

FACILITY RESERVE STUDY

ASSESSMENT

CITY OF GOLETA

130 Cremona Drive, Suite B
Goleta, California 93117
Robert Morgenstern



FACILITY RESERVE STUDY

of

GOLETA VALLEY COMMUNITY CENTER

5679, 5681, 5689 and 5717 Hollister Avenue
Goleta, California 93117

PREPARED BY:

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EMG Project #: 92184.10R-002.052
Date of Report: September 1, 2010
On-site Date: March 21, and 22, 2010

Immediate Repairs Report
Community Center
 9/1/2010


Report Section	ID	Cost Description	Quantity	Unit	Unit Cost	Subtotal	Deficiency Repair Estimate *
3.2	37573	ADA cane detection barrier rails	1	PR	\$115.00	\$115	\$129
3.2	37572	ADA, Install lever handle hardware at accessible locations	25	EA	\$196.00	\$4,900	\$5,498
3.2	37575	ADA Strobe Fire Alarm	3	EA	\$500.00	\$1,500	\$1,683
3.2	37390	ADA - Install signage indicating Van Accessible Parking, pole mounted	2	Sign	\$106.36	\$213	\$239
3.2	37574	ADA, Wrap drain pipes below accessible lavatory	2	EA	\$65.00	\$130	\$146
6.2	38280	Seismic Study of Main Building	1	EA	\$15,000.00	\$15,000	\$16,830
6.3	37788	Repair roof at Dining Hall skylight	1	Each	\$1,500.00	\$1,500	\$1,683
6.3	37787	Prefabricated classroom roofing, replace	68	SQ	\$783.57	\$53,283	\$59,783
6.3	37399	Replace galvanized steel gutters	400	LF	\$9.39	\$3,756	\$4,214
Immediate Repairs Total							\$90,205

* Location Factor (1.122) included in totals.

Replacement Reserves Report
Community Center
 9/1/2010



Report Section	ID	Cost Description	Lifespan (EUL)	Observed Age (EAge)	Remaining Life (RUL)	Quantity	Unit	Unit Cost	Subtotal	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	Deficiency Repair Estimate
3.2	37573	ADA cane detection barrier rails	30	30	0	1	PR	\$115.00	\$115	\$115																				\$115
3.2	37572	ADA, Install lever handle hardware at accessible locations	0	0	0	25	EA	\$196.00	\$4,900	\$4,900																				\$4,900
3.2	37575	ADA Strobe Fire Alarm	15	15	0	3	EA	\$500.00	\$1,500	\$1,500														\$1,500						\$3,000
3.2	37390	ADA - Install signage indicating Van Accessible Parking, pole mounted	0	0	0	2	Sign	\$106.36	\$213	\$213																				\$213
3.2	37391	ADA, paint van-accessible space with signage	5	0	5	2	EA	\$220.00	\$440					\$440					\$440					\$440						\$1,320
3.2	37574	ADA, Wrap drain pipes below accessible lavatory	0	0	0	2	EA	\$65.00	\$130	\$130																				\$130
5.2	37785	Repair and Seal Coat asphalt	5	2	3	5.95	10000 SF	\$5,642.00	\$33,570			\$33,570						\$33,570				\$33,570					\$33,570			\$134,280
6.2	38280	Seismic Study of Main Building	0	0	0	1	EA	\$15,000.00	\$15,000	\$15,000																				\$15,000
6.3	37788	Repair roof at Dining Hall skylight	0	0	0	1	Each	\$1,500.00	\$1,500	\$1,500																				\$1,500
6.3	37786	Main building roofing, BUR. replace	20	15	5	12	SQ	\$812.58	\$9,751					\$9,751																\$9,751
6.3	37787	Prefabricated classroom roofing, replace	20	20	0	68	SQ	\$783.57	\$53,283	\$53,283																				\$53,283
6.3	37399	Replace galvanized steel gutters	0	0	0	400	LF	\$9.39	\$3,756	\$3,756																				\$3,756
6.3	37398	Replace galvanized steel downspouts	25	20	5	120	LF	\$7.33	\$880					\$880																\$880
6.4	37576	General painting cost per SF, minor prep work, single story bldg. (up to 15 feet)	10	5	5	7000	SF	\$1.24	\$8,680					\$8,680										\$8,680						\$17,360
6.4	37385	General painting cost per SF, minor prep work, single story bldg. (up to 15 feet)	10	5	5	500	SF	\$1.24	\$620					\$620										\$620						\$1,240
6.4	37384	Refinish painted soffit	10	5	5	60	CSF	\$326.50	\$19,590					\$19,590										\$19,590						\$39,180
6.4	37411	Refinish wood window, 1/1 lite to 6/6 lite, up to 20 SF	5	0	5	9000	SF	\$1.41	\$12,690					\$12,690					\$12,690					\$12,690						\$38,070
6.6	37386	Paint existing stucco one coat, spray,medium prep work	5	0	5	9000	SF	\$1.41	\$12,690					\$12,690					\$12,690					\$12,690						\$38,070
7.1	37579	Gas-fired furnace, 105 to 160 MBH with AC	25	11	14	2	EA	\$3,449.66	\$6,899														\$6,899							\$6,899
7.1	37580	Gas-fired furnace, 105 to 160 MBH with AC	25	15	10	2	EA	\$3,449.66	\$6,899											\$6,899										\$6,899
7.1	37406	Gas-fired furnace 75 MBH no AC	25	15	10	8	EA	\$1,625.42	\$13,003											\$13,003										\$13,003
7.1	37407	Exhaust Fan, centrifugal, belt-drive, aluminum housing, 2050 through 3500 CFM	10	8	2	3	EA	\$2,266.88	\$6,801			\$6,801										\$6,801								\$13,601
7.2	37790	40-gallon Residential Electric water heater	12	6	6	1	EA	\$942.00	\$942							\$942											\$942			\$1,884
7.2	37789	Replace gas water heater, residential 40 gal	10	4	6	4	EA	\$1,397.50	\$5,590						\$5,590										\$5,590					\$11,180
7.6	37791	Fire alarm panel	15	3	12	1	EA	\$3,906.00	\$3,906													\$3,906								\$3,906
8.1	37578	Paint interior walls, CMU,including surface prep	7	5	2	4500	SF	\$0.89	\$4,005		\$4,005							\$4,005								\$4,005				\$12,015
8.1	37387	Paint interior walls, drywall	5	0	5	2000	SF	\$0.84	\$1,680					\$1,680					\$1,680					\$1,680						\$5,040
8.1	37402	Sand and refinish hardwood floor	10	5	5	6000	SF	\$5.50	\$33,000					\$33,000										\$33,000						\$66,000
8.1	37403	Replace Vinyl tile	18	10	8	4000	SY	\$65.00	\$260,000									\$260,000												\$260,000
8.1	37401	Replace carpet - standard commercial	8	0	8	4000	SY	\$50.18	\$200,720									\$200,720								\$200,720				\$401,440
8.1	37586	Paint ceilings	20	5	15	4	CSF	\$177.50	\$710																\$710					\$710
8.2	37408	Replace kitchen hood and ansul system, 7' long	25	10	15	1	Each	\$14,789.00	\$14,789															\$14,789						\$14,789
8.2	37526	Steam Table, Electric 5-Well	20	10	10	1	EA	\$3,078.88	\$3,079										\$3,079											\$3,079
8.2	37409	Replace Reach in Refrigerator 44 CF	15	5	10	1	EA	\$4,708.13	\$4,708										\$4,708											\$4,708
8.2	37592	Range 4-burner 72" wide w/griddle	20	10	10	1	EA	\$10,235.00	\$10,235										\$10,235											\$10,235
9	37792	Paint gazebo and transit shelter	8	2	6	2	Each	\$500.00	\$1,000							\$1,000								\$1,000						\$2,000
Totals, Unescalated										\$80,396	\$0	\$10,806	\$33,570	\$0	\$100,021	\$7,532	\$0	\$494,290	\$4,005	\$65,425	\$0	\$10,707	\$33,570	\$7,899	\$106,389	\$210,315	\$0	\$34,512	\$0	\$1,199,436
Location Factor (1.12)										\$9,808	\$0	\$1,318	\$4,096	\$0	\$12,203	\$919	\$0	\$60,303	\$489	\$7,982	\$0	\$1,306	\$4,096	\$964	\$12,979	\$25,658	\$0	\$4,210	\$0	\$146,331
Totals, Escalated (3.0%, compounded annually)										\$90,205	\$0	\$12,862	\$41,158	\$0	\$130,097	\$10,091	\$0	\$702,542	\$5,863	\$98,652	\$0	\$17,127	\$55,313	\$13,406	\$185,972	\$378,668	\$0	\$65,922	\$0	\$1,807,880

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CERTIFICATION

The City of Goleta retained EMG to perform this Facility Reserve Study (FRS) in connection with developing a Capital Expenditures Budget for the Goleta Valley Community Center, 5679, 5681, 5689 and 5717 Hollister Avenue, Goleta, California, the "Property". It is our understanding that the primary interest of Goleta is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

It is our understanding that EMG will evaluate the Property's building systems and components noting obvious visual defects and evaluating the life cycle of building materials. EMG will develop cost estimates to complete discussed repairs and/or replacements during the evaluation term.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in depth studies were performed unless specifically required under Section 2 of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas were observed (See Section 4.1 for areas observed). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared on behalf of and exclusively for the use of the City of Goleta for the purpose stated within Section 2.2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Goleta or for any other purpose than that specifically stated in our agreement or within Section 2 of this report without the express written consent of EMG.

Any reuse or distribution of this report without such consent shall be at the City of Goleta and the recipient's sole risk, without liability to EMG.

Prepared by: Arthur Balourdias, Project Manager

Reviewed by: 

 Matthew Anderson
 Program Manager

1. EXECUTIVE SUMMARY

1.1. PROPERTY INFORMATION AND GENERAL PHYSICAL CONDITION

The property information is summarized in the table below. More detailed descriptions may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	5679, 5681, 5689 and 5717 Hollister Avenue, Goleta, City of Goleta, California 93117
Year constructed:	Main Building 1927, Site Built Classroom Buildings 1948, 1950 and 1958, Portable Classroom Buildings 1987
City Department:	Public Works
Site area:	9.84 Acres (entire parcel including School District and Boys and Girls Club portions)
Gross floor area:	38,652 Square Feet (Five Goleta Valley Community Center Buildings)
Number of buildings:	5
Number of stories:	1
Parking type and number of spaces:	170 spaces in open lots
Building construction:	Main Building: Cast-in-place reinforced concrete with raised floor. Site-Built Classroom Buildings: Conventional wood frame structure on concrete slab. Portable Classrooms: Factory built conventional wood frame on raised foundation
Roof construction:	Main Building: Flat roofs with built-up membrane, gabled roofs with asphalt shingles. Site-Built Classroom Buildings: Gabled roofs with asphalt shingles. Portable Classroom Buildings: Flat roofs with built-up membrane.
Exterior Finishes:	Main Building: Stucco and painted wood trim. Site-Built Classroom Buildings: Stucco and painted wood trim. Portable Classroom Buildings: Painted plywood siding and wood trim.
Heating and/or Air-conditioning:	Forced air with gas-fired furnace
Fire and Life/Safety:	Hydrants, smoke detectors, alarms, extinguishers.
Dates of visit:	March 21, 2010 and March 22, 2010
Point of Contact (POC):	Robert Morgenstern

Property Information	
Assessment and Report Prepared by:	Arthur Balourdas
Reviewed by:	Mathew Anderson Program Manager

The entire 9.84 acre property contains five buildings that together comprise the Goleta Valley Community Center complex, the Goleta Boys and Girls Club and various buildings and facilities belonging to the Goleta Valley Unified School District. Refer to the Site Plan in Appendix B.

This study covers the seven buildings of the Goleta Valley Community Center complex. The buildings that are the subject of this study are identified on the Site Plan in Appendix B and described in the following table.

Building Name	Address	Site Plan Key*	Year Constructed	Floor Area	Use/Tenant
Main Building / Goleta Valley Community Center	5679 Hollister Avenue	A	1927	19,607 SF	Community Center
Site-built Classroom Building – North	5689 Hollister Avenue	B	1948 and 1950	6,851 SF	Day Care / CAC Head Start
Pre-fabricated Classroom Building – North	5689 Hollister Avenue	C1	1987	3,884 SF	Day Care / Growing Babies / Church
Pre-fabricated Classroom Building – South	5717 Hollister Avenue	C2	1987	2,970 SF	Day Care / Rainbow School
Site built Classroom Building – West	5681 Hollister Avenue	C4	1958	5,376 SF	Day Care / Rainbow School

*Refer to the Site Plan in Appendix B. The Site Plan Key letter designation is as used by the property.

Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been well maintained in recent years and is in good overall condition.

According to property management personnel, the property has had a limited capital improvement expenditure program over the past three years, primarily consisting of new and asphalt pavement seal coating, awnings, new windows at sides of the Main Building 2008, automatic flush valves at toilet and an Ansul system. Supporting documentation was not provided in support of these claims but the work is evident.

1.2. SPECIAL ISSUES AND FOLLOW-UP RECOMMENDATIONS

As part of the FRS, a limited assessment of accessible areas of the building(s) was performed to determine the presence of mold, conditions conducive to mold growth, and/or evidence of moisture. Property personnel

were interviewed concerning any known or suspected mold, elevated relative humidity, water intrusion, or mildew-like odors. Sampling is not a part of this assessment.

There are no visual indications of the presence of mold growth, conditions conducive to mold growth, or evidence of moisture in representative readily accessible areas of the property.

The following study is should be considered from a liability standpoint.

As part of the FRS, a limited visual observation for ADA accessibility compliance was conducted. The limited visual observation determined that handicapped accessibility issues exist at the property. In order to determine the full extent of any non compliant items a consultant would need to be retained to measure the existing conditions, provide recommendations and, if necessary, estimate the scope and cost of any required upgrades. The recommended study is from a liability standpoint to protect the city against future claims that the buildings are not fully accessible in accordance with the ADA Accessibility Guidelines.

1.3. OPINIONS OF PROBABLE COST

Cost estimates are attached at the front of this report (following the cover page).

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means* and *Marshall & Swift*, EMG's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

1.3.1. Methodology

Based upon-site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, EMG opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its effective age. Projections of Remaining Useful Life (RUL) are based on continued use of the Property similar to the reported past use. Significant changes in tenants and/or usage may affect the service life of some systems or components.

Where quantities could not be derived from an actual take-off, lump sum costs or allowances are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

1.3.2. Immediate Repairs

Immediate repairs are opinions of probable costs that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) material building or fire code violations, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

1.3.3. Replacement Reserves

Replacement Reserves are for recurring probable expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, EMG's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

EMG's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined in the Immediate Repair and Short Term Cost Estimate.

2. PURPOSE AND SCOPE

2.1. PURPOSE

EMG was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record at municipal offices that affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building components is typically defined as being in one of three categories: Good, Fair, and Poor. For the purposes of this report, the following definitions are used:

- Good = Satisfactory as-is. Requires only routine maintenance during the assessment period. Repair or replacement may be required due to a system's estimated useful life.
- Fair = Satisfactory as-is. Repair or replacement is required due to current physical condition and/or estimated remaining useful life.
- Poor = Immediate repair, replacement, or significant maintenance is required.

2.2. SCOPE

The standard scope of the Facility Reserve Study includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a general statement of the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Perform a limited assessment of accessible areas of the building(s) for the presence of mold, conditions conducive to mold growth, and/or evidence of moisture. EMG will also interview Project personnel regarding the presence of any known or suspected mold, elevated relative humidity, water intrusion, or mildew-like odors. Potentially affected areas will be photographed. Sampling will not be considered in routine assessments.

- List the current utility service providers.
- Review maintenance records and procedures with the in-place maintenance personnel.
- Observe a representative sample of the interior tenant spaces/units, including vacant spaces/units, in order to gain a clear understanding of the property’s overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and mechanical, electrical and elevator equipment rooms.
- Appropriate inquiries of municipal officials regarding the existence of pending unresolved building, zoning or fire code violations on file, and a determination of the current zoning category, flood plain zone, and seismic zone for the Property.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Tenant responsibility for maintenance, repair or replacement of finishes, fixtures, or equipment is not addressed by this scope of services.
- Provide an Executive Summary at the beginning of this report with a Project-At-A-Glance cost estimate as a quick, user-friendly summary of the Property’s condition and the assigned costs by category. These costs are tied to the report sections where reference to the issues are clearly defined and expanded.

2.3. PERSONNEL INTERVIEWED

The following personnel from the facility and government agencies were interviewed in the process of conducting the FRS:

Name and Title	Organization	Phone Number
Robert Morgenstern Goleta Public Works Manager	City of Goleta	805.968.6769
Randy Rosness Former Maintenance Engineer	Goleta Valley Community Center	805.453.8991
Dorothy Office Manager	Goleta Valley Community Center	805.967.1237
Julie Summer Director	Rainbow School	805.964.4511
Heather Robbins Director	Growing Babies Infant Center	805.967.8318
Yaneth Lopez	Community Action Commission Head Start	805.964.2347
Dan Glick Fire Alarm Contractor	Stanley Alarm Systems, Inc.	805.235.6737

The FRS was performed with the assistance of the staff members and contractors noted above who were cooperative and provided information that appeared to be accurate based upon subsequent site observations. The on-site contacts are completely knowledgeable about the subject property and answered most questions posed during the interview process.

2.4. DOCUMENTATION REVIEWED

Prior to the FRS, relevant documentation was requested that could aid in the knowledge of the subject property's physical improvements, extent and type of use, and/or assist in identifying material discrepancies between reported information and observed conditions. The review of submitted documents does not include comment on the accuracy of such documents or their preparation, methodology, or protocol.

Although Appendix E provides a summary of the documents requested or obtained, the following list provides more specific details about some of the documents that were reviewed or obtained during the site visit.

- Various original and alteration construction documents

2.5. PRE-SURVEY QUESTIONNAIRE

A Pre-Survey Questionnaire was sent to the POC prior to the site visit. The questionnaire is included in Appendix E. Information obtained from the questionnaire has been used in preparation of this report.

2.6. WEATHER CONDITIONS

March 21, 2010: Clear, with temperatures in the 60s (°F) and light winds.

March 22, 2010: Clear, with temperatures in the 60s (°F) and light winds.

3. CODE INFORMATION AND ACCESSIBILITY

3.1. CODE INFORMATION, FLOOD ZONE AND SEISMIC ZONE

According to Greg Nordyke, Code Enforcement Officer of the Goleta Building Department, there are no outstanding building code violations on file. The Building Department does not have an annual inspection program. They only inspect new construction, work that requires a building permit, and citizen complaints. A copy of the original Certificates of Occupancy were requested but were not available.

According to James Harris of Station 12 of the County of Santa Barbara Fire Department, there are no outstanding fire code violations on file. The most recent inspections were conducted by the Fire Department on December 1, 2009, January 14, 2010, and February 16, 2010. The Fire Department inspects the property on an annual basis.

According to the Flood Insurance Rate Map, published by the Federal Emergency Management Agency (FEMA) and dated September 30, 2005, the northern edge and northwest corner of the property is located in Zone AO, defined as areas subject to 100-year shallow flooding (usually sheet flow on sloping terrain) with an average depth of one to three feet with annual probability of flooding of less than one percent. The remainder of the property is located in Zone X, defined as areas outside the 500-year flood plain with less than 0.2% annual probability of flooding.

According to the 1997 Uniform Building Code Seismic Zone Map of the United States, the property is located in Seismic Zone 4, defined as an area of high probability of damaging ground motion.

3.2. ADA ACCESSIBILITY

Generally, Title III of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "commercial facilities" on the basis of disability. Regardless of its age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

Buildings completed and occupied after January 26, 1992 are required to comply fully with the ADAAG. Existing facilities constructed prior to this date are held to the lesser standard of compliance to the extent allowed by structural feasibility and the financial resources available. As an alternative, a reasonable accommodation pertaining to the deficiency must be made.

During the FRS, a limited visual observation for ADA accessibility compliance was conducted. The scope of the visual observation was limited to those areas set forth in *EMG's Abbreviated Accessibility Checklist* provided in Appendix D of this report. It is understood by the Client that the limited observations described herein does not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of EMG's undertaking. Only a representative sample of areas was observed and, other than as shown on the Abbreviated Accessibility Checklist, actual measurements were not taken to verify compliance. The scope of the visual observation did not include any areas within tenant spaces.

At a city owned building the entire building is considered as a public accommodation including the site and all interior areas.

The facility does not appear to be accessible with Title III of the Americans with Disabilities Act. Elements as defined by the ADAAG that are not accessible as stated within the priorities of Title III, are as follows:

Parking

- Adequate number of designated parking stalls and signage for vans are not provided. Install one space at each parking lot.
Estimated Cost: 2 @ \$220 each = \$440
- Signage indicating accessible parking spaces for cars and vans are not provided. Provide signs where missing at rear lot.
Estimated Cost: 2 @ \$106 each = \$212
- Signage indicating accessible parking spaces for cars and vans are improperly displayed. Provide signs at proper height at front lot.
Estimated Cost: 4 @ \$106 each = \$212

Entrances/Exits

- Lever action hardware is not provided at all accessible locations including all classroom, meeting room and office entry doors.
Estimated Cost: 25 @ \$196 each = \$4,900

Paths of Travel

- Add cane detection barrier to drinking fountain at Main Building hallway. The drinking fountain is higher than 27" off the floor and projects more than 4" into the hallway.
Estimated Cost: 1 @ \$115 each = \$115

Restrooms

- Wrap drain pipes below lavatory at Main Building restrooms with insulation; protect against contact with hot, sharp, or abrasive surfaces.
Estimated Cost: 2 @ \$65 each = \$130
- Install alarm horn and strobe light at Main Building rest rooms.
Estimated Cost: 3 @ \$500 each = \$500

A full ADA Compliance Survey may reveal additional aspects of the property that are not in compliance.

Corrections of these conditions should be addressed from a liability standpoint, but are not necessarily code violations. The Americans with Disabilities Act Accessibility Guidelines concern civil rights issues as they pertain to the disabled and are not a construction code, although many local jurisdictions have adopted the Guidelines as such. The cost to address the achievable items noted above is included as a lump sum in the Immediate Repairs Cost Estimate.

4. EXISTING BUILDING ASSESSMENT

4.1. OCCUPANT TYPES

The following table identifies the reported building types and occupants at the subject property.

Occupant Types and Mix		
Quantity	Type	Floor Area (SF)
1	Community Center	19,607
3	Day Care (CAC Head Start, Rainbow School and Growing Babies)	17,121
1	Church (La Iglesia de Dios de la Profecia)	1,924
5	TOTAL	38,652

4.2. AREAS NOT OBSERVED

Most of the interior areas were observed in order to gain a clear understanding of the property’s overall condition. The following area could not be entered during the assessment:

Areas with no access		
Address	Area	Access Comments
5717 Hollister Avenue	Classroom #4 and #5	Tenant only present on Sundays

A “down unit” is a term used to describe a tenant unit that cannot be occupied due to poor conditions such as fire damage, water damage, missing equipment, damaged floor, wall or ceiling surfaces, or other significant deficiencies. There are no down units.

5. SITE IMPROVEMENTS

5.1. UTILITIES

The following table identifies the utility suppliers and the condition and adequacy of the services.

Site Utilities		
Utility	Supplier	Condition and Adequacy
Sanitary sewer	Goleta Sanitary District	Good
Storm sewer	Goleta Department of Public Works	Good
Domestic water	Goleta Water District	Good
Electric service	Southern California Edison	Good
Natural gas service	The Gas Company	Good

Observations/Comments:

- The utilities appear to be adequate for the property. There are no unique, on-site utility systems such as emergency electrical generators, septic systems, water or waste water treatment plants, or propane gas tanks.

5.2. PARKING, PAVING, AND SIDEWALKS

The main entrance drive is located along Hollister Avenue on the north side of the property. The parking areas, drive aisles, and service drives are paved with asphaltic concrete. The entrance driveway aprons are paved with concrete.

Based on a physical count, parking is provided for 170 cars. The parking ratio is 4.5 spaces per thousand square feet of floor area. All of the parking stalls are located in open lots. There are 12 handicapped-accessible parking stalls, one of which is reserved for vans.

The sidewalks throughout the property are constructed of cast-in-place concrete.



The curbs are constructed of cast-in-place concrete and extruded asphalt placed at the edge of the pavement. The pavement edges at the rear parking lot do not have curbing. Surface runoff is directed to swales along the drive aisles and landscaped areas, which border the paved areas.

Observations/Comments:

- The asphalt pavement is in good condition. There are no significant signs of cracks or surface deterioration. In order to maximize the pavement life, pothole patching, crack sealing, seal coating, and re-striping of the asphalt paving will be required during the assessment period. The cost of this work is included in the Replacement Reserves.
- The concrete pavement is in good condition. There are no significant signs of cracks or surface deterioration. Epoxy sealing of minor cracks will be required during the assessment period as part of the property management’s routine maintenance program.
- The concrete curbs and sidewalks throughout the property are in good condition. Routine cleaning and maintenance will be required during the assessment period.

5.3. DRAINAGE SYSTEMS AND EROSION CONTROL

At the front of the property the storm water from the roofs, landscaped areas, and paved areas flows across the surface into the adjacent public street. At the rear of the property, storm water from the roofs, landscaped areas, and paved areas flows into on-site inlets and catch basins with underground piping connected to the municipal storm water management system.

Observations/Comments:

- There is no evidence of storm water runoff from adjacent properties. The storm water system appears to provide adequate runoff capacity. There is no evidence of major ponding or erosion.

5.4. TOPOGRAPHY AND LANDSCAPING

The front of the property slopes gently down toward the north property line. The rear of the property slopes gently down toward the south property line.

The landscaping consists of trees, shrubs, and grasses. Flower beds are concentrated around the entrance drives.

Landscaped areas are irrigated by an in-ground sprinkler system, which consists of underground piping, shut-off valves, pop-up sprinkler heads, and automatic timers.

Surrounding properties include commercial, institutional, and residential developments.



Observations/Comments:

- The topography and adjacent uses do not appear to present conditions detrimental to the property.
- The landscape materials are in good condition and will require routine maintenance during the assessment period.

- The underground irrigation system appears to be in good working order. Replacement of sprinkler heads and minor repairs will be required during the assessment period. This work is considered to be routine maintenance.

5.5. GENERAL SITE IMPROVEMENTS

Property identification is provided by a wood monument sign adjacent to Hollister Avenue. Street address numbers are displayed on the exterior elevations. Tenant identification signs are displayed along the front elevations.

Site lighting is provided by light fixtures mounted on the buildings. In addition, metal street light standards are spaced along the drive aisles throughout the rear parking areas.

Exterior building illumination is provided by light fixtures surface-mounted on the exterior walls. Light fixtures are located in the exterior soffits.



A perimeter fence is located along the south, east and west property lines. The fence is constructed of chain link with metal posts.

Dumpsters are located in the parking area and are placed on the asphalt paving. The dumpsters are not enclosed.

Observations/Comments:

- The property and tenant identification signs are in good condition. Routine maintenance will be required during the assessment period.
- The exterior site and building light fixtures are in good condition. Routine maintenance will be required during the assessment period.
- The site fencing is in good condition and will require routine maintenance during the assessment period.
- The dumpsters are owned and maintained by the refuse contractor.

6. BUILDING ARCHITECTURAL AND STRUCTURAL SYSTEMS

6.1. FOUNDATIONS

Main Building

Based on structures of similar size, configuration, and geographic location, it is assumed that the foundations consist of cast-in-place concrete perimeter wall footings with concrete foundation walls. The foundation systems include reinforced concrete column pads.

Site-built Classroom Buildings

Based on structures of similar size, configuration, and geographic location, it is assumed that the foundations consist of reinforced concrete slabs-on-grade with integral perimeter footings, interior footings, and column pad footings bearing directly on the soil.

Pre-fabricated Classroom Buildings

Based on structures of similar size, configuration, and geographic location, it is assumed that the foundations consist of cast-in-place concrete perimeter wall footings with concrete foundation walls.

Observations/Comments:

- The foundations and footings could not be directly observed during the site visit. There is no evidence of movement that would indicate excessive settlement.

6.2. SUPERSTRUCTURE

Main Building

The building is a cast-in-place reinforced concrete structure and has wood stud-framed exterior and interior bearing walls, which support the roof diaphragms. The floor of the building occurs over a crawl space and small cellar. The raised first floors are constructed with wood joists and are sheathed with wood. The roof diaphragms are constructed of wood rafters and are sheathed with wood. The roof diaphragm at the Assembly Hall is constructed of site built trusses and is sheathed with wood. The roof diaphragm at the Dining Hall is constructed with wood bow string trusses and is sheathed with wood.



Site-built Classroom Buildings

Each building is a Pre-fabricated wood-framed structure and has wood stud-framed exterior and interior bearing walls, which support the roof diaphragms. The roof diaphragms are constructed of steel beams and wood rafters and are sheathed with wood.

Pre-fabricated Classroom Buildings

Each building is a conventional wood-framed structure and has wood stud-framed exterior and interior bearing walls, which support the roof diaphragms. The first floor of the building occurs over a crawl space and small cellar. The raised first floors are constructed with a steel frame and wood joists and is sheathed with plywood. The roof diaphragms are constructed of wood rafters and are sheathed with plywood.

Observations/Comments:

- The superstructure is exposed in some locations, which allows for limited observation. Walls and floors appear to be plumb, level, and stable. There are no significant signs of deflection or movement.
- It was reported that the main building and site built classrooms do not meet the current seismic standards for schools, which are greater than for other types of public buildings. A full seismic study would be required to determine the level of resistance to seismic forces present in the existing buildings. Generally concrete structures from the 1920s do not perform well. Single story wood frame buildings from the late 1940s and 1950s are typically not anchored to their foundations in accordance with current codes but have some seismic resistance from diagonal wood bracing and the steel beams. The 1987 prefabricated classroom buildings should meet current codes if they were properly constructed and anchored to their foundations. EMG recommends consideration of a full seismic study for the main building. Funds for the study are included in the Replacement Reserves.

6.3. ROOFING

Main Building

The building roofs are classified as gabled, hipped, and flat roofs.

The gabled and hipped roofs are finished with asphalt shingles over asphalt-saturated paper. The roofs have sheet metal flashing elements. The gabled and hipped roofs drain over the eaves to sheet metal gutters and downspouts, which discharge to paved and landscaped areas.

The flat roofs are finished with a mineral-surfaced cap sheet over a multi-ply bituminous built-up membrane.

The exterior perimeter walls at the flat roofs extend above the surface of the roofs, creating parapet walls. The roof membrane turns up the sides of the parapet walls and terminates at sheet metal copings or extends over the top of the parapet wall. The roofs have sheet metal flashing elements and built-up base and edge flashing.

Storm water is drained from the flat roofs by internal drains and sheet metal scuppers. The drains and scuppers empty to sheet metal leaders and downspouts which discharge to paved and landscaped areas.



Curb-mounted skylights provide natural illumination in the Dining Hall.

The attics are ventilated by gable-end wall vents, soffit vents, and wall vents. Attic access is provided by a scuttle hole located in the ceilings. At the Dining Hall and Assembly Hall there are no attics. The roof structures are exposed.

Site-built Classroom Buildings

The building roofs are classified as gabled roofs. The roofs are finished with asphalt shingles over asphalt-saturated paper. The roofs have sheet metal flashing elements.

The roofs drain over the eaves to sheet metal gutters and downspouts, which discharge to paved and landscaped areas.

The attics at the west classroom building are ventilated by gable-end wall vents. Attic access is provided by a scuttle hole located in the ceilings. There are no attics at the north classroom building.

The roofs at the covered walkways associated with the site-built classroom buildings are classified as flat roofs. The roofs are finished with a mineral-surfaced cap sheet over a multi-ply bituminous built-up membrane.

The walkway roofs have sheet metal edge flashing. The roofs drain over the eaves to sheet metal gutters and downspouts, which discharge to paved and landscaped areas.

Pre-fabricated Classroom Buildings

The roofs at the Pre-fabricated classroom buildings are classified as flat roofs. The roofs are finished with a mineral-surfaced cap sheet over a multi-ply bituminous built-up membrane.

Storm water is drained from the roofs by internal drains. The drains empty to sheet metal leaders and downspouts which discharge to paved and landscaped areas.

There are no attics.

Observations/Comments:

- The property does not have a dedicated roof repair and maintenance contractor. On-site personnel maintain the roofs or a contractor is retained when required.
- The roof finishes vary in age and appear to be more than 10 to 20 years old. Information regarding roof warranties or bonds were requested but are not available. The POC stated that no warranties are in force.

Main Building

- The fields of the flat roofs are in fair condition. There are isolated areas of topping degradation, alligating, physical damage and cracking, at various locations throughout the field of the roof. Based on the estimated Remaining Useful Life (RUL) and current condition, the roof membranes will require replacement. The cost of this work is included in the Replacement Reserves.
- There is an isolated area of significant topping degradation and exposed felts at the south end of the Dining Hall roof. Based on the current condition the roof membranes require replacement. The cost of this work is included in the **Immediate Repairs**.
- The fields of the pitched roofs are in good to fair condition. There are damaged and missing shingles at the Dining Hall skylight curb. Based on the estimated Remaining Useful Life (RUL) and current condition, the roof shingles will require replacement. The cost of this work is included in the Replacement Reserves.

- Roof leaks have occurred in the past year. The leaks have since been repaired. No active roof leaks are evident.
- There is no evidence of roof deck or insulation deterioration. The roof substrate and insulation should be inspected during any future roof repair or replacement work.
- The roof flashing are in fair condition. There are isolated areas of damaged flashing elements in various locations. The damaged flashing elements must be repaired or replaced. This work can be performed in conjunction with the roof finish replacement repairs noted above.
- The parapet walls and coping are in fair condition. There are isolated areas of damaged parapets and copings in various locations. The damaged parapets and copings must be repaired or replaced. This work can be performed in conjunction with the roof finish replacement repairs noted above.
- Roof drainage appears to be adequate. Clearing and minor repair of drain system components should be performed regularly as part of the property management's routine maintenance program.
- The roof vents are in good condition and will require routine maintenance during the assessment period.
- The skylights are in good condition and will require routine maintenance during the assessment period.
- The attics are not accessible and it could not be determined if there is moisture, water intrusion, or excessive daylight in the attics.

Site-built Classroom Buildings

- The roof shingles are in good condition. Based on their estimated Remaining Useful Life (RUL), the shingles will require replacement during the assessment period. The cost of this work is included in the **Replacement Reserves**.
- The fields of the flat roofs at the covered walkways are in good condition. Based on their estimated Remaining Useful Life (RUL), the roof membranes at the covered walkways will require replacement during the assessment period. The cost of this work is included in the **Replacement Reserves**.
- The roof flashings are in good condition and will require routine maintenance during the assessment period.
- Roof drainage appears to be adequate. Clearing and minor repair of drain system components should be performed regularly as part of the property management's routine maintenance program.
- The roof vents are in good condition and will require routine maintenance during the assessment period.
- The skylights are in good condition and will require routine maintenance during the assessment period. No other action is required.
- The attics are not accessible and it could not be determined if there is moisture, water intrusion, or excessive daylight in the attics.

Pre-fabricated Classroom Buildings

- The fields of the roofs are in poor condition. There are significant areas of topping degradation, physical damage, cracking, and seam failure. Based on the estimated Remaining Useful Life (RUL) and current condition, the roof membranes will require replacement. The cost of this work is included in the **Immediate Repairs**.
- Roof leaks have occurred in the past year. The leaks have since been repaired. No active roof leaks are evident.
- There is no evidence of roof deck or insulation deterioration. The roof substrate and insulation should be inspected during any future roof repair or replacement work.
- The roof flashing are in fair to poor condition. There are significant areas of damaged flashing elements. The damaged flashing elements must be repaired or replaced. This work can be performed in conjunction with the roof finish replacement repairs noted above.

- Roof drainage appears to be adequate. Clearing and minor repair of drain system components should be performed regularly as part of the property management’s routine maintenance program.
- The roof drainage devices are in fair condition. There are missing drain covers. The missing drain covers must be replaced. This work can be performed in conjunction with the roof finish replacement repairs noted above.

6.4. EXTERIOR WALLS

Main Building

The exterior walls are finished with painted stucco. The soffits are exposed. Portions of the exterior walls are accented with stucco-covered decorative molding and ornament.

Site-built Classroom Buildings

The exterior walls are finished with painted stucco and painted wood trim. The soffits are concealed and finished with painted wood. The ceilings at the covered walkways are finished with painted wood.

Pre-fabricated Classroom Buildings

The exterior walls are finished with painted decorative plywood siding and painted wood trim.

Building sealants (caulking) are located between dissimilar materials, at joints, and around window and door openings.



Observations/Comments:

- The exterior finishes are in good condition. Painting and patching will be required during the assessment period. The cost of this work is included in the **Replacement Reserves**.
- The wood ceilings at the covered walkways at the Site-built Classroom Buildings and at the rear of the Main Building are in good to fair condition. There are isolated areas of loose and damaged boards. These boards should be reattached or replaced. This work is considered routine maintenance and is not included in the cost tables.
- The sealant is flexible, smooth, and in good condition and will require routine maintenance during the assessment period.

6.5. EXTERIOR AND INTERIOR STAIRS

The interior stairs leading to the balcony at the assembly room are constructed of wood and have risers of wood and treads of vinyl. The handrails and balusters are constructed of wood.

Observations/Comments:

- The interior stairs, balusters, and handrails are in good condition and will require routine maintenance during the assessment period.

6.6. EXTERIOR WINDOWS AND DOORS

Main Building

The windows at the front and rear elevations are single-glazed wood-framed units. They are fixed, double-hung, hopper and awning type with clear glazing.

The windows at the side elevations are vinyl framed double-glazed single hung units.

The exterior doors are stained and painted wood panel doors. The doors have cylindrical locksets with panic hardware. The service doors are solid-core or panel type painted wood doors set in wood frames. The doors have cylindrical locksets with knob handle hardware.



Site-built Classroom Buildings

The windows at the north building are wood framed single-glazed units. They are fixed and awning type with clear glazing.

The windows at the west building are metal framed are single-glazed units. They are fixed, hopper, and awning type with clear glazing.

The exterior doors are painted solid-core wood doors set in wood frames. The exterior doors have cylindrical locksets with lever handle or knob handle hardware and keyed deadbolts.

The service doors are solid-core or panel type painted wood doors set in wood frames. The doors have cylindrical locksets with knob handle hardware.

Pre-fabricated Classroom Buildings

The windows at Pre-fabricated classroom buildings are metal framed single-glazed units. They are fixed and awning type with clear glazing.

The exterior doors are painted solid-core wood doors set in metal frames. The exterior doors have cylindrical locksets with knob handle hardware and keyed deadbolts.

Observations/Comments:

- There is no evidence of window leaks or window condensation. The windows are in good condition. Based on their estimated Remaining Useful Life (RUL), the historic wood windows of the Main Building will require refinishing over the assessment period. The cost of this work is included in the **Replacement Reserves**. The other windows at the property will require routine maintenance during the assessment period.

- The exterior doors and door hardware are in good condition. Based on the estimated Remaining Useful Life (RUL), the historic wood doors of the Main Building will require refinishing over the assessment period. The cost of this work is included in the **Replacement Reserves**. The other windows at the property will require routine maintenance during the assessment period. The other doors at the property will require routine maintenance during the assessment period.

6.7. PATIO, TERRACE, AND BALCONY

A patio is located at the main building adjacent to the Assembly Hall and serves as an outdoor sitting area and lounge.

Patios are located at the rear of the Site-Built Classroom Buildings and serve as play areas. The patios are enclosed by chain link fences

Observations/Comments:

- The patio slabs and finishes are in good condition. There are no significant signs of movement, settlement, or cracking.
- The patio fences are in good condition and will require routine maintenance over the assessment period.

7. BUILDING MECHANICAL AND PLUMBING SYSTEMS

7.1. BUILDING HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC)

Main Building

Heating is provided by gas-fired forced-air furnaces. No cooling is provided. The furnaces are located in mechanical closets and in the cellar.

Air distribution is provided to supply air registers by ducts concealed above the ceilings. Return air grilles are located in each space. The heating systems are controlled by local thermostats.

Natural ventilation is provided by operable windows.

Site-built Classroom Buildings

There are no interior common areas.

North Building: Heating and cooling are provided by gas-fired forced-air furnaces with split system air-conditioning. The furnaces and cooling coil units are located in mechanical closets. The air-conditioning condensing units are mounted on the roof. The cooling equipment uses R-22 as a refrigerant.

West Building: Heating is provided by gas-fired forced-air furnaces. No cooling is provided. The furnaces are located in mechanical closets.

In both buildings air distribution is provided to supply air registers by ducts concealed above the ceilings. Return air grilles are located in each space. The heating and cooling system are controlled by local thermostats.

Natural ventilation is provided by operable windows.

Pre-fabricated Classroom Buildings

At some classrooms heating and cooling are provided by gas-fired forced-air furnaces with split system air-conditioning. The furnaces and cooling coil units are located in mechanical closets. The air-conditioning condensing units are mounted on the roof. The cooling equipment uses R-22 as a refrigerant. Air distribution is provided to supply air registers by ducts concealed above the ceilings. Return air grilles are located in each space.

At other classrooms heating and cooling are provided by electric air-to-air package heat pumps. The heat pump units are mounted on the roof. The cooling equipment uses R-22 as a refrigerant. Air distribution is provided to supply air registers by ducts located on the roof. Return air grilles are located in each space.

The heating and cooling systems are controlled by local thermostats.

Natural ventilation is provided by operable windows.



Observations/Comments:

- The property does not have a dedicated HVAC repair and maintenance contractor.
- Records of the installation, maintenance, upgrades, and replacement of the HVAC equipment have been maintained since the property has been maintained by the City of Goleta.
- None of the HVAC equipment is original and it varies in age and condition.
- The HVAC equipment appears to be in good condition. Based on its estimated Remaining Useful Life (RUL), the furnaces will require replacement during the assessment period. The HVAC equipment at the classroom buildings is the responsibility of the tenant to maintain and replace. The cost of this work is not included in the cost tables. The HVAC equipment at the Main Building is the responsibility of the City of Goleta to maintain and replace. The cost of this work is included in the cost tables. The cost of replacement of the furnaces is included in the **Replacement Reserves**.
- The mechanical ventilation system and equipment appear to be in good to fair condition. Replacement of the main exhaust fan is anticipated during the assessment period. The cost of this work is included in the **Replacement Reserves**.

7.2. BUILDING PLUMBING AND DOMESTIC HOT WATER

The plumbing systems include the incoming water service, the cold water piping system, and the sanitary sewer and vent system. The risers and the horizontal distribution piping are copper. The soil and vent systems are ABS and cast iron.

The water meters are located in vaults adjacent to the public streets.

Main Building

There no central hot water system. Hot water is provided to the kitchen staff restroom by one 5-gallon electric water heater. Hot water is provided to the kitchen sinks by one 40-gallon gas-fired water heater located in the kitchen.

The restrooms have commercial-grade fixtures and accessories including water closets, urinals, and lavatories.

The restrooms are not served by hot water.

Site-built Classroom Buildings

North Building: Domestic hot water is supplied by one 40-gallon gas-fired water heater. The water heater is located in a mechanical closet.

West Building: Domestic hot water is supplied by one 40-gallon electric water heater. The water heater is located in a mechanical closet.

Pre-fabricated Classroom Buildings

Domestic hot water is supplied by two 40-gallon gas-fired water heaters. Each water heater is located in a mechanical closet, one in each building.

Observations/Comments:

- The plumbing systems appear to be well maintained and in good condition. The water pressure appears to be adequate. The plumbing systems will require routine maintenance during the assessment period.

- There is no evidence that the property uses polybutylene piping for the domestic water distribution system.
- The pressure and quantity of hot water appear to be adequate.
- The water heaters appear to be in good condition. Based on their estimated Remaining Useful Life (RUL), the 40-gallon water heaters will require replacement during the assessment period. The cost of this work is included in the **Replacement Reserves**. The cost to replace the 5-gallon water heater is relatively insignificant, and the work can be performed as part of the property management's routine maintenance program.
- The common area restroom accessories and fixtures appear to be in good condition. Based on the estimated Remaining Useful Life (RUL) and their condition, some of the fixtures will require replacement over the assessment period. The cost to replace the plumbing fixtures and accessories is relatively insignificant and the work can be performed as part of the property management's routine maintenance program. The cost of this work is not included in the cost tables.

7.3. BUILDING GAS DISTRIBUTION

Gas service is supplied from the gas main on the adjacent public street. The gas meters and regulators are located along the exterior walls of the buildings. The gas distribution piping within each building is malleable steel (black iron).

Observations/Comments:

- The pressure and quantity of gas appear to be adequate.
- The gas meters and regulators appear to be in good condition and will require routine maintenance during the assessment period.
- Only limited observation of the gas distribution piping can be made due to hidden conditions. The gas piping appears to be in good condition.

7.4. BUILDING ELECTRICAL

Main Building and Site-built Classroom Buildings

The electrical supply lines run underground to a transformer located in the cellar of the main building, which feeds interior-mounted electrical meter.

There is one main electrical service for the main building and one for the site-built classroom buildings. Both services are 400 amps, 120/240 volt single-phase three-wire alternating current (AC) and are located in the cellar of the main building. The electrical wiring is copper, installed in metallic conduit. Circuit breaker panels are located throughout the buildings.

A sub-meter feeding a 200 amp sub-panel is located in the mechanical room at the west site-built classroom building.

Pre-fabricated Classroom Buildings

The electrical supply lines run overhead and feed the exterior-mounted electrical meters.

There is one electrical service for each of the two buildings. Both services are 100 amps, 120/240 volt single-phase three-wire alternating current (AC). The electrical wiring is copper, installed in metallic conduit. Circuit breaker panels are located throughout the building.

Observations/Comments:

- The on-site electrical systems up to the meters are owned and maintained by the respective utility company.
- The electrical service and capacity appear to be adequate for the property’s demands.
- The switchgear, circuit breaker panels, and electrical meters appear to be in good condition and will require routine maintenance during the assessment period.

7.5. BUILDING ELEVATORS AND CONVEYING SYSTEMS

Not applicable. There are no elevators or conveying systems.

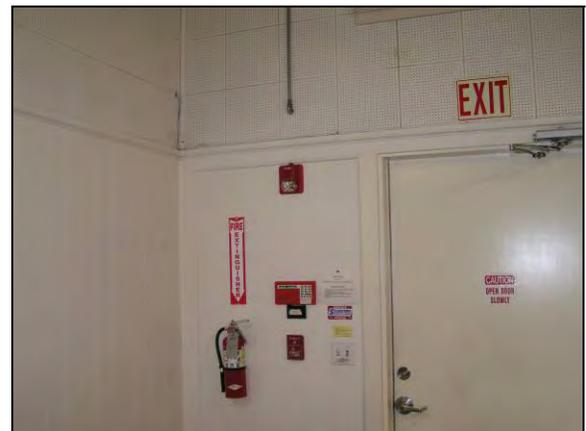
7.6. FIRE PROTECTION AND SECURITY SYSTEMS

Main Building

The fire protection system consists of fire extinguishers.

Fire extinguishers are located throughout the buildings. The nearest fire hydrants are located along the public streets bordering the property and are approximately 200 feet from the building.

Common areas, assembly areas and corridors are equipped with battery back-up exit lights and illuminated exit signs



Site-built Classroom Buildings

The fire protection system consists of fire extinguishers and a fire alarm system.

Fire extinguishers are located throughout the buildings. The nearest fire hydrants are located along the public streets bordering the property and are approximately 500 feet from the furthest building.

All classrooms and office areas are equipped with exit signs, pull stations, alarm horns, and strobe light alarms

Pre-fabricated Classroom Buildings

South Building: The fire protection system consists of fire extinguishers and a fire alarm system.

Fire extinguishers are located throughout the building. The nearest fire hydrants are located along the public streets bordering the property and are approximately 200 feet from the building.

All classrooms are equipped with exit signs, pull stations, alarm horns, and strobe light alarms.

North Building: The fire protection system consists of fire extinguishers.

Fire extinguishers are located throughout the building. The nearest fire hydrants are located along the public streets bordering the property and are approximately 150 feet from the building.

All classrooms are equipped with exit signs.

A central fire alarm panel is located in the Classroom Building and monitors the pull stations. The alarm panel also sounds the alarm and automatically notifies the monitoring service or the fire department in the event of trouble.

The commercial kitchen in the Main Building is equipped with a dry chemical fire extinguishing system. Fire suppression heads are located in the commercial kitchen exhaust hood above the cooking area, and the chemical tanks are mounted adjacent to the hood.

Observations/Comments:

- Dan Glick of Stanley Alarm Systems Inc., the property's fire alarm contractor, was contacted to discuss the history of fire alarm inspections. Opinions from the contractor were solicited regarding future repair, maintenance, and replacement requirements, including the scope and cost of any necessary work. According to the contractor the fire alarm panel, detectors and pull stations serving the South Prefabricated Classroom Building were installed in September 2004 and in the Site Built Classroom Buildings in April 2003. The contractor stated that to the best of his knowledge the systems are in good condition and replacement of the detectors and the panel will probably be required within the next ten to fifteen years. The contractor is not responsible for inspecting the system and is only contacted on an as needed basis. Based on the estimated Remaining Useful Life (RUL) and the contractor's assessment, fire alarm panel and detectors will require replacement during the assessment period. The cost of this work is included in the **Replacement Reserves**. Yearly inspection of the fire alarm system should be contracted as part of routine maintenance for the property.
- The fire extinguishers are serviced annually and appear to be in good condition. The fire extinguishers were serviced and inspected within the last year.
- The pull stations and alarm horns appear to be in good condition and will require routine maintenance during the assessment period.
- Exit sign and emergency light replacement is considered to be routine maintenance.
- The dry chemical extinguishing systems appear to be in good condition and are serviced regularly by a qualified fire equipment contractor.

8. INTERIORS

8.1. INTERIOR FINISHES

The following table generally describes the interior finishes:

Main Building

Typical Finishes			
Room	Floor	Walls	Ceiling
Corridors	Carpet / Sealed concrete	Painted plaster	Painted plaster / Painted wood
Meeting Rooms	Carpet / Sheet Vinyl / Laminate / Wood / Vinyl tile	Painted plaster	Sprayed-on acoustical / acoustical tiles
Assembly Room	Wood	Painted Plaster	Unfinished
Dining Room	Vinyl tile	Painted plaster	Wood
Dance Practice Room	Vinyl covered raised dance floor	Painted plaster	Sprayed-on acoustical
Offices	Carpet	Painted plaster / Painted drywall	Sprayed-on acoustical
Restrooms	Ceramic tile	Painted plaster / Ceramic tile	Painted plaster

The interior doors are painted wood doors set in wood frames. The interior doors have cylindrical locksets with knob handle hardware.

Classroom Buildings

Typical Tenant Area Finishes			
Room	Floor	Walls	Ceiling
Classrooms	Carpet / Vinyl tile	Painted drywall / Painted wood	Acoustical tiles / Painted drywall / Suspended T-bar system with acoustical tiles
Offices	Carpet / Vinyl tile	Painted drywall	Acoustical tiles / Painted drywall / Suspended T-bar system with acoustical tiles

The interior doors are painted wood doors set in wood frames at the Site-built Classroom Buildings and painted hollow-core wood doors in metal frames at the Pre-fabricated Classroom Buildings. The interior doors have cylindrical locksets with lever handle hardware at the North Site Built Classroom Building and knob handle hardware at the other buildings.



Observations/Comments:

- The interior finishes in the buildings are in good condition.
- The interior finishes in the Classroom Buildings are the responsibility of the tenants.
- Based on their estimated Remaining Useful Life (RUL), painting, along with carpet and vinyl flooring replacement in the Main Building will be required over the assessment period. The cost of this work is included in the Replacement Reserves.
- Sanding and refinishing of the hardwood floors is anticipated in 5-years. The cost of this work is included in the Replacement Reserves.
- Isolated areas of the acoustical ceiling tiles in the Main Building meeting rooms and the classrooms in the Classroom Buildings are damaged or missing. The cost to replace the damaged or missing tiles is relatively insignificant and the work can be performed as part of the property management’s routine maintenance program. The cost of this work is not included in the cost tables
- The interior doors and door hardware in the Main Building are in good condition and will require routine maintenance during the assessment period.
- The interior doors in the Classroom Buildings are the responsibility of the tenants.

8.2. COMMERCIAL KITCHEN EQUIPMENT

The kitchen includes the following major appliances, fixtures, and equipment:

Appliance	Comment
Refrigerators	Up-right
Freezers	Up-right
Ranges	Gas
Ovens	Gas
Griddles / Grills	Gas
Fryers	No
Hood	Exhaust ducted to exterior
Dishwasher	No
Microwave	No
Ice Machines	Yes
Steam tables	Yes

Appliance	Comment
Work tables	Stainless steel
Shelving	Stainless steel

Observations/Comments:

- The kitchen appliances appear to be in good condition. Based on their estimated Remaining Useful Life (RUL), some of the kitchen appliances will require replacement later during the assessment period. The cost of this work is included in the Replacement Reserves.

9. ACCESSORY STRUCTURES

A gazebo and transit shelter are located adjacent to Hollister Avenue at the front of the Main Building. The gazebo and shelter are wood-framed structures. The roofs are finished with composition shingles.

There are numerous wood and metal storage sheds and play structures on the site. All of the sheds and play structures are property of the tenants.

Observations and Comments:

- The gazebo and shelter are in good condition. Based on their estimated Remaining Useful Life (RUL), the gazebo and shelter will require painting during the assessment period.
- The sheds and play structures are in good condition. The tenants are responsible for the maintenance of the sheds.

10. APPENDICES

APPENDIX A: Photographic Record

APPENDIX B: Site Plan

APPENDIX C: Supporting Documentation

APPENDIX D: EMG Abbreviated Accessibility Checklist

APPENDIX E: Pre Survey Questionnaire

APPENDIX F: Terminology

APPENDIX G: Resumes for Report Reviewer and Field Observer

**APPENDIX A:
PHOTOGRAPHIC RECORD**



EMG PHOTOGRAPHIC RECORD

Project No.: 92184.10R-002.052

Project Name: Goleta Valley Community Center



Photo #1: Front of main building



Photo #2: Left side of main building



Photo #3: Right side of main building



Photo #4: Rear of main building



Photo #5: Rear of main building



Photo #6: Main entrance of main building



EMG PHOTOGRAPHIC RECORD

Project No.: 92184.10R-002.052

Project Name: Goleta Valley Community Center



Photo #7:	Gazebo
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Photo #8:	Transit shelter
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Photo #9:	Dumpsters
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Photo #10:	Disabled parking front lot
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Photo #11:	Disabled access ramp at main entrance to main building
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Photo #12:	Roofs at dining hall and assembly room of main building. Deteriorated roofing membrane near skylight
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EMG PHOTOGRAPHIC RECORD

Project No.: 92184.10R-002.052

Project Name: Goleta Valley Community Center



Photo #13: Flat roof at main building



Photo #14: Exterior doors at patio at main building



Photo #15: Wood double hung windows



Photo #16: Decorative wood windows



Photo #17: Patio at main building



Photo #18: Main building lobby



EMG PHOTOGRAPHIC RECORD

Project No.: 92184.10R-002.052

Project Name: Goleta Valley Community Center



Photo #19: Main building corridor



Photo #20: Main building meeting room



Photo #21: Main building restroom



Photo #22: Missing pipe protection at main building restroom



Photo #23: Range in main building kitchen



Photo #24: Main building dining room



EMG PHOTOGRAPHIC RECORD

Project No.: 92184.10R-002.052

Project Name: Goleta Valley Community Center



Photo #25: Main building flat roof



Photo #26: Furnaces at main building



Photo #27: North site built classroom building front elevation and disabled parking



Photo #28: North site built classroom building left elevation



Photo #29: North site built classroom building roof and patio



Photo #30: North site built classroom building rear elevation



EMG PHOTOGRAPHIC RECORD

Project No.: 92184.10R-002.052

Project Name: Goleta Valley Community Center



Photo #31: North site built classroom building covered walkway



Photo #32: North site built classroom building and covered walkway roofs



Photo #33: North site built classroom building office



Photo #34: North site built classroom building classroom restroom



Photo #35: North site built classroom building covered walkway roof and air condition condensing units



Photo #36: Play equipment at north site built classroom building



EMG PHOTOGRAPHIC RECORD

Project No.: 92184.10R-002.052

Project Name: Goleta Valley Community Center



Photo #37: Windows at north site built classroom building



Photo #38: Typical classroom at north site built classroom building



Photo #39: West site built classroom building front elevation and parking



Photo #40: West site built classroom building left elevation and parking



Photo #41: West site built classroom building right elevation



Photo #42: West site built classroom building rear elevation and play areas



EMG PHOTOGRAPHIC RECORD

Project No.: 92184.10R-002.052

Project Name: Goleta Valley Community Center



Photo #43: West site built classroom building doors and windows



Photo #44: Typical classroom at west site built classroom building



Photo #45: North pre-fabricated classroom building front elevation



Photo #46: North pre-fabricated classroom building rear and right elevation



Photo #47: North pre-fabricated classroom building front and right elevation



Photo #48: South pre-fabricated classroom building front elevation



EMG PHOTOGRAPHIC RECORD

Project No.: 92184.10R-002.052

Project Name: Goleta Valley Community Center



Photo #49: South pre-manufactured classroom building left elevation



Photo #50: South pre-manufactured classroom building rear elevation and play area



Photo #51: Typical classroom at South pre-manufactured classroom building



Photo #52: Roof of north Pre-fabricated classroom building



Photo #53: Roof of north pre-fabricated classroom building



Photo #54: Roof of north fabricated classroom building



EMG PHOTOGRAPHIC RECORD

Project No.: 92184.10R-002.052

Project Name: Goleta Valley Community Center



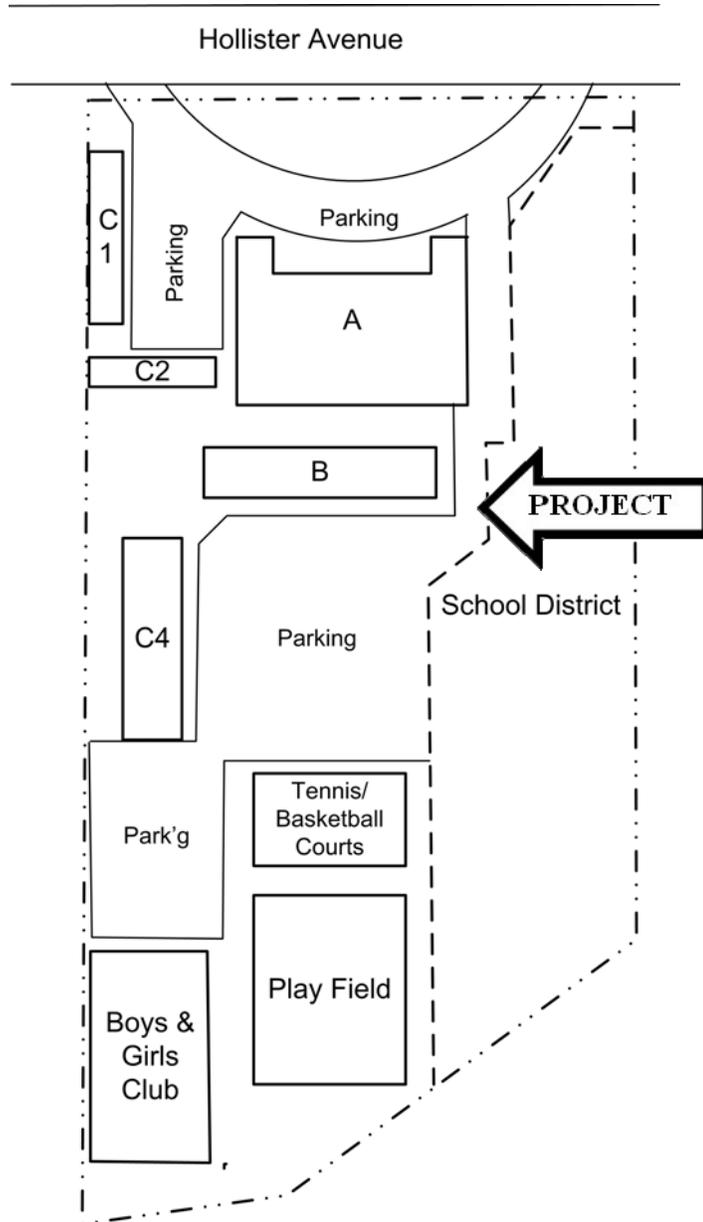
Photo #55:	Roof drain inlet at north pre-fabricated classroom building
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Photo #56:	Furnace at roof of south pre-fabricated classroom building
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**APPENDIX B:
SITE PLAN**

Field Sketch



Key:
A – Main Building
B – North Site-built Classrooms
C1 – North Pre-manufactured Classrooms
C2 – South Pre-manufactured Classrooms
C4 – West Site-built Classrooms



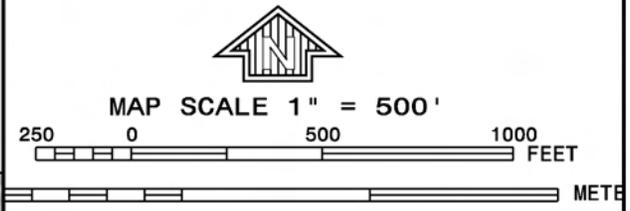
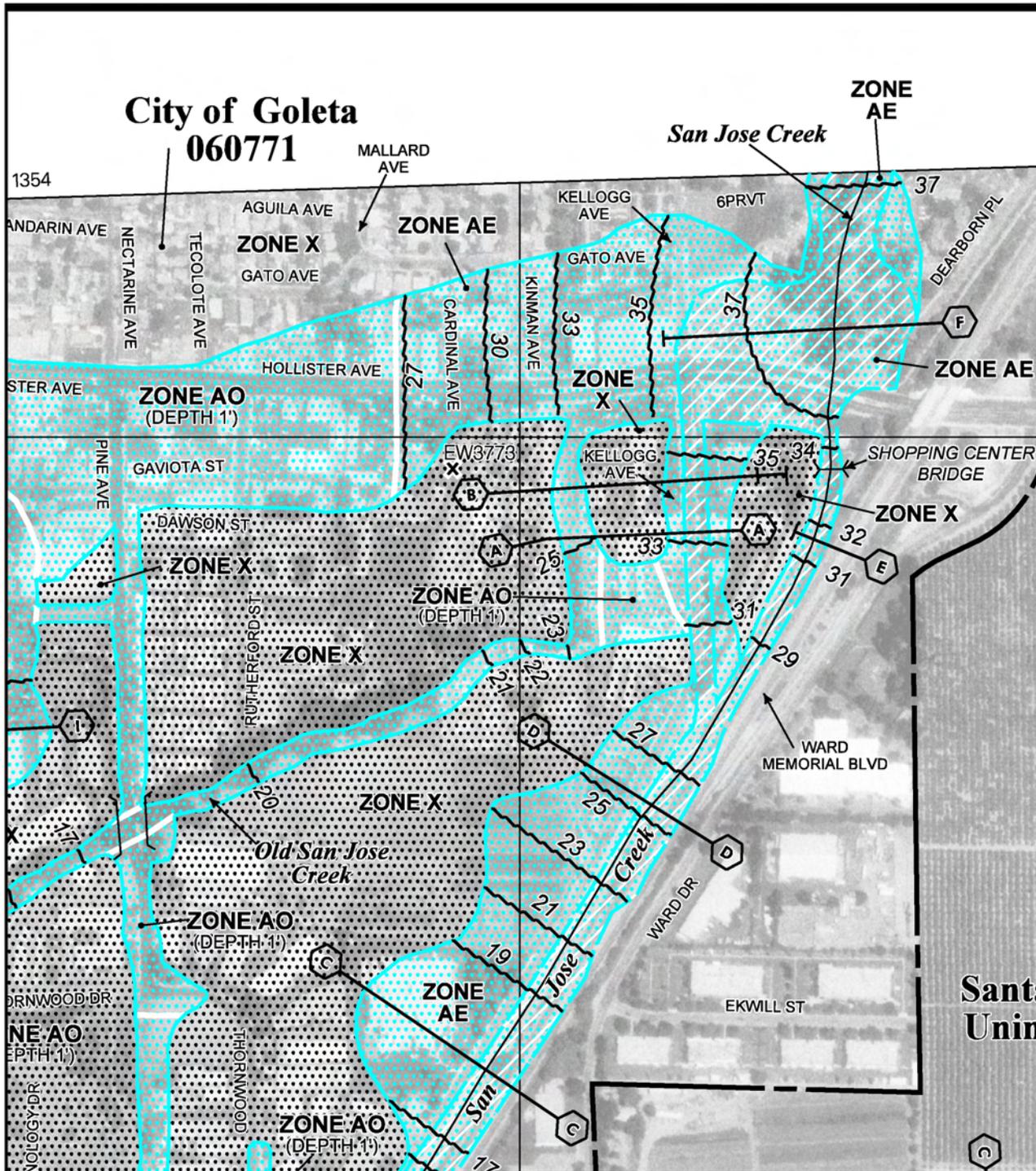
Not drawn to scale. The north arrow indicator is an approximation of 0° North.

Project Number:
92184.10R-002.052

Project Name:
Goleta Valley Community Center

On-Site Date:
March 21 and 22, 2010

**APPENDIX C:
SUPPORTING DOCUMENTATION**



NATIONAL FLOOD INSURANCE PROGRAM

PANEL 1362F

FIRM
FLOOD INSURANCE RATE MAP
SANTA BARBARA COUNTY,
CALIFORNIA
AND INCORPORATED AREAS

PANEL 1362 OF 1835

(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

COMMUNITY	NUMBER	PANEL	SUFFIX
SANTA BARBARA COUNTY	060331	1362	F
SANTA BARBARA, CITY OF	060335	1362	F
GOLETA, CITY OF	060771	1362	F

Notice to User: The **Map Number** shown below should be used when placing map orders; the **Community Number** shown above should be used on insurance applications for the subject community.

MAP NUMBER
06083C1362F

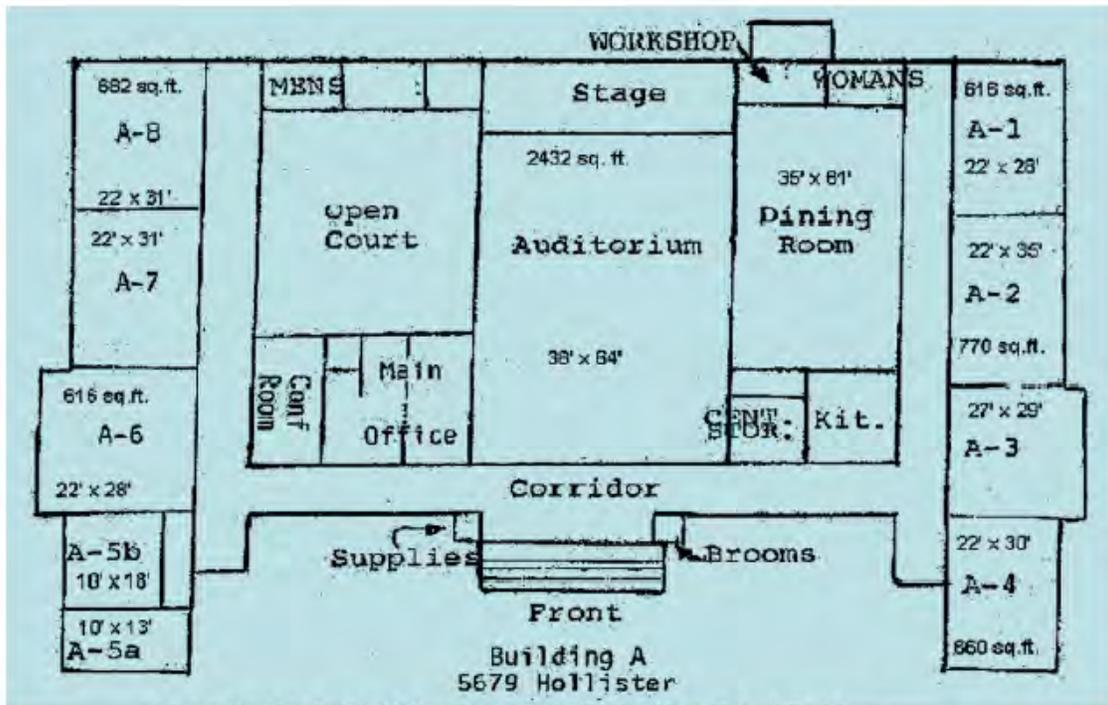
EFFECTIVE DATE
SEPTEMBER 30, 2005

Federal Emergency Management Agency

This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at www.msc.fema.gov

Goleta Valley Community Center, 5679 Hollister Avenue, APN 071-130-009 – This facility is sited on approximately 9.85 acres. The main (front) building was built in 1927 and served as an elementary school until 1976. At that time the School District decided to close the school rather than retrofit it to meet State earthquake standards.

Local activists were successful in saving the facility by converting it to a community center. The renovated property has lighted parking for 200 cars, basketball courts, a tennis court, athletic field, and picnic area. The building facilities include a fully licensed kitchen, 250 person capacity auditorium, a dining hall that accommodates 125 guests, numerous meeting rooms, and two dance studios. There are several other detached buildings serving as classrooms, and another large building in the rear which houses the Boys & Girls Club (pictured to the right). A floor plan of the main building is shown on the following page.



Floor Plan for Goleta Valley Community Center Main (Front) Building

**APPENDIX D:
EMG ABBREVIATED ACCESSIBILITY CHECKLIST**

Property Name: Goleta Valley Community Center

Date: March 21, 2010 and March 22, 2010

Project Number: 92184.10R-002.052

EMG Abbreviated Accessibility Checklist					
	Building History	Yes	No	N/A	Comments
1.	Has the management previously completed an ADA review?		✓		
2.	Have any ADA improvements been made to the property?	✓			Ramp, parking, restrooms
3.	Does a Barrier Removal Plan exist for the property?		✓		
4.	Has the Barrier Removal Plan been reviewed/approved by an arms-length third party such as an engineering firm, architectural firm, building department, other agencies, etc.?			✓	
5.	Has building ownership or management received any ADA related complaints that have not been resolved?		✓		
6.	Is any litigation pending related to ADA issues?		✓		
	Parking	Yes	No	N/A	Comments
1.	Are there sufficient parking spaces with respect to the total number of reported spaces?	✓			
2.	Are there sufficient van-accessible parking spaces available (96" wide/ 96" aisle for van)?		✓		
3.	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading "Van Accessible" at van spaces?	✓	✓		Missing signs
4.	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?	✓			
5.	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	✓			
6.	Does signage exist directing you to accessible parking and an accessible building entrance?			✓	

EMG Abbreviated Accessibility Checklist					
	Ramps	Yes	No	N/A	Comments
1.	If there is a ramp from parking to an accessible building entrance, does it meet slope requirements? (1:12)	✓			
2.	Are ramps longer than 6 ft complete with railings on both sides?	✓			
3.	Is the width between railings at least 36 inches?	✓			
4.	Is there a level landing for every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?	✓			
	Entrances/Exits	Yes	No	N/A	Comments
1.	Is the main accessible entrance doorway at least 32 inches wide?	✓			
2.	If the main entrance is inaccessible, are there alternate accessible entrances?			✓	
3.	Can the alternate accessible entrance be used independently?			✓	
4.	Is the door hardware easy to operate (lever/push type hardware, no twisting required, and not higher than 48 inches above the floor)?	✓	✓		Knob hardware at many doors
5.	Are main entry doors other than revolving door available?			✓	
6.	If there are two main doors in series, is the minimum space between the doors 48 inches plus the width of any door swinging into the space?			✓	
	Paths of Travel	Yes	No	N/A	Comments
1.	Is the main path of travel free of obstruction and wide enough for a wheelchair (at least 36 inches wide)?	✓			
2.	Does a visual scan of the main path reveal any obstacles (phones, fountains, etc.) that protrude more than 4 inches into walkways or corridors?	✓			Drinking fountain in lobby of Main Building
3.	Are floor surfaces firm, stable, and slip resistant (carpets wheelchair friendly)?	✓			
4.	Is at least one wheelchair-accessible public telephone available?			✓	
5.	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	✓			



EMG Abbreviated Accessibility Checklist					
	Paths of Travel	Yes	No	N/A	Comments
6.	Is there a path of travel that does not require the use of stairs?	✓			
7.	If audible fire alarms are present, are visual alarms (strobe light alarms) also installed in all common areas?	✓			
	Elevators	Yes	No	N/A	Comments
1.	Do the call buttons have visual signals to indicate when a call is registered and answered?			✓	
2.	Are there visual and audible signals inside cars indicating floor change?			✓	
3.	Are there standard raised and Braille marking on both jambs of each host way entrance?			✓	
4.	Do elevator doors have a reopening device that will stop and reopen a car door if an object or a person obstructs the door?			✓	
5.	Do elevator lobbies have visual and audible indicators of car arrival?			✓	
6.	Does the elevator interior provide sufficient wheelchair turning area (51" x 68")?			✓	
7.	Are elevator controls low enough to be reached from a wheelchair (48 inches front approach/54 inches side approach)?			✓	
8.	Are elevator control buttons designated by Braille and by raised standard alphabet characters (mounted to the left of the button)?			✓	
9.	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			✓	
	Restrooms	Yes	No	N/A	Comments
1.	Are common area public restrooms located on an accessible route?	✓			
2.	Are pull handles push/pull or lever type?	✓			
3.	Are there audible and visual fire alarm devices in the toilet rooms?		✓		
4.	Are corridor access doors wheelchair-accessible (at least 32 inches wide)?	✓			
5.	Are public restrooms large enough to accommodate a wheelchair turnaround (60" turning diameter)?	✓			



EMG Abbreviated Accessibility Checklist					
	Restrooms	Yes	No	N/A	Comments
6.	In unisex toilet rooms, are there safety alarms with pull cords?			✓	
7.	Are stall doors wheelchair accessible (at least 32" wide)?	✓			
8.	Are grab bars provided in toilet stalls?	✓			
9.	Are sinks provided with clearance for a wheelchair to roll under (29" clearance)?	✓			
10.	Are sink handles operable with one hand without grasping, pinching or twisting?	✓			
11.	Are exposed pipes under sink sufficiently insulated against contact?		✓		
12.	Are soap dispensers, towel, etc. reachable (48" from floor for frontal approach, 54" for side approach)?	✓			
13.	Is the base of the mirror no more than 40" from the floor?		✓		

**APPENDIX E:
PRE SURVEY QUESTIONNAIRE**

PROPERTY CONDITION ASSESSMENT : PRE-SURVEY QUESTIONNAIRE

This questionnaire must be completed by the property owner, the owner's designated representative, or someone knowledgeable about the subject property. **The completed form must be presented to EMG's Field Observer on the day of the site visit.** If the form is not completed, EMG's Project Manager will require **additional time** during the on-site visit with such a knowledgeable person in order to complete the questionnaire. During the site visit, EMG's Field Observer may ask for details associated with selected questions. This questionnaire will be utilized as an exhibit in EMG's final Property Condition Report.

Name of person completing questionnaire: Randy Rosness

Association with property: Former Maintenance Engineer

Length of association with property: 10 years

Date Completed: March 21, 2010

Phone Number: 805.453.8991

Property Name: Goleta Valley Community Center

EMG Project Number: 92184.10R-002.052

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any Yes responses.

INSPECTIONS		DATE LAST INSPECTED	LIST ANY OUTSTANDING REPAIRS REQUIRED
1	Elevators	NA	
2	HVAC, Mechanical, Electric, Plumbing		Inspected annually
3	Life-Safety/Fire		Inspected annually by the Fire Dept. Ansul system inspected annually by a vendor.
4	Roofs		As needed.
QUESTION		RESPONSE	
5	List any major capital improvement within the last three years.	Awnings, new windows at sides of Main Building 2008, Auto valves at toilets. Ansul system.	
6	List any major capital expenditures planned for the next year.	Not known.	
7	What is the age of the roof(s)?	15-20 years	
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	None	

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any Yes responses. (NA indicates "Not Applicable", Unk indicates "Unknown")

QUESTION		RESPONSE				COMMENTS
		Y	N	Unk	NA	
9	Are there any unresolved building, fire, or zoning code issues?		X			
10	Are there any "down" or unusable units?		X			
11	Are there any problems with erosion, stormwater drainage or areas of paving that do not drain?		X			
12	Is the property served by a private water well?		X			
13	Is the property served by a private septic system or other waste treatment systems?		X			
14	Are there any problems with foundations or structures?		X			
15	Is there any water infiltration in basements or crawl spaces?		X			
16	Are there any wall, or window leaks?		X			
17	Are there any roof leaks?	X				At portable classroom buildings.
18	Is the roofing covered by a warranty or bond?		X			
19	Are there any poorly insulated areas?	X				Buildings not insulated.
20	Is Fire Retardant Treated (FRT) plywood used?		X			
21	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?		X			
22	Are there any problems with the utilities, such as inadequate capacities?		X			
23	Are there any problems with the landscape irrigation systems?		X			
24	Has a termite/wood boring insect inspection been performed within the last year?	X				Regular inspections and treatment. Last treatment 8/09.
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?			X		

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any Yes responses. (NA indicates "Not Applicable", Unk indicates "Unknown")

QUESTION		RESPONSE				COMMENTS
		Y	N	Unk	NA	
26	Has any part of the property ever contained visible suspect mold growth?		X			
27	Is there a mold Operations and Maintenance Plan?		X			
28	Have there been indoor air quality or mold related complaints from tenants?		X			
29	Is polybutylene piping used?		X			
30	Are there any plumbing leaks or water pressure problems?		X			
31	Are there any leaks or pressure problems with natural gas service?		X			
32	Does any part of the electrical system use aluminum wiring?			X		
33	Do Residential units have a less than 60-Amp service?				X	
34	Do Commercial units have less than 200-Amp service?			X		
35	Are there any recalled fire sprinkler heads (Star, GEM, Central, Omega)?				X	
36	Is there any pending litigation concerning the property?		X			
37	Has the management previously completed an ADA review?		X			
38	Have any ADA improvements been made to the property?	X				Ramp, toilets, parking, access to all rooms
39	Does a Barrier Removal Plan exist for the property?		X			
40	Has the Barrier Removal Plan been approved by an arms-length third party?				X	
41	Has building ownership or management received any ADA related complaints?		X			
42	Does elevator equipment require upgrades to meet ADA standards?				X	
43	Are there any problems with exterior lighting?		X			

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any Yes responses. (NA indicates "Not Applicable", Unk indicates "Unknown")

QUESTION		RESPONSE				COMMENTS
		Y	N	Unk	NA	
44	Are there any other significant issues/hazards with the property?		X			
45	Are there any unresolved construction defects at the property?				X	

PROPERTY CONDITION ASSESSMENT: DOCUMENT REQUEST

On the day of the site visit, provide EMG's Field Observer access to all of the available documents listed below. Provide copies if possible.

Your timely compliance with this request is greatly appreciated.

- All available construction documents (blueprints) for the original construction of the building or for any tenant improvement work or other recent construction work.
- A site plan, preferably 8 1/2" X 11", which depicts the arrangement of buildings, roads, parking stalls, and other site features.
- For commercial properties, provide a tenant list which identifies the names of each tenant, vacant tenant units, the floor area of each tenant space, and the gross and net leasable area of the building(s).
- For apartment properties, provide a summary of the apartment unit types and apartment unit type quantities, including the floor area of each apartment unit as measured in square feet.
- For hotel or nursing home properties, provide a summary of the room types and room type quantities.
- Copies of Certificates of Occupancy, building permits, fire or health department inspection reports, elevator inspection certificates, roof or HVAC warranties, or any other similar, relevant documents.
- The names of the local utility companies which serve the property, including the water, sewer, electric, gas, and phone companies.
- The company name, phone number, and contact person of all outside vendors who serve the property, such as mechanical contractors, roof contractors, fire sprinkler or fire extinguisher testing contractors, and elevator contractors.
- A summary of recent (over the last 5 years) capital improvement work which describes the scope of the work and the estimated cost of the improvements. Executed contracts or proposals for improvements. Historical costs for repairs, improvements, and replacements.
- Records of system & material ages (roof, MEP, paving, finishes, and furnishings).
- Any brochures or marketing information.
- Appraisal, either current or previously prepared.
- Current occupancy percentage and typical turnover rate records (for commercial and apartment properties).
- Previous reports pertaining to the physical condition of property.
- ADA survey and status of improvements implemented.
- Current / pending litigation related to property condition.

**APPENDIX F:
TERMINOLOGY**

The following are definitions of terms utilized in this report.

TERMINOLOGY	
Actual Knowledge	Information or observations known first hand by EMG.
ADA	The Americans with Disabilities Act
Ancillary Structures	Structures that are not the primary improvements of the Property but which may have been constructed to provide support uses.
Appropriate Inquiry	A requests for information from appropriate entity conducted by a Freedom of Information Letter (FOIL), verbal request, or by written request made either by fax, electronic mail, or mail. A good-faith one time effort conducted to obtain the information in light of the time constraints to deliver the FRS.
ASTM	American Society for Testing and Materials
Base Building	That portion of the building (common area) and its systems that are not typically subject to improvements to suit tenant requirements.
Baseline	A minimum scope level of observation, inquiry, research, documentation review, and cost estimating for conducting a Facility Reserve Study as normally conducted by EMG.
BOMA	Building Owners and Managers Association
Building	Referring to the primary building or buildings on the Property, which are within the scope of the FRS as defined under Section 2.
Building Codes	A compilation of rules adopted by the municipal, county and/or state governments having jurisdiction over the Property that govern the property's design and/or construction of buildings.
Building Department Records	Information concerning the Property's compliance with applicable Building, Fire and Zoning Codes that is readily available for use by EMG within the time frame required for production of the Property Condition Assessment.
Building Systems	Interacting or interdependent components that comprise a building such as structural, roofing, side wall, plumbing, HVAC, water, sanitary sewer and electrical systems.
BUR	Built Up Roof
Client	The entity identified on the cover of this document as the Client.
Commercial Real Estate	Real property used for industrial, retail, office, agricultural, other commercial, medical, or educational purposes, and property used for residential purposes that has more than four (4) residential dwelling units.
Commercial Real Estate Transaction	The transfer of either a mortgage, lease, or deed; the re-financing of a commercial property by an existing mortgagee; or the transferring of an equity interest in commercial property.
Component	A piece of equipment or element in its entirety that is part of a system.
Consultant	The entity or individual that prepares the Facility Reserve Study and that is responsible for the observance of, and reporting on the physical condition of Commercial Property.
Dangerous or Adverse Conditions	Situations which may pose a threat or possible injury to the Project Manager, or those situations which may require the use of special protective clothing, safety equipment, access equipment, or any precautionary measures.
Deferred Maintenance	Deficiencies that result from postponed maintenance, or repairs that have been put off until a later time and that require repair or replacement to an acceptable condition relative to the age of the system or property.
Dismantle	To take apart; disassemble; tear down any component, device or piece of equipment that is bolted, screwed, secured, or fastened by other means.
DWV	Drainage Waste Ventilation
EIFS	Exterior Insulation and Finish System

TERMINOLOGY	
EMS	Energy Management System
Engineering	Analysis or design work requiring extensive formal education, preparation and experience in the use of mathematics, chemistry, physics, and the engineering sciences as provided by a Professional Engineer licensed to practice engineering by any state of the 50 states.
Expected Useful Life (EUL)	The average amount of time in years that a system or component is estimated to function when installed new.
FEMA	Federal Emergency Management Agency
FFHA	Federal Fair Housing Act
Fire Department Records	Information generated or acquired by the Fire Department having jurisdiction over the Property, and that is readily available to EMG within the time frame required for production of the FRS.
FIRM	Flood Insurance Rate Maps
FM	Factory Mutual
FOIA	U.S. Freedom of Information Act (5 USC 552 et seq.)
FOIL	Freedom of Information Letter
FRT	Fire Retardant Treated
FRS	Facility Reserve Study that includes a Property Condition Assessment, the Purpose and Scope of which is defined in Section 2 of this report.
Guide	A series of options or instructions that do not recommend a specific course of action.
His	Referring to either a male or female Project Manager, or individuals interviewed by the Project Manager.
HVAC	Heating, Ventilating and Air-conditioning
IAQ	Indoor Air Quality
Immediate Repairs	Physical deficiencies that require immediate action as a result of: (i) existing or potentially material unsafe conditions, (ii) significant negative conditions impacting tenancy/marketability, (iii) material building code violations, or (iv) poor or deteriorated condition of critical element or system, or (v) a condition that if left "as is", with an extensive delay in addressing same, has the potential to result in or contribute to critical element or system failure within one (1) year.
Interviews	Interrogatory with those knowledgeable about the Property.
Material	Having significant importance or great consequence to the asset's intended use or physical condition.
MEP	Mechanical, Electrical, and Plumbing
NFPA	National Fire Protection Association
Observations	The results of the Project Manager's Walk-through Survey.
Observe	The act of conducting a visual, unaided survey of items, systems or conditions that are readily accessible and easily visible on a given day as a result of the Project Manager's walk-through.
Obvious	That which is plain or evident; a condition that is readily accessible and can be easily seen by the Project Manager as a result of his Walk-through without the removal of materials, moving of chattel, or the aid of any instrument, device, or equipment.
Owner	The entity holding the deed to the Property that is the subject of the FRS.

TERMINOLOGY	
Physical Deficiency	<p>Patent, conspicuous defects, or significant deferred maintenance of the Property's material systems, components, or equipment as observed during the Project Manager's Walk-through Survey.</p> <p>Material systems, components, or equipment that are approaching, have realized, or have exceeded their typical Expected Useful Life (EUL); or, that have exceeded their useful life result of abuse, excessive wear and tear, exposure to the elements, or lack of proper or adequate maintenance.</p> <p>This definition specifically excludes deficiencies that may be remedied with routine maintenance, miscellaneous repairs, normal operating maintenance, and conditions that do not present a material deficiency to the Property.</p>
PML	Probable Maximum Loss
Practically Reviewable	Information that is practically reviewable means that the information is provided by the source in a manner and form that, upon examination, yields information relevant to the property without the need for extraordinary analysis of irrelevant data.
Practice	A definitive procedure for performing one or more specific operations or functions that does not produce a test result.
Primary Improvements	The site and building improvements that are of fundamental importance with respect to the Property.
Project Manager	The individual Professional Engineer or Registered Architect having a general, well rounded knowledge of all pertinent site and building systems and components that conducts the on-site visit and walk-through observation.
Property	The site and building improvements, which are specifically within the scope of the FRS to be prepared in accordance with the agreement between the Client and EMG.
Readily Accessible	Those areas of the Property that are promptly made available for observation by the Project Manager without the removal of materials or chattel, or the aid of any instrument, device, or equipment at the time of the Walk-through Survey.
Reasonably Ascertainable	Information that is publicly available, provided to EMG's offices from either its source or an information research/retrieval concern, practically reviewable, and available at a nominal cost for either retrieval, reproduction or forwarding.
Recreational Facilities	Spas, saunas, steam baths, swimming pools, tennis courts, playground equipment, and other exercise, entertainment, or athletic facilities.
Remaining Useful Life (RUL)	<p>The consultant's professional opinion of the number of years before a system or component will require replacement or reconditioning. The estimate is based upon observation, available maintenance records, and accepted EUL's for similar items or systems.</p> <p>Incliment weather, exposure to the elements, demand on the system, quality of installation, extent of use, and the degree and quality of preventive maintenance exercised are all factors that could impact the RUL of a system or component. As a result, a system or component may have an effective age greater or less than its actual age. The RUL may be greater or less than its Expected Useful Life (EUL) less actual age.</p>
Replacement Costs	Costs to replace the system or component "in kind" based on Invoices or Bid Documents provided by the current owner or the client, construction costs developed by construction resources such as <i>Means</i> and <i>Dodge</i> , EMG's experience with past costs for similar properties, or the current owner's historical incurred costs.
Replacement Reserves	Major recurring probable expenditures, which are neither commonly classified as an operation or maintenance expense. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, they may also include components or systems that have an indeterminable life but nonetheless have a potential liability for failure within the reserve term.

TERMINOLOGY	
RTU	Rooftop Unit
RUL	Remaining Useful Life (See definition)
Shut-Down	Equipment or systems that are not operating at the time of the Project Manager’s Walk-through Survey. Equipment or systems may be considered shutdown if it is not in operation as a result of seasonal temperatures.
Significant	Important, material, and/or serious.
Site Visit	The visit to the property by EMG’s Project Manager including walk-through visual observations of the Property, interviews of available project personnel and tenants (if appropriate), review of available documents and interviews of available municipal personnel at municipal offices, all in accordance with the agreement for the Property Condition Assessment.
Specialty Consultants	Practitioners in the fields of engineering, architecture; or, building system mechanics, specialized service personnel or other specialized individuals that have experience in the maintenance and repair of a particular building component, equipment, or system that have acquired detailed, specialized knowledge in the design, assessment, operation, repair, or installation of the particular component, equipment, or system.
Structural Component	A component of the building, which supports non-variable forces or weights (dead loads) and variable forces or weights (live loads).
Suggested Remedy	A preliminary opinion as to a course of action to remedy or repair a physical deficiency. There may be alternate methods that may be more commensurate with the Client’s requirements. Further investigation might make other schemes more appropriate or the suggested remedy unworkable. The suggested remedy may be to conduct further research or testing, or to employ Specialty Consultants to gain a better understanding of the cause, extent of a deficiency (whether observed or highly probable), and the appropriate remedy.
Survey	Observations as the result of a walk-through scan or reconnaissance to obtain information by EMG of the Property’s readily accessible and easily visible components or systems.
System	A combination of interacting or interdependent components assembled to carry out one or more functions.
Technically Exhaustive	The use of measurements, instruments, testing, calculations, exploratory probing or discover, and/or other means to discover and/or troubleshoot Physical Deficiencies, develop scientific or Engineering findings, conclusions, and recommendations. Such efforts are not part of this report unless specifically called for under Section 2.2.
Term	Reserve Term: The number of years that Replacement Reserves are projected for as specified in the Replacement Reserves Cost Estimate.
Timely Access	Entry provided to the Project Manager at the time of his site visit.
UST	Underground Storage Tank
Walk-through Survey	The Project Manager’s site visit of the Property consisting of his visual reconnaissance and scan of readily accessible and easily visible components and systems. This definition connotes that such a survey should not be considered in depth, and is to be conducted without the aid of special protective clothing, exploratory probing, removal of materials, testing, or the use of special equipment such as ladders, scaffolding, binoculars, moisture meters, air flow meters, or metering/testing equipment or devices of any kind. It is literally the Project Manager’s walk of the Property and observations.



**APPENDIX G:
RESUMES FOR REPORT REVIEWER AND FIELD
OBSERVER**

MATTHEW F. ANDERSON, RA

Program Manager

Education

- Denmark's International Studies Program, Copenhagen Denmark, 1981
- Bachelor of Architecture from California Polytechnic State University, 1982

Project Experience

- **Hotel Portfolio Purchase, National** -- Mr. Anderson led the engineering review team during the review of a 21 property hotel purchase. The properties were in locations throughout the eastern part of the country.
- **Hotel Portfolio Sale** – Mr. Anderson led the engineering review team during the sale of 32 national and international hotels by one company to multiple buyers. The scope of work was completed in 30 days.
- **Multi Family Portfolio Purchase** - Mr. Anderson led the engineering review team during the evaluation of 4 apartment complexes containing over 1,400 units. The evaluations included individual reviews of over 900 apartments. During substantial renovation work after the sale EMG provided construction monitoring for the purchaser.
- **Office Portfolio Purchase** - Mr. Anderson led the engineering review team during the evaluation of 45 medical office buildings located throughout the country. After the purchase the reports were modified in accordance with a national lender's guidelines as part of the financing package.
- **Childcare Facilities** – Mr. Anderson has provided multiple types of services to various organizations over a number of years. His work has included review of sites prior to purchase to identify deferred maintenance, defense of claims by property owners of leased properties, and corporate training to corporate staff members in ADA assessments.

Industry Tenure

- A/E: 1982
- EMG: July, 1998-2006
2008 to present

Related Experience

- Multifamily Housing Portfolios
- Instructor at ADA training seminars
- Project Manager Trainer

Industry Experience

- Healthcare
- Hospitality
- Retail
- Multi-Family

Special Skills & Training

- EPA Asbestos Assessor Training, 1999
- Trained in HUD MAP Program process

Active Licenses/Registration

- California Registered Architect since 1985

Regional Location

- Santa Rosa, CA

ARTHUR M. BALOURDAS*Project Manager****Education***

- Master of Architecture, University of Illinois at Chicago, 1982
- BS, Architecture, The Ohio State University, 1980

Project Experience

- ***U.S. Department of Housing and Urban Development (HUD), San Francisco, California*** – Under two consecutive five-year Technical Disciplines contracts with the U.S. Department of Housing and Urban Development (HUD), Mr. Balourdas performed, and managed the performance of, construction monitoring inspections and technical disciplines review of plans, specifications and costs of new and rehabilitation multi-family developments receiving government cash advance grants (Section 202/811) and mortgage insurance (Section 221d). The work was performed for the San Francisco regional office of HUD for projects the states of California, Hawaii and Nevada.
- ***HUD 223f Multi-family Property Condition Assessments, California*** – Mr. Balourdas performed property condition assessments/capital needs assessments for 100's of multi-family units undergoing refinancing utilizing Section 223f government mortgage. Assessments were performed for multiple clients including GMAC, Bank of America, PFC, and others.
- ***Simply Kids Convalescent Hospital, Elk Grove, California***– As a Project Manager, Mr. Balourdas performed a property condition assessment of this 106 bed convalescent care hospital. He reviewed the condition of the building structure and systems and developed a thorough report. His work helped EMG complete this project on schedule and within the budget.
- ***Hampstead Partners, La Jolla, California*** – As the Director of Architecture and Planning for affordable housing developer Hampstead Partners, Mr. Balourdas was responsible for the preparation and management of rehabilitation plans for numerous multi-family housing project acquisitions and rehabilitations throughout the US. Mr. Balourdas' duties included managing physical due diligence investigations, preparation of conceptual and final rehabilitation plans, acting as the owner's representative during construction and performing construction administration and monitoring for the projects.

Industry Tenure

- A/E: 1980
- EMG: 2010

Related Experience

- Multifamily Housing Condition Assessment reports
- Commercial Condition Assessment reports
- Construction Document Review
- Construction Monitoring and Administration
- Site Planning
- Architectural Design

Industry Experience

- Office
- Industrial
- Housing/Multi-family
- Housing/Subsidized and Affordable Multi-family
- Hospitality
- Retail/Wholesale

Active Licenses/Registration

- California Registered Architect C15734, Maryland Registered Architect 13268, DC Registered Architect ARC 101100, NCARB Certified, 2003
- California State Office of Emergency Services Disaster Damage Assessment Inspector

Special Skills & Training

- Fluent in Greek

Regional Location

- San Diego, CA