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## PROJECT MEMORANDUM

**DATE:** August 31, 2016

**OWNER:** Village of Orland Park

**RE:** Cultural Arts Center – Dance Studio Wood Flooring

### Scope of Services:

Over the last several months, The Village of Orland has noticed that the expansion and contraction of the Dance Studio wood floor has triggered multiple areas to “buckle” and cause a bump/rise in the flooring. This results in a tripping / safety hazard for any users that occupy the space. They have since repaired these locations by nailing those boards to the concrete subfloor to remove any difference in height. Since this is only a temporary solution, other locations have and will continue to “buckle” resulting in safety concerns for the occupants.

StudioGC was contacted by the Village of Orland on March 16<sup>th</sup>, 2016 to investigate and determine why the wood flooring in the dance studio was failing. A few things were determined during the site investigation.

- The existing wood flooring is directly adhered / glued to the concrete sub floor. Concrete produces moisture that eventually comes up through the slab. In this case there was no vapor retardant barrier system originally installed between the wood floor and the concrete slab. Over the years the moisture has caused the flooring adhesive to fail and lose its bond to the concrete resulting in the buckling of the boards.
- Solution: Remove existing flooring. Test existing concrete slab for moisture. Install vapor retardant moisture barrier if concrete is above 85% relative humidity. Install new flooring system as required.
- On behalf of the Village of Orland, StudioGC was authorized to acquire at least (3) proposals beginning on June 13<sup>th</sup> 2016, to remove and replace the flooring system. Currently (3) proposals are in hand.

### Photos of Existing Conditions

