FACILITY CONDITION ASSESSMENT

Prepared for

DLR Group
1650 Spruce Street, Suite 300
Riverside, California 92507
Kevin Fleming

FACILITY CONDITION ASSESSMENT

OF

PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT
RANCHO DEL MAR HIGH SCHOOL, AND
ADULT EDUCATION & CHILD CARE
38 CREST ROAD WEST
ROLLING HILLS, CALIFORNIA 90274

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
WWW.EMGCORP.COM

EMG CONTACT:
Mark Surdam
Program Manager
800.733.0660 x6251
msurdam@emgcorp.com

EMG PROJECT #:
119663.16R000-016.017

DATE OF REPORT:
November 29, 2016

ONSITE DATE:
September 19, 2016

Immediate Repairs Report
Rancho Del Mar High School / Adult Ed & Child Care
5/9/2017

Report Section	ID	Cost Description	Quantity	Unit	Unit Cost	Subtotal	Deficiency Repair Estimate *
3.1	514338	ADA, Door, Lever Handle Hardware, Install	4	EA	$202.40	$810	$810
3.1	514339	ADA, Parking, Designated Stall with Pavement Markings & Signage, Install	1	EA	$834.90	$835	$835
5.2	481331	Exterior Joint Caulking, Caulking 1/2" to 1", Caulk walkway separation from wall	50	LF	$5.13	$257	$257
5.2	480414	Asphalt Pavement Seal & Stripe, Roadways, Seal & Stripe	45000	SF	$0.38	$17,078	$17,078
5.2	480411	Asphalt Pavement Overlay, Parking Lot, Mill & Overlay	22000	SF	$3.28	$72,169	$72,169
5.5	514340	Play Surfaces & Sports Courts, Asphalt, Seal & Stripe	8300	SF	$0.38	$3,158	$3,158
6.3	480420	Gutters & Downspouts, Aluminum w/ Fittings, Replace	1300	LF	$8.37	$10,883	$10,883
Immediate Repairs Total							$105,189

* Location Factor (1.0) included in totals.

Replacement Reserves Report

Rancho Del Mar High School / Adult Ed & Child Care

5/9/2017

Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost	Subtotal	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Deficiency Repair Estimate
3.1	514338	ADA, Door, Lever Handle Hardware, Install	0	0	0	4	EA	$202.40	$810	$810																				$810
3.1	514339	ADA, Parking, Designated Stall with Pavement Markings & Signage, Install	0	0	0	1	EA	$834.90	$835	$835																				$835
5.2	481331	Exterior Joint Caulking, Caulking 1/2" to 1", Caulk walkway separation from wall	10	10	0	50	LF	$5.13	$257	$257										$257										$513
5.2	480414	Asphalt Pavement Seal & Stripe, Roadways, Seal & Stripe	5	5	0	45000	SF	$0.38	$17,078	$17,078					$17,078					$17,078					$17,078					$68,310
5.2	480411	Asphalt Pavement Overlay, Parking Lot, Mill & Overlay	25	25	0	22000	SF	$3.28	$72,169	$72,169																				$72,169
5.2	481330	Pedestrian Pavement, Sidewalk, Concrete, Repair	0	0	* 0	300	SF	$28.94	$8,683		$8,683																			$8,683
5.5	480417	Chain Link Fence, 6' High (per LF), Replace	30	16	14	1400	LF	$37.54	$52,553															$52,553						$52,553
5.5	514340	Play Surfaces & Sports Courts, Asphalt, Seal & Stripe	5	5	0	8300	SF	$0.38	$3,158	$3,158					$3,158					$3,158					$3,158					$12,633
6.3	480659	Asphalt Shingle Roof, Asphalt Shingle, Replace	20	11	9	26600	SF	$3.42	$90,985										$90,985											$90,985
6.3	480420	Gutters & Downspouts, Aluminum w/ Fittings, Replace	10	10	0	1300	LF	$8.37	$10,883	$10,883										$10,883										$21,767
6.4	480662	Exterior Wall Paint, Painted Surface, 1- Story, Prep & Paint	10	5	5	11000	SF	$2.87	$31,578						$31,578										$31,578					$63,155
6.6	481273	Window, Aluminum Double-Glazed 24 SF, 1-2 Stories, Replace	30	21	9	70	EA	$870.45	$60,931										$60,931											$60,931
6.6	481279	Window, Aluminum Double-Glazed 12 SF, 1-2 Stories, Replace	30	16	14	40	EA	$584.21	$23,368															$23,368						$23,368
6.6	481282	Exterior Door, Steel, Replace	25	23	2	1	EA	$950.12	$950			$950																		$950
7.1	480676	Condensing Unit, 2.5 Ton, Replace	15	9	6	2	EA	$3,366.36	$6,733							$6,733														$6,733
7.1	480677	Furnace, 120 MBH, Replace	20	11	9	2	EA	$5,644.27	$11,289										$11,289											$11,289
7.1	480675	Furnace, 66 MBH, Replace	20	11	9	2	EA	$3,801.45	$7,603										$7,603											$7,603
7.1	480679	Furnace, 80 MBH, Replace	20	11	9	8	EA	$3,801.45	$30,412										$30,412											$30,412
7.2	480681	Water Closet, Tankless (Water Closet), Replace	20	1	19	7	EA	$842.97	$5,901																				$5,901	$5,901
7.2	480683	Urinal, Vitreous China, Replace	20	1	19	5	EA	$1,193.44	$5,967																				$5,967	$5,967
7.2	480682	Lavatory, Vitreous China, Replace	20	1	19	9	EA	$572.66	$5,154																				$5,154	$5,154
7.2	480680	Drinking Fountain, Stainless Steel, Dual, Accessible, Replace	10	3	7	2	EA	$2,457.51	$4,915								$4,915										$4,915			$9,830
7.2	481018	Backflow Preventer, 2", Replace	15	9	6	1	EA	$2,603.17	$2,603							$2,603														$2,603
7.2	480673	Water Heater, 30 GAL, Replace	10	9	1	1	EA	$2,349.48	$2,349		$2,349										$2,349									$4,699
7.2	480670	Water Heater, 28 GAL, Replace	10	7	3	1	EA	$2,349.48	$2,349				$2,349										$2,349							$4,699
7.4	480671	Switchboard, 400 Amp, Replace	30	28	2	1	EA	$24,768.06	$24,768			$24,768																		$24,768
7.6	480672	Fire Alarm Control Panel, Multiplex, Replace	15	9	6	1	EA	$4,284.35	$4,284							$4,284														$4,284
8.1	481295	Interior Wall Paint, Gypsum Board/Plaster/Metal, Prep & Paint	8	6	2	24000	SF	$1.42	$34,157			$34,157								$34,157								$34,157		$102,470
8.1	514341	Interior Floor Finish, Vinyl Tile (VCT), Replace	15	13	2	2500	SF	$4.80	$12,002			$12,002															$12,002			$24,003
8.1	481294	Interior Floor Finish, Carpet Standard-Commercial Medium-Traffic, Replace	10	8	2	16000	SF	$7.26	$116,101			$116,101										$116,101								$232,202
8.1	481292	Interior Ceiling Finish, Glued ceiling tiles, Replace	20	15	5	17500	SF	$3.11	$54,443					$54,443																$54,443
8.2	480674	Sink, Sink, Replace	30	21	9	8	LF	$1,262.50	$10,100										$10,100											$10,100
	589959	Electrical System, School, Upgrade	40	37	3	20000	SF	$49.78	$995,500				$995,500																	$995,500
Totals, Unescalated										$105,189	$11,033	$187,977	$997,849	$0	$106,256	$13,620	$4,915	$0	$211,320	$65,532	$2,349	$116,101	$2,349	$75,921	$51,813	$0	$16,917	$34,157	$17,022	$2,020,321
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
Totals, Escalated (3.0% inflation, compounded annually)										$105,189	$11,364	$199,425	$1,090,377	$0	$123,180	$16,263	$6,045	$0	$275,724	$88,070	$3,252	$165,532	$3,450	$114,838	$80,724	$0	$27,960	$58,150	$29,848	$2,399,391

TABLE OF CONTENTS

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:	38 Crest Road West, Rolling Hills, Los Angeles County, California. 90274
Year Constructed/Renovated:	1961 Renovated 2008
Current Occupants:	Palos Verdes Peninsula Unified School District
Management Point of Contact:	Palos Verdes Peninsula Unified School District Terry Kamibayashi, Maintenance and Operations Director 310.544.0045 phone 424.903.5241 cell kamibayashi@pvpusd.net
Property Type:	High School, Adult Education & Child Care (shared classrooms)
Site Area:	15.2 acres
Building Area:	20,000 SF
Number of Buildings:	3
Number of Stories:	1
Parking Type and Number of Spaces:	100 spaces in open lots.
Building Construction:	Brick masonry bearing walls and wood panel roof.
Roof Construction:	Gabled roofs with asphalt shingles
Exterior Finishes:	Painted CMU and masonry bricks
Heating, Ventilation and Air Conditioning:	Split system: furnaces and condensing units.
Fire and Life/Safety:	Smoke detectors, alarms, strobes, extinguishers, pull stations, alarm panel and exit signs
Dates of Visit:	September 19, 2016
On-Site Point of Contact (POC):	Tony Pring
Assessment and Report Prepared by:	Henry Kimber
Reviewed by:	Mark Surdam Program Manager msurdam@emgcorp.com 800.733.0660 x6251

SYSTEMIC CONDITION SUMMARY			
Site	Good	HVAC	Fair
Structure	Good	Plumbing	Good
Roof	Fair	Electrical	Good
Vertical Envelope	Good	Elevators	--
Interiors	Good	Fire	Fair

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

- Full replacement of asphalt parking areas
- Upgrade HVAC system to including cooling
- Electrical system upgrade

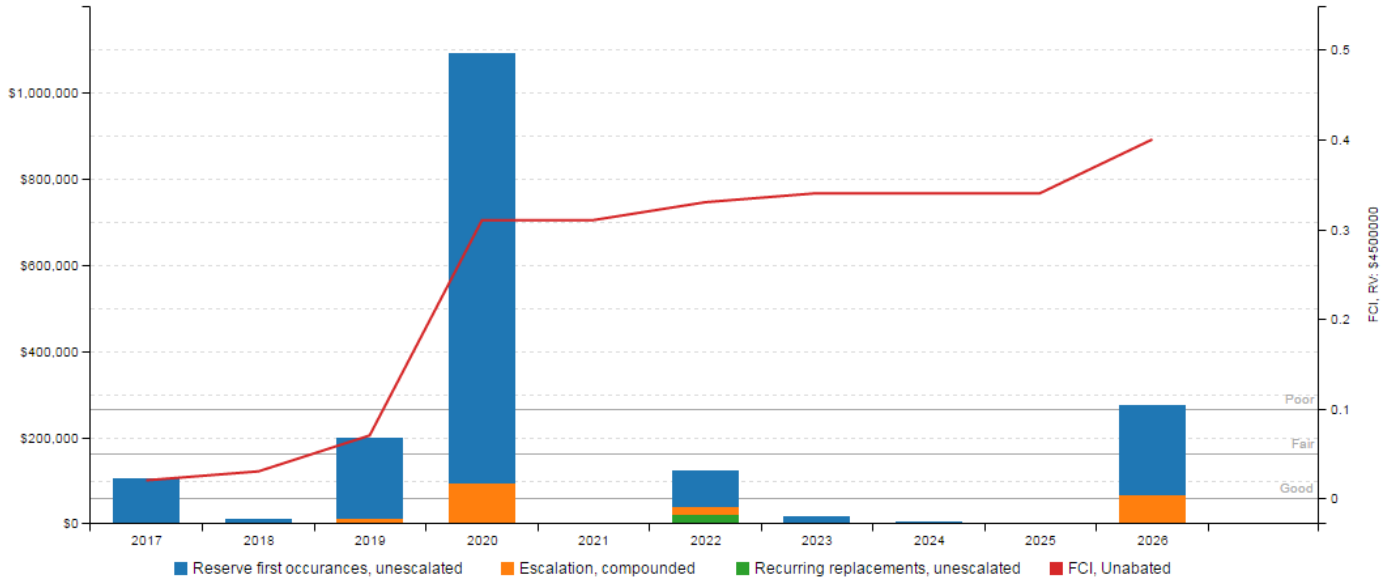
Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been well maintained in recent years, and is in good overall condition.

According to property management personnel, the property has had no capital improvement expenditure program over the past three years.

1.2. FACILITY CONDITION INDEX (FCI)

FCI Analysis: Rancho Del Mar High School / Adult Ed & Child Care

Replacement Value: $ 4,500,000; 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)	2.3%	Good
10-Year Facility Condition Index (FCI) FCI = (RR)/(CRV)	40%	Poor
Current Replacement Value (CRV)	20,000 SF *$225 / SF = $4,500,000	
Year **0** (Current Year) - Immediate Repairs (IR)	$105,189	
Years **1-10** – Replacement Reserves (RR)	$1,810,448	
TOTAL Capital Needs	**$1,915,637**	

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

- Accessibility improvements: lever hardware, additional parking
- Rain gutters and downspouts

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.

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.

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.

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.

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

NAME AND TITLE	ORGANIZATION	PHONE NUMBER
Terry Kamibayashi Maintenance and Operations Director	Palos Verdes Peninsula Unified School District	310.544.0045
Tony Pring District Electrician	Palos Verdes Peninsula Unified School District	310.753.7079

The FCA was performed with the assistance of Tony Pring, District Electrician, Palos Verdes Peninsula Unified 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 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 20 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.

2.5. PRE-SURVEY QUESTIONNAIRE

A Pre-Survey Questionnaire was sent to the POC prior to the site visit. The questionnaire is included in Appendix E.

2.6. WEATHER CONDITIONS

Monday, September 19, 2016: Clear, with temperatures in the mid 70s (°F) and light winds.

3. ACCESSIBILITY & PROPERTY RESEARCH

3.1. ADA ACCESSIBILITY

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:

Parking

- Adequate number of designated parking stalls and signage for cars are not provided. (construct one additional parking stall in parking lot and provide signage)

  Estimated Cost: 1 @ $165 each = ... $835

Restrooms

- Lever action hardware is not provided at all accessible locations.

  Estimated Cost: 4 @ $202.40 each = ... $810

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 cost to address the achievable items noted above is $1,645 and is included in the Immediate Repairs Report.

3.2. FLOOD ZONE AND SEISMIC ZONE

According to the Flood Insurance Rate Map, published by the Federal Emergency Management Agency (FEMA) and dated September 26, 2008, the property is located in Zone X, defined as an area outside the 500-year flood plain with less than 0.2% annual probability of flooding. Annual Probability of Flooding of Less than one percent.

According to the 1997 Uniform Building Code Seismic Zone Map of the United States, the property is located in Seismic Zone

4, defined as an area of high probability of damaging ground motion.

4. EXISTING BUILDING ASSESSMENT

4.1. SPACE TYPES

All 20,000 square feet of the property are owned by the Palos Verdes Peninsula Unified School District, and occupied mainly by the Rancho Del Mar High School. The Adult Education and Child Care Facility uses about half the Administration Building and shares the use of Classrooms 3, 4, 5, 6, 7 and 11 and the Multipurpose Room with High School. The spaces are a combination of offices, classrooms, multi-purpose rooms, and supporting restrooms, administrative offices, 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 and exterior of the property. All areas of the property were available for observation during the site visit.

A "down unit" or area is a term used to describe a unit or space that cannot be occupied due to poor conditions such as fire damage, water damage, missing equipment, damaged floor, wall or ceiling surfaces, or other significant deficiencies. There are no down units or areas

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	Rolling Hills Department of Public Works	Good
Storm sewer	Rolling Hills Department of Public Works	Good
Domestic water	California Water Services	Good
Electric service	Southern California Edison Company	Good
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	Crest Road West
Access from	North
Additional Entrances	N/A
Additional Access from	N/A

PAVING AND FLATWORK			
ITEM	MATERIAL	LAST WORK DONE	CONDITION
Entrance Driveway Apron	Asphalt	More than 20 years	Poor
Parking Lot	Asphalt	More than 20 years	Poor
Drive Aisles	Asphalt	More than 20 years	Poor
Service Aisles	Asphalt	More than 20 years	Poor
Sidewalks	Concrete	More than 10 years	Fair
Curbs	Concrete	More than 10 years	Good
Site Stairs	None	None	--
Pedestrian Ramps	Cast-in-place concrete	More than 10 years	Good

PARKING COUNT				
OPEN LOT	CARPORT	PRIVATE GARAGE	SUBTERRANEAN GARAGE	FREESTANDING PARKING STRUCTURE
1	N/A	N/A	N/A	N/A

Total Number of ADA Compliant Spaces	3
Number of ADA Compliant Spaces for Vans	2
Total Parking Spaces	100
Parking Ratio (Spaces/Building Area)	1/200
Method of Obtaining Parking Count	Physical count

EXTERIOR STAIRS			
LOCATION	MATERIAL	HANDRAILS	CONDITION
N/A	None	None	--

Anticipated Lifecycle Replacements:

- Asphalt seal and stripe
- Asphalt mill and overlay
- Concrete sidewalk
- Caulking

Actions/Comments:

- The asphalt pavement exhibits significant areas of failure and deterioration, such as alligator cracking, transverse cracking, extensive raveling, heavy overall surface wear, and localized depressions throughout the main parking lot and at the rear of the Administration Building. All of the paving must be overlaid with new asphalt paving in order to maintain the integrity of the overall pavement system. Milling is recommended as part of the overall repair work.
- The concrete sidewalk exhibits cracks in various places throughout the facility, repairing of cracks is recommended. The cost for this work is included.
- The concrete sidewalk adjacent the southwest corner of the MPR Building appears to be pulling away from the building. It does not appear to be a trip hazard at the moment and caulking of the gap between the walkway and the building is recommended. This situation should be periodically monitored and if settlement continues, compacting and replacing of the slab in that area will be recommended. The cost for this work is not included in the cost tables

5.3. DRAINAGE SYSTEMS AND EROSION CONTROL

DRAINAGE SYSTEM AND EROSION CONTROL		
SYSTEM	EXISTS AT SITE	CONDITION
Surface Flow	☒	Good
Inlets	☒	Good
Swales	☒	Good
Detention pond	☐	Choose an item.

DRAINAGE SYSTEM AND EROSION CONTROL		
Lagoons	☐	Choose an item.
Ponds	☐	Choose an item.
Underground Piping	☒	Fair
Pits	☐	Choose an item.
Municipal System	☒	Good
Dry Well	☐	Choose an item.

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- There is no evidence of storm water runoff from adjacent properties. The storm water system appears to provide adequate runoff capacity. There is no evidence of major ponding or erosion.

5.4. TOPOGRAPHY AND LANDSCAPING

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

RETAINING WALLS		
TYPE	LOCATION	CONDITION
None	-	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

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

5.5. GENERAL SITE IMPROVEMENTS

PROPERTY SIGNAGE	
Property Signage	Monument
Street Address Displayed?	No

SITE AND BUILDING LIGHTING					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	☐	☒	☐	☐	☐
	Overall Site Lighting Condition		Choose an item.		
Building Lighting	None		Wall Mounted		Recessed Soffit
	☐		☒		☒
	Overall Building Lighting Condition		Good		

SITE FENCING		
TYPE	LOCATION	CONDITION
Chain link with metal posts	Perimeter of Property	Fair

REFUSE DISPOSAL				
Refuse Disposal		Common area dumpsters		
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
Utility Yard	Concrete pad	Stucco-clad masonry fence	Yes	Fair

OTHER SITE AMENITIES			
	DESCRIPTION	LOCATION	CONDITION
Choose an item.	Lawn	Playing field	Fair
Baseball Field	Lawn/gravel	Playing field	Fair
Basketball Court	Asphalt	Adjacent playing field	Fair
Swimming Pool	None	N/A	--

Anticipated Lifecycle Replacements:

- Chain link fence
- Asphalt sealing and striping

Actions/Comments:

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

6. BUILDING ARCHITECTURAL AND STRUCTURAL SYSTEMS

6.1. FOUNDATIONS

BUILDING FOUNDATION		
ITEM	DESCRIPTION	CONDITION
PERMANENT STRUCTURES		
Foundation	Concrete foundation walls	Fair
Basement and Crawl Space	None	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The foundation systems are concealed. There are no significant signs of settlement, deflection, or movement. There is no evidence of movement or water infiltration.

6.2. SUPERSTRUCTURE

BUILDING SUPERSTRUCTURE		
ITEM	DESCRIPTION	CONDITION
PERMANENT STRUCTURES		
Framing / Load-Bearing Walls	Masonry walls	Good
Ground Floor	Concrete slab	Good
Upper Floor Framing	N/A	--
Upper Floor Decking	N/A	--
Roof Framing	Wood trusses	Fair
Roof Decking	Plywood or OSB	Fair

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The superstructure is exposed in some locations, which allows for limited observation. Walls and floors appear to be plumb, level, and stable. There are no significant signs of deflection or movement.

6.3. ROOFING

PRIMARY ROOF			
Type / Geometry	Gabled	Finish	Asphalt shingles
Maintenance	In-house staff	Roof Age	~10 years
Flashing	Flashings match main membrane	Warranties	No
Parapet Copings	NA; no parapet walls	Roof Drains	Gutters and downspouts
Fascia	Wood	Insulation	Fiberglass batts
Soffits	Concealed	Skylights	No
Attics	No	Ponding	No
Ventilation Source-1	Gravity vents	Leaks Observed	No
Ventilation Source-2	Choose an item.	Roof Condition	Fair

The primary roof is located at all three buildings.

Anticipated Lifecycle Replacements:

- Asphalt shingles
- Roof gutters

Actions/Comments:

- The roof finishes appear to be about 10 years old. The roofs are maintained by the in-house maintenance staff.
- The POC reported that roof leaks have occurred in the past. According to the POC, there are no active roof leaks. There is no evidence of active roof leaks.
- There is no evidence of roof deck or insulation deterioration. The roof substrate and insulation should be inspected during any future roof repair or replacement work.
- Roof drainage appears to be adequate. Clearing and minor repair of drain system components should be performed regularly as part of the property management's routine maintenance and operations program.
- The attics are not accessible and it could not be determined if there is moisture, water intrusion, or excessive daylight in the attics..
- The roofs are in fair condition. However, due to their condition and estimated Remaining Useful Life (RUL) the roof finishing will require replacement during the assessment period. The cost for this work is included.
- The roof gutters are rusted through at several locations and will require replacement during the assessment period. The cost for this work is included in the immediate repairs.

6.4. EXTERIOR WALLS

BUILDING EXTERIOR WALLS		
TYPE	LOCATION	CONDITION
Primary Finish	CMU / Masonry	Good
Secondary Finish	Brick masonry	Good

BUILDING EXTERIOR WALLS		
TYPE	LOCATION	CONDITION
Accented with	NA; No accenting	--
Soffits	Exposed	Good

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

Anticipated Lifecycle Replacements:

- Exterior wall paint

Actions/Comments:

- The POC reported that water infiltration at the exterior walls has occurred in the past. No evidence of active water infiltration was observed at the time of the assessment.
- The POC reported that some areas of the building are poorly insulated. The on-site POC was unable to identify specific, significant areas of insufficient insulation at the time of the assessment. It is recommended that areas of damaged, inadequate, and missing insulation are repaired as part of the property manager's routine maintenance program.
- 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 component listed above will be required.

6.5. EXTERIOR AND INTERIOR STAIRS

Not applicable. There are no exterior or interior stairs.

6.6. EXTERIOR WINDOWS AND DOORS

BUILDING WINDOWS				
WINDOW FRAMING	GLAZING	LOCATION	WINDOW SCREEN	CONDITION
Aluminum framed, operable	Single pane	Throughout Facility	☐	Fair
Jalousie Windows	Single pane	MPR	☐	Fair

BUILDING DOORS		
CATEGORY	DOOR TYPE	CONDITION
Main Entrance Doors	Metal, insulated	Good
Secondary Entrance Doors	Metal, hollow	Good
Service Doors	Metal, insulated	Fair
Overhead Doors	None	--

Anticipated Lifecycle Replacements:

- Windows
- Doors

Actions/Comments:

- The POC reported that water infiltration at the exterior windows has occurred in the past. No evidence of active water infiltration was observed at the time of the assessment.
- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

6.7. PATIO, TERRACE, AND BALCONY

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

7. BUILDING MECHANICAL AND PLUMBING SYSTEMS

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

INDIVIDUAL UNITS	
Primary Components	Furnaces
Cooling (if separate from above)	No Cooling
Quantity and Capacity Ranges	12 furnaces ranging from 66 MBH to 120 MBH
Total Heating or Cooling Capacity	1252 MBH
Heating Fuel	Natural gas
Location of Equipment	Mechanical rooms
Space Served by System	Entire Facility
Age Ranges	Vary from 2003 to 2006
Primary Component Condition	Fair

SUPPLEMENTAL COMPONENTS	
Supplemental Component #1	Condensing Units
Location / Space Served by Condensing Units	Administration Building
Condensing Units Condition	Fair

CONTROLS AND VENTILATION	
HVAC Control System	Individual programmable thermostats/controls
HVAC Control System Condition	Fair
Building Ventilation	Natural ventilation only
Ventilation System Condition	Fair

Anticipated Lifecycle Replacements:

- Condensing Units
- Furnaces

Actions/Comments:

- The HVAC systems are maintained by the in-house maintenance staff.
- 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 chronic problems were reported and an overall sense of satisfaction with the systems was conveyed. However, due to the inevitable failure of parts and components over time, some of the equipment will require replacement. A budgetary cost for this work is included.

7.2. BUILDING PLUMBING AND DOMESTIC HOT WATER

BUILDING PLUMBING SYSTEM		
TYPE	DESCRIPTION	CONDITION
Water Supply Piping	Copper	Good
Waste/Sewer Piping	Cast iron	Good
Vent Piping	Cast iron	Good
Water Meter Location	Exterior	

DOMESTIC WATER HEATERS OR BOILERS	
Components	Water Heaters
Fuel	Natural gas
Quantity and Input Capacity	2 units at 40 MBH and 33.5 MBH
Storage Capacity	28 and 30 gallons
Water Heater Condition	Fair
Supplementary Storage Tanks?	No
Storage Tank Quantity and Volume	N/A
Quantity of Storage Tanks	N/A
Storage Tank Condition	--
Domestic Hot Water Circulation Pumps (3 HP and over)	No
Adequacy of Hot Water	Adequate
Adequacy of Water Pressure	Adequate

PLUMBING FIXTURES	
Water Closets	Commercial
Toilet (Water Closet) Flush Rating	Unknown
Common Area Faucet Nominal Flow Rate	Unknown
Condition	Fair

Anticipated Lifecycle Replacements:

- *Water heater*
- *Drinking fountain*

Actions/Comments:

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

7.3. BUILDING GAS DISTRIBUTION

Gas service is supplied from the gas main on the adjacent public street. The gas meters and regulators are located along the exterior walls of the buildings. The gas distribution piping within 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	Pole-mounted
Main Service Size	400 Amps	Volts	120/208 Volt, three-phase
Meter and Panel Location	Throughout Facility	Branch Wiring	Copper
Conduit	Metallic	Step-Down Transformers?	No
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		

BUILDING EMERGENCY SYSTEM			
Size	N/A	Fuel	None
Generator / UPS Serves	N/A	Tank Location	N/A
Testing Frequency	N/A	Tank Type	Choose an item.
Generator / UPS Condition	--		

Anticipated Lifecycle Replacements:

- Switchboards

Actions/Comments:

- The onsite electrical systems up to the meters are owned and maintained by the respective utility company.
- The POC reported that vast majority of electrical components within the building, including the circuit breaker panels, switchboards, step-down transformers, and wiring, are original to the 1961 construction. The POC reported that a portion of the electrical system conductors, panels and other elements contain aluminum wiring. A full modernization project is recommended to upgrade the aging interior electrical infrastructure. A budgetary allowance is included to account for the complete upgrade.

7.5. BUILDING ELEVATORS AND CONVEYING SYSTEMS

Not applicable. There are no elevators or conveying systems.

7.6. FIRE PROTECTION AND SECURITY SYSTEMS

ITEM	DESCRIPTION					
Type	None					
Fire Alarm System	Central Alarm Panel	☒	Battery-Operated Smoke Detectors	☐	Alarm Horns	☐
	Annunciator Panels	☐	Hard-Wired Smoke Detectors	☒	Strobe Light Alarms	☒
	Pull Stations	☒	Emergency Battery-Pack Lighting	☐	Illuminated EXIT Signs	☒
Alarm System Condition	Fair					
Sprinkler System	None	☒	Standpipes	☐	Backflow Preventer	☐
	Hose Cabinets	☐	Fire Pumps	☐	Siamese Connections	☐
Suppression Condition	--					
Central Alarm Panel System	Location of Alarm Panel		Installation Date of Alarm Panel			
	MPR		2006			
Fire Extinguishers	Last Service Date		Servicing Current?			
	August 4, 2016		Yes			
Hydrant Location	Curb					
Siamese Location	None					
Special Systems	Kitchen Suppression System	☐	Computer Room Suppression System	☐		

Anticipated Lifecycle Replacements:

- Central alarm panel

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

8. INTERIOR SPACES

8.1. INTERIOR FINISHES

The facility is used as a continuation high school and adult education facility for the Palos Verdes Peninsula Unified School District.

The most significant interior spaces include classrooms. Supporting areas include hallways administrative offices, multipurpose room, restrooms, mechanical and electrical rooms.

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	Classrooms and offices	Fair
Terrazzo	Restrooms	Good
Plastered concrete	Mechanical rooms	Good
TYPICAL WALL FINISHES		
WALL FINISH	LOCATIONS	GENERAL CONDITION
Ceramic tile	Restrooms	Good
Painted Masonite panels	Throughout interior	Fair
TYPICAL CEILING FINISHES		
CEILING FINISH	LOCATIONS	GENERAL CONDITION
Hard (glued) tiles	Throughout facility	Fair
Painted drywall	Mechanical and electrical rooms	Fair

INTERIOR DOORS		
ITEM	TYPE	CONDITION
Interior Doors	Metal	Good
Door Framing	Metal	Good
Fire Doors	No	Choose an item.

Anticipated Lifecycle Replacements:

- Carpet
- Interior wall paint
- Glued ceiling tiles

Actions/Comments:

- It appears that the interior finishes have not been renovated within the last 10 years.
- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

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:

- No components of significance

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.
- The school's FF&E vary in age and are in fair condition. Based on the estimated Remaining Useful Life (RUL), the FF&E will require replacement over the assessment period. This work is considered routine maintenance and is part of the school's operational expense.

8.3. COMMERCIAL KITCHEN & LAUNDRY EQUIPMENT

Not applicable, there is no commercial kitchen or laundry equipment.

9. OTHER STRUCTURES

Not applicable. There are no 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 Palos Verdes Peninsula Unified School District at Rancho Del Mar High School and Adult Education and Child Care, 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.

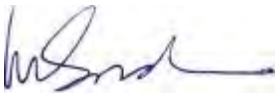
No testing, exploratory probing, dismantling or operating of equipment or in depth studies were performed unless specifically required under Section 2 of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. 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 Kimber, MSPM
Project Manager

Reviewed by:



Mark Surdam, RA
Program Manager
msurdam@emgcorp.com 800.733.0660 x6251

11. APPENDICES

APPENDIX A: PHOTOGRAPHIC RECORD

APPENDIX B: SITE AND CLASSROOM PLANS

APPENDIX C: SUPPORTING DOCUMENTATION

APPENDIX D: EMG ABREVIATED ADA CHECKLIST

APPENDIX E: PRE-SURVEY QUESTIONNAIRE

APPENDIX A:
PHOTOGRAPHIC RECORD

Photo #1: Front view of Administration Building

Photo #2: Side view of Administration Building

Photo #3: Rear view of Administration Building

Photo #4: Side view of Classrooms Building

Photo #5: Rear view of Classrooms Building

Photo #6: Front view of Classrooms Building

Photo #7: Lower parking lot

Photo #8: Parking lot with damaged alphalt

Photo #9: Parking lot with ADA parking spaces

Photo #10: Overview of parking lot

Photo #11: Basketball court

Photo #12: Playing fields

Photo #13: Playing fields

Photo #14: Site lighting

Photo #15: Monument sign

Photo #16: Chain link perimeter fence

Photo #17: Asphalt shingles roof

Photo #18: Asphalt shingles roof

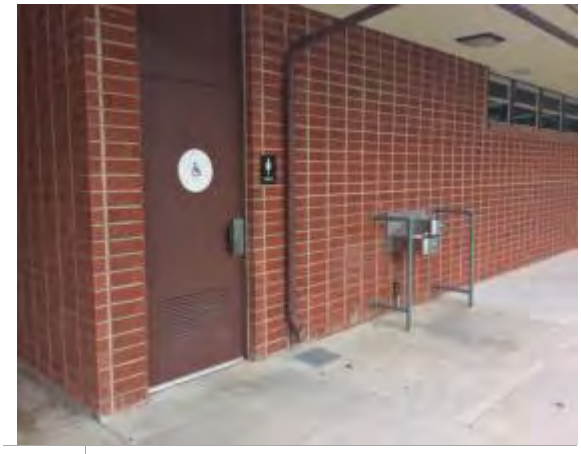


Photo #19: Masonry brick exterior wall

Photo #20: CMU exterior wall

Photo #21: Aluminum-framed windows

Photo #22: Jalousie windows

Photo #23: Exterior doors

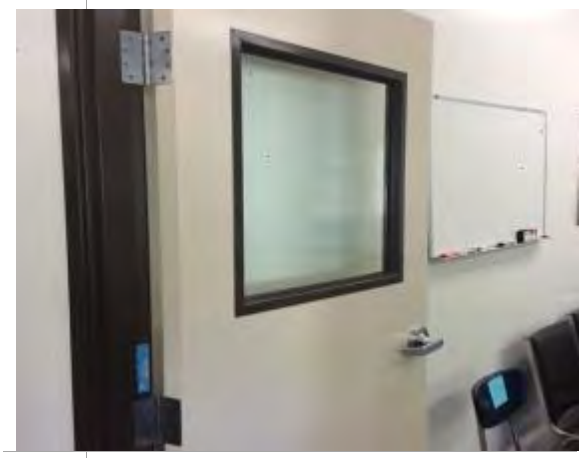


Photo #24: Interior door

Photo #25: Condensing units

Photo #26: Water heater

Photo #27: Gas furnace

Photo #28: Water closet

Photo #29: Lavatory

Photo #30: Main switchboard

Photo #31: Fire alarm control panel

Photo #32: Urinals

Photo #33: Backflow preventer

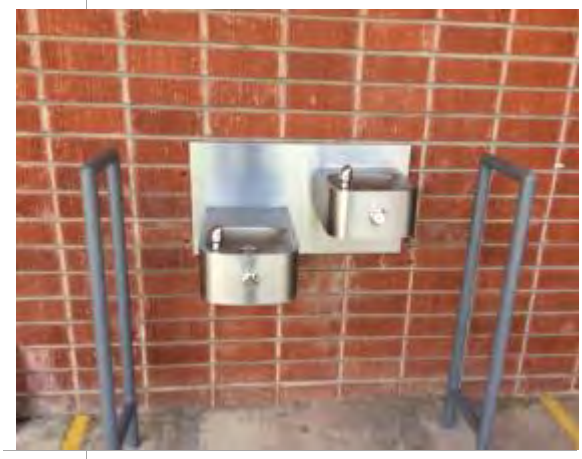


Photo #34: Drinking fountains

Photo #35: Administration Office

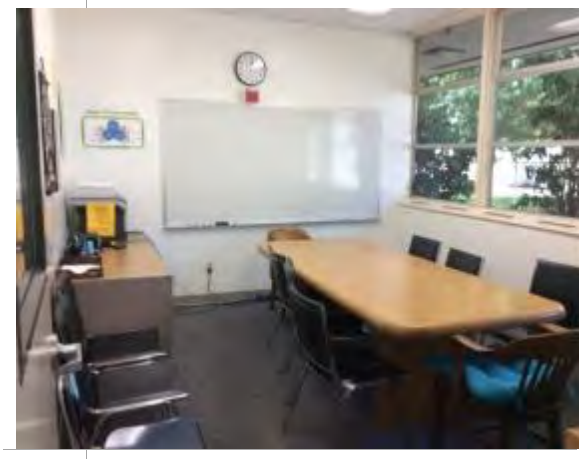


Photo #36: Conference room

Photo #37: MPR

Photo #38: Classroom

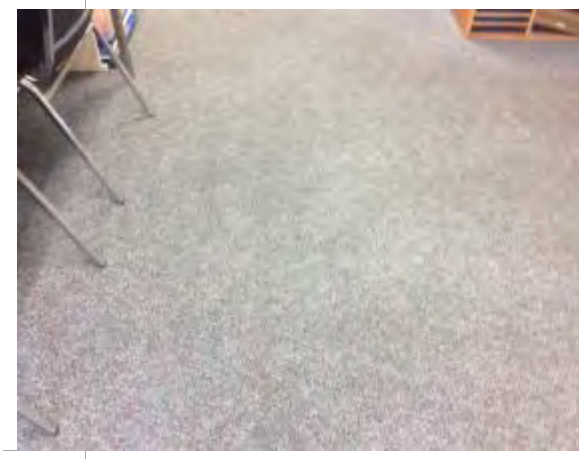


Photo #39: Carpet

Photo #40: Bathroom terrazzo finish

Photo #41: Glued ceiling tiles

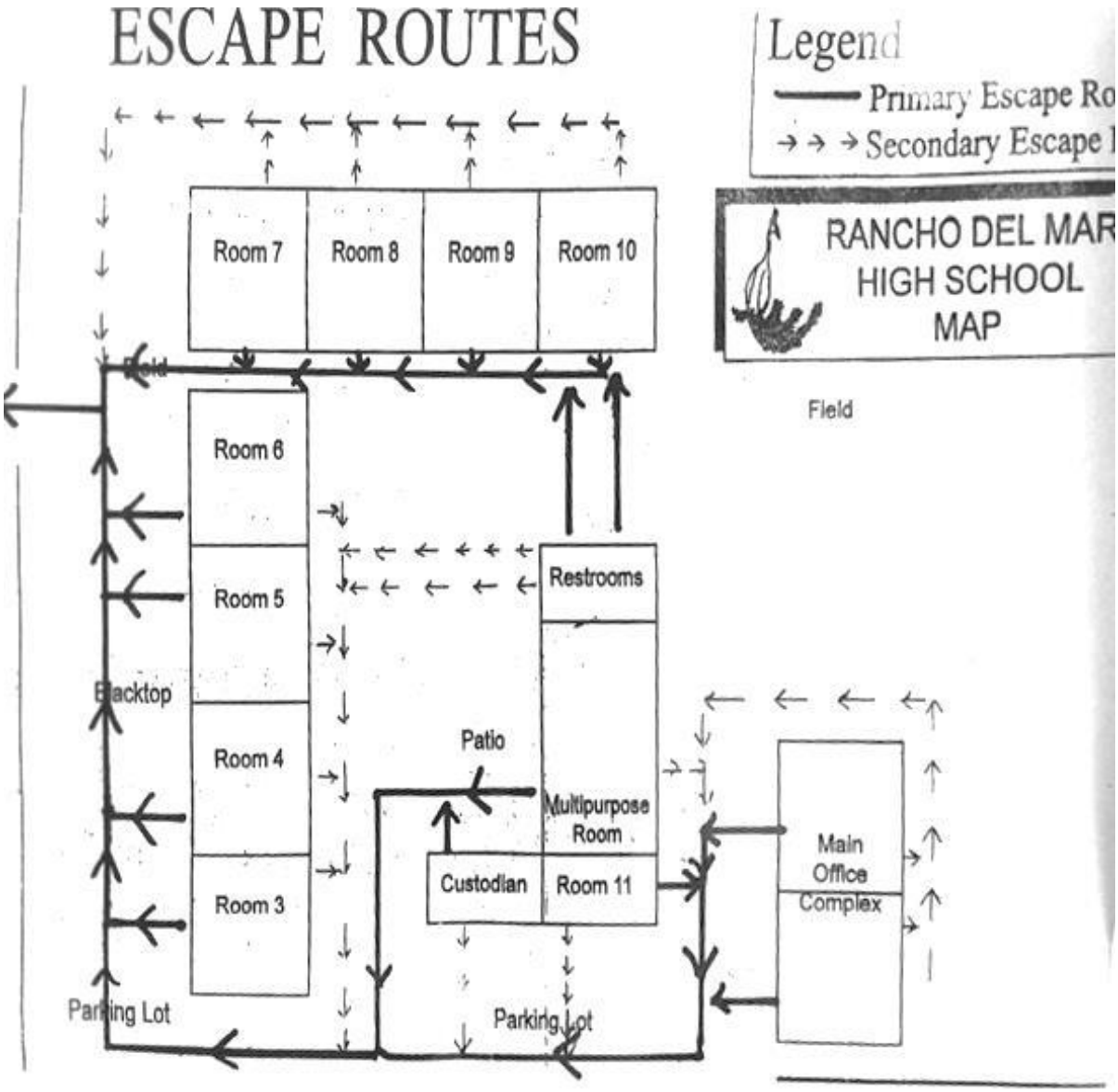
Photo #42: Painted Masonite panel interior wall

APPENDIX B:
SITE AND CLASSROOM PLANS

SITE PLAN

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

ON-SITE DATE:
September 19, 2016

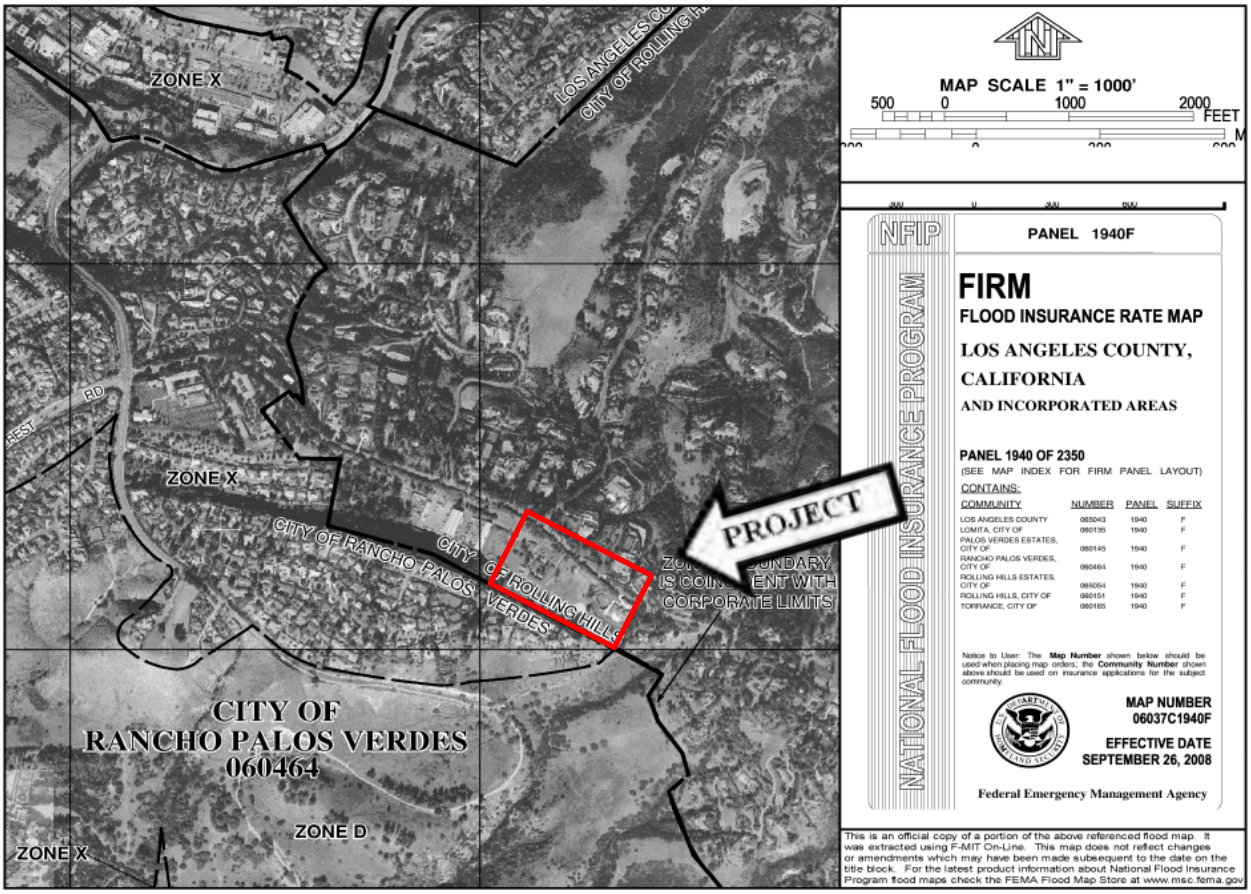


SOURCE:
Google Maps: Imagery ©2016 Google, Map data ©2016 Google

ON-SITE DATE:
September 19, 2016

APPENDIX C:
SUPPORTING DOCUMENTATION

FLOOD MAP



SOURCE:
FEMA Map No.: 06037C1940F Dated: September 26, 2008

ON-SITE DATE:
September 19, 2016

APPENDIX D:
EMG ABREVIATED ADA CHECKLIST

PROPERTY NAME: Rancho Del Mar High School
DATE: September 19, 2016
PROJECT NUMBER: 119663.16R000-016.017

EMG ABREVIATED 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?				Unknown
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.?				Unknown
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?	✓			

EMG ABREVIATED ADA CHECKLIST					
	ENTRANCES/EXITS	**YES**	**NO**	**N/A**	**COMMENTS**
2.	If the main entrance is inaccessible, are there alternate accessible entrances?			✓	
3.	Can the alternate accessible entrance be used independently?			✓	
4.	Is the door hardware easy to operate (lever/push type hardware, no twisting required, and not higher than 48 inches above the floor)?		✓		
5.	Are main entry doors other than revolving door available?	✓			
6.	If there are two main doors in series, is the minimum space between the doors 48 inches plus the width of any door swinging into the space?			✓	
	PATHS OF TRAVEL	**YES**	**NO**	**N/A**	**COMMENTS**
1.	Is the main path of travel free of obstruction and wide enough for a wheelchair (at least 36 inches wide)?	✓			
2.	Does a visual scan of the main path reveal any obstacles (phones, fountains, etc.) that protrude more than 4 inches into walkways or corridors?		✓		
3.	Are floor surfaces firm, stable, and slip resistant (carpets wheelchair friendly)?	✓			
4.	Is at least one wheelchair-accessible public telephone available?		✓		
5.	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?	✓			
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)?			✓	

EMG ABREVIATED ADA CHECKLIST					
	ELEVATORS	**YES**	**NO**	**N/A**	**COMMENTS**
9.	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			✓	
	RESTROOMS	**YES**	**NO**	**N/A**	**COMMENTS**
1.	Are common area public restrooms located on an accessible route?	✓			
2.	Are pull handles push/pull or lever type?		✓		
3.	Are there audible and visual fire alarm devices in the toilet rooms?	✓			
4.	Are corridor access doors wheelchair-accessible (at least 32 inches wide)?	✓			
5.	Are public restrooms large enough to accommodate a wheelchair turnaround (60” turning diameter)?	✓			
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?	✓			
	POOLS	YES	NO	NA	COMMENTS
1	Are public access pools provided? If the answer is no, please disregard this section.			✓	
2	How many accessible access points are provided to each pool/spa?			✓	
3	Is at least one fixed lift or sloped entry to the pool provided?			✓	
	PLAY AREA	YES	NO	NA	COMMENTS
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			✓	
2	Are play structures accessible?			✓	
	EXERCISE EQUIPMENT	YES	NO	NA	COMMENTS
1	Does there appear to be adequate clear floor space around the machines/equipment (30” by 48” minimum)?			✓	

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

APPENDIX 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. If the form is not completed, EMG's Project Manager will require ***additional time*** during the on-site visit with such a knowledgeable person in order to complete the questionnaire. During the site visit, EMG's Field Observer may ask for details associated with selected questions. This questionnaire will be utilized as an exhibit in EMG's final report.

NAME OF INSTITUTION:	RANCHO DEL MAR HIGH School	
Name of Building:		Building #:
Name of person completing questionnaire:	TERRI KAMIBAYASHI	
Length of Association With the Property:		Phone Number: 424-903-5241

SITE INFORMATION	
Year of Construction?	1961
No. of Stories?	1 Floors
Total Site Area?	Acres
Total Building Area?	151663 SF

INSPECTIONS	DATE OF LAST INSPECTION	LIST OF ANY OUTSTANDING REPAIRS
1. Elevators	N/A	
2. HVAC Mechanical, Electric, Plumbing?		
3. Life-Safety/Fire?	4/11/2014	WINTER BREAK 2016 SCHEDULED
4. Roofs?		

KEY QUESTIONS	RESPONSE
Major Capital Improvements in Last 3 yrs.	
Planned Capital Expenditure For Next Year?	
Age of the Roof?	
What bldg. Systems Are Responsibilities of Tenants? (HVAC/Roof/Interior/Exterior/Paving)	District Responsible for all

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

	QUESTION	Y	N	UNK	NA	COMMENTS
	ZONING, BUILDING, DESIGN AND LIFE SAFETY ISSUES					
1	Are there any unresolved building, fire, or zoning code issues?		/			
2	Is there any pending litigation concerning the property?		/			
3	Are there any other significant issues/hazards with the property?		/			

Facility Condition Assessment
Pre-Survey Questionnaire

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

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

Facility Condition Assessment
Pre-Survey Questionnaire

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

	QUESTION	Y	N	UNK	NA	COMMENTS
19	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?	/				
	BUILDING HVAC & ELECTRICAL					
20	Are there any leaks or pressure problems with natural gas service?		/			
21	Does any part of the electrical system use aluminum wiring?	X				panel feeders aluminum
22	Do Residential units have a less than 60-Amp service?				X	
23	Do Commercial units have less than 200-Amp service?				X	
24	Are there any problems with the utilities, such as inadequate capacities?	X				400A main, 120/240 30+ years old
	ADA					
25	Has the management previously completed an ADA review?	/		/		
26	Have any ADA improvements been made to the property?	/				
27	Does a Barrier Removal Plan exist for the property?		/			
28	Has the Barrier Removal Plan been approved by an arms-length third party?		/			
29	Has building ownership or management received any ADA related complaints?		/			
30	Does elevator equipment require upgrades to meet ADA standards?				/	
	PLUMBING					
31	Is the property served by private water well?		/			
32	Is the property served by a private septic system or other waste treatment systems?		/			
33	Is polybutylene piping used?					
34	Are there any plumbing leaks or water pressure problems?					

Facility Condition Assessment
Pre-Survey Questionnaire

ADDITIONAL ISSUES OR CONCERNS THAT EMG SHOULD KNOW ABOUT?	
1	ELECTRICAL SYSTEM NEEDS FURTHER EVALUATION AND
2	UPGRADING.
3	

ITEMS PROVIDED TO EMG AUDITORS	YES	NO	NA	ADDITIONAL COMMENTS
Access to All Mechanical Spaces	☒	☐	☐	
Access to Roof/Attic Space	☒	☐	☐	
Access to Building As-Built Drawings	☒	☐	☐	
Site plan with bldg., roads, parking and other features	☒	☐	☐	
Contact Details for Mech, Elevator, Roof, Fire Contractors:	☐	☒	☐	
List of Commercial Tenants in the property	☐	☐	☒	
Previous reports pertaining to the physical condition of property.	☐	☐	☒	
ADA survey and status of improvements implemented.	☒	☐	☐	
Current / pending litigation related to property condition.	☐	☒	☐	
Any brochures or marketing information.	☐	☒	☐	

Signature of person interviewed or completing form

Date

On the day of the site visit, provide EMG's Field Observer access to all of the available documents listed below. Provide copies if possible.

INFORMATION REQUIRED	
1. All available construction documents (blueprints) for the original construction of the building or for any tenant improvement work or other recent construction work. 2. A site plan, preferably 8 1/2" X 11", which depicts the arrangement of buildings, roads, parking stalls, and other site features. 3. For commercial properties, provide a tenant list which identifies the names of each tenant, vacant tenant units, the floor area of each tenant space, and the gross and net leasable area of the building(s). 4. For apartment properties, provide a summary of the apartment unit types and apartment unit type quantities, including the floor area of each apartment unit as measured in square feet. 5. For hotel or nursing home properties, provide a summary of the room types and room type quantities. 6. Copies of Certificates of Occupancy, building permits, fire or health department inspection reports, elevator inspection certificates, roof or HVAC warranties, or any other similar, relevant documents. 7. The names of the local utility companies which serve the property, including the water, sewer, electric, gas, and phone companies.	8. The company name, phone number, and contact person of all outside vendors who serve the property, such as mechanical contractors, roof contractors, fire sprinkler or fire extinguisher testing contractors, and elevator contractors. 9. A summary of recent (over the last 5 years) capital improvement work which describes the scope of the work and the estimated cost of the improvements. Executed contracts or proposals for improvements. Historical costs for repairs, improvements, and replacements. 10. Records of system & material ages (roof, MEP, paving, finishes, furnishings). 11. Any brochures or marketing information. 12. Appraisal, either current or previously prepared. 13. Current occupancy percentage and typical turnover rate records (for commercial and apartment properties). 14. Previous reports pertaining to the physical condition of property. 15. ADA survey and status of improvements implemented. 16. Current / pending litigation related to property condition.

Your timely compliance with this request is greatly appreciated.