

# FACILITY CONDITION ASSESSMENT

*Prepared for*

Ann Arbor Public Schools  
2555 South State Street  
Ann Arbor, Michigan 48104  
Jim Vibbart



**PREPARED BY:**

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*March 6, 2018*

FACILITY CONDITION ASSESSMENT

OF

BURNS PARK ELEMENTARY  
1414 WELLS STREET  
ANN ARBOR, MICHIGAN 48104



engineering | environmental | capital planning | project management

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**Immediate Repairs Report**  
**Burns Park Elementary**  
**6/28/2018**



<b>EMG Renamed Item Number</b>	<b>Location Description</b>	<b>ID</b>	<b>Cost Description</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Cost *</b>	<b>Subtotal</b>	<b>Deficiency Repair Estimate *</b>
D30	Interior	928283	Air Conditioning, Central, Install	74192	SF	\$11.50	\$853,208	<b>\$853,208</b>
B20	Front entrance	875323	Molding, Wood, Replace	25	SF	\$10.13	\$253	<b>\$253</b>
G20	Exterior stairs	875319	Structural Flooring/Decking, Concrete, Repair	1000	SF	\$33.18	\$33,176	<b>\$33,176</b>
B20	South Ancillary Structure	873246	Exterior Stair/Ramp Rails, Metal, Replace	50	LF	\$57.50	\$2,875	<b>\$2,875</b>
B20	Front entrance	875322	Exterior Wall, Painted Surface, 1-2 Stories, Prep & Paint	500	SF	\$3.30	\$1,651	<b>\$1,651</b>
B20	Building Exterior	887353	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repoint	200	SF	\$47.47	\$9,495	<b>\$9,495</b>
D30	Roof	875324	Louver, Aluminum, 1-2 Stories, Replace	12	EA	\$925.31	\$11,104	<b>\$11,104</b>
B20	Main entrance	875321	Soffit, Wood, Replace	300	SF	\$19.97	\$5,992	<b>\$5,992</b>
B30	Building Exterior	867257	Skylights, Skylights, Replace	1000	SF	\$55.20	\$55,200	<b>\$55,200</b>
B20	Building Exterior	867248	Exterior Door, , Replace	10	EA	\$2,422.55	\$24,226	<b>\$24,226</b>
B30	Exterior	875320	Gutters & Downspouts, Aluminum w/ Fittings, Replace	400	LF	\$9.63	\$3,851	<b>\$3,851</b>
C10	Throughout building	867232	Interior Door, Wood Solid-Core, Replace	115	EA	\$1,636.58	\$188,207	<b>\$188,207</b>
C10	Auditorium	867282	Interior Door, Fully-Glazed Wood-Framed, Replace	4	EA	\$2,279.65	\$9,119	<b>\$9,119</b>
C10	Throughout building	867279	Interior Door, Metal, Replace	8	EA	\$1,645.31	\$13,162	<b>\$13,162</b>
B20	Site	874806	Interior Stair/Ramp Rails, Wood, Replace	500	LF	\$14.85	\$7,425	<b>\$7,425</b>
B20	Site	867216	Stair/Ramp Rails, Metal, Refinish	1000	LF	\$1.65	\$1,655	<b>\$1,655</b>
C2010	Throughout	874604	Interior Wall Finish, General Surface, Prep & Paint	175000	SF	\$1.67	\$291,813	<b>\$291,813</b>
C2010	Gymnasium	874717	Interior Wall Finish, Acoustical Tile (ACT), Replace	7000	SF	\$8.71	\$60,937	<b>\$60,937</b>
C2030	Auditorium	867233	Floor Finishings, , Replace	3800	SF	\$5.52	\$20,979	<b>\$20,979</b>
C2030	Throughout building	867261	Floor Finishings, , Replace	45000	SF	\$5.52	\$248,431	<b>\$248,431</b>
C2050	Throughout building	867242	Ceilings, , Replace	3000	SF	\$3.58	\$10,733	<b>\$10,733</b>
D10	Throughout building	867226	Elevator Cab Finishes, Standard w/ Stainless Steel Doors, Replace	1	EA	\$9,200.00	\$9,200	<b>\$9,200</b>
D20	Throughout building	867223	Drinking Fountain, Refrigerated, Replace	10	EA	\$1,446.13	\$14,461	<b>\$14,461</b>
D20	Throughout	874526	Drinking Fountain, Vitreous China, Replace	10	EA	\$2,229.84	\$22,298	<b>\$22,298</b>
D20	Mechanical room	874578	Pipe & Fittings, Cast Iron, 4", w/ asbestos abatement, Replace	100	LF	\$172.87	\$17,287	<b>\$17,287</b>
D30	Throughout building	867224	Unit Ventilator, 1,251 to 1,500 CFM (approx. 4 Ton), Replace	50	EA	\$11,470.39	\$573,519	<b>\$573,519</b>

**Immediate Repairs Report**  
**Burns Park Elementary**  
**6/28/2018**



EMG Renamed Item Number	Location Description	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
D30	Mechanical room	875318	Air Handler, Exterior, 20,001 to 28,000 CFM, Replace	1	EA	\$137,957.14	\$137,957	<b>\$137,957</b>
D30	Roof	867255	Exhaust Fan, Centrifugal, 801 to 2,000 CFM, Replace	1	EA	\$3,063.80	\$3,064	<b>\$3,064</b>
D30	Roof	867245	Exhaust Fan, Centrifugal, 801 to 2,000 CFM, Replace	1	EA	\$3,063.80	\$3,064	<b>\$3,064</b>
D30	Throughout building	867250	Radiator, Hydronic Baseboard (per LF), Replace	3000	LF	\$152.69	\$458,057	<b>\$458,057</b>
D50	Auditorium and Restrooms	874628	Receptacles and Switches, 120 V, 20 Amp, Replace	4	EA	\$126.32	\$505	<b>\$505</b>
D70	Throughout building	867238	Fire Alarm System, School, Upgrade	74192	SF	\$3.60	\$267,199	<b>\$267,199</b>
D70	Throughout	867259	Fire Alarm Control Panel, Addressable, Replace	1	EA	\$23,342.23	\$23,342	<b>\$23,342</b>
	Site	958693	Davis Bacon Prevailing Wages, Surcharge for Prevailing Wages, 10% surcharge for prevailing wages	77176.35	LS	\$1.15	\$88,753	<b>\$88,753</b>
G20	South section by building	873196	Parking Lot, , Repair	4000	SF	\$3.77	\$15,090	<b>\$15,090</b>
G20	South Basketball Court	873194	Parking Lot, , Repair	7000	SF	\$3.77	\$26,407	<b>\$26,407</b>
G20	North parking area	867290	Parking Lot, , Repair	35000	SF	\$3.77	\$132,036	<b>\$132,036</b>
G20	North basketball court	873198	Parking Lot, , Repair	3000	SF	\$3.77	\$11,317	<b>\$11,317</b>
G20	Site	867270	Signage, Property, Monument/Pylon, Replace	1	EA	\$9,892.30	\$9,892	<b>\$9,892</b>
C10	Auditorium	874803	Sports Apparatus, Bleachers, Steel Frame w/ Aluminum Seats, Replace	60	EA	\$275.80	\$16,548	<b>\$16,548</b>
G20	Site	867266	Sports Apparatus, Basketball Backstop, Replace	8	EA	\$10,850.98	\$86,808	<b>\$86,808</b>
G40	Exterior Lighting	873211	Pole Light, Exterior, 135 to 1000 W HID (Double Fixture, with Metal Pole), Replace	1	EA	\$9,801.84	\$9,802	<b>\$9,802</b>
D20	Throughout	874551	Engineer, Environmental, Asbestos (ACM) & Lead Base Paint (LBP), Evaluate/Report	1	EA	\$5,750.00	\$5,750	<b>\$5,750</b>
<b>Immediate Repairs Total</b>								<b>\$3,785,846</b>

\* Location Factor (1.0) included in totals.





EMG Renamed Item Number	Location Description	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	w/ Markup *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	RRR_RowGrandTotalLabel														
G20	Site	867287	Flagpole, Metal, Replace	20	10	10	1	EA	\$2,530.00	\$2,909.50	\$2,910											\$2,910											\$2,910													
G20	Exterior	873217	Dumpster Accessories, Enclosures, Wood/Metal Gates, Replace	20	17	3	1	EA	\$1,581.25	\$1,818.44	\$1,818				\$1,818																			\$1,818												
G40	Exterior Lighting	873211	Pole Light, Exterior, 135 to 1000 W HID (Double Fixture, with Metal Pole), Replace	20	40	0	1	EA	\$8,523.34	\$9,801.84	\$9,802	\$9,802																						\$9,802												
D20	Throughout	874551	Engineer, Environmental, Asbestos (ACM) & Lead Base Paint (LBP), Evaluate/Report	0	1	0	1	EA	\$5,000.00	\$5,750.00	\$5,750	\$5,750																						\$5,750												
<b>Totals, Unescalated</b>												\$3,785,846	\$512,170	\$2,073,964	\$1,618,024	\$988,065	\$429,067	\$91,817	\$545,857	\$380,565	\$130,118	\$413,372	\$459,659	\$168,414	\$241,118	\$127,277	\$1,918,795	\$429,383	\$301,892	\$88,753	\$245,545												\$14,949,701			
<b>Totals, Escalated (3.0% inflation, compounded annually)</b>												\$3,785,846	\$527,535	\$2,200,268	\$1,768,059	\$1,112,076	\$497,407	\$109,634	\$671,335	\$482,089	\$169,774	\$555,537	\$636,276	\$240,118	\$354,090	\$192,517	\$2,989,421	\$689,034	\$498,981	\$151,096	\$430,564															\$18,061,658

\* Markup/LocationFactor (1.0) has been included in unit costs. Markup includes a and 15% Ann Arbor Premium factors applied to the location adjusted unit cost.



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# 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:	1414 Wells Street, Ann Arbor, Washtenaw, MI 48104
Year Constructed/Renovated:	1923
Current Occupants:	Ann Arbor
Percent Utilization:	100%
Management Point of Contact:	Ann Arbor Public Schools, Jim Vibbart, Facilities Manager 734.320.3613 phone vibbart.j@aaps.k12.mi.us email
Property Type:	School
Site Area:	4 acres
Building Area:	74,192 SF (Estimated total since south additions)
Number of Buildings:	3
Number of Stories:	3
Parking Type and Number of Spaces:	67 spaces in open lots
Building Construction:	Masonry bearing walls and metal-framed decks.
Roof Construction:	Flat roofs with built-up membrane, parapet walls and asphalt shingles.
Exterior Finishes:	Brick
Heating, Ventilation & Air Conditioning:	Central system with boilers, air handler, wall heaters, hydronic fan coils and cabinets units.
Fire and Life/Safety:	Hydrants, smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, exit signs, and AEDs.
ADA:	This building does not have any major ADA issues.
All 74,192 square feet of the building are occupied by a single occupant, Ann Arbor Schools. The spaces are mostly classrooms, laboratory spaces, supporting restrooms, gymnasium, administrative offices, mechanical and other utility spaces.	
Most of the interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, exterior of the property and the roof. All areas of the property were available for observation during the site visit.	
A "down unit" or area is a term used to describe a unit or space 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 or areas.	
Assessment Information	
Dates of Visit:	3/6/2018
On-Site Point of Contact (POC):	Jim Vibbart
Assessment and Report Prepared by:	James Cuellar
Reviewed by:	Al Diefert Technical Report Reviewer For Andrew Hupp Program Manager <a href="mailto:ahupp@emgcorp.com">ahupp@emgcorp.com</a> 800.733.0660 x6632



## 1.2. Key Findings

**Site:** The parking lot has multiple cracks from erosion. A cost allowance to repair and/or replace these deficient attributes is included in the cost tables.

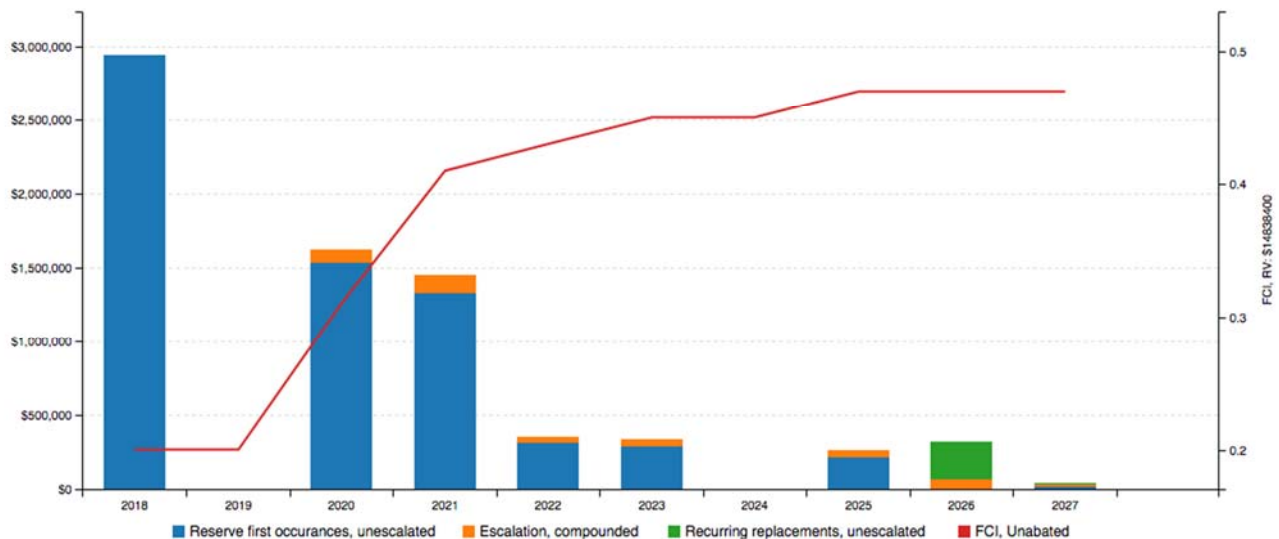
**Architectural:** The walls and doors throughout the facility needs painted or replaced. Some of the doors are antiquated, hard to open and are damaged. Some of the ceilings and walls are stained, cracked and chipping. A cost allowance to repair and/or replace these deficient attributes is included in the cost tables.

**MEPF:** Some mechanical components in the building are original and are antiquated. The point of contact indicated that the building may have lead paint throughout the building. A professional engineer must be retained to analyze the existing condition, provide recommendations and, if necessary, estimate the scope and cost of any required repairs. Asbestos is suspected throughout the building. A professional engineer must be retained to analyze the existing condition, provide recommendations and, if necessary, estimate the scope and cost of any required repairs. A cost allowance to repair and/or replace these deficient attributes is included in the cost tables.

## 1.3. Facility Condition Index (FCI)

### FCI Analysis: Burns Park Elementary

Replacement Value: \$ 14,838,400; Inflation rate: 3.0%



One of the major goals of the FCA is to calculate the FCI, which gives an indication of a building’s overall condition. Two FCI ratios are calculated and presented, the Current Year and Ten-Year. The Current Year FCI is the ratio of Immediate Repair Costs to the building’s Current Replacement Value. Similarly, the Ten-Year FCI is the ratio of anticipated Capital Reserve Needs over the next ten years to the Current Replacement Value.

FCI Condition Rating	Definition	Percentage Value
Good	In new or well-maintained condition, with no visual evidence of wear, soiling or other deficiencies.	0 to .05
Fair	Subjected to wear and soiling but is still in a serviceable and functioning condition.	> than .05 to .10
Poor	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.	> than .10 to .60
Very Poor	Has reached the end of its useful or serviceable life. Renewal is now necessary.	> than .60

The graphs above and tables below represent summary-level findings for the FCA. The deficiencies identified in this assessment can be combined with potential new construction requirements to develop an overall strategy that can serve as the basis for a portfolio-wide capital improvement funding strategy. Key findings from the assessment include:

KEY FINDING	METRIC
Current Year Facility Condition Index (FCI) FCI = (IR)/(CRV):	19.80%
Current Year FCI Rating:	2018
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV):	49.57%
10-Year FCI Rating	0.47
Current Replacement Value (CRV):	\$14,838,400
Year 0 (Current Year) - Immediate Repairs (IR):	\$2,938,437
Years 1-10 - Replacement Reserves (RR):	\$4,416,731
Total Capital Needs:	\$7,355,167

Further detail on the specific costs that make up the Immediate Repair Costs can be found in the cost tables at the beginning of this report.

## 2. Building Structure

### A10 Foundations

Building Foundation		
Item	Description	Condition
Foundation	Masonry foundation walls	Fair
Basement and Crawl Space	Concrete slab and concrete walls	Fair

**Anticipated Lifecycle Replacements**

- No components of significance

**Actions/Comments:**

- Isolated areas of the foundation systems are exposed, which allows for limited observation. There are no significant signs of settlement, deflection, or movement.

### B10 Superstructure

B1010 Floor Construction & B1020 Roof Construction		
Item	Description	Condition
Framing / Load-Bearing Walls	Masonry walls	Fair
Ground Floor	Concrete slab	Fair
Upper Floor Framing	Steel beams	Fair
Upper Floor Decking	Concrete	Fair
Balcony Framing	None	--
Balcony Decking	None	--
Balcony Deck Toppings	None	--
Balcony Guardrails	None	--
Roof Framing	Steel beams or girders	Fair
Roof Decking	Plywood or OSB	Fair

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Caulk minor cracking	<input type="checkbox"/>	Monitor cracking for growth	<input type="checkbox"/>
Other	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>

**Anticipated Lifecycle Replacements:**

- No components of significance



**Actions/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.

B1080 Stairs					
Type	Description	Riser	Handrail	Balusters	Condition
Building Exterior Stairs	Concrete stairs	None	None	None	Fair
Building Interior Stairs	Concrete stairs	Closed	Metal	Metal	Fair

**Anticipated Lifecycle Replacements:**

- No components of significance

**Actions/Comments:**

- The metal stair railings show significant evidence of faded, paint chipped areas and heavy use. The metal stair railings will require painting. A budgetary cost is included.
- The wood stair railings show significant evidence of damage and heavy use. The wood stair railings will require replacement. A budgetary cost is included.
- The concrete stairs have significant areas of spalled concrete surfaces along the north side of the building. The damaged portions of the stairs must be replaced. A budgetary cost is included.

### 3. Building Envelope

#### B20 Exterior Vertical Enclosures

B2010 Exterior Walls		
Type	Location	Condition
Primary Finish	Brick	Fair
Secondary Finish	Wood trim	Poor
Accented with	None	--
Soffits	Exposed	Poor
Building sealants	Between dissimilar materials, at joints, around windows and doors	Fair

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Graffiti	<input type="checkbox"/>	Efflorescence	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

**Anticipated Lifecycle Replacements:**

- Masonry re-pointing
- Wood trim
- Soffits
- Exterior paint

**Actions/Comments:**

- The wood trim shows signs of damage and is rotted in sections. The wood trim requires replacement. The repair cost is relatively insignificant, and the work can be performed as part of the property management’s routine maintenance program.
- The brick around the flag pole is cracked, missing sections and is damaged. The brick around the flagpole requires replacement.
- The soffit wood shows signs of water damage. The damaged soffit wood requires replacement. A budgetary cost is included.
- The front entrance wooden wall shows sign of cracking and paint is chipping. The front entrance wooden wall requires painting.
- The front entrance wooden molding shows sign of deterioration and damage. The front entrance wooden molding requires replacement.



B2020 Exterior Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed, fixed	Double glaze	Exterior windows	<input type="checkbox"/>	Fair

B2050 Exterior Doors		
Main Entrance Doors	Door Type	Condition
	Fully glazed, metal framed	Poor
Secondary Entrance Doors	Metal, insulated	Poor
Service Doors	Metal, insulated	Poor
Overhead Doors	None	--

**Anticipated Lifecycle Replacements:**

- Windows
- Exterior doors

**Actions/Comments:**

- There are a significant number of damaged, delaminated, inoperable exterior doors and door frames. The damaged doors and frames must be replaced.

**B30 Roofs**

B3010 Primary Roof			
Location	Center of roof	Finish	Single-ply membrane
Type / Geometry	Flat	Roof Age	10+ Yrs
Flashing	Membrane	Warranties	None expressed
Parapet Copings	Parapet with sheet metal coping	Roof Drains	Internal drains
Fascia	None	Insulation	Rigid Board
Soffits	Exposed Soffits	Skylights	No
Attics	Steel beams	Ventilation Source-1	Power Vents
Roof Condition	Fair	Ventilation Source-2	Power Vents

B3010 Primary Roof			
Location	Edges of building	Finish	Asphalt shingles
Type / Geometry	Mansard Roof	Roof Age	10+ Yrs
Flashing	Sheet metal	Warranties	None expressed

B3010 Primary Roof			
Parapet Copings	None	Roof Drains	Gutters and downspouts
Fascia	Wood	Insulation	Fiberglass batts
Soffits	None	Skylights	Yes
Attics	Wood joists with plywood sheathing	Ventilation Source-1	Soffit Vents
Roof Condition	Fair	Ventilation Source-2	--

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Drainage components broken/missing	<input type="checkbox"/>	Vegetation/fungal growth	<input type="checkbox"/>
Blocked Drains	<input checked="" type="checkbox"/>	Debris	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

Degradation Issues			
Observation	Exists At Site	Observation	Exists At Site
Evidence of roof leaks	<input type="checkbox"/>	Significant ponding	<input type="checkbox"/>
Excessive patching or repairs	<input type="checkbox"/>	Blistering or ridging	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

**Anticipated Lifecycle Replacements:**

- Asphalt shingles
- EDPM roof membrane
- Roof flashings (included as part of overall membrane replacement)
- Parapet wall copings (included as part of overall membrane replacement)
- Gutters

**Actions/Comments:**

- The roof finishes appear to be more than 10 years old. Information regarding roof warranties or bonds was not available. A copy of the warranty was requested but was not available. The roofs are maintained by an outside contractor.
- According to the POC, there are active roof leaks. Roof leaks have occurred in the past year. The active leaks must be repaired.
- 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.
- 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 and operations program.
- The attics are not accessible, and it could not be determined if there is moisture, water intrusion, or excessive daylight in the attics.
- The gutters are antiquated, rusted, deteriorated, leaking and damaged. The damaged gutters must be replaced.
- The skylights are rusted, cracked and leaking. The skylights require replacement.





## 4. Interiors

### C10 Interior Construction

C1030 Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood	Poor
Door Framing	Metal	Poor
Fire Doors	Yes	Fair
Small Restroom Doors	Solid core wood	Poor

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Improperly adjusted door closures	<input type="checkbox"/>	Damaged/loose door hardware	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

The following table generally describes the locations and typical conditions of the interior finishes within the facility:

#### Interior Finishes - BURNS PARK ELEMENTARY

Location	Finish	Quantity (SF)	Condition	Action	RUL	Est. Cost
Auditorium	Floor	Vinyl Tile (VCT)	3800 Poor	Replace	0	18,242
Auditorium	Floor	Ceramic Tile	20000 Fair	Replace	2	315,100
Gymnasium	Wall	Acoustical Tile (ACT)	7000 Poor	Replace	0	52,989
South Ancillary Structure	Wall	General Surface	10000 Excellent	Prep & Paint	7	14,500
South Ancillary Structure	Floor	Vinyl Tile (VCT)	4000 Excellent	Replace	14	19,202
South Ancillary Structure	Ceilings	Suspended Acoustical Tile (ACT)	4000 Excellent	Replace	19	12,444
Throughout	Wall	General Surface	175000 Poor	Prep & Paint	0	253,750
Throughout	Floor	Terrazzo	15000 Fair	Replace	2	180,836
Throughout building	Floor	Vinyl Tile (VCT)	45000 Failed	Replace	0	216,027
Throughout building	Ceilings	Suspended Acoustical Tile (ACT)	3000 Poor	Replace	0	9,333
Throughout building	Ceilings	Suspended Acoustical Tile (ACT)	74192 Fair	Replace	5	230,811

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Loose carpeting/flooring	<input type="checkbox"/>	Minor areas of stained ceiling tiles	<input type="checkbox"/>
Minor paint touch-up	<input type="checkbox"/>	Areas of damaged/missing baseboard	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

***Anticipated Lifecycle Replacements:***

- Vinyl tile
- Interior paint
- Suspended acoustic ceiling tile
- Hard tile ceilings
- Interior doors

***Actions/Comments:***

- The ceilings have significant portions that are peeling, cracked and faded. The affected portions of the ceilings must be painted.
- The vinyl floor tiles are antiquated, damaged and cracked. The vinyl floor tiles require replacement.
- There are a significant number of damaged, antiquated, inoperable interior doors and door frames. The damaged doors and frames must be replaced.
- The walls have significant portions that are faded. The affected portions of the walls must be painted.
- The hard tile ceilings are antiquated and show signs of damage. The damaged hard ceiling tiles are recommended for replacement.
- There are isolated areas of acoustical ceilings tiles that show signs of water damage. The damaged acoustical ceiling tiles require replacement.
- There are isolated areas of acoustical wall tiles that show signs of water damage. The damaged acoustical wall tiles require replacement.
- The restroom partitions are damaged and antiquated. The damaged restroom partitions require replacement
- The stage seats are cracked, scratched, broken and damaged. The damaged stage seats require replacement.

## 5. Services (MEPF)

See the Mechanical Equipment List in the Appendices for the quantity, manufacturer's name, model number, capacity and year of manufacturer of the major mechanical equipment, if available.

### D10 Conveying Systems

D1030 Vertical Conveying (Building Elevators) – Building 1			
Manufacturer	Unknown	Machinery Location	Ground floor or basement adjacent to shaft
Safety Stops	Electronic	Emergency Communication Equipment	Yes
Cab Floor Finish	Vinyl tile	Cab Wall Finish	Steel
Cab Finish Condition	Poor	Elevator Cabin Lighting	Fluorescent
Hydraulic Elevators	2000 lb		
Overhead Traction Elevators	None		
Freight Elevators	None		
Machinery Condition	Good	Controls Condition	Fair
Other Conveyances	None	Other Conveyance Condition	NA

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Inspection certificate not available	<input type="checkbox"/>	Inspection certificate expired	<input type="checkbox"/>
Service call needed	<input type="checkbox"/>	Minor cab finish repairs	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

**Anticipated Lifecycle Replacements:**

- Elevator cab finishes
- Elevator controls

**Actions/Comments:**

- The elevators are serviced on a routine basis. The elevator machinery and controls appear to be more than 30 years old.
- The elevators appear to provide adequate service. The elevators will require continued periodic maintenance.
- The elevators are inspected on an annual basis by the municipality, and a certificate of inspection is on file in the management office.
- The elevator cab finishes are antiquated and damaged. The cab finishes are recommended for replacement.

## D20 Plumbing

D2010 Domestic Water Distribution		
Type	Description	Condition
Water Supply Piping	Copper	Fair
Water Meter Location	Boiler Room	

Domestic Water Heaters or Boilers	
Components	Water Heaters
Fuel	Natural gas
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

D2020 Sanitary Drainage		
Type	Description	Condition
Waste/Sewer Piping	Cast iron	Fair
Vent Piping	Cast iron	Fair

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Hot water temperature too hot or cold	<input type="checkbox"/>	Minor or isolated leaks	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

**Plumbing Systems - Burns Park Elementary**

Location	Component	Component Description	Quantity	Unit	Condition	Action	RUL	Est. Cost
Boiler room	Backflow Preventer	1"	1	EA	Fair	Replace	5	1,276
Boiler room	Water Heater	Gas, Commercial, 60 to 120 GAL	1	EA	Fair	Replace	5	10,699
Boiler room	Water Softener	1,000 GAL	1	EA	Good	Replace	12	18,801
Mechanical room	Pipe & Fittings	Cast Iron, 4"	100	LF	Poor	Replace	0	16,081
Restroom	Toilet	Flush Tank (Water Closet)	28	EA	Fair	Replace	10	29,544
Restroom	Urinal	Vitreous China	16	EA	Fair	Replace	5	19,095
Restroom	Sink	Enameled Steel	20	EA	Fair	Replace	13	12,321
South Ancillary Structure	Water Heater	Electric, Residential, 5 to 15 GAL	1	EA	Excellent	Replace	14	1,014
Throughout	Sink	Stainless Steel	20	EA	Fair	Replace	2	42,162
Throughout building	Drinking Fountain	Refrigerated	10	EA	Poor	Replace	0	12,575
Throughout building	Drinking Fountain	Vitreous China	10	EA	Poor	Replace	0	19,390

**Anticipated Lifecycle Replacements:**

- Backflow preventer
- Water heaters
- Toilets



- Urinals
- Sinks
- Drinking fountains

**Actions/Comments:**

- The drinking fountains are damaged and unusable. The damaged drinking fountains must be replaced.
- The piping is in poor condition and may contain asbestos. Asbestos is suspected throughout the building since the building was constructed in 1923. A professional engineer must be retained to analyze the existing condition, provide recommendations and, if necessary, estimate the scope and cost of any required repairs. The cost of this study is included in the cost tables. A cost allowance to repair and/or replace these deficient attributes is included in the cost tables.

**D30 Building Heating, Ventilating, and Air Conditioning (HVAC)**

Building Central Heating System	
Primary Heating System Type	Hot water boilers
Heating Fuel	Natural gas
Location of Major Equipment	Mechanical rooms
Space Served by System	Entire building

Distribution System	
HVAC Water Distribution System	Two-pipe
Air Distribution System	Variable volume
Location of Air Handlers	Mechanical rooms
Terminal Units	Radiators and/or cabinet units
Quantity and Capacity of Terminal Units	Quantity and capacity of unit ventilators difficult to determine without construction drawings. Number of units and quantities are estimated.
Location of Terminal Units	Within interior spaces

Supplemental/Secondary Components	
Supplemental Component #1	Split system furnaces and condensing units
Location / Space Served	Few Offices
Condition	Good

Controls and Ventilation	
HVAC Control System	BAS, hybrid pneumatic/electronic system
HVAC Control System Condition	Fair
Building Ventilation	Roof top exhaust fans



Controls and Ventilation	
Ventilation System Condition	Fair

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Ductwork/grills need cleaned	<input type="checkbox"/>	Minor control adjustments needed	<input type="checkbox"/>
Leaking condensate lines	<input type="checkbox"/>	Poor mechanical area access	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

Degradation Issues			
Observation	Exists At Site	Observation	Exists At Site
Heating, Cooling or Ventilation is not adequate	<input checked="" type="checkbox"/>	Major system inefficiencies	<input checked="" type="checkbox"/>
HVAC controls pneumatic or antiquated	<input checked="" type="checkbox"/>	Obsolete refrigerants: R11, R12, R22, R123, R502	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

**Mechanical Systems - Burns Park Elementary**

Location	Component	Component Description	Quantity	Unit	Condition	Action	RUL	Est. Cost
Boiler room	Boiler	Gas, 2,501 to 4,200 MBH	1	EA	Good	Replace	22	120,905
Boiler room	Boiler	Gas, 2,501 to 4,200 MBH	1	EA	Good	Replace	22	120,905
Boiler room	Expansion Tank	101 to 175 GAL	1	EA	Fair	Replace	15	3,999
Boiler room	Condensate Return Station	15 GAL	1	EA	Good	Replace	22	7,733
Boiler room	Chemical Feed System	Chemical Feed System	1	EA	Good	Replace	22	10,642
Boiler room	Boiler Room Piping System	Deaerator	1	EA	Fair	Replace	15	75,140
Boiler room	Condensate Return Station	15 GAL	1	EA	Good	Replace	20	7,733
Boiler room	Heat Exchanger	Steam-to-Water, 76 to 105 GPM	1	EA	Fair	Replace	10	12,916
Boiler room	Distribution Pump	Heating Water, 3 HP	1	EA	Fair	Replace	10	4,652
Boiler room	Distribution Pump	Heating Water, 3 HP	1	EA	Fair	Replace	2	4,652
Library	Ductless Split System	Single Zone, 0.75 to 1 Ton	22	EA	Good	Replace	10	70,867
Mechanical room	Air Handler	Exterior, 20,001 to 28,000 CFM	1	EA	Poor	Replace	0	119,963
Roof	Condensing Unit/Heat Pump	Split System, 6 to 7.5 Ton	1	EA	Fair	Replace	4	11,591
Roof	Condensing Unit/Heat Pump	Split System, 4 Ton	1	EA	Fair	Replace	4	4,620
Roof	Condensing Unit/Heat Pump	Split System, 6 to 7.5 Ton	1	EA	Fair	Replace	4	11,591
Roof	Condensing Unit/Heat Pump	Split System, 6 to 7.5 Ton	1	EA	Fair	Replace	4	11,591
Roof	Condensing Unit/Heat Pump	Split System, 2 Ton	1	EA	Fair	Replace	5	3,122
Roof	Exhaust Fan	Centrifugal, 251 to 800 CFM	1	EA	Fair	Replace	5	2,022
Roof	Exhaust Fan	Centrifugal, 801 to 2,000 CFM	1	EA	Fair	Replace	5	2,664
Roof	Exhaust Fan	Centrifugal, 801 to 2,000 CFM	1	EA	Fair	Replace	5	2,664
Roof	Exhaust Fan	Centrifugal, 251 to 800 CFM	1	EA	Fair	Replace	5	2,022
Roof	Exhaust Fan	Centrifugal, 801 to 2,000 CFM	1	EA	Failed	Replace	1	2,664
Roof	Exhaust Fan	Centrifugal, 251 to 800 CFM	1	EA	Fair	Replace	5	2,022
Roof	Exhaust Fan	Centrifugal, 801 to 2,000 CFM	1	EA	Poor	Replace	0	2,664
Roof	Exhaust Fan	Centrifugal, 801 to 2,000 CFM	1	EA	Poor	Replace	0	2,664
Roof	Exhaust Fan	Roof Mounted, 1,001 to 1,500 CFM	1	EA	Fair	Replace	5	1,928
Roof	Exhaust Fan	Centrifugal, 801 to 2,000 CFM	1	EA	Fair	Replace	6	2,664
Roof	Exhaust Fan	Centrifugal, 801 to 2,000 CFM	1	EA	Fair	Replace	5	2,664
South Ancillary Structure	Packaged Terminal Air Conditioner (PTAC)	36,001 to 48,000 BTUH	1	EA	Excellent	Replace	9	6,442
South Ancillary Structure	Packaged Terminal Air Conditioner (PTAC)	36,001 to 48,000 BTUH	1	EA	Excellent	Replace	9	6,442
South Ancillary Structure	Packaged Terminal Air Conditioner (PTAC)	36,001 to 48,000 BTUH	1	EA	Excellent	Replace	9	6,442
Throughout building	Unit Ventilator	1,251 to 1,500 CFM	50	EA	Poor	Replace	0	498,713
Throughout building	Radiator	Hydronic Baseboard	3000	LF	Poor	Replace	0	398,310
Throughout building	Building Automation System	HVAC Controls	74192	SF	Good	Upgrade	15	397,855

**Anticipated Lifecycle Replacements:**

- Boilers
- Air handler
- Distribution pumps and motors
- Split Systems
- Cabinet heater units
- Hydronic radiators
- Rooftop exhaust fans
- Expansion tanks
- Air separators
- Steam heat exchanger
- Mini split systems
- Air compressor
- Louvers
- Building automation system

**Actions/Comments:**

- The HVAC systems are maintained by an outside contractor. Records of the installation, maintenance, upgrades, and replacement of the HVAC equipment at the property have been maintained since the property was first occupied.
- The HVAC equipment varies in age. HVAC equipment is replaced on an "as needed" basis.
- Some exhaust fans are antiquated, in disrepair and heavily weathered. Some exhaust fans are recommended for replacement.
- The axial fans in the gymnasium are antiquated and in disrepair. The axial fans are recommended for replacement.



- The air handler is original 1923 unit which is rusted, antiquated and inefficient. The air handler is recommended for replacement.
- The unit ventilators are rusted, antiquated, inefficient and in disrepair. The unit ventilators are recommended for replacement.
- The radiator systems are rusted, antiquated, inefficient and in disrepair. The radiator systems are recommended for replacement.
- The louvers are rusted, antiquated, inefficient and in disrepair. The louvers are recommended for replacement.

**D40 Fire Protection**

Item	Description					
Type	None					
Sprinkler System	None	<input type="checkbox"/>	Standpipes	<input type="checkbox"/>	Backflow Preventer	<input type="checkbox"/>
	Hose Cabinets	<input type="checkbox"/>	Fire Pumps	<input type="checkbox"/>	Siamese Connections	<input type="checkbox"/>
Sprinkler System Condition	--					
Fire Extinguishers	Last Service Date			Servicing Current?		
	Nov, 2017					
Hydrant Location	Exterior					
Siamese Location	None					
Special Systems	Kitchen Suppression System		<input type="checkbox"/>	Computer Room Suppression System		<input type="checkbox"/>

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Extinguisher tag expired	<input type="checkbox"/>	Riser tag expired (5 year)	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

**Anticipated Lifecycle Replacements:**

- No components of significance

**Actions/Comments:**

- The vast majority of the building is not protected by fire suppression. Due to its construction date, the facility is most likely “grandfathered” by code and the installation of fire sprinklers not required until major renovations are performed. Regardless of when or if installation of facility-wide fire suppression is required by the governing municipality, EMG recommends a retrofit be performed. As part of the major planned short-term renovations, a facility-wide fire suppression retrofit is recommended. A budgetary cost is included.

**D50 Electrical**

Distribution & Lighting			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	800 Amps	Volts	120/208 Volt, three-phase



Distribution & Lighting			
Meter & Panel Location	Electrical Closet	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	Yes	Building Intercom System?	Yes
Lighting Fixtures	T-8, CFL		
Main Distribution Condition	Fair		
Secondary Panel and Transformer Condition	Fair		
Lighting Condition	Fair		

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Improperly stored material	<input type="checkbox"/>	Unsecured high voltage area	<input type="checkbox"/>
Loose cables or improper use of conduit	<input type="checkbox"/>	Poor electrical room ventilation	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

**Anticipated Lifecycle Replacements:**

- Circuit breaker panels
- Switchboards
- Interior light fixtures

**Actions/Comments:**

- The onsite 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 electrical service appears to be adequate for the facility's needs. However, due to the age of the panels and switchboards and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.
- The electrical receptacles in the auditorium show signs of damage and are considered an electrical hazard. The hazardous and damaged electrical receptacles require immediate replacement. The repair cost is relatively insignificant, and the work can be performed as part of the property management's routine maintenance program.
- The light switches in the restrooms are damaged and considered a safety hazard. The damaged light switches must be replaced immediately. The repair cost is relatively insignificant, and the work can be performed as part of the property management's routine maintenance program.



D60 Communications

D6060 Public Address Systems						
Item	Description					
Communication Equipment	Public Address System	<input checked="" type="checkbox"/>	Nurse Call System	<input type="checkbox"/>	Clock	<input checked="" type="checkbox"/>

D70 Electronic Safety and Security

D7010 Access Control and Intrusion Detection / D7050 Detection and Alarm						
Item	Description					
Access Control and Intrusion Detection	Exterior Camera	<input checked="" type="checkbox"/>	Interior Camera	<input checked="" type="checkbox"/>	Front Door Camera Only	<input type="checkbox"/>
	Cameras monitored	<input type="checkbox"/>	Security Personnel On-Site	<input type="checkbox"/>	Intercom/Door Buzzer	<input type="checkbox"/>
Fire Alarm System	Central Alarm Panel	<input checked="" type="checkbox"/>	Battery-Operated Smoke Detectors	<input type="checkbox"/>	Alarm Horns	<input checked="" type="checkbox"/>
	Annunciator Panels	<input type="checkbox"/>	Hard-Wired Smoke Detectors	<input checked="" type="checkbox"/>	Strobe Light Alarms	<input checked="" type="checkbox"/>
	Pull Stations	<input checked="" type="checkbox"/>	Emergency Battery-Pack Lighting	<input type="checkbox"/>	Illuminated EXIT Signs	<input checked="" type="checkbox"/>
Fire Alarm System Condition	--					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	Office		20+ years			

**Anticipated Lifecycle Replacements:**

- Central alarm panel
- Alarm devices and system

**Actions/Comments:**

- The fire alarm systems appear antiquated and not up to current standards. Due to the age of the components and apparent shortcomings, a full modernization project is recommended.

## 6. Equipment & Furnishings

### E10 Equipment

The cafeteria area has a variety of commercial kitchen appliances, fixtures, and equipment. The equipment is owned and maintained in-house.

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

E1030 Commercial Kitchen Equipment		
Appliance	Comment	Condition
Refrigerators	Up-right	Good
Freezers	Up-right	Fair
Ranges	<input type="checkbox"/>	--
Ovens	Gas	Good
Griddles / Grills	<input type="checkbox"/>	--
Fryers	<input type="checkbox"/>	--
Hood	Exhaust ducted to exterior	Good
Dishwasher	<input type="checkbox"/>	--
Microwave	<input type="checkbox"/>	--
Ice Machines	<input type="checkbox"/>	--
Steam Tables	<input type="checkbox"/>	--
Work Tables	<input type="checkbox"/>	--
Shelving	<input type="checkbox"/>	--

**Anticipated Lifecycle Replacements:**

- Commercial Ovens
- Reach-in freezer
- Reach-in cooler
- Stainless sink
- Kitchen cabinets

**Actions/Comments:**

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required

## 7. Sitework

### G20 Site Improvements

G2020 Parking Lots & G2030 Pedestrian Walkways		
Item	Material	Condition
Entrance Driveway Apron	Asphalt	Fair
Parking Lot	Asphalt	Fair
Drive Aisles	Asphalt	Fair
Service Aisles	Asphalt	Fair
Sidewalks	Concrete	Fair
Curbs	Concrete	Fair
Pedestrian Ramps	None	--
Ground Floor Patio or Terrace	None	--

Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
67	-	-	-	-
Total Number of ADA Compliant Spaces			3	
Number of ADA Compliant Spaces for Vans			1	
Total Parking Spaces			67	

Site Stairs			
Location	Material	Handrails	Condition
Main entrance	Concrete stairs	Metal	Poor

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Pavement oil stains	<input type="checkbox"/>	Vegetation growth in joints	<input type="checkbox"/>
Stair/ramp rails loose	<input checked="" type="checkbox"/>	Stair/ramp rail needs scraped and painted	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

Degradation Issues			
Observation	Exists At Site	Observation	Exists At Site
Potholes/depressions	<input checked="" type="checkbox"/>	Alligator cracking	<input checked="" type="checkbox"/>
Concrete spalling	<input checked="" type="checkbox"/>	Trip hazards (settlement/heaving)	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

**Anticipated Lifecycle Replacements:**

- Asphalt seal coating
- Asphalt pavement
- Concrete pavement
- Sidewalks
- Concrete stairs

**Actions/Comments:**

- The asphalt pavement exhibits significant areas of failure and deterioration, such as alligator cracking, transverse cracking, extensive raveling, heavy overall surface wear, and localized depressions throughout the entire parking lot. All of the paving must be overlaid with new asphalt paving in order to maintain the integrity of the overall pavement system. Milling and paint stripping is recommended as part of the overall repair work.
- The concrete stairs show signs of cracking, deterioration and damage. The damaged concrete must be replaced.

G2060 Site Development	
Property Signage	
Property Signage	Post mounted wood
Street Address Displayed?	No

Site Fencing		
Type	Location	Condition
None	--	--

Refuse Disposal				
Refuse Disposal	Common area dumpsters			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
East	Asphalt paving	CMU fence	Yes	Fair

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	Plastic and metal	North	Fair



Other Site Amenities			
	Description	Location	Condition
Tennis Courts	None	--	--
Basketball Court	Asphalt	North	Poor
Swimming Pool	None	--	--

**Anticipated Lifecycle Replacements:**

- Signage
- Playground equipment
- Playground surfaces
- Basketball backboards
- Lockers

**Actions/Comments:**

- The property identification signs require replacement due their age and condition. The condition of the signs may impede the timely arrival of emergency services personnel and equipment. The signs require replacement
- The basketball backboards show signs of damage. The basketball backboard require replacement.

G2080 Landscaping		
Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	<input checked="" type="checkbox"/>	Fair
Inlets	<input checked="" type="checkbox"/>	Fair
Swales	<input type="checkbox"/>	--
Detention pond	<input type="checkbox"/>	--
Lagoons	<input type="checkbox"/>	--
Ponds	<input type="checkbox"/>	--
Underground Piping	<input checked="" type="checkbox"/>	Fair
Pits	<input type="checkbox"/>	--
Municipal System	<input type="checkbox"/>	--
Dry Well	<input type="checkbox"/>	--

**Anticipated Lifecycle Replacements:**

- No components of significance

**Actions/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.



Item	Description						
Site Topography	Slopes gently down from the building to the property lines.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landscaping Condition	Fair						
Irrigation	Automatic Underground		Drip		Hand Watering		None
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
Irrigation Condition	Choose an item.						

**Anticipated Lifecycle Replacements:**

- No components of significance

**Actions/Comments:**

- The topography and adjacent uses do not appear to present conditions detrimental to the property. There are no significant areas of erosion.

**G30 Liquid & Gas Site Utilities**

G3060 Site Fuel Distribution	
Item	Description
Natural Gas	Gas service is supplied from the gas main on the adjacent public street. The gas meter and regulator are located along the exterior walls of the buildings. The gas distribution piping within each building is malleable steel (black iron).

**Anticipated Lifecycle Replacements:**

- No components of significance

**Actions/Comments:**

- The pressure and quantity of gas appear to be adequate.
- The gas meter and regulator appear to be functioning adequately and will require routine maintenance.
- Only limited observation of the gas distribution piping can be made due to hidden conditions.

**G40 Electrical Site Improvements**

G4050 Site Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Poor				

G4050 Site Lighting			
Building Lighting	None	Wall Mounted	Recessed Soffit
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Fair		

Maintenance Issues			
Observation	Exists At Site	Observation	Exists At Site
Isolated bulb/lamp replacement	<input type="checkbox"/>	Discolored/dirty lens cover	<input type="checkbox"/>
Other	<input type="checkbox"/>	Other	<input type="checkbox"/>

**Anticipated Lifecycle Replacements:**

- Exterior lighting

**Actions/Comments:**

- The pole light on the north east section of the building is antiquated and leaning. The pole needs remounted or replaced.

## 8. Ancillary Structures

Modular Trailer			
Item	Material	Item	Material
Exterior Siding	Vinyl	Roof Finishes	Metal
Interior Finishes	Floor: Vinyl, Ceiling: Suspended ACT Walls: Drywall	MEPF	See Tables in Section 5
Overall Trailer Condition			Excellent

**Anticipated Lifecycle Replacements:**

- Vinyl siding
- Vinyl tile
- Suspended ACT
- Interior painting
- EPDM roof
- PTAC units

**Actions/Comments:**

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

## 9. Opinions of Probable Costs

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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.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, and whether competitive pricing is solicited, etc. ASTM E2018-08 recognizes that certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

### 9.1. 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 occupants 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.

### 9.2. 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.

### 9.3. 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 Cost Estimate

## 10. Purpose and Scope

### 10.1. 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, which 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.

#### CONDITIONS:

The physical condition of building systems and related components are typically defined as being in one of five conditions: Excellent, Good, Fair, Poor, Failed or a combination thereof. For the purposes of this report, the following definitions are used:

Excellent	=	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Good	=	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
Fair	=	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
Poor	=	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
Failed	=	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	=	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

Throughout sections 5 through 9 of this report, each report section will typically contain three subsections organized in the following sequence:

- A descriptive table (and/or narrative), which identifies the components assessed, their condition, and other key data points.
- A simple bulleted list of Anticipated Lifecycle Replacements, which lists components and assets typically in Excellent, Good, or Fair condition at the time of the assessment but that will require replacement, or some other attention once aged past their estimated useful life. These listed components are typically included in the associated inventory database with costs identified and budgeted beyond the first several years.
- A bulleted cluster of Actions/Comments, which include more detailed narratives describing deficiencies, recommended repairs, and short term replacements. The assets and components associated with these bullets are/were typically problematic and in Poor or Failed condition at the time of the assessment, with corresponding costs included within the first few years.

**PLAN TYPES:**

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the “why” part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the “best” fit, typically the one with the greatest significance. The following Plan Types are listed in general weighted order of importance:

Safety	=	An observed or reported unsafe condition that if left unaddressed could result in an injury; a system or component that presents a potential liability risk.
Performance/Integrity	=	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses a risk to overall system stability.
Accessibility	=	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	=	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Modernization/Adaptation	=	Conditions, systems, or spaces that need to be upgraded in appearance or function to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	=	Any component or system in which future repair or replacement is anticipated beyond the next several years and/or is of minimal substantial early-term consequence.

## 10.2. Scope

The standard scope of the Facility Condition Assessment 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 Costs 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 fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. EMG will also interview Project personnel regarding the presence of any known or suspected fungal growth, 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 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 the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report.
- Prepare a mechanical inventory list.

## 11. Accessibility and Property Research

### 11.1. 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 FCA, 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.

At a school property, the areas considered as a public accommodation besides the site itself and parking, are the exterior accessible route, the interior accessible route up to the tenant lease lines and the interior common areas, including the common area restrooms.

The facility generally appears to be accessible as stated within the defined priorities of Title III of the Americans with Disabilities Act.

Accessibility Issues			
Component	Major Issue	Moderate Issue	Minor Issue
Parking	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Exterior Accessible Route	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Interior Accessible Route	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Restrooms	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Elevators	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

A full ADA Compliance Survey may reveal 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.

### 11.2. Flood Zone and Seismic Zone

According to the Flood Insurance Rate Map, published by the Federal Emergency Management Agency (FEMA) and dated April 3, 2012, the property is located in Zone X, defined as an area 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 1, defined as an area of low probability of damaging ground motion.



## 12. Certification

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Ann Arbor Schools retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Burns Park Elementary, 1414 Wells Street, Ann Arbor, Michigan, the "Property". It is our understanding that the primary interest of Ann Arbor Schools 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.

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 10 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 10 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 Ann Arbor Schools for the purpose stated within Section 10 of this report. The report, or any excerpt thereof, shall not be used by any party other than Ann Arbor Schools or for any other purpose than that specifically stated in our agreement or within Section 10 of this report without the express written consent of EMG.

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

**Prepared by:** James Cuellar,  
Project Manager

**Reviewed by:**



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Al Diefert  
Technical Report Reviewer For  
Andrew Hupp  
Program Manager

## 13. Appendices

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- Appendix A: Photographic Record
- Appendix B: Site Plan
- Appendix C: Supporting Documentation
- Appendix D: Pre-Survey Questionnaire

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## Appendix A: Photographic Record

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#1:	FRONT ELEVATION
-----	-----------------



#2:	RIGHT ELEVATION
-----	-----------------



#3:	LEFT ELEVATION
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#4:	REAR ELEVATION
-----	----------------



#5:	SOUTH ANCILLARY STRUCTURE FRONT ELEVATION
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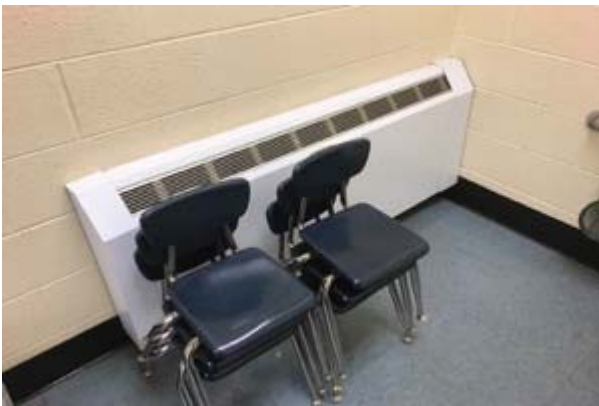
#6:	SOUTH ANCILLARY STRUCTURE REAR ELEVATION
-----	--



#7:	OFFICE LOUNGE
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#8:	UNIT HEATER
-----	-------------



#9:	UNIT HEATER
-----	-------------



#10:	RADIATOR
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#11:	SOUTH ANCILLARY STRUCTURE, VINYL SIDING
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#12:	SOUTH ANCILLARY STRUCTURE, ROOF
------	---------------------------------





#13:	SOUTH ANCILLARY HALLWAY
------	-------------------------



#14:	SOUTH ANCILLARY STRUCTURE, VINYL TILE
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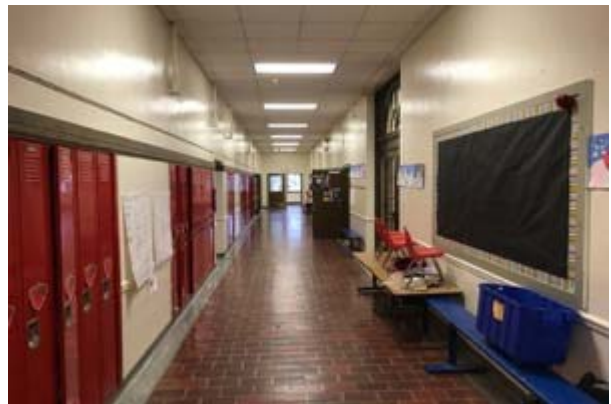
#15:	SOUTH ANCILLARY STRUCTURE, EXTERIOR DOOR
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#16:	SOUTH ANCILLARY STRUCTURE, SUSPENDED ACOUSTICAL TILE
------	--



#17:	SOUTH ANCILLARY STRUCTURE, WINDOWS
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#18:	HALLWAY
------	---------



#19:	ART ROOM
------	----------



#20:	LIBRARY
------	---------



#21:	GYMNASIUM
------	-----------



#22:	AUDITORIUM
------	------------



#23:	CLASSROOM
------	-----------



#24:	HALLWAY BETWEEN BUILDINGS
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#25: EXTERIOR WALL



#26: SKYLIGHTS



#27: EXTERIOR DOORS



#28: EXTERIOR DOORS



#29: WINDOWS



#30: WINDOWS





#31:	SOFFIT
------	--------



#32:	EXTERIOR WALL
------	---------------



#33:	INTERIOR DOORS
------	----------------



#34:	INTERIOR DOORS
------	----------------



#35:	INTERIOR DOORS
------	----------------



#36:	INTERIOR DOORS
------	----------------



#37:	STAGE CURTAIN
------	---------------



#38:	BLEACHERS
------	-----------



#39:	INTERIOR WALL FINISH
------	----------------------



#40:	INTERIOR WALL FINISH
------	----------------------



#41:	VINYL TILE (VCT)
------	------------------



#42:	VINYL TILE (VCT)
------	------------------



#43:	CERAMIC TILE
------	--------------



#44:	TERRAZZO
------	----------



#45:	SUSPENDED ACOUSTICAL TILE (ACT)
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#46:	SUSPENDED ACOUSTICAL TILE (ACT)
------	---------------------------------



#47:	ELEVATOR
------	----------



#48:	WATER SOFTENER
------	----------------





#49:	BACKFLOW PREVENTER
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#50:	WATER HEATER
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#51:	TOILETS
------	---------



#52:	URINALS
------	---------



#53:	SINKS
------	-------



#54:	POSSIBLE ASBESTOS CONTAINING MATERIAL
------	---------------------------------------



#55:	DRINKING FOUNTAIN
------	-------------------



#56:	DRINKING FOUNTAIN
------	-------------------



#57:	SINK
------	------



#58:	SINK
------	------



#59:	TOILET PARTITIONS
------	-------------------



#60:	SINK
------	------



#61:	SOUTH ANCILLARY STRUCTURE, PACKAGED TERMINAL AIR CONDITIONER
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#62:	HEATING WATER PUMP
------	--------------------



#63:	EXHAUST FAN
------	-------------



#64:	EXHAUST FAN
------	-------------



#65:	CONDENSING UNITS
------	------------------



#66:	EXPANSION TANK
------	----------------





#67:	CONDENSATE RETURN STATION
------	---------------------------



#68:	CONDENSATE RETURN STATION
------	---------------------------



#69:	AIR DRYER
------	-----------



#70:	COMPRESSOR
------	------------



#71:	DEAERATOR
------	-----------



#72:	HEAT EXCHANGER
------	----------------



#73:	LOW PRESSURE STEAM BOILER
------	---------------------------



#74:	RADIATORS
------	-----------



#75:	CABINET HEATER
------	----------------



#76:	AIR HANDLER
------	-------------



#77:	CONDENSING UNIT
------	-----------------



#78:	DUCTLESS SPLIT SYSTEM
------	-----------------------





#79: ALUMINUM LOUVERS



#80: FIRE EXTINGUISHER



#81: INTERIOR LIGHTING



#82: SWITCHBOARD



#83: DISTRIBUTION PANEL



#84: DISTRIBUTION PANELS



#85:	RECEPTACLE
------	------------



#86:	RECEPTACLE
------	------------



#87:	MANUAL PULL STATION
------	---------------------



#88:	FIRE ALARM HORN
------	-----------------



#89:	FIRE PANEL
------	------------



#90:	LOCKERS
------	---------





#91:	PLAY STRUCTURE
------	----------------



#92:	PLAY STRUCTURE
------	----------------



#93:	PARK BENCH
------	------------



#94:	PLAY SURFACE
------	--------------



#95:	SIDEWALK
------	----------



#96:	POLE LIGHT
------	------------



#97:	PARKING LOT
------	-------------



#98:	PARKING LOT
------	-------------



#99:	CONCRETE PATIO
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#100:	EXTERIOR STAIRS
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## Appendix B: Site Plan

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Site Plan



Burns Park  
Elementary  
Main Building

Parking

Middle Building

South Ancillary  
Building  
Location



**Project Name:**  
Burns Park Elementary

**Project Number:**  
129010.18R000-008.354

**Source:**  
Google Earth Pro

**On-Site Date:**  
March 6, 2018

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## **Appendix C: Supporting Documentation**

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# Flood Map

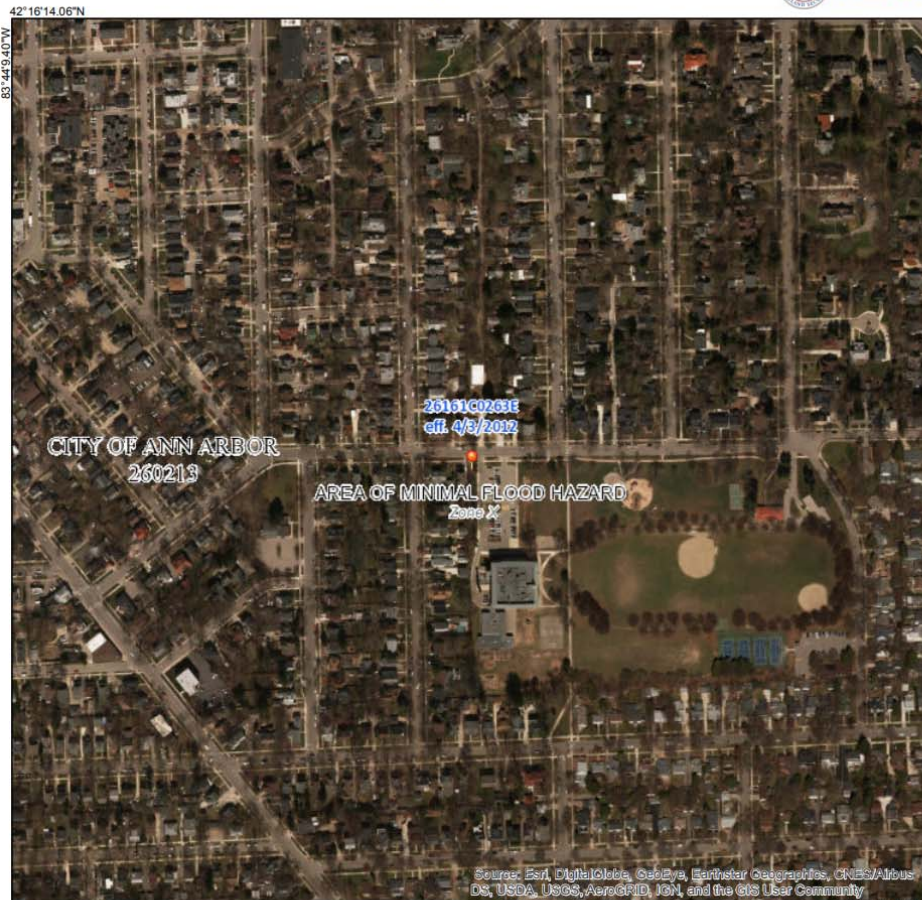
## National Flood Hazard Layer FIRMette



### Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

	Without Base Flood Elevation (BFE) Zone A, X, A99
	With BFE or Depth
	Regulatory Floodway Zone AE, AO, AH, VE, AR
	0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
	Future Conditions 1% Annual Chance Flood Hazard Zone X
	Area with Reduced Flood Risk due to Levee. See Notes. Zone X
	Area with Flood Risk due to Levee Zone D
	Area of Minimal Flood Hazard Zone X
	Effective LOMRs
	Area of Undetermined Flood Hazard Zone D
	Channel, Culvert, or Storm Sewer
	Levee, Dike, or Floodwall
	Cross Sections with 1% Annual Chance Water Surface Elevation
	Coastal Transect
	Base Flood Elevation Line (BFE)
	Limit of Study
	Jurisdiction Boundary
	Coastal Transect Baseline
	Profile Baseline
	Hydrographic Feature
	Digital Data Available
	No Digital Data Available
	Unmapped



Sources: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The base map shown complies with FEMA's base map accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 3/14/2018 at 10:13:49 AM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: base map imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



**Project Name:**

Burns Park Elementary

**Project Number:**

129010.18R000-008.354

**Source:**

FEMA Map Number: 26161C0263E

Dated: April 3, 2012

**On-Site Date:**

March 6, 2018



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## **Appendix D: Pre-Survey Questionnaire**

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## EMG FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

**Building / Facility Name:** \_\_\_\_\_

**Name of person completing form:** \_\_\_\_\_

**Title / Association with property:** \_\_\_\_\_

**Length of time associated w/ property:** \_\_\_\_\_

**Date Completed:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**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.

DATA OVERVIEW		RESPONSE			
1	Year/s constructed				
2	Building size in SF				
3	Major Renovation Dates	Façade		HVAC	
		Roof		Electrical	
		Interiors		Site Pavement	
		Accessibility		other	
QUESTION		RESPONSE			
4	Provide additional detail about the scope of the MAJOR additions, renovations, or systemic rehabilitations since construction (referenced above in Question 3).				
5	List other significant but somewhat lesser capital improvements, focusing on recent years (provide approximate year completed).				
6	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?				
7	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.				

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
		Yes	No	Unk	NA	
8	Are there any problems with foundations or structures, like excessive settlement?					
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality or mold related complaints from occupants?					
10	Are there any wall, window, basement or roof leaks?					
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?					
12	Have there been any leaks or pressure problems with natural gas, HVAC supply/return lines, or steam service?					
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?					
14	Is the electrical service outdated, undersized, or otherwise problematic?					
15	Are there any problems or inadequacies with exterior building-mounted lighting?					
16	Is site/parking drainage inadequate, with excessive ponding or other problems?					
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?					
18	ADA: Has an accessibility study been performed at the site? If so, indicate when.					
19	ADA: If a study has occurred, have the associated recommendations been addressed? In full or in part?					
20	ADA: Have there been regular complaints about accessibility issues, or associated previous or pending litigation?					

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.

**INFORMATION REQUIRED**

1. All available construction documents (blueprints) for the original construction of the building or for any tenant improvement work or other recent construction work.
2. A site plan, preferably 8 1/2" X 11", which depicts the arrangement of buildings, roads, parking stalls, and other site features.
3. 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).
4. 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.
5. For hotel or nursing home properties, provide a summary of the room types and room type quantities.
6. 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.
7. The names of the local utility companies which serve the property, including the water, sewer, electric, gas, and phone companies.

8. 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.
9. 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.
10. Records of system & material ages (roof, MEP, paving, finishes, furnishings).
11. Any brochures or marketing information.
12. Appraisal, either current or previously prepared.
13. Current occupancy percentage and typical turnover rate records (for commercial and apartment properties).
14. Previous reports pertaining to the physical condition of property.
15. ADA survey and status of improvements implemented.
16. Current / pending litigation related to property condition.

Your timely compliance with this request is greatly appreciated.

