

FACILITY RESERVE STUDY

ASSESSMENT

CITY OF GOLETA

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



FACILITY RESERVE STUDY

of

GOLETA LIBRARY

500 North Fairview Avenue
Goleta, California 93117

PREPARED BY:

EMG

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Date of Report: September 1, 2010
On-site Date: April 20, 2010

Immediate Repairs Report**Library**

9/1/2010



Report Section	ID	Cost Description	Quantity	Unit	Unit Cost	Subtotal	Deficiency Repair Estimate *
3.2	37272	Measured ADA Study of Property	1	EA	\$5,800.00	\$5,800	\$6,508
3.2	37356	Automatic door opener on existing door	2	EA	\$5,915.55	\$11,831	\$13,274
3.2	37357	Replace lavatory faucets	2	EA	\$150.85	\$302	\$339
3.2	37359	ADA, relocate telephone to meet requirements.	1	EA	\$400.00	\$400	\$449
3.2	37290	ADA - Install signage indicating Van Accessible Parking, pole mounted	1	Sign	\$106.36	\$106	\$119
3.2	37342	Install 2 - rail, 1-1/2" handrail on either side of exterior ramp	25	LF	\$141.45	\$3,536	\$3,968
5.3	37360	Replace damaged concrete swale	12	-	\$85.00	\$1,020	\$1,144
6.4	37256	Replace stucco and lath	3	CSF	\$724.70	\$2,174	\$2,439
Immediate Repairs Total							\$28,240

* Location Factor (1.122) included in totals.

Replacement Reserves Report
Library
 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	37272	Measured ADA Study of Property	0	0	0	1	EA	\$5,800.00	\$5,800	\$5,800																				\$5,800
3.2	37356	Automatic door opener on existing door	7	7	0	2	EA	\$5,915.55	\$11,831	\$11,831						\$11,831							\$11,831							\$35,493
3.2	37357	Replace lavatory faucets	10	10	0	2	EA	\$150.85	\$302	\$302									\$302										\$603	
3.2	37359	ADA, relocate telephone to meet requirements.	20	20	0	1	EA	\$400.00	\$400	\$400																			\$400	
3.2	37291	ADA, paint van-accessible space with signage	5	0	5	1	EA	\$220.00	\$220						\$220				\$220					\$220					\$660	
3.2	37290	ADA - Install signage indicating Van Accessible Parking, pole mounted	0	0	0	1	Sign	\$106.36	\$106	\$106																			\$106	
3.2	37342	Install 2 - rail, 1-1/2" handrail on either side of exterior ramp	30	30	0	25	LF	\$141.45	\$3,536	\$3,536																			\$3,536	
5.2	37273	Seal Coat and stripe asphalt, no repairs	5	4	1	2	10000 SF	\$3,425.02	\$6,850		\$6,850				\$6,850					\$6,850					\$6,850				\$27,400	
5.3	37360	Replace damaged concrete swale	0	0	0	12	-	\$85.00	\$1,020	\$1,020																			\$1,020	
6.3	37248	Built-up roofing, total roof replacement	20	19	1	1	SQ	\$215,000.00	\$215,000		\$215,000																		\$215,000	
6.4	37293	General painting cost per SF, minor prep work, single story bldg. (up to 15 feet)	10	8	2	1600	SF	\$1.24	\$1,984			\$1,984									\$1,984								\$3,968	
6.4	37292	Recaulk expansion and control joints up to 1/2" wide	10	9	1	160	LF	\$13.16	\$2,106		\$2,106									\$2,106									\$4,211	
6.4	37256	Replace stucco and lath	25	25	0	3	CSF	\$724.70	\$2,174	\$2,174																			\$2,174	
6.4	37254	Paint existing stucco one coat, spray,medium prep work	5	0	5	2400	SF	\$1.41	\$3,384					\$3,384					\$3,384					\$3,384					\$10,152	
6.4	37277	Wood fascia replacement	25	24	1	100	LF	\$12.85	\$1,285		\$1,285																		\$1,285	
7.1	37259	Replace air cooled condenser, 5 ton	15	2	13	8	EA	\$3,215.00	\$25,720													\$25,720							\$25,720	
7.1	37278	VAV Box replacement, 600 to 1500 CFM	20	2	18	6	EA	\$1,368.00	\$8,208																	\$8,208			\$8,208	
7.1	37257	Air Handler rooftop 30,000 CFM	15	2	13	2	Each	\$20,312.00	\$40,624													\$40,624							\$40,624	
7.6	37280	Smoke Detector	15	7	8	20	Each	\$221.52	\$4,430								\$4,430												\$4,430	
7.6	37279	Fire alarm panel	15	7	8	1	EA	\$3,906.00	\$3,906								\$3,906												\$3,906	
8.1	37281	Replace vinyl wall covering	15	5	10	12	CSF	\$379.00	\$4,548										\$4,548										\$4,548	
8.1	37282	Sand and refinish hardwood floor	10	5	5	600	SF	\$5.50	\$3,300						\$3,300								\$3,300						\$6,600	
Totals, Unescalated										\$25,170	\$225,241	\$1,984	\$0	\$0	\$6,904	\$6,850	\$11,831	\$8,336	\$0	\$8,454	\$8,956	\$1,984	\$66,344	\$11,831	\$6,904	\$6,850	\$0	\$8,208	\$0	\$405,846
Location Factor (1.12)										\$3,071	\$27,479	\$242	\$0	\$0	\$842	\$836	\$1,443	\$1,017	\$0	\$1,031	\$1,093	\$242	\$8,094	\$1,443	\$842	\$836	\$0	\$1,001	\$0	\$49,513
Totals, Escalated (3.0%, compounded annually)										\$28,240	\$260,302	\$2,362	\$0	\$0	\$8,980	\$9,177	\$16,326	\$11,849	\$0	\$12,747	\$13,909	\$3,174	\$109,315	\$20,079	\$12,068	\$12,333	\$0	\$15,678	\$0	\$536,539

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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 Library, 500 North Fairview Avenue, Goleta, California, the "Property". It is our understanding that the primary interest of the City 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 M. Balourdass, 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:	500 North Fairview Avenue, Goleta, City of Goleta, California 93117
Year constructed:	1973
City Department:	Library
Site area:	2.07 Acres
Gross floor area:	15,773 Square Feet
Number of buildings:	1
Number of stories:	1
Parking type and number of spaces:	56 spaces in open lots.
Building construction:	Conventional wood frame structure on concrete slab.
Roof construction:	Mansard roofs with standing seam metal finish and flat roofs with built-up membrane.
Exterior Finishes:	Stucco and painted wood trim.
Heating and/or Air-conditioning:	Common areas: Package roof top units. // Split system gas furnaces and pad-mounted condensers. Central system with boiler, condenser, and cooling tower.
Fire and Life/Safety:	Hydrants, smoke detectors, alarms, extinguishers.
Dates of visit:	April 20, 2010
Point of Contact (POC):	Sarah Rosenblum
Assessment and Report Prepared by:	Arthur M. Balourdas
Reviewed by:	Matthew Anderson Program Manager

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 since it was first occupied and is in good overall condition.

According to property personnel, the property has had the following major capital improvements in the last three years.

- HVAC Equipment

1.2. SPECIAL ISSUES AND FOLLOW-UP RECOMMENDATIONS

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, especially at the public restrooms. To fully review the architectural barriers a consultant must be retained to conduct a measured review for compliance with the ADA Accessibility Guidelines. The review should provide recommendations to remove architectural barriers and estimate the scope and cost of any recommended improvements. The cost to retain a consultant is included in the Immediate Repairs Cost Estimate.

As part of the FRS, a limited assessment of accessible areas of the building 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.

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
Sarah Rosenblum Library Services Manager	City of Santa Barbara Public Library	805.564.5606
Dan Glick Fire Alarm Contractor	Stanley Alarm Systems Inc.	866.712.2981

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 were 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.

- Summary of proposed future capital improvements.

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

Rain, 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 inspection was conducted by the Fire Department on August 1, 2009. A copy of the notice is included in the appendices. 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 9/30/2005, 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. Annual Probability of Flooding of Less than one percent.

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. In addition, the existing grade cross slope at the parking spaces appeared to have a slope of greater than 2%. It is likely that a measured ADA Study will recommend that the asphalt parking spaces be replaced with concrete paved spaces with a curb at the uphill side. At this time the costs for this work are not included in the cost tables.

Estimated Cost: 1 @ \$220 each = \$220

In addition to the above striping, the existing cross slope at the parking spaces appeared to be greater than 2%. It is likely that a measured ADA Study will recommend that the asphalt accessible parking spaces be replaced with concrete paved spaces that has a curb at the uphill side. At this time, the costs for this work are not included in the cost tables.

Ramps

- Existing exterior ramp is not equipped with the required handrails. Add handrail to missing side.

Estimated Cost: 25 ft. @ \$142 LF = \$3,550

Paths of Travel

- Modify location of telephones installed higher than what is essential for basic operation.

Estimated Cost: 1 @ \$400 each = \$400

Restrooms

- Existing restroom doors do not have adequate clear floor space beside the door swing. Install electric opening devices.

Estimated Cost: 2 @ \$5,916 each = \$11,832

- Replace faucets with paddle type.

Estimated Cost: 2 @ \$150 each = \$300

A full ADA Compliance Survey may reveal additional aspects of the property that are not in compliance. The cost of this study is included in the **Immediate Repairs Cost Estimate**.

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 costs to address the achievable items noted above are included in the **Immediate Repairs Cost Estimate**.

4. EXISTING BUILDING ASSESSMENT

4.1. OCCUPANT TYPES

All 15,733 square feet of the building are occupied by the Goleta Library.

4.2. AREAS NOT OBSERVED

All areas of the property were available for observation during the site visit.

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 North Fairview Avenue on the west side of the property. The parking areas and drive aisles are paved with asphaltic concrete. The entrance driveway apron is paved with concrete.

Based on a physical count, parking is provided for 56 cars. The parking ratio is 3.5 spaces per thousand square feet of floor area. All of the parking stalls are located in open lots. There are three handicapped-accessible parking stalls, none of which are reserved for vans.

The sidewalks throughout the property are constructed of cast-in-place concrete. Cast-in-place concrete steps with metal handrails are located at grade changes.

The curbs are constructed primarily of cast-in-place concrete with some areas of extruded asphalt placed at the edge of the pavement. Surface runoff is directed over the surface to the public street bordering the property.



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-stripping 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.
- 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

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.

A concrete swale runs along the building starting near the northeast corner and continues along the retaining wall located at the northeast corner of the property. The swale continues along the rear of the property and then along the south edge of the parking lot. The swale discharges into an inlet at the southwest corner of the property that is connected to the municipal storm water system.

Observations/Comments:

- There is no evidence of storm water runoff from adjacent properties. The storm water system appears to provide adequate runoff capacity. However, there is ponding and inadequate flow at the swale at the retaining wall and along the rear of the property. The swale should be cleaned of accumulated dirt, plant material and debris. This work can be performed as part of the property management’s routine maintenance program.
- The concrete drainage swale along the rear of the property is in poor condition. An isolated area where the swale has settled is located at the access drive to the adjacent property at the rear of the site. The damaged portion of the swale will require replacement within the year to restore the proper drainage. The cost of this work is included in the Immediate Repairs Cost Estimate.

5.4. TOPOGRAPHY AND LANDSCAPING

The property slopes gently down from the north side of the property to the south property line.

The landscaping consists of trees, shrubs, ground cover, climbing vines and grasses.

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 agricultural, residential, and institutional developments.



Reinforced concrete and concrete masonry (CMU) retaining walls are located at planters and at grade changes adjacent to the west and south side of the building. In addition, a concrete masonry unit (CMU) retaining wall is located at the north east corner of the property.

Observations/Comments:

- The topography and adjacent uses do not appear to present conditions detrimental to the property.
- The landscape material is in fair condition. There is an area of poorly maintained, lawn area at the front of the building. New landscape material must be installed at the affected areas. Because of the limited area of this work it is considered routine maintenance and should be covered by the existing landscape maintenance contract.
- Vines have grown onto the building and are causing damage to the wood fascia and stucco at the soffits. The vines should be removed from those areas. Landscaping is over grown in many areas and should be thinned and trimmed. Overhanging tree branches must be cleared from the perimeter of the roof. This work is considered routine maintenance and should be covered by the existing landscape maintenance contract.
- 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.
- The existing landscaping and irrigation system is older and will start to need more repairs and maintenance during the next few years. Consideration should be given to a major renovation of the planting and irrigation system. Installation of native drought tolerant plants and a drip irrigation system will result in significant water savings, especially if the lawn area is reduced. The cost of this work is expected to be in the \$50,000 to \$75,000 range. This work has not been included in the cost tables.
- The retaining walls are in good condition. Routine maintenance will be required during the assessment period.

5.5. GENERAL SITE IMPROVEMENTS

Property identification is provided by a monument sign adjacent to the main entrance drive. Street address numbers are displayed on the parking lot facing exterior elevation.

Site lighting is provided by metal street light standards. The light standards are located along the parking areas. Metal pole-mounted light fixtures are located along the walkways leading to the building entrances.

Exterior building illumination is provided by light fixtures and recessed light fixtures are located in the exterior soffits.

Additional site accent lighting is provided and located in the planter areas.

The refuse and recycling containers are located near the rear entrance and are placed on a concrete pad. The refuse containers are enclosed by a concrete masonry unit fence and are accessed by metal doors.

Fences constructed of concrete masonry units enclose the three patios. Wood doors provide exits from the patios.



Observations/Comments:

- The property 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 city has identified possible energy conservation opportunities and light fixture replacement to save energy is being considered.
- The refuse and recycling containers are owned and maintained by the refuse contractor. The dumpster enclosures, slabs, are in good condition and will require routine maintenance during the assessment period. The enclosure doors are in fair condition. Based on their estimated Remaining Useful Life (RUL) and their present condition, the doors will require replacement during the assessment period. The cost to replace the doors 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 concrete masonry fences enclosing the patios are in good condition. The fence doors are in fair to good condition. Based on their estimated Remaining Useful Life (RUL) and their present condition, the doors will require replacement during the assessment period. The cost to replace the doors 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.

6. BUILDING ARCHITECTURAL AND STRUCTURAL SYSTEMS

6.1. FOUNDATIONS

Based on structures of similar size, configuration, and geographic location, it is assumed that, the foundations consist of conventional reinforced concrete spread footings, which support wall and column loads.

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

The building has concrete masonry unit (CMU) exterior and interior bearing walls, which support the upper floor and roof diaphragms. The roof superstructure is assumed to be sheathed with plywood over wood or steel beams and girders and wood joists.



Observations/Comments:

- The superstructure at the main roof is concealed. The superstructure at the secondary roofs 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.

6.3. ROOFING

The primary roof is classified as a flat roof. The roof is finished with a mineral-surfaced cap sheet over a multi-ply bituminous built-up membrane. The roof is insulated with fiberglass batts.

Walls extend above the surface of the primary roof, creating parapet walls which create the roof side walls of mansard roofs. The roof membrane at the primary roof turns up the sides of the parapet walls and terminates at sheet metal copings. The roof has built-up base.

Storm water is drained from the primary roof by internal drains. The drains discharge to lower roofs, paved and landscaped areas or to the underground storm drainage system.



A wood-framed mansard roof occurs around the main portion of the building. This roof is finished with standing seam copper sheet metal over asphalt-saturated paper and plywood sheathing.

The mansard roof drains to sheet metal gutters and downspouts, which discharge to paved and landscaped areas or are connected by underground piping to the storm drainage system.

Secondary roofs at the lower parts of the building are classified as flat roofs. The roofs are finished with a mineral-surfaced cap sheet over a multi-ply bituminous built-up membrane. The roof is insulated with fiberglass batts.

The roof membranes at the secondary roofs turn up the sides of the adjacent walls and terminate at sheet metal copings. The roofs have built-up curbs and sheet metal edge flashing.

Storm water is drained from the secondary roofs by internal drains. The drains discharge to paved and landscaped areas or are connected by underground to the underground storm drainage system.

The attics are ventilated by parapet wall vents. Attic access is provided by a scuttle hole located in the electrical room.

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 appear to be more than 10 years old. Information regarding roof warranties or bonds were requested but is not available
- The primary and secondary built-up roof membranes are in fair condition. Based on their estimated Remaining Useful Life (RUL), the roof membranes will require full removal and replacement during the assessment period. The cost of this work is included in the **Replacement Reserves**.
- The mansard roof finishes are in good condition and will require routine maintenance during the evaluation period.
- There is no evidence of active roof leaks.
- 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.

- There is no evidence of fire retardant treated plywood (FRT).
- The roof flashings are in good condition. Based on the estimated Remaining Useful Life (RUL) and current condition, the parapet flashing will require replacement during the evaluation period. This work can be performed in conjunction with the roof finish replacement repairs noted above.
- The parapet walls and copings are in good condition and will require routine maintenance during the assessment period.
- Roof drainage at the primary roof appears to be inadequate. Significant areas of ponding are evident around the rooftop air handler units. The low spots in the roof must be re-sloped with rigid insulation or reframed to promote adequate drainage to existing drainage devices. The installation of additional roof drains is also recommended. This work can be performed in conjunction with the roof finish replacement work noted above.
- Roof drainage at the secondary roofs appears to be adequate. Cleaning and minor repair of drain system components should be performed regularly as part of the property management's routine maintenance program.
- The roof drainage at the mansard roof is in fair condition. There is evidence of the gutters overflowing at the center of each side of the building including damaged fascia and soffits. There is a build-up of debris at some of the internal downspout locations and in the gutters. The affected drains and gutters must be cleaned and cleared and debris must be removed. Overhanging tree branches must be cleared from the perimeter of the roof. This work is considered to be part of routine maintenance.
- The roof vents are in good condition and will require routine maintenance during the assessment period.
- There is limited access to the attic at the main roof and it could not be determined if there is moisture, water intrusion, or excessive daylight in the attics.
- The fiberglass batt insulation in the area of the attic that was accessible is in poor condition. Many batts have fallen. The fallen batts should be reinstalled. The cost to reinstall the insulation is relatively insignificant. The cost of this work is not included in the cost tables.

6.4. EXTERIOR WALLS

The building has concrete masonry unit (CMU) exterior walls. The soffits are concealed and are finished with stucco.

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

The fascias are finished with painted wood boards.

Observations/Comments:

- The concrete masonry is in good condition. There is no evidence of cracking or efflorescence. The exterior brick masonry will require routine maintenance during the evaluation period.



- The stucco soffits are in fair condition. There are isolated areas of water damage. These areas must be repaired by removal and replacement of the damaged stucco. The cost of this work is included in the Immediate Repairs Cost Estimate. The remaining areas of stucco will require painting during the next few years. The cost of this work is included in the **Replacement Reserves**.
- The painted wood fascia is in fair condition. Isolated areas are warped and pulling away from the building. Based on the estimated Remaining Useful Life (RUL) and current condition, the fascia boards will require partial replacement and painting during the next few years. The cost of this work is included in the **Replacement Reserves**.
- The sealant is in fair condition. There are isolated areas of brittle sealant at the windows in various locations along all sides of the building. Based on the estimated Remaining Useful Life (RUL) and current condition, the sealant will require replacement during the evaluation period. The cost of this work is included in the **Replacement Reserves**.
- There is an awning at the Children’s Patio that is in poor condition. The Library staff indicated that the awning would be removed and not replaced as it is not needed. The cost of the removal is considered to be part of routine maintenance.

6.5. EXTERIOR AND INTERIOR STAIRS

The exterior stair is constructed of reinforced concrete. The handrail is metal and is mounted to the wall.

Observations/Comments:

- The exterior stair and handrail are in good condition and will require routine maintenance during the assessment period.

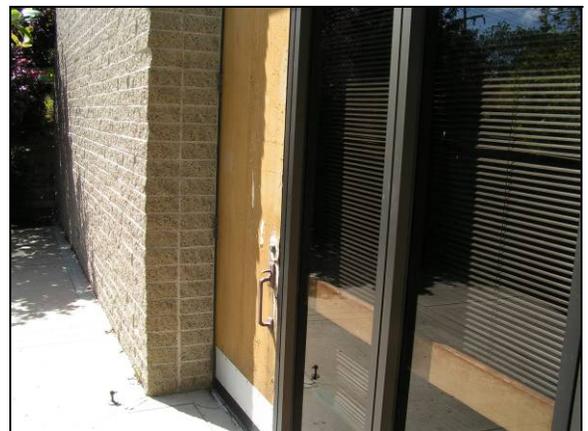
6.6. EXTERIOR WINDOWS AND DOORS

Windows are part of an aluminum-framed storefront system, which incorporates the entry doors and patio access doors. The doors are equipped with cylindrical locksets and push pull hardware. The windows are glazed with fixed insulated and tinted panes.

Other windows are aluminum framed storefront-type and glazed with fixed insulated and tinted panes.

The service doors are painted metal doors set in metal frames. The doors have cylindrical locksets with knob handle hardware.

The rear service entrance doors are partially glazed, painted metal doors and are equipped with panic hardware.



The patio access door at the gallery space is a stained wood door and is equipped with panic hardware.

Observations/Comments:

- The storefront window systems and other windows are in good condition and will require routine maintenance during the assessment period.
- There is no evidence of window leaks or window condensation. The windows are in good condition and will require routine maintenance during the assessment period.
- The gallery patio door is in fair condition. The damaged door must be replaced. The cost of this work is considered routine maintenance.
- The other exterior doors and door hardware are in good condition and will require routine maintenance during the assessment period.

6.7. PATIO, TERRACE, AND BALCONY

Patios are located at the north and east reading rooms and serve as outdoor reading areas. An additional patio is located off of the gallery space at the entry lobby of the building and serves as outside gallery space.

Observations/Comments:

- The patio slabs are in good condition. There are no significant signs of movement,

7. BUILDING MECHANICAL AND PLUMBING SYSTEMS

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

Heating and cooling are provided by two large capacity air handling units equipped with electric resistance heating elements and air-conditioning condensing coils. The air handling units are located on the roof and are supplied with refrigerant from the roof-mounted compressor units.

Heated and/or cooled air is distributed through ducts to variable air volume (VAV) terminals concealed above the ceilings. The heating and cooling systems are controlled by local thermostats.

The bathrooms and other areas are ventilated by mechanical exhaust fans. Large capacity ventilation fans are mounted on the roof and are connected by concealed ducts to each ventilated space.



Observations/Comments:

- The property does not have a dedicated HVAC repair and maintenance contractor.
- The air handler units and the associated heating and cooling equipment were replaced in 2008 and are two years old. The equipment appears to be in good condition and will require routine maintenance during the assessment period.
- The condenser units were replaced in 2008 and are two years old. The equipment appears to be in good condition. Based on their estimated Remaining Useful Life (RUL), the VAV terminals will require replacement later during the assessment period. The cost of this work is included in the **Replacement Reserves**.
- The VAV terminals appear to be in good condition. Based on their estimated Remaining Useful Life (RUL), the VAV terminals will require replacement during the assessment period. The cost of this work is included in the **Replacement Reserves**.
- The exhaust fans appear to be in good condition and will require routine maintenance during the assessment period.

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 cast iron.

The water meter is located in a vault adjacent to the public street.

Domestic hot water is supplied by one 40-gallon electric water heater. The water heater is located in the mechanical room.

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

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 heater appears to be in good condition. Based on its estimated Remaining Useful Life (RUL), the water heater will require replacement during the assessment period. The cost to replace the water heaters 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 accessories and fixtures in the common area restrooms are in good condition and will require routine maintenance during the assessment period.

7.3. BUILDING GAS DISTRIBUTION

Not applicable. The property is not supplied with natural gas.

7.4. BUILDING ELECTRICAL

The electrical supply lines run underground to a pad-mounted transformer, which feeds an interior-mounted electrical meter.

The main electrical service size is 1,000 amps, 120/208 volt three-phase four-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

The fire protection system consists of fire extinguishers and smoke detectors. Fire extinguishers are located throughout the building. Hard-wired smoke detectors are located throughout the building. The nearest fire hydrants are located along the public street bordering the property.

Common areas and corridors are equipped with battery back-up exit lights, illuminated exit signs, pull stations, alarm horns, and strobe light alarms.

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

Observations/Comments:

- Dan Glick of Stanley Alarm Systems Inc., the property's fire alarm inspection 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 were completely replaced in 2003. The contractor stated that to the best of his knowledge the system is 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**.
- The pull stations and alarm horns appear to be in good condition and will require routine maintenance during the assessment period.
- The fire extinguishers are serviced annually and appear to be in good condition. The fire extinguishers were serviced and inspected within the last year.
- Exit sign and emergency light replacement is considered to be routine maintenance.

8. INTERIORS

8.1. INTERIOR FINISHES

The following table generally describes the interior finishes:

Typical Tenant Unit Finishes			
Room	Floor	Walls	Ceiling
Entry Lobby	Quarry tile	Wall covering, concrete masonry	Acoustical tiles
Reading Rooms	Carpet	Wall covering, concrete masonry, wood and glass	Acoustical tiles, wood lattice grid
Gallery	Wood	Wood paneling, wall covering	Acoustical tiles, wood lattice grid
Work Area/ Offices/Meeting Room	Carpet	Wall covering	Acoustical tiles
Staff Break Room	Carpet	Wall covering	Acoustical tiles
Restrooms	Ceramic tile	Ceramic tile	Acoustical tiles

The interior doors are stained solid-core wood doors set in metal frames. The interior doors have cylindrical locksets with knob or push-pull handle hardware.

Observations/Comments:

- The interior finishes in the building are in good condition. Based on their estimated Remaining Useful Life (RUL), certain interior finishes will require repair or replacement during the assessment period. The cost of this work is included in the **Replacement Reserves**.
- The interior doors and door hardware are in good condition and will require routine maintenance during the assessment period.



8.2. INTERIOR EQUIPMENT AND CASE GOODS

Stained wood built-in storage and shelving units are located in the Workroom and in the Reading Room.

A factory built kitchenette unit with built-in sink, range and refrigerator, is located in the Staff Break Room.

Observations/Comments:

- The built-in storage and shelving units appear to be in good condition and will require routine maintenance during the assessment period.
- The kitchenette unit and appliances appear to be in good condition and will require routine maintenance during the assessment period.

9. ACCESSORY STRUCTURES

Not applicable. There are no major accessory structures.

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**



Photo #1: Monument sign at entry driveway



Photo #2: West elevation



Photo #3: South elevation



Photo #4: East elevation and employee parking lot



Photo #5: North elevation



Photo #6: Main parking lot



Photo #7: Roof over the main building



Photo #8: Secondary roofs



Photo #9: Planter at front of building



Photo #10: Main entrance walkway



Photo #11: Ramp from parking lot to secondary entrance



Photo #12: Rear service entrance



Photo #13: Refuse enclosure



Photo #14: Pad-mounted transformer at the rear of the building



Photo #15: Patio off of Children's Reading Room



Photo #16: Fence around patio at Children's Reading Room



Photo #17: Accessible parking spaces



Photo #18: Concrete swale at rear of property



Photo #19: Swale and inlet at southwest corner of property



Photo #20: Lawn area at front of building in poor condition



Photo #21: Debris in swale at northeast corner of property



Photo #22: Ponding at swale at access drive to at rear of parking lot

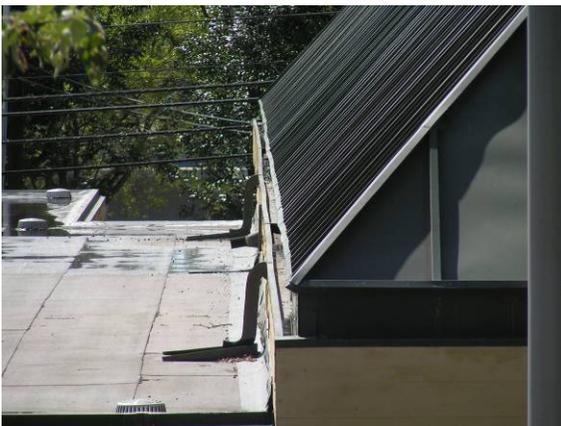


Photo #23: Gutter at mansard roof



Photo #24: Wood fascia



Photo #25: Stucco soffit water damage



Photo #26: Water damage at fascia and soffit due to clogged drains and gutters



Photo #27: Vines growing onto fascia and soffit

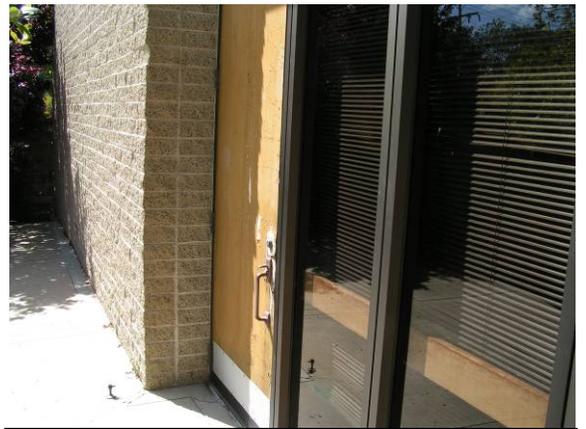


Photo #28: Windows and door at Gallery patio

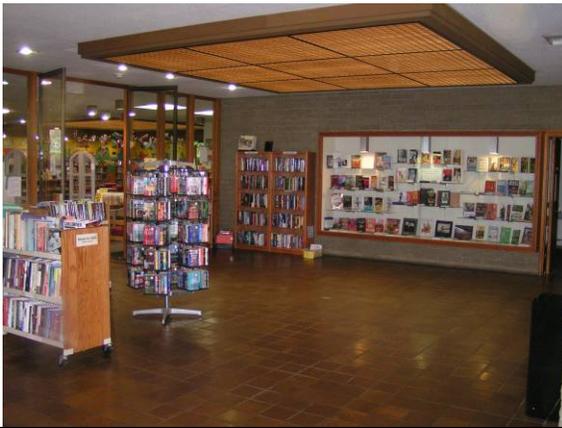


Photo #29: Main lobby



Photo #30: Gallery



Photo #31: Lobby doors to Reading Rooms



Photo #32: Children's Reading Room



Photo #33: Main Reading Room



Photo #34: Workroom



Photo #35: Office



Photo #36: Teenage Reading Room



Photo #37: Men's restroom



Photo #38: Toilet stall in men's restroom



Photo #39: Kitchen unit in staff break room



Photo #40: Built-in storage unit in workroom



Photo #41: Fire alarm panels



Photo #42: Main electrical switchgear



Photo #43: Water heater



Photo #44: Air handler and condensers



Photo #45: Roof drain



Photo #46: Water ponding at roof



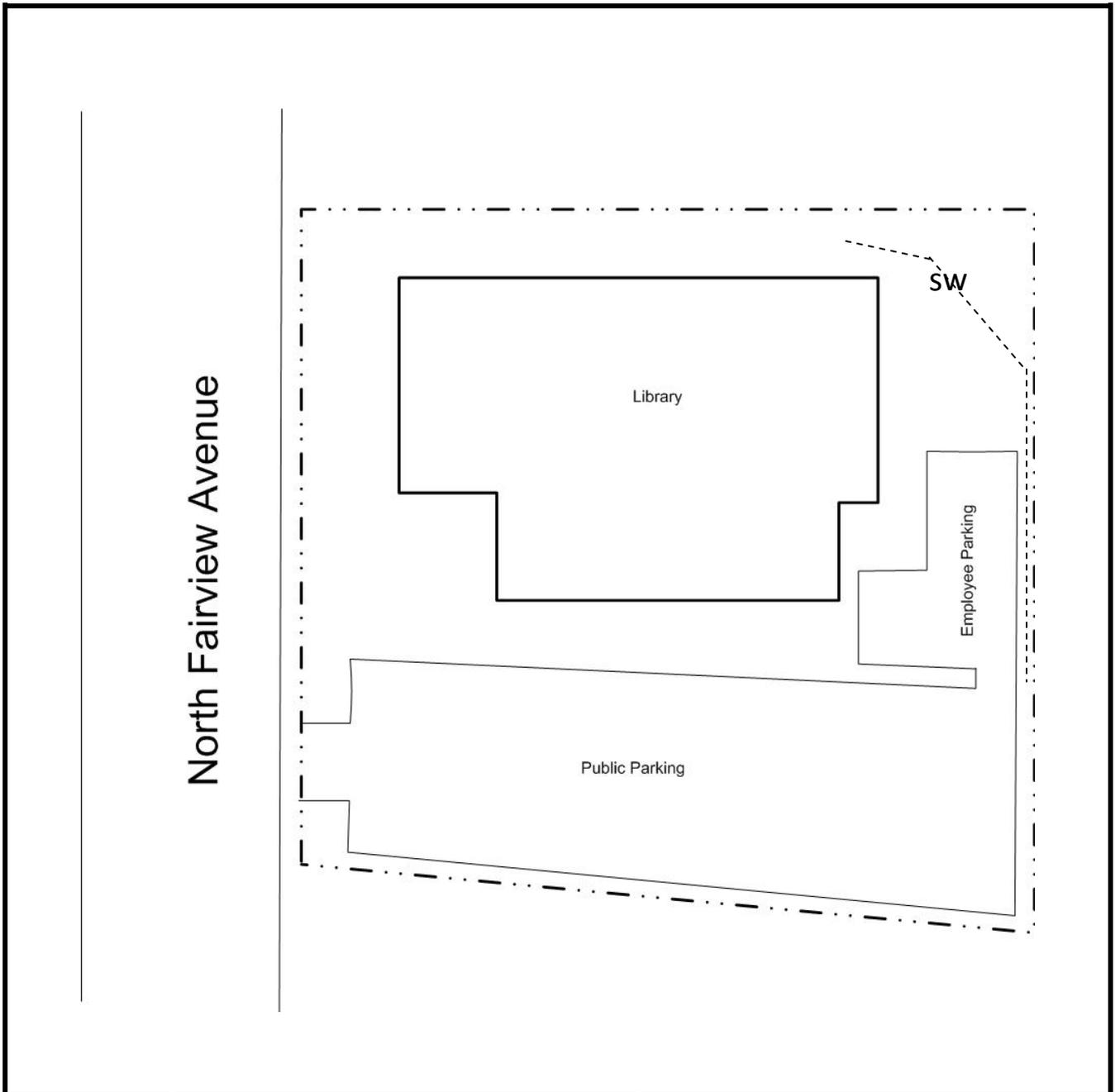
Photo #47: Window joint sealant



Photo #48: Fallen insulation batts in attic

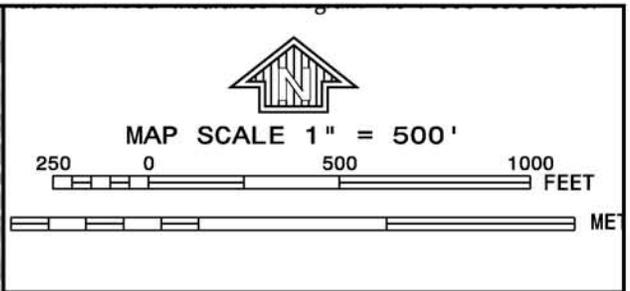
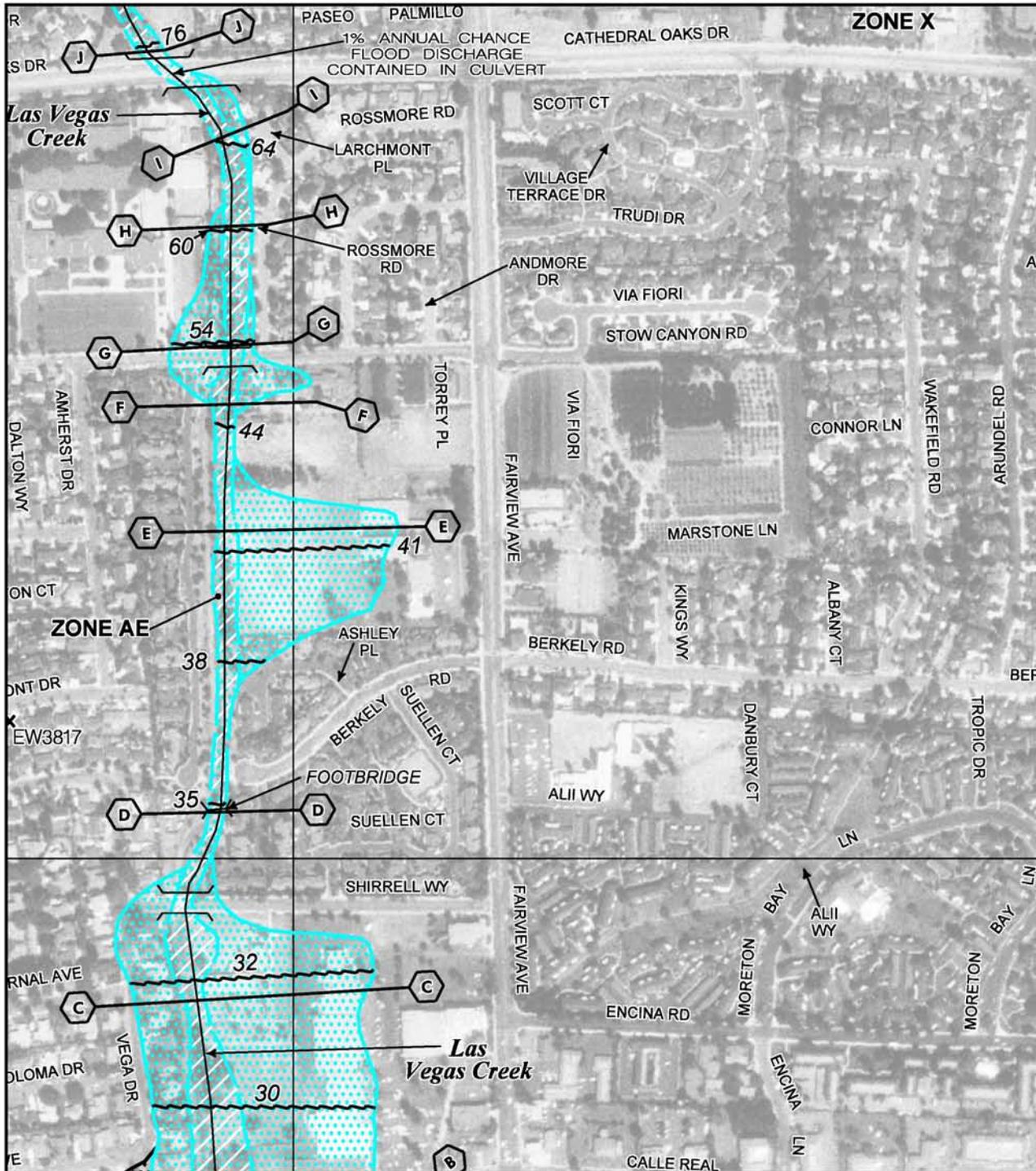
**APPENDIX B:
SITE PLAN**

Field Sketch



	<p><u>Key:</u> SW – Concrete swale needing cleaning</p>	<p><u>Project Number:</u> 92184.10R-001.052</p>
	<p style="text-align: center;">  </p> <p>Not drawn to scale. The north arrow indicator is an approximation of 0° North.</p>	<p><u>Project Name:</u> Goleta Library</p> <p><u>On-Site Date:</u> April 20, 2010</p>

**APPENDIX C:
SUPPORTING DOCUMENTATION**



NATIONAL FLOOD INSURANCE PROGRAM

PANEL 1354F

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

PANEL 1354 OF 1835
 (SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

COMMUNITY	NUMBER	PANEL	SUFFIX
GOLETA, CITY OF	060771	1354	F
SANTA BARBARA, CITY OF	060335	1354	F
SANTA BARBARA COUNTY	060331	1354	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
06083C1354F
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 Library Proposed Improvements 2010-2015

<u>ITEM</u>	<u>Description</u>	<u>Estimated Cost</u>
<u>Service Improvements</u>		
Children's furniture	Replace children's room furniture	\$25,000
Circulation Desk	Update and make ADA Circulation Desk and suitable for self-check units	\$30,000
Computers	Replace 20 computers	\$30,000
RFID System	Install RFID tags & gates	\$100,000
Automated Materials Handling System	Install conveyor & bin system to check in and sort materials.	TBD
Phone System	Replace aging phone system	\$10,000
Subtotal		\$195,000
<u>Building Improvements</u>		
ADA Study	Hire consultant to perform a through ADA study on the Goleta Valley Branch Library	\$10,000
Upgrade Front Entrance Doors	Add electrical device to assist in opening door	\$5,000
Renovate Public Bathrooms	Plan & remodel public bathrooms and bring up to ADA standard	\$300,000
Renovate Children's Bathrooms	Combine & create one ADA Family Friendly bathroom in the Children's Room	\$150,000
Renovate Staff Bathrooms	Combine & create one ADA staff bathroom with new ventilation	\$150,000
Gallery walls	Replace gallery walls with more suitable material for art exhibits	TBD
Interior Lighting	Modernizing and delamping light fixtures	\$15,000
Meeting Room Door	Replace meeting room door that exits to the parking lot	\$4,500
Meeting Room Courtyard Door	Replace door from small courtyard adjacent to meeting room exit door	\$2,500
Roof	Replace Roof	\$200,000

Monument Sign	Design & Install a new monument sign for the Library	\$7,500
Entrance Walkway	Possibly need to change grade to meet ADA standards	TBD
Exterior Lighting	Update exterior lights for maximum energy efficiency & use	\$5,000
Exterior Painting	Scrape & paint exterior building elements	\$25,000
Landscaping	Update and replace landscaping & irrigation	\$75,000
Awning	Replace Awning on Children's patio	5,000
Subtotal		954,500
TOTAL		\$1,149,500

**APPENDIX D:
EMG ABBREVIATED ACCESSIBILITY CHECKLIST**

Property Name: Goleta Library
Date: March 20, 2010
Project Number: 92184.10R-001.052

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?		✓		
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?	✓	✓		No van accessible 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?			✓	No curbs at accessible routes
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)?	✓			
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?	✓			
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: Sarah Rosenblum

Association with property: City of Santa Barbara Library Services Manager

Length of association with property: 2 years

Date Completed: April 20, 2010

Phone Number: 805-564-5606

Property Name: Goleta Library

EMG Project Number: 92184.10R-001.052

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	?	2-3 years old, maintained by the County of Santa Barbara
3	Life-Safety/Fire	Annually	By Fire Department
4	Roofs	?	Poor condition, leaks
QUESTION		RESPONSE	
5	List any major capital improvement within the last three years.	HVAC	
6	List any major capital expenditures planned for the next year.	None	
7	What is the age of the roof(s)?	Possibly original	

QUESTION		RESPONSE
8	What building systems (HVAC, roof, interior/exterior finishes, paving, etc.) are the responsibilities of the tenant to maintain and replace?	All exterior and systems are the responsibility of the County of Santa Barbara

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, storm water 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				
18	Is the roofing covered by a warranty or bond?			X		
19	Are there any poorly insulated areas?		X			
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				Electrical capacity needs updating due to higher demand from computers, etc.

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	
23	Are there any problems with the landscape irrigation systems?	X				Overgrown plants and shrubs
24	Has a termite/wood boring insect inspection been performed within the last year?			X		
25	Do any of the HVAC systems use R-11, 12, or 22 refrigerants?			X		
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			

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	
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			
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 and 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 request 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