

City of Brisbane

Agenda Report

TO: Honorable Mayor and City Council

FROM: Randy Breault, Director of Public Works/City Engineer via City Manager

SUBJECT: Facility Assessment Services

DATE: July 16, 2015

City Council Goals: To maintain and improve infrastructure. (#3)

Purpose:

To obtain Council's approval for a proposal to provide facility assessment services for city-owned buildings.

Recommendation:

Approve the Agreement for Professional Services with Kitchell CEM, Inc.

Discussion:

This work effort was discussed and approved during Council's deliberation of the FY2015-2016 budget.


Fiscal Impact:

The cost for the proposed work will be taken from the FY15-16 budget (100-4003-52235).

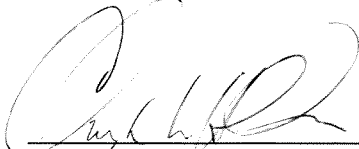
Measure of Success

An understanding of the estimated long-term maintenance costs for city buildings, which will allow the city to budget appropriate resources for their continued upkeep.

Attachments: Agreement for Professional Services with Kitchell CEM



Director of Public Works/City Engineer



City Manager

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, dated _____, is made by and between THE CITY OF BRISBANE, a municipal corporation ("City"), and Kitchell CEM, Inc. a California Corporation ("Consultant").

RECITALS

A. City desires to retain Consultant for the performance of certain professional engineering services for Facility Assessment Services ("the Project").

B. Consultant represents that Consultant is specially trained, experienced, and qualified to provide such professional services and is willing to do so pursuant to the terms and conditions of this Agreement.

AGREEMENT

1. **Scope of Services.** Subject to the direction and approval of City through its staff that City may provide from time to time, Consultant shall perform the services described in Exhibit A attached hereto and incorporated herein by reference. All services shall be performed to the reasonable satisfaction of the City department head in charge of the Project.

2. **Time of Performance.** The services of Consultant shall commence upon the execution of this Agreement and shall be satisfactorily completed in accordance with the time schedule set forth in Exhibit A attached hereto and incorporated herein by reference, unless subject to delays beyond the reasonable control of Consultant.

3. **Responsible Personnel.** The personnel acting on behalf of Consultant primarily responsible for performance of the services hereunder shall be Gordon Rogers.

4. **Compensation.** As compensation for all services to be performed by Consultant under this Agreement, Consultant shall be paid the amounts set forth in Exhibit A attached hereto and incorporated herein by reference. In no event shall Consultant's total compensation exceed the sum of \$44,148 without additional written authorization from City. Payment by City under this Agreement shall not be deemed a waiver of defects, even if such defects were known to City at the time of payment.

5. **Method of Payment.** Consultant shall submit billings to City pursuant to a deliverable-based payment schedule to be negotiated between City and Consultant. In no event shall the Consultant's payment for a deliverable-based payment schedule item exceed 80% of the full value of the deliverable until such time as the deliverable has been accepted by the city and deemed complete. Alternatively, City may authorize Consultant to submit billings to City describing in detail the work performed for which payment is requested, the date the services were performed, the number of hours spent and by whom, and a description of any reimbursable expenditures. Billings shall be submitted monthly,

or at such other time as agreed upon between City and Consultant. City shall pay Consultant no later than 30 days after approval of the invoice by City staff. If City objects to all or any portion of the billing, City shall notify Consultant of the nature of such objection and the amount in dispute. City shall pay when due the portion of the billing, if any, that is not in dispute. The parties will make a good faith effort to settle the disputed billing through good faith negotiations.

6. **Maintenance and Inspection of Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, time cards, and other records or documents relating to charges for services or expenditures charged to City, for a minimum of three (3) years from the date of final payment to Consultant under this Agreement and shall make the same available to City or its authorized representatives for inspection and audit, at any time during regular business hours, upon written request by City. The right of inspection shall include the right to make extracts and copies.

7. **Assignment and Subcontracts.** Consultant acknowledges that Consultant's special skill and expertise is a material consideration for City entering into this Agreement. Consultant shall not assign, subcontract, or delegate to any other party the performance of any services to be rendered by Consultant under this Agreement without the prior written approval of City. Each subcontractor shall agree in writing to comply with all of the applicable terms and conditions of this Agreement.

8. **Correction of Work.** Consultant shall promptly correct any defective, inaccurate or incomplete tasks, deliverables, goods, services, or other work, without additional cost to City. The performance or acceptance of services furnished by Consultant shall not relieve Consultant from the obligation to correct subsequently discovered defective, inaccurate, or incomplete performance of Consultant's services hereunder.

9. **Ownership of Documents.** All plans, studies, documents and other writings prepared by and for Consultant in the course of performing its services under this Agreement, except working notes and internal documents, shall become the property of City upon payment to Consultant for such work, and City shall have the sole right to use such materials in its discretion without further compensation to Consultant or to any other party. Consultant shall, at Consultant's expense, provide such reports, plans, studies, documents, and other writings to City upon written request. Consultant shall not be responsible for any reuse of such documents by city which is unrelated to the Project and City agrees to indemnify, defend, and hold Consultant and subcontractors harmless against any claims of liability arising from such reuse by City.

10. **Independent Contractor.** Consultant is, and at all times shall remain, an independent contractor, and not an agent, officer or employee of City. As an independent contractor, neither Consultant nor any of its agents or employees shall be entitled to any salary, fringe benefits, worker's compensation, retirement contributions, sick leave, insurance or other benefit or right connected with employment by City, or any compensation other than as provided in this Agreement. Consultant shall have no power or authority to bind City to any contract or otherwise to incur any obligation or liability for, or on behalf, or in the name of City.

11. **Licenses.** Consultant represents and warrants to City that it has all licenses, permits, qualifications, insurance, and approvals of whatsoever nature that are legally required of Consultant to practice its profession. Consultant shall, at its sole cost and expense, keep and maintain such licenses, permits, qualifications, insurance, and approvals current and in full force and effect at all times during the term of this Agreement. Consultant shall maintain a current City of Brisbane business license.

12. **Compliance with Standards of Care and Laws.** Consultant shall adhere to the standard of care in its profession and shall comply with all applicable federal, state, and local laws, codes, ordinances, and regulations in connection with the performance of its services under this Agreement.

13. **Indemnity.** Consultant shall indemnify, defend, and hold City, its officers, officials, agents, employees and volunteers, harmless from and against any and all claims, demands, causes of action, losses, damages, injuries, expenses and liabilities, direct or indirect, including attorney's fees, arising out of or in any manner relating to the negligent performance by Consultant or any of its subcontractors, agents, or employees, subcontractors, agents, or employees to comply with any of their obligations contained in this Agreement or its failure to comply with any of the its obligations contained in this Agreement, and City shall not be liable for any acts or omissions of Consultant or any of its subcontractors, agents, or employees.

14. **Insurance.** Consultant, at its own expense, shall procure and maintain, for the duration of this Agreement, insurance policies which satisfy the following requirements:

(a) Type of policies and coverage:

- (1) *General Liability Coverage.* Consultant shall maintain commercial general liability insurance in an amount not less than \$1,000,000 per occurrence for bodily injury, personal injury, and property damage, providing coverage at least as broad as Insurance Services Office Commercial General Liability form CG 0001 (Ed. 11/88). If the form of insurance with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit.
- (2) *Automobile Liability Coverage.* Consultant shall maintain automobile liability insurance in an amount not less than \$1,000,000 combined single limit for each occurrence, for bodily injury and property damage, providing coverage at least as broad as Insurance Services Office form CA 0001 (Ed. 12/90) Code 1 (any auto).
- (3) *Workers' Compensation and Employer's Liability Coverage.* Consultant shall maintain workers' compensation insurance as required by the State of California and employer's liability insurance in an amount not less than \$1,000,000 per occurrence, for any and all persons employed by

Consultant in connection with the performance of services under this Agreement. In the alternative, Consultant may rely on a self-insurance program to provide this coverage so long as the program of self-insurance complies fully with the provisions of the California Labor Code. The insurer, if insurance is provided, or Consultant, if a program of self-insurance is provided, shall waive all rights of subrogation against City for loss arising from work performed by Consultant for City.

- (4) *Professional Liability Coverage.* Consultant shall maintain professional errors and omissions liability insurance in an amount not less than \$1,000,000 per occurrence, covering negligent acts, errors or omissions which may be committed by Consultant in the performance of its services under this Agreement.
- (b) Endorsements: Each general liability and automobile liability insurance policy shall contain, or be endorsed to contain, the following provisions:
- (1) The City, its officers, officials, employees, agents and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of Consultant; products and completed operations of Consultant; premises owned, occupied or used by Consultant; or automobiles owned, leased, hired or borrowed by Consultant. The coverage shall contain no special limitations on the scope of protection afforded to City, its officers, officials, employees, agents, or volunteers.
 - (2) For any claims related to the Project, Consultant's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by City, its officers, officials, employees, agents, or volunteers shall be excess of Consultant's insurance and shall not contribute with it.
 - (3) Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to City, its officers, officials, employees, agents, or volunteers.
 - (4) Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
 - (5) Consultant's insurance coverage shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to City.
- (c) Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by City. At City's option,

Consultant shall demonstrate financial capability for payment of such deductibles or self-insured retentions.

- (d) Acceptability of Insurers. Insurance is to be placed with insurers having a current A.M. Best rating of no less than A:VII, unless otherwise approved by City in writing.
- (e) Verification of coverage. Consultant shall provide certificates of insurance with original endorsements to City as evidence of the insurance coverage required by this Agreement. Certificates of such insurance shall be filed with City before commencement of work by Consultant. At the request of City, Consultant shall provide complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by this Agreement.

15. **Notices.** Any notices required or permitted to be given under this Agreement shall be in writing and shall be either personally delivered or sent by certified mail, return receipt requested, addressed to the other party as follows:

To City
City of Brisbane
Attn.: Director of Public Works/City Engineer
50 Park Place
Brisbane, CA 94005-1310

To Consultant
Michael Bruggeman
Director of Finance
Kitchell CEM, Inc.
2750 Gateway Oaks Dr., Suite 300
Sacramento, CA 95833

16. **Resolution of Disputes.** In the event of any dispute between the parties pertaining to this Agreement, the parties shall endeavor in good faith to resolve such dispute through mediation before the commencement of legal action by one party against the other.

17. **Termination of Agreement.** This Agreement may be terminated immediately by either party, effective upon written notice, should the other party commit any material default in the performance of its obligations hereunder. This Agreement may also be terminated by either party, for any reason, upon fifteen (15) day's prior written notice to the other party. In the event this Agreement is terminated by City through no fault of Consultant, Consultant shall be compensated for all services performed to the date of termination.

18. **Equal Opportunity Employment.** Consultant warrants that it is an Equal Opportunity Employer and shall comply with applicable regulations governing equal opportunity employment.

19. **Miscellaneous Provisions.**

- (a) Severability. Should any portion of this Agreement be declared void or unenforceable in a final decision by a court of competent jurisdiction, such decision shall not affect the validity of the remainder of this Agreement, which shall continue in full force and effect, provided that the remainder of this Agreement can be reasonably interpreted to implement the intention of the parties.

- (b) Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes and cancels all prior agreements or understandings, whether written or verbal.

- (c) Amendments. This Agreement may be modified or amended only by a written document duly executed by both City and Consultant.

- (d) Waiver. The waiver of any breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same provision or any other provision of this Agreement.

- (e) Execution. Each party warrants that the individuals signing this Agreement on its behalf have the legal power and authority to do so and to bind the party to this Agreement.

- (f) Successors and Assigns. Subject to the restriction against assignment and subcontracting, this Agreement shall be inure to the benefit of and shall be binding upon the heirs, personal representatives, successors, and assigns of the parties hereto.

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IN WITNESS WHEREOF, the parties have executed this Agreement the day and year first above written.


THE CITY OF BRISBANE

By: _____
Terry O'Connell, Mayor

ATTEST:

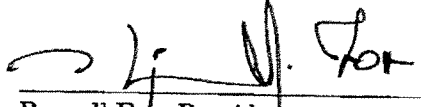
Sheri Marie Spediacci, City Clerk

APPROVED AS TO FORM:



Michael Roush, City Attorney

CONSULTANT:



Russell Fox, President

EXHIBIT A

Description of Services, Compensation, Schedule

Attach Consultant's August 18, 2014 "Facility Assessment Services" here



August 18, 2014

Randy L. Breault, P.E., M.S.E., LEED-AP
Director Emergency Services-Marina Services-Public Works
50 Park Place
Brisbane, CA 94005

RE: Facility Assessment Services

Dear Mr. Randy Breault:

Kitchell CEM, is excited for the opportunity to provide our proposal to the City of Brisbane for Facility Assessment Services. We look forward to this opportunity to serve you!

A Highly Qualified Team | Kitchell brings over twenty years' experience and **200 Million square feet of Facility Assessment services in that time.** In recent years, we have provided similar services for the City of Berkeley and City of Palo Alto and the City of San Jose. We are also currently providing similar services for the City of San Diego, as well as the County of San Diego.

As a full-service company, we have all the major disciplines in-house such as registered architects and licensed structural, civil, mechanical and electrical engineers. In addition we have cost estimators, schedulers, BIM technicians and Facility Managers to support our professional staff and can therefore provide a comprehensive service. Our team is very experienced in the details that must be managed on a daily basis to ensure real estate portfolio management success.

We begin every assessment with results in mind. These results will incorporate our knowledge and understanding of your maintenance and operations team, challenges and opportunities. We will perform an assessment of the facilities listed in Attachment C, their systems and major components while they are in operation. Please refer to the scope of work (Attachment A) for additional information pertaining to the deliverables and systems to be assessed.

Our fee for these services is a lump sum of \$44,148. We can schedule the kick-off meeting within 5 business days of notice to proceed. We have included a breakdown of our fee for each structure as Attachment B.

Kitchell is committed to providing the City with the highest possible quality of service and is dedicated to providing services with only the most qualified professionals. Our comprehensive experience will add value to the delivery of this project, resulting in "doing it right the first time." We appreciate your consideration and look forward to continuing our relationship with the City of Brisbane.

If you require any additional information, or have any questions, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'Gordon Rogers', written in a cursive style.

Gordon Rogers, AIA, LEED AP, AVS
EAS Department Executive/Project Manager

ATTACHMENT A **SCOPE OF WORK**

Kitchell shall perform an assessment of the buildings listed in Attachment C, their systems and major components while they are in operation. The deliverables will include the following reports:

1. Two draft hard copies and one soft copy in Microsoft Word 2007 for the draft review cycle. Kitchell will deliver a draft pilot report of one building for City approval. Once comments are incorporated to the City's satisfaction, draft reports for the remaining buildings will be delivered to the City. Once City comments are incorporated, final reports will be delivered to the City for all buildings.
2. Final submittal will consist of one hard copy original and two copies in 8-1/2 x 11 formats and one soft copy in Microsoft Word 2007 that include:
 - An estimate, with supporting discussion, on the remaining useful life of the building and major systems within the building; and
 - Listing of building system and component items evaluated with identifying descriptive detail; and
 - Detailed listing and description of building, system and component and the condition and deficiencies of each item; and
 - Prioritized repair/ replacement schedules by system and component deficiencies, using prioritization system agreed to with College; and
 - A Facility Condition Index (FCI) for the building with defined values indicating good, average and poor indices; and
 - Budget level cost estimates for asset repair or replacement suitable for major maintenance, capital renewal and capital replacement budgeting.
3. Systems to be assessed, as applicable to the building, include:
 - All roof space
 - Exteriors, including fenestrations
 - Interiors (walls, doors, flooring, finishes, painting)
 - Mechanical (HVAC)
 - Electrical (supply and distribution)
 - Plumbing (supply and waste system)
 - Fire/life safety protection systems
 - Specialties (lockers, bleachers, weights, etc.)
 - A limited visual accessibility survey to determine readily-achievable ADA compliance (primarily parking and restrooms).
 - Site (grounds, paving systems, drainage, landscape irrigation)
 - Obvious structural anomalies such as cracks in foundations, concrete or masonry walls and columns, wood rot, sagging structural members, extensive water damage, etc.

- Any conditions immediately dangerous to life or health.
4. Services not included within the approved scope:
- Use of a camera or other invasive means to assess underground or hidden systems.
 - Determine compliance with any State code such as building, mechanical, electrical, or plumbing.
 - Provide structural, seismic or other engineering reports.
5. Services City will provide include:
- Drawings and information regarding systems age, and known problems, as available.
 - Access to building system areas such as mechanical and electrical rooms, roofs, central plants, and other secured areas.
 - Escort into any sensitive or secure areas.

Attachment B
City of Brisbane Facility Assessment

Structure Name	Fee	SF	\$/sf
City Hall	\$ 7,769.52	23544	\$ 0.33
Fire Sta.	\$ 2,542.32	7704	\$ 0.33
Library	\$ 1,500.00	2025	\$ 0.74
MB PC	\$ 1,964.82	5954	\$ 0.33
MB Park	\$ 1,500.00	400	\$ 3.75
PW Maint	\$ 3,497.34	10598	\$ 0.33
PW Sign	\$ 1,500.00	817	\$ 1.84
PW Corp	\$ 1,500.00	480	\$ 3.13
C Park RR	\$ 1,500.00	371	\$ 4.04
C Park GZ	\$ 1,500.00	1156	\$ 1.30
Kids	\$ 1,500.00	2025	\$ 0.74
C Pool	\$ 7,373.85	22345	\$ 0.33
C Pool Mc	\$ 1,500.00	832	\$ 1.80
C Pool Ar	\$ 1,500.00	804	\$ 1.87
Teen	\$ 1,500.00	2030	\$ 0.74
Teen Gar	\$ 1,500.00	400	\$ 3.75
Harbor	\$ 1,500.00	2442	\$ 0.61
N Mar RR	\$ 1,500.00	553	\$ 2.71
S Mar RR	\$ 1,500.00	553	\$ 2.71
TOTAL	\$ 44,147.85	85033	\$ 0.52

**I. Facilities – Location, Description, Function and
Maintenance Requirements**

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I.

II. Facilities – Location, Description, Functions and Maintenance Requirements

Within the City of Brisbane there are 19 facilities that require scheduled maintenance activities.

1. City Hall/Police

Location:

This facility is located at 50 Park Place on the northwest corner of Valley Drive and Park Place.

Function:

Administration and business offices for City Manager, Public Works, Police, Finance, Parks & Recreation, Planning, Human Resources and the Chamber of Commerce.

Description:

Built in 1977, 23,544 square feet, 2 story, concrete slab foundation, concrete panel tilt up walls, built up tar and gravel roof.

Maintenance Requirements:

Electrical, plumbing, fire, and HVAC systems, painting, roofing, flooring, furnishing and janitorial.

2. Fire Station

Location:

This facility is located at 3445 Bayshore Blvd. on the east end of the intersection of Valley Drive and Bayshore Blvd.

Function:

Administration and business offices for the Fire Department. Houses firefighters and their apparatus.

Description:

Built in 1991, 7,704 square feet, 1 story, concrete slab foundation, wood frame, wood siding on stud walls, metal roof.

Maintenance Requirements:

Electrical, plumbing, HVAC systems, painting, roofing, flooring, furnishing and janitorial.

3. Library/Community Center

Location:

This facility is located at 250 Visitacion.

Function:

County of San Mateo Library upstairs, Community Center downstairs for City Council, Planning Commission meetings, Parks & Recreation activities, and rented by public for special events.

Description:

Built in 1965, 2025 square feet, 2 story, concrete slab foundation, wood frame, stucco on studs walls, built up tar and gravel roof.

Maintenance Requirements:

Electrical, plumbing, HVAC systems, painting, roofing, flooring, furnishing and janitorial.

4. Mission Blue Performance Center

Location:

This facility is located at 475 Mission Blue Drive, 500 feet west of Monarch Drive.

Function:

Multipurpose center available for events.

Description:

Built in 2000, 5954 square feet, 1 story, concrete slab foundation, stucco on stud walls, asphalt shingle roof.

Maintenance Requirements:

Electrical, plumbing, fire, and HVAC systems, painting, roofing, flooring, furnishing and janitorial.

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5. Mission Blue Park Restrooms/Snack Bar

Location:

This facility is located at 455 Mission Blue Drive at the Northeast corner of parking lot of the Mission Blue Performance Center Facility.

Function:

Provide restroom facilities and accommodations for snacks during events at adjacent athletic field.

Description:

Built in 2000, 400 square feet, 1 story, concrete slab foundation, wood frame, stucco on stud walls, asphalt shingle roof.

Maintenance Requirements:

Electrical, plumbing, painting, roofing, and janitorial.

6. Public Works Maintenance Building

Location:

This facility is located at 1020 Tunnel Road at the intersection of Tunnel Road and Lagoon Way.

Function:

Warehouse for tools and supplies for Public Works crews.

Description:

Built in 1970, 10,598 square feet, 1 story, pilings with concrete floors, metal siding on girts, concrete block walls, built up tar and gravel and metal roofs.

Maintenance Requirements:

Electrical, painting, and roofing.

7. Public Works Sign Shop

Location:

This facility is located in the northwest corner of the Public Works Corporation Yard at 1020 Tunnel Road.

Function:

Warehouse for street signs, poles, hardware, and striping machines for Public Works crews.

Description:

Built in 1970, 817 square feet, 1 story, pilings with concrete floor, metal siding on grills, metal roof.

Maintenance Requirements:

Electrical, painting, and roofing.

8. Public Works Corporation Yard Trailer

Location:

This facility is located on the south side of the Public Works Maintenance Building at 1020 Tunnel Road.

Function:

Temporary office, locker room, restroom for Public Works field crews.

Description:

Made in 1984, 480 square feet, 1 story on jacks, wood frame, wood siding on stud walls, asphalt shingle roof.

Maintenance Requirements:

Electrical, plumbing, HVAC systems, painting, roofing, flooring, furnishing and janitorial.

9. Community Park Restroom

Location:

This facility is located at the east end of the Community Park adjacent to the play structures.

Function:

Provides sanitary needs for public using park facilities, small storage area for supplies in rear.

Description:

Built in 1996, 371 square feet, 1 story, concrete slab foundation, stucco on masonry walls, metal roof.

Maintenance Requirements:

Electrical, plumbing, painting, roofing, and janitorial.

10. Community Park Gazebo

Location:

This facility is located at the northeast corner of the Community Park adjacent to Old County Road.

Function:

Focal point of the Community Park for leisure service events, also available for public events.

Description:

Built in 1999, 1156 square feet, concrete footing foundation, wood structure, no walls, metal roof.

Maintenance Requirements:

Electrical, painting, roofing.

11. Kids and Things

Location:

This facility is located at 4 Solano Street on west side of road leading to Lipman School.

Function:

Child/day care center, currently unoccupied.

Description:

Built in 1965, 2025 square feet, 1 story, concrete slab foundation, wood frame, stucco on stud walls, built up tar and gravel roof.

Maintenance Requirements:

Electrical, plumbing, fire, and HVAC systems, painting, roofing, flooring, furnishing and janitorial.

12. Community Pool – Pool House

Location:

This facility is located at 2 Solano Street on west side of street between Kids and Things and Lipman athletic field.

Function:

Business office for operation and maintenance of pool, showers and locker rooms for patrons.

Description:

Built in 1999, 22,345 square feet, 1 story, concrete slab foundation, wood structure, stucco on studs walls, metal roof.

Maintenance Requirements:

Electrical, plumbing, fire, and HVAC systems, painting, roofing, flooring, furnishing and janitorial.

13. Community Pool Mechanical Building

Location:

This facility is located at the northwest corner of the Community Pool at 2 Solano Street.

Function:

Storage of materials and equipment for the operation and maintenance of the pool.

Description:

Built in 1999, 832 square feet, 1 story, concrete slab foundation, stucco on masonry walls, metal roof.

Maintenance Requirements:

Electrical, plumbing, painting, roofing.

14. Community Pool Arbor

Location:

This facility is located at the west end of the Community Pool facility at 2 Solano Street.

Function:

To provide a shaded area for patrons using the pool.

Description:

Built in 1999, 804 square feet, concrete footing foundation, concrete floor steel frame, no walls, metal roof.

Maintenance Requirements:

Electrical, painting, and roofing.

15. Teen Center

Location:

This facility is located at 22 San Bruno Avenue, 200' south of Old County Road.

Function:

Provides teen oriented activities for local citizens.

Description:

Built in 1945, 2,030 square feet, 1 story, concrete slab foundation, wood structure, stucco on stud walls, built up tar and gravel roof.

Maintenance Requirements:

Electrical, plumbing, fire, and HVAC systems, painting, roofing, flooring, furnishing and janitorial.

16. Teen Center Garage

Location:

This facility is located at the southeast corner of the Teen Center building located at 22 San Bruno Avenue.

Function:

Storage for equipment and supplies for operation and maintenance of the Parks and Recreation department.

Description:

Built in 1945, 400 square feet, 1 story, concrete slab foundation, wood structure, stucco on stud walls, built up tar and gravel roof.

Maintenance Requirements:

Electrical, painting, and roofing.

17. Harbor Master Office

Location:

This facility is located at 400 Marina Blvd. on the water's edge at the Sierra Point Parkway Development.

Function:

Office and garage space for operation and maintenance of Marina functions.

Description:

Built in 1982, 2,442 square feet, 2 story, concrete footing foundation, wood structure, wood siding on studs, metal roof.

Maintenance Requirements:

Electrical, plumbing, fire, and HVAC systems, painting, roofing, flooring, furnishing and janitorial.

18. North Marina Restroom

Location:

This facility is located on the Marina Promenade between docks 5 and 6.

Function:

Provides sanitary services to boaters and the public.

Description:

Built in 1982, 553 square feet, 1 story, concrete footing foundation, wood structure, concrete floors, wood siding on studs, metal roof.

Maintenance Requirements:

Electrical, plumbing, fire, and HVAC systems, painting, roofing, and janitorial.

19. South Marina Restroom

Location:

This facility is located on the Marina Promenade near dock 1.

Function:

Provides sanitary services to boaters and the public.

Description:

Built in 1982, 553 square feet, 1 story, concrete footing foundation, wood structure, concrete floors, wood siding on studs, metal roof.

Maintenance Requirements:

Electrical, plumbing, painting, roofing, flooring, furnishing and janitorial.