LPA

FACILITY NEEDS ASSESSMENTS

# SEDGWICK ELEMENTARY SCHOOL

**2020 | FACILITIES MASTER PLAN**

CUPERTINO UNION SCHOOL DISTRICT

## SITE DATA

19200 Phil Lane
Cupertino, Ca

Site Size: 8.7 acres

Original Construction Date: 1959

Grades Served: Preschool, K-5

Modernization History:
- Modernization: 2017

Number of Portable Classrooms: 8

### Principal Survey

Top Priorities:
1. Re-use/re-design of field to include the newly acquired, adjacent property
2. Projection in the GLC
3. Parking / drop-off zone

### Input from Maintenance & Operations Trades

- Would like an IP-based bell/clock/intercom system
- Needs upgrade to wireless internet capacity (switches and access points)
- Needs upgrade in site electrical capacity
- Switchgear may need to be replaced
- Air conditioning is needed within the server room at the front office
- Needs upgrade to fire alarm system
- Needs new equipment in kitchen
- This site is among the lowest needs for new exterior paint
- The skylights have leaked and been repaired, not an ideal site feature

### Site Use and Functionality

***Campus Organization / Classrooms***
*principal rating: 4-5/5 stars*
The principal is happy with the site organization and its ability to accommodate the student enrollment. The site has been modernized, but the principal would still like to see short-throw projectors in all classrooms. The site has four (4) classroom pods surrounding the GLC and Administration offices. Each pod has a central area used as circulation space.

***Staff and Administrative Spaces***
*principal rating: 5/5 stars*
Professional development occurs in the GLC (whole staff) or in the Faculty Lounge for smaller groups.

***Student Services / Counseling***
Most of the Student Services are housed within portable classrooms toward the rear of campus, including services for the YCC preschool.

***Food Service***
*principal rating: 4/5 stars*
The kitchen has two (2) serving windows, one (1) at the exterior and the other to an interior hallway. This becomes a highly congested area during the transition between the split lunch period.

***Spaces for Assembly / Library***
*principal rating: 3/5 stars*
Assemblies take place in the GLC. The principal would love this space to have better presentation technology (projection) as it is highly utilized for assemblies and professional development. The Library occupies a section of the GLC.

***Special Education***
*principal rating: 3/5 stars*
YCC is a Special Education preschool that is housed in four (4) classrooms within the Kindergarten pod. The principal would like additional support rooms for the YCC program close to those classrooms.

***Specialized Elective Spaces***
Dedicated rooms for Art and a Computer Lab are found within the 4th/5th grade pod with plans for a STEAM room to occupy an open classroom within the 2nd/3rd grade pod. The Library/GLC has a mini-computer lab area used by Kindergarten classes.

***Restrooms***
*principal rating: 5/5*
The condition of the restrooms is excellent, according to the principal. The only staff restrooms are located within the main office. All of the classrooms for Kindergarten and the YCC preschool have interior restrooms.

***Site***
The principal would like additional parking for staff and visitors.

## SITE PHOTOS


Shade Structure


Drop-Off Lane

Site Identification and Announcements


Kindergarten Play Yard


Hardcourts


Administration Office


Playfields / Athletics


Play Structure


Site Entry

## SITE PHOTOS


Typical Classroom


Special Education Classroom (YCC Preschool)


Kindergarten Classroom


Student Services / Counseling


Guided Learning Center / Assembly Space


Art Room


Library


Food Service: Kitchen


Computer Lab

# EXISTING SITE PLAN


## Classrooms, CR

| | |
|---|---|
| # | Indicates Grade Level |
| PS | Preschool |
| TK | Transitional Kindergarten |
| K | Kindergarten |
| CLIP | Cupertino Language Immersion Program |
| SDC | Special Education |
| M/M | Mild/Moderate |
| M/S | Moderate/Severe |
| TSDC | Therapeutic SDC |

## Electives / Labs

| | |
|---|---|
| ART | Art Room |
| CL | Computer Lab |
| DR | Drama |
| MKR | Maker / STEAM / Innovation Lab / Think Tank |
| MU | Music |

## Student Services

| | |
|---|---|
| CAP | Comprehensive Autism Program |
| CO | Counselor |
| LC | Learning Center |
| RSP | Resource Specialist |
| PSY | Psychologist |
| WC | Wellness Center |
| OT | Occupational Therapy |

## Shared Spaces

| | |
|---|---|
| ASB | Student Leadership |
| FLEX | Flex Lab |
| GLC | Guided Learning Center |
| LIB | Library |
| ST | Stage |

## Admin / Faculty

| | |
|---|---|
| CO | Conference |
| FL | Faculty Lounge |
| FW | Faculty Workroom |
| H | Health Room |
| KIT | Kitchen |
| M | Main Office / Front Desk |
| O | Office |
| FLEX | Flex Lab / Professional Development |
| PTA | Parent Volunteer Room |
| SSITS | School Site IT Specialist Office |

## Other

| | |
|---|---|
| AS | After School Care |

## Support Services

| | |
|---|---|
| K | Kiln |
| X | Storage |
| T | Toilets |
| U | Utility |
| J | Janitor |

Drop-Off

LS - Lunch Shelter

Main Entry

Portable Classrooms

| **Teaching Stations:** | |
|---|---|
| PS (Preschool) | 3 |
| TK (Transitional Kinder) | 0 |
| Kindergarten | 3 |
| Grades 1-5 | 19 |
| SDC mild/mod | 0 |
| SDC mod/sev | 0 |
| **Sub-Total:** | **25** |
| **Additional Spaces:** | |
| CAP | 2 |
| Electives (MU, SCI, ART) | 3 |
| Maker Space | 1 |
| Computer Lab | 2 |
| **Total:** | **33** |

# FACILITY CONDITION ASSESSMENT

LPA, INC.
60 South Market Street, Suite 150
San Jose, California 95113
Walter Estay

## SEDGWICK ELEMENTARY SCHOOL
19200 Phil Lane
Cupertino, California 95014


**PREPARED BY:**
EMG | A Bureau Veritas Company
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**EMG PROJECT #:**
136859.19R000-017.017

**DATE OF REPORT:**
January 21, 2020

**ON SITE DATE:**
October 21, 2019

# TABLE OF CONTENTS

# 1. Executive Summary

## Campus Overview and Assessment Details

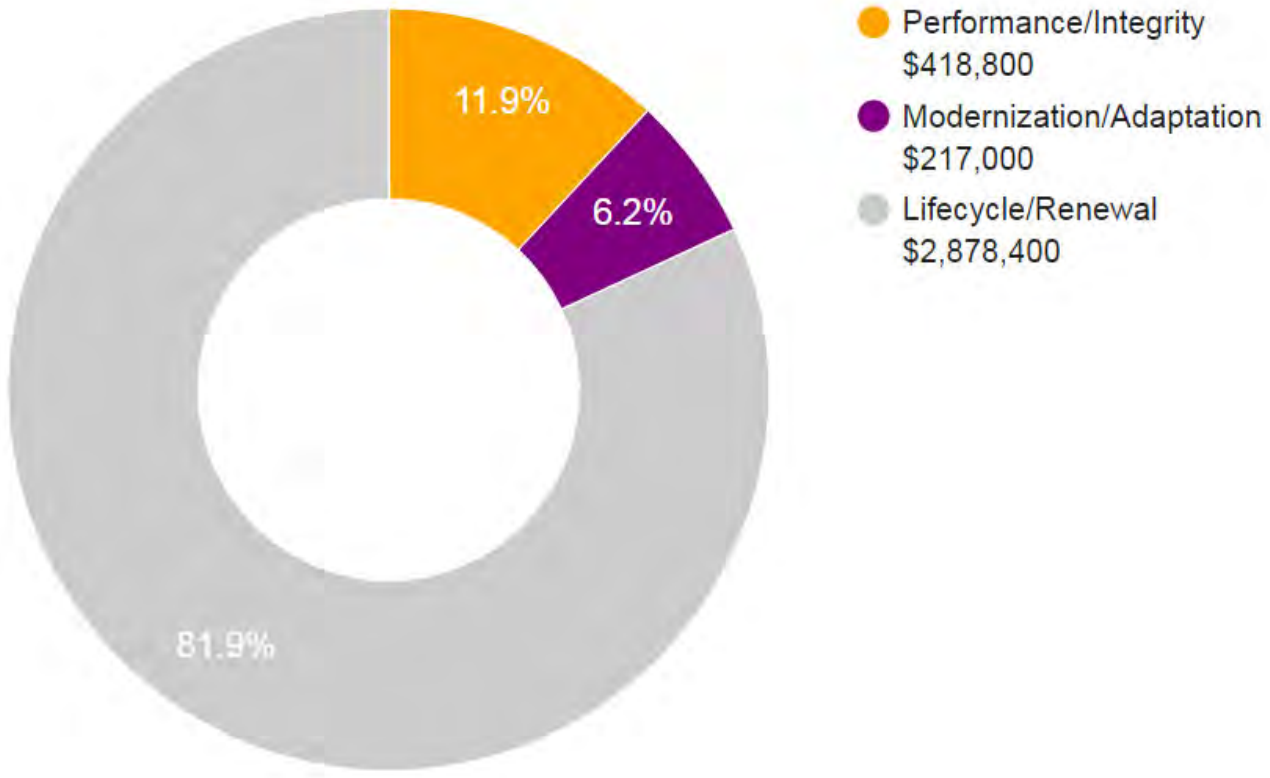
| General Information | |
|---|---|
| **Property Type** | School Campus |
| **Main Address** | 19200 Phil Lane, Cupertino, Santa Clara County, California 95014 |
| **Site Developed** | 1959, 1993 various years 1997+ for modular installations |
| **Number of Buildings** | Five + 9 modular<br>▪ Administrative Offices as a part of all buildings<br>▪ Classroom Buildings<br>▪ Guided Learning Center<br>▪ Modular Classrooms |
| **Current Occupants** | Sedgwick Elementary School |
| **Percent Utilization** | 100% |
| **Date(s) of Visit** | October 21, 2019 |
| **Management Point of Contact** | Walter Estay<br>LPA, Inc.<br>408.7800.7225 |
| **On-site Point of Contact (POC)** | Eric Dollar, Cupertino USD, escort<br>408.826.7918 |
| **Assessment and Report Prepared By** | Jim Craven |
| **Reviewed By** | Matthew Anderson<br>Program Manager<br>manderson@emgcorp.com<br>800.733.0660 x7613 |

## 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.

| Plan Type Descriptions | | |
|---|---|---|
| **Safety** | | An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk. |
| **Performance/Integrity** | | Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability. |
| **Accessibility** | | Does not meet ADA, UFAS, and/or other handicap accessibility requirements. |
| **Environmental** | | Improvements to air or water quality, including removal of hazardous materials from the building or site. |
| **Retrofit/Adaptation** | | Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs. |
| **Lifecycle/Renewal** | | Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted. |

## Plan Type Distribution (by Cost)



# Campus Findings and Deficiencies

## Historical Summary

The original buildings were built in 1959. The Guided Learning Center was reportedly renovated into current configuration in 1993. A campus wide renovation was completed at the same time. The modular classrooms were added beginning in 1997. Renovations have been generally replacement of building components on an as-needed basis. Overall LED lighting and fire alarm upgrades were completed in 2018. No other specific renovation expenses were available.

## Architectural

With the exception of the modular buildings, classroom construction is generally concrete masonry bearing walls with dimensional or glue laminated wood roof components. The roof framing is a metal deck supported by the bearing walls and has rigid insulation boards.

Exterior finishes are an Exterior Finish Insulating System (EIFS) on the framed walls, some wood or metal trim. The roofs are conventional, multi-ply built up membranes. Exterior mansards are standing seam metal. Doors and windows are aluminum. The interiors are finished with conventional commercial products including vinyl wall covering, painted drywall and carpeted or vinyl tile flooring.

The modular buildings are factory-built wood framing with a steel floor frame sheathed with plywood. Modular buildings are generally wood frame set on permanent concrete foundations with a ventilated crawl space. The exterior finishes are wood. The roof membranes are conventional, multi-ply built up membranes with rooms and metal. Doors and windows are aluminum. The interiors are finished with conventional commercial products including painted drywall and carpeted or vinyl tile flooring.

The building components are generally in good condition with minor repairs required. Replacements are anticipated based on the life cycle of the components.

## Mechanical, Electrical, Plumbing and Fire (MEPF)

Basic HVAC is provided by roof mounted packaged gas-fired units with concealed interior ducting. The classrooms have split systems with a gas furnace and roof mounted condensing units.

Modular buildings have wall mounted packaged terminal heat pump units. The units are mounted along the interior perimeter walls of the buildings.

Electrical service is provided by the main exterior service entrance section at the entrance drive and distributed underground to electrical panels at each structure. Interior wiring and components are standard commercial grade. Most of the switchgear and panels appeared to be original.

Domestic hot water is provided by commercial, 100-gallon gas-fired water heaters.

The buildings do not have an automatic sprinkler system. Each building has a control panel which monitors the, pull stations and smoke detectors. The Administration building has the main fire alarm control panel.

No deficiencies were noted, conventional upgrades and replacements of the components is anticipated.

## Site

The asphalt parking lots and play areas are in good condition. Exterior concrete sidewalks and plazas are in good condition. The school is partially enclosed with chain link fencing. Playground components are in the center of the school.

Replacements are anticipated based on the life cycle of the component

## Recommended Additional Studies

No additional studies recommended at this time.

## Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

| FCI Ranges and Description | |
|---|---|
| **0 – 5%** | In new or well-maintained condition, with little or no visual evidence of wear or deficiencies. |
| **5 – 10%** | Subjected to wear but is still in a serviceable and functioning condition. |
| **10 – 30%** | Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life. |
| **30% and above** | Has reached the end of its useful or serviceable life. Renewal is now necessary. |

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

| **FCI Analysis** \| Sedgwick Elementary School (1993) | | |
|---|---|---|
| *Replacement Value*<br>*$ 56,607,100* | *Total SF*<br>*76,496* | *Cost/SF*<br>*$ 740* |
| **Current FCI** | $ 249,000 | **0.4 %** |
| 3-Year | $ 631,400 | 1.1 % |
| 5-Year | $ 1,043,300 | 1.8 % |
| 10-Year | $ 1,991,800 | 3.5 % |

## Immediate Needs

**Sedgwick Elementary School**

| ID | Location | Location Description | UF Code | Description | Condition | Plan Type | Cost |
|---|---|---|---|---|---|---|---|
| 1493202 | Sedgwick Elementary School / General Site | Site Play Surfaces | G2047 | Play Surfaces & Sports Courts, Asphalt, Mill & Overlay | Poor | Performance/Integrity | $247,380 |
| 1493237 | Sedgwick Elementary School / Administration 900 | Roof | B3022 | Roof Hatch, Metal, Replace | Failed | Performance/Integrity | $1,531 |
| **Total (2 items)** | | | | | | | **$248,911** |

## Key Findings

### Roof Hatch in Failed condition.

Metal
Administration 900 Roof

Uniformat Code: B3022
Recommendation: **Replace in 2020**

Plan Type:
Performance/Integrity

Cost Estimate: $1,500

**$**$$$

Cylinder broken - AssetCALC ID: 1493237

### Play Surfaces and Sports Courts in Poor condition.

Asphalt
General Site Site Play Surfaces

Uniformat Code: G2047
Recommendation: **Mill and Overlay in 2020**

Plan Type:
Performance/Integrity

Cost Estimate: $247,400

**$$$$**

Cracked play surfaces - AssetCALC ID: 1493202

# 2. Administration 900

| Administration 1: Systems Summary | | |
|---|---|---|
| **Constructed/Renovated** | 1959/1993 | |
| **Building Size** | 3,500 SF | |
| **Number of Stories** | 1 | |
| *System* | *Description* | *Condition* |
| **Structure** | Masonry and wood frame structure on concrete slab | Good |
| **Façade** | EIFS with aluminum windows | Good |
| **Roof** | Primary: Flat construction with built-up finish<br>Secondary: Mansard construction with asphalt shingles | Fair |
| **Interiors** | Interior review is out of scope | -- |
| **Elevators** | None | -- |
| **Plumbing** | Copper supply and cast-iron waste and venting. Electric domestic water heaters. Toilets and sinks in all restrooms | Good |
| **HVAC** | Individual package units | Good |
| **Fire Suppression** | Fire extinguishers | Good |

| Administration 1: Systems Summary | | |
|---|---|---|
| **Electrical** | Source and Distribution: Building panels with copper wiring. Fed from exterior service entrance section at transformer.<br>Interior Lighting: T-12, LED, CFL | Good |
| **Fire Alarm** | Fire Alarm panel, smoke detectors, alarms, strobes, pull stations, back-up emergency lights, and exit signs | Good |
| **Equipment/Special** | None | -- |
| **Accessibility** | Presently it does not appear an accessibility study is needed for this property. | |
| **Key Issues and Findings** | The roof hatch has broken elements and requires repair. | |

# 3. Classrooms

| Classrooms: Systems Summary | | |
|---|---|---|
| **Constructed/Renovated** | 1959/1993 | |
| **Building Size** | 40,000 SF | |
| **Number of Stories** | 1 | |
| *System* | *Description* | *Condition* |
| **Structure** | Masonry and wood frame structure on concrete slab | Good |
| **Façade** | EIFS with aluminum windows | Good |
| **Roof** | Primary: Flat construction with built-up finish<br>Secondary: Mansard construction with metal finish | Fair |
| **Interiors** | Interior review is out of scope | -- |
| **Elevators** | None | -- |
| **Plumbing** | Copper supply and cast-iron waste and venting. Electric domestic water heaters. Toilets and sinks in all restrooms | Good |
| **HVAC** | Individual split systems with gas furnaces and roof mounted condensing units | Good |
| **Fire Suppression** | Fire extinguishers | Good |

| Classrooms: Systems Summary | | |
|---|---|---|
| **Electrical** | Source and Distribution: Building panels with copper wiring. Fed from exterior service entrance section at transformer.<br>Interior Lighting: T-12, LED, CFL | Good |
| **Fire Alarm** | Fire Alarm panel, smoke detectors, alarms, strobes, pull stations, back-up emergency lights, and exit signs | Good |
| **Equipment/Special** | None | Good |
| **Accessibility** | Presently it does not appear an accessibility study is needed for this property. | |
| **Key Issues and Findings** | Comprehensive replacement of building components as they reach the end of their useful service life. | |

# 4. Guided Learning Center 920

| Guided Learning Center: Systems Summary | | |
|---|---|---|
| **Constructed/Renovated** | Renovated 1993 | |
| **Building Size** | 11,000 SF | |
| **Number of Stories** | 1 | |
| *System* | *Description* | *Condition* |
| **Structure** | Masonry and wood frame structure on concrete slab | Good |
| **Façade** | EIFS with aluminum windows | Good |
| **Roof** | Primary: Flat construction with built-up finish<br>Secondary; Center pitched section with standing seam metal panels | Good |
| **Interiors** | Interior review is out of scope | -- |
| **Elevators** | None | -- |
| **Plumbing** | Copper supply and cast-iron waste and venting. Electric domestic water heaters. Toilets, urinals, and sinks in all restrooms | -- |
| **HVAC** | Package gas-fired units. | Good |
| **Fire Suppression** | Fire extinguishers | Good |

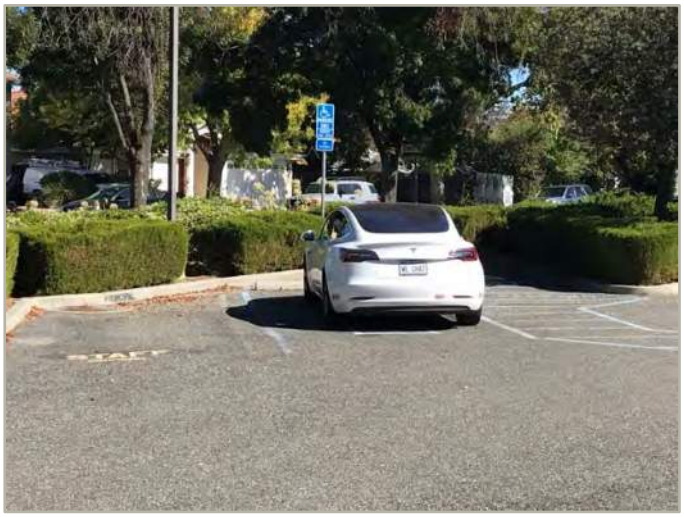
| Guided Learning Center: Systems Summary | | |
|---|---|---|
| **Electrical** | Source and Distribution: Main service entrance section at transformer. Building panels with copper wiring. Fed from exterior service entrance section at transformer.<br>Interior Lighting: T-12, LED, CFL | Good |
| **Fire Alarm** | Alarm panel, smoke detectors, alarms, strobes, pull stations, back-up emergency lights, and exit signs | Good |
| **Equipment/Special** | None | -- |
| **Accessibility** | Presently it does not appear an accessibility study is needed for this property. | |
| **Key Issues and Findings** | No significant issues. | |

# 5. Modular Classrooms

| Modular Classrooms: Systems Summary | | |
|---|---|---|
| **Constructed/Renovated** | Placed in service 1997 to 2006 | |
| **Building Size** | 9,000 SF | |
| **Number of Stories** | 1 | |
| *System* | *Description* | *Condition* |
| **Structure** | Conventional wood frame structure on with metal frame set on a permanent concrete foundation. Modular. | Good |
| **Façade** | Wood siding with aluminum windows | Good |
| **Roof** | Primary: Flat construction with built-up finish<br>Or Metal Roof panels | Good |
| **Interiors** | Interior review is out of scope | -- |
| **Elevators** | None | -- |
| **Plumbing** | Copper supply and cast-iron waste and venting. No heaters. Toilets and lavatories in exterior restroom. | Good |
| **HVAC** | Individual wall mounted heat pump units (large PTAC) | Good |
| **Fire Suppression** | No fire sprinklers | -- |

| Modular Classrooms: Systems Summary | | |
|---|---|---|
| **Electrical** | Source and Distribution: Exterior building panels with copper wiring. Fed from exterior service entrance section at transformer.<br>Interior Lighting: T-12, CFL | Good |
| **Fire Alarm** | Smoke detectors, alarms, strobes, pull stations, back-up emergency lights, and exit signs | Good |
| **Equipment/Special** | None | -- |
| **Accessibility** | Presently it does not appear an accessibility study is needed for this property. | |
| **Key Issues and Findings** | No significant issues. | |

# 6. Site Summary



| Site Information | | |
|---|---|---|
| **Lot Size** | 10 acres (estimated) | |
| **Parking Spaces** | 60 total spaces all in open lots; 4 of which are accessible | |
| *System* | *Description* | *Condition* |
| **Pavement/Flatwork** | Asphalt lots with areas of concrete and concrete sidewalks, curbs, ramps, and stairs | Good |
| **Site Development** | Property entrance signage, chain link fencing, chain link dumpster enclosures<br>Playgrounds and sports courts with basketball standards, fencing, and site lights<br>Heavily furnished park benches, picnic tables, trash receptacles. Playground equipment. | Good |
| **Landscaping and Topography** | Moderate landscaping features. Irrigation present<br>Low to moderate site slopes throughout property | Good |
| **Utilities** | Municipal water and sewer<br>Local utility-provided electric and natural gas | Good |
| **Site Lighting** | Building-mounted LED<br>Pedestrian walkway lighting surface mounted in canopies | Good |
| **Ancillary Structures** | Metal framed canopy/sunshade structures | Good |
| **Accessibility** | Presently it does not appear an accessibility study is needed for the exterior site areas. | |
| **Key Issues and Findings** | The play area asphalt surfaces are worn and cracked. | |

# 7. Property Space Use and Observed Areas

## Unit Allocation

All 76,946 square feet of the property are occupied by Sedgwick Elementary School. The spaces are a combination of administrative offices and classrooms with supporting restrooms, mechanical and other utility spaces.

## Areas Observed

No interior areas were observed. Areas accessed included the site within the property boundaries, the exterior of the property. The flat roofs were accessible.

## Key Spaces Not Observed

See above. Other interior spaces were not observed.

# 8. ADA Accessibility

ADA accessibility review is out of scope.

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of "areas of public accommodations" and "public facilities" on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

During the FCA, EMG performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to those areas and categories set forth in the tables throughout this report. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of EMG's undertaking. Only a representative sample of areas was observed and actual measurements were not taken to verify compliance.

The facility was originally constructed in 1993. The facility was not subsequently renovated. EMG was not informed regarding any current litigation related to existing barriers or previously removed barriers.

An accessibility study has not been performed at the site. Although no significant issues were identified, a comprehensive ADA Compliance Survey may reveal specific aspects of the property that are not in full compliance.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

**All Buildings: Accessibility Issues**

| | Major Issues *(ADA study recommended)* | Moderate Issues *(ADA study recommended)* | Minor/No Issues |
|---|---|---|---|
| **Exterior Path of Travel** | ☐ | ☐ | ☒ |
| **Interior Path of Travel** | ☐ | ☐ | ☒ |
| **Public Use Restrooms** | ☐ | ☐ | ☒ |
| **Kitchens/Kitchenettes** | ☐ | ☐ | ☒ |

## Site: Accessibility Issues

| | Major Issues *(ADA study recommended)* | Moderate Issues *(ADA study recommended)* | Minor/No Issues |
|---|---|---|---|
| **Parking** | ☐ | ☐ | ☒ |
| **Exterior Path of Travel** | ☐ | ☐ | ☒ |

The table below is intended to be used as a general reference guide to help differentiate the orders of magnitude between some of the more commonly observed accessibility issues. The table is not intended to be all-inclusive, and boxes checked in the tables above do not necessarily mean those specific problems or shortcomings cited as examples below exist at the subject buildings and sites. Reference the photolog (in the appendix) and/or *Key Findings* section for visuals and/or more specifics about the subject site conditions.

## Reference Guide

| | Major Issues *(ADA study recommended)* | Moderate Issues *(ADA study recommended)* | Minor/No Issues |
|---|---|---|---|
| **Parking** | - Needs full reconstruction<br>- Excessive slopes over 3% require major re-grading<br>- No level locations to add required spaces | - No or non-compliant curb cuts<br>- Moderate difficulty to add required accessible spaces<br>- Slopes close to compliant | - Painting of markings needed<br>- Signage height non-compliant<br>- Signage missing |
| **Exterior Path of Travel** | - Large areas of sidewalks with excessive slopes<br>- No ramp when needed<br>- Ramps with excessive slopes | - Ramps need rails<br>- Ramps need rail extensions<br>- Need significant # of lever handles<br>- All or most entrance door exterior maneuvering clearance areas with excessive slopes | - One entrance door exterior maneuvering clearance area with excessive slope<br>- A few door knobs instead of lever handles<br>- Non-compliant signage |
| **Interior Path of Travel** | - All or most interior doors appear less than 32" wide<br>- Corridors less than 36" wide<br>- No ramp when needed<br>- Ramps with excessive slopes<br>- Non-compliant treads/risers at means of egress stairways | - Single height drinking fountains<br>- Drinking fountain too high or protrudes into accessible route<br>- Ramps need rails<br>- Ramps need rail extensions<br>- Need significant # of lever handles<br>- Non-compliant rail extensions at egress stairways<br>- All/most door thresholds high | - One door threshold too high<br>- A few door knobs instead of lever handles<br>- Non-compliant door pressures<br>- Non-compliant signage<br>- Switches not within reach range |
| **Public Use Restrooms** | - No ADA RR on each accessible floor<br>- Restroom(s) too small<br>- Entire restroom(s) requires renovation<br>- Water closet clearance requires moving walls | - Interior doors appear less than 32" wide<br>- Missing or non-compliant grab bars<br>- Easily fixable clearance issues | - Minor height adjustments required<br>- Non-compliant door pressures<br>- Missing a visual strobe (only required if audible fire alarm already present)<br>- Missing lavatory pipe wraps<br>- Signage not compliant |
| **Elevators** | - No elevator present when required<br>- Elevator cab too small | - Panel control buttons not at compliant height<br>- No hands-free emergency communication system<br>- Elevator only has mechanical stops | - Audible/visual signals at every floor may be lacking<br>- Minor signage / Braille issues |

## Reference Guide

| | Major Issues<br>*(ADA study recommended)* | Moderate Issues<br>*(ADA study recommended)* | Minor/No Issues |
|---|---|---|---|
| **Kitchens/Kitchenettes** | - Clear space for each appliance not present<br>- Clearance between opposing counters too narrow | - Sink and counter too high<br>- Sink knee and toe clearance not provided where required (built-in)<br>- Less than 50% of cabinetry within reach range | - Dispensers not within reach range<br>- Switches not within reach range<br>- Missing sink pipe wraps if knee and toe clearance required |

# 9. Purpose and Scope

## Purpose

EMG was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, 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.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

| Condition Ratings | |
|---|---|
| **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. |

## 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 high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Review maintenance records and procedures with the in-place maintenance personnel.
- No interior spaces were observed. 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, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

# 10. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

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, CBRE Whitestone,* 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 or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. 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.

## 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*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of EMG's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs 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.

## Definitions

### Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, 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.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

### Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or 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 generally 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 as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

## Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

## Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

# 11. Certification

LPA, Inc. (the Client) retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Sedgwick Elementary School, 19200 Phil Lane, in Cupertino, Santa Clara County California, the "Property". It is our understanding that the primary interest of the Client 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 the *Purpose and Scope* section 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 may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared on behalf of and exclusively for the use of the Client for the purpose stated within the *Purpose and Scope* section of this report. The report, or any excerpt thereof, shall not be used by any party other than the Client or for any other purpose than that specifically stated in our agreement or within the *Purpose and Scope* section of this report without the express written consent of EMG.

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

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