

Recommendations
To the Board of Directors
By
Social Room Update Committee
March 12, 2024



Recommendations Summary

- Accept the J.O. Thompson bid for flooring
 - Refinish parquet floor
 - Replace carpet

- Select the “Teal Shard” carpet style from J.O. Thompson

- Select the Hercules Black Dot stack furniture style stacking chair

- Accept the Biz Chair quote for 60 stacking chairs

- Select the Risa Club Chair as accent chair style

- Accept the HOM Furniture quote for purchase of 8 Risa Club Chairs**
(Please note this is a sale price quote which ends March 31. Board action is required to place a down payment on the chairs to lock in the quoted price)

Introduction

As part of the 2024 budget, the Coffman Board of Directors approved \$20,000 to begin updating the Social Room. An ad hoc committee (attachment 1), composed of members of the original Social Room Update Committee, began meeting in January. The committee met nine times over three months. In addition, the committee completed three “field trips” to visit flooring and furniture retail stores. Individual committee members also visited various flooring and furniture stores on their own to research various models and styles. Representatives of two flooring companies provided formal quotes on the work to be completed.

The mission of the committee is to provide recommendations to the Board of Directors regarding specific updates for the Social Room. These include sflooring, stacking chairs, and accent/lounge chairs. The committee was also asked to advise the Board on the completion of the balcony update project.

The committee views the Social Room update recommendations as a complete package where each element of the package complements the other parts of it.

PLEASE NOTE: Each recommendation is based upon committee research and upon formal estimates, quotes, or bids from the companies recommended. That information is attached to the end of this report.

Flooring

A core component of the Social Room update is the flooring which includes replacing the existing carpet as well as refinishing the parquet floor. Criteria for replacement carpet was determined:

- Carpet tiles should be used (not broadloom)
- Carpet should be of industrial/commercial grade
- Carpet should have a pattern so that spills can be camouflaged
- Carpet should be darker rather than lighter
- Carpet color should complement the current parquet floor

Two local companies, J.O. Thompson and Hamernick’s, both with experience at Coffman, were contacted and asked to provide bids for the work (Attachment 2).

Once bids were received, both companies provided sample books and carpet tile samples for the committee’s review. The committee selected a total of twenty-two samples from the two companies to review. The total number was then reduced to four and a process developed to invite resident review and comment on the choices

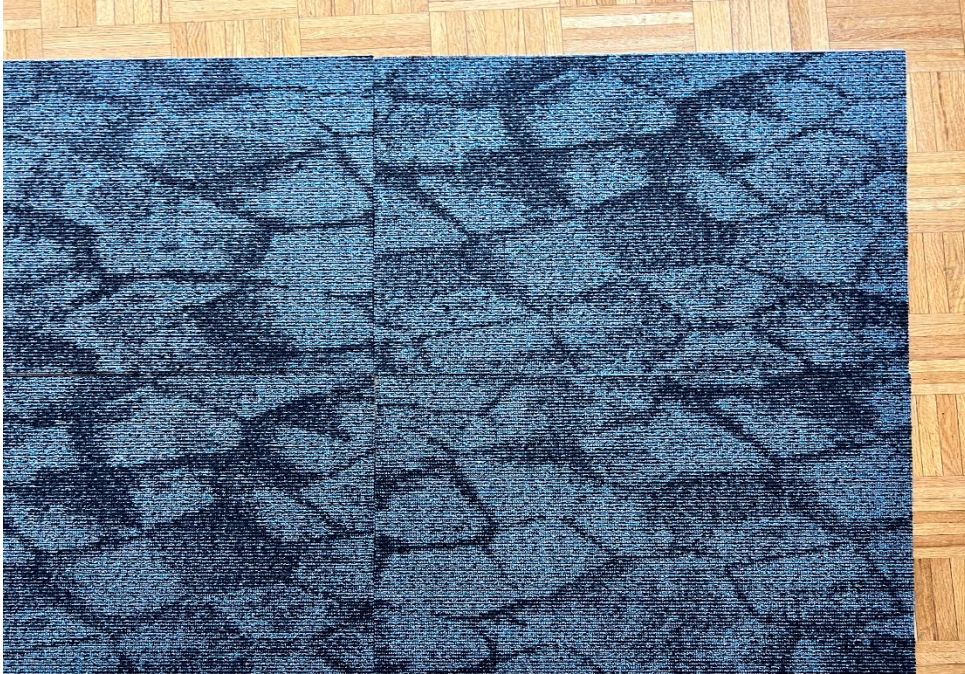
(A copy of the resident review rankings and comments is included at the end of this report)

Flooring Recommendation

Based upon committee discussion and the results of the resident review, the committee is recommending the Board accept the J.O. Thompson bid for the flooring. It is the low bid and includes replacement of the carpet, refinishing the parquet floor and removal of the old carpet. There are two considerations with the J.O. Thompson bid. First, if the basic bid is accepted, the total is \$10,296. However, if the Teal Shard carpet style is approved --which the committee is recommending— an additional \$950 is added to the bid making the total \$11,246.

Carpet Style Recommendation

The committee is recommending the “Teal Shard” style of carpet tile. This recommendation is not unanimous. Several committee members questioned the choice based upon their appreciation for the traditional Palladian architecture and which carpet style would complement it the best. However, the strong endorsement of “Teal Shard” by Coffman residents (Attachment 3) as well as further committee discussion resulted in committee agreement, though somewhat reluctant, to recommend it.



Stack Chairs

There were originally eighty-six stack chairs in the Social Room. That total declined to seventy-nine in 1997. There are currently fifty-six. Most of them, while useable, are either stained, broken, or in need of major cleaning. They are also limited in terms of the number of chairs which can be stacked, which has led to most of the Social Room chairs being stored in the open, making the Social Room appear to be messy and unattractive to residents and visitors alike.

Stack Chair Recommendation

The committee researched and discussed a wide variety of stack chairs. There was broad agreement within the committee that any chair selected would need to be comfortable, durable, attractive, economical, and stackable. The Hercules Series Heavy Duty Black Dot Fabric Stack Chair meets all those criteria. It is also lightweight (16 pounds) but can hold up to 550 pounds. We are recommending the Board approve the purchase of sixty chairs. The fabric colors of burgundy and grey will give the room an added color. We recommend ten of these chairs be without arms to accommodate those who wish to have additional space.



Accent Chair

The Social Room currently holds ten accent or lounge chairs plus two couches, three end tables, and one coffee table. The committee agreed to reduce the amount of furniture in the Social Room by reducing the number of chairs, eliminating the couches, eliminating the coffee table, and reducing the size of the end tables. The committee researched many accent chairs, both online and in local furniture stores. Macy's, Slumberland, HOM Furniture, Ashley, and Becker Furniture stores were all visited in person by the committee. A total of eighteen chairs were considered by the committee. Further discussion and research reduced the number to seven with four chairs making the "final cut".

Accent Chair Recommendation

The committee is recommending the Risa Club chair from HOM Furniture. It is very comfortable, light weight for its size, attractive, and on sale! It is regularly priced at \$700 but is currently on sale for \$500. However, **this sale ends on March 31. *The committee urges the Board to lock in the sale price by placing a down payment on the purchase prior to March 31.***



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Budget implications of our recommendations

The recommended purchases are included in bids and quotes provided by the vendors. The recommendations are within the budget authorized by the Board of Directors. However, if the prices of any of the recommended purchases change or if the sales taxes are not accurate which causes the total amount to exceed the \$20,000 budget, the committee recommends a reduction in the number of Risa Club chairs purchased from eight to seven. This would result in savings of \$639.00.

The Social Room Balcony

The Board of Directors charged our committee with the responsibility of completing improvements to the balcony. With the support of an anonymous donor, the support of the Social Committee, and the support of Coffman residents through the Pancake Breakfast series, the balcony has been reimagined and reinvigorated. The chairs and small tables are new. New flooring was added onto the deck surface that has the same pattern as the parquet floor inside. In effect, this brought the inside, outside. A 36-inch round table with chairs has been ordered to complete the balcony furniture. They are scheduled to be delivered to Coffman by the end of March. The additional purchases are being paid for by the Pancake Breakfast proceeds.

2025 Budget Request Preview

The updating of the Social Room does not end with new carpet and chairs. There are several other improvements the committee would like to recommend but the current budget does not allow them. The Social Room needs to be repainted. Changing the color of both the walls and trim should be the focus for 2025. Another priority is the conversion of the fireplace to electricity so that it can be used for Social Room events and enjoyed by all residents and visitors. Other items that should be considered in the 2025 budget: nesting end tables, blue tooth speakers to enhance the audio-visual system, and a new podium. In the event the 2024 budget allows, the committee recommends purchase of these items this year.

Conclusion

The Social Room is the major gathering point for a variety of activities at Coffman. With some modernization of flooring, furniture, and other amenities, the Social Room can remain the focus of activity and events that residents will be proud of.

Attachment 1

Committee Membership

Kent Gustafson (chair)
#114

Lynda Morlock
#118

Margaret Molina
#204

Gerri Anderson
#213

Richard Wilsnack
#314

David and Linda Maschwitz
#125

Ruth Ann Rekow
#229

Coco Weber
#333

Attachment 2

Budget

Flooring

J.O. Thompson	Hamernick's
\$10,296.00 (carpet and floor)	\$11,588 (carpet)
	<u>920 (floor)</u>
\$10,296.00	\$12,508
<u>950.00 (Fragments carpet style)</u>	

\$11,246.

\$12,508

Stack chairs (Biz Chair)

50 chairs with arms x \$49.52 =	\$2476.00
10 chairs without arms x \$43.99 =	439.90
Tax	280.84
Shipping	<u>462.48</u>
	\$3659.22
-discount	<u>25.00</u>
	\$3634.22

Accent/Lounge Chairs

Risa Club Chair	\$499.99
Fabric change	87.00
Tax	<u>52.10</u>
_____	\$639.09 x 8 = \$5112.72

Grand Total: \$19,992.94

Attachment 3

Bids, Quotes, Estimates

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- J.O. Thompson bid on carpet and floor refinishing

- Hamernick's bid on carpet
- Hamernick's bid on floor refinishing
- Biz Chair quote----Stack Chairs
- HOM Furniture quote---Accent/Lounge chairs