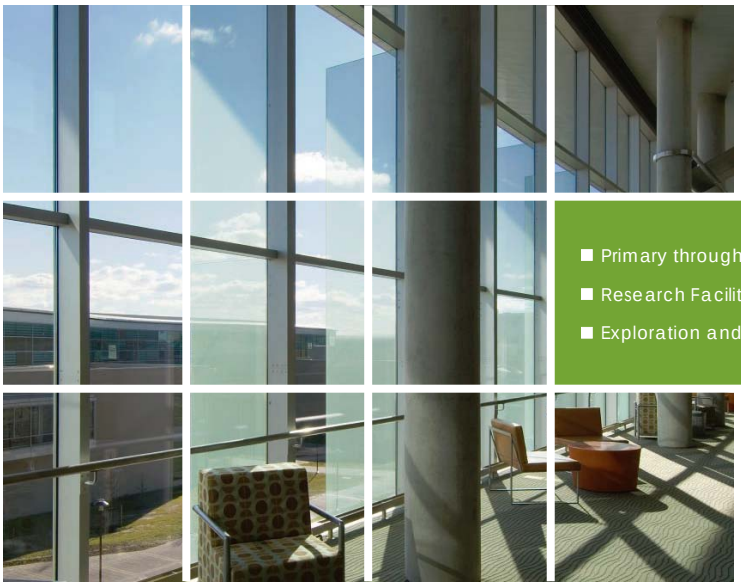
Property Condition Report

Hyattsville Administration Building

4310 Gallatin Street - Hyattsville, Maryland

K-12 ■ Higher Education ■ Community Facilities ■ Federal ■ Facility Management



■ Primary through Secondary Educational Facilities ■ Universities ■
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■ Exploration and Museum Heritage Institutions

Report Date July 7, 2011

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1 Executive Summary

1.1 General Description

The Hyattsville Administration Building occupies a rectangular parcel on the north side of Gallatin Street, one block west of U.S. Route 1 near Hyattsville's eastern boundary. The sloping site is fully developed; the building stands close to the northern property line and is surrounded by paved parking on the east, south and west sides. The three-story steel framed structure was constructed in 1989-1990 to accommodate city government and administrative offices and the police department. The building entrance is at the base of a central section designed as a clock tower, with large half-round windows in brick walls surmounted by a sloped metal roof. The west wing of the building houses a parking garage on the first floor, the police department on the second floor, and city offices on the third floor. The east wing contains all of the large public meeting spaces: a multi-purpose room on the first floor with demountable partitions; a public meeting room on the second floor; and city council chambers on the top floor. The building was constructed with electric heating and cooling by means of air handling units located on the low-slope roof that is concealed behind steep-roofed mansards at the front and sides of the building.

1.2 General Physical Condition

Based on the on-site observations, document review and interviews, the property is considered to be in average condition for a building of its age, construction type and use group. The capital recommendations detailed herein include replacing major systems that have reached or surpassed the limits of their useful service lives, and/or upgrading original systems to comply with current codes. Recommendations include replacement of the existing low-slope roofing, windows, and roof-mounted air handling units; increasing mechanical ventilation in the garage, and modifying walkways to comply with requirements of the Americans with Disabilities Act (ADA).

The building's current space use reflects the expansion of city staff and services since its original construction. Spaces on all three levels are occupied by different uses than the original design intended. Some of the current uses constitute deviations from applicable building codes. Building uses in violation of current code requirements should be discontinued as soon as practicable.

1.3 Space Utilization Recommendations

The Space Utilization Analysis produced a series of recommendations for modifying the current and future use of the properties over a period of twenty years, to provide adequate space for City government agencies in support of their mission to serve Hyattsville's citizens. A comprehensive scope of work has been developed for the modernization and renovation of the Hyattsville Administration Building over the twenty-year study period. Recommendations have been categorized as immediate or short/term, medium-term, or long-term capital needs.

Immediate and short term recommendations include the relocation of public meeting functions and training facilities out of the Administration Building. The vacated space should be renovated into office space for the use and occupancy of the Hyattsville Police Department for a period of

approximately ten years. Administrative departments of the Hyattsville government would also expand into a portion of the vacated space.

Recommendations over the long term (between approximately 11 and 20 years) include the renovation of the existing office space on the second and third floors, for permanent occupancy by administrative functions of the City of Hyattsville.

1.4 Immediate / Short Term Recommendations

1.4.1 Site Improvements

Minor repairs to asphalt and concrete paving are recommended, to eliminate a pedestrian tripping hazard, prevent accelerated deterioration of asphalt pavement, and repair corroded and deteriorating handrails and guardrails at two areas of the site.

1.4.2 Masonry Repairs

The split-face concrete masonry veneer at the base of the building is cracked in numerous areas, with the most prevalent deterioration on the north façade. A few hairline cracks were noted in the brick veneer. Limited-area repairs are recommended to prevent accelerated deterioration and leakage of water into the exterior wall system. The chronically saturated brick veneer on the north wall of the building, where the public toilet rooms are located on each floor, should be investigated to verify the root causes and contributing factors related to staining in the gypsum wallboard within the toilet rooms.

1.4.3 Roofing System Replacement

The existing low-slope roof has exceeded its service life and displays ongoing system failure in the baseflashings at its perimeter. Alternative low-slope roofing systems that may be considered include both single-ply membranes and multiple-ply built-up roofing systems, which provide significantly different service lives. Options that should be evaluated to comply with the Environmental Sustainability Policy for the City of Hyattsville (the "Sustainability Policy") include high-albedo roof coverings, vegetated roof systems, and supplemental thermal insulation. A detailed cost-benefit analysis of alternative roofing systems is recommended.

1.4.4 Window Replacement

The existing aluminum windows and double-pane glazing are not of a quality standard typically found in contemporary low-rise commercial construction in the Washington DC region. Substantial air infiltration, heat loss and heat gain through the exterior envelope of the building can be attributed to the windows, which were fabricated as "light-commercial" units. Removal and replacement of the windows is recommended. To assure competitive pricing and weather-tight installation of new windows, the City should have a specification and installation details prepared by a professional architect with technical expertise in window replacement, as part of a request for proposals issued to qualified contractors.

1.4.5 HVAC Unit Replacement

The roof-mounted air handling units have surpassed their expected service lives and are operating with decreasing efficiency. Advances in the design of heating and air conditioning systems and equipment since the Administration Building was constructed should be researched and evaluated concurrently with the equipment replacement. An energy analysis should be part of this evaluation, in accordance with the provisions of the Sustainability Policy, to evaluate the life-cycle costs of alternative system features and components. It is recommended that a detailed engineering analysis be commissioned by the City to determine the most appropriate scope of work included in the replacement of the major HVAC equipment in the building.

1.4.6 Garage Use/Occupancy

The first floor parking garage houses the police department's fitness facilities and dog kennel, as well as storage areas in addition to vehicular parking. The existing ventilation system provides insufficient fresh air to comply with current code requirements for structured parking, and the space is not habitable for such uses as exercise rooms. The exercise facilities and kennel should be relocated, and the ventilation system should be upgraded to comply with current standards.

1.4.7 Stained Walls in Toilet Rooms

Stained gypsum wallboard on the walls of the public toilet rooms indicate potential saturation, which may be a result of uncontrolled condensation on the back of the vinyl wallcovering. Exploratory openings should be made to inspect the exterior face of gypsum board and verify the presence of moisture. The un-faced glass fiber insulation in the ceiling plenums above the public toilet rooms is a code violation, and must be removed immediately. Both conditions indicate problems with the thermal and vapor barriers on the exterior wall in this section of the building.

1.4.8 Other Items

Recommendations for corrective work to address minor items of work include the following: replace exterior joint sealers at masonry control joints and window perimeters; repair the damaged paint finish and other items on the standing-seam metal roof; remove excess ceiling materials above the communications center; relocate VAV boxes in a few areas to allow maintenance personnel to access the equipment; remove loose-laid insulation above toilet room ceilings to eliminate a current code violation; replace plumbing fixtures in public spaces with new water-saving devices; add switching and occupancy sensors to the lighting systems for office areas to reduce energy consumption for lighting; and provide grab bars and piping protection in the toilet rooms service the administrative offices to comply with the requirements of the Americans with Disabilities Act.

1.5 Opinion of Probable Costs

Estimated costs for work to address the deficiencies described herein are provided in Section 6 of this Report. The capital expense schedule includes items with estimated costs $10,000 and higher, and capital improvements recommended for completion over a 20-year period.

TOTAL COST: YEARS 1-3	TOTAL COST: YEARS 4-10	TOTAL COST: YEARS 11-20
$ 503,413	**$ 33,745**	**$ 905,390**

2 Purpose and Scope

In January 2011, HESS Construction + Engineering Services, Inc. performed on-site observations to prepare a Property Condition Assessment of the building and associated site improvements located at 4310 Gallatin Street in Hyattsville, Maryland. The purpose of the assessment was to determine the overall condition of the property, identify items for which remedial action is recommended, and verify the current use and occupancy of the space. This assessment was performed using methods, limitations and procedures consistent with standards set forth in ASTM E2018-08, subject to the conditions described in Section 8 of this report.

HESS and its consultant, the planning and design firm of Marshall Craft Associates, completed a Space Utilization Analysis in June 2011, to assess the current and future space needs of the City of Hyattsville. The Space Utilization Analysis included five properties owned and operated by the City of Hyattsville and listed as follows:

- The Administration Building – 4310 Gallatin Street
- The BB&T Building – 3505 Hamilton Street
- The DPW Operations Building – 4633 Arundel Place
- The Arcade Building – 4400 Gallatin Street
- The Magruder Park Building – 3900 Hamilton Street

The findings and recommendations of the Space Utilization Analysis are presented in detail in a comprehensive report that discusses all five properties listed above. Recommendations for altering the utilization of spaces in the Hyattsville Administration Building are summarized in Section 1 of this Report.

Statements of probable cost for the work recommended in the Space Utilization Analysis, and for remedial items of work to correct deficient conditions found during the assessment, are tabulated in Section 6 of this Report.

3 System Description and Observations

3.1 Site

3.1.1 Topography

The property slopes significantly from the northwest corner of the site toward the southeast corner (Photograph 1). The slope is substantial enough that there are no areas where water could collect on the site. The north wall of the building, and the retaining wall that extends from the northeast corner, effectively block the flow of stormwater onto the site from adjacent properties.

3.1.2 Storm Water Drainage

Stormwater flows across the paved site to the southeast and southwest corners of the site, where curb inlets drain into concrete catch basins below grade. In general, the storm drainage system appears adequate to accommodate the overland flow of stormwater into the municipal sewer system and away from the property.

3.1.3 Access and Egress

The principal vehicular and pedestrian access to the site is on the south side of the property, which abuts Gallatin Street. There is a secondary site entrance from Church Place on the east property line. The grades on the east side of the property appear to comply with current ADA Accessibility Guidelines limiting the slopes of walkways and parking areas along an accessible route.

3.1.4 Paving, Curbing and Parking

Parking areas paved in asphalt on the west, south and east sides of the building provide marked spaces for 51 vehicles, including three spaces marked for barrier-free accessibility. The road surface is paved with concrete at the loading dock entrance on the east end of the building. Roadways and parking areas are bounded by concrete curb-and-gutter.

There are concrete walks along the public rights-of-way on the east and south sides. A concrete stair and walkway leads onto the property near the southeast corner of the site, and a second lead walk flanks the west side of the main vehicular entrance from Gallatin Street. There are concrete walks between the building and parking areas on the west, south and east sides of the building.

Recommended Remedial Actions

- Cracks have formed in the asphalt paving in two areas (Photographs 5 and 9). The open cracks allow water to collect below the wearing course and saturate the base course below it. In the winter, water will freeze and expand, widening the cracks and extending the damage. The cracks should be repaired as soon as possible to avoid expanding damage and a resulting escalation of repair cost.

- A concrete walk abutting the curbing has settled near the southwest corner of the building, creating a potential tripping hazard to pedestrians (Photograph 6). The settled section of walk should be removed and replaced with new concrete, aligned with the top surface of the curb.

- Adjacent to the walkway and site stair at the west end of the building, the railposts are deteriorated where they were grouted into the concrete (Photograph 7). The guardrail on top of the retaining wall at the northeast corner of the site is also corroding at its post base (Photograph 8). The corrosion of the steel pipes has induced cracking in the surrounding concrete, and several of the railposts are severely weakened by the extent of deterioration. The railing should be removed and the damaged post bases repaired. Cracked concrete should be removed and replaced, and the railing re-installed. After the railposts are grouted into the concrete, the top surface of the grout should be sloped to shed water away from the grout pockets, so that water will not accumulate around the steel.

3.1.5 Flatwork

Concrete walkways run the length of the building's east, south and west façades. The loading/service area on the east end of the building has a concrete slab-on-grade "apron" that extends approximately 40 feet from the exterior wall at the ground floor level.

3.1.6 Landscaping and Appurtenances

Narrow planting beds surround the site on all four sides. Along the west, south and east sides, the planting beds are wide enough to accommodate trees and/or shrubs. There are narrow planting beds abutting the east, south and west façades; these are planted with perennial shrubs.

3.1.7 Miscellaneous Site Improvements

A retaining wall faced with brick veneer runs along the north side of the site, from the building's northeast corner to Church Place. Concrete-filled steel pipe bollards flank the concrete paving on each side, at the loading dock. A walled enclosure with a adjacent to the loading dock conceals a refuse container from view.

3.1.8 Utilities

Water: The original site plans indicate a 6" water service line entering the building below the garage entrance, from a tap in the WSSC main located in Gallatin Street.

Electricity: Electrical service to the building runs below grade from PEPCO's primary service line along the north side of Gallatin Street, to a pad-mounted transformer adjacent to the loading dock area on the east side of the building.

Natural Gas: There is no natural gas service to the building. The original site plans show a 4" natural gas service line in the Gallatin Street right-of-way.

Sanitary Sewer: According to the original drawings, a 6" sanitary sewer service extends from the building to Gallatin Street, running below the first floor multi-purpose room in the east wing.

Storm Sewer: The roof drains and parking area drainage are piped into a 15" storm sewer main, running along the northern edge of Gallatin Street.

3.2 Foundation and Superstructure

3.2.1 Foundation

According to the original structural drawings, the building is supported on a shallow concrete foundation system consisting of 20" x 12" strip footing under perimeter walls and column footings. The drawings show a trench, formed with reinforced concrete walls four feet deep, runs beneath the slab at the garage door bay. The trench is identified as a "WSSC Trench" on the drawings. The ground floor and enclosed parking garage are concrete slabs on grade; the 4-inch thick floor slab and 5-inch thick garage slab are reinforced with welded wire mesh.

3.2.2 Floor and Roof framing

The building frame is built with wide flange steel columns and girders supporting bar joists, which support concrete-filled steel decking at the elevated floors and roof. The drawings call for 3-1/2 inches of concrete in the steel decking at the second and third floors. The roofing is installed over 22-gauge corrugated steel decking.

A steel-framed mansard runs the length of the building's south front and the east and west end walls, returning one structural bay along the north wall at each end. The clock tower above the main entrance has a steeply pitched metal roof framed with light gauge steel trusses.

According to the drawings, the building was engineered to support the following structural loads:

Space	Live Load	Partition Load
First floor	100 PSF	--
Second floor/offices and common areas	60 PSF	20 PSF
Second floor/Prangley Room	150 PSF	--
Third Floor/offices and common areas	60 PSF	20 PSF
Third floor/Council Chamber	100 PSF	

The design loads for the roof are not listed on the structural drawings. According to construction documentation provided by the design engineer, the roof framing was installed to support roof-mounted air handling units weighing 4400 pounds and 6000 pounds.

The exterior stair and landing at the east end of the building, which provide access from the alley to the second floor, are constructed of reinforced concrete supported by steel beams. According to the drawings, the landing is a "split slab" design, with a 4-inch topping slab supported on a reinforced 8-inch structural slab and placed over a waterproofing membrane.

3.3 Exterior Envelope

3.3.1 Exterior Wall System

The exterior walls above grade are constructed with light-gauge steel stud framing. The exterior is faced with masonry veneer. The veneer material consists of split-faced CMU from grade level to the second floor level, and engineer brick veneer above the second floor. Decorative pilasters built with ground-face CMU are present on the south and west façades of the building, and belt courses of the same material accent the tops of the façades. Window openings on all four facades have cast stone sills, and the openings on all sides except the north are typically surmounted by jack-arches with precast keystones.

Sections of the exterior walls are built with two layers of stud framing, to accommodate articulation of the exterior veneer. Areas where two layers of stud framing were used include the clock tower, the southeast corner, the east wall abutting the northeast corner, and the pilasters on the west façade.

Sections of the north and west walls of the buildings were constructed with concrete masonry exterior backup walls, to provide additional structural strength to the walls surrounding the armory and processing/holding areas for the police department.

Recommended Remedial Action

- Incipient cracking of the veneer was observed in a few areas, most significantly in the split-face CMU on the north wall (Photographs 10-13). The cracking has developed in the mortar joints between masonry units, most likely as a result of chronic saturation in the veneer. The split-face CMU terminates at the second floor level, and a grout wash was applied over the top surface to shed water to the exterior. The grout has broken away from the top of the veneer in many areas, exposing an open gap between the CMU and the brick. The gap has widened due to water accumulating in the veneer and freezing in this location.

  The construction details show through-wall flashing in the joint two courses below the top of the CMU. The horizontal leg of the veneer forms a bond break between the top two courses of CMU and the veneer below, and the top two courses will most likely need to be removed, cleaned and re-installed over most of the north wall.

  Other areas of the masonry show signs of weathering , chronic saturation, and incipient cracking (Photographs 14-19). Each of these areas should be inspected closely by a qualified masonry repair contractor, and appropriate repairs should be made promptly to avoid an acceleration of the damage and resulting escalation in repair costs.

  The deterioration of the veneer may be exacerbated by the construction details used when it was installed. The small weep holes appear to have been made with a screwdriver or similar tool after the veneer was installed (Photograph 20). Located above the flashings that are presumed to exist in the veneer, they will tend to trap water in the brick. At other locations, weep holes are not present where the drawings called for them to be installed (Photographs 21 and 22).

3.3.2 Exterior Sealant

Control joints in the masonry veneer were filled with elastomeric sealant and foam joint backing material. The perimeters of window and door frames were sealed with a joint sealer that was applied in a cove or fillet joint configuration.

Recommended Remedial Actions

- The sealant has experienced cohesive failure in nearly all of the masonry veneer control joints (Photograph 23). A majority of joint failures appear to be due to the sealant having been insufficiently thick to resist tearing. The existing joint should be cleaned of sealant and backing material, and new backer rod and sealant should be placed and tooled into the joints. Care should be taken to assure the sealant depth is one half of the joint width, in accordance with ASTM standards. It is recommended that a one-part neutral-cure silicone sealant is used to re-seal the control joints.

- The window perimeter sealant has failed in many areas (Photograph 24 and 25). The existing sealant appears to have become brittle over time, indicating that a butyl rubber material may have been used. The cove joint configuration can lead to sealant rupturing in locations where there is insufficient space between the metal frame and the masonry to accommodate differential movement. The new sealant applied at these joints should be applied over a bond breaker applied into the back of the joint. The silicone sealant recommended for use at control joints is appropriate for use at window perimeters as well.

3.3.3 Windows

Most of the window units are single-hung units; pairs of single-hung windows are surmounted by half-round transoms with fixed glazing, at the second floor on the west wing and on the first floor of the east wing. The typical windows are approximately 35 inches wide and 72 inches tall.

The windows are fabricated from extruded aluminum framing and insulated glazing. The main frames constructed with a ‘thermal break’, a continuous section of non-conductive material, typically epoxy, which separates the sides of the frame exposed to exterior temperatures from the interior frame surfaces. The sash frames are not thermally broken; this allows condensation to form on interior sash frame members during cold weather. The windows appear to be a “flanged frame” type that were installed by fastening the main frames to the exterior wall framing through flanges on the outside edges of the aluminum frames. Measurement of the flange thicknesses in several locations indicate that the extrusion thicknesses range from 0.060” to 0.078”, depending on the frame member measured. The window shop drawings were unavailable for review, and the original construction documents do not delineate the installation in detail. The conclusions regarding installation and frame type are based on visible conditions (such as the lack of exposed fasteners in the window frame).

The large half-round openings on the south façade of the clock tower are fitted with fixed glazing in an extruded aluminum storefront system.

Recommended Remedial Action

- Based on the frame depth and extrusion thicknesses, the windows appear to be fabricated to comply with AAMA design standards for LC-25 windows. Given the sizes of the windows on the subject building and the typical extrusion thicknesses, the existing windows are subject to significant deflection when subjected to wind loads. As the frame members deflect they create gaps through which air and water can enter the building. This compromises the performance of the exterior envelope during periods of windy weather. Additionally, a sill frame with a 0.078" wall thickness is vulnerable to mechanical damage.

  The glazing seals have ruptured on most of the half-round transom lights, due to chronic saturation of the glazing edge within the frame (Photograph 26). The lack of thermally broken sash frames increases heat loss by allowing the efficient conduction of cold winter temperatures into the building; conductive drafts and air infiltration were observed during the inspection. The lack of thermal breaks and weeps in the frames, combined with the tendency of the existing windows to deflect excessively under wind loading, allow water to accumulate in the sash frames, causing the glazing seals to be chronically saturated. Chronic saturation of the glazing seal causes the material to fail prematurely; the ruptured seals lead to condensation within the insulated glass panes.

  The existing windows are not compliant with currently accepted design standards for office buildings; window units with an AAMA rating of HC-60 are generally used in three-story commercial buildings. It is recommended that the windows throughout the building be removed and replaced to improve the thermal efficiency and weather-tightness of the exterior envelope. The new windows should be designed and fabricated to comply with AAMA specifications for HC-60 windows. All frames and sashes should be manufactured with a thermal break.

  Care should be taken during the window installation to provide a continuous barrier against water and air infiltration between the main frames and the exterior weather barrier applied over the backup walls. It is recommended that the existing window frames be completely removed before the new windows are installed. This will expose the stud framing at the opening perimeter along the exterior edge. Flashing can be installed on the backup walls before a new window is installed, and the frame can be sealed against the new flashing material. The new windows can be secured to the wall framing by means of aluminum angles that are screwed into the wall and into the interior frame of the window. These installation angles are typically concealed with extruded aluminum trim that fits tightly over the angles to conceal them without the use of exposed fasteners. This installation approach minimizes the need to repair interior finishes following the window replacement.

3.3.4 Storefront

The main entrance and the arched windows in the clock tower above the entrance are constructed with extruded aluminum storefront framing and fixed insulated glazing. The storefront system is an exterior glazed design.

3.3.5 Low-Slope Roofing

The roof is a loose-laid 45-mil EPDM membrane manufactured by Firestone, covered with smooth "river rock" ballast. Roof insulation was attached to the steel roof deck below the membrane. Piped roof drains carry stormwater off the roof through internal piping to the sewer system. Membrane flashing is adhered to the parapet wall on the north side of the roof, and to the bases of the mansard jump walls on the other sides. The roof is reportedly the original system.

Recommended Remedial Actions

- The baseflashings have failed in adhesion to the parapet walls and jump walls at numerous areas (Photographs 28 and 29). The baseflashings have been repaired in many areas. The adhesion failure is a result of shrinkage in the membrane, which occurs as a result of prolonged exposure to ultraviolet radiation, a component of sunlight. UV exposure will also produce long term reduction in tensile strength and increased brittleness of EPDM membranes. Roofs of this type have a normal useful service life of 15 to 20 years. Due to the age, type and condition of the existing roofing system, it is recommended that the roofing membrane be removed and replaced.

  It is HESS' understanding that the roof replacement must be planned and executed in compliance with the Environmental Sustainability Policy for The City of Hyattsville. To this end, a comparative evaluation of options for the new roofing system is warranted. The following alternative approaches to the roofing replacement should be evaluated:

  Reflective roof surface – A highly reflective roof surface provides two environmental benefits: First, it minimizes solar heat gain, thereby reducing costs to cool the habitable space below the roof. Second, it reduces the "heat island effect" common in urban areas, created by the absorption of solar energy by roofs and paved surfaces. Single-ply roof membranes in current use include both EPDM and PVC materials, available in a variety of thicknesses and providing a range of service lives.

  Vegetated roof surface – Popularly known as "green roofs", vegetated roof systems help reduce the heat island effect and cooling costs. In addition, they improve the quality of stormwater runoff by functioning as a filter to remove airborne contaminants from the water that falls on the roof. By storing a portion of the rainwater, a green roof can also reduce the quantity of stormwater discharged into the municipal storm sewer system during short-term, high-intensity storms.

  Service life – As indicated above, a roof system can offer a service lifespan between 15 and 30 or more years, depending on the materials and methods used in its construction. The life-cycle cost of an expensive roofing system may be lower than that of a more moderately priced system.

- A penetration was made in the baseflashing approximately three inches above the roof surface, when the split system air conditioner was installed for the server room in the northwest corner of the building (Photograph 30). The PVC pipe that passes through the jump wall at this location is vulnerable to water intrusion, due to its limited elevation above the

roof surface. When the roof is replaced, this penetration should be relocated a minimum of 12 inches above the roof surface.

- Areas of ponding water were observed on the roof (Photograph 31). Ponding water on a roof typically violates the warranties issues by most roofing system manufacturers. When the new roof is installed, drainage should be improved where required, by using tapered insulation boards to build slopes toward the pipe drains, and drain sumps around them.

3.3.6 Steep Roofing

The edges of the main roof on the east, south and west sides are protected by steeply sloped mansard roofs with hips and valleys at the corners. The roof areas are supported by light-gauge steel-framed trusses set on the steel framework for the low-slope roof. The standing-seam steel roofing panels have a factory-applied baked-on enamel finish. Eaves, hips and valleys are built with cold-formed steel sections. The jump walls at the back of the mansards are cladded with batten-seam steel wall panels held approximately 18 inches above the low-slope roofing.

Recommended Remedial Action

- The factory finish has been abraded from the surface of roofing panels and trim at the east end of the building, exposing the unprotected steel (Photograph 32). Rust has formed where the finish was damaged. The observed damage has occurred on panels that are not visible from grade. All areas where the finish is damaged should be thoroughly cleaned of rust and dirt, spot-primed with a zinc-rich primer, and repainted with two coats of enamel.

- Gutters and downspouts drain water from the steep roofing onto the low-slope roof in two areas (Photograph 33). These roof drainage components are not visible from grade and serve no critical purpose. The short gutters and downspouts can be removed to eliminate a small item of periodic maintenance.

3.4 Heating, Ventilating and Air Conditioning Systems

3.4.1 Air Conditioning Equipment

The HVAC ventilation system consists of two packaged rooftop unit systems in a DX cooling only configuration (Photographs 34 and 35). One rooftop unit, RTU-1, serves the second and first floor areas and has a cooling capacity of approximately 41 tons. The other rooftop unit, RTU-2, serves the third floor only and has a cooling capacity of 31 tons. Both systems are variable air volume systems with variable speed drives for modulating air flow volume. Medium pressure ductwork is utilized for the air delivery to the VAV terminal boxes.

For the IT server room on the 3rd floor, a cooling-only split system has been added (Photograph 36). The indoor AC section is set at the floor with a bottom return air arrangement and a top discharge supply air duct distribution system. The unit's capacity is three tons. The condensing section is located on the roof above the server room.

Presently the audiovisual/TV studio room is served by a cooling only VAV terminal box. It has been noted by the building maintenance personnel that the space become warm when the equipment is in operation.

Recommended Remedial Action

- It is recommended that both rooftop units be replaced. The hail damage, the repetitive compressor replacements, the inability to operate the refrigerant cycle without providing external means of cooling and that the equipment reached its life expectancy are justifications for the replacement of this equipment.

  The new rooftop units should utilize environmentally friendly refrigerant and more energy efficient compressors. Operating efficiency could be further improved by adding a partial heat recovery system concurrently with the rooftop unit replacement. The relief air from each system could be used to partially temper the outside air that is required for ventilation, allowing the cooling capacity to be reduced on the new rooftop unit systems. An energy recovery unit typically weighs more than a unit without this feature, due to the heat exchanger's additional weight, However, the reduction in cooling capacity will reduce the weight of the cooling coil and compressors, which may offset the load imposed by the energy recovery unit. A detailed engineering analysis should be performed to evaluate this alternative.

  The new rooftop unit systems should also include a demand control ventilation option. A CO^2 sensor located in the return air stream of each rooftop units system would modulate and control the amount of outside air provided when the quantity of outside air exceeds minimum requirements. This feature will allow the ability to provide only the amount of outside air that is required, based on the production of CO^2 by the building occupants. This will reduce the time when the spaces will be over-ventilated, saving the energy required to condition the outside air.

For the audiovisual/TV studio room a split system cooling only wall mount AC unit should be added to meet the cooling load requirements. The existing VAV terminal serving the space shall be retained in order to continue to provide ventilation air to the occupants. The split system condensing unit can be located above on the third floor roof.

3.4.2 *Distribution System*

The air distribution system consists of a medium pressure main ductwork system to which series fan powered VAV terminals with electric reheat serve spaces which have an exterior exposure. The interior spaces are served by cooling only VAV terminals. The VAVs appear to be all original equipment with the exception of the third flood main conference room, which appears to be a newer cooling only unit. Low pressure supply air ductwork is utilized for the distribution to the supply air diffusers. Supply air diffusers are 2'x2' perforated style. The return air system consists of a plenum return which utilizes transfer ducts for the areas where floor to underside of structure partitions are present. Return air consist of return air grilles in some locations but most locations are utilizing return air light troffers.

Recommended Remedial Actions

- The VAV terminals and supply air diffusers should be re-balanced. Numerous walls have been constructed or removed subsequent to the original construction, and there are changes in the use of spaces from the information shown on the original drawings. The supply air system should be re-balanced to reflect the new airflow requirements of the spaces.

- In the Police Communications Center on the 2nd floor, a second acoustical suspended ceiling grid system was installed below the original ceiling grid. The original ceiling grid system in some locations still has ceiling tiles installed or stored. The abandoned ceiling framing impedes access to equipment, conduit and cabling in the ceiling plenum. This ceiling grid and tiles above the existing finished ceiling grid should be removed.

- Service clearances and access to the electric reheat control panels and VAV terminal controls were noted to be deficient in several areas. In the third floor sub tenant space, a VAV terminal has been placed against a full-height studwall, preventing the access needed for periodic maintenance. Access is further limited through the acoustical tile grid system. The VAV location and ductwork must be modified in order to provide proper access by maintenance personnel. Recessed lighting and ceiling grid supports are also blocking access to VAV terminals in some locations above the third floor Council Chambers. The recessed light support system should be modified in order to allow access to the VAV terminals.

  Although there is a ceiling access panel in the drywall ceiling for the VAV terminal serving this area, the location of the access panel does not provide reasonable access to the VAV terminal. Access should be provided in a location nearer to the VAV terminal.

- Above the first, second and third floor public restrooms, un-faced fiberglass insulation has been laid on top of the acoustical ceiling grid system, and is exposed in a space used as a

return-air plenum. The use of un-faced insulation in ceiling plenums must meet particular UL listings which require that insulation systems do not become airborne into the system's airstream. The current insulation installed may not be rated for this plenum use.

3.4.3 Terminal Units

Electric wall heaters are utilized at entryways and areas where there are low occupancy areas with an exterior wall exposure. These areas include the first floor loading dock entry, the north eastern stack of bathrooms for the first, second and third floors and the first floor west and north stairwell.

Electric convection baseboard heat appears to have been added sometime after the construction documents were produced. Three offices in the south central have had electric baseboard heat added at the exterior office wall.

Recommended Remedial Action

- At the entry door a wall heater should be provided to reduce the amount of drafts and outside air allowed into the space though the vestibule.

3.4.4 Mechanical Ventilation

A roof ventilator, PRV-1, serves the northeast stack of toilet rooms for the first, second and third floors as well as the first and third floor janitorial closet. Makeup air for these areas is provided through transfer ducts in the return air plenums.

The second floor men's and women's lockers, storage closet and janitor closet are served by roof ventilator PRV-2. Makeup air for these areas is provided through transfer ducts in the return air plenum.

The third floor west men's and women's room, storage closet and janitorial closet are exhausted by roof ventilator PRV-3. Makeup air for these areas is provided through transfer ducts in the return air plenum.

The second floor armory is exhausted by roof ventilator PRV-4. Makeup air is provided through an outside air intake located in the mansard at the roof.

The holding cell areas and holding cell toilet are exhausted by roof ventilator PRV-5. The original fan has been replaced with a similar model. Makeup air for these areas is provided through transfer ducts in the return air plenum.

The elevator hydraulic fluids room is exhausted by an inline exhaust fan. The exhaust point of termination is in the parking garage.

The storage area in the garage is exhausted via a wall fan.

The garage is ventilated by a wall fan, WF-1, which discharges into an areaway below grade (Photographs 37, 38). The current ventilation rate of the fan is 0.5 CFM/sqft for the garage space. The wall fan is interlocked with a motor operated damper which opens when the fan is energized. The garage is heated with horizontally suspended electric fan coil units (Photograph 39).

Recommended Remedial Actions

- Exhaust fan PRV-5 appears to have been replaced. PRV-1, 2, 3, and 4 appear to be original equipment. The original fans have exceeded the normal service life expectancy and should be replaced. After the fans are replaced, the exhaust registers and grilles should be rebalanced to the original values shown on the construction documents.
- The garage ventilation fan is interlocked with a motorized outside air damper at an exterior wall louver near the vehicular entrance (Photograph 40). The current fan capacity is 2750 CFM; this provides 0.5 CFM per square foot of garage space. The current code requirement for ventilation of garage spaces is 1.5 CFM per square foot. It is recommended that the existing fan be replaced with a fan meeting current code requirements. A new, larger outside air damper and louver would also be required to match the increased make-up air volume demanded by the exhaust air requirements. Presently the outside air louver is located within a space where a fenced-in storage area has been installed; the items placed in this area are partially blocking the louver opening. There are two recommended alternatives to minimize the amount of additional heat required to compensate for heat loss due to the increased ventilation, as follows:

  Option 1 – Provide and install a plate-to-plate air heat exchanger to temper the incoming outdoor air with the garage exhaust air. Heat exchangers are recommended at both the current location of the outside air intake louver, and at the current location of the wall exhaust fan.

  Option 2 – Provide and install a carbon monoxide sensor to control power to energize the exhaust fans when the CO sensor setpoint is reached. To ensure proper ventilation is met at other times, the exhaust fan can be scheduled to run fifteen minutes out of every hour. This operating protocol will reduce the amount of heat required to keep the garage at a minimum temperature, while maintaining the ventilation requirement.

- Currently there are exercise workout areas furnished with gym equipment in the garage. The garage space is considered by the building code to be non-habitable; and the current use is in violation of the code. The garage ventilation/exhaust system is used for the removal of vehicle fumes, and does not provide the ventilation required for habitable space. It is recommended that the gym equipment be removed and the garage space returned to its original use and/or used as storage space.

3.4.5 Control Systems

VAV series fan power boxes with electric reheat and cooling only terminal boxes are controlled via a local thermostat located in the space. Wall heaters are controlled via a unit mounted thermostat.

The VAV's are monitored by an offsite contractor. The VAV local area network is not accessible at the building to the maintenance staff.

The roof top units are controlled via local packaged controls at each unit.

The toilet exhaust fans are interlocked to operate whenever the rooftop equipment is in operation.

3.5 Plumbing Systems

3.5.1 Sanitary, Waste and Vent Piping and Storm Water Piping

The sanitary system is a gravity system. All sanitary and vent piping in the ceiling plenum is cast iron. Floor drains on the second and third floors are equipped with trap primers.

The roof drain system is connected to the garage drainage system and the building tile drainage system. Roof drain lateral piping runs are insulated. The garage drainage system is connected to an oil water interceptor located below the garage floor level prior to being connected to the common storm drain which exits the building.

3.5.2 Domestic Hot Water Production

The domestic hot water system consists of a 120 gallon 18 kW electric water heater located in the main electrical room. The system is equipped with a recirculation line and pump. Domestic hot water and cold water supply piping is cooper pipe and is insulated. All domestic water piping observed to be insulated was insulated with mineral fiber with an all service jacket. The copper pipe wall thickness could not be determined through non-destructive testing. Destructive testing is not included in the scope of this investigation.

Recommended Remedial Action

- The domestic water heater and recirculation pump are original equipment which was installed in 1989 as part of the original building construction. The water heater and recirculation pump have exceeded their expected useful life and should be replaced.

3.5.3 Fixtures

The plumbing fixtures in the northeastern stacked bathroom location and the second floor locker and toilet location contain flush valves. The third floor toilet rooms in the administrative office suite are equipped with dual flush water closets. Electric water coolers are located in the common corridor on each of the three floors.

Recommended Remedial Action

- The lavatories, water closets, urinals and electric water coolers are dated and should be replaced in all areas, with the exception of the toilet rooms in the administrative offices, where water closets equipped with dual flush capability are installed. Water conserving fixtures should be used to replace the existing fixtures. Electronic sensing devices can be installed for the new water closets, urinals and lavatories to reduce water consumption.

3.6 Electrical Systems

3.6.1 Service and Metering

The electrical service consists of a pad mounted transformer (Photograph 41) supplying a 2000 Amp, 3 phase, 4 wire, switchboard located in the main electrical room, which powers the building. A 60kW emergency generator is installed adjacent to the pad mounted transformer located in the vicinity of the loading dock. The emergency generator feeds the ATS located in a separate room located adjacent to the main electrical room on the first floor in the garage.

3.6.2 Power Distribution

The electrical distribution system is as follows:

A 2000 A switchboard distributes power to a 500 A, 120/208V, 3PH, 4 wire panel and a 600A, 120/208V, 3PH, 4 wire panel located in the main electrical room and to the panels located on each of the three floors. The panels located in the main electrical room serve the rooftop unit equipment, fans for the electrical room and phone room, wall heaters, subpanel for the exercise equipment and electric duct heaters and fans in the garage. Power is distributed in EMT or armored cabling.

First Floor: 225 A, 42 pole, 120/208V, panel in corridor serves lighting and receptacles.

Second Floor: 225 A, 42 pole, two sections, 120/208V, panel in corridor and a 400 A, 42 pole, 120/208V which serves lighting, receptacles, wall heaters and fan powered VAV terminal boxes with electric heat.

Third Floor: Four, 400 A, 42 pole, 120/208V panels in the corridor which serves lighting, receptacles, wall heaters and fan powered VAV terminal boxes with electric heat.

3.6.3 Lighting Systems

The office areas of the building are served by two by four or two by two parabolic fluorescent fixtures. In some areas prismatic lenses are still in use for two by four fixtures. Incandescent can fixtures are also in use in the first floor multipurpose room, a second floor office, the third floor non-profit tenant, the Mayor's office and the council chambers. Occupancy sensors have been installed in the toilet rooms. All indoor fluorescent lighting uses T-8 lamps.

The lighting fixtures in the garage are high pressure sodium type with bay type lenses (Photo 46).

The building's exterior lighting is wall mount, high pressure sodium.

Recommended Remedial Actions

- Some spaces appear to be over lit. One recommendation is to consider adding another level of switching which would allow lights near the perimeter areas to be switched separately from the lighting for the interior portion of the spaces. Automatic lighting control devices could also perform a similar function by performing this function through a light meter.

- Occupancy sensors could be utilized for the stairwell lighting and corridor lighting. Prior to implementing this control the local Fire Marshall should be consulted to verify that there are no code restrictions for this application of lighting control for these types of areas.

- Light tubes could be utilized to allow natural day light into the interior spaces. The third floor can achieve this by providing light tubes from the roof to the third floor ceiling spaces. The second floor would require additional coordination to extend any light tubes through the third floor down to the second floor ceiling level.

- The recessed incandescent can fixtures can be retrofitted to compact fluorescent fixtures.

- Relamp existing fixtures with lower wattage more efficient bulbs which produce the same illumination levels.

3.6.4 Communications Systems

Telecommunication and Communication Cabling: HESS observed that access is restricted or difficult in several locations above the lay in acoustical ceiling tile, due to the amount of cabling which is being supported by the ceiling tile system.

A cable management system should be installed which would allow the existing cables to be supported properly and to allow better access into the ceiling plenum.

3.7 Vertical Transportation

The building is served by a single hydraulic elevator.

3.7.1 Machine room:

The elevator machine room is accessed from the parking garage. The room was clean and contained copies of service records for reference.

3.7.2 Hydraulic pump, motor and valves:

The pump, valves and associated piping appeared to be in good operating condition and no leaks were observed.

3.7.3 Controls and selectors:

No deficiencies were observed.

3.7.4 Hoistway doors and equipment:

No deficiencies were observed.

3.7.5 Car roller guides and guide rails:

The guides and guiderails were observed from within the elevator pit, with the car locked on the second floor level. No deficiencies were observed.

3.7.6 Signal fixtures:

The elevator was operated to and from all three levels. No deficiencies were observed.

3.7.7 Elevator cab interior:

The elevator car interior appears fully compliant with codes.

3.7.8 Entrance frames and door panels:

No deficiencies were observed.

3.7.9 Elevator pit:

The elevator pit is constructed with CMU walls, on which metallic grout waterproofing was applied during the initial construction. At the time of this inspection, indications of recent moisture were observed, and numerous holes had been drilled into the pit walls near the bottom of the pit. HESS was informed that waterproofing panels were in the process of being installed between the inner walls of the pit and the elevator equipment. Holes have been drilled into the

walls to allow water to flow into the space between the structure and the new waterproofing panels, from which the water will be evacuated by the sump pump.

3.7.10 Jack assembly:

No leaks or other deficiencies in the jack assembly were observed. The pit buffers were observed and found to be in acceptable condition.

3.8 Life Safety/Fire Protection

3.8.1 Sprinklers and Standpipes

The building is protected by a wet sprinkler system. The fire protection service size is 6". The Siamese connection is located at the southeastern corner of the building exterior. Each stairwell is equipped with a standpipe riser.

3.8.2 Alarm Systems

The fire protection system consists of horn/strobe devices that provide audio and visual alarm to all areas of the building. Pull stations or smoke detectors activate the fire alarm system. The Package rooftop units are equipped with return air and supply air smoke detectors. Exit signs and emergency lighting are connected to the emergency generator. The fire alarm annunciator panel is located at the lobby entrance.

3.9 Interior Elements

3.9.1 Common Areas

The lobbies and public corridors on the first and third floors of the building are finished with ceramic tile flooring; vinyl composition tile (VCT) flooring is in place in the public areas of the second floor. Public spaces on all three floors have 2'x2' lay-in acoustical tile ceilings. Interior walls are finished with vinyl wall covering over gypsum wallboard in most public areas. In the public toilet rooms, ceramic tile is applied to wall surfaces behind the urinals and water closets, and vinyl wall covering is used elsewhere.

The assembly room on the first floor is finished with vinyl composition tile flooring, and has a 2'x4' lay-in tile ceiling. The perimeter walls are painted gypsum board, and the room can be divided into three roughly equal spaces by demountable partitions. The partition panels are stacked at each side of the room, and are supported in tracks that are attached to the second floor framing above.

The public spaces on the second floor include a large meeting room called the Prangley room, which has a carpeted floor and an acoustical tile ceiling. The three rooms that open into the Prangley room are a smaller conference room, a room currently used for archive storage, and a service kitchen. According to the original structural drawings, the floor of the four main spaces in the east wing of the building was designed to support a live load of 150 pounds per square foot, in anticipation that the space would house a library.

The council chamber, located directly above the Prangley room and three smaller rooms of the east wing, is built with finishes similar to those on the floor below. Curtains hung against the south and east walls block natural light from the windows and damp acoustic vibration in the space.

Recommended Remedial Actions

- A portion of the parking garage is currently used as a fitness/workout room for employees of the Hyattsville Police Department. This space is open to the adjacent parking spaces that are in current use; the current conditions violate code requirements for habitable space. The equipment should be relocated or kept off-limits to use until the mechanical ventilation required for habitable spaces is provided.

- Staining was observed on the exterior walls of the public toilet rooms, in vertical strips that most likely correspond to the steel stud locations. The stains are most likely caused by chronic condensation of moisture on the steel studs. The vinyl wall covering that was applied to the wall surfaces acts as a vapor retarder, trapping moisture on the cold-in-winter side of the covering. The resulting saturation of the gypsum wallboard may have led to the formation of microbial growth on the paper backing of the gypsum wallboard. The current conditions should be investigated by opening the walls for visual inspection of the framing and gypsum board in several locations.

To reduce the potential for condensation forming on the stud framing, it is necessary to remove the existing wall covering and finish the walls with a product that is moisture resistant but vapor permeable. Mechanical ventilation of the toilet rooms and insulation at the exterior walls may need to be increased to further reduce condensation potential.

- The interior finishes throughout the building appear to be original materials installed during the initial construction. The wallcoverings in many areas are stained, and seams are separating in some areas. The wood veneer paneling installed in several offices is dated. The level-loop carpet in the office spaces shows signs of moderate wear. Interior finish materials have generally accepted service lives between five and 15 years in length. Replacement of flooring, wall finishes and ceiling tiles throughout the building can be expected within the next 20 years.

3.10 ADA Compliance / Barrier-Free Accessibility

3.10.1 Parking and Site Access

On Gallatin Street, the public sidewalk and street exceeds maximum slopes allowing for barrier-free accessibility in accordance with ADA Accessibility Guidelines (ADAAG). Pedestrian access to the building from public walks and transportation stops is therefore not barrier-free. There are three parking spaced marked for barrier-free use at the east end of the building, none of which is designated as a van-accessible space. The sidewalks adjacent to the main building entrance and marked accessible parking have cross slopes that exceed ADAAG limits, the cross slopes were recently measured as part of an accessibility survey, and found to be between 2.4% and 7.3% (the allowable maximum slope is 2%).

Recommended Remedial Action

- To correct the cross slopes of sidewalks along the accessible route between the parking spaces and the main building entrance, a large amount of the existing concrete and asphalt paving will have to be removed and replaced. The cost to complete this work is likely to be significant. It is recommended that removal and replacement of paving as needed to reduce cross slopes along an accessible route be completed concurrently with paving repairs that are expected to be required within the 20-year study period.

3.10.2 Ramps

There are curb ramps at each side of the vehicular entrances to the subject property along Gallatin Street. The curb ramps, which are within the public right-of-way, have slopes that significantly exceed limits set forth in ADAAG.

Recommended Remedial Action

- The excessive slopes at the curb ramps on the public sidewalks are largely a result of the slope along Gallatin Street, which runs downhill past the subject property to Route 1. Given the topography of the site and abutting roadways, full compliance with ADAAG requirements limiting slopes along accessible routes is not feasible. The City may investigate options for providing barrier-free access along Gallatin Street, which will require ramps with railings to be installed along the sidewalks.

3.10.3 Entrances and Exits

The main entrance is accessible via a paved concrete walk from the accessible parking, and via a curb cut from the passenger drop-off/loading area.

3.10.4 Elevators

The elevator controls and indicators appear to comply fully with ADAAG specifications.

3.10.5 Toilet Rooms

Public toilet rooms are located in the northeast corner of the building on all three floors. The typical men's room contains two toilets, one urinal, and two lavatories. The typical public women's room contains four toilets and two lavatories. On stall in each public toilet room is 60 inches wide and has an outward-swinging 36-inch door. The lavatories are self-rimming sink bowls set in plastic laminate counters.

There are men's and women's locker rooms serving the police department on the second floor of the west wing. Each locker room is equipped with a shower and two sinks. The men's locker room has a toilet and a urinal; the women's locker room has two toilets. Neither locker room includes an accessible stall.

There are two toilet rooms in the city offices on the third floor, each of which is equipped with a toilet and a sink. The clearances in these toilet rooms comply with ADAAG requirements.

Recommended Remedial Actions

- Install grab bars adjacent to water closets in the office toilet rooms. Prior to installing grab bars, the presence of blocking for adequate support must be verified. If the blocking was omitted during the original construction, gypsum wallboard must be removed and solid blocking installed to achieve the required structural support.

- Install protective coverings on the drain pipes below the lavatories in the public toilet rooms, and in the administrative office toilet rooms.

4 Inventory of Rooms and Spaces

RM No.	ROOM NAME	ROOM FUNCTION	SIZE	
	1st Floor Lobby			
	Corridor	Public		
	Stair #1	Public		
	Stair #2	Public		
	Mechanical Room			
107	Parking Area	Parking, Police Storage	5,405.0	SF
106	Garage Gym	Gym	306.0	SF
105	Restroom Men (Public)	Restroom	180.0	SF
104	Restroom - Women (Public)	Restroom	180.0	SF
103	Building Maintenance Office	Office	200.0	SF
102	Kitchen Area	Kitchen	240.0	SF
101	Multi-Purpose Room	Meeting/Conference	2,033.0	SF
	2nd Floor Lobby	Public		
	Corridor	Public		
	Stair #1	Public		
	Stair #2	Public		
201	Administrator's support	Office	144.7	SF
202	Chief of Police	Office	349.9	SF
203	Sergeant's Office	Office	139.9	SF
204	Commander Criminal Investigations	Office	144.7	SF
205	Criminal Investigations	Office	319.7	SF
206	Criminal Investigations Storage	Storage	56.5	SF
207	Interview Room	Office	56.5	SF
208	Squad Room	Office	264.0	SF
209	Evidence/Storage	Office	171.8	SF
210	Evidence	Storage	54.8	SF
211	Quartermaster	Supplies	196.9	SF
212	Armory	Supplies	48.3	SF
213	Prisoner Processing	Prisoner Processing	274.6	SF
214	Cell A	Prisoner Processing	47.2	SF
215	Cell B	Prisoner Processing	48.5	SF
216	Cell C	Prisoner Processing	48.5	SF
217	Cell Restroom	Restroom	18.3	SF
218	Patrol Commander/Special Services	Office	68.8	SF
219	Patrol Commander Closet	Storage	46.7	SF
220	Sergeant's Office	Office	390.0	SF
221	Copy Room	Copier	78.4	SF
222	Records	Storage/Office	258.2	SF
222A	Records (also)	Storage/Office	145.8	SF
223	Communications	Office	357.0	SF

224	Accreditation Manager/Prof. Standards	Office	252.8	SF
225	Patrol Commander/Special Services	Office	174.4	SF
226	Restrooms (Men) Public	Restroom	180.0	SF
227	Restrooms (Women) Public	Office	180.0	SF
228	Prangley Room	Meeting Space	1,726.0	SF
228A	Inner Conference Room - 2nd Floor	Meeting Space	360.0	SF
228B	Kitchen	Kitchen Area	120.0	SF
228C	City Archives	Storage	174.4	SF
229	Restroom (men's)	Restroom		SF
230	Restroom (women's)	Restroom		SF
	3rd Floor Lobby	Public		
	Corridor	Public		
	Stair #1	Public		
	Stair #2	Public		
301	Front Office	Reception	264.9	SF
302	Code Enforcement Director	Office	297.0	SF
303	Office of City Clerk	Office	200.0	SF
303A	Office of City Clerk Archives	Storage	161.4	SF
304	Code Enforcement Work Area	Office	388.3	SF
305A	Director of Recreation and the Arts Office	Office	213.3	SF
305	Recreation and Volunteer Services	Office	346.7	SF
306	Community Development	Office	243.3	SF
307	IT Office	Office	218.3	SF
308	Executive Assistant Reception Area	Office	150.5	SF
309	Assistant City Administrator	Office	128.0	SF
310	City Administration Office	Office	246.2	SF
311	Mayor's Office	Office	262.0	SF
312	Communications and Public Relations	Office	179.7	SF
313	Inner Conference Room	Conference	396.0	SF
314	Finance Office	Office	317.5	SF
315	Treasurer's Office	Office	206.5	SF
316	Copy Room	Copier	85.8	SF
316A	Storage Room	Storage	35.0	SF
317	Lunchroom	Lunchroom	250.4	SF
318	Restroom - Men (City Staff)	Restroom	54.0	SF
319	Restroom - Women (City Staff)	Restroom	54.0	SF
320	Server Room	Servers	195.9	SF
321	Council Chambers	Office	317.5	SF
322	Audio/Video Room	Office	206.5	SF
323	Restrooms - Men (Public)	Copier	180.0	SF
324	Restrooms - Women (Public)	Lunchroom	180.0	SF
325	ATHA Offices	Office	360.0	SF

5 Document Review and Interviews

HESS reviewed available documents and interviewed City personnel to augment the walk-through survey, and to assist our understanding of the property and identifying of physical deficiencies. The reviews do not include a review of the accuracy of documents provided, except as related to the preparation of as-built drawings for the building. The following documents were made available to HESS for review:

Phase 1: Sustainable Buildings Process – A Preliminary Report assessing the energy efficiency of the building and identifying proposed remedial measures to increase the energy efficiency. The report was prepared in 2009 by AtSite, a company specializing in building performance assessments.

Original Construction Drawings – Copies of drawings identified as construction documents for the Hyattsville Municipal Building dated 07/14/1989, prepared by the firm of Allen Sparber & Associates Architects. Copies of the original structural drawings, prepared by the firm of Keller, Marchigiani & Wolfman, were provided by Ronald Wolfman & Associates. Copies of the original mechanical, plumbing and electrical drawings were located on the property and were reviewed by HESS.

Mechanical Equipment Submittals: Copies of the product submittals for the roof-mounted air handling units, VAV boxes and other mechanical equipment were provided by the original structural engineer for review by HESS.

Roof Inspection Report: A report dated November 29, 2010 prepared by Roof Inspectors, Inc. titled "Annual Roof Condition Analysis" for 4310 Gallatin Street.

Hyattsville Accessibility Survey: A report dated May 11, 2011 prepared by Arnold & Arnold with Mark J. Mazz, AIA, titled "City of Hyattsville Accessibility Survey".

The following individuals provided information through interviews and/or discussions conducted at the site:

- Michael Schmidl, Maintenance Operations Supervisor / City of Hyattsville.
- David North, Maintenance Operations Mechanic / City of Hyattsville

6 Opinions of Probable Costs

Opinions of probable costs are based upon the observations described in this Report, results from information received, and the generally accepted estimated useful lives of the components and systems that are present in the subject property.

In estimating quantities and locations of items or systems as a basis for preparing the opinions of probable costs are not assured; HESS has relied on the accuracy of information obtained through its field inspections and documented in as-built drawings prepared concurrently with the physical condition assessment.

The source of cost information utilized by HESS is from one or more of the following resources: (1) user provided unit costs; (2) owner's historical experience costs; (3) HESS cost database or cost files; (4) commercially available cost information such as published commercial data; and/or (5) third party cost information from contractors, vendors, or suppliers. Opinions of probable costs are provided with approximate quantities, units, and unit costs by line item. For several items of recommended remedial work, HESS has applied lump-sum opinions of probable cost, based on experience with similar items of work including scopes and quantities. Opinions of probable costs are limited to construction related costs, unless specifically noted otherwise. Business related, design, management fees, and other indirect costs are excluded unless specified.

Estimated costs represent the professional judgment of HESS, and are developed through the use of current-year R. S. Means Construction Cost Data and/or databases maintained by HESS through its construction management operations. Estimated costs included herein are not based on construction bids or contract proposals. Except where noted, all costs included in this report are based on repair of the existing systems or replacement in kind.

The estimated costs for recommended remedial work forecasted over a period of 20 years are presented in the following table. Costs for items of work recommended for completion in 2012 and beyond have been adjusted for inflation based on the consumer price index (CPI) specified at the top of the table.

Capital Expense Spreadsheet

Prjt: Hyattsville Administration Building
Lctn: 4310 Gallatin Street, Hyattsville MD
Date: 1 July 2011
CPI: 2.0%

Building Age: 21 years
Effective Age: 21 years

Num	Description	Comments	EUL	EFF AGE	RUL	Quantity	U	Unit Cost	Total $ YEARS 1-3	Total $ YEARS 4-10	Total $ YEARS 11-20	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
3.1	**SITE WORK**								$ 8,373	$ 27,525	$ 4,775	$ -	$ 8,373	$ -	$ -	$ -	$ -	$ -	$ -	$ 17,312	$ 10,213
3.1.4	**PAVING, CURBING & PARKING**								$ 5,482	$ 21,525	$ 4,775										
	Asphalt pavement. Full depth repair.	Repair cracked paving in drive lanes	25	23	2	20,000	SF	$ 4	$ 1,830	$ 2,077	$ -		$ 1,830							$ 2,077	
	Asphalt pavement. Overlay.	Overlay recommendation based on EUL	30	21	9	2,222	SY	$ 6	$ -	$ 15,235	$ -									$ 15,235	
	Asphalt pavement. Seal coat.	Preventive Maintenance recommendation	8	6	2	2,222	SY	$ 2	$ 3,652	$ 4,213	$ 4,775		$ 3,652								$ 4,213
3.1.5	**FLATWORK**								$ 2,891	$ -	$ -										
	Concrete pavement. Repair.		30	21	9	50	SF	$ 7	$ 338	$ -	$ -		$ 338								
	Restripe concrete paving		8	21	-13	51	EA	$ 5	$ 265	$ -	$ -		$ 265								
	Concrete stairs & handrails	Repair corroded rail posts at stair and retaining wall	20	21	-1	1	LS	$ 2,200	$ 2,288	$ -	$ -		$ 2,288								
3.1.7	**MISCELLANEOUS SITE IMPROVEMENTS**								$ -	$ 6,000	$ -										
	Retaining walls	Repair retaining walls	10	21	-11		LS	$ 5,000	$ -	$ 6,000	$ -										$ 6,000
3.2	**FOUNDATION AND SUPERSTRUCTURE**																				
	No capital expenditures anticipated within study period																				
3.3	**EXTERIOR ENVELOPE**								$ 213,060	$ -	$ 14,560	$ 208,900	$ 4,160	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
3.3.1	**EXTERIOR WALL SYSTEM**								$ 69,000	$ -	$ -										
	Exterior CMU Masonry repairs	Remove CMU watertable at second floor level; replace with precast watertable, with new through-wall flashings and anchors.	40	21	19	1	LS	$ 69,000	$ 69,000	$ -	$ -	$ 69,000									
	Exterior brick masonry repairs.	Minor tuck-pointing repairs.	40	21	19			*included*	$ -	$ -	$ -										
3.3.2	**SEALANT & WATERPROOFING**								$ 14,000	$ -	$ 14,560										
	Caulking & sealant. Replace.	Replace joint sealers at expansion/control joints	15	21	-6	1	LS	$ 5,000	$ 5,000	$ -	$ 5,200	$ 5,000									
	Caulking & sealant. Install.	Install new window perimeter sealant.	15	21	-6	120	EA	$ 75	$ 9,000	$ -	$ 9,360	$ 9,000									
3.3.3	**EXTERIOR WINDOWS & DOORS**								$ 96,000	$ -	$ -										
	Replace existing windows	Install new AAMA architectural grade aluminum windows	20	16	4	120	EA	$ 800	$ 96,000	$ -	$ -	$ 96,000									
3.3.4	**STOREFRONT & CURTAINWALL**								$ 4,000	$ -	$ -										
	Storefront windows. Repair.	Replace neoprene glazing seals in storefront and curtainwall.	30	21	9		LS	$ 4,000	$ 4,000	$ -	$ -	$ 4,000									
3.3.5	**LOW-SLOPE ROOFING SYSTEMS**								$ 25,900	$ -	$ -										

[redacted]

25,900											Roofing system: Replace aged membrane roof	Remove loose-laid ballasted EPDM. Install new exposed, reflective-surface ("cool roof") sheet membrane roofing system.	20	21	-1	74	SQ	$ 350	$ 25,900	$ -	$ -	$
											Roofing system. Repair.	Re-locate penetration in sidewall at northwest corner; correct ponding in roof areas.	15	21	-6		EA	*included*	$ -	$ -	$ -	
											3.3.6 **STEEP ROOFING SYSTEMS**								$ 4,160	$ -	$ -	
	$ 4,160										Standing seam metal roofing. Repair	Repair damaged finish in standing seam roof panels. Remove gutters from short sections above main roof.	50	21	29		LS	$ 4,000	$ 4,160	$ -	$ -	
-	$ 257,920	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	3.4 **HEATING, VENTILATING & AIR CONDITIONING SYSTEMS**								$ 257,920	$ -	$ -	$
											3.4.1 **AIR CONDITIONING EQUIPMENT**								$ 171,600	$ -	$ -	
	$ 137,280										HVAC System: Replace aged equipment	Replace existing roof top units in kind: Replace 41 ton DX cooling only variable air volume rooftop unit Replace 31 ton DX cooling only variable air volume rooftop unit	20	21	-1	1	LS	$ 132,000	$ 137,280	$ -	$ -	
	$ 171,600										***Option: Energy recovery Unit***	***Replace existing roof top units with roof top units with energy recovery capability, DX cooling only, variable air volume: 41 ton DX cooling only VAV rooftop unit, with 35 ton ERU 31 ton DX cooling only VAV rooftop unit, with 25 ton ERU***	20	21	-1	1	LS	$ 165,000	$ 171,600	$ -	$ -	
											3.4.2 **DISTRIBUTION SYSTEM**								$ 27,040	$ -	$ -	
	$ 27,040										Re-balancing of HVAC system	Rebalance VAV and supply air system, and exhaust air systems	20	21	-1	1	LS	$ 26,000	$ 27,040	$ -	$ -	
											3.4.3 **TERMINAL UNITS**								$ 31,200	$ -	$ -	
	$ 31,200										Miscellaneous remedial work	Remove construction elements from ceiling plenums, Add unit heater at entrance, relocate VAV terminals as needed	20	21	-1	2	LS	$ 15,000	$ 31,200	$ -	$ -	
											3.4.4 **MECHANICAL VENTILATION**								$ 28,080	$ -	$ -	

Capital Expense Spreadsheet

Prjt: Hyattsville Administration Building
Lctn: 4310 Gallatin Street, Hyattsville MD
Date: 1 July 2011
CPI: 2.0%

Building Age: 21 years
Effective Age: 21 years

Num	Description	Comments	EUL	EFF AGE	RUL	Quantity	U	Unit Cost	Total $ YEARS 1-3	Total $ YEARS 4-10	Total $ YEARS 11-20	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
3.6	**ELECTRICAL SYSTEMS**								**$ 15,000**	**$ -**	**$ -**	**$ 15,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
3.6.1	**SERVICE & METERING**								**$ -**	**$ -**	**$ -**										
			50	21	29				$ -	$ -	$ -										
3.6.2	**POWER DISTRIBUTION**								**$ -**	**$ -**	**$ -**										
			50	21	29				$ -	$ -	$ -										
3.6.3	**LIGHTING SYSTEMS**								**$ 15,000**	**$ -**	**$ -**										
	Lighting controls. Upgrade.	Provide additional lighting controls to reduce electric lighting at perimeter areas based on natural illumination levels: Install occupancy sensors in common areas Retrofit and re-lamp incandescent fixtures to utilize fluorescent lamps					LS	$ 15,000	$ 15,000	$ -	$ -	$ 15,000									
3.7	**VERTICAL TRANSPORTATION SYSTEMS**								**$ -**	**$ -**	**$ 133,182**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
3.7.1	**ELEVATORS**								**$ -**	**$ -**	**$ 133,182**										
	New Elevator	Modernize original elevator	30	21	9	1	LS	$ 105,700	$ -	$ -	$ 133,182										
3.8	**LIFE SAFETY / FIRE PROTECTION**								**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	No capital expenditures anticipated within study period																				
3.9	**INTERIOR ELEMENTS**								**$ -**	**$ 6,220**	**$ 667,372**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 6,220**	**$ -**	**$ -**	**$ -**
3.9.1	**COMMON AREAS**								**$ -**	**$ -**	**$ 217,968**										
	Common area vinyl tile. Replace.		20	21	-1	11,451	SF	$ 3	$ -	$ -	$ 42,708										
	Common area floor tile. Replace.		50	21	29	2,500	SF	$ 10	$ -	$ -	$ 31,028										
	Wall covering. Refinish.		10	21	-11	15,000	SF	$ 3	$ -	$ -	$ 107,625										
	Common area ceiling tiles. Replace.		15	21	-6	5,500	EA	$ 3	$ -	$ -	$ 36,608										
3.9.2	**OFFICE SPACES**								**$ -**	**$ 6,220**	**$ 449,404**										
	Vinyl tile. Replace.		20	21	-1	5,400	SF	$ 3	$ -	$ -	$ 20,140										
	Carpet. Replace.		12	21	-9	1,000	SY	$ 32	$ -	$ -	$ 81,280										
	Wall covering. Refinish.		10	21	-11	35,000	SF	$ 3	$ -	$ -	$ 251,125										

[redacted]

	$ -	$ -	$ 6,300																		
	$ -	$ 6,220	$ 20,951								$ 6,220										
	$ -	$ -	$ 69,608																		
	$ 1,560	**$ -**	**$ -**	**$ -**	**$ 1,560**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**								
	$ -	**$ -**	**$ -**																		
	$ -	$ -	$ -										incl. in 3.1.4								
	$ -	$ -	$ -										incl. in 3.1.4								
	$ 1,560	**$**	**$**																		

	Walls. Repair		25	21	4	1	LS	$ 5,000
	Walls. Paint.		5	21	-16	4,400	SF	$ 1
	Ceiling tiles. Replace.		15	21	-6	21,580	SF	$ 3
3.10	**ADA COMPLIANCE / BARRIER-FREE ACCESSIBILITY**							
3.10.1	**PARKING & SITE ACCESS**							
	Accessibility signage. Provide new or correct existing.	Revise signage to identify one van accessible parking space. Raise signs for visibility above vehicles.		21	-21			
	Reduce slopes and cross slopes at parking spaces and access aisles, passenger drop-off area, curb ramps.	Regrade paving elements along accessible routes concurrently with the replacement of asphalt wearing course on drive lanes and parking areas.		21	-21			
3.10.2	**RAMPS**							

Capital Expense Spreadsheet

Prjt: Hyattsville Administration Building
Lctn: 4310 Gallatin Street, Hyattsville MD
Date: 1 July 2011
CPI: 2.0%

Num	Description	Comments	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Total Over Term
3.1	SITE WORK		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,775	$ -	$ -	$ 40,674
3.1.4	PAVING, CURBING & PARKING												
	Asphalt pavement. Full depth repair.	Repair cracked paving in drive lanes											$ 3,907
	Asphalt pavement. Overlay.	Overlay recommendation based on EUL											$ 15,235
	Asphalt pavement. Seal coat.	Preventive Maintenance recommendation								$ 4,775			$ 12,640
3.1.5	FLATWORK												
	Concrete pavement. Repair.												$ 338
	Restripe concrete paving												$ 265
	Concrete stairs & handrails	Repair corroded rail posts at stair and retaining wall											$ 2,288
3.1.7	MISCELLANEOUS SITE IMPROVEMENTS												
	Retaining walls	Repair retaining walls											$ 6,000
3.2	FOUNDATION AND SUPERSTRUCTURE												
	No capital expenditures anticipated within study period												$ -
3.3	EXTERIOR ENVELOPE		$ -	$ -	$ -	$ -	$ -	$ 14,560	$ -	$ -	$ -	$ -	$ 227,620
3.3.1	EXTERIOR WALL SYSTEM												
	Exterior CMU Masonry repairs	Remove CMU watertable at second floor level; replace with precast watertable, with new through-wall flashings and anchors.											$ 69,000
	Exterior brick masonry repairs.	Minor tuck-pointing repairs.											$ -
3.3.2	SEALANT & WATERPROOFING												
	Caulking & sealant. Replace.	Replace joint sealers at expansion/control joints						$ 5,200					$ 10,200
	Caulking & sealant. Install.	Install new window perimeter sealant.						$ 9,360					$ 18,360
3.3.3	EXTERIOR WINDOWS & DOORS												
	Replace existing windows	Install new AAMA architectural grade aluminum windows											$ 96,000
3.3.4	STOREFRONT & CURTAINWALL												
	Storefront windows. Repair.	Replace neoprene glazing seals in storefront and curtainwall.											$ 4,000
3.3.5	LOW-SLOPE ROOFING SYSTEMS												

[redacted]

25,900		Roofing system: Replace aged membrane roof	Remove loose-laid ballasted EPDM. Install new exposed, reflective-surface ("cool roof") sheet membrane roofing system.											$
-		Roofing system. Repair.	Re-locate penetration in sidewall at northwest corner; correct ponding in roof areas.											$
	3.3.6	STEEP ROOFING SYSTEMS												
4,160		Standing seam metal roofing. Repair	Repair damaged finish in standing seam roof panels. Remove gutters from short sections above main roof.											$
7,920	3.4	HEATING, VENTILATING & AIR CONDITIONING SYSTEMS		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 25
	3.4.1	AIR CONDITIONING EQUIPMENT												
37,280		HVAC System: Replace aged equipment	Replace existing roof top units in kind: Replace 44 ton DX cooling only variable air volume rooftop unit											$

Capital Expense Spreadsheet

Prjt: Hyattsville Administration Building
Lctn: 4310 Gallatin Street, Hyattsville MD
Date: 1 July 2011
CPI: 2.0%

Num	Description	Comments	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Total Over Term
3.6	ELECTRICAL SYSTEMS		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 15,000
3.6.1	SERVICE & METERING												$ -
													$ -
3.6.2	POWER DISTRIBUTION												$ -
													$ -
3.6.3	LIGHTING SYSTEMS												
	Lighting controls. Upgrade.	Provide additional lighting controls to reduce electric lighting at perimeter areas based on natural illumination levels: Install occupancy sensors in common areas Retrofit and re-lamp incandescent fixtures to utilize fluorescent lamps											$ 15,000
3.7	VERTICAL TRANSPORTATION SYSTEMS		$ -	$ -	$ 133,182	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 133,182
3.7.1	ELEVATORS												
	New Elevator	Modernize original elevator			$ 133,182								$ 133,182
3.8	LIFE SAFETY / FIRE PROTECTION		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
	No capital expenditures anticipated within study period												$ -
3.9	INTERIOR ELEMENTS		$ -	$ 184,705	$ 415,529	$ 40,960	$ -	$ -	$ 26,178	$ -	$ -	$ -	$ 673,592
3.9.1	COMMON AREAS												
	Common area vinyl tile. Replace.				$ 42,708								$ 42,708
	Common area floor tile. Replace.				$ 31,028								$ 31,028
	Wall covering. Refinish.			$ 53,382	$ 54,243								$ 107,625
	Common area ceiling tiles. Replace.				$ 17,741				$ 18,867				$ 36,608
3.9.2	OFFICE SPACES												
	Vinyl tile. Replace.				$ 20,140								$ 20,140
	Carpet. Replace.				$ 40,320	$ 40,960							$ 81,280
	Wall covering. Refinish.			$ 124,558	$ 126,567								$ 251,125

[redacted]

7 Out of Scope Considerations

By conducting a PCA and preparing a PCR, HESS is providing an opinion and does not warrantor guarantee the present or future condition of the subject property, nor may the PCA be construed as either a warranty or guarantee of any of the following:

- Any system's or component's physical condition or use;
- As substitution for any system's or equipment's warranty transfer inspection;
- Compliance with any federal, state, or local statute, ordinance, rule or regulation including, but not limited to, building codes, safety codes, environmental regulations, health codes or zoning ordinances or compliance with trade/design standards or the standards developed by the insurance industry; however, any conspicuous material present violations observed are identified in this Report;
- Compliance of any material, equipment, or system with any certification or actuation rate program, vendor's or manufacturer's warranty provisions, or provisions established by any standards that are related to insurance industry acceptance/approval, such as FM, State Board of Fire Underwriters, etc.

The following items are outside the scope of field observations:

- Removing materials, furniture, debris material or finishes; conducting exploratory probing or testing; dismantling or operating of equipment or appliances; or disturbing personal items or property, that obstructs access or visibility.
- Preparing engineering calculations to determine any system's or equipment's adequacy or compliance with any specific or commonly accepted design requirements or building codes, or preparing designs or specifications to remedy any physical deficiency.
- Reporting on the presence or absence of pests such as wood damaging organisms, rodents, or insects unless evidence of such presence is readily apparent during the course of the field observer's walk-through survey or such information is provided to the consultant by the owner.
- Reporting on the condition of subterranean conditions, such as underground utilities, separate sewage disposal systems, wells; systems that are either considered process related or peculiar to a specific tenancy or use; wastewater treatment plants; or items or systems that are not permanently installed.
- Evaluating acoustical or insulating characteristics of systems or components.
- Providing an opinion on matters regarding security of the subject property and protection of its occupants or users from unauthorized access.
- Operating or witnessing the operation of lighting or other systems typically controlled by time clocks or that are normally operated by the building's operation staff or service companies.
- Providing an environmental assessment or opinion on the presence of any environmental issues such as asbestos, hazardous wastes, toxic materials, the location and presence of designated wetlands, IAQ, etc.

8 Qualifications

HESS Construction + Engineering Services conducted a visual inspection at the subject property, of the components listed in Section 3 of this Report. The intent of the review was to assess the overall condition of the major elements of the building and site, and provide detailed information regarding the condition and life expectancy of the major components of the asset. Items excluded from the scope of this analysis include interior finishes, portable equipment, and domestic appliances. The findings contained in this report are based on the conditions visually observed at the time of the inspection. Building materials were not removed to verify concealed items, and equipment was not operated or tested.

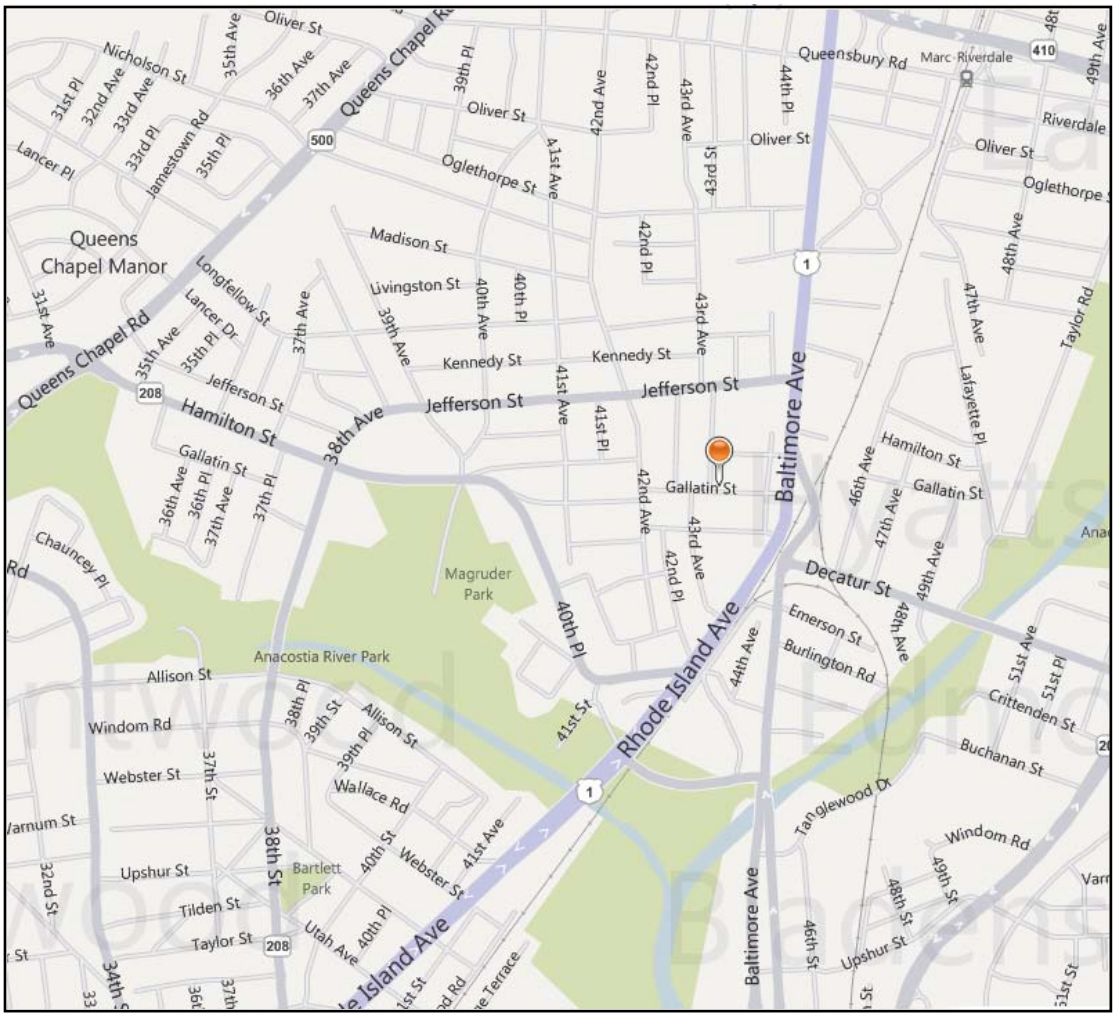
This report represents the professional opinions of the evaluating professionals; these do not represent scientific certainties. The conclusions presented herein are held with confidence and, where possible, opinions are supported by positive knowledge and proof. Additionally, the conclusions and recommendations presented in this report are based on the facts and circumstances as they existed on the date of the inspection. Changes in any of those facts and/or circumstances may affect the findings, conclusions and recommendations.

The following individuals participated in the assessment of the subject property and the preparation of this Report:

- George W. Houk RA, NCARB, LEED AP
- Carlton M. Ross PE, CPD, LEED AP

9 Exhibits

9.1 Site Map



9.2 Photographs

Photograph 1: Front facade.

Photograph 2: The east wing of the building, with the clock tower above the main entrance, houses meeting spaces on each floor.

Photograph 3: The west wing of the building contains offices on two floors, above enclosed vehicular parking on the first floor level. A secondary entrance at the second floor level is located on the west end of the building.

Photograph 4: Brick masonry walls enclose a dumpster next to the loading dock on the east end of the building.

Photograph 5: Cracked asphalt paving near the southwest corner of the building. The saturated asphalt in the area of the crack indicates that water is trapped in the asphalt. The crack should be sealed to stop the water penetration.

Photograph 6: The concrete walk has settled, creating an offset of 1-1/2" in the path of travel that present a tripping hazard to pedestrians. The settled concrete landing should be removed and replaced to eliminate the hazard.

Photograph 7: Close-up view of a rusted railpost near the southwest corner of the building. The corrosion has significantly weakened the railpost and caused the concrete to crack, making the railing unstable.

Photograph 8: Close-up view of a railpost mounted on the retaining wall at the northeast corner of the property. The depressed grout surface traps water around the steel post, causing it to corrode. The expansive foreces generated by the corrosion of the steel have induced cracking in the surrounding grout and brick.

Photograph 9: The service entrance is on the east side of the building, below an exterior stair providing access to the second floor from the alley. The concrete and asphalt paving in this area have developed cracks in a few areas. The cracks should be sealed to prevent water seeping into the subgrade and expanding the deteriorated areas.

Photograph 10: A section of the north wall, on the east wing of the building. The brick veneer is observable saturated, indicating that the cavity behind the veneer is not well drained via the flashing and weep holes located in the CMU below the brick. Saturation is also observable in the top of the split-faced CMU veneer at the base of the building.

Photograph 11: Saturated CMU and brick veneer on north side of building, where algae is accumulating on the walls as a result of the chronic saturation.

Photograph 12: Grout wash at the top of the CMU veneer is significantly deteriorated, exposing the non-sloped top of the CMU to standing water. An open gap between the CMU and the brick allows water to enter the exterior wall assembly at the first floor level, along the north side of the building.

Photograph 13: The top course of CMU veneer has been laterally displaced along most of the length of the north façade, due to chronic saturation combined with freeze-thaw cycling. The bed-joint under the top course of masonry is cracked. Through-wall flashing was observed in two isolated areas, where the cracked mortar has fallen out of the joint and exposed the flashing. Repairs in this area will require the removal and re-installation of veneer.

Photograph 14: Discolored CMU at a sill on the east end of the building.

Photograph 15: Close-up view of a "weep hole" in the veneer below the sill shown in the preceding photograph. The small weep holes are inadequate to drain moisture accumulating in the cavity behind the veneer. Susceptible to plugging, the holes also are placed above the through-wall flashings that were installed to capture and direct moisture to the exterior. The staining on the masonry at the bottom of the wall is an indication of insufficient drainage of the veneer cavity.

Photograph 16: Close-up view of a CMU sill on the south front of the building. The surface of the masonry is weathering from exposure to rainfall.

Photograph 17: Cracked CMU veneer below a sill on the south front of the building.

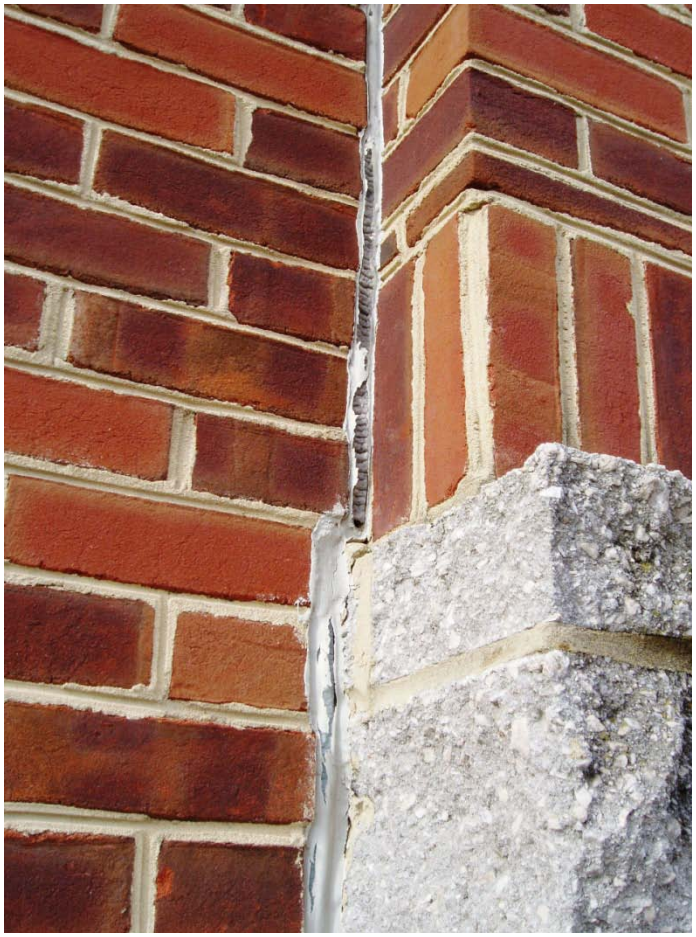
Photograph 18: The masonry is saturated where a brick retaining wall abuts the northeast corner of the building.

Photograph 19: Stained masonry was observed above and below the canopy over the east entrance to the second floor of the building.

Photograph 20: Typical view of the brick veneer, showing small weep holes placed below the cast stone sill and at the second floor level, six courses below the sill. The holes are most likely placed above the through-wall flashings, trapping water in the veneer.

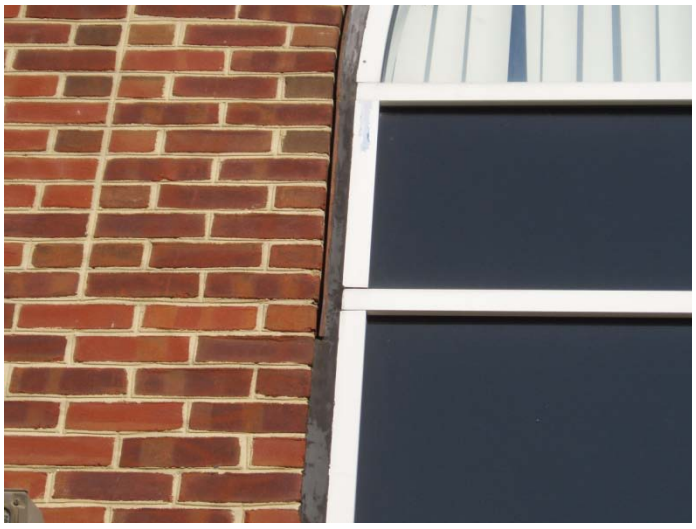
Photograph 21: No weep holes are present at the base of the brick veneer, where the brick bears on the split-face CMU. The original construction drawings call for through-wall flashing and weep holes along the bottom edge of the brick.

Photograph 22: No flashing and weep holes were observed above the steel lintel supporting masonry over the window opening.



Photograph 23: The sealant has ruptured in the veneer control joint, exposing the wall to water and air infiltration. The original sealant and backing should be removed and the sides of the joint cleaned to promote adhesion of new sealant, before the joints are re-sealed.

Photograph 24: The sealant applied at the window perimeters shows signs of incipient adhesion failure. The material also has become brittle, suggesting that a non-UV-resistant material was used in the original construction. New sealant used to seal the window perimeters and control joints should be polyurethane.



Photograph 25: The joint between the brick veneer and the storefront system has opened to air and moisture, due to adhesive sealant failure at the masonry.

Photograph 26: View of a typical half-round transom window above a pair of single-hung windows. The aluminum windows are glazed with ¾" insulated glass panes that have been fitted with decorative aluminum grilles to simulate muntins. Condensed moisture is visible in the transom light, indicating a failure of the glazing seal. This condition was observed at nearly all of the transoms on the building.

Photograph 27: An overview of the low-slope roofing system. River-washed gravel ballast overlays a 60-mil EPDM membrane roof, loose-laid over rigid insulation.

Photograph 28: The EPDM baseflashing has shrunk and pulled away from the basewalls at the roof perimeter, due to long-term exposure to UV radiation. The membrane bridges a gap between the roof and wall surfaces. Where it is not backed up by solid material, the single ply roof membrane is vulnerable to damage that will allow water to breach the roofing system and enter the building.

Photograph 29: Another view of roof baseflashing failure, at a location along the north parapet wall.

Photograph 30: The condensate lines and control wiring for the air conditioner on the roof pass through an opening in the baseflashing that is approximately 4" above the roof surface. The pipe penetration is vulnerable to water entry in cases of drifting and melting snow. This roof penetration should be revised when the roofing system is replaced.

Photograph 31: The low-slope roof was designed to slope to pipe internal drains. An area of "ponding" water is visible in this photograph, located several feet away from the drain. Chronic exposure to standing water can cause seams in membrane roofing to fail prematurely.

Photograph 32: A view of the sloped mansard roofing, where the mansard returns at the east end of the building. The enamel finish has been damaged, and the exposed steel is corroding. The roofing should be repainted in such areas, to stop the corrosive deterioration of the sheet metal.

Photograph 33: A metal downspout drains water from the mansard eave onto the low-slope roof approximately three feet below. Ice and debris can accumulate in these gutters, damaging them and potentially leading to "ice dams" and water intrusion. Gutters at the roof eaves facing the low-slope roof should be removed.

Photograph 34: HVAC – Variable air Volume Package Cooling Only Rooftop Unit, the unit has surpassed its life expectancy

Photograph 35: Damaged condenser coils on Variable air Volume Package Cooling Only Rooftop Unit. The unit has surpassed its life expectancy and the damage coils has decreased its efficiency.

Photograph 36: Split system condenser for indoor AC unit serving IT LAN/Server room.

Photograph 37: View of a ceiling-mounted heater and a wall-mounted exhaust fan in the northwest corner of the parking garage.

Photograph 38: Sheet metal hood at the top of the exhaust ductwork connected to the garage exhaust fan.

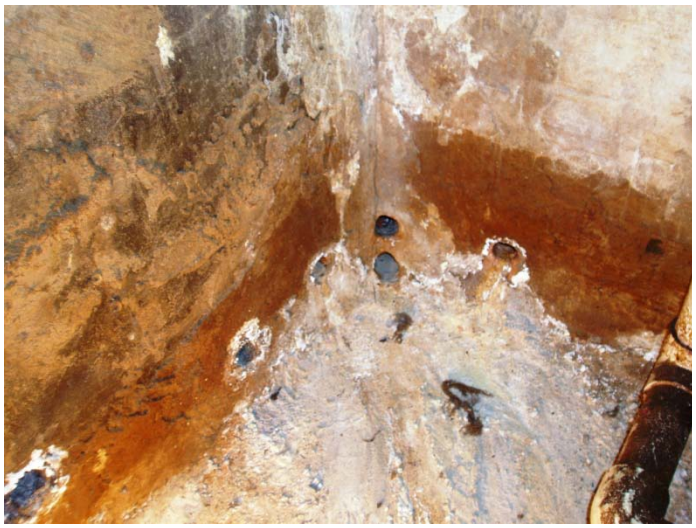
Photograph 39: View of a unit heater above a storage area in the southeast corner of the garage. The contents of the caged storage area block air distribution to and from the unit heater as well as a louvered opening in the exterior wall, through which fresh air is intended to enter the space and provide the required ventilation.

Photograph 40: View of the fresh air intake that is blocked by the storage area referenced in the preceding photo.

Photograph 41: Transformer and emergency generator, mounted on concrete slabs adjacent to the loading dock area on the east end of the building.

Photograph 42: View of the elevator car threshold at the 2nd floor landing. The elevator car threshold properly aligned with the door threshold at all levels during the inspection. Door and safety operations were acceptable at all levels.

Photograph 43: View of elevator pit after a pump was used to evacuate water. Guide rail, piston and buffer bases were examined and light rust formation was observed, indicating repeated water entry. Installation of pit drainage and waterproofing was in progress at the time of the inspection.



Photograph 44: Close-up view of holes drilled through elevator pit walls. The holes were reportedly drilled to allow water to enter the pit. The waterproofing to be installed will reportedly consist of a structural wall panel set inside the original pit walls, limiting water entry to the space between the original pit walls and the new wall panels. The sump sump will evacuate water from this annular space.

Photograph 45: View of main entrance lobby, looking toward the elevator from the vestibule.

Photograph 46: Exercise equipment is installed in an open portion of the garage, and in a space enclosed by CMU walls. The workout areas occupy four parking spaces, two of them now enclosed by the CMU walls. The ventilation of this space does not meet code requirements for enclosed parking. The occupancy of the garage by an exercise/workout use is also in violation of code requirements.

Photograph 47: A view of the enclosed storage area that blocks air movement at the fresh air intake and one of the space heaters that serve the garage space.

Photograph 48: A second caged storage area in the garage is also used as a kennel for the police department's service dog. This occupies one to two additional parking spaces in the garage.

Photograph 49: The interior face of the women's room on the second floor is stained in vertical strips that most likely correspond to the stud locations. Darker spots are visible in the photograph, probably caused by rusting screws behind the vinyl wallcovering. This condition, caused by chronic condensation of moisture on the stud surfaces, was observed in the public toilet rooms on the second and third floors.

Photograph 50: View of lavatory sinks in the 3rd floor men's room.

Photograph 51: Women's toilet room on the third floor. No protection is in place on the piping below the lavatories, as required by the ADA Accessibility Guidelines.

Photograph 52: One of two toilet rooms serving the administrative offices on the third floor. No grab bars were installed on the walls beside and behind the toilets, as required by ADAAG and as shown on the original drawings.

Photograph 53: Lavatory in the men's toilet room service the administrative offices. No protection is installed on the piping.

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