase 1, dates will not be considered final for schedules or resident notification until the material is in transit across the country or in the warehouse. LF had suggested in the March 12, 2021 meeting that installation of fences not begin until three-quarters of the material is collected in the LF warehouse. The start date would be dependent on the ability to obtain materials.

In its letter to FV, LF acknowledged that pauses in construction continuing into Phase 2 would be unacceptable, and measures will be taken to prevent them. LF explains in the letter that it would stockpile and store material in its warehouse at no additional cost. LF would request reimbursement of the cost of the material in the warehouse. At the point in which LF and FV agree that they are comfortable beginning work, installation would proceed. Labor costs would not be charged until the fence was installed.

LF noted in the Bid Form that productivity would be based on one to two crews, and at times production could be sped up with one crew removing fence while the second crew is installing new fence. LF explains in its letter that the rate of production once materials are received is predictable based on the first phase.

LF indicated that subcontractors were "to be determined," although LF had demonstrated that it could use its in-house retaining wall crew to address issues as they were discovered. Grading modification unit costs, labor rates, and mark-ups have not changed from Phase 1.



It should be noted that the majority of items in the bid are not fixed costs and depend on actual quantities realized. The cost of fence removal and installation would depend on the actual quantities of fence encountered in Phase 2. Based on FEA's review, because the geography of Wards 1 and 2 is generally more flat than the remaining wards, each unit appears to be fully fenced, while the more hilly wards will have many unfenced balcony apartment units. Generally, FEA suspects Wards 1 and 2 will be higher on quantities, followed by Wards 3 and 5, then 4 and 6. While quantities at Wards 1 and 2 may be trending high, it is anticipated that quantities will decrease in future phases.

In addition to length of fence, the actual amount of the allowances billed depends on the scope of grading modifications and soil retention structures encountered during construction. For these reasons, cost variances could cause the final contract value to differ (plus or minus) from the provided base bids, beyond the changes in unit cost of material described previously.

During the meeting on March 12, 2021, FV made LF aware that it would plan to install yellow tape and wood stakes within a certain radius around trees in Phase 2. LF would not be permitted to store materials or drive vehicles in those areas in order to protect the root systems. If entry is required through one of these areas to access a unit, a pathway will be created for foot and equipment traffic.

FV also informed LF that when vehicles were driven over wet grass areas, it had led to deterioration of the grounds and requested LF provide the additional costs to install plywood on the grass when it is not dry for materials and vehicles. In the bid form, LF projected costs of plywood protection of grounds while wet to be \$80/board for an estimated 100 boards or approximately \$8,000. The plywood would be used as needed, dependent on conditions, logistics, and weather. Because of the unknowns, the costs would be billed under the project contingency on a per board basis.

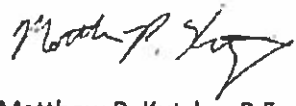
FEA has submitted this bid summary in accordance with the scope of services contained in our contract. Ultimately, the decision on if FV chooses to retain LF is solely the decision of FV. FEA encourages FV to obtain any information necessary to make that decision and, upon request will conduct further inquiries in an attempt to obtain such information but shall have no liability for retention of LF.

If you require further information with regards to the evaluation of the bids or contractor selection after reviewing the completed bid, please do not hesitate to contact FEA. We understand additional information may be required to finalize a contract.

Please notify FEA when the Condominium Association has decided on selection so that we may continue with the construction phase of this Project.

Respectfully,  
**FACILITY ENGINEERING ASSOCIATES, P.C.**

  
Erin E. Falvey, P.E.  
Project Manager

  
Matthew P. Kutzler, P.E., CDT  
Senior Engineer

Attachment: Bid Summary Table  
Bid Form provided by Long Fence on July 13, 2021

**BID SUMMARY TABLE**

Repair Item:		Estimated Quantities	Western Red Cedar with Pressure Treated Pine Posts		
			Long Fence (Phase 2)		Long Fence (Phase 1)
			Unit Cost	Total Item Cost	Unit Cost
<b>(1.0) Base Bid (Wood)</b>					
1	Mobilization/Demobilization	Lump Sum	\$0.00		\$0.00
2	Remove and dispose of existing fencing and gates	7500 lf	\$6.00	\$45,000.00	\$6.00
3	Install specified fencing and gates with pressure-treated pine posts at existing locations (including all components and accessories). For bidding purposes, 158 fenced units and 158 gates are included in Phase 2.	7500 lf	\$103.50	\$776,250.00	\$68.70*
4	Soil retention structure modifications	Allowance	\$15,000.00		\$15,000.00
5	Grading modification/ backfilling	Allowance	\$15,000.00		\$15,000.00
6	Project contingency	Allowance	\$20,000.00		\$20,000.00
<b>TOTAL BASE BID - PHASE 1 (\$):</b>			<b>\$871,250.00</b>		
*Costs for metal-framed gates and permits equate to an additional \$3.70 per linear foot.					
<b>(2.0) Add Alternate 1</b>					
1	Provide 100% performance and payment bonds (indicate percent of contract value)	percent (%)	0.50%	\$4,356.25	0.50%
<b>TOTAL ALTERNATE 1 (\$):</b>			<b>\$4,356.25</b>		
<b>TOTALS</b>					
<b>TOTAL BASE BID + ADD ALTERNATE 1 (\$)</b>			<b>\$875,606.25</b>		<b>\$0.00</b>
<b>(3.0) Proposed Schedule</b>					
<b>Base Bid Schedule</b>					
	Pre-Job Submittal Submission	calendar days	7		14
	Proposed Start of Work	calendar days	Based on cedar availability		<70 days
	Schedule		Predominantly one to two crews - at times, one will be taking down fence while the second is installing new fence		
<b>(4.0) Subcontractors</b>					
	Subcontractor / Work Performed		TBD		TBD
<b>(5.0) Unit Prices</b>					
<b>A. Grading Modification/ Backfill</b>					
i.	Soil fill	per cu. yd.	\$200.00		\$200.00
ii.	Compacted fill (stone)	per cu. yd.	\$400.00		\$400.00
<b>B. Labor rates for additional time-and-materials work, per hour:</b>					
A.	Superintendent	per man-hour	\$50.00		\$50.00
B.	Foreman	per man-hour	\$40.00		\$40.00
C.	Mechanic/Equipment Operator	per man-hour	\$35.00		\$35.00
D.	Laborer	per man-hour	\$30.00		\$30.00
<b>C. Mark-up</b>					
D.	Mark up to be charged for subcontract services or materials.	percent (%)	10%		10%
<b>(6.0) Manufacturer</b>					
1	Gate System / Product Manufacturer		Non-Sag Steel Frame Kit for wood gates	Adjust-a-Gate	
<b>Omission</b>					
Lowest amount/shortest duration					
Mathematical Error					
<b>Contractor Bid Qualifications and Notes:</b>					
Projected costs of plywood protection of grounds while wet as discussed with FV is \$80/board x 100 boards or approximately \$8,000. The plywood would be used as needed, dependent on conditions, logistics, and weather. The costs would be billed under the project contingency on a per board basis.					
There was an error in the Add Alternate 1 cost on the Bid Form. Because 0.5% of the total project costs matches, the second number listed on the bid form (\$4,356.00), FEA has assumed this is the correct number, rather than the former number.					
LF informed FEA via phone call that permit costs were included in the provided costs					