FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Animal Control
550 A Crescent Road
Greenbelt, Maryland 20770

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EMG Project Number:
131700.18R000-001.322

Date of Report:
July 26, 2018

On Site Date:
May 7, 2018

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Immediate Repairs Report

7/26/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Immediate Repairs Total								**$0**

* Location Factor included in totals.

Replacement Reserves Report

7/26/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Animal Control	5.2	933987	Pedestrian Pavement, Sidewalk, Concrete Sections/Small Areas, Replace	30	12	18	125	SF	$18.45	$2,306																			$2,306		**$2,306**
Animal Control	5.2	933996	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	12	18	400	SF	$8.74	$3,496																			$3,496		**$3,496**
Animal Control	5.5	933989	Flood Light, Exterior, 100 W, Replace	20	12	8	2	EA	$966.60	$1,933									$1,933												**$1,933**
Animal Control	5.5	934000	Fences & Gates, Chain Link, 6' High, Replace	30	12	18	150	LF	$36.45	$5,467																			$5,467		**$5,467**
Animal Control	6.3	933990	Roof, Single-Ply EPDM Membrane, Replace	20	12	8	900	SF	$10.21	$9,193									$9,193												**$9,193**
Animal Control	6.4	933994	Exterior Wall, Wood Clapboard Siding, 1-2 Stories, Replace	20	12	8	1200	SF	$26.24	$31,490									$31,490												**$31,490**
Animal Control	6.5	933998	Exterior Ramp, Wood, Replace	15	12	3	250	SF	$9.84	$2,460				$2,460															$2,460		**$4,919**
Animal Control	6.5	933993	Exterior Stairs, Wood, Replace	15	12	3	40	SF	$35.86	$1,434				$1,434															$1,434		**$2,869**
Animal Control	6.6	934003	Window, 12 SF, Replace	30	12	18	5	EA	$567.26	$2,836																			$2,836		**$2,836**
Animal Control	6.6	934007	Exterior Door, Steel w/ Safety Glass, Replace	25	19	6	1	EA	$1,313.49	$1,313							$1,313														**$1,313**
Animal Control	6.6	933986	Exterior Door, Steel w/ Safety Glass, Replace	25	12	13	2	EA	$1,313.49	$2,627														$2,627							**$2,627**
Animal Control	7.1	933980	Heat Pump, Packaged (RTU), 2 Ton, Replace	15	12	3	1	EA	$4,884.79	$4,885				$4,885															$4,885		**$9,770**
Animal Control	7.1	933981	Heat Pump, Packaged (RTU), 2 Ton, Replace	15	12	3	1	EA	$4,884.79	$4,885				$4,885															$4,885		**$9,770**
Animal Control	7.2	934002	Sink/Lavatory, Stainless Steel, Replace	20	12	8	1	EA	$1,023.48	$1,023									$1,023												**$1,023**
Animal Control	7.2	933979	Water Heater, 19.9 GAL, Replace	15	12	3	1	EA	$1,213.67	$1,214				$1,214															$1,214		**$2,427**
Animal Control	7.4	933982	Distribution Panel, 150 AMP, Replace	30	12	18	1	EA	$4,932.61	$4,933																			$4,933		**$4,933**
Animal Control	7.4	933999	Lighting System, Interior, Office Building, Upgrade	25	12	13	900	SF	$8.97	$8,077														$8,077							**$8,077**
Animal Control	7.6	933983	Fire Extinguisher, , Replace	15	12	3	1	EA	$346.20	$346				$346															$346		**$692**
Animal Control	7.6	934006	Exit Lighting Fixture, w/ Battery, Replace	10	6	4	1	EA	$406.80	$407					$407										$407						**$814**
Animal Control	8.1	933985	Interior Door, Wood Hollow-Core, Replace	20	12	8	4	EA	$579.23	$2,317									$2,317												**$2,317**
Animal Control	8.1	934001	Door Hardware System, Office (per Door), Replace	10	6	4	4	EA	$339.85	$1,359					$1,359										$1,359						**$2,719**
Animal Control	8.1	933997	Interior Wall Finish, Laminated Paneling, Replace	20	12	8	1500	SF	$14.86	$22,292									$22,292												**$22,292**
Animal Control	8.1	934005	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	10	5	900	SF	$4.66	$4,195						$4,195															**$4,195**
Animal Control	8.1	934004	Fiberglass Panel Ceiling, Rigid, Replace	20	12	8	900	SF	$13.65	$12,288									$12,288												**$12,288**
Animal Control	8.1	933992	Residential Appliances, Clothes Dryer, Replace	15	12	3	1	EA	$1,069.93	$1,070				$1,070															$1,070		**$2,140**
Animal Control	8.1	933995	Residential Appliances, Clothes Washer, Replace	15	11	4	1	EA	$1,291.41	$1,291					$1,291															$1,291	**$2,583**
Animal Control	9	933978	Exterior Wall, Wood Clapboard Siding, 1-2 Stories, Replace	20	12	8	500	SF	$26.24	$13,121									$13,121												**$13,121**
Animal Control	9	933991	Roof, Asphalt Shingle Premium Grade, Replace	30	12	18	315	SF	$4.89	$1,541																			$1,541		**$1,541**
Animal Control	9	933988	Distribution Panel, 60 AMP, Replace	30	12	18	1	EA	$4,932.61	$4,933																			$4,933		**$4,933**
Animal Control	9	933984	Lighting System, Interior, Office Building, Upgrade	25	12	13	300	SF	$8.97	$2,692														$2,692							**$2,692**
Totals, Unescalated											**$0**	**$0**	**$0**	**$16,293**	**$3,058**	**$4,195**	**$1,313**	**$0**	**$93,659**	**$0**	**$0**	**$0**	**$0**	**$13,396**	**$1,766**	**$0**	**$0**	**$0**	**$41,805**	**$1,291**	**$176,777**
Totals, Escalated (3.0% inflation, compounded annually)											**$0**	**$0**	**$0**	**$17,804**	**$3,441**	**$4,863**	**$1,568**	**$0**	**$118,644**	**$0**	**$0**	**$0**	**$0**	**$19,672**	**$2,672**	**$0**	**$0**	**$0**	**$71,171**	**$2,264**	**$242,100**

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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:	550 A Crescent Road, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	2006
Current Occupants:	City of Greenbelt
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Municipal
Site Area:	0.3 acres
Building Area:	1,200 SF Main building 900– SF Storage Shed- 300 SF
Number of Buildings:	2
Number of Stories:	1
Parking Type and Number of Spaces:	0 spaces.
Building Construction:	Pre-manufactured wood structure set on concrete piers
Roof Construction:	Flat roof with single-ply membrane.
Exterior Finishes:	Wood siding
Heating, Ventilation & Air Conditioning:	Individual wall-mounted package units.
Fire and Life/Safety:	Exit signs and fire extinguishers.
Dates of Visit:	May 7, 2018
On-Site Point of Contact (POC):	Brian Kim
Assessment and Report Prepared by:	Justin Dunn
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

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Systemic Condition Summary			
Site	Fair	HVAC	Fair
Structure	Good	Plumbing	Good
Roof	Fair	Electrical	Good
Vertical Envelope	Fair	Elevators	--
Interiors	Fair	Fire	Fair

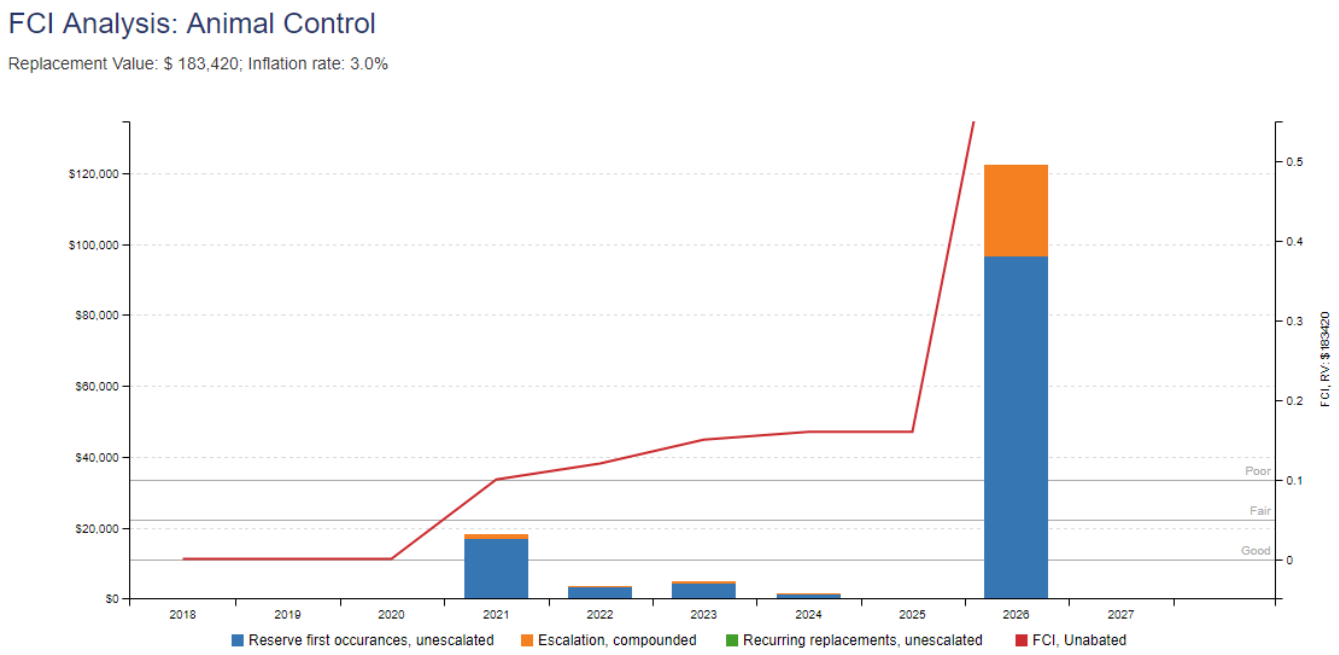
The following bullet points highlight the most significant short term and modernization recommendations:

- No components of significance

Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been generally well maintained since it was first occupied and is in fair overall condition.

According to property management personnel, the property has had a minimal capital improvement expenditure program over the past three years, and has primarily received only routine maintenance.

1.2. Facility Condition Index (FCI)



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	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)	.00	Good
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	.82	Very poor
Current Replacement Value (CRV)	1,200 SF * 152.85 / SF = $183,420	
Year **1** (Current Year) - Immediate Repairs (IR)	$0	
Years **1-10** – Replacement Reserves (RR)	$150,691	

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- No components of significance

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, 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 fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. 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.

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.

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1.4.1. 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.

1.4.2. 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.

1.4.3. 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.

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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, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

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2.3. Personnel Interviewed

The maintenance staff was interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Brian Kim Assistant Director of Public Works	City of Greenbelt Public Works	240.542.2169
Tim Houchens Facilities Maintenance Supervisor	City of Greenbelt Public Works	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facilities Maintenance Supervisor, City of Greenbelt Public Works, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 39 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- Pre-survey questionnaire, discussed below in 2.5.

2.5. Pre-Survey Questionnaire

A Pre-Survey Questionnaire was completed by the on-site project manager with input from the POC at the beginning of 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

May 7, 2018: Partly cloudy, with temperatures in the 60s (°F) and light winds.

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3. Accessibility and Property Research

3.1. 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.

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

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

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4. Existing Building Assessment

4.1. Unit or Space Types

All 900 square feet of the building are occupied by a single occupant, the City of Greenbelt. The spaces are restrooms and a supporting mechanical area.

4.2. Inaccessible Areas or Key Spaces Not Observed

All 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 and the exterior of the property. Areas of note that were either inaccessible or not observed for other reasons are listed in the table below:

Key Spaces Not Observed		
Room Number	Area	Access Issues
N/A	Roof	Lack of ladder

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.

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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	WSSC	Good
Storm sewer	City of Greenbelt and PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	N/A	--

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as emergency electrical generators, septic systems, water or wastewater treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Crescent Road
Access from	North
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	None	--	--
Parking Lot	None	--	--
Drive Aisles	None	--	--
Service Aisles	None	--	--
Sidewalks	Concrete	2006	Fair
Curbs	None	--	--
Site Stairs	None	--	--
Pedestrian Ramps	None	--	--

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Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
-	-	-	-	-

Total Number of ADA Compliant Spaces	0
Number of ADA Compliant Spaces for Vans	0
Total Parking Spaces	0
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	N/A

Exterior Stairs			
Location	Material	Handrails	Condition
N/A	None	None	--

Anticipated Lifecycle Replacements:

- Concrete sidewalks

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☐	--
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☐	--
Pits	☐	--
Municipal System	☐	--
Dry Well	☐	--

Anticipated Lifecycle Replacements:

- No components of significance

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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.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Generally flat.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☒	☐	☐	☐	☐	☐
Landscaping Condition	Good						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☐	☐	☐	☒			
Irrigation Condition	--						

Retaining Walls		
Type	Location	Condition
None	--	--

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.

5.5. General Site Improvements

Property Signage	
Property Signage	None
Street Address Displayed?	--

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☒	☐	☐	☐	☐
	--				

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Site and Building Lighting			
Building Lighting	None	Wall Mounted	Recessed Soffit
	☐	☒	☐
	Fair		

Site Fencing		
Type	Location	Condition
Chain link with metal posts	Around perimeter of rear elevation dog run	Fair

Refuse Disposal				
Refuse Disposal	Individual garbage bins			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
N/A	None	None	No	--

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None	--	--
Tennis Courts	None	--	--
Basketball Court	None	--	--
Swimming Pool	None	--	--

Anticipated Lifecycle Replacements:

- Exterior lighting
- Fencing

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.

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6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Piers	Good
Basement and Crawl Space	Crawl space, dirt floor	Good

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.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Pre manufactured structure with wood/metal studs	Good
Ground Floor	Raised wood	Good
Upper Floor Framing	--	--
Upper Floor Decking	--	--
Roof Framing	Open-web steel joists	Good
Roof Decking	Plywood or OSB	Good

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.

6.3. Roofing

Primary Roof			
Type / Geometry	Flat	Finish	Single-ply membrane

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Primary Roof			
Maintenance	Outside Contractor	Roof Age	12 years
Flashing	Membrane	Warranties	Unknown
Parapet Copings	None	Roof Drains	Edge drainage to ground
Fascia	None	Insulation	Unknown
Soffits	None	Skylights	No
Attics	None	Ponding	No
Ventilation Source-1	None	Leaks Observed	No
Ventilation Source-2	--	Roof Condition	Fair

The primary roof is located at the entirety of the facility's roof.

Anticipated Lifecycle Replacements:

- EPDM membrane

Actions/Comments:

- The roof finishes were not able to be directly observed during the on-site, due to a lack of ladder. Assessment of the roof was performed via POC testimony and satellite images.
- The roof finishes are reportedly original. Information regarding roof warranties or bonds was not available. The roofs are maintained by an outside contractor.
- According to the POC, there are no active roof leaks. 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.
- 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.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Wood siding	Fair
Secondary Finish	--	--
Accented with	--	--
Soffits	Not Applicable	--

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

Anticipated Lifecycle Replacements:

- Wood siding

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Actions/Comments:

- On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. Future lifecycle replacements of the components listed above will be required.

6.5. Exterior and Interior Stairs

Building Exterior and Interior Stairs					
Type	Description	Riser	Handrail	Balusters	Condition
Building Exterior Stairs	Wood-framed	Closed	Wood	Wood	Fair
Building Interior Stairs	None	--	--	--	--

Anticipated Lifecycle Replacements:

- Exterior wood stairs
- Exterior wood ramp

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.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed, operable	Double glaze	Throughout facility	☐	Fair

Building Doors		
Main Entrance Doors	Door Type	Condition
	Metal with safety glass	Fair
Secondary Entrance Doors	None	--
Service Doors	Metal, hollow	Fair
Overhead Doors	None	--

Anticipated Lifecycle Replacements:

- Windows
- Exterior doors

Actions/Comments:

- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

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- The exterior door at the rear elevation was observed to have some corrosion and rust at the exterior. The door appears to be functional but is recommended for replacement earlier than the front doors, despite their similar or identical age.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

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7. Building Mechanical and Plumbing Systems

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Individual Units	
Primary Components	Exterior wall-mount package units
Cooling (if separate from above)	performed via components above
Quantity and Capacity Ranges	2 units at 2 tons each
Total Heating or Cooling Capacity	4 tons
Heating Fuel	Electric
Location of Equipment	Rear elevation exterior wall
Space Served by System	Entire facility
Age Ranges	2006
Primary Component Condition	Fair

Controls and Ventilation	
HVAC Control System	Individual non-programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Natural ventilation only
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Wall-mount package units

Actions/Comments:

- The HVAC systems are maintained by the in-house maintenance staff. 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 is original. HVAC equipment is replaced on an "as needed" basis.
- The HVAC equipment appears to be functioning adequately overall. The maintenance staff was interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported and an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement.

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7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Fair
Waste/Sewer Piping	PVC	Fair
Vent Piping	PVC	Fair
Water Meter Location	Vault at site	

Domestic Water Heaters or Boilers	
Components	Water Heaters
Fuel	Electric
Quantity and Input Capacity	1 unit at 2 kW
Storage Capacity	1 unit at 19.9 gallons
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	No
Storage Tank Quantity & Volume	N/A
Quantity of Storage Tanks	0
Storage Tank Condition	NA
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	None
Toilet (Water Closet) Flush Rating	N/A
Common Area Faucet Nominal Flow Rate	N/A – specialty faucet
Condition	Fair

Anticipated Lifecycle Replacements:

- Water heater
- Sink

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

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7.3. Building Gas Distribution

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

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	100 Amps	Volts	120/240 Volt, single-phase
Meter & Panel Location	Interior wall	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	T-8s		
Main Distribution Condition	Good		
Secondary Panel and Transformer Condition	Good		
Lighting Condition	Fair		

Building Emergency System			
Size	None	Fuel	None
Generator / UPS Serves	N/A	Tank Location	N/A
Testing Frequency	N/A	Tank Type	None
Generator / UPS Condition	Good		

Anticipated Lifecycle Replacements:

- Circuit breaker panel
- 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 building's electrical components are generally original. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panel and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

7.5. Building Elevators and Conveying Systems

Not applicable. There are no elevators or conveying systems.

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7.6. Fire Protection and Security Systems

Item	Description					
Type	None					
Fire Alarm System	Central Alarm Panel	☐	Battery-Operated Smoke Detectors	☐	Alarm Horns	☐
	Annunciator Panels	☐	Hard-Wired Smoke Detectors	☐	Strobe Light Alarms	☐
	Pull Stations	☐	Emergency Battery-Pack Lighting	☐	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					
Sprinkler System	None	☒	Standpipes	☐	Backflow Preventer	☐
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐
Suppression Condition	--					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	N/A		N/A			
Fire Extinguishers	Last Service Date		Servicing Current?			
	August 2016		No			
Hydrant Location	Nearby street					
Siamese Location	N/A					
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System	☐		

Anticipated Lifecycle Replacements:

- Illuminated EXIT sign
- Fire extinguisher

Actions/Comments:

- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.
- The fire extinguisher has not been inspected within the last year. A qualified fire equipment contractor must inspect and service the fire extinguisher.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used as an animal shelter for the City of Greenbelt.

The most significant interior space is the shelter space for dogs and cats. Supporting areas include the hallway, laundry room, and office area.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Vinyl tile	Throughout facility	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Plastic laminate	Throughout facility	Fair
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Fiberglass panel	Throughout facility	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	Hollow core	Fair
Door Framing	Wood	Fair
Fire Doors	No	--

Anticipated Lifecycle Replacements:

- Vinyl tile
- Plastic laminate walls
- Fiberglass panels
- Interior doors
- Door hardware
- Residential clothes washer
- Residential clothes dryer

Actions/Comments:

- It appears that the interior finishes are original.
- 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.

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8.2. Commercial Kitchen & Laundry Equipment

Not applicable. There is no commercial kitchen or laundry equipment.

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9. Other Structures

A storage shed is located to the south of the main animal shelter building. The storage shed is a pre-manufactured wood structure set on a concrete slab.

Anticipated Lifecycle Replacements:

- Asphalt shingle roofing
- Wood siding
- Electrical distribution panel
- Interior lighting

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.

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10. Certification

Dude Solutions Inc. retained EMG to perform this Facility Condition Assessment in connection with its continued operation of the City of Greenbelt's Animal Control building, 550 A Crescent Road, Greenbelt, Maryland the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

Prepared by: Justin Dunn,
Project Manager

Reviewed by:

Kathleen Sullivan
Technical Report Reviewer for
Bill Champion, Senior Program Manager
bchampion@emgcorp.com
800.733.0660 x6234

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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

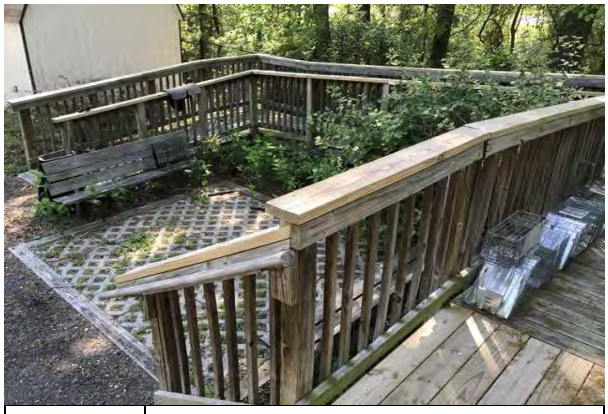
#1:	COVER PHOTO

#2:	FRONT ELEVATION

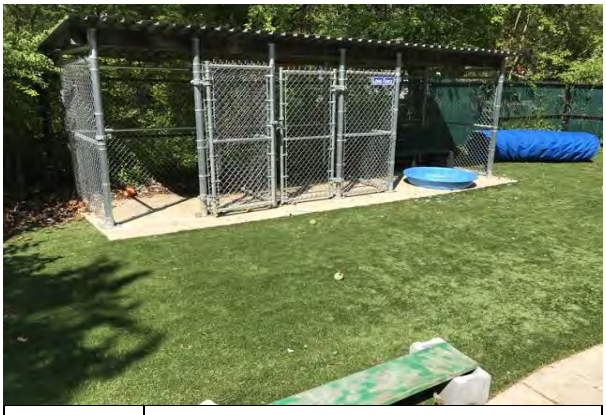
#3:	LEFT ELEVATION

#4:	REAR ELEVATION

#5:	RIGHT ELEVATION



#6:	FRONT ELEVATION RAMP



#7:	REAR ELEVATION DOG EXERCISE AREA AND ENCLOSURE

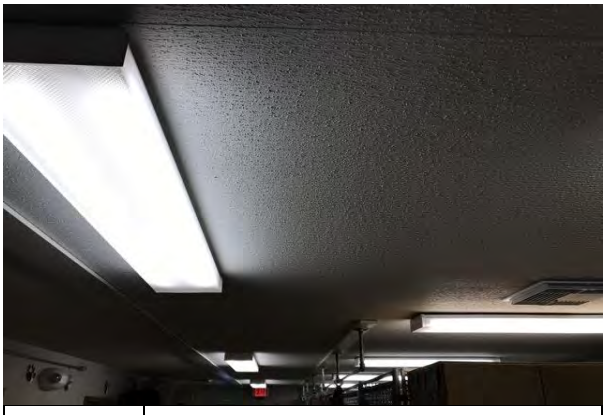
#8:	STRUCTURE

#9:	EXTERIOR FACADE

#10:	WALL-MOUNTED HVAC UNIT

#11:	DOMESTIC WATER HEATER

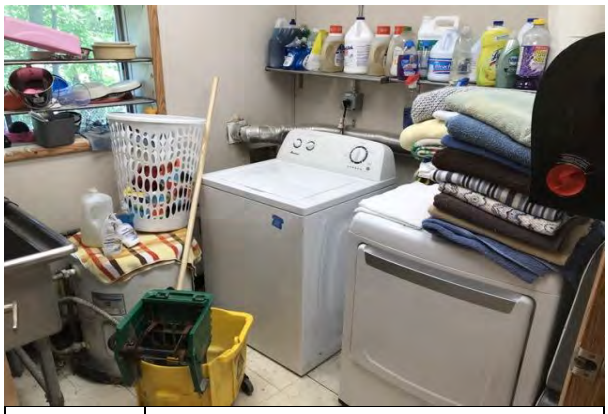
#12:	ELECTRICAL DISTRIBUTION PANEL



#13:	INTERIOR LIGHTING

#14:	FIRE SUPPRESSION

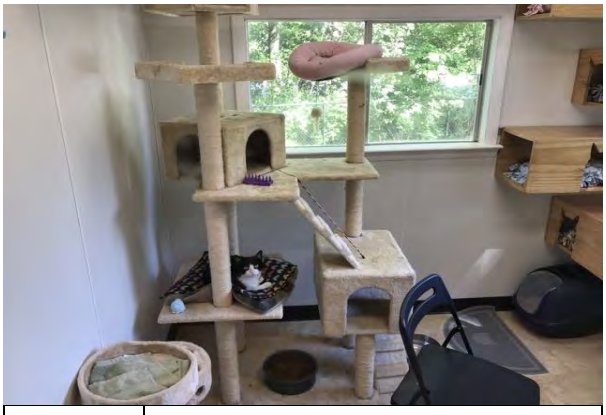
#15:	OFFICE AREA



#16:	LAUNDRY ROOM

#17:	DOG CAGES

#18:	MAIN HALLWAY



#19:	CAT ROOM 1

#20:	CAT ROOM 2

#21:	STORAGE SHED EXTERIOR

#22:	STORAGE SHED INTERIOR

Appendix B:
Site Plan

Site Plan

emg	**Project Name:** Greenbelt/Animal Control	**Project Number:** 131700.18R000-001.322
	Source: Google Earth	**On-Site Date:** May 7, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: June 4, 2018

Property Name: Greenbelt/Animal Control

EMG Project Number: 131700.18R000-001.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?		✓		
2	Have any ADA improvements been made to the property?		✓		
3	Does a Transition Plan / Barrier Removal Plan exist for the property?		✓		
4	Has building ownership or management received any ADA related complaints that have not been resolved?		✓		
5	Is any litigation pending related to ADA issues?		✓		
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?			✓	No designated parking exists at the site.
2	Are there sufficient van-accessible parking spaces available?			✓	
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?			✓	
4	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?			✓	
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?			✓	
6	If required does signage exist directing you to accessible parking and an accessible building entrance?			✓	
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)	✓			
2	Are ramps that appear longer than 6 ft complete with railings on both sides?	✓			

	Ramps (cont.)	Yes	No	NA	Comments
3	Does the width between railings appear at least 36 inches?	✓			
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?	✓			
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	✓			
2	If the main entrance is inaccessible, are there alternate accessible entrances?			✓	
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	✓			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	✓			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?		✓		
3	Is there a path of travel that does not require the use of stairs?			✓	Single-level facility.
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			✓	No elevators or lifts.
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 hoist way entrance as well as all cab/call buttons?			✓	
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	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			✓	

	Elevators (cont.)	Yes	No	NA	Comments
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			✓	
	Toilet Rooms	**Yes**	**No**	**NA**	**Comments**
1	Are common area public restrooms located on an accessible route?			✓	No restrooms at facility.
2	Are pull handles push/pull or lever type?			✓	
3	Are there audible and visual fire alarm devices in the toilet rooms?			✓	
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?			✓	
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60” turning diameter)?			✓	
6	In unisex toilet rooms, are there safety alarms with pull cords?			✓	
7	Are toilet stall doors wheelchair accessible (appear to be at least 32” wide)?			✓	
8	Are grab bars provided in toilet stalls?			✓	
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 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?			✓	
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			✓	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			✓	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			✓	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.			✓	
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?			✓	
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			✓	
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			✓	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

EMG FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Animal Control

Name of person completing form: Tim Houchens

Title / Association with property: Facilities Maintenance Supervisor

Length of time associated w/ property: ~39 years

Date Completed: 5/7/2018

Phone Number: 301-474-8004

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.

trailer

DATA OVERVIEW		RESPONSE		
1	Year/s constructed	2006		
2	Building size in SF	900		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade	N/A	
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		

QUESTION		RESPONSE
4	List other significant capital improvements (focus on recent years: provide approximate date).	N/A
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	N/A
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	None

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

QUESTION		RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		✓			
8	Are there any wall, window, basement or roof leaks?		✓			
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 your elevators unreliable, with frequent service calls?				✓	
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 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.

FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Buddy Attick Lake Park
555 D Crescent Road
Greenbelt, Maryland 20770

PREPARED BY:
EMG
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Bill Champion
Senior Program Manager
800.733.0660 x6234
bchampion@emgcorp.com

EMG Project Number: 131700.18R000-003.322

Date of Report: July 26, 2018

On Site Date: May 7, 2018

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Immediate Repairs Report
Buddy Attick Lake Park
7/26/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Buddy Attick Lake Park	1.3	933847	Engineer, Mechanical/HVAC, General, Design	1	EA	$6,500.00	$6,500	**$6,312**
Immediate Repairs Total								**$6,312**

* Location Factor included in totals.

Replacement Reserves Report

Buddy Attick Lake Park

7/26/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Buddy Attick Lake Park	1.3	933847	Engineer, Mechanical/HVAC, General, Design	0	0	0	1	EA	$6,311.50	$6,312	$6,312																				**$6,312**
Buddy Attick Lake Park	5.5	933818	Flood Light, Exterior, 100 W, Replace	20	9	11	3	EA	$966.60	$2,900												$2,900									**$2,900**
Buddy Attick Lake Park	5.5	933809	Pole Light, WATT, Replace/Install	20	3	17	1	EA	$2,642.09	$2,642																		$2,642			**$2,642**
Buddy Attick Lake Park	6.4	933796	Exterior Wall, Painted Surface, 1-2 Stories, Prep & Paint	10	6	4	560	SF	$2.79	$1,561					$1,561										$1,561						**$3,122**
Buddy Attick Lake Park	6.6	933846	Exterior Door, Steel, Refinish	10	9	1	2	EA	$135.83	$272		$272										$272									**$543**
Buddy Attick Lake Park	6.6	933819	Exterior Door, Steel, Replace	25	9	16	3	EA	$922.57	$2,768																	$2,768				**$2,768**
Buddy Attick Lake Park	7.1	933808	Exhaust Fan, 100 CFM, Replace	15	9	6	2	EA	$864.10	$1,728							$1,728														**$1,728**
Buddy Attick Lake Park	7.1	933807	Unit Heater, 2 kW, Replace	20	9	11	3	EA	$1,064.06	$3,192												$3,192									**$3,192**
Buddy Attick Lake Park	7.2	933820	Toilet, Tankless (Water Closet), Replace	20	9	11	3	EA	$818.52	$2,456												$2,456									**$2,456**
Buddy Attick Lake Park	7.2	933814	Urinal, Vitreous China, Replace	20	9	11	1	EA	$1,158.83	$1,159												$1,159									**$1,159**
Buddy Attick Lake Park	7.2	933806	Sink/Lavatory, Enameled Steel, Replace	20	9	11	2	EA	$598.16	$1,196												$1,196									**$1,196**
Buddy Attick Lake Park	7.2	933816	Sink/Lavatory, Stainless Steel, Replace	20	9	11	1	EA	$1,023.48	$1,023												$1,023									**$1,023**
Buddy Attick Lake Park	7.2	933795	Drinking Fountain, Refrigerated, Replace	10	5	5	2	EA	$1,221.04	$2,442						$2,442										$2,442					**$4,884**
Buddy Attick Lake Park	7.2	933797	Backflow Preventer, 1.5 INCH, Replace	15	9	6	1	EA	$2,527.67	$2,528							$2,528														**$2,528**
Buddy Attick Lake Park	7.2	933799	Water Heater, 6 GAL, Replace	15	9	6	1	EA	$984.76	$985							$985														**$985**
Buddy Attick Lake Park	7.2	933813	Water Heater, 5.5 GPM, Replace	15	5	10	1	EA	$1,366.59	$1,367											$1,367										**$1,367**
Buddy Attick Lake Park	7.4	933794	Lighting System, Interior, Office Building, Upgrade	25	9	16	350	SF	$8.97	$3,141																	$3,141				**$3,141**
Buddy Attick Lake Park	7.6	933812	Exit Lighting Fixture, LED, Replace	10	6	4	2	EA	$393.26	$787					$787										$787						**$1,573**
Buddy Attick Lake Park	8.1	933800	Toilet Partitions, Metal Overhead-Braced, Replace	20	9	11	3	EA	$825.35	$2,476												$2,476									**$2,476**
Buddy Attick Lake Park	8.1	933811	Interior Wall Finish, Laminated Paneling, Replace	20	9	11	300	SF	$14.86	$4,458												$4,458									**$4,458**
Buddy Attick Lake Park	8.1	933798	Interior Floor Finish, Epoxy Coating, Prep & Paint	10	7	3	260	SF	$8.49	$2,207				$2,207										$2,207							**$4,413**
Totals, Unescalated											**$6,312**	**$272**	**$0**	**$2,207**	**$2,347**	**$2,442**	**$5,241**	**$0**	**$0**	**$0**	**$1,367**	**$19,132**	**$0**	**$2,207**	**$2,347**	**$2,442**	**$5,909**	**$2,642**	**$0**	**$0**	**$54,866**
Totals, Escalated (3.0% inflation, compounded annually)											**$6,312**	**$280**	**$0**	**$2,411**	**$2,642**	**$2,831**	**$6,258**	**$0**	**$0**	**$0**	**$1,837**	**$26,484**	**$0**	**$3,240**	**$3,551**	**$3,805**	**$9,482**	**$4,367**	**$0**	**$0**	**$73,498**

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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:	555 D Crescent Road, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	2009
Current Occupants:	City of Greenbelt
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Park
Site Area:	0.05 acres
Building Area:	350 SF
Number of Buildings:	1
Number of Stories:	1
Parking Type and Number of Spaces:	0 spaces.
Building Construction:	Conventional wood frame structure on concrete slab, modular/pre-fabricated.
Roof Construction:	Gabled roof with standing seam metal.
Exterior Finishes:	Cement board siding
Heating, Ventilation & Air Conditioning:	Individual electric unit heaters.
Fire and Life/Safety:	Exit signs.
Dates of Visit:	May 7, 2018
On-Site Point of Contact (POC):	Brian Kim
Assessment and Report Prepared by:	Justin Dunn
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

Systemic Condition Summary			
Site	Good	HVAC	Fair

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Systemic Condition Summary			
Structure	Good	Plumbing	Good
Roof	Good	Electrical	Good
Vertical Envelope	Good	Elevators	--
Interiors	Fair	Fire	Fair

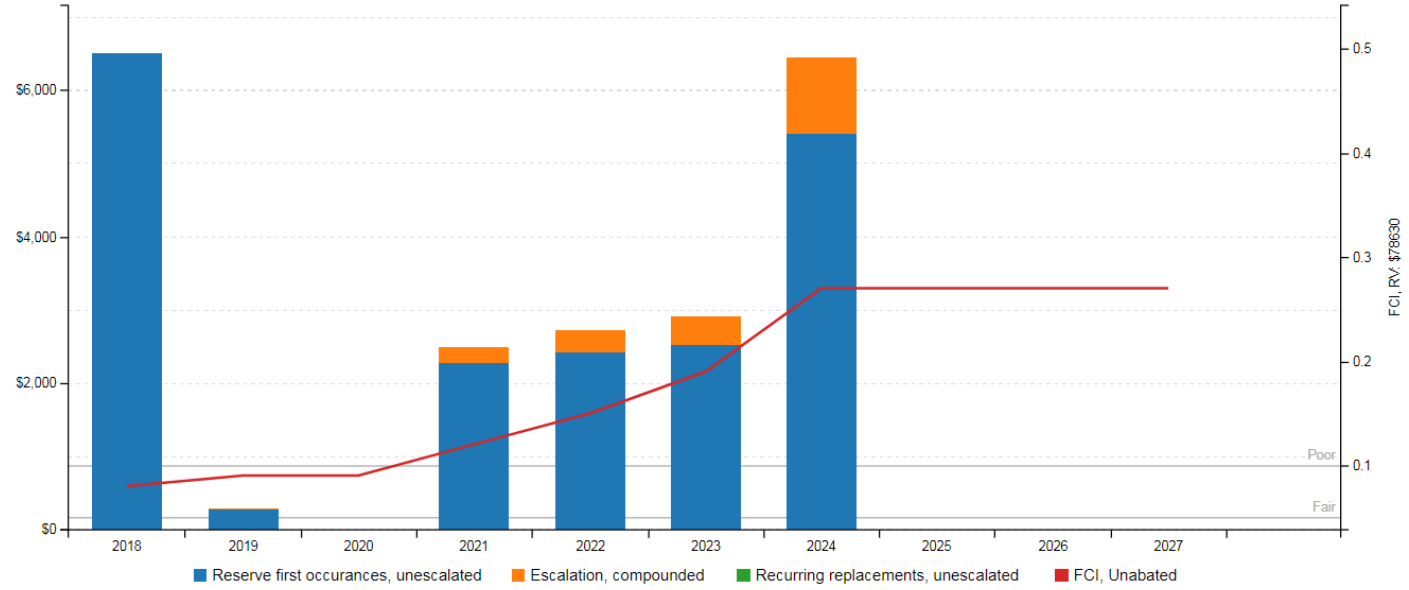
The following bullet points highlight the most significant short term and modernization recommendations:

- Exterior door and door frame repairs

Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been generally well maintained since it was first occupied and is in good overall condition.

According to property management personnel, the property has had a minimal capital improvement expenditure program over the past three years, and has primarily received only routine maintenance.

1.2. Facility Condition Index (FCI)



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	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)	.08	Poor
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	.27	Poor
Current Replacement Value (CRV)	600 SF * 131.05 / SF = $78,630	
Year **1** (Current Year) - Immediate Repairs (IR)	$6,500	
Years **1-10** – Replacement Reserves (RR)	$21,352	

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- Engineering study to redesign HVAC configuration
- Hvac upgrades

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, 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 fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

The following study is recommended.

- The mechanical system is in poor condition. The restrooms lack cooling and the POC reported that the provided heaters are inadequate. Locating a central HVAC unit in the central MEP room may be the best solution, as this will prevent restroom patrons from having access to temperature controls. 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 replace the mechanical system is also included in the cost tables.

1.4. 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.

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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.

1.4.1. 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.

1.4.2. 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.

1.4.3. 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.

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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, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

2.3. Personnel Interviewed

The maintenance staff was interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Brian Kim Assistant Director of Public Works	City of Greenbelt Public Works	240.542.2169
Tim Houchens Facilities Maintenance Supervisor	City of Greenbelt Public Works	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facilities Maintenance Supervisor, City of Greenbelt Public Works, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 39 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- Pre-survey questionnaire, discussed below in 2.5.

2.5. Pre-Survey Questionnaire

A Pre-Survey Questionnaire was completed by the on-site project manager with input from the POC at the beginning of 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

May 7, 2018: Partly cloudy, with temperatures in the 60s (°F) and light winds.

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3. Accessibility and Property Research

3.1. 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.

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

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

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4. Existing Building Assessment

4.1. Unit or Space Types

All 350 square feet of the building are occupied by a single occupant, the City of Greenbelt. The spaces are restrooms and a supporting mechanical area.

4.2. Inaccessible Areas or Key Spaces Not Observed

All 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 and the exterior of the property. 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.

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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	WSSC	Good
Storm sewer	City of Greenbelt & PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	N/A	--

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as emergency electrical generators, septic systems, water or wastewater treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Crescent Road
Access from	North
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	None		--
Parking Lot	None		--
Drive Aisles	None		--
Service Aisles	None		--
Sidewalks	Concrete	2009	Good
Curbs	None		--
Site Stairs	None		--
Pedestrian Ramps	None		--

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Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
-	-	-	-	-

Total Number of ADA Compliant Spaces	0
Number of ADA Compliant Spaces for Vans	0
Total Parking Spaces	0
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	N/A

Exterior Stairs			
Location	Material	Handrails	Condition
N/A	None	None	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☐	--
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☐	--
Pits	☐	--
Municipal System	☐	--
Dry Well	☐	--

Anticipated Lifecycle Replacements:

- No components of significance

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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.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Slopes gently down from the northeast side of the property to the southwest property line.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☒	☐	☐	☐	☐	☐
Landscaping Condition	Good						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☐	☐	☐	☒			
Irrigation Condition	--						

Retaining Walls		
Type	Location	Condition
None		--

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.

5.5. General Site Improvements

Property Signage	
Property Signage	None
Street Address Displayed?	

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☐	☒	☐	☐	☐

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Site and Building Lighting			
	Good		
Building Lighting	None	Wall Mounted	Recessed Soffit
	☐	☒	☐
	Fair		

Site Fencing		
Type	Location	Condition
None		--

Refuse Disposal				
Refuse Disposal	Individual garbage bins			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
N/A	None	None	No	--

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None		--
Tennis Courts	None		--
Basketball Court	None		--
Swimming Pool	None		--

Anticipated Lifecycle Replacements:

- Exterior lighting

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.

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6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Slab on grade with integral footings	Good
Basement and Crawl Space	None	

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.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Conventional wood/metal studs	Good
Ground Floor	Concrete slab	Good
Upper Floor Framing	--	--
Upper Floor Decking		--
Roof Framing	Wood trusses	Good
Roof Decking	Plywood or OSB	Good

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.

6.3. Roofing

Primary Roof			
Type / Geometry	Gable Roof	Finish	Standing seam metal

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Primary Roof			
Maintenance	Outside Contractor	Roof Age	9 years
Flashing	Sheet metal	Warranties	Active 20-year warranty
Parapet Copings	None	Roof Drains	Edge drainage to ground
Fascia	Vinyl	Insulation	Unknown
Soffits	Concealed Soffits	Skylights	Yes
Attics	None	Ponding	No
Ventilation Source-1	None	Leaks Observed	No
Ventilation Source-2		Roof Condition	Good

The primary roof is located at the entirety of the facility's roof.

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The roof finishes are original. Information regarding roof warranties or bonds was not available. The roofs are maintained by an outside contractor.
- According to the POC, there are no active roof leaks. 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.
- 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.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Cement board siding	Good
Secondary Finish		--
Accented with	Cement board siding	Good
Soffits	Concealed	Good

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

Anticipated Lifecycle Replacements:

- Painting

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Actions/Comments:

- On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. Future lifecycle replacements of the components listed above will be required.

6.5. Exterior and Interior Stairs

Not applicable. There are no exterior or interior stairs.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
No windows			☐	--

Building Doors		
Main Entrance Doors	Door Type	Condition
	Metal, hollow	Fair
Secondary Entrance Doors	None	--
Service Doors	Metal, hollow	Fair
Overhead Doors	None	--

Anticipated Lifecycle Replacements:

- Exterior doors

Actions/Comments:

- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.
- The bases of the restroom doorframes were observed to be rusted and corroded, and the doors show some signs of corrosion and flaking paint. The deteriorated doors and frames will require repair.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

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7. Building Mechanical and Plumbing Systems

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Individual Units	
Primary Components	Wall heaters
Cooling (if separate from above)	None; no cooling
Quantity and Capacity Ranges	2 units at 2kW each
Total Heating or Cooling Capacity	4 kW
Heating Fuel	Electric
Location of Equipment	Restroom walls
Space Served by System	Restrooms
Age Ranges	2009
Primary Component Condition	Fair

Controls and Ventilation	
HVAC Control System	Controls located at individual heating units
HVAC Control System Condition	Fair
Building Ventilation	**Wall-mounted restroom exhaust fans**
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Electric wall heaters
- Restroom exhaust fans

Actions/Comments:

- The HVAC systems are maintained by the in-house maintenance staff. 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 is generally original. HVAC equipment is replaced on an "as needed" basis
- The mechanical system is in poor condition. The restrooms lack cooling and the POC reported that the provided heaters are inadequate. Locating a central HVAC unit in the central MEP room may be the best solution, as this will prevent restroom patrons from having access to temperature controls. 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 replace the mechanical system is also included in the cost tables.

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7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Good
Waste/Sewer Piping	PVC	Good
Vent Piping	PVC	Good
Water Meter Location	Vault at site	

Domestic Water Heaters or Boilers	
Components	Water Heaters
Fuel	Electric
Quantity and Input Capacity	1 unit at 1.5 kW 1 unit at 5.5 kW
Storage Capacity	1 unit at 6 gallons 1 unit tankless
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	No
Storage Tank Quantity & Volume	N/A
Quantity of Storage Tanks	0
Storage Tank Condition	NA
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	1.6 GPF
Common Area Faucet Nominal Flow Rate	0.5 GPM
Condition	Fair

Anticipated Lifecycle Replacements:

- Water heaters
- Toilets
- Urinal
- Sinks
- Drinking fountains
- Domestic backflow preventer

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Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

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

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	200 Amps	Volts	120/240 Volt, single-phase
Meter & Panel Location	Central MEP Room	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	T-8s		
Main Distribution Condition	Good		
Secondary Panel and Transformer Condition	Good		
Lighting Condition	Fair		

Building Emergency System			
Size	None	Fuel	None
Generator / UPS Serves	N/A	Tank Location	N/A
Testing Frequency	N/A	Tank Type	None
Generator / UPS Condition	Good		

Anticipated Lifecycle Replacements:

- 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 building's electrical components are generally original. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panel and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

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7.5. Building Elevators and Conveying Systems

Not applicable. There are no elevators or conveying systems.

7.6. Fire Protection and Security Systems

Item	Description					
Type	None					
Fire Alarm System	Central Alarm Panel	☐	Battery-Operated Smoke Detectors	☐	Alarm Horns	☐
	Annunciator Panels	☐	Hard-Wired Smoke Detectors	☐	Strobe Light Alarms	☐
	Pull Stations	☐	Emergency Battery-Pack Lighting	☐	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					
Sprinkler System	None	☒	Standpipes	☐	Backflow Preventer	☐
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐
Suppression Condition	--					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	N/A		N/A			
Fire Extinguishers	Last Service Date		Servicing Current?			
	N/A					
Hydrant Location	Nearby street					
Siamese Location	N/A					
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System	☐		

Anticipated Lifecycle Replacements:

- Illuminated EXIT signs

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.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used as a restroom in a recreational area for the City of Greenbelt.

The most significant interior space is the restrooms. Supporting areas include the central mechanical room.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Epoxy	Restrooms	Fair
Unfinished	Central MEP room	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Plastic laminate	Restrooms	Fair
Wood boards	Restrooms	Fair
Exposed framing/structure	Central MEP room	Fair
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Wood boards	Restrooms	Good
Exposed structure	Central MEP room	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	None	--
Door Framing	N/A	--
Fire Doors	No	--

Anticipated Lifecycle Replacements:

- Epoxy floor refinishing
- Plastic laminate walls
- Toilet partitions

Actions/Comments:

- It appears that the interior finishes are original.

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- 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.

8.2. Commercial Kitchen & Laundry Equipment

Not applicable. There is no commercial kitchen or laundry equipment.

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9. Other Structures

Not applicable. There are no major accessory structures.

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10. Certification

The City of Greenbelt retained EMG to perform this Facility Condition Assessment in connection with its continued operation of the Buddy Attick Lake Park, 555 D Crescent Road, Greenbelt, Maryland, the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

#1:	COVER PHOTO

#2:	FRONT ELEVATION

#3:	LEFT ELEVATION

#4:	REAR ELEVATION

#5:	RIGHT ELEVATION

#6:	CAST-IN-PLACE CONCRETE SIDEWALKS

#7:	STRUCTURE

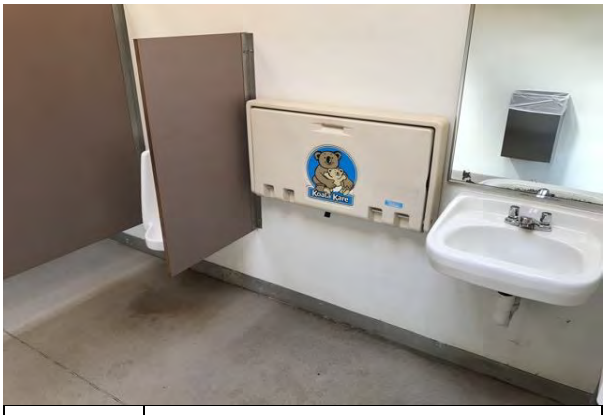
#8:	ROOF

#9:	ROOF SKYLIGHTS

#10:	EXTERIOR WALLS

#11:	ELECTRIC HEATERS

#12:	DOMESTIC WATER HEATER



#13:	PLUMBING FIXTURES

#14:	PLUMBING PIPING

#15:	ELECTRICAL DISTRIBUTION PANEL

#16:	CENTRAL MEP ROOM

#17:	ENTRANCE TO MEN'S RESTROOM

#18:	MEN’S RESTROOM

Appendix B:
Site Plan

Site Plan

emg	**Project Name:** Greenbelt/Buddy Attick Lake Park	**Project Number:** 131700.18R000-003.322
	Source: Google Earth	**On-Site Date:** May 7, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: June 4, 2018

Property Name: Greenbelt/Buddy Attick Lake Park

EMG Project Number: 131700.18R000-003.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?		✓		
2	Have any ADA improvements been made to the property?		✓		
3	Does a Transition Plan / Barrier Removal Plan exist for the property?		✓		
4	Has building ownership or management received any ADA related complaints that have not been resolved?		✓		
5	Is any litigation pending related to ADA issues?		✓		
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?			✓	No parking at site included in survey.
2	Are there sufficient van-accessible parking spaces available?			✓	
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?			✓	
4	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?	✓			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	✓			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?			✓	
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)			✓	No ramps.
2	Are ramps that appear longer than 6 ft complete with railings on both sides?			✓	

	Ramps (cont.)	Yes	No	NA	Comments
3	Does the width between railings appear at least 36 inches?			✓	
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			✓	
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	✓			
2	If the main entrance is inaccessible, are there alternate accessible entrances?			✓	
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	✓			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	✓			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	✓			
3	Is there a path of travel that does not require the use of stairs?	✓			Facility is ground level only.
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			✓	No elevators or lifts.
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 hoist way entrance as well as all cab/call buttons?			✓	
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	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			✓	

	Elevators (cont.)	Yes	No	NA	Comments
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			✓	
	Toilet Rooms	**Yes**	**No**	**NA**	**Comments**
1	Are common area public restrooms located on an accessible route?	✓			Based on designated-accessible men's restroom.
2	Are pull handles push/pull or lever type?	✓			
3	Are there audible and visual fire alarm devices in the toilet rooms?		✓		No fire alarm system observed at facility.
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	✓			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60" turning diameter)?	✓			
6	In unisex toilet rooms, are there safety alarms with pull cords?			✓	Pull cord alarm system not present at facility.
7	Are toilet stall doors wheelchair accessible (appear to be at least 32" wide)?	✓			
8	Are grab bars provided in toilet stalls?	✓			
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 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?	✓			
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			✓	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			✓	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			✓	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.			✓	
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?			✓	
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			✓	
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			✓	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

EMG FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Buddy Attick Lake Park Restrooms

Name of person completing form: Tim Houchens

Title / Association with property: Facilities Maintenance Supervisor

Length of time associated w/ property: ~ 39 years

Date Completed: 5/7/2018

Phone Number: 301-474-8004

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	2009		
2	Building size in SF	600 → roof area; bldg is ~350 SF		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade	N/A	
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		

QUESTION		RESPONSE
4	List other significant capital improvements (focus on recent years; provide approximate date).	None
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	None
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	None

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

	QUESTION	RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		✓			
8	Are there any wall, window, basement or roof leaks?		✓			
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?	✓				cleaned and dealt with as issues arise
10	Are your elevators unreliable, with frequent service calls?				✓	
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?		✓			historical - some problem areas no major current issues known
12	Have there been any leaks or pressure problems with natural gas, HVAC supply/return lines, or steam service?		✓			no cooling; electrical heat ↳ inadequate
13	Are any areas of the facility inadequately heated, cooled or ventilated? Any poorly insulated areas?	✓				inadequate heating; not cooled
14	Is the electrical service outdated, undersized, or otherwise problematic?		✓			
15	Are there any problems or inadequacies with exterior lighting?		✓			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?	✓	✓			minor ponding at site, no major issues
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.

FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Community Center
15 Crescent Road
Greenbelt, Maryland 20770

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:
Bill Champion
Senior Program Manager
800.733.0660 x6234
bchampion@emgcorp.com

EMG Project Number: 131700.18R000-004.322

Date of Report: July 26, 2018

On Site Date: May 9, 2018

DUDE SOLUTIONS
PARENT COMPANY OF SchoolDude | FacilityDude | TheWorxHub

Immediate Repairs Report

7/26/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Community Center	3.1	933636	ADA, Miscellaneous, Fire Alarm Devices, Strobe/Horn, Install	1	EA	$300.00	$300	**$291**
Community Center	3.1	933842	ADA, Signage, Bathroom, Wall-Mounted, Install	3	EA	$200.00	$600	**$583**
Community Center	3.1	933634	ADA, Restroom, Lavatory Pipe Wraps, Install	1	EA	$80.00	$80	**$78**
Community Center	3.1	933633	ADA, Restroom, Lavatory Hardware, Modify	1	EA	$450.00	$450	**$437**
Community Center	3.1	933826	ADA, Site, Walkways, Curb Cut Ramp, Install	1	EA	$1,900.00	$1,900	**$1,845**
Community Center	5.4	949479	Landscaping, Ground Cover, Repair	100	SF	$3.71	$371	**$360**
Community Center	5.4	932938	Landscaping, Mature Tree, Remove/Trim	5	EA	$1,239.70	$6,199	**$6,019**
Community Center	6.4	933860	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repair	100	SF	$48.56	$4,856	**$4,715**
Community Center	6.6	932967	Exterior Door, Steel w/ Safety Glass, Replace	1	EA	$2,705.44	$2,705	**$2,627**
Community Center	7.1	933616	Fan Coil Unit, 2.5 Ton, Replace	1	EA	$2,756.89	$2,757	**$2,677**
Community Center	8.1	932949	Interior Floor Finish, Wood Strip, Refinish	1500	SF	$3.68	$5,516	**$5,356**
Community Center / Map Room	7.1	933613	Fan Coil Unit, 2.5 Ton, Replace	1	EA	$2,756.89	$2,757	**$2,677**
Immediate Repairs Total								**$27,664**

* Location Factor included in totals.

Replacement Reserves Report

7/26/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Community Center	3.1	933636	ADA, Miscellaneous, Fire Alarm Devices, Strobe/Horn, Install	0	0	0	1	EA	$291.30	$291	$291																				**$291**
Community Center	3.1	933842	ADA, Signage, Bathroom, Wall-Mounted, Install	0	0	0	3	EA	$194.20	$583	$583																				**$583**
Community Center	3.1	933634	ADA, Restroom, Lavatory Pipe Wraps, Install	0	0	0	1	EA	$77.68	$78	$78																				**$78**
Community Center	3.1	933633	ADA, Restroom, Lavatory Hardware, Modify	0	0	0	1	EA	$436.95	$437	$437																				**$437**
Community Center	3.1	933826	ADA, Site, Walkways, Curb Cut Ramp, Install	0	0	0	1	EA	$1,844.90	$1,845	$1,845																				**$1,845**
Community Center	5.2	933849	Roadways, Asphalt Pavement, Seal & Stripe	5	2	3	23000	SF	$0.37	$8,475				$8,475					$8,475					$8,475					$8,475		**$33,901**
Community Center	5.2	933852	Roadways, Concrete Curb & Gutter, Replace	25	20	5	1000	LF	$23.30	$23,304						$23,304															**$23,304**
Community Center	5.2	932932	Parking Lots, Asphalt Pavement, Mill & Overlay	25	12	13	23000	SF	$3.19	$73,261														$73,261							**$73,261**
Community Center	5.2	932926	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	20	10	2500	SF	$8.74	$21,848											$21,848										**$21,848**
Community Center	5.4	949479	Landscaping, Ground Cover, Repair	25	25	0	100	SF	$3.60	$360	$360																				**$360**
Community Center	5.4	932938	Landscaping, Mature Tree, Remove/Trim	20	20	0	5	EA	$1,203.75	$6,019	$6,019																				**$6,019**
Community Center	5.4	933638	Irrigation System, , Replace	25	23	2	5000	SF	$3.07	$15,354			$15,354																		**$15,354**
Community Center	5.5	932964	Fences & Gates, Chain Link, 4' High, Replace	30	26	4	300	LF	$29.63	$8,888					$8,888																**$8,888**
Community Center	5.5	932942	Play Surfaces & Sports Courts, Wood Chips, 3" Depth, Replace	20	15	5	3000	SF	$0.78	$2,350						$2,350															**$2,350**
Community Center	5.5	932944	Play Structure, Pre-School, Replace	20	15	5	1	EA	$7,369.89	$7,370						$7,370															**$7,370**
Community Center	5.5	932966	Pole Light, Exterior, 105 to 200 W LED (Fixture & Bracket Arm Only), Replace	20	2	18	10	EA	$3,207.21	$32,072																			$32,072		**$32,072**
Community Center	6.3	932971	Roof, Built-Up, Replace	20	19	1	7000	SF	$12.59	$88,099		$88,099																			**$88,099**
Community Center	6.3	932990	Roof, Built-Up, Replace	20	17	3	23000	SF	$12.59	$289,467				$289,467																	**$289,467**
Community Center	6.4	933860	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repair	0	0	0	100	SF	$47.15	$4,715	$4,715																				**$4,715**
Community Center	6.4	932929	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repoint	25	24	1	1000	SF	$40.09	$40,085		$40,085																			**$40,085**
Community Center	6.4	932937	Exterior Wall, Painted Surface, 1-2 Stories, Prep & Paint	10	9	1	20000	SF	$2.79	$55,749		$55,749										$55,749									**$111,498**
Community Center	6.6	933832	Window, Steel Operable 24 SF, 1-2 Stories, Replace	30	25	5	300	EA	$3,372.03	$1,011,608						$1,011,608															**$1,011,608**
Community Center	6.6	933834	Exterior Door, Fully-Glazed Aluminum-Framed Swinging Motor-Operated, Replace	30	23	7	1	EA	$9,898.72	$9,899								$9,899													**$9,899**
Community Center	6.6	932967	Exterior Door, Steel w/ Safety Glass, Replace	25	30	0	1	EA	$2,626.98	$2,627	$2,627																				**$2,627**
Community Center	6.6	933833	Exterior Door, Steel Insulated, Replace	25	18	7	12	EA	$1,531.78	$18,381								$18,381													**$18,381**
Community Center	7.1	933616	Fan Coil Unit, 2.5 Ton, Replace	15	23	0	1	EA	$2,676.94	$2,677	$2,677															$2,677					**$5,354**
Community Center	7.1	933693	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center	7.1	933696	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center	7.1	933692	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center	7.1	933695	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center	7.1	933694	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center	7.1	933698	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	12	3	1	EA	$2,682.74	$2,683				$2,683															$2,683		**$5,365**
Community Center	7.1	933780	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	12	3	1	EA	$2,682.74	$2,683				$2,683															$2,683		**$5,365**
Community Center	7.1	933628	HVAC System Hydronic Piping, 2-Pipe, Replace	30	23	7	55000	SF	$6.31	$347,133								$347,133													**$347,133**
Community Center	7.1	933000	Unit Heater, Electric, 10 kW, Replace	20	17	3	1	EA	$1,917.11	$1,917				$1,917																	**$1,917**
Community Center	7.1	932704	Unit Heater, Electric, 10 kW, Replace	20	7	13	1	EA	$1,917.11	$1,917														$1,917							**$1,917**
Community Center	7.2	933864	Toilet, Tankless (Water Closet), Replace	20	15	5	25	EA	$818.52	$20,463						$20,463															**$20,463**
Community Center	7.2	933866	Urinal, Vitreous China, Replace	20	15	5	12	EA	$1,158.83	$13,906						$13,906															**$13,906**
Community Center	7.2	933865	Sink/Lavatory, Vitreous China, Replace	20	15	5	25	EA	$836.53	$20,913						$20,913															**$20,913**
Community Center	7.4	933958	LED Lighting Fixture, Basic, 20 W, Replace	20	2	18	200	EA	$174.96	$34,992																			$34,992		**$34,992**
Community Center	7.4	933629	LED Lighting Fixture, 50 W, Replace	20	2	18	75	EA	$1,359.40	$101,955																			$101,955		**$101,955**
Community Center	7.5	932959	Elevator, Hydraulic, 1500 to 2500 LB, 2 Floors, Renovate	30	23	7	1	EA	$105,639.36	$105,639								$105,639													**$105,639**
Community Center	7.5	932958	Elevator, Hydraulic, 1500 to 2500 LB, 3 Floors, Renovate	30	23	7	1	EA	$140,297.07	$140,297								$140,297													**$140,297**
Community Center	7.5	932999	Wheelchair Lift, Install	25	23	2	1	EA	$24,275.00	$24,275			$24,275																		**$24,275**
Community Center	7.6	932699	Fire Extinguisher - Type ABC, Replace	15	5	10	50	EA	$305.80	$15,290											$15,290										**$15,290**
Community Center	7.6	933837	Fire Alarm System, Office Building, Install	20	17	3	55000	SF	$2.29	$126,009				$126,009																	**$126,009**
Community Center	7.6	932701	Fire Alarm Control Panel, Addressable, Replace	15	7	8	1	EA	$19,708.96	$19,709									$19,709												**$19,709**
Community Center	7.6	933966	Emergency/Exit Combo LED, Replace	10	7	3	20	EA	$667.57	$13,351				$13,351										$13,351							**$26,703**
Community Center	8.1	933972	Interior Wall Finish, Concrete/Masonry, Prep & Paint	8	5	3	50000	SF	$1.41	$70,446				$70,446								$70,446								$70,446	**$211,338**
Community Center	8.1	932949	Interior Floor Finish, Wood Strip, Refinish	10	10	0	1500	SF	$3.57	$5,356	$5,356										$5,356										**$10,713**
Community Center	8.1	933868	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	10	5	35000	SF	$4.66	$163,148						$163,148															**$163,148**

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Community Center	8.1	932951	Interior Floor Finish, Wood Strip, Refinish	10	2	8	7500	SF	$3.57	$26,782									$26,782										$26,782		**$53,564**
Community Center	8.1	933957	Interior Floor Finish, Ceramic Tile, Replace	50	40	10	10000	SF	$15.30	$152,981											$152,981										**$152,981**
Community Center	8.1	933968	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	8	2	3000	SF	$7.05	$21,138			$21,138										$21,138								**$42,275**
Community Center	8.1	933839	Interior Ceiling Finish, Acoustical Tile (ACT) Dropped Fiberglass, Replace	20	10	10	55000	SF	$4.90	$269,578											$269,578										**$269,578**
Community Center / Animal Control	7.1	933310	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Boiler Room	5.3	932695	Sump Pump, 3 HP, Replace	15	10	5	1	EA	$2,002.99	$2,003						$2,003															**$2,003**
Community Center / Boiler Room	7.1	932632	Boiler Circulator Pump, 1 HP, Replace	20	2	18	1	EA	$4,163.09	$4,163																			$4,163		**$4,163**
Community Center / Boiler Room	7.1	932631	Boiler Circulator Pump, 1 HP, Replace	20	2	18	1	EA	$4,163.09	$4,163																			$4,163		**$4,163**
Community Center / Boiler Room	7.1	932616	Boiler, Gas, 950 MBH, Replace	25	24	1	1	EA	$30,369.59	$30,370		$30,370																			**$30,370**
Community Center / Boiler Room	7.1	932614	Boiler, Gas, 950 MBH, Replace	25	22	3	1	EA	$30,369.59	$30,370				$30,370																	**$30,370**
Community Center / Boiler Room	7.1	932624	Expansion Tank, 101 to 175 GAL, Replace	25	16	9	1	EA	$3,882.60	$3,883										$3,883											**$3,883**
Community Center / Boiler Room	7.1	932648	Chiller, Centrifugal, 81 to 100 Ton, Replace	25	23	2	1	EA	$99,287.58	$99,288			$99,288																		**$99,288**
Community Center / Boiler Room	7.1	932649	Chiller, Centrifugal, 81 to 100 Ton, Replace	25	23	2	1	EA	$99,287.58	$99,288			$99,288																		**$99,288**
Community Center / Boiler Room	7.1	932604	Air Handler, Interior, 7,000 CFM, Replace	30	24	6	1	EA	$25,262.14	$25,262							$25,262														**$25,262**
Community Center / Boiler Room	7.1	932609	Air Handler, Interior, 8,500 CFM, Replace	30	24	6	1	EA	$30,277.26	$30,277							$30,277														**$30,277**
Community Center / Boiler Room	7.1	932674	Exhaust Fan, Centrifugal, 100 to 250 CFM, Replace	15	14	1	1	EA	$864.10	$864		$864															$864				**$1,728**
Community Center / Boiler Room	7.1	932642	Distribution Pump, Heating Water, 25 HP, Replace	20	19	1	1	EA	$12,064.33	$12,064		$12,064																			**$12,064**
Community Center / Boiler Room	7.1	932637	Distribution Pump, Heating Water, 1 3/4 HP, Replace	20	2	18	1	EA	$4,517.37	$4,517																			$4,517		**$4,517**
Community Center / Boiler Room	7.1	932636	Distribution Pump, Heating Water, 1 3/4 HP, Replace	20	2	18	1	EA	$4,517.37	$4,517																			$4,517		**$4,517**
Community Center / Boiler Room	7.1	932643	Distribution Pump, Chiller & Condenser Water, 20 to 25 HP, Replace	20	19	1	1	EA	$12,064.33	$12,064		$12,064																			**$12,064**
Community Center / Boiler Room	7.1	932644	Distribution Pump, Chiller & Condenser Water, 20 to 25 HP, Replace	20	19	1	1	EA	$12,064.33	$12,064		$12,064																			**$12,064**
Community Center / Boiler Room	7.1	932610	Variable Frequency Drive (VFD), 20 HP Motor, Replace	20	14	6	1	EA	$8,913.97	$8,914							$8,914														**$8,914**
Community Center / Boiler Room	7.1	932608	Variable Frequency Drive (VFD), 20 HP Motor, Replace	20	14	6	1	EA	$8,913.97	$8,914							$8,914														**$8,914**
Community Center / Boiler Room	7.1	932697	HVAC Control Panel, Replace	15	1	14	1	EA	$6,403.44	$6,403															$6,403						**$6,403**
Community Center / Boiler Room	7.2	932619	Domestic Boiler, Gas, 520 MBH, Replace	22	20	2	1	EA	$33,557.16	$33,557			$33,557																		**$33,557**
Community Center / Boiler Room	7.2	932665	Domestic Cold Water Circulator Pump, 1/8 HP, Replace	20	14	6	1	EA	$3,315.38	$3,315							$3,315														**$3,315**
Community Center / Boiler Room	7.2	932664	Domestic Hot Water Circulator Pump, 0.5 HP, Replace	20	14	6	1	EA	$3,315.38	$3,315							$3,315														**$3,315**
Community Center / Boiler Room	7.2	932620	Water Storage Tank, 151 to 250 GAL, Replace	20	5	15	1	EA	$2,697.67	$2,698																$2,698					**$2,698**
Community Center / Boiler Room	7.4	932670	Primary Transformer, Dry, 225 kVA, Replace	30	23	7	1	EA	$41,541.47	$41,541								$41,541													**$41,541**
Community Center / Boiler Room	7.4	932655	Transfer Switch, Automatic (ATS), 600 V, 225 Amp, Replace	18	17	1	1	EA	$9,407.89	$9,408		$9,408																		$9,408	**$18,816**
Community Center / Boiler Room	7.4	932676	Distribution Panel, 208 Y, 120 V, 800 Amp, Replace	30	24	6	1	EA	$11,675.12	$11,675							$11,675														**$11,675**
Community Center / Boiler Room	7.4	932686	Distribution Panel, 480 Y, 277 V, 600 Amp, Replace	30	24	6	1	EA	$12,375.61	$12,376							$12,376														**$12,376**
Community Center / Boiler Room	7.4	932667	Building/Main Switchgear, 480 Y, 277 V, 1,200 Amp, Replace	30	23	7	1	EA	$189,975.39	$189,975								$189,975													**$189,975**
Community Center / Boiler Room	7.4	932687	Secondary Transformer, Dry, 15 kVA, Replace	30	23	7	1	EA	$5,296.75	$5,297								$5,297													**$5,297**
Community Center / Boiler Room	7.4	932672	Surge Suppressor, Closed Circuit, Replace	15	9	6	1	EA	$288.16	$288							$288														**$288**
Community Center / Boiler Room	7.4	932652	Generator, Gas or Gasoline, 125 kW, Replace	25	20	5	1	EA	$69,843.74	$69,844						$69,844															**$69,844**
Community Center / Boiler Room	7.6	932692	Backflow Preventer, 6", Replace	15	10	5	1	EA	$9,251.77	$9,252						$9,252															**$9,252**
Community Center / By Elevator - Third Floor	7.1	933333	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / By Elevator 1-1R	7.1	933612	Unit Heater, Electric, 10 kW, Replace	20	7	13	1	EA	$1,917.11	$1,917														$1,917							**$1,917**
Community Center / By Elevator 2 - First Floor	7.1	933332	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Elevator Room	7.1	933330	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Ground Floor Corridor	7.1	933337	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Ground Floor Corridor	7.1	933419	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Map Room	7.1	933613	Fan Coil Unit, 2.5 Ton, Replace	15	23	0	1	EA	$2,676.94	$2,677	$2,677															$2,677					**$5,354**
Community Center / Planning	7.1	933420	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Planning	7.1	933336	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Restroom - Mens (Floor 1)	7.1	933329	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Restroom - Mens (Floor 3)	7.1	933307	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Restroom - Womens (Floor 1)	7.1	933334	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Restroom - Womens (Floor 3)	7.1	933308	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Roof - Above Kitchen	7.1	932710	Drycooler/Condenser, Air-Cooled, 100 Ton, Replace	15	12	3	1	EA	$46,340.73	$46,341				$46,341															$46,341		**$92,681**
Community Center / Roof - Above Kitchen	7.1	932709	Drycooler/Condenser, Air-Cooled, 100 Ton, Replace	15	12	3	1	EA	$46,340.73	$46,341				$46,341															$46,341		**$92,681**
Community Center / Roof - Above Kitchen	7.1	933690	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	14	1	1	EA	$2,682.74	$2,683		$2,683															$2,683				**$5,365**
Community Center / Roof - Above Kitchen	7.1	933691	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	14	1	1	EA	$1,699.54	$1,700		$1,700															$1,700				**$3,399**
Community Center / Roof - Wing 37	7.1	933687	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	14	1	1	EA	$2,682.74	$2,683		$2,683															$2,683				**$5,365**

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Community Center / Roof - Wing 37	7.1	933686	Exhaust Fan, Roof Mounted, 2,001 to 5,000 CFM, Replace	15	14	1	1	EA	$2,682.74	$2,683		$2,683															$2,683				**$5,365**
Community Center / Roof - Wing 37	7.1	933681	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center / Roof - Wing 37	7.1	933648	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center / Roof - Wing 37	7.1	933684	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center / Roof - Wing 37	7.1	933679	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center / Roof - Wing 37	7.1	933685	Exhaust Fan, Roof Mounted, 2,001 to 5,000 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center / Roof - Wing 37	7.1	933647	Exhaust Fan, Roof Mounted, 2,001 to 5,000 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center / Roof - Wing 37	7.1	933649	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center / Roof - Wing 37	7.1	933683	Exhaust Fan, Roof Mounted, 3,500 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center / Roof - Wing 37	7.1	933680	Exhaust Fan, Roof Mounted, 2,001 to 5,000 CFM, Replace	15	13	2	1	EA	$2,682.74	$2,683			$2,683															$2,683			**$5,365**
Community Center / Room 010	7.1	933574	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 010	7.1	933571	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 011	7.1	933101	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 012	7.1	933104	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 013	7.1	933124	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 017	7.1	933095	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 020	7.1	933605	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 020	7.1	933606	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 020	7.1	933603	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 020	7.1	933602	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 020	7.1	933604	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 020	7.1	933324	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 020	7.1	933309	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Room 020	7.1	933323	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 020	7.1	933600	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 020	8.2	933081	Commercial Kitchen, Refrigerator, 2-Door Reach-In, Replace	15	14	1	1	EA	$4,132.58	$4,133		$4,133															$4,133				**$8,265**
Community Center / Room 020	8.2	933082	Appliances, Dishwasher, Replace	10	9	1	1	EA	$797.13	$797		$797										$797									**$1,594**
Community Center / Room 100	7.1	933005	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 100	7.1	933006	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 101	7.1	933007	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 102	7.1	933008	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 103	7.1	933009	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 105	7.1	933046	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 105	7.1	933042	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 107	6.6	933028	Overhead Door, Aluminum Roll-Up 144 SF, Replace	35	23	12	1	EA	$3,908.79	$3,909													$3,909								**$3,909**
Community Center / Room 107	7.6	933026	Fire Suppression System, Kitchen (CO2), Replace	15	12	3	1	EA	$4,318.13	$4,318				$4,318															$4,318		**$8,636**
Community Center / Room 107	8.2	933012	Commercial Kitchen, Steamer, Freestanding, Replace	10	8	2	1	EA	$9,240.04	$9,240			$9,240										$9,240								**$18,480**
Community Center / Room 107	8.2	933013	Commercial Kitchen, Steamer, Freestanding, Replace	10	8	2	1	EA	$9,240.04	$9,240			$9,240										$9,240								**$18,480**
Community Center / Room 107	8.2	933014	Commercial Kitchen, Range/Oven, 6-Burner, Replace	15	12	3	1	EA	$5,260.88	$5,261				$5,261															$5,261		**$10,522**
Community Center / Room 107	8.2	933016	Commercial Kitchen, Icemaker, Freestanding, Replace	15	12	3	1	EA	$5,941.11	$5,941				$5,941															$5,941		**$11,882**
Community Center / Room 107	8.2	933022	Commercial Kitchen, Refrigerator, 2-Door Reach-In, Replace	15	12	3	1	EA	$4,132.58	$4,133				$4,133															$4,133		**$8,265**
Community Center / Room 107	8.2	933017	Commercial Kitchen, Convection Oven, Double, Replace	10	6	4	1	EA	$8,392.35	$8,392					$8,392										$8,392						**$16,785**
Community Center / Room 107	8.2	933011	Commercial Kitchen, Exhaust Hood, Replace	15	10	5	1	EA	$7,352.14	$7,352						$7,352															**$7,352**
Community Center / Room 107	8.2	933025	Commercial Kitchen, Refrigerator, 1-Door Reach-In, Replace	15	7	8	1	EA	$2,442.07	$2,442									$2,442												**$2,442**
Community Center / Room 108	7.1	933066	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 108 - A	7.1	932996	Packaged Terminal Air Conditioner (PTAC), 6,000 to 12,000 BTUH, Replace	10	5	5	1	EA	$2,500.60	$2,501						$2,501										$2,501					**$5,001**
Community Center / Room 108 - B	7.1	932997	Packaged Terminal Air Conditioner (PTAC), 6,000 to 12,000 BTUH, Replace	10	5	5	1	EA	$2,500.60	$2,501						$2,501										$2,501					**$5,001**
Community Center / Room 109	7.1	933119	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 109	7.1	933109	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 110	7.1	933306	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 111	7.1	933094	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 111	7.1	933115	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 112	7.1	933099	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 112	7.1	933116	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 113	7.1	933113	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Community Center / Room 113	7.1	933103	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 114	7.1	933093	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 114	7.1	933112	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 116	7.1	933102	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 116	7.1	933122	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 200	7.1	933327	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Room 200	7.1	933312	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 200	7.1	933570	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 201	7.1	933305	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 201	7.1	933578	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 201	7.1	933567	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 202	7.1	933581	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 202	7.1	933572	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 204	7.1	933335	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Room 204	7.1	933566	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 300	7.1	933121	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Room 300	7.1	933128	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 301	7.1	933108	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 301	7.1	933106	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 302	7.1	933097	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 302	7.1	933120	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 303	7.1	933100	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 303	7.1	933127	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 304	7.1	933125	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 304	7.1	933620	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 304	7.1	933105	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 305	7.1	933098	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 305	7.1	933144	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 305	7.1	933111	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 306	7.1	933126	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 306	7.1	933107	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 308	7.1	933118	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room 309	7.1	933331	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Room 309	7.1	933619	Fan Coil Unit, 5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room CE	7.1	933328	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Room CE	7.1	933311	Fan Coil Unit, 3.5 Ton, Replace	15	2	13	1	EA	$3,980.64	$3,981														$3,981							**$3,981**
Community Center / Room CE	7.1	933569	Fan Coil Unit, 7 Ton, Replace	15	2	13	1	EA	$6,431.51	$6,432														$6,432							**$6,432**
Community Center / Second Floor Hallway	7.1	933326	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Second Floor Hallway	7.1	933563	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Community Center / Stairwell - Basement	7.1	933611	Unit Heater, Electric, 10 kW, Replace	20	7	13	1	EA	$1,917.11	$1,917														$1,917							**$1,917**
Community Center / Stairwell - Basement	7.2	932946	Grease Trap/Interceptor, Undercounter, Replace	10	5	5	1	EA	$1,602.15	$1,602						$1,602										$1,602					**$3,204**
Community Center / Stairwell (G - 2)	7.1	933325	Fan Coil Unit, 2.5 Ton, Replace	15	2	13	1	EA	$2,676.94	$2,677														$2,677							**$2,677**
Totals, Unescalated											**$27,664**	**$275,445**	**$348,937**	**$657,735**	**$17,280**	**$1,358,117**	**$104,337**	**$858,163**	**$57,409**	**$3,883**	**$465,053**	**$126,992**	**$43,526**	**$447,136**	**$14,796**	**$14,655**	**$14,744**	**$37,558**	**$339,337**	**$79,854**	**$5,292,622**
Totals, Escalated (3.0% inflation, compounded annually)											**$27,664**	**$283,708**	**$370,188**	**$718,725**	**$19,449**	**$1,574,429**	**$124,584**	**$1,055,432**	**$72,723**	**$5,066**	**$624,992**	**$175,787**	**$62,058**	**$656,635**	**$22,380**	**$22,832**	**$23,660**	**$62,078**	**$577,699**	**$140,024**	**$6,620,115**

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. Descriptions that are more detailed may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	15 Crescent Road, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	1937, Phase I / 1967 Phase II Renovated 1995
Current Occupants:	City of Greenbelt
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Community Center
Site Area:	4.0 acres (estimated)
Building Area:	55,000 SF
Number of Buildings:	1
Number of Stories:	3
Parking Type and Number of Spaces:	39 spaces in open lots
Building Construction:	Masonry bearing walls and concrete decks.
Roof Construction:	Flat roofs with built-up membrane.
Exterior Finishes:	Brick Veneer
Heating, Ventilation & Air Conditioning:	Central system with boilers, chillers, air handlers, and air-cooled condensers feeding water sourced heat pumps and hydronic baseboard radiators terminal units. Supplemental components: Individual PTAC units.
Fire and Life/Safety:	Fire sprinklers, hydrants, smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, exit signs.
Dates of Visit:	May 09, 2018
On-Site Point of Contact (POC):	Tim Houchens
Assessment and Report Prepared by:	Emrah Doker
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

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Systemic Condition Summary			
Site	Fair	HVAC	Good
Structure	Fair	Plumbing	Fair
Roof	Fair	Electrical	Fair
Vertical Envelope	Good	Elevators	Fair
Interiors	Fair	Fire	Good

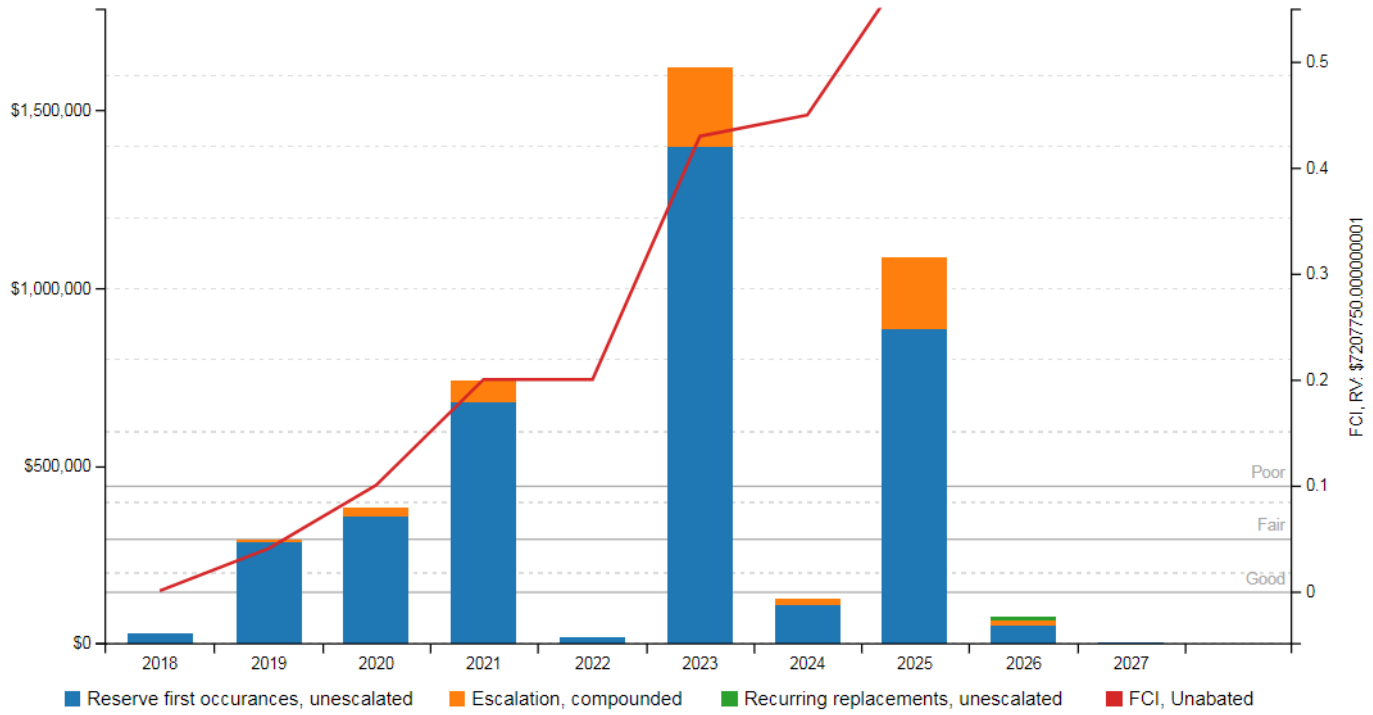
The following bullet points highlight the most significant short term and modernization recommendations:

- Replacement of flat portions of roof
- Repointing and repainting of exterior brick walls
- Replacement of boilers and pumps
- Replacement of chillers
- Replacement of wheel chair lift

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

According to property management personnel, the property has had an active capital improvement expenditure program over the past three years, primarily consisting of new fan coil units and interior painting. Supporting documentation was not provided in support of these claims but some of the work is evident.

1.2. Facility Condition Index (FCI)



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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	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)	.04	Good
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	.61	Very poor
Current Replacement Value (CRV)	55,000 SF * 131.05 / SF = $7,207,750	
Year **0** (Current Year) - Immediate Repairs (IR)	$28,491	
Years **1-10** – Replacement Reserves (RR)	$4,378,959	

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- ADA upgrades including providing wheelchair access to playground
- Landscaping around the building to clean fan coil unit fresh air vents and pruning trees overhanging roof.
- Replacement of exterior door
- Replacement of failed fan coil units
- Gym stage floor refinish

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, 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 fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. 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.

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.

1.4.1. 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.

1.4.2. 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.

1.4.3. 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.

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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, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

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2.3. Personnel Interviewed

The maintenance staff and building engineers were interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility and government agencies were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Tim Houchens Facility Maintenance Supervisor	Community Center	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facility Maintenance Supervisor, Company, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 30 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- No documents were available for review.

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

May 09, 2018: Clear, with temperatures in the 70s (°F) and light winds.

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3. Accessibility and Property Research

3.1. 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.

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:

Entrances/Exits

- A ramp is required from the sidewalks providing access to the playground.

Restrooms

- Compliant signage indicating accessible restroom to 37 Wing Common Area Restrooms.
- Add visual alarm to existing audible fire alarm at Adult Care (Room 20 Accessible Restroom).
- Modify existing toilet room accessories and mirrors at Adult Care (Room 20 Accessible Restroom).
- Wrap drainpipes below lavatory with insulation; protect against contact with hot, sharp, or abrasive surfaces at Adult Care (Room 20 Accessible Restroom).

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

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

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4. Existing Building Assessment

4.1. Unit or Space Types

All 55,000 square feet of the building are occupied by a single occupant, the City of Greenbelt. The spaces are mostly offices, adult daycare, childcare, code enforcement offices, animal services office, museum, dance studio, gymnasium, art gallery, a TV studio and art studios and supporting restrooms, administrative offices, mechanical and other utility spaces.

4.2. Inaccessible Areas or Key Spaces Not Observed

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

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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	WSSC	Good
Storm sewer	City of Greenbelt & PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	Washington Gas	Good

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite 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

Item	Description
Main Ingress and Egress	Crescent Road
Access from	South
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	Asphalt	>10 years	Good
Parking Lot	Asphalt	>10 years	Good
Drive Aisles	Asphalt	>10 years	Good
Service Aisles	Asphalt	>10 years	Good
Sidewalks	Concrete	>20 years	Fair
Curbs	Concrete	>20 years	Fair
Site Stairs	Concrete	>20 years	Fair
Pedestrian Ramps	Concrete	>20 years	Fair

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Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
- 28	0	0	0	0

Total Number of ADA Compliant Spaces	2
Number of ADA Compliant Spaces for Vans	1
Total Parking Spaces	28
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	Physical count

Exterior Stairs			
Location	Material	Handrails	Condition
Property North East	Concrete stairs	Metal	Good
Property East	Concrete stairs	Metal	Good

Anticipated Lifecycle Replacements:

- Asphalt seal coating
- Asphalt pavement
- Concrete Sidewalks
- Curbs

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.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☒	Good
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☒	Good
Pits	☐	--

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Drainage System and Erosion Control		
System	Exists At Site	Condition
Municipal System	☒	Good
Dry Well	☐	--

Anticipated Lifecycle Replacements:

- Sump pumps

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.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Slopes gently down from the north side of the property to the south property line.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☒	☒	☐	☐	☒	☐
Landscaping Condition	Good						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☒	☐	☐	☐			
Irrigation Condition	Poor						

Retaining Walls		
Type	Location	Condition
None	-	--

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.
- There is landscape material that blocks the fresh air intake of the fan coil units. These areas need to be re-sloped and adjusted. New landscape material must be installed at the affected areas.
- The underground irrigation system has a history of leaks and extensive maintenance requirements. A significant portion of the irrigation system must be repaired and restored.
- The property has mature trees that overhang the roof and block drains with fallen leaves. The trees need to be trimmed.

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5.5. General Site Improvements

Property Signage	
Property Signage	Monument
Street Address Displayed?	No

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☐	☐	☐	☐	☒
	Good				
Building Lighting	None	Wall Mounted	Recessed Soffit		
	☐	☒	☐		
	Fair				

Site Fencing		
Type	Location	Condition
Chain link with metal posts	Playground	Fair

Refuse Disposal				
Refuse Disposal	Common area dumpsters			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
Parking lot	Concrete pad	Wood board fence	Yes	Fair

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	Plastic and metal	Playground	Fair
Tennis Courts	None	-	--
Basketball Court	None	-	--
Swimming Pool	None	-	--

Anticipated Lifecycle Replacements:

- Exterior lighting
- Site fencing
- Playground equipment
- Play surfaces

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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.

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6. Building Architectural and Structural Systems

6.1. Foundations

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

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The foundation systems are concealed. There are no significant signs of settlement, deflection, or movement. The basement // crawl walls appear intact and structurally sound. There is no evidence of movement or water infiltration.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Masonry walls	Fair
Ground Floor	Concrete slab	Fair
Upper Floor Framing	Concrete beams	Fair
Upper Floor Decking	Concrete, cast-in-place	Fair
Roof Framing	Concrete beams	Fair
Roof Decking	Concrete, cast-in-place	Fair

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.

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6.3. Roofing

Primary Roof / 37 Wing			
Type / Geometry	Flat	Finish	Built-up membrane
Maintenance	In-house Staff	Roof Age	>20 years
Flashing	Membrane	Warranties	None
Parapet Copings	Parapet with sheet metal coping	Roof Drains	Internal drains
Fascia	Metal Panel	Insulation	Rigid Board
Soffits	None	Skylights	No
Attics	Concrete-topped steel decks	Ponding	Yes
Ventilation Source-1	Power Vents	Leaks Observed	Yes
Ventilation Source-2	Power Vents	Roof Condition	Poor

The primary roof is located at southern part of the building and has multiple levels.

Secondary Roof / 67 Wing			
Type / Geometry	Flat	Finish	Built-up membrane
Maintenance	In-house Staff	Roof Age	>20 years
Flashing	Membrane	Warranties	None
Parapet Copings	Stone	Roof Drains	Internal drains
Fascia	None	Insulation	Rigid Board
Soffits	None	Skylights	No
Attics	Concrete-topped steel decks	Ponding	Yes
Ventilation Source-1	Power Vents	Leaks Observed	No
Ventilation Source-2	Power Vents	Roof Condition	Poor

The secondary roof is located northern part of the building and is at one level only.

Anticipated Lifecycle Replacements:

- Roof flashings (included as part of overall membrane replacement)

Actions/Comments:

- The roof finishes were reportedly installed in 1995. Information regarding roof warranties or bonds was not available. Roofs are maintenance by in-house staff.
- 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.

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- There is no evidence of moisture, water intrusion, or excessive daylight in the attics. The insulation in the attics appears to be adequate.
- The field of the roofs has significant areas of topping degradation, alligator cracking, and seam failure. The roof membranes require replacement.
- During severe windstorms, roofing aggregate (ballast) may become wind-borne and may harm nearby persons or may damage surrounding properties, building, or site elements of the subject property. National, regional, and local building codes vary widely in the treatment of this issue and should be consulted during any future roofing repairs or replacements.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Brick veneer	Fair
Secondary Finish	Brick veneer	Fair
Accented with	Special Art Deco Figures	Fair
Soffits	Not Applicable	--

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

Anticipated Lifecycle Replacements:

- Exterior paint
- Brick repointing
- Caulking (as part of maintenance plan)

Actions/Comments:

- The Brick wall to the right of the main entrance shows signs of movement and cracking. In order to protect the structural integrity of the entire wall system, this wall needs to be repaired.
- The exterior finishes have significant areas of deteriorated paint. The damaged finishes must be repaired.
- Isolated portions of the mortar joints along the masonry veneer are cracked. The damaged mortar joints must be cleaned and re-pointed.

6.5. Exterior and Interior Stairs

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

Anticipated Lifecycle Replacements:

- No components of significance

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Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. .

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Steel framed, operable	Single glaze	Throughout	☐	Poor

Building Doors		
Main Entrance Doors	Door Type	Condition
	Metal, insulated	Fair
Secondary Entrance Doors	Metal, insulated	Fair
Service Doors	Metal, insulated	Fair
Overhead Doors	Aluminium	Fair

Anticipated Lifecycle Replacements:

- Windows
- Exterior doors
- Overhead door

Actions/Comments:

- The windows are antiquated, energy-inefficient units with single-pane glazing. All of the windows are difficult to open and close. Window replacement is recommended.
- There is a rusted and deteriorated door by the gym exit hall. The damaged door must be replaced.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

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7. Building Mechanical and Plumbing Systems

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.

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Building Central Heating System	
Primary Heating System Type	Hot water boilers
Quantity and Capacity of Major Components	2 boilers at 1,000 MBH each & 1 Boiler at 150 MBH
Total Heating Capacity	2,150 MBH
Heating Fuel	Natural gas
Location of Major Equipment	Mechanical rooms
Space Served by System	Entire building
Age Ranges	Vary from 1995 to 2016
Boiler Condition	Fair
Heat Exchanger Condition	--

Building Central Cooling System	
Primary Cooling System Type	Air-cooled chillers
Quantity and Capacity of Major Components	2 chillers at 90 tons each
Total Cooling Capacity	180 tons
Refrigerant	R-22
Cooling Towers	None
Location of Major Equipment	Mechanical rooms & exterior
Space Served by System	Entire building
Age Ranges	All units dated 1995
Chiller Condition	Fair
Cooling Tower Condition	--

Distribution System	
HVAC Water Distribution System	Two-pipe
Heating Water Circulation Pump Size & Quantity	1 pump at 25 HP
Chilled Water Circulation Pump Size & Quantity	1 pump at 25 HP

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Distribution System	
Condenser Water Circulation Pump Size & Quantity	1 pump at 25 HP
Pump Condition	Poor
Air Distribution System	Variable volume
Quantity and Capacity of Air Handlers	2 air handlers ranging from 7,000 CFM to 8,500 CFM
Location of Air Handlers	Mechanical rooms
Large Spaces the Larger Dedicated AHU's Serve	NA
Age of Air Handlers	All units dated 1995
Air Handler Condition	Fair
Terminal Units	Fan coil units (hydronic)
Quantity and Capacity of Terminal Units	82 fan coil units ranging from 2.5 tons to 7 tons each
Location of Terminal Units	Adjacent to windows
Spaces Served by Terminal Units	Throughout facility
Terminal Unit Condition	Good

Supplemental Components	
Supplemental Component #1	PTAC units
Location / Space Served	108
Condition	Fair
Supplemental Component #2	PTAC units
Location / Space Served	109
Condition	Fair

Controls and Ventilation	
HVAC Control System	Individual non-programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Natural ventilation only
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Hydronic distribution piping
- Boilers
- Expansion tank

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- Piping
- Chillers
- Condensers
- Air handling units
- Distribution pumps and motors
- Fan coil units
- Electric unit heaters
- PTAC's
- VAV boxes
- HVAC control panel
- Rooftop exhaust fans

Actions/Comments:

- HVAC systems are maintained by the in-house maintenance staff.
- The HVAC equipment appears to vary in age mostly from 1995 renovation and 2016 upgrade of fan coil units. HVAC equipment is replaced on an "as needed" basis.
- The HVAC equipment appears to be functioning adequately overall. The maintenance staff interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported and an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement. A budgetary cost for this work is included.

7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Good
Waste/Sewer Piping	Cast iron	Fair
Vent Piping	Cast iron	Fair
Water Meter Location	Boiler Room	

Domestic Water Heaters or Boilers	
Components	Boiler
Fuel	Natural gas
Quantity and Input Capacity	1 units at 500 MBH
Storage Capacity	60 gallons
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	Yes
Storage Tank Quantity & Volume	1 unit at 180 gallons
Quantity of Storage Tanks	1
Storage Tank Condition	Fair
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

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Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	2.2 GPF
Common Area Faucet Nominal Flow Rate	2.5 GPM
Condition	Fair

Anticipated Lifecycle Replacements:

- Boilers
- Circulation pumps
- Water heaters
- Toilets
- Urinals
- Sinks
- Grease trap
- Storage tank

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

Gas service is supplied from the gas main on the adjacent public street. The gas meters and regulators are located along the exterior walls of the buildings. The gas distribution piping within the 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 meters and regulators 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.

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	1200 Amps	Volts	277/480 Volt, three-phase
Meter & Panel Location	Boiler Room	Branch Wiring	Copper

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Building Electrical Systems			
Conduit	Metallic	Step-Down Transformers?	Yes
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	All LED		
Main Distribution Condition	Fair		
Secondary Panel and Transformer Condition	Fair		
Lighting Condition	Good		

Building Emergency System			
Size	125 kW	Fuel	Natural gas
Generator / UPS Serves	Emergency lights, elevators, etc.	Tank Location	None
Testing Frequency	Bi-Weekly	Tank Type	None
Generator / UPS Condition	Fair		

Anticipated Lifecycle Replacements:

- Circuit breaker panels
- Main switchgear
- Step-down transformers
- Interior light fixtures
- Emergency generator
- Automatic Transfer Switch
- Surge Suppressor

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 panels and step-down transformers are mostly 1995 components. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panels and step-down transformers and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

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7.5. Building Elevators and Conveying Systems

	Elevator-1	Elevator-2
Elevator Category	Passenger	Passenger
Elevator Type	Hydraulic	Hydraulic
Elevator Capacity	2500	2500
Elevator Manufacturer	Otis	Otis
Equipment Location	Ground floor or basement adjacent to shaft	Ground floor or basement adjacent to shaft
Elevator Safety Stop	Electronic	Electronic
Elevator Emergency Communication	Yes	Yes
Elevator Cab Floor	vinyl-tiled	vinyl-tiled
Elevator Cab Wall	stainless steel	stainless steel
Machinery Condition	Fair	Fair
Controls Condition	Fair	Fair
Cab Finish Condition	Fair	Fair
Other Conveyance	Wheel Chair Lift	-
Condition	Fair	--

Anticipated Lifecycle Replacements:

- Elevator controls
- Hydraulic machinery
- Elevator cab finishes (as part of maintenance)

Actions/Comments:

- The elevators are serviced by a private elevator company on a routine basis. The elevator machinery and controls are the originally installed system in 1995.
- The elevators appear to provide adequate service. The elevators will require continued periodic maintenance.
- The emergency communication equipment in the elevator cabs appears to be functional. Equipment testing is not within the scope of the work.
- The finishes in the elevator cabs will require replacement. The cost to replace the finishes is relatively insignificant and the work can be performed as part of the property management's operations program.

7.6. Fire Protection and Security Systems

Item	Description					
Type	Wet pipe					
Fire Alarm System	Central Alarm Panel	☒	Battery-Operated Smoke Detectors	☐	Alarm Horns	☒
	Annunciator Panels	☐	Hard-Wired Smoke Detectors	☒	Strobe Light Alarms	☒
	Pull Stations	☒	Emergency Battery-Pack Lighting	☒	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					
Sprinkler System	None	☐	Standpipes	☐	Backflow Preventer	☒
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐
Suppression Condition	Fair					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	East Exit by elevator 1		2006			
Fire Extinguishers	Last Service Date		Servicing Current?			
	02/2018					
Hydrant Location	East Property Line					
Siamese Location	N/A					
Special Systems	Kitchen Suppression System	☒	Computer Room Suppression System			☐

Anticipated Lifecycle Replacements:

- Central alarm panel
- Alarm devices and system
- Kitchen Suppression System
- Exit Signs
- Fire Extinguishers
- Backflow preventer

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.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used for municipal offices, gymnasium, childcare facility, adult daycare, art gallery and art studio for the City of Greenbelt.

The most significant interior spaces include offices, a gymnasium, kitchen, activity areas, storage rooms, stage and entrance lobby. Supporting areas include hallways, stairs, administrative offices, restrooms, mechanical rooms and back-of-house areas.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Vinyl tile	Lobby and majority of the building	Fair
Carpet	Offices and childcare	Fair
Ceramic tile	Restrooms	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Ceramic tile	stairs	Good
Painted CMU	Hallways and classrooms	Fair
Painted drywall	Lobby, offices	Good
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Suspended T-bar (Acoustic)	Lobby, offices, classrooms, restrooms	Fair
Exposed structure	Mechanical spaces	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood	Fair
Door Framing	Wood	Fair
Fire Doors	No	--

Anticipated Lifecycle Replacements:

- Carpet
- Vinyl tile
- Ceramic tile
- Gym parquetry wood floor

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- Wood floor finishes (GYM, Dance Studio, Stage)
- Interior paint
- Suspended acoustic ceiling tile
- Interior doors

Actions/Comments:

- The interior areas were last renovated in 1995. There has been some work done on select areas such as gym and dance studio.
- The wood stage floor needs to be refinished.

8.2. Commercial Kitchen & Laundry Equipment

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

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

Commercial Kitchen		
Appliance	Comment	Condition
Refrigerators	Up-right	Fair
Ranges	Gas	Fair
Ovens	Gas	Fair
Griddles / Grills	-	--
Fryers	-	--
Hood	Exhaust ducted to exterior-	--
Dishwasher	- Owned	Poor
Microwave	☒	Fair
Ice Machines	☒	Fair
Steam Tables	☒	Fair
Work Tables	☒	Fair
Shelving	☒	Fair

Anticipated Lifecycle Replacements:

- Cooking Range
- Convection oven
- Dishwasher
- Refrigerator
- Ice maker
- Exhaust hood
- Steamer

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.

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9. Other Structures

Not applicable. There are no major accessory structures.

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10. Certification

The City of Greenbelt retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Community Center, 15 Crescent Road, Greenbelt, Maryland, the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

PHOTO #1:	*FRONT ELEVATION*

PHOTO #2:	*LEFT ELEVATION*

PHOTO #3:	*RIGHT ELEVATION ACCESSIBLE ENTRY*

PHOTO #4:	*BACK ELEVATION*

PHOTO #5:	*FRONT YARD*

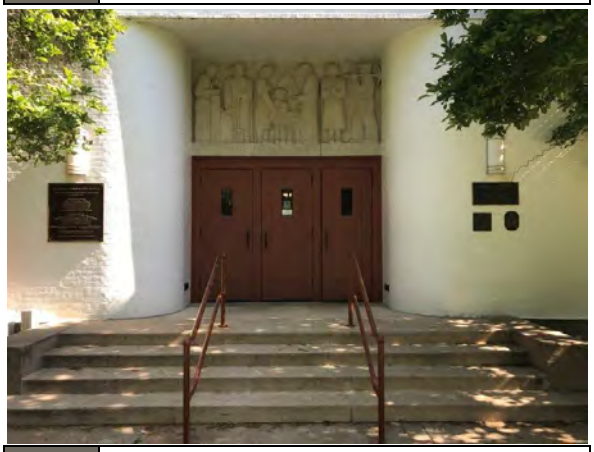


PHOTO #6:	*MAIN ENTRANCE*

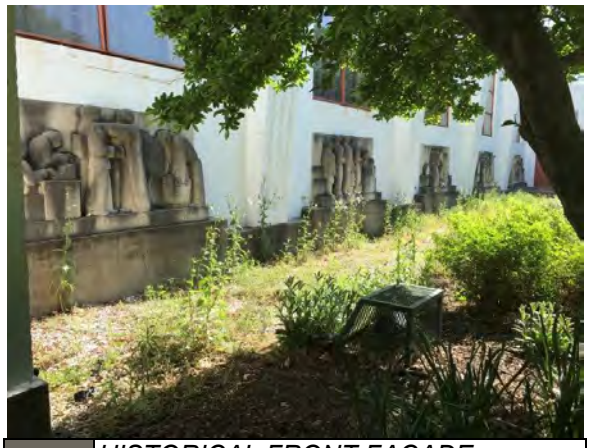


PHOTO #7:	*HISTORICAL FRONT FACADE*

PHOTO #8:	*DAMAGED BRICK WORK FRONT FACADE*

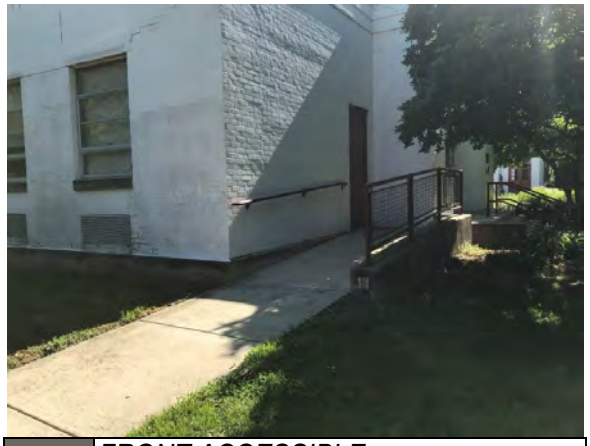


PHOTO #9:	*FRONT ACCESSIBLE EMERGENCY EXIT*

PHOTO #10:	*DAMAGED BRICK WORK FRONT FACADE*

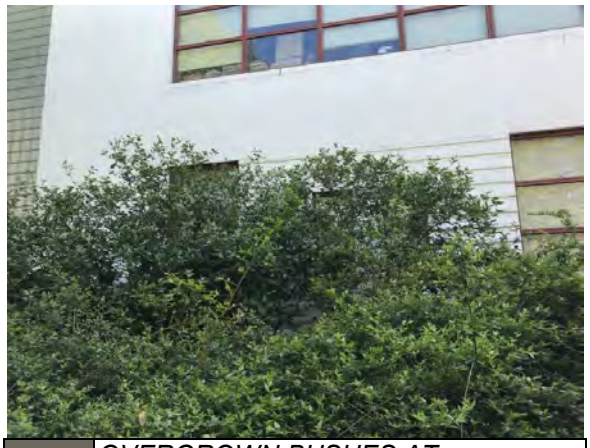


PHOTO #11:	*OVERGROWN BUSHES AT SIDE WINDOWS*

PHOTO #12:	*PLAYGROUND*

PHOTO #13:	*FRESH AIR VENTILATION BLOCKED BY BUSHES & LANDSCAPING MATS.*

PHOTO #14:	*EXTERIOR SITE STAIRS*

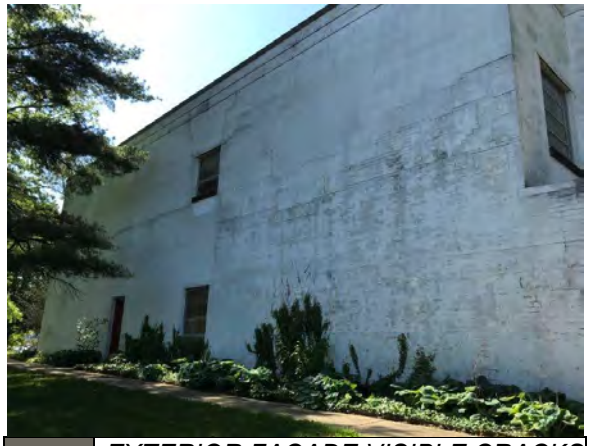


PHOTO #15:	*EXTERIOR FAÇADE VISIBLE CRACKS*

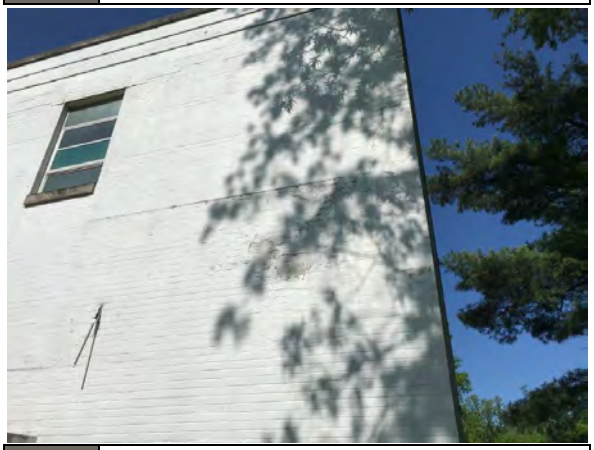


PHOTO #16:	*EXTERIOR FAÇADE NEEDS PAINT*

PHOTO #17:	*ADULTCARE ENTRANCE DRIVEWAY*

PHOTO #18:	*ADULTCARE EXTERIOR WINDOWS POOR CONDITION*

PHOTO #19:	*ADULTCARE EXTERIOR WINDOWS POOR CONDITION*

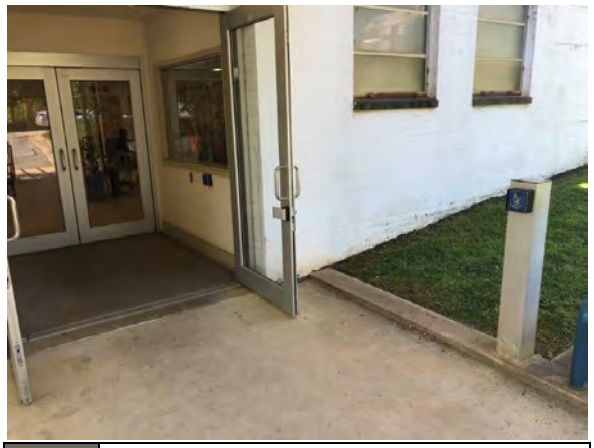


PHOTO #20:	*ADULTCARE ENTRANCE*

PHOTO #21:	*TRASH ENCLOSURE*

PHOTO #22:	*WATER MAIN / SEWER LINE FIRE HYDRANT*

PHOTO #23:	*PARKING LOT*

PHOTO #24:	*ACCESSIBLE PARKING*

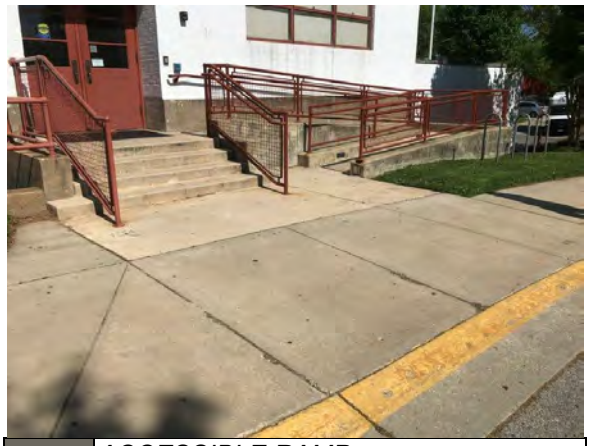


PHOTO #25:	*ACCESSIBLE RAMP*

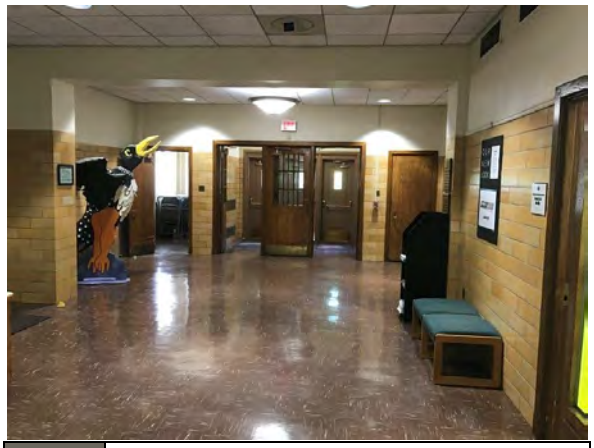


PHOTO #26:	*MAIN ENTRANCE LOBBY*

PHOTO #27:	*HYDRONIC HEAT FOR LOBBY*

PHOTO #28:	*LOBBY RESTROOM*

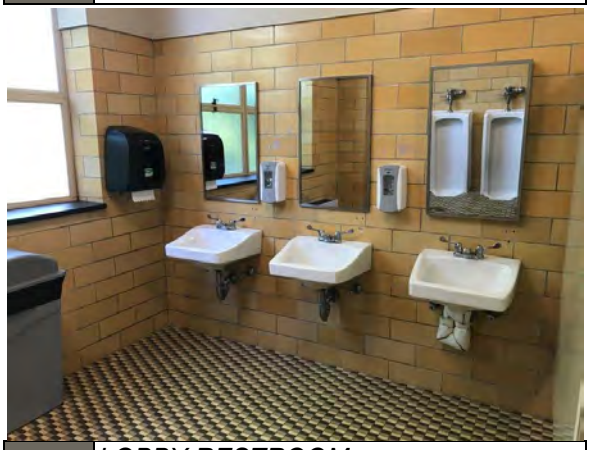


PHOTO #29:	*LOBBY RESTROOM*

PHOTO #30:	*LOBBY RESTROOM*

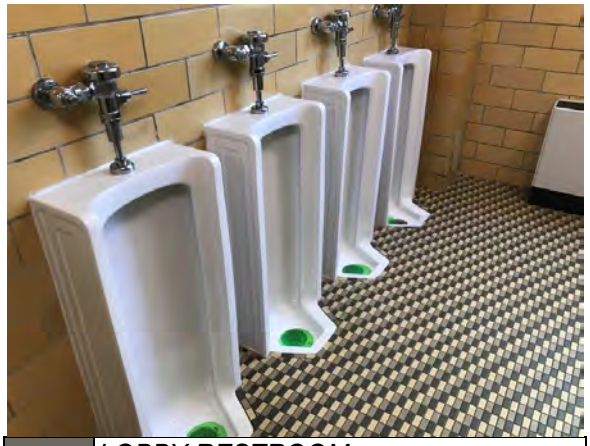


PHOTO #31: *LOBBY RESTROOM*

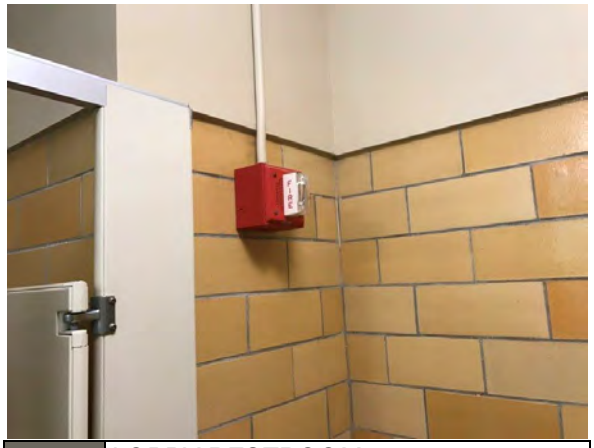


PHOTO #32: *LOBBY RESTROOM*

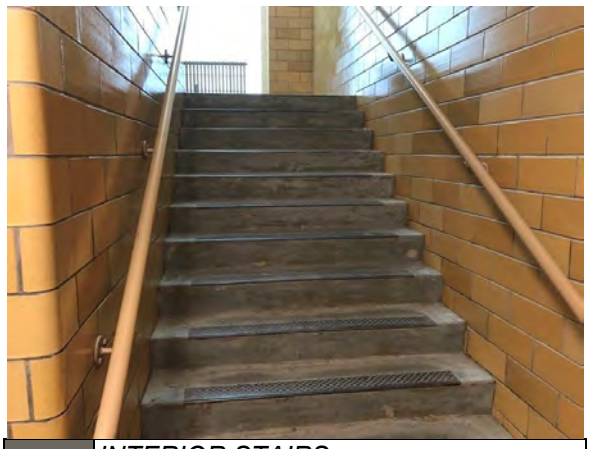


PHOTO #33: *INTERIOR STAIRS*

PHOTO #34: *HALLWAY*
NEW LIGHT FIXTURES

PHOTO #35: *INTERIOR AREAS*
OFFICE

PHOTO #36: *INTERIOR AREAS*
POTTERY CLASSROOM

PHOTO #37:	*INTERIOR AREAS* *EMPLOYEE BREAK AREA*

PHOTO #38:	*INTERIOR AREAS* *MULTI PURPOSE ROOM*

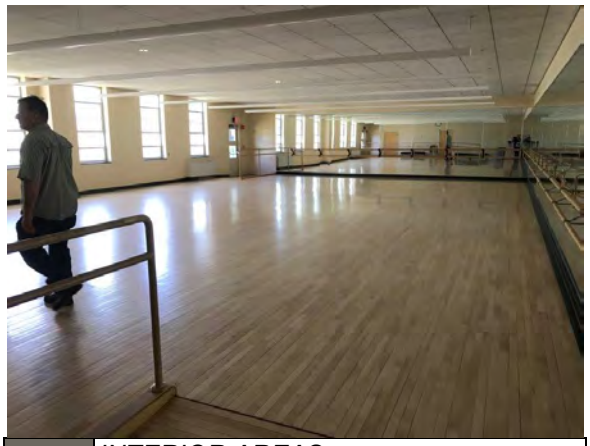


PHOTO #39:	*INTERIOR AREAS* *DANCE STUDIO*

PHOTO #40:	*INTERIOR AREAS* *CHILDCARE*

PHOTO #41:	*INTERIOR AREAS* *GYM*

PHOTO #42:	*INTERIOR AREAS* *GYM*

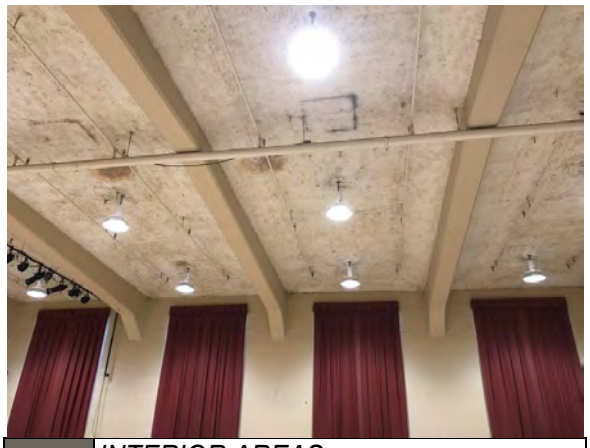


PHOTO #43:	*INTERIOR AREAS* *GYM ROOF (LEAKS)*

PHOTO #44:	*INTERIOR AREAS* *STAGE (POOR FINISH)*

PHOTO #45:	*INTERIOR AREAS* *ADULT DAYCARE*

PHOTO #46:	*INTERIOR AREAS* *ADULT DAYCARE KITCHENETTE*

PHOTO #47:	*ELEVATOR*

PHOTO #48:	*ELEVATOR INTERIOR*

PHOTO #49:	*INTERIOR AREAS* *ART STUDIO A*

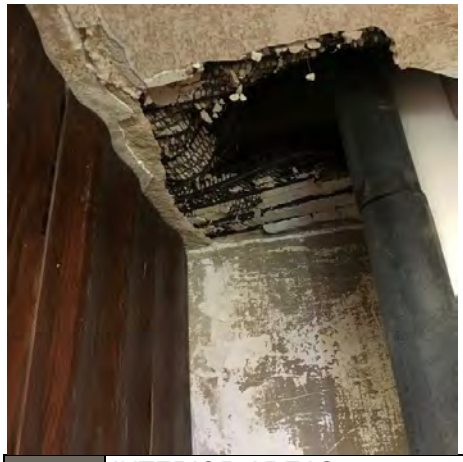


PHOTO #50:	*INTERIOR AREAS* *ART STUDIO A*

PHOTO #51:	*INTERIOR AREAS* *KITCHEN*

PHOTO #52:	*INTERIOR AREAS* *SUPERVISOR PTAC UNIT*

PHOTO #53:	*EAST ENTRANCE* *FIRE ALARM PANEL*

PHOTO #54:	*BOILER ROOM* *AIR HANDLER (1 OF 2)*

PHOTO #55:	*BOILER ROOM FREQUENCY DRIVE*

PHOTO #56:	*BOILER ROOM BOILER (1 OF 2)*

PHOTO #57:	*BOILER ROOM BOILER PUMPS (2 OF 4)*

PHOTO #58:	*BOILER ROOM DOMESTIC BOILER*

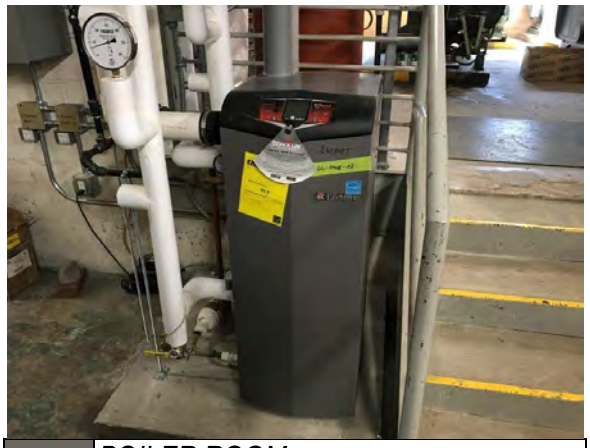


PHOTO #59:	*BOILER ROOM BOILER 3*

PHOTO #60:	*BOILER ROOM CIRCULATION PUMPS (1 OF 3)*

PHOTO #61:	*BOILER ROOM CHILLER (1 OF 2)*

PHOTO #62:	*BOILER ROOM EMERGENCY GENERATOR*

PHOTO #63:	*BOILER ROOM MAIN SWITCHGEAR*

PHOTO #64:	*BOILER ROOM FIRE SPRINKLER BACKFLOW*

PHOTO #65:	*BOILER ROOM WATER MAIN/METER*

PHOTO #66:	*ROOF*

PHOTO #67:	*ROOF* *EXCESSIVE MOSS GROWTH*

PHOTO #68:	*ROOF* *OVERHANGING TREES PRESENT*

PHOTO #69:	*ROOF* *AIR COOLED CONDENSERS*

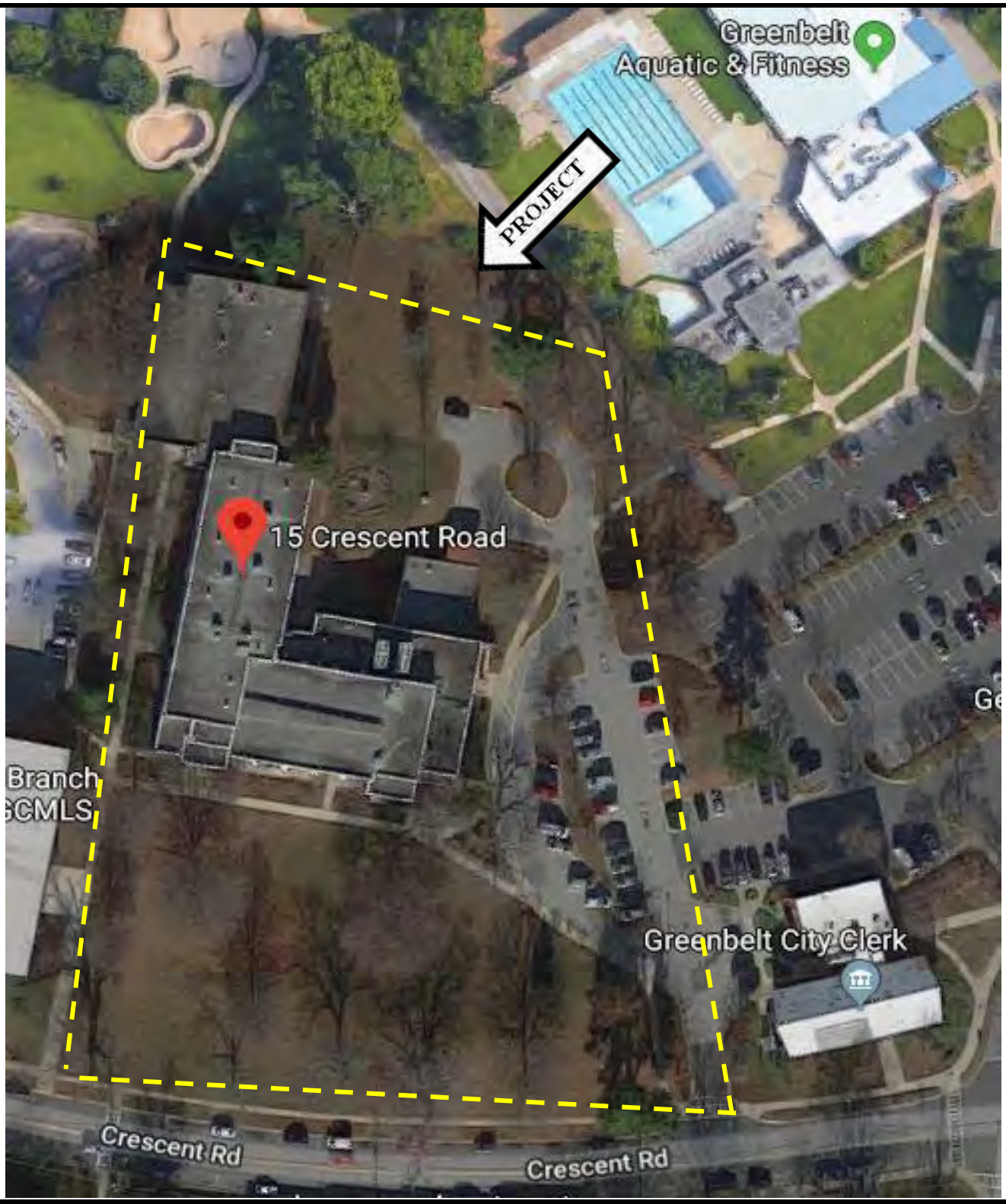
PHOTO #70:	*ROOF* *LOSE STONE BALLAST &* *ALLIGATOR CRACKING PRESENT*

PHOTO #71:	*ROOF* *SIGNS OF WATER DAMAGE*

PHOTO #72:	*ROOF* *CLOGGED DRAINS PRESENT*

Appendix B:
Site Plan

Site Plan



emg	**Project Name:** Greenbelt/Community Center	**Project Number:** 131700.18R000-004.322
	Source: Google Maps	**On-Site Date:** May 09, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: May 09, 2018

Property Name: Greenbelt/Community Center

EMG Project Number: 131700.18R000-004.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?			X	
2	Have any ADA improvements been made to the property?	X			
3	Does a Transition Plan / Barrier Removal Plan exist for the property?			X	
4	Has building ownership or management received any ADA related complaints that have not been resolved?			X	
5	Is any litigation pending related to ADA issues?			X	
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?	X			
2	Are there sufficient van-accessible parking spaces available?	X			
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?	X			
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?	X			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	X			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?	X			
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)	X			
2	Are ramps that appear longer than 6 ft complete with railings on both sides?	X			
3	Does the width between railings appear at least 36 inches?	X			

	Ramps (cont.)	Yes	No	NA	Comments
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			X	
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	X			
2	If the main entrance is inaccessible, are there alternate accessible entrances?	X			
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	X			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	X			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	X			
3	Is there a path of travel that does not require the use of stairs?	X			
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?	X			
2	Are there visual and audible signals inside cars indicating floor change?	X			
3	Are there standard raised and Braille marking on both jambs of each hoist way entrance as well as all cab/call buttons?	X			
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?	X			
5	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?	X			
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?	X			

	Toilet Rooms	Yes	No	NA	Comments
1	Are common area public restrooms located on an accessible route?	X			
2	Are pull handles push/pull or lever type?	X			
3	Are there audible and visual fire alarm devices in the toilet rooms?		X		Room 20 accessible bathrooms don't have A/V alarm devices
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	X			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60" turning diameter)?	X			
6	In unisex toilet rooms, are there safety alarms with pull cords?			X	
7	Are toilet stall doors wheelchair accessible (appear to be at least 32" wide)?	X			Room 20 back restrooms are not accessible.
8	Are grab bars provided in toilet stalls?	X			
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 29" clearance)?	X			
10	Are sink handles operable with one hand without grasping, pinching or twisting?	X			
11	Are exposed pipes under sink sufficiently insulated against contact?		X		Room 20 restroom needs pipe insulation
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			X	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			X	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			X	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.			X	
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?			X	
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.	X			
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			X	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

This questionnaire must be completed by the property owner, the owner's designated representative, or someone knowledgeable about the subject property. 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 report.

Name of Institution:	City of Greenbelt	
Name of Building: Community Center	Building #:	
Name of person completing questionnaire: Tim Houchens		
Length of Association With the Property: 30 Years		Phone Number: 240.542.2169

Site Information	
Year of Construction?	1937
No. of Stories?	3
Total Site Area?	3 Acres (estimated)
Total Building Area?	55,000 SF

Inspections	Date of Last Inspection	List of Any Outstanding Repairs Required
1. Elevators	**May 2017**	-
2. HVAC Mechanical, Electric, Plumbing?	**April, 2018**	None
3. Life-Safety/Fire?	**June, 2017**	None
4. Roofs?	**April, 2018**	None

Key Questions	Response
Major Capital Improvements in Last 3 yrs.	None
Planned Capital Expenditure For Next Year?	None
Age of the Roof?	Over 20 years
What bldg. Systems Are Responsibilities of Tenants? (HVAC/Roof/Interior/Exterior/Paving)	All

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	Y	N	Unk	NA	Comments
	Zoning, Building Design & Life Safety Issues					
1	Are there any unresolved building, fire, or zoning code issues?		X			
2	Is there any pending litigation concerning the property?		X			
3	Are there any other significant issues/hazards with the property?		X			
4	Are there any unresolved construction defects at the property?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

ZONING, BUILDING DESIGN & LIFE SAFETY ISSUES						
5	Has any part of the property ever contained visible suspect mold growth?		X			
6	Is there a mold Operations and Maintenance Plan?		X			
7	Are there any recalled fire sprinkler heads (Star, GEM, Central, and Omega)?				X	
8	Have there been indoor air quality or mold related complaints from tenants?			X		
GENERAL SITE						
9	Are there any problems with erosion, storm water drainage or areas of paving that do not drain?		X			
10	Are there any problems with the landscape irrigation systems?		X			
BUILDING STRUCTURE						
11	Are there any problems with foundations or structures?		X			
12	Is there any water infiltration in basements or crawl spaces?		X			
13	Has a termite/wood boring insect inspection been performed within the last year?			X		
BUILDING ENVELOPE						
14	Are there any wall, or window leaks?		X			
15	Are there any roof leaks?		X			
16	Is the roofing covered by a warranty or bond?		X			
17	Are there any poorly insulated areas?		X			
18	Is Fire Retardant Treated (FRT) plywood used?		X			
19	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

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	Y	N	Unk	NA	Comments
	Building HVAC and Electrical					
20	Are there any leaks or pressure problems with natural gas service?			X		
21	Does any part of the electrical system use aluminum wiring?			X		
22	Do Residential units have a less than 60-Amp service?				X	
23	Do Commercial units have less than 200-Amp service?				X	
24	Are there any problems with the utilities, such as inadequate capacities?			X		
	ADA					
25	Has the management previously completed an ADA review?			X		
26	Have any ADA improvements been made to the property?			X		
27	Does a Barrier Removal Plan exist for the property?			X		
28	Has the Barrier Removal Plan been approved by an arms-length third party?			X		
29	Has building ownership or management received any ADA related complaints?			X		
30	Does elevator equipment require upgrades to meet ADA standards?				X	
	PLUMBING					
31	Is the property served by private water well?		X			
32	Is the property served by a private septic system or other waste treatment systems?		X			
33	Is polybutylene piping used?		X			
34	Are there any plumbing leaks or water pressure problems?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

Additional Issues or Concerns That EMG Should Know About?	
1.	
2.	
3.	

Items Provided to EMG Auditors				
	Yes	No	N/A	Additional Comments?
Access to All Mechanical Spaces	☐	☐	☐	
Access to Roof/Attic Space	☐	☐	☐	
Access to Building As-Built Drawings	☐	☐	☐	
Site plan with bldg., roads, parking and other features	☐	☐	☐	
Contact Details for Mech, Elevator, Roof, Fire Contractors:	☐	☐	☐	
List of Commercial Tenants in the property	☐	☐	☐	
Previous reports pertaining to the physical condition of property.	☐	☐	☐	
ADA survey and status of improvements implemented.	☐	☐	☐	
Current / pending litigation related to property condition.	☐	☐	☐	
Any brochures or marketing information.	☐	☐	☐	

_____ _____

Signature of person Interviewed or completing form Date

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, and 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.

FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Aquatic Fitness Center
101 Centerway Drive
Greenbelt, Maryland 20770

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:
Bill Champion
Senior Program Manager
800.733.0660 x6234
bchampion@emgcorp.com

EMG Project Number:
131700.18R000-002.322

Date of Report:
August 3, 2018

On Site Date:
May 17, 2018

DUDE SOLUTIONS
PARENT COMPANY OF SchoolDude | FacilityDude | TheWorxHub

Immediate Repairs Report

8/3/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Aquatic Fitness Center	3.1	946423	ADA, Miscellaneous, Fire Alarm Devices, Strobe/Horn, Install	3	EA	$300.00	$900	**$900**
Aquatic Fitness Center	3.1	946411	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	1	EA	$1,400.00	$1,400	**$1,400**
Aquatic Fitness Center	3.1	946377	ADA, Restroom, Lavatory Pipe Wraps, Install	1	EA	$80.00	$80	**$80**
Aquatic Fitness Center	6.3	946341	Roof, Metal, Replace	2300	SF	$12.45	$28,633	**$28,633**
Aquatic Fitness Center	8.1	946314	Interior Wall Finish, Gypsum Board/Plaster, Repair	200	SF	$3.18	$636	**$636**
Immediate Repairs Total								**$31,649**

* Location Factor included in totals.

Replacement Reserves Report

8/3/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Aquatic Fitness Center	3.1	946423	ADA, Miscellaneous, Fire Alarm Devices, Strobe/Horn, Install	0	0	0	3	EA	$300.00	$900	$900													
Aquatic Fitness Center	3.1	946411	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	0	0	0	1	EA	$1,400.00	$1,400	$1,400													
Aquatic Fitness Center	3.1	946377	ADA, Restroom, Lavatory Pipe Wraps, Install	0	0	0	1	EA	$80.00	$80	$80													
Aquatic Fitness Center	5.2	946362	Parking Lots, Asphalt Pavement, Seal & Stripe	5	2	3	9250	SF	$0.38	$3,510				$3,510					$3,510					$3,510
Aquatic Fitness Center	5.2	946310	Parking Lots, Concrete Pavement, Replace	30	24	6	16000	SF	$8.00	$128,000							$128,000							
Aquatic Fitness Center	5.2	946369	Parking Lots, Asphalt Pavement, Mill & Overlay	25	12	13	9250	SF	$3.28	$30,344														$30,344
Aquatic Fitness Center	5.2	946356	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	15	15	4500	SF	$9.00	$40,500														
Aquatic Fitness Center	5.3	946406	Sump Pump, 3 HP, Replace	15	11	4	1	EA	$2,062.81	$2,063					$2,063									
Aquatic Fitness Center	5.4	946409	Backflow Preventer, 3 INCH, Replace	15	9	6	1	EA	$4,756.10	$4,756							$4,756							
Aquatic Fitness Center	5.5	946308	Drinking Fountain, Vitreous China, Replace	15	7	8	3	EA	$1,938.99	$5,817									$5,817					
Aquatic Fitness Center	5.5	946372	Backflow Preventer, 2 INCH, Replace	15	4	11	1	EA	$2,603.17	$2,603												$2,603		
Aquatic Fitness Center	5.5	946336	Chlorine Storage Tank, 80 GAL, Replace	20	8	12	1	EA	$2,140.56	$2,141													$2,141	
Aquatic Fitness Center	5.5	946378	Flood Light, Exterior, 100 W, Replace	20	15	5	8	EA	$995.47	$7,964						$7,964								
Aquatic Fitness Center	5.5	946317	Flood Light, Exterior, 100 W, Replace	20	13	7	6	EA	$995.47	$5,973								$5,973						
Aquatic Fitness Center	5.5	946422	Flood Light, Exterior, Soffit, Replace	20	12	8	8	EA	$995.47	$7,964									$7,964					
Aquatic Fitness Center	5.5	946373	Swimming Pool Gutter System, , Replace	50	49	1	300	LF	$455.71	$136,713		$136,713												
Aquatic Fitness Center	5.5	946361	Swimming Pool Heater, 562 MBH, Replace	15	12	3	1	EA	$7,260.00	$7,260				$7,260										
Aquatic Fitness Center	5.5	946366	Aquatics, 5 HP, Replace	10	7	3	1	EA	$6,800.24	$6,800				$6,800										$6,800
Aquatic Fitness Center	5.5	946393	Swimming Pool Filtration System, , Replace	15	11	4	1	EA	$6,733.29	$6,733					$6,733									
Aquatic Fitness Center	5.5	946421	Aquatics, 7.5 HP, Replace	10	6	4	1	EA	$6,800.24	$6,800					$6,800									
Aquatic Fitness Center	5.5	946415	Swimming Pool Plaster, Refinish	15	10	5	6800	SF	$5.60	$38,080						$38,080								
Aquatic Fitness Center	5.5	946312	Swimming Pool Filtration System, 50 GPM, Replace	15	10	5	1	EA	$6,733.29	$6,733						$6,733								
Aquatic Fitness Center	5.5	946340	Aquatics, Swimming Pool Pump, 1 to 10 HP, Replace	10	5	5	1	EA	$6,800.24	$6,800						$6,800								
Aquatic Fitness Center	5.5	946348	Swimming Pool Filtration System, , Replace	15	10	5	1	EA	$6,733.29	$6,733						$6,733								
Aquatic Fitness Center	5.5	946337	Swimming Pool Filtration System, , Replace	15	9	6	1	EA	$6,733.29	$6,733							$6,733							
Aquatic Fitness Center	5.5	946405	Aquatics, 7.5 HP, Replace	10	4	6	1	EA	$6,800.24	$6,800							$6,800							
Aquatic Fitness Center	5.5	946418	Swimming Pool Filtration System, , Replace	15	9	6	1	EA	$6,733.29	$6,733							$6,733							
Aquatic Fitness Center	5.5	946357	Aquatics, 15 HP, Replace	10	4	6	1	EA	$11,667.27	$11,667							$11,667							
Aquatic Fitness Center	5.5	946347	Aquatics, 10 HP, Replace	10	3	7	1	EA	$6,800.24	$6,800								$6,800						
Aquatic Fitness Center	5.5	946318	Swimming Pool Filtration System, , Replace	15	7	8	1	EA	$6,733.29	$6,733									$6,733					
Aquatic Fitness Center	5.5	946354	Swimming Pool Filtration System, , Replace	15	7	8	1	EA	$6,733.29	$6,733									$6,733					
Aquatic Fitness Center	5.5	946328	Swimming Pool Filtration System, , Replace	15	6	9	1	EA	$6,733.29	$6,733										$6,733				
Aquatic Fitness Center	5.5	946382	Fences & Gates, Chain Link, 4' High, Replace	30	22	8	90	LF	$30.51	$2,746									$2,746					
Aquatic Fitness Center	5.5	946397	Fences & Gates, Chain Link, 6' High, Replace	30	21	9	300	LF	$37.54	$11,261										$11,261				
Aquatic Fitness Center	5.5	946367	Fences & Gates, Wood Board, Replace	30	20	10	130	SF	$6.11	$794											$794			
Aquatic Fitness Center	5.5	946319	Signage, Property, Monument/Pylon, Replace/Install	20	5	15	2	EA	$8,602.00	$17,204														
Aquatic Fitness Center	5.5	946346	Swimming Pool, Concrete Deck, Replace	25	24	1	2500	SF	$12.12	$30,297		$30,297												
Aquatic Fitness Center	5.5	946394	Dumpster Accessories, Enclosures, Wood/Vinyl, 8' High, Replace/Install	20	10	10	30	LF	$99.72	$2,992											$2,992			
Aquatic Fitness Center	5.5	946410	Pole Light, WATT, Replace/Install	20	4	16	5	EA	$2,721.00	$13,605														
Aquatic Fitness Center	6.3	946341	Roof, Metal, Replace	40	40	0	2300	SF	$12.45	$28,633	$28,633													
Aquatic Fitness Center	6.3	946327	Roof, Single-Ply TPO/PVC Membrane, Replace	20	2	18	4800	SF	$15.93	$76,468														
Aquatic Fitness Center	6.4	946417	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repoint	25	24	1	50	SF	$41.28	$2,064		$2,064												
Aquatic Fitness Center	6.4	946359	Exterior Wall, Vinyl Siding, 1-2 Stories, Replace	25	20	5	1500	SF	$7.81	$11,714						$11,714								
Aquatic Fitness Center	6.4	946403	Curtain Wall, Aluminum-Framed System w/ Glazing, Replace	30	24	6	1500	SF	$101.42	$152,124							$152,124							
Aquatic Fitness Center	6.6	946350	Window, SF, Replace	30	27	3	41	EA	$584.21	$23,952				$23,952										
Aquatic Fitness Center	6.6	946321	Window, 12 SF, Replace	30	27	3	24	EA	$584.21	$14,021				$14,021										

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
Aquatic Fitness Center	6.6	946399	Storefront, Metal-Framed Windows w/out Door(s), Replace	30	24	6	250	SF	$48.00	$12,000							$12,000								
Aquatic Fitness Center	6.6	946345	Exterior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	25	5	1	EA	$2,106.57	$2,107						$2,107									
Aquatic Fitness Center	6.6	946330	Exterior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	15	15	16	EA	$2,106.57	$33,705															
Aquatic Fitness Center	6.6	946395	Exterior Door, Steel, Replace	25	17	8	9	EA	$950.12	$8,551									$8,551						
Aquatic Fitness Center	6.6	946313	Overhead Door, Wood Roll-Up 144 SF, Replace	35	27	8	2	EA	$2,634.03	$5,268									$5,268						
Aquatic Fitness Center	7.1	946305	Heat Exchanger, 50 GPM, Replace	35	27	8	1	EA	$12,636.70	$12,637									$12,637						
Aquatic Fitness Center	7.1	946398	Exhaust Fan, 850 CFM, Replace	15	10	5	1	EA	$2,664.18	$2,664						$2,664									
Aquatic Fitness Center	7.1	946388	Exhaust Fan, 750 CFM, Replace	15	10	5	1	EA	$2,021.87	$2,022						$2,022									
Aquatic Fitness Center	7.1	946384	Exhaust Fan, 1000 CFM, Replace	15	10	5	1	EA	$2,664.18	$2,664						$2,664									
Aquatic Fitness Center	7.1	946407	Distribution Pump, 10 HP, Replace	20	15	5	1	EA	$6,237.69	$6,238						$6,238									
Aquatic Fitness Center	7.1	946392	Distribution Pump, 10 HP, Replace	20	15	5	1	EA	$6,237.69	$6,238						$6,238									
Aquatic Fitness Center	7.1	946387	Distribution Pump, Chiller & Condenser Water, 10 HP, Replace	20	15	5	1	EA	$6,237.69	$6,238						$6,238									
Aquatic Fitness Center	7.1	946306	Distribution Pump, 10 HP, Replace	20	14	6	1	EA	$6,237.69	$6,238							$6,238								
Aquatic Fitness Center	7.1	946365	Dehumidifier & Control, 4, 500 CFM, 150 LB, Replace	15	8	7	1	EA	$89,695.56	$89,696								$89,696							
Aquatic Fitness Center	7.1	946400	Dehumidifier & Control, 4, 500 CFM, 150 LB, Replace	15	8	7	1	EA	$89,695.56	$89,696								$89,696							
Aquatic Fitness Center	7.1	946408	Unit Heater, 5 kW, Replace	20	19	1	5	EA	$1,741.57	$8,708		$8,708													
Aquatic Fitness Center	7.1	946333	Packaged Unit (RTU), 10 TON, Replace	15	11	4	1	EA	$18,554.44	$18,554					$18,554										
Aquatic Fitness Center	7.1	946304	Packaged Unit (RTU), 15 TON, Replace	15	8	7	1	EA	$26,845.87	$26,846								$26,846							
Aquatic Fitness Center	7.1	946307	Packaged Unit (RTU), 9 TON, Replace	15	8	7	1	EA	$18,554.44	$18,554								$18,554							
Aquatic Fitness Center	7.1	946381	Packaged Unit (RTU), 10 TON, Replace	15	2	13	1	EA	$18,554.44	$18,554														$18,554	
Aquatic Fitness Center	7.2	946412	Toilet, Tankless (Water Closet), Replace	20	10	10	8	EA	$842.97	$6,744											$6,744				
Aquatic Fitness Center	7.2	946320	Urinal, Vitreous China, Replace	20	8	12	5	EA	$1,193.44	$5,967													$5,967		
Aquatic Fitness Center	7.2	946420	Sink/Lavatory, Enameled Steel, Replace	20	14	6	18	EA	$616.03	$11,088							$11,088								
Aquatic Fitness Center	7.2	946401	Service Sink, Porcelain Enamel, Cast Iron, Replace	20	14	6	1	EA	$1,360.33	$1,360							$1,360								
Aquatic Fitness Center	7.2	946380	Service Sink, Floor, Replace	35	27	8	2	EA	$1,599.51	$3,199									$3,199						
Aquatic Fitness Center	7.2	946355	Shower, Ceramic Tile, Replace	30	24	6	18	EA	$1,983.78	$35,708							$35,708								
Aquatic Fitness Center	7.2	946352	Drinking Fountain, Refrigerated, Replace	10	4	6	5	EA	$1,257.51	$6,288							$6,288								
Aquatic Fitness Center	7.2	946339	Emergency Eye Wash, , Replace	15	9	6	1	EA	$1,417.04	$1,417							$1,417								
Aquatic Fitness Center	7.2	946360	Backflow Preventer, 1.5 INCH, Replace	15	11	4	1	EA	$2,603.17	$2,603					$2,603										
Aquatic Fitness Center	7.2	946374	Mixing Valve, 0.5", Replace	15	7	8	1	EA	$1,163.74	$1,164									$1,164						
Aquatic Fitness Center	7.2	946364	Domestic Boiler, 495 MBH, Replace	22	17	5	1	EA	$20,417.07	$20,417						$20,417									
Aquatic Fitness Center	7.2	946324	Domestic Circulator or Booster Pump, .75 HP, Replace	20	3	17	1	EA	$4,017.16	$4,017															
Aquatic Fitness Center	7.2	946349	Water Storage Tank, 200 GAL, Replace	20	3	17	1	EA	$2,778.24	$2,778															
Aquatic Fitness Center	7.2	946326	Domestic Circulator or Booster Pump, .75 HP, Replace	20	2	18	1	EA	$4,017.16	$4,017															
Aquatic Fitness Center	7.4	946332	Secondary Transformer, 75 kVA, Replace	30	25	5	1	EA	$8,844.95	$8,845						$8,845									
Aquatic Fitness Center	7.4	946343	Secondary Transformer, 30 kVA, Replace	30	25	5	1	EA	$6,086.36	$6,086						$6,086									
Aquatic Fitness Center	7.4	946315	Distribution Panel, 800 AMP, Replace	30	25	5	1	EA	$13,540.83	$13,541						$13,541									
Aquatic Fitness Center	7.4	946316	Secondary Transformer, 45 kVA, Replace	30	25	5	1	EA	$6,857.93	$6,858						$6,858									
Aquatic Fitness Center	7.6	946353	Backflow Preventer, 6 INCH, Replace	15	7	8	1	EA	$9,344.53	$9,345									$9,345						
Aquatic Fitness Center	7.6	946344	Fire Suppression System Jockey Pump, 1/3 HP, Replace	20	14	6	1	EA	$745.57	$746							$746								
Aquatic Fitness Center	7.6	946329	Sprinkler Heads (per SF), , Replace	20	10	10	34000	SF	$1.33	$45,213											$45,213				
Aquatic Fitness Center	7.6	946368	Fire Extinguisher, , Replace	15	6	9	10	EA	$356.54	$3,565										$3,565					
Aquatic Fitness Center	7.6	946325	Fire Alarm System, School, Upgrade/Install	20	16	4	34000	SF	$3.13	$106,478					$106,478										
Aquatic Fitness Center	7.6	946396	Fire Alarm Control Panel, Multiplex, Replace	15	1	14	1	EA	$4,284.35	$4,284															$4
Aquatic Fitness Center	7.6	946371	Exit Lighting Fixture, w/ Battery, Replace	10	9	1	15	EA	$418.95	$6,284		$6,284										$6,284			
Aquatic Fitness Center	8.1	946322	Interior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	22	8	1	EA	$2,106.57	$2,107									$2,107						
Aquatic Fitness Center	8.1	946379	Interior Door, Steel, Replace	25	13	12	17	EA	$950.12	$16,152													$16,152		
Aquatic Fitness Center	8.1	946419	Interior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	15	15	8	EA	$2,106.57	$16,853															
Aquatic Fitness Center	8.1	946386	Door Hardware System, School (per Door), Replace	10	4	6	25	EA	$375.00	$9,375							$9,375								
Aquatic Fitness Center	8.1	946314	Interior Wall Finish, Gypsum Board/Plaster, Repair	0	0	0	200	SF	$3.18	$636	$636														

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
Aquatic Fitness Center	8.1	946385	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	3	5	20000	SF	$1.42	$28,464						$28,464								$28,464	
Aquatic Fitness Center	8.1	946416	Interior Wall Finish, Concrete/Masonry, Prep & Paint	8	2	6	36000	SF	$1.45	$52,236							$52,236								$52
Aquatic Fitness Center	8.1	946338	Interior Wall Finish, Fabric, Replace	20	11	9	3000	SF	$1.85	$5,553										$5,553					
Aquatic Fitness Center	8.1	946370	Interior Wall Finish, Laminated Paneling, Replace	20	7	13	1000	SF	$15.31	$15,306														$15,306	
Aquatic Fitness Center	8.1	946334	Interior Floor Finish, Ceramic Tile, Replace	50	49	1	1000	SF	$15.76	$15,755		$15,755													
Aquatic Fitness Center	8.1	946323	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	11	4	250	SF	$4.80	$1,200					$1,200										
Aquatic Fitness Center	8.1	946342	Interior Floor Finish, Rubber Tile, Replace	15	9	6	1000	SF	$8.43	$8,435							$8,435								
Aquatic Fitness Center	8.1	946383	Interior Floor Finish, Wood Strip, Replace	30	23	7	650	SF	$13.52	$8,791								$8,791							
Aquatic Fitness Center	8.1	946404	Interior Floor Finish, Rubber Tile, Replace	15	6	9	700	SF	$8.43	$5,904										$5,904					
Aquatic Fitness Center	8.1	946414	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	6	4	2200	SF	$7.26	$15,964					$15,964										$15
Aquatic Fitness Center	8.1	946311	Interior Ceiling Finish, Gypsum Board/Plaster, Replace	50	49	1	150	SF	$7.13	$1,069		$1,069													
Aquatic Fitness Center	8.1	946351	Interior Ceiling Finish, Gypsum Board/Plaster, Prep & Paint	10	4	6	4750	SF	$1.94	$9,199							$9,199								
Aquatic Fitness Center	8.1	946389	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	15	5	4500	SF	$3.11	$14,000						$14,000									
Totals, Unescalated											**$31,649**	**$200,890**	**$0**	**$55,544**	**$160,396**	**$204,405**	**$470,904**	**$246,355**	**$75,773**	**$33,018**	**$55,743**	**$8,887**	**$24,260**	**$102,978**	**$79**
Totals, Escalated (3.0% inflation, compounded annually)											**$31,649**	**$206,917**	**$0**	**$60,694**	**$180,527**	**$236,961**	**$562,283**	**$302,986**	**$95,988**	**$43,080**	**$74,914**	**$12,302**	**$34,589**	**$151,227**	**$119**

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. Descriptions that are more detailed may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	101 Centerway, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	1991 1993 Fitness Center Addition
Current Occupants:	City of Greenbelt
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Recreational
Site Area:	2.4 acres
Building Area:	34,000 SF
Number of Buildings:	1
Number of Stories:	1 / 2
Parking Type and Number of Spaces:	27 spaces in open lots.
Building Construction:	Masonry bearing walls and steel-framed roofs.
Roof Construction:	Pitched roofs with translucent panels and standing seam metal. Flat roofs with single ply membrane.
Exterior Finishes:	Brick Veneer
Heating, Ventilation & Air Conditioning:	Central natural gas boilers and PoolPak dehumidification units. Supplemental components: individual package units (RTUs), suspended electric unit heater.
Fire and Life/Safety:	Fire sprinklers, hydrants, smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, and exit signs.
Dates of Visit:	May 17, 2018
On-Site Point of Contact (POC):	Brian Kim
Assessment and Report Prepared by:	Justin Dunn
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

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Systemic Condition Summary			
Site	Fair	HVAC	Fair
Structure	Good	Plumbing	Fair
Roof	Fair	Electrical	Fair
Vertical Envelope	Fair	Elevators	--
Interiors	Fair	Fire	Fair

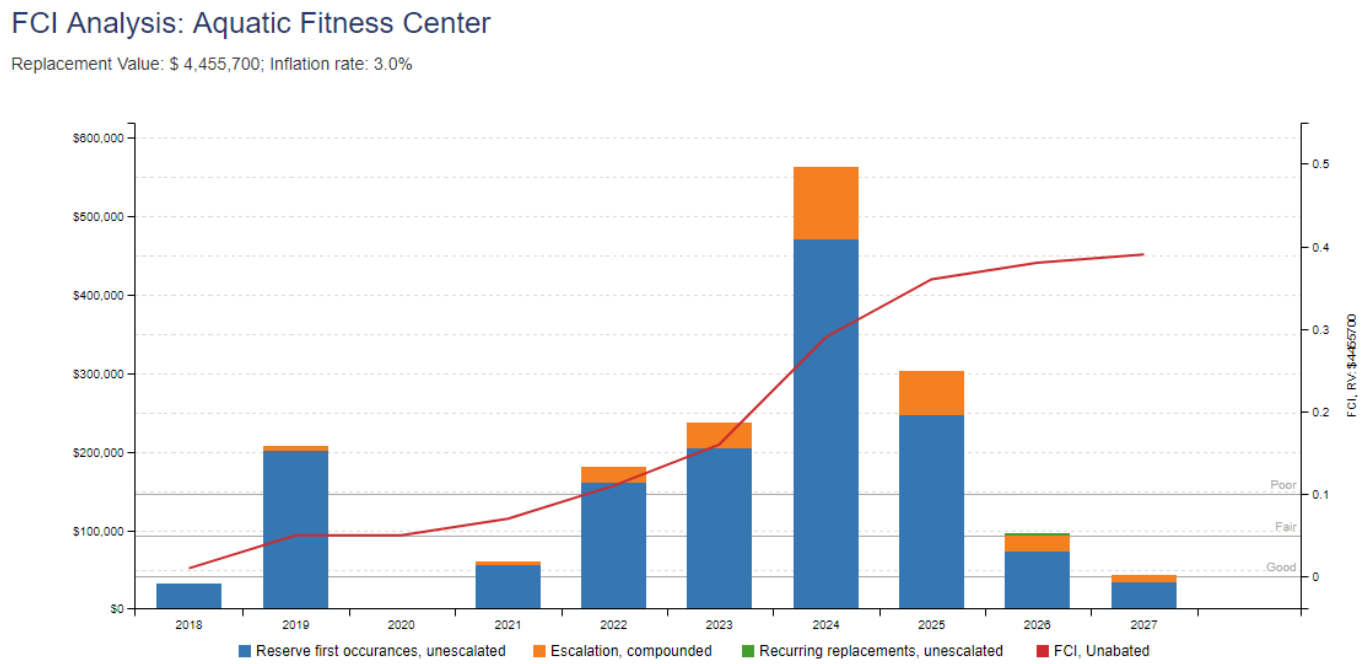
The following bullet points highlight the most significant short term and modernization recommendations:

- Replacement of swimming pool gutter system
- Repointing and caulking at exterior brick wall
- Replacement of electric unit heaters
- Replacement of deteriorated exterior pool deck

Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been generally well maintained since it was first occupied and is in fair overall condition.

According to property management personnel, the property has had an active capital improvement expenditure program over the past three years, primarily consisting of replacement of the main boilers and installation of new roof finishes at the flat and pool roofs. The fitness center roof and rooftop HVAC units were being replaced at the time of the site assessment. Supporting documentation was not provided in support of these claims but the work is evident.

1.2. Facility Condition Index (FCI)



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	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)	.07	Fair
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	.39	Poor
Current Replacement Value (CRV)	34,000 SF * 131.05 / SF = $4,455,700	
Year **1** (Current Year) - Immediate Repairs (IR)	$31,649	
Years **1-10** – Replacement Reserves (RR)	$1,721,085	

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- Replacement of standing seam metal roof
- Repair of gypsum board walls
- Minor ADA accessibility upgrades

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, elevated relative humidity, water intrusion, or mildew-like odors. Sampling is not a part of this assessment.

Areas of moisture stains and water damage were observed along the drywall, ceiling tiles and structure in the following areas:

- Office and conference rooms below metal roof
- Storage rooms adjacent to the interior pool
- Basement, below perimeter of the interior pool

The moisture and water damage appears to be the result of active and inactive roof leaks, and the failing pool perimeter drain system. Exposure to fungal growth or fungal growth producing materials can be hazardous and should be avoided. The presence of fungal does not necessarily constitute an exposure. This assessment does not constitute a comprehensive fungal growth survey of the Project, and any conclusions are based solely on conditions readily observable in accessed areas.

Based on the apparent limited extent of fungal growth (less than 30 square feet), the fungal growth can be abated by the onsite maintenance staff as part of the property's routine maintenance program. Such persons should receive training in accordance with OSHA on proper clean up methods, personal protection, and potential health/safety hazards. The cost of this work is not included in the cost tables.

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1.4. 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.

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.

1.4.1. 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.

1.4.2. 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.

1.4.3. 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.

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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 a recreation facility, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

2.3. Personnel Interviewed

The maintenance staff was interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Tim Houchens Facilities Maintenance Supervisor	City of Greenbelt Public Works	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facilities Maintenance Supervisor, City of Greenbelt Public Works, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 39 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- Pre-survey questionnaire, discussed below in 2.5.

2.5. Pre-Survey Questionnaire

A Pre-Survey Questionnaire was completed by the on-site project manager with input from the POC at the beginning of 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

May 17, 2018: Cloudy and rainy, with temperatures in the 60s (°F) and light winds.

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3. Accessibility and Property Research

3.1. 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.

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. One van-designated accessible parking space is required, and should be installed at the front elevation of the building near the existing accessible parking spaces for cars.

Restrooms

- Wrap drainpipes below family bathroom lavatory with insulation; protect against contact with hot, sharp, or abrasive surfaces.
- Add strobe fire alarms in family bathroom near pool, and two fitness center restrooms.

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

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

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4. Existing Building Assessment

4.1. Unit or Space Types

All 34,000 square feet of the building are occupied by a single occupant, the City of Greenbelt. The spaces consist mostly of the pool and spa areas, and supporting fitness center, classrooms, offices, restrooms, locker rooms, mechanical areas, and other utility spaces.

4.2. Inaccessible Areas or Key Spaces Not Observed

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 flat areas of the roof. All areas of the property were available for observation during the site visit. Due to the locker rooms and pool areas being heavily utilized during the site assessment, photography was minimized in some areas to protect the privacy of the individuals using the facility.

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. The following down units or areas were observed:

- The fitness center wing at the southwest side of the property was closed to the public at the time of the site assessment, due to installation of a new roof and roof-mounted packaged HVAC units. During the site assessment, the roof was covered by a temporary water barrier, and the old HVAC units appeared to have been removed. Specific details regarding the new fitness center roof materials and HVAC units were not provided, and consequently are not assessed within this report. The fitness center interior spaces were accessible, and assessments of that area are included in this report.

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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	WSSC	Good
Storm sewer	City of Greenbelt & PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	Washington Gas	Good

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as emergency electrical generators, septic systems, water or wastewater treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Centerway
Access from	South
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	None		--
Parking Lot	Asphalt	10+ years	Fair
Drive Aisles	Asphalt	10+ years	Fair
Service Aisles	Asphalt	10+ years	Fair
Sidewalks	Concrete	10+ years	Fair
Curbs	Concrete	10+ years	Fair
Site Stairs	Cast-in-place concrete	10+ years	Fair
Pedestrian Ramps	None		--

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Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
28	-	-	-	-

Total Number of ADA Compliant Spaces	4
Number of ADA Compliant Spaces for Vans	0
Total Parking Spaces	28
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	Physical count

Exterior Stairs			
Location	Material	Handrails	Condition
Front entrance	Concrete stairs	Metal	Fair

Anticipated Lifecycle Replacements:

- Asphalt seal coating
- Asphalt pavement
- Concrete pavement
- Concrete sidewalks

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.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☒	Good
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☒	Good
Pits	☐	--
Municipal System	☐	Good
Dry Well	☐	--

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Anticipated Lifecycle Replacements:

- Sump pump

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.
- 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.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Generally flat at exterior pool, but slopes moderately down from the southwest side of the property to the northeast property line.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☒	☒	☐	☐	☐	☐
Landscaping Condition	Good						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☒	☐	☐	☐			
Irrigation Condition	Good						

Retaining Walls		
Type	Location	Condition
None		--

Anticipated Lifecycle Replacements:

- Irrigation backflow preventer

Actions/Comments:

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

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5.5. General Site Improvements

Property Signage	
Property Signage	Monument
Street Address Displayed?	Yes

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☐	☒	☐	☐	☐
	Good				
Building Lighting	None	Wall Mounted	Recessed Soffit		
	☐	☒	☒		
	Fair				

Site Fencing		
Type	Location	Condition
Chain link with metal posts	Around perimeter of exterior pools	Failed
Unfinished wood board and posts	Around perimeter of PoolPak units at rear elevation of facility	Fair

Refuse Disposal				
Refuse Disposal	Individual garbage bins			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
Right elevation of property; individual bins	Asphalt paving	Wood board fence	Yes	Fair

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None		--
Tennis Courts	None		--
Basketball Court	None		--
Swimming Pool	Yes	Exterior: West side of property Interior: Within main pool and spa atrium	Failed

Anticipated Lifecycle Replacements:

- Signage

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- Exterior lighting
- Site fencing
- Wood board dumpster enclosures
- Pool equipment-pumps. Backflow preventer, filtration system, heater, storage tank
- Pool plaster refinishing
- Outdoor drinking fountains

Actions/Comments:

- Sections of the exterior concrete pool deck are badly cracked and deteriorating. The majority of pool deck will require only lifecycle replacements, but the more significantly deteriorated areas should be replaced within the short term.
- The drains at the pool deck for the interior pool are now settling, which is causing cracking and potential trip hazards at the perimeter of the interior pool. Sections of the drains have been replaced, but a full-scale replacement is needed to prevent safety hazards and continued problems with cracking ceramic tiles.
- The fence around the main pool does not meet the required code of 6 feet. Replacement is needed to prevent safety hazards.

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6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Slab on grade with integral footings	Good
Basement and Crawl Space	Concrete slab and concrete walls	Good

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. The basement walls appear intact and structurally sound. There is no evidence of movement.
- Some water was observed at the basement level, but all moisture appeared to be related to the improperly installed perimeter pool drain, discussed in section 5.5.
- A section of spalled concrete was observed at a concrete column in the exterior pool mechanical room, with rebar exposed and rusted. This appears to be an isolated issue, and not indicative of a significant foundation deterioration. The column should be repaired through the routine maintenance program, and the area monitored to detect and prevent future deterioration.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Masonry walls	Good
Ground Floor	Concrete slab	Good
Upper Floor Framing		--
Upper Floor Decking		--
Roof Framing	Steel beams or girders	Good
Roof Decking	Metal decking with concrete topping	Good

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.

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6.3. Roofing

Primary Roof			
Type / Geometry	Gable Roof	Finish	Translucent glazed paneling
Maintenance	Outside Contractor	Roof Age	2 Yrs
Flashing	Sheet metal	Warranties	Unknown
Parapet Copings	None	Roof Drains	Gutters and downspouts
Fascia	None	Insulation	No
Soffits	Concealed Soffits	Skylights	No
Attics	None	Ponding	No
Ventilation Source-1	None	Leaks Observed	No
Ventilation Source-2		Roof Condition	Poor

The primary roof is located above the pool at the north side of the property.

Secondary Roof			
Type / Geometry	Flat	Finish	Single-ply membrane
Maintenance	Outside Contractor	Roof Age	2 Yrs
Flashing	Membrane	Warranties	Active 20-year warranty
Parapet Copings	Parapet with sheet metal coping	Roof Drains	Internal drains
Fascia	None	Insulation	Rigid Board
Soffits	None	Skylights	No
Attics	None	Ponding	No
Ventilation Source-1	Power Vents	Leaks Observed	No
Ventilation Source-2		Roof Condition	Good

The secondary roof is located above locker rooms at the south side of the facility.

Tertiary Roof			
Type / Geometry	Gable Roof	Finish	Standing seam metal
Maintenance	Outside Contractor	Roof Age	27 Yrs
Flashing	Sheet metal	Warranties	Unknown
Parapet Copings	None	Roof Drains	Gutters and downspouts
Fascia	Metal Panel	Insulation	Unknown
Soffits	Concealed Soffits	Skylights	No

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Tertiary Roof			
Attics	None	Ponding	No
Ventilation Source-1	Soffit Vents	Leaks Observed	Yes
Ventilation Source-2		Roof Condition	Poor

The tertiary roof is located above offices on the east side of the facility.

Anticipated Lifecycle Replacements:

- Single-ply membrane

Actions/Comments:

- The roof finishes vary in age. The flat roof section is reportedly covered by a 20-year warranty, while the other roofs' warranties were unknown. A copy of the warranty was requested but was not available. The roofs are maintained by an outside contractor.
- 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 generally 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 standing seam metal roof was reported to have active leaks, and leakage was observed during the on-site assessment. The roof finishes require replacement.
- Suspected vegetation growth was observed through the semi-translucent paneling of the pool roof on the northeast side of the roof. The roof should be regularly cleaned to prevent vegetation growth. This action can be addressed through routine maintenance.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Brick veneer	Fair
Secondary Finish	Curtain wall	Fair
Accented with	Vinyl siding	Fair
Soffits	Concealed	Fair

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

Anticipated Lifecycle Replacements:

- Vinyl siding
- Curtain wall

Actions/Comments:

- On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. Future lifecycle replacements of the components listed above will be required.

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- When the new pool roof was installed in 2016, the slope of new the roof was slightly different from the roof that had preceded it. Consequently, there are uneven, open spaces where the top of the brick exterior wall and the roof slope meet, resulting in gaps that are open to the outside. These areas must be cleaned, re-pointed as needed, and caulked. A cost has been included for these repairs.

6.5. Exterior and Interior Stairs

Building Exterior and Interior Stairs					
Type	Description	Riser	Handrail	Balusters	Condition
Building Exterior Stairs	Concrete stairs	Closed	Metal	Metal	Good
Building Interior Stairs	Concrete stairs	Closed	Metal	Metal	Good

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- On-going periodic maintenance is highly recommended.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed, operable	Double glaze	Exterior walls	☒	Fair
Aluminum framed, fixed	Double glaze	Exterior walls	☐	Fair
Aluminum framed storefront	Double glaze	Exterior walls	☐	Fair

Building Doors		
Main Entrance Doors	Door Type	Condition
	Fully glazed, metal framed with mechanical openers	Fair
Secondary Entrance Doors	Fully glazed, metal framed	Fair
Service Doors	Metal, insulated	Fair
Overhead Doors	Wood	Fair

Anticipated Lifecycle Replacements:

- Windows
- Storefront glazing
- Exterior doors
- Overhead door

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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.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

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7. Building Mechanical and Plumbing Systems

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Building Central Heating System	
Primary Heating System Type	Hot water boilers
Quantity and Capacity of Major Components	3 boilers at 1445 MBH each
Total Heating Capacity	4335 MBH
Heating Fuel	Natural gas
Location of Major Equipment	Mechanical rooms
Space Served by System	Majority of building,
Age Ranges	All units dated 2017
Boiler Condition	Good
Heat Exchanger Condition	Fair

Building Central Cooling System	
Primary Cooling System Type	None
Quantity and Capacity of Major Components	N/A
Total Cooling Capacity	N/A
Refrigerant	None
Cooling Towers	None
Location of Major Equipment	--
Space Served by System	N/A
Age Ranges	N/A
Chiller Condition	--
Cooling Tower Condition	--

Distribution System	
HVAC Water Distribution System	Two-pipe
Heating Water Circulation Pump Size & Quantity	2 pumps at 10 HP each
Chilled Water Circulation Pump Size & Quantity	NA
Condenser Water Circulation Pump Size & Quantity	2 pumps at 10 HP each
Pump Condition	Fair

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Distribution System	
Air Distribution System	Constant volume
Quantity and Capacity of Air Handlers	2 air handlers at an estimated 4500 CFM each
Location of Air Handlers	Exterior site
Large Spaces the Larger Dedicated AHU's Serve	Pool atrium
Age of Air Handlers	All units dated estimate 2010
Air Handler Condition	Fair
Terminal Units	Radiators and/or cabinet units
Quantity and Capacity of Terminal Units	Quantity and capacity of hydronic radiators and unit heaters difficult to determine without construction drawings
Location of Terminal Units	Within interior spaces
Spaces Served by Terminal Units	Throughout facility
Terminal Unit Condition	Fair

Supplemental Components	
Supplemental Component #1	Package units
Location / Space Served by Package units (RTUs)	Hallways, locker rooms, offices
Package units (RTUs) Condition	Fair
Supplemental Component #3	Suspended unit heaters
Location / Space Served by Suspended unit heaters	Utility rooms
Suspended unit heaters Condition	Poor

Controls and Ventilation	
HVAC Control System	Individual programmable and non-programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Roof top exhaust fans
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Air handlers/Dehumidification units
- Package units
- Heat exchangers
- Distribution pumps
- Rooftop exhaust fans

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Actions/Comments:

- The HVAC systems are maintained by the in-house maintenance staff. 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.
- The HVAC equipment generally appears to be functioning adequately overall. The maintenance staff was interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported and generally, an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement.
- Several suspended electric unit heaters are present in utility rooms. The units are reportedly original and are past their EULs. The POC reported that the units may or may not work. These units should be replaced with heaters that are more modern.

7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Fair
Waste/Sewer Piping	PVC	Fair
Vent Piping	PVC	Fair
Water Meter Location	Basement filter room	

Domestic Water Heaters or Boilers	
Components	Domestic Boiler
Fuel	Natural gas
Quantity and Input Capacity	1 unit at 495 MBH
Storage Capacity	N/A
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	Yes
Storage Tank Quantity & Volume	1 unit at 200 gallons
Quantity of Storage Tanks	1
Storage Tank Condition	Good
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	1.6 GPF
Common Area Faucet Nominal Flow Rate	2.0 GPM
Condition	Fair

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Anticipated Lifecycle Replacements:

- Boiler
- Pumps
- Toilets
- Urinals
- Sinks
- Showers
- Drinking fountains
- Domestic backflow preventer
- Water storage tank
- Mixing valve
- Emergency eye wash

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short-term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

Gas service is supplied from the gas main on the adjacent public street. The gas meter and regulators are located at the exterior wall of the facility. The gas distribution piping within the 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 regulators 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.

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	800 Amps	Volts	277/480 Volt, three-phase
Meter & Panel Location	Electrical room	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	Yes
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	Generally T-8s, with LEDs above the pool, CFLs at accent locations, and a small number of T-12s in isolated utility spaces		
Main Distribution Condition	Fair		

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Building Electrical Systems	
Secondary Panel and Transformer Condition	Fair
Lighting Condition	Fair

Building Emergency System			
Size	N/A	Fuel	None
Generator / UPS Serves	N/A	Tank Location	N/A
Testing Frequency	N/A	Tank Type	None
Generator / UPS Condition	--		

Anticipated Lifecycle Replacements:

- Main distribution panel
- Step-down transformers

Actions/Comments:

- The onsite electrical systems up to the meter are owned and maintained by the respective utility company.
- The electrical service and capacity appear to be adequate for the property's demands.
- The building's electrical components are generally original. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panels and transformers, and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

7.5. Building Elevators and Conveying Systems

Not applicable. There are no elevators or conveying systems.

7.6. Fire Protection and Security Systems

Item	Description					
Type	Wet pipe and dry pipe					
Fire Alarm System	Central Alarm Panel	☒	Battery-Operated Smoke Detectors	☐	Alarm Horns	☒
	Annunciator Panels	☒	Hard-Wired Smoke Detectors	☒	Strobe Light Alarms	☒
	Pull Stations	☒	Emergency Battery-Pack Lighting	☒	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					
Sprinkler System	None	☐	Standpipes	☐	Backflow Preventer	☒
	Hose Cabinets	☐	Fire Pumps	☒	Siamese Connections	☐

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Item	Description			
Type	Wet pipe and dry pipe			
Suppression Condition	Fair			
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel	
	Electrical room		2017	
Fire Extinguishers	Last Service Date		Servicing Current?	
	July 2017		Yes	
Hydrant Location	Adjacent drive aisles			
Siamese Location	Exterior wall, front elevation			
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System	☐

Anticipated Lifecycle Replacements:

- Central alarm panel
- Backflow preventer
- Sprinkler heads
- Dry pipe suppression system fire pump
- Fire extinguishers
- Alarm system

Actions/Comments:

- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.
- The fire extinguishers generally are up to date on their inspections. The extinguisher in the front lobby was inspected last in August 2016, and has not been inspected within the last year. A qualified fire equipment contractor must inspect and service the out-of-date fire extinguisher.
- Numerous EXIT signs at the facility appear to be original and are not powered or illuminated. They should be replaced with updated units with proper illumination to ensure adequate signage in emergencies.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used as a recreation facility for the City of Greenbelt.

The most significant interior spaces include primarily the pool and spa areas, and the fitness center wing. Supporting areas include classrooms, offices, restrooms, locker rooms, mechanical areas, and other utility spaces.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Vinyl tile	Utility areas	Fair
Carpet	Fitness center	Fair
Ceramic tile	Immediate pool perimeter	Poor
Ceramic tile	Pool area, locker rooms, hallways	Fair
Rubber flooring	Fitness center weight room, lobby	Fair
Hardwood	Fitness center aerobic room	Fair
Unfinished	Basement, mechanical/utility rooms	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Painted drywall	Throughout building	Fair
Painted CMU	Throughout building	Fair
Laminate paneling	Pool	Fair
Fabric	Fitness center	Fair
Exposed CMU/masonry	Mechanical/utility rooms	Fair
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Suspended T-bar (Acoustic)	Throughout building	Fair
Painted drywall	Fitness center	Fair
Exposed structure	Pool area, basement, mechanical/utility rooms	Fair

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Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood	Fair
Door Framing	Metal	Fair
Fire Doors	Yes	Fair

Anticipated Lifecycle Replacements:

- Laminated paneling
- Fabric wall finish
- Carpet
- Wood strip flooring
- Vinyl tile
- Rubber flooring
- Interior paint
- Suspended acoustic ceiling tile
- Interior doors
- Door hardware

Actions/Comments:

- It appears that the interior finishes are generally original, with only routine maintenance and isolated repairs.
- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.
- The ceramic tile flooring at the perimeter of the interior pool is cracked and deteriorated in some areas due to the collapsing and improperly installed pool drains, as discussed previously in section 5.5. Replacement of the cracked tiles will be required after the pool drain issue is addressed.
- The gypsum wallboard walls and ceilings in storage rooms adjacent to the pool were observed to have water damage, reportedly stemming from leaks in the flat roof finishes prior to those finishes being replaced in 2016. The leaks are reportedly no longer active, but the finishes will require replacement.
- Some corrosion and buildup was observed at some of the metal doors adjacent to the pool. Cleaning and minor repair work is recommended at these units through the facility's routine maintenance program.

8.2. Commercial Kitchen & Laundry Equipment

Not applicable. There is no commercial kitchen or laundry equipment.

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9. Other Structures

Not applicable. There are no major accessory structures.

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10. Certification

The City of Greenbelt retained EMG to perform this Facility Condition Assessment in connection with its continued operation of the Aquatic and Fitness Center, 101 Centerway Drive, Greenbelt, Maryland, the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

Prepared by: Justin Dunn,
Project Manager

Reviewed by:

Kathleen Sullivan
Technical Report Reviewer for
Bill Champion, Senior Program Manager
bchampion@emgcorp.com 800.733.0660 x6234

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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

#1:	COVER PHOTO

#2:	FRONT ELEVATION

#3:	LEFT ELEVATION

#4:	REAR ELEVATION

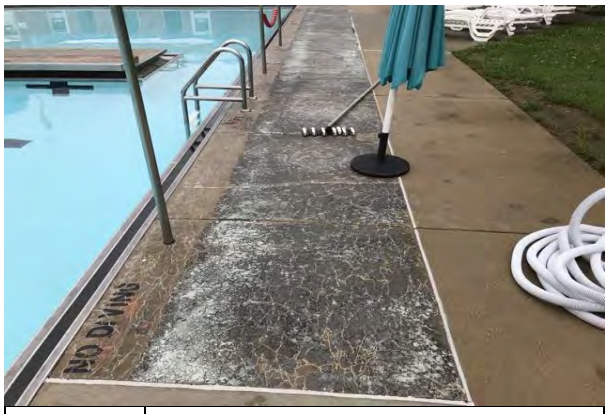
#5:	RIGHT ELEVATION

#6:	ASPHALT PAVING

#7:	CONCRETE SIDEWALKS

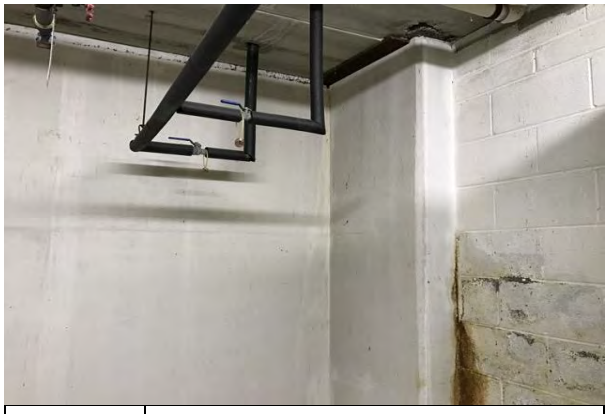
#8:	LANDSCAPING

#9:	FACILITY SIGNAGE



#10:	DETERIORATED CONCRETE SECTIONS AT EXTERIOR POOL DECK

#11:	STRUCTURE



#12:	STRUCTURE

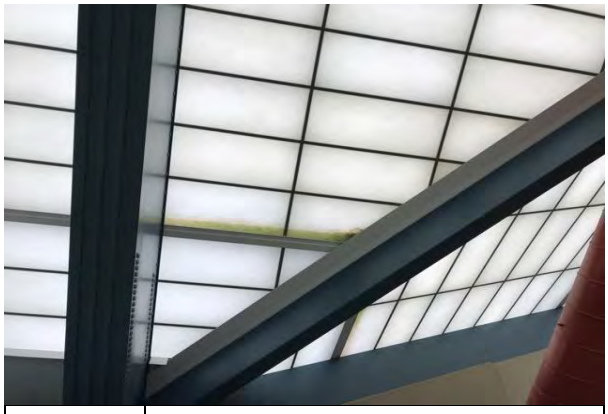
#13:	STRUCTURE AT BASEMENT, WITH LEAKING POOL DRAIN STAINS

#14:	SPALLING CONCRETE AT COLUMN IN EXTERIOR POOL MECHANICAL ROOM

#15:	SPALLING CONCRETE AT COLUMN IN EXTERIOR POOL MECHANICAL ROOM

#16:	POOL ROOF

#17:	POOL ROOF, INTERIOR VIEW



#18:	SUSPECTED VEGETATION GROWTH AT EXTERIOR SEAM OF POOL ROOF

#19:	FLAT ROOF

#20:	FLAT ROOF INTERIOR DRAIN

#21:	POOL ATRIUM FACADE

#22:	FITNESS CENTER FACADE, WITH ROOF REPLACEMENT IN PROGRESS

#23:	UNEVEN AND EXPOSED SEAM BETWEEN BRICK FACADE AND NEW POOL ROOF

#24:	OPEN SEAM BETWEEN WINDOW AND BRICK EXTERIOR WALL, AS VIEW FROM INTERIOR OF POOL ATRIUM

#25:	CENTRAL BOILERS

#26:	DISTRIBUTION PUMP, HEATING WATER

#27:	POOLPAK DEHUMIDIFICATION UNIT

#28:	DISTRIBUTION PUMP, CONDENSER WATER

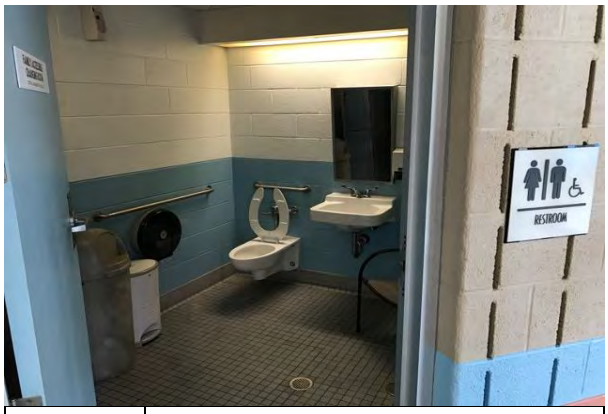
#29:	HEAT EXCHANGER, WATER-TO-WATER

#30:	PACKAGED UNIT (RTU)

#31:	ELECTRIC UNIT HEATER

#32:	EXHAUST FAN

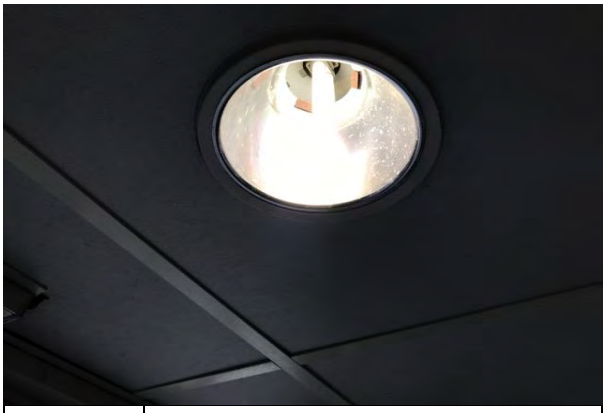
#33:	DOMESTIC HOT WATER BOILER



#34:	RESTROOM PLUMBING FIXTURES

#35:	MAIN DISTRIBUTION PANEL

#36:	ELECTRICAL DISTRIBUTION WITH STEP-DOWN TRANSFORMERS



#37:	INTERIOR LIGHTING

#38:	EXTERIOR LIGHTING

#39:	FIRE ALARM CONTROL PANEL

#40:	FIRE SPRINKLERS

#41:	FIRE ALARM COMPONENTS

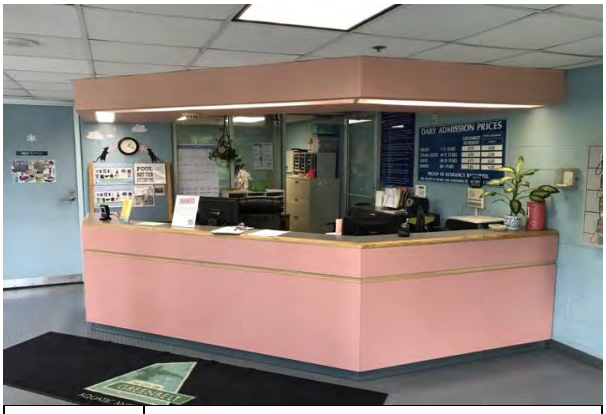
#42:	FIRE EXTINGUISHER

#43:	SINKING INTERIOR POOL PERIMETER DRAIN AND SURROUNDING CERAMIC TILE

#44:	INTERIOR POOL DRAIN WITH SAFETY CONES

#45:	WATER-STAINED SUSPENDED ACOUSTICAL TILE BELOW METAL ROOF

#46:	WATER-DAMAGED INTERIOR GYPSUM BOARD WALL AT POOL STORAGE ROOM



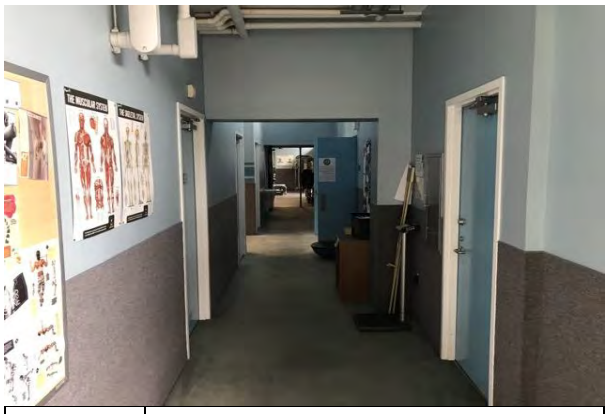
#47:	FRONT LOBBY

#48:	FITNESS CENTER ENTRANCE (UNDER CONSTRUCTION)

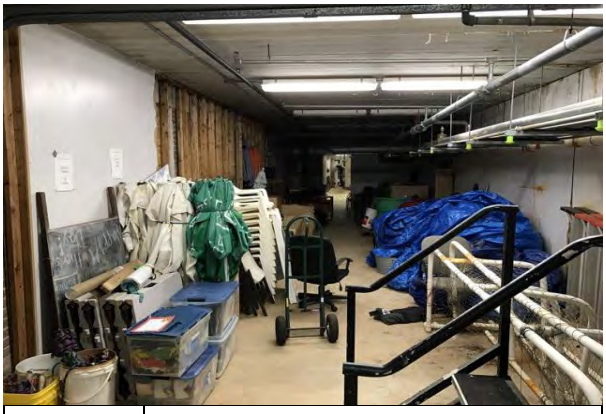
#49:	POOL

#50:	LIFEGUARD DESK

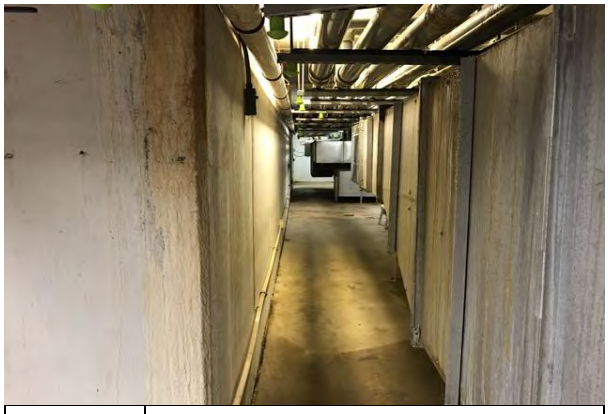
#51:	AQUATIC CENTER HALLWAY



#52:	FITNESS WING HALLWAY

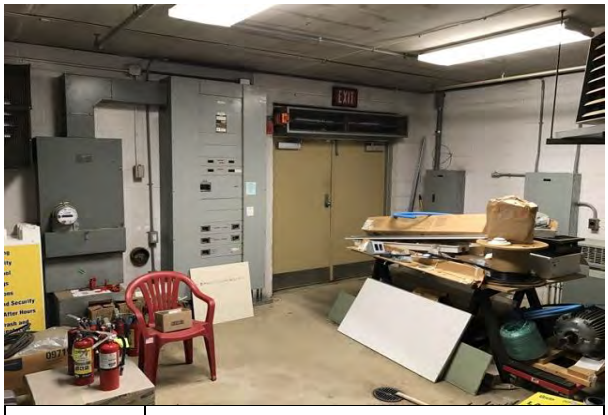


#53:	BASEMENT HALLWAY STORAGE



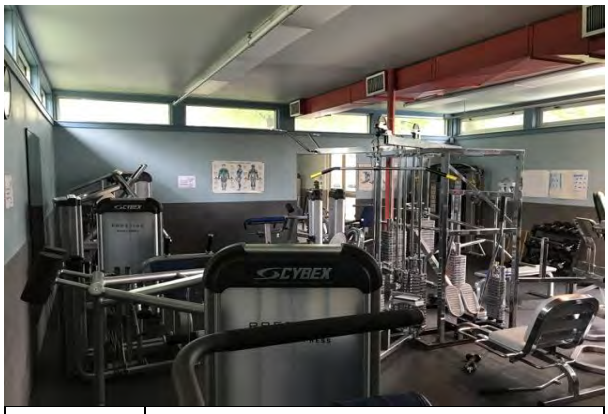
#54:	BASEMENT BACKROOM

#55:	BOILER ROOM



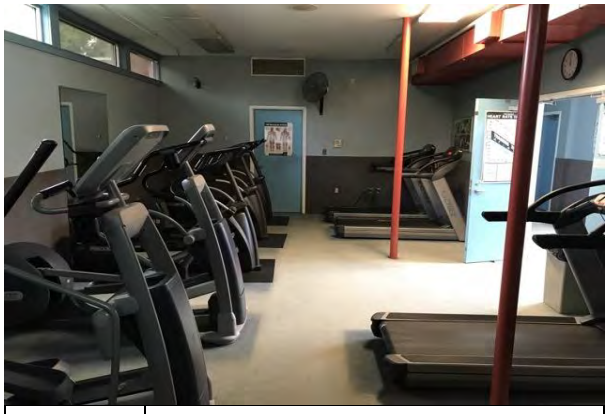
#56:	BASEMENT ELECTRICAL ROOM

#57:	BASEMENT FILTER ROOM



#58:	FITNESS CENTER WEIGHT ROOM

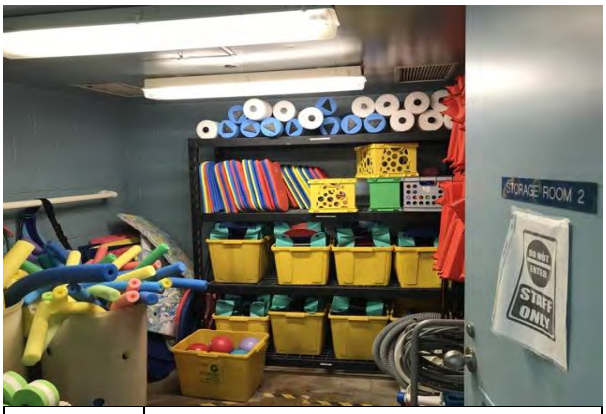
#59:	FITNESS CLASSROOM



#60:	CARDIO WORKOUT ROOM

#61:	EXTERIOR MAIN POOL

#62:	EXTERIOR BABY POOL

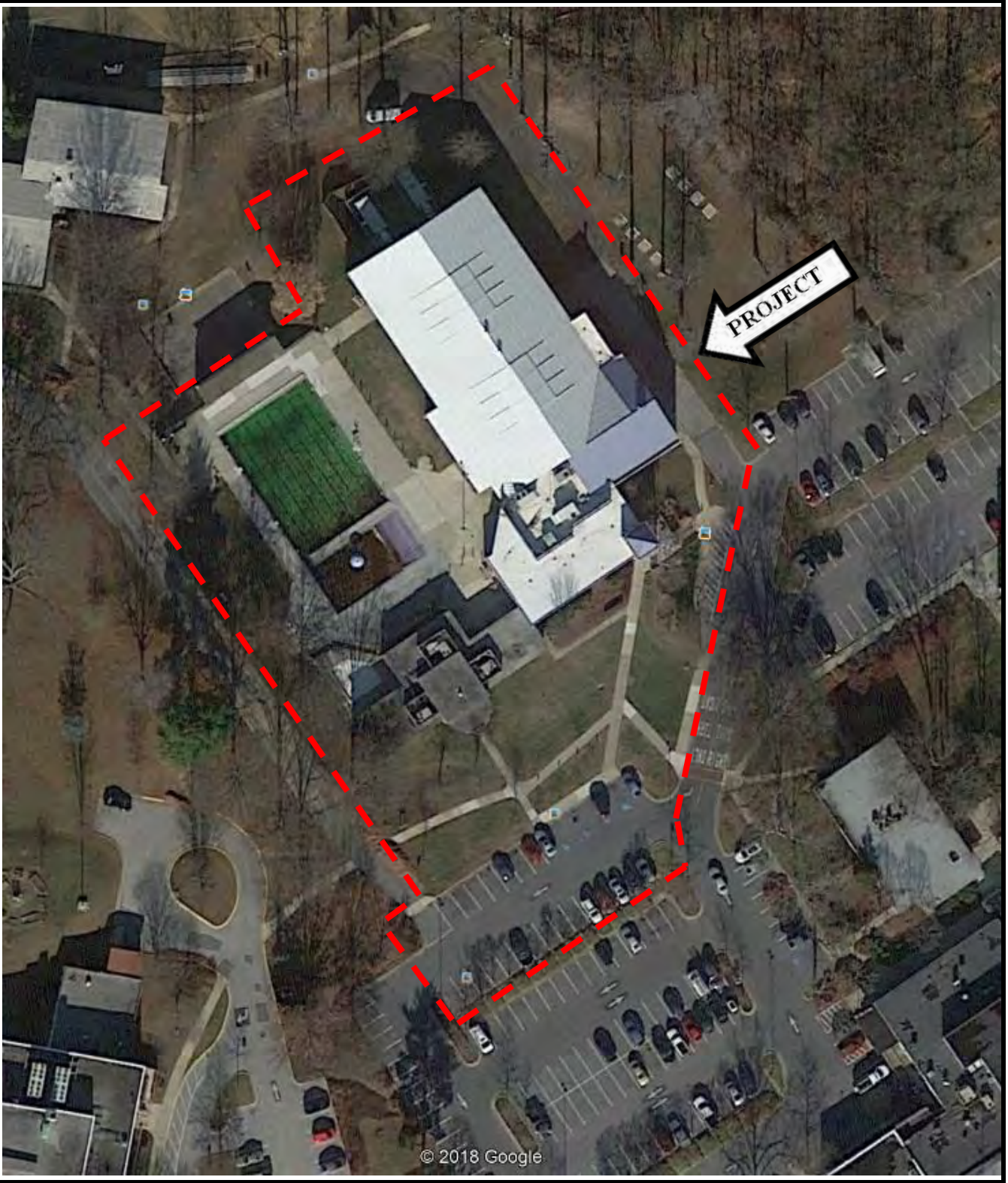


#63:	POOL STORAGE ROOM 2

#64:	OUTDOOR POOL MECHANICAL ROOM

Appendix B:
Site Plan

Site Plan



emg	**Project Name:** Greenbelt/Aquatic Fitness Center	**Project Number:** 131700.18R000-002.322
	Source: Google Earth	**On-Site Date:** May 17, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: June 8, 2018

Property Name: Greenbelt/Aquatic Fitness Center

EMG Project Number: 131700.18R000-002.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?		✓		
2	Have any ADA improvements been made to the property?		✓		
3	Does a Transition Plan / Barrier Removal Plan exist for the property?		✓		
4	Has building ownership or management received any ADA related complaints that have not been resolved?		✓		
5	Is any litigation pending related to ADA issues?		✓		
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?	✓			28 total parking spaces; 2 accessible spaces required; 4 provided.
2	Are there sufficient van-accessible parking spaces available?		✓		1 van-accessible space required; 0 provided.
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?	✓			
4	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?	✓			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	✓			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?	✓			
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)			✓	No ramps.
2	Are ramps that appear longer than 6 ft complete with railings on both sides?			✓	
3	Does the width between railings appear at least 36 inches?			✓	

	Ramps (cont.)	Yes	No	NA	Comments
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			✓	
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	✓			
2	If the main entrance is inaccessible, are there alternate accessible entrances?			✓	Main entrance is accessible.
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	✓			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	✓			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	✓			
3	Is there a path of travel that does not require the use of stairs?	✓			There is no wheelchair access to the basement, but the basement is limited to mechanical and storage areas which are off limits to the public.
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			✓	No elevators or lifts.
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 hoist way entrance as well as all cab/call buttons?			✓	
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	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			✓	
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			✓	

	Toilet Rooms	Yes	No	NA	Comments
1	Are common area public restrooms located on an accessible route?	✓			Based on designated-accessible single-user family restroom/changing room near main pool.
2	Are pull handles push/pull or lever type?	✓			
3	Are there audible and visual fire alarm devices in the toilet rooms?		✓		No strobe alarm observed.
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	✓			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60” turning diameter)?	✓			
6	In unisex toilet rooms, are there safety alarms with pull cords?			✓	Pull cord alarm system not present at facility.
7	Are toilet stall doors wheelchair accessible (appear to be at least 32” wide)?			✓	Single-user restroom.
8	Are grab bars provided in toilet stalls?	✓			
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 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?		✓		
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			✓	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			✓	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			✓	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.	✓			
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?	✓			Ramps provided at interior and exterior pools.
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			✓	
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			✓	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

EMG FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Aquatic Fitness Center

Name of person completing form: Tim Houchens

Title / Association with property: Facilities Maintenance Supervisor

Length of time associated w/ property: ~39 years

Date Completed: 5/17/2018

Phone Number: 301-474-8004

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	1991; 1993 fitness center		
2	Building size in SF	34,000		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade	orig.	
		Roof	2016	*Good for pool, 2 years old metal roof - original, leaks PVC - 2 years ago
		Interiors	orig.	
		HVAC	Varies	Boilers brand new - Sept. 2017 mix of old/new units @ roof oldest units ~7 years
		Electrical	orig.	
		Site Pavement	10+ years	
		Accessibility	orig.	

QUESTION		RESPONSE
4	List other significant capital improvements (focus on recent years; provide approximate date).	new roofs new boilers
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	NO
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	metal roof leaks

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	
7	Are there any problems with foundations or structures, like excessive settlement?	✓				tile around pool drains cracking, settling drains were not installed properly
8	Are there any wall, window, basement or roof leaks?	✓				roof - standing seam metal
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 your elevators unreliable, with frequent service calls?		✓			
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 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?	✓				improper pool drains
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, and 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.

FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Municipal Building
25 Crescent Road
Greenbelt, Maryland 20770

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:
Bill Champion
Senior Program Manager
800.733.0660 x6234
bchampion@emgcorp.com

EMG Project Number:
131700.18R000-006.322

Date of Report:
July 30, 2018

On Site Date:
May 7, 2018

DUDE SOLUTIONS
PARENT COMPANY OF SchoolDude | FacilityDude | TheWorxHub

Immediate Repairs Report

7/30/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Municipal Building	3.1	933909	ADA, Elevator/Lift, Automatic Closers or Safety Stops, Cab, Renovate	1	EA	$8,500.00	$8,500	**$8,500**
Municipal Building	3.1	933902	ADA, Elevator/Lift, Jamb Signage, Lobby (per Stop/Floor), Install	2	STOP	$100.00	$200	**$200**
Municipal Building	3.1	933898	ADA, Elevator/Lift, Emergency Communication System, Cab, Renovate	1	EA	$10,000.00	$10,000	**$10,000**
Municipal Building	3.1	978890	ADA, Miscellaneous, Fire Alarm Devices, Strobe/Horn, Install	2	EA	$291.30	$583	**$583**
Municipal Building	3.1	933901	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	1	EA	$1,400.00	$1,400	**$1,400**
Municipal Building	3.1	933883	ADA, Restroom, Grab Bars & Blocking, Install	1	EA	$1,700.00	$1,700	**$1,700**
Immediate Repairs Total								**$22,383**

* Location Factor included in totals.

Replacement Reserves Report

7/30/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Municipal Building	3.1	933909	ADA, Elevator/Lift, Automatic Closers or Safety Stops, Cab, Renovate	0	0	0	1	EA	$8,500.00	$8,500	$8,500																				**$8,500**
Municipal Building	3.1	933902	ADA, Elevator/Lift, Jamb Signage, Lobby (per Stop/Floor), Install	0	0	0	2	STOP	$100.00	$200	$200																				**$200**
Municipal Building	3.1	933898	ADA, Elevator/Lift, Emergency Communication System, Cab, Renovate	0	0	0	1	EA	$10,000.00	$10,000	$10,000																				**$10,000**
Municipal Building	3.1	978890	ADA, Miscellaneous, Fire Alarm Devices, Strobe/Horn, Install	20	2018	0	2	EA	$291.30	$583	$583																				**$583**
Municipal Building	3.1	933901	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	0	0	0	1	EA	$1,400.00	$1,400	$1,400																				**$1,400**
Municipal Building	3.1	933883	ADA, Restroom, Grab Bars & Blocking, Install	0	0	0	1	EA	$1,700.00	$1,700	$1,700																				**$1,700**
Municipal Building	5.2	933897	Parking Lots, Asphalt Pavement, Seal & Stripe	5	2	3	8500	SF	$0.38	$3,226				$3,226					$3,226					$3,226					$3,226		**$12,903**
Municipal Building	5.2	933889	Parking Lots, Asphalt Pavement, Mill & Overlay	25	22	3	8500	SF	$3.28	$27,883				$27,883																	**$27,883**
Municipal Building	5.2	933881	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	15	15	5000	SF	$9.00	$45,000																$45,000					**$45,000**
Municipal Building	5.4	933916	Backflow Preventer, 3 INCH, Replace	15	7	8	1	EA	$4,756.10	$4,756									$4,756												**$4,756**
Municipal Building	5.5	933918	Flood Light, Exterior, Building-Mounted, Replace	20	16	4	5	EA	$995.47	$4,977					$4,977																**$4,977**
Municipal Building	5.5	933934	Flood Light, Exterior, Soffit, Replace	20	14	6	2	EA	$995.47	$1,991							$1,991														**$1,991**
Municipal Building	5.5	933914	Flood Light, Exterior, Spots, Replace	20	13	7	4	EA	$995.47	$3,982								$3,982													**$3,982**
Municipal Building	5.5	933907	Flood Light, Exterior, Building-Mounted, LED, Replace	20	5	15	2	EA	$995.47	$1,991																$1,991					**$1,991**
Municipal Building	5.5	933936	Signage, Property, Monument/Pylon, Replace/Install	20	12	8	1	EA	$8,602.00	$8,602									$8,602												**$8,602**
Municipal Building	6.3	933891	Roof, Built-Up, Replace	20	19	1	4400	SF	$12.96	$57,030		$57,030																			**$57,030**
Municipal Building	6.3	933872	Roof, Single-Ply PVC Membrane, Replace	20	5	15	2200	SF	$15.93	$35,048																$35,048					**$35,048**
Municipal Building	6.4	933915	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repoint	25	24	1	500	SF	$41.28	$20,641		$20,641																			**$20,641**
Municipal Building	6.4	933951	Interior Wall Finish, Ceramic Tile, Replace	25	15	10	500	SF	$16.55	$8,277											$8,277										**$8,277**
Municipal Building	6.5	933955	Exterior Stairs, Concrete, Replace	50	49	1	75	SF	$48.94	$3,671		$3,671																			**$3,671**
Municipal Building	6.6	933943	Window, 24 SF, Replace	30	27	3	4	EA	$870.45	$3,482				$3,482																	**$3,482**
Municipal Building	6.6	933871	Window, SF, Replace	30	27	3	19	EA	$584.21	$11,100				$11,100																	**$11,100**
Municipal Building	6.6	933947	Window, SF, Replace	30	24	6	32	EA	$584.21	$18,695							$18,695														**$18,695**
Municipal Building	6.6	933895	Storefront, Metal-Framed Windows w/out Door(s), Replace	30	26	4	150	SF	$48.00	$7,200					$7,200																**$7,200**
Municipal Building	6.6	933903	Exterior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	26	4	2	EA	$2,106.57	$4,213					$4,213																**$4,213**
Municipal Building	6.6	933910	Exterior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	26	4	4	EA	$2,106.57	$8,426					$8,426																**$8,426**
Municipal Building	6.6	933941	Exterior Door, Steel w/ Safety Glass, Replace	25	20	5	5	EA	$1,352.72	$6,764						$6,764															**$6,764**
Municipal Building	7.1	933930	Condensing Unit/Heat Pump, 4 TON, Replace	15	12	3	1	EA	$4,619.82	$4,620				$4,620															$4,620		**$9,240**
Municipal Building	7.1	933935	Condensing Unit/Heat Pump, 2 TON, Replace	15	12	3	1	EA	$3,122.18	$3,122				$3,122															$3,122		**$6,244**
Municipal Building	7.1	933956	Condensing Unit/Heat Pump, 2 TON, Replace	15	12	3	1	EA	$3,122.18	$3,122				$3,122															$3,122		**$6,244**
Municipal Building	7.1	933944	Condensing Unit/Heat Pump, 2 TON, Replace	15	12	3	1	EA	$3,122.18	$3,122				$3,122															$3,122		**$6,244**
Municipal Building	7.1	935745	Condensing Unit/Heat Pump, Split System, 2 Ton, Replace	15	12	3	1	EA	$3,122.18	$3,122				$3,122															$3,122		**$6,244**
Municipal Building	7.1	933954	Condensing Unit/Heat Pump, 3.5 TON, Replace	15	11	4	1	EA	$3,578.67	$3,579					$3,579															$3,579	**$7,157**
Municipal Building	7.1	933949	Condensing Unit/Heat Pump, 3 TON, Replace	15	8	7	1	EA	$3,578.67	$3,579								$3,579													**$3,579**
Municipal Building	7.1	933928	Condensing Unit/Heat Pump, 3 TON, Replace	15	7	8	1	EA	$3,578.67	$3,579									$3,579												**$3,579**
Municipal Building	7.1	933913	Condensing Unit/Heat Pump, 5 TON, Replace	15	5	10	1	EA	$3,578.67	$3,579											$3,579										**$3,579**
Municipal Building	7.1	933879	Condensing Unit/Heat Pump, 3 TON, Replace	15	3	12	1	EA	$3,578.67	$3,579													$3,579								**$3,579**
Municipal Building	7.1	933887	Condensing Unit/Heat Pump, 2.5 TON, Replace	15	1	14	1	EA	$3,366.36	$3,366															$3,366						**$3,366**
Municipal Building	7.1	933919	Air Handler, 1400 CFM, Replace	20	8	12	1	EA	$9,413.96	$9,414													$9,414								**$9,414**
Municipal Building	7.1	933924	Air Handler, 1200 CFM, Replace	20	8	12	1	EA	$6,339.63	$6,340													$6,340								**$6,340**
Municipal Building	7.1	933953	Air Handler, 1200 CFM, Replace	20	7	13	1	EA	$6,339.63	$6,340														$6,340							**$6,340**
Municipal Building	7.1	933931	Air Handler, 2000 CFM, Replace	20	5	15	1	EA	$9,413.96	$9,414																$9,414					**$9,414**
Municipal Building	7.1	933906	Exhaust Fan, 1500 CFM, Replace	15	6	9	1	EA	$2,664.18	$2,664										$2,664											**$2,664**
Municipal Building	7.1	933938	Exhaust Fan, 251 - 800 CFM, Replace	15	6	9	1	EA	$2,021.87	$2,022										$2,022											**$2,022**
Municipal Building	7.1	933945	Furnace, 40 MBH, Replace	20	17	3	1	EA	$2,277.45	$2,277				$2,277																	**$2,277**

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Municipal Building	7.1	933942	Furnace, Electric, 25 MBH, Replace	20	17	3	1	EA	$3,136.39	$3,136				$3,136																	**$3,136**
Municipal Building	7.1	933899	Furnace, 100 MBH, Replace	20	17	3	1	EA	$3,801.45	$3,801				$3,801																	**$3,801**
Municipal Building	7.1	933925	Furnace, 100 MBH, Replace	20	17	3	1	EA	$3,801.45	$3,801				$3,801																	**$3,801**
Municipal Building	7.1	933948	Furnace, 80 MBH, Replace	20	17	3	1	EA	$3,801.45	$3,801				$3,801																	**$3,801**
Municipal Building	7.1	933932	Furnace, 40 MBH, Replace	20	17	3	1	EA	$2,277.45	$2,277				$2,277																	**$2,277**
Municipal Building	7.1	933923	Unit Heater, 5 kW, Replace	20	15	5	1	EA	$1,741.57	$1,742						$1,742															**$1,742**
Municipal Building	7.1	933878	Furnace, 80 MBH, Replace	20	3	17	1	EA	$3,801.45	$3,801																		$3,801			**$3,801**
Municipal Building	7.1	933877	Furnace, 80 MBH, Replace	20	1	19	1	EA	$3,801.45	$3,801																				$3,801	**$3,801**
Municipal Building	7.1	933908	Packaged Unit (RTU), 3 TON, Replace	15	12	3	1	EA	$9,871.90	$9,872				$9,872															$9,872		**$19,744**
Municipal Building	7.2	933869	Toilet, Tankless (Water Closet), Replace	20	12	8	10	EA	$842.97	$8,430									$8,430												**$8,430**
Municipal Building	7.2	933892	Urinal, Vitreous China, Replace	20	12	8	3	EA	$1,193.44	$3,580									$3,580												**$3,580**
Municipal Building	7.2	933880	Sink/Lavatory, Enameled Steel, Replace	20	12	8	10	EA	$616.03	$6,160									$6,160												**$6,160**
Municipal Building	7.2	933888	Drinking Fountain, Refrigerated, Replace	10	5	5	2	EA	$1,257.51	$2,515						$2,515										$2,515					**$5,030**
Municipal Building	7.2	933904	Backflow Preventer, 2 INCH, Replace	15	9	6	1	EA	$2,603.17	$2,603							$2,603														**$2,603**
Municipal Building	7.2	933876	Water Heater, 40 GAL, Replace	15	11	4	1	EA	$1,738.90	$1,739					$1,739															$1,739	**$3,478**
Municipal Building	7.2	933940	Water Heater, 30 GAL, Replace	15	8	7	1	EA	$1,738.90	$1,739								$1,739													**$1,739**
Municipal Building	7.2	933920	Sump Pump, .75 HP, Replace	15	8	7	1	EA	$2,062.81	$2,063								$2,063													**$2,063**
Municipal Building	7.4	933921	Distribution Panel, 600 AMP, Replace	30	27	3	1	EA	$12,023.82	$12,024				$12,024																	**$12,024**
Municipal Building	7.4	933950	Distribution Panel, 400 AMP, Replace	30	26	4	1	EA	$9,487.85	$9,488					$9,488																**$9,488**
Municipal Building	7.4	933929	Distribution Panel, 600 AMP, Replace	30	24	6	1	EA	$12,023.82	$12,024							$12,024														**$12,024**
Municipal Building	7.4	933937	Transfer Switch, 225 AMP, Replace	18	5	13	1	EA	$9,688.87	$9,689														$9,689							**$9,689**
Municipal Building	7.4	933873	Lighting System, Interior, Office Building, Upgrade	25	16	9	14650	SF	$9.24	$135,395										$135,395											**$135,395**
Municipal Building	7.5	933894	Elevator, 2500 LB, Renovate	30	28	2	1	EA	$108,794.40	$108,794			$108,794																		**$108,794**
Municipal Building	7.5	933912	Elevator Controls, 1 Car Cluster, Modernize	20	18	2	1	EA	$11,547.25	$11,547			$11,547																		**$11,547**
Municipal Building	7.6	933884	Backflow Preventer, 2 INCH, Replace	15	8	7	1	EA	$2,603.17	$2,603								$2,603													**$2,603**
Municipal Building	7.6	933933	Backflow Preventer, 2", Replace	15	8	7	1	EA	$2,603.17	$2,603								$2,603													**$2,603**
Municipal Building	7.6	933926	Backflow Preventer, 1.5", Replace	15	7	8	1	EA	$2,603.17	$2,603									$2,603												**$2,603**
Municipal Building	7.6	935951	Sprinkler System, Full Retrofit, Office (per SF), Renovate	50	49	1	14650	SF	$8.00	$117,181		$117,181																			**$117,181**
Municipal Building	7.6	933893	Sprinkler Heads (per SF), , Replace	20	13	7	5000	SF	$1.33	$6,649								$6,649													**$6,649**
Municipal Building	7.6	933939	Fire Extinguisher, , Replace	15	8	7	25	EA	$356.54	$8,914								$8,914													**$8,914**
Municipal Building	7.6	933911	Fire Alarm Control Panel, Multiplex, Replace	15	12	3	1	EA	$4,284.35	$4,284				$4,284															$4,284		**$8,569**
Municipal Building	7.6	933905	Fire Alarm System, Office Building, Upgrade/Install	20	10	10	14650	SF	$2.36	$34,567											$34,567										**$34,567**
Municipal Building	7.6	933922	Exit Lighting Fixture, LED, Replace	10	6	4	15	EA	$405.01	$6,075					$6,075										$6,075						**$12,150**
Municipal Building	8.1	933870	Interior Door, Fire 90-Minutes and Over, Replace	20	10	10	15	EA	$1,649.06	$24,736											$24,736										**$24,736**
Municipal Building	8.1	933900	Interior Door, Wood Solid-Core, Replace	20	10	10	50	EA	$1,423.11	$71,156											$71,156										**$71,156**
Municipal Building	8.1	933890	Door Hardware System, Office (per Door), Replace	10	5	5	65	EA	$350.00	$22,750						$22,750										$22,750					**$45,500**
Municipal Building	8.1	933882	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	4	4	18000	SF	$1.42	$25,618					$25,618								$25,618								**$51,235**
Municipal Building	8.1	933885	Interior Wall Finish, Concrete/Masonry, Prep & Paint	8	3	5	5000	SF	$1.45	$7,255						$7,255								$7,255							**$14,510**
Municipal Building	8.1	936165	Interior Wall Finish, Ceramic Tile, Replace	25	15	10	850	SF	$16.55	$14,071											$14,071										**$14,071**
Municipal Building	8.1	933875	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	10	5	1500	SF	$4.80	$7,201						$7,201															**$7,201**
Municipal Building	8.1	933886	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	4	6	8500	SF	$7.26	$61,679							$61,679										$61,679				**$123,357**
Municipal Building	8.1	933874	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	10	10	12000	SF	$3.11	$37,332											$37,332										**$37,332**
Municipal Building	8.2	933952	Commercial Kitchen, Icemaker, Tabletop, Replace	10	5	5	1	EA	$2,196.00	$2,196						$2,196										$2,196					**$4,392**
Totals, Unescalated											**$22,383**	**$198,523**	**$120,342**	**$108,075**	**$71,315**	**$50,422**	**$96,991**	**$32,131**	**$40,936**	**$140,081**	**$193,717**	**$0**	**$44,950**	**$26,509**	**$9,441**	**$118,914**	**$61,679**	**$3,801**	**$34,491**	**$9,119**	**$1,383,820**
Totals, Escalated (3.0% inflation, compounded annually)											**$22,383**	**$204,479**	**$127,670**	**$118,097**	**$80,266**	**$58,453**	**$115,812**	**$39,517**	**$51,856**	**$182,774**	**$260,339**	**$0**	**$64,088**	**$38,930**	**$14,281**	**$185,264**	**$98,976**	**$6,283**	**$58,718**	**$15,990**	**$1,744,177**

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. Descriptions that are more detailed may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	25 Crescent Road, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	1963 1977 Addition
Current Occupants:	City of Greenbelt
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Municipal
Site Area:	0.8 acres
Building Area:	18,000 SF
Number of Buildings:	1
Number of Stories:	2 to 3
Parking Type and Number of Spaces:	24 spaces in open lots.
Building Construction:	Masonry bearing walls and wood-framed roofs. Steel frame with concrete-topped metal decks.
Roof Construction:	Low slope gable roof with built-up membrane. Flat roofs with single ply membrane.
Exterior Finishes:	Brick Veneer
Heating, Ventilation & Air Conditioning:	Individual package (RTU), heat pump, and split-system (with natural gas furnaces) units. Supplemental components: suspended electric unit heater.
Fire and Life/Safety:	Fire sprinklers, hydrants, smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, and exit signs.
Dates of Visit:	May 7, 2018
On-Site Point of Contact (POC):	Brian Kim
Assessment and Report Prepared by:	Justin Dunn
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

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Systemic Condition Summary			
Site	Fair	HVAC	Fair
Structure	Good	Plumbing	Fair
Roof	Fair	Electrical	Fair
Vertical Envelope	Fair	Elevators	Poor
Interiors	Fair	Fire	Fair

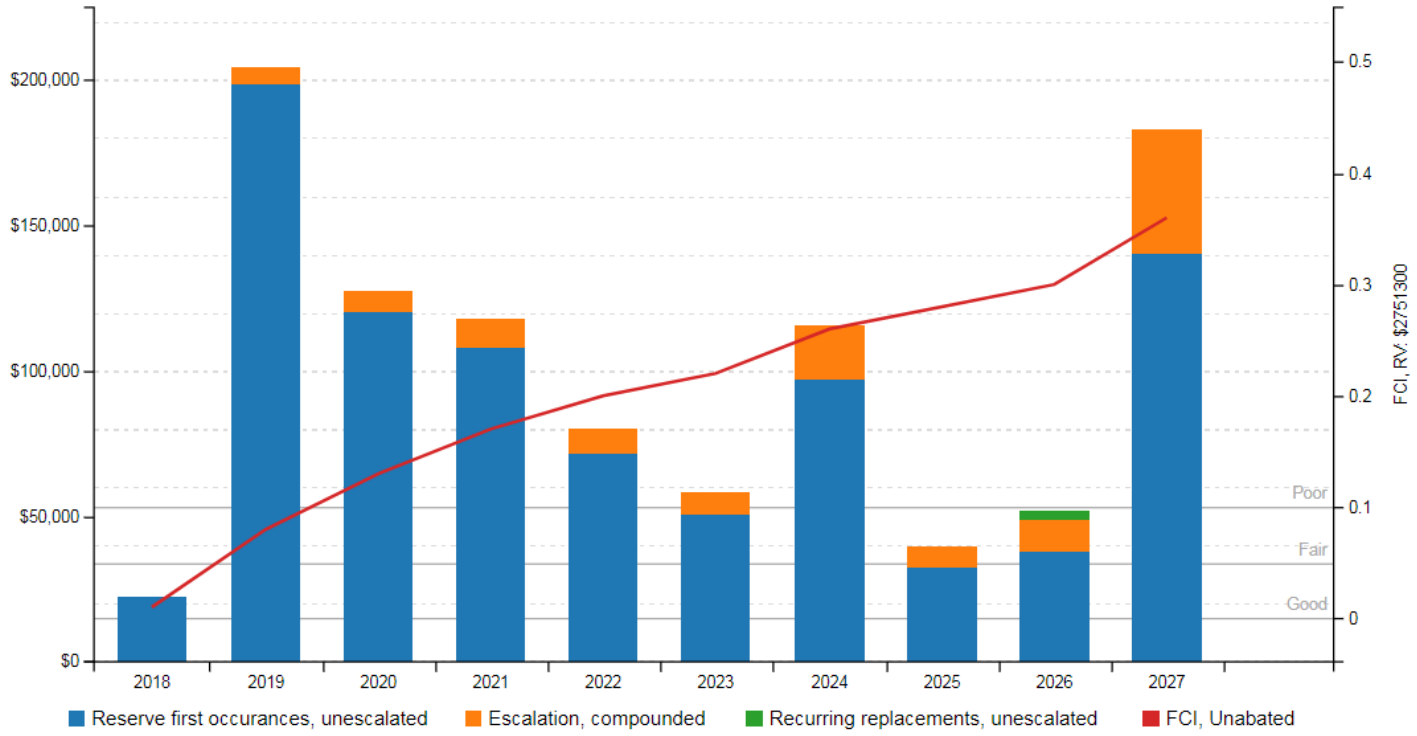
The following bullet points highlight the most significant short term and modernization recommendations:

- Replacement of pitched portions of roof
- Repointing of portions of exterior façade
- Replacement of damaged exterior concrete stairs
- Modernization of elevator
- Installation of a complete fire suppression system

Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been generally well maintained since it was first occupied and is in fair overall condition.

According to property management personnel, the property has had a limited capital improvement expenditure program over the past three years, primarily consisting of replacement of a limited number of HVAC units. Supporting documentation was not provided in support of these claims but some of the work is evident.

1.2. Facility Condition Index (FCI)



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	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)	.08	Fair
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	.36	Poor
Current Replacement Value (CRV)	18,000SF 152.85 / SF = $ 2,751,300	
Year 0 (Current Year) - Immediate Repairs (IR):	$22,383	
Years 1-10 - Replacement Reserves (RR):	**$1,001,307**	

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- ADA accessibility upgrades

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, 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 fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. 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.

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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.

1.4.1. 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.

1.4.2. 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.

1.4.3. 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.

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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, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

2.3. Personnel Interviewed

The maintenance staff was interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Brian Kim Assistant Director of Public Works	City of Greenbelt Public Works	240.542.2169
Tim Houchens Facilities Maintenance Supervisor	City of Greenbelt Public Works	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facilities Maintenance Supervisor, City of Greenbelt Public Works, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 39 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- Pre-survey questionnaire, discussed below in 2.5.

2.5. Pre-Survey Questionnaire

A Pre-Survey Questionnaire was completed by the on-site project manager with input from the POC at the beginning of 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

May 7, 2018: Partly cloudy, with temperatures in the 60s (°F) and light winds.

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3. Accessibility and Property Research

3.1. 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.

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. One parking space should be installed at the rear elevation of the building near the existing accessible parking spaces for cars.

Elevators

- Raised elevator markings at control panel and hall buttons are not provided in Braille and Standard Alphabet.
- Safety stops not installed in elevator doors.
- Elevator communication equipment not set up for speech impaired communication.

Restrooms

- Install grab bars in accessible restrooms at 36" above the floor (accessible single-user restroom at the first floor observed to have one grab bar at the side of the toilet, and none at the back).
- Add strobe fire alarm in unisex bathroom.

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

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

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4. Existing Building Assessment

4.1. Unit or Space Types

All 18,000 square feet of the building are occupied by a single occupant, the City of Greenbelt. The spaces are mostly offices and supporting restrooms, mechanical areas, and other utility spaces.

4.2. Inaccessible Areas or Key Spaces Not Observed

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.

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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	WSSC	Good
Storm sewer	City of Greenbelt & PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	Washington Gas	Good

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as septic systems, water or waste water treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Crescent Road
Access from	South
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	None		--
Parking Lot	Asphalt	10+ years	Fair
Drive Aisles	Asphalt	10+ years	Fair
Service Aisles	None		--
Sidewalks	Concrete	10+ years	Fair
Curbs	Concrete	10+ years	Fair
Site Stairs	None		--
Pedestrian Ramps	None		--

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Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
24	-	-	-	-

Total Number of ADA Compliant Spaces	1
Number of ADA Compliant Spaces for Vans	0
Total Parking Spaces	24
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	Physical count

Exterior Stairs			
Location	Material	Handrails	Condition
N/A	None	None	--

Anticipated Lifecycle Replacements:

- Asphalt seal coating
- Asphalt pavement
- Sidewalks

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.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☒	Good
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☒	Good
Pits	☐	--
Municipal System	☒	Good
Dry Well	☐	--

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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.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Generally, slopes gently down from the southwest side of the property to the northeast property line.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☒	☒	☐	☐	☐	☐
Landscaping Condition	Good						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☒	☐	☐	☐			
Irrigation Condition	Fair						

Retaining Walls		
Type	Location	Condition
None		--

Anticipated Lifecycle Replacements:

- Irrigation backflow preventer

Actions/Comments:

- The topography and adjacent uses do not appear to present conditions detrimental to the property. There are no significant areas of erosion.
- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required

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5.5. General Site Improvements

Property Signage	
Property Signage	Monument
Street Address Displayed?	Yes

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☒	☐	☒	☐	☒
	--				
Building Lighting	None	Wall Mounted	Recessed Soffit		
	☐	☒	☒		
	Fair				

Site Fencing		
Type	Location	Condition
None		--

Refuse Disposal				
Refuse Disposal	Individual garbage bins			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
N/A	None	None	No	--

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None		--
Tennis Courts	None		--
Basketball Court	None		--
Swimming Pool	None		--

Anticipated Lifecycle Replacements:

- Signage
- Exterior lighting

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.

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6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Slab on grade with integral footings	Good
Basement and Crawl Space	Concrete slab and masonry walls	Good

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. The basement walls appear intact and structurally sound. There is no evidence of movement or water infiltration.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Masonry walls	Good
Ground Floor	Concrete slab	Good
Upper Floor Framing	Open-web steel joists	Good
Upper Floor Decking	Metal decking with concrete topping	Good
Roof Framing	Steel beams or girders	Good
Roof Decking	Metal decking with concrete topping	Good

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.

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6.3. Roofing

Primary Roof			
Type / Geometry	Gable Roof	Finish	Built-up membrane
Maintenance	Outside Contractor	Roof Age	30+ Yrs
Flashing	Membrane	Warranties	None reported; assumed expired
Parapet Copings	None	Roof Drains	Gutters and downspouts
Fascia	None	Insulation	Unknown
Soffits	Concealed Soffits	Skylights	No
Attics	None	Ponding	No
Ventilation Source-1	None	Leaks Observed	No
Ventilation Source-2		Roof Condition	Poor

The primary roof is located at the original, 1963-era wing at the south side of the property.

Secondary Roof			
Type / Geometry	Flat	Finish	Single-ply membrane
Maintenance	Outside Contractor	Roof Age	5 Yrs
Flashing	Membrane	Warranties	Active 20-year warranty
Parapet Copings	Parapet with sheet metal coping	Roof Drains	Internal drains
Fascia	None	Insulation	Rigid Board
Soffits	None	Skylights	No
Attics	None	Ponding	No
Ventilation Source-1	Power Vents	Leaks Observed	No
Ventilation Source-2		Roof Condition	Good

The secondary roof is located at the 1977-era addition at the north side of the property.

Anticipated Lifecycle Replacements:

- Single-ply membrane

Actions/Comments:

- The roof finishes vary in age. The newer roof is reportedly covered by a 20-year warranty, while the older roof is not covered by warranty. 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 no active roof leaks. 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.
- 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.

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- The field of the roof above the original, 1963 wing of the facility has significant areas of topping degradation, wrinkling, and overall deterioration. The roof is reportedly over 30 years old and likely at least a decade past its EUL. The built-up roof membranes require replacement.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Brick veneer (original wing)	Good
Secondary Finish	Brick veneer (addition)	Fair
Accented with	Ceramic tile	Fair
Soffits	Concealed	Fair

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

Anticipated Lifecycle Replacements:

- Ceramic tile

Actions/Comments:

- On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. Future lifecycle replacements of the components listed above will be required.
- Isolated portions of the mortar joints along the brick veneer are cracked and deteriorating at the newer, 1977 addition wing of the facility. In some areas, individual bricks can be partially pulled away from the wall due to mortar deterioration. The damaged mortar joints must be cleaned and re-pointed. A cost has been included to repoint 1/8 of the total exterior brick wall surfaces at the 1977 wing.

6.5. Exterior and Interior Stairs

Building Exterior and Interior Stairs					
Type	Description	Riser	Handrail	Balusters	Condition
Building Exterior Stairs	Concrete stairs	Open	Metal	Metal	Poor
Building Interior Stairs	Steel Framed With Vinyl treads	Closed	Metal	Metal	Good

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- On-going periodic maintenance is highly recommended.
- The concrete stairs have significant areas of spalled concrete surfaces at the service stairs located at the west elevation of the original wing of the building. The stairs must be replaced.

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6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed, operable	Double glaze	Original wing	☒	Fair
Aluminum framed, operable	Double glaze	Addition wing	☒	Fair
Aluminum framed, fixed	Double glaze	Addition wing	☐	Fair
Aluminum framed storefront	Double glaze	Addition wing	☐	Fair

Building Doors		
Main Entrance Doors	Door Type	Condition
	Fully glazed, metal framed with mechanical openers	Fair
Secondary Entrance Doors	Fully glazed, metal framed	Fair
Service Doors	Metal, insulated	Fair
Overhead Doors	None	--

Anticipated Lifecycle Replacements:

- Windows
- Storefront glazing
- Exterior doors

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.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

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7. Building Mechanical and Plumbing Systems

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Individual Units	
Primary Components	Split system furnaces and condensing units
Cooling (if separate from above)	performed via components above
Quantity and Capacity Ranges	Heating: 7 units ranging from 40 MBH to 100 MBH Cooling: 6 units ranging from 2 tons to 4 tons
Total Heating or Cooling Capacity	Heating: Estimated 520 MBH (two units' data plates were inaccessible; capacities estimated) Cooling 15.5 tons
Heating Fuel	Natural gas
Location of Equipment	Building exterior and individual mechanical rooms
Space Served by System	Original wing of building
Age Ranges	Vary from 1989 to 2017
Primary Component Condition	Fair (with exception of two units installed 2015 and 2017, which are in good condition)

Supplemental Components	
Supplemental Component #1	Split system heat pumps
Location / Space Served by Split system heat pumps	Newer wing
Split system heat pumps Condition	Fair
Supplemental Component #2	Package unit
Location / Space Served by Package units	Original wing
Package units Condition	Fair
Supplemental Component #3	Suspended unit heaters
Location / Space Served by Suspended unit heater	Mechanical room
Suspended unit heater Condition	Fair

Controls and Ventilation	
HVAC Control System	Individual programmable and non-programmable thermostats/controls
HVAC Control System Condition	Fair

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Controls and Ventilation	
Building Ventilation	**Roof top exhaust fans**
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Air handling units
- Package unit
- Split system furnaces and condensing units
- Split system heat pumps
- Suspended electric unit heater
- Rooftop exhaust fans

Actions/Comments:

- The HVAC systems are maintained by the in-house maintenance staff. 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.
- The HVAC equipment generally appears to be functioning adequately overall. The maintenance staff was interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported and generally, an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement.
- Several of the furnaces and condensing units serving the original 1963 wing of the building are close to or more than a decade past their EULs. The units reportedly are still functional, and appear to have been reasonably well maintained, but it is likely that they will require replacement within the next 3 to 5 years.
- The first floor hallway is served by an electric furnace, but does not have cooling. When replacing the furnace, the addition of a corresponding air conditioning unit is recommended. A budgetary cost for this recommendation is provided.

7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Fair
Waste/Sewer Piping	PVC	Fair
Vent Piping	PVC	Fair
Water Meter Location	Basement domestic backflow preventer room	

Domestic Water Heaters or Boilers	
Components	Water Heaters
Fuel	Electric
Quantity and Input Capacity	1 unit at 3.5 kW 1 unit at 4.5 kW
Storage Capacity	1 unit at 30 gallons 1 unit at 40 gallons
Boiler or Water Heater Condition	Fair

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Domestic Water Heaters or Boilers	
Supplementary Storage Tanks?	No
Storage Tank Quantity & Volume	N/A
Quantity of Storage Tanks	0
Storage Tank Condition	NA
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	1.6 GPF
Common Area Faucet Nominal Flow Rate	2.0 GPM
Condition	Fair

Anticipated Lifecycle Replacements:

- Water heaters
- Toilets
- Urinals
- Sinks
- Drinking fountains
- Domestic backflow preventer
- Sump pump

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

Gas service is supplied from the gas main on the adjacent public street. The gas meter and regulators are located in Mechanical Room 1. The gas distribution piping within the 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 regulators 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.

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7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	600 Amps	Volts	120/208 Volt, three-phase
Meter & Panel Location	Mechanical room 2	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	Generally T-8s, with some incandescent lamps observed at accent locations		
Main Distribution Condition	Fair		
Secondary Panel and Transformer Condition	Fair		
Lighting Condition	Fair		

Building Emergency System			
Size	60 kW	Fuel	Natural gas
Generator / UPS Serves	Emergency lights, elevators, etc.	Tank Location	N/A
Testing Frequency	Weekly	Tank Type	None
Generator / UPS Condition	Good		

Anticipated Lifecycle Replacements:

- Circuit breaker panels
- Interior light fixtures
- Automatic transfer switch

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 building's electrical components are generally from around 1990, although some assets are original to the 1977 addition. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panels and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

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7.5. Building Elevators and Conveying Systems

Building Elevators			
Manufacturer	Schindler (Westinghouse)	Machinery Location	Ground floor or basement adjacent to shaft
Safety Stops	None	Emergency Equipment	Yes
Cab Floor Finish	Carpet	Cab Wall Finish	Plastic-laminated wood
Hydraulic Elevators	1 car at 2500 LB		
Overhead Traction Elevators	None		
Freight Elevators	None		
Machinery Condition	Fair		
Controls Condition	Fair		
Cab Finish Condition	Fair		
Other Conveyances	None		
Other Conveyance Condition	NA		

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The elevators appear to provide adequate service. The elevators are serviced by Schindler on a routine basis. The elevator machinery and controls are the originally installed system from the 1977 addition. The elevators are utilizing outdated controls and equipment. Full modernization is recommended. A budgetary cost for this work is included.
- The elevators are inspected on an annual basis by the municipality, and a certificate of inspection is displayed in each elevator cab.
- The emergency communication equipment in the elevator cabs appears to be functional. Equipment testing is not within the scope of the work.
- The finishes in the elevator cabs will require replacement. The cost to replace the finishes is relatively insignificant and the work can be performed as part of the property management's operations program.

7.6. Fire Protection and Security Systems

Item	Description					
Type	Wet pipe					
Fire Alarm System	Central Alarm Panel	☒	Battery-Operated Smoke Detectors	☐	Alarm Horns	☒
	Annunciator Panels	☒	Hard-Wired Smoke Detectors	☒	Strobe Light Alarms	☒
	Pull Stations	☒	Emergency Battery-Pack Lighting	☒	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					

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Item	Description					
Type	Wet pipe					
Sprinkler System	None	☐	Standpipes	☐	Backflow Preventer	☒
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐
Suppression Condition	Fair					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	Mechanical room 1		2005			
Fire Extinguishers	Last Service Date		Servicing Current?			
	July 2017		Yes			
Hydrant Location	Adjacent drive aisles					
Siamese Location	N/A					
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System	☐		

Anticipated Lifecycle Replacements:

- Central alarm panel
- Alarm devices and system
- Backflow preventers
- Fire extinguishers
- Illuminated EXIT signs
- Sprinkler heads

Actions/Comments:

- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.
- The majority of the building is not protected by fire suppression; sprinkler heads are currently limited to mechanical rooms and some hallway locations. There is currently no central fire sprinkler standpipe, and the existing sprinklers are run off a variety of domestic water pipes, resulting in three different sprinkler water backflow preventers scattered throughout the facility. Due to its construction date, the facility is most likely “grandfathered” by code and the installation of comprehensive 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.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used as municipal offices for the City of Greenbelt.

The most significant interior spaces include primarily offices. Supporting areas include hallways, stairs, restrooms, employee break rooms, mechanical rooms, and utility closets.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Vinyl tile	Break room, some utility areas	Fair
Carpet	Throughout building	Fair
Ceramic tile	Lobby, restrooms	Fair
Unfinished	Basement, mechanical rooms	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Painted drywall	Throughout building	Fair
Painted CMU	Basement, some restrooms	Fair
Unpainted clay brick	Lobby, hallways	Good
Ceramic tile	Some restrooms	Fair
Exposed CMU/masonry	Mechanical/utility rooms	Fair
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Suspended T-bar (Acoustic)	Throughout building	Fair
Exposed structure	Basement, mechanical/utility rooms	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood	Fair
Door Framing	Metal	Fair
Fire Doors	Yes	Fair

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Anticipated Lifecycle Replacements:

- Carpet
- Vinyl tile
- Ceramic tile
- Interior paint
- Suspended acoustic ceiling tile
- Interior doors
- Door hardware

Actions/Comments:

- It appears that the interior finishes have not been renovated within the last 10 years.
- 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.
- There are missing vinyl tiles at the basement entrance to the 1977 wing. The missing finishes must be replaced. The cost to replace the vinyl tiles is relatively insignificant and the work can be performed as part of the property management's routine maintenance program.

8.2. Commercial Kitchen & Laundry Equipment

The breakroom has a tabletop icemaker.

Anticipated Lifecycle Replacements:

- Ice maker

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.

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9. Other Structures

Not applicable. There are no major accessory structures.

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10. Certification

The City of Greenbelt retained EMG to perform this Facility Condition Assessment in connection with its continued operation of the Municipal Building, 25 Crescent Road, Greenbelt, Maryland, the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

Prepared by: Justin Dunn,
Project Manager

Reviewed by:

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Technical Report Reviewer for
Bill Champion, Senior Program Manager
bchampion@emgcorp.com 800.733.0660 x6234

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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

#1:	COVER PHOTO

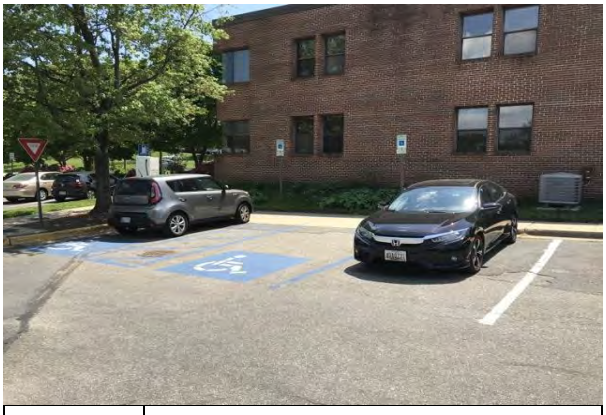
#2:	FRONT ELEVATION

#3:	LEFT ELEVATION

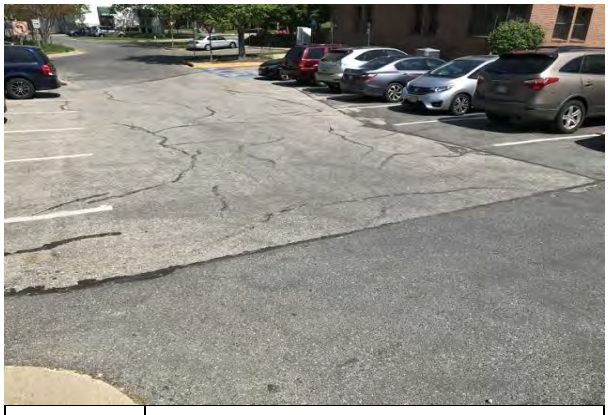
#4:	REAR ELEVATION

#5:	RIGHT ELEVATION

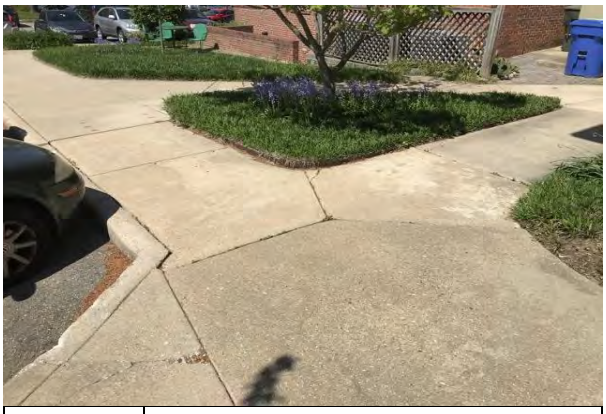
#6:	INACCESSIBLE ELEVATOR EMERGENCY COMMUNICATION SYSTEM



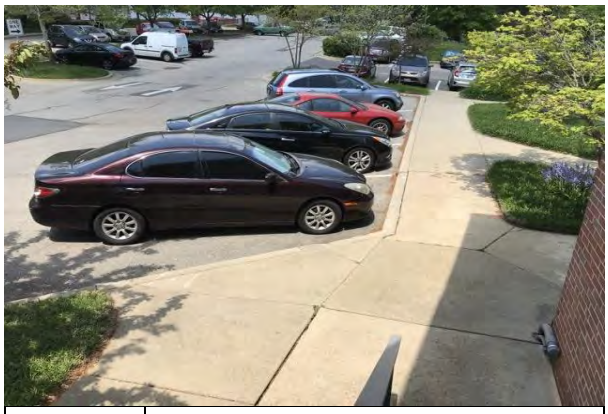
#7:	MISSING VAN-DESIGNATED ACCESSIBLE PARKING STALL



#8:	ASPHALT PAVING



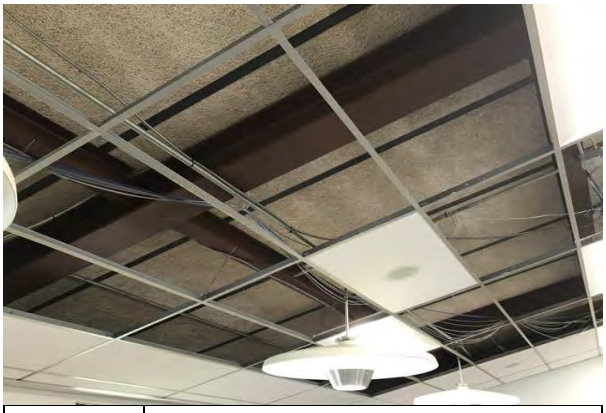
#9:	CONCRETE SIDEWALKS



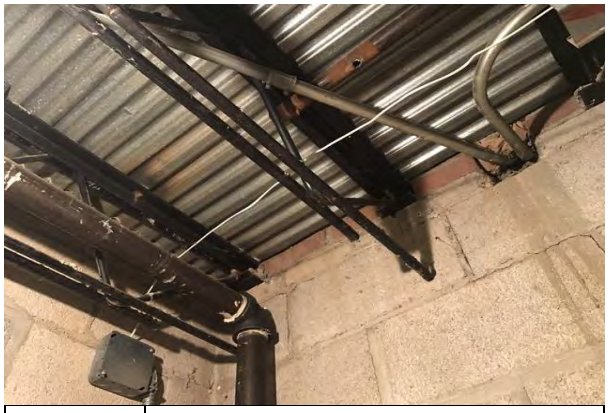
#10:	GENERAL FLATWORK

#11:	LANDSCAPING

#12:	FACILITY SIGNAGE



#13:	STRUCTURE

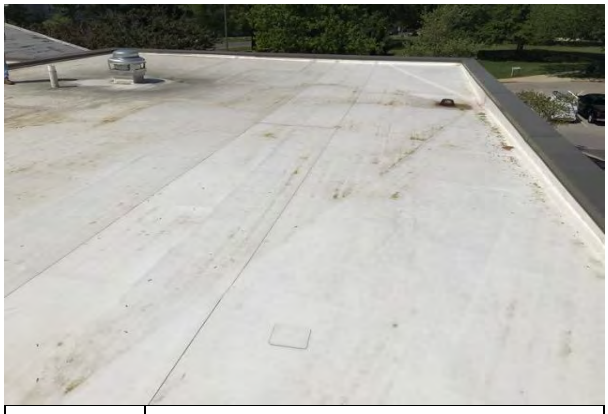


#14:	STRUCTURE

#15:	STRUCTURE

#16:	BUILT-UP ROOF

#17:	BUILT-UP ROOF DRAINAGE



#18:	SINGLE-PLY MEMBRANE ROOF

#19:	SINGLE-PLY MEMBRANE ROOF DRAINAGE

#20:	SINGLE-PLY MEMBRANE ROOF EDGE

#21:	EXTERIOR FACADES

#22:	DETERIORATED MORTAR AND LOOSE BRICK AT EXTERIOR WALL

#23:	DAMAGED CONCRETE EXTERIOR STAIRS

#24:	ROOF-MOUNTED PACKAGED UNIT (RTU)

#25:	HEAT PUMP AIR HANDLER

#26:	HEAT PUMP EXTERIOR CONDENSING UNITS

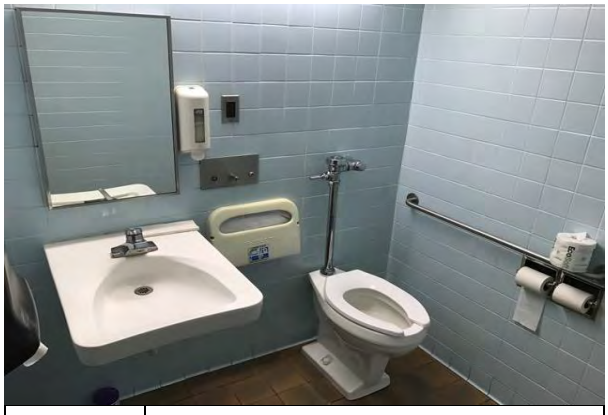
#27:	NATURAL GAS FURNACES

#28:	AIR CONDITIONER EXTERIOR CONDENSING UNIT

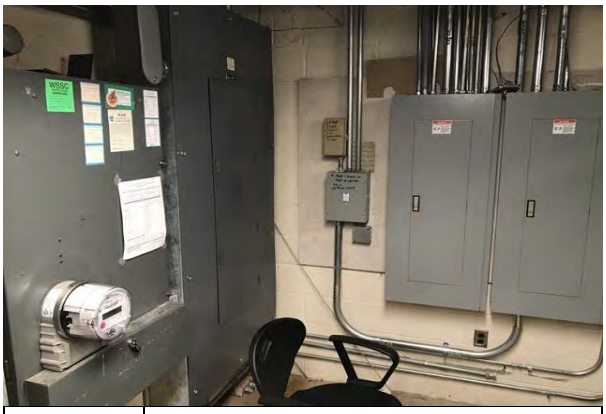
#29:	NON-PROGRAMMABLE THERMOSTAT

#30:	ROOF-TOP EXHAUST FAN

#31:	DOMESTIC WATER HEATER



#32:	RESTROOM FIXTURES

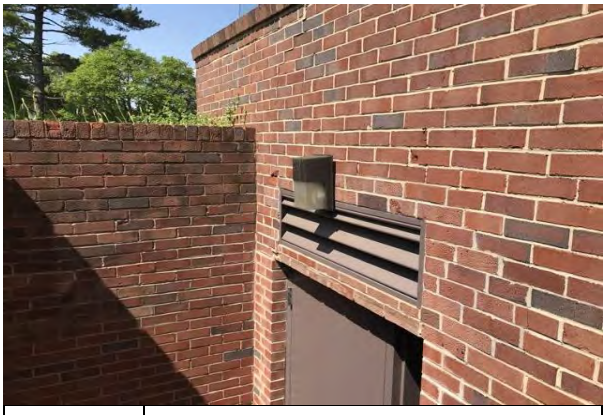


#33:	ELECTRICAL METER AND PANELS

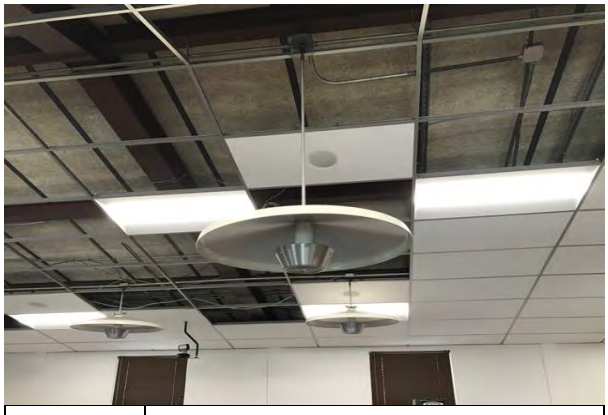
#34:	ELECTRICAL DISTRIBUTION PANEL

#35:	EMERGENCY GENERATOR

#36:	AUTOMATIC TRANSFER SWITCH



#37:	EXTERIOR LIGHTING

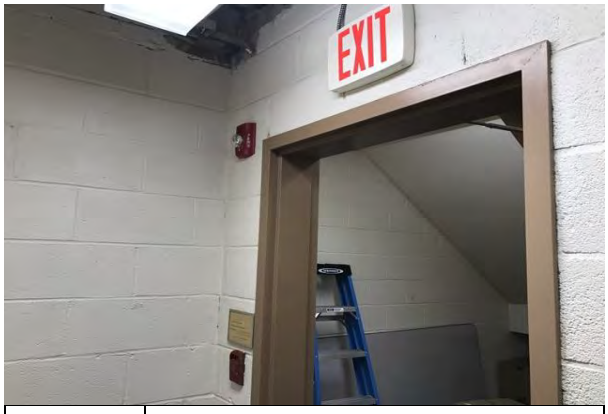


#38:	INTERIOR LIGHTING

#39:	ELEVATOR

#40:	ELEVATOR CAB FINISHES

#41:	FIRE ALARM CONTROL PANEL



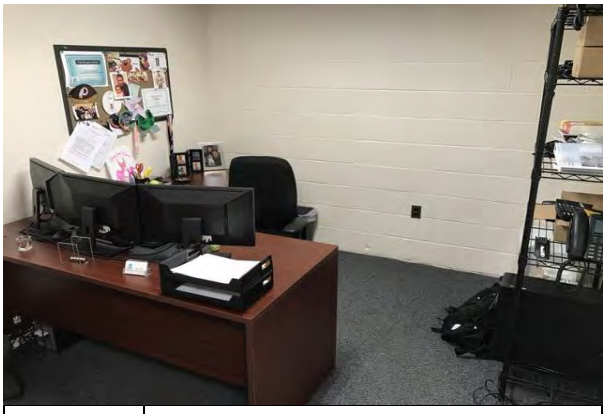
#42:	FIRE ALARM TERMINAL UNITS

#43:	FIRE SUPPRESSION SPRINKLERS

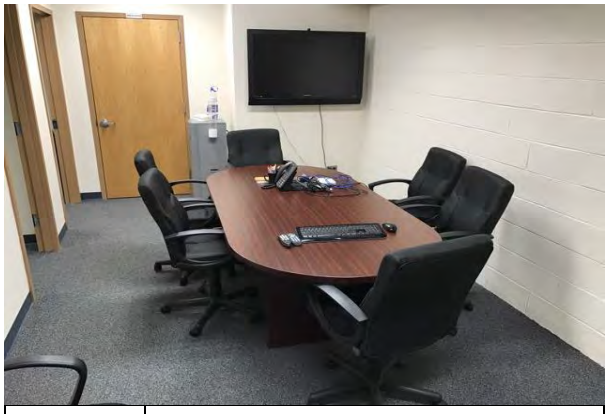
#44:	FIRE EXTINGUISHER

#45:	FIRST FLOOR ELEVATOR LOBBY AND HALLWAY

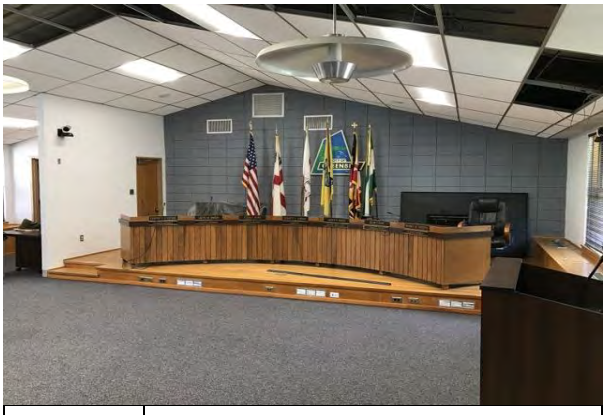
#46:	HALLWAY



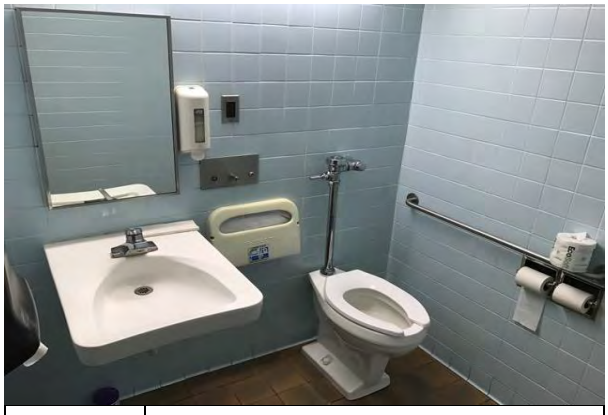
#47:	OFFICE



#48:	CONFERENCE AREA



#49:	COUNCIL ROOM



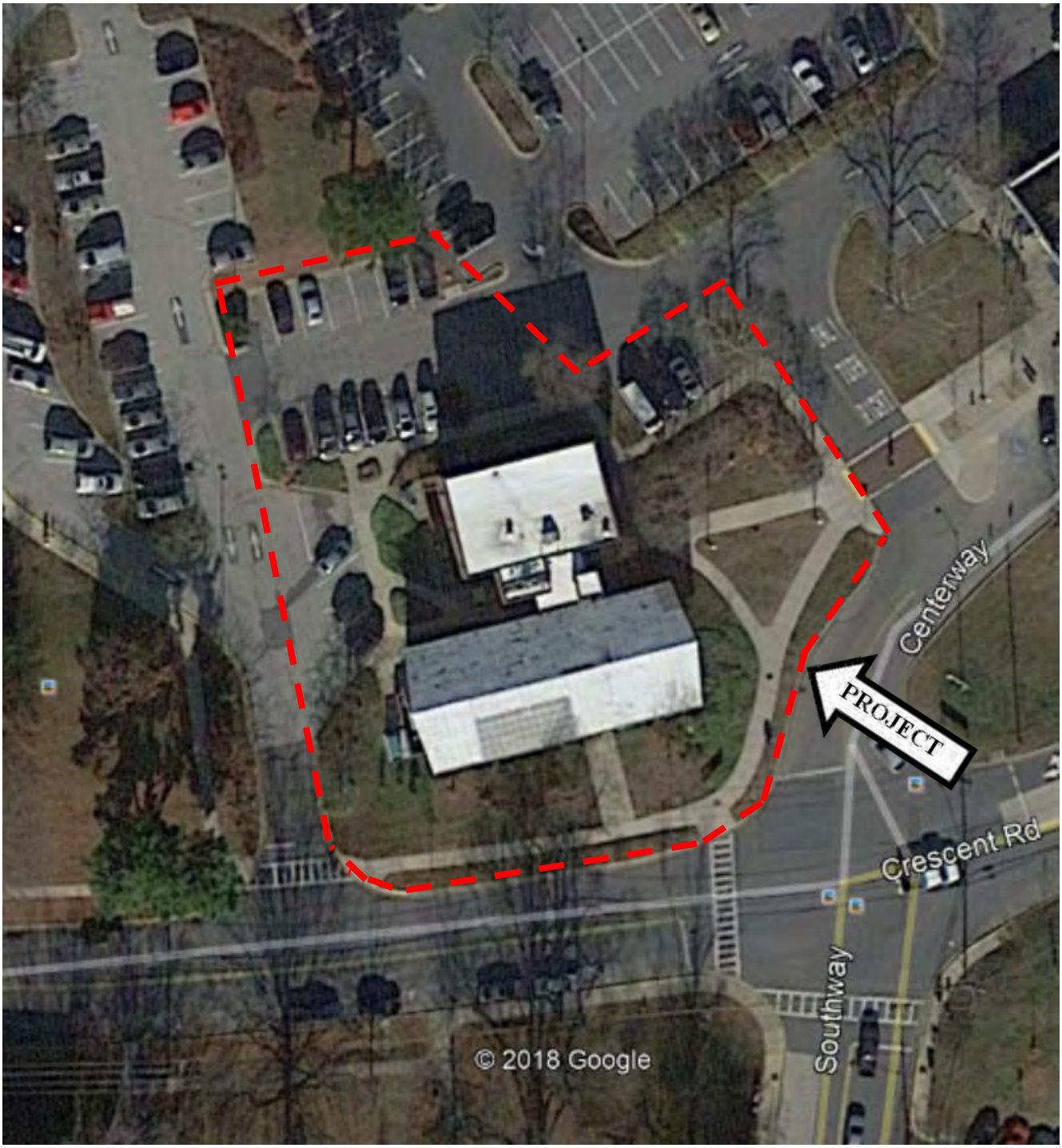
#50:	RESTROOM

#51:	MECHANICAL ROOM 1

#52:	BACKFLOW PREVENTER ROOM

Appendix B:
Site Plan

Site Plan



emg	**Project Name:** Greenbelt/Municipal Building	**Project Number:** 131700.18R000-006.322
	Source: Google Earth	**On-Site Date:** May 7, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: May 31, 2018

Property Name: Greenbelt/Municipal Building

EMG Project Number: 131700.18R000-006.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?		✓		
2	Have any ADA improvements been made to the property?	✓			Motorized automatic entrance doors.
3	Does a Transition Plan / Barrier Removal Plan exist for the property?		✓		
4	Has building ownership or management received any ADA related complaints that have not been resolved?		✓		
5	Is any litigation pending related to ADA issues?		✓		
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?	✓			1 required; 2 provided.
2	Are there sufficient van-accessible parking spaces available?		✓		1 van-accessible space required; 0 provided.
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?	✓			
4	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?	✓			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	✓			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?	✓			
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)			✓	No ramps.
2	Are ramps that appear longer than 6 ft complete with railings on both sides?			✓	

	Ramps (cont.)	Yes	No	NA	Comments
3	Does the width between railings appear at least 36 inches?			✓	
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			✓	
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	✓			
2	If the main entrance is inaccessible, are there alternate accessible entrances?	✓			
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	✓			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	✓			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	✓			
3	Is there a path of travel that does not require the use of stairs?	✓	✓		Elevator present, but only serves floors 1 and 2. There is no wheelchair access to basement.
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?	✓			
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 hoist way entrance as well as all cab/call buttons?		✓		
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?		✓		No reopening device present.
5	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?	✓			

	Elevators (cont.)	Yes	No	NA	Comments
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?		✓		Handset behind door; not accessible.
	Toilet Rooms	**Yes**	**No**	**NA**	**Comments**
1	Are common area public restrooms located on an accessible route?	✓			Based on designated-accessible single-user restroom at first floor.
2	Are pull handles push/pull or lever type?	✓			
3	Are there audible and visual fire alarm devices in the toilet rooms?		✓		No strobe alarm observed.
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	✓			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60” turning diameter)?	✓			
6	In unisex toilet rooms, are there safety alarms with pull cords?			✓	Pull cord alarm system not present at facility.
7	Are toilet stall doors wheelchair accessible (appear to be at least 32” wide)?			✓	Single-user restroom.
8	Are grab bars provided in toilet stalls?	✓	✓		Missing grab bar at rear of toilet.
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 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?	✓			
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			✓	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			✓	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			✓	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.			✓	
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?			✓	
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			✓	
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			✓	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

EMG FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Municipal Building

Name of person completing form: Tim Houchens

Title / Association with property: Facilities Maintenance Supervisor

Length of time associated w/ property: ~39 years

Date Completed: 5/7/2018

Phone Number: 301-474-8004

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	1963, '77 → addition		
2	Building size in SF	18,000		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade	generally original	brick – addition in poor condition; cracks original
		Roof		'63 roof is very old (30+ years) '77 (~5 years old) → 20 year warranty
		Interiors	'91-'92 renovation	replaced/repaired as needed
		HVAC	ages vary	~14 units
		Electrical	'91-'92	'63 has been upgraded '77 partially upgraded
		Site Pavement	unk	rear section poor condition may have never been seal coated
		Accessibility	'91-'92	auto-opening doors

QUESTION		RESPONSE
4	List other significant capital improvements (focus on recent years; provide approximate date).	added emergency generator ~~[illegible]~~ (2013)
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	NO
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	service entrance stairs need replacing '77 storefront needs replaced; can't be locked

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	
7	Are there any problems with foundations or structures, like excessive settlement?		✓			
8	Are there any wall, window, basement or roof leaks?		✓			
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 your elevators unreliable, with frequent service calls?		✓			monthly service
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 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, and 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.

FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Police Station
550 Crescent Road
Greenbelt, Maryland 20770

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:
Bill Champion
Senior Program Manager
800.733.0660 x 6234
bchampion@emgcorp.com

EMG Project Number: 131700.18R000-007.322

Date of Report: August 3, 2018

On Site Date: May 21, 2018

DUDE SOLUTIONS
PARENT COMPANY OF SchoolDude | FacilityDude | TheWorxHub

Immediate Repairs Report

8/3/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Police Station	6.3	937996	Roof, Single-Ply TPO/PVC Membrane, Replace	10000	SF	$15.93	$159,309	**$159,309**
Police Station	7.6	938915	Emergency Lighting Pack, 2 Light w/ Battery, Replace	2	EA	$1,227.87	$2,456	**$2,456**
Immediate Repairs Total								**$161,765**

* Location Factor included in totals.

Replacement Reserves Report

8/3/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Police Station	5.2	937992	Parking Lots, Asphalt Pavement, Mill & Overlay	25	23	2	20000	SF	$3.28	$65,608			$65,608																		**$65,608**
Police Station	5.2	937993	Parking Lots, Asphalt Pavement, Seal & Stripe	5	3	2	20000	SF	$0.38	$7,590			$7,590					$7,590					$7,590					$7,590			**$30,360**
Police Station	5.2	939292	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	20	10	3000	SF	$9.00	$27,000											$27,000										**$27,000**
Police Station	5.5	938923	Flood Light, Exterior, 100 W, Replace	20	10	10	12	EA	$995.47	$11,946											$11,946										**$11,946**
Police Station	5.5	938082	Vehicle Control Gate Operator, Replace	15	13	2	1	EA	$10,381.23	$10,381			$10,381															$10,381			**$20,762**
Police Station	5.5	939302	Fences & Gates, Chain Link, 6' High, Replace	30	24	6	400	LF	$37.54	$15,015							$15,015														**$15,015**
Police Station	5.5	939305	Fences & Gates, Chain Link, 8' High, Replace	30	23	7	250	LF	$53.90	$13,475								$13,475													**$13,475**
Police Station	5.5	939304	Fences & Gates, Chain Link Sliding Gate, Electric, Replace	20	10	10	1	EA	$5,233.76	$5,234											$5,234										**$5,234**
Police Station	5.5	938919	Pole Light, Exterior, 105 to 200 W LED (Fixture & Bracket Arm Only), Replace	20	2	18	6	EA	$3,303.00	$19,818																			$19,818		**$19,818**
Police Station	6.3	937996	Roof, Single-Ply TPO/PVC Membrane, Replace	20	29	0	10000	SF	$15.93	$159,309	$159,309																				**$159,309**
Police Station	6.6	939314	Window, Aluminum Double-Glazed 12 SF, 1-2 Stories, Replace	30	26	4	30	EA	$584.21	$17,526					$17,526																**$17,526**
Police Station	6.6	938083	Overhead Door, Aluminum Roll-Up 144 SF, Replace	35	29	6	2	EA	$4,025.54	$8,051							$8,051														**$8,051**
Police Station	7.1	938212	Ductless Split System, Single Zone, 1.5 Ton, Replace	15	8	7	1	EA	$2,473.11	$2,473								$2,473													**$2,473**
Police Station	7.1	938213	Ductless Split System, Single Zone, 1.5 Ton, Replace	15	8	7	1	EA	$2,473.11	$2,473								$2,473													**$2,473**
Police Station	7.1	938233	Ductless Split System, Single Zone, 1.5 Ton, Replace	15	6	9	1	EA	$2,473.11	$2,473										$2,473											**$2,473**
Police Station	7.1	938415	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station	7.1	938291	Air Handler, Interior, 600 CFM, Replace	20	5	15	1	EA	$2,000.00	$2,000																$2,000					**$2,000**
Police Station	7.1	938236	Exhaust Fan, Roof Mounted, 2,000 CFM, Replace	15	12	3	1	EA	$2,762.86	$2,763				$2,763															$2,763		**$5,526**
Police Station	7.1	938238	Exhaust Fan, Roof Mounted, 2,000 CFM, Replace	15	12	3	1	EA	$2,762.86	$2,763				$2,763															$2,763		**$5,526**
Police Station	7.1	938239	Exhaust Fan, Roof Mounted, 800 CFM, Replace	15	12	3	1	EA	$1,769.49	$1,769				$1,769															$1,769		**$3,539**
Police Station	7.1	938237	Exhaust Fan, Roof Mounted, 2,000 CFM, Replace	15	12	3	1	EA	$2,762.86	$2,763				$2,763															$2,763		**$5,526**
Police Station	7.1	939431	HVAC System Hydronic Piping, 2-Pipe, Replace	30	23	7	3000	SF	$6.50	$19,500								$19,500													**$19,500**
Police Station	7.1	938151	Unit Heater, Natural Gas, 80 MBH, Replace	20	15	5	1	EA	$5,006.98	$5,007						$5,007															**$5,007**
Police Station	7.2	938456	Toilet, Tankless (Water Closet), Replace	20	10	10	4	EA	$842.97	$3,372											$3,372										**$3,372**
Police Station	7.2	938458	Urinal, Vitreous China, Replace	20	10	10	2	EA	$1,193.44	$2,387											$2,387										**$2,387**
Police Station	7.2	938457	Sink/Lavatory, Vitreous China, Replace	20	10	10	4	EA	$861.51	$3,446											$3,446										**$3,446**
Police Station	7.4	938920	LED Lighting Fixture, Basic, 20 W, Replace	20	2	18	150	EA	$180.19	$27,028																			$27,028		**$27,028**
Police Station	7.4	938156	Generator, Diesel, 40 kW, Replace	25	19	6	1	EA	$62,521.47	$62,521							$62,521														**$62,521**
Police Station	7.5	938287	Elevator, Hydraulic, 1500 to 2500 LB, 2 Floors, Renovate	30	26	4	1	EA	$108,794.40	$108,794					$108,794																**$108,794**
Police Station	7.6	938175	Fire Extinguisher - Type ABC, Replace	15	14	1	20	EA	$314.93	$6,299		$6,299															$6,299				**$12,597**
Police Station	7.6	939435	Fire Alarm System, Office Building, Install	20	10	10	15900	SF	$2.36	$37,516											$37,516										**$37,516**
Police Station	7.6	938915	Emergency Lighting Pack, 2 Light w/ Battery, Replace	10	10	0	2	EA	$1,227.87	$2,456	$2,456										$2,456										**$4,911**
Police Station	7.6	938158	Exit Lighting Fixture, LED, Replace	10	7	3	15	EA	$405.01	$6,075				$6,075										$6,075							**$12,150**
Police Station	8.1	939453	Interior Door, Wood, Refinish	10	7	3	50	EA	$87.03	$4,352				$4,352										$4,352							**$8,703**
Police Station	8.1	939438	Interior Wall Finish, General Surface, Prep & Paint	8	4	4	15900	SF	$1.45	$23,055					$23,055								$23,055								**$46,110**
Police Station	8.1	938182	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	9	6	5000	SF	$4.80	$24,003							$24,003														**$24,003**
Police Station	8.1	938184	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	1	9	5000	SF	$7.26	$36,282										$36,282										$36,282	**$72,563**
Police Station	8.1	938180	Interior Ceiling Finish, Acoustical Tile (ACT) Dropped Fiberglass, Replace	20	15	5	15000	SF	$5.05	$75,717						$75,717															**$75,717**
Police Station / Exterior - Garage Roof	7.1	938161	Cooling Tower, 41 Ton, Replace	20	17	3	1	EA	$15,917.12	$15,917				$15,917																	**$15,917**
Police Station / Exterior - Garage Roof	7.1	938172	Exhaust Fan, Roof Mounted, 1,501 to 2,000 CFM, Replace	15	14	1	1	EA	$2,045.12	$2,045		$2,045															$2,045				**$4,090**
Police Station / Exterior - Garage Roof	7.1	938171	Exhaust Fan, Roof Mounted, 2,000 CFM, Replace	15	14	1	1	EA	$2,762.86	$2,763		$2,763															$2,763				**$5,526**
Police Station / Exterior - Garage Roof	7.1	938170	Exhaust Fan, Roof Mounted, 801 to 1,000 CFM, Replace	15	14	1	1	EA	$1,769.49	$1,769		$1,769															$1,769				**$3,539**
Police Station / Exterior - Pit	7.1	938079	Condensing Unit/Heat Pump, Split System, 12 Ton, Replace	15	14	1	1	EA	$19,016.09	$19,016		$19,016															$19,016				**$38,032**
Police Station / Exterior - Pit	7.1	938080	Make-Up Air Unit, 5,000 CFM, Replace	20	19	1	1	EA	$32,062.66	$32,063		$32,063																			**$32,063**
Police Station / Room 101 - Evidence	7.1	938428	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 104 - Sprinkler & Valve	7.1	938258	Boiler Circulator Pump, 0.5 HP, Replace	20	18	2	1	EA	$3,414.40	$3,414			$3,414																		**$3,414**
Police Station / Room 104 - Sprinkler & Valve	7.1	938260	Boiler Circulator Pump, 0.5 HP, Replace	20	18	2	1	EA	$3,414.40	$3,414			$3,414																		**$3,414**
Police Station / Room 104 - Sprinkler & Valve	7.1	938250	Air Compressor, 2 HP, Replace	20	19	1	1	EA	$6,611.73	$6,612		$6,612																			**$6,612**

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Police Station / Room 104 - Sprinkler & Valve	7.1	938247	Compressed Air Dryer, Replace	15	7	8	1	EA	$5,077.01	$5,077									$5,077												**$5,077**
Police Station / Room 104 - Sprinkler & Valve	7.1	938251	Air Compressor, 2 HP, Replace	20	6	14	1	EA	$6,611.73	$6,612															$6,612						**$6,612**
Police Station / Room 104 - Sprinkler & Valve	7.1	938246	Boiler, Gas, 350 MBH, Replace	25	23	2	1	EA	$23,840.87	$23,841			$23,841																		**$23,841**
Police Station / Room 104 - Sprinkler & Valve	7.1	938243	Unit Heater, Electric, 2 kW, Replace	20	15	5	1	EA	$1,095.84	$1,096						$1,096															**$1,096**
Police Station / Room 104 - Sprinkler & Valve	7.2	938254	Water Heater, Gas, Commercial, 80 GAL, Replace	15	1	14	1	EA	$10,698.82	$10,699															$10,699						**$10,699**
Police Station / Room 104 - Sprinkler & Valve	7.6	938248	Backflow Preventer, 0.75", Replace	15	12	3	1	EA	$1,010.43	$1,010				$1,010															$1,010		**$2,021**
Police Station / Room 104 - Sprinkler & Valve	7.6	938244	Backflow Preventer, 6", Replace	15	12	3	1	EA	$9,528.08	$9,528				$9,528															$9,528		**$19,056**
Police Station / Room 105 - Mechanical	7.1	938262	Cooling Tower Water Return Pump, 2 HP, Replace	15	13	2	1	EA	$5,273.20	$5,273			$5,273															$5,273			**$10,546**
Police Station / Room 105 - Mechanical	7.1	938263	Cooling Tower Water Return Pump, 2 HP, Replace	15	13	2	1	EA	$5,273.20	$5,273			$5,273															$5,273			**$10,546**
Police Station / Room 105 - Mechanical	7.1	938267	Air Handler, Interior, 15,000 CFM, Replace	30	28	2	1	EA	$41,979.17	$41,979			$41,979																		**$41,979**
Police Station / Room 105 - Mechanical	7.1	938272	Unit Heater, Electric, 2 kW, Replace	20	15	5	1	EA	$1,095.84	$1,096						$1,096															**$1,096**
Police Station / Room 105 - Mechanical	7.4	938276	Transfer Switch, Automatic (ATS), 600 V, 200 Amp, Replace	18	16	2	1	EA	$9,285.35	$9,285			$9,285																		**$9,285**
Police Station / Room 105 - Mechanical	7.4	938269	Building/Main Switchgear, 208 Y, 120 V, 1,000 Amp, Replace	30	25	5	1	EA	$212,265.31	$212,265						$212,265															**$212,265**
Police Station / Room 105 - Mechanical	7.6	938271	Fire Alarm Control Panel, Multiplex, Replace	15	13	2	1	EA	$4,284.35	$4,284			$4,284															$4,284			**$8,569**
Police Station / Room 108 - Storage	7.1	938427	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 110 - Processing	7.1	938435	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 113 - Break	7.1	938436	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 115 - CIU	7.1	938434	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 118 - Squad	7.1	938433	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 120 - Roll Call	7.1	938432	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 122 - Patrol	7.1	938431	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 123 - K-9	7.1	938430	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 125 - Traffic Safety	7.1	938429	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 202 - Lobby	7.1	938416	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 202 - Lobby	7.2	938461	Drinking Fountain, Refrigerated, Replace	10	7	3	1	EA	$1,257.51	$1,258				$1,258										$1,258							**$2,515**
Police Station / Room 206 - Records	7.1	938426	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 210 - Evidence Lab	7.1	938425	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 212 - Admin	7.1	938423	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 213 - Admin	7.1	938424	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 215 - Command	7.1	938422	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 216 - Command	7.1	938421	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 217 - Admin	7.1	938420	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 221 - Admin	7.1	938419	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 222 - Admin	7.1	938418	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 223 - Meeting	7.1	938417	Variable Air Volume (VAV) Unit, 800 CFM, Replace	15	14	1	1	EA	$4,983.58	$4,984		$4,984															$4,984				**$9,967**
Police Station / Room 234 - Dispatch	7.1	938288	Air Handler, Interior, 600 CFM, Replace	20	8	12	1	EA	$2,000.00	$2,000													$2,000								**$2,000**
Police Station / Room 234 - Dispatch	7.1	938289	Air Handler, Interior, 600 CFM, Replace	20	8	12	1	EA	$2,000.00	$2,000													$2,000								**$2,000**
Police Station / Stairwell	7.1	938292	Fan Coil Unit, 1 Ton, Replace	15	12	3	1	EA	$1,878.84	$1,879				$1,879															$1,879		**$3,758**
Totals, Unescalated											**$161,765**	**$180,205**	**$180,344**	**$50,077**	**$149,376**	**$295,181**	**$109,591**	**$45,511**	**$5,077**	**$38,755**	**$93,356**	**$0**	**$34,645**	**$11,684**	**$17,311**	**$2,000**	**$141,531**	**$32,802**	**$69,321**	**$36,282**	**$1,654,813**
Totals, Escalated (3.0% inflation, compounded annually)											**$161,765**	**$185,611**	**$191,327**	**$54,720**	**$168,124**	**$342,196**	**$130,857**	**$55,973**	**$6,431**	**$50,566**	**$125,463**	**$0**	**$49,395**	**$17,159**	**$26,184**	**$3,116**	**$227,116**	**$54,217**	**$118,015**	**$63,620**	**$2,031,854**

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. Descriptions that are more detailed may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	550 Crescent Road, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	1989
Current Occupants:	City of Greenbelt
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Police Station
Site Area:	3.0 acres (estimated)
Building Area:	15,900 SF
Number of Buildings:	1
Number of Stories:	2
Parking Type and Number of Spaces:	24 spaces in open lots (plus employee only parking 28 spaces)
Building Construction:	Masonry bearing walls and concrete decks.
Roof Construction:	Flat roofs with built-up membrane w/stone ballast.
Exterior Finishes:	Exposed CMU
Heating, Ventilation & Air Conditioning:	Central system with boiler, air-cooled condenser, air handlers feeding VAV box terminal units. Supplemental components: Ductless Split Systems and Individual unit heaters.
Fire and Life/Safety:	Fire sprinklers, hydrants, smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, exit signs.
Dates of Visit:	May 21, 2018
On-Site Point of Contact (POC):	Tim Houchens
Assessment and Report Prepared by:	Emrah Doker
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

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Systemic Condition Summary			
Site	Fair	HVAC	Poor
Structure	Fair	Plumbing	Fair
Roof	Fair	Electrical	Fair
Vertical Envelope	Good	Elevators	Fair
Interiors	Fair	Fire	Good

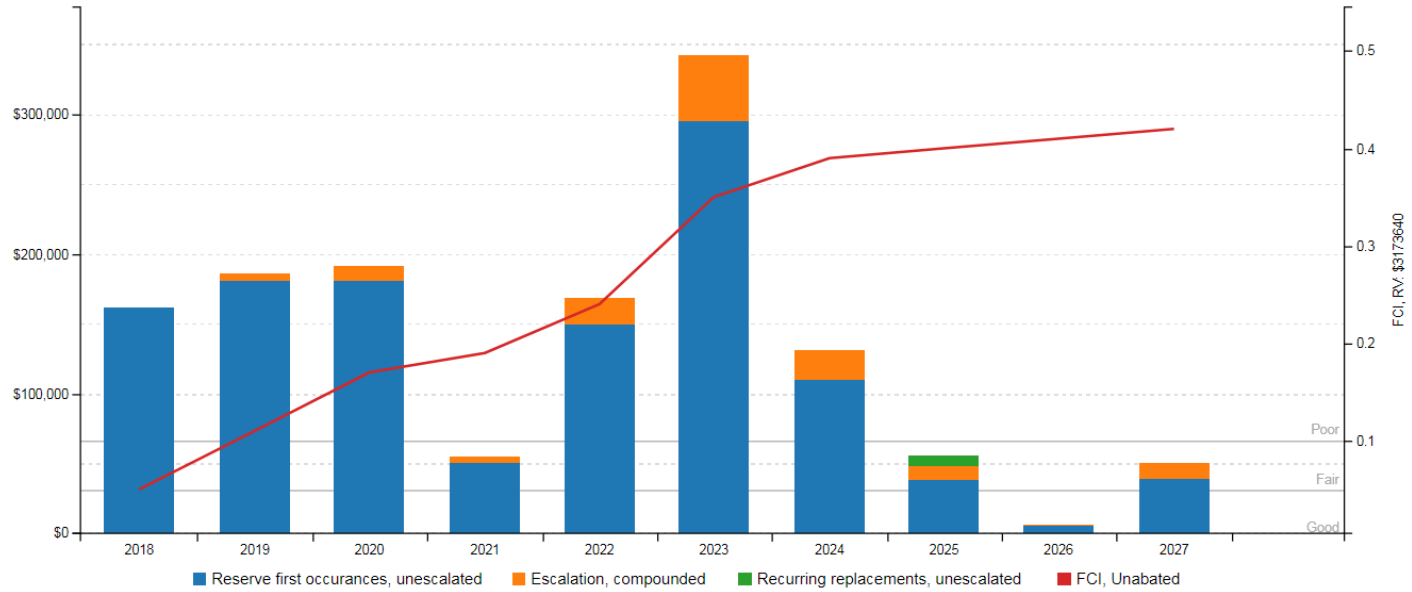
The following bullet points highlight the most significant short term and modernization recommendations:

- Full replacement of asphalt parking areas
- Replacement of makeup air unit
- Replacement of heat pump
- Replacement of boiler
- Replacement of VAV units
- Replacement of air handlers
- Replacement of roof exhaust fans

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

According to property management personnel, the property has had an active capital improvement expenditure program over the past three years, primarily consisting of new carpet and interior painting. Supporting documentation was not provided in support of these claims but some of the work is evident.

1.2. Facility Condition Index (FCI)



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	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)	.00	Good
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	.42	Poor
Current Replacement Value (CRV)	15,900 SF * 199.60 / SF = $ 3,173,640	
Year **0** (Current Year) - Immediate Repairs (IR)	$161,765	
Years **1-10** – Replacement Reserves (RR)	$1,347,570	

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- Repair/Replace battery pack emergency lights

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, 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 fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. 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.

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.

1.4.1. 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.

1.4.2. 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.

1.4.3. 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.

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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, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

2.3. Personnel Interviewed

The maintenance staff and building engineers were interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility and government agencies were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Tim Houchens Facility Maintenance Supervisor	City of Greenbelt Public Works	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facility Maintenance Supervisor, Company, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 30 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- No documents were available for review.

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

May 21, 2018: Clear, with temperatures in the 70s (°F) and light winds.

3. Accessibility and Property Research

3.1. 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 municipal police station 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 restricted or employee only areas 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.

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

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4. Existing Building Assessment

4.1. Unit or Space Types

All 15,900 square feet of the building are occupied by a single occupant, the City of Greenbelt. The spaces are mostly offices, holding cells, interrogation rooms and supporting restrooms, administrative offices, mechanical and other utility spaces.

4.2. Inaccessible Areas or Key Spaces Not Observed

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

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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	WSSC	Good
Storm sewer	City of Greenbelt & PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	Washington Gas	Good

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as, septic systems, water or wastewater treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Ridge Road
Access from	East
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	Asphalt	>20 years	Poor
Parking Lot	Asphalt	>20 years	Poor
Drive Aisles	Asphalt	>20 years	Poor
Service Aisles	Asphalt	>20 years	Poor
Sidewalks	Concrete	>20 years	Fair
Curbs	Concrete	>20 years	Fair
Site Stairs	Concrete	>20 years	Fair
Pedestrian Ramps	Concrete	>20 years	Fair

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Parking Count				
Open Lot	Sally port	Private Back Lot	Garage	Freestanding Parking Structure
- 24	-1	- 28	- 1	0

Total Number of ADA Compliant Spaces	3
Number of ADA Compliant Spaces for Vans	1
Total Parking Spaces	54
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	Physical count

Exterior Stairs			
Location	Material	Handrails	Condition
None	-	-	-

Anticipated Lifecycle Replacements:

- Concrete Sidewalks

Actions/Comments:

- The asphalt pavement exhibits significant areas of failure and deterioration, such as alligator cracking, transverse cracking, extensive raveling, and localized depressions throughout the parking lot. Complete milling and overlay of the entire lot is also recommended.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☒	Good
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☒	Good
Pits	☐	--
Municipal System	☒	Good
Dry Well	☐	--

Anticipated Lifecycle Replacements:

- No component of significance.

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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.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Slopes gently down from the east side of the property to the west property line.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☒	☐	☐	☐	☐	☐
Landscaping Condition	Fair						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☐	☐	☐	☒			
Irrigation Condition	--						

Retaining Walls		
Type	Location	Condition
Brick	Back parking lot	Fair

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.
- There is a retaining wall on the back of the property behind the utility transformer. The retaining wall shows signs of movement and is currently being monitored by a separation monitor. According to POC this crack happened over 20 years ago and did not progress after the crack caused by initial settlement. It is recommended to keep monitoring the wall movement however there is no actionable items on this wall at this moment.

5.5. General Site Improvements

Property Signage	
Property Signage	Monument
Street Address Displayed?	Yes

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Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☐	☐	☐	☐	☒
	Good				
Building Lighting	None	Wall Mounted	Recessed Soffit		
	☐	☒	☐		
	Fair				

Site Fencing		
Type	Location	Condition
Chain link with metal posts	Back Parking Lot	Fair
Chain link with metal posts	Sally Port	Fair

Refuse Disposal				
Refuse Disposal	Common area dumpsters			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
Parking lot	Concrete pad	Wood board fence	Yes	Fair

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None	-	--
Tennis Courts	None	-	--
Basketball Court	None	-	--
Swimming Pool	None	-	--

Anticipated Lifecycle Replacements:

- Exterior lighting
- Site perimeter & sally port fencing
- Back Parking lot electric gate and gate opener

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.

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6. Building Architectural and Structural Systems

6.1. Foundations

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

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The foundation systems are concealed. There are no significant signs of settlement, deflection, or movement. The basement walls appear intact and structurally sound. There is no evidence of movement or water infiltration.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Masonry walls	Fair
Ground Floor	Concrete slab	Fair
Upper Floor Framing	Concrete beams	Fair
Upper Floor Decking	Concrete, cast-in-place	Fair
Roof Framing	Concrete beams	Fair
Roof Decking	Concrete, cast-in-place	Fair

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.
-

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6.3. Roofing

Primary Roof			
Type / Geometry	Flat	Finish	Built-up membrane
Maintenance	In-house Staff	Roof Age	>20 years
Flashing	Membrane	Warranties	None
Parapet Copings	Parapet with sheet metal coping	Roof Drains	Internal drains
Fascia	Metal Panel	Insulation	Rigid Board
Soffits	None	Skylights	No
Attics	Concrete-topped steel decks	Ponding	Yes
Ventilation Source-1	Power Vents	Leaks Observed	Yes
Ventilation Source-2	Power Vents	Roof Condition	Fair

The primary roof is located at southern part of the building and has multiple levels.

Anticipated Lifecycle Replacements:

- Built up roof membrane and stone ballast to be replaced with TPO type roof finish as per manufacturer's recommendations.
- Roof flashings (included as part of overall membrane replacement)

Actions/Comments:

- The roof finishes were reportedly installed in 1989. Information regarding roof warranties or bonds was not available. Roofs are maintenance by in-house staff.
- According to the POC, there are no active roof leaks over the roof.
- 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.
- There is no evidence of moisture, water intrusion, or excessive daylight in the attics. The insulation in the attics appears to be adequate.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Brick veneer	Fair
Secondary Finish	Brick veneer	Fair
Accented with	Brick veneer	Fair
Soffits	Not Applicable	--

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

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Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. Future lifecycle replacements of the components listed above will be required.

6.5. Exterior and Interior Stairs

Building Exterior and Interior Stairs					
Type	Description	Riser	Handrail	Balusters	Condition
Building Exterior Stairs	None	-	-	-	-
Building Interior Stairs	Steel-framed with textured metal treads	Closed	Metal	Metal	Fair

Anticipated Lifecycle Replacements:

- No components of significance

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.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed storefront	Double glaze	Throughout	☐	Fair
Glass Blocks	Double glaze	Lobby	☐	Fair

Building Doors		
Main Entrance Doors	Door Type	Condition
	Fully glazed, metal framed	Fair
Secondary Entrance Doors	Fully glazed, metal framed	Fair
Service Doors	Metal, insulated	Fair
Overhead Doors	Aluminium	Fair

Anticipated Lifecycle Replacements:

- Windows
- Overhead doors

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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.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

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7. Building Mechanical and Plumbing Systems

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.

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Building Central Heating System	
Primary Heating System Type	Hot water boilers
Quantity and Capacity of Major Components	1 boilers at 500 MBH each (estimated)
Total Heating Capacity	500 MBH
Heating Fuel	Natural gas
Location of Major Equipment	Mechanical rooms
Space Served by System	Entire building
Age Ranges	1989
Boiler Condition	Fair
Heat Exchanger Condition	--

Building Central Cooling System	
Primary Cooling System Type	Water cooled package system and air-cooled condenser/make up air unit system
Quantity and Capacity of Major Components	1 package unit (air handler & compressors) at 40 tons & Split System at 12 tons
Total Cooling Capacity	52 tons
Refrigerant	R-22
Cooling Towers	None
Location of Major Equipment	Mechanical rooms & exterior
Space Served by System	Entire building
Age Ranges	All units dated 1989
Package Unit Condition	Poor
Cooling Tower Condition	Poor

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Distribution System	
HVAC Water Distribution System	Two-pipe
Heating Water Circulation Pump Size & Quantity	2 pump at 0.5 HP each
Chilled Water Circulation Pump Size & Quantity	2 pump at 2 HP each
Pump Condition	Fair
Air Distribution System	Variable volume
Quantity and Capacity of Air Handlers	1 air handler at 15,000 CFM
Location of Air Handlers	Mechanical rooms
Large Spaces the Larger Dedicated AHU's Serve	NA
Age of Air Handlers	All units dated 1989
Air Handler Condition	Fair
Terminal Units	VAV boxes
Quantity and Capacity of Terminal Units	22 VAV boxes ranging from 400-800 CFM each
Location of Terminal Units	Along ceilings
Spaces Served by Terminal Units	Throughout facility
Terminal Unit Condition	Poor

Supplemental Components	
Supplemental Component #1	Ductless mini-split systems
Location / Space Served	Dispatch / Computer Data Room
Condition	Fair
Supplemental Component #2	Suspended unit heaters
Location / Space Served	Garage / Stairwell / Mechanical Rooms 104 & 105
Condition	Fair

Controls and Ventilation	
HVAC Control System	BAS, pneumatic controls
HVAC Control System Condition	Fair
Building Ventilation	Roof top exhaust fans
Ventilation System Condition	Fair

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Anticipated Lifecycle Replacements:

- Cooling tower
- Heat pump
- Boiler
- Air handling units
- Distribution pumps and motors
- Ductless split system
- Rooftop exhaust fans
- Fan coil unit
- Gas unit heater
- Make up air unit
- Electric unit heaters
- VAV units
- Hydronic distribution piping
- Air compressor

Actions/Comments:

- HVAC systems are maintained by the in-house maintenance staff.
- The HVAC equipment appears to vary in age, however mostly original from 1989 construction. HVAC equipment is replaced on an "as needed" basis.
- The HVAC equipment appears to be functioning adequately overall. The maintenance staff interviewed about the historical and recent performance of the equipment and systems.
- According to the POC, major HVAC equipment are failing. Customer has to put sprinklers on the coils in order to provide additional cooling in order to be able to handle the extreme heat days.
- Majority of the HVAC equipment are in either in poor or fair condition, outdated and exceeded anticipated useful life. Major HVAC equipment recommended to be replaced within short term.

7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Good
Waste/Sewer Piping	Cast iron	Fair
Vent Piping	Cast iron	Fair
Water Meter Location	Boiler Room	

Domestic Water Heaters or Boilers	
Components	Water Heater
Fuel	Natural gas
Quantity and Input Capacity	1 units at 199 MBH
Storage Capacity	80 gallons
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	Yes

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Domestic Water Heaters or Boilers	
Storage Tank Quantity & Volume	N/A
Quantity of Storage Tanks	N/A
Storage Tank Condition	NA
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	2.2 GPF
Common Area Faucet Nominal Flow Rate	2.5 GPM
Condition	Fair

Anticipated Lifecycle Replacements:

- Water Heater
- Toilets
- Urinals
- Sinks
- Drinking fountain

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short-term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

Gas service is supplied from the gas main on the adjacent public street. The gas meters and regulators are located along the exterior walls of the buildings. The gas distribution piping within the 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 meters and regulators 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.

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7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	1000 Amps	Volts	120/208 Volt, three-phase
Meter & Panel Location	Boiler Room	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	Yes	Building Intercom System?	No
Lighting Fixtures	All LED		
Main Distribution Condition	Fair		
Secondary Panel and Transformer Condition	Fair		
Lighting Condition	Good		

Building Emergency System			
Size	40 kW	Fuel	Natural gas
Generator / UPS Serves	Emergency lights, elevators, etc.	Tank Location	None
Testing Frequency	Bi-Weekly	Tank Type	None
Generator / UPS Condition	Fair		

Anticipated Lifecycle Replacements:

- Main switchgear
- Interior light fixtures
- Emergency generator
- Automatic Transfer Switch

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 panels are mostly 1989 components. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panels and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

7.5. Building Elevators and Conveying Systems

Building Elevators			
Manufacturer	Otis	Machinery Location	Ground floor or basement adjacent to shaft

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Building Elevators			
Safety Stops	Electronic	Emergency Equipment	Yes
Cab Floor Finish	Vinyl-tiled	Cab Wall Finish	Plastic-laminated wood
Hydraulic Elevators	1cars at 3500 LB		
Overhead Traction Elevators	None		
Freight Elevators	None		
Machinery Condition	Fair		
Controls Condition	Fair		
Cab Finish Condition	Fair		
Other Conveyances	None		
Other Conveyance Condition	NA		

Anticipated Lifecycle Replacements:

- Hydraulic machinery

Actions/Comments:

- The elevators are serviced by a private elevator company on a routine basis. The elevator machinery and controls are the originally installed system in 1989.
- The elevators appear to provide adequate service. The elevators will require continued periodic maintenance.
- The emergency communication equipment in the elevator cabs appears to be functional. Equipment testing is not within the scope of the work.
- The finishes in the elevator cabs will require replacement. The cost to replace the finishes is relatively insignificant and the work can be performed as part of the property management's operations program.

7.6. Fire Protection and Security Systems

Item	Description					
Type	Wet pipe					
Fire Alarm System	Central Alarm Panel	☒	Battery-Operated Smoke Detectors	☐	Alarm Horns	☒
	Annunciator Panels	☐	Hard-Wired Smoke Detectors	☒	Strobe Light Alarms	☒
	Pull Stations	☒	Emergency Battery-Pack Lighting	☒	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					
Sprinkler System	None	☐	Standpipes	☐	Backflow Preventer	☒
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐

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Item	Description			
Type	Wet pipe			
Suppression Condition	Good			
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel	
	Room 105		May 2005	
Fire Extinguishers	Last Service Date		Servicing Current?	
	02/2018		Yes	
Hydrant Location	East Property Line by Back Parking Lot			
Siamese Location	N/A			
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System	☐

Anticipated Lifecycle Replacements:

- Central alarm panel
- Alarm devices and system
- Exit Signs
- Fire Extinguishers
- Backflow preventers

Actions/Comments:

- Several emergency lights did not respond when tested on site. They were located in the garage and on the first floor hallway. These battery pack light units need to be replaced immediately.
- Some fire extinguishers need replacement.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used as a police station for the City of Greenbelt.

The most significant interior spaces include offices, holding cells, interrogation rooms and entrance lobby. Supporting areas include hallways, stairs, administrative offices, restrooms, mechanical rooms and back-of-house areas.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Vinyl tile	Lobby and majority of the building	Fair
Carpet	Offices	Good
Ceramic tile	Restrooms	Fair
Painted/sealed concrete	Holding Cells / Mechanical Areas	Good
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Painted CMU	Hallways / Mechanical Areas	Good
Painted drywall	Lobby, offices	Good
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Suspended T-bar (Acoustic)	Lobby, offices, restrooms	Fair
Exposed structure	Mechanical spaces	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood / Heavy duty stainless steel	Fair
Door Framing	Wood / Steel	Fair
Fire Doors	No	--

Anticipated Lifecycle Replacements:

- Carpet
- Vinyl tile
- Interior paint
- Suspended acoustic ceiling tile

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- Interior doors refinish

Actions/Comments:

- The interior finishes except the carpet and interior paint were not renovated since the original construction in 1989.
- 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.

8.2. Commercial Kitchen & Laundry Equipment

Not applicable.

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9. Other Structures

Not applicable. There are no major accessory structures.

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10. Certification

The City of Greenbelt retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Greenbelt Police Station, 550 Crescent Road, Greenbelt, Maryland the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

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Project Manager

Reviewed by:

Kathleen Sullivan
Technical Report Reviewer for
Bill Champion, Senior Program Manager
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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

PHOTO #1:	*FRONT ELEVATION*

PHOTO #2:	*LEFT ELEVATION*

PHOTO #3:	*RIGHT ELEVATION*

PHOTO #4:	*REAR ELEVATION & REAR PARKING LOT*

PHOTO #5:	*ADA PARKING*

PHOTO #6:	*HVAC PIT CONDENSER & MAKE UP AIR UNIT*

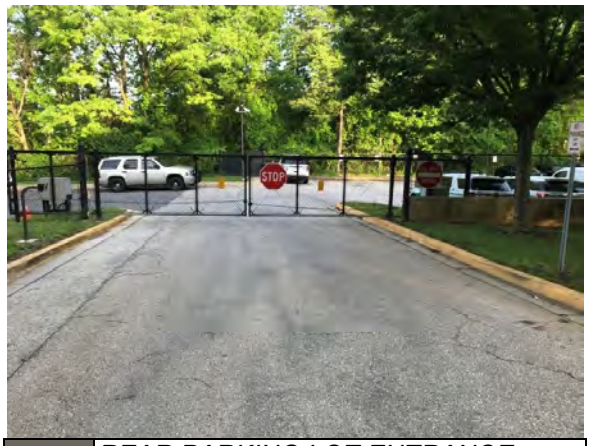


PHOTO #7:	*REAR PARKING LOT ENTRANCE*

PHOTO #8:	*REAR PARKING LOT*

PHOTO #9:	*UTILITY TRANSFORMER*

PHOTO #10:	*RETAINING WALL*

PHOTO #11:	*SALLY PORT & REAR ENTRANCE*

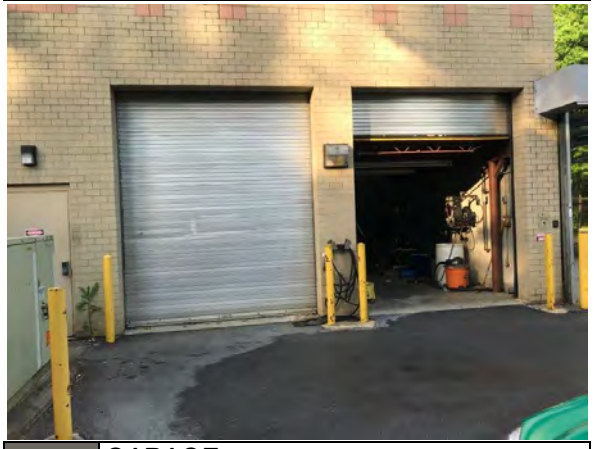


PHOTO #12:	*GARAGE*

PHOTO #13:	*GARAGE EMERGENCY GENERATOR*

PHOTO #14:	*GARAGE ROOF COOLING TOWER*

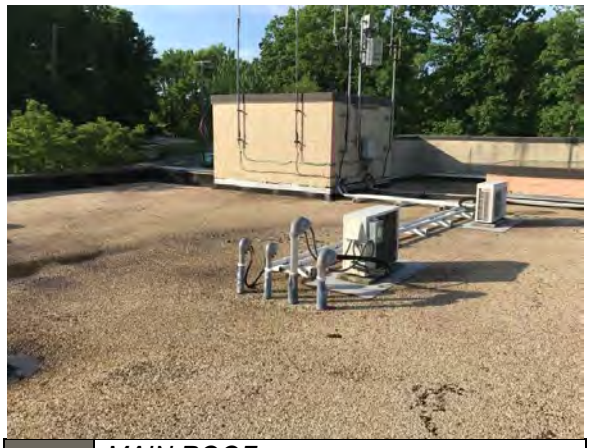


PHOTO #15:	*MAIN ROOF*

PHOTO #16:	*MAIN ROOF DUCTLESS SPLIT SYSTEMS & EXHAUST FANS*

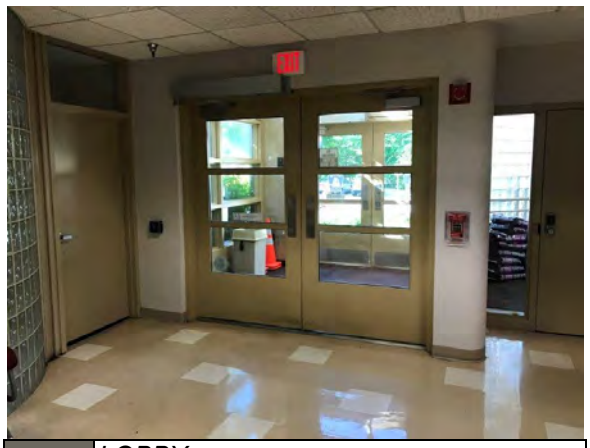


PHOTO #17:	*LOBBY*

PHOTO #18:	*LOBBY*

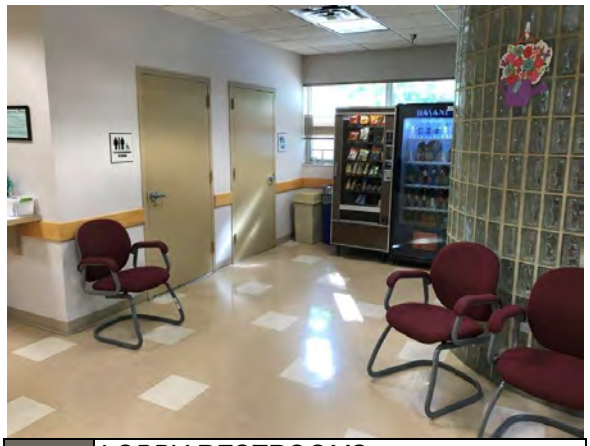


PHOTO #19:	*LOBBY RESTROOMS*

PHOTO #20:	*LOBBY RESTROOMS*

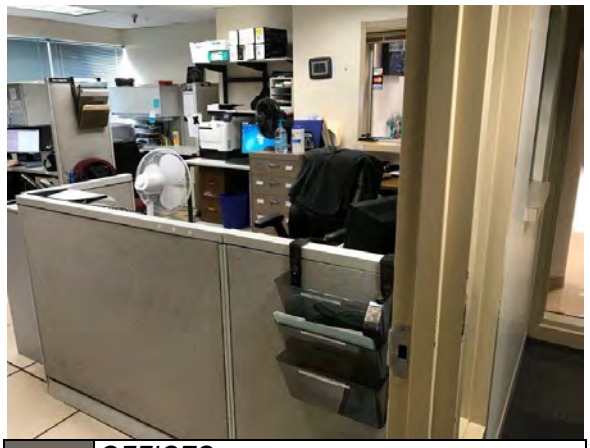


PHOTO #21:	*OFFICES*

PHOTO #22:	*HALLWAY*

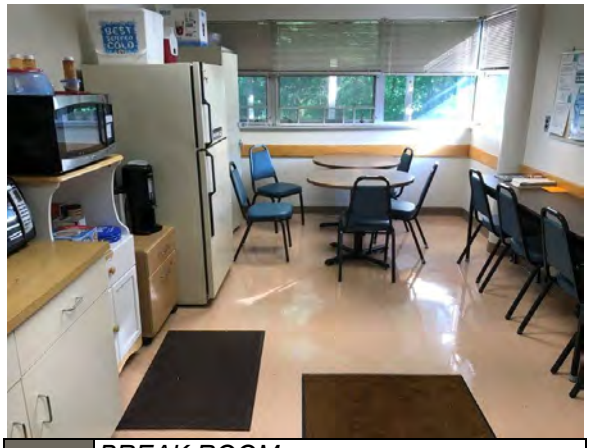


PHOTO #23:	*BREAK ROOM*

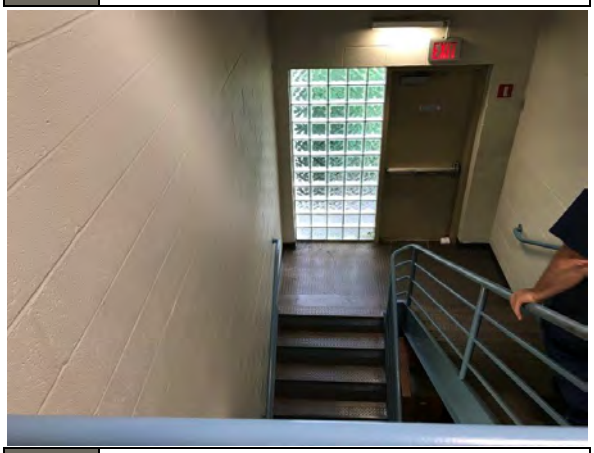


PHOTO #24:	*STAIRWELL*

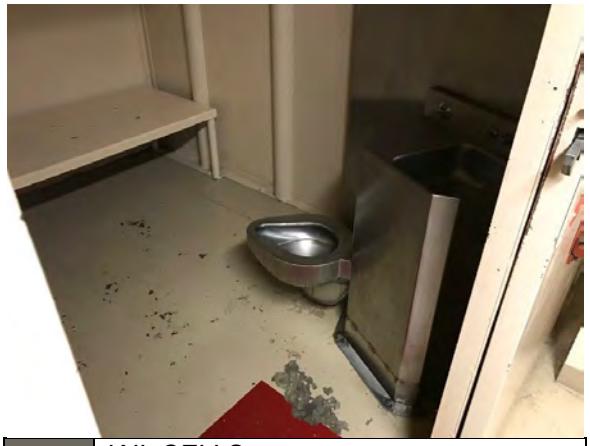


PHOTO #25:	*JAIL CELLS*

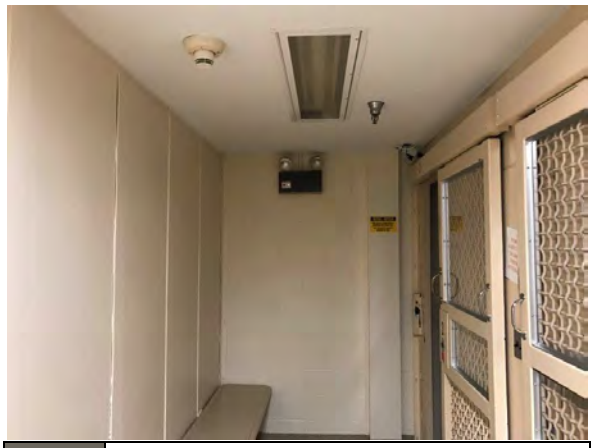


PHOTO #26:	*JAIL CELL HALLWAY*

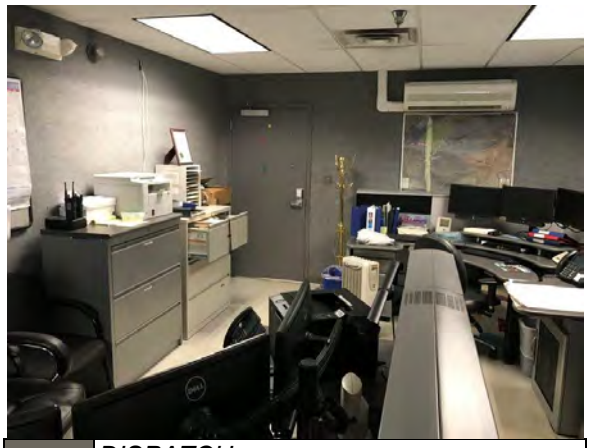


PHOTO #27:	*DISPATCH*

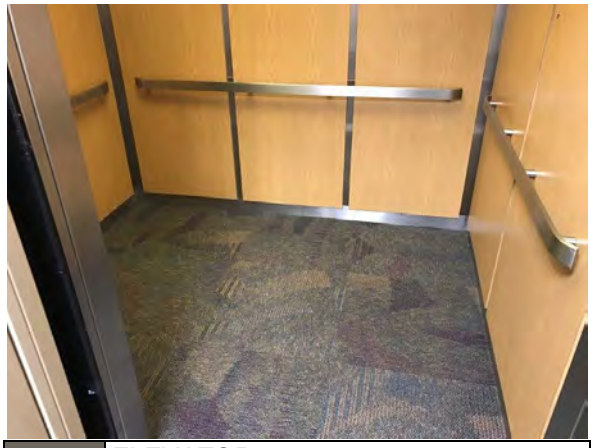


PHOTO #28:	*ELEVATOR*

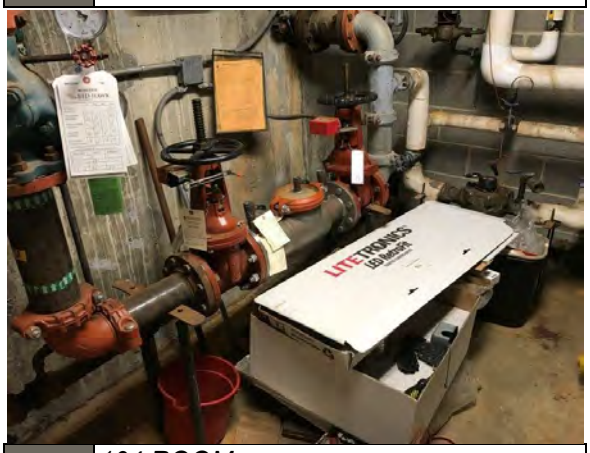


PHOTO #29:	*104 ROOM SPRINKLER BACKFLOW*

PHOTO #30:	*104 ROOM BOILER*

PHOTO # 31:	*104 ROOM WATER HEATER*

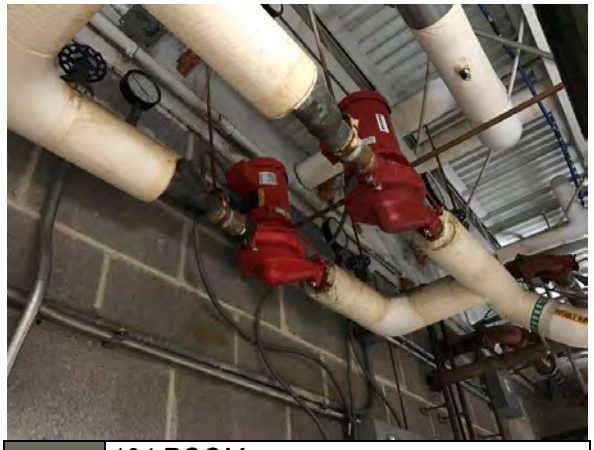


PHOTO # 32:	*104 ROOM BOILER CIRC. PUMPS*

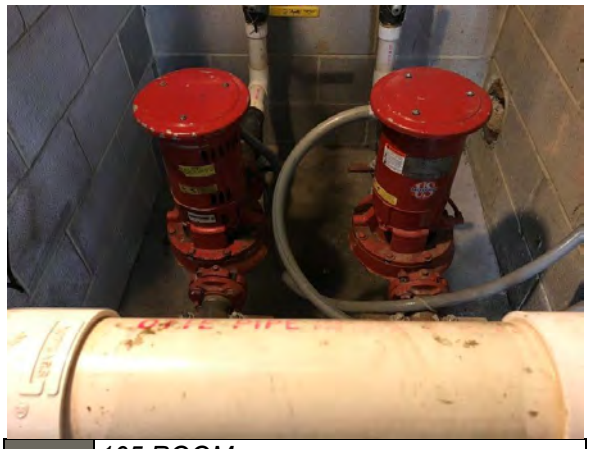


PHOTO # 33:	*105 ROOM COOLING TOWER PUMPS*

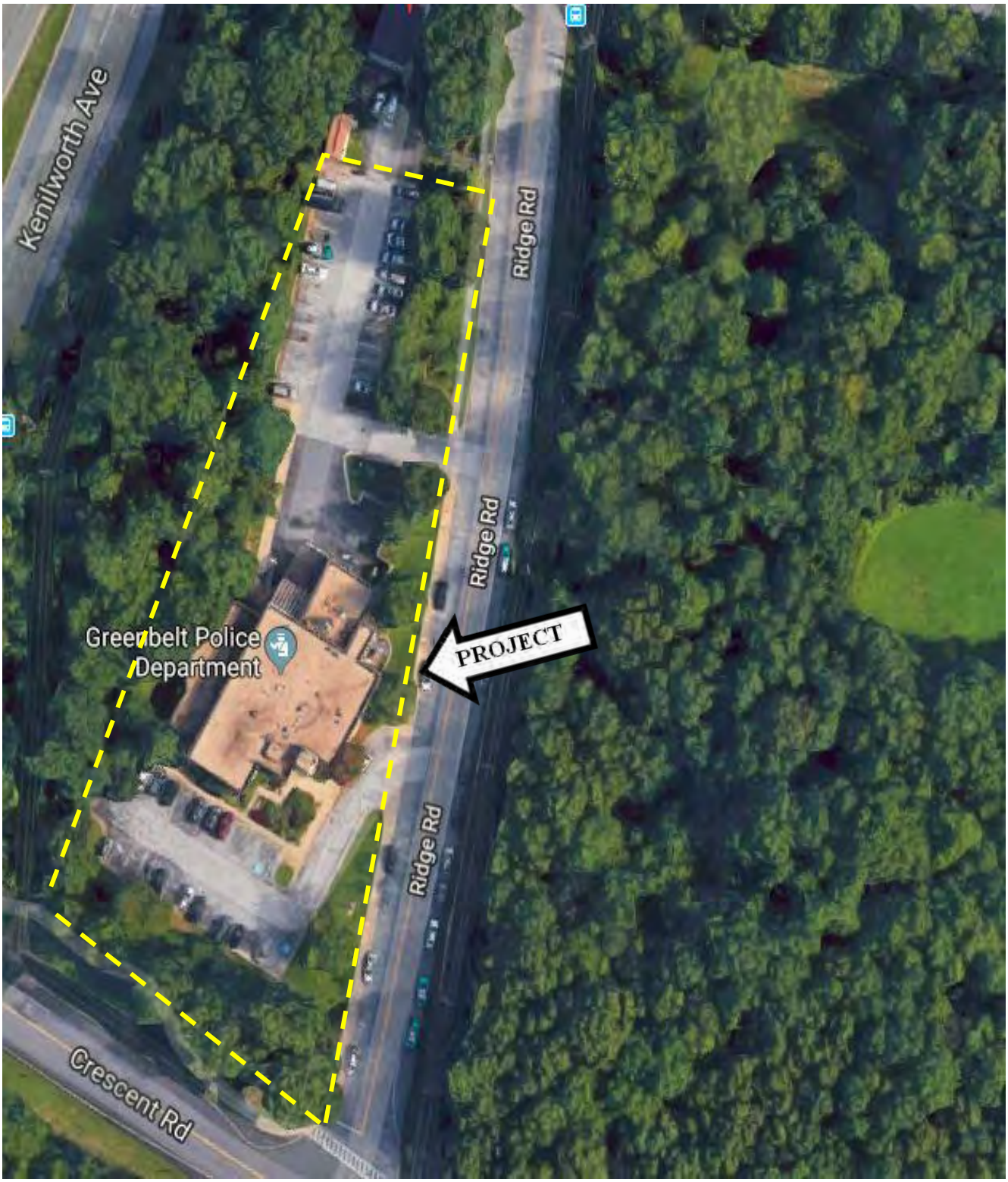
PHOTO # 34:	*105 ROOM AIR HANDLER / PACKAGE UNIT*

PHOTO # 35:	*105 ROOM MAIN SWITCHGEAR*

PHOTO # 36:	*105 ROOM FIRE ALARM PANEL*

Appendix B:
Site Plan

Site Plan



emg	**Project Name:** Greenbelt/Police Station	**Project Number:** 131700.18R000-007.322
	Source: Google Maps	**On-Site Date:** May 21, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: June 8, 2018

Property Name: Greenbelt/Police Station

EMG Project Number: 131700.18R000-007.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?			X	
2	Have any ADA improvements been made to the property?	X			
3	Does a Transition Plan / Barrier Removal Plan exist for the property?			X	
4	Has building ownership or management received any ADA related complaints that have not been resolved?			X	
5	Is any litigation pending related to ADA issues?			X	
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?	X			
2	Are there sufficient van-accessible parking spaces available?	X			
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?	X			
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?	X			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	X			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?	X			
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)	X			
2	Are ramps that appear longer than 6 ft complete with railings on both sides?	X			
3	Does the width between railings appear at least 36 inches?	X			

	Ramps (cont.)	Yes	No	NA	Comments
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			X	
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	X			
2	If the main entrance is inaccessible, are there alternate accessible entrances?	X			
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	X			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	X			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	X			
3	Is there a path of travel that does not require the use of stairs?	X			
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?	X			
2	Are there visual and audible signals inside cars indicating floor change?	X			
3	Are there standard raised and Braille marking on both jambs of each hoist way entrance as well as all cab/call buttons?	X			
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?	X			
5	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?	X			
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?	X			

	Toilet Rooms	Yes	No	NA	Comments
1	Are common area public restrooms located on an accessible route?	X			
2	Are pull handles push/pull or lever type?	X			
3	Are there audible and visual fire alarm devices in the toilet rooms?	X			
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	X			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60” turning diameter)?	X			
6	In unisex toilet rooms, are there safety alarms with pull cords?		X		
7	Are toilet stall doors wheelchair accessible (appear to be at least 32” wide)?	X			
8	Are grab bars provided in toilet stalls?	X			
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 29” clearance)?	X			
10	Are sink handles operable with one hand without grasping, pinching or twisting?	X			
11	Are exposed pipes under sink sufficiently insulated against contact?	X			
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			X	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			X	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			X	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.			X	
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?			X	
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			X	
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			X	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

This questionnaire must be completed by the property owner, the owner's designated representative, or someone knowledgeable about the subject property. 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 report.

Name of Institution:	City of Greenbelt	
Name of Building: Police Station	Building #:	
Name of person completing questionnaire: Tim Houchens		
Length of Association With the Property: 30 Years		Phone Number: 240.542.2169

Site Information	
Year of Construction?	1989
No. of Stories?	3
Total Site Area?	3 Acres (estimated)
Total Building Area?	15,900 SF

Inspections	Date of Last Inspection	List of Any Outstanding Repairs Required
1. Elevators	**May 2017**	-
2. HVAC Mechanical, Electric, Plumbing?	**April, 2018**	None
3. Life-Safety/Fire?	**June, 2017**	None
4. Roofs?	**April, 2018**	None

Key Questions	Response
Major Capital Improvements in Last 3 yrs.	None
Planned Capital Expenditure For Next Year?	None
Age of the Roof?	Over 20 years
What bldg. Systems Are Responsibilities of Tenants? (HVAC/Roof/Interior/Exterior/Paving)	All

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

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	Y	N	Unk	NA	Comments
	Zoning, Building Design & Life Safety Issues					
1	Are there any unresolved building, fire, or zoning code issues?		X			
2	Is there any pending litigation concerning the property?		X			
3	Are there any other significant issues/hazards with the property?		X			
4	Are there any unresolved construction defects at the property?		X			
5	Has any part of the property ever contained visible suspect mold growth?		X			
6	Is there a mold Operations and Maintenance Plan?		X			
7	Are there any recalled fire sprinkler heads (Star, GEM, Central, and Omega)?				X	
8	Have there been indoor air quality or mold related complaints from tenants?			X		
	General Site					
9	Are there any problems with erosion, storm water drainage or areas of paving that do not drain?		X			
10	Are there any problems with the landscape irrigation systems?		X			
	Building Structure					
11	Are there any problems with foundations or structures?		X			
12	Is there any water infiltration in basements or crawl spaces?		X			
13	Has a termite/wood boring insect inspection been performed within the last year?			X		
	Building Envelope					
14	Are there any wall, or window leaks?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

BUILDING ENVELOPE						
15	Are there any roof leaks?		X			
16	Is the roofing covered by a warranty or bond?		X			
17	Are there any poorly insulated areas?		X			
18	Is Fire Retardant Treated (FRT) plywood used?		X			
19	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?		X			
BUILDING HVAC AND ELECTRICAL						
20	Are there any leaks or pressure problems with natural gas service?			X		
21	Does any part of the electrical system use aluminum wiring?			X		
22	Do Residential units have a less than 60-Amp service?				X	
23	Do Commercial units have less than 200-Amp service?				X	
24	Are there any problems with the utilities, such as inadequate capacities?			X		
ADA						
25	Has the management previously completed an ADA review?			X		
26	Have any ADA improvements been made to the property?			X		
27	Does a Barrier Removal Plan exist for the property?			X		
28	Has the Barrier Removal Plan been approved by an arms-length third party?			X		
29	Has building ownership or management received any ADA related complaints?			X		
30	Does elevator equipment require upgrades to meet ADA standards?				X	

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

PLUMBING						
31	Is the property served by private water well?		X			
32	Is the property served by a private septic system or other waste treatment systems?		X			
33	Is polybutylene piping used?		X			
34	Are there any plumbing leaks or water pressure problems?		X			

Additional Issues or Concerns That EMG Should Know About?	
1.	
2.	
3.	

Items Provided to EMG Auditors				
	Yes	No	N/A	Additional Comments?
Access to All Mechanical Spaces	☐	☐	☐	
Access to Roof/Attic Space	☐	☐	☐	
Access to Building As-Built Drawings	☐	☐	☐	
Site plan with bldg., roads, parking and other features	☐	☐	☐	
Contact Details for Mech, Elevator, Roof, Fire Contractors:	☐	☐	☐	
List of Commercial Tenants in the property	☐	☐	☐	
Previous reports pertaining to the physical condition of property.	☐	☐	☐	
ADA survey and status of improvements implemented.	☐	☐	☐	
Current / pending litigation related to property condition.	☐	☐	☐	
Any brochures or marketing information.	☐	☐	☐	

_____ _____

Signature of person Interviewed or completing form Date

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, and 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.

FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Public Works Office and Garage
555 Crescent Road
Greenbelt, Maryland 20770

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:
Bill Champion
Senior Program Manager
800.733.0660 x 6234
bchampion@emgcorp.com

EMG Project Number:	Date of Report:	On Site Date:
131700.18R000-008.322	July 26, 2018	May 11, 2018

DUDE SOLUTIONS
PARENT COMPANY OF SchoolDude | FacilityDude | TheWorxHub

Immediate Repairs Report

7/26/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Public Works Office/Garage / BLDG 3: Ceiling	6.3	937350	Gutters & Downspouts, Aluminum w/ Fittings, Replace	200	LF	$8.37	$1,674	**$1,626**
Public Works Office/Garage	1.3	937422	Engineer, Structural, Foundations, Design	1	EA	$6,500.00	$6,500	**$6,312**
Public Works Office/Garage	6.1	937421	Foundation Wall, Concrete or CMU w/ Continuous Footings, Repair	250	LF	$105.56	$26,390	**$25,625**
Immediate Repairs Total								**$33,562**

* Location Factor included in totals.

Replacement Reserves Report

7/26/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Public Works Office/Garage	1.3	937422	Engineer, Structural, Foundations, Design	0	0	0	1	EA	$6,311.50	$6,312	$6,312																				**$6,312**
Public Works Office/Garage	5.1	934947	Fuel Storage Tank, 10,000 GAL, Replace	25	9	16	1	EA	$27,660.50	$27,661																	$27,661				**$27,661**
Public Works Office/Garage	5.2	934976	Parking Lots, Asphalt Pavement, Seal & Stripe	5	3	2	25000	SF	$0.37	$9,212			$9,212					$9,212					$9,212					$9,212			**$36,849**
Public Works Office/Garage	5.2	934975	Parking Lots, Asphalt Pavement, Mill & Overlay	25	20	5	25000	SF	$3.19	$79,632						$79,632															**$79,632**
Public Works Office/Garage	5.5	937420	LED Lighting Fixture, Basic, 20 W, Replace	20	9	11	10	EA	$174.96	$1,750												$1,750									**$1,750**
Public Works Office/Garage	5.5	934946	Fences & Gates, Chain Link Gate Opener, Replace	20	18	2	1	EA	$1,523.97	$1,524			$1,524																		**$1,524**
Public Works Office/Garage	5.5	937419	Pole Light, Exterior, 105 to 200 W LED (Fixture & Bracket Arm Only), Replace	20	9	11	2	EA	$3,207.21	$6,414												$6,414									**$6,414**
Public Works Office/Garage	6.1	937421	Foundation Wall, Concrete or CMU w/ Continuous Footings, Repair	50	50	0	250	LF	$102.50	$25,625	$25,625																				**$25,625**
Public Works Office/Garage	6.6	934972	Window, Steel Fixed 12 SF, 1-2 Stories, Replace	30	27	3	50	EA	$781.27	$39,064				$39,064																	**$39,064**
Public Works Office/Garage	6.6	934968	Exterior Door, Steel, Refinish	10	8	2	6	EA	$67.91	$407			$407										$407								**$815**
Public Works Office/Garage	6.6	937063	Exterior Door, Steel Insulated, Replace	25	20	5	5	EA	$1,531.78	$7,659						$7,659															**$7,659**
Public Works Office/Garage	6.6	934966	Overhead Door, Aluminum Roll-Up 144 SF, Replace	35	30	5	17	EA	$3,908.79	$66,450						$66,450															**$66,450**
Public Works Office/Garage	6.6	934989	Garage Door Opener, Belt Drive, 0.5 HP, Replace	15	12	3	17	EA	$503.98	$8,568				$8,568															$8,568		**$17,135**
Public Works Office/Garage	7.1	937336	Air Compressor, 2 HP, Replace	20	9	11	1	EA	$6,419.99	$6,420												$6,420									**$6,420**
Public Works Office/Garage	7.2	934983	Toilet, Tankless (Water Closet), Replace	20	9	11	8	EA	$818.52	$6,548												$6,548									**$6,548**
Public Works Office/Garage	7.2	934980	Urinal, Vitreous China, Replace	20	9	11	3	EA	$1,158.83	$3,476												$3,476									**$3,476**
Public Works Office/Garage	7.2	937198	Drinking Fountain, Refrigerated, Replace	10	5	5	1	EA	$1,221.04	$1,221						$1,221									$1,221						**$2,442**
Public Works Office/Garage	7.2	934978	Drinking Fountain, Refrigerated, Replace	10	5	5	1	EA	$1,221.04	$1,221						$1,221									$1,221						**$2,442**
Public Works Office/Garage	7.2	934939	Backflow Preventer, 2", Replace	15	9	6	1	EA	$2,527.67	$2,528							$2,528														**$2,528**
Public Works Office/Garage	7.2	937201	Water Heater, Electric, Residential, 19 GAL, Replace	15	10	5	1	EA	$1,213.67	$1,214						$1,214															**$1,214**
Public Works Office/Garage	7.4	937207	Transfer Switch, Automatic (ATS), 600 V, 600 Amp, Replace	18	9	9	1	EA	$15,845.06	$15,845										$15,845											**$15,845**
Public Works Office/Garage	7.4	937560	LED Lighting Fixture, Basic, 20 W, Replace	20	9	11	100	EA	$174.96	$17,496												$17,496									**$17,496**
Public Works Office/Garage	7.4	937190	Generator, Diesel, 405 to 500 kW, Replace	25	9	16	1	EA	$207,098.59	$207,099																$207,099					**$207,099**
Public Works Office/Garage	7.6	934937	Backflow Preventer, 6", Replace	15	9	6	1	EA	$9,251.77	$9,252							$9,252														**$9,252**
Public Works Office/Garage	7.6	937194	Backflow Preventer, 6", Replace	15	9	6	1	EA	$9,251.77	$9,252							$9,252														**$9,252**
Public Works Office/Garage	7.6	937196	Backflow Preventer, 2", Replace	15	9	6	1	EA	$2,527.67	$2,528							$2,528														**$2,528**
Public Works Office/Garage	7.6	937354	Fire Extinguisher - Type ABC, Replace	15	2	13	10	EA	$305.80	$3,058														$3,058							**$3,058**
Public Works Office/Garage	7.6	937329	Fire Alarm Control Panel, Multiplex, Replace	15	9	6	1	EA	$4,160.10	$4,160							$4,160														**$4,160**
Public Works Office/Garage	7.6	934984	Fire Alarm System, Office Building, Install	20	9	11	30400	SF	$2.29	$69,649												$69,649									**$69,649**
Public Works Office/Garage	8.1	937564	Interior Wall Finish, General Surface, Prep & Paint	8	4	4	5000	SF	$1.41	$7,040					$7,040								$7,040								**$14,080**
Public Works Office/Garage	8.1	934979	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	5	10	3000	SF	$4.66	$13,984											$13,984										**$13,984**
Public Works Office/Garage	8.1	947999	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	5	5	2000	SF	$7.05	$14,092						$14,092									$14,092						**$28,183**
Public Works Office/Garage	8.1	937565	Interior Ceiling Finish, Acoustical Tile (ACT) Dropped Fiberglass, Replace	20	9	11	4000	SF	$4.90	$19,606												$19,606									**$19,606**
Public Works Office/Garage / BLDG 1: 124 Mechanical Room	7.1	937029	Water Sourced Heat Pump, 5 Ton, Replace	15	9	6	1	EA	$6,253.06	$6,253							$6,253														**$6,253**
Public Works Office/Garage / BLDG 1: 124 Mechanical Room	7.1	937030	Water Sourced Heat Pump, 5 Ton, Replace	15	9	6	1	EA	$6,253.06	$6,253							$6,253														**$6,253**
Public Works Office/Garage / BLDG 1: 124 Mechanical Room	7.1	937028	Water Sourced Heat Pump, 5 Ton, Replace	15	9	6	1	EA	$6,253.06	$6,253							$6,253														**$6,253**
Public Works Office/Garage / BLDG 1: Mechanic Shop	7.1	937047	Compressed Air Dryer, Replace	15	7	8	1	EA	$4,929.78	$4,930									$4,930												**$4,930**
Public Works Office/Garage / BLDG 1: Mechanic Shop	7.1	937046	Air Compressor, 2 HP, Replace	20	4	16	1	EA	$6,419.99	$6,420																$6,420					**$6,420**
Public Works Office/Garage / BLDG 1: Mechanic Shop	7.1	937048	Exhaust Fan, Fume Exhaust, 2,000 CFM, Replace	15	9	6	1	EA	$2,983.66	$2,984							$2,984														**$2,984**
Public Works Office/Garage / BLDG 1: Mechanic Shop	7.1	937049	Exhaust Fan, Fume Exhaust, 2,000 CFM, Replace	15	9	6	1	EA	$2,983.66	$2,984							$2,984														**$2,984**
Public Works Office/Garage / BLDG 1: Mechanic Shop	7.1	937041	Unit Heater, Natural Gas, 80 MBH, Replace	20	9	11	1	EA	$4,861.78	$4,862												$4,862									**$4,862**
Public Works Office/Garage / BLDG 1: Mechanic Shop	7.1	937053	Infrared Heater, Gas-Fired Tubular 20' to 80' Length,80 MBH, Replace	25	9	16	2	EA	$2,811.05	$5,622																$5,622					**$5,622**
Public Works Office/Garage / BLDG 1: Mechanic Shop Parts Area	7.1	937051	Packaged Terminal Air Conditioner (PTAC), 12,001 BTUH, Replace	10	7	3	1	EA	$2,677.02	$2,677				$2,677										$2,677							**$5,354**
Public Works Office/Garage / BLDG 1: Parks Back Bay	7.1	937307	Unit Heater, Natural Gas, 80 MBH, Replace	20	9	11	1	EA	$4,861.78	$4,862												$4,862									**$4,862**
Public Works Office/Garage / BLDG 1: Parks Bay	7.1	937054	Infrared Heater, Gas-Fired Tubular 20' to 80' Length,80 MBH, Replace	25	9	16	2	EA	$2,811.05	$5,622																$5,622					**$5,622**
Public Works Office/Garage / BLDG 1: Roof - Old	6.3	934970	Roof, Metal, Replace	40	35	5	11500	SF	$12.09	$139,012						$139,012															**$139,012**
Public Works Office/Garage / BLDG 1: Roof - Old	7.1	937313	Exhaust Fan, Roof Mounted, 1,500 CFM, Replace	15	10	5	1	EA	$1,985.82	$1,986						$1,986															**$1,986**
Public Works Office/Garage / BLDG 1: Roof - Old	7.1	937312	Exhaust Fan, Roof Mounted, 1,500 CFM, Replace	15	10	5	1	EA	$1,985.82	$1,986						$1,986															**$1,986**
Public Works Office/Garage / BLDG 1: Roof - Old	7.1	937314	Exhaust Fan, Roof Mounted, 1,500 CFM, Replace	15	10	5	1	EA	$1,985.82	$1,986						$1,986															**$1,986**
Public Works Office/Garage / BLDG 1: Roof - Old	7.1	937309	Exhaust Fan, Roof Mounted, 1,500 CFM, Replace	15	10	5	1	EA	$1,985.82	$1,986						$1,986															**$1,986**

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Public Works Office/Garage / BLDG 1: Roof - Old	7.1	937311	Exhaust Fan, Roof Mounted, 1,500 CFM, Replace	15	10	5	1	EA	$1,985.82	$1,986						$1,986															**$1,986**
Public Works Office/Garage / BLDG 1: Roof - Old	7.1	937310	Exhaust Fan, Roof Mounted, 1,500 CFM, Replace	15	10	5	1	EA	$1,985.82	$1,986						$1,986															**$1,986**
Public Works Office/Garage / BLDG 1: Roof- New	6.3	934935	Roof, Single-Ply TPO/PVC Membrane, Replace	20	9	11	6000	SF	$15.47	$92,813												$92,813									**$92,813**
Public Works Office/Garage / BLDG 1: Roof- New	7.1	937112	Exhaust Fan, Roof Mounted, 1,750 CFM, Replace	15	9	6	1	EA	$1,985.82	$1,986							$1,986														**$1,986**
Public Works Office/Garage / BLDG 1: Room 134	7.1	935005	Geothermal Circulator Pump, 3 HP, Replace	20	9	11	1	EA	$8,582.78	$8,583												$8,583									**$8,583**
Public Works Office/Garage / BLDG 1: Room 134	7.1	935004	Geothermal Circulator Pump, 3 HP, Replace	20	9	11	1	EA	$8,582.78	$8,583												$8,583									**$8,583**
Public Works Office/Garage / BLDG 1: Room 134	7.1	935008	Expansion Tank, 60 GAL, Replace	25	9	16	1	EA	$2,411.46	$2,411																	$2,411				**$2,411**
Public Works Office/Garage / BLDG 1: Room 134	7.1	935000	Water Sourced Heat Pump, 5 Ton, Replace	15	9	6	1	EA	$6,253.06	$6,253							$6,253														**$6,253**
Public Works Office/Garage / BLDG 1: Room 134	7.2	934991	Backflow Preventer, 1", Replace	15	9	6	1	EA	$1,239.00	$1,239							$1,239														**$1,239**
Public Works Office/Garage / BLDG 1: Room 134	7.2	934993	Water Heater, Electric, Commercial, 100 GAL, Replace	15	9	6	1	EA	$7,366.71	$7,367							$7,367														**$7,367**
Public Works Office/Garage / BLDG 1: Room 134	7.6	934995	Fire Alarm Control Panel, Multiplex, Replace	15	9	6	1	EA	$4,160.10	$4,160							$4,160														**$4,160**
Public Works Office/Garage / BLDG 1: Streets Bay	7.1	934990	Infrared Heater, Gas-Fired Tubular 20' Length, 80 MBH, Replace	25	9	16	1	EA	$2,811.05	$2,811																	$2,811				**$2,811**
Public Works Office/Garage / BLDG 1: Streets Bay	8.2	934986	Commercial Kitchen, Icemaker, Freestanding, Replace	15	7	8	1	EA	$5,941.11	$5,941									$5,941												**$5,941**
Public Works Office/Garage / BLDG 2: Ceiling	7.1	937333	Exhaust Fan, Roof Mounted, 1,500 CFM, Replace	15	9	6	1	EA	$1,985.82	$1,986							$1,986														**$1,986**
Public Works Office/Garage / BLDG 2: Ceiling	7.1	937332	Exhaust Fan, Roof Mounted, 1,500 CFM, Replace	15	9	6	1	EA	$1,985.82	$1,986							$1,986														**$1,986**
Public Works Office/Garage / BLDG 2: Ceiling	7.1	937330	Infrared Heater, Gas-Fired Tubular , 80 MBH, Replace	25	9	16	1	EA	$2,811.05	$2,811																	$2,811				**$2,811**
Public Works Office/Garage / BLDG 2: Ceiling	7.1	937331	Infrared Heater, Gas-Fired Tubular , 80 MBH, Replace	25	9	16	1	EA	$2,811.05	$2,811																	$2,811				**$2,811**
Public Works Office/Garage / BLDG 2: Ceiling	7.1	937323	Infrared Heater, Gas-Fired Tubular , 80 MBH, Replace	25	9	16	1	EA	$2,811.05	$2,811																	$2,811				**$2,811**
Public Works Office/Garage / BLDG 3: Ceiling	6.3	937348	Roof, Metal, Replace	40	35	5	4000	SF	$12.09	$48,352						$48,352															**$48,352**
Public Works Office/Garage / BLDG 3: Ceiling	6.3	937350	Gutters & Downspouts, Aluminum w/ Fittings, Replace	10	10	0	200	LF	$8.13	$1,626	$1,626										$1,626										**$3,252**
Public Works Office/Garage / BLDG 3: Ceiling	7.1	937338	Furnace, Oil, 40 MBH, Replace	20	15	5	1	EA	$3,109.86	$3,110						$3,110															**$3,110**
Public Works Office/Garage / BLDG 3: Ceiling	7.1	937339	Furnace, Oil, 40 MBH, Replace	20	15	5	1	EA	$3,109.86	$3,110						$3,110															**$3,110**
Totals, Unescalated											**$33,562**	**$0**	**$11,144**	**$50,308**	**$7,040**	**$376,986**	**$77,422**	**$9,212**	**$10,871**	**$15,845**	**$15,610**	**$251,062**	**$16,660**	**$5,735**	**$0**	**$16,534**	**$266,079**	**$9,212**	**$8,568**	**$0**	**$1,181,849**
Totals, Escalated (3.0% inflation, compounded annually)											**$33,562**	**$0**	**$11,822**	**$54,973**	**$7,923**	**$437,030**	**$92,446**	**$11,330**	**$13,771**	**$20,674**	**$20,978**	**$347,528**	**$23,753**	**$8,422**	**$0**	**$25,759**	**$426,979**	**$15,227**	**$14,586**	**$0**	**$1,566,763**

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. Descriptions that are more detailed may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	555 Crescent Road, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	Building 1: Built 1969 / Upgraded: 2009 Building 2: Built 2009 Building 3: Built 1995
Current Occupants:	City of Greenbelt Public
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Garage
Site Area:	3.0 acres (estimated)
Building Area:	Building 1: 17,000 SF Building 2: 10,000 SF Building 3: 4,400 SF
Number of Buildings:	3
Number of Stories:	1
Parking Type and Number of Spaces:	14 spaces in open lots
Building Construction:	Building 1: Masonry bearing walls and concrete top metal decks. Building 2: Steel Framed, steel roof truss with metal decks Building 3: Steel Framed, steel roof truss with metal decks
Roof Construction:	Building 1 office : Flat roofs with built-up membrane Building 1 bays: Pitched roofs with metal decks Building 2 & 3: Pitched roofs with metal decks
Exterior Finishes:	Building 1 office : Exposed CMU Building 1 bays Metal Siding Building 2 Metal Siding Building 3: Metal Siding
Heating, Ventilation & Air Conditioning:	Building 1 office: Central system with geothermal wells feeding water sourced heat pump terminal units. Building 1 bays: Gas unit heaters Supplemental components: Ptac heat pump unit. Building 2 : Gas unit heaters Building 3: Gas unit heaters

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Property Information	
Fire and Life/Safety:	Building 1: Fire sprinklers), hydrants, smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, exit signs. Building 2: Smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, exit signs. Building 3: Smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, exit signs.
Dates of Visit:	May 11, 2018
On-Site Point of Contact (POC):	Tim Houchens
Assessment and Report Prepared by:	Emrah Doker
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

Systemic Condition Summary			
Site	Fair	HVAC	Fair
Structure	Fair	Plumbing	Fair
Roof	Fair	Electrical	Fair
Vertical Envelope	Good	Elevators	Fair
Interiors	Fair	Fire	Good

The following bullet points highlight the most significant short term and modernization recommendations:

- Seal asphalt parking areas
- Replacement of windows
- Replacement of gates

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

According to property management personnel, the property has not had an active capital improvement expenditure program over the past three years. Supporting documentation was not provided in support of these claims but some of the work is evident.

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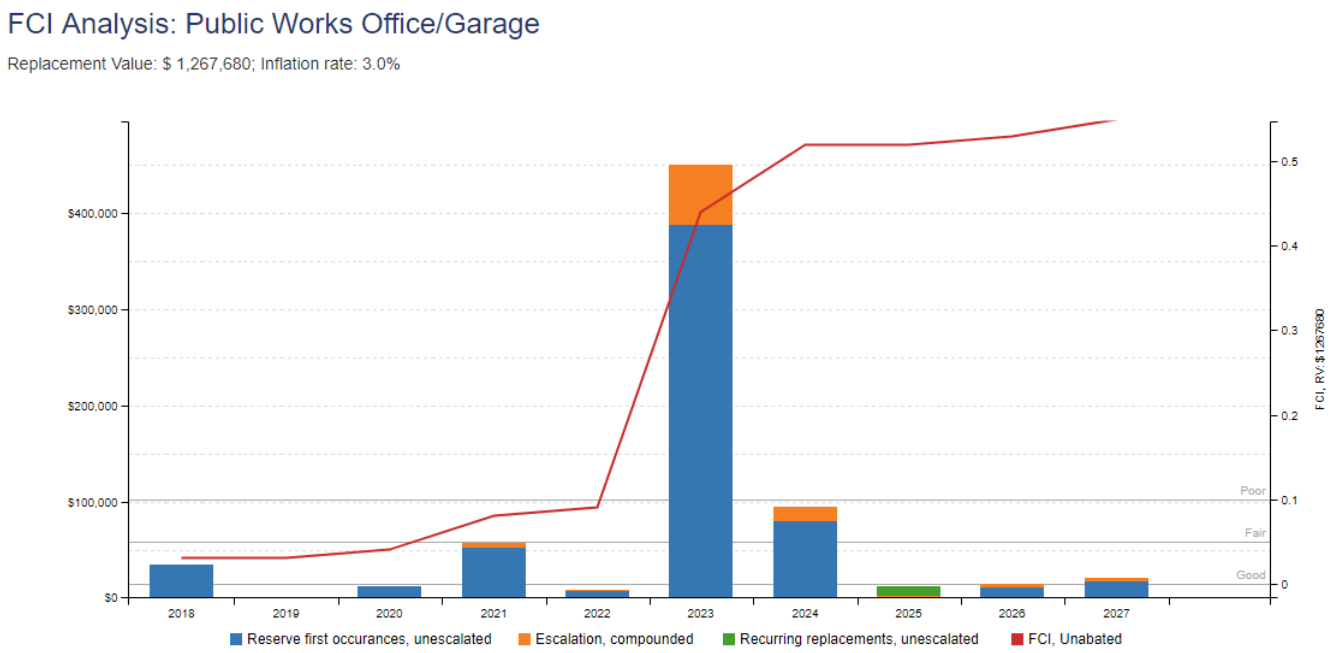
1.2. Facility Condition Index (FCI)



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	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)	.03	Good
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	.53	Poor
Current Replacement Value (CRV)	31,400 SF * 41.70 / SF = $ 1,309,380	
Year **0** (Current Year) - Immediate Repairs (IR)	$34,564	
Years **1-10** – Replacement Reserves (RR)	$669,382	

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The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- Engineering study and repair costs to investigate the excessive foundation settlement
- Replacement of the gutters and downspouts on building 3

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, 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 fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

The following study is recommended.

- Building 1's east wall shows signs of excessive settling and is in poor condition. 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 to the foundation system. The cost of this study is included in the cost tables. A cost allowance to repair the foundation is also included in the cost tables.

1.4. 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.

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.

1.4.1. 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.

1.4.2. 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.

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1.4.3. 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.

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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, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

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2.3. Personnel Interviewed

The maintenance staff and building engineers were interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility and government agencies were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Tim Houchens Facility Maintenance Supervisor	Public Works Office & Garage	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facility Maintenance Supervisor, Company, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 30 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- No documents were available for review.

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

May 11, 2018: Clear, with temperatures in the 70s (°F) and light winds.

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3. Accessibility and Property Research

3.1. 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 municipal office 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 property lease lines and the interior common areas, including the common area restrooms.

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

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4. Existing Building Assessment

4.1. Unit or Space Types

All 30,400 square feet of the building are occupied by a single occupant, the City of Greenbelt. The spaces are mostly offices, garage bays, storage areas, and supporting restrooms, administrative offices, mechanical and other utility spaces.

4.2. Inaccessible Areas or Key Spaces Not Observed

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

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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	WSSC	Good
Storm sewer	City of Greenbelt & PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	Washington Gas	Good

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as emergency electrical generators, septic systems, water or wastewater treatment plants, or propane gas tanks.
- There is an onsite fuel tank used to refuel the City's fleet. It will need replacement.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Crescent Road
Access from	South
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	Asphalt	>20 years	Fair
Parking Lot	Asphalt	>20 years	Fair
Drive Aisles	Asphalt	>20 years	Fair
Service Aisles	Asphalt	>20 years	Fair
Sidewalks	Concrete	>20 years	Fair
Curbs	Concrete	>20 years	Fair
Site Stairs	Concrete	>20 years	Fair
Pedestrian Ramps	Concrete	>20 years	Fair

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Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
- 10	0	0	0	0

Total Number of ADA Compliant Spaces	2
Number of ADA Compliant Spaces for Vans	1
Total Parking Spaces	12
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	Physical count

Exterior Stairs			
Location	Material	Handrails	Condition
Main Entrance	Concrete stairs	Metal	Good
Accessible Entrance	Concrete stairs	Metal	Good

Anticipated Lifecycle Replacements:

- Asphalt seal coating
- Asphalt pavement

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.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☒	Good
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☒	Good
Pits	☐	--
Municipal System	☒	Good
Dry Well	☐	--

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Anticipated Lifecycle Replacements:

- No component 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.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Slopes gently down from the east side of the property to the west property line.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☒	☐	☐	☐	☐	☐
Landscaping Condition	Fair						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☐	☐	☐	☒			
Irrigation Condition	--						

Retaining Walls		
Type	Location	Condition
Concrete	Main Entrance	Good

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.

5.5. General Site Improvements

Property Signage	
Property Signage	Monument
Street Address Displayed?	No

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Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☐	☐	☐	☐	☒
	Good				
Building Lighting	None	Wall Mounted	Recessed Soffit		
	☐	☒	☐		
	Good				

Site Fencing		
Type	Location	Condition
Chain link with metal posts	Playground	Fair

Refuse Disposal				
Refuse Disposal	Common area dumpsters			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
Parking lot	None	None	No	Fair

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None	-	--
Tennis Courts	None	-	--
Basketball Court	None	-	--
Swimming Pool	None	-	--

Anticipated Lifecycle Replacements:

- Exterior lighting
- Site gate

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.

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6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Concrete foundation walls	Fair
Basement and Crawl Space	Concrete slab and masonry walls	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The foundations and footings cannot be directly observed. However, there are significant areas of separation of walls on the back offices walls facing east, in Building 1. This condition typically indicates excessive settlement or other potential problems with the foundation system. A Professional Engineer with specific expertise in structural design and construction in this geographical area must be retained to evaluate the structure and to provide remedial recommendations consistent with local regulatory and code requirements. Although the estimated cost of repair cannot be accurately determined without the recommended study, a budgetary cost allowance to repair the affected elements is also included.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Masonry walls	Fair
Ground Floor	Concrete slab	Fair
Upper Floor Framing	Concrete beams	Fair
Upper Floor Decking	Concrete, cast-in-place	Fair
Roof Framing	Concrete beams	Fair
Roof Decking	Concrete, cast-in-place	Fair

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.

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6.3. Roofing

New Roof / Building 1			
Type / Geometry	Flat	Finish	Built-up membrane
Maintenance	In-house Staff	Roof Age	<10 years
Flashing	Membrane	Warranties	None
Parapet Copings	Parapet with sheet metal coping	Roof Drains	Internal drains
Fascia	Metal Panel	Insulation	Rigid Board
Soffits	None	Skylights	Yes
Attics	Concrete-topped steel decks	Ponding	No
Ventilation Source-1	Power Vents	Leaks Observed	No
Ventilation Source-2	Power Vents	Roof Condition	Good

The primary roof is located at eastern part of the building and has skylights.

Old Roof / Building 1			
Type / Geometry	Hip Roof	Finish	Metal Roof
Maintenance	In-house Staff	Roof Age	>20 years
Flashing	Sheet metal	Warranties	None
Parapet Copings	Stone	Roof Drains	Edge drainage to ground
Fascia	None	Insulation	Rigid Board
Soffits	None	Skylights	No
Attics	Steel beams	Ponding	No
Ventilation Source-1	Power Vents	Leaks Observed	No
Ventilation Source-2	Power Vents	Roof Condition	Fair

The secondary roof is located western part of the building and over 20 years old.

Building 2 Roof			
Type / Geometry	Hip Roof	Finish	Metal Roof
Maintenance	In-house Staff	Roof Age	<10 years
Flashing	Sheet metal	Warranties	None
Parapet Copings	Stone	Roof Drains	Gutters and downspouts
Fascia	None	Insulation	Rigid Board
Soffits	None	Skylights	No

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Building 2 Roof			
Attics	Steel beams	Ponding	No
Ventilation Source-1	Power Vents	Leaks Observed	No
Ventilation Source-2	Power Vents	Roof Condition	Good

Building 3 Roof			
Type / Geometry	Hip Roof	Finish	Metal Roof
Maintenance	In-house Staff	Roof Age	>20 years
Flashing	Sheet metal	Warranties	None
Parapet Copings	Stone	Roof Drains	Gutters and downspouts
Fascia	None	Insulation	Rigid Board
Soffits	None	Skylights	No
Attics	Steel beams	Ponding	No
Ventilation Source-1	Ridge Vents	Leaks Observed	No
Ventilation Source-2	Ridge Vents	Roof Condition	Fair

Anticipated Lifecycle Replacements:

- Single Ply roof membrane
- Metal roofs
- Gutters and downspouts

Actions/Comments:

- The roof finishes vary in age. The roof finishes were reportedly installed as follows: Building 1 -new roof in 2009 and old roof in early 1990s. Building 2 -2009. Building 3- early 1990.s Information regarding roof warranties or bonds was not available. The roofs are maintained by the in-house maintenance staff.
- According to the POC, there are no 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.
- Gutters and downspouts have significant amount of deterioration and rust throughout Building 3's roof system. There are visible holes and copious leaks on the horizontal members. The gutters and downspouts need replacement.
- There is no evidence of moisture, water intrusion, or excessive daylight in the attics. The insulation in the attics appears to be adequate.

6.4. Exterior Walls

Building 1 Exterior Walls		
Type	Location	Condition
Primary Finish	Exposed CMU	Good

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Building 1 Exterior Walls		
Type	Location	Condition
Secondary Finish	Metal siding	Fair
Accented with	None	--
Soffits	Not Applicable	--

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

Building 2 & 3 Exterior Walls		
Type	Location	Condition
Primary Finish	Metal siding	Fair
Secondary Finish	Metal siding	Fair
Accented with	None	--
Soffits	Not Applicable	--

Anticipated Lifecycle Replacements:

- No components of significance.

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. Future lifecycle replacements of the components listed above will be required.

6.5. Exterior and Interior Stairs

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

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.

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6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed storefront	Double glaze	Building 1 / Throughout	☐	Good
Steel framed, operable	Single glaze	Building 1 / Garage Bays	☐	Poor

Building Doors		
Main Entrance Doors	Door Type	Condition
	Fully glazed, metal framed	Good
Secondary Entrance Doors	Fully glazed, metal framed	Good
Service Doors	Metal, insulated	Fair
Overhead Doors	Aluminium	Fair

Anticipated Lifecycle Replacements:

- Windows
- Exterior doors
- Overhead doors
- Garage door openers

Actions/Comments:

- Building 1's garage windows are antiquated, energy-inefficient units with single-pane glazing. They are difficult to open and close. Window replacement is recommended.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

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7. Building Mechanical and Plumbing Systems

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.

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Building 1: Office areas: This area has a central HVAC system with geothermal wells feeding water sourced heat pump terminal units and rooftop exhaust fans.

Bays: This area has ceiling hung gas burning unit heaters and supplemental heat pump unit providing heating and cooling. Ventilation is provided by rooftop exhaust fans.

Building 2: This building has ceiling hung gas burning unit heaters. Ventilation is provided by rooftop exhaust fans.

Building 3: This building has oil burning unit heaters providing heating and ventilation.

Building Central Heating System	
Primary Heating System Type	Geothermal system
Quantity and Capacity of Major Components	5 Water Source Heat Pumps at 60 MBH each
Total Heating Capacity	300 MBH (from WSHP)
Heating Fuel	Natural gas
Location of Major Equipment	Mechanical rooms
Space Served by System	Building 1 / New Section
Age Ranges	All units dated 2009
Boiler Condition	--
Heat Exchanger Condition	--

Building Central Cooling System	
Primary Cooling System Type	Geothermal System
Quantity and Capacity of Major Components	5 Water Source Heat Pumps at 5 Tons each
Total Cooling Capacity	25 tons
Refrigerant	Water
Cooling Towers	None
Location of Major Equipment	Mechanical rooms
Space Served by System	Building 1 / New Section
Age Ranges	All units dated 2009
Chiller Condition	--
Cooling Tower Condition	--

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Distribution System	
HVAC Water Distribution System	Two-pipe
Circulation Pump Size & Quantity	2 pumps at 3 HP each
Pump Condition	Fair
Air Distribution System	Constant
Quantity and Capacity of Air Handlers	NA
Location of Air Handlers	--
Large Spaces the Larger Dedicated AHU's Serve	NA
Age of Air Handlers	-
Air Handler Condition	--
Terminal Units	Water source heat pumps
Quantity and Capacity of Terminal Units	5 Water Sourced heat Pumps
Location of Terminal Units	Mechanical rooms
Spaces Served by Terminal Units	Building 1 / New Section
Terminal Unit Condition	Fair

Supplemental Components	
Supplemental Component #1	Suspended unit heaters
Location / Space Served	Garage Bays / Building 1 Old Section & Building 2&3
Condition	Fair
Supplemental Component #2	Tubular Gas Radiant Heat
Location / Space Served	Building 1 Old Section & Building 2
Condition	Good

Controls and Ventilation	
HVAC Control System	Individual programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Roof top exhaust fans
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Air compressor
- Air dryer

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- Expansion tank
- Distribution pumps and motors
- Water Sourced Heat Pumps
- Gas unit heaters
- Oil unit heaters
- Tubular radiant heaters
- PTAC's
- Rooftop exhaust fans

Actions/Comments:

- HVAC systems are maintained by the in-house maintenance staff.
- The HVAC equipment appears to vary in age mostly from 1990s and 2009 upgrade of Building 1. HVAC equipment is replaced on an "as needed" basis.
- The HVAC equipment appears to be functioning adequately overall. The maintenance staff interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported and an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement. A budgetary cost for this work is included.

7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Good
Waste/Sewer Piping	Cast iron	Fair
Vent Piping	Cast iron	Fair
Water Meter Location	Mechanical Room	

Domestic Water Heaters or Boilers	
Components	Water Heater
Fuel	Building 1: Natural Gas Building 2: Electric
Quantity and Input Capacity	Building 1-1 units at 120 G Building 2- 1 unit at 19 G
Storage Capacity	139 gallons
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	No
Storage Tank Quantity & Volume	N/A
Quantity of Storage Tanks	None
Storage Tank Condition	--
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

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Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	2.2 GPF
Common Area Faucet Nominal Flow Rate	2.5 GPM
Condition	Fair

Anticipated Lifecycle Replacements:

- Back flow preventer
- Drinking fountain
- Water Heaters
- Toilets
- Urinals
- Sinks

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

Gas service is supplied from the gas main on the adjacent public street. The gas meters and regulators are located along the exterior walls of the buildings. The gas distribution piping within the 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 meters and regulators 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.

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	1400 Amps	Volts	120/240 Volt, single-phase
Meter & Panel Location	Electrical Room	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	No	Building Intercom System?	No

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Building Electrical Systems	
Lighting Fixtures	All LED
Main Distribution Condition	Fair
Secondary Panel and Transformer Condition	Fair
Lighting Condition	Good

Building Emergency System			
Size	125 kW	Fuel	Natural gas
Generator / UPS Serves	Emergency lights, elevators, etc.	Tank Location	None
Testing Frequency	Bi-Weekly	Tank Type	None
Generator / UPS Condition	Fair		

Anticipated Lifecycle Replacements:

- Main switchgear
- Interior light fixtures
- Emergency generator
- Automatic Transfer Switch

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 panels are mostly 1990s components. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panels and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

7.5. Building Elevators and Conveying Systems

- Not applicable. There are no elevators or conveying systems

7.6. Fire Protection and Security Systems

Item	Description					
Type	Wet pipe					
Fire Alarm System	Central Alarm Panel	☒	Battery-Operated Smoke Detectors	☐	Alarm Horns	☒
	Annunciator Panels	☐	Hard-Wired Smoke Detectors	☒	Strobe Light Alarms	☒

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Item	Description					
Type	Wet pipe					
	Pull Stations	☒	Emergency Battery-Pack Lighting	☒	Illuminated EXIT Signs	☒
Alarm System Condition	Good					
Sprinkler System	None	☐	Standpipes	☐	Backflow Preventer	☒
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐
Suppression Condition	Good					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	Mechanical room		2009			
Fire Extinguishers	Last Service Date		Servicing Current?			
	02/2018					
Hydrant Location	East Property Line					
Siamese Location	N/A					
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System		☐	

Anticipated Lifecycle Replacements:

- Backflow preventers
- Central alarm panel
- Alarm devices and system
- Sprinkler system
- Exit Signs
- Fire Extinguishers

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.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used for repair garage and fueling station for the City of Greenbelt.

The most significant interior spaces include offices, garage bays and the entrance lobby. Supporting areas include hallways, stairs, administrative offices, restrooms, mechanical rooms and back-of-house areas.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Vinyl tile	Lobby and majority of the building	Good
Carpet	Offices	Fair
Ceramic tile	Lockers	Good
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Ceramic tile	Lockers	Good
Painted CMU	Hallways	Fair
Painted drywall	Lobby, offices	Good
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Suspended T-bar (Acoustic)	Lobby, offices, classrooms, restrooms	Fair
Exposed structure	Mechanical spaces	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood	Good
Door Framing	Wood	Good
Fire Doors	No	--

Anticipated Lifecycle Replacements:

- Vinyl tile
- Interior paint
- Suspended acoustic ceiling tile

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Actions/Comments:

- The interior areas were last renovated in 2009. Interior finishes are in good condition.
- 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.

8.2. Commercial Kitchen & Laundry Equipment

There is no commercial kitchen equipment in the facility except for the icemaker located in the mechanic shop.

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9. Other Structures

Building 2 and 3 are two large garage structures within the campus. Both buildings are made steel construction with metal roofs and metal siding.

Both of the building specialties are covered in the report within appropriate sections.

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10. Certification

The City of Greenbelt. retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Public Works Office & Garage, 555 Crescent Road, Greenbelt, Maryland, the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

PHOTO #1:	*FRONT ELEVATION BUILDING 1*

PHOTO #2:	*FRONT ELEVATION BUILDING 1*

PHOTO #3:	*LEFT ELEVATION BUILDING 1*

PHOTO #4:	*RIGHT ELEVATION BUILDING 1*

PHOTO #5:	*BACK ELEVATION BUILDING 1*

PHOTO #6:	*BACK ELEVATION BUILDING 1*

PHOTO #7:	*OLD ROOF BUILDING 1*

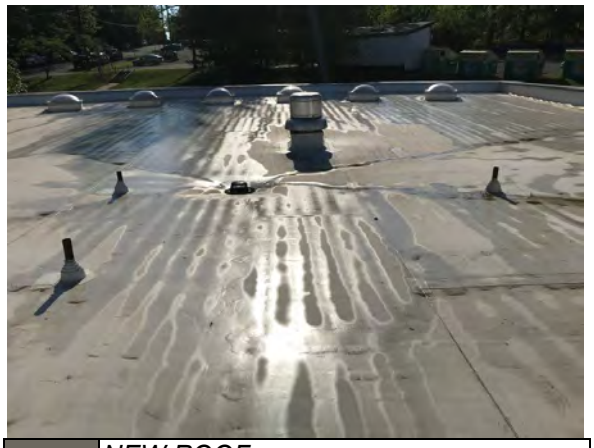

PHOTO #8:	*NEW ROOF BUILDING 1*

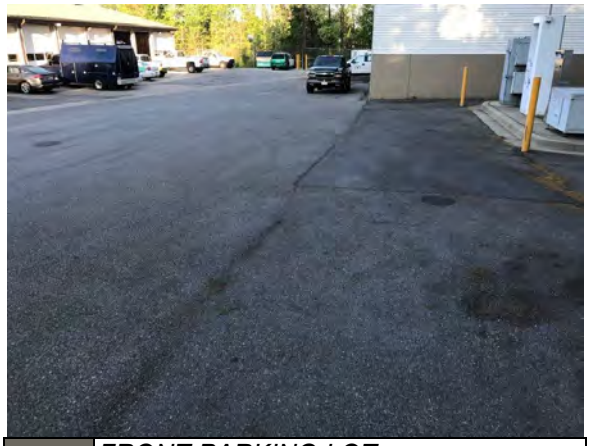

PHOTO #9:	*FRONT PARKING LOT*

PHOTO #10:	*SALT SHED*

PHOTO #11:	*BACK PARKING LOT*

PHOTO #12:	*LOBBY BUILDING 1*

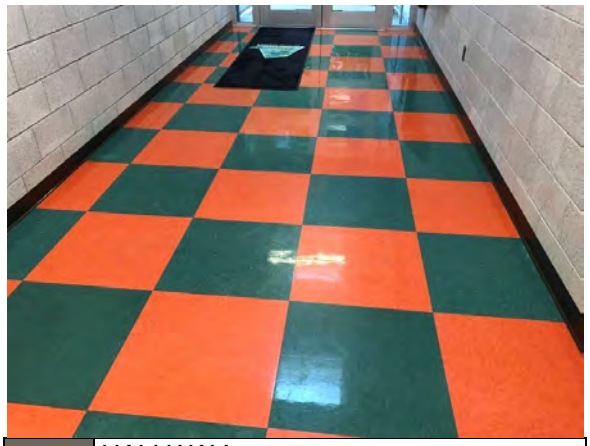

PHOTO #13:	*HALLWAY BUILDING 1*

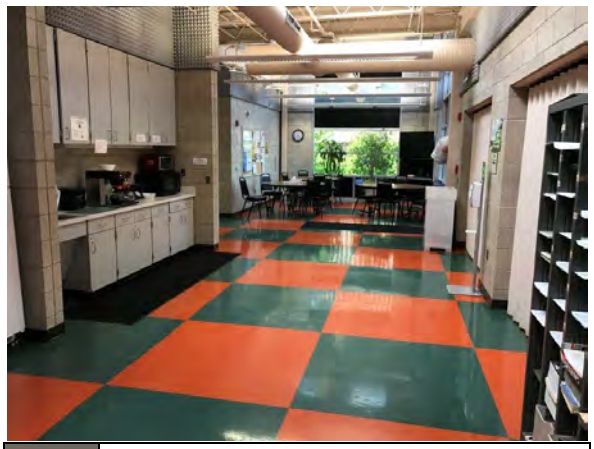

PHOTO #14:	*BREAK ROOM BUILDING 1*

PHOTO #15:	*124 MECHANICAL ROOM WATER SOURCED HEAT PUMPS BUILDING 1*

PHOTO #16:	*135 SPRINKLER ROOM BACKFLOW BUILDING 1*

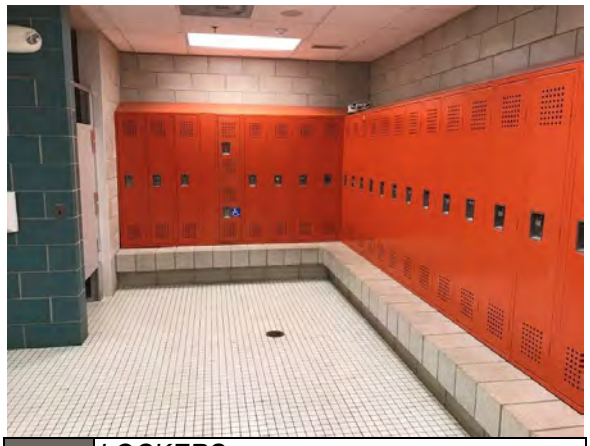

PHOTO #17:	*LOCKERS BUILDING 1*

PHOTO #18:	*SHOWERS BUILDING 1*

PHOTO #19:	*ACCESSIBLE RESTROOM BUILDING 1*

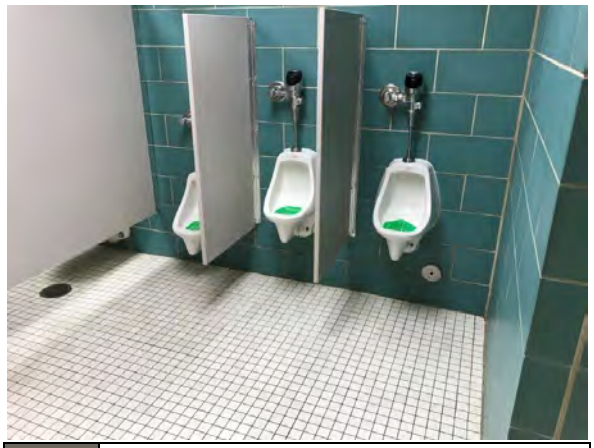

PHOTO #20:	*URINALS BUILDING 1*

PHOTO #21:	*GARAGE BAY BUILDING 1*

PHOTO #22:	*GARAGE BAY BUILDING 1*

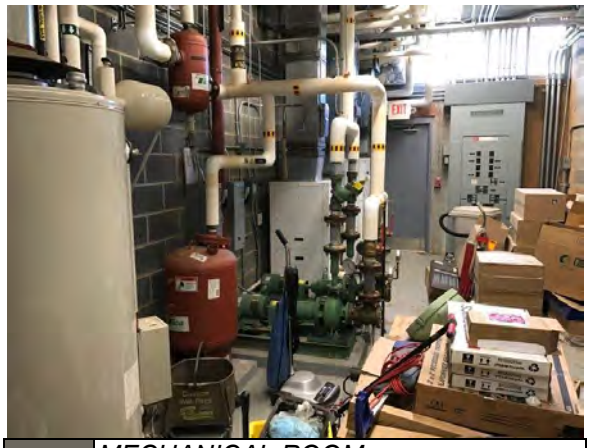

PHOTO #23:	*MECHANICAL ROOM BUILDING 1*

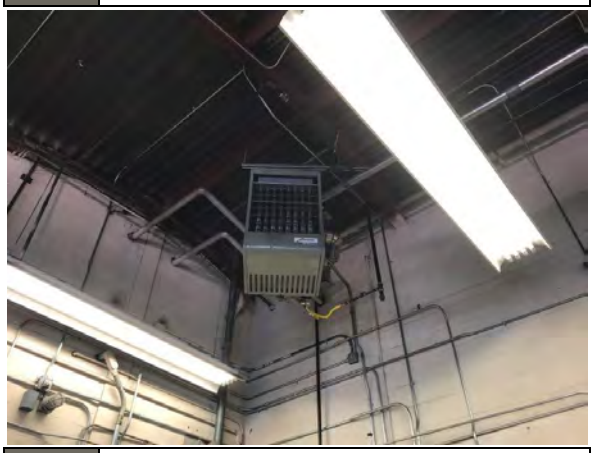

PHOTO #24:	*GARAGE BAYS UNIT HEATER BUILDING 1*

PHOTO #25:	*COMPRESSORS BUILDING 1*

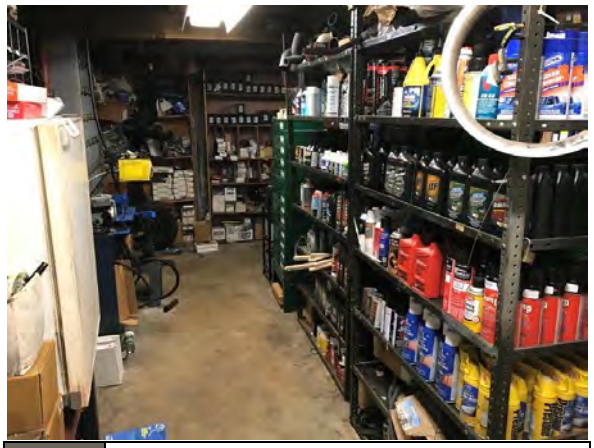

PHOTO #26:	*STORAGE ROOM BUILDING 1*

PHOTO #27:	*STREETS BAY BUILDING 1*

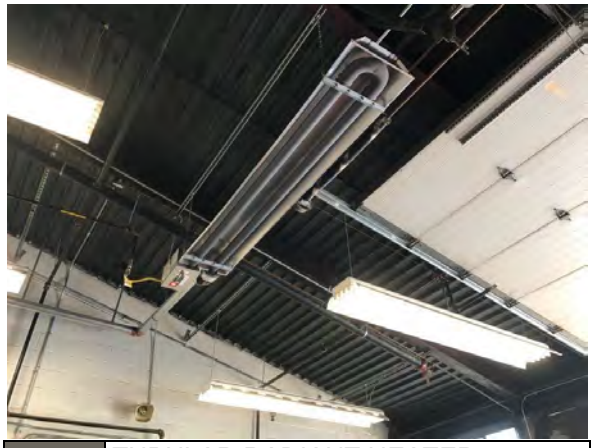

PHOTO #28:	*TUBULAR RADIANT HEATER BUILDING 1*

PHOTO #29:	*BUILDING 2*

PHOTO #30:	*BUILDING 2 EMERGENCY GENERATOR*

PHOTO #31:	*BUILDING 2*

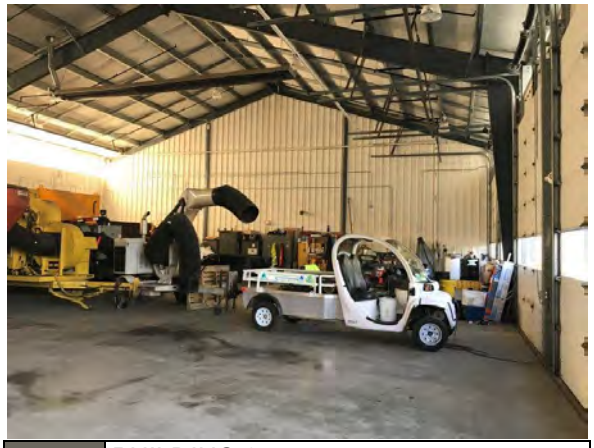

PHOTO #32:	*BUILDING 2*

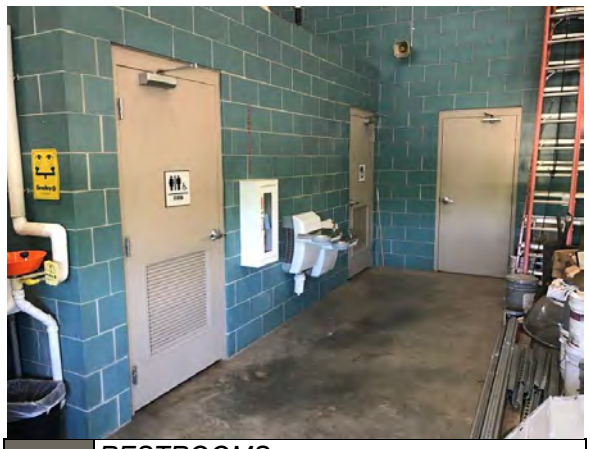

PHOTO #33:	*RESTROOMS BUILDING 2*

PHOTO #34:	*MAIN SWITCHGEAR ELECTRICAL ROOM BUILDING 2*

PHOTO #35:	*BUILDING 3*

PHOTO #36:	*BUILDING 3*

Appendix B:
Site Plan

Site Plan

emg	**Project Name:** Greenbelt/Public Works Office and Garage	**Project Number:** 131700.18R000-008.322
	Source: Google Maps	**On-Site Date:** May 11, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: May 11, 2018

Property Name: Greenbelt/Public Works Office and Garage

EMG Project Number: 131700.18R000-008.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?			X	
2	Have any ADA improvements been made to the property?	X			
3	Does a Transition Plan / Barrier Removal Plan exist for the property?		X		
4	Has building ownership or management received any ADA related complaints that have not been resolved?		X		
5	Is any litigation pending related to ADA issues?		X		
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?	X			
2	Are there sufficient van-accessible parking spaces available?	X			
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?	X			
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?	X			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	X			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?	X			
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)	X			
2	Are ramps that appear longer than 6 ft complete with railings on both sides?	X			
3	Does the width between railings appear at least 36 inches?	X			

	Ramps (cont.)	Yes	No	NA	Comments
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?	X			
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	X			
2	If the main entrance is inaccessible, are there alternate accessible entrances?	X			
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	X			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	X			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	X			
3	Is there a path of travel that does not require the use of stairs?	X			
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			X	
2	Are there visual and audible signals inside cars indicating floor change?			X	
3	Are there standard raised and Braille marking on both jambs of each hoist way entrance as well as all cab/call buttons?			X	
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?			X	
5	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			X	
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			X	

	Toilet Rooms	Yes	No	NA	Comments
1	Are common area public restrooms located on an accessible route?	X			
2	Are pull handles push/pull or lever type?	X			
3	Are there audible and visual fire alarm devices in the toilet rooms?	X			
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	X			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60” turning diameter)?	X			
6	In unisex toilet rooms, are there safety alarms with pull cords?			X	No unisex bathroom
7	Are toilet stall doors wheelchair accessible (appear to be at least 32” wide)?	X			
8	Are grab bars provided in toilet stalls?	X			
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 29” clearance)?	X			
10	Are sink handles operable with one hand without grasping, pinching or twisting?	X			
11	Are exposed pipes under sink sufficiently insulated against contact?	X			
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			X	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			X	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			X	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.			X	
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?			X	
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			X	
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			X	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

This questionnaire must be completed by the property owner, the owner's designated representative, or someone knowledgeable about the subject property. 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 report.

Name of Institution:	City of Greenbelt	
Name of Building: Public Works Office and Garage	Building #:	
Name of person completing questionnaire: Tim Houchens		
Length of Association With the Property: 30 Years		Phone Number: 240.542.2169

Site Information	
Year of Construction?	Building 1: 2009 Building 2: 2009 Building 3: 1995
No. of Stories?	1
Total Site Area?	3 Acres (estimated)
Total Building Area?	30,400 SF (combined)

Inspections	Date of Last Inspection	List of Any Outstanding Repairs Required
1. Elevators	**N/A**	-
2. HVAC Mechanical, Electric, Plumbing?	**April, 2018**	None
3. Life-Safety/Fire?	**June, 2017**	None
4. Roofs?	**April, 2018**	None

Key Questions	Response
Major Capital Improvements in Last 3 yrs.	None
Planned Capital Expenditure For Next Year?	None
Age of the Roof?	Building 1&2: 2009 Buiding 3: 1995
What bldg. Systems Are Responsibilities of Tenants? (HVAC/Roof/Interior/Exterior/Paving)	All

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	Y	N	Unk	NA	Comments
	Zoning, Building Design & Life Safety Issues					
1	Are there any unresolved building, fire, or zoning code issues?		X			
2	Is there any pending litigation concerning the property?		X			
3	Are there any other significant issues/hazards with the property?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

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	Y	N	Unk	NA	Comments
	Zoning, Building Design & Life Safety Issues					
4	Are there any unresolved construction defects at the property?		X			
5	Has any part of the property ever contained visible suspect mold growth?		X			
6	Is there a mold Operations and Maintenance Plan?		X			
7	Are there any recalled fire sprinkler heads (Star, GEM, Central, and Omega)?				X	
8	Have there been indoor air quality or mold related complaints from tenants?			X		
	General Site					
9	Are there any problems with erosion, storm water drainage or areas of paving that do not drain?		X			
10	Are there any problems with the landscape irrigation systems?		X			
	Building Structure					
11	Are there any problems with foundations or structures?	X				There is a small movement east wall of Building 1. East wall is moving and separating from the building possibly due to a foundation issue.
12	Is there any water infiltration in basements or crawl spaces?				X	No basement/crawl space
13	Has a termite/wood boring insect inspection been performed within the last year?		X			
	Building Envelope					
14	Are there any wall, or window leaks?		X			
15	Are there any roof leaks?		X			
16	Is the roofing covered by a warranty or bond?	X				According to POC yes.
17	Are there any poorly insulated areas?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

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	Y	N	Unk	NA	Comments
	Building Envelope					
18	Is Fire Retardant Treated (FRT) plywood used?		X			
19	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?		X			
20	Are there any leaks or pressure problems with natural gas service?			X		
21	Does any part of the electrical system use aluminum wiring?			X		
22	Do Residential units have a less than 60-Amp service?				X	
23	Do Commercial units have less than 200-Amp service?				X	
24	Are there any problems with the utilities, such as inadequate capacities?			X		
	ADA					
25	Has the management previously completed an ADA review?			X		
26	Have any ADA improvements been made to the property?			X		
27	Does a Barrier Removal Plan exist for the property?			X		
28	Has the Barrier Removal Plan been approved by an arms-length third party?			X		
29	Has building ownership or management received any ADA related complaints?			X		
30	Does elevator equipment require upgrades to meet ADA standards?				X	
	PLUMBING					
31	Is the property served by private water well?		X			
32	Is the property served by a private septic system or other waste treatment systems?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

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		Y	N	Unk	NA	**COMMENTS**
PLUMBING						
33	Is polybutylene piping used?		X			
34	Are there any plumbing leaks or water pressure problems?		X			

Additional Issues or Concerns That EMG Should Know About?	
1.	
2.	
3.	

Items Provided to EMG Auditors				
	Yes	No	N/A	Additional Comments?
Access to All Mechanical Spaces	☐	☐	☐	
Access to Roof/Attic Space	☐	☐	☐	
Access to Building As-Built Drawings	☐	☐	☐	
Site plan with bldg., roads, parking and other features	☐	☐	☐	
Contact Details for Mech, Elevator, Roof, Fire Contractors:	☐	☐	☐	
List of Commercial Tenants in the property	☐	☐	☐	
Previous reports pertaining to the physical condition of property.	☐	☐	☐	
ADA survey and status of improvements implemented.	☐	☐	☐	
Current / pending litigation related to property condition.	☐	☐	☐	
Any brochures or marketing information.	☐	☐	☐	

_____ _____

Signature of person Interviewed or completing form Date

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, and 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.

FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Schrom Hills Park
6915 Hanover Parkway
Greenbelt, Maryland 20770

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:
Bill Champion
Senior Program Manager
800.733.0660 x 6234
bchampion@emgcorp.com

EMG Project Number: 131700.18R000-009.322

Date of Report: July 30, 2018

On Site Date: May 21, 2018

DUDE SOLUTIONS
PARENT COMPANY OF SchoolDude | FacilityDude | TheWorxHub

Immediate Repairs Report

7/30/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Schrom Hills Park	1.3	947940	ADA, Door, Wider 32" Opening, Masony/Concrete Wall, Modify	2	EA	$3,300.00	$6,600	**$6,600**
Schrom Hills Park	3.1	940585	ADA, Restroom, Lavatory Hardware, Modify	2	EA	$450.00	$900	**$900**
Schrom Hills Park	3.1	940583	ADA, Restroom, Lavatory Pipe Wraps, Install	2	EA	$80.00	$160	**$160**
Schrom Hills Park	5.5	940591	Parking Lots, Asphalt Pavement, Mill & Overlay	500	SF	$3.28	$1,640	**$1,640**
Schrom Hills Park	6.3	940532	Exterior Fascia, Painted Surface, 1-2 Stories, Prep & Paint	200	SF	$25.00	$5,000	**$5,000**
Immediate Repairs Total								**$14,300**

* Location Factor included in totals.

Replacement Reserves Report

7/30/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Schrom Hills Park	1.3	947940	ADA, Door, Wider 32" Opening, Masony/Concrete Wall, Modify	0	0	0	2	EA	$3,300.00	$6,600	$6,600																				**$6,600**
Schrom Hills Park	3.1	940585	ADA, Restroom, Lavatory Hardware, Modify	0	0	0	2	EA	$450.00	$900	$900																				**$900**
Schrom Hills Park	3.1	940583	ADA, Restroom, Lavatory Pipe Wraps, Install	0	0	0	2	EA	$80.00	$160	$160																				**$160**
Schrom Hills Park	5.2	940459	Parking Lots, Asphalt Pavement, Seal & Stripe	5	2	3	40000	SF	$0.38	$15,180				$15,180					$15,180					$15,180					$15,180		**$60,720**
Schrom Hills Park	5.2	940458	Parking Lots, Asphalt Pavement, Mill & Overlay	25	17	8	40000	SF	$3.28	$131,216									$131,216												**$131,216**
Schrom Hills Park	5.2	940462	Pedestrian Pavement, Sidewalk, Asphalt, Overlay	25	20	5	10000	SF	$1.36	$13,570						$13,570															**$13,570**
Schrom Hills Park	5.2	940463	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	20	10	5000	SF	$9.00	$45,000											$45,000										**$45,000**
Schrom Hills Park	5.5	940591	Parking Lots, Asphalt Pavement, Mill & Overlay	25	25	0	500	SF	$3.28	$1,640	$1,640																				**$1,640**
Schrom Hills Park	5.5	940467	Fences & Gates, Chain Link, 4' High, Replace	30	24	6	1700	LF	$30.51	$51,870							$51,870														**$51,870**
Schrom Hills Park	5.5	940527	Play Surfaces & Sports Courts, Wood Chips, 3" Depth, Replace	20	18	2	8000	SF	$0.81	$6,454			$6,454																		**$6,454**
Schrom Hills Park	5.5	940530	Sports Apparatus, Bleachers, Steel Frame w/ Aluminum Seats, Replace	25	16	9	100	EA	$197.00	$19,700										$19,700											**$19,700**
Schrom Hills Park	5.5	940526	Play Structure, Medium, Replace	20	2	18	2	EA	$40,005.63	$80,011																			$80,011		**$80,011**
Schrom Hills Park	5.5	940465	Pole Light, Exterior, 105 to 200 W LED (Fixture & Bracket Arm Only), Replace	20	2	18	6	EA	$3,303.00	$19,818																			$19,818		**$19,818**
Schrom Hills Park	6.3	940532	Exterior Fascia, Painted Surface, 1-2 Stories, Prep & Paint	10	10	0	200	SF	$25.00	$5,000	$5,000										$5,000										**$10,000**
Schrom Hills Park	6.3	940441	Roof, Asphalt Shingle, Replace	20	19	1	2500	SF	$3.42	$8,551		$8,551																			**$8,551**
Schrom Hills Park	6.6	940515	Window, Aluminum Double-Glazed 12 SF, 1-2 Stories, Replace	30	26	4	10	EA	$584.21	$5,842					$5,842																**$5,842**
Schrom Hills Park	6.6	940509	Exterior Door, Steel, Refinish	10	9	1	5	EA	$69.94	$350		$350										$350									**$699**
Schrom Hills Park	6.6	940648	Overhead Door, Steel Roll-Up 144 SF, Replace	35	26	9	3	EA	$2,839.33	$8,518										$8,518											**$8,518**
Schrom Hills Park	7.1	940468	Ductless Split System, Single Zone, 2.5 Ton, Replace	15	8	7	1	EA	$3,577.13	$3,577								$3,577													**$3,577**
Schrom Hills Park	7.1	940469	Air Handler, Interior, 800 CFM, Replace	20	8	12	1	EA	$3,000.00	$3,000													$3,000								**$3,000**
Schrom Hills Park	7.2	940510	Toilet, Tankless (Water Closet), Replace	20	17	3	4	EA	$842.97	$3,372				$3,372																	**$3,372**
Schrom Hills Park	7.2	947972	Urinal, Vitreous China, Replace	20	15	5	1	EA	$1,193.44	$1,193						$1,193															**$1,193**
Schrom Hills Park	7.2	940512	Sink, Pot, Multi-compartment, Replace	30	27	3	8	LF	$1,262.50	$10,100				$10,100																	**$10,100**
Schrom Hills Park	7.2	940502	Drinking Fountain, Refrigerated, Replace	10	0	10	1	EA	$1,257.51	$1,258											$1,258										**$1,258**
Schrom Hills Park	7.2	940500	Backflow Preventer, 2", Replace	15	13	2	1	EA	$2,603.17	$2,603			$2,603															$2,603			**$5,206**
Schrom Hills Park	7.2	940496	Water Heater, Electric, Residential, 30 GAL, Replace	15	7	8	1	EA	$1,738.90	$1,739									$1,739												**$1,739**
Schrom Hills Park	7.4	940497	Distribution Panel, 208 Y, 120 V, 400 Amp, Replace	30	27	3	1	EA	$9,487.85	$9,488				$9,488																	**$9,488**
Schrom Hills Park	7.4	940520	Fluorescent Lighting Fixture, Encapsulated, T8, 32 W, Replace	20	10	10	10	EA	$213.86	$2,139											$2,139										**$2,139**
Schrom Hills Park	7.6	940522	Fire Extinguisher - Type ABC, Replace	15	5	10	2	EA	$314.93	$630											$630										**$630**
Schrom Hills Park	7.6	940521	Exit Lighting Fixture, LED, Replace	10	8	2	5	EA	$405.01	$2,025			$2,025										$2,025								**$4,050**
Schrom Hills Park	8.1	940513	Interior Wall Finish, General Surface, Prep & Paint	8	6	2	1500	SF	$1.45	$2,175			$2,175								$2,175								$2,175		**$6,525**
Schrom Hills Park	8.1	940514	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	10	5	1500	SF	$4.80	$7,201						$7,201															**$7,201**
Schrom Hills Park	9.1	940523	Unit Heater, Electric, 1 to 2 kW, Replace	20	17	3	1	EA	$1,095.84	$1,096				$1,096																	**$1,096**
Schrom Hills Park	9.1	940524	Distribution Panel, 208 Y, 120 V, 100 Amp, Replace	30	26	4	1	EA	$5,079.93	$5,080					$5,080																**$5,080**
Schrom Hills Park	9.2	940528	Awning, Fabric, Replace	10	2	8	1500	SF	$7.79	$11,682									$11,682										$11,682		**$23,364**
Schrom Hills Park	9.2	940529	Interior Floor Finish, Rubber Tile, Replace	15	2	13	1500	SF	$8.43	$12,652														$12,652							**$12,652**
Schrom Hills Park / Restroom - Mens	7.1	940506	Cabinet Heater, Electric, Replace	20	19	1	1	EA	$3,179.94	$3,180		$3,180																			**$3,180**
Schrom Hills Park / Restroom - Womens	7.1	940508	Cabinet Heater, Electric, Replace	20	19	1	1	EA	$3,179.94	$3,180		$3,180																			**$3,180**
Totals, Unescalated											**$14,300**	**$15,261**	**$13,258**	**$39,236**	**$10,922**	**$21,964**	**$51,870**	**$3,577**	**$159,817**	**$28,218**	**$56,201**	**$350**	**$5,025**	**$27,832**	**$0**	**$0**	**$0**	**$2,603**	**$128,866**	**$0**	**$579,300**
Totals, Escalated (3.0% inflation, compounded annually)											**$14,300**	**$15,719**	**$14,065**	**$42,874**	**$12,293**	**$25,463**	**$61,936**	**$4,399**	**$202,451**	**$36,818**	**$75,529**	**$484**	**$7,165**	**$40,873**	**$0**	**$0**	**$0**	**$4,303**	**$219,386**	**$0**	**$778,057**

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. Descriptions that are more detailed may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	6915 Hanover Parkway, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	1991
Current Occupants:	City of Greenbelt
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Park
Site Area:	20 acres (estimated)
Building Area:	2,200 SF
Number of Buildings:	2
Number of Stories:	1
Parking Type and Number of Spaces:	90 spaces in open lots
Building Construction:	Masonry bearing walls, wood-framed roofs, and .
Roof Construction:	Gabled roofs with asphalt shingles.
Exterior Finishes:	Exposed CMU
Heating, Ventilation & Air Conditioning:	Ductless Split System and Individual unit heaters.
Fire and Life/Safety:	Fire hydrants, smoke detectors, extinguishers, exit signs.
Dates of Visit:	May 21, 2018
On-Site Point of Contact (POC):	Tim Houchens
Assessment and Report Prepared by:	Emrah Doker
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

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Systemic Condition Summary			
Site	Fair	HVAC	Fair
Structure	Fair	Plumbing	Fair
Roof	Fair	Electrical	Fair
Vertical Envelope	Good	Elevators	Fair
Interiors	Fair	Fire	Fair

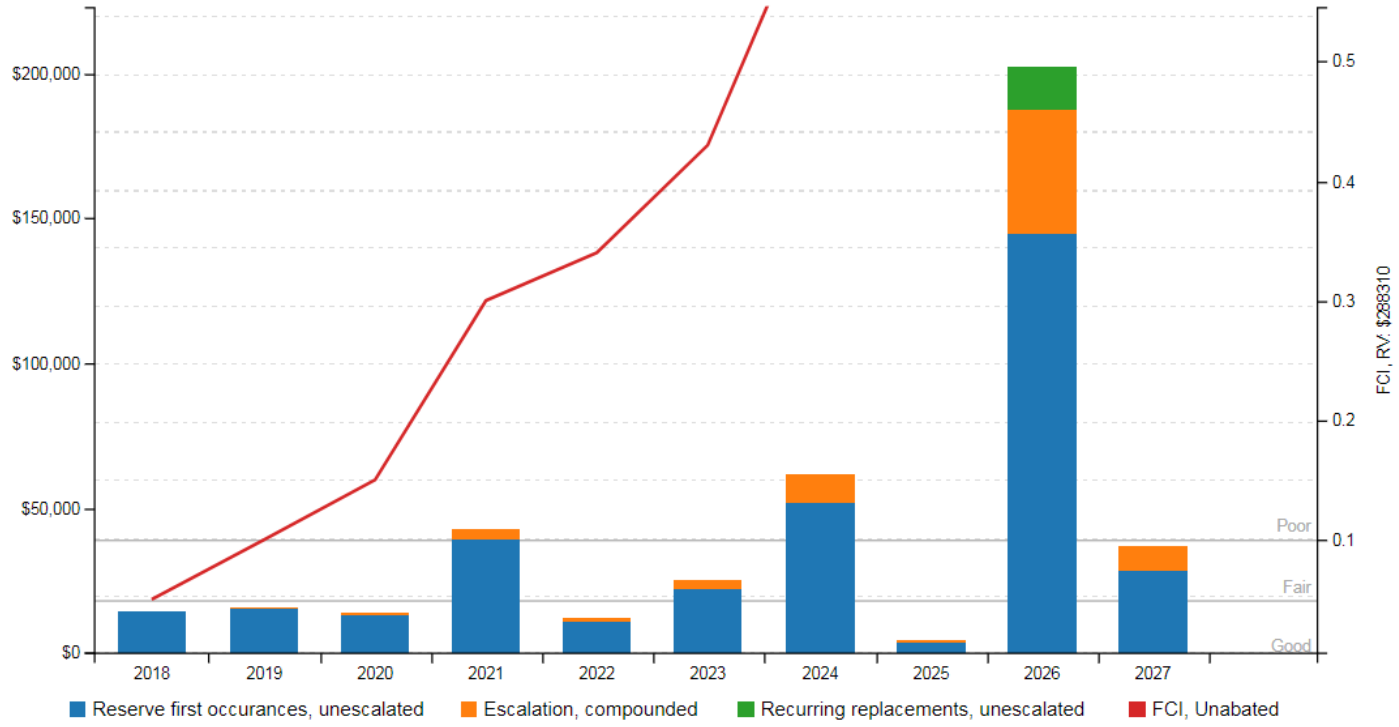
The following bullet points highlight the most significant short term and modernization recommendations:

- Replacement of asphalt shingle roofs
- Replacement of unit heaters
- Replacement of playground play surface

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

According to property management personnel, the property has had an active capital improvement expenditure program over the past three years, primarily consisting of interior painting. Supporting documentation was not provided in support of these claims but some of the work is evident.

1.2. Facility Condition Index (FCI)



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	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)	.04	Good
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	1.43	Very poor
Current Replacement Value (CRV)	2,200 SF * 131.5 / SF = $288,310	
Year **1** (Current Year) - Immediate Repairs (IR)	$14,300	
Years **1-10** – Replacement Reserves (RR)	$416,017	

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- ADA upgrades to the public restrooms
- Basketball court surface mill and overlay
- Exterior fascia paint

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, 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 fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. 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.

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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.

1.4.1. 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.

1.4.2. 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.

1.4.3. 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.

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, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

2.3. Personnel Interviewed

The maintenance staff and building engineers were interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility and government agencies were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Tim Houchens Facility Maintenance Supervisor	City of Greenbelt	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facility Maintenance Supervisor, Company, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 30 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- No documents were available for review.

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

May 21, 2018: Clear, with temperatures in the 70s (°F) and light winds.

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3. Accessibility and Property Research

3.1. 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 municipal park property, the areas considered as a public accommodation besides the site itself and parking, playground and fields and the exterior accessible route, the interior accessible route up to the restricted or employee only areas and the interior common areas, including the common area restrooms.

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:

Restrooms

- Existing restroom doors are not wide enough to accommodate wheelchair access and clear floor space beside the door swing is lacking.
- Modify existing lavatory faucets to paddle type faucets.
- Wrap drain pipes below lavatory with insulation; protect against contact with hot, sharp, or abrasive surfaces.

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

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

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4. Existing Building Assessment

4.1. Unit or Space Types

All 2,200 square feet of the buildings are occupied by a single occupant, the City of Greenbelt. The spaces are mostly an office, a kitchenette, an activity room and supporting restrooms, mechanical and other utility spaces.

4.2. Inaccessible Areas or Key Spaces Not Observed

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

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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	WSSC	Good
Storm sewer	City of Greenbelt & PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	None	--

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as emergency electrical generators, septic systems, water or wastewater treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Hanover Parkway
Access from	South
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	Asphalt	>15 years	Fair
Parking Lot	Asphalt	>15 years	Fair
Drive Aisles	Asphalt	>15 years	Fair
Service Aisles	Asphalt	>15 years	Fair
Sidewalks	Concrete	>20 years	Fair
Curbs	Concrete	>20 years	Fair
Site Stairs	None	-	--
Pedestrian Ramps	None	-	--

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Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
- 90	-0	- 0	- 0	0

Total Number of ADA Compliant Spaces	4
Number of ADA Compliant Spaces for Vans	2
Total Parking Spaces	90
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	Physical count

Exterior Stairs			
Location	Material	Handrails	Condition
None	-	-	-

Anticipated Lifecycle Replacements:

- Asphalt seal coating
- Asphalt pavement
- Concrete Sidewalks
- Asphalt walkways

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.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☒	Good
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☒	Good
Pits	☐	--
Municipal System	☒	Good

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Drainage System and Erosion Control		
System	Exists At Site	Condition
Dry Well	☐	--

Anticipated Lifecycle Replacements:

- No component 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.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Slopes gently down from the east side of the property to the west property line.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☒	☒	☒	☐	☐	☐
Landscaping Condition	Fair						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☐	☐	☐	☒			
Irrigation Condition	--						

Retaining Walls		
Type	Location	Condition
None	-	--

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.

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5.5. General Site Improvements

Property Signage	
Property Signage	Monument
Street Address Displayed?	Yes

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☐	☐	☐	☐	☒
	Poor				
Building Lighting	None	Wall Mounted	Recessed Soffit		
	☐	☐	☐		
	--				

Site Fencing		
Type	Location	Condition
Chain link with metal posts	Playground	Fair
Chain link with metal posts	Baseball field	Fair
Chain link with metal posts	Basketball Court	Fair

Refuse Disposal				
Refuse Disposal	Individual garbage bins			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
Behind storage building	Concrete pad	Wood board fence	No	Fair

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	Plastic and metal	Playground	Good
Tennis Courts	None	-	--
Basketball Court	Asphalt	Basketball court	Poor
Swimming Pool	None	-	--

Anticipated Lifecycle Replacements:

- Exterior lighting
- Site perimeter & playground fencing

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- Play structures
- Bleachers

Actions/Comments:

- The basketball court playing surface is worn and deteriorated and the court surface must be repaired.
- The playground-playing surface is worn and deteriorated and the surface must be replaced.
- A lot of the exterior light poles are rusted all the way through and should be replaced.

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6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Slab on grade with integral footings	Good
Basement and Crawl Space	None	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The foundation systems are concealed. There are no significant signs of settlement, deflection, or movement. The basement walls appear intact and structurally sound. There is no evidence of movement or water infiltration.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Masonry walls	Fair
Ground Floor	Concrete slab	Fair
Roof Framing	Wood trusses	Fair
Roof Decking	Plywood or OSB	Fair

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.

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6.3. Roofing

Primary Roof			
Type / Geometry	Gable Roof	Finish	Asphalt shingles
Maintenance	In-house Staff	Roof Age	>20 years
Flashing	None	Warranties	None
Parapet Copings	None	Roof Drains	Edge drainage to ground
Fascia	Wood	Insulation	Rigid Board
Soffits	Concealed Soffits	Skylights	No
Attics	Wood joists with plywood sheathing	Ponding	No
Ventilation Source-1	Ridge Vents	Leaks Observed	No
Ventilation Source-2	Ridge Vents	Roof Condition	Poor

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The roof finishes were reportedly installed in 1992. Information regarding roof warranties or bonds was not available. Roofs are maintenance by in-house staff.
- According to the POC, there are no active roof leaks over the roof.
- Roof drainage appears to be adequate.
- There is no evidence of moisture, water intrusion, or excessive daylight in the attics. The insulation in the attics appears to be adequate.
- The field of the roof has areas of topping degradation. The roof membranes require replacement.
- There is isolated evidence of minor wooden fascia deterioration due to a possible insect infestation. A local, licensed exterminator must be retained to treat the property as required to eliminate the pests and associated threat. Pest control should be part of maintenance plan. A cost to paint of the wooden exterior surfaces is included.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Exposed CMU	Fair
Secondary Finish	Exposed CMU	Fair
Accented with	-	--
Soffits	Not Applicable	--

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

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Anticipated Lifecycle Replacements:

- Caulking (as part of maintenance plan)

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended.

6.5. Exterior and Interior Stairs

Building Exterior and Interior Stairs					
Type	Description	Riser	Handrail	Balusters	Condition
Building Exterior Stairs	None	-	-	-	-
Building Interior Stairs	None	-	-	-	-

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed, fixed	Double glaze	Throughout	☐	Fair

Building Doors		
Main Entrance Doors	Door Type	Condition
	Fully glazed, metal framed	Fair
Secondary Entrance Doors	Fully glazed, metal framed	Fair
Service Doors	Metal, insulated	Fair
Overhead Doors	Aluminium	Fair

Anticipated Lifecycle Replacements:

- Windows
- Roll up doors

Actions/Comments:

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- There are a significant number of damaged doors. The damaged doors must be refinished.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

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7. Building Mechanical and Plumbing Systems

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.

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Individual Units	
Primary Components	Ductless split system
Cooling (if separate from above)	performed via components above
Quantity and Capacity Ranges	1 units at 2.5 tons
Total Heating or Cooling Capacity	2.5 tons
Heating Fuel	Electric
Location of Equipment	Building exterior
Space Served by System	Activity Room
Age Ranges	2011
Primary Component Condition	Fair

Supplemental Components	
Supplemental Component	Wall heaters
Location / Space Served	Restrooms
Condition	Poor

Controls and Ventilation	
HVAC Control System	Individual non-programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Natural ventilation only
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Ductless split system

Actions/Comments:

- HVAC systems are maintained by the in-house maintenance staff.
- The HVAC equipment appears to vary in age. The ductless split system was installed in 2011. The unit heaters are original from 1992 construction. HVAC equipment is replaced on an "as needed" basis.

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- The HVAC equipment appears to be functioning adequately overall. The maintenance staff was interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported and an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement. A budgetary cost for this work is included.
- The electric heaters show evidence of damage. The heaters are recommended for replacement.

7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Good
Waste/Sewer Piping	PVC	Fair
Vent Piping	PVC	Fair
Water Meter Location	Storage Room	

Domestic Water Heaters or Boilers	
Components	Water Heater
Fuel	Natural gas
Quantity and Input Capacity	1 units at 4500 Watts
Storage Capacity	30 gallons
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	No
Storage Tank Quantity & Volume	N/A
Quantity of Storage Tanks	N/A
Storage Tank Condition	NA
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	2.2 GPF
Common Area Faucet Nominal Flow Rate	2.5 GPM
Condition	Fair

Anticipated Lifecycle Replacements:

- Water Heater
- Backflow preventer
- Toilet
- Sinks

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- Drinking Fountain

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

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

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	400 Amps	Volts	120/240 Volt, single-phase
Meter & Panel Location	Storage room	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	T8		
Main Distribution Condition	Fair		
Secondary Panel and Transformer Condition	--		
Lighting Condition	Good		

Anticipated Lifecycle Replacements:

- Main distribution panel
- 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 distribution panel is from 1992. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panels and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

7.5. Building Elevators and Conveying Systems

- Not applicable. There are no elevators or conveying systems.

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7.6. Fire Protection and Security Systems

Item	Description					
Type	None					
Fire Alarm System	Central Alarm Panel	☐	Battery-Operated Smoke Detectors	☐	Alarm Horns	☐
	Annunciator Panels	☐	Hard-Wired Smoke Detectors	☐	Strobe Light Alarms	☒
	Pull Stations	☐	Emergency Battery-Pack Lighting	☐	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					
Sprinkler System	None	☐	Standpipes	☐	Backflow Preventer	☐
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐
Suppression Condition	--					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	none		-			
Fire Extinguishers	Last Service Date		Servicing Current?			
	05/2018		Yes			
Hydrant Location	Property Line by Back Parking Lot					
Siamese Location	N/A					
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System	☐		

Anticipated Lifecycle Replacements:

- Exit Signs
- Fire Extinguishers

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.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used as a recreational center and park for the City of Greenbelt.

The most significant interior spaces include an office, kitchenette, and activity space. Supporting areas include restrooms, mechanical rooms and back-of-house areas.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Vinyl tile	Lobby and majority of the building	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Painted CMU	Restrooms	Fair
Painted drywall	Lobby, offices	Fair
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Painted drywall	Lobby, offices, restrooms	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	Metal Doors	Fair
Door Framing	Metal	Fair
Fire Doors	No	--

Anticipated Lifecycle Replacements:

- Vinyl tile
- Interior paint

Actions/Comments:

- It appears that the interior finishes are original.
- 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.

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8.2. Commercial Kitchen & Laundry Equipment

Not applicable.

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9. Other Structures

9.1. Storage Building

A storage building is located across the sidewalk from the park office building. The maintenance building is constructed of, and finished with, materials similar to the park office building. See Section 6.2 for structural and exterior cladding descriptions and comments.

Anticipated Lifecycle Replacements:

- Distribution panel
- Unit heater

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.

9.2 Exterior Exercise Area

There is an exterior exercise area, made out of steel posts spanning a stretched awning above gym floor finish rubber tiled area. This area has gym equipment available for the park visitors.

Anticipated Lifecycle Replacements:

- Awning fabric
- Rubber tile floor finish

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.

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10. Certification

The City of Greenbelt retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Schrom Hills Park, 6915 Hanover Parkway, Greenbelt, Maryland, the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

Prepared by: Emrah Doker,
Project Manager

Reviewed by:

Kathleen Sullivan
Technical Report Reviewer for
Bill Champion, Senior Program Manager
bchampion@emgcorp.com 800.733.0660 x 6234

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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

PHOTO #1:	*OFFICE BUILDING FRONT ELEVATION*

PHOTO #2:	*OFFICE BUILDING BACK ELEVATION*

PHOTO #3:	*LEFT ELEVATION*

PHOTO #4:	*RIGHT ELEVATION*

PHOTO #5:	*PARK STORAGE BUILDING*

PHOTO #6:	*STORAGE BUILDING UNDER CANOPY GRILL AREA*

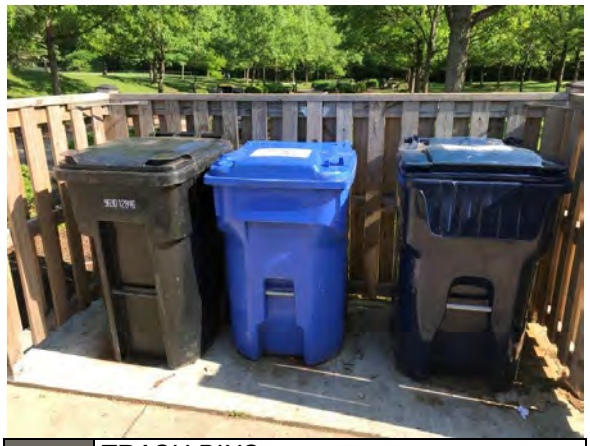


PHOTO #7:	*TRASH BINS*

PHOTO #8:	*UTILITY TRANSFORMER*

PHOTO #9:	*OFFICE HVAC UNIT*

PHOTO #10:	*RESTROOM UNIT HEATER*

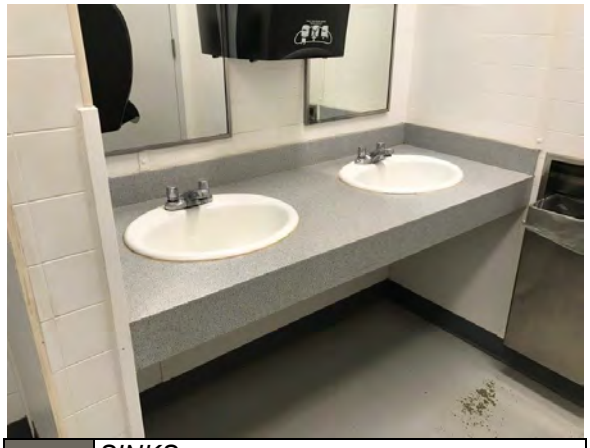


PHOTO #11:	*SINKS*

PHOTO #12:	*URINAL*

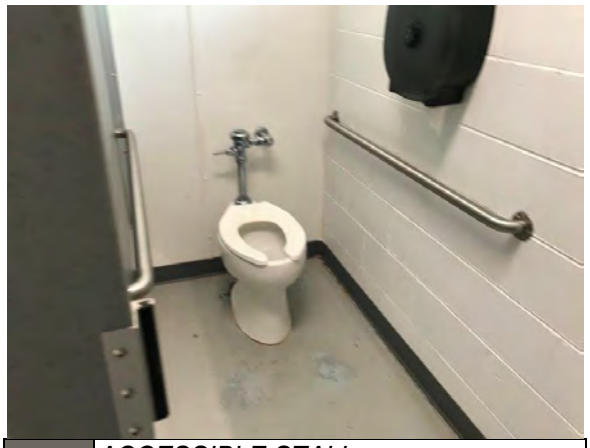


PHOTO #13:	*ACCESSIBLE STALL*

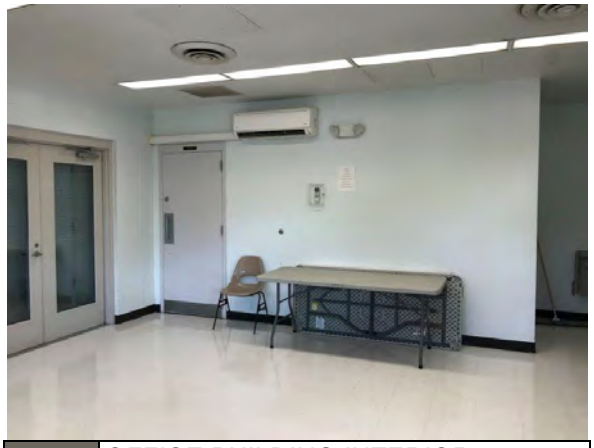


PHOTO #14:	*OFFICE BUILDING INTERIOR*

PHOTO #15:	*OFFICE BUILDING WATER HEATER*

PHOTO #16:	*OFFICE BUILDING WATER METER AND BACKFLOW*

PHOTO #17:	*OFFICE BUILDING DISTRIBUTION PANEL AND METER*

PHOTO #18:	*FIRE EXTINGUISHER*

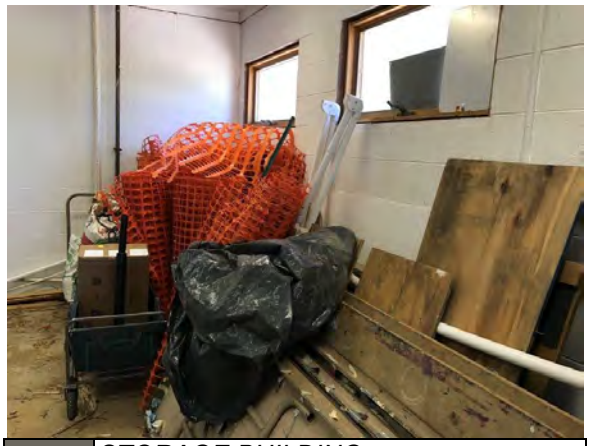


PHOTO #19:	*STORAGE BUILDING INTERIOR*

PHOTO #20:	*STORAGE BUILDING DISTRIBUTION PANEL*

PHOTO #21:	*PARKING LOT ADA PARKING*

PHOTO #22:	*PARKING LOT*

PHOTO #23:	*OFFICE BUILDING FRAMING DAMAGE*

PHOTO #24:	*PLAYGROUND EQUIPMENT*

PHOTO #25:	*BASEBALL FIELD & BLEACHERS*

PHOTO #26:	*ASPHALT PEDESTRIAN WALKWAYS*

PHOTO #27:	*EXTERIOR EXERCISE AREA*

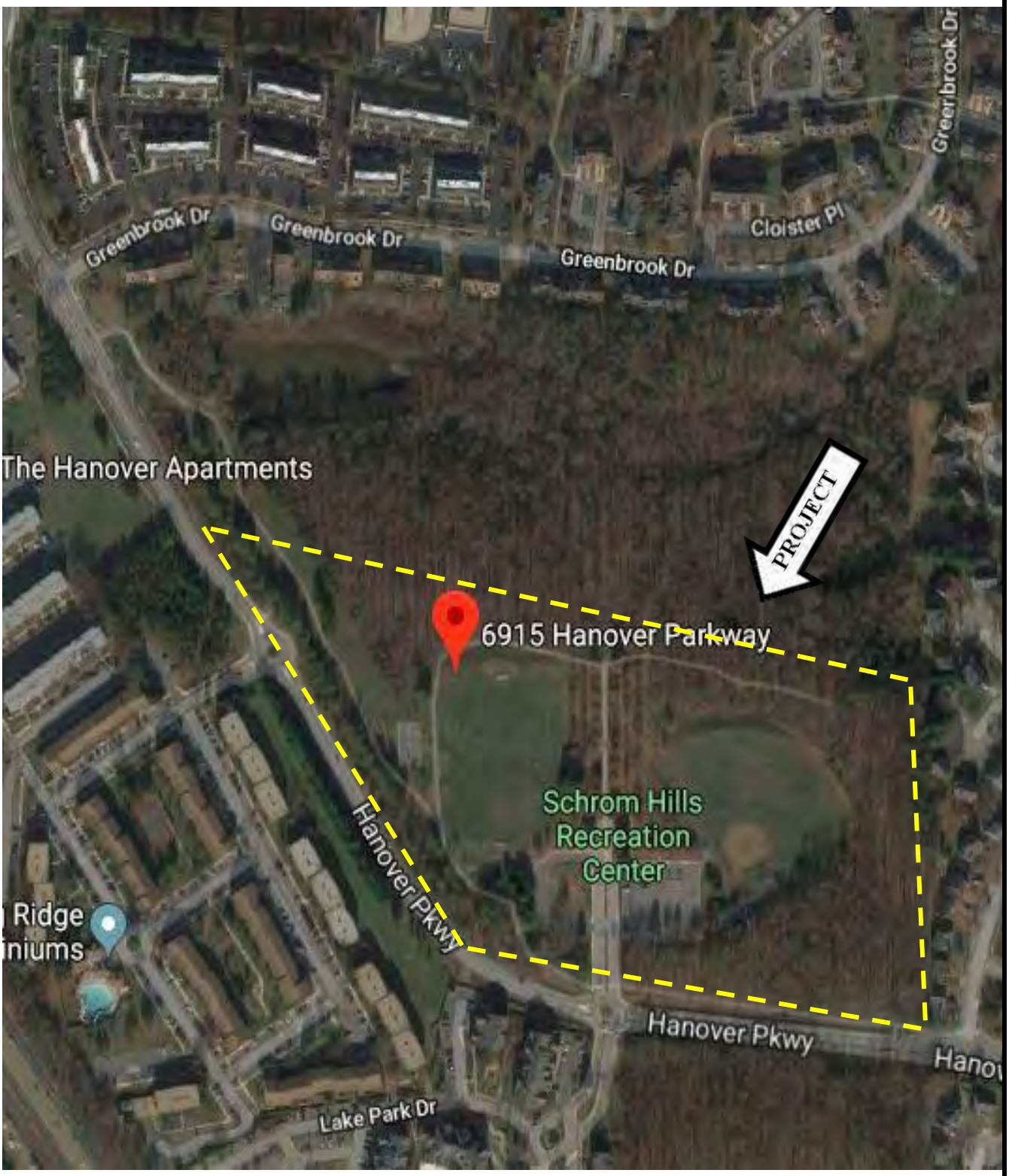
PHOTO #28:	*EXTERIOR GYM*

PHOTO #29:	*BASKETBALL FIELD*

PHOTO #30:	*SOCCER FIELD AND BLEACHERS*

Appendix B:
Site Plan

Site Plan



emg	**Project Name:** Greenbelt/Schrom Hills Park	**Project Number:** 131700.18R000-009.322
	Source: Google Maps	**On-Site Date:** May 21, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: May 21, 2018

Property Name: Greenbelt/Schrom Hills Park

EMG Project Number: 131700.18R000-009.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?			X	
2	Have any ADA improvements been made to the property?	X			
3	Does a Transition Plan / Barrier Removal Plan exist for the property?			X	
4	Has building ownership or management received any ADA related complaints that have not been resolved?			X	
5	Is any litigation pending related to ADA issues?			X	
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?	X			
2	Are there sufficient van-accessible parking spaces available?	X			
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?	X			
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?	X			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	X			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?	X			
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)	X			
2	Are ramps that appear longer than 6 ft complete with railings on both sides?	X			
3	Does the width between railings appear at least 36 inches?	X			

	Ramps	Yes	No	NA	Comments
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			X	
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	X			
2	If the main entrance is inaccessible, are there alternate accessible entrances?	X			
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	X			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	X			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	X			
3	Is there a path of travel that does not require the use of stairs?	X			
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			X	
2	Are there visual and audible signals inside cars indicating floor change?			X	
3	Are there standard raised and Braille marking on both jambs of each hoist way entrance as well as all cab/call buttons?			X	
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?			X	
5	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			X	
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			X	

	Toilet Rooms	Yes	No	NA	Comments
1	Are common area public restrooms located on an accessible route?	X			
2	Are pull handles push/pull or lever type?	X			
3	Are there audible and visual fire alarm devices in the toilet rooms?	X			
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	X			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60” turning diameter)?	X			
6	In unisex toilet rooms, are there safety alarms with pull cords?		X		
7	Are toilet stall doors wheelchair accessible (appear to be at least 32” wide)?	X			
8	Are grab bars provided in toilet stalls?	X			
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 29” clearance)?	X			
10	Are sink handles operable with one hand without grasping, pinching or twisting?		X		Replace the faucet handles to paddle type.
11	Are exposed pipes under sink sufficiently insulated against contact?		X		Pipe wraps needed
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			X	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			X	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			X	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.			X	
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?			X	
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			X	
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			X	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

This questionnaire must be completed by the property owner, the owner's designated representative, or someone knowledgeable about the subject property. 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 report.

Name of Institution:	City of Greenbelt	
Name of Building: Schrom Hils Park	Building #:	
Name of person completing questionnaire: Tim Houchens		
Length of Association With the Property: 30 Years		Phone Number: 240.542.2169

Site Information	
Year of Construction?	1992
No. of Stories?	2 Buildings / 1 story
Total Site Area?	20 Acres (estimated)
Total Building Area?	2,200 SF

Inspections	Date of Last Inspection	List of Any Outstanding Repairs Required
1. Elevators	**N/A**	-
2. HVAC Mechanical, Electric, Plumbing?	**April, 2018**	None
3. Life-Safety/Fire?	**June, 2017**	None
4. Roofs?	**April, 2018**	None

Key Questions	Response
Major Capital Improvements in Last 3 yrs.	None
Planned Capital Expenditure For Next Year?	None
Age of the Roof?	Over 20 years
What bldg. Systems Are Responsibilities of Tenants? (HVAC/Roof/Interior/Exterior/Paving)	All

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

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	Y	N	Unk	NA	Comments
	Zoning, Building Design & Life Safety Issues					
1	Are there any unresolved building, fire, or zoning code issues?		X			
2	Is there any pending litigation concerning the property?		X			
3	Are there any other significant issues/hazards with the property?		X			
4	Are there any unresolved construction defects at the property?		X			
5	Has any part of the property ever contained visible suspect mold growth?		X			
6	Is there a mold Operations and Maintenance Plan?		X			
7	Are there any recalled fire sprinkler heads (Star, GEM, Central, and Omega)?				X	
8	Have there been indoor air quality or mold related complaints from tenants?			X		
	General Site					
9	Are there any problems with erosion, storm water drainage or areas of paving that do not drain?		X			
10	Are there any problems with the landscape irrigation systems?		X			
	Building Structure					
11	Are there any problems with foundations or structures?		X			
12	Is there any water infiltration in basements or crawl spaces?		X			
13	Has a termite/wood boring insect inspection been performed within the last year?			X		
	Building Envelope					
14	Are there any wall, or window leaks?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

BUILDING ENVELOPE						
15	Are there any roof leaks?		X			
16	Is the roofing covered by a warranty or bond?		X			
17	Are there any poorly insulated areas?		X			
18	Is Fire Retardant Treated (FRT) plywood used?		X			
19	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?		X			
BUILDING HVAC AND ELECTRICAL						
20	Are there any leaks or pressure problems with natural gas service?			X		
21	Does any part of the electrical system use aluminum wiring?			X		
22	Do Residential units have a less than 60-Amp service?				X	
23	Do Commercial units have less than 200-Amp service?				X	
24	Are there any problems with the utilities, such as inadequate capacities?			X		
ADA						
25	Has the management previously completed an ADA review?			X		
26	Have any ADA improvements been made to the property?			X		
27	Does a Barrier Removal Plan exist for the property?			X		
28	Has the Barrier Removal Plan been approved by an arms-length third party?			X		
29	Has building ownership or management received any ADA related complaints?			X		
30	Does elevator equipment require upgrades to meet ADA standards?				X	

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

PLUMBING						
31	Is the property served by private water well?		X			
32	Is the property served by a private septic system or other waste treatment systems?		X			
33	Is polybutylene piping used?		X			
34	Are there any plumbing leaks or water pressure problems?		X			

Additional Issues or Concerns That EMG Should Know About?	
1.	
2.	
3.	

Items Provided to EMG Auditors				
	Yes	No	N/A	Additional Comments?
Access to All Mechanical Spaces	☐	☐	☐	
Access to Roof/Attic Space	☐	☐	☐	
Access to Building As-Built Drawings	☐	☐	☐	
Site plan with bldg., roads, parking and other features	☐	☐	☐	
Contact Details for Mech, Elevator, Roof, Fire Contractors:	☐	☐	☐	
List of Commercial Tenants in the property	☐	☐	☐	
Previous reports pertaining to the physical condition of property.	☐	☐	☐	
ADA survey and status of improvements implemented.	☐	☐	☐	
Current / pending litigation related to property condition.	☐	☐	☐	
Any brochures or marketing information.	☐	☐	☐	

_____ _____

Signature of person Interviewed or completing form Date

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, and 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.

FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Springhill Lake Recreation Center
6101 Cherrywood Lane
Greenbelt, Maryland 20770

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:
Bill Champion
Senior Program Manager
800.733.0660 x6234
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EMG Project Number: 131700.18R000-010.322

Date of Report: July 30, 2018

On Site Date: May 18, 2018

DUDE SOLUTIONS
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Immediate Repairs Report

7/30/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Springhill Lake Rec Center	3.1	945650	ADA, Miscellaneous, Fire Alarm Devices, Strobe/Horn, Install	2	EA	$300.00	$600	**$600**
Springhill Lake Rec Center	3.1	945555	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	1	EA	$1,400.00	$1,400	**$1,400**
Springhill Lake Rec Center	7.6	945541	Sprinkler System, Full Retrofit, School (per SF), Renovate	8900	SF	$6.25	$55,656	**$55,656**
Immediate Repairs Total								**$57,656**

* Location Factor included in totals.

Replacement Reserves Report

7/30/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Springhill Lake Rec Center	3.1	945650	ADA, Miscellaneous, Fire Alarm Devices, Strobe/Horn, Install	0	0	0	2	EA	$300.00	$600	$600																				**$600**
Springhill Lake Rec Center	3.1	945555	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	0	0	0	1	EA	$1,400.00	$1,400	$1,400																				**$1,400**
Springhill Lake Rec Center	5.2	945552	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	14	16	5000	SF	$9.00	$45,000																	$45,000				**$45,000**
Springhill Lake Rec Center	5.5	945560	Flood Light, Exterior, Soffit, Replace	20	12	8	6	EA	$995.47	$5,973									$5,973												**$5,973**
Springhill Lake Rec Center	5.5	945534	Flood Light, Exterior, Building-Mounted, Replace	20	11	9	8	EA	$995.47	$7,964										$7,964											**$7,964**
Springhill Lake Rec Center	5.5	945561	Play Surfaces & Sports Courts, Asphalt, Seal & Stripe	5	2	3	1325	SF	$0.38	$504				$504					$504					$504					$504		**$2,017**
Springhill Lake Rec Center	5.5	945602	Sports Apparatus, Basketball Backstop, Replace	10	4	6	2	EA	$9,435.64	$18,871							$18,871										$18,871				**$37,743**
Springhill Lake Rec Center	5.5	945606	Play Surfaces & Sports Courts, Wood Chips, 3" Depth, Replace	20	10	10	2900	SF	$0.81	$2,340											$2,340										**$2,340**
Springhill Lake Rec Center	5.5	945569	Play Structure, Medium, Replace	20	8	12	1	EA	$40,005.63	$40,006													$40,006								**$40,006**
Springhill Lake Rec Center	5.5	945584	Play Structure, Small, Replace	20	8	12	1	EA	$18,975.00	$18,975													$18,975								**$18,975**
Springhill Lake Rec Center	5.5	945590	Play Structure, Swing Set, 2Seats, Replace	20	8	12	1	EA	$2,210.00	$2,210													$2,210								**$2,210**
Springhill Lake Rec Center	5.5	945545	Pole Light, WATT, Replace/Install	20	9	11	2	EA	$8,523.34	$17,047												$17,047									**$17,047**
Springhill Lake Rec Center	5.5	945551	Pole Light, , Replace/Install	20	4	16	2	EA	$2,721.00	$5,442																	$5,442				**$5,442**
Springhill Lake Rec Center	6.3	945575	Roof Access Ladder, Steel, Replace	40	39	1	25	LF	$82.78	$2,069		$2,069																			**$2,069**
Springhill Lake Rec Center	6.3	945564	Roof, Single-Ply TPO/PVC Membrane, Replace	20	2	18	2350	SF	$15.93	$37,438																			$37,438		**$37,438**
Springhill Lake Rec Center	6.3	945553	Roof, Asphalt Shingle, Replace	20	2	18	7500	SF	$3.42	$25,654																			$25,654		**$25,654**
Springhill Lake Rec Center	6.6	945588	Window, 18 SF, Replace	30	15	15	6	EA	$870.45	$5,223																$5,223					**$5,223**
Springhill Lake Rec Center	6.6	945559	Exterior Door, Steel, Replace	25	17	8	4	EA	$950.12	$3,800									$3,800												**$3,800**
Springhill Lake Rec Center	6.6	945533	Overhead Door, Steel Roll-Up Automatic, Replace	35	30	5	1	EA	$4,301.02	$4,301						$4,301															**$4,301**
Springhill Lake Rec Center	7.1	945587	Packaged Unit (RTU), 12 TON, Replace	15	12	3	1	EA	$22,713.37	$22,713				$22,713															$22,713		**$45,427**
Springhill Lake Rec Center	7.1	945599	Packaged Unit (RTU), 15 TON, Replace	15	7	8	1	EA	$26,845.87	$26,846									$26,846												**$26,846**
Springhill Lake Rec Center	7.1	945571	Packaged Unit (RTU), 15 TON, Replace	15	7	8	1	EA	$26,845.87	$26,846									$26,846												**$26,846**
Springhill Lake Rec Center	7.1	945530	Building Automation System (HVAC Controls), Full Upgrade (per SF), Upgrade	20	10	10	8900	SF	$5.36	$47,726											$47,726										**$47,726**
Springhill Lake Rec Center	7.2	945557	Toilet, Tankless (Water Closet), Replace	20	10	10	5	EA	$842.97	$4,215											$4,215										**$4,215**
Springhill Lake Rec Center	7.2	945537	Urinal, Vitreous China, Replace	20	10	10	1	EA	$1,193.44	$1,193											$1,193										**$1,193**
Springhill Lake Rec Center	7.2	945595	Service Sink, Porcelain Enamel, Cast Iron, Replace	20	10	10	1	EA	$1,360.33	$1,360											$1,360										**$1,360**
Springhill Lake Rec Center	7.2	945549	Sink/Lavatory, Enameled Steel, Replace	20	10	10	4	EA	$616.03	$2,464											$2,464										**$2,464**
Springhill Lake Rec Center	7.2	945539	Drinking Fountain, Refrigerated, Replace	10	4	6	1	EA	$1,257.51	$1,258							$1,258										$1,258				**$2,515**
Springhill Lake Rec Center	7.2	945538	Backflow Preventer, 2 INCH, Replace	15	14	1	1	EA	$2,603.17	$2,603		$2,603															$2,603				**$5,206**
Springhill Lake Rec Center	7.2	945531	Water Heater, 120 GAL, Replace	15	12	3	1	EA	$11,218.35	$11,218				$11,218															$11,218		**$22,437**
Springhill Lake Rec Center	7.4	945585	Safety Switch, 400 Amp, Replace	10	7	3	1	EA	$9,056.40	$9,056				$9,056										$9,056							**$18,113**
Springhill Lake Rec Center	7.4	945581	Distribution Panel, 400 AMP, Replace	30	25	5	1	EA	$11,202.02	$11,202						$11,202															**$11,202**
Springhill Lake Rec Center	7.4	945591	Secondary Transformer, 45 kVA, Replace	30	23	7	1	EA	$6,857.93	$6,858								$6,858													**$6,858**
Springhill Lake Rec Center	7.4	945570	Lighting System, Interior, Office Building, Upgrade	25	13	12	8900	SF	$9.24	$82,254													$82,254								**$82,254**
Springhill Lake Rec Center	7.6	945541	Sprinkler System, Full Retrofit, School (per SF), Renovate	50	50	0	8900	SF	$6.25	$55,656	$55,656																				**$55,656**
Springhill Lake Rec Center	7.6	945567	Fire Extinguisher, , Replace	15	8	7	4	EA	$356.54	$1,426								$1,426													**$1,426**
Springhill Lake Rec Center	7.6	945566	Fire Alarm Control Panel, Multiplex, Replace	15	14	1	1	EA	$4,284.35	$4,284		$4,284															$4,284				**$8,569**
Springhill Lake Rec Center	7.6	945535	Fire Alarm System, , Upgrade/Install	20	8	12	8900	SF	$3.13	$27,872													$27,872								**$27,872**
Springhill Lake Rec Center	7.6	945593	Exit Lighting Fixture, LED, Replace	10	6	4	3	EA	$405.01	$1,215					$1,215										$1,215						**$2,430**
Springhill Lake Rec Center	7.6	945583	Defibrillator, Cabinet Mounted, Replace	5	2	3	1	EA	$1,409.50	$1,410				$1,410					$1,410					$1,410						$1,410	**$5,638**
Springhill Lake Rec Center	8.1	945577	Interior Window, 12 SF, Replace	30	12	18	8	EA	$224.01	$1,792																			$1,792		**$1,792**
Springhill Lake Rec Center	8.1	945556	Interior Door, Wood Solid-Core, Replace	20	13	7	5	EA	$1,423.11	$7,116								$7,116													**$7,116**
Springhill Lake Rec Center	8.1	945573	Interior Door, Wood Solid-Core w/ Safety Glass, Replace	20	12	8	4	EA	$1,928.03	$7,712									$7,712												**$7,712**
Springhill Lake Rec Center	8.1	945543	Door Hardware System, School (per Door), Replace	10	6	4	10	EA	$375.00	$3,750					$3,750										$3,750						**$7,500**
Springhill Lake Rec Center	8.1	945562	Toilet Partitions, Metal Overhead-Braced, Replace	20	5	15	5	EA	$850.00	$4,250																$4,250					**$4,250**

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Springhill Lake Rec Center	8.1	945547	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	3	5	500	SF	$1.42	$712						$712								$712							**$1,423**
Springhill Lake Rec Center	8.1	945597	Interior Wall Finish, Concrete/Masonry, Prep & Paint	8	2	6	13670	SF	$1.45	$19,835							$19,835								$19,835						**$39,670**
Springhill Lake Rec Center	8.1	945563	Interior Wall Finish, Acoustical Tile (ACT) Fabric-Faced, Replace	20	6	14	1800	SF	$13.33	$23,993															$23,993						**$23,993**
Springhill Lake Rec Center	8.1	945598	Interior Floor Finish, Maple Sports Floor, Sand & Refinish	10	4	6	5100	SF	$4.53	$23,123							$23,123										$23,123				**$46,246**
Springhill Lake Rec Center	8.1	945558	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	8	7	2500	SF	$4.80	$12,002								$12,002													**$12,002**
Springhill Lake Rec Center	8.1	945542	Interior Ceiling Finish, Gypsum Board/Plaster, Prep & Paint	10	3	7	1000	SF	$1.94	$1,937								$1,937										$1,937			**$3,873**
Springhill Lake Rec Center	8.1	945582	Sports Apparatus, Basketball Backstop, Replace	10	2	8	6	EA	$9,435.64	$56,614									$56,614										$56,614		**$113,228**
Springhill Lake Rec Center	9	945605	Exterior Wall, Wood Shakes/Shingles, 1-2 Stories, Replace	20	19	1	600	SF	$6.69	$4,014		$4,014																			**$4,014**
Springhill Lake Rec Center	9	945579	Window, SF, Replace	30	16	14	2	EA	$870.45	$1,741															$1,741						**$1,741**
Springhill Lake Rec Center	9	945568	Exterior Door, Steel w/ Safety Glass, Replace	25	15	10	2	EA	$1,352.72	$2,705											$2,705										**$2,705**
Springhill Lake Rec Center	9	945589	Roof, Asphalt Shingle, Replace	20	2	18	1300	SF	$3.42	$4,447																			$4,447		**$4,447**
Springhill Lake Rec Center	9	945565	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	2	6	2000	SF	$1.42	$2,846							$2,846								$2,846						**$5,693**
Springhill Lake Rec Center	9	945604	Interior Ceiling Finish, Gypsum Board/Plaster, Prep & Paint	10	5	5	1200	SF	$1.94	$2,324						$2,324										$2,324					**$4,648**
Springhill Lake Rec Center	9	945576	Toilet, Tankless (Water Closet), Replace	20	8	12	2	EA	$842.97	$1,686													$1,686								**$1,686**
Springhill Lake Rec Center	9	945572	Sink/Lavatory, Enameled Steel, Replace	20	8	12	1	EA	$616.03	$616													$616								**$616**
Springhill Lake Rec Center	9	945580	Sink/Lavatory, Plastic, Replace	20	8	12	1	EA	$575.99	$576													$576								**$576**
Springhill Lake Rec Center	9	945607	Drinking Fountain, Refrigerated, Replace	10	4	6	1	EA	$1,257.51	$1,258							$1,258										$1,258				**$2,515**
Springhill Lake Rec Center	9	945596	Water Heater, 15 GAL, Replace	15	11	4	1	EA	$1,014.17	$1,014					$1,014															$1,014	**$2,028**
Springhill Lake Rec Center	9	945594	Condensing Unit/Heat Pump, 2.5 TON, Replace	15	2	13	1	EA	$3,366.36	$3,366														$3,366							**$3,366**
Springhill Lake Rec Center	9	945600	Furnace, , Replace	20	1	19	1	EA	$3,801.45	$3,801																				$3,801	**$3,801**
Springhill Lake Rec Center	9	945601	Secondary Transformer, 45 kVA, Replace	30	20	10	1	EA	$6,857.93	$6,858											$6,858										**$6,858**
Springhill Lake Rec Center	9	945586	Distribution Panel, 100 AMP, Replace	30	20	10	1	EA	$5,079.93	$5,080											$5,080										**$5,080**
Springhill Lake Rec Center	9	945578	Flood Light, Exterior, 100 W, Replace	20	10	10	6	EA	$995.47	$5,973											$5,973										**$5,973**
Totals, Unescalated											**$57,656**	**$12,970**	**$0**	**$44,902**	**$5,979**	**$18,539**	**$67,191**	**$29,338**	**$129,705**	**$7,964**	**$79,915**	**$17,047**	**$174,194**	**$15,048**	**$53,381**	**$11,797**	**$101,839**	**$1,937**	**$161,789**	**$4,816**	**$996,004**
Totals, Escalated (3.0% inflation, compounded annually)											**$57,656**	**$13,360**	**$0**	**$49,065**	**$6,730**	**$21,491**	**$80,229**	**$36,082**	**$164,306**	**$10,391**	**$107,399**	**$23,597**	**$248,360**	**$22,099**	**$80,743**	**$18,379**	**$163,421**	**$3,201**	**$275,435**	**$8,444**	**$1,390,387**

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. Descriptions that are more detailed may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	6101 Cherrywood Lane, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	1970
Current Occupants:	City of Greenbelt
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Recreational
Site Area:	2.3 acres
Building Area:	8,900 SF
Number of Buildings:	1
Number of Stories:	1
Parking Type and Number of Spaces:	54 spaces in open lots.
Building Construction:	Masonry bearing walls and wood-framed roofs.
Roof Construction:	Flat roofs with single ply membrane. Pitched roofs with asphalt shingles.
Exterior Finishes:	Brick Veneer
Heating, Ventilation & Air Conditioning:	Individual package (RTU) units.
Fire and Life/Safety:	Fire sprinklers, hydrants, smoke detectors, alarms, extinguishers, alarm panel, and exit signs.
Dates of Visit:	May 17, 2018
On-Site Point of Contact (POC):	Brian Kim
Assessment and Report Prepared by:	Justin Dunn
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

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Systemic Condition Summary			
Site	Fair	HVAC	Fair
Structure	Good	Plumbing	Fair
Roof	Good	Electrical	Fair
Vertical Envelope	Fair	Elevators	--
Interiors	Fair	Fire	Fair

The following bullet points highlight the most significant short term and modernization recommendations:

- Roof access ladder replacement
- Installation of a domestic backflow preventer
- Fire alarm control panel replacement
- Exterior wall replacement and termite treatment at accessory clubhouse building

Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been generally well maintained since it was first occupied and is in fair overall condition.

According to property management personnel, the property has had an active capital improvement expenditure program over the past three years, primarily consisting of replacement of storefront and gymnasium windows, installation of vinyl siding, roof replacement. Supporting documentation was not provided in support of these claims but some of the work is evident.

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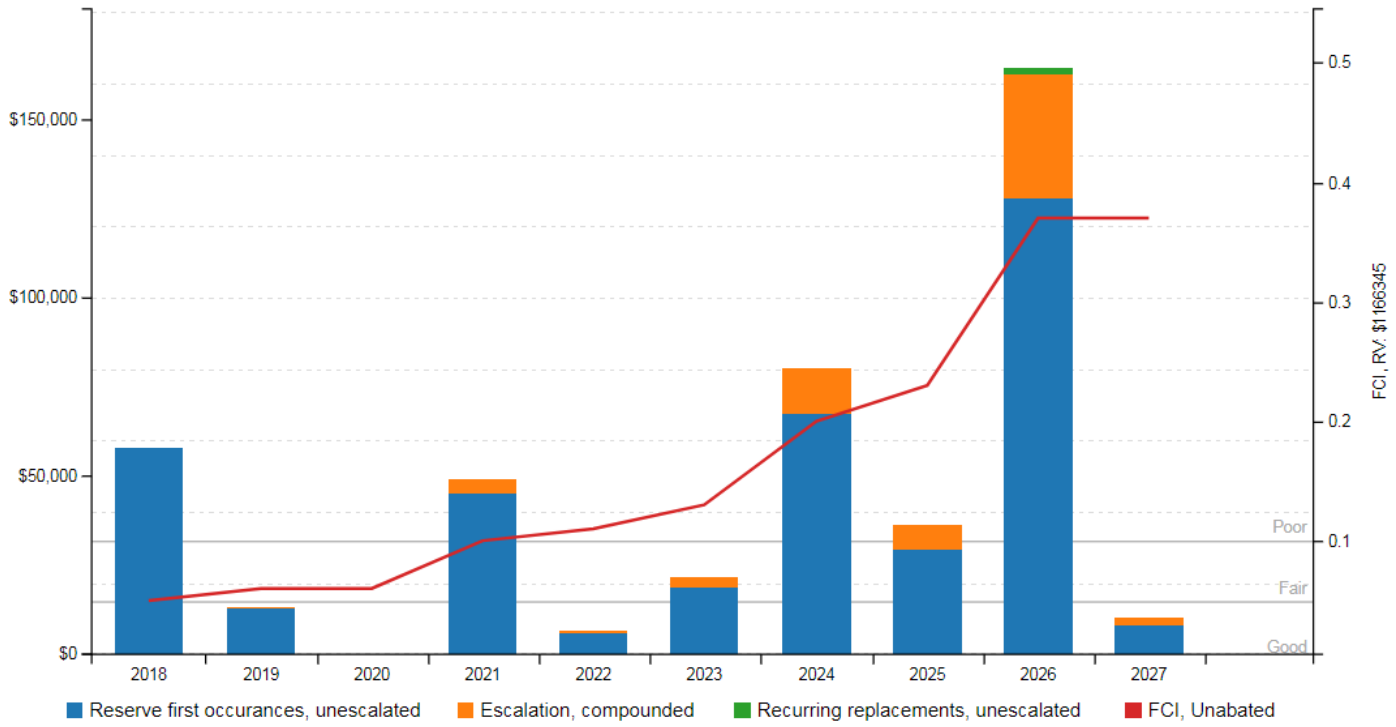
1.2. Facility Condition Index (FCI)



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	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)	.04	Good
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	.37	Poor
Current Replacement Value (CRV)	8,900 SF * 131.05 SF = $ 1,166,345	

Year **1** (Current Year) - Immediate Repairs (IR)	$ 57,656
Years **1-10** – Replacement Reserves (RR)	$ 381,654

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- Roof repair
- Installation of a complete fire suppression system
- Minor ADA accessibility upgrades

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, 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 fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. 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.

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.

1.4.1. 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.

1.4.2. 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.

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1.4.3. 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.

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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, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

2.3. Personnel Interviewed

The maintenance staff was interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Tim Houchens Facilities Maintenance Supervisor	City of Greenbelt Public Works	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facilities Maintenance Supervisor, City of Greenbelt Public Works, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 39 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- Pre-survey questionnaire, discussed below in 2.5.

2.5. Pre-Survey Questionnaire

A Pre-Survey Questionnaire was completed by the on-site project manager with input from the POC at the beginning of 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

May 17, 2018: Cloudy and rainy, with temperatures in the 60s (°F) and light winds.

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3. Accessibility and Property Research

3.1. 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.

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. One van-designated accessible parking space is required, and should be installed in the parking lot near the existing accessible parking spaces for cars.

Restrooms

- Add strobe fire alarms in bathrooms.

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

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

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4. Existing Building Assessment

4.1. Unit or Space Types

All 8,900 square feet of the building are occupied by a single occupant, the City of Greenbelt. The spaces consist of the basketball gymnasium, multi-purpose room, and computer room, and supporting restrooms, front lobby, administrative office, and utility closets.

4.2. Inaccessible Areas or Key Spaces Not Observed

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.

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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	WSSC	Good
Storm sewer	City of Greenbelt & PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	Washington Gas	Good

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite 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

Item	Description
Main Ingress and Egress	Cherrywood Lane
Access from	West
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	Concrete	10+ years	Fair
Parking Lot	Concrete pavers	4 years	Good
Drive Aisles	None	--	--
Service Aisles	None	--	--
Sidewalks	Concrete	10+ years	Fair
Curbs	Concrete	10+ years	Fair
Site Stairs	None	--	--
Pedestrian Ramps	None	--	--

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Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
54	-	-	-	-

Total Number of ADA Compliant Spaces	3
Number of ADA Compliant Spaces for Vans	0
Total Parking Spaces	54
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	Physical count

Exterior Stairs			
Location	Material	Handrails	Condition
None	None	None	--

Anticipated Lifecycle Replacements:

- Sidewalks

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.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☒	Good
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☒	Good
Pits	☐	--
Municipal System	☒	Good
Dry Well	☐	--

Anticipated Lifecycle Replacements:

- No components of significance

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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.
- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Generally flat, but slopes slightly toward the northeast property line.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☒	☒	☐	☐	☐	☐
Landscaping Condition	Good						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☐	☐	☐	☒			
Irrigation Condition	--						

Retaining Walls		
Type	Location	Condition
Timber	South elevation of the facility	Fair

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. On-going periodic maintenance is highly recommended.

5.5. General Site Improvements

Property Signage	
Property Signage	Building mounted
Street Address Displayed?	No

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Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☐	☒	☒	☐	☒
	Fair				
Building Lighting	None	Wall Mounted	Recessed Soffit		
	☐	☒	☒		
	Fair				

Site Fencing		
Type	Location	Condition
None	Insert Location here	--

Refuse Disposal				
Refuse Disposal	Individual garbage bins			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
N/A	None	None	No	--

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	Plastic and metal	Playground at east edge of property	Fair
Tennis Courts	None	--	--
Basketball Court	Asphalt	East side of property	Fair
Swimming Pool	None	--	--

Anticipated Lifecycle Replacements:

- Signage
- Exterior lighting
- Playground equipment
- Playground surfaces
- Basketball court seal coating
- Basketball backstops

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.
- The wood chip playground surface has worn away under the swing set. The wood chips should be replenished to the affected areas through the facility's routine maintenance program.

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6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Slab on grade with integral footings	Good
Basement and Crawl Space	None	--

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. There is no evidence of movement or water infiltration.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Masonry walls	Good
Ground Floor	Concrete slab	Good
Upper Floor Framing	--	--
Upper Floor Decking	--	--
Roof Framing	Wood joists, purlins, rafters	Good
Roof Decking	Plywood or OSB	Good

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.

6.3. Roofing

Primary Roof			
Type / Geometry	Shed Roof	Finish	Asphalt shingles

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Primary Roof			
Maintenance	Outside Contractor	Roof Age	2 Yrs
Flashing	Sheet metal	Warranties	Active 20-year warranty
Parapet Copings	None	Roof Drains	Gutters and downspouts
Fascia	None	Insulation	Fiberglass batts
Soffits	Concealed Soffits	Skylights	No
Attics	Wood joists with plywood sheathing	Ponding	No
Ventilation Source-1	NA	Leaks Observed	No
Ventilation Source-2	NA	Roof Condition	Good

The primary roof is located at the pitched roof sections.

Secondary Roof			
Type / Geometry	Flat	Finish	Single-ply membrane
Maintenance	Outside Contractor	Roof Age	2 Yrs
Flashing	Membrane	Warranties	Active 20-year warranty
Parapet Copings	Parapet with sheet metal coping	Roof Drains	Internal drains
Fascia	None	Insulation	Rigid Board
Soffits	None	Skylights	No
Attics	None	Ponding	Yes
Ventilation Source-1	NA	Leaks Observed	No
Ventilation Source-2	NA	Roof Condition	Good

The secondary roof is located at the flat roof sections.

Anticipated Lifecycle Replacements:

- Asphalt shingles
- TPO single-ply membrane

Actions/Comments:

- The roof finishes were reportedly installed in 2014. The roofs are reportedly covered by a 20-year warranty. 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 no active roof leaks. 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.
- Roof drainage generally 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.
- There is no evidence of moisture, water intrusion, or excessive daylight in the attics. The insulation in the attics appears to be adequate.

- Roof drainage at the upper level of the flat roof appears to be inadequate. Isolated areas of ponding and ponding stains are evident from dark debris buildup and staining around some drains and at some areas in the field of the roof. The low spots in the roof must be resloped with a topping compound to promote adequate drainage to existing drainage devices.
- The ladder providing access to the flat roof, located in the gymnasium, begins at approximately 8' above the finished floor, requiring personnel to stand on the top step of a stepladder to reach the metal roof access ladder. In addition, the ladder lacks a metal cage surround or other fall protection. For safety, the ladder should be replaced or modified to provide improved safety for maintenance personnel.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Brick veneer	Fair
Secondary Finish	Vinyl siding	Good
Accented with	--	--
Soffits	Concealed	Fair

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

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. .

6.5. Exterior and Interior Stairs

Not applicable. There are no exterior or interior stairs.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed, fixed	Double glaze	Clerestory above multipurpose room	☐	Fair
Aluminum framed storefront	Double glaze	Facility entrances	☐	Good
Curtain wall	Double glaze	Throughout facility	☐	Good

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Building Doors		
	Door Type	Condition
Main Entrance Doors	Partially glazed, metal framed with mechanical openers	Good
Secondary Entrance Doors	Partially glazed, metal framed	Good
Service Doors	Metal, hollow	Fair
Overhead Doors	Aluminium	Fair

Anticipated Lifecycle Replacements:

- Windows
- Exterior doors
- Overhead door

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.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

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7. Building Mechanical and Plumbing Systems

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Individual Units	
Primary Components	Package units
Cooling (if separate from above)	performed via components above
Quantity and Capacity Ranges	3 units ranging from 12 tons to 15 tons
Total Heating or Cooling Capacity	42 tons
Heating Fuel	Natural gas
Location of Equipment	Rooftop
Space Served by System	Throughout building
Age Ranges	Vary from 1998 to 2011
Primary Component Condition	Fair

Controls and Ventilation	
HVAC Control System	Individual non-programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Natural ventilation only
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Package units
- HVAC controls

Actions/Comments:

- The HVAC systems are maintained by the in-house maintenance staff. 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.
- The HVAC equipment generally appears to be functioning adequately overall. The maintenance staff was interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported and an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement.
- The package unit serving the multi-purpose room and lobby is past its EUL. The unit reportedly is still functional, and appears to have been reasonably well maintained, but it is likely that it will require replacement within the next 3 to 5 years.

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7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Fair
Waste/Sewer Piping	PVC	Fair
Vent Piping	PVC	Fair
Water Meter Location	Vault at site	

Domestic Water Heaters or Boilers	
Components	Water Heaters
Fuel	Electric
Quantity and Input Capacity	1 unit at 54 kW
Storage Capacity	1 unit at 120 gallons
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	No
Storage Tank Quantity & Volume	N/A
Quantity of Storage Tanks	0
Storage Tank Condition	NA
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	1.6 GPF
Common Area Faucet Nominal Flow Rate	2.0 GPM
Condition	Fair

Anticipated Lifecycle Replacements:

- Water heater
- Toilets
- Urinal
- Sinks
- Service sink
- Drinking fountains

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

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- The domestic water heater is almost thirty years past its EUL. The unit is reportedly still functional but should be replaced within the next three to five years, if not sooner.
- The facility reportedly does not have a domestic backflow preventer. A unit should be installed in the short term.

7.3. Building Gas Distribution

Gas service is supplied from the gas main on the adjacent public street. The gas meter and regulators are located along the exterior wall at the rear elevation of the building. The gas distribution piping within the 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 regulators 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.

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	400 Amps	Volts	277/480 Volt, three-phase
Meter & Panel Location	Electrical room	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	Yes
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	Generally T-8s, with LED lights in the gymnasium		
Main Distribution Condition	Fair		
Secondary Panel and Transformer Condition	Fair		
Lighting Condition	Fair		

Anticipated Lifecycle Replacements:

- Circuit breaker panels
- Interior light fixtures
- Transformer
- Safety switch on main switch gear

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.

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- The building's electrical components are generally original. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panels and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

7.5. Building Elevators and Conveying Systems

Not applicable. There are no elevators or conveying systems.

7.6. Fire Protection and Security Systems

Item	Description					
Type	None					
Fire Alarm System	Central Alarm Panel	☒	Battery-Operated Smoke Detectors	☐	Alarm Horns	☒
	Annunciator Panels	☐	Hard-Wired Smoke Detectors	☒	Strobe Light Alarms	☐
	Pull Stations	☐	Emergency Battery-Pack Lighting	☐	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					
Sprinkler System	None	☒	Standpipes	☐	Backflow Preventer	☐
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐
Suppression Condition	--					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	Electrical room		1998			
Fire Extinguishers	Last Service Date		Servicing Current?			
	July 2017		Yes			
Hydrant Location	Adjacent street					
Siamese Location	N/A					
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System		☐	

Anticipated Lifecycle Replacements:

- Alarm devices and system
- Fire extinguishers
- Illuminated EXIT signs
- Defibrillator

Actions/Comments:

- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

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- 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 comprehensive 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. A budgetary cost is included.
- The central alarm panel appears to have been last replaced in 1998. Based on its age and because replacement parts and components for this type of equipment may be obsolete, the alarm panel requires replacement.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used as a recreational facility for the City of Greenbelt.

The most significant interior spaces include the basketball gymnasium, multi-purpose room, and computer room. Supporting areas include hallways, restrooms, the front lobby, an administrative office, and utility closets.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Vinyl tile	Throughout building	Fair
Hardwood	Gymnasium	Fair
Ceramic tile	Restrooms	Good
Unfinished	Utility rooms	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Painted drywall	Multi-purpose room	Fair
Painted CMU	Throughout building	Fair
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Suspended T-bar (Acoustic)	Throughout building	Fair
Painted drywall	Multi-purpose room	Fair
Exposed structure	Gymnasium, utility rooms	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood	Fair
Door Framing	Metal	Fair
Fire Doors	No	--

Anticipated Lifecycle Replacements:

- Vinyl tile
- Maple sports floor sanding and refinishing
- Interior paint

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- Interior glazing
- Suspended acoustic ceiling tile
- Interior doors
- Door hardware
- Toilet partitions
- Basketball backstops

Actions/Comments:

- It appears that the interior finishes have not been renovated within the last 10 years. The maple sports floor in the gymnasium was reportedly replaced approximately 10 years ago.
- 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.

8.2. Commercial Kitchen & Laundry Equipment

Not applicable. There is no commercial kitchen or laundry equipment.

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9. Other Structures

An accessory clubhouse building is located to the west of the main recreation center building. The clubhouse building is a wood-framed structure on a concrete slab, finished with wood clapboard shingles and brick veneer, with asphalt shingles at the roof. The building was formerly a golf clubhouse and is currently used an accessory area for events put on by the recreation center.

Anticipated Lifecycle Replacements:

- Exterior lighting
- Asphalt shingle roof
- Exterior windows
- Exterior doors
- Furnace
- Condensing unit
- Water heater
- Toilets
- Sinks
- Drinking fountain
- Distribution panel
- Secondary transformer
- Interior painting

Actions/Comments:

- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.
- Termite damage was observed at the interior side of the exterior walls of the building, and termite damage and infestation was reported by the POC. Removal of the exterior wood siding and thorough treatment by a pest management company is recommended.
- Trees are touching the exterior façade in a few places at the west side of the building. These tree branches should be trimmed as part of the routine maintenance program.
- The south-facing exterior door appears to be pulling loose on its hinges, resulting in cracked caulking and difficulty in closing the door. The door must be repaired, and the exterior frame re-caulked. The cost for this work is anticipated to be relatively minimal and should be addressed through the routine maintenance program.

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10. Certification

The City of Greenbelt retained EMG to perform this Facility Condition Assessment in connection with its continued operation of the Springhill Lake Recreation Center, 6101 Cherrywood Lane, Greenbelt, Maryland, the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

Prepared by: Justin Dunn,
Project Manager

Reviewed by:

Kathleen Sullivan
Technical Report Reviewer for
Bill Champion, Senior Program Manager
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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

#1:	COVER PHOTO

#2:	FRONT ELEVATION

#3:	LEFT ELEVATION

#4:	REAR ELEVATION

#5:	RIGHT ELEVATION

#6:	CLUBHOUSE ACCESSORY BUILDING

#7:	PARKING LOT PAVERS

#8:	CONCRETE SIDEWALK

#9:	LANDSCAPING

#10:	BASKETBALL COURT AND PLAYGROUND IN BACKGROUND

#11:	PITCHED ROOF STRUCTURE

#12:	FLAT ROOF STRUCTURE

#13:	ASPHALT SHINGLE PITCHED ROOF

#14:	PITCHED ROOF DRAINAGE

#15:	SINGLE-PLY MEMBRANE ROOF

#16:	SINGLE-PLY MEMBRANE ROOF DRAINAGE

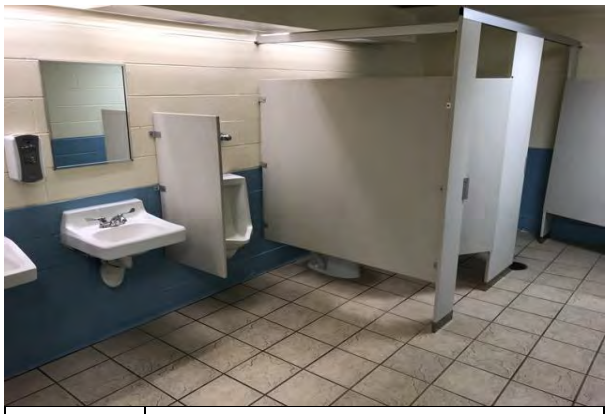
#17:	BRICK FACADE

#18:	VINYL SIDING AT EXTERIOR WALLS

#19:	NEWER PACKAGED UNIT (RTU)

#20:	OLDER PACKAGED UNIT (RTU)

#21:	DOMESTIC WATER HEATER



#22:	PLUMBING FIXTURES

#23:	EXTERIOR LIGHTING

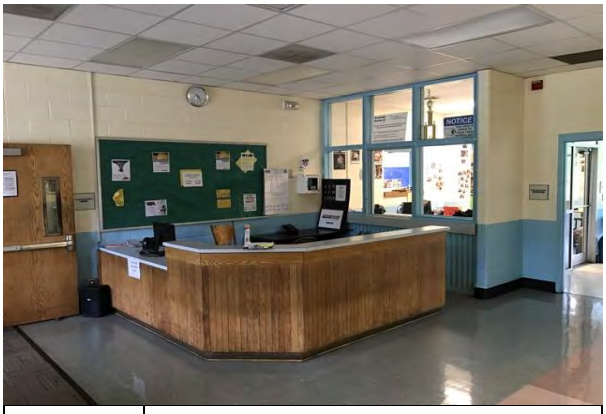
#24:	INTERIOR LIGHTING

#25:	ELECTRICAL DISTRIBUTION AND METER

#26:	ELECTRICAL DISTRIBUTION WITH STEP-DOWN TRANSFORMER

#27:	FIRE ALARM CONTROL PANEL

#28:	FIRE EXTINGUISHER



#29:	ENTRANCE LOBBY

#30:	OFFICE

#31:	GYMNASIUM

#32:	MULTI-PURPOSE ROOM

#33:	COMPUTER ROOM

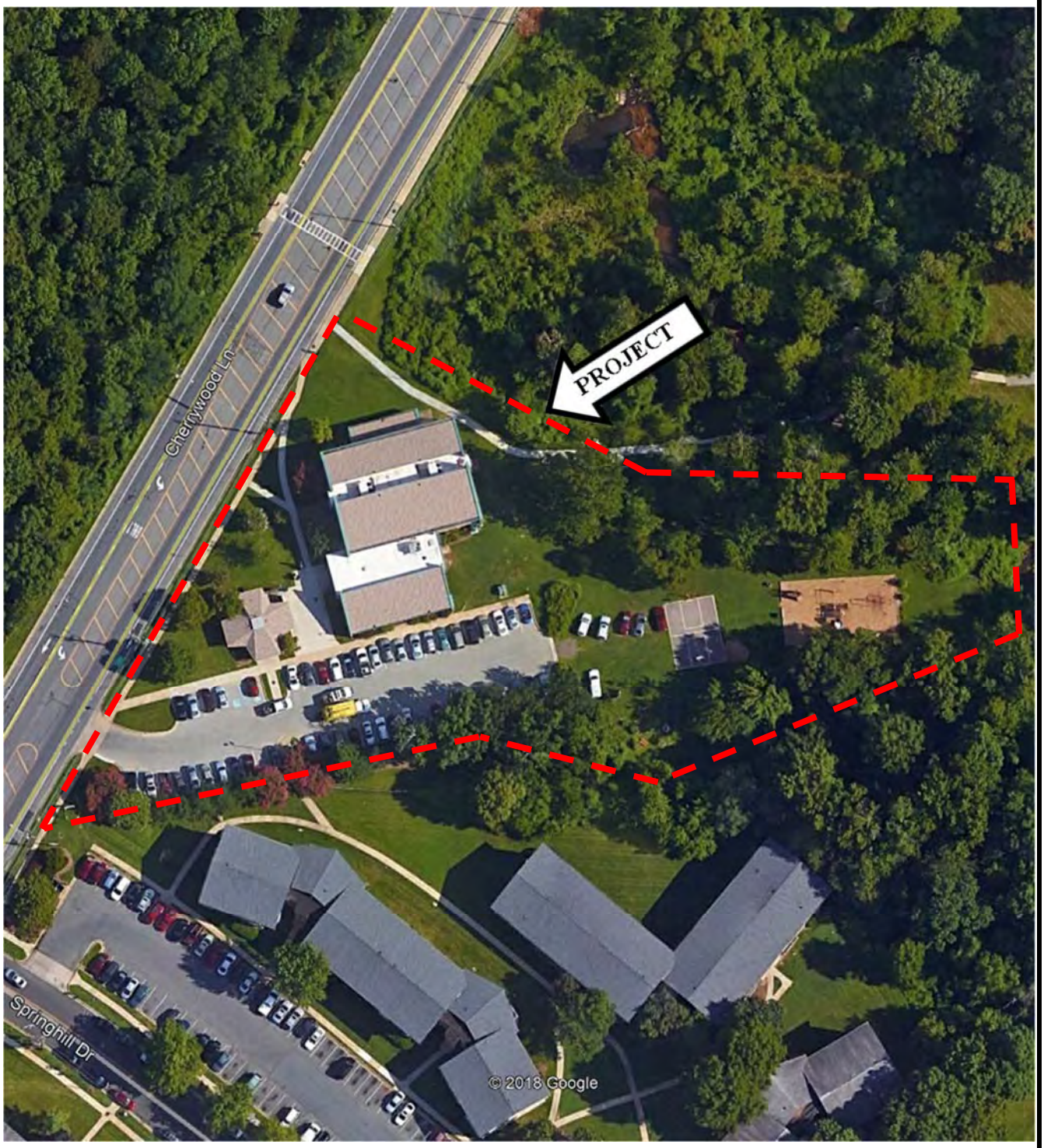
#34:	ELECTRICAL/FIRE ALARM ROOM

#35:	JANITOR CLOSET

#36:	TERMITE DAMAGE AT CLUBHOUSE ACCESSORY BUILDING

Appendix B:
Site Plan

Site Plan



emg	**Project Name:** Greenbelt/Springhill Lake Recreation Center	**Project Number:** 131700.18R000-010.322
	Source: Google Earth	**On-Site Date:** May 18, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: May 18, 2018

Property Name: Greenbelt/Springhill Lake Recreation Center

EMG Project Number: 131700.18R000-010.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?		✓		
2	Have any ADA improvements been made to the property?		✓		
3	Does a Transition Plan / Barrier Removal Plan exist for the property?		✓		
4	Has building ownership or management received any ADA related complaints that have not been resolved?		✓		
5	Is any litigation pending related to ADA issues?		✓		
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?	✓			54 total parking spaces; 3 accessible spaces required; 3 provided.
2	Are there sufficient van-accessible parking spaces available?		✓		1 van-accessible space required; 0 provided.
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?	✓			
4	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?	✓			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	✓			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?	✓			
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)			✓	No ramps.
2	Are ramps that appear longer than 6 ft complete with railings on both sides?			✓	
3	Does the width between railings appear at least 36 inches?			✓	

	Ramps (cont.)	Yes	No	NA	Comments
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			✓	
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	✓			
2	If the main entrance is inaccessible, are there alternate accessible entrances?			✓	Main entrance is accessible.
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	✓			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	✓			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	✓			
3	Is there a path of travel that does not require the use of stairs?	✓			
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			✓	No elevators or lifts.
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 hoist way entrance as well as all cab/call buttons?			✓	
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	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			✓	
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			✓	

	Toilet Rooms	Yes	No	NA	Comments
1	Are common area public restrooms located on an accessible route?	✓			Based on designated-accessible men's room off main lobby.
2	Are pull handles push/pull or lever type?	✓			
3	Are there audible and visual fire alarm devices in the toilet rooms?		✓		No strobe alarm observed.
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	✓			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60" turning diameter)?	✓			
6	In unisex toilet rooms, are there safety alarms with pull cords?			✓	Pull cord alarm system not present at facility.
7	Are toilet stall doors wheelchair accessible (appear to be at least 32" wide)?	✓			
8	Are grab bars provided in toilet stalls?	✓			
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 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?	✓			
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			✓	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			✓	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			✓	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.			✓	
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?			✓	
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			✓	
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			✓	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

EMG FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Springhill Lake Rec Center

Name of person completing form: Tim Houchens

Title / Association with property: Facilities Maintenance Supervisor

Length of time associated w/ property: ~39 years

Date Completed: 5/18/2018

Phone Number: 301-474-8004

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	1970		
2	Building size in SF	8900		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Façade	2015	storefronts - 2015 vinyl siding - 2015 gym windows - 2015
		Roof	2016	brand new - 2016
		Interiors	varies	gym floor - ~10 years
		HVAC	varies	gym ~5 game room/lobby ~15
		Electrical	original	
		Site Pavement	~2014	~4 years
		Accessibility	none	

QUESTION		RESPONSE
4	List other significant capital improvements (focus on recent years; provide approximate date).	see details above
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	solar panels - prep started @ roof
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	None

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

	QUESTION	RESPONSE				COMMENTS
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?		✓			
8	Are there any wall, window, basement or roof leaks?		✓			
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 your elevators unreliable, with frequent service calls?				✓	
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 lighting?		✓			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		✓			wet ground around building
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, and 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.

FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Theatre
129 Centerway Drive
Greenbelt, Maryland 20770

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:
Bill Champion
Senior Program Manager
800.733.0660 x6234
bchampion@emgcorp.com

EMG Project Number: 131700.18R000-005.322

Date of Report: July 26, 2018

On Site Date: May 10, 2018

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Immediate Repairs Report

7/26/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Greenbelt Theatre / Basement	7.1	934480	Chiller, Compressor, 20 Ton, Replace	1	EA	$49,323.77	$49,324	**$47,893**
Greenbelt Theatre / Basement	7.1	934479	Chiller, Compressor, 15 Ton, Replace	1	EA	$49,323.77	$49,324	**$47,893**
Greenbelt Theatre / Basement	7.1	934482	Air Handler, Exterior, 15,000 CFM, Replace	1	EA	$70,713.29	$70,713	**$68,663**
Greenbelt Theatre / Basement	7.1	973912	Air Handler, Exterior, 15,000 CFM, Replace	1	EA	$70,713.29	$70,713	**$68,663**
Greenbelt Theatre / Basement	7.6	934463	Emergency/Exit Combo LED, Replace	4	EA	$687.51	$2,750	**$2,670**
Greenbelt Theatre / Roof	6.3	934461	Roof, Single-Ply EPDM Membrane, Replace	15000	SF	$10.52	$157,800	**$153,224**
Greenbelt Theatre / Roof	6.3	934462	Landscaping, Mature Tree, Remove/Trim	1	EA	$1,239.70	$1,240	**$1,204**
Immediate Repairs Total								**$390,210**

* Location Factor included in totals.

Replacement Reserves Report

7/26/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Greenbelt Theatre	5.2	934653	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	20	10	5000	SF	$8.74	$43,695											$43,695										**$43,695**
Greenbelt Theatre	5.5	934416	Flood Light, Exterior, 100 W, Replace	20	5	15	10	EA	$966.60	$9,666																$9,666					**$9,666**
Greenbelt Theatre	5.5	934474	Pole Light, Exterior, 105 to 200 W LED (Fixture & Bracket Arm Only), Replace	20	15	5	18	EA	$3,207.21	$57,730						$57,730															**$57,730**
Greenbelt Theatre	6.4	934418	Exterior Wall, Painted Surface, 1-2 Stories, Prep & Paint	10	7	3	10000	SF	$2.79	$27,874				$27,874										$27,874							**$55,749**
Greenbelt Theatre	6.6	934661	Window, Steel Fixed 24 SF, 1-2 Stories, Replace	30	28	2	5	EA	$1,273.21	$6,366			$6,366																		**$6,366**
Greenbelt Theatre	7.2	934429	Toilet, Flush Tank (Water Closet), Replace	20	5	15	5	EA	$1,024.55	$5,123																$5,123					**$5,123**
Greenbelt Theatre	7.2	934431	Urinal, Vitreous China, Replace	20	5	15	2	EA	$1,158.83	$2,318																$2,318					**$2,318**
Greenbelt Theatre	7.2	934451	Drinking Fountain, Vitreous China, Replace	15	5	10	1	EA	$1,882.76	$1,883											$1,883										**$1,883**
Greenbelt Theatre	7.2	934430	Bathroom Vanity Cabinet, Wood, with Cultured Marble Sink Top, 24 to 30", Replace	20	5	15	4	EA	$1,051.44	$4,206																$4,206					**$4,206**
Greenbelt Theatre	7.4	934415	Building/Main Switchgear, 480 Y, 277 V, 2,400 Amp, Replace	30	25	5	1	EA	$302,915.09	$302,915						$302,915															**$302,915**
Greenbelt Theatre	7.4	934454	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	16	14	1	EA	$7,720.42	$7,720															$7,720						**$7,720**
Greenbelt Theatre	7.4	934475	LED Lighting Fixture, Basic, 20 W, Replace	20	2	18	100	EA	$174.96	$17,496																			$17,496		**$17,496**
Greenbelt Theatre	7.6	934428	Fire Extinguisher - Type ABC, Replace	15	3	12	4	EA	$305.80	$1,223													$1,223								**$1,223**
Greenbelt Theatre	7.6	934453	Fire Alarm Control Panel, Multiplex, Replace	15	7	8	1	EA	$4,160.10	$4,160									$4,160												**$4,160**
Greenbelt Theatre	7.6	934426	Fire Alarm System, Office Building, Install	20	10	10	6400	SF	$2.29	$14,663											$14,663										**$14,663**
Greenbelt Theatre	7.6	934449	Emergency/Exit Combo LED, Replace	10	5	5	10	EA	$667.57	$6,676						$6,676										$6,676					**$13,351**
Greenbelt Theatre	8.1	944652	Interior Door, Wood Solid-Core, Replace	20	2	18	5	EA	$1,381.84	$6,909																			$6,909		**$6,909**
Greenbelt Theatre	8.1	934798	Interior Wall Finish, General Surface, Prep & Paint	8	3	5	4000	SF	$1.41	$5,632						$5,632								$5,632							**$11,264**
Greenbelt Theatre	8.1	934432	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	7	3	2000	SF	$7.05	$14,092				$14,092										$14,092							**$28,183**
Greenbelt Theatre / Basement	7.1	934477	Boiler, Gas, 1,000 MBH, Replace	25	23	2	1	EA	$30,369.59	$30,370			$30,370																		**$30,370**
Greenbelt Theatre / Basement	7.1	934480	Chiller, Compressor, 20 Ton, Replace	25	25	0	1	EA	$47,893.38	$47,893	$47,893																				**$47,893**
Greenbelt Theatre / Basement	7.1	934479	Chiller, Compressor, 15 Ton, Replace	25	25	0	1	EA	$47,893.38	$47,893	$47,893																				**$47,893**
Greenbelt Theatre / Basement	7.1	934482	Air Handler, Exterior, 15,000 CFM, Replace	15	15	0	1	EA	$68,662.60	$68,663	$68,663															$68,663					**$137,325**
Greenbelt Theatre / Basement	7.1	973912	Air Handler, Exterior, 15,000 CFM, Replace	15	15	0	1	EA	$68,662.60	$68,663	$68,663															$68,663					**$137,325**
Greenbelt Theatre / Basement	7.2	934481	Water Heater, Electric, Residential, 80 GAL, Replace	15	4	11	1	EA	$2,852.22	$2,852												$2,852									**$2,852**
Greenbelt Theatre / Basement	7.2	944653	Grease Trap/Interceptor, Undercounter, Replace	10	2	8	1	EA	$1,602.15	$1,602									$1,602										$1,602		**$3,204**
Greenbelt Theatre / Basement	7.4	934478	Distribution Panel, 208 Y, 120 V, 600 Amp, Replace	30	17	13	1	EA	$11,675.12	$11,675														$11,675							**$11,675**
Greenbelt Theatre / Basement	7.6	934463	Emergency/Exit Combo LED, Replace	10	10	0	4	EA	$667.57	$2,670	$2,670										$2,670										**$5,341**
Greenbelt Theatre / Projector Booth	7.1	934460	Ductless Split System, Multi Zone, 2 1/2 TON, Replace	15	13	2	1	EA	$3,474.94	$3,475			$3,475															$3,475			**$6,950**
Greenbelt Theatre / Projector Booth	7.4	934455	Distribution Panel, 208 Y, 120 V, 225 Amp, Replace	30	16	14	1	EA	$7,720.42	$7,720															$7,720						**$7,720**
Greenbelt Theatre / Roof	6.3	934461	Roof, Single-Ply EPDM Membrane, Replace	20	20	0	15000	SF	$10.21	$153,224	$153,224																				**$153,224**
Greenbelt Theatre / Roof	6.3	934462	Landscaping, Mature Tree, Remove/Trim	20	20	0	1	EA	$1,203.75	$1,204	$1,204																				**$1,204**
Greenbelt Theatre / Roof	7.1	934468	Drycooler/Condenser, Air-Cooled, 20 Ton, Replace	15	14	1	1	EA	$12,731.46	$12,731		$12,731															$12,731				**$25,463**
Greenbelt Theatre / Roof	7.1	934467	Drycooler/Condenser, Air-Cooled, 15 Ton, Replace	15	14	1	1	EA	$8,389.69	$8,390		$8,390															$8,390				**$16,779**
Greenbelt Theatre / Roof	7.1	934470	Ductless Split System, Multi Zone 4 Ton Fan Coil Unit, Replace	15	10	5	1	EA	$3,474.94	$3,475						$3,475															**$3,475**
Greenbelt Theatre / Roof	7.1	934472	Exhaust Fan, Roof Mounted, 3,000 CFM, Replace	15	4	11	1	EA	$2,682.74	$2,683												$2,683									**$2,683**
Greenbelt Theatre / Roof	7.1	934473	Exhaust Fan, Roof Mounted, 2,500 CFM, Replace	15	4	11	1	EA	$2,682.74	$2,683												$2,683									**$2,683**
Greenbelt Theatre / Roof	7.1	934471	Packaged Unit (RTU), 5 Ton, Replace	15	3	12	1	EA	$10,913.35	$10,913													$10,913								**$10,913**
Greenbelt Theatre / Upper Office	7.1	934457	Ductless Split System, Multi Zone (per 1 to 2 Ton Fan Coil Unit), Replace	15	13	2	1	EA	$3,474.94	$3,475			$3,475															$3,475			**$6,950**
Totals, Unescalated											**$390,210**	**$21,121**	**$43,686**	**$41,966**	**$0**	**$376,427**	**$0**	**$0**	**$5,762**	**$0**	**$62,911**	**$8,218**	**$12,137**	**$59,273**	**$15,441**	**$165,313**	**$21,121**	**$6,950**	**$26,007**	**$0**	**$1,256,543**
Totals, Escalated (3.0% inflation, compounded annually)											**$390,210**	**$21,755**	**$46,346**	**$45,858**	**$0**	**$436,383**	**$0**	**$0**	**$7,299**	**$0**	**$84,547**	**$11,375**	**$17,304**	**$87,045**	**$23,356**	**$257,553**	**$33,893**	**$11,487**	**$44,276**	**$0**	**$1,518,685**

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. Descriptions that are more detailed may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	129 Centerway Drive, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	1938 Renovated in 2015
Current Occupants:	Friends of Greenbelt Theater Commercial and Nonprofit tenants
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Theater
Site Area:	1.0 acre (estimated)
Building Area:	6,400 SF (Building approximately 15,000 sf)
Number of Buildings:	1
Number of Stories:	1 story w/ mezzanine level for projection
Parking Type and Number of Spaces:	None
Building Construction:	Masonry bearing walls and concrete decks.
Roof Construction:	Flat roofs with built-up membrane.
Exterior Finishes:	Brick Veneer
Heating, Ventilation & Air Conditioning:	Central system with a boiler, 2 air-cooled condensers and 2 antiquated compressors with a single air handler. Supplemental components: Rooftop Package Unit and Variable Volume Ductless Split System w/ 2 Evaporator units.
Fire and Life/Safety:	Fire sprinklers(limited to backstage), hydrants, smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, exit signs.
Dates of Visit:	May 10, 2018
On-Site Point of Contact (POC):	Tim Houchens
Assessment and Report Prepared by:	Emrah Doker
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

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Systemic Condition Summary			
Site	Fair	HVAC	Poor
Structure	Fair	Plumbing	Fair
Roof	Fair	Electrical	Fair
Vertical Envelope	Good	Elevators	Fair
Interiors	Fair	Fire	Good

The following bullet points highlight the most significant short term and modernization recommendations:

- Replacement of flat portions of roof
- Repainting of exterior brick walls
- Replacement of windows
- Replacement of air cooled condensers
- Replacement of chillers
- Replacement of boiler
- Replacement of air handler
- Replacement of HVAC system

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

According to property management personnel, the property has had an active capital improvement expenditure program over the past three years, primarily consisting of new package unit, exterior doors and interior painting. Supporting documentation was not provided in support of these claims but some of the work is evident.

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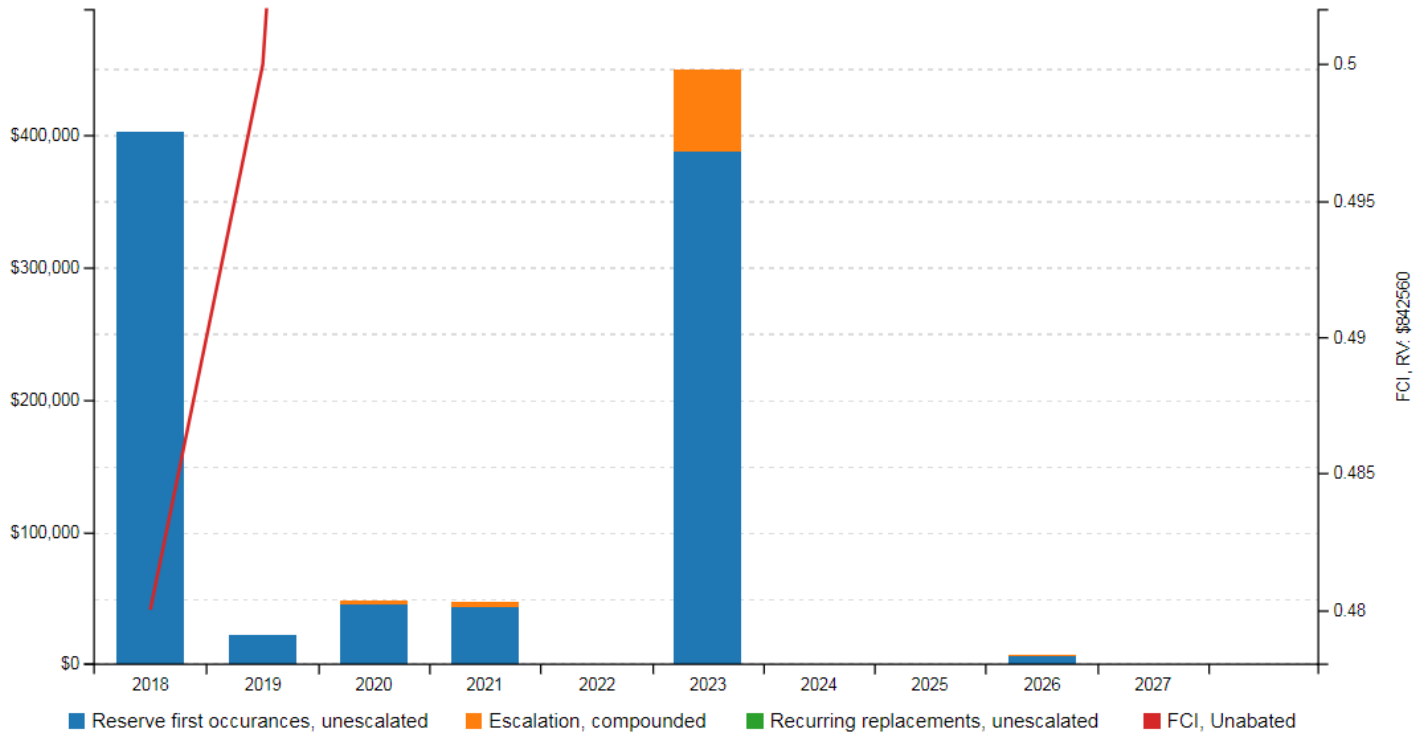
1.2. Facility Condition Index (FCI)



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	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)	.48	Poor
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	1.15	Very Poor
Current Replacement Value (CRV)	6,400 SF * 131.65 / SF = $842,560	
Year **1** (Current Year) - Immediate Repairs (IR)	$ 401,864	
Years **1-10** – Replacement Reserves (RR)	$ 976,159	

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- Add fire suppression to remainder of space
- Replacement of nonfunctioning basement exit lights
- Trimming branches of trees overhanging roof.

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, 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 fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. 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.

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.

1.4.1. 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.

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1.4.2. 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.

1.4.3. 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.

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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, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

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2.3. Personnel Interviewed

The maintenance staff and building engineers were interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility and government agencies were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Tim Houchens Facility Maintenance Supervisor	Greenbelt Theatre	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facility Maintenance Supervisor, Company, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 30 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- No documents were available for review.

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

May 10, 2018: Clear, with temperatures in the 70s (°F) and light winds.

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3. Accessibility and Property Research

3.1. 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.

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

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

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4. Existing Building Assessment

4.1. Unit or Space Types

The following table identifies the reported unit types and mix at the subject property.

6,400 square feet of the building is occupied by the City of Greenbelt. The spaces are mostly a lobby, theater, backstage and supporting restrooms, administrative offices, mechanical and other utility spaces.

Unit Types and Mix		
	Type	Floor Area (Sf)
	Greenbelt Theater	6,400
	Commercial tenants	Yes
	Nonprofit tenants	Yes

4.2. Inaccessible Areas or Key Spaces Not Observed

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.

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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	WSSC	Good
Storm sewer	City of Greenbelt & PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	Washington Gas	Good

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as emergency electrical generators, septic systems, water or wastewater treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Centerway Drive
Access from	South
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	None	-	--
Parking Lot	None	-	--
Drive Aisles	None	-	--
Service Aisles	None	-	--
Sidewalks	Concrete	>20 years	Fair
Curbs	Concrete	>20 years	Fair
Site Stairs	None	-	--
Pedestrian Ramps	None	-	--

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Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
0	0	0	0	0

Total Number of ADA Compliant Spaces	0
Number of ADA Compliant Spaces for Vans	0
Total Parking Spaces	0
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	Physical count

Exterior Stairs			
Location	Material	Handrails	Condition
None	None	None	--

Anticipated Lifecycle Replacements:

- Concrete Sidewalks

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.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☐	--
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☒	Good
Pits	☐	--
Municipal System	☒	Good
Dry Well	☐	--

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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.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Mostly flat						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☐	☐	☐	☐	☒	☐
Landscaping Condition	Good						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☐	☐	☐	☒			
Irrigation Condition	--						

Retaining Walls		
Type	Location	Condition
None	-	--

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.
- Property has mature trees overhanging roof and dropping debris causing internal roof drains to be blocked. Mature trees overhanging front roof need to be trimmed.

5.5. General Site Improvements

Property Signage	
Property Signage	Monument
Street Address Displayed?	No

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Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☐	☒	☐	☐	☐
	Fair				
Building Lighting	None	Wall Mounted	Recessed Soffit		
	☐	☐	☒		
	Good				

Site Fencing		
Type	Location	Condition
None	-	--

Refuse Disposal				
Refuse Disposal	Common area dumpsters			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
Behind the Theater	Asphalt paving	None	Yes	Good

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None	-	--
Tennis Courts	None	-	--
Basketball Court	None	-	--
Swimming Pool	None	-	--

Anticipated Lifecycle Replacements:

- Exterior pole lighting
- Exterior recessed LED Lighting

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.
- Replace park pole lights with LED light fixtures at the end of their lifecycle.

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6. Building Architectural and Structural Systems

6.1. Foundations

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

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The foundation systems are exposed. There are no significant signs of settlement, deflection, or movement. The basement & crawl walls appear intact and structurally sound. There is no evidence of movement or water infiltration from the walls or piping.

There is minor amount of water intrusion into the basement from main door. This doorway needs to be sealed and drain in front of basement needs to be cleaned and maintained. This should be considered general maintenance.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Cast-in-place concrete	Fair
Ground Floor	Concrete slab	Fair
Upper Floor Framing	Concrete beams	Fair
Upper Floor Decking	Concrete, cast-in-place	Fair
Roof Framing	Concrete beams	Fair
Roof Decking	Concrete, cast-in-place	Fair

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.

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6.3. Roofing

Primary Roof			
Type / Geometry	Flat	Finish	Single-ply membrane
Maintenance	In-house Staff	Roof Age	>20 years
Flashing	Membrane	Warranties	None
Parapet Copings	Parapet with sheet metal coping	Roof Drains	Internal drains
Fascia	Metal Panel	Insulation	Rigid Board
Soffits	None	Skylights	No
Attics	Cast in place	Ponding	No
Ventilation Source-1	Power Vents	Leaks Observed	No
Ventilation Source-2	Power Vents	Roof Condition	Fair

The primary roof is located above the entire building and has multiple levels.

Anticipated Lifecycle Replacements:

- EPDM roof membrane

Actions/Comments:

- The roof finishes were reportedly installed in 1990s. Information regarding roof warranties or bonds was not available. Roofs are maintenance by in-house staff.
- According to the POC, there are no 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.
- 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.
- There is no evidence of moisture, water intrusion, or excessive daylight in the attics. The insulation in the attics appears to be adequate.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Brick veneer	Fair
Secondary Finish	Brick veneer	Fair
Accented with	None	--
Soffits	Not Applicable	--

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

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Anticipated Lifecycle Replacements:

- Exterior paint
- Caulking (as part of maintenance plan)

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. Future lifecycle replacements of the components listed above will be required.

6.5. Exterior and Interior Stairs

Building Exterior and Interior Stairs					
Type	Description	Riser	Handrail	Balusters	Condition
Building Exterior Stairs	None	-	-	-	-
Building Interior Stairs	Metal Circular	Open	Metal	Metal	Fair
Building Interior Stairs	Wood-framed	Closed	Wood	Wood	Fair

Anticipated Lifecycle Replacements:

- No components of significance

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.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Steel framed, operable	Single glaze	Throughout	☐	Poor

Building Doors		
Main Entrance Doors	Door Type	Condition
	Mahogany	Good
Secondary Entrance Doors	Mahogany	Good
Service Doors	Mahogany	Good
Overhead Doors	None	--

Anticipated Lifecycle Replacements:

- Windows

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Actions/Comments:

- This covers the windows at the upper level. The windows are antiquated, energy-inefficient units with single-pane glazing. All of the windows are difficult to open and close. Window replacement is recommended.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

7. Building Mechanical and Plumbing Systems

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.

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Building Central Heating System	
Primary Heating System Type	Hot water boilers
Quantity and Capacity of Major Components	1 boilers at 900 MBH
Total Heating Capacity	900 MBH
Heating Fuel	Natural gas
Location of Major Equipment	Mechanical rooms
Space Served by System	Entire building
Age Ranges	>25 Years
Boiler Condition	Poor
Heat Exchanger Condition	--

Building Central Cooling System	
Primary Cooling System Type	Air-cooled chillers
Quantity and Capacity of Major Components	2 chillers at 20 tons each
Total Cooling Capacity	40 tons
Refrigerant	R-22
Cooling Towers	None
Location of Major Equipment	Mechanical rooms & exterior
Space Served by System	Entire building
Age Ranges	Air cooled condensers from 1970s, Compressors 1937
Chiller Condition	Poor
Cooling Tower Condition	--

Distribution System	
HVAC Water Distribution System	Two-pipe
Heating Water Circulation Pump Size & Quantity	N/A
Chilled Water Circulation Pump Size & Quantity	N/A

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Distribution System	
Condenser Water Circulation Pump Size & Quantity	N/A
Pump Condition	--
Air Distribution System	Constant volume
Quantity and Capacity of Air Handlers	1 air handler at 15,000 CFM (estimated)
Location of Air Handlers	Mechanical rooms
Large Spaces the Larger Dedicated AHU's Serve	NA
Age of Air Handlers	Original 1937
Air Handler Condition	Poor
Terminal Units	None
Quantity and Capacity of Terminal Units	-
Location of Terminal Units	--
Spaces Served by Terminal Units	-
Terminal Unit Condition	--

Supplemental Components	
Supplemental Component #1	Ductless mini-split systems
Location / Space Served	Upper Office
Condition	Fair
Supplemental Component #2	Ductless mini-split systems
Location / Space Served	Projection Room
Condition	Fair
Supplemental Component #3	Ductless mini-split systems
Location / Space Served	Lobby
Condition	Fair
Supplemental Component #4	Package units
Location / Space Served	Lobby
Condition	Good

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Controls and Ventilation	
HVAC Control System	Individual non-programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Roof top exhaust fans
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Boiler
- Chillers (original compressors)
- Air handling unit
- Air Cooled Condensers
- Package Rooftop Unit
- Ductless mini split units
- Rooftop exhaust fans

Actions/Comments:

- HVAC systems are maintained by the in-house maintenance staff.
- The HVAC equipment appears original from 1937. HVAC equipment is replaced on an "as needed" basis and have been repaired many times and never been replaced except the rooftop units.
- HVAC system is in poor shape and needs an overhaul. Air-cooled condensers, boiler, air handler and compressors are all in poor condition. It is recommended to replace the HVAC equipment in near future.

7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Fair
Waste/Sewer Piping	Cast iron	Fair
Vent Piping	Cast iron	Fair
Water Meter Location	Boiler Room	

Domestic Water Heaters or Boilers	
Components	Water heater
Fuel	Electric
Quantity and Input Capacity	1 units at 4500 Watts
Storage Capacity	80 gallons
Boiler or Water Heater Condition	Good
Supplementary Storage Tanks?	No

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Domestic Water Heaters or Boilers	
Storage Tank Quantity & Volume	N/A
Quantity of Storage Tanks	N/A
Storage Tank Condition	--
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	2.2 GPF
Common Area Faucet Nominal Flow Rate	2.5 GPM
Condition	Good

Anticipated Lifecycle Replacements:

- Water heater
- Toilets
- Urinals
- Sinks
- Drinking fountain
- Grease trap

Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

Gas service is supplied from the gas main on the adjacent public street. The gas meters and regulators are located along the exterior walls of the buildings. The gas distribution piping within the 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 meters and regulators 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.

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7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	2,000 Amps	Volts	277/480 Volt, three-phase
Meter & Panel Location	Boiler Room	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	All LED		
Main Distribution Condition	Fair		
Secondary Panel and Transformer Condition	Fair		
Lighting Condition	Good		

Building Emergency System			
Size	N/A	Fuel	None
Generator / UPS Serves	-	Tank Location	None
Testing Frequency	-	Tank Type	None
Generator / UPS Condition	--		

Anticipated Lifecycle Replacements:

- Main distribution panel
- Circuit breaker panels
- Main switch gear
- 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 panels are mostly 2015 components. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the panels & step-down transformers and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

7.5. Building Elevators and Conveying Systems

- Not applicable. There are no elevators or conveying systems.

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7.6. Fire Protection and Security Systems

Item	Description					
Type	Wet pipe					
Fire Alarm System	Central Alarm Panel	☒	Battery-Operated Smoke Detectors	☐	Alarm Horns	☒
	Annunciator Panels	☐	Hard-Wired Smoke Detectors	☒	Strobe Light Alarms	☒
	Pull Stations	☒	Emergency Battery-Pack Lighting	☒	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					
Sprinkler System	None	☐	Standpipes	☐	Backflow Preventer	☐
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐
Suppression Condition	Fair					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	Staff Area		2011			
Fire Extinguishers	Last Service Date		Servicing Current?			
	07/2017		Yes			
Hydrant Location	South Sidewalk					
Siamese Location	N/A					
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System	☐		

Anticipated Lifecycle Replacements:

- Central alarm panel
- Alarm devices and system
- Sprinkler system
- Exit Signs
- Fire Extinguishers

Actions/Comments:

- Basement exit signs are not functional. It is necessary to replace nonfunctioning exit lights with battery pack led lights immediately.
- The vast majority of the building is not protected by fire suppression; sprinkler heads are currently limited to only the stage area. 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.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used for municipal movie theater for the City of Greenbelt.

The most significant interior spaces include theater, stage and entrance lobby. Supporting areas include hallways, stairs, administrative offices, restrooms, mechanical rooms and back-of-house areas.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Terrazzo	Lobby and Restrooms	Good
Carpet	Theater	Fair
Painted/sealed concrete	Theater and Second Floor	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Sound Proofing Cloth	Theater	Good
Painted CMU	Upstairs and Backstage	Fair
Painted drywall	Lobby, offices	Good
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Painted drywall	Lobby, offices	Fair
Exposed structure	Theater & Mechanical spaces	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood	Good
Door Framing	Wood	Good
Fire Doors	No	--

Anticipated Lifecycle Replacements:

- Carpet
- Interior paint
- Interior doors

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Actions/Comments:

- The interior areas were last renovated within last 5 years. Finishes look new and without wear.
- 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.

8.2. Commercial Kitchen & Laundry Equipment

Not applicable. No commercial kitchen or laundry equipment within the facility.

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9. Other Structures

Not applicable. There are no major accessory structures.

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10. Certification

The City of Greenbelt retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Greenbelt Theatre, 129 Centerway Drive, Greenbelt, Maryland, the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

Prepared by: Emrah Doker,
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Reviewed by:

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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

PHOTO #1:	*FRONT ELEVATION*

PHOTO #2:	*LEFT ELEVATION*

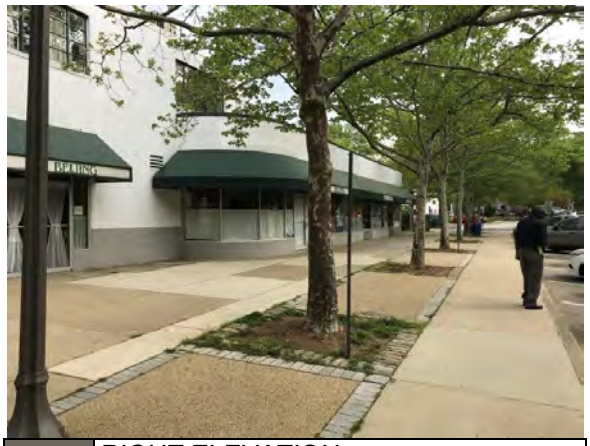

PHOTO #3:	*RIGHT ELEVATION*

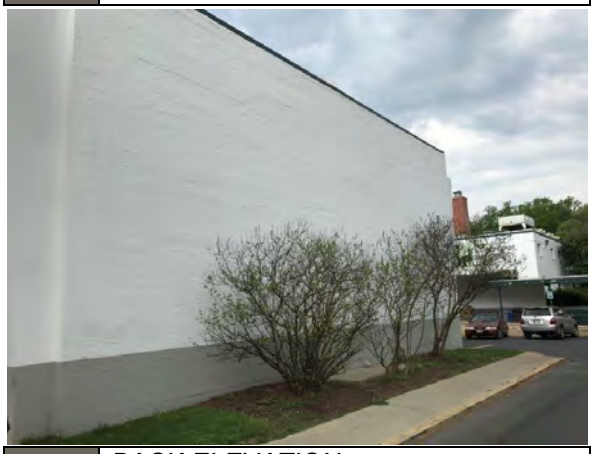

PHOTO #4:	*BACK ELEVATION*

PHOTO #5:	*UTILITY TRANSFORMER*

PHOTO #6:	*LOADING DOCK EMERGENCY EXIT*

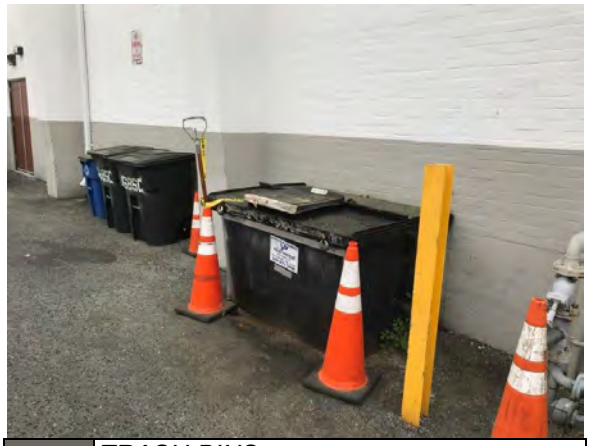

PHOTO #7:	*TRASH BINS*

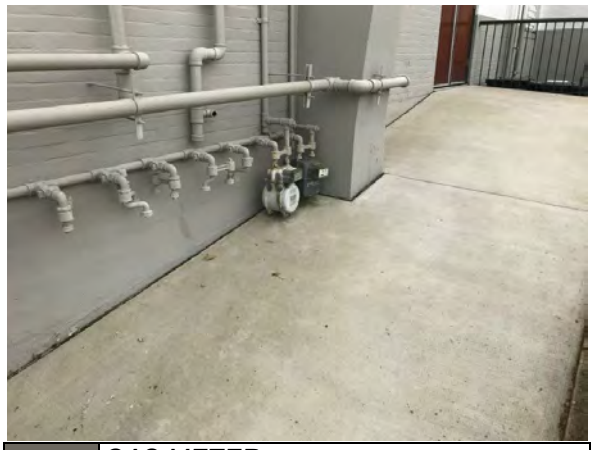

PHOTO #8:	*GAS METER*

PHOTO #9:	*MAIN BREAKER SWITCH*

PHOTO #10:	*ROOF*

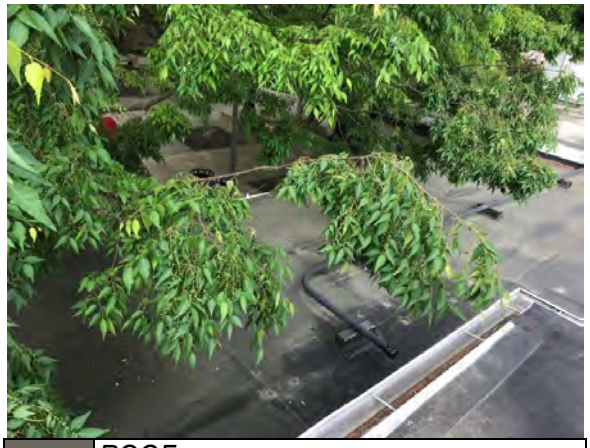

PHOTO #11:	*ROOF* *OVERGROWN TRESS*

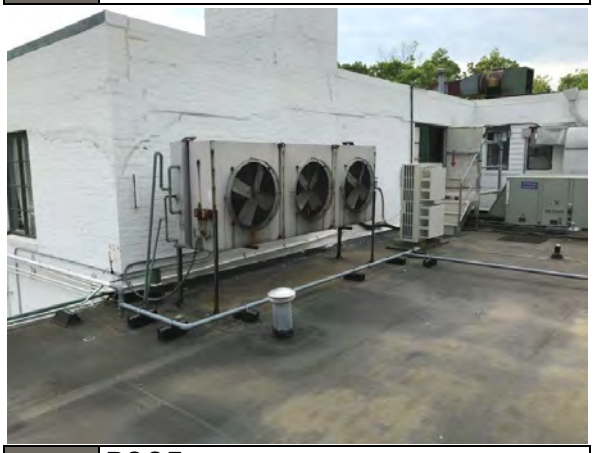

PHOTO #12:	*ROOF* *AIR COOLED CONDENSER*

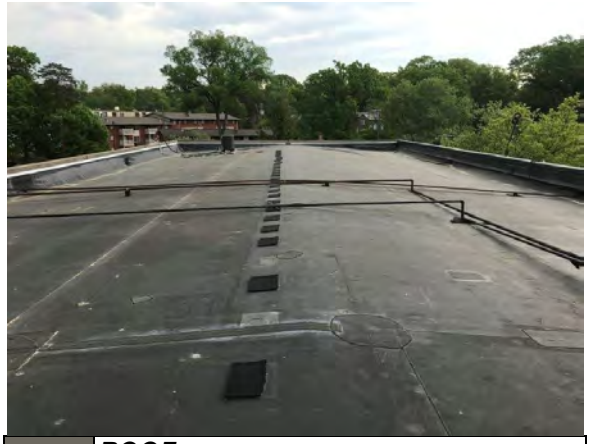

PHOTO #13:	*ROOF.*

PHOTO #14:	*ROOF*

PHOTO #15:	*EXTERIOR FAÇADE BUILDING SIGN*

PHOTO #16:	*POLE LIGHTS*

PHOTO #17:	*SIDEWALK*

PHOTO #18:	*LED LIGHTS ABOVE BOX OFFICE*

PHOTO #19:	*BOX OFFICE & MAIN ENTRANCE*

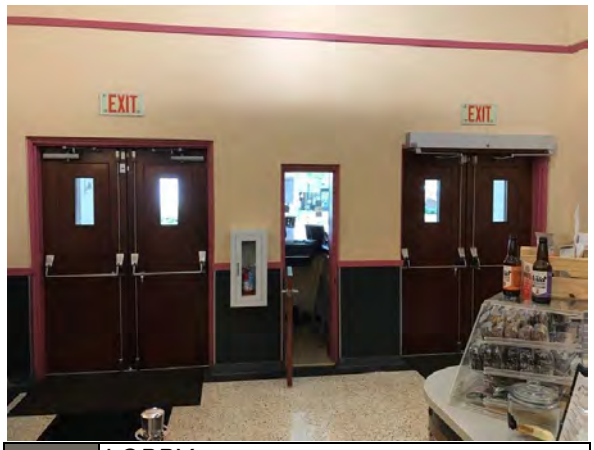

PHOTO #20:	*LOBBY*

PHOTO #21:	*LOBBY* *CONCESSION STAND*

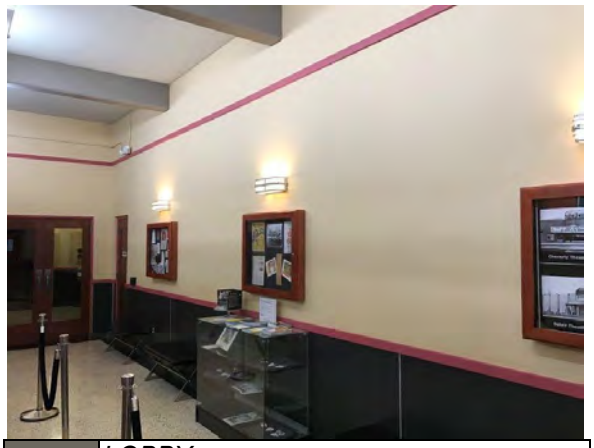

PHOTO #22:	*LOBBY*

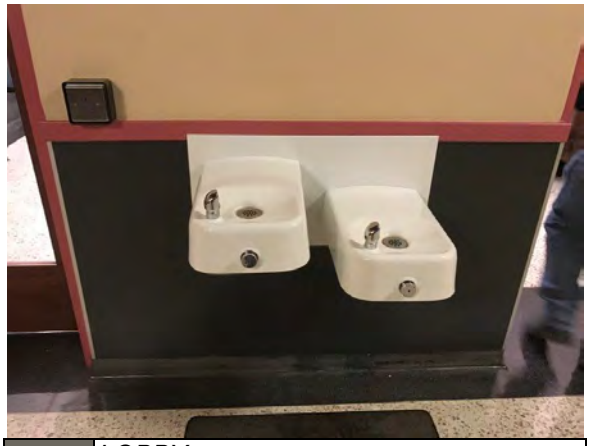

PHOTO #23:	*LOBBY* *DRINKING FOUNTAIN*

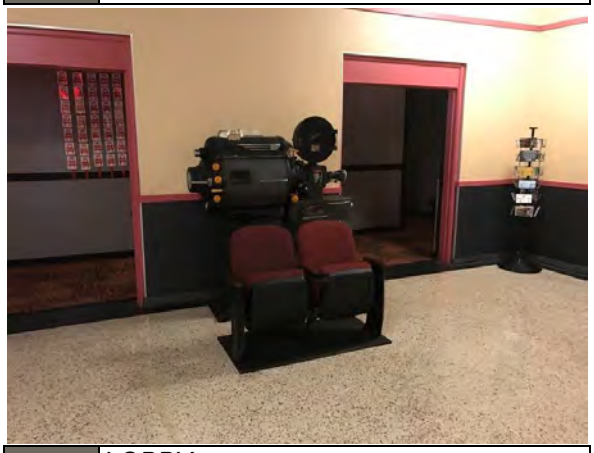

PHOTO #24:	*LOBBY*

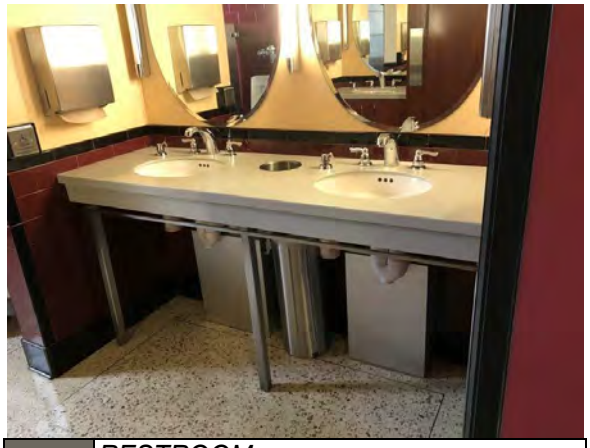

PHOTO #25:	*RESTROOM*

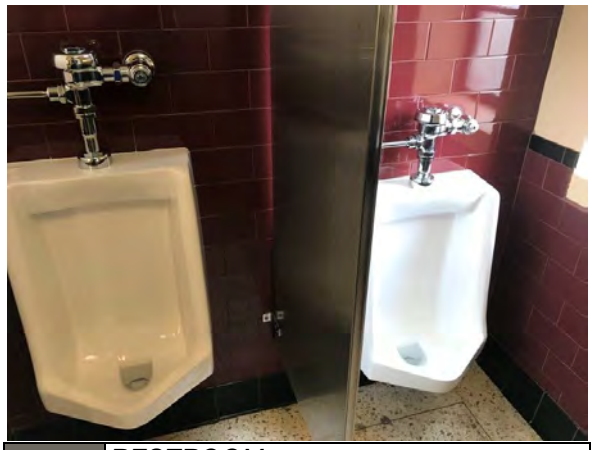

PHOTO #26:	*RESTROOM*

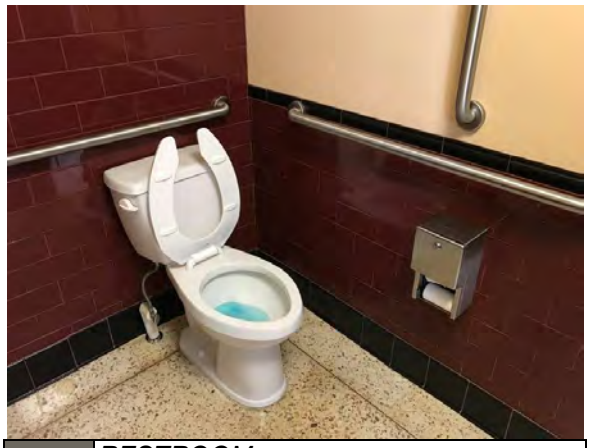

PHOTO #27:	*RESTROOM*

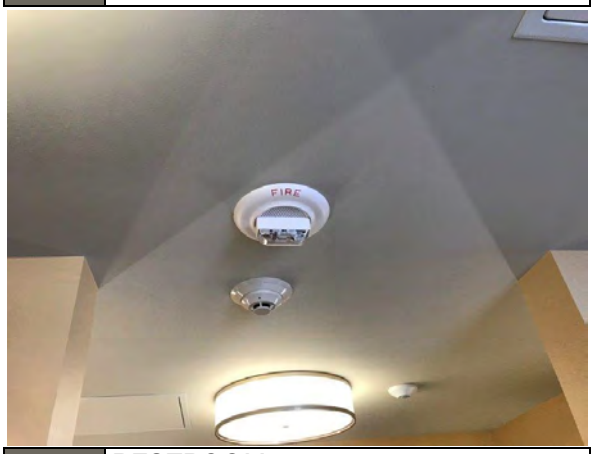

PHOTO #28:	*RESTROOM*

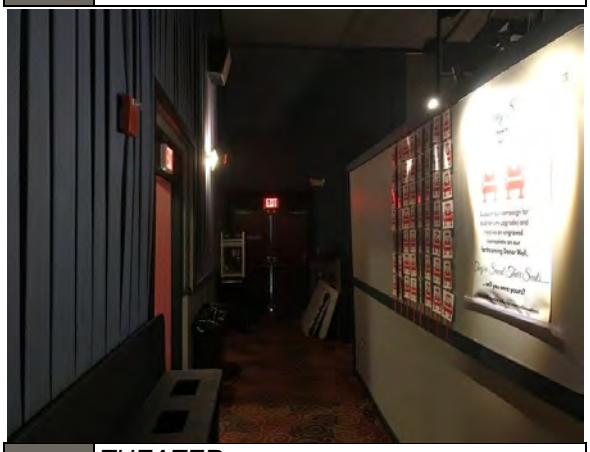

PHOTO #29:	*THEATER*

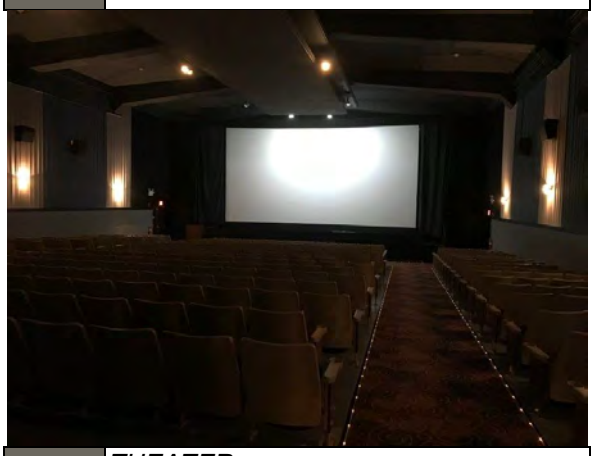

PHOTO #30:	*THEATER*

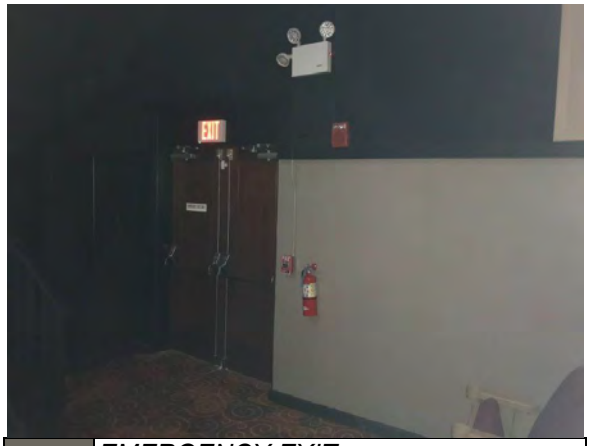

PHOTO # 31:	*EMERGENCY EXIT*

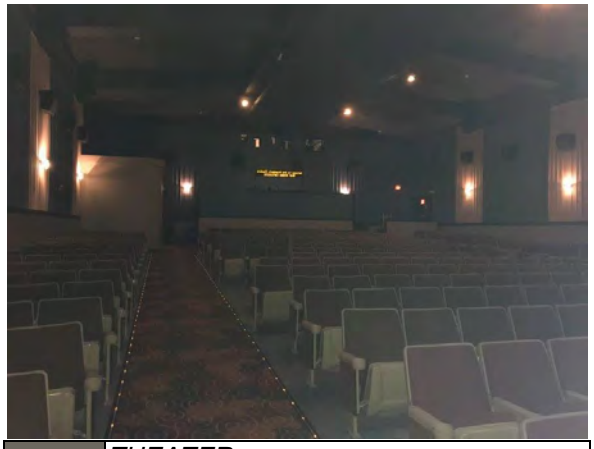

PHOTO # 32:	*THEATER*

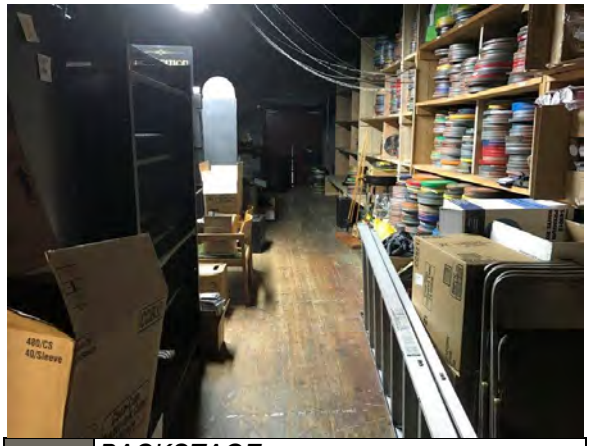

PHOTO # 33:	*BACKSTAGE*

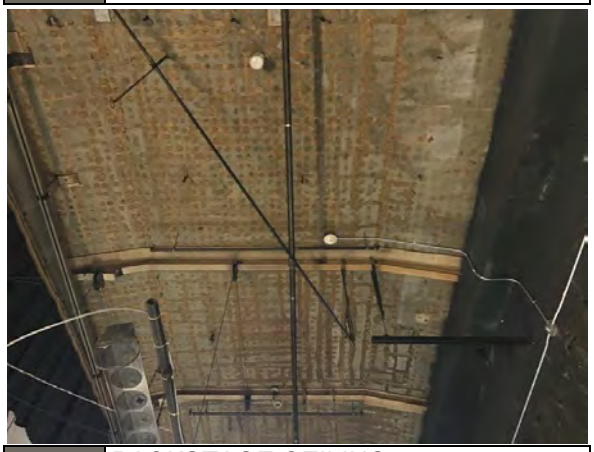

PHOTO # 34:	*BACKSTAGE CEILING* **ONLY AREA WITHIN BUILDING WITH FIRE SPRINKLER COVERAGE*

PHOTO # 35:	*INTERIOR STAFF AREA* *FIRE ALARM PANEL*

PHOTO # 36:	*UPSTAIRS OFFICE*

PHOTO #37:	*UPSTAIRS OFFICE DUCTLESS SPLIT EVAPORATOR*

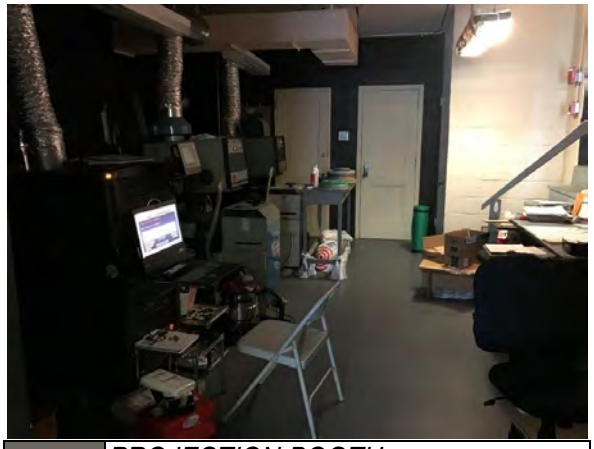

PHOTO #38:	*PROJECTION BOOTH*

PHOTO #39:	*STAIRS*

PHOTO #40:	*BOILER ROOM*

PHOTO #41:	*BOILER ROOM BOILER*

PHOTO #42:	*BOILER ROOM OUTDATED EXIT SIGNS*

PHOTO #43:	*BOILER ROOM* *MAIN DISTRIBUTION PANEL*

PHOTO #44:	*BOILER ROOM* **ANTIQUATED AC COMPRESSORS*

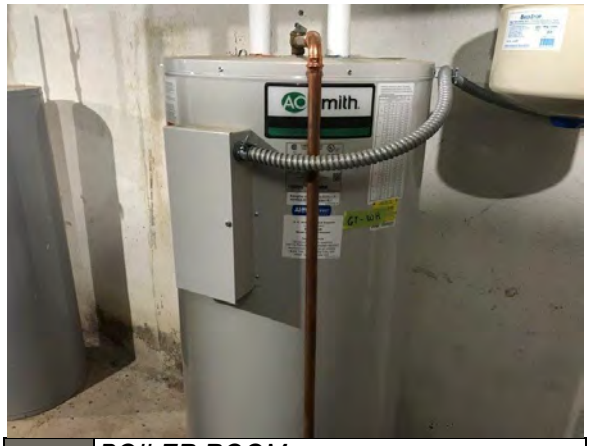

PHOTO #45:	*BOILER ROOM* *DOMESTIC WATER HEATER*

PHOTO #46:	*BOILER ROOM* **ANTIQUATED AIR HANDLER*

PHOTO #47:	*BOILER ROOM* *GREASE TRAP*

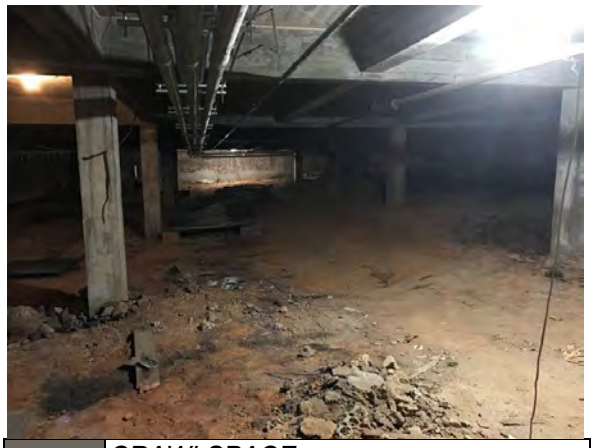

PHOTO #48:	*CRAWLSPACE* *BUILDING FOUNDATIONS*

Appendix B:
Site Plan

Site Plan

emg	**Project Name:** Greenbelt/Greenbelt Theatre	**Project Number:** 131700.18R000-005.322
	Source: Google Maps	**On-Site Date:** May 10, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: May 10, 2018

Property Name: Greenbelt/Greenbelt Theatre

EMG Project Number: 131700.18R000-005.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?			X	
2	Have any ADA improvements been made to the property?	X			
3	Does a Transition Plan / Barrier Removal Plan exist for the property?		X		
4	Has building ownership or management received any ADA related complaints that have not been resolved?		X		
5	Is any litigation pending related to ADA issues?		X		
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?			X	Theater does not have its own parking lot.
2	Are there sufficient van-accessible parking spaces available?			X	
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?			X	
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?			X	
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?			X	
6	If required does signage exist directing you to accessible parking and an accessible building entrance?			X	
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)			X	
2	Are ramps that appear longer than 6 ft complete with railings on both sides?			X	

	Ramps (cont.)	Yes	No	NA	Comments
3	Does the width between railings appear at least 36 inches?			X	
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			X	
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	X			
2	If the main entrance is inaccessible, are there alternate accessible entrances?	X			
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	X			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	X			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	X			
3	Is there a path of travel that does not require the use of stairs?	X			
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			X	
2	Are there visual and audible signals inside cars indicating floor change?			X	
3	Are there standard raised and Braille marking on both jambs of each hoist way entrance as well as all cab/call buttons?			X	
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?			X	
5	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			X	

	Elevators (cont.)	Yes	No	NA	Comments
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			X	
	Toilet Rooms	**Yes**	**No**	**NA**	**Comments**
1	Are common area public restrooms located on an accessible route?	X			
2	Are pull handles push/pull or lever type?	X			
3	Are there audible and visual fire alarm devices in the toilet rooms?	X			
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	X			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60” turning diameter)?	X			
6	In unisex toilet rooms, are there safety alarms with pull cords?			X	No unisex bathroom
7	Are toilet stall doors wheelchair accessible (appear to be at least 32” wide)?	X			
8	Are grab bars provided in toilet stalls?	X			
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 29” clearance)?	X			
10	Are sink handles operable with one hand without grasping, pinching or twisting?	X			
11	Are exposed pipes under sink sufficiently insulated against contact?	X			
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			X	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			X	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			X	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.			X	
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?			X	
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			X	
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			X	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

This questionnaire must be completed by the property owner, the owner's designated representative, or someone knowledgeable about the subject property. 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 report.

Name of Institution:	City of Greenbelt	
Name of Building: Greenbelt Theatre	Building #:	
Name of person completing questionnaire: Tim Houchens		
Length of Association With the Property: 30 Years		Phone Number: 240.542.2169

Site Information	
Year of Construction?	1905
No. of Stories?	1
Total Site Area?	N/A
Total Building Area?	6,400 SF

Inspections	Date of Last Inspection	List of Any Outstanding Repairs Required
1. Elevators	**N/A**	-
2. HVAC Mechanical, Electric, Plumbing?	**April, 2018**	None
3. Life-Safety/Fire?	**June, 2017**	None
4. Roofs?	**April, 2018**	None

Key Questions	Response
Major Capital Improvements in Last 3 yrs.	Rooftop package unit replaced
Planned Capital Expenditure For Next Year?	None
Age of the Roof?	Over 20 years
What bldg. Systems Are Responsibilities of Tenants? (HVAC/Roof/Interior/Exterior/Paving)	All

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	Y	N	Unk	NA	Comments
	Zoning, Building Design & Life Safety Issues					
1	Are there any unresolved building, fire, or zoning code issues?		X			
2	Is there any pending litigation concerning the property?		X			
3	Are there any other significant issues/hazards with the property?		X			
4	Are there any unresolved construction defects at the property?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

ZONING, BUILDING DESIGN & LIFE SAFETY ISSUES						
5	Has any part of the property ever contained visible suspect mold growth?		X			
6	Is there a mold Operations and Maintenance Plan?		X			
7	Are there any recalled fire sprinkler heads (Star, GEM, Central, and Omega)?				X	
8	Have there been indoor air quality or mold related complaints from tenants?			X		
GENERAL SITE						
9	Are there any problems with erosion, storm water drainage or areas of paving that do not drain?		X			
10	Are there any problems with the landscape irrigation systems?		X			
BUILDING STRUCTURE						
11	Are there any problems with foundations or structures?		X			
12	Is there any water infiltration in basements or crawl spaces?		X			
13	Has a termite/wood boring insect inspection been performed within the last year?		X			
BUILDING ENVELOPE						
14	Are there any wall, or window leaks?		X			
15	Are there any roof leaks?		X			
16	Is the roofing covered by a warranty or bond?		X			
17	Are there any poorly insulated areas?		X			
18	Is Fire Retardant Treated (FRT) plywood used?		X			
19	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

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	Y	N	Unk	NA	Comments
	Building HVAC and Electrical					
20	Are there any leaks or pressure problems with natural gas service?			X		
21	Does any part of the electrical system use aluminum wiring?			X		
22	Do Residential units have a less than 60-Amp service?				X	
23	Do Commercial units have less than 200-Amp service?				X	
24	Are there any problems with the utilities, such as inadequate capacities?			X		
	ADA					
25	Has the management previously completed an ADA review?			X		
26	Have any ADA improvements been made to the property?			X		
27	Does a Barrier Removal Plan exist for the property?			X		
28	Has the Barrier Removal Plan been approved by an arms-length third party?			X		
29	Has building ownership or management received any ADA related complaints?			X		
30	Does elevator equipment require upgrades to meet ADA standards?				X	
	PLUMBING					
31	Is the property served by private water well?		X			
32	Is the property served by a private septic system or other waste treatment systems?		X			
33	Is polybutylene piping used?		X			
34	Are there any plumbing leaks or water pressure problems?		X			

FCA (EMG-FacilityDude)
Pre-Survey Questionnaire

Additional Issues or Concerns That EMG Should Know About?	
1.	
2.	
3.	

Items Provided to EMG Auditors				
	Yes	No	N/A	Additional Comments?
Access to All Mechanical Spaces	☐	☐	☐	
Access to Roof/Attic Space	☐	☐	☐	
Access to Building As-Built Drawings	☐	☐	☐	
Site plan with bldg., roads, parking and other features	☐	☐	☐	
Contact Details for Mech, Elevator, Roof, Fire Contractors:	☐	☐	☐	
List of Commercial Tenants in the property	☐	☐	☐	
Previous reports pertaining to the physical condition of property.	☐	☐	☐	
ADA survey and status of improvements implemented.	☐	☐	☐	
Current / pending litigation related to property condition.	☐	☐	☐	
Any brochures or marketing information.	☐	☐	☐	

_____ _____

Signature of person Interviewed or completing form Date

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, and 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.

FACILITY CONDITION ASSESSMENT

Prepared for:

City of Greenbelt
25 Crescent Road
Greenbelt, Maryland 20770

FACILITY CONDITION ASSESSMENT

Greenbelt Youth Center
99 Centerway Drive
Greenbelt, Maryland 20770

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:
Bill Champion
Senior Program Manager
800.733.0660 x6234
bchampion@emgcorp.com

EMG Project Number: 131700.18R000-011.322

Date of Report: July 26, 2018

On Site Date: May 18, 2018

DUDE SOLUTIONS
PARENT COMPANY OF SchoolDude | FacilityDude | TheWorxHub

Immediate Repairs Report

7/26/2018

Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost *	Subtotal	Deficiency Repair Estimate *
Youth Center	3.1	946821	ADA, Miscellaneous, Fire Alarm Devices, Strobe/Horn, Install	4	EA	$300.00	$1,200	**$1,165**
Youth Center	3.1	946794	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	1	EA	$1,400.00	$1,400	**$1,359**
Youth Center	3.1	946742	ADA, Restroom, Lavatory Pipe Wraps, Install	4	EA	$80.00	$320	**$311**
Youth Center	5.2	946757	Pedestrian Pavement, Sidewalk, Concrete Sections/Small Areas, Replace	50	SF	$19.00	$950	**$922**
Youth Center	6.3	946750	Roof, Fiberglass Rigid Steep, Replace	19000	SF	$11.43	$217,147	**$210,850**
Youth Center	7.6	946761	Sprinkler System, Full Retrofit, School (per SF), Renovate	19600	SF	$6.25	$122,569	**$119,014**
Immediate Repairs Total								**$333,622**

* Location Factor included in totals.

Replacement Reserves Report

7/26/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Youth Center	3.1	946821	ADA, Miscellaneous, Fire Alarm Devices, Strobe/Horn, Install	0	0	0	4	EA	$291.30	$1,165	$1,165																				**$1,165**
Youth Center	3.1	946794	ADA, Parking, Designated Stall with Pavement Markings & Signage (Van), Install	0	0	0	1	EA	$1,359.40	$1,359	$1,359																				**$1,359**
Youth Center	3.1	946742	ADA, Restroom, Lavatory Pipe Wraps, Install	0	0	0	4	EA	$77.68	$311	$311																				**$311**
Youth Center	5.2	946822	Parking Lots, Asphalt Pavement, Seal & Stripe	5	2	3	18500	SF	$0.37	$6,817				$6,817					$6,817					$6,817					$6,817		**$27,269**
Youth Center	5.2	946749	Parking Lots, Asphalt Pavement, Mill & Overlay	25	12	13	18500	SF	$3.19	$58,927														$58,927							**$58,927**
Youth Center	5.2	946757	Pedestrian Pavement, Sidewalk, Concrete Sections/Small Areas, Replace	30	30	0	50	SF	$18.45	$922	$922																				**$922**
Youth Center	5.2	946741	Pedestrian Pavement, Sidewalk, Concrete Large Areas, Replace	30	15	15	3500	SF	$8.74	$30,587																$30,587					**$30,587**
Youth Center	5.2	946819	Pedestrian Pavement, Sidewalk, Asphalt, Replace	25	8	17	1000	SF	$4.86	$4,855																		$4,855			**$4,855**
Youth Center	5.2	946769	Exterior Stairs & Ramps, Concrete (per LF of Nosing), Replace	25	10	15	15	LF	$37.32	$560																$560					**$560**
Youth Center	5.5	946744	Drinking Fountain, Exterior, Replace	15	9	6	1	EA	$1,882.76	$1,883							$1,883														**$1,883**
Youth Center	5.5	946786	Flood Light, Exterior, Soffit, Replace	20	14	6	2	EA	$966.60	$1,933							$1,933														**$1,933**
Youth Center	5.5	946756	Flood Light, Exterior, Building-Mounted, Replace	20	14	6	8	EA	$966.60	$7,733							$7,733														**$7,733**
Youth Center	5.5	946789	Signage, Property, Monument/Pylon, Replace/Install	20	7	13	1	EA	$8,352.54	$8,353														$8,353							**$8,353**
Youth Center	5.5	946796	Pole Light, Exterior, Replace/Install	20	8	12	2	EA	$8,276.16	$16,552													$16,552								**$16,552**
Youth Center	6.3	946750	Roof, Fiberglass Rigid Steep, Replace	20	20	0	19000	SF	$11.10	$210,850	$210,850																				**$210,850**
Youth Center	6.4	946776	Exterior Wall, Brick or Brick Veneer, 1-2 Stories, Repoint	25	24	1	500	SF	$40.09	$20,043		$20,043																			**$20,043**
Youth Center	6.4	946813	Curtain Wall, Aluminum-Framed System w/ Glazing, Replace	30	18	12	550	SF	$98.47	$54,161													$54,161								**$54,161**
Youth Center	6.6	946778	Window, SF, Replace	30	29	1	9	EA	$567.26	$5,105		$5,105																			**$5,105**
Youth Center	6.6	946775	Window, 12 SF, Replace	30	18	12	10	EA	$567.26	$5,673													$5,673								**$5,673**
Youth Center	6.6	946808	Window, 18 SF, Replace	30	15	15	6	EA	$845.21	$5,071																$5,071					**$5,071**
Youth Center	6.6	946759	Storefront, Metal-Framed Windows w/out Door(s), Replace	30	16	14	125	SF	$46.61	$5,826															$5,826						**$5,826**
Youth Center	6.6	946800	Exterior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	23	7	8	EA	$2,045.48	$16,364								$16,364													**$16,364**
Youth Center	6.6	946783	Exterior Door, Steel, Replace	25	18	7	7	EA	$922.57	$6,458								$6,458													**$6,458**
Youth Center	7.1	946809	Air Compressor, 2 HP, Replace	20	15	5	1	EA	$6,419.99	$6,420						$6,420															**$6,420**
Youth Center	7.1	946788	Compressed Air Dryer, , Replace	15	10	5	1	EA	$4,929.78	$4,930						$4,930															**$4,930**
Youth Center	7.1	946777	Boiler, 690 MBH, Replace	25	21	4	1	EA	$23,149.49	$23,149					$23,149																**$23,149**
Youth Center	7.1	946760	Condensing Unit/Heat Pump, 20 TON, Replace	15	12	3	1	EA	$33,332.01	$33,332				$33,332															$33,332		**$66,664**
Youth Center	7.1	946774	Condensing Unit/Heat Pump, 3.5 TON, Replace	15	12	3	1	EA	$4,009.52	$4,010				$4,010															$4,010		**$8,019**
Youth Center	7.1	946740	Condensing Unit/Heat Pump, 3 TON, Replace	15	12	3	1	EA	$3,474.88	$3,475				$3,475															$3,475		**$6,950**
Youth Center	7.1	946805	Ductless Split System, 1.5 TON, Replace	15	4	11	1	EA	$4,343.39	$4,343											$4,343										**$4,343**
Youth Center	7.1	946804	Air Handler, 4000 CFM, Replace	20	17	3	1	EA	$12,983.70	$12,984				$12,984																	**$12,984**
Youth Center	7.1	946781	Air Handler, 1200 CFM, Replace	20	16	4	1	EA	$6,155.78	$6,156					$6,156																**$6,156**
Youth Center	7.1	946818	Air Handler, 1400 CFM, Replace	20	16	4	1	EA	$9,140.96	$9,141					$9,141																**$9,141**
Youth Center	7.1	946791	Fan Coil Unit, 2 TON, Replace	15	10	5	1	EA	$2,676.94	$2,677						$2,677															**$2,677**
Youth Center	7.1	946799	Fan Coil Unit, 2 TON, Replace	15	10	5	1	EA	$2,676.94	$2,677						$2,677															**$2,677**
Youth Center	7.1	946785	Air Handler, 600 CFM, Replace	20	4	16	1	EA	$3,254.63	$3,255																	$3,255				**$3,255**
Youth Center	7.1	946754	Exhaust Fan, 500 CFM, Replace	15	7	8	1	EA	$1,963.23	$1,963									$1,963												**$1,963**
Youth Center	7.1	946816	Distribution Pump, 7.5 HP, Replace	20	3	17	1	EA	$5,862.40	$5,862																		$5,862			**$5,862**
Youth Center	7.1	946752	Packaged Terminal Air Conditioner (PTAC), 14000 BTUH, Replace	10	6	4	1	EA	$2,677.02	$2,677					$2,677										$2,677						**$5,354**
Youth Center	7.1	946824	Air Conditioner, 1 TON, Replace	10	3	7	1	EA	$1,939.89	$1,940								$1,940										$1,940			**$3,880**
Youth Center	7.1	946766	Packaged Terminal Air Conditioner (PTAC), 14700 BTUH, Replace	10	3	7	1	EA	$2,677.02	$2,677								$2,677										$2,677			**$5,354**
Youth Center	7.1	946806	Packaged Terminal Air Conditioner (PTAC), 14700 BTUH, Replace	10	2	8	1	EA	$2,677.02	$2,677									$2,677										$2,677		**$5,354**
Youth Center	7.1	946768	Packaged Unit (RTU), 9 TON, Replace	15	12	3	1	EA	$18,016.36	$18,016				$18,016															$18,016		**$36,033**
Youth Center	7.1	946763	Packaged Unit (RTU), 9 TON, Replace	15	12	3	1	EA	$18,016.36	$18,016				$18,016															$18,016		**$36,033**

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Youth Center	7.1	946743	Packaged Unit (RTU), 12 TON, Replace	15	12	3	1	EA	$22,054.68	$22,055				$22,055															$22,055		**$44,109**
Youth Center	7.1	946801	Building Automation System (HVAC Controls), Full Upgrade (per SF), Upgrade	20	3	17	19600	SF	$5.21	$102,057																		$102,057			**$102,057**
Youth Center	7.2	946779	Toilet, Tankless (Water Closet), Replace	20	14	6	15	EA	$818.52	$12,278							$12,278														**$12,278**
Youth Center	7.2	946814	Urinal, Vitreous China, Replace	20	13	7	5	EA	$1,158.83	$5,794								$5,794													**$5,794**
Youth Center	7.2	946767	Sink/Lavatory, Enameled Steel, Replace	20	14	6	15	EA	$598.16	$8,972							$8,972														**$8,972**
Youth Center	7.2	946762	Service Sink, Porcelain Enamel, Cast Iron, Replace	20	8	12	1	EA	$1,320.88	$1,321													$1,321								**$1,321**
Youth Center	7.2	946772	Shower, Ceramic Tile, Replace	30	15	15	4	EA	$1,926.25	$7,705																$7,705					**$7,705**
Youth Center	7.2	946765	Drinking Fountain, Refrigerated, Replace	10	5	5	3	EA	$1,221.04	$3,663						$3,663										$3,663					**$7,326**
Youth Center	7.2	946771	Water Heater, 80 GAL, Replace	15	6	9	1	EA	$10,388.55	$10,389										$10,389											**$10,389**
Youth Center	7.2	946746	Sewage Ejector Pump, 1 HP, Replace	15	7	8	1	EA	$2,906.75	$2,907									$2,907												**$2,907**
Youth Center	7.2	946807	Sewage Ejector Pump, 1 HP, Replace	15	7	8	1	EA	$2,906.75	$2,907									$2,907												**$2,907**
Youth Center	7.4	946770	Safety Switch, 400 AMP, Replace	10	4	6	1	EA	$8,793.77	$8,794							$8,794										$8,794				**$17,588**
Youth Center	7.4	946780	Distribution Panel, 400 AMP, Replace	30	24	6	1	EA	$9,212.70	$9,213							$9,213														**$9,213**
Youth Center	7.4	946812	Distribution Panel, 400 AMP, Replace	30	24	6	1	EA	$9,212.70	$9,213							$9,213														**$9,213**
Youth Center	7.4	946797	Lighting System, Interior, School, Upgrade	25	11	14	19600	SF	$14.92	$292,390															$292,390						**$292,390**
Youth Center	7.6	946803	Backflow Preventer, 1.5 INCH, Replace	15	7	8	1	EA	$2,527.67	$2,528									$2,528												**$2,528**
Youth Center	7.6	946761	Sprinkler System, Full Retrofit, School (per SF), Renovate	50	50	0	19600	SF	$6.07	$119,014	$119,014																				**$119,014**
Youth Center	7.6	946815	Sprinkler Heads (per SF), , Replace	20	10	10	2000	SF	$1.29	$2,582											$2,582										**$2,582**
Youth Center	7.6	946798	Fire Extinguisher, , Replace	15	6	9	15	EA	$346.20	$5,193										$5,193											**$5,193**
Youth Center	7.6	946753	Fire Alarm Control Panel, Multiplex, Replace	15	6	9	1	EA	$4,160.10	$4,160										$4,160											**$4,160**
Youth Center	7.6	946745	Fire Alarm System, School, Upgrade/Install	20	7	13	19600	SF	$3.04	$59,601														$59,601							**$59,601**
Youth Center	7.6	946792	Exit Lighting Fixture, w/ Battery, Replace	10	4	6	12	EA	$406.80	$4,882							$4,882										$4,882				**$9,763**
Youth Center	7.6	946795	Defibrillator, Cabinet Mounted, Replace	5	1	4	1	EA	$1,368.62	$1,369					$1,369					$1,369					$1,369					$1,369	**$5,474**
Youth Center	8.1	946787	Interior Door, Wood Solid-Core, Replace	20	10	10	20	EA	$1,381.84	$27,637											$27,637										**$27,637**
Youth Center	8.1	946817	Interior Door, Wood Solid-Core w/ Safety Glass, Replace	20	8	12	14	EA	$1,872.12	$26,210													$26,210								**$26,210**
Youth Center	8.1	946773	Interior Door, Fire 90-Minutes and Over, Replace	20	8	12	2	EA	$1,601.24	$3,202													$3,202								**$3,202**
Youth Center	8.1	946755	Interior Door, Fully-Glazed Aluminum-Framed Swinging, Replace	30	16	14	4	EA	$2,045.48	$8,182															$8,182						**$8,182**
Youth Center	8.1	946793	Door Hardware System, School (per Door), Replace	10	4	6	40	EA	$364.13	$14,565							$14,565										$14,565				**$29,130**
Youth Center	8.1	946826	Toilet Partitions, Metal Overhead-Braced, Replace	20	10	10	12	EA	$825.35	$9,904											$9,904										**$9,904**
Youth Center	8.1	946827	Interior Wall Finish, Gypsum Board/Plaster/Metal, Prep & Paint	8	3	5	2500	SF	$1.38	$3,455						$3,455								$3,455							**$6,910**
Youth Center	8.1	946748	Interior Wall Finish, Concrete/Masonry, Prep & Paint	8	3	5	27000	SF	$1.41	$38,041						$38,041								$38,041							**$76,082**
Youth Center	8.1	946790	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	7	8	9000	SF	$4.66	$41,952									$41,952												**$41,952**
Youth Center	8.1	946811	Interior Floor Finish, Rubber Tile, Replace	15	5	10	400	SF	$8.19	$3,276											$3,276										**$3,276**
Youth Center	8.1	946802	Interior Floor Finish, Maple Sports Floor, Replace	30	16	14	5800	SF	$9.95	$57,734															$57,734						**$57,734**
Youth Center	8.1	946823	Interior Floor Finish, Ceramic Tile, Replace	50	32	18	1500	SF	$15.30	$22,947																			$22,947		**$22,947**
Youth Center	8.1	946825	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	5	5	2000	SF	$7.05	$14,092						$14,092										$14,092					**$28,183**
Youth Center	8.1	946764	Interior Ceiling Finish, Gypsum Board/Plaster, Prep & Paint	10	4	6	1000	SF	$1.88	$1,880							$1,880										$1,880				**$3,761**
Youth Center	8.1	946820	Interior Ceiling Finish, Suspended Acoustical Tile (ACT), Replace	20	10	10	10000	SF	$3.02	$30,208											$30,208										**$30,208**
Youth Center	8.1	946758	Sports Apparatus, Basketball Backstop, Replace	10	3	7	6	EA	$9,162.00	$54,972								$54,972										$54,972			**$109,944**
Youth Center	8.1	946747	Sports Apparatus, Scoreboard, Replace	20	11	9	1	EA	$20,494.44	$20,494										$20,494											**$20,494**
Totals, Unescalated											**$333,622**	**$25,148**	**$0**	**$118,705**	**$42,492**	**$75,954**	**$81,345**	**$88,205**	**$61,751**	**$41,605**	**$73,607**	**$4,343**	**$107,119**	**$175,194**	**$368,178**	**$61,677**	**$33,375**	**$172,363**	**$131,345**	**$1,369**	**$1,997,398**
Totals, Escalated (3.0% inflation, compounded annually)											**$333,622**	**$25,903**	**$0**	**$129,712**	**$47,825**	**$88,052**	**$97,130**	**$108,481**	**$78,224**	**$54,285**	**$98,922**	**$6,012**	**$152,726**	**$257,278**	**$556,902**	**$96,091**	**$53,558**	**$284,890**	**$223,606**	**$2,400**	**$2,695,620**

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. Descriptions that are more detailed may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	99 Centerway Drive, Greenbelt, Prince George's County, Maryland 20770
Year Constructed/Renovated:	1961 1971 Addition
Current Occupants:	City of Greenbelt
Percent Utilization:	100%
Management Point of Contact:	City of Greenbelt, Brian Kim, Assistant Director of Public Works 240.542.2169 phone 301.474.8149 fax
Property Type:	Youth Center
Site Area:	2.15 acres
Building Area:	19,600 SF
Number of Buildings:	1
Number of Stories:	1 / 2
Parking Type and Number of Spaces:	36 spaces in open lots.
Building Construction:	Masonry bearing walls and wood-framed roofs.
Roof Construction:	Pitched roofs with built up membrane.
Exterior Finishes:	Brick Veneer
Heating, Ventilation & Air Conditioning:	Central system with boiler feeding fan coil units and hydronic baseboard radiators. Individual packaged units, split system condensing units with air handlers, and PTAC units. Supplemental components: ductless split-system, window air conditioner.
Fire and Life/Safety:	Fire sprinklers, hydrants, smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel, and exit signs.
Dates of Visit:	May 18, 2018
On-Site Point of Contact (POC):	Brian Kim
Assessment and Report Prepared by:	Justin Dunn
Reviewed by:	Kathleen Sullivan Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

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Systemic Condition Summary			
Site	Fair	HVAC	Fair
Structure	Good	Plumbing	Fair
Roof	Poor	Electrical	Fair
Vertical Envelope	Fair	Elevators	--
Interiors	Fair	Fire	Fair

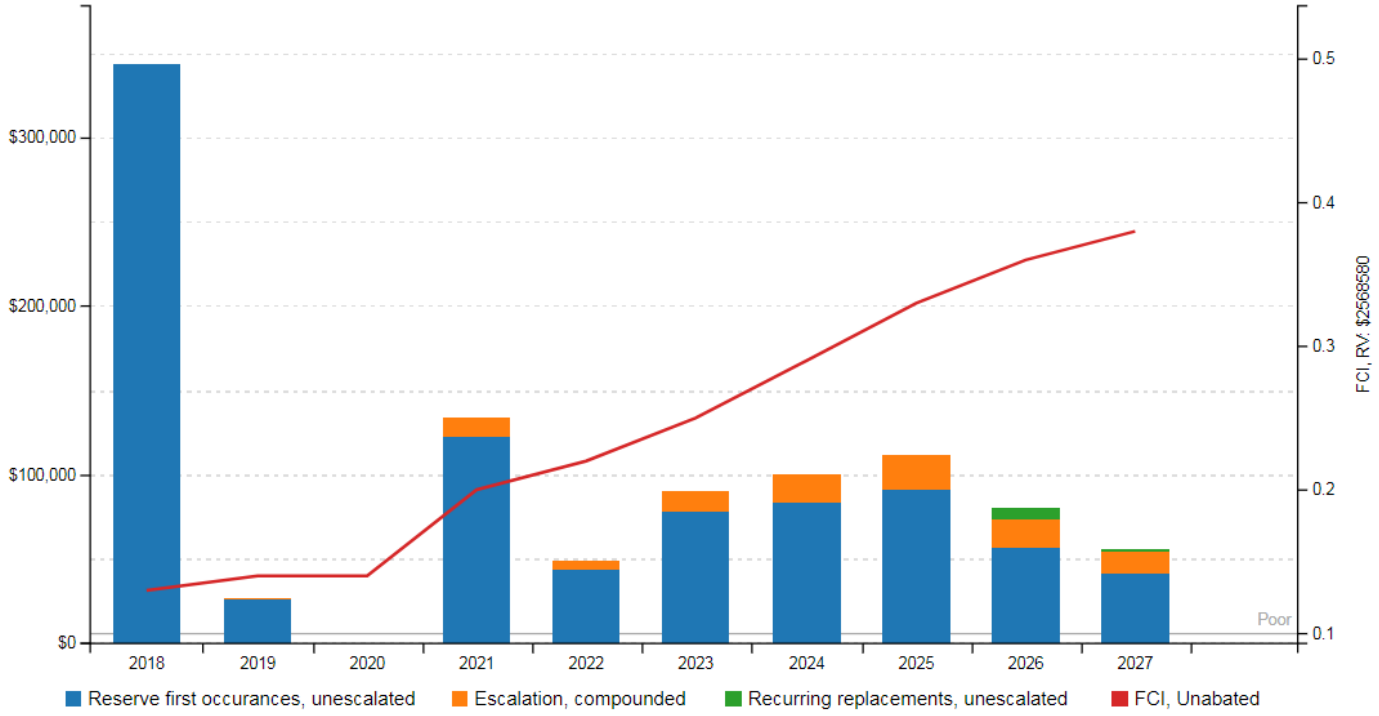
The following bullet points highlight the most significant short term and modernization recommendations:

- Brick repointing
- Installation of new, modern windows to replace old, energy-inefficient units

Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been moderately well maintained since it was first occupied and is in fair overall condition.

According to property management personnel, the property has had virtually nonexistent capital improvement expenditure program over the past three years. The POC reported that minimal improvements have been made in the last fifteen years.

1.2. Facility Condition Index (FCI)



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	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)	.13	Poor
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	.39	Poor
Current Replacement Value (CRV)	19,600 SF * 131.05 / SF = $2,568,580	
Year **0** (Current Year) - Immediate Repairs (IR)	$ 343,586	
Years **1-10** – Replacement Reserves (RR)	$ 992,001	

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- Roof replacement
- Concrete sidewalk replacement to eliminate tripping hazards
- Installation of a complete fire suppression system
- Minor ADA accessibility upgrades

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.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, 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 fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. 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.

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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.

1.4.1. 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.

1.4.2. 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.

1.4.3. 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.

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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, 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.

FORMAT OF THE BODY OF THE REPORT:

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.

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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.

2.2. 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 equipment inventory list.

2.3. Personnel Interviewed

The maintenance staff was interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Tim Houchens Facilities Maintenance Supervisor	City of Greenbelt Public Works	301.474.8004

The FCA was performed with the assistance of Tim Houchens, Facilities Maintenance Supervisor, City of Greenbelt Public Works, the onsite Point of Contact (POC), who was cooperative and provided information that appeared to be accurate based upon subsequent site observations. The onsite contact is completely knowledgeable about the subject property and answered most questions posed during the interview process. The POC's management involvement at the property has been for the past 39 years.

2.4. Documentation Reviewed

Prior to the FCA, 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. The Documentation Request Form is provided in Appendix E.

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.

- Pre-survey questionnaire, discussed below in 2.5.

2.5. Pre-Survey Questionnaire

A Pre-Survey Questionnaire was completed by the on-site project manager with input from the POC at the beginning of 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

May 18, 2018: Rainy, with temperatures in the 60s (°F) and light winds.

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3. Accessibility and Property Research

3.1. 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.

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. One van-designated accessible parking space is required, and should be installed at the rear elevation of the building near the existing accessible parking spaces for cars.

Restrooms

- Wrap drainpipes below lavatories with insulation; protect against contact with hot, sharp, or abrasive surfaces. Some drainpipes are currently wrapped with a thin, adhesive-backed foam tape, but most of these were observed to be deteriorated or missing.
- Add strobe fire alarms in restrooms.

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

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

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4. Existing Building Assessment

4.1. Unit or Space Types

All 19,600 square feet of the building are occupied by a single occupant, the City of Greenbelt. The spaces consist of the basketball gymnasium, multipurpose room, game room, and basement classroom, with supporting administrative offices, restrooms, locker rooms, mechanical rooms, and utility closets.

4.2. Inaccessible Areas or Key Spaces Not Observed

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.

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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	WSSC	Good
Storm sewer	City of Greenbelt & PG County	Good
Domestic water	WSSC	Good
Electric service	Pepco	Good
Natural gas service	Washington Gas	Good

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as emergency electrical generators, septic systems, water or wastewater treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Item	Description
Main Ingress and Egress	Centerway
Access from	South
Additional Entrances	N/A
Additional Access from	N/A

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	None		--
Parking Lot	Asphalt	10+ years	Fair
Drive Aisles	Asphalt	10+ years	Fair
Service Aisles	Asphalt	10+ years	Fair
Sidewalks	Concrete ; Asphalt	10+ years	Fair
Curbs	Concrete	10+ years	Fair
Site Stairs	Cast-in-place concrete	10+ years	Fair
Pedestrian Ramps	None		--

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Parking Count				
Open Lot	Carport	Private Garage	Subterranean Garage	Freestanding Parking Structure
36	-	-	-	-

Total Number of ADA Compliant Spaces	2
Number of ADA Compliant Spaces for Vans	0
Total Parking Spaces	36
Parking Ratio (Spaces/Apartments)	N/A
Method of Obtaining Parking Count	Physical count

Exterior Stairs			
Location	Material	Handrails	Condition
Rear patio	Concrete stairs	Metal	Fair

Anticipated Lifecycle Replacements:

- Asphalt seal coating
- Asphalt pavement
- Asphalt sidewalk
- Concrete sidewalk
- Concrete site stairs

Actions/Comments:

- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required
- The concrete pavement has isolated areas of settlement. The damaged areas of concrete pavement require replacement.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists At Site	Condition
Surface Flow	☒	Good
Inlets	☒	Good
Swales	☐	--
Detention pond	☐	--
Lagoons	☐	--
Ponds	☐	--
Underground Piping	☒	Fair
Pits	☐	--
Municipal System	☒	Good

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Drainage System and Erosion Control		
System	Exists At Site	Condition
Dry Well	☐	--

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.
- Water infiltration was observed at the basement classroom, and appears to be caused by a blocked drainage pipe at the east elevation of the facility. The storm water drain should be cleaned to provide improved drainage and to prevent further water infiltration into the classroom. This can be accomplished through routine maintenance.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Generally flat, but slopes moderately down from south to north on the east side of the property.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	☒	☒	☒	☐	☐	☐	☐
Landscaping Condition	Good						
Irrigation	Automatic Underground	Drip	Hand Watering	None			
	☒	☐	☐	☐			
Irrigation Condition	Good						

Retaining Walls		
Type	Location	Condition
None		--

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.
- On-going periodic maintenance is highly recommended.

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5.5. General Site Improvements

Property Signage	
Property Signage	Building mounted
Street Address Displayed?	Yes

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☐	☐	☐	☐	☒
	Fair				
Building Lighting	None	Wall Mounted	Recessed Soffit		
	☐	☒	☒		
	Fair				

Site Fencing		
Type	Location	Condition
Tube steel	Around perimeter of skate park	Good

Refuse Disposal				
Refuse Disposal	Individual garbage bins			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
West elevation of facility	Asphalt paving	Brick fence	Yes	Fair

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	None		--
Tennis Courts	None		--
Basketball Court	None		--
Swimming Pool	None		--
Skate park	Yes		Good

The skate park is surrounded by a metal fence.

Anticipated Lifecycle Replacements:

- Signage
- Exterior lighting

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- Exterior drinking fountain

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.

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6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Slab on grade with integral footings	Good
Basement and Crawl Space	Concrete slab and masonry walls	Good

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. The basement walls appear intact and structurally sound. There is no evidence of movement.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Masonry walls	Good
Ground Floor	Concrete slab	Good
Upper Floor Framing	--	--
Upper Floor Decking		--
Roof Framing	Open-web steel joists	Good
Roof Decking	Metal decking	Fair

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.

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6.3. Roofing

Primary Roof			
Type / Geometry	Gable Roof	Finish	Foam
Maintenance	Outside Contractor	Roof Age	40+ Yrs
Flashing	Membrane	Warranties	None reported; assumed expired
Parapet Copings	None	Roof Drains	Gutters and downspouts
Fascia	None	Insulation	Rigid Board
Soffits	Concealed Soffits	Skylights	No
Attics	None	Ponding	No
Ventilation Source-1	None	Leaks Observed	Yes
Ventilation Source-2		Roof Condition	Poor

The primary roof is located on the facility.

Anticipated Lifecycle Replacements:

- Built-up membrane

Actions/Comments:

- The roof finishes appear to be more than 40 years old. Information regarding roof warranties or bonds was not available.The roofs are maintained by an outside contractor.
- 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 field of the roof has significant areas of topping degradation and overall deterioration. The roof membranes appear to be well past their EUL and require replacement.
- Roof leaks have occurred within the past year, and the leaks remain active. The leaks occur at the basketball gymnasium. The roof finishes must be replaced, which should address the gym roof leaks.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Brick veneer (original wing)	Fair
Secondary Finish	Brick veneer (addition)	Fair
Accented with	Curtain wall	Fair
Soffits	Concealed	Fair

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

Anticipated Lifecycle Replacements:

- Curtain wall

Actions/Comments:

- On-going periodic maintenance, including patching repairs, graffiti removal, and re-caulking, is highly recommended. Future lifecycle replacements of the components listed above will be required.
- Isolated portions of the mortar joints along the brick veneer are cracked, deteriorating, or missing at the rear elevation of the facility. The damaged mortar joints must be cleaned and re-pointed.

6.5. Exterior and Interior Stairs

Building Exterior and Interior Stairs					
Type	Description	Riser	Handrail	Balusters	Condition
Building Exterior Stairs	None				
Building Interior Stairs	Steel Framed With Vinyl treads	Closed	Metal	Metal	Fair

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- On-going periodic maintenance is highly recommended.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Aluminum framed, operable	Single glaze	Original wing	☒	Poor
Aluminum framed, operable	Double glaze	Addition wing	☒	Fair
Aluminum framed, fixed	Double glaze	Addition wing	☐	Fair
Aluminum framed storefront	Double glaze	Original wing	☐	Fair

Building Doors		
Main Entrance Doors	Door Type	Condition
	Fully glazed, metal framed	Fair
Secondary Entrance Doors	None	--
Service Doors	Metal, insulated	Fair
Overhead Doors	None	--

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Anticipated Lifecycle Replacements:

- Windows
- Storefront glazing
- Exterior doors

Actions/Comments:

- Some windows display evidence of leaks. The damaged windows must be replaced.

6.7. Patio, Terrace, and Balcony

Building Patio, Terrace and Balcony			
Type	Description	Location	Condition
Ground Floor Patio	Concrete	Rear elevation	Fair
Upper Balcony Structure	None		--
Balcony Decks	None		--
Balcony Deck Toppings	None		--
Balcony Guardrails	None		--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended..
- Some cracking was observed at the rear patio. The cost to repair the patios is relatively insignificant and the work can be performed as part of the property management's routine maintenance program.

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7. Building Mechanical and Plumbing Systems

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Building Central Heating System	
Primary Heating System Type	Hot water boilers
Quantity and Capacity of Major Components	1 boiler at 690 MBH
Total Heating Capacity	690 MBH
Heating Fuel	Natural gas
Location of Major Equipment	Mechanical rooms
Space Served by System	Older wing
Age Ranges	Unit dated 1970
Boiler Condition	Fair
Heat Exchanger Condition	--

Distribution System	
HVAC Water Distribution System	Two-pipe
Heating Water Circulation Pump Size & Quantity	1 pump at estimated 7.5 HP
Chilled Water Circulation Pump Size & Quantity	NA
Condenser Water Circulation Pump Size & Quantity	NA
Pump Condition	Good
Air Distribution System	Constant
Quantity and Capacity of Air Handlers	3 air handlers ranging from 1200 CFM to 4000 CFM
Location of Air Handlers	Mechanical rooms
Large Spaces the Larger Dedicated AHU's Serve	Original wing spaces
Age of Air Handlers	Unit ages range from 1993 to 2001
Air Handler Condition	Fair
Terminal Units	Fan coil units (hydronic)
Quantity and Capacity of Terminal Units	(2) Fan coil units at approximately 2 tons each
Location of Terminal Units	Within interior spaces
Spaces Served by Terminal Units	Throughout facility
Terminal Unit Condition	Fair

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Supplemental Components	
Supplemental Component #1	Split system condensing units
Location / Space Served by Split system condensing units	Locker rooms, basement classroom
Split system heat pumps Condition	Fair
Supplemental Component #2	Package units
Location / Space Served by Package units	Gymnasium
Package units Condition	Fair
Supplemental Component #3	PTAC units
Location / Space Served by PTAC units	Administrative offices
PTAC units Condition	Good

Controls and Ventilation	
HVAC Control System	Individual non-programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Through-wall exhaust fans
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Air compressor
- Air dryer
- Boiler
- Distribution pump
- Air handling units
- Package units
- Split system condensing units
- PTACs
- Fan coil units
- Ductless split system
- Exhaust fans

Actions/Comments:

- The HVAC systems are maintained by the in-house maintenance staff. 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.
- The HVAC equipment generally appears to be functioning adequately overall. The maintenance staff was interviewed about the historical and recent performance of the equipment and systems. No chronic problems were reported and generally, an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement.
- Several units are original to the 1961 construction and are reported to be functioning adequately. However, as-needed replacements are anticipated.

- The facility HVAC is controlled using an outdated pneumatic system supplied by an air compressor. For modernization, reliability, and increased control, full conversion to a web-based direct digital control (DDC) platform is highly recommended.

7.2. Building Plumbing and Domestic Hot Water

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Copper	Fair
Waste/Sewer Piping	PVC	Fair
Vent Piping	PVC	Fair
Water Meter Location	Basement domestic backflow preventer room	

Domestic Water Heaters or Boilers	
Components	Water Heater
Fuel	Natural gas
Quantity and Input Capacity	1 unit at 20 MBH
Storage Capacity	1 unit at 80 gallons
Boiler or Water Heater Condition	Fair
Supplementary Storage Tanks?	No
Storage Tank Quantity & Volume	N/A
Quantity of Storage Tanks	0
Storage Tank Condition	NA
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

Plumbing Fixtures	
Water Closets	Commercial grade
Toilet (Water Closet) Flush Rating	1.6 GPF
Common Area Faucet Nominal Flow Rate	2.0 GPM
Condition	Fair

Anticipated Lifecycle Replacements:

- Water heater
- Toilets
- Urinals
- Sinks
- Showers
- Drinking fountains
- Sewage ejector pumps

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Actions/Comments:

- The plumbing systems appear to be well maintained and functioning adequately. The water pressure appears to be sufficient. No significant repair actions or short term replacement costs are required. Routine and periodic maintenance is recommended. Future lifecycle replacements of the components or systems listed above will be required.

7.3. Building Gas Distribution

Gas service is supplied from the gas main on the adjacent public street. The gas meter and regulators are located in the HVAC enclosure at the east elevation of the property. The gas distribution piping within the 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 regulators 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.

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pad-mounted
Main Service Size	400 Amps	Volts	120/208 Volt, three-phase
Meter & Panel Location	Electrical room	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
Security / Surveillance System?	No	Building Intercom System?	No
Lighting Fixtures	Generally T-8s, with LEDs at the gymnasium		
Main Distribution Condition	Fair		
Secondary Panel and Transformer Condition	Fair		
Lighting Condition	Fair		

Anticipated Lifecycle Replacements:

- Circuit breaker panels
- Interior light fixtures
- Safety switch

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.

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- The building's electrical components are generally original. The electrical service is reportedly adequate for the facility's needs. However, due to the age of the components and increasing difficulty of obtaining replacement parts over time, lifecycle replacements are recommended per above.

7.5. Building Elevators and Conveying Systems

Not applicable. There are no elevators or conveying systems.

7.6. Fire Protection and Security Systems

Item	Description					
Type	Wet pipe					
Fire Alarm System	Central Alarm Panel	☒	Battery-Operated Smoke Detectors	☐	Alarm Horns	☒
	Annunciator Panels	☐	Hard-Wired Smoke Detectors	☒	Strobe Light Alarms	☒
	Pull Stations	☒	Emergency Battery-Pack Lighting	☐	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					
Sprinkler System	None	☐	Standpipes	☐	Backflow Preventer	☒
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐
Suppression Condition	Fair					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	Electrical room		2012			
Fire Extinguishers	Last Service Date		Servicing Current?			
	July 2017		Yes			
Hydrant Location	Adjacent drive aisles					
Siamese Location	N/A					
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System	☐		

Anticipated Lifecycle Replacements:

- Central alarm panel
- Backflow preventer
- Fire alarm components
- Fire extinguishers
- Illuminated EXIT signs
- Defibrillator

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Actions/Comments:

- On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.
- The majority of the building is not protected by fire suppression; sprinkler heads are currently limited to the basement level, including the classroom. Due to its construction date, the facility is most likely “grandfathered” by code and the installation of comprehensive 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.

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8. Interior Spaces

8.1. Interior Finishes

The facility is used as a recreational facility for the City of Greenbelt.

The most significant interior spaces include the basketball gymnasium, multipurpose room, game room, and basement classroom. Supporting areas include hallways, stairs, the front lobby, administrative offices, restrooms, locker rooms, mechanical rooms, and utility closets.

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

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Vinyl tile	Throughout building	Fair
Hardwood	Gymnasium	Fair
Rubber flooring	Weight room	Fair
Carpet	Offices	Fair
Ceramic tile	Restrooms	Fair
Unfinished	Mechanical/utility rooms	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Painted drywall	Offices	Fair
Painted CMU	Throughout building	Fair
Exposed CMU/masonry	Mechanical/utility rooms	Fair
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Suspended T-bar (Acoustic)	Throughout building	Fair
Painted drywall	Restrooms	Fair
Exposed structure	Mechanical/utility rooms	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood	Fair
Door Framing	Metal	Fair
Fire Doors	Yes	Fair

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Anticipated Lifecycle Replacements:

- Carpet
- Maple sports floor
- Vinyl tile
- Ceramic tile
- Rubber flooring
- Interior paint
- Suspended acoustic ceiling tile
- Interior doors
- Door hardware
- Gymnasium scoreboard
- Basketball backboards
- Toilet partitions

Actions/Comments:

- It appears that the interior finishes have not been renovated within the last 10 years.
- 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.
- A toilet partition in the women's restroom at the first floor of the 1971 wing of the building is damaged. The door hinge hardware should be replaced through the routine maintenance program.

8.2. Commercial Kitchen & Laundry Equipment

Not applicable. There is no commercial kitchen or laundry equipment.

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9. Other Structures

Not applicable. There are no major accessory structures.

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10. Certification

The City of Greenbelt retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Youth Center, 99 Centerway Drive, Greenbelt, Maryland, the "Property". It is our understanding that the primary interest of the City of Greenbelt 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 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 4.2 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 Greenbelt for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Greenbelt 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 Greenbelt and the recipient's sole risk, without liability to EMG.

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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

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Appendix A:
Photographic Record

#1:	COVER PHOTO

#2:	FRONT ELEVATION

#3:	LEFT ELEVATION

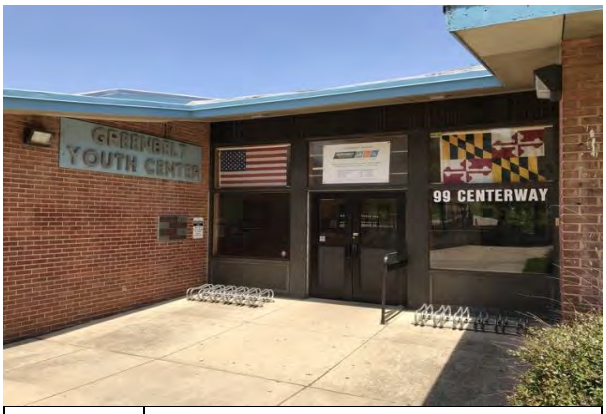
#4:	REAR ELEVATION

#5:	RIGHT ELEVATION

#6:	ASPHALT PAVING

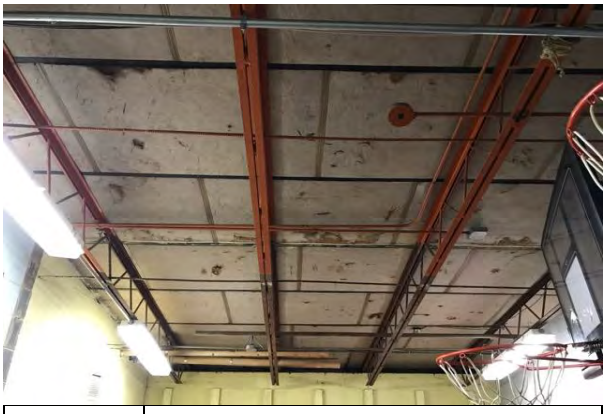
#7:	LANDSCAPING

#8:	LANDSCAPING



#9:	FACILITY SIGNAGE

#10:	STRUCTURE



#11:	STRUCTURE

#12:	STRUCTURE

#13:	ROOF FINISHES

#14:	ROOF DRAINAGE

#15:	EXTERIOR WALLS

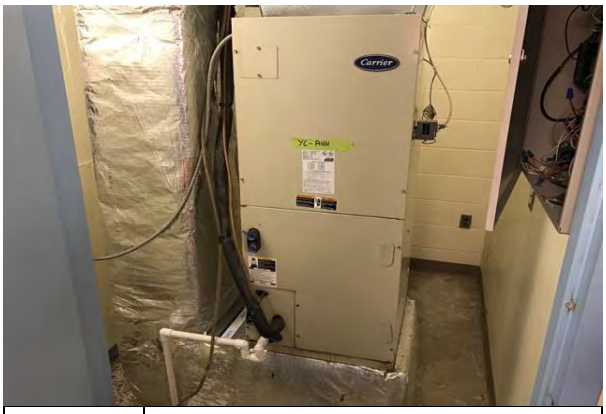
#16:	EXTERIOR FACADE

#17:	CENTRAL NATURAL GAS BOILER, GAS

#18:	HEATING WATER DISTRIBUTION PUMP

#19:	FAN COIL UNIT

#20:	PACKAGED UNIT



#21:	INTERIOR AIR HANDLER

#22:	SPLIT SYSTEM CONDENSING UNIT

#23:	PACKAGED UNIT

#24:	PTAC UNIT

#25:	DOMESTIC WATER HEATER

#26:	PLUMBING FIXTURES

#27:	ELECTRICAL DISTRIBUTION AND METER

#28:	ELECTRICAL DISTRIBUTION PANELS

#29:	INTERIOR LIGHTING

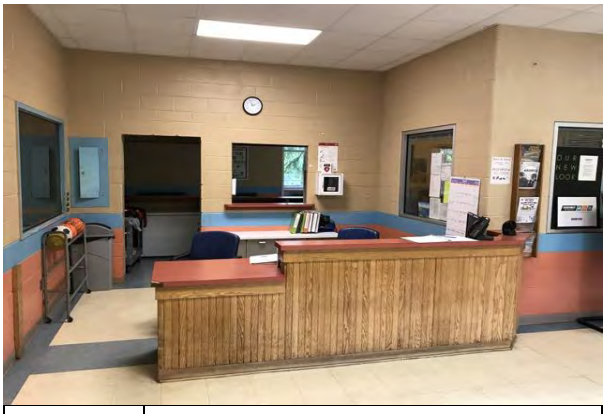
#30:	EXTERIOR LIGHTING

#31:	FIRE ALARM CONTROL PANEL

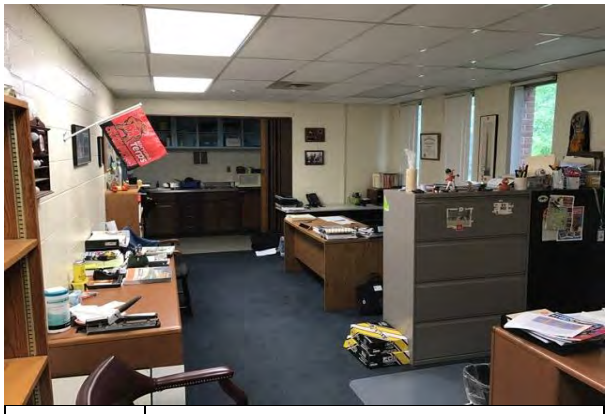
#32:	FIRE ALARM COMPONENTS

#33:	FIRE EXTINGUISHER

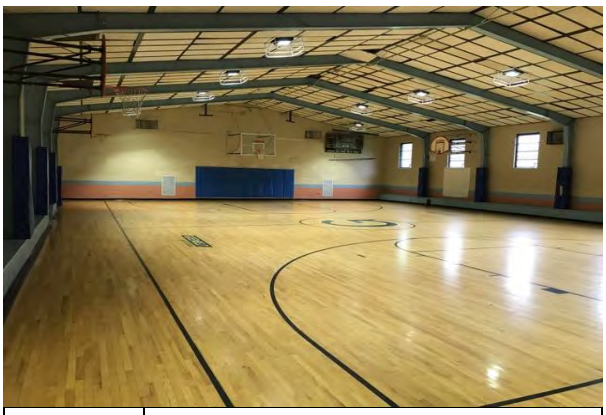
#34:	LOBBY



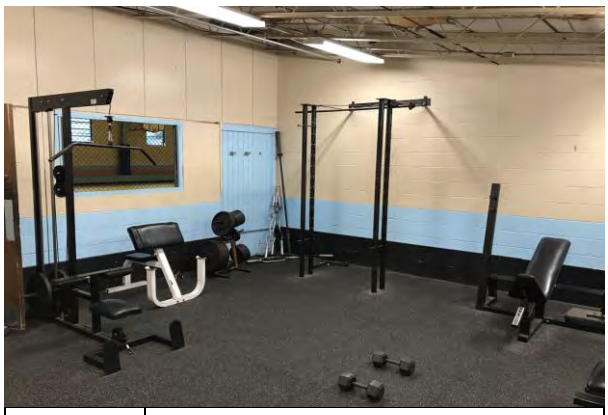
#35:	FRONT DESK



#36:	MORRISON LOUNGE



#37:	GYMNASIUM

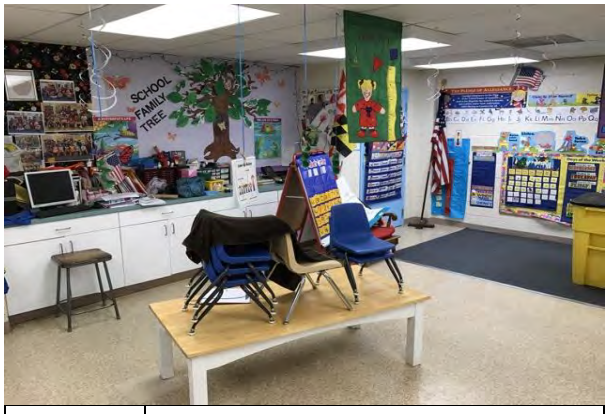


#38:	WEIGHT ROOM

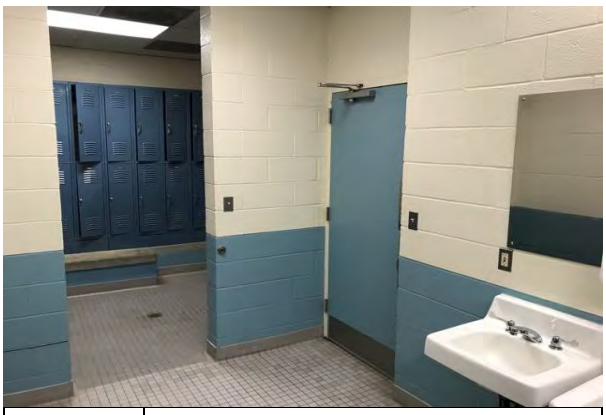
#39:	GAME ROOM

#40:	MULTIPURPOSE ROOM

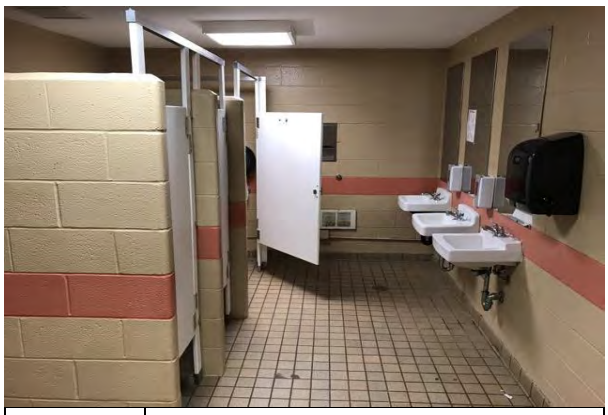
#41:	OFFICE



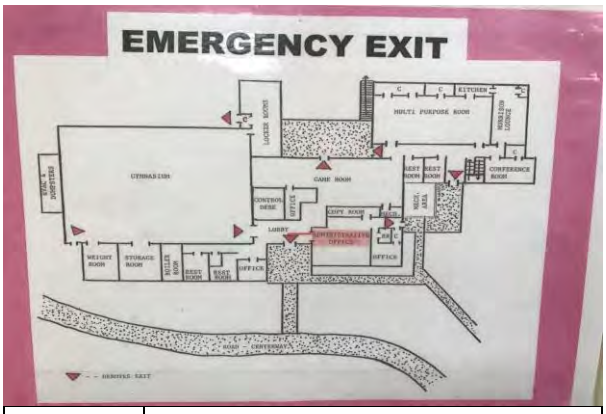
#42:	BASEMENT CLASSROOM



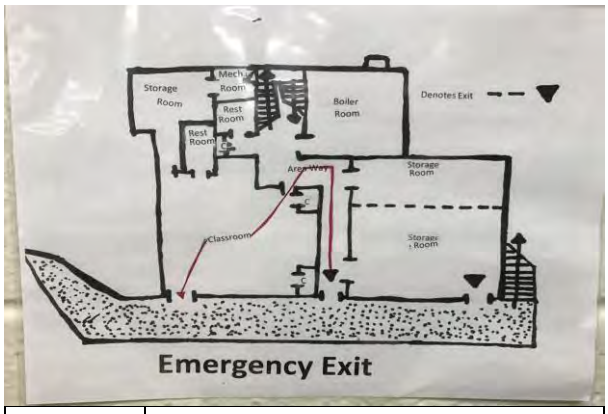
#43:	LOCKER ROOM



#44:	RESTROOM



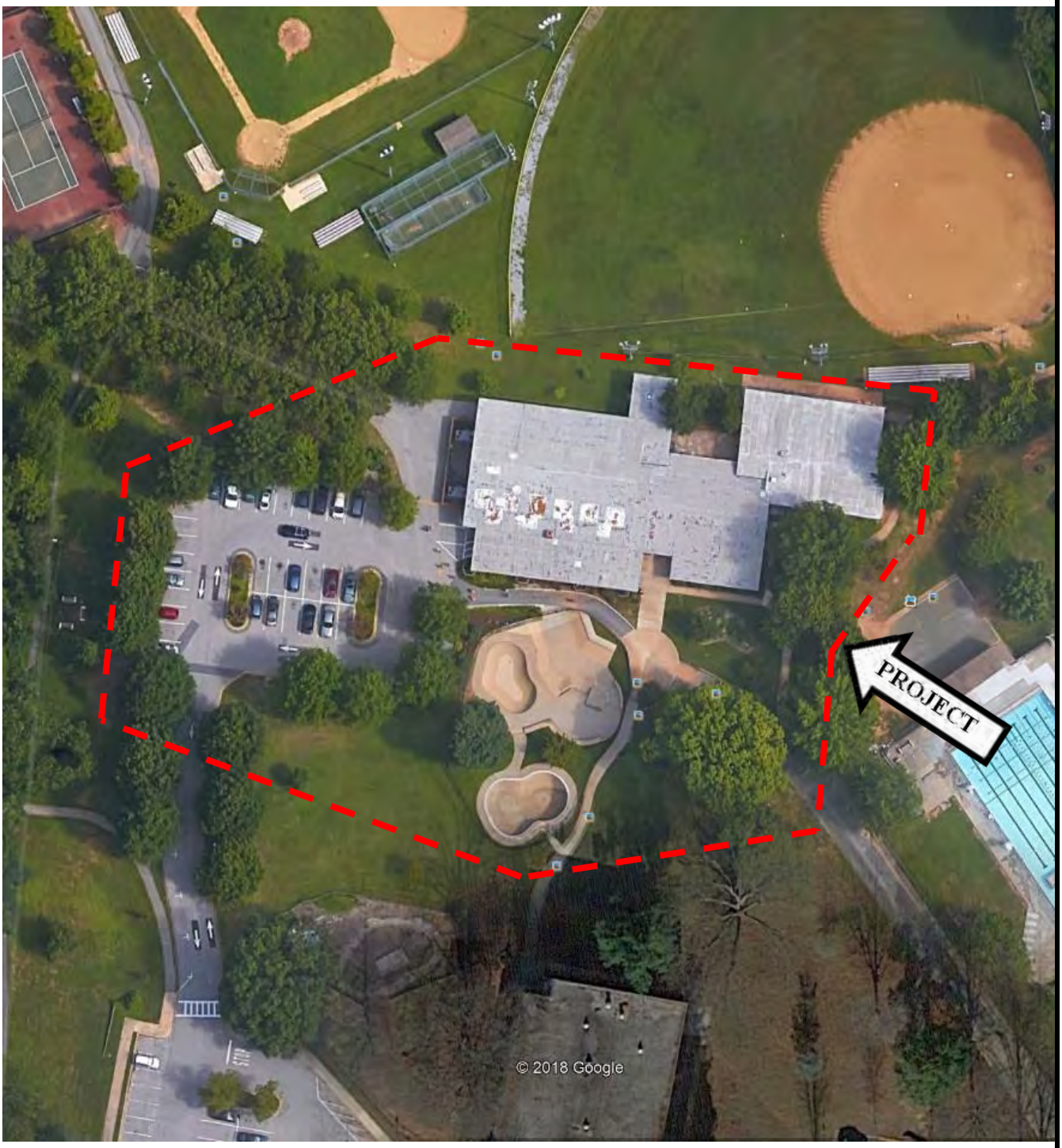
#45:	UPPER LEVEL FLOOR PLAN



#46:	BASEMENT FLOOR PLAN

Appendix B:
Site Plan

Site Plan



emg	**Project Name:** Greenbelt/Youth Center	**Project Number:** 131700.18R000-011.322
	Source: Google Earth	**On-Site Date:** May 18, 2018

Appendix C:
EMG Accessibility Checklist

Date Completed: May 18, 2018

Property Name: Greenbelt/Youth Center

EMG Project Number: 131700.18R000-011.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?		✓		
2	Have any ADA improvements been made to the property?		✓		
3	Does a Transition Plan / Barrier Removal Plan exist for the property?		✓		
4	Has building ownership or management received any ADA related complaints that have not been resolved?		✓		
5	Is any litigation pending related to ADA issues?		✓		
	Parking	**Yes**	**No**	**NA**	**Comments**
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?	✓			2 required; 2 provided.
2	Are there sufficient van-accessible parking spaces available?		✓		1 van-accessible space required; 0 provided.
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading “Van Accessible” at van spaces?	✓			
4	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?	✓			
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	✓			
6	If required does signage exist directing you to accessible parking and an accessible building entrance?	✓			
	Ramps	**Yes**	**No**	**NA**	**Comments**
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)			✓	No ramps.
2	Are ramps that appear longer than 6 ft complete with railings on both sides?			✓	
3	Does the width between railings appear at least 36 inches?			✓	

	Ramps (cont.)	Yes	No	NA	Comments
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			✓	
	Entrances/Exits	**Yes**	**No**	**NA**	**Comments**
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?	✓			
2	If the main entrance is inaccessible, are there alternate accessible entrances?			✓	Main entrance is accessible.
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?	✓			
	Paths of Travel	**Yes**	**No**	**NA**	**Comments**
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	✓			
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	✓			
3	Is there a path of travel that does not require the use of stairs?	✓	✓		The majority of the facility is located at the upper level, and is accessible. The partial lower level is only accessible from the outside, entering through the lower classroom door. There are no elevators or wheelchair lifts at the interior to provide access between floors.
	Elevators	**Yes**	**No**	**NA**	**Comments**
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			✓	No elevators or lifts.
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 hoist way entrance as well as all cab/call buttons?			✓	
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	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			✓	
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			✓	

	Toilet Rooms	Yes	No	NA	Comments
1	Are common area public restrooms located on an accessible route?	✓			Based on designated-accessible women's restroom at first floor, near the gymnasium.
2	Are pull handles push/pull or lever type?			✓	No door to restroom.
3	Are there audible and visual fire alarm devices in the toilet rooms?		✓		No strobe alarm observed.
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	✓			
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60" turning diameter)?	✓			
6	In unisex toilet rooms, are there safety alarms with pull cords?			✓	Pull cord alarm system not present at facility.
7	Are toilet stall doors wheelchair accessible (appear to be at least 32" wide)?	✓			
8	Are grab bars provided in toilet stalls?	✓			
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 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?		✓		Pipe insulation is not present.
	Guest Rooms	**Yes**	**No**	**NA**	**Comments**
1	How many total accessible sleeping rooms does the property management report to have? **Provide specific number in comment field.** Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			✓	

	Guest Rooms (cont.)	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? **Provide specific number in comment field.** Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			✓	
3	How many assistive listening kits and/or rooms with communication features are available per property management? **Provide specific number in comment field.** Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			✓	
	Pools	**Yes**	**No**	**NA**	**Comments**
1	Are public access pools provided? If the answer is no, please disregard this section.			✓	
2	How many accessible access points are provided to each pool/spa? **Provide number in comment field.** Is at least one fixed lift or sloped entry to the pool provided?			✓	
	Play Area	**Yes**	**No**	**NA**	**Comments**
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			✓	
	Exercise Equipment	**Yes**	**No**	**NA**	**Comments**
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			✓	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D:
Pre-Survey Questionnaire

EMG FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

Building / Facility Name: Youth Center

Name of person completing form: Tim Houchens

Title / Association with property: Facilities Maintenance Supervisor

Length of time associated w/ property: ~39 years

Date Completed: 5/18/2018

Phone Number: 301 - 474 - 8004

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	1961 ; phase II (addition) 1971		
2	Building size in SF	19,600		
3	Major Renovation/Rehabilitation generally nothing in last 15 years; no major renovations since 1971 addition		Year	Additional Detail
		Façade		
		Roof		
		Interiors		
		HVAC		'61 units → 15 + years
		Electrical	original	
		Site Pavement		
		Accessibility		

QUESTION		RESPONSE
4	List other significant capital improvements (focus on recent years; provide approximate date).	N/A
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	None
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	1971 wing - original HVAC, most assets

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	
7	Are there any problems with foundations or structures, like excessive settlement?		✓			
8	Are there any wall, window, basement or roof leaks?	✓	✓			gym — roof leaks basement leak @ classroom area
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 your elevators unreliable, with frequent service calls?		✓		✓	
11	Are there any plumbing leaks, water pressure, or clogging/back-up problems?		✓			filthy water comes off street; filters installed
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?		✓			old but adequate
15	Are there any problems or inadequacies with exterior 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, and 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.