

Citywide
Facility Condition Assessment

Report of
Facility Condition Assessment

For
City of Novato
Archery Shed
Miwok Park, Novato, CA



March 4, 2013

Provided By:

Faithful+Gould, Inc.

Provided For:



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SECTION 1 - EXECUTIVE SUMMARY

INTRODUCTION

In accordance with the agreement held between City of Novato, dated January 18, 2013 and Faithful+Gould Inc, this completed report provides a comprehensive Facility Condition Assessment of the Archery Shed located at Miwok Park (off Olivia Court), Novato, CA (The Facility).

This report provides a summary of the facility information known to us at the time of the study, the scope of work performed, an equipment inventory, evaluation of the visually apparent condition of the Property.

We understand that the City is not responsible for the maintenance of the Archery shed and therefore we have included recommended actions that have not been costed.

This report was completed in general accordance with the ASTM E2018-08 Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process.

PROJECT DETAILS

On January 23, 2013 Mr. Eric Whitworth and Mr. Mark Taylor of Faithful+Gould visited the facility to observe and document the condition of the building and the site components. During our site visit, Faithful+Gould was assisted by Raymond Dwelly, Director of Operations & Maintenance for the Hamilton Field History Museum.

Overview of the Building and Site



BUILDING SUMMARY

Table EX-1 Facility Details

BUILDING NAME:	Archery Shed	LAT/LONG:	38°06'57.48"N / -122°35'56.17"W
ADDRESS:	Miwok Park, Novato, CA PO Box 1492	OCCUPANCY STATUS:	
HISTORIC DISTRICT:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	OCCUPIED <input checked="" type="checkbox"/> VACANT <input type="checkbox"/> PARTIALLY <input type="checkbox"/>	
HISTORIC BUILDING:	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>		
GROSS SQUARE FOOTAGE OF BUILDING:	3,614	GROSS SQUARE FOOTAGE OF LAND:	32,554 (estimated) Whole Facility
CURRENT REPLACEMENT VALUE:	\$360,000	YEAR OF CONSTRUCTION:	UNKNOWN
BUILDING USE:	Recreation	NUMBER OF STORIES:	1

BUILDING DESCRIPTION

The Archery Shed is located at Miwork Park (accessed from Olivia Court). The building comprises of a main target space with storage available on both sides. There is also a kitchen area and restroom.

The building has a wood framed structure which is encapsulated by corrugated sheet metal covering the exterior walls and roof. The low sloped roof section on the south side of the property has an asphalt roll roof covering. The north side of the property has a lean to roof which also has an asphalt roll roof covering. The floor construction consisted of a concrete thickened edge slab-on-grade.

There are two single wood doors that provide access to the building. The interior finishes contain wood panels and painted wall surfaces. The ceilings are open to the roof structure and floors contain exposed an exposed un-seated concrete slab.

There are no heating or cooling systems present in the building. The building has a water service, however there is no hot water.

The electrical supply to the building is via a Cutler-Hammer panelboard with a service of 125-amp. The lighting throughout the building generally consisted of 4' strip T8 and T12 bulb light fixtures.

The building was also fitted with a Safe-House intruder alarm system. There is no fire alarm, sprinkler system or emergency generator installed in the building. There are fire extinguishers throughout.



SECTION 2 - A SUBSTRUCTURE

A10 FOUNDATIONS

DESCRIPTION

The description of the respective structural systems for the building is based upon our observation of exposed portions of the building structure. There were no available drawings to review.

A1030 SLABS-ON-GRADE

A1031 Standard Slab on Grade

The first floor level at the building consisted of a cast-in-place thickened edge concrete slab-on-grade, reinforced with welded wire fabric placed over a compacted gravel fill.

CONDITION

A1030 SLABS-ON-GRADE

A1031 Standard Slab on Grade

The floor slab appeared to be in fair condition. The floor surface appeared flat, with no visible signs of damage or deterioration to the floor slab (reference Photograph 1 in Appendix B).

PROJECTED EXPENDITURES

As agreed with the City of Novato, no expenditures have been provided for this building.

SECTION 3 - B SHELL

B10 SUPERSTRUCTURE

DESCRIPTION

The description of the respective structural systems for the building is based upon our observation of exposed portions of the building structure. There were no available drawings to review.

B1020 ROOF CONSTRUCTION

B1021 Flat Roof Construction

The building has two low-sloped roof sections. The roof structures are constructed with wood beams and joists supported by the wood exterior walls and columns (reference Photograph 3 in Appendix B).

B1022 Pitched Roof Construction

The steep-slope roof comprises of wood rafters with horizontal wood cords and cross beams supporting the metal roof sheets (reference Photograph 2 in Appendix B).

B1030 STRUCTURAL FRAME

B1033 Wood Frame Structure

The structure of the building was noted to be of wood frame construction which included wood stud walls and wood supporting columns (reference Photograph 3 in Appendix B).

CONDITION

B1020 ROOF CONSTRUCTION

B1021 Flat Roof Construction

The low-sloped roof construction appeared to be in fair condition for its age. There were no visible signs of failure noted. We do not anticipate any actions which relates to replacement of the roof structure.

B1022 Pitched Roof Construction

The steep-sloped roof construction appeared to be in fair condition. There were no visible signs of failure noted. We do not anticipate any actions which relates to replacement of the roof structure.

B1030 STRUCTURAL FRAME

B1033 Wood Frame Structure

The wood framed structure appeared to be in fair condition. We do not anticipate the replacement of such structural elements during the cost study period.

B20 EXTERIOR ENCLOSURES

DESCRIPTION

The description of the respective structural systems for the building is based upon our observation of exposed portions of the building structure. There were no available drawings to review.

B2010 EXTERIOR WALLS

B2011 Exterior Wall Construction

The building is enclosed with preformed corrugated sheet metal panels that are attached to vertical wood boards (reference Photograph 4 in Appendix B). The boards are supported at the interior by wood studs with bracing. No thermal insulation was observed. The sheet metal panels appeared to be finished with a factory and previously painted finish.

B2030 EXTERIOR DOORS

B2039 Other Doors & Entrances

The building contained two single ledged and braced wood doors, both on the south-west facing elevation (reference Photographs 5 and 6 in Appendix B). Door hardware consisted of a pull handle on the main door and is secured with a hasp and staple with a padlock.

CONDITION

B2010 EXTERIOR WALLS

B2011 Exterior Wall Construction

The exterior wall systems at each of the buildings appeared to be in fair to poor condition for its age. We noted minor impact damage to the sheet metal siding together with loose and patch sections of metal siding (reference Photograph 8 in Appendix B). There were no deficiencies noted in the wood stud wall. We consider that the condition of the siding does not affect the current use of the building and as needed repairs should be carried out.

B2030 EXTERIOR DOORS

B2039 Other Doors & Entrances

The wood doors appeared to be in fair condition with some deterioration to the bottom section of the frame on the main entrance door (reference Photograph 7 in Appendix B). We recommend that the doors should be replaced with new painted solid core doors set in metal frames and secured with mortice deadlocks.

B30 ROOFING

DESCRIPTION

B3010 ROOF COVERINGS

B3011 Roof Finishes

The facility contained two low-sloped roof areas and one steep-sloped roof area; these roof areas are shown on the following aerial plan:

Overview of Roof Locations & Configurations



The steep-sloped roof area 1 contained a corrugated sheet metal roof covering (reference Photograph 9 in Appendix B). The roof covering is mechanically fixed to the wood rafters. The age of the corrugated sheet metal roof covering is unknown, however we estimate the roofing to be more than twenty-years old.

The low-sloped roof areas 2 and 3 (reference Photograph 10 in Appendix B) contained an asphalt roll roof covering. The age of these roof coverings are unknown but we estimate the roof covering to roof 2 be approximately twenty-years old and roof 3 approximately ten-years old.

There are no gutters or downspouts present on the building. The pitches of the roofs will direct precipitation to the ground level.

CONDITION

B3010 ROOF COVERINGS

B3011 Roof Finishes

The asphalt roll roof covering to roof area 2 appears to be in fair to good condition having been installed approximately ten-years ago. The roof covering to roof area 3 is older and in poor to fair condition.

The metal corrugated sheet roof to roof area 1 is in poor condition and typical for its age with damaged roof sheets and historic patches noted, however there were no reported issues with moisture ingress.

The roof appears to drain well with adequate slope at all areas to allow water to run to reach ground level.

We consider the condition of the roof coverings 1 and 3 should warrant replacement however due to the current use it is acceptable to continue maintaining and repairing these systems to extend the life of the roof coverings.

PROJECTED EXPENDITURES

As agreed with the City of Novato, no expenditures have been provided for this building.

SECTION 4 - C INTERIORS

C10 INTERIOR CONSTRUCTION

DESCRIPTION

C1010 PARTITIONS

C1011 Fixed Partitions

The building contained wood stud with gypsum board wall partitions forming the room spaces to the kitchen, restroom and storage closet (reference Photograph 10 in Appendix B).

There are also painted plywood panels mechanically fixed to the supporting columns to form the partitions that separate the shooting range from the other areas at both sides of the building.

C1020 INTERIOR DOORS

C1021 Interior Doors

The building contained single wood panel doors which are housed within wooden frames (reference Photograph 10 in Appendix B). The doors all appeared to be one directional swing operation.

C1023 Interior Door Hardware

The doors contained brass finish door knob handles.

CONDITION

C1010 PARTITIONS

C1011 Fixed Partitions

The interior gypsum board partitions all appeared to be in fair condition. They are not painted and have some cosmetic marks and scrapes. We consider the interior partitions to be suitable for the current use.

The painted plywood partitions appeared to be in good condition and showing no signs of deficiencies.

C1020 INTERIOR DOORS

C1021 Interior Doors

The interior doors appeared to be in fair condition. They function as needed but need re-painting to maintain a good appearance.

C1023 Interior Door Hardware

The hardware at each of the doors appeared adequate with no issues of deterioration or failure noted. The operation of the door handles, locks and hinged swing were noted to be in working order. We do not anticipate any actions for the buildings current use.

C30 INTERIOR FINISHES

DESCRIPTION

C3010 WALL FINISHES

C3012 Wall Finishes to Interior Walls

The vertical wood boards to the exterior walls are painted on the interior along with the plywood partitions. The gypsum board to the interior partitions are unfinished.

CONDITION

C3010 WALL FINISHES

C3012 Wall Finishes to Interior Walls

Interior painted siding appeared to be in fair condition. The paint finish typically has an EUL of 8-years and in some areas is starting to become dated. We recommend re-painting the interior wall surfaces prior to mid-term and every 8-years thereafter on a cyclical basis.

PROJECTED EXPENDITURES

As agreed with the City of Novato, no expenditures have been provided for this building.

SECTION 5 - D SERVICES

D20 PLUMBING

DESCRIPTION

D2010 PLUMBING FIXTURES

D2011 Water Closets

The building contains one self-contained portable water closet within the restroom (reference Photograph 11 in Appendix B).

D2014 Sinks

We noted one single countertop sink in the kitchen area (reference Photograph 13 in Appendix B). The sink has no faucets or water service to it.

D2020 DOMESTIC WATER DISTRIBUTION

D2021 Cold Water Service

As far as we are aware there is no cold water service for the building.

D2030 SANITARY WASTE

D2031 Waste Piping

As far as we are aware there is no sanitary waste piping at the building.

CONDITION

D2010 PLUMBING FIXTURES

D2011 Water Closets

The water closet is currently non-functional and building users are using an outdoor portable water closet (reference Photograph 12 in Appendix B).

We recommend maintaining the self-contained water closet on a regular basis.

D2014 Sinks

The countertop sink to the kitchen area had no faucets present, therefore we assume the sink is non-functional.

D2020 DOMESTIC WATER DISTRIBUTION

D2021 Cold Water Service

No system present.

D2030 SANITARY WASTE

D2031 Waste Piping

No system present.

D30 HVAC

DESCRIPTION

D3050 TERMINAL & PACKAGE UNITS

D3051 Terminal Self-Contained Units

The building contained three suspended electric unit heaters. These are located in the main section of the building space.

CONDITION

D3050 TERMINAL & PACKAGE UNITS

D3051 Terminal Self-Contained Units

The heaters appeared to be in working condition. With appropriate maintenance we do not anticipate replacement of these within the study period.

D40 FIRE PROTECTION

DESCRIPTION

D4030 FIRE PROTECTION SPECIALTIES

D4031 Fire Extinguishers

There are two multipurpose portable wall mounted handheld fire extinguishers present in the building (reference Photograph 14 in Appendix B).

CONDITION

D4030 FIRE PROTECTION SPECIALTIES

D4031 Fire Extinguishers

Fire extinguishers appeared to be in fair condition. We noted that both extinguishers are out of inspection. One was last inspected in January 2003 and the other July 2008. We recommend that the fire extinguishers are tested and replaced if necessary.

D50 ELECTRICAL

DESCRIPTION

The following information was obtained through our visual observations of the building systems. The electrical systems include the service entrance equipment, panel boards, safety switches, motor controls, lighting fixtures, and security systems.

D5010 ELECTRICAL SERVICE & DISTRIBUTION

D5012 Low Tension Service & Dist.

Electricity enters the building on the north side via a junction box.

The building contained a Cutler-Hammer panelboard with a service of 125-amp, 120/240-Volt, 1-phase, 3-wire. The panelboard is metered and is located in the south-east corner of the building.

D5020 LIGHTING & BRANCH WIRING

D5021 Branch Wiring Devices

The branch wiring devices at the building included switches, receptacles and other devices that would be generally associated with this type of building. Branch wiring was observed to typically be distributed in Electric Metallic Tubing (EMT) and flexible metal conduit.

D5022 Lighting Equipment

The interior lighting within the building is provided by 4' strip T8 and T12 tube suspended light fixtures (reference Photograph 16 in Appendix B), surface mounted spotlights (reference Photograph 3 in Appendix B), a 2' x 4' T12 tube surface mounted light fixture and a surface mounted incandescent light. All of the in-room lighting is controlled via local switching in the respective rooms.

D5030 COMMUNICATIONS & SECURITY

D5038 Security and Detection Systems

The building contains a Safe-House intruder alarm system which consists of a programmable security alarm panel. The alarm panel is located near to the main entrance door (reference Photograph 17 in Appendix B).

CONDITION

D5010 ELECTRICAL SERVICE AND DISTRIBUTION

D5012 Low Tension Service & Dist.

The cover plate to the electrical junction box is loose and must be secured to ensure that it is weather tight and safe.

The electrical equipment was noted to be in fair condition. Electrical distribution systems tend to have a typical EUL of thirty-years, therefore along with observed conditions we anticipate that there will be no replacement actions during the study period.

D5020 LIGHTING & BRANCH WIRING

D5021 Branch Wiring Devices

The general receptacles and wiring appeared to be in fair to good condition. We do not anticipate a requirement for their replacement during the study period.

D5022 Lighting Equipment

The interior lighting was observed to be in fair condition and all fixtures were operating properly with no broken tracks or deteriorated housings. No actions will be generated during the study period and we anticipate the light fixtures will be replaced on an as needed basis.

D5030 COMMUNICATIONS & SECURITY

D5038 Security and Detection Systems

The intruder alarm system appeared to be in fair condition. We are unaware of any operating issues with the system; however this type of system has a typical EUL of ten-years, therefore we recommend its replacement prior to mid-term in the study period.

PROJECTED EXPENDITURES

As agreed with the City of Novato, no expenditures have been provided for this building.

SECTION 6 - E EQUIPMENT & FURNISHINGS

E20 FURNISHINGS

DESCRIPTION

E2010 FIXED FURNISHINGS

E2012 Fixed Casework

The building contained wood constructed fixed floor and wall mounted casework within the break room/kitchen and the meeting room. The wood cabinets generally consisted of hardwood frames and plywood panels with wooden door panels. The countertops worktops consisted of painted plywood counters (reference Photograph 18 in Appendix B).

CONDITION

E2010 FIXED FURNISHINGS

E2012 Fixed Casework

The fixed cabinets appeared to be in fair condition and suitable for their use. Fixed cabinets usually have a typical EUL of twenty-years; therefore replacement is anticipated prior to mid-term in the study period.

PROJECTED EXPENDITURES

As agreed with the City of Novato, no expenditures have been provided for this building.

SECTION 7 - G BUILDING SITEWORK

G20 SITE IMPROVEMENTS

DESCRIPTION

G2010 ROADWAYS

G2011 Bases and Sub-Bases

The initial section of entrance road from Olivia Court and the has an asphalt pavement finish. The remainder of the driveway is a dirt road with a compacted stone base. There is currently 108 square yards of asphalt and 600 square yards of dirt road.

G2040 SITE DEVELOPMENT

G2041 Fences & Gates

The site has a painted steel access gate.

CONDITION

G2010 ROADWAYS

G2011 Bases and Sub-Bases

The asphalt roadway section appeared to be in poor to fair condition. We noted the surface was uneven and contained sections of alligator cracking. Alligator cracking is a series of interconnected cracks caused by fatigue failure of the asphalt surface under repeated vehicle loading which is also indicative of sub-base and sub-grade deterioration (reference Photograph 22 in Appendix B). We recommend undertaking full depth asphalt repair.

However, due to the use and location of the building this is not a critical matter and the current building access is satisfactory.

G2040 SITE DEVELOPMENT

G2041 Fences & Gates

The access gate appeared to be in fair condition. We recommend it is repainted prior to the mid-term of the study period.

PROJECTED EXPENDITURES

As agreed with the City of Novato, no expenditures have been provided for this building.

Appendix A

Photographs



Photograph No. 1

View of the thickened edge concrete floor slab.



Photograph No. 2

View of the pitched roof construction.



Photograph No. 3

View of the flat roof construction. Also shows surface mounted spotlights.



Photograph No. 4

View of the wood boards that form the exterior wall construction.



Photograph No. 5

View of the painted corrugated sheet metal forming the outer part of the exterior wall construction. Also shows single wood entrance door.



Photograph No. 6

View of the other exterior single wood door.



Photograph No. 7

View of deterioration to the frame of the main entrance door.



Photograph No. 8

View of damaged section of the sheet metal.



Photograph No. 9

View of the corrugated sheet metal roof covering.



Photograph No. 10

View of the asphalt roll roof covering.



Photograph No. 11

View of fixed gypsum board partitions. Also shows single painted wood doors.



Photograph No. 12

View of a plastic non-functional water closet.



Photograph No. 13

View of the site portable toilet to replace the currently out of use water closet.



Photograph No. 14

View of a countertop sink with no faucets.



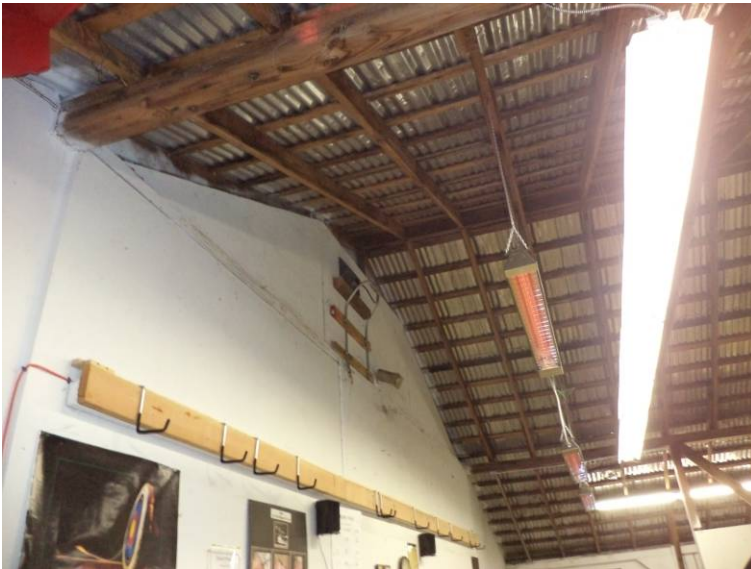
Photograph No. 15

View of a fire extinguisher.



Photograph No.16

View of a panelboard.



Photograph No. 17

View of a suspended 4' strip T8 bulb light fixture. Also shows a suspended electric heater.



Photograph No. 18

View of the intruder alarm system.



Photograph No. 19

View of the kitchen cabinets.



Photograph No. 20

View of grass parking area available for the building users.



Photograph No. 21

View of the site access - from Olivia Court. Also shows entrance gate.



Photograph No. 22

View of the deteriorated asphalt at the start of the access road to the building.

Appendix B

Asset Inventory

Appendix C

Document Review & Warranty Information



DOCUMENT REVIEW & WARRANTY INFORMATION

In addition to the completion of our visual evaluation, Faithful+Gould interviewed the various representatives from the City of Novato (were possible), and reviewed the following documentation:

None Available

Appendix D

Glossary of Terms

Acronyms & Glossary of Terms

CMU	Concrete Masonry Unit
BUR	Built-Up Roof
EIFS	Exterior Insulation and Finish System
EPDM	Ethylene Propylene Diene Monomer
SC	Solid Core Doors
HM	Hollow Metal Doors
MH	Man Holes
ABC	Aggregate Base Course
EMT	Electrical Metallic Conduit
EUL	Estimated Useful Life
RUL	Recommended Useful Life
EOL	End of Life
FCI	Facility Condition Index
CRV	Current Replacement Value
DM	Deferred Maintenance
SF	Square Foot
SY	Square Yards
PSF	Pounds-Per-Square-Foot
PSI	Pounds-Per-Square-Inch
NFPA	National Fire Protection Association
FACP	Fire Alarm Control Panel
NAC	Notification Appliance Circuit
FCC	Fire Command Center
HVAC	Heating Ventilating and Air conditioning
VAV	Variable Air Volume
AHU	Main Air Handling Units
HP	Horse Power
FSS	Fuel Supply System
MDP	Main Distribution Panel
SES	Service Entrance Switchboard's
NEMA	National Electrical Manufactures Association
HID	Intensity Discharge
EMT	Electrical Metallic Tubing
KVA	kilovolt-ampere
RO	Reverse Osmosis
BTU/HR	British Thermal Units per Hour
KW	Kilowatt
FPM	Feet per Minute (Elevator Speed)
Amp	Amperage

Acronyms & Glossary of Terms

BTU – British Thermal Unit; the energy required to raise the temperature of one pound of water by one degree.

Building Envelope - The enclosure of the building that protects the building's interior from the outside elements, namely the exterior walls, roof and soffit areas.

Building Systems – Interacting or independent components or assemblies, which from single integrated units, that comprise a building and its site work, such as, pavement and flatwork, structural frame, roofing, exterior walls, plumbing, HVAC, electrical, etc.

Caulking – Soft, putty-like material used to fill joints, seams, and cracks.

Codes – See building codes.

Component – A fully functional portion of a building system, piece of equipment, or building element.

Deferred Maintenance – Physical deficiencies that cannot be remedied with routine maintenance, normal operating maintenance, etc., excluding de minimis conditions that generally do not present a material physical deficiency to the subject property.

Expected Useful Life (EUL) – The average amount of time in years that an item, component or system is estimated to function when installed new and assuming routine maintenance is practiced.

Facility – All or any portion of buildings, structures, site improvements, complexes, equipment, roads, walks, passageways, parking lots, or other real or personal property located on site.

Flashing – A thin, impervious sheet of material placed in construction to prevent water penetration or to direct the flow of water. Flashing is used especially at roof hips and valleys, roof penetrations, joints between a roof and a vertical wall, and in masonry walls to direct the flow of water and moisture.

Remaining Useful Life (RUL) – A subjective estimate based upon observations, or average estimates of similar items, components, or systems, or a combination thereof, of a number of remaining years that an item, component, or system is established to be able to function in accordance with its intended purpose before warranting replacement. Such period of time is affected by the initial quality of an item, component, or system, the quality of the initial installation, the quality and amount of preventative maintenance exercised, climatic conditions, extent of use, etc.

Thermal Resistance (R) – A unit used to measure a material's resistance to heat transfer. The formula for thermal resistance is: $R = \text{Thickness (in inches)} / K$

Structural Frame – The components or building systems that support the building's nonvariable forces or weights (dead loads) and variable forces or weights (live loads).

Warranty – Legally enforceable assurance of quality or performance of a product or work, or of the duration of satisfactory performance. Warranty guarantee and guaranty are substantially identical in meaning; nevertheless, confusion frequently arises from supposed distinctions attributed to guarantee (or guaranty) being exclusively indicative of duration of satisfactory performance or of a legally enforceable assurance furnished by a manufacturer or other third party. The uniform commercial code provisions on sales (effective in all states except Louisiana) use warranty but recognize the continuation of the use of guarantee and guaranty.