

FACILITY CONDITION ASSESSMENT

Prepared for

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FACILITY CONDITION ASSESSMENT
OF
VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
HUNTINGTON BEACH, CALIFORNIA 92649

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EMG PROJECT #:

119317.16R000-015.017

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ONSITE DATE:

May 5, 2016



engineering | environmental | capital planning | project management

Immediate Repairs Report
Village View Elementary
6/3/2016



Location Name	Report Section	Location Description	ID	Cost Description	Quantity	Unit	Unit Cost	Subtotal	Deficiency Repair Estimate *
Village View Elementary	3.1	Doors	436388	ADA, Door, Lever Handle Hardware, Install	28	EA	\$202.40	\$5,667	\$5,667
Village View Elementary	3.1	Classrooms and offices	436376	ADA, Kitchen, Cabinetry, Modify	320	LF	\$126.50	\$40,480	\$40,480
Village View Elementary	3.1	Multi-purpose room stage	436666	ADA, Site, Ramp, Wood, Up to 48" Wide, Install	42	LF	\$721.05	\$30,284	\$30,284
Village View Elementary	5.2	Throughout the site	436390	Concrete Sidewalk, Replace	240	SF	\$19.82	\$4,757	\$4,757
Immediate Repairs Total									\$81,189

* Location Factor included in totals.



6/3/2016

Report Section	Location Description	ID	Cost Description	Lifespan (EUL)	EA	RUL	Quantity	Unit	Unit Cost	Subtotal	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Deficiency Repair Estimate							
3.1	Doors	436388	Z101X ADA, Door, Lever Handle Hardware, Install	0	0	0	28	EA	\$202.40	\$5,667	\$5,667																				\$5,667							
3.1	Classrooms and offices	436376	Z103X ADA, Kitchen, Cabinetry, Modify	0	0	0	320	LF	\$126.50	\$40,480	\$40,480																					\$40,480						
3.1	Multi-purpose room stage	436666	Z109X ADA, Site, Ramp, Wood, Up to 48" Wide, Install	0	0	0	42	LF	\$721.05	\$30,284	\$30,284																					\$30,284						
5.2	Parking lot	436385	G2022 Asphalt Pavement, Parking Lot, Seal & Stripe	5	2	3	44500	SF	\$0.38	\$16,888				\$16,888					\$16,888					\$16,888					\$16,888			\$67,551						
5.2	Throughout the site	436390	G2031 Concrete Sidewalk, Replace	30	30	0	240	SF	\$19.82	\$4,757	\$4,757																					\$4,757						
5.5	Playgrounds	436399	G2047 Play Structure, Medium, Replace	20	10	10	2	EA	\$40,005.63	\$80,011											\$80,011											\$80,011						
5.5	Basketball and play courts	436404	G2047 Basketball/Tennis/Play Court, Asphalt, Seal & Stripe	5	2	3	74000	SF	\$0.38	\$28,157				\$28,157					\$28,157					\$28,157					\$28,157			\$112,628						
6.3	Original Buildings built in 1962	436396	B3011 Roof, Built-Up, Replace	20	14	6	42873	SF	\$12.96	\$555,694							\$555,694							\$28,157					\$28,157			\$555,694						
6.3	Covered Eating Area	437736	B3011 Roof, Metal, Replace	40	30	10	2400	SF	\$12.45	\$29,878											\$29,878											\$29,878						
6.4	Throughout the buildings	436383	B2011 Exterior Wall, Painted Surface, 1-2 Stories, Prep & Paint	10	5	5	18500	SF	\$2.87	\$53,108						\$53,108										\$53,108						\$106,216						
6.6	Through out original 1962 buildings	436384	B2021 Window, Aluminum Double-Glazed 12 SF, 1-2 Stories, Replace	30	28	2	96	EA	\$584.21	\$56,084			\$56,084																			\$56,084						
6.6	Portable buildings	436488	B2021 Window, Aluminum Double-Glazed 12 SF, 1-2 Stories, Replace	30	18	12	24	EA	\$584.21	\$14,021													\$14,021									\$14,021						
7.1	Outside of office	436515	D3032 Condenser, Air-Cooled, 5 Ton, Replace	15	4	11	1	EA	\$4,237.42	\$4,237												\$4,237										\$4,237						
7.1	Provide new air conditioning in multi-purpose room and kitchen	437913	D3032 Condenser, Air-Cooled, 10 Ton, Replace	15	14	1	2	EA	\$5,615.91	\$11,232		\$11,232															\$11,232					\$22,464						
7.1	Classrooms #1 through #20, ground mounted	436597	D3032 Condenser, Air-Cooled, 5 Ton, Replace	15	4	11	20	EA	\$4,237.42	\$84,748											\$84,748											\$84,748						
7.1	Outside of classrooms #21 to #23	436520	D3032 Condenser, Air-Cooled, 3 Ton, Replace	15	13	2	3	EA	\$2,755.13	\$8,265				\$8,265															\$8,265			\$16,531						
7.1	In classrooms #21 to #23	436522	D3051 Furnace, Gas, 51 to 100 MBH, Replace	20	18	2	3	EA	\$3,801.45	\$11,404				\$11,404																		\$11,404						
7.1	Multi-purpose room	436603	D3051 Furnace, Gas, 151 to 200 MBH, Replace	20	18	2	2	EA	\$7,066.65	\$14,133				\$14,133																		\$14,133						
7.1	Teacher's lounge	436600	D3051 Furnace, Gas, 10 to 25 MBH, Replace	20	18	2	2	EA	\$1,997.57	\$3,995				\$3,995																		\$3,995						
7.1	Classrooms #3 through #20	436595	D3051 Furnace, Gas, 51 to 100 MBH, Replace	20	4	16	18	EA	\$3,801.45	\$68,426																	\$68,426					\$68,426						
7.1	Classrooms #1 and #2	436604	D3051 Furnace, Gas, 51 to 100 MBH, Replace	20	9	11	2	EA	\$3,801.45	\$7,603												\$7,603										\$7,603						
7.1	Office	436514	D3051 Furnace, Gas, 51 to 100 MBH, Replace	20	4	16	1	EA	\$3,801.45	\$3,801																	\$3,801					\$3,801						
7.1	roofs of portable buildings child care and library	436398	D3052 Heat Pump, 3.5 to 5 Ton, Replace	15	11	* 4	3	EA	\$8,928.22	\$26,785		\$26,785															\$26,785					\$53,569						
7.1	Wall of portable buildings built in 1998	436379	D3052 Heat Pump, 3.5 to 5 Ton, Replace	15	13	2	6	EA	\$8,928.22	\$53,569			\$53,569															\$53,569				\$107,139						
7.2	Throughout the building	436380	D2029 Plumbing System, School, Upgrade	40	38	2	38726	SF	\$38.94	\$1,507,990			\$1,507,990																			\$1,507,990						
7.4	Entire campus	436381	D5019 Electrical System, School, Upgrade	40	38	2	38726	SF	\$23.00	\$890,698			\$890,698																			\$890,698						
7.6	Main office	436389	D5037 Fire Alarm Control Panel, Multiplex, Replace	15	4	* 11	1	EA	\$4,284.35	\$4,284											\$4,284											\$4,284						
8.1	Corridors and foyer	436403	C3024 Interior Floor Finish, Vinyl Sheeting, Replace	15	7	* 8	16320	SF	\$7.01	\$114,390								\$114,390														\$114,390						
8.1	Classrooms and offices	436387	C3025 Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	5	5	38000	SF	\$7.26	\$275,739					\$275,739											\$275,739						\$551,479						
8.3	Kitchen	436377	E1093 Food Warmer, Replace	15	8	7	1	EA	\$1,551.91	\$1,552								\$1,552														\$1,552						
8.3	Kitchen	436391	E1093 Refrigerator, Commercial Kitchen, Replace	15	8	7	3	EA	\$1,406.90	\$4,221								\$4,221														\$4,221						
8.3	Kitchen	436397	E1093 Freezer/Cooler, Commercial, Walk-In, Replace	15	8	7	1	EA	\$22,317.14	\$22,317								\$22,317														\$22,317						
	Teachers' lounge	437953	D3032 Condenser, Air-Cooled, 3 Ton, Replace	15	13	2	2	EA	\$2,755.13	\$5,510			\$5,510															\$5,510				\$11,021						
Totals, Unescalated											\$81,189	\$38,016	\$2,551,650	\$45,045	\$0	\$328,847	\$555,694	\$142,480	\$45,045	\$0	\$114,173	\$96,589	\$14,021	\$45,045	\$0	\$328,847	\$110,244	\$67,345	\$45,045	\$0	\$4,609,274				\$0			
Location Factor (1.00)											\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals, Escalated (3.0% inflation, compounded annually)											\$81,189	\$39,157	\$2,707,046	\$49,222	\$0	\$381,224	\$663,528	\$175,232	\$57,061	\$0	\$153,439	\$133,701	\$19,991	\$66,150	\$0	\$512,333	\$176,909	\$111,311	\$76,686	\$0	\$5,404,178							\$0

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FACILITY CONDITION ASSESSMENT

VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
HUNTINGTON BEACH, CALIFORNIA 92649

EMG PROJECT NO: 119317.16R000-015.017

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:	5361 Sisson Drive, Huntington Beach, Orange County, California 92649
Year Constructed/Renovated:	1961 original construction. 1998 and 2008 portable building additions
Current Occupants:	Village View Elementary School
Management Point of Contact:	Ocean View School District Craig Sample, Maintenance & Operations Supervisor 714.847.7083 phone 714.847.3445 cell csample@ovsd.org
Property Type:	Elementary School
Site Area:	+/-12.14 acres
Building Area:	54,393 SF
Number of Buildings:	20
Number of Stories:	1
Parking Type and Number of Spaces:	90 spaces in open lots
Building Construction:	Steel wall studs with steel roof joists on main original buildings Steel wall studs with steel roof joists on portable buildings
Roof Construction:	Flat roofs with built-up membrane on original 1962 construction Flat roofs with steel finish on 1998 and 2008 portable buildings
Exterior Finishes:	Brick veneer, wood siding and stucco
Heating, Ventilation and Air Conditioning:	Split system air conditioning in original 1962 buildings Individual packaged heat pump units on 1998 and 2008 portable buildings
Fire and Life/Safety:	Fire sprinklers, hydrants, smoke detectors, alarms, strobes, extinguishers, alarm panel, and exit signs
Dates of Visit:	May 5, 2016
On-Site Point of Contact (POC):	Mike Hoeker
Assessment and Report Prepared by:	Henry Guo
Reviewed by:	Daniel White Report Reviewer for Mark Surdam Program Manager msurdam@emgcorp.com 800.733.0660 x6251

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

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

- Replacement of heat pump units on portable buildings
- Replacement of some areas of concrete sidewalk with broken and displaced concrete slab
- Multiple remodeling items to satisfy ADA requirements
- Modernization of original 1960's electrical system
- Modernization of original 1960's plumbing system
- Replacement of original heating equipment in multi-purpose room and teachers' lounge
- Addition of new air-conditioning equipment in multi-purpose room, kitchen and teachers' lounge
- Replacement of split system air conditioning units in classrooms No. 21 through No. 23
- Replacement of original wall mounted heat pump units on portable buildings built in 1998

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

According to property management personnel, the property has had an active capital improvement expenditure program over the past several years, primarily consisting of heating equipment replacement and cooling equipment addition. Supporting documentation was not provided in support of these claims but some of the work is evident.

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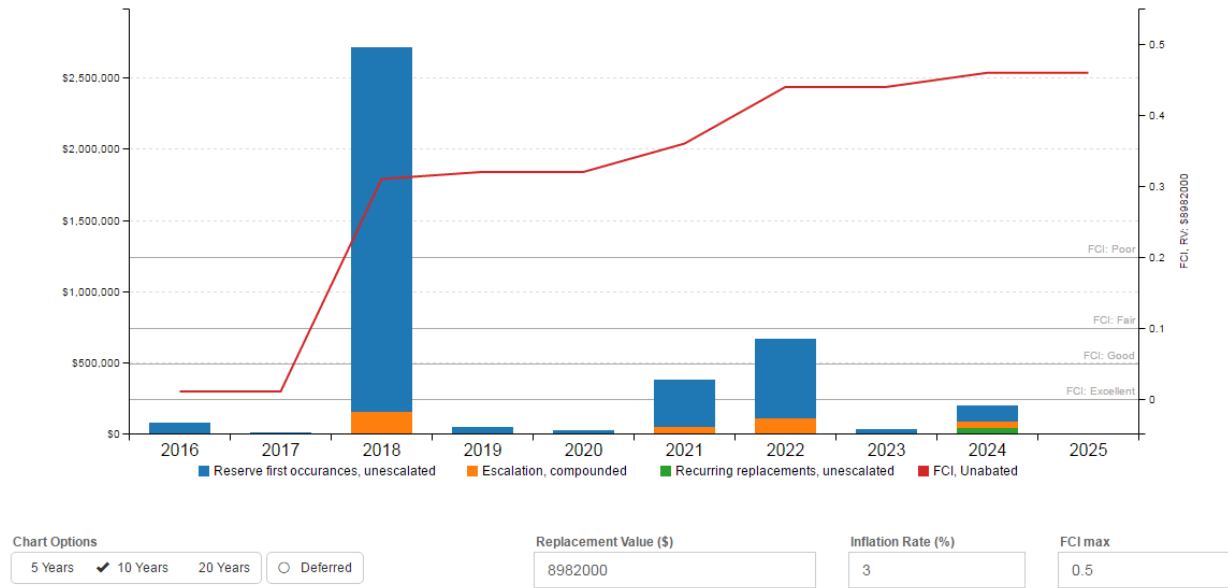
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1.2. FACILITY CONDITION INDEX (FCI)

FCI Analysis: Village View Elementary

Replacement Value: \$ 8,982,000; Inflation rate: 3.0%



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

FCI Condition Rating	Definition	Percentage Value
Good	In new or well-maintained condition, with no visual evidence of wear, soiling or other deficiencies.	0% to 5%
Fair	Subjected to wear and soiling but is still in a serviceable and functioning condition.	> than 5% 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) $FCI = (IR)/(CRV)$.9% Good
10-Year Facility Condition Index (FCI) $FCI = (RR)/(CRV)$	46% Poor
Current Replacement Value (CRV)	54,393 SF * 165.13 / SF = \$8,982,000
Year 1 (Current Year) - Immediate Repairs (IR)	\$81,189

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Key Finding	Metric
Years 2-10 – Replacement Reserves (RR)	\$4,072,509
TOTAL Capital Needs	\$4,153,698

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

- Replacement of some areas of concrete sidewalk with broken and displaced concrete slab
- Multiple remodeling items to satisfy ADA requirements

Further detail on the specific costs that make up the Immediate Repair Costs can be found in the cost tables in the appendices.

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 suspected fungal growth, conditions conducive to such 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 suspected fungal growth, conditions conducive to such growth, or evidence of moisture or moisture affected material in representative readily accessible areas of the property.

Although the DLR schools conform to codes when they are built or modernized, current codes call for the installation of fire sprinklers throughout. The installation of such systems as well as seismic upgrades may be required when major renovations or replacements take place.

No follow-up studies are recommended.

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 E2018-15 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.

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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 possible issues or 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.

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.

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.

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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, CBC 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.

PRIORITIZATION SCHEME:

One of EMG’s data-sorting exercises and deliverables of fundamental value is to evaluate and rank the recommendations and needs of the facility via a logical and well-developed prioritization scheme. The factors under consideration and built into the evaluation criteria include Plan Type (the “why”), Uniformat/building component type or system (the “what”), and condition/RUL (the “when”). The facility type or importance is also factored into the overall portfolio if relevant information is provided and applicable. EMG utilizes the following prioritization scheme:

Priority 1	=	Immediate/Critical Items: Require immediate action to either (a) correct a safety hazard or (b) address the most important building performance or integrity issues or failures.
Priority 2	=	Potentially Critical Items: Include (a) those safety/liability, component performance or building integrity issues of slightly less importance not captured in Priority 1 and/or (b) issues that if left unchecked could escalate into Immediate/Critical items. Accessibility and 'stabilized' environmental issues are also typically included in this subset.
Priority 3	=	Necessary/Recommended Items: Items of concern that generally either require attention or are suggested as improvements within the near term to: (a) improve usability, marketability, or efficiency; (b) reduce operational costs; (c) prevent or mitigate disruptions to normal operations; (d) modernize the facility; (e) adapt the facility to better meet occupant needs; and/or (f) should be addressed when the facility undergoes a significant renovation.
Priority 4	=	Anticipated Lifecycle Replacements: Renewal items which are generally associated with building components performing acceptably at the present time but will likely require replacement or other future attention within the timeframe under consideration.

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.

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- Provide a general statement of the Subject property's compliance with the Americans with Disability Act (ADA). Compliance with Title 24 California Building Code, Chapter 11B and other California Building Code chapters referenced in Chapter 11B, was not surveyed. This report does not constitute a full accessibility survey, but identifies exposure to selected ADA accessibility issues and the need for further accessibility 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 fungus, 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.
- Appropriate inquiries of municipal officials regarding the existence of pending unresolved building, zoning or fire code violations on file, and a determination of the current zoning category, flood plain zone, and seismic zone for the Property.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report.

2.3. PERSONNEL INTERVIEWED

The management and maintenance staff, building engineers, and some key contractors 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. Representatives from the local municipality were also contacted for code compliance, zoning, and other related information. The following personnel from the facility and government agencies were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Craig Sample Maintenance and Operations Supervisor	Ocean View School District	714.847.7083
Noah Valadez General Maintenance	Ocean View School District	714.847.7083
Mike Hoeker General Maintenance	Ocean View School District	714.847.7083
Audrey Hui Administration	California Division of State Architect (DSA)	858.674.5400
Christina Espinoza	City of Huntington Beach Fire Department	714.536.5411

The FCA was performed with the assistance of Mike Hoeker, general maintenance, Ocean View School District, 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 6 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.

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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.

- Remodeling construction documents by BC&A Architecture, dated February 2, 2009
- Property appraisal prepared by Duff & Phelps, dated March 21, 2016

2.5. PRE-SURVEY QUESTIONNAIRE

A Pre-Survey Questionnaire was filled out with the POC during 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 5, 2016: Clear, with temperatures in the 70s (°F) and light winds.

3. ACCESSIBILITY & PROPERTY RESEARCH

3.1. ADA ACCESSIBILITY

Generally, Title II of the Americans with Disabilities Act (ADA) applies to State and local government entities. Title II Subtitle A protects qualified individuals with disabilities from discrimination on the basis of disability in services, programs, and activities provided by state and local government entities. Title II extends the prohibition on discrimination established by section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, to all activities of state and local governments, regardless of Federal financial assistance. All state and local government facilities must be maintained and operated in compliance with the Americans with Disabilities Act Accessibility Guidelines (ADAAG). In addition, in the state of California, compliance with the California Building Code (CBC) Chapter 11 *Accessibility to Public Buildings, Public Accommodations, Commercial Buildings, and Publicly Funded Housing* is required.

During the FCA, a limited visual observation for accessibility compliance was conducted. The scope of the visual observation was limited to those areas set forth in EMG's Abbreviated ADA 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 Accessibility Compliance Survey, and that such a survey is beyond the scope of EMG's undertaking for this report. The Abbreviated ADA Checklist targets key areas for compliance with 2010 ADA Standards for Accessible Design, and does not include California Building Code accessibility requirements. A full Accessibility Compliance Survey conducted by EMG would include both ADA and State of California accessibility requirements. For the FCA, only a representative sample of areas was observed and, other than those shown on the Abbreviated ADA Checklist, actual measurements were not taken to verify compliance.

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

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

Paths of Travel

- Sinks inside classrooms don't have enough knee and toe access space.
 Estimated Cost: 320LF at \$126.50/LF = \$40,480
- Lever action door hardware is not provided at all accessible locations.
 Estimated Cost: 28 at \$202.4 each = \$5,667

Ramps

- The building requires the construction of a ramp with handrails at existing multi-purpose room stage to allow wheelchair access.
 Estimated Cost: 42 ft. at \$721 LF = \$30,282

A full Accessibility 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 costs to address the achievable items noted above are included in the Immediate Repairs Report.

3.2. MUNICIPAL INFORMATION, FLOOD ZONE AND SEISMIC ZONE

According to Audrey Hui of the California Division of State Architect (DSA), there are no outstanding building code violations on file. The DSA does not have an annual inspection program. They only inspect new construction, work that requires DSA approval, and citizen complaints.

According to Christina Espinoza of the Huntington Beach Fire Department, there are no outstanding fire code violations on file. The Fire Department inspects the property on an annual basis.

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According to the Flood Insurance Rate Map, published by the Federal Emergency Management Agency (FEMA) and dated December 3, 2009, the property is located in Zone X, defined as areas of 0.2% annual chance flood; areas of 1% annual chance flood with average depths of less than 1 foot or with drainage areas less than 1 square mile; and areas protected by levees from 1% annual chance flood.

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

According to the Wind Zone Map, published by the Federal Emergency Management Agency (FEMA), the property is located in Zone I and is not located in a Hurricane-Susceptible Region or Special Wind Region.

4. EXISTING BUILDING ASSESSMENT

4.1. SPACE TYPES

All 54,393 square feet of the buildings are owned by the Ocean View Unified School District, and occupied by Village View Elementary School. The spaces are a combination of offices, classrooms, multi-purpose rooms, and supporting restrooms, mechanical and other utility spaces.

4.2. INACCESSIBLE AREAS OR KEY SPACES NOT OBSERVED

The entire school was 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.

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	City of Huntington Beach	Good
Storm sewer	City of Huntington Beach	Good
Domestic water	City of Huntington Beach	Good
Electric service	Southern California Edison	Fair
Natural gas service	Southern California Gas Company	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	Sisson Drive
Access from	South
Additional Entrances	Hendricksen
Additional Access from	North

Paving and Flatwork			
Item	Material	Last Work Done	Condition
Entrance Driveway Apron	Asphalt	>5	Good
Parking Lot	Asphalt	>5	Good
Drive Aisles	Asphalt	>5	Good
Service Aisles	None	--	--
Sidewalks	Concrete	>25	Good
Curbs	Concrete	>25	Good
Site Stairs	Cast-in-place concrete	>25	Good
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			6	
Number of ADA Compliant Spaces for Vans			1	
Total Parking Spaces			90	
Parking Ratio (Spaces/1000sf Building Area)			1.65	
Method of Obtaining Parking Count			Physical count	

Anticipated Lifecycle Replacements:

- Asphalt seal coating
- Concrete sidewalks

Actions/Comments:

- The concrete sidewalks have isolated areas of vertically-displaced concrete due to settlement. These areas occur along east side of property. The damaged areas of concrete sidewalks require replacement.
- Asphalt pavement requires seal coating during evaluation period.

5.3. DRAINAGE SYSTEMS AND EROSION CONTROL

Drainage System and Erosion Control		
System	Exists at Site	Condition
Surface Flow	X	Good
Inlets	<input type="checkbox"/>	--
Swales	<input type="checkbox"/>	--
Detention pond	<input type="checkbox"/>	--
Lagoons	<input type="checkbox"/>	--
Ponds	<input type="checkbox"/>	--
Underground Piping	<input type="checkbox"/>	--
Pits	<input type="checkbox"/>	--
Municipal System	X	Good
Dry Well	<input type="checkbox"/>	--

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.

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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
	X	X	X	X	X	X	<input type="checkbox"/>
Landscaping Condition	Fair						
Irrigation	Automatic Underground		Drip		Hand Watering		None
	X		<input type="checkbox"/>		X		<input type="checkbox"/>
Irrigation Condition	Good						

Retaining Walls		
Type	Location	Condition
None	--	--

Anticipated Lifecycle Replacements:

- Landscaping materials when current water conservative mandates are lifted

Actions/Comments:

- The property has significant areas of barren grass throughout. New landscape material must be installed at the affected areas when current water conservative mandates are lifted.

5.5. GENERAL SITE IMPROVEMENTS

Property Signage	
Property Signage	Pylon
Street Address Displayed?	No

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	<input type="checkbox"/>	X	<input type="checkbox"/>	<input type="checkbox"/>	X
	Overall Site Lighting Condition			Choose an item.	
Building Lighting	None		Wall Mounted		Recessed Soffit
	<input type="checkbox"/>		X		X
	Overall Building Lighting Condition			Good	

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Site Fencing		
Type	Location	Condition
Chain link with metal posts	All around the property	Good

Refuse Disposal				
Refuse Disposal			Choose an item.	
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
South of teachers' lounge	Concrete pad	None	Yes	Good

Other Site Amenities			
	Description	Location	Condition
Playground Equipment	Metal	South courtyard	Good
Basketball Court	Asphalt	Northwest courtyard	Good
Play Ground	Asphalt	North courtyard	Good

Anticipated Lifecycle Replacements:

- Playground equipment
- Basketball courtyard and Playground surfaces

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. BUILDING ARCHITECTURAL AND STRUCTURAL SYSTEMS

6.1. FOUNDATIONS

Building Foundation		
Item	Description	Condition
Foundation	Concrete spread footings	Good
Basement and Crawl Space	None	Choose an item.

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	Light-gauge steel	Good
Roof Framing	Open-web steel joists	Good
Roof Decking	Metal decking	Good

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The superstructure is concealed. 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 or low-sloping	Finish	Built-up membrane
Maintenance	In-house staff	Roof Age	18 year
Flashing	Sheet metal	Warranties	Yes
Parapet Copings	NA; no parapet walls	Roof Drains	Gutters and downspouts

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Primary Roof			
Fascia	Wood	Insulation	Rigid board
Soffits	Concealed	Skylights	Yes
Attics	No	Ponding	No
Ventilation Source-1	Power vents	Leaks Observed	No
Ventilation Source-2	Gravity vents	Roof Condition	Fair

The primary roof is located at original buildings built in 1962.

Secondary Roof			
Type / Geometry	Flat or low-sloping	Finish	Metal
Maintenance	In-house staff	Roof Age	8 & 18 years
Flashing	Sheet metal	Warranties	No
Parapet Copings	NA; no parapet walls	Roof Drains	Scuppers and downspouts
Fascia	Metal	Insulation	Rigid board
Soffits	Concealed	Skylights	No
Attics	No	Ponding	No
Ventilation Source-1	Gravity vents	Leaks Observed	No
Ventilation Source-2	--	Roof Condition	Good

The secondary roof is located at portable buildings built in 1998 and 2008.

Anticipated Lifecycle Replacements:

- Built-up roof membrane

Actions/Comments:

- The roof finishes vary in age. Information regarding roof warranties was requested but 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 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.
- The built-up roofs are from 1997 and have isolated areas of topping degradation. The roof membranes require replacement during the evaluation period.

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6.4. EXTERIOR WALLS

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Brick veneer	Good
Secondary Finish	Wood siding	Fair
Accented with	Stucco moulding	Fair
Soffits	Concealed	Good

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

Anticipated Lifecycle Replacements:

- Exterior paint

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	Cast-in-place concrete	Closed	Metal	Metal	Good
Building Interior Stairs	Wood framed	Closed	Metal	Metal	Good

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, operable	Double pane	Portable buildings	X	Good
Aluminum framed, operable	Single pane	Original buildings	X	Poor

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Building Doors		
Main Entrance Doors	Door Type	Condition
	Solid core wood	Good
Secondary Entrance Doors	Solid core wood	Good
Service Doors	Metal, insulated	Good

Anticipated Lifecycle Replacements:

- Aluminum windows at original buildings
- Aluminum windows at portable buildings built in 1998

Actions/Comments:

- The aluminum punched windows at original buildings are antiquated and energy-inefficient units with single-pane glazing. Replacement is recommended.

6.7. PATIO, TERRACE, AND BALCONY

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

7. BUILDING MECHANICAL AND PLUMBING SYSTEMS

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

Individual Units on Portable Buildings	
Primary Components	Package units
Cooling (if separate from above)	performed via components above
Quantity and Capacity Ranges	8 units, 3.5 tons
Heating Fuel	Electric
Location of Equipment	Building walls and rooftop
Space Served by System	Portable buildings
Age Ranges	2000 to 2004
Primary Component Condition	Fair

Individual Units on Original Buildings	
Primary Components	Split system furnaces and condensing units
Cooling (if separate from above)	performed via components above
Quantity and Capacity Ranges	24 units, 3.5 tons to 5 tons
Heating Fuel	Natural gas
Location of Equipment	Mechanical closets and ground
Space Served by System	Classrooms and offices
Age Ranges	1989 to 2006
Primary Component Condition	Fair

Controls and Ventilation for 1998 and 2008 Portable Buildings	
HVAC Control System	Individual programmable thermostats/controls
HVAC Control System Condition	Good
Building Ventilation	Rooftop exhaust fans
Ventilation System Condition	Fair

Controls and Ventilation For Original 1962 Buildings	
HVAC Control System	Individual programmable thermostats/controls
HVAC Control System Condition	Good
Building Ventilation	Rooftop exhaust fans
Ventilation System Condition	Fair

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Anticipated Lifecycle Replacements:

- Split system air conditioning systems
- Packaged air handling units
- Package wall and rooftop heat pump 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 varies in age. 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 severe 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. Budgetary costs for this work are included.
- The two heating furnaces serving multi-purpose room and kitchen are original and in poor condition. Replacement is recommended.
- Air-conditioning is recommended to be added to serve kitchen, multi-purpose room and teacher's lounge. Costs are included in the reserve expense report.
- The two heating furnaces serving teachers' lounge are original and in poor condition. Replacement is recommended.
- The two heating furnaces serving multi-purpose room and kitchen are original and in poor condition. Replacement is recommended.
- The split air conditioning systems in classrooms No. 21 through No. 23 are from 1989, and in poor condition. Replacement is recommended.
- The heat pump units on classrooms No. 24 through No. 29 are from 2000 and in poor condition. Replacement is recommended.

7.2. BUILDING PLUMBING AND DOMESTIC HOT WATER

Building Plumbing System		
Type	Description	Condition
Water Supply Piping	Galvanized iron	Poor
Waste/Sewer Piping	PVC	Poor
Vent Piping	PVC	Poor
Water Meter Location	Outside of building in underground vault	

Domestic Water Heaters or Boilers	
Components	Water Heaters
Fuel	Electric
Quantity and Input Capacity	3 units at 25 kW each
Storage Capacity	20 gallons
Boiler or Water Heater Condition	Good
Supplementary Storage Tanks?	No
Storage Tank Quantity & Volume	N/A
Quantity of Storage Tanks	0
Storage Tank Condition	--
Domestic Hot Water Circulation Pumps (3 HP and over)	None
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

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Plumbing Fixtures	
Water Closets	Commercial
Toilet (Water Closet) Flush Rating	1.6 GPF
Common Area Faucet Nominal Flow Rate	1.2 GPM
Condition	Good

Actions/Comments:

- The plumbing infrastructure is original to the 1961 construction of the property. Although there have been no reported chronic problems to date, the plumbing systems may begin to leak and fail due to the age of the piping. A cost allowance for full replacement of the plumbing infrastructure is included.

7.3. BUILDING GAS DISTRIBUTION

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

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	1,600 Amps	Volts	277/480 Volt, three-phase
Meter & Panel Location	Electric room	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	Yes
Security / Surveillance System?	No	Building Intercom System?	Yes
Lighting Fixtures	T-8		
Main Distribution Condition	Fair		
Secondary Panel and Transformer Condition	Fair		
Lighting Condition	Good		

Anticipated Lifecycle Replacements:

- Circuit breaker panels
- Main switchgear
- Switchboards

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- Step-down transformers
- Interior light fixtures
- Distribution wiring

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 vast majority of electrical components within the main building, including the circuit breaker panels, switchboards, step-down transformers, and wiring, are original to the 1961 construction. A full modernization/upgrade is recommended to the aging interior electrical infrastructure.

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	X	Battery-Operated Smoke Detectors	X	Alarm Horns	X
	Annunciator Panels	<input type="checkbox"/>	Hard-Wired Smoke Detectors	X	Strobe Light Alarms	X
	Pull Stations	<input type="checkbox"/>	Emergency Battery-Pack Lighting	X	Illuminated EXIT Signs	X
Alarm System Condition	Good					
Sprinkler System	None	<input type="checkbox"/>	Standpipes	<input type="checkbox"/>	Backflow Preventer	<input type="checkbox"/>
	Hose Cabinets	<input type="checkbox"/>	Fire Pumps	<input type="checkbox"/>	Siamese Connections	<input type="checkbox"/>
Suppression Condition	Good					
Central Alarm Panel System	Location of Alarm Panel			Installation Date of Alarm Panel		
	Central office			January, 2011		
Fire Extinguishers	Last Service Date			Servicing Current?		
	July, 2015					
Hydrant Location	Along Sisson Drive					
Siamese Location	None					
Special Systems	Kitchen Suppression System		<input type="checkbox"/>	Computer Room Suppression System		<input type="checkbox"/>

Anticipated Lifecycle Replacements:

- Central alarm panel

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Actions/Comments:

- The central alarm panel appears to be in good condition and is serviced regularly by a qualified fire equipment contractor. Equipment testing is not within the scope of a Facility Condition Assessment. Based on inspection documents displayed by the panel, the central alarm panel has been inspected within the last year. Fire alarm panels contain sophisticated electronic circuits that are constantly energized. Over time, circuit components deteriorate or become obsolete. Even though an alarm panel may continue to function well past its estimated design life, replacement parts may become difficult to obtain and in many cases the alarm panel will not communicate with new devices it is supposed to monitor. Replacement is recommended during the reserve time.
- There are some fire sprinkler heads in some of the buildings. Although the school conforms to the codes in effect when it was built or modernized, current codes call for the installation of fire sprinklers throughout and the installation of such systems as well as seismic upgrades may be required when future major renovations or replacements take place.

8. INTERIOR SPACES

8.1. INTERIOR FINISHES

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
Carpet	Offices, classrooms	Good
Sheet vinyl	Corridors	Good
Ceramic tile	Restrooms	Good
Typical Wall Finishes		
Wall Finish	Locations	General Condition
FRP	Corridors, offices, classrooms, restrooms	Good
Ceramic tile	Restrooms	Good
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Hard (glued) tiles	Offices , classrooms	Good
Suspended T-Bar (acoustic tile)	Offices, classrooms, restrooms	Good

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

Anticipated Lifecycle Replacements:

- Carpet
- Sheet vinyl

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.
- Glued ceiling tiles are in fair condition. Tile replacement is recommended to be performed by routine maintenance.

FACILITY CONDITION ASSESSMENT

VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
HUNTINGTON BEACH, CALIFORNIA 92649

EMG PROJECT NO: 119317.16R000-015.017

8.2. FURNITURE, FIXTURES AND EQUIPMENT (FF&E)

The school's furniture, fixtures and equipment (FF&E) consist of casework, marker and tack boards, screens and projectors, shelving, desks, tables and chairs, computers, task lights and bleachers. Other than casework, assessment of FF&E is not included in the scope of work.

Anticipated Lifecycle Replacements:

- Casework

Actions/Comments:

- Caseworks in classrooms and offices in main building are original. Sink in the casework doesn't have knee and toe space underneath according to ADA requirements. Immediate modification or replacement is recommended. The cost for this is included in section 3.1 of this report.

8.3. COMMERCIAL KITCHEN & LAUNDRY EQUIPMENT

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

Commercial Kitchen		
Appliance	Comment And Condition	
Refrigerators	Up-right	Fair
Freezers	Walk-in	Fair
Warmer	Electric	Fair

Anticipated Lifecycle Replacements:

- Walk-in freezer
- Reach-in refrigerator
- Food warmer

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. OTHER STRUCTURES

All structures on campus, including all portable buildings and lunch area shelter, have been included in main body of this report. Construction, finishes and costs for all portable and shelter buildings are in various sections of this report. There are no other major accessory structures.

10. CERTIFICATION

DLR Group retained EMG to perform this Facility Condition Assessment in connection with its Facilities Master Planning Project for the Ocean View School District at Village View Elementary, 5361 Sisson Drive, Huntington Beach, California the "Property". It is our understanding that the primary interest of DLR Group 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 DLR Group 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 DLR Group 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 DLR Group and the recipient's sole risk, without liability to EMG.

Prepared by: Henry Guo
Project Manager

Reviewed by: 

Daniel White
Report Reviewer for:
Mark Surdam, RA
Program Manager
msurdam@emgcorp.com 800.733.0660 x6251

11. APPENDICES

APPENDIX A: PHOTOGRAPHIC RECORD

APPENDIX B: SITE AND FLOOR PLANS

APPENDIX C: SUPPORTING DOCUMENTATION

APPENDIX D: EMG ABBREVIATED ADA CHECKLIST

APPENDIX E: PRE-SURVEY QUESTIONNAIRE

FACILITY CONDITION ASSESSMENT

VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
HUNTINGTON BEACH, CALIFORNIA 92649

EMG PROJECT NO: 119317.16R000-015.017

APPENDIX A: **PHOTOGRAPHIC RECORD**

PHOTOGRAPHIC RECORD

VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
HUNTINGTON BEACH, CALIFORNIA 92649

EMG PROJECT NO: 119317.16R000-015.017



Photo #1: Office South Elevation



Photo #2: Classrooms 1 & 2 Northwest Elevation



Photo #3: Classrooms 1 & 2 Southwest Elevation



Photo #4: Classrooms 21 through 23 Southwest Elevation



Photo #5: West Elevation



Photo #6: West Elevation

PHOTOGRAPHIC RECORD

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Photo #7: West Elevation



Photo #8: Courtyard West Elevation



Photo #9: North Elevation



Photo #10: North Elevation



Photo #11: Parking Lot



Photo #12: Accessible Parking

PHOTOGRAPHIC RECORD

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Photo #13: Grass Field



Photo #14: Basketball Court



Photo #15: Asphalt Playground



Photo #16: Playground Equipment



Photo #17: Concrete Stair Outside of Multi-purpose Room

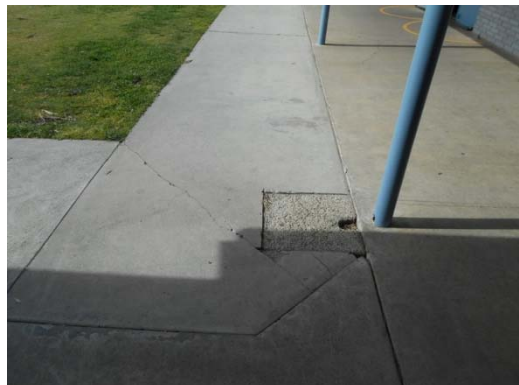


Photo #18: Concrete Sidewalk

PHOTOGRAPHIC RECORD

VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
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Photo #19: Trash Enclosure



Photo #20: Metal Roof



Photo #21: Built-up Roof with Skylights



Photo #22: Covered Walkway



Photo #23: Exterior Door with Stucco & Brick Walls



Photo #24: Classroom Windows with Entrance Door

PHOTOGRAPHIC RECORD

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Photo #25: Furnace in Teachers' Lounge



Photo #26: Furnace in Multi-purpose Room



Photo #27: Split System Air Conditioning Condensing Units



Photo #28: Split System Air Conditioning Furnaces



Photo #29: Wall Mounted Heat Pump



Photo #30: Roof Mounted Heat Pump

PHOTOGRAPHIC RECORD

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Photo #31: Exhaust Vents



Photo #32: Walk-in Freezer



Photo #33: Reach-in Refrigerators



Photo #34: Food Warmer



Photo #35: Central Fire Alarm Panel



Photo #36: Hydrant Along Main Street

PHOTOGRAPHIC RECORD

VILLAGE VIEW ELEMENTARY
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Photo #37: Main Electric Switchgear Box



Photo #38: Pad Mounted Transformer



Photo #39: Backflow Preventer



Photo #40: Classroom



Photo #41: Classroom



Photo #42: Glued Tile Ceiling

PHOTOGRAPHIC RECORD

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Photo #43: Library



Photo #44: Multi-purpose Room



Photo #45: Office



Photo #46: Teachers' Lounge



Photo #47: Restroom



Photo #48: Accessible Toilet

FACILITY CONDITION ASSESSMENT

VILLAGE VIEW ELEMENTARY
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HUNTINGTON BEACH, CALIFORNIA 92649

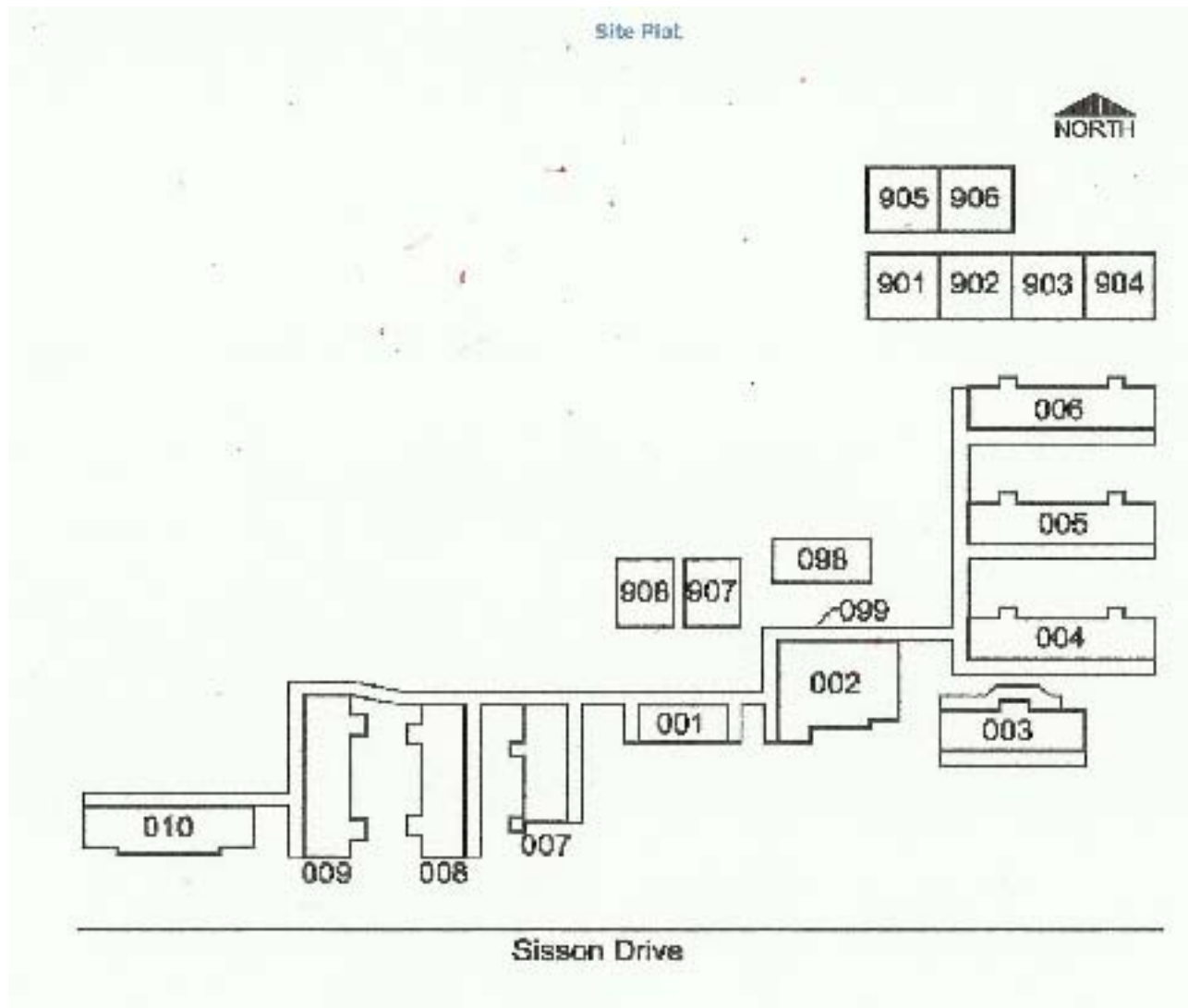
EMG PROJECT NO: 119317.16R000-015.017

APPENDIX B: SITE AND FLOOR PLANS

SITE PLAN

VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
HUNTINGTON BEACH, CALIFORNIA 92649

EMG PROJECT NO: 119317.16R000-015.017



SOURCE:
Client Supplied Material



ON-SITE DATE:
May 5, 2016

AERIAL SITE PLAN

VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
HUNTINGTON BEACH, CALIFORNIA 92649

EMG PROJECT NO: 119317.16R000-015.017



SOURCE:
Google Maps: Imagery ©2016 Google, Map data ©2016 Google

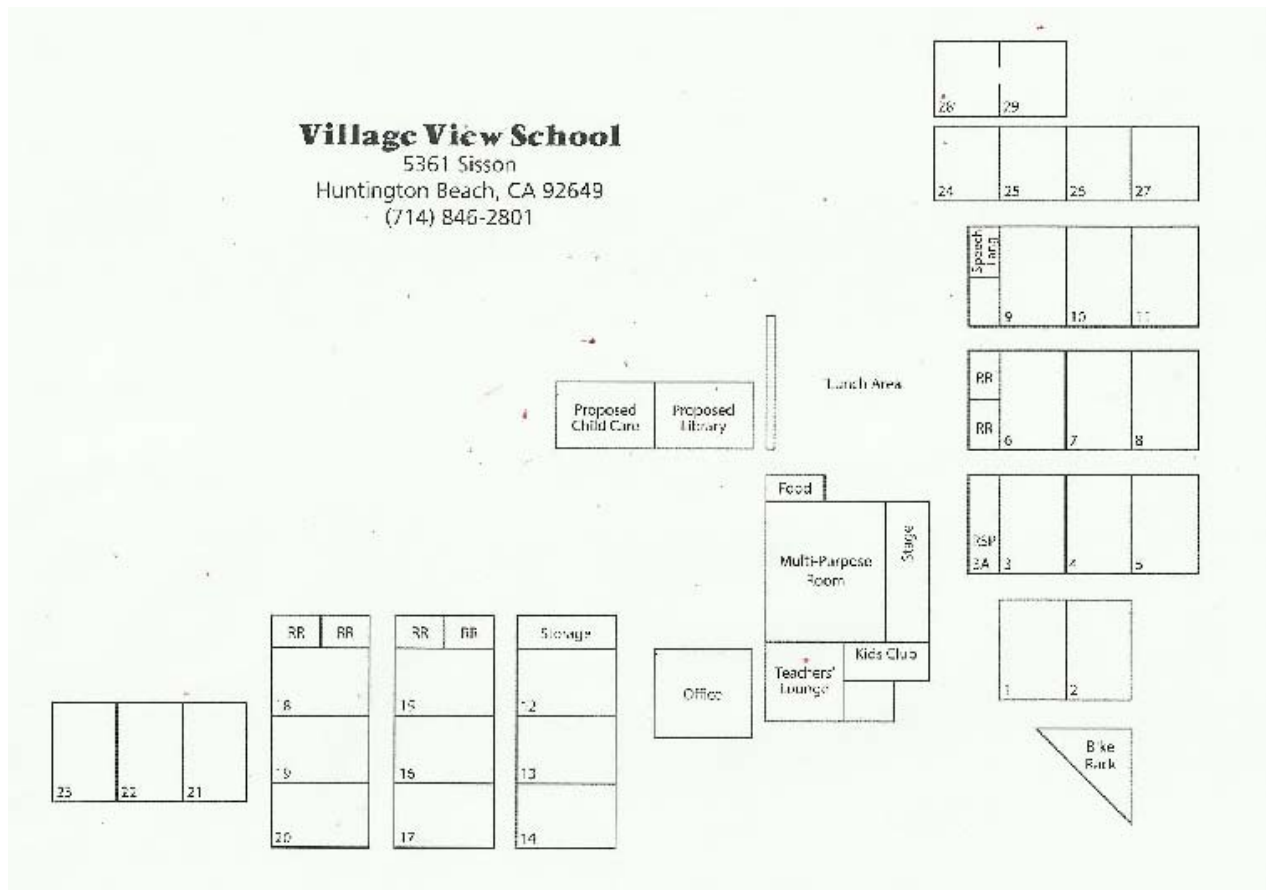


ON-SITE DATE:
May 5, 2016

FLOOR PLAN

VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
HUNTINGTON BEACH, CALIFORNIA 92649

EMG PROJECT NO: 119317.16R000-015.017



SOURCE:
Client Supplied Material



ON-SITE DATE:
May 5, 2016

FACILITY CONDITION ASSESSMENT

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APPENDIX C: SUPPORTING DOCUMENTATION

VILLAGE VIEW ELEMENTARY
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The map displays a network of streets including Robinwood Drive, Sparrow Drive, Skylark Drive, Hummingbird Lane, Chemical Lane, Production Drive, System Drive, Manufacture Lane, Edinger Avenue, Castle Drive, Audrey Drive, Linda Circle, Sandra Lane, Warren Lane, Schryer Lane, Cheryl Drive, SiSSon Drive, Meadowlark Drive, Saratoga Lane, Golden Gate Lane, Santa Anita Lane, Del Mar Lane, Arlington Lane, Bay Shore Lane, Hollywood Lane, Graham Street, Eagle Lane, Birdie Lane, Caliente Drive, Middlecoff Drive, and IL Avenue. Flood zones are labeled as ZONE A and ZONE X. Specific points are marked with 'x' and labels like DY0957 and DY0956. A large arrow labeled 'PROJECT' points towards the center-right. The map includes a scale bar from 0 to 1000 feet and a north arrow.

ON-SITE DATE:
May 5, 2016

FACILITY CONDITION ASSESSMENT

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APPENDIX D:
EMG ABBREVIATED ADA CHECKLIST

FACILITY CONDITION ASSESSMENT

VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
HUNTINGTON BEACH, CALIFORNIA 92649

EMG PROJECT NO: 119317.16R000-015.017

PROPERTY NAME: Village View Elementary
DATE: May 5, 2016
PROJECT NUMBER: 119317.16R000.015.017

EMG ABBREVIATED ADA CHECKLIST

	Building History	Yes	No	N/A	Comments
1.	Has the management previously completed an ADA review?	✓			
2.	Have any ADA improvements been made to the property?	✓			
3.	Does a Barrier Removal Plan exist for the property?	✓			
4.	Has the Barrier Removal Plan been reviewed/approved by an arms-length third party such as an engineering firm, architectural firm, building department, other agencies, etc.?	✓			
5.	Has building ownership or management received any ADA related complaints that have not been resolved?		✓		
6.	Is any litigation pending related to ADA issues?		✓		
	Parking	Yes	No	N/A	Comments
1.	Are there sufficient parking spaces with respect to the total number of reported spaces?	✓			
2.	Are there sufficient van-accessible parking spaces available (96" wide/ 96" aisle for van)?	✓			
3.	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading "Van Accessible" at van spaces?	✓			
4.	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?	✓			
5.	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?	✓			
6.	Does signage exist directing you to accessible parking and an accessible building entrance?	✓			
	Ramps	Yes	No	N/A	Comments
1.	If there is a ramp from parking to an accessible building entrance, does it meet slope requirements? (1:12)			✓	
2.	Are ramps longer than 6 ft complete with railings on both sides?			✓	
3.	Is the width between railings at least 36 inches?			✓	
4.	Is there a level landing for every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			✓	
	Entrances/Exits	Yes	No	N/A	Comments
1.	Is the main accessible entrance doorway at least 32 inches wide?	✓			
2.	If the main entrance is inaccessible, are there alternate accessible entrances?	✓			
3.	Can the alternate accessible entrance be used independently?	✓			

FACILITY CONDITION ASSESSMENT

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	Entrances/Exits	Yes	No	N/A	Comments
4.	Is the door hardware easy to operate (lever/push type hardware, no twisting required, and not higher than 48 inches above the floor)?	✓			
5.	Are main entry doors other than revolving door available?	✓			
6.	If there are two main doors in series, is the minimum space between the doors 48 inches plus the width of any door swinging into the space?			✓	
	Paths Of Travel	Yes	No	N/A	Comments
1.	Is the main path of travel free of obstruction and wide enough for a wheelchair (at least 36 inches wide)?	✓			
2.	Does a visual scan of the main path reveal any obstacles (phones, fountains, etc.) that protrude more than 4 inches into walkways or corridors?		✓		
3.	Are floor surfaces firm, stable, and slip resistant (carpets wheelchair friendly)?	✓			
4.	Is at least one wheelchair-accessible public telephone available?			✓	
5.	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?			✓	
6.	Is there a path of travel that does not require the use of stairs?	✓			
7.	If audible fire alarms are present, are visual alarms (strobe light alarms) also installed in all common areas?	✓			
	Elevators	Yes	No	N/A	Comments
1.	Do the call buttons have visual signals to indicate when a call is registered and answered?			✓	
2.	Are there visual and audible signals inside cars indicating floor change?			✓	
3.	Are there standard raised and Braille marking on both jambs of each host way entrance?			✓	
4.	Do elevator doors have a reopening device that will stop and reopen a car door if an object or a person obstructs the door?			✓	
5.	Do elevator lobbies have visual and audible indicators of car arrival?			✓	
6.	Does the elevator interior provide sufficient wheelchair turning area (51" x 68")?			✓	
7.	Are elevator controls low enough to be reached from a wheelchair (48 inches front approach/54 inches side approach)?			✓	
8.	Are elevator control buttons designated by Braille and by raised standard alphabet characters (mounted to the left of the button)?			✓	
9.	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			✓	
	Restrooms	Yes	No	N/A	Comments
1.	Are common area public restrooms located on an accessible route?	✓			

FACILITY CONDITION ASSESSMENT

VILLAGE VIEW ELEMENTARY
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HUNTINGTON BEACH, CALIFORNIA 92649

EMG PROJECT NO: 119317.16R000-015.017

	Restrooms	Yes	No	N/A	Comments
2.	Are pull handles push/pull or lever type?	✓			
3.	Are there audible and visual fire alarm devices in the toilet rooms?	✓			
4.	Are corridor access doors wheelchair-accessible (at least 32 inches wide)?	✓			
5.	Are public restrooms large enough to accommodate a wheelchair turnaround (60" turning diameter)?	✓			
6.	In unisex toilet rooms, are there safety alarms with pull cords?		✓		
7.	Are stall doors wheelchair accessible (at least 32" wide)?	✓			
8.	Are grab bars provided in toilet stalls?	✓			
9.	Are sinks provided with clearance for a wheelchair to roll under (29" clearance)?	✓			
10.	Are sink handles operable with one hand without grasping, pinching or twisting?	✓			
11.	Are exposed pipes under sink sufficiently insulated against contact?	✓			
12.	Are soap dispensers, towel, etc. reachable (48" from floor for frontal approach, 54" for side approach)?	✓			
13.	Is the base of the mirror no more than 40" from the floor?	✓			

FACILITY CONDITION ASSESSMENT

VILLAGE VIEW ELEMENTARY
5361 SISSON DRIVE
HUNTINGTON BEACH, CALIFORNIA 92649

EMG PROJECT NO: 119317.16R000-015.017

APPENDIX E: PRE-SURVEY QUESTIONNAIRE

FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

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

Name of person completing form: MIKE HOEKER
Title / Association with property: MAINTENANCE
Length of time associated w/ property: 6 YEARS
Date Completed: 5/5/16
Phone Number: 714-642-3258
Building / Facility Name: VILLAGE VIEW ELEM.

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.

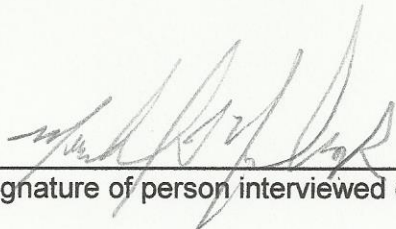
DATA OVERVIEW		RESPONSE
1	Year constructed	1961
2	Building size in SF	54393
3	Replacement Value	10,404,000
4	Acreage	12.14
5	Number of parking spaces	90 (6 ADA STALLS)
6	Age of roof (known or estimated); active warranty w/ expiration date?	1997
QUESTION		RESPONSE
7	List all major renovations or rehabilitations since construction (with estimated dates).	REPLACING HEATING SYSTEM, ADD'g AC
8	List other somewhat lesser but still significant capital improvements, focused within recent years (provide approximate year completed).	None
9	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	NONE
10	Describe any extremely problematic, historically chronic, or immediate facility needs.	DRAINAGE BACKS UP IN RESTROOM NEXT TO OFFICE
11	Describe any shared building or site elements or unique arrangements with neighboring properties, entities, or tenants.	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	
12	Are there any unusable, or "down" areas, units, or spaces within the facility?		✓			
13	Is the facility served by a private water well, septic system or other special waste treatment system?		✓			
14	Are there any problems with the utilities, such as inadequate pressure or capacities?		✓			
15	Have there been any leaks or pressure problems with natural gas service?		✓			
16	Are there any problems with erosion or areas with storm water drainage issues?		✓			
17	Are there any problems with the landscape irrigation systems?		✓			Has irrigation system
18	Are there any problems or inadequacies with exterior lighting?		✓			
19	Are there any problems with foundations or structures, like excessive settlement?		✓			
20	Are there any known issues with termites or other wood-boring pests?		✓			
21	Are there any wall, window, basement or roof leaks?		✓			
22	Are there any plumbing leaks or water pressure problems?		✓			
23	Are any areas of the facility inadequately heated, cooled or ventilated?	✓				MULTIPURPOSE ROOM & KITCHEN
24	Are there any poorly insulated areas?		✓			
25	Do any of the HVAC systems use older R-11, 12, or 22 refrigerants?	✓				R-410A FOR 2011 EQUIP. OLDER EQUIPMENT USES R-22
26	Has any part of the facility ever contained visible suspect mold growth?		✓			
27	Have there been indoor air quality or mold related complaints from building occupants?		✓			

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	
28	Are there any known unresolved building, fire, or zoning code issues with the governing municipality?	✓	✓			MAY need sprinklers
29	Is there any pending litigation concerning the property?		✓			
30	Are there outstanding accessibility issues at the facility? (Go over and fill out first 'History' subsection of separate ADA checklist.)		✓			
31	Are there any EMG 'red flag' issues at the facility? (Go over and fill out attached checklist below.)		✓			
32	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified?		✓			


 Signature of person interviewed or completing form

5/5/16
 Date

RED FLAG CHECKLIST & MATRIX

Mark the **single** column corresponding to the most appropriate situation. (**PSQ only** indicates POC acknowledged presence during interview but item was not observed on-site; **OBS only** indicates the item was observed but not identified as known to be present during interview process; **PSQ & OBS** indicates item was both verbally identified and physically observed; **NOT EVID** indicates the item was neither observed during limited visual assessment nor identified as present during discussions).

RED FLAG ISSUE		OBSERVED?				GUIDANCE
		PSQ only	OBS only	PSQ & OBS	NOT EVID	most prevalent time of potential use
1	Fire Retardant Plywood (FRT)	X	X	X	X	1955 to 1998; as roof sheathing; view attics; sometimes stamped; moisture absorbance leads to premature failure
2	Engineered / Hardboard Wood Siding				✓	any time; Masonite, T-111; water damage and premature failure
3	Exterior Insulation and Finish System (EIFS)				✓	any time; water penetration and premature failure (looks like stucco but feels "lighter")
4	Galvanized Water Piping				✓	prior to early 1980's; common in 1970's; pinhole leaks and interior mineral build-up
5	Polybutylene Water Piping				✓	1977-1995; mostly relevant to housing; grey plastic commonly leaks at joint fittings
6	ABS Piping Recall				✓	1984-1990; faulty resin by 5 manufactures; very difficult to discover & visually observe
7	Cadet/Encore Wall Heater Recall				✓	1982-1999; mostly relevant to housing; collect & cross-check model numbers; potential fire hazards
8	PTAC Recall (Goodman/Amana)				✓	1996-2003; mostly relevant to housing; faulty thermal override switch; collect & cross-check model numbers
9	Aluminum Wiring (Interior)				✓	1964-1975; more concerns with interior and smaller gauge
10	Federal Pacific Stab-Lok Electrical Panels				✓	prior to 1986; potential fire hazards
11	Fused Electrical Panels				✓	prior to early 1960's; easily tampered with, as such potential fire hazard
12	Low Unit Amperage				✓	any time; relevant to housing
13	Fire Sprinkler Head Recalls				✓	1960-2001; more heavily 1990's; Central, Gem, Star, Globe, Omega can be suspect; collect & cross-check model numbers
14	Dishwasher Recalls				✓	1983-1989: GE, Hotpoint 1997-2001: GE, Hotpoint, Maytag, Jenn-Air, Kenmore, Eterna collect & cross-check model numbers; potential fire hazards

REQUEST FOR DOCUMENTATION

On the day of the site visit, provide EMG's Field Observer the documents listed below. Signify which documents will be copied, available for review at the site, not available, or not applicable by placing a check mark in the appropriate columns. Also provide this completed checklist.

		Copies Provided	Reviewed at Site	Not Available	Not Applicable
1	Maintenance Contractor List. Provide the company name, phone number, and contact person of all maintenance contractors who serve the property, such as mechanical contractors, roof contractors, fire sprinkler and fire alarm testing contractors, and elevator contractors.	X	X	X	X
2	Construction Documents (Blueprints). Provide all available construction documents for the original construction of the building or for any tenant improvement work or other recent construction work.			✓	
3	Site plan. Provide a site plan, preferably 8 1/2" X 11", which depicts the arrangement of buildings, roads, parking stalls, and other site features.		✓		
4	Certificates of Occupancy and original Building Permits.			✓	
5	Tenant List. 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).			✓	
6	Apartment Unit Summary. For apartment properties, provide a summary of the apartment unit types and quantities, including the floor area of each apartment unit as measured in square feet.			✓	
7	Hotel & Nursing Home Room Summary. For hotel or nursing home properties, provide a summary of the room types and room type quantities, including the floor area of each room type.			✓	
8	Occupancy Percentage. Provide the current occupancy percentage and typical turnover rate records (for commercial and apartment properties).			✓	
9	Inspection Documents and Certificates. Fire, building, and health department inspection reports and elevator inspection certificates.			✓	
10	Warranties. Roof and HVAC warranties, or any other similar relevant documents.			✓	
11	Utility Companies. The names of the local utility companies which serve the property, including the water, sewer, electric, gas, and phone companies.		✓		
12	Capital Improvement Summary. A summary of recent (over the last 5 years) capital improvement work which describes the scope of the work and the cost of the improvements.			✓	
13	Proposed Improvements. Pending contracts or proposals for future improvements.			✓	
14	Historical Costs. Costs for repairs, improvements, and replacements.			✓	
15	Records. Records of system & material ages (roof, MEP, paving, finishes, furnishings).			✓	
16	Brochures or Marketing Information.			✓	
17	Appraisal, either current or previously prepared.		✓		
18	Previous reports pertaining to the physical condition of property.			✓	
19	ADA survey and status of improvements implemented.		✓		
20	Litigation. Current / pending litigation related to property condition.			✓	