



**AMENDED AGENDA
GOVERNANCE & PRIORITIES COMMITTEE
MEETING OF OCTOBER 22, 2015, AT 9:00 A.M.
COUNCIL CHAMBERS
CITY HALL, 1 CENTENNIAL SQUARE**

Page

CALL TO ORDER

APPROVAL OF THE AGENDA

CONSENT AGENDA

ADOPTION OF MINUTES

1. Minutes from the Meeting held October 8, 2015

DECISION REQUESTS

2. Economic Action Plan - Mayor's Task Force on Economic Development & Prosperity 3 - 167
--Mayor Helps and Councillor Lucas

A report providing Committee with actions and recommendations from the Mayor's Task Force on Economic Development & Prosperity.

3. #Biketoria Interim Report: Long-term Bicycle Network & Priority Corridor Identification 169 - 301
--K. Hamilton, Director of Citizen Engagement & Strategic Planning
--J. Tinney, Director of Sustainable Planning & Community Development
--T. Soulliere, Director of Parks, Recreation & Facilities
--B. Dellebuur, Acting Assistant Director of Engineering & Public Works
--M. Sandhu, Manager Interdisciplinary Projects

A report providing Committee with a summary of the research and analysis on the proposed bicycle network and priority corridors.

4. Facilities Condition Assessment Report 303 - 1541
--T. Soulliere, Director of Parks, Recreation & Facilities

A report providing Committee with information on the results of the Facility

Condition Assessment.

5. Summary of North Park Co-Design Community Workshop 1543 - 1556
--B. Dellebuur, Assistant Director of Transportation, Engineering & Public Works
--K. Hamilton, Director of Citizen Engagement & Strategic Planning

A report providing Committee with recommendations regarding paving along Cook Street from Pandora Avenue to Caledonia Avenue.

6. ~~Status Report #2 -- Action Plan for Housing, Supports & City Services~~
DEFERRED
~~--J. Tinney, Director of Sustainable Planning & Community Development~~

~~A status report for Committee on the Action Plan for Housing, Supports & City Services.~~

[Addenda]

7. Draft 2016-2020 Financial Plan 1557
--S. Thompson, Director of Finance -
Late Item: Revised Report New Page 7 1596

A report providing Committee with information on the draft 2016-2020 Financial Plan.

<http://www.victoria.ca/assets/Departments/Finance/Documents/Draft%202016%20Financial%20Plan.pdf>

[Addenda]

8. Review of Bylaw Enforcement Services 1597 - 1618
--J. Jenkyns, Deputy City Manager

A report providing Committee with the findings of an external audit of the Bylaw and Licensing Services Division.

NEW BUSINESS

9. Conference Attendance Requests 1619 - 1620
--Mayor Helps and Councillor Lucas

Request for Mayor Helps and Councillor Lucas to attend a tourism conference in Ottawa.

ADJOURNMENT



Council Member Motion

For the Governance and Priorities Committee meeting of October 22, 2015

Date: October 16 2015

From: Mayor Helps and Councillor Lucas

Subject: Economic Action Plan – Mayor’s Task Force on Economic Development and Prosperity

Recommendation

That Council:

1. Adopt *Making Victoria: Unleashing Potential* as Victoria's Economic Action Plan, direct staff to develop an implementation plan, and begin implementing the operational items as soon as practicable.
2. Direct staff to report on the operations of the Business Hub as part of the Quarterly Report to Council.
3. Direct staff to report to Council annually as outlined in the Business Hub section of the Action Plan.

Summary

Making Victoria: Unleashing Potential is the Economic Action Plan developed by the Mayor’s Task Force on Economic Development and Prosperity and through public input (see attached Public Engagement Summary). The action plan is meant to grow sustainable prosperity in the city through an ‘eco-system’ based approach to economic development. As noted in *Making Victoria: Unleashing Potential*:

The idea of the economy as an ecosystem is not new. Yet approaching economic development and prosperity in this way generates a particular line of inquiry. It requires the City, its partners, entrepreneurs and others to ask: What are your needs in this situation? In what ways are your needs or goals aligned with others? What other stakeholders might also benefit from collaborating? How will our decisions affect those around us? Can we adjust our actions for greater mutual benefit? How can we help our neighbours and benefit ourselves through their prosperity? How can we create and sustain a positive feedback cycle?

The action plan addresses these questions with concrete and deliverable objectives, actions and metrics for measuring success.

Many of the actions outlined in the Action Plan are operational and can be implemented by staff with existing budgetary resources, including the \$250,000 Council allocated for Economic Development in 2015 and, subject to budget deliberations, the same amount in 2016. Any actions that require additional budgetary resources (such as the development of the online Business Portal (see <http://businessportal.sfgov.org/> for example) or any bylaw or regulatory changes would return to Council for consideration.

Respectfully Submitted,



Mayor Helps



Councillor Lucas

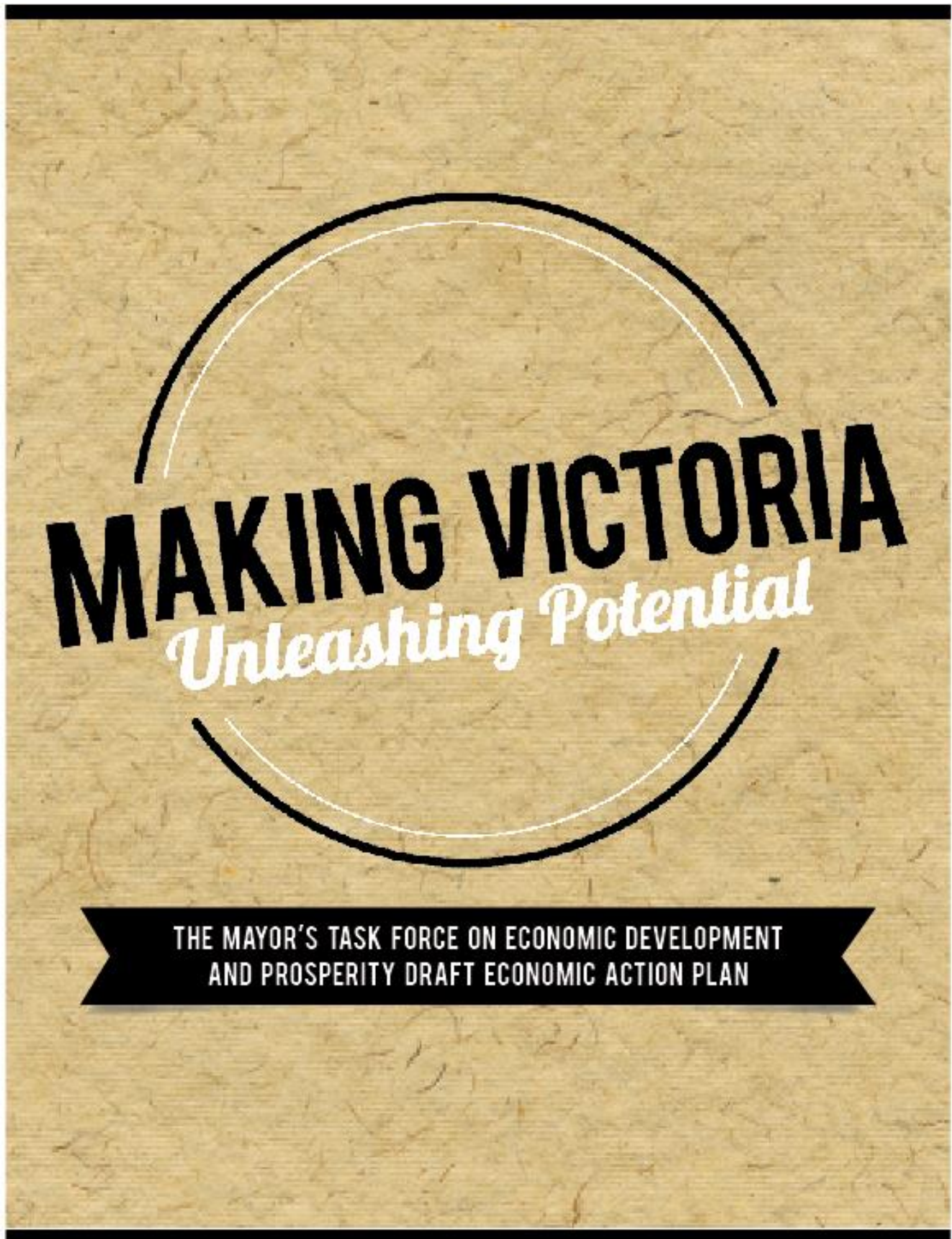


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Task Force Membership

Mayor Lisa Helps

Task Force Chair, City of Victoria

Suzanne Bradbury

Co-Owner/Manager, Fort Properties

Nicole Chaland

Director, Simon Fraser University's
Community Economic Development Program

James Coccola

Provincial government employee and community volunteer

Jill Doucette

Owner/Founder, Synergy

Dallas Gislason

Economic Development Officer
Greater Victoria Development Agency

Dan Gunn

Chief Executive Officer, VIATeC

Scott Gurney

Owner, 17 Black Entertainment Ltd.
event production company

Darlene Hollstein

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Robert Jawl

Director, Jawl Properties Ltd.

Tony Joe

Realtor/Past Director and President Victoria Real Estate Board

Ken Kelly

General Manager, Downtown Victoria Business Association

Peter Kuran

President and Chief Executive Officer
UVic Properties

Paul Nursey

President and Chief Executive Officer
Tourism Victoria

Liam Scott-Moncrieff

Graduate, Pacific School of Innovation and Inquiry; 2015/2016 University of Victoria Engineering Student

John Wilson

Chief Executive Officer/Principal, Wilson's Transportation Ltd.

Margaret Lucas

Councillor, City of Victoria

TASK FORCE SUPPORT

Jocelyn Jenkyns

Deputy City Manager, City of Victoria

Kerri Moore

Manager of Strategic Relations & Business Development, City of Victoria

Lawrence Alexander

Professional Outsider

1. The Mayor's Economic Development and Prosperity Task Force

The Economic Development and Prosperity Task Force is a 2015 action item in the City of Victoria's Strategic Plan 2015 – 2018. The goal of the City of Victoria's Strategic is: "Victoria is a leading edge capital city that embraces the future and builds on the past, where human well-being and the environment are priorities, where the community feels valued, heard and understood and where City Hall is trusted. Victoria is a city that is liveable, affordable, prosperous and vibrant, where we all work in partnership to create and seize opportunities and to get things done." The Task Force's mandate was to advise on how City Hall can best deliver an economic development function that will be woven seamlessly into the work of the City to achieve this broader goal and increase the genuine well-being of citizens. Working with its many partners, City Hall has a role to play in increasing household incomes by making it easier for business to thrive and by supporting entrepreneurs and innovation.

While the City is not directly responsible for the success of innovative entrepreneurs and companies, it plays a vital role in developing the type of community that will retain our existing successful business leaders and innovators while attracting the additional risk-takers, entrepreneurs and talent that we need to continue to grow local prosperity.

The Task Force membership has identified six engines that, if well-greased, will create sustainable prosperity in the city:

- Advanced Education and Research & Development
- Ocean and Marine Sector
- Experiential Tourism
- Government
- Technology
- Entrepreneurship, Start-Ups and Social Enterprise¹

After much discussion, the Task Force has concluded these engines will also stimulate growth in retail, arts and culture and other sectors that contribute to quality of life, well-being and happiness of Victorians. In addition to specific metrics associated with each engine, the Task Force recommends measuring the overall metrics outlined in Section 8, many of which are indicators of well-being. A focus on these engines, especially social enterprise, will also draw those who are economically marginalized into the economy thus helping to address some of the social issues currently showing up on our downtown streets.

Finally, the City of Victoria is located in a rich and diverse region. The Economic Action Plan outlined in *Making Victoria: Unleashing Potential* is a local effort that fits into a larger regional effort. At the time of writing this action plan, regional municipalities, First Nations, private sector companies and educational institutions are in the process of creating an organization to pool efforts and resources across sectors and across the region to generate long-term and sustainable prosperity and well-being.

¹ A social enterprise is an organization that applies commercial strategies to maximize improvements in human and environmental well-being, rather than maximizing profits for external shareholders. Social enterprises can be structured as a for-profit or non-profit, and may take the form of a co-operative, mutual organization, a social business, or a charity organization. Social enterprises have a 'blended value bottom line'; it is not financial or social, it is financial and social. (www.socialenterprisecanada.ca/) In some North American cities (eg Vancouver, Winnipeg, San Francisco) people who are homeless and/or chronically underemployed are ladderred into the economy through social enterprises.

2. A Vision for Victoria

A prosperous Victoria is a leader in Canada with bold and innovative ideas that inspire other cities. It has a healthy heart with strong arteries that pump life and vitality to all its parts – neighbourhoods, businesses, social enterprises and non-profits, educational institutions, and natural places. A prosperous Victoria is where our citizens want to, and can afford to, live, work and play.

[photo still to be inserted]

3. Our Approach: Unleashing Victoria's Potential Through Collaboration and Rapid Prototyping

COLLABORATION IN AN ECONOMIC ECOSYSTEM

An ecosystem is a complex network in which all parts must thrive and work in sync for optimal performance of the whole. Our local economic system is complex, with many stakeholders and partners. Everyone benefits from a healthy, growing economy and thus, we must work collaboratively to make it happen. The scale of Victoria lends itself to this kind of collaboration; the city's human scale and level of connectedness means that everyone can be part of making Victoria.

The idea of the economy as an ecosystem is not new. Yet approaching economic development and prosperity in this way generates a particular line of inquiry. It requires the City, its partners, entrepreneurs and others to ask: What are your needs in this situation? In what ways are your needs or goals aligned with others? What other stakeholders might also benefit from collaborating? How will our decisions affect those around us? Can we adjust our actions for greater mutual benefit? How can we help our neighbours and benefit ourselves through their prosperity? How can we create and sustain a positive feedback cycle?

Our success in achieving a healthy economic system for Victoria will be marked by our ability to overcome silos and adjust our conversations so that they are less competitive and more collaborative. Our collective ability to achieve true urban vitality will be consistent with our ability to align our various goals and search out shared wins.

Now is a time for change. Our city is full of potential. We have the best in class, a talented population and an incredible business community. But we have some roadblocks that are limiting our potential. This economic action plan seeks to unleash Victoria's potential both by removing roadblocks and by firing up Victoria's economic engines. The goal is ultimately to foster a sustainable, resilient and prosperous economic ecosystem that will enhance the genuine well-being of Victoria's residents.

World-class urban regeneration requires an integrated delivery model, driven by collaboration and shared investment, and shaped by rigorous sustainability metrics. The job of the City and its partners is to establish the conditions for implementing sustainable economic development. In order to accomplish this, we cannot shy away from disrupting the status quo, challenging old habits and assumptions, and promoting a new set of values in order to help Victoria's economic ecosystem thrive.

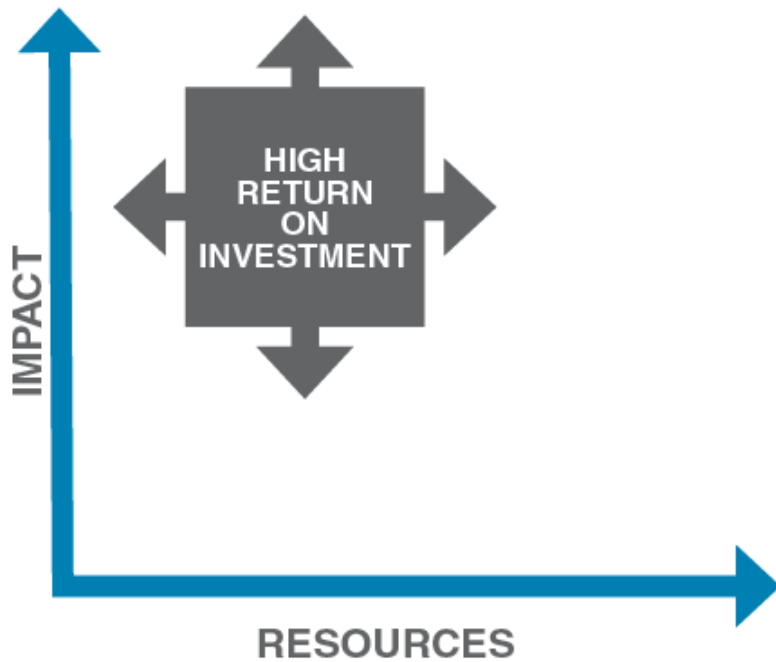
RAPID PROTOTYPING

Jeff Sutherland, author of *Scrum: The Art of Doing Twice the Work in Half the Time*, which has been extremely influential in helping companies grow sustainably warns, "The map is not the terrain. Don't fall in love with your plan. It's almost certainly wrong." The key in delivering any project, he says, is to continuously refine the plan based on real-time feedback from customers.

In this spirit, the action plan will be iterated, adjusted, and improved based on continuous feedback from our customers - entrepreneurs, businesses, investors, partner agencies and other levels of government.

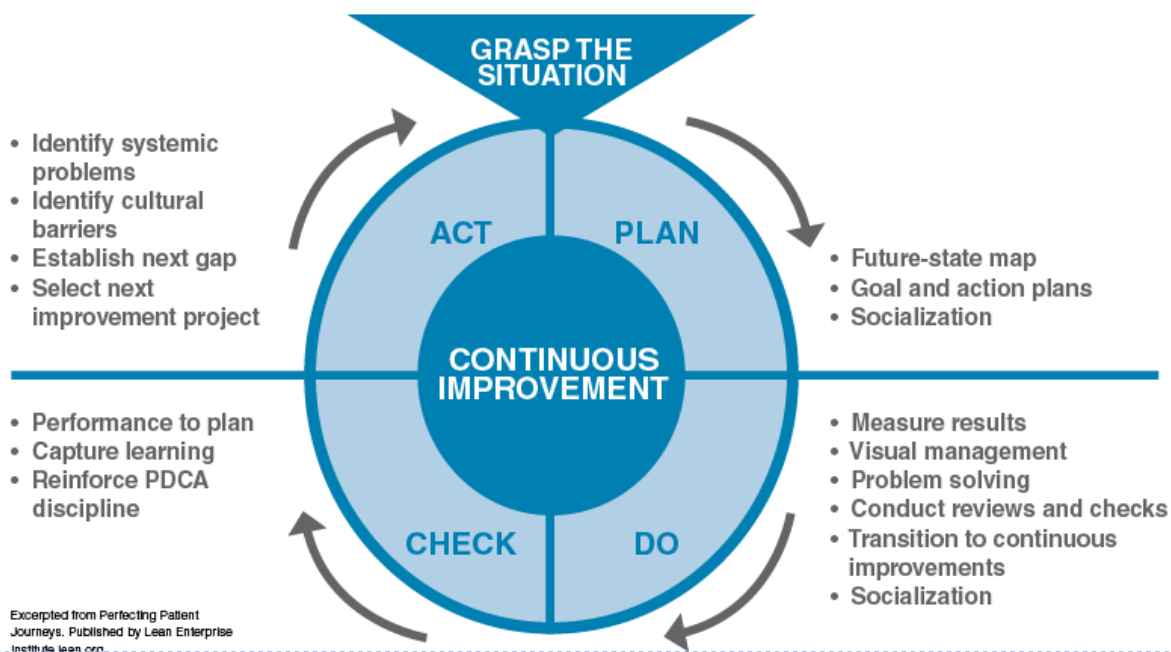
The Task Force recommendations focus on high-impact activities that will yield positive results and the most value using the least resources. The actions with strong returns on investment will be prioritized.

The creation of the Business Hub at City Hall is an example of a high-impact action, which will begin to grease all six engines. It can be launched imminently and deliver value within the next six to 12 months. It is meant to be a 'functional prototype'. The scope, role and function of the Business Hub will be refined continuously using the Plan, Do, Check, Act process and most importantly, customer feedback.



PDCA and Improvement Steps

- Problem statement
- Lean value proposition
- Socialization
- Elevator speech
- Current-state map



4. Economic Development and Genuine Well-Being



GENUINE WELL-BEING OF CITIZENS

The ultimate purpose of economic development is to increase the genuine well-being of citizens.

Well-being is defined as a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity. (World Health Organization)

Economic development objectives that would improve well-being include:

- Moving people from unemployed to employed.
- Increasing incomes for working people who earn less than \$75,000.
- Increasing median income. Reducing number of Victorians living below low-income cut off.
- Implementing recommendations from the Mayor's Task Force on Housing Affordability in order to increase workforce housing.
- Reducing red tape and barriers for small business and social-enterprises.
- Supporting innovation, creativity and collaboration.
- Increasing connections, belonging, trust, and community cohesion.

JOB AND HOUSEHOLD INCOMES

One of the most direct ways to improve citizen well-being is to create more well-paying jobs and increase household incomes.

If there are more well-paying jobs and if household incomes increase, Victoria residents and families should have less financial stress and more disposable income to spend at local businesses and cultural events.

As a result, long-time residents can choose to continue to live here, Victoria's next generations can afford to stay, university students and others can find opportunities to become new residents, and the City will have a stronger property tax base to fund services.

BUSINESSES

What businesses generate the most jobs and are the best at increasing household incomes? ²

In the City of Victoria the following six sectors are engines that drive the businesses that generate jobs and raise household incomes:

- Advanced Education and Research & Development
- Ocean and Marine Sector
- Experiential Tourism
- Government

- Technology
- Entrepreneurship, Start-Ups and Social Enterprise³

In addition to the engines, a focus on locally owned businesses in all sectors increases genuine well-being. Studies show that places with higher numbers of locally owned businesses are more prosperous and have fewer incidences of poverty. More than two dozen studies over the past decade have compared the economic impacts of locally owned businesses with their non-local equivalents, and they consistently show that local businesses generate two to four times the multiplier benefits.⁴ This means that every dollar that moves from a non-local to a local business in a community generates two to four times the income boost, two to four times the jobs, two to four times the local taxes, and two to four times the charitable contributions.⁵

ENTREPRENEURS

Victoria is an entrepreneurial city with the highest self-employment rate in the country.

- What sort of entrepreneurs typically create businesses that increase household incomes?
- What's stopping them from fully flourishing?
- What kinds of capital and talent do they need in order to succeed?
- What skills or supports can the City and its partners offer those entrepreneurs to attract and keep them here?

Making Victoria: Unleashing Potential addresses these questions with a clear plan of action.

2. See Appendices: City of Victoria — At a Glance for detailed data.

3. A social enterprise is an organization that applies commercial strategies to maximize improvements in human and environmental well-being, rather than maximizing profits for external shareholders. Social enterprises can be structured as a for-profit or non-profit, and may take the form of a co-operative, mutual organization, a social business, or a charity organization. Social enterprises have a 'blended value bottom line'; it is not financial or social, it is financial and social. (www.socialenterprisecanada.ca/)

4. See, for example, Michael H. Shuman, *Local Dollars, Local Sense: How to Shift Your Money from Wall Street to Main Street and Achieve Real Prosperity* (White River Junction, VT: Chelsea Green, 2012), 17–25. Also see Stacy Mitchell, *The Big Box Swindle: The True Cost of Mega-Retailers and the Fight for America's Independent Businesses* (Boston: Beacon Press, 2006).

5. Extensive documentation of these points can be found in Michael H. Shuman, *The Small-Mart Revolution: How Local Businesses Are Beating the Global Competition* (San Francisco: Berrett-Koehler, 2006), Chapter 2.

5. Downtown Victoria in Five Years

MORE PEOPLE

Downtown is a compelling and relevant experience for an increasing population. Thousands of new residents now live in and around downtown and new offices have brought new workers.

People of all ages are choosing to live downtown. Living downtown helps them keep their carbon footprints small. They don't want to own a car. They like to eat out often. The downtown restaurants, coffee shops and pubs are their living rooms and dining rooms. Downtown has everything a family needs including a supply of two and three bedroom units.

AMENITIES

Quality merchants and services have sprung up to accommodate the needs and lifestyles of new downtown residents.

Amenities for downtown residents include more grocery stores, clusters of restaurants, coffee shops and pubs, green space, food carts, night markets, and destination events.

Merchants are a combination of big names who can attract regional customers and afford long-term leases and improvements, and the many small businesses that preserve the uniqueness of Victoria.

Many merchants offer an experience in addition to goods or services — stop in for a cup of coffee or to enjoy a glass of wine while you shop.

Many stores are open late and host downtown events, creating a nightlife ambiance. Ambient music is piped onto major streets.

The downtown is more safe, secure, and family-friendly. There are more parks and pop-up washrooms.

There are more childcare spaces downtown developed through innovative partnerships between the City and downtown businesses. Full-payment spots subsidize spots for families who would otherwise not be able to afford them, especially for young families just starting out in the workforce.

Ships Point is a world-class outdoor performance space, a park and an outdoor food hub.

INCUBATION AND LEARNING

Additional co-working spaces have opened in the downtown to assist in pumping out new businesses, products and solutions.

A Victoria City Studio (see www.citystudiovancouver.com) creates strong linkages between Victoria and its post-secondary institutions.

ARTS AND CULTURE

Victoria's artists and culture creators are featured in more shows, concerts and other events and venues that attract a rich and diverse local and tourist audience.

Public art and other placemaking initiatives enhance the downtown public realm.

CONNECTIVITY

Funding for all three phases of Belleville Terminal has been secured and redevelopment is underway; Victorians and visitors alike will soon be able to come and go from a world-class international gateway.

There's a completely protected cycling network throughout downtown making biking safe and easy for all ages and abilities.

The David Foster Harbour Pathway is complete and attracts tens of thousands of people from here and from afar to walk the harbour front annually.

BEAUTIFUL AND VIBRANT

The downtown streets are alive with people and bursting at the seams 12 months of the year.

Significant investments in beautification result in a clean, sparkling downtown experience.

LEADERSHIP

City Hall enthusiastically and continuously embraces all efforts to establish new businesses and make investments that are consistent with this vision. City Hall helps all merchants navigate City rules, and helps existing downtown property owners take advantage of changing circumstances.

City Hall makes direct efforts to remove excessive red tape that impedes economic development for business owners and developers.



6. Business Hub at City Hall

Create a Business Hub at City Hall in order to strategically and purposefully grow Victoria's six largest economic engines. Give it a broad mandate. Staff it with "Business Ambassadors" who have worked in the private sector and are on hand in the Business Hub to help entrepreneurs, investors and others get things done quickly. The art of success is in the attitude and tone set from the start; the Hub and its Business Ambassadors need a 'can-do' attitude by being actively solution oriented each and every day.

The Business Hub will be funded by an annual contribution of a minimum of \$250,000 from the City budget. It is expected that this initial investment will be leveraged to create additional value.

The Business Hub will provide service to entrepreneurs, businesses, social enterprises and non-profit businesses, investors and potential investors, property owners, leasing agents, and others interested in creating prosperity in Victoria.

THE MAIN FUNCTIONS OF THE BUSINESS HUB:

- Streamline and de-mystify all business and development processes at City Hall
- Make it easier to do business in Victoria
- Advise on how to reduce unnecessary red tape
- Connect entrepreneurs with the resources they need
- Accelerate the development of a vibrant downtown

IN YEAR ONE OF OPERATIONS:

- Create a work plan for tackling the "Actions" outlined in the "Engines" section. The work plan should be built around the 'rapid prototyping' and PDCA approach outlined in order to continuously improve through customer feedback.
- Develop a business plan / model to ensure that the \$250,000 annual contribution is leveraged to add value.
- Develop metrics to measure the value the Business Hub is adding.
- Based on input from customers, work with relevant City departments to expedite standard permitting and licensing process and accelerate processes and control costs relating to development application processes.
- Work with Council and the Sustainable Planning and Community Development Department to explore ways to delegate to staff simple Development Permits and Heritage Alteration Permits and to simplify the bonus density process.
- Commence zoning bylaw rationalization process and "spring cleaning" of zoning bylaw so to enable rather than restrict business, with particular attention to change of use requirements.

IN YEAR TWO OF OPERATIONS:

- Develop and launch the Victoria Business Portal - an online clearinghouse for customers and potential customers. The Victoria Business Portal is to be modelled on the San Francisco Business Portal (<http://businessportal.sfgov.org/>).
- Work in partnership with relevant City departments and the Downtown Victoria Business Association to develop a way-finding enhancement program for downtown to make information about Victoria accessible and available e.g. parking info, digital maps, etc.
- Build a formal inventory of exciting investment opportunities from across the economic spectrum — from charities to social ventures, to "small giants" to growth companies. Cultivate investors for the full spectrum of investment opportunities. Ask a volunteer team of local experts to 'rinse' projects. Cultivate trusted relationships by appealing to intellects and creating safe and quiet spaces for discussion.

- Develop pool of volunteer ‘business mentors’ willing to be ‘matched’ informally with entrepreneurs starting new businesses. If functionality allows (eg if online Business Portal developed with ‘profile capability’) create online mentor pool as part of Business Portal).

ON AN ONGOING BASIS:

- Stay focused on and do the actions outlined in the “Engines” section of the document and the Hub’s work plan.
- Be a welcoming and collaborative first point of contact for business start-ups, relocations, expansions, and people wanting to invest in Victoria.
- Connect customers with other relevant partners including but not limited to other government agencies (e.g. Island Health), leasing agents, building owners, and investors.
- Work with relevant City departments to create clear and predictable timelines for all business processes; help customers navigate these processes and continuously improve these processes based on customer feedback.
- Work with relevant City departments to review and continuously improve bylaws that impact business.
- Work with relevant City departments to foster and support an enabling culture for businesses throughout City Hall.
- Work with relevant the City’s Strategic Real Estate Function to ensure that the City’s assets, where possible are aligned with *Making Victoria: Unleashing Potential*, adhering to the triple bottom line approach council has adopted for managing the City’s assets.
- Provide an annual report to Council on further actions Council can take to enhance and accelerate Victoria’s business climate.
- Work with partners in “Engines” (below) to provide a bi-annual report on metrics identified for each engine.
- Work with the Greater Victoria Development Agency (or its successor) and participate in opportunities to promote Victoria and attract jobs and investment as part of a regional economic development effort.
- Work in partnership with the Downtown Victoria Business Association, the Downtown Residents Association and relevant City departments to coordinate a downtown Street Beautification Program on an annual basis and in conjunction with the City’s Capital budgeting process.
- Work in partnership with Business Hub customers and the Finance Department on an annual basis to make recommendations as to the business to residential tax rate. Aim to keep Victoria competitive.
- Maintain an up-to-date inventory of exciting investment opportunities for private investors in the City and engage volunteers as needed for the ‘rinsing’ process described.
- Maintain pool of volunteer business mentors.
- Celebrate success and send a strong and consistent message that Victoria is striving to become the best place in Canada to start a business. Do this through a robust, innovative and collaborative communications program with partners such as, but not limited to, the local business people, Downtown Victoria Business Association, the Greater Victoria Development Agency, Tourism Victoria, VIATeC, the Greater Victoria Harbour Authority, the University of Victoria, Royal Roads University and Camosun College.

7. Grease your engines

In the City of Victoria there are six sectors that serve as the primary engines driving businesses, generating jobs and raising household incomes. Locally owned businesses in all of these sectors further strengthen Victoria's economy and create both economic and social multipliers which contribute to genuine well-being. These engines were derived from data for the region and extrapolated for Victoria, where possible. While aimed specifically at the City of Victoria, this economic action plan aims to create both local and regional prosperity in partnership with local governments and other partners across the region.

- Advanced Education and Research & Development
- Ocean and Marine Sector
- Experiential Tourism
- Government
- Technology
- Entrepreneurship, Start-Ups and Social Enterprise

These engines will also help to stimulate growth in retail, arts and culture and other sectors that contribute to quality of life, well-being and happiness of Victorians.

The Task Force recommendations aim to improve the conditions for success for each engine, by identifying **objectives** to be achieved in the next five years, the **actions** that City Hall, its new Business Hub and its partners in the community can take to achieve these objectives, and **metrics** to know how well these actions are moving the needle.



The remarkably energy-efficient and low-GHG-emissions Bergen C-series marine engine.



7. Grease your engines

Advanced Education and Research & Development

STORY

Why the Task Force chose this sector as an engine

With the University of Victoria, Royal Roads University and Camosun College, Victoria has three world-class post-secondary institutions in its midst. UVic is recognized as one of Canada's top research universities – a global leader in ocean science and technology, clean energy and health research. Royal Roads trains mid-career learners from around the globe, drawing talent and attention to the region. Camosun is developing rapid prototyping and other leading edge product development technologies and expertise. In 2016 Camosun will be opening an 'interaction lab' a groundbreaking approach to 'makerspaces' and 'skunkworks.'

All three institutions are also involved in the Vancouver Island Social Innovation Zone, the purpose of which is to strengthen collaborative relationships, activities of post-secondary institutions, community, industry and government in support of enterprising approaches to social innovation.

75% of all students in the region come from outside it, how many students stay? How many of their parents invest here?

To grease this engine requires purposeful, strategic and output-driven relationships among the City of Victoria, its new Business Hub and UVic, Royal Roads and Camosun. There is so much potential with research and development, talent training and attraction, and general animation of the downtown. Unleashing this potential will grow prosperity and create mutual and great benefit for the City, the institutions and the people we all serve.

OBJECTIVES

What the Task Force recommends should be achieved

- Make obvious the pathways from university and college programs to meaningful careers in Victoria and land students in jobs.
- Better understand and address the unanswered questions that matter to the Victoria community and engage post-secondary institutions in the search for answers to those questions.
- Create a City Studio in downtown Victoria modeled on City Studio Vancouver (www.citystudiovancouver.com)

ACTIONS

How the objectives are to be achieved

- Create an inventory of job or co-op opportunities between Victoria businesses and organizations and post-secondary institutions.
- Partner with co-op programs and other job-placement opportunities to place post-secondary students in Victoria businesses and organizations.
- Develop a job fair package / materials / presentation and go to job fairs at post-secondary institutions profiling Victoria as a great place to work and highlighting opportunities for well-paying jobs in Victoria.

- Partner among the three post-secondary institutions, the City of Victoria and the private sector to create a Victoria City Studio downtown (www.citystudiovancouver.com).
- Implement Mayor's Task Force on Housing Affordability Recommendations to increase supply of workforce housing.
- Determine baseline metrics (see below) in order to determine whether the actions moved the needle.

LEAD

Business Hub at City Hall, Citizen Engagement and Strategic Planning Department and post-secondary institutions.

SUPPORT

Private sector businesses, social enterprises, non-profits, Greater Victoria Development Agency (or its successor), Vancouver Island Social Innovation Zone (or its successor).

METRICS

Did the Action move the intended needle?

- Increase in number of students who find well-paying jobs in Victoria after graduation.
- Increase in co-op placements in Victoria businesses and organizations.
- Increase in number of students who start businesses in Victoria after graduation.
- Increase in local use and commercialization of products and technologies developed in post-secondary institutions.
- Increase in number of interdisciplinary research projects that meet a community need.

Ocean and Marine Sector

STORY

Why the Task Force chose this sector as an engine

The Ocean and Marine sector includes ship repair and refit, cruise ship and ferry dockings, pilotage, technology companies with a focus in this space, and the Pacific Navy. It currently generates 6-8% of the region's GDP.

The sector has a location quotient of 3.7%. This means that employment in this sector is almost four times as plentiful as ocean and marine sector employment in the BC economy overall. Its location quotient is higher than the quotient for government in the region.

A centrepiece for the sector in the City is Point Hope Shipyard (Ralmax Group). Many companies do business at the Victoria Shipyards (Esquimalt), the largest dry dock on the West Coast of North America. Seaspan works with over 300 suppliers on Vancouver Island.

The Pacific Navy (Esquimalt) employs 7,000 people, generates \$700 million of regional economic impact, and serves as a magnet for prime supply-chain companies like Babcock Canada.

There are dozens of marinas in the region and many in Victoria specifically.

Ocean Networks Canada (ONC) is a prime example of UVic's global leadership in ocean science – putting Victoria at the heart of new commercial marine technologies developed as part of the +\$100 million ONC observatory..

This is a high-tech space with nascent world-class aquaculture research potential.

This engine needs to be greased in order to overcome the following challenges and to increase household incomes and genuine well-being. Commercialization is weak – of 192 companies in ONC national alliance, only a few are local. ONC has the ability to leverage its presence in this region to generate new businesses relocating here to provide greater opportunity to create an ocean tech hub. 700 people are expected to retire in the sector in the coming years and there is a shortage of highly qualified skilled trades workers. Affordable workforce housing is in short supply. Visibility is low; Halifax is seen as the leader. There is a need to preserve the industrial land base even as the city continues to grow in residential population.

OBJECTIVES

What the Task Force recommends should be achieved

- Create new marine educational programs and improve existing programs at post-secondary institutions.
- Create new technologies or improved existing technologies for use within the marine sector.
- Modernize and expand marine facilities.
- Increase revenue generation due to leveraging of Ocean Networks Canada and the City's emerging reputation as a centre of marine and ocean excellence.
- Employ more First Nations people in all aspects of the sector.
- Build capacity and knowledge in First Nations communities to monitor ocean environment, use community mapping to incorporate traditional knowledge into a better understanding of ocean/coastal environment.

ACTIONS

How the objectives are to be achieved

- Facilitate connections between Advanced Education and Ocean and Marine Sector to increase the supply of local, specialized skills and knowledge that this engine needs.
- Streamline land use and businesses processes at City Hall.
- Connect with other leading ocean and marine cities by hosting events and encouraging companies to locate additional branches in Victoria.
- Highlight environmental practices and advancements and relationship between clean-tech / software development and the Ocean and Marine Sector.
- Continue to provide opportunities for Esquimalt and Songhees peoples to participate in sector through job and skills training and hiring practices.
- Support existing investigations into the merits of acquiring new equipment (e.g. graving dock) to service vessels up to 150 metres in length and 30 metres wide (e.g. the C class BC Ferries as well as the new ones they are currently building that will need servicing).
- Determine baseline metrics (see below) in order to determine whether the actions moved the needle.

LEAD

Businesses in sector including Salish Seas Industrial, Business Hub at City Hall.

SUPPORT

Greater Victoria Development Agency (or its successor), UVic, Camosun and Royal Roads.

METRICS

Did the Action move the intended needle?

- Increase the number of people employed in the sector.
- Increase number of First Nations people employed in sector.
- Increase the number of local companies in the Ocean Networks Canada national alliance.
- Increase in revenue generation due to leveraging of Ocean Networks Canada and the City's emerging reputation as a centre of marine and ocean excellence.
- Within five years, 10 new private sector companies are created (or relocate here from other cities to better position themselves) in the sector.

Experiential Tourism

STORY

Why the Task Force chose this sector as an engine

Victoria is a spectacular destination. From the Inner Harbour to the City's diverse and unique neighbourhoods, to the booming local food, coffee and beer culture, to the walkable, bikeable human scale of the city, Victoria is a great place to live and a great place to visit.

Being a great local place is good for Victorians and visitors alike. Why? Because tourism is changing. The number one question visitors ask at the Tourist Information Centre is, "What do the locals do?"

Victoria is also a desirable destination because of its air quality, natural beauty, climate and the high-quality tourism operators in the city. The experiential tourism sector in Victoria runs wide and deep and is innately local. The timing is perfect, as Victoria is becoming more sophisticated and nuanced at the same time as travellers expect a deeper connection with the places they visit.

The tourism industry is also changing from a seasonal industry to a year-round and long-term growth industry, especially in places that can offer an appealing year-round destination. Institutional investors (e.g. pension funds) will be looking to buy or build hotel properties in the next five years. Victoria needs to be poised for this type of investment.

Small, boutique cruise ships are being squeezed out of Seattle and Vancouver and are looking for new homeports with exactly what Victoria has to offer: size and scale, proximity to downtown, great local businesses (especially food, coffee, beer) to provision the ships. The only thing stopping Victoria from becoming a homeport is the lack of pre-clearance for US customs.

OBJECTIVES

What the Task Force recommends should be achieved

- Achieve a 72% hotel room occupancy rate by 2017 on a sustained basis. (70% is consistently profitable and is thereby the threshold above which investors become very interested.)
- Make Victoria a year-round tourist destination; achieve a sustained off-season occupancy rate of 59% by winter 2017.
- Have customs pre-clearance in place at all regional facilities.
- Dramatically increase the number of businesses and events that offer authentic **#onlyinVictoria** products and unique experiences.
- Become a homeport to small boutique cruise ships.
- Continue to grow and profile Victoria's tourism economy including food, beer, wine, and other experiential opportunities.
- Grow the profile of Victoria's eco-tourism opportunities that encourage land conservation and marine stewardship, protecting our natural assets and attractions for the long term.

ACTIONS

How the objectives are to be achieved

- Deliver effective sales and marketing to help drive year-round accommodation and sector occupancy and more delegate days at the Victoria Conference Centre.
- Continue to emphasize shoulder season reasons to visit such as Halloween, Christmas and Valentine's Day.
- Create a customs pre-clearance pilot at Belleville Terminal as a step towards pre-clearance at all regional facilities (Ogden Point, Victoria International Airport).
- Better communicate the opportunity for entrepreneurs to serve Victoria's rapidly growing tourism sector. Increasingly, customers don't want tacky tourist stuff, they want authentic experiential tourism.
- Make it easier to do events and open businesses. Specifically create a 'how-to' events guide.
- Profile Victoria's natural capital and ecotourism opportunities.

LEAD

Tourism Victoria

SUPPORT

Business Hub at City Hall, Victoria Conference Centre, Greater Victoria Harbour Authority, Downtown Victoria Business Association Provincial and Federal Governments

METRICS

Did the Action move the intended needle?

- 72% occupancy by 2017.
- 59% winter occupancy by 2017.
- Pre-clearance pilot project in place at Belleville Terminal.
- Increase in number of **#onlyinVictoria** products, services and experiences.

Government

STORY

Why the Task Force chose this sector as an engine

Like all local governments, the City of Victoria recognizes that with only eight cents on every tax dollar, it is limited in what it can do to continuously create opportunities for its residents and businesses that will increase their prosperity and well-being. Partnership with the Province on everything from transportation infrastructure to arts and culture facilities is absolutely critical. Both the City and the Province have a shared interest in making Victoria a leading edge Capital City well poised to embrace the future at the same time as building on our rich past.

Government directly employs 13,000 people in the region and indirectly supports 7,000 additional jobs. At the provincial level, Vancouver, Kelowna, and other BC cities are competing with Victoria for government jobs. Government occupies 60% of all office space in the region.

The provincial government is a major land holder in the City, is a primary funder of regional infrastructure, and is a major stakeholder in the Inner Harbour.

The provincial government is working to become a better 'first-customer' to local tech firms and others developing innovative products and solutions through its BC Developer Exchange. There's an opportunity for Victoria to play a leading role in this program.

OBJECTIVES

What the Task Force recommends should be achieved

- Amenity-rich downtown Victoria is the most desirable location in the province for government offices.
- Belleville Terminal is revitalized through partnerships between the City, the private sector, and the provincial and federal governments.
- Ship Point has a world-class outdoor performance space in partnership with the provincial government, and the private sector.
- The provincial government is an early adopter and terrific 'first customer' for locally developed solutions and products.

ACTIONS

How the objectives are to be achieved

- Continue to invest to make downtown Victoria welcoming, amenity rich, and vibrant as described in "Downtown Victoria in Five Years".
- Facilitate development that supports the retention and relocation of government offices to Victoria.
- Develop Belleville Terminal Action and Funding Plan in partnership with private sector and provincial and federal governments.
- Develop plan for Ship Point and work with the private sector and provincial government, and private sector to fund it.

- Work with Ministry of Technology, Innovation and Citizens' Services to ensure that Victoria tech and other companies are poised to participate in the BC Developers Exchange.
- Complete a conditions and amenity survey with the Ministry of Technology, Innovation and Citizens' Services to better understand Provincial location decision priorities.

LEAD

City of Victoria, Business Hub at City Hall, provincial government

SUPPORT

Federal government, private sector

METRICS

Did the Action move the intended needle?

- See the development of more than 250,000 square feet of new, provincial government oriented offices within the City of Victoria by 2019.
- Expand the aggregate square footage occupied by provincial/federal/municipal government and government related occupants from 3,057,697 square feet to 3,400,000 square feet by 2019.
- There is joint redevelopment and enhancement initiative for the Belleville Terminal lands collaboratively established between the City, the province and potentially private sector actors and have such plan receive requisite municipal approvals prior to 2018.
- Ships Point redevelopment plan for an outdoor performance venue and park is approved by Council and fully funded through partnerships between the City, the province and the private sector.

Technology

STORY

Why the Task Force chose this sector as an engine

Over 25 years ago, a group of like-minded entrepreneurs, community leaders and policy makers recognized that Victoria is a natural place for innovative companies to flourish. They put their minds and resources to work to form a stronger tech community. In that time, significant time and energy has been focused on fostering an industry-led community that encourages, supports and recognizes peers that share and support the overall local tech economy. As a result, tech has flourished as an economic engine and is now widely acknowledged as Victoria's largest private industry.

Today, the Greater Victoria tech sector brings in annual revenues in excess of \$3.15 billion with an economic impact far in excess of \$4.03 billion. The 884 local tech firms now employ approximately 15,000 employees directly with another 3,000 employed as contractors and independents. The sector has clustered in key areas including industrial lands near the Victoria International Airport, Keating Cross Road and the Vancouver Island Tech Park. Yet amenity-rich downtown Victoria has proven a top location for local tech companies with over 350 companies choosing downtown and more coming.

Greater Victoria is a natural place for innovation thanks to our post-secondary institutions, with 10 federal research labs and centres of excellence. UVic draws upwards of \$100 million in annual research funding to Greater Victoria, and—through partnerships, co-ops and advanced technology facilities and training—supports Victoria's growing role as a hub of high-technology innovation. Yet undoubtedly, a key contributor to attracting and retaining talent and innovation is the remarkable lifestyle that Victorians enjoy. While the City is not directly responsible for the success of the innovative entrepreneurs and companies, it plays a vital role in developing the type of community that will retain our existing successful tech leaders while attracting the additional risk-takers, entrepreneurs and talent that we need to continue to grow our largest industry.

OBJECTIVES

What the Task Force recommends should be achieved

- Victoria has a strong supportive community of peers that are willing to share and support current and future tech leaders.
- Victoria is known globally as a thriving hub of innovation.
- Home-grown and innovative companies remain in Victoria.
- Investment-ready companies have no trouble raising capital in a timely manner.
- It is easy to attract and retain highly qualified personnel to the city.

ACTIONS

How the objectives are to be achieved

- Focus actions and investment on the affordability and liveability of Victoria (transportation – transit, walking, cycling - infrastructure, culture) so that we can continue to attract and retain the leaders and talent we need to grow the tech sector.
- Continue to support and foster a supportive community of peers that are willing to share and support current and future tech leaders.
- Further spread the message that Victoria is a thriving hub of innovation by highlighting the natural strengths

of our community to increase the number of skilled workers moving to Victoria.

- Focus efforts and support on establishing home-grown innovative companies, as they have proven to have the longest lasting impact and greatest loyalty to the region.
- Further identify potential investors (local and abroad) and facilitate their introduction to well-coached, mentored and supported local innovative companies while appreciating that not all companies are investment-ready and may require coaching in boot-strapping and sales development.
- Determine baseline metrics (see below) in order to determine whether the actions moved the needle.

LEAD

VIATEC, Business Hub at City Hall

SUPPORT

Mayor, UVic, RRU, Camosun, Greater Victoria Development Agency (or its successor), Tourism Victoria, Downtown Victoria Business Association

METRICS

Did the Action move the intended needle?

- Number of significant tech company acquisitions.
- Number of acquired companies that remain local.
- Number of tech companies located in downtown.
- Number of new business licenses for tech companies.
- Amount of local capital invested in local companies.
- Amount of outside capital invested in local companies.
- Number of tech goods and services provided to local companies, government etc. *by* local tech companies.

Entrepreneurship, Start-ups and Social Enterprise

STORY

Why the Task Force chose this sector as an engine

Victoria's self-employment rate of 12.9% is the top rate among all 20 of Canada's metropolitan areas. Metropolitan Vancouver is close behind at 12.2%. Self-employment is an indicator of the entrepreneurial character of an area. High rates of self-employment are also associated with a predominance of small business as most self-employed individuals operate small businesses.

UVic fosters innovation and entrepreneurship across the campus, including an innovation centre that supports the commercialization of new technologies. Dozens of active startup companies have spun out of UVic, and many of these are cornerstones of Victoria's robust high-tech sector.

Victoria has many social ventures but does not yet have a robust social enterprise sector. Some have survived against all odds. Social enterprises and co-operatives are key in ladderizing economically marginalized people – including but not limited to people who are homeless or formerly homeless, under-employed single moms, First Nations people, youth-at-risk – into the economy and to creating sustainable livelihoods. A social enterprise is an organization that applies commercial strategies to maximize improvements in human and environmental well-being, rather than maximizing profits for external shareholders.

98% of Victoria's tech businesses are too small for venture capital investment. Social impact investment funds are emerging in many places, but some investors say they can't find enough deals in the Victoria area. Liquidity is also an issue for many investors.

This engine encompasses all other engines outlined. Well greased, it has the potential to drive innovation, attract capital and talent, and to increase prosperity and genuine well-being.

OBJECTIVES

What the Task Force recommends should be achieved

- Victoria is the easiest place in Canada to start a business.
- Victoria is a place where there are all the supports needed for a good idea to become a good livelihood.
- Start-ups, scale-ups and businesses are well funded; investors looking for projects can find them easily and have a range of choice on the risk and return spectrum.
- Continued high-quality new housing and commercial development downtown.
- More incubation spaces are available in downtown core for startups.
- Victoria is a social innovation zone producing high-quality products, solutions and services that create social good and big revenues.
- Victoria has more businesses run by and/or employing First Nations peoples. (BC has approx. 300 First Nations owned companies. How many are in Victoria?)

ACTIONS

How the objectives are to be achieved

- Create Business Hub at City Hall (as described above) and continuously improve service delivery based on ongoing customer feedback.

- Build a formal inventory of exciting investment opportunities from across the economic spectrum — from charities to social ventures, to “small giants” to growth companies. Cultivate investors for the full spectrum of investment opportunities.
- Continue to improve development processes.
- Establish a Mayor’s Social Enterprise Task Force.
- Support Skwin’ang’eth Se’las Development Company (SSD Co) in their efforts to incubate aboriginal-owned businesses.
- Determine baseline metrics (see below) in order to determine whether the actions moved the needle.

LEAD

Business Hub at City Hall, Mayor

SUPPORT

Social Enterprise sector, Skwin’ang’eth Se’las Development Company (SSD Co), Institute for Studies and Innovation in Community-University Engagement, Vancouver Island Social Innovation Zone, Greater Victoria Development Agency (or its successor), Young Entrepreneurs Society, Synergy Green Economy Working Groups, and many more!

METRICS

Did the Action move the intended needle?

- New business licences increase year over year.
- Increase in amount of local wealth invested in local projects.
- Increase in amount of outside wealth invested in local projects.
- Increase in number of businesses run by First Nations entrepreneurs.
- Higher rate of businesses renewing licences (indication of businesses remaining in Victoria).

8. Overall success metrics



STORY

Why the Task Force chose this sector as an engine

How will we know whether our collective efforts are successfully moving the needle on economic development and prosperity? How will we know whether we have chosen the right engines, objectives and actions?

We also don't want to be victims of our own success. Are we all still going to want to live here if we invite the whole world to come and join us? We want to heed the warnings of cities that were once amazing but now suffer from unintended sprawl or congestion or lack of affordability. We want great jobs but want to make sure we don't lose our enviable commutes.

For all these reasons we need some overall instruments on the dashboard of our local economy to measure economic performance, social progress and genuine well-being.

OBJECTIVES

What the Task Force recommends should be achieved

- Choose, track and continually refine a set of overall metrics for measuring economic performance, social progress, and genuine well-being.

ACTIONS

How the objectives are to be achieved

- Begin to track the following metrics (some existing data is set out in the Appendices).
 - Increase in median income
 - Reduction in number of Victorians living below low-income cut off.
 - Increase in disposable income.
 - Decrease in downtown vacancies.
 - Increase in arts and culture offerings and products.
 - More businesses relocating to Victoria and to downtown.
 - Increase in number of businesses owned by residents of the region.
 - Increase in number of businesses owned by residents of Victoria.
 - Increase in downtown childcare spaces.
 - A reduction in the time it takes to get through City Hall business processes.
- Investigate frameworks and models for measuring economic performance and social progress that can be used to strengthen the City of Victoria's Public accounts (Annual Reports).

9. City of Victoria – At a Glance



Neighbourhoods:	14
Land area:	19.47 km²
Population:	80,017
(up 2.5% from 2006). Greater Victoria's population is projected to grow by 4-5% every 5 years between 2010 and 2025 (GVDA).	
Population density:	4,109.4 persons/km²
Median age:	41.9 years
(same as provincial median)	
Population aged 65 and over:	18.4%
(national average is 14.8%)	
Working age population (15 to 64):	72.5%
(national average 68.5%)	
Percentage of children:	9.1%
(national average: 16.7%)	
Percentage female:	53%
Percentage male:	47%
Number of private households:	42,960
Number of households with couples and children aged 24 and under:	4,205
Number of households living in single detached houses:	15.7%
Number of private households living in apartments that have 5 or more storeys:	15.7%
Number of census families:	18,375
Private dwellings:	42,957
Percentage of the population that report English only as the mother tongue:	83.6%

Source: Stats Canada 2011 Census.

10. Where are the jobs in Greater Victoria?

Jobs in Greater Victoria by Sector (2011)

In 2011, 178,480 people had jobs in Greater Victoria (total employment by place of work), down 2,650 jobs (or 1%) from 2006.

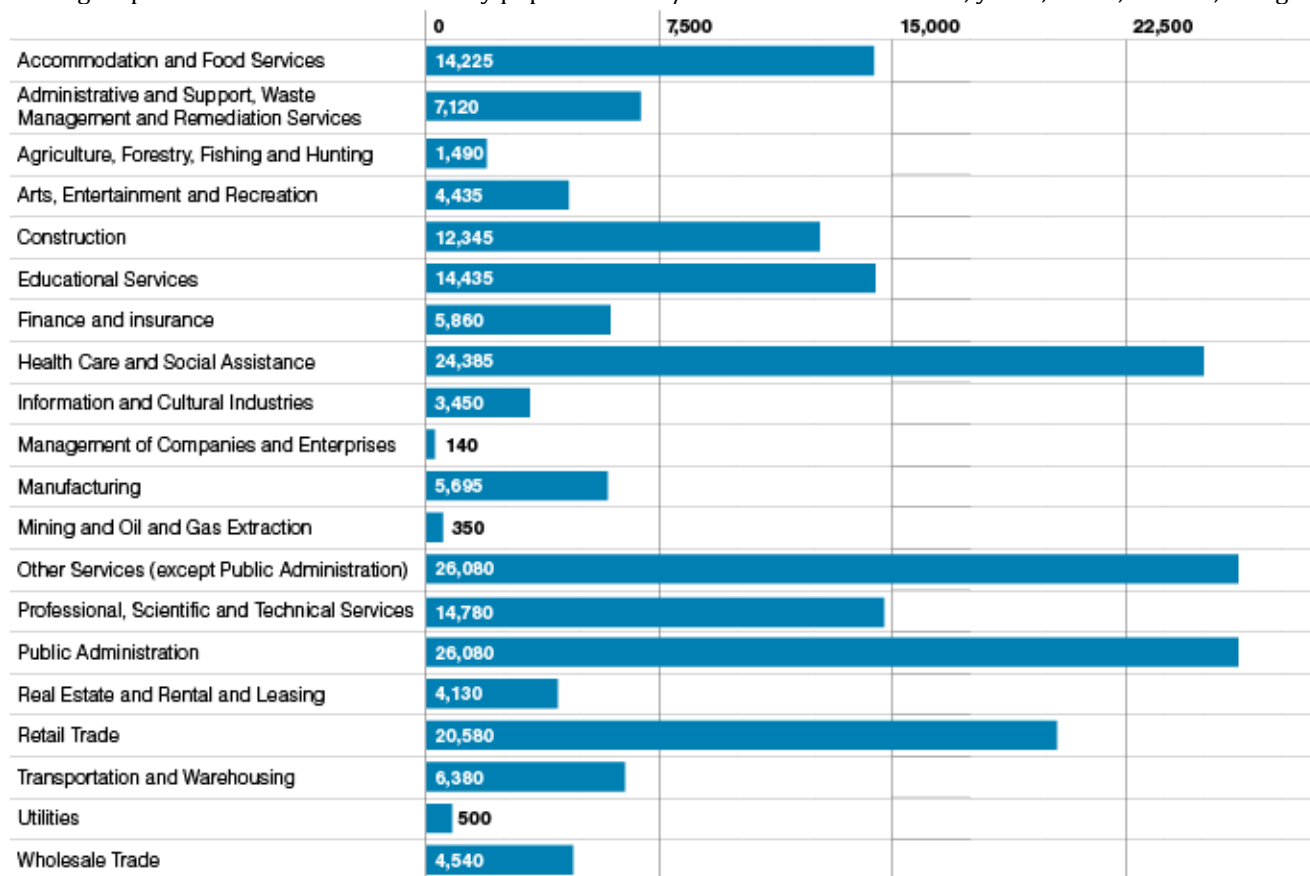
The sectors that provide the largest number of jobs in Greater Victoria are public administration, health care and social assistance, and retail trade.

The sectors showing the greatest growth in Greater Victoria over the five years from 2003 to 2008 are professional, scientific and technical services (+60%), public administration (+42%), construction (+32%), and finance, insurance, real estate and leasing (+27%). Each of these sectors has grown more rapidly than the overall growth rate of 20% in the region.

Manufacturing has had the greatest job losses, falling by 25%. Primary industries (including agriculture, forestry and fishing) and utilities is the only other sector to show job losses over the last five years.

There are 917 charities with Victoria BC addresses listed on Chimp.net.

A 2013 study commissioned by the Peter B. Gustavson School of Business at the University of Victoria identified 65 local organizations that actively support the growth of a vibrant local economy by helping with funding, mentoring, and networking. These groups are clustered around five key population and/or business sectors: tech, youth, social, women, and general.



11. What is growing the economic pie in Greater Victoria?

Sources of community incomes – how we bring significant external income into Greater Victoria (2006)

39% of total income in the region ultimately depends on public sector employment.

Tourism is the second most important employment sector, accounting for 6% of regional income.

Non-employment sources of income, including pensions, investments and government transfer payments, account for just over one-third of total income.

Industries that serve primarily the local population (e.g. retail trade) are not considered to be part of the economic base because they do not draw significant external income into the community.

DYNAMIC FACTS

55 per cent of B.C.'s businesses – all of which get major tax breaks – employ only their owners.

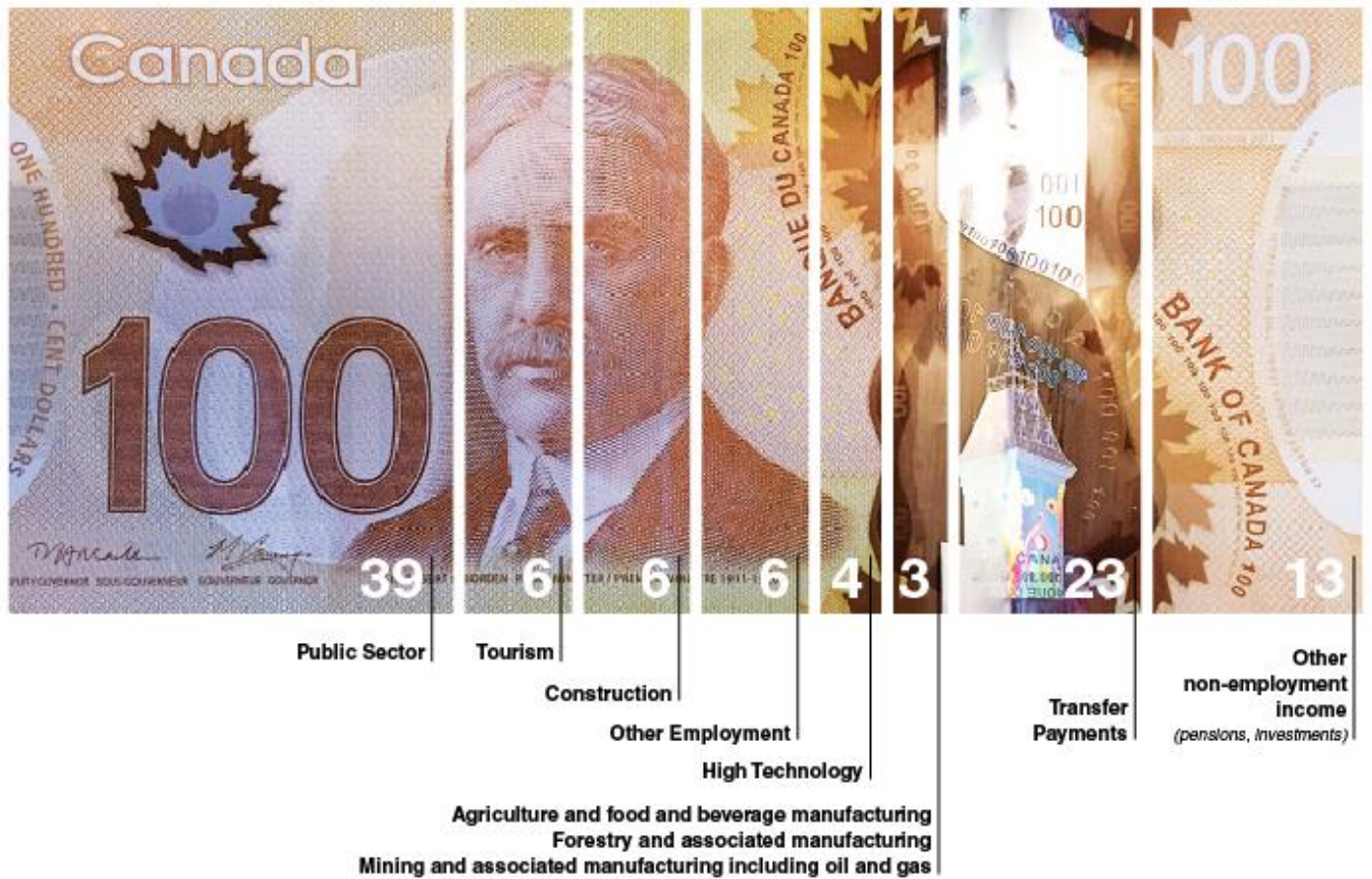
The real job creators are the companies that grow to at least medium-size, if not large. Fewer than 10,000 businesses out of the nearly 400,000 in B.C. create 36% of all jobs.

4,231 people in Greater Victoria are directly employed by 36 foreign-owned companies. 18 of these companies were started in Victoria and are primarily export-oriented, including e-commerce (one is ship-building). The others mainly serve the information and communications technology needs of the Provincial government and agencies or the Canadian Navy. Together, they represent 8% of our GDP, generate \$846.2 million of direct economic impact and \$211.5 million of indirect economic impact, and serve as ambassadors for doing business in Victoria.

Don't need help with: access to capital, high-quality physical and communications infrastructure, R&D resources and business development, or supply of lower skilled workers and of well-qualified post-secondary graduates.

Need help with: finding and recruiting experienced and specialized talent within the region, and from out of market, finding alternate opportunities for specialized talent should their placement not work out and the lack of opportunities for their spouses, and housing affordability.

Baby boomers are the fastest-growing demographic to be launching businesses, are vastly better at securing investment, and are more likely to be in the higher paying industries and employ people. 15% of Canadian baby boomers plan to retire in Victoria (BMO wealth study).



12. Victoria's economic health – traditional baseline metrics

OVERALL ECONOMY (GREATER VICTORIA)

Number of business incorporations (2013): 1,897

Incorporations are a proxy for the number of new businesses in an area and are an indicator of the general health of the economy. Greater Victoria saw a +2% change 2008-2013 (lower than the +4% over the same period in Metro Vancouver and the BC average).

Downtown storefront vacancy rate 2013: 6.20%

Retail space occupancy and lease rates are closely associated with the overall state of the economy. When the economy is healthy and incomes are growing, there is more retail spending.

Vacant office space: 792,860 or 9.2%

Trends in office space vacancy and lease rates are indicative of growth or decline in the business community. Inventory 2013 (sf): 8,620,082.

Industrial inventory (2013): 9,001,303 sf. Vacancy rate: 4.50%

The market for industrial space reflects the performance of manufacturing, transportation and distribution, service commercial and similar business activities. Lack of space can discourage or limit expansion of certain types of industrial businesses.

Unemployment rate: 5.2% (Q2 2014)

Employment rate: 60.5

(The percentage of the working-age population (age 15+) that is employed).

GDP (2013): \$14.9 billion

and is expected to grow 2.3% during the next three years.

Inflation rate (2013): -0.3%

Total building permits (2013): 577

Total building permit values measure construction activity and are a leading indicator of the economic cycle. Building permits tend to move with the economy. During periods of economic growth they rise, while during slowdowns they fall.

Housing starts (2013): 1,685

Housing starts are a leading economic indicator. Declines in housing starts suggest that economic activity is beginning to slow while increases indicate that economic activity is growing.

Sources: GVDA.

HOUSEHOLD INCOMES (GREATER VICTORIA)

Personal income per capita (2011): \$43,899

Personal income per capita is a fundamental measure of the standard of living of a region.

Median income (2011): \$33,301

Median income is the point at which half the population earns more and half earns less. It provides a somewhat more representative view of reality than average or per capita incomes because a small number of very high incomes can increase the average, but do not affect the median.

Median before-tax household income (2010, all household types): \$61,553

Higher than both the medians for BC (\$60,333) and Canada (\$61,072). Vital Signs.

Median before-tax income of single parent families (2011): \$41,810

This is above the medians for single parent families in BC (\$36,270) and Canada (\$37,900). Median income for single parent families in Greater Victoria has remained stable since 2008. Vital Signs.

Percentage of the population with incomes under \$20,000 (2010): 32%

Compared to 38% for BC and 36% for Canada. Vital Signs.

Percentage of the population with incomes under \$30,000 (2010): 46%

Compared to 51% for BC and 50% for Canada. Vital Signs.

Percentage of households who feel food insecure (2012): 14%

of households in Greater Victoria reported they were food insecure over the past 12 months, up from 12% in 2008. Vital Signs.

Sources: GVDA, or Vital Signs 2014 where indicated.

LIFESTYLE

Average housing prices (2013): \$480,997

Average housing prices are a measure of affordability in a region.

Median rent ranking in Canada: 7th**Median monthly payments for owner-occupied dwellings ranking in Canada: 13th**

In both cases they are substantially less than in Metro Vancouver.

Population per Total Health Practitioner: 629

Climate can be an important consideration for people interested in relocating for employment, retirement or general quality of life reasons. January Average (°C), July Average (°C), Average Annual Rainfall (mm), Average Annual Snowfall (cm). Compare to Victoria's "competitors".

Median work commute distance (2006): 4.6 km

This is a slight drop from the median commute of 4.7 km in both 1996 and 2001. It is the shortest median commute of Canada's top 20 metro areas, an improvement from 3rd place in 1996 and 2nd place in 2001.

Median commuting duration (2011): 20 minutes

Rank of highest percentage of sustainable work commutes among Canada's top 20 metro areas: 4th (27.0%)

Percentage of dwelling units within 400 metres of a transit stop (2011): 91%

based on 151,131 dwelling units in Greater Victoria. The Urban Core had the highest share (96.4%).

Percentage of residents who would describe themselves as happy: 88%**Percentage who feel supported by loving family, companions and/or friends: 87%****Percentage who feel somewhat or very connected to the community: 82%****Percentage who rate their general sense of physical wellbeing as high: 68%****Percentage who are satisfied or very satisfied with work and home life balance: 66%****Percentage who feel they know their neighbours well enough to ask for help or to offer assistance: 63%****Percentage who feel high or overwhelming stress associated with personal finances: 28%**

Sources: GVDA, or Vital Signs 2014.

ENTREPRENEURSHIP (GREATER VICTORIA)

Self-employment rate (2011): 12.9%

Metropolitan Vancouver: 12.2%.

Rate of self-employment relative to Canada's top 20 metro areas: 1st

for the last two Census years. 2nd only to Metro Vancouver in 1996. Self-employment is an indicator of the entrepreneurial character of an area. High rates of self-employment are also associated with a predominance of small business as most self-employed individuals operate small businesses.

Sources: GVDA

HIGH TECHNOLOGY (GREATER VICTORIA)

Employment growth since 2003: 38%

The two sectors that are most closely related to high technology are: professional, scientific and technical services; and information, culture and recreation. Growth of these two technology-related sectors since 2003 was much faster growth than either BC or Metro Vancouver.

Employment in High Technology-related Sectors: 26,900

VIATeC top 25 companies revenue (2012): \$964,988

VIATeC top 25 companies full-time employment (2012): 3,580

Number of high technology establishments: 884

Establishments (as defined by BC Stats) provide an indication of the number of companies operating in the high technology sector.

Sources: GVDA.

TOURISM

Cruise ship arrivals (2013): 203

Victoria Conference Centre Delegate Days (2013): 103,813

Victoria Airport Passengers (2013): 1,556,960

Hotel Occupancy Rate (2013): 64%

Hotel Room Revenue (2012): \$135,432,000

Revenue per room (2013): \$82,440

Average room rate (2013): \$128.2

Conference centre delegate days, airport passengers, cruise ships and hotel room revenue all measure the flow of visitors to the region.

Hotel occupancy rates and revenue per room also reflect the level of visitation, but are affected by the addition or loss of hotel rooms that changes the local supply.

Daily expenditure per person, based on exit surveys, is a measure of the contribution of visitors to the local economy.

Sources: GVDA.

COST OF DOING BUSINESS

Relative cost advantage compared to Seattle, Portland and San Jose: 9-17%

cheaper for all industries (after factoring in the depreciation of the Canadian dollar). The cost of doing business in Greater Victoria, with the exception of travel and transportation, is lower than many competing markets. Commercial real estate is generally abundant and affordable, though there is a lack of affordable and larger industrial land and buildings.

Only competing location in Canada with consistently lower costs: Edmonton and the largest difference is about 2%

Based on analysis of cost factors for software, research & development, and manufacturing companies.

Sources: GVDA

Draft Economic Action Plan Engagement Summary

October 2015



Introduction

On September 11, 2015, the Mayor's Task Force on Economic Development and Prosperity launched its draft economic action plan, *Making Victoria: Unleashing Potential* for public input at the *Thinklandia* kick-off event on the rooftop of the Bastion Square Parkade.

The Task Force's mandate is to advise on how City Hall can best deliver an economic development function that will increase the genuine well-being of citizens. Working with its many partners, City Hall has a role to play in increasing household incomes by making it easier for business to thrive and by supporting entrepreneurs and innovation.

"Create Prosperity Through Economic Development" is a key objective of the City of Victoria's strategic plan for focus and investment over the next four years. Appointed by City Council in April 2015, the Task Force is chaired by Mayor Lisa Helps and includes Councillor Margaret Lucas and community leaders in tech, tourism, labour, green business, commercial real estate, and community and regional economic development.

Public Input

Public feedback on the draft economic action plan was sought by way of an online survey at www.victoria.ca/prosperity, email correspondence to prosperity@victoria.ca and social media (#VicProsperity on Twitter) until the end of September.

The draft economic action plan and participation in the online survey were promoted on the City's website and associated Have Your Say portal, media release, social media channels (Twitter and Facebook), by email from the Mayor's office to local business, education, tourism and government stakeholders and neighbourhood associations, and by Task Force members sharing the opportunity with their networks.

The Task Force received input and support for the draft plan by email and by written correspondence from the University of Victoria and the Urban Design Institute (UDI). Emails and correspondence are included in the Appendices.

Earned media coverage of the draft plan and survey helped broaden reach. The "Team Victoria" San Francisco Trade Mission led by the Mayor with 31 representatives from local business, education, high tech and tourism sectors in mid-September, helped to promote the draft economic action plan and opportunity to provide input. Media clippings are available in the Appendices.

Social Media

While the City's social media posts were shared on Twitter and Facebook, input on the draft plan was not received on these channels. A social media summary is included in the Appendices.

Online Survey

The online survey was available for two and a half weeks and was completed in part by 149 respondents. The public had the option of completing the short version or the long version of the survey. Participants were not required to answer every question. The survey results are available in the Appendices.

Who We Heard From in Online Survey**Which neighbourhood do you live in?** Of 149 respondents:

26	Outside of the City of Victoria
21	Fairfield
16	Downtown
13	Fernwood
11	James Bay
10	Victoria West
9	Hillside-Quadra
9	North or South Jubilee
7	Gonzales
7	North Park
7	Oaklands
6	Rockland
4	Harris Green
3	Burnside Gorge

How old are you? Of 147 respondents:

Number of Participants:	Age:
68	40 – 59
54	25 – 39
22	60 years or older
2	18 – 24
1	Under 18

Gender: Of 148 respondents:

72	male
70	female
6	prefer not to say

Number of Business Owners: Of 148 respondents:

55	business owners
93	not business owners

Number of years business operated: Of 62 respondents:

31	More than five years
16	Less than one year
11	3 – 5 years
4	1 – 2 years

Experience at City Hall for business: Of 64 respondents:

20	Noted their experience was Good to Excellent
26	Neutral
5	Fair
13	Not good

Number considering starting up a business in Victoria: Of 123 respondents:

27	Yes
96	No

What would help you make the decision to establish your business in Victoria? Out of 22 respondents, key themes included:

- Improved development approval processes
- Less red tape; can do attitude
- Promotion of locally-owned business; relaxed zoning regulations
- Affordable rental space, fees, taxes
- Accessible downtown space, walkable, transportation and parking
- Networking and fun learning opportunities

What We Heard

The survey contained both quantitative and qualitative questions on the draft economic action plan's proposed "Business Hub" at City Hall and six primary engines to drive Victoria's businesses, generate jobs, raise household incomes, and increase well-being over the next four years.

Business Hub at City Hall

The role of the "Business Hub" is to streamline and de-mystify business and development processes at City Hall; make it easier to do business in Victoria; advise on how to reduce unnecessary red tape; connect entrepreneurs with the resources they need; and accelerate the development of a vibrant downtown.

There was high support for the proposed five main functions of the Business Hub. Out of 110 respondents, most agreed or strongly agreed with the following:

- Streamline and de-mystify all business and development processes at City Hall. (85.4% agree to strongly agree)
- Make it easier to do business in Victoria. (90.09% agree or strongly agree)
- Advise on how best to reduce unnecessary red tape. (82.9% agree or strongly agree)
- Connect entrepreneurs with the resources they need. (83.6% agree or strongly agree)
- Accelerate the development of a vibrant downtown. (85.3% agree or strongly agree)

Key themes for what is missing in the Business Hub function included:

- Work with the region on economic development
- Share data collection and analysis
- Encourage sustainable businesses (e.g. low carbon footprint, environmental protections)
- Ensure accessibility
- Develop co-working/incubation spaces
- Encourage young entrepreneurs
- Develop and accelerate business partnership models
- Involve First Nations and promote aboriginal business
- Celebrate local business
- Create a positive streetscape

Of 106 respondents, 81 (76.4%) supported the Business Hub being located at City Hall. Suggestions for other locations for the City Hub included:

- Revitalize an empty storefront; retail location
- Downtown business space
- High profile location on Government street with exposure to tourists and events
- Accessible for all
- Free parking
- Regional space

Of 105 respondents, 95 (90.5%) agreed the Business Hub service would be of benefit to entrepreneurs and new businesses in Victoria.

Of 32 responses, key themes for additional feedback on the proposed Business Hub included:

- To be effective it needs to be well-funded
- It should not duplicate the current role of the Downtown Victoria Business Association and the Greater Victoria Chamber of Commerce
- It should deal with cross-municipality bylaw conflicts
- Leadership from private and public sectors
- Make it casual and approachable
- Include social entrepreneurs and social enterprise
- No fees
- Think beyond downtown
- We need it yesterday

Six Primary Engines

Of the 93 – 95 respondents, there was strong support for four of the proposed engines, with the highest support for the Technology engine, followed by Entrepreneurship, Start-ups and Social Enterprise. The Government engine received moderate support.

- Advanced Education and Research & Development (75.6% agree or strongly agree)
- Ocean and Marine Sector (76.3% agree or strongly agree)
- Experiential Tourism (80% agree or strongly agree)
- Government (66% agree or strongly agree)
- Technology (87.2% agree or strongly agree)
- Entrepreneurship, Start-Ups and Social Enterprise (86% agree or strongly agree)

Key themes in the general feedback on the six proposed engines and draft plan included:

- Downtown UVic Campus and major art gallery – use space on the waterfront
- Consider accelerating start-ups over next four years
- Need to be more specific on what Experiential Tourism includes; include cycling and walking
- Include "accessible" tourist experiences
- Define "Social Enterprise" earlier in the plan
- Include green energy/sustainable development
- Strengthen partnerships and knowledge sharing
- Ensure there are no derelict buildings
- Business should lead economic change in partnership with government
- Include arts and culture as a primary engine
- Include health and wellness as an economic engine
- Is there a need to grow government?
- Keep rents low for business
- Focus on creating private equity systems
- Connect newcomers to Victoria with jobs
- Partner with Gustavson School of Business at UVic as partner for development projects
- Consider return to work programs
- Expand focus from cruise ships representing tourism
- Consider new tourist attractions downtown and develop waterfront
- Enhance downtown storefronts (e.g. clean, new awnings, empty spaces)
- Emphasis should be on attracting small, green manufacturing companies (light industrial)
- Make plan less linear and more as an "economic ecosystem"
- Reduce homelessness

At this point of the survey, out of 95 respondents, 54 (56.8%) chose to complete the long version of the survey, while 41 (43.2%) chose to complete the short version of the survey.

The long version of the survey asked participants to provide feedback on what can be improved and is there anything missing for each of the six engine's objectives, actions and metrics.

Below is a summary of feedback for each of the six engines.

Advanced Education and Research & Development

- Create a downtown campus for post-secondary institutions
- Take a leadership role
- Strengthen co-op placements
- Bursaries for co-ops
- Plan for people to find jobs who have experience but are not recent graduates
- Offer informal and formal education, professional development
- Become a Learning City
- Include private equity investment
- Lower taxes for entrepreneurs
- Offer tax credit/benefit/reward/grant for studying and staying on Vancouver Island
- Consider non-profit contribution
- Be clear on leadership and people-power

Ocean and Marine Sector

- Consider separating oceans and marine in objectives section of plan
- Skepticism of how Victoria can become an "Ocean City". Halifax tried this.
- Need to better define "global knowledge hub"
- Build capacity and knowledge
- A vision for partnerships, leadership and collaboration
- Victoria waterfront needs a master plan
- Work with multiple stakeholders to advocate and demand safety protocols
- Need metrics to reflect engagement with First Nations and revenue generation

Experiential Tourism

- Improve waterfront services between Ogden Point and Oak Bay
- Enhance streetscape of Government Street for tourists
- Customs pre-clearance may run into problems – maybe hire more staff to improve current system
- Need to expand scope to include conferences, training session and professional development that are offered by institutions, organizations, business – social entrepreneurs
- Private equity
- More money for global advertising
- Be careful tourism doesn't inflate costs
- Don't need more whale-watching boats
- More tax breaks for local cottage industries
- Ongoing stewardship
- Requires cost-benefit analysis and financial projections

Government

- Collaborate with other municipalities and the region
- Need to include non-profit sector as a significant economic player
- Create a culture of excellence at City of Victoria
- Get unnecessary government offices out of downtown
- Need to stop depending on government jobs
- Focus less on solely downtown and increase revitalization of north end
- Define partnerships with government in plan
- Hire local grads into government positions
- Expand and improve Ogden Point cruise ship facilities

Technology

- Recognize linkages between technology and education
- Attract highly qualified personnel to the region
- Be specific on what aspects of technology are being targeted in plan
- Make sure Better Business Bureau and Chamber of Commerce are encouraged to continue in their good work as tech sector grows
- Include "retention" in the Actions section of plan
- Foster a strong sense of teamwork
- Infrastructure investment and development plan and budget
- Monitor and measure tech companies success
- Measure local tech services provided by local firms vs imported services; exported services
- Don't levy too many new taxes as it will slow growth
- Need more government regulations in this sector
- Hire local talent

Entrepreneurship, Start-Ups and Social Enterprise

- Need to establish a youthful vibe
- Define which businesses are run by Songhees and Esquimalt peoples
- Need incubation space in downtown core for start-ups
- A procurement program is needed to encourage purchasing from small companies
- Need an inventory of what currently exists in local market
- Let market decide which businesses to support
- Lack of arts and culture reflected in plan
- Make sure there is a government committee to recommend solutions
- How does "made in Victoria" loan program differ from the Community Micro Lending?
- Need more clarity about specific sectors
- Why were just credit unions mentioned? What about banks?
- Need to be specific in metrics
- Include partnerships and collaboration with key stakeholders, e.g. Social Planning Council, credit unions, post-secondary schools, etc.

Some key themes for the question “**What does a prosperous City look like to you?**” included:

- Socially, culturally and economically diverse
- Beautiful, vibrant and creative City of Victoria
- Less empty storefronts and vacant space
- Thriving local business.
- Pride in neighbourhoods
- Respectful
- A green, walkable city with improved bike paths and secure bike storage
- “A” level attractions downtown and vibrant waterfront (e.g. shops, restaurants, pubs)
- Reduced homelessness
- Affordable housing
- Healthy city with strong arteries
- Busy streets including holidays
- Inclusive, shared and distributed wealth
- A \$15 minimum wage
- Opportunities for citizens regardless of education, age or economic level

Next Steps

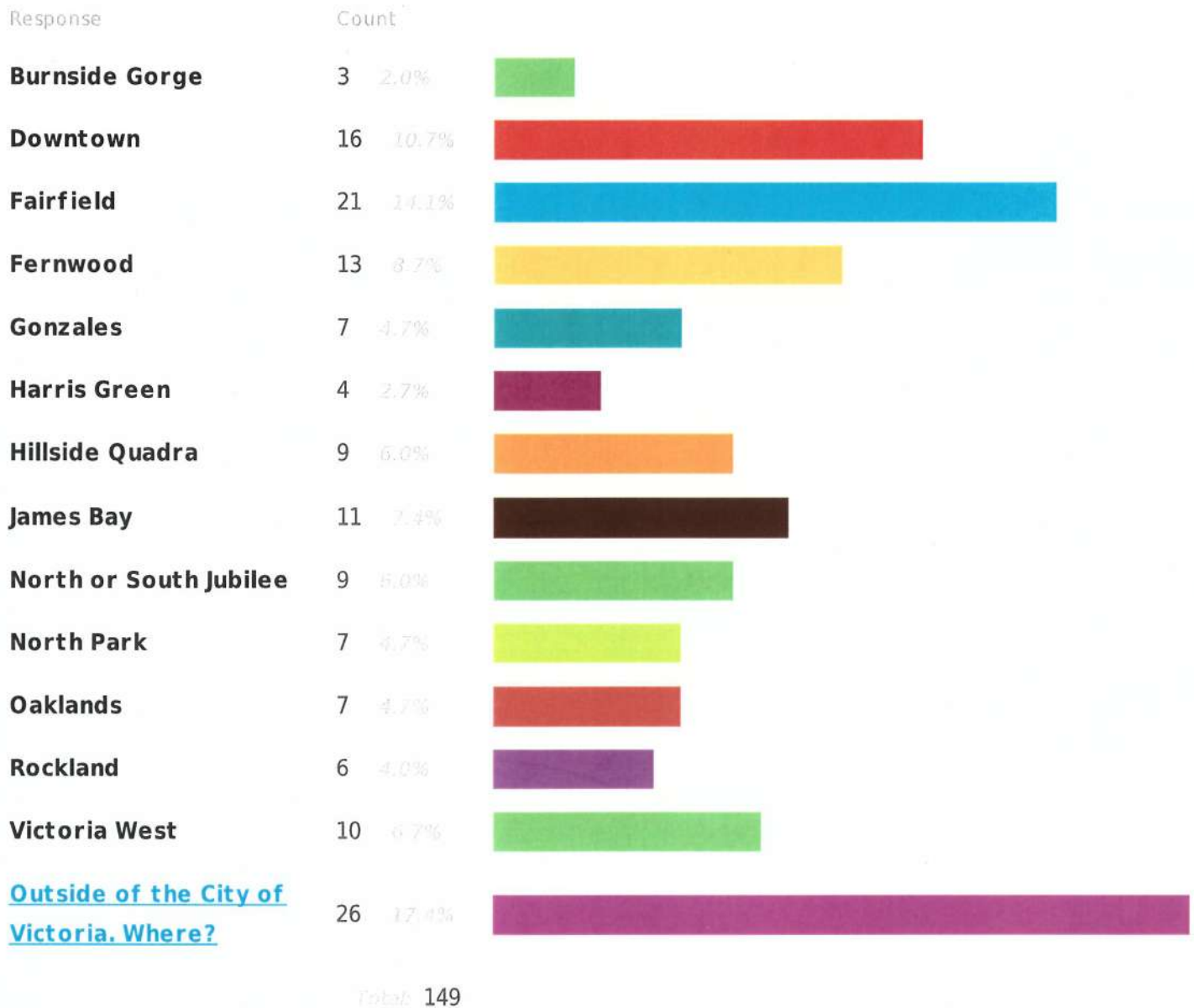
Public input will inform the recommended economic action plan that will be presented by the Mayor's Task Force on Economic Development and Prosperity to City Council for consideration at the Governance and Priorities Committee meeting on October 22, 2015.

Appendices

- Survey results
- Email correspondence
- Urban Development Institute letter
- University of Victoria feedback
- Social media summary
- Media release
- Media coverage
- Website content
- Stakeholder email and list

Economic Action Plan Report

Which neighbourhood do you live in?



West Saanich

Oak Bay and use every part of this region!!

saanich

Langford

Westshore

WESTSHORE

Saanich

Oak Bay

Saanich

Saanich

central saanich

Esquimalt

Cadboro Bay

Saanich

View Royal

Saanich

Brentwood Bay

Esquimalt

Cadboro Bay

University of Victoria

was born off the Gorge

There's an over-abundance of municipalities in the Capital Regional District. Does it really matter?

Saanich

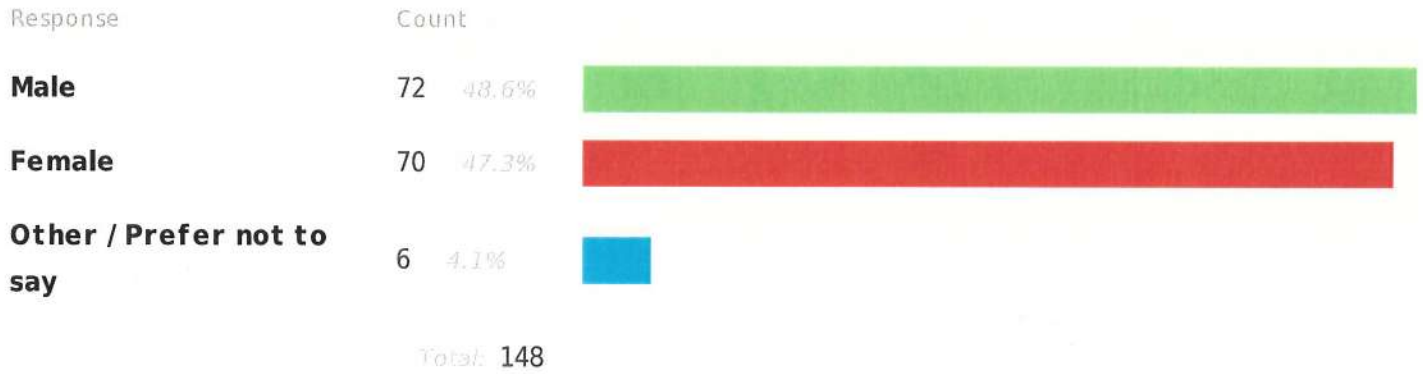
saanich

Saanich

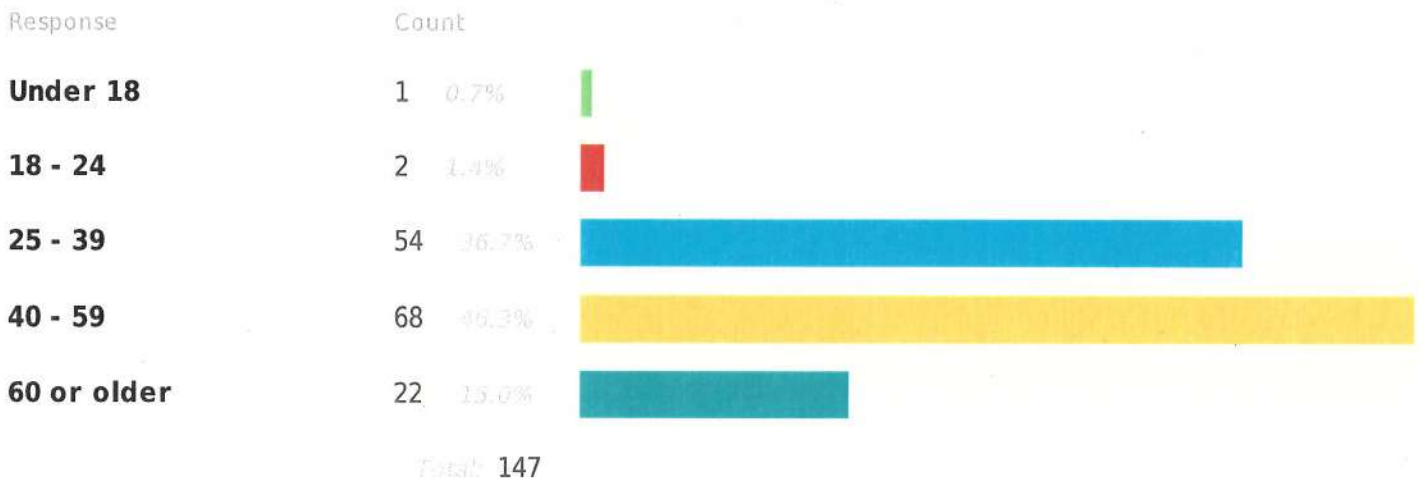
Cadboro Bay

West Shore!

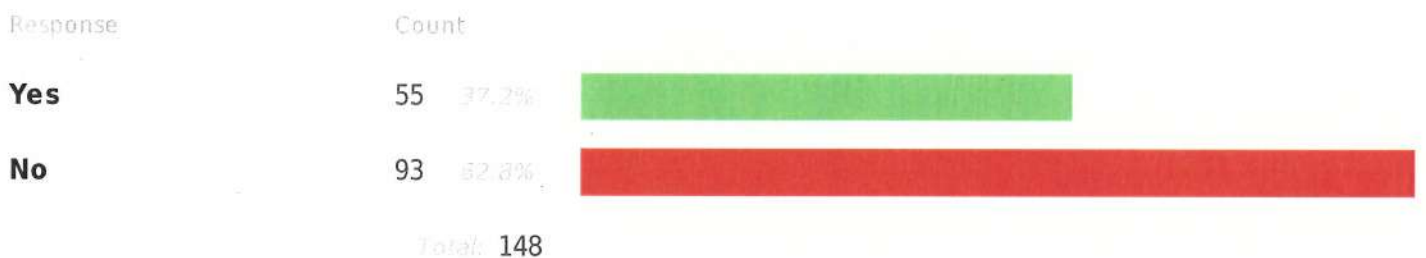
Please indicate your gender



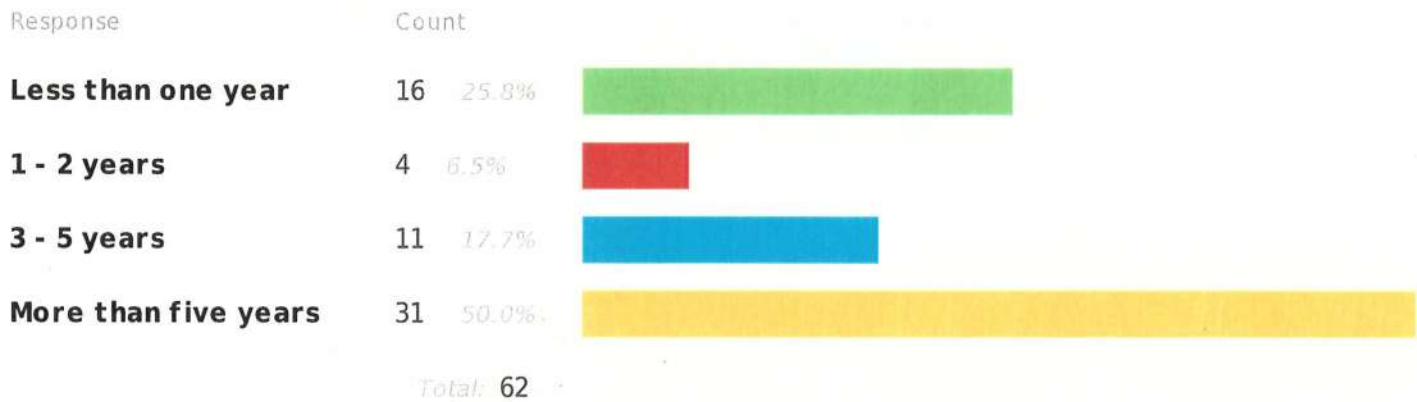
What is your age?



Are you a business owner in Victoria?



How many years have you operated your business?



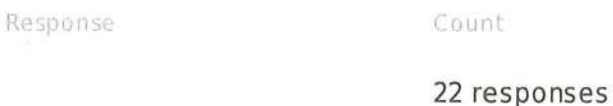
What was your experience like working with City Hall when you started, moved, or expanded your business?



Are you considering starting up a business in Victoria?



If yes, what would help you make the decision to establish your business in Victoria?



Networking for local business owners. Relevant, timely and fun educational opportunities.

Less red tap

More private equity early stage investment.

It is a nice place to live.

A relaxation on zoning regulations

Active promotion of locally owned businesses by City Hall, Chambers of Commerce etc. Really playing up the "made local" concept would help me and others thrive.

Being in a market that is suitable for my services, and I believe at this point in time that Victoria is a good place for me to do business.

Access to market data and help with meeting regulations, bylaws, etc.

networking opportunities, affordable space, market opportunities

Walkable city planning. People in cars are not my customers.

Location is essential to the business plan

N/A

Improved development approval processes and reduction of completely unnecessary red tape

Fees, taxes, transportation ease, ease of people getting to me and me to them, parking etc.

Lower rents or subsidized rents for first 5 years.

Affordable rental space. Ability to choose the size of rental space.

More pragmatism from City of Victoria council and administration, with a focus on improving how services are provided to all of the people that live and work within the City's boundaries.

Red tape

City Hall needs to help & understand business...

Accessible downtown space


Accessible and affordable space in a meaningful location

If more people supported initiatives like support land. I'm impressed with the concept and as a newbie in town, I'd like to see small businesses thrive. I've nominated some local stores near me.

Do you agree with the five main functions of the "Business Hub"?

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	
Streamline and de-mystify all business and development processes at City Hall.	57 51.8%	37 33.6%	15 13.6%	0 0.0%	1 0.9%	Total: 110
Make it easier to do business in Victoria.	66 60.0%	34 30.9%	8 7.3%	1 0.9%	1 0.9%	Total: 110
Advise on how best to reduce unnecessary red tape.	60 54.1%	32 28.8%	16 14.4%	2 1.8%	1 0.9%	Total: 111
Connect entrepreneurs with the resources they need.	66 60.0%	26 23.6%	15 13.6%	2 1.8%	1 0.9%	Total: 110
Accelerate the development of a vibrant downtown.	69 63.3%	24 22.0%	13 11.9%	2 1.8%	1 0.9%	Total: 109

Is there a function that is missing?

Response	Count	
Yes	43 43.4%	
No	56 56.6%	
Total: 99		

If yes, what would you include?

Response	Count
	41 responses

sustainability credits i.e business have lower or higher business license fees depending on meeting standards on waste, consumption ect.

Continuous Improvement should "not" be funded and managed using economic development resources period. I suggest you consider not exploring a business hub any further and instead consider tasking your staff to develop kaizen events to improve processes and task your HR resources to implement appropriate programs to support your staff to deliver measured service levels.

Promote aboriginal businesses specifically: fastest growing demographic + neediest population. Make this more central in your vision.

Be sure not to cut environmental protections and ethical safeguards when cutting "red tape", which is generally a buzzword for a specific agenda of deregulation and neoliberalism.

To reduce Victoria's carbon footprint. To allow citizens more input in development plans.

Business Ombudsman to target specific complaints

Ensure a "can do" attitude among all city staff

Infrastructure development especially transportation

Ensure universal accessibility at the Hub re: literacy, ESL, visual or hearing impairments.

Ensure that essential services (education, medical, policing are not out-paced by business growth).

Encourage development of coworking spaces, or other places where entrepreneurs can collaborate. They learn as much from one another as they would from a business hub.

Encourage young entrepreneurs

One suggestion is that there should be a staff person at the hub who is checking in with our downtown business community looking for constant feedback/input/ideas. Perhaps a City Hall Business Ambassador. Whether this be thru an email survey sent to random downtown businesses or by actually putting feet on the street and stopping in to talk to business owners. Many small, especially our downtown retailers, are in their businesses through out the day and are unable to take advantage of resources like this. However, they have valuable input/feedback and ideas. And also many business owners are unaware of what's happening at City Hall and the changes that are being implemented. Might be a great way to engage the businesses and create a sense of connection with City Hall.

Advice on ways to ensure your business is environmentally conscious

Develop and accelerate business partnership models and ways between the city and multiple stakeholder groups in the business and non-profit sectors.

support to do business with the City and other governments in the region (how to navigate procurement)

corporate social responsibility and first nations involvement

Improving safety and reducing crime. I believe this will improve foot traffic and benefit business.

Benchmark Victoria against a limited set of communities which have desired target attributes and classifying

benchmark victoria against a limited set of communities which have desired target attributes and close any identified gaps over time

provide start-ups with some incentives like year one free license, no charge for sandwich boards etc - every little bit of encouragement helps

Accessible lease/rental rates, lowering commercial property taxes, assistance with locating and applying for business development grants/funding, bursaries/scholarships for economic development training.

Lower taxes for small business.

Ensure neighbourhoods can also develop their commercial cores--it's not all about downtown

Where does my business fit within the region - the entire population - how can you help that? shouldn't I be a business of the region?

Explore opportunities for an innovative procurement program that supports small business.

Identify incubation space in the downtown core for start-ups.

The above are all "apple pie" statements. No one will disagree with it, but too broad on what it actually means.

Liason between the police and businesses and between street people and businesses

The ability for small businesses to "pop up" in vacant store fronts for very little cost. It would be amazing if the city could work with landlords to build a network of pop up spaces. It allows small business owners to be in the downtown core for short periods of time and introduces the public to new businesses

Focus on Vic West - the forgotten community. I think even City Hall thinks once you cross the blue bridge you are in Esquimalt. We pay our taxes to the City of Victoria. The business hub needs to include The RoundHouse development. We bought in Vic West 15 years ago because it was "the up and coming neighbourhood". We are still waiting.

was the downfall of Victoria when McDonalds and 7-11 stores moved onto Douglas St.

An opportunity to provide feedback and on-going dialogue on the following: the business and development processes, which red tape to reduce and how, and what a vibrant downtown really looks like.

I don't really agree with business hub for Victoria alone - should be an initiative of all CRD municipalities in one coordinated effort.

Celebrate local businesses with events/marketing

Continue with on line survies prior to decisions proposed by the business hub - Confirmation they're progressing with a positive change and not a bandaid solution.

Engage citizens

Continuous and available data collection and analysis that measures and reports on those aspects important to both Victoria's economic goals and those of the businesses we want to see develop. Amongst those goals should be accessibility of space (public, private and common) in central locations that are meaningful to our communities.

Hiring graduates and the inexperienced

Data collection and analysis that continuously measures and reports on those aspects that are meaningful to Victoria business, including data on the availability and affordability of meaningful space (public, private, common); market data (social and commercial); and the types of businesses and services Victoria wants/needs.

Shared internet access and better cycling lanes are a must. Has the city considered opting out of car traffic several days a week or pedestrian only large street like in Boulder, Colorado.

Create a positive streetscape environment for businesses.

Clean up the streets and reduce incidental costs of running a business related to street issues.

Accelerate the health and well-being of the community.

The proposed "Business Hub" is to be located at City Hall. Do you think this is a good location for it?



If no, where would be a better place to locate it?

Response	Count
31 responses	

Doesn't need to be in City Hall, but proximate. Perhaps revitalize one of the close by empty storefronts.

Yes at city hall because of costs of rent elsewhere but there are a lot of for lease storefronts that could work...

If you do go through with this I would suggest you consider a retail location on Government Street between

the harbour and Yates Street.

Should be mobile popups and in malls etc, where people are. Library's etc

Downtown business space

Better accessibility and parking for the greater Victoria area. Uptown or SOFA area.

In the business sector, north-east quadrant of downtown. This would send a message that the business hub is meeting business people on their own turf, not expecting business people to come to them. It signals priorities.

I like the idea of it being at city hall - creating the connection between city hall and our business community.

Somewhere that has exposure to the best of Victoria the water and parks

It needs to have a storefront location.

Not sure but accessing City Hall can be a bit of a nightmare (parking) and having been there it looks like most of the space there is utilized. Is it going to be given just a small office? The location needs to impress potential new business owners into the city

A qualified yes. Provided the Business Hub doesn't become another layer of bureaucracy and perceived as such. Have seen this occur even with a similar type of office located offsite. The art of success in this instance is in the attitude and tone set from the start. Leadership is probably the most important aspect. Whomever is leading the charge, the individual(s) need to be committed to genuinely serving the public/stakeholders, not to building an empire. Effectively, the Business Hub is a project management office tasked with facilitating change. It should adhere to the principles of sound but dynamic project management and be staffed with individuals who have solid track records in problem solving and high customer/public satisfaction focuses. It needs to reflect a strong "can do" business credibility by being actively solution oriented each and every day; being part of facilitating the resolution of problems/issues, not adding to them.

separate location

in community where parking is a bit easier and you want to revitalize

High profile location on Government street with exposure to tourist traffic and events

I would choose the Atrium building, or a building that shares space with other important businesses.

I believe the hub should be located in an area decided on through consultation with business owners and starting entrepreneurs.

independent - people see City Hall as bureaucracy - make it inviting and separate

Somewhere w easier access

Wherever it ends up, it should be in the downtown core.

Around Capital Iron and towards the bridge

Anywhere where there is free parking during the day.

I only answered "No" because City Hall would be good, but other locations would be better--there's a paucity of parking near City Hall and not enough secure bike lock-up facilities.

Anywhere there can be dedicated space with free parking. Feels like a money grab to have to park and pay to attend to City Hall which also is arguably an uninviting space.

I think being separated a bit from City Hall may be a good idea -- have a separate identity but obviously linking to City Hall is imperative.

I don't know - but the business hub concept should be an initiative of all CRD municipalities in one coordinated effort.

Shows City Hall is 'open for business'

As long as people know about it. There should be a storefront- style sign outside.

James Bay

As long as people know about it. It should have a storefront-style sign outside and active marketing.

Perhaps one central hub with one or two complimentary hubs in public libraries?!? Just a thought

Do you think the "Business Hub" service will be of benefit to entrepreneurs and new businesses in Victoria?



If no, why?

Response	Count
9 responses	

because money doesn't grow on trees and new business need capital more than they need less red tape

It is not funded well enough to be truly effective, therefore like VIATeC the public will perceive it is covered when it isn't even scratching the surface.

why? there are groups like Downtown Victoria and the Chamber (which is way too expensive to join) City Hall should not duplicate

As long as new goals won't be undone by older economic models.

The proposed location is terrible.

Probably be some benefit, but really requires coordinated initiative.

Business hub can't guarantee the best decisions only their own - it has the potential to let the next great idea go

There is a much larger context to attract business to this region that must be addressed.

It is already easy to set up a business

Do you have any additional feedback on the proposed "Business Hub"?

Response

Count

32 responses

its a great idea for development and for the booming cannabis selling industry (sad but true...)

I would strongly suggest you consider not moving forward with the HUB concept unless it has annual funding of >\$2M

Always consider the carbon cost of all business, transportation and development

If we are going to have a vibrant city we need to ensure that business serve the needs of those dwelling downtown i.e. pharmacies, variety stores, groceries, dry cleaners, etc. not just more tourist shops...Cook St. village is a good example....rents have to be affordable...can rent controls not be instituted for business?

Should also deal with difficulties on cross municipality bylaw conflicts

Be sure to keep awareness of this at a constantly high level so that it thrives and does not die on the vine

Leadership needs to come from both the private and public sector -

Under resources - it is my hope that new businesses are connected with the DVBA who work on behalf of

businesses in downtown Victoria and have support programs in place

Will there be access to information about spaces for lease in our core?

Will there be an information package with statistics and demographics about downtown Victoria available?

Media campaign out to some of our close by neighbours, to lure some of their entrepreneurs to consider expanding in #yyj ????

Love this idea of the hub!

It is a good idea but can't be too costly to run.

Not at this time.

No additional ideas...but the soon er the better...let get on with it.

I think there is huge potential for the "Business Hub" if run properly and not bogged down by municipal red tape. Run it like the ED of the GVCC

Finding employees and the cost of office space are two of the biggest challenges for business in Victoria.

Make it casual, approachable and not stuffy - less chamber like

staff with entrepreneurs or past business owners so they understand the experience of operating a business--- will make the service better

More emphasis needed on active business contribution to achieve action plan success (in contrast to relatively passive attendance at task force meetings and reacting to business hub services).... mentors, B2B discussions and other mechanisms/activities to strengthen the local business ecosystem.

Be prepared for some resistance as you move forward.

We need it yesterday

Yes, there should be no new funding for the hub. This should already have been a function.

I wish we were talking about the greater population of greater vic - that would help my business and maybe others.

Include social entrepreneurs and social enterprise.

This would be an excellent opportunity for Co-op student placement from a variety of disciplines.

I receive a low income from the Province and am concerned about rising costs of living and air quality. Low income neighbourhoods tend to be concentrated around bad air quality zones. Does the Business Hub take standard of living equity into account?

Will there be a fee involved. Is it like getting an in-house project manager who can navigate approvals.

Just to consider the pop up idea.

Think beyond downtown. It is The City Of Victoria, not "the Downtown City of Victoria".

it depends on what stores you allow. A Granville Island feel would be nice

Good if ideas above are implemented but if no changes made to processes it's pointless

How is it connected to other municipalities and regional initiatives? There must be an interrelationship or the silos will continue.

How are you going to find jobs for young people and recent grads, especially those from the working class?

Please have information on how best to partner with the City.

Do you agree that these are the appropriate six engines on which to focus to generate jobs and raise household incomes?

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	
Advanced Education and Research & Development	42 33.3%	29 23.2%	17 13.6%	5 3.9%	1 0.8%	94
Ocean and Marine Sector	39 31.2%	32 25.4%	15 11.9%	3 2.3%	4 3.1%	93
Experiential Tourism	41 32.3%	35 27.7%	12 9.5%	3 2.3%	4 3.2%	95
Government	23 18.2%	39 30.8%	17 13.3%	5 3.9%	10 7.8%	94
Technology	54 42.4%	28 21.6%	9 7.1%	2 1.6%	1 0.8%	94
Entrepreneurship, Start-Ups and Social Enterprise	59 46.4%	21 16.4%	11 8.6%	2 1.6%	0 0.0%	93

Comments

Response	Count
	29 responses

Downtown Uvic Campus - Major Art gallery - use of space on the waterfront - its time to spend money to make money...

Again, with such limited economic development resources you should only consider startups over the next four years. You could accelerate ten startups annually for \$250K as a bench mark.

"Experiential Tourism" is so buzzy and vague in your outline. Is it whalewatching?

So much of this happens outside of the borders of Victoria. In fact many of the crucial pistons in your engines are outside the borders of the city (UVIC, RR, Airport, Navy Base, most Marinas, for example). What can Victoria really do about the Government?

You need to define "Social Enterprise" much earlier in your document. Most people probably have no idea what it is.

I would add Green energy/Sustainable development to the list

The city of Victoria should not be overtaken by the Harbour authority and the cruise industry. Our city does not exist for the pleasure of cruise ship passengers.

Governments at all levels will continue to shrink. We to not include in any sustainable economical plan we do

Easier to improve/assist currently successful areas than to invent new ones

I was surprised that the sectors weren't chosen from the three highest-grown sectors listed in the appendix of the report. It seems as though the sectors that are currently growing are likely our best bet for future growth.

I am not sure experiential tourism is the only/best focus. I would suggest "accessible" tourist experiences is the better approach. Let's become the first place anywhere to offer opportunities for people with mobility challenges - an extremely large and growing segment of the population. Also "government" feels like a finite sector - it is unclear to me what 'growing' it would really look like.

Ensure that there are no derelict stores or buildings in the downtown core, even to the point of free occupation by those who wish to try a business venture, or show their hobby interests.

Strengthen partnerships and knowledge sharing and distribution between business and non-profit / NGO organizations. It is essential to create higher effectiveness and performance in the non-profit / NGO sector.

While government is indeed the single biggest creator of employer and leaser of office space and no doubt likely be, it is still a considerable number of eggs in one basket. May want to consider taking steps to up the ante on the percentages the other engines generate and contribute to economic benefits.

I particularly like the focus on experiential tourism, rather than just "tourism" in general.

all good sectors

WhAt about development?

Government should try to set an example for business but should not be relied on to generate jobs and raise household incomes. Government wages skew a city's idea of what wages should be. Business should

lead economic change with government as a partner.

there is nothing about the arts and culture which is shocking or disturbing. This is what creates the fibre and vitality of any community and to have missed this is a huge oversight.

Commit money where it will do the most good. Don't invest more than is necessary.

I think the Advanced Ed and Government sectors can take care of themselves--taxation consumes private resources available for investment--I wouldn't want to see massive investment to make things easier for entities funded primarily by taxes

City is neither qualified or should it try to "drive businesses". That should not be its role. Victoria has a track record of playing favorites with businesses. This is not as it should be. The City needs to create a level playing field. Get out of the business of subsidies for businesses.

Experiential tourism should include cycling and walking- a key part of the experience of living here

As an institution, UVic is active in all of the engines across all regions. With an annual economic impact of \$3.2 billion, UVic welcomes the opportunity to work with the City of Victoria, and all other municipalities, to enhance the economic impact across the region. We agree with the Engines identified and believe they align well with our own strategic plan and priorities. While UVic is engaged in all of these Engines with meaningful work being done in all of them, there is an opportunity to collaborate and enhance the programs and services being offered.

1. Growing government?!? Either the City of Victoria takes a direct hand in this by expanding its services, or it lobbies the governments of British Columbia and Canada to locate more offices within the City. The former is your own call, but the latter is a fool's errand.
2. The best opportunities for a vibrant economy is in new ideas. They might be in any sector, but the role of government needs to be to support that, rather than imposing barriers and disincentives. The "Entrepreneurship, Start-Ups and Social Enterprise" category captures that mindset.

These are all good, but are a linear, mechanistic approach to economic development. 'Engines' are created, driven, adapted and maintained by people....this reflects an institutional, problem-based approach.

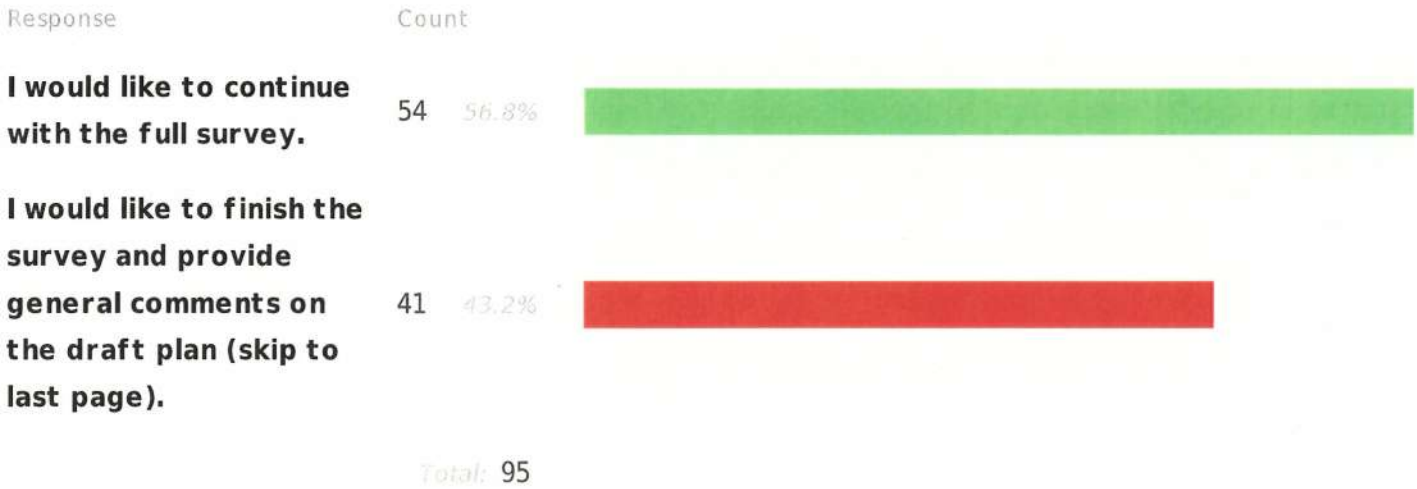
How are you actually going to get people hired into these jobs?

Arts/culture should be a primary engine as well, not merely spill-over. It contributes to a region's economic resilience just as any sector.

Sounds like you'd like to be transparent at the municipal level which sounds good. How about a focus on Eco tourism? Sustainability re housing and/ or transportation etc

With the push on increasing tech business growth in Victoria, I worry a lot about the effects of gentrification and increased rents. This has been a major issue in the Bay Area because of Silicon Valley and housing is already so unaffordable in Victoria. I also worry about too much focus on Tourism, which can be volatile depending on global economic markets and such.

Health and wellness for the community can be an economic engine comparatively with the rest of Canada and North America. One of the things the Pacific Northwest is known for is our level of health. Let's capitalize on these programs contributing to that, and include mental health and care in that equation (as mental health and exercise go hand-in-hand).



Do you agree with the proposed Advanced Education and Research & Development objectives:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Retain and put to work locally the benefits of the commercialization of the research and development at Victoria-area post-secondary institutions.	19 45.2%	14 33.3%	7 16.7%	1 2.4%	1 2.4%	42
Make obvious the pathways from university curricula to meaningful careers in Victoria.	22 52.4%	18 42.9%	0 0.0%	2 4.8%	0 0.0%	42
Better understand the unanswered questions that matter to the Victoria community and engage post-secondary institutions in the search for answers to those questions.	22 52.4%	11 26.2%	7 16.7%	1 2.4%	1 2.4%	42
Create a downtown campus for post-secondary institutions.	17 40.5%	10 23.8%	9 21.4%	5 11.9%	1 2.4%	42

Is there anything that can be improved?

Response	Count
	14 responses

Create a downtown campus for post-secondary institutions. YES!

In my experience this must be driven by private investment and the city should take a non leadership supportive role here, therefor I suggest you consider not applying any Ec Dev resources here at this time.

I would argue that the current relative economic stagnation is mainly due to an over-abundance of qualified talent in the region, combined with a lack of meaningful employment. Every decent job receives dozens, if not hundreds of qualified applicant. What is really needed is true economic stimulation that would create

more employment. Victoria still feels like a village in many respects. Unless a qualified person has significant connections in any given field, it is EXTREMELY difficult to find meaningful employment in one's field (speaking from experience). As a result, I have had to create my own employment, which is relatively precarious and does not pay enough, considering the high cost of living.

Given the similarities between the university / college and city as institutional operating entities, it is essential that universities in particular become more open and willing to share and develop intellectual property and increase effective commercialization between the university and the business and non-profit sectors. As a professional who is passionate and driven to create organizational excellence, it is essential to cultivate more entrepreneurial thinking and ways of operating in institutional organizations....we could name it 'corporate entrepreneurship'...there are many good things to be gained by combining the best of institutional management and entrepreneurial spirit and ways of doing business.

Camosun and UVIC should create campuses downtown not the City.

A downtown campus for post-secondary? This is the first I've heard of such a thing. Has there been a cost-benefit analysis of this?

University education is actually, outside the professions, pretty irrelevant to finding employment. Strengthen co-op programs and ensure universities are providing opportunities to develop skills to work in teams, independently solve problems and engage with what is going on in the community

We believe there is an opportunity for dialogue regarding a post-secondary presence in the downtown core, however, we think there are other ways of achieving this objective that wouldn't require a physical campus.

Stop pandering to street people, throwing money at every issue, particularly the homeless, has made things exponentially worse. Solving homeless, when they only want to party, isn't a plan that will work, only if unicorns are rinning the government. There were ~200 street people in 1990's, the good reverend , who lives in Sooke, broughtus a \$20,000.00 homeless solution that brought the total to ~5,000, now you want to throw \$50,000.00 and actualy say your going to solve homelessness? You are hopelessly naive to believe this drivel, just like bringing the Syrian refugees in because you saw a picture that insulted your senses. What abotu the 4 million in refugee camps along the borders or the woman being raped and sold makes along with their families as slaves, no problem because you didn't see a picture, you should be ashamed of yourselves for your ignorance, the premier included. NDP always thrthrows money but never considers the unintended consequences. Solve homelessness, what about the single mothers, pensioners and aboriginals who have to struggle, but don't have advocates and INVISIBLE to the NDP? Give your collective heads a shake before you clowns pat yourselves on the back for a job well done. You probably don't even live downtown, but havre all the answers! CLUELESS!

I think that we need to not just highlight "university" curricula. We have a large community college in this region and I think that what is happening at that level is of utmost importance.

'Education' is complex and multi-facetted, ranging from informal to formal, which is NOT reflected in this

narrow institutional perspective. Victoria is a place of life-long learning, and this needs to be fostered in all of its dimensions!!!

Programs to hire graduates directly out of post-secondary institutions.

Emphasize downtown campus! It should be a centrepiece from citystudio-style youth centre to adult continuing studies to open community forum

Integrating students with community and civic life. As a former student, I know it's hard for many to "think outside the ring" (i.e. ring road at UVic) and get involved with what's going on politically and socially in the municipalities. We want them to be able to stay in the community and profit from it, but they also must know, understand, and care about that community as well.

Is there anything that is missing?

Response

Count

10 responses

Private equity.

See above.

Having newly arrived in Victoria and finally returning to my beloved B.C., I am at an early stage of understanding the drivers and dynamics that underlie the business, social and institutional culture that is Victoria...a beautiful and resource rich city with significant potential, and lots of work to be done to realize this possibility.

I would suggest that a focus be placed on post-secondary institutions and co-op placements to help those with education gain practical experience as they will need it in this labor market.

There was no comparison about other cities and the % of students who stay or leave. You need to substantiate data.

Yes. More information about a downtown post-secondary campus. Are there any architectural drawings yet?

Intelligent politicians, instead of Politically correct morons!

See above...life long learning as a focus. This would much more accurately describe the landscape. I'm an advocate for Victoria to become a Learning City, a UNESCO designation, that over 1000 cities around the world have adopted. Let's be bold and innovative.

Personal information

as well as providing many learning/training/educational offerings to business, NP, and governments.

See above

It should be inviting to the public to encourage continues learning, ie the complete opposite of our current sequestered campuses

Do you agree with the proposed Advanced Education and Research & Development actions:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Create an inventory of linkage opportunities between Victoria businesses and organizations and post-secondary institutions.	21 52.5%	13 32.5%	3 7.5%	2 5.0%	1 2.5%	40
Partner with co-op programs and other job-placement opportunities to place post-secondary students in Victoria businesses and organizations.	26 65.0%	9 22.5%	2 5.0%	2 5.0%	1 2.5%	40
Develop a job fair package / materials / presentation and go to job fairs at post-secondary institutions profiling Victoria as a great place to work and highlighting opportunities for well-paying jobs in Victoria.	14 35.0%	12 30.0%	10 25.0%	3 7.5%	1 2.5%	40
Partner to create a post-secondary presence downtown including but not limited to teaching and research facilities, incubation opportunities, continuing studies / life-long learning, student housing, and a City Studio (www.citystudiovancouver.com).	17 42.5%	11 27.5%	6 15.0%	4 10.0%	2 5.0%	40
Implement Mayors Task Force on Housing Affordability Recommendations to increase supply of workforce housing.	23 57.5%	6 15.0%	7 17.5%	0 0.0%	4 10.0%	40

Is there anything that can be improved?

Response	Count
	10 responses

Again your missing the private equity investment link so this will be a long exercise with limited economic impact.

There is much emphasis here on the linkages between post-secondary institutions and businesses, which would facilitate the job search for graduates. However, what is the plan for people who have many years of experience in a field and cannot find a decent job? Seems to me that this category falls through the cracks.

Speaking as a man committed to lifelong learning, and as a specialist in the area of mentoring, including education and training, and program design and implementation, it is essential that we accelerate and expand strategic mentoring among multiple stakeholder groups in all sectors. Creating a robust and sustainable mentoring culture, which is at the heart of a learning organization, and fundamental to most high performance organizations, has significant and lasting impacts. Thank you.

bursary for co-ops to take place in small business and social enterprises that may not be able to afford co-op

Maybe a new dormitory? Another fraternity? A new expansion?

We are in support of all the Actions noted and believe that through programs being developed at UVic, such as our newly formed Office of Community University Engagement, we can work collaboratively. OCUE reflects the university's commitment to socially responsive research, community- university engaged scholarship and interdisciplinary innovation allowing the opportunity to match research and education with societal need.

See above

Think bigger, be bolder, and include the entire range of learning, professional and personal development opportunities.

These are all indirect methods of addressing the problem.

Open civic education on how the city operates and meets its infrastructure needs; direct link from research to service development to meet upcoming needs, for example green roof conversion, urban/vertical agriculture, continued sewage improvement etc

Is there anything that is missing?

Response

Count

9 responses

Private equity.

See above

many students are underemployed... can we think about those that have graduated recently and are either underemployed and/or not working in their sectors?

Focusing post-secondary research/programming to address deficits in Victoria-specific social issues such as harm reduction, homelessness and mental health/addictions.

A good projection for how many new students/workforce there will be. New dorms or schools etc. should be built only if there is enough demand.

Again see above, its ridiculous we have to put up with people partying in our parks and lowering housing prices for those who work for a living. Stop pandering you only make it worse< how come you can't see the obvious? Why do we need to barricade our doors and clean up feces? Build it and they will come! They already are here with more to come with your silly announcements.

Increase access to post-secondary education for first nations communities.

See above comments....there is NO recognition of the scope, depth and breadth of nonformal, informal learning that is now in Victoria and could be enriched significantly through marketing, branding, promoting the City as a learning city. This links to all the 6 engines, as ongoing training/development, incubation is essential.

A dedicated program to slot graduates into the careers they trained for and were promised!

Do you agree with the proposed Advanced Education and Research & Development metrics:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Increase in number of students who find well-paying jobs in Victoria after graduation.	20 50.0%	13 32.5%	6 15.0%	0 0.0%	1 2.5%	40
Increase in co-op placements in Victoria businesses and organizations.	20 50.0%	15 37.5%	4 10.0%	0 0.0%	1 2.5%	40
Increase in number of students who start businesses in Victoria after graduation.	17 42.5%	16 40.0%	5 12.5%	1 2.5%	1 2.5%	40
Increase in local use and commercialization of products and technologies developed in post-secondary institutions	19 47.5%	9 22.5%	11 27.5%	0 0.0%	1 2.5%	40

Is there anything that can be improved?

Response	Count
	5 responses

Understand how private equity drives this and the reason this isn't happening already is because of a lack of private equity and investment vehicles in Victoria.

Using specific sectors/parameters of above mentioned points. There are sectors in Victoria that are over-saturated - ie. holistic health care BUT sectors that are under-served - ie. GPs

Maybe lower taxes for entrepreneurs?

Expand the scope to encompass community engagement

Actually hire students and graduate, especially locals!

Is there anything that is missing?

Response Count
6 responses

Private equity.

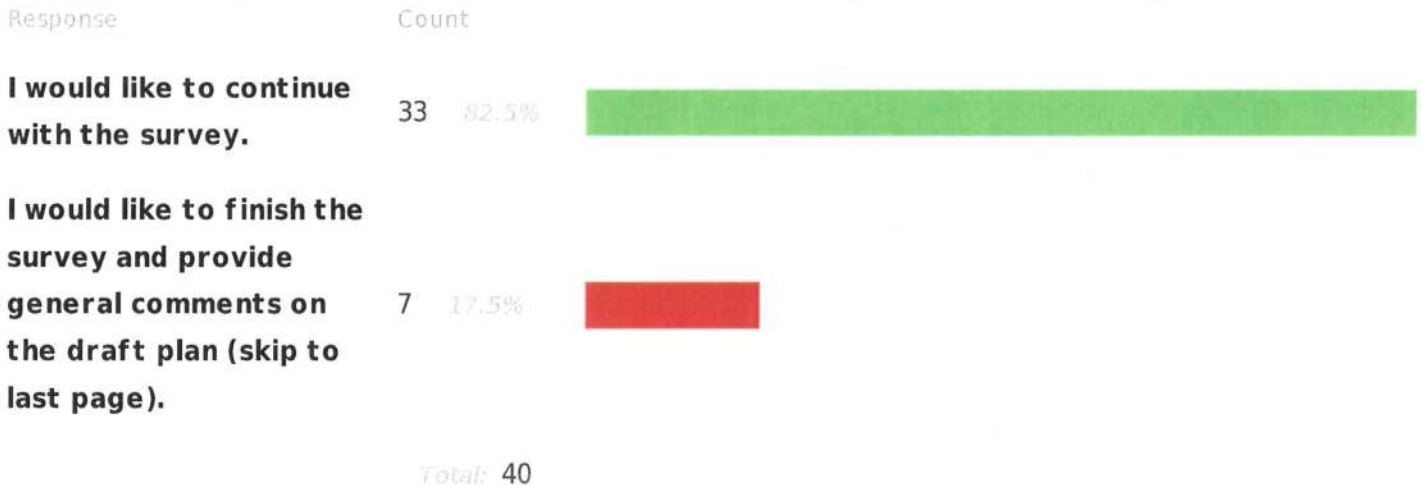
Another tax credit/benefit/reward/grant for studying and staying on Vancouver Island.

Increase in number of interdisciplinary research projects that meet a community need.

There is no mention of the 'plural sector', i.e. the nonprofit and civil society presence and contribution. One example, ICA provides essential training to new immigrants and refugees.

Again, a program to hire students and graduates, especially locals from working class backgrounds.

Links for arts and humanities, to strengthen democratic awareness and keep business human



Do you agree with the proposed Ocean and Marine sector objectives:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Identify new marine educational programs and how to improve existing programs consistent with the institutes' existing academic calendars.	15 (48.4%)	6 (19.4%)	7 (22.3%)	0 (0.0%)	3 (9.7%)	31
Identify new technologies or how to significantly improve existing technologies that are used within the marine sector.	16 (51.6%)	8 (25.8%)	6 (19.4%)	0 (0.0%)	1 (3.2%)	31
Expand or modernize marine facilities, improve existing products, or develop new products that can be used in the marine sector.	17 (54.8%)	4 (12.6%)	8 (25.8%)	0 (0.0%)	2 (6.3%)	31
Become known as "Canada's Ocean City" and a global knowledge hub for the ocean and marine sector and capture share of global emerging interest.	15 (48.4%)	7 (22.3%)	6 (19.4%)	1 (3.2%)	2 (6.3%)	31
More aboriginal people employed in all aspects of the sector.	14 (45.2%)	8 (25.8%)	6 (19.4%)	1 (3.2%)	3 (9.7%)	32

Is there anything that can be improved?

Response	Count
	6 responses

A marine industry leakage analysis.

More hiring of all ethnic peoples is the best and right thing to do.

Canada's 'Ocean City' on the West Coast will probably always be Vancouver, unless we turn our island into Lower Manhattan, which would facilitate the need for better sewage treatment.

Consider separating 'oceans' and 'marine' within the Objectives (i.e.: first objective)

See my previous comments that this is a linear approach to economic development...good action steps, but it is not clear to me how the leadership and people-power will be mobilized.

Improving technology is great but we don't need substantial increased traffic of large ships. We are too small, that would only burden our industrial capacity and generate industrial sprawl.

Is there anything that is missing?

Response

Count

5 responses

Private equity.

Canada's ocean city? Not going to happen Newfoundland, Halifax, Montreal are much better positioned for this

A better explanation of what a 'global knowledge hub' would really look like.

Leverage revenue opportunities through collaboration with ONC (i.e.: international business partnerships; international ocean-related conferences; ocean exhibit area in Steamship terminal)

Build capacity & knowledge (i.e.: engage Coastal / First Nations communities to monitor ocean environments; utilize community mapping initiatives to incorporate traditional knowledge into a better understanding of ocean/coastal environment)

A vision for partnerships, leadership and collaboration.

Do you agree with the proposed Ocean and Marine sector actions:

Variable

Strongly

Agree

Agree

Neither Agree or

Disagree

Disagree

Strongly

Disagree

Facilitate connections

	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
between Advanced Education and Ocean and Marine Sector to increase the supply of local, specialized skills and knowledge that this engine needs.	12 40.0%	13 43.3%	3 10.0%	0 0.0%	2 6.7%	Total: 30
Streamline land use and businesses processes at City Hall.	13 41.9%	9 29.0%	4 12.9%	3 9.7%	2 6.3%	Total: 31
Connect with other leading ocean and marine cities by hosting events and encouraging companies to locate additional branches in Victoria.	15 50.0%	10 33.3%	2 6.7%	1 3.3%	2 6.7%	Total: 30
Highlight environmental practices and advancements and relationship between clean-tech / software development and the Ocean and Marine Sector.	16 53.3%	10 33.3%	2 6.6%	0 0.0%	1 3.3%	Total: 29
Continue to provide opportunities for Esquimalt and Songhees peoples to participate in sector through job and skills training and hiring practices.	15 50.0%	6 20.0%	6 20.0%	1 3.3%	2 6.7%	Total: 30
Support existing investigations into the merits of acquiring new equipment (e.g. graving dock) to service vessels up to 150 metres in length and 30 metres wide (e.g. ...)	10 33.3%	13 41.3%	3 9.4%	1 3.0%	3 9.0%	Total: 30

and so metrics like (e.g. the C class BC Ferries as well as the new ones they are currently building that will need servicing).

Strongly Agree Agree Neither Agree or Disagree Disagree Strongly Disagree

Is there anything that can be improved?

Response

Count

4 responses

Victoria waterfront needs a masterplan. Recycling and low end products shouldn't be in the area. Need to provide more on-water eating/drinking options.

On the topic of connections between education and the industry- In Prince Edward Island, the aerospace as well as bioscience sectors have worked closely with Holland College to develop timely curriculum to prepare students for the requirements of today and the future. There has been great feedback on how prepared students are to enter the workforce because of this.

Continue the support of acquiring new equipment (graving dock) for vessels up to 150 m. in length and 30 m. wide (C class BC Ferries).

Hire local grads

Is there anything that is missing?

Response

Count

3 responses

Where are the waterfront eating/drinking attractions between Ogden Point and Oak Bay Marina? Outrageous waste and under utilization of this phenomenal asset.

Could the island produce any of it's own diesel or coal? All these new ships will need fuel.

Hiring local grads

Do you agree with the proposed Ocean and Marine sector metrics:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Increase the number of people employed in the sector.	11 35.7%	11 35.7%	4 12.9%	2 6.3%	2 6.3%	30
Increase the number of local companies in the Ocean Networks Canada national alliance.	9 31.0%	12 41.4%	5 17.2%	0 0.0%	3 10.3%	29
Within five years, 10 new private sector companies are created (or relocate here from other cities to better position themselves) in the sector.	11 37.7%	10 32.3%	5 15.9%	2 6.3%	1 3.0%	29
Within three years improve visibility across Canada as Canada's Ocean City (measured by?)	9 32.1%	8 28.6%	7 25.0%	1 3.6%	3 10.7%	28

Is there anything that can be improved?

Response	Count
	4 responses

The sector working with multiple stakeholders, especially with governments, must advocate and demand stronger safety protocols to protect the beautiful waters that make our home special and precious.

Halifax has already tried using "Canada's Ocean City" before though not has a full branding or communications campaign.

<http://www.halifaxpartnership.com/en/home/Invest/economy-sectors/default.aspx>

There might be more of an opportunity for a niche market in ocean and marine technology that isn't so wide spanning.

Making us the 'Ocean City' would require building a bridge to Vancouver. In microcosm, this would be comparable to building our own 'Chunnel'.

Is a metric needed to reflect engagement of First Nations communities within the actions related to this Engine?

Is there anything that is missing?

Response

Count

2 responses

How about some underwater domes so we could become the new Atlantis?

Metrics specific to revenue generation due to leveraging the presence of ONC and the reputation as a international research hub for oceans.

Response

Count

I would like to continue with the survey.

29 90.6%



I would like to finish the survey and provide general comments on the draft plan (skip to last page).

3 9.4%



Total: 32

Do you agree with the proposed Experiential Tourism sector objectives:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Achieve a 72% hotel room occupancy rate by 2017 on a sustained basis. (70% is consistently profitable and is thereby the threshold above which investors become very interested.)	9 34.6%	10 38.5%	6 23.1%	0 0.0%	1 3.8%	26
Make Victoria a year-round tourist destination; achieve a sustained off-season occupancy rate of 59% by winter 2017.	10 38.5%	10 38.5%	5 18.9%	0 0.0%	1 3.8%	26
Have customs pre-clearance in place at all regional facilities.	11 42.3%	10 38.5%	3 11.5%	1 3.8%	1 3.8%	26
Dramatically increase the number of businesses and events that offer authentic #onlyinVictoria products and unique experiences.	8 30.8%	9 34.6%	7 26.9%	2 7.7%	1 3.8%	27
Become a homeport to small boutique cruise ships.	10 37.0%	7 25.9%	6 22.2%	2 7.4%	2 7.4%	27
Further diversify Victoria's tourism economy including food, beer, and wine tourism, and other experiential opportunities.	13 48.1%	8 29.6%	2 7.4%	3 11.1%	1 3.7%	27
Grow the profile of Victoria's Eco-tourism opportunities that						

encourage land

**conservation and marine
stewardship, protecting
our natural assets and
attractions for the long
term.**

Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
15 52.7%	8 27.3%	2 7.7%	0 0.0%	1 3.8%	26

Is there anything that can be improved?

Response

Count

4 responses

AS before, greatly improve waterfront services between Ogden Point and Oak Bay.

have you ever tried to eat after 9 pm? Find suppliers for Victoria made products? There are a proliferation of malls. Visitors comment on the ghastly appearance of Douglas St, the terrible welcome by street people and the vacant store fronts. Government St is just tshirt shop after tacky souvenir shop. People see this and comment. We need to broaden the city so there are things to do before 10 or 11 am an after 8 pm. The fact that arts and culture is missing from this report is highly shocking. However, the group that wrote it are "old boys club" there was no call for public representation and no new thinkers - it was the same old same old.

Customs pre-clearance may run into large problems with both U.S. and Canadian Federal Governments. Maybe just hire more personnel to make the current system as convenient as possible.

The scope and depth of what 'experiential tourism' is....there is NO mention of the number of people who come to conferences, training sessions, professional and personal development offerings by a wide variety of institutions, organizations and businesses...many of which are social enterprises!!!

Is there anything that is missing?

Response

Count

4 responses

Private Equity

Tourism inflates the price of ordinary products and services that have been re-branded as 'experiential', which negatively impacts the local economy/purchasing power, especially low income earners, namely tourism employees and the like. Victoria's reliance on tourism in the absence of true economic diversification (substantial tech or industry) is the typical model for boom-bust seasonal cycles of the tourism sector. Be cautious investing too much in tourism.

More money for global advertising?

See comment above....a full and complete recognition of what 'tourists', visitors to this region may be looking for!

Do you agree with the proposed Experiential Tourism sector actions:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Deliver effective sales and marketing to help drive year-round accommodation and sector occupancy.	8 30.8%	12 46.2%	4 15.4%	1 3.8%	1 3.8%	26
Continue to emphasize shoulder season reasons to visit such as Halloween, Christmas and Valentine's Day.	8 30.8%	12 46.2%	2 7.7%	2 7.7%	2 7.7%	26
Create a customs pre-clearance pilot at Belleville Terminal as a step towards pre-clearance at all regional facilities (Ogden Point, Victoria International Airport).	12 46.2%	11 42.3%	1 3.8%	1 3.8%	1 3.8%	26
Better communicate the opportunity for entrepreneurs to serve Victoria's rapidly growing tourism sector. Increasingly, customers don't want tacky tourist stuff, they want authentic experiential tourism.	11 42.3%	12 46.2%	1 3.8%	1 3.8%	1 3.8%	26
Make it easier to do events and open businesses. Specifically create a 'how-to' events guide.	13 50.0%	10 38.5%	2 7.7%	0 0.0%	1 3.8%	26
Profile Victoria's natural capital and ecotourism opportunities.	16 61.5%	6 23.1%	2 7.7%	1 3.8%	1 3.8%	26

Is there anything that can be improved?

Response

Count

6 responses

What worries me is eco-tourism = more whale watching boats. There are already a floating ghetto around the pods in the summer and its not a healthy experience. Improving winding road to Port Renfrew is needed to move traffic west.

Yes stop nickle and diming us - let us have free sandwich board, a free license - do you really need \$25 that badly? That's the equivalent of selling 100 postcards!

Ugh! 'Natural capital' is an indicator of an unimaginative task force - attaching monetary labels to ecology perpetuates a consumerist ideology, which is counter to the emerging climate adaptive mindset.

People will always want tacky tourist stuff, providing it's locally made, and not manufactured abroad (guess where).

See comments above....expand scope to include all visitors to this region, who come for learning and development in a range of topics, focus.

Tourism is fickle. Isn't there something better we can be doing?

Is there anything that is missing?

Response

Count

4 responses

Older people don't want whale watching boats and scuba diving. They want more eco if you call Butchart Gardens eco.

More tax breaks for local cottage industries.

Ongoing stewardship and protection of Victoria's natural capital, do not commodify!

Yes...see above comments. Obvious links to other 'engines', all of which bring people to this area...not just from cruise ships.

Do you agree with the proposed Experiential Tourism metrics:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
70% occupancy by 2017.	8 32.0%	9 36.0%	7 28.0%	0 0.0%	1 4.0%	Total: 25
59% winter occupancy by 2017.	8 32.0%	9 36.0%	7 28.0%	0 0.0%	1 4.0%	Total: 25
Pre-clearance pilot project in place at Belleville Terminal.	10 40.0%	10 40.0%	3 12.0%	1 4.0%	1 4.0%	Total: 25
Increase in number of #onlyinVictoria products, services and experiences.	7 25.9%	14 51.9%	4 14.8%	1 3.7%	1 3.7%	Total: 27

Is there anything that can be improved?

Response

Count

3 responses

If the intent of #onlyinVictoria means value-added locally manufactured/funded (local capital) products and services, then yes.

More occupancy will mean more hotels being built. Hotels cost money. Has anyone been contacted who can put up the funds?

See above.....envision the potential of Victoria as a 'learning city'.

Is there anything that is missing?

Response

Count

2 responses

Cost-benefit analysis and financial projections. How many new tourists will be coming? How much money will be made/required?

Yes, lots...a very narrow perspective. For example, how many people come to conferences here...are they 'tourists'...how are they accounted for?



Do you agree with the proposed Government objectives:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	
Amenity-rich downtown Victoria is the most desirable location in the province for government offices.	8 29.6%	7 25.9%	8 29.6%	3 11.1%	1 3.7%	Total: 27
Belleville Terminal is revitalized through partnerships between the City, the private sector, and the provincial and federal governments.	11 40.7%	13 48.1%	2 7.4%	0 0.0%	1 3.7%	Total: 27
Ship Point has a world-class outdoor performance space in partnership with the provincial government, and the private sector.	9 34.6%	11 42.3%	4 15.4%	1 3.8%	1 3.8%	Total: 26
The provincial government is an early adopter and terrific 'first customer' for locally developed solutions and products.	10 37.0%	10 37.0%	4 14.8%	2 7.4%	1 3.7%	Total: 27

Is there anything that can be improved?

Response	Count
	6 responses

Get unnecessary govt offices out of downtown, including city workers. The buildings are cheap, plain and ugly.

Create a culture of excellence in the City of Victoria government ...now that would be something worth focusing on.

All good ideas. But make sure not to leave the rest of the island out.

Focus less on solely downtown. Increase efforts to revitalize north end of downtown into Burnside Gorge & Douglas Corridor as a gateway to Vic

The 'government' sector in Victoria is a rich resource...and this is a very narrow set of objectives. What partnerships, how will the collaboration occur?

Hiring local grads into government positions

Is there anything that is missing?

Response

Count

4 responses

Expand and improve Ogden Point Cruise Ship facilities to accept more ships at once

More government offices in Nanaimo or another Chamber of Commerce elsewhere on the island will help small rural businesses to be included.

Any reference to links to other municipalities and the regional government. [seems inconsistent with the stated intention for more collaboration and integrated service delivery across the region]. There is NO mention of the non-profit sector.

A program to hire local grads into government positions.

Do you agree with the proposed Government actions:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	
Continue to invest make downtown Victoria welcoming, amenity rich, and vibrant.	14	11	1	0	0	Total: 26
	53.8%	42.3%	3.8%	0.0%	0.0%	

	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Facilitate development that supports the retention and relocation of government offices to Victoria.	8 30.8%	7 26.9%	6 23.1%	2 7.7%	3 11.5%	26

	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Develop Belleville Terminal Action and Funding Plan in partnership with private sector and provincial and federal governments.	10 40.0%	11 44.0%	3 12.0%	0 0.0%	1 4.0%	25

	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Develop plan for Ship Point and work with the private sector and provincial government, and private sector to fund it.	10 40.0%	11 44.0%	3 12.0%	0 0.0%	1 4.0%	25

	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Work with Ministry of Technology, Innovation and Citizens' Services to ensure that Victoria tech and other companies are poised to participate in the BC Developers Exchange.	9 34.6%	12 46.2%	3 11.5%	1 3.8%	1 3.8%	26

	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Complete a conditions and amenity survey with the Ministry of Technology, Innovation and Citizens' Services to better understand Provincial location decision priorities.	7 26.9%	8 30.8%	9 34.6%	1 3.8%	1 3.8%	26

Is there anything that can be improved?

Response

Count

3 responses

Do the conditions and amenity survey, do the project, and then keep surveying as a way to track progress.

see above comments

See above

Is there anything that is missing?

Response

Count

2 responses

Maybe an oversight committee to make sure that ministries & companies are not just poised but in fact move forward to participate in the BC Developers Exchange.

see above comments....collaborations with other municipalities, region, and recognition of nonprofit sector as a significant economic player.

Do you agree with the proposed Government metrics:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	
See the development of more than 250,000 square feet of new, provincial government oriented offices within the City of Victoria by 2019.	7 26.9%	4 15.4%	7 26.9%	3 11.5%	5 19.2%	Total 26
Expand the aggregate square footage occupied by Provincial/Federal/Municipal government and government-related occupants from 3,057,697 sf to 3,400,000 sf by 2019.	6 23.1%	5 19.2%	7 26.9%	4 15.4%	4 15.4%	Total 26
There is a joint redevelopment and enhancement initiative for the Belleville Terminal lands collaboratively established between the City, the Province and potentially private sector actors and have such plan receive requisite municipal approvals prior to 2018.	9 36.0%	10 40.0%	3 12.0%	1 4.0%	2 8.0%	Total 25
Ship Point redevelopment plan for an outdoor performance venue and park is approved by Council and fully funded through partnerships between the City, the province, and the private sector.	10 40.0%	12 48.0%	2 8.0%	0 0.0%	1 4.0%	Total 25

Is there anything that can be improved?

Response

Count

4 responses

Need to stop depending on government jobs

Make sure to track the progress being made, so that cost overruns are minimal.

Attract non-profits, social entrepreneurs more intentionally...

Hire local grads

Is there anything that is missing?

Response

Count

4 responses

Plan to help us deal with the fact that there will be less government employment in the future

A watchdog group to ensure that the 'initiative' turns into an actual plan.

see above.

A program to hire local grads

Response

Count

**I would like to continue
with the survey.**

27 100.0%

Total: 27



Do you agree with the proposed Technology sector objectives:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Victoria has a strong supportive community of peers that are willing to share and support current and future tech leaders.	11 40.7%	11 40.7%	2 7.4%	1 3.7%	2 7.4%	27
Victoria is known globally as a thriving hub of innovation.	8 29.6%	6 22.2%	7 25.9%	4 14.8%	2 7.4%	27
Home-grown and innovative companies remain in Victoria.	13 48.1%	3 11.1%	6 22.2%	4 14.8%	1 3.7%	27
Investment-ready companies have no trouble raising capital in a timely manner.	8 30.8%	4 15.4%	8 30.8%	4 15.4%	2 7.7%	26

Is there anything that can be improved?

Response Count
3 responses

Everything.

Victoria is globally known as a tourist destination. We're not Switzerland. Home-grown companies in Victoria sometimes thrive and sometimes die.

Recognize the linkages between technology and education...there is incredible investment to be fostered.

Is there anything that is missing?

Response Count
4 responses

Private Equity.

Lower expectations for total output. I agree that it is fairly easy and very safe to invest in the Canadian economy, but the 'no trouble' thing sounds a little too strong. Investors will get the money, but not as quickly as they would in the United States or China.

Attract HQP (highly qualified personnel) to the region.

What aspects of technology are being targetted? Where/what are the focal points?

Do you agree with the proposed Technology sector actions:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	
Continue to support and foster a supportive community of peers that are willing to share and support current and future tech leaders.	13 48.1%	10 37.0%	2 7.4%	0 0.0%	2 7.4%	Total 27
Further spread the message that Victoria is a thriving hub of innovation by highlighting the natural strengths of our community to increase the number of skilled workers moving to Victoria.	11 40.7%	8 29.6%	5 18.5%	0 0.0%	3 11.1%	Total 27
Focus efforts and support on establishing home-grown innovative companies, as they have proven to have the longest lasting impact and greatest loyalty to the region.	14 51.9%	7 25.9%	4 14.8%	0 0.0%	2 7.4%	Total 27
Further identify potential investors (local and abroad) and facilitate						

their introduction to well-coached, mentored and supported local innovative companies while appreciating that not all companies are investment-ready and may require coaching in bootstrapping and sales development.

Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
12	7	6	0	2	27
44.4%	25.9%	22.2%	0.0%	7.4%	

Focus actions and investment on the affordability and liveability of the Victoria (transportation, infrastructure, culture) so that we can continue to attract the leaders and talent we need to grow the tech sector.

Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
16	5	3	1	2	27
59.3%	18.5%	11.1%	3.7%	7.4%	

Is there anything that can be improved?

Response

Count

5 responses

Everything

Make sure the Better Business Bureau and Chamber of Commerce are encouraged to continue in their good work as the tech sector grows.

Include 'retention' within the Actions (i.e.: attracting and 'retaining' HQP and companies)

Focus on what sectors/aspects of the technology sector is being targetted

Victoria's infrastructure because it is archaic

Is there anything that is missing?

Response

Count

5 responses

Private Equity period.

A strong sense of teamwork is important here, let's make sure it is fostered further.

Develop innovative programs to attract HQP.

see above...specific targets...and links to other 'engines', all of which are part of technology

Infrastructure investment and development budget and plan

Do you agree with the proposed Technology metrics:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	
Number of significant tech company acquisitions.	8 32.0%	4 16.0%	8 32.0%	3 12.0%	2 8.0%	Total: 25
Number of acquired companies that remain local.	9 36.0%	7 28.0%	6 24.0%	2 8.0%	1 4.0%	Total: 25
Number of tech companies located in downtown.	6 24.0%	6 24.0%	9 36.0%	2 8.0%	2 8.0%	Total: 25
Number of new business licences for tech companies.	4 16.0%	10 40.0%	7 28.0%	3 12.0%	1 4.0%	Total: 25
Amount of local capital invested in local companies.	13 52.0%	7 28.0%	3 12.0%	2 8.0%	0 0.0%	Total: 25
Amount of outside capital invested in local companies.	10 40.0%	6 24.0%	5 20.0%	3 12.0%	1 4.0%	Total: 25

Is there anything that can be improved?

Response

Count

4 responses

Everything

While new business licences for tech companies is a good indication of people starting businesses, many companies (especially technology) fizzle out soon after their beginning. There should also be a way to keep in touch and measure whether these companies are still active.

Be careful not to levy too many new taxes, as this will slow growth.

Hiring local talent

Is there anything that is missing?

Response

Count

4 responses

Private Equity

More Government regulation in these fast-growing sectors. Growth like this needs to be tracked.

Percentage of persons working in tech in Victoria with and without local education

Measure local tech services provided by local firms vs imported tech services; exported services

Response

Count

I would like to continue with the survey.

25

92.6%



I would like to finish the survey and provide general comments on the draft plan (skip to last page).

2

7.4%



Total: 27

Do you agree with the proposed Entrepreneurship, Start-Ups and Social Enterprise sector objectives:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
Victoria is the easiest place in Canada to start a business.	5 19.2%	12 46.2%	4 15.4%	3 11.5%	2 7.7%	26
Victoria is a place where there are all the supports needed for a good idea to become a good livelihood.	9 33.3%	11 40.7%	0 0.0%	5 18.5%	2 7.4%	27
Start-ups, scale-ups and businesses are well funded.	7 26.9%	11 42.3%	2 7.7%	3 11.5%	3 11.5%	26
Investors looking for projects can find them easily and have a range of choice on the risk and return spectrum.	7 26.9%	11 42.3%	3 11.5%	1 3.8%	4 15.4%	26
Victoria is a social innovation zone producing high-quality products, solutions and services that create social good and big revenues.	12 46.2%	6 23.1%	4 15.4%	2 7.7%	2 7.7%	26
Victoria has more businesses run by and/or employing Songhees and Esquimalt peoples.	9 34.6%	7 26.9%	6 23.1%	1 3.8%	3 11.5%	26

Is there anything that can be improved?

Response

Count

5 responses

"big revenues" isn't always a good thing...

Everything.

Perception in other cities is that Victoria is bureaucratic, old fashioned and nimby-ist. probably referring more to Oak Bay but outsiders don't know the difference. Not a youthful vibe.

Let's not get too big for our britches. We are not Toronto. Larger cities on the Canada mainland are usually easier places to start new businesses. Here, let's do what we can.

Make the connection to livability and well being.

Is there anything that is missing?

Response

Count

4 responses

Private Equity

"Victoria has more businesses run by and/or employing Songhees and Esquimalt peoples." More businesses compared to whom? I haven't seen any reports that state what this refers to.

Incubation space available in downtown core for start-ups.

Procurement program in place that encourages purchasing from small companies.

A recognition of what exists now...need for an inventory. Also recognize the diversity of the 'plural sector'. Involvement and partnership with the Social Planning Council is not mentioned...

Do you agree with the proposed Entrepreneurship, Start-Ups and Social Enterprise sector actions:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	
Create Business Hub at City Hall and continuously improve service delivery based on ongoing customer feedback.	8 32.0%	12 48.0%	2 8.0%	0 0.0%	3 12.0%	Total: 25
Build a formal inventory of exciting investment opportunities from across the economic spectrum – from charities to social ventures, to “small giants” to growth companies.	11 44.0%	6 24.0%	6 24.0%	1 4.0%	1 4.0%	Total: 25
Cultivate investors for the full spectrum of investment opportunities.						
In partnership with a local credit union develop a “made-in-Victoria” small business loan and mentorship program.	13 50.0%	6 23.1%	1 3.8%	3 11.5%	3 11.5%	Total: 26
Establish a Mayor’s Social Enterprise Task Force.	13 50.0%	6 23.1%	3 11.5%	2 7.7%	2 7.7%	Total: 26
Support Skwin’ang’eth Se’las Development Company (SSD Co) in their efforts to incubate aboriginal-owned businesses.	9 34.6%	10 38.5%	4 15.4%	1 3.8%	2 7.7%	Total: 26

Is there anything that can be improved?

Response

Count

6 responses

Everything

Government shouldn't be in the role of deciding which businesses to support, let the market decide that.

yes any task force should have a call for citizen representation not the same 12 people who sit on everything like this report - the were no arts & culture reps, no youth reps, no charity reps - you missed a lot

Customer feedback is fine, but make sure there is also a Government committee that can recommend an internal solution if need be.

Curious how 'made in victoria' loan program would differ from the Community Micro Lending.

yes, and this is why I could not rank the statements...quite vague without any clarity about specific targets/sectors..

Is there anything that is missing?

Response

Count

4 responses

Private Equity

Why was credit unions just mentioned

What about banks

Which local credit union? Are banks or some other financial institutions also an option? I need more information, please.

see above...

Do you agree with the proposed Entrepreneurship, Start-ups and Social Enterprise metrics:

Variable	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Total
New business licences increase X % year over year.	8 33.3%	7 29.2%	6 25.0%	1 4.2%	2 8.3%	24
X new businesses funded through "made in Victoria" loan program.	9 37.5%	8 33.3%	3 12.5%	2 8.3%	2 8.3%	24
Increase in X% or amount of local wealth invested in local projects.	11 45.8%	8 33.3%	4 16.7%	1 4.2%	0 0.0%	24
Increase in X% or amount of outside wealth invested in local projects.	7 29.2%	7 29.2%	6 25.0%	3 12.5%	1 4.2%	24
Higher rate of businesses renewing licenses (indication of businesses remaining in Victoria).	12 50.0%	8 33.3%	3 12.5%	1 4.2%	0 0.0%	24

Is there anything that can be improved?

Response Count
5 responses

Everything

just having more businesses means nothing - we need stable and ongoing business success not new ones that fail

What does "X" stand for? This is too arbitrary. More information, please.

Need to get specific in these metrics

include creating partnerships and collaboration with key stakeholders e.g Social Planning Council, Island Savings [or other credit union], post secondaries etc.

Is there anything that is missing?

Response

Count

3 responses

Private Equity

A breakdown of real numbers here. Businesses renewing licences is a nice idea, but how many? Where? What percentages?

See above.

Is there any additional feedback you would like to provide on the draft economic action plan?

Response

Count

27 responses

being a small business owner just past the one year mark offers an unique perspective on this. Having 10 previous years experience in small business in downtown Victoria its hard because we have a diverse range of business in Victoria. Tourism has changed so drastically and not for the better. The massive cruise ships bring next to no value to any of the made in Victoria business. We have several outdated hotels in our downtown. and some frankly fuck up zoning regulations in old town we are not asking for or inspiring architectural greatness or creativity....

Apply gentle continuous pressure to "local" private equity, assuming you want to move the needle. I would suggest you consider focusing your ec dev resource only on further creating private equity systems. Once that is in place the rest will follow with out any need for further public funding. All resources need to skip admin costs and directly to private equity events.

It's a little dismaying to see the members of the committee/task force is almost 100% from the business sector. Important, yes, but what about their customers?

The implicit trickle-down theory of "lots of entrepreneurs leads to a healthy arts community" is bothersome. There may be an element of truth, or it might be propaganda from market-based view of the arts. My money is on the latter.

The focus on making it easier for post-secondary graduates to find a job locally is entirely worthy pursuit. However, there is not enough emphasis on helping people who have significant experience in a given field to find meaningful employment and affordable housing locally. It is still EXTREMELY difficult for newcomers to find a job in their field if they are not well-connected locally.

The city must protect itself from being overrun by tourism, the Harbour Authority and the cruise ship business. The city should promote tourist businesses and at the same time "follow the money." The profit from tourism should stay in the city. The city should get Federal and Provincial financial assistance to handle its growing homelessness. Free camping in our parks for international travellers should be against the city by-laws.

Don't waste resources and time chasing government jobs they are a dwindling resource

It is "weighty"...even to read as an overview...how can it be written so that it can be read in chunks...read by all...be engaging...?

There are only two "A" attractions in Victoria, Bucshart gardens and the RBC Museum. Several "B" attractions offer small enjoyable experiences but are not enough to warrant a visit i.e. Craigdarroch castle, the downtown waterfront, then the "C" attractions are just things to try and keep people busy during a visit like whale watching, bug zoo, Beacon Hill, Zipline etc. A huge lack of real attractions. Secondly the waterfront really sucks for the most part. Outside of a pathway downtown, Fishermans Wharf and the Inner harbour most is a barely accessible or poorly serviced shoreline paralleled by an endless stream of traffic. Victoria needs a ring-hike to make a full eco-trail from Port Renfrew to Sidney, multi-day like Galloping Goose on steroids. Victoria, and CRD really, needs to back its winners more than try to invent new ones. Why is the Maritime Museum getting shafted all the time? Its an obvious fit. A downtown science centre/childrens museum? Every larger Canadian centre has one.

If Victoria is to realize it's potential in all of the foregoing sectors we need to source funding that will enable us to improve the face of downtown.

Today, too many downtown businesses have tawdry facades that are not kept clean and are, in fact, an embarrassment.

Dirty windows, bird droppings on canopies and signs, empty storefronts that are left unattended all contribute to an aura of decline in the downtown core.

More needs to be done to support the work of the DVBA for example, in keeping downtown clean and sparkling....and perhaps penalties need to be imposed upon those business owners who allow their retail premises to decline into slums.

Get rid of the tawdry vinyl signs and replace them with interesting and artistic signage....bring back neon to brighten up the streets at night (look at Chinatown as a good example of this).

You have successfully rendered First Nations people to be invisible- this is 2015 people- get with it!

Please connect with the Gustavson School of Business at UVic as a partner on development projects. It makes so much sense to get students involved in moving projects forward, both for the city and for the students (and would encourage more students to stay in the city post-graduation).

This plan MUST emphasis manufacturing. The City of Victoria must adopt a "buy locally made wherever possible" policy as a role model, and this plan must strongly, strongly focus on attracting small, green manufacturing companies (light industrial) and promoting manufacturing as a sector. Manufacturing adds long-

term value to the economy. It is a unique sector with a significant multiplier effect. More on this in my

Personal information

Personal information

Give cultural groups the opportunity to have a downtown "office" or display space.

It is very predictable - it could be any city in the world almost. The membership was very old school - there were no youth reps, no culture reps, no charity reps, no residential reps - it was comprised of people whose ideas, for the most part, have already been heard. The fact that the report was entirely void of arts and culture is shocking and disappointing. There was no addressing cleaning up downtown - like the atrocious Douglas St and the bombardment of beggars on the street. No recognition that you can barely eat after 8 pm at night. Next time call on the people before reports get written and give us more than 2 weeks to

respond. Most people won't even find out about this in the 2 week's you've allowed.

Plan to integrated homeless in a created job plan -

This is a good start!

More financial numbers should be added earlier into the spiral-bound 'Action Plan' book. If you want businesspeople and entrepreneurs to listen, you've got to talk about real money, not just 'predictions'.
How about some Wind Power?

I found the report to be shallow. Needed data not even there. provided regional instead of City.
Great PR piece with good imaging, but lacking in substance.
Obviously tourism was over represented on the committee.

I would love to stay and grow in a city that had less reliance on the fossil fu

There's only so much City Hall can do. Economic Development is a multi-prong concept. Spending municipal dollars based on property tax collection to generate jobs that serve the region, for example, is not the right approach. Property tax revenue should be spent on improving infrastructure that serves the citizens that paid for this.

The absence of our most marginalized populations from this plan is somewhat alarming. Any kind of employment or return-to-work programs that could be developed in partnership with local businesses and institutions would be of tremendous benefit to the region as a whole. I appreciate that the Task Force on Housing Affordability was referenced here but I think that the Task Force on Economic Development needs to broaden it's scope.

there are problems that have to go back to the source. Drugs, homeless people in the city. People who damage public property. Reasons why property values drop in certain areas and invite Money Mart and tattoo type stores. Change the look and feel of some of the areas.

I'm impressed by this survey. Well done!

This is a very mechanistic, linear approach to economic development. Engines are created, 'driven', and serviced/maintained by people. It does not reflect the possibility and opportunities that conceiving an 'economic ecosystem' could make possible. Where and how is this linked to the exiting sustainability framework and the OCP, both of which create a vision and a more holistic perspective on the future.

The report is very thin on how the city will 'overcome some silos' And 'adjust conversations to be more collaborative' which are stated intentions. There is little mention of an integrated delivery model, regional liaisons/collaborations, lack of reference to all stakeholders, including the plural sector.

The six engines have lots of potential.....I am recommending that Victoria consider becoming a 'learning city'....a place/space where lifelong learning is embraced and fostered in its entirety. Post secondaries are part of the picture, but there is SO much more...informal learning, professional development, training of all

kinds is a significant economic generator [not broken out in current statistics]. 'Experiential tourism is SO much more than wine tasting and trips to breweries....

You are going to need plans to hire recent graduates and young people or inequality will increase dramatically. Infrastructure investment will be required or parts of Victoria will become slums in the next economic crisis.

When I first moved here I was thrilled to be close to this wonderful city. There are obvious growing pains. Like my town back in Ontario, there are streets that are impossible to maneuver safely with children and there might be our own app for support victoria or make it with a copyright Canadian name. Just thoughts to contribute. Like the unique flavor of the city. Think we should remember to pace ourselves with growth. Hiking in Mt Doig yesterday I noticed two families with preschoolers hiking together around lunchtime. Wonderful. We need to nurture balance of life. EMay talks about a time Deficit and I came from one. I'd like to hear the essence of Bruce Cockburn's song Slow down fast. Thanks for listening to a newbie who has been dreaming of making BC my home for many moons now.

I support strong, sustainable businesses in Victoria, but we must stay mindful to prevent gentrification and keep communities at the centre of the plan

What does a prosperous Victoria look like to you?

Response

Count

39 responses

Less empty storefronts. More events being hosted.

being able to afford my rent.

If we don't need to rely on construction projects to create jobs and increase our tax base we will know we have done it right, resulting in avoiding the painful gentrification that Vancouver had to buy into to prevent bankruptcy.

Reduced homelessness. Your report says 1 in 7 households experience food insecurity. That's shameful. More opportunities for Aboriginal people. Diversify away from the government focus. Decent standards of living for the working class. Opportunities for youth. Retention of the character of neighbourhoods and rethinking things like 6 story building allowances in Cook St. Village. Density corridors like Shelbourne, Johnson, Pandora and Vic West waterfront make much more sense than urbanizing the neighbourhood foci. Stop the trading of density for nothing. We don't need more concrete plazas or aluminum trees, we need more bottom-up vibrancy. Almost every development gets a variance? So people don't trust these plans. They're a negotiating position it seems.

Anyway, got off topic a little there. I think lots of trees, pedestrian areas, calm and quiet places to sit and

Anyway, you can't have a nice waterfront, lots of trees, pedestrian friendly, accessible waterfront, lots of bottom-up events, excellent public transportation -- these are signs of a prosperous city, as are social housing, fair wages and opportunities..

A beautiful, vibrant and creative city where it is possible to make a decent living doing something you care about and are qualified for, and where people collaborate in creating prosperity. A place where it is possible to live within our means, and a city that grows with a view to its long-term sustainability. A model city for others to emulate.

A green city, with many pedestrian only streets, complete recycling, improved bike paths and secure bike storage, high speed rail to the suburbs, water conservation. A city with many thriving retail businesses owned by local residents. A city with less branch plants and chain stores.

My kids are 11 and 12. Right now I assume they will have to leave the island for work when they grow up. Need to develop opportunities for young people in private sector jobs.

To do this the CRD needs to be amalgamated and to put a stop to NIMBYS

Great question! I visit Seoul Korea often as we have a son permanently living there. Although this is a huge city we are always impressed by the interwoven neighbourhoods with small shops selling everything you need, shops for hardware, shops for paper goods, shops for groceries, a clothing shop...all these shops are on the same streets where people live and children go to school. Walk out your door of your very small apartment and go to dinner. We always feel safe as there is always activity. People going about their business. Cars and people managing the small streets together. Very little green space, no room! Excellent public transit takes you everywhere! Everyone seems to have a job...moving bricks, selling their produce on the street, sweeping the dust from construction. I don't know how it works but it does!

So what does a prosperous Victoria look like...well I don't know about prosperous but I do know about liveable.

Respecteach person must be treated with respect regardless of their wealth or situation. Mutual accommodation...sometimes the solutions to inclusion require sacrifices in many ways not just financial. Attachment...feeling part of something worthwhile supporting. "I can get behind this idea and this is what I can do". Are there roles for everyone?

Pride....look what we have accomplished firstly in our neighbourhoods...it starts in each persons home (whatever that may be), moves out to the street, into their neighbourhood and beyond.

Empowerment....yes we can change things. Nothing is hopeless.

I look to City Hall and local governments to lead the way...thank you for this opportunity of responding.

5 "A" level attractions (a science centre, childrens discovery museum and maritime museum for starters) more support for the "B" level attractions (Art gallery, Craigdarroch etc) A more encompassing eco-hiking trail system with B&B, hostels, restaurant support (could be run by First nations for sure). A supported waterfront of restaurants, pubs, entertainment areas, nature lookouts, water sports and children areas between Cadboro Bay and Ogden Point. Less dependance on retail downtown and more green areas and street level living. More accessible rentals of bikes, kayaks, canoes. Safer bike lanes, with real action on

street level living. More accessible rentals of bikes, kayaks, canoes, boats and rafts, that can be used for enforcing traffic laws. Secondary suite rentals to allow younger people to not live like animals, be safer and more affordable to take a risk in start up work or entry level. Close Government street during day to traffic and open at night for safety.

Clean, green (more trees and shrubs) and bright. Storefronts that are well kept and clean. Better, larger, brighter bus shelters. Put a median down Douglas Street and place street lights and trees along this central median.

Improve street signage, which is currently a cacophony of small, hard to read signs (we don't all have 20-20 vision). Make street signs and directional signs larger and better lit.

Inclusive of First Nations people

Inclusive, respectful of traditional / indigenous "economic development" methods.

A vibrant one, not overly tied down by its past. Yes, the city is quaint, and has a lot of history, but I also think we need to look to the future and allow it to change over time.

In a prosperous Victoria, residents who choose to live and work in Victoria (rather than other communities like Saanich, Oak Bay, Western Communities) can access all services in Victoria. For me, the one service that is particularly missing from Victoria is quality childcare. There are simply too few spots for infants (particularly at the 1 year mark). This is negatively impacting the lives of young professionals as they are having trouble going back to work after maternity/parental leave and/or having to commute outside Victoria for childcare.

A prosperous Victoria to me is where we have a healthy city core with strong arteries that is connected to and which pumps life and vitality to all parts of #yyj. (education, business, social and environment). A prosperous Victoria, is a city which is a leader in Canada, with bold and innovative ideas that inspire other cities. A prosperous Victoria is where our graduates want to and can afford to live, work and play. A prosperous Victoria is a kind city which cares for and nurtures all of its people.

Busy streets with limited car and truck traffic during normal daylight hours, including holidays.

Inclusive, shared and distributed wealth, intelligent land use and architectural design - limit height for new buildings and focus on beautification and vibrant, connected and safe neighborhoods across the GVRD.

We need the Downtown to be a place we can be proud of full of life and business...it can be done.

Less vacant space downtown, less homeless/pan handlers on the street - easier to do business with city hall

Prosperity has to include a reinvigorated downtown core, affordable housing, affordable office space and a complete transportation system that addresses all modes of transportation. As a business owner, I need employees who can afford to live and work here.

It's does not have such high rates of vacancy in the downtown core for commercial property, is clean and homelessness issues are better dealt with making people feel more comfortable going out and enjoying

what Victoria has to offer.

Keeping the small businesses we have thriving - we don't simply need new ones and more licenses issued. We need to stop being nickled and dimed to death. \$25 for a sandwich board and \$25 for a licence just adds to charge card fees, bags, staff, band fees, we are just hit at every corner in a tough economy. Clean up Douglas St and do something about street people. All I hear from tourists are these comments plus nothing opens before 10 or 11 am and everything closes by 6 and you can't eat past 8.

Everyone housed, we have food security and it is a kinder economic climate for small, local businesses.

Socially, culturally, and economically diverse.

Slow but steady growth. No bridge to the mainland, please. Let's stay the same sort of good, prosperous island we've always been. Keep the environment clean.

And how about some more Wind Power?

Modern (not meaning building) but meaning attitude and leadership among local businesses. Tourism is especially in the last century, mainly because the City has been encouraging old technologies and attractions rather than business and community infrastructure.

Level playing field needed with respect for businesses and communities.

Not nearly the amount of lease signs in windows on ground level. Jobs for people that are here. As well as entry level jobs.

No street people to hassle tourists and scare away customers. No more feces in our doorways, no more Our Place for drugs to be sold in and ruin young people's lives with Crystal meth, heroin etc. When you're poor you can only afford the Crystal meth and you are ruined for the rest of your life and the cost to the citizens is incalculable, have you even considered this?

No Need for police in big black cars arresting people, maybe just patrolling on foot or bikes. No homeless people or gangs threatening shoppers. Old heritage buildings restored and used for businesses. Public areas with toilets, benches, nice open spaces and bricked walkways. Convenient and cheap parking to keep cars out of walking spaces. Jobs and entertainment for young people.

One not filled with lease signs in half the windows! And one that feels safe for locals and visitors.

A region where there is cooperation among the local governments, where the focus is on solving the problems that are getting in the way of our collective community getting better.

Vacant spaces are available for use by arts groups, pop-up stores - feeling of possibility and 'we'll make it happen' attitude driving business. Focus on our strengths and what makes Victoria unique - let's be different.

A prosperous Victoria is full of opportunities for citizens, regardless of their education, age or economic level. A prosperous Victoria provides opportunities for housing and does not become over-priced like other tech centres (Silicon Valley, San Francisco). A prosperous Victoria retains its unique character with a range of products and services and does not only become a playground for the rich and well-to-do.

Succinctly, I envision Victoria as a Learning City, one of the Network of Global Learning Cities.
learningcities.uil.unesco.org/.

And I am prepared to contribute to this vision, however I can, and with whomever I can collaborate. Count on my support.

Personal information

One that DOESN'T exclude people based on age, class or wealth. It will also have a modern transit system that doesn't rely on cars or assume people can always cycle to work. We are going to need light rail and we are going to have to amalgamate the municipalities in order to make it happen.

Walkable, bikeable, public transit prioritized over private vehicle transit, vibrant common space, mixed-use zoning, self-sufficient and sustaining, resilient to outside forces, independent and affordable local food production and supply, investment in human capital, a downtown that's more than a facade but a place where people want to live

Read above please

Fewer empty storefronts, more local businesses, more funding for transit

For starters a \$15 minimum wage, so if there are ways for City Hall to help small businesses make that transition I think that's important. A prosperous Victoria is where people can afford to live here and still have enough left over to contribute to the local economy represented by sustainable businesses that put people and product quality ahead of profit. I would also like to encourage growth of the sharing or informal economy (though not with "businesses" that devalue labour, like Uber) where people can trade and barter more. I think these sectors are also important to support. A prosperous Victoria will also, most importantly, be food secure and with lots of healthy and affordable food options for residents made by nearby producers who are supported and integrated into the region's economy.

Rob Gordon

From: Personal information
Sent: Sunday, Sep 13, 2015 12:55 PM
To: Prosperity
Cc: Lisa Helps (Mayor)
Subject: Question re budget

Hi Lisa,

Business Hub concept good reading.

Page 12 references a minimum annual investment of \$250,000 from the city budget. Is that in addition to the \$250,000 this year earmarked in the Financial Plan 2015, Business Unit 2462?

That would be nice;) and even nicer of course if something on the existing budget could be trimmed to make it tax increase neutral.

Personal information

Rob Gordon

From: Personal information
Sent: Monday, Sep 14, 2015 10:43 AM
To: Prosperity
Subject: Ideas for Economic Growth and Development

Hello,

Thank you for all that you are doing, and for asking for input. I'll try to keep comments brief, below.

Preserving and Honouring our Environment

- encourage rooftop gardens
- encourage energy users to start using some solar and other clean, renewable energy sources
- encourage a pesticide-free environment (especially pesticides known to kill bees and birds)
- encourage and preserve community gardens everywhere
- encourage and preserve organic farms (help preserve the Mason Street Farm!!)
- encourage and preserve farms and organizations that teach community to farm, compost, preserve foods, etc.
- protect our precious waters from polluters (mines, oil and gas, industry)
- protect our precious waters from heavy users (don't allow large corporations to take unreasonable amounts of water for their own use or resale)
- partner with First Nations Groups
- partner with schools
- partner with young people
- partner with organizations like the Composting Education Centre and Mason Street Farm
- partner with communities through community centres
- take notes from places in Europe (where they are dealing with major problems head-on, like France), and the US (where drinking water is sometimes brown and toxic, earthquakes prevail, species die-offs are prevalent, and communities have high levels of cancer from toxins due to industrial pollution and fracking).

Preserving and Honouring our Community

- encourage those with high incomes to share with community (time, items, space, money, services, talents)
- ensure that local people can access social services for housing, food, money, services, etc.
- should we be providing social services to travellers from other countries and provinces that come to live "free" on our beaches and parklands?
- encourage daycares in care homes
- encourage schools to partner with care homes
- encourage care homes to offer advice, skills sharing, tutoring, coaching, to young people
- encourage by-law enforcers to be really thoughtful about forcing an indigent person out of a space they have occupied safely for years (this is happening)
- encourage accessible services for people with mental health issues who live on the street and don't want to be "in the system" or "on pharmaceuticals" (James Bay Community Project is a great example, and My Space, as I'm sure you know)
- protect community spaces from big corporate greed (Mason Street Farm!)

Thanks for the chance to have my say! Good luck, and thank you again for your great work.

Personal information

Rob Gordon

From: Kerri Moore
Sent: Friday, Oct 2, 2015 4:18 PM
To: Michelle Harris
Subject: FW: Task Force Recommendations

One more...a meeting has been scheduled with Stacy & David on Wed. Oct 7 at 3pm to talk more about the City Studio concept. ker

From: Peter Kuran [mailto:pkuran@uvicproperties.ca]
Sent: Wednesday, September 16, 2015 12:20 PM
To: Kerri Moore; Jocelyn Jenkyns
Cc: Lisa Helps (Mayor)
Subject: Task Force Recommendations

Hi Kerri/Jocelyn,

Well it seems the draft Action Plan is already get some keen interest so I thought I would pass along the below. Could one of you please let me know who from the City side will be responding to the group at UVic. Thanks so much!

Hi Peter,

We're emailing you because you're a member of the Victoria economic development and prosperity plan, and we hope you'll be able to tell us who we should contact about some things we read in the plan that seem like a great fit for the Gustavson School of Business.

The draft economic action plan suggests having a downtown campus for higher education, and also a project modeled after Vancouver's CityStudio. This could be a great fit with UVic's Gustavson School of Business, and we're interested in talking more about how we might be able to achieve something together. In particular, the CityStudio approach fits Gustavson's pairing of business and sustainability.

Who is the best person to talk to about this? It falls under the higher education, research and development engine of your draft report.

[I see the possibility](#) to harness ideas and energy from our undergraduate students to help improve Victoria, and [David Dunne](#), Director of MBA programs, is interested in exploring possibilities for our MBA students. David is in touch with the people who run the CityStudio project in Vancouver.

Overall, it looks like a strong plan. Thanks so much for serving on this important committee to move Victoria forward.

Best,
Stacey and David

[Stacey R. Fitzsimmons](#)
Assistant Professor of International Business
Peter B. Gustavson School of Business
University of Victoria
sfitzsim@uvic.ca

Peter Kuran
President & CEO, UVic Properties
pkuran@uvicproperties.ca
250-483-3217

Rob Gordon

From: Debbie Nadeau
Sent: Thursday, Oct 1, 2015 4:08 PM
To: Michelle Harris
Cc: Debbie Nadeau; Colleen Mycroft
Subject: FW: UVic Feedback: Economic Development Plan
Attachments: image001.jpg; VictoriaEconomicImpactSurveyComments 2015 09 30.docx

From: Carmen Charette - VPER [mailto:vper@uvic.ca]
Sent: Thursday, October 01, 2015 3:59 PM
To: Lisa Helps (Mayor)
Cc: Alison Ducharme; Debbie Nadeau; Kerri Moore
Subject: UVic Feedback: Economic Development Plan

Dear Lisa,

Hope you are keeping well and that you are pleased with your San Francisco mission. I heard from my colleagues that it was a success and worthwhile. I wish I could have joined you but unfortunately I had to be here for Board meetings.

It was great to see you at the launch of your draft report of your Economic Development and Prosperity Task Force. Since then, we have had good conversations here about the recommendations, objectives and actions proposed and there is a lot of support. Attached are comments in the UVic would welcome the opportunity for discussion on next steps. I have discussed this possibility with my colleagues at RRU and Camosun and we will look forward to such an opportunity.

Congratulations on the work done so far. We look forward to hearing about next steps.

All the best!



Carmen Charette
Vice-President External Relations

University of Victoria
PO Box 1700 STN CSC
Victoria BC V8W 2Y2

T 250-472-5474
www.uvic.ca/external

Rob Gordon

From: Personal information
Sent: Sunday, Sep 27, 2015 7:19 AM
To: Prosperity
Subject: RE: Economic Development

Lower taxes to encourage small business.

Cheers,

Personal information

Rob Gordon

From: Chris Tilden <Chris_Tilden@vancity.com>
Sent: Monday, Sep 14, 2015 11:09 PM
To: Prosperity
Subject: TaskForce_EconomicActionPlan Feedback/Input
Attachments: image6b0b2d.GIF; image02c556.PNG; imaged75bec.PNG; image0e432.PNG; imagecd00e2.PNG; imagec0057e.PNG

Hello all,

I haven't had an opportunity to analyze the entire plan, but I did find what I've read so far to be an interesting approach for the city to be taking.

I did spend a bit more time looking at Entrepreneurship, Start-ups and Social Enterprise section though and found one thing to be missing - and that is the role that cooperatives can play in building a local economy and also increasing employment.

In Canada, while most of the coops tend to be consumer coops (MEC) and credit unions, there are areas of the world that have a significant wide ranging spectrum of coops, including worker coops. Having more worker coops creates better long term employment, and also increases engagement as the workers are owners and have a more vested interest in the success of the company itself.

As the wording in your plan states "A social enterprise is an organization that applies commercial strategies to maximize improvements in human and environmental well-being, rather than maximizing profits for external shareholders." the same holds true for cooperatives, as profits are not the only/main driving behaviour of the coop, and because of their very nature of being local, tend to reflect the desires of the society at large. Also, studies have shown that coops have better staying power than standard for profit businesses with a higher success rate over time.

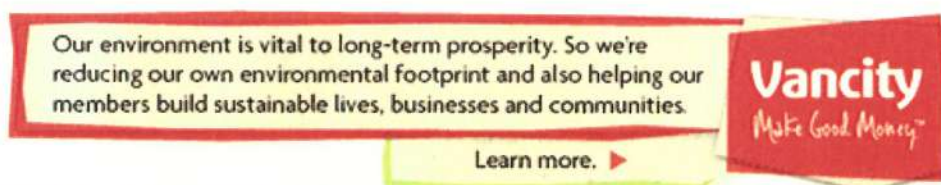
I would strongly consider opening up the language to include cooperatives in the draft plan.

To create a more healthy and vibrant community, density is something that will need to be looked at, and infilling like what is going on in downtown is necessary to bring people in to the core 12 months of the year. The entire Douglas Street corridor as well should be considered for what will be the next steps.

I'm happy to answer any other questions you may have.

Regards,

Chris



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Rob Gordon

From: Roy Brooke <roy@brookeandassociates.com>
Sent: Tuesday, Sep 22, 2015 10:25 PM
To: Prosperity
Cc: Jill Doucette; Nicole Chaland; Peter Kuran; Lorne Daniel
Subject: Comments: Mayor's Task Force on Economic Development and Prosperity

Thank you for the invitation to comment on report of the Mayor's Task Force on Economic Development and Prosperity.

My remarks are as follows.

1. Overarching issues

- **Data.** It is unclear to what extent many objectives and actions are well-grounded in data including quantifiable assessments of the status quo, baselines and targets. If there is solid data then it should be more clearly and consistently presented. This will help make the strategy more rigorous and substantial. If data sets are weak in some areas then fixing them could be an action item. Examples:
 - Page 22 states that investment should 'continue' to make the downtown welcoming. Does that mean current investment is sufficient, and if so, then how do we know?
 - Page 21 says Tourism Victoria should deliver effective sales and marketing. Does this mean that these efforts are currently ineffective, and if so, then how do we know and what level of investment is required to make them effective?
- **Integration.** The document speaks about the need to work across silos, however, it is not clear how the strategy itself will be delivered in an integrated manner. More is needed to suggest how the economic development strategy will inform, strengthen, and integrate into current City priorities such as active transportation, sewage, the Inner Harbour, and homelessness. If this is not clearly articulated, especially in areas where the City is the lead, then economic development risks becoming another silo in the City, a collection of interesting projects that are not "core."
- **Vision is unclear.** It is unclear if the vision is the contents of Section 4, the contents of "Victoria in 5 years", or something else. If the vision is the sentence in Section 4 then in view this is more of a slogan than an aspirational vision of what the City should become.
- **Connection to other documents/plans.** The strategy seems disconnected from other planning documents that guide City such as the OCP, Downtown Core Area Plan, and Corporate Strategic Plan. Clarity on this point would be helpful. Example:
 - Page 23 states that development should facilitate the retention of government offices. This is undoubtedly a sound idea. However, how does this relate to or fare against other priorities for the core, many of which have been the subject of extensive consultation?
- **Roles.** It may be helpful to distinguish between the City's operational/program role and its role as a convenor/community leader.

2. Content-specific comments

- **Triple Bottom Line / sustainability content.** The City's Corporate Strategic Plan says that the City's mission is: "Make the City of Victoria a leader in social, economic and environmental sustainability." This mission can be made operational both in City operations/programs and in its convening work. However, there is little in the draft report that speaks to the issues of triple bottom line sustainability or how this commitment to making Victoria a leader will be integrated into the strategy. As specific thoughts:
 - From an economic perspective there could be more emphasis on the prospects for sectors and sub-sectors such as clean-tech, measuring and managing nature as a core business strategy and promoting the greening of the local economy, for example. The research in these two Vancity-funded reports provide specific, research-

based recommendations that could be considered in this

context: <http://www.victoria.ca/EN/main/community/sustainability/economic/green-economy.html>

- More emphasis could be placed on triple-bottom line indicators. As an example, measurement of well-being is actually defined quite narrowly on page 8; the list could be strengthened using measures of well-being such as the extent to which all people can easily travel around the City, an issue with well documented economic, social (gender, equity) and environmental dimensions.
- The City's own operational role in driving sustainable economic development is not articulated. As one example, the City has in place rudimentary sustainable procurement practices. How could these be strengthened to drive local economic development? As another example, could the City itself hire people who face barriers to employment on a systematic basis, as some other communities have done?

Thank you for considering these comments. I hope that they are helpful in developing a final document.

Roy Brooke
Victoria



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[Click here for BCORP profile](#)

Rob Gordon

From: Personal information
Sent: Wednesday, Sep 30, 2015 11:39 AM
To: Prosperity
Subject: Completed survey and want to offer support

I have completed the survey, providing input to the Mayor's Task Force on Economic Development, and did include my name at the end of the survey. I would like to emphasize the key elements of my feedback as the nature of the survey did not lend itself to this broad feedback.

I was involved with developing and am supportive of the current Sustainability Framework. Singly out economic development without this larger context seems narrow and a backward step. From my perspective, the does not reflect the possibility and opportunities of an 'economic ecosystem'. This is a very mechanistic, linear, siloed approach to economic development. The 'engines' of development are created, 'driven', and serviced/maintained by people, their capacity, and commitment. The report is very think on how the City will 'overcome some silos' And 'adjust conversations to be more collaborative'. It needs a focus on

- linkages to other policies of city e.g. OCP, and how local area planning might create the climate/specific zoning for businesses to thrive.
- an integrated delivery model
- inclusion of all stakeholders, including the plural sector
- where is social planning council in this scenario
- connections to the region...we are not isolated and want to promote more collaboration

The six engines have lots of potential as an integrated whole - not in and of themselves.....I am recommending that Victoria consider becoming a 'learning city'a place/space where lifelong learning is embraced and fostered in its entirety. Post secondaries are part of the picture, but there is SO much more...informal learning, professional development, training of all kinds is a significant economic generator [not broken out in current statistics]. 'Experiential tourism is SO much more that wine tasting and trips to breweries....

learningcities.uil.unesco.org/

in support....

Personal information

Rob Gordon

Personal information

From:
Sent: Wednesday, Sep 16, 2015 9:24 PM
To: Prosperity
Subject: Creative Industries

I would like to see the One-Stop-Shop Business Centre at Victoria City Hall support Creative Business - Visual Artists, Architects, Actors, Art Galleries, Craft and Art Centres, Chefs, Dancers, Dress Designers, Graphic Designers, Furniture Makers, Musicians, Sculptors, Singers, Software Developers. A Sign over the desk saying 'Creative Hub' and a dedicated Creative Support Representative. That would be great!

Personal information

Rob Gordon

From: Debbie Nadeau
Sent: Thursday, Oct 1, 2015 4:10 PM
To: Michelle Harris
Cc: Debbie Nadeau; Colleen Mycroft
Subject: Follow Up: Making Victoria

From: Tom Roemer [mailto:RoemerT@camosun.bc.ca]
Sent: Wednesday, September 30, 2015 9:39 AM
To: Debbie Nadeau
Cc: Sherri Bell; Joan Yates
Subject: Making Victoria

Good Morning, Debbie.

I am writing in response to your strategic document "Making Victoria – Unleashing Potential". The Camosun Executive will discuss the document and recommendations therein tomorrow, October 1, but I wanted to ensure that our response will reach you by today's suggested deadline.

Allow me to begin by saying that the document is well researched and prepared.

We recently worked with City Studio (they were the keynote speakers at our Sustainability Week) and we are excited to see that Victoria may become a partner in this modern and proven concept. The city can count on Camosun's participation in a collaborative framework.

As for the six engines the document lists, we are pleased to see **Advanced Education and R&D** explicitly mentioned.

- Objective #2 might be renamed "pathways from higher education curricula" as meaningful careers of course also originate at the college level.
- The Downtown Campus is an intriguing idea, in particular in form of a **learning commons**. However, I would be amiss if I didn't point out our volatile funding situation, so any endeavour will need to withstand the scrutiny of ROI.
- Camosun is partnering with the GVDA, UVic and RRU on the "Education Destination Victoria" campaign, and we recently signalled a strong commitment to a regional economic development strategy. We are pleased to see this strategy reflected in your document as well.

In the area of **Ocean and Marine Sector**, Camosun offers valuable careers in

- The industrial trades, especially with marine options
- The nautical trades, e.g. serving BCFerries.
- Engineering technology, in particular in conjunction with our Technology Access Centre
- Business administration, effectively providing the infrastructure for many companies in ocean and marinespace.
- The creation of pathways for aboriginal learners, e.g. the SRELT (Shipbuilding and Repair Entry Level Training) program which was developed at Camosun.

All in all, we are well poised to be the provider of applied and polytechnic careers in the sector.

With respect to **technology**, our innovation facilities are renowned across the region and have received millions of dollars of funding through the federal Government. We are very interested in integrating the synergistic potential that technology, facilities and students provide into a comprehensive context in collaboration with the City.

The Business Hub may provide an opportunity to showcase potential and funnel development and testing needs into student projects and collaborative effort. Our new *Interaction Lab* (opening Summer 2016) will be a groundbreaking new approach to the philosophy of *makerspaces* and *skunkworks*. It will also act as a catalyst for young **entrepreneurship** and **start-up**. We would be pleased to present more on this concept and its potential to the Economic Task Force.

Finally, we provide various courses in the fields of **hospitality** and **public administration (Government)** and are actively participating in the Chamber, the GVDA and other representative bodies.

All in all, Camosun by its comprehensive nature is arguably connected to all of the six pillars your document mention. More to some, less to other, but connected nonetheless.

- One area that we thought would deserve explicit mention is **Health, Wellness and Sports**. Coupling two major hospitals in the region, various sports hubs, and an aging population with innovation and research seems like a logical choice and a distinct growth area. Sport, social and geriatric research is supplemented by technological innovation programs such as UVic's CanAssist or Camosun's Centre for Sport and Exercise Education and its Sport Innovation Network (SPIN). We think that this sector (or sectors) should be represented as a separate entity in your document.

In any event, we offer our direct support to your efforts, in particular through our business hub **Enterprise Point** and my office. We already work intensively with our post-secondary peers, industry and business, so this is a natural field of engagement for us.

I am looking forward to the next iteration.

Sincerely,

... tom

Tom Roemer MSc EdD
Vice-President, Strategic Development

Camosun College (Enterprise Point)
4461 Interurban Road
Victoria, British Columbia, Canada | V9E 2C1
p. 250. EPØINT.1 (250.370.4681) | f.250.370.3663

Rob Gordon

From: Debbie Nadeau
Sent: Thursday, Oct 1, 2015 4:11 PM
To: Michelle Harris
Cc: Debbie Nadeau; Colleen Mycroft
Subject: Follow Up: Mayor's Task Force on Economic Development and Prosperity launched Making Victoria: Unleashing Potential the City's DRAFT Economic
Attachments: image001.gif; image002.png; image003.gif; image004.gif; image005.gif

From: Pedro Marquez [mailto:Pedro.Marquez@RoyalRoads.ca]
Sent: Tuesday, September 29, 2015 5:32 PM
To: Debbie Nadeau
Cc: Colleen Mycroft; Angela Fallentine; Katharine Harrold
Subject: RE: Mayor's Task Force on Economic Development and Prosperity launched Making Victoria: Unleashing Potential the City's DRAFT Economic

Dear Debbie,

Thank you for the opportunity to provide comments on the Mayor's Task Force Plan.

We believe that the Task Force has done an excellent job identifying the six engines of economic and social prosperity for the City of Victoria. They are well thought and presented throughout the document.

We particularly agree that a regional and collaborative approach is the best way to promote the city's development as envisioned by the Mayor's Task Force. Specifically, we are very glad to see that "Advanced Education and Research and Development" has been identified and acknowledged as a trigger of economic and social development. To that end, Royal Roads University has been working with UVic (via Carmen Charette) and Camosun College (via Tom Roemer) on many collaborative and regional initiatives. We believe that together we can do a far more effective job pursuing creative and innovative ideas, approaches and developing projects, which are specifically aimed at serving the needs of the City of Victoria and the surrounding communities.

A joint presence at the new City Studio / Business Hub would help post-secondary institutions here better connect with visitors to Victoria City Hall and allow us to respond with even more impact to the community's education and research needs. It is important to mention, however, that Royal Roads cannot commit to funding a downtown campus. Since much of our academic programs employ a blended learning model, (short on-campus residencies, blended with online instruction), there is little need for formal teaching and learning facilities outside of our campus in Colwood. However, in response to serving the needs of local entrepreneurs and businesses, RRU has recently opened a small downtown office in the Tectoria building for our Eric C. Douglass Center for Entrepreneurial Studies.

We would be happy to participate in a focus group with our peers, the GVDA and other key stakeholders to get this critical development "engine" running at an appropriate speed.

Thanks again for the opportunity Debbie

Sincerely
PM

Pedro Márquez PhD, Vice President
Global, Marketing and Business Development | Royal Roads University

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2005 Sooke Road, Victoria, BC Canada V9B 5Y2 | royalroads.ca

LIFE.CHANGING

From: Debbie Nadeau [<mailto:dnadeau@victoria.ca>]

Sent: Tuesday, September 15, 2015 3:07 PM

To: Pedro Marquez

Cc: Debbie Nadeau; Colleen Mycroft

Subject: Mayor's Task Force on Economic Development and Prosperity launched Making Victoria: Unleashing Potential the City's DRAFT Economic

Good afternoon,

On Friday September 11th the Mayor's Task Force on Economic Development and Prosperity launched ***Making Victoria: Unleashing Potential*** the City's DRAFT Economic Action Plan. We would like your input on the draft and invite you to comment by **September 30th**. The plan as well as a link to an online survey can be found here:

www.victoria.ca/prosperity

For convenience we also attach the plan. Please feel free to forward this email to others you think would be interested in providing input.

Thanks very much. We look forward to making Victoria together!

Debbie Nadeau
Executive Secretary
Mayor's Office
City of Victoria
1 Centennial Square, Victoria BC V8W 1P6

T 250.361.0597 F 250.361.0248





September 30, 2015

Mayor and Council
City of Victoria
1 Centennial Square
Victoria BC V8W 1P6

Re: "Making Victoria – Unleashing Potential"

Mayor and Council –

UDI Capital Region commends the Mayor's Task Force on Economic Development and Prosperity Draft Economic Action Plan for their comprehensive work that was put into writing – "Making Victoria – Unleashing Potential". Without question, there are many positive directives within the plan. However, there remain a few points we could see being added to the plan to make it more comprehensive. Our suggestions are as follows:

- Value and job creation provided by development of housing and commercial/office in the downtown core. This is a major generator of taxes and well paid construction jobs that help retail and restaurants in the downtown.
- The addition of the importance of transit in providing access to the downtown core for skilled workers that might live in other municipalities, and also for those who live in Victoria proper who need to get downtown by means other than a bike or car.
- Perhaps add UVic, Royal Road and Camosun as potential partners in the collaborative communications program.

Our focus is to strive for a "Balanced" solution- oriented plan which satisfies the City's economic requirements.

Again, UDI would like to acknowledge the amount of work that has gone into creating this document – it is not without merit. It is a document that covers a lot of territory and speaks to the core values and qualities that makes Victoria unique and a desirable city to live / work and invest in.

Kind Regards,

A handwritten signature in blue ink, appearing to read "Kathy Hogan".

Kathy Hogan – Executive Director
(on behalf of the UDI Capital Region Executive Directors)

MAKING VICTORIA ~ UNLEASHING POTENTIAL

The Mayor's Task Force on Economic Development and Prosperity Draft Economic Development Plan

FEEDBACK FROM THE UNIVERSITY OF VICTORIA

The University of Victoria congratulates the Mayor's Task Force on Economic Development and Prosperity on producing a comprehensive and action oriented draft economic action plan. As an institution committed to the betterment of our region and beyond, and involved in many programs, activities and partnerships in support of economic development, UVic welcomes the opportunity to provide feedback to the Task Force. We understand the value of collaboration and believe that we can be a contributing partner to many of the objectives and actions noted in this Draft Plan.

Overall, UVic supports the recommendations and the actions proposed in the report. Given the proximity of UVic to downtown, our academic and research programs as well as the success of our students greatly benefit from a vibrant City of Victoria. While UVic is geographically situated within the municipalities of both Oak Bay and Saanich, we believe our impact is region-wide and that we can offer expertise, support, and services and enhance our partnerships with all districts and municipalities. We welcome the opportunity to work with the City of Victoria, Royal Roads University and Camosun College, the GVDA, and its successor, and other municipalities to grow the economic impact across the region.

We appreciate the inclusion of Advanced Education and Research & Development as an engine. We agree with the engines identified and believe they align well with our own strategic plan and priorities. While UVic is engaged in all of these engines with already meaningful work being done in all of them, there is definitely an opportunity for more explicit collaboration and coordination in four of the six engines given our current and future priorities and activities.

- Advanced Education and Research & Development:** UVic has many initiatives and activities underway that contribute to the objectives and actions noted within the Plan and we can see other interesting opportunities worthy of further discussion. In the last year, we have committed to a new strategy and approach in support of our university's deep commitment to socially responsive research, community-university engaged scholarship and interdisciplinary innovation allowing the opportunity to match research and education with societal needs. Through community-engaged learning and community-engaged research, we believe we can work collaboratively within the region to achieve positive outcomes. We are very intrigued with the CityStudio concept and understand that dialogue between UVic and the City has been initiated. We look forward to a future discussion with our post-secondary colleagues, and the City, regarding an enhanced presence downtown. Currently, through our Legacy Gallery and Swan's Hotel, we are engaged in the downtown community. We are also considering proposals for our Broad St. properties to determine how best to use these.
- Ocean and Marine Sector:** This engine is very closely aligned with our strategic priorities and is evidenced through the impact of the Ocean Networks Canada (ONC) initiative; our School of Earth & Ocean Sciences; the Pacific Climate Impacts Consortium (PCIC) as well as our Pacific Institute for Climate Solutions (PICS) and the Institute for Integrated Energy Systems (IESVic). We believe ONC has the ability to leverage its presence in this region to generate new businesses relocating here to provide greater opportunity to create an ocean technology hub in our community. Through PICS, there are partnerships in place between the public and private sectors, researchers and the community to monitor and assess the potential impacts of climate change. This research brings knowledge to the region that benefits industry and the economy. IESVic is well known as the go-to source for industry leaders in the sustainable energy sector.

- **Technology:** Through our academic and research programs, partnerships, coops, and advanced technology facilities and training, UVic supports Victoria's growing role as a hub of high-tech innovation. We have developed strong working relationships within the tech sector. The Vancouver Island Technology Park (VITP), a UVic initiative, is home to the greatest concentration of technology companies on the Island and creates an environment that allows companies to attract and retain high value jobs for the region. Through our Engineering & Computer Science Coop and Career department, there are numerous connections in place for those in the tech sector to interact and engage with our students for mutual benefit. As well, the partnership with Alacrity is working to stimulate economic activity across the region by providing training for future leaders within the high tech industry.
- **Entrepreneurship, Start-ups and Social Enterprise:** Knowledge mobilization is a key priority at UVic. Working with collaboration with our unit of Research Partnership and Knowledge Mobilization (RPKM), there are opportunities for enhanced collaborative partnerships that bring together the community, industry stakeholders and the university. Through UVic's Innovation Centre for Entrepreneurs (ICE), on-campus incubator services help students take business concepts from idea to investor-ready.

As an institution, UVic provides \$3.2 billion of economic impact to the region annually. We are committed to be part of the economic and social development of greater Victoria and are well-positioned to work collaboratively with the City of Victoria and all municipalities in the region. We would welcome the opportunity for a meeting to pursue the dialogue with the task force, representatives of the City and colleagues from Royal Roads and Camosun College.

The following survey responses comprise our feedback on the areas of most relevance to UVic's strategic priorities.

1. Proposed "Business Hub"

The draft economic action plan proposes to create a "Business Hub" at City Hall to strategically and purposefully grow Victoria's six largest sectors.

Do you agree with the five main functions of the 'Business Hub'?

Main Functions	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Streamline & De-mystify all business and development processes at City Hall	X				
Make it easier to do business in Victoria	X				
Advise on how to reduce unnecessary red tape	X				
Connect entrepreneurs with the resources they need	X				
Accelerate the development of a vibrant downtown	X				

Addition: Explore opportunities for an innovative procurement program that supports small business.

2. Six Economic Engines

The draft economic action plan identifies six sectors that serve as the primary engines driving businesses, generating jobs and raising household incomes. If well-greased, these six engines will create sustainable prosperity in the city. They will also stimulate growth in retail, arts and culture and other sectors that contribute to the quality of life, well-being and happiness in Victoria.

Do you agree that these are the appropriate six engines on which to focus to generate jobs and raise household incomes?

Engines	Strongly Agree	Agree	Neither Agree or	Disagree	Strongly Disagree

			Disagree		
Advanced Education and Research & Development	X				
Oceans & Marine	X				
Experiential Tourism	X				
Government	X				
Technology	X				
Entrepreneurship, Start-ups and Social Enterprise	X				

3. Advanced Education and Research & Development

Advanced Education and Research & Development is selected as an engine due to the fact that Victoria has three world-class post-secondary institutions in its midst. To drive this engine, purposeful, strategic and output-driven relationships among the City of Victoria, the proposed Business Hub and the University of Victoria, Royal Roads and Camosun College are required.

3a. Do you agree with the proposed Advanced Education and Research & Development Objectives:

Objectives	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Retain and put to work locally the benefits of the commercialization of the research and development at Victoria-area post-secondary institutions.	X				
Make obvious the pathways from university curricula to meaningful careers in Victoria	X				
Better understand the unanswered questions that matter to the Victoria community and engage post-secondary institutions in the search for answers to those questions.	X				
Create a downtown campus for post-secondary institutions				X	

General Comments: We believe there is an opportunity for dialogue regarding an enhanced post-secondary presence in the downtown core including how to maximize the use of downtown UVic properties for mutual benefit. Given the proximity of our campus to downtown, we think there are other ways of better achieving this objective that would not require a physical campus.

3b. Do you agree with the proposed Advanced Education and Research & Development Actions:

Actions	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Create an inventory of linkage opportunities between Victoria businesses and organizations and post-secondary institutions.	X				
Partner with co-op programs and other job-placement opportunities to place post-secondary students in Victoria businesses and organizations	X				

Develop a job fair package / materials / presentation and go to job fairs at post-secondary institutions profiling Victoria as a great place to work and highlighting opportunities for well-paying jobs in Victoria	X				
Partner to create a post-secondary presence downtown including but not limited to teaching and research facilities, incubation opportunities, continuing studies / life-long learning, student housing, and a City Studio (www.citystudiovancouver.com)	X				
Implement Mayors Task Force on Housing Affordability Recommendations to increase supply of workforce housing	X				

3c. Do you agree with the proposed Advanced Education and Research & Development Metrics:

Metrics	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Increase in number of students who find well-paying jobs in Victoria after graduation.	X				
Increase in co-op placements in Victoria businesses and organizations.	X				
Increase in number of students who start businesses in Victoria after graduation	X				
Increase in local use and commercialization of products and technologies developed in post-secondary institutions	X				

Addition: Increase in number of interdisciplinary research projects that meet a community need.

4. Ocean and Marine Sector

The Ocean and Marine sector includes ship repair and refit, cruise ship and ferry dockings, pilotage, technology companies with a focus in this sector, and the Pacific Navy. Employment in this sector is almost four times as plentiful as ocean and marine sector employment in the BC economy overall.

4a. Do you agree with the proposed Ocean and Marine sector Objectives:

Objectives	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Identify new marine educational programs and how to improve existing programs consistent with the institutes' existing academic calendars.	X				
Identify new technologies or how to significantly improve existing technologies that are used within the marine sector.	X				
Expand or modernize marine facilities, improve existing products, or develop new products that can be used in the marine sector.	X				
Become known as "Canada's Ocean City" and a global knowledge hub for the ocean and marine sector and capture share of global emerging interest.	X				

More aboriginal people employed in all aspects of the sector.	X				
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Additions:

- Leverage revenue opportunities through collaboration with ONC (i.e.: international business partnerships; international ocean-related conferences; ocean exhibit area in Steamship terminal)
- Build capacity & knowledge (i.e.: engage Coastal / First Nations communities to monitor ocean environments; utilize community mapping initiatives to incorporate traditional knowledge into a better understanding of ocean/coastal environment)

4b. Do you agree with the proposed Ocean and Marine sector Actions:

Actions	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Facilitate connections between Advanced Education and Ocean and Marine Sector to increase the supply of local, specialized skills and knowledge that this engine needs.	X				
Streamline land use and businesses processes at City Hall.	X				
Connect with other leading ocean and marine cities by hosting events and encouraging companies to locate additional branches in Victoria.	X				
Highlight environmental practices and advancements and relationship between clean-tech / software development and the Ocean and Marine Sector.	X				
Continue to provide opportunities for Esquimalt and Songhees peoples to participate in sector through job and skills training and hiring practices.	X				
Support existing investigations into the merits of acquiring new equipment (e.g. graving dock) to service vessels up to 150 metres in length and 30 metres wide (e.g. the C class BC Ferries as well as the new ones they are currently building that will need servicing).	X				

4c. Do you agree with the proposed Ocean and Marine sector Metrics:

Metrics	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Increase in number of students who find well-paying jobs in Victoria after graduation.	X				
Increase in co-op placements in Victoria businesses and organizations.	X				
Increase in number of students who start businesses in Victoria after graduation	X				
Increase in local use and commercialization of products and technologies developed in post-secondary institutions	X				

Additions:

- Is a metric needed to reflect engagement of First Nations communities within the actions related to this Engine?
- Metrics specific to revenue generation due to leveraging the presence of ONC and the reputation as an international research hub for oceans.

5. Technology

Today, the Greater Victoria tech sector brings in annual revenues in excess of \$3.15 billion with an economic impact far in excess of \$4.03 billion. The 884 local tech firms now employ approximately 15,000 employees directly with another 3,000 employed as contractors and independents. Greater Victoria is a natural place for innovation thanks to our post-secondary institutions, with 10 federal research labs and centres of excellence. Yet undoubtedly, a key contributor to attracting and retaining talent and innovation is the remarkable lifestyle that Victorians enjoy. While the City is not directly responsible for the success of the innovative entrepreneurs and companies, it plays a vital role in developing the type of community that will retain our existing successful tech leaders while attracting the additional risk-takers, entrepreneurs and talent that we need to continue to grow our largest industry.

5a. Do you agree with the proposed Technology sector Objectives:

Objectives	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Victoria has a strong supportive community of peers that are willing to share and support current and future tech leaders.	X				
Victoria is known globally as a thriving hub of innovation	X				
Home-grown and innovative companies remain in Victoria	X				
Investment-ready companies have no trouble raising capital in a timely manner.	X				

Addition: Attract HQP (highly qualified personnel) to the region.

5b. Do you agree with the proposed Technology sector Actions:

Actions	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Continue to support and foster a supportive community of peers that are willing to share and support current and future tech leaders.	X				
Further spread the message that Victoria is a thriving hub of innovation by highlighting the natural strengths of our community to increase the number of skilled workers moving to Victoria.	X				
Focus efforts and support on establishing home-grown innovative companies, as they have proven to have the longest lasting impact and greatest loyalty to the region.	X				
Further identify potential investors (local and abroad) and facilitate their introduction to well-coached, mentored and supported local innovative companies while appreciating that not all companies are investment-ready and may require coaching in boot-strapping and sales development.	X				
Focus actions and investment on the affordability and liveability of the Victoria (transportation, infrastructure, culture) so that we can continue to attract the leaders and	X				

talent we need to grow the tech sector.					
---	--	--	--	--	--

Additions: - Include 'retention' within the Actions (i.e.: attracting and 'retaining' HQP and companies).
 - Develop innovative programs to attract HQP.

5c. Do you agree with the proposed Technology Metrics:

Metrics	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Number of significant tech company acquisitions.	X				
Number of acquired companies that remain local.	X				
Number of tech companies located in downtown.	X				
Number of new business licences for tech companies.	X				
Amount of local capital invested in local companies.	X				
Amount of outside capital invested in local companies.	X				

6. Entrepreneurship, Start-Ups and Social Enterprise

Victoria's self-employment rate of 12.9% is the top rate among all 20 of Canada's metropolitan areas. Metropolitan Vancouver is close behind at 12.2%. Self-employment is an indicator of the entrepreneurial character of an area. High rates of self-employment are also associated with a predominance of small business as most self-employed individuals operate small businesses.

Victoria has many social ventures but does not yet have a robust social enterprise sector. Some have survived against all odds. Social enterprises are key in ladderling economically marginalized people into the economy and to creating sustainable livelihoods. A social enterprise is an organization that applies commercial strategies to maximize improvements in human and environmental well-being, rather than maximizing profits for external shareholders.

98% of Victoria's tech businesses are too small for venture capital investment. Social impact investment funds are emerging in many places, but some investors say they can't find enough deals in the Victoria area. Liquidity is also an issue for many investors.

6a. Do you agree with the proposed Entrepreneurship, Start-Ups and Social Enterprise sector Objectives:

Objectives	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
Victoria is the easiest place in Canada to start a business.	X				
Victoria is a place where there are all the supports needed for a good idea to become a good livelihood.	X				
Start-ups, scale-ups and businesses are well funded	X				
Investors looking for projects can find them easily and have a range of choice on the risk and return spectrum.	X				
Victoria is a social innovation zone producing high-quality products, solutions and services that create social good and big revenues	X				
Victoria has more businesses run by and/or employing Songhees and Esquimalt peoples.	X				

Additions: Incubation space available in downtown core for start-ups.
 Procurement program in place that encourages purchasing from small companies.

6b. Do you agree with the proposed Entrepreneurship, Start-Ups and Social Enterprise sector Actions:

Actions	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree

Create Business Hub at City Hall and continuously improve service delivery based on ongoing customer feedback	X				
Build a formal inventory of exciting investment opportunities from across the economic spectrum — from charities to social ventures, to “small giants” to growth companies. Cultivate investors for the full spectrum of investment opportunities.	X				
In partnership with a local credit union develop a “made-in-Victoria” small business loan and mentorship program	X				
Establish a Mayor’s Social Enterprise Task Force.	X				
Support Skwin’ang’eth Se’las Development Company (SSD Co) in their efforts to incubate aboriginal-owned businesses	X				

6c. Do you agree with the proposed Entrepreneurship, Start-ups and Social Enterprise Metrics:

Metrics	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree
New business licences increase X % year over year	X				
X new businesses funded through “made in Victoria” loan program.	X				
Increase in X% or amount of local wealth invested in local projects.	X				
Increase in X% or amount of outside wealth invested in local projects.	X				
Higher rate of businesses renewing licenses (indication of businesses remaining in Victoria).	X				



MAYOR'S TASK FORCE ON ECONOMIC DEVELOPMENT AND PROSPERITY
Social Media Summary – Input on Draft Economic Action Plan


Friday, October 2, 2015


Twitter Summary:


of Tweets: 24

of Retweets: 91

of Favourites: 54

 **City of Victoria**
TODAY's the last day to provide input on draft economic action plan #yyj. Share your ideas in online survey! victoria.ca/prosperity


 **City of Victoria** CityOfVictoria Sep 30
Provide feedback on how to grow Vic's economy. Take survey on draft economic action plan. It closes TODAY #yyj! victoria.ca/prosperity

 **City of Victoria**
Take opportunity to provide input on draft economic action plan to grow Vic's economy. Survey closes TODAY #yyj! victoria.ca/prosperity

 **City of Victoria** CityOfVictoria Sep 30
TODAY's the last day to provide input on draft economic action plan #yyj. Share your ideas in online survey! victoria.ca/prosperity

 **City of Victoria** CityOfVictoria Sep 29
We're seeking input on draft economic action plan. Survey closes Sept 30 #yyj victoria.ca/prosperity #VicProsperity

 **City of Victoria** @CityOfVictoria · Sep 29
Only 2 more days to provide input on draft economic action plan. Take online survey by Sept 30 #yyjI victoria.ca/prosperity #VicProsperity

 **City of Victoria** @CityOfVictoria · Sep 29
Help unleash Victoria's economic potential. Provide feedback on draft economic action plan by Sept 30 #yyj victoria.ca/prosperity

 **City of Victoria** @CityOfVictoria · Sep 28
Provide feedback on draft Economic Action Plan in survey by Sept 30. Help grow #VicProsperity #yyj victoria.ca/prosperity

 **City of Victoria** @CityOfVictoria · Sep 28
Provide feedback on draft economic action plan for Victoria. Take survey by Sept 30 #yyj victoria.ca/prosperity #VicProsperity

 **City of Victoria** @CityOfVictoria · Sep 27
Provide feedback on draft economic action plan for Victoria. Take survey by Sept 30 #yyj victoria.ca/prosperity





City of Victoria · CityOfVictoria · Sep 26

Share your ideas on draft economic action plan for Victoria. Take survey by Sept 30
#yyj victoria.ca/prosperity



City of Victoria · CityOfVictoria · Sep 24

What do you think about having Business Hub at City Hall? Learn more & take draft economic action plan survey #yyj
victoria.ca/prosperity



City of Victoria · CityOfVictoria · Sep 23

Take survey on proposed Business Hub at City Hall & six engines to drive Victoria's #economy #yyj victoria.ca/prosperity #VicProsperity



City of Victoria · CityOfVictoria · Sep 22


What do you think about having Business Hub at City Hall? Learn more & take draft economic action plan survey #yyj victoria.ca/prosperity




City of Victoria · CityOfVictoria · Sep 21

Have your say on Draft Economic Action Plan for Victoria #yyj Take the online survey by Sept 30. #VicProsperity victoria.ca/prosperity

 **City of Victoria** @CityOfVictoria · Sep 28
How to grow Vic's economy? Tell us in Making Victoria: Unleashing Potential draft economic action plan survey #yyj victoria.ca/prosperity

 **City of Victoria** @CityOfVictoria · Sep 19
What do you think about having Business Hub at City Hall? Learn more & take draft economic action plan survey #yyj victoria.ca/prosperity

 **City of Victoria** @CityOfVictoria · Sep 18
Take survey on proposed Business Hub at City Hall & six engines to drive Victoria's #economy #yyj victoria.ca/prosperity #VicProsperity

 **City of Victoria** @CityOfVictoria · Sep 15
Provide input on Draft #Economic Action Plan in online survey #yyj victoria.ca/prosperity #VicProsperity

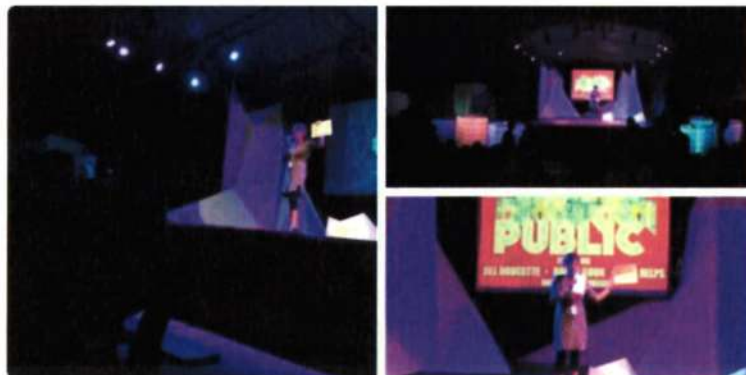


 **City of Victoria** @CityOfVictoria · Sep 13
DRAFT Economic Action Plan is ready for your input #yyj! Share your ideas in online survey ow.ly/S9ggX #vicprosperity



City of Victoria CityOfVictoria Sep 11

Tonight @Thinklandia, Mayor Helps unveiled Task Force draft economic action plan. bit.ly/1UN2L1d #yyj



12

7



City of Victoria CityOfVictoria Sep 11

Top floor of the Yates Street parkade. An incredible gathering, open to the public. @Thinklandia #YYJ #YYJarts



6

8



Twitter: #VicProsperity

#VicProsperity feedback: 1 tweet

#VicProsperity

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City of Victoria · CityOfVictoria · Sep 29
We're seeking input on draft economic action plan. Survey closes Sept 30 #yyj victoria.ca/prosperity #VicProsperity
4 3

City of Victoria · CityOfVictoria · Sep 29
Only 2 more days to provide input on draft economic action plan. Take online survey by Sept 30 #yyj! victoria.ca/prosperity #VicProsperity
2

Esquimalt BC Today Retweeted

Lisa Helps · lisahelps · Sep 28
RT @CityOfVictoria: Provide feedback on draft Economic Action Plan in survey by Sept 30 Help grow #VicProsperity #yyj victoria.ca/prosperity
3 3

Downtown and Around and 1 other Retweeted

Lisa Helps · lisahelps · Sep 27
MT @CityOfVictoria: Take survey on Business Hub at City Hall & 6 engines to drive #economy #yyj victoria.ca/prosperity #VicProsperity
4 1

City of Victoria · CityOfVictoria · Sep 21
Have your say on Draft Economic Action Plan for Victoria #yyj. Take the online survey by Sept 30. #VicProsperity victoria.ca/prosperity
3 1

YYJ Poet Laureate favorited

Lisa Helps · lisahelps · Sep 17
Victoria. Yours for the making. #vicprosperity Read the plan. Take the survey ow.ly/S8vqr @CityOfVictoria
2



City of Victoria @CityOfVictoria · Sep 15

Provide input on Draft #Economic Action Plan in online survey #yyj victoria.ca /prosperity #VicProsperity



4 2



Lisa Helps @lisahelps · Sep 14

Making Victoria: Unleashing Potential. #vicprosperity Read the plan. Take the survey
ow ly/S8vks @CityOfVictoria Pls RT

3 2



City of Victoria @CityOfVictoria · Sep 13

DRAFT Economic Action Plan is ready for your input #yyj! Share your ideas in online survey ow ly/S9ggX #vicprosperity

4 1



Colleen Mycroft favorited



Lisa Helps @lisahelps · Sep 12

@CityOfVictoria DRAFT Economic Action Plan needs your input. Read the plan. Take the survey ow ly/S8vbb #vicprosperity

3 7



Victorian Analysis Retweeted



Lisa Helps @lisahelps · Sep 12

@analysevic Actually it's until Sept 30. And last I checked, it's a very detailed survey! #vicprosperity ow ly/S8uqc

1 1

[View conversation](#)



Victorian Analysis

AnalyseVic Sep 11

Here we have 'making victoria' the new Draft Economic Action Plan. Are u excited [#vicprosperity](#) [#yyj](#) [#yyjpoli](#) [victoria.ca/assets/City-Ha...](#)

3

2



Victorian Analysis

AnalyseVic Sep 11

Seeking input @7pm Friday night on city draft ec dev plan - yes, I'll be there [#VicProsperity](#) [@ThinkIandia](#) [#yyjpoli](#) [victoria.ca/EN/meta/news/n...](#)

1

Facebook Summary:

of Posts: 3

Reached: 1,265

of Likes: 15

of Comments: 0

of Shares: 1



City of Victoria - Local Government

Published by Michele Harp, (2) September 30 at 12:24pm

TODAY is the last day to provide input on the draft economic action plan "Making Victoria: Unleashing Potential".

Developed by the Mayor's Task Force on Economic Development and Prosperity, the draft plan proposes a Business Hub at City Hall and identifies six economic "engines" to drive Victoria's businesses, generate jobs, raise household incomes, and increase well-being over the next four years.

Provide feedback by completing an online survey, emailing [prosperity@victoria.ca](#) or tagging your ideas on Twitter to [@CityofVictoria](#) [#VicProsperity](#) by the end of TODAY! [www.victoria.ca/prosperity](#)



302 people reached

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KC Security Services and 2 others like this.



Write a comment





City of Victoria - Local Government

Published by Michelle Harris PM · September 28 at 2:47pm ·

The Mayor's Task Force on Economic Development and Prosperity is seeking input on its draft economic action plan "Making Victoria: Unleashing Potential". The draft plan proposes a Business Hub at City Hall and identifies six economic "engines" to drive Victoria's businesses, generate jobs, raise household incomes, and increase well-being over the next four years.

Provide feedback on the draft plan by completing an online survey, emailing prosperity@victoria.ca or tagging your ideas on Twitter to @CityofVictoria #VicProsperity by September 30
www.victoria.ca/prosperity



580 people reached

[Boost Post](#)

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Personal information

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Write a comment...



City of Victoria - Local Government

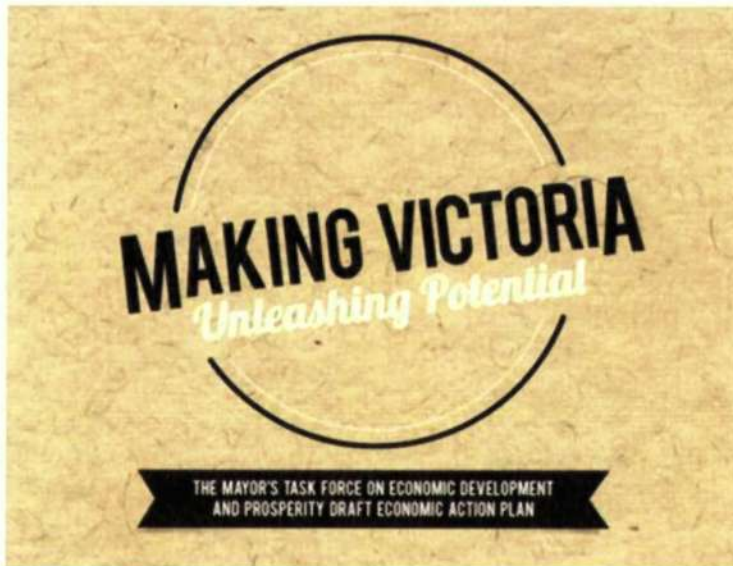
Published on: Michelle Harris (21 September 11 at 1:45pm)

The Mayor's Task Force on Economic Development and Prosperity is seeking input on its draft economic action plan "Making Victoria Unleashing Potential". The draft plan identifies six economic "engines" to drive Victoria's businesses, generate jobs, raise household incomes, and increase well-being over the next four years.

The draft plan will be shared TONIGHT at the Thinklandia kick-off event at 7pm at the Bastion Square Parkade rooftop.

Learn more about the draft plan and provide feedback by completing an online survey, emailing prosperity@victoria.ca or tagging your ideas on Twitter to [@CityofVictoria](https://twitter.com/CityofVictoria) #VicProsperity by September 30.

www.victoria.ca/prosperity



383 people reached

Boost Post

Like Comment Share

Fabulous Fort, KC Security Services, **Personal information** and 4 others like this.

1 share

Media Release



Task Force Seeks Input on Draft Economic Action Plan

Date: Friday, September 11, 2015

For Immediate Release

VICTORIA, BC — The Mayor's Task Force on Economic Development and Prosperity is seeking input to help strengthen and shape its draft economic action plan, *Making Victoria: Unleashing Potential*, to be shared this evening at the *Thinklandia* kick-off event at 7 p.m. on the Bastion Square Parkade rooftop.

The draft plan identifies six primary "engines" to drive Victoria's businesses, generate jobs, raise household incomes, and increase well-being over the next four years. The six engines include: Advanced Education and Research & Development; the Ocean and Marine sector; Experiential Tourism; Government; Technology; and Entrepreneurship, Start-Ups and Social Enterprise. Each engine has its own set of draft objectives, actions and metrics to advance and measure progress.

"If well-greased, these six engines will create sustainable prosperity in the city," said Mayor Lisa Helps. "They will also stimulate growth in retail, arts and culture and other sectors that contribute to the quality of life, well-being and happiness in Victoria. I'm so proud of the task force members who have worked hard together over the past few months to develop this bold action plan."

The Task Force's mandate is to advise on how City Hall can best deliver an economic development function that will increase the genuine well-being of citizens. Working with its many partners, City Hall has a role to play in increasing household incomes by making it easier for business to thrive and by supporting entrepreneurs and innovation.

The draft plan also proposes a "Business Hub" be established at City Hall to streamline and de-mystify business and development processes at City Hall; make it easier to do business in Victoria; advise on how to reduce unnecessary red tape; connect entrepreneurs with the resources they need; and accelerate the development of a vibrant downtown.

"Creating Prosperity Through Economic Development" is a key objective of the City of Victoria's strategic plan for focus and investment over the next four years. Appointed by City Council in April, the Task Force is chaired by Mayor Lisa Helps and includes Councillor Margaret Lucas and community leaders in tech, tourism, labour, green business, commercial real estate, and community and regional economic development.

The *Making Victoria: Unleashing Potential* draft economic action plan is available at www.victoria.ca/prosperity. There are a variety of ways for the community to provide feedback, including completing an online survey, emailing input to prosperity@victoria.ca, or tagging ideas on Twitter at #VicProsperity by Wednesday, September 30. Public input will help inform the draft plan that will be presented to City Council for consideration on October 22.

– 30 –

For More Information:

Mayor Lisa Helps

Chair, Mayor's Task Force on

Economic Development and Prosperity

Economic Action Plan - Mayor's Task Force on Economic Develo...

250.661.2708

Media Release

BRITISH
COLUMBIAGreater Victoria
Development Agency
A natural place to do business

V I A T E C

'Team Victoria' Trade Mission to San Francisco

Date: Friday, September 25, 2015

For Immediate Release

VICTORIA, BC – On Sunday, Mayor Lisa Helps will lead 'Team Victoria', a 31-person, multi-stakeholder trade mission to San Francisco, California. The team will include the Honourable Amrik Virk, Minister of Technology, Innovation and Citizens' Services, and representatives from the Greater Victoria Development Agency and Greater Victoria's high-tech, tourism, business and education sectors. Together, they seek to build and enhance strategic relationships with key influencers of North America's epi-centre of innovation and technology.

"Two weeks ago we unleashed Victoria's draft economic action plan *Making Victoria – Unleashing Potential*, and now we're taking it on the road," said Mayor Lisa Helps. "I'm thrilled to be leading this diverse and influential group of leaders to San Francisco."

The trade mission provides an opportunity to showcase and grow Victoria's local tech companies, with the goal of attracting investment and talent to the region, and building investor and entrepreneur relationships. Over two days, 'Team Victoria' members will meet with potential clients, promote Victoria as a destination, and work to build academic partnerships to foster research opportunities and job development networks.

"The B.C. government is committed to growing our economy and strengthening our technology sector," said Minister Virk. "San Francisco has a large Canadian talent pool that we are going to continue to engage, to build and strengthen our industry, seeking growth and partnership opportunities that will enhance our tech strategy. Our similar markets, low corporate tax rates, and a strong angel investor community makes our province the place to invest."

In addition to the scheduled partner meetings, Mayor Helps is hosting a luncheon. Guests include representatives from Apple, RocketSpace, Blumberg Capital, and the Bay Area Council Economic Institute. RocketSpace is a premiere technology campus in San Francisco, exclusively designed to help entrepreneurs, start-ups and corporate innovation professionals succeed. Blumberg Capital is an early-stage venture capital firm that specializes in providing seed funding to technology companies. The Bay Area Council Economic Institute is a partnership of business with labour, government, higher education, and philanthropy that works to support the economic vitality and competitiveness of the Bay Area and California.

"We are thrilled that our three-year Trade and Investment Program, launched in 2014, can serve as a catalyst to make this initiative come together in alignment to all stakeholders," said Dallas Gislason, Economic Development Officer for the Greater Victoria Development Agency. "The fact that this effort achieved such strong buy-in region-wide is very telling about the importance of the San Francisco area to many sectors of our economy here at home."

1 of 2

On Tuesday evening, close to 80 Bay Area influencers will attend the 'Team Victoria' reception at the Aquarium by the Bay, where they will have the opportunity to network with trade mission members and enjoy a "Fireside Chat" with Jeff Mallett, co-founder of Yahoo! and James DeGreef, co-founder of GenoLogics Life Sciences Software and CEO of ChatterBlock.

"It is vital that we continue to build relationships in San Francisco and the Bay Area. It's only a two-hour flight away and provides the world's largest concentration of tech investors, advisors, partners and customers," said Dan Gunn, Chief Executive Officer for VIATEC. "We will be meeting one-on-one with existing key contacts to keep them up to speed on the opportunities in our local tech scene while leveraging the group of community leaders on the trade mission to draw out potential new partners that are interested in building stronger ties to our local innovators and entrepreneurs."

'Team Victoria' members plan to hold a report-back session later this fall to outline opportunities and relationships that developed from the trip. The estimated budget for the trade mission is \$34,000. Each team member is contributing towards the cost, with the City of Victoria providing \$5,000.

Create Prosperity Through Economic Development is a key objective of the City of Victoria's strategic plan for focus and investment over the next four years. The trade mission to San Francisco supports this objective and includes some members of the Mayor's Task Force on Economic Development and Prosperity. Established in April, the Task Force has developed *Making Victoria: Unleashing Potential*, a draft economic action plan to grow Victoria's economy. The draft plan is available for public input until September 30. For more information: www.victoria.ca/prosperity.

Greater Victoria Development Agency Quick Facts:

- Greater Victoria's largest industry is high-tech, with an economic impact exceeding \$4 billion annually. Many local firms rely on global connections to grow their business and create jobs. These companies directly employ 15,000 Tectorians.
- Tourism is Greater Victoria's second largest industry with \$1.9 billion in economic impact and over 22,000 jobs.
- There are over 40,000 students enrolled in the region's three post-secondary education institutions. Each year several co-op students get placements at companies in the San Francisco/Bay Area. Companies like Google, Oracle, Tesla, HP and others provide unparalleled opportunities and connections for local students.

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ATTACHED: 'Team Victoria' Delegation Members

For More Information:

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'Team Victoria' Delegation Members

The 'Team Victoria' delegation includes the following people:

1. Mayor Lisa Helps, City of Victoria
2. Councillor Margaret Lucas, City of Victoria
3. Jocelyn Jenkyns, Deputy City Manager, City of Victoria
4. Kerri Moore, Manager of Strategic Relations and Business Development, City of Victoria
5. Honorable Amrik Virk, Minister of Technology, Innovation and Citizens' Services
6. John Jacobson, Deputy Minister of Technology, Innovation and Citizens' Services
7. Nick Facey, Chief of Staff for the Minister of Technology, Innovation and Citizens' Services
8. Dallas Gislason, Economic Development Officer, Greater Victoria Development Agency
9. Kathryn Dafos, Project Coordinator, Greater Victoria Development Agency
10. Dan Gunn, CEO, VIATEC
11. Rob Bennett, COO and Program Director, VIATEC
12. Paul Nursey, President and CEO, Tourism Victoria
13. Rob Ringma, Director of Sales, Tourism Victoria
14. Geoff Dickson, President and CEO, Victoria Airport Authority
15. Brent Sternig, Director, Research, Partnerships and Knowledge Mobilization, University of Victoria
16. Terry Cockerline, Director, Alumni Relations, University of Victoria
17. Curran Crawford, Department of Mechanical Engineering, University of Victoria
18. Tom Zsolnay, Associate Vice President of Alumni and Development, University of Victoria
19. Margaret-Anne Storey, Software Engineering Program Director, University of Victoria
20. Jody Kitts, Development Officer, Engineering and Science, University of Victoria
21. Gloria Darroch, Program Manager, Co-op and Career Centre, Peter B Gustavson School of Business, University of Victoria
22. Evelyn O'Connor, Senior Account Executive, Victoria Conference Centre
23. Monika Lebedynska, Senior Account Executive, Victoria Conference Centre
24. Owen Matthews, Wesley Clover and Alacrity Foundation
25. Richard Egli, Managing Director, Alacrity Foundation
26. David Miller, Cube Global Storage
27. Rajkumar Padmawar, President and CEO, ASASoft
28. Will Fraser, CEO, Referral SaaSquatch
29. Karl Swannie, CEO, Echosec Systems Ltd.
30. Jim Hayhurst, President/CEO, Pretio Interactive
31. Bob Husband, Managing Partner, Arbutus Cove Enterprises

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Mayor's economic development task force releases report

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September 11, 2015 08:28 from Frank Stanford

An economic development and prosperity task force has recommended Victoria create a "business hub" at City Hall...to "streamline and de-mystify business and development processes at City Hall".

That's one key action recommendation made by a special mayor's task force appointed in April.

The report has just been released this morning, and the city invites public comment on it before a plan goes to council for adoption next month.



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Article rank 12 Sep 2015 Times Colonist ANDREW A. DUFFY aduffy@timescolonist.com Times Colonist

Business hub envisaged for city hall

Draft document of task force identifies 6 key economic 'engines'

A new business hub could be installed at Victoria City Hall, and the city might have just created a massive to-do list with the release of a draft economic action plan from the Mayor's Task Force on Economic Development and Prosperity.

The draft document called Making Victoria: Unleashing Potential, which will be augmented with public input over the next two weeks, has identified Victoria's six key economic "engines" and a slew of "action items" that would help those sectors thrive.

Victoria Mayor Lisa Helps said if those engines of the economy — advanced education, research and development, ocean/marine, experiential tourism, government, technology and entrepreneurship — are "well greased," they will create prosperity.

"They will also stimulate growth in retail, arts and culture and other sectors that contribute to the quality of life, well-being and happiness in Victoria," she said, noting the small scale of the city means everyone contributes to making it unique.

"We are all making Victoria together, and if we can unleash the potential and do these actions in the next five years, we will see a significant change in how this city looks and feels and see how much money comes into this town," she said.

Launched in April, the 17-member task force was intended to help the city improve its relationship with the business community and lay a foundation to support economic growth.

Helps said the difference between this group and previous economic development committees and studies is the demand for concrete direction and metrics by which the city can measure progress in problem areas.

The action list included in the draft plan is long, but Helps said it starts with establishing a business hub at city hall.

The hub is to help anyone wanting to start, expand, scale up or invest in a business.

"It will be where you can send anyone, it will be a one-stop shop," said Helps, adding that it will be both a connecting point as well as helping to deal with the hurdles the business community has found in dealing with Victoria City Hall.

The hub, which will be a physical office with staff, is tasked with streamlining business-development processes, reducing municipal red tape and accelerating the development of a vibrant downtown while connecting entrepreneurs with the resources they need.

As for the action items that will help each of the identified economic engines, they range from the fairly simple to the high-level.

For example, the draft plan calls for partnering with co-op programs to place post-secondary students in Victoria businesses, facilitating development that supports the retention of government offices in Victoria and making it easier to hold events and open businesses.

But it also calls for action on partnering to create a post-secondary presence downtown and creating a customs pre-clearance pilot project at the Belleville Street Terminal as a step toward pre-clearance at such facilities as Ogden Point and Victoria International Airport.

Helps acknowledged that the city and business organizations don't have the power to make things like that happen, but she said believes both can play a role.

"The decisions in some of these cases aren't ours to make, but the actions to get there certainly are," she said, noting that city officials are already lobbying the federal government for the pre-clearance pilot project.

Through the process of creating the plan, the task force has identified everyday issues, such as the time it takes for permits and licences to be processed, as well as big-picture problems of organizations and governments not working together while nonetheless targeting the same goal.

"The whole premise of the plan is to bust apart the silos and work together, and that's starting to happen," Helps said.

She said the plan builds on the momentum that is happening in the city right now.

"This doesn't start from a sky-is-falling place, but because Victoria is the best place in Canada to start or expand a business," she said.

The community can provide input for the action plan via email at prosperity@victoria.ca or tagging ideas on Twitter at #VicProsperity before Sept. 30.

City council will vote on the plan on Oct. 22.

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Premier Christy Clarks has nice words for Victoria's Mayor

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September 25, 2015 12:17 from Art Aronson

B.C.'s annual conference of mayors, councilors and regional politicians wrapped up today in Vancouver with a speech from Premier Christy Clark.

Speaking on economic growth, Christy Clark took a moment to praise Victoria Mayor Lisa Helps.

"In Victoria, Lisa Help's task force on economic development and prosperity," said Clark. "She's reaching out to try and find new ways attract investment to that beautiful city, our capital in the south island.

During the address, Clark announced new funding to help prevent wildfires and to address gang violence.

\$10 million for a fund aimed at helping communities prevent wildfires brings the total to \$78 million since 2004.

She also announced a five-million-dollar investment to target prolific, violent and gang-affiliated offenders and to address the roots of crime through education and outreach.

The conference officially wrapped up with Clarks closing remarks.

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City, tourism tech sector on San Francisco trade mission

Victoria is reaching across the border to strengthen the city's economy.



DARREN STONE, TC

Victoria Mayor Lisa Helps will encourage Canadians to come home and work in Victoria.

This weekend, a 31-person trade mission led by Mayor Lisa Helps will be in San Francisco to showcase Victoria companies, meet potential clients, promote Victoria as a destination and work on academic partnerships to create research opportunities.

The team includes B.C. Technology Minister Amrik Virk and representatives from the Victoria Innovation, Advanced Technology and Entrepreneurship Council (VIATeC), Greater Victoria Development Agency, Tourism Victoria and the post-secondary education sector.

The budget for the trip is \$34,000, with the city's share \$5,000.

"We're hoping to highlight the already strong connections between Victoria and San Francisco," said Helps, noting high-tech and tourism have for years been closely tied to the Bay area.

But Helps is also going recruiting. Building on a provincial initiative that saw a B.C. booth at the Calgary Stampede imploring former residents to come home, Helps said they will be taking a come-back-to-Victoria message to Canadian workers and entrepreneurs in the area.

"We will be saying for those of you who are Canadian and living down there come home and bring your business back to Victoria, to British Columbia," Helps said.

She will also be showing off the city's draft economic action plan, and hopes the plan to establish a business hub at City Hall will show potential businesses, investors or start-ups that the city is committed to helping business grow.

The city's high-tech industry sees the trip as a chance to cement relationships and reach out to those who missed the recent Experience Tectoria event.

"We are using this trip as a way to connect with those who couldn't make it this year to open their eyes to the investment and partnership opportunities in Victoria's tech sector with the aim to bring them to the city in the coming year to meet local entrepreneurs and see first hand the innovation in our tech sector," said VIATeC executive Dan Gunn.

Paul Nursey, chief executive of Tourism Victoria, said they saved up sales calls for this trip.

"We have lots of reason to go to San Francisco, primarily for sales meetings," he said. His group will meet with convention bookers and meeting planners by day and join the trade mission for functions in the evening.

Nursey said he's selective about trade missions as they require discipline and strong focus to have any kind of success.

"This one made a lot of sense for us," he said. "San Francisco is a very important source market."

Gunn agrees, noting "trade missions are hard to get right."

"We've learned over the years to set aside all the time required to support the planned agenda while hustling to fill all remaining gaps with one-on-one relationship building meetings to maximize on the opportunity," he said. "Trade missions offer unique benefits due the many connections a large group can bring when they all go to the same place at the same time."

During the visit, Helps will host a luncheon and expects to meet with representatives from Apple, tech campus RocketSpace, venture capital firm Blumberg Capital, and the Bay Area Council Economic Institute.

There is also a reception for 80 influential Bay area business people that will feature discussions with Jeff Mallett, co-founder of Yahoo, and James DeGreef, co-founder of GenoLogics Life Sciences Software and chief executive of ChatterBlock.

The trade mission team will get together this fall to outline results of the trip.

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Victoria sends trade mission to San Francisco

Posted By: Keith Vass on: September 27, 2015 In: News



▶ 🔊 0:00 / 1:55

A team from Victoria left for San Francisco Sunday, on a mission to bring investment from the Bay Area back to BC's capital.

The 31-person trade mission is aimed at boosting the region's tech and tourism industries.

"We want to profile Victoria as a great place to do business and as a great destination," said Mayor Lisa Helps.

The city is footing \$5,000 of the \$34,000 total for the trip, sending Helps and Coun. Margaret Lucas alongside representatives from University of Victoria, Tourism Victoria and others. BC's technology minister, Amrik Virk, will join the group in San Francisco later.

Tech has become the region's largest industry, worth an estimated \$4 billion annually. GVDA development officer Dallas Gislason needed to expand that further.

"One of the things we don't really have is a well established venture capital or growth capital scene so companies that do need to go to other markets and the top market in the world for that is San Francisco and the Bay Area."

Gislason highlights a number of firms that already have operations in both cities, like GenoLogics and Zynga.

Tourism may now be the Capital's second largest industry after tech, but it's not being forgotten on this mission. Tourism Victoria is the largest market,

"We position Victoria as a getaway destination, it's a two hour flight or families can drive up and take the Coho," he said.

And the city's mayor is hoping to bring some people back not to visit, but to stay.

"There are lots of entrepreneurs from Victoria, from British Columbia, in San Francisco and we're going down to say come home

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FROM THE EDITOR



JEFFREY BOSDET/DOUGLAS MAGAZINE

A City Beyond Cynicism

SINCE THE MAYOR'S TASK FORCE on Economic Development and Prosperity released its draft action plan, *Making Victoria: Unleashing Potential*, on September 11, I've talked to a lot of people about it. I've encountered both optimism and cynicism. Optimism because this is a plan that seems to speak the language of entrepreneurs, not bureaucrats; cynicism because we've watched many task forces come and go over the years — and a lot of ideas have been left on the table to rot.

I'm going to bypass cynicism and give this draft plan a tentative thumbs up for a number of reasons. First, I like its premise: "The job of the City and its partners is to establish the conditions for implementing sustainable economic development. In order to accomplish this, we cannot shy away from disrupting the status quo, challenging old habits and assumptions, and promoting a new set of values in order to help Victoria's economic ecosystem thrive."

Second, I buy into its focus on rapid prototyping, real-time customer feedback and measurable action — because I do believe that what gets measured gets done.

Someone once described cynicism as a premature disappointment in the future.

Third, I'm tired of the cynicism that has infected civic politics. Someone once described cynicism as a premature disappointment in the future. Standing back with our arms folded, throwing clever quips while remaining removed from the process, won't help us to do the heavy lifting that needs to be done to make Victoria an entrepreneurial centre of excellence.

One of the things I like best about *Making Victoria*:

Unleashing Potential is the idea of setting up a business hub at City Hall. It's important that this hub be more than a physical space; it needs to be developed with a can-do attitude and a deep understanding of how businesses see the world and their real needs.

A number of people I've talked to suggest hiving off this business hub to a location outside of City Hall and creating a living lab of innovation. It's an interesting idea if a way can be found to do this without running up the hub's budget on bricks and mortar.

But even more important than the location is creating an entrepreneurial mindset. In his book, *The Rise of the Creative Class: Revisited*, Richard Florida refers to a study by personality psychologists Sam Gosling and Jason Rentfrow and others. The study counters the idea that Silicon Valley's success can be replicated simply by adding talent, research universities and access to venture capital and shaking it all together. While acknowledging a need for these ingredients, the study's authors found that success depends on attracting people who have a mix of high levels of openness, extraversion and conscientiousness — entrepreneurs with energy and endurance and the ability to make things happen.

"So take heed mayors and business leaders," Florida writes. "It will take a lot more than establishing tech transfer programs at research universities, upping the amount of local venture capital or creating new incubators to encourage entrepreneurship. Deep down it's about attracting the right kinds of people and boosting a location's entrepreneurial mindset."

I sense the Mayor's Task Force on Economic Development and Prosperity gets this, and I sense Mayor Lisa Helps gets it. So let's put cynicism aside for the time being and give *Making Victoria: Unleashing Potential* a chance to succeed.

— Kerry Slavens

kslavens@pageonepublishing.ca

BUSINESS IN ACTION

DOUBLETREE BY HILTON has opened the brand's first property on Vancouver Island with the new DoubleTree by Hilton Hotel & Suites Victoria. Previously the Executive House Hotel, this 181-room downtown hotel opens following a multi-million dollar property-wide renovation, including a complete redesign of the lobby, public space and guest rooms.

MNP has outgrown its Nanaimo office and will be moving its 70 Nanaimo employees up the street to the newly named MNP Place as soon as renovations are complete. Since 2009 MNP's revenue across Vancouver Island has increased by 80 per cent and its Island-wide team has grown from 80 to 154.

ITNORTH has once again won Cloud Partner 2015 for Canada by the International Association of Microsoft Channel Partners.

ANN-LOUISE JEWELLERS opened a new location at Hillside Shopping Centre this September, adding to its other Victoria locations at The Bay Centre and Mayfair Shopping Centre.

VIKING AIR has signed a deal with RN-Aircraft, a subsidiary of the Russian petroleum company Rosneft. The agreement is to manufacture 10 Viking Twin Otter Series 400 aircraft destined for the Krasnoyarsk region, where the aircraft will be used for regional commuting, corporate shuttle and cargo operations.

DEPARTURES TRAVEL, Victoria's longest standing independent travel agency, has been purchased by Cathy Scott, owner of Niche Travel, a boutique travel agency. Departures, located in Oak Bay, has been owned and operated for 30 years by Ronnie Lee.

Small Business Daring to Grow

EVERY OCTOBER, B.C. SHINES THE SPOTLIGHT ON SMALL BUSINESS AND THE SECTOR'S SIGNIFICANT IMPACT ON OUR COMMUNITIES AND ECONOMY.

Small businesses make up close to 98 per cent of enterprises in Canada and the figures are similar for B.C., where SMEs contribute around 26 per cent of the province's GDP. To acknowledge this important economic sector, October is Small Business Month in B.C.

The third week of October also marks BDC Small Business Week, the annual national celebration of entrepreneurship that the Business Development Bank of Canada (BDC) has been organizing for the past 36 years. As part of this year's theme — Knock down barriers. Dare to grow. — the BDC will host

an interactive Twitter chat (#SBW2015) on **October 23** with a panel of experts. The chat is geared to helping small business owners learn how to shift the focus towards growth and meet the challenges involved.

Victoria events include networking and educational seminars hosted by the Victoria Chamber of Commerce, including Networking for Success and Financial Management for Small Business on **October 20**, and Effective Negotiating on **October 21**.

On **October 23**, the Duncan Cowichan Chamber of Commerce will host their annual Business Showcase, as well as two seminars,

Market Analysis for Small Business and Maximize Your Digital Presence.

As part of Small Business Month, Small Business BC will open nominations for their Small Business BC Awards and launch their MyBizDay tour, with a stop in Nanaimo on **October 21** at the Vancouver Island Conference Centre. This free full-day event connects small business owners to information and support through a mix of education, exhibits, networking and interactive panel sessions on subjects such as digital marketing, market research strategies and overcoming business challenges.

In 2014,
31,700
Canadians
became self-
employed
AND hired
employees.
— Business
Development Bank of
Canada (BDC)



JO-ANN LORR/DOUGLAS MAGAZINE

MAKING VICTORIA

MAYOR'S TASK FORCE ON ECONOMIC DEVELOPMENT AND PROSPERITY IS READY TO UNLEASH VICTORIA'S POTENTIAL

From the Bastion Square Parkade rooftop overlooking Victoria, the Mayor's Task Force on Economic Development and Prosperity announced its draft economic action plan, *Making Victoria: Unleashing Potential*, on September 11.

For Mayor Lisa Helps, chair of the task force, the report is driven by a big call to action. "It's not a strategy — it's a plan," says Helps. What differentiates it from the approach taken in the past, she adds, is that this plan contains defined objectives, concrete actions, and identified leads and metrics to advance and measure progress.

The draft plan pinpoints six "primary engines" to drive Victoria's businesses, generate jobs, raise household incomes and increase well-being over the next four years. These engines are: Advanced Education and

Research & Development; Ocean and Marine sector; Experiential Tourism; Government; Technology; and Entrepreneurship, Start-Ups and Social Enterprise.

Helps says these six engines, if "well greased," will create sustainable prosperity. "They will also stimulate growth in retail, arts and culture and other sectors that contribute to the quality of life, well-being and happiness in Victoria ..." she adds.

The draft plan proposes that a business hub be established at City Hall to streamline and de-mystify business and development processes there, make it easier to do business in Victoria, reduce red tape and connect entrepreneurs with resources.

The hub, envisioned as a separate business unit, will be funded by an annual contribution of a minimum of \$250,000 set aside by the City. According to the report, the hub can be "launched imminently and deliver value within the next six to 12 months."

The draft plan will be presented to City Council for consideration on October 22 following a period of public input.

"The business hub is a critical part of the plan. It's an actual place in City Hall you can actually point to, a one-stop shop." — Lisa Helps



HIGHLIGHTS FROM
MAKING VICTORIA:
UNLEASHING POTENTIAL

The following are just
a few of the objectives
proposed:

Create a downtown
campus for post-
secondary institutions

Become known as
Canada's "Clean City"
and a global knowledge
hub for the ocean and
marine sector.

Have customs pre-
clearance in place in all
regional facilities.

Make Ship Point a
world-class outdoor
performance space in
partnership with the
provincial government
and the private sector.

Work to make Victoria
known globally as
a thriving hub of
innovation.

City of Victoria



Economic Development and Prosperity Task Force

Task Force Seeks Input on Draft Economic Action Plan

On September 11, the Mayor's Task Force on Economic Development and Prosperity launched its draft economic action plan, ***Making Victoria: Unleashing Potential*** for public input at the Thinklandia kick-off event on the rooftop of the Bastion Square Parkade.

The Task Force's mandate is to advise on how City Hall can best deliver an economic development function that will increase the genuine well-being of citizens. Working with its many partners, City Hall has a role to play in increasing household incomes by making it easier for business to thrive and by supporting entrepreneurs and innovation.

The Task Force is seeking input to help strengthen and shape the draft plan – to identify what can be improved and what may be missing.



- Making Victoria: Unleashing Potential - Draft Economic Action Plan [PDF - 640 KB]

Opportunities for Input

There are a variety of ways for the public to provide feedback:

- Participate in an online survey.
- Email input to prosperity@victoria.ca
- Tag your ideas on Twitter to [@CityofVictoria](https://twitter.com/CityofVictoria), [#VicProsperity](https://twitter.com/VicProsperity)

The deadline to provide feedback is **Wednesday, September 30, 2015**.

Public input will help inform the draft plan that will be presented to City Council for consideration on October 22.

About the Draft Plan

The draft plan identifies six primary "engines" to drive Victoria's businesses, generate jobs, raise household incomes, and increase well-being over the next four years.

Six Engines

The six proposed engines include: Advanced Education and Research & Development; the Ocean and Marine sector; Experiential Tourism; Government; Technology; and Entrepreneurship, Start-Ups and Social Enterprise. Each engine has its own set of draft objectives, actions and metrics to advance and measure progress.

Business Hub at City Hall

The draft plan also proposes a "Business Hub" be established at City Hall to streamline and de-mystify business and development processes at City Hall; make it easier to do business in Victoria; advise on how to reduce unnecessary red tape; connect entrepreneurs with the resources they need; and accelerate the development of a vibrant downtown.

Task Force Members

"Creating Prosperity Through Economic Development" is a key objective of the City of Victoria's strategic plan for focus and investment over the next four years.



Appointed by City Council in April, the Task Force is chaired by Mayor Lisa Helps and includes Councillor Margaret Lucas and community leaders in tech, tourism, labour, green business, commercial real estate, and community and regional economic development.



- Mayor Lisa Helps, City of Victoria
- Councillor Margaret Lucas, City of Victoria
- Suzanne Bradbury, Co-Owner/Manager, Fort Properties
- Nicole Chaland, Director, Simon Fraser University's Community Economic Development Program
- James Cocco, Provincial government employee and community volunteer
- Jill Doucette, Owner/Founder, Synergy
- Dallas Gislason, Economic Development Officer, Greater Victoria Development Agency
- Dan Gunn, Chief Executive Officer, VIATeC
- Scott Gurney, Owner, 17 Black Entertainment Ltd., event production company
- Darlene Hollstein, General Manager, The Bay Centre
- Robert Jawl, Director, Jawl Properties Ltd.
- Tony Joe, Realtor/Past Director and President, Victoria Real Estate Board
- Ken Kelly, General Manager, Downtown Victoria Business Association
- Peter Kuran, President and Chief Executive Officer, UVic Properties
- Paul Nursey, President and Chief Executive Officer, Tourism Victoria
- Liam Scott-Moncrieff, Graduate, Pacific School of Innovation and Inquiry; 2015/2016 University of Victoria Engineering Student
- John Wilson, Chief Executive Officer/Principal, Wilson's Transportation Ltd.

Learn more about the Task Force members:

- Mayor's Task Force on Economic Development and Prosperity - Member Bios and Photos [PDF - 680 KB]

Terms of Reference

The terms of reference for the Task Force are below:

- Terms of Reference, Mayor's Task Force on Economic Development and Prosperity [PDF - 77 KB]

Although the City of Victoria tries to ensure the accuracy of all information here, you should confirm all information.

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Michelle Harris

Subject: FW: Join Thinklandia and Mayor's Ec Dev and Prosperity Task Force, September 11th @ 7pm

On behalf of the Mayor's Task Force on Economic Development and Prosperity, I would like to invite you to attend the *Thinklandia* kick-off event on Friday, September 11, 2015 at 7 p.m. on the rooftop of the Bastion Square Parkade on Yates Street. At the event, the Task Force will share its draft economic action plan, *Making Victoria: Unleashing Victoria's Potential* for public input.

The Task Force is seeking input to help strengthen and shape the draft plan – specifically what can be improved and what may be missing.

The role of the Task Force is to advise on how the City of Victoria can best use its available resources and act as a partner to fill downtown retail and commercial vacancies; support start-ups, "scale-ups" and business relocations to Victoria; foster entrepreneurship; support job creation in particular for college and university grads who want to remain in Victoria; and to support social enterprises and community economic development initiatives.

The draft economic action plan will be available at www.victoria.ca/prosperity on September 11 timed with the *Thinklandia* kick-off. There will be a variety of ways to provide feedback, including emailing your input to prosperity@victoria.ca, completing an online survey, or tagging your ideas on Twitter at #VicProsperity by Wednesday, September 30.

Your input will help inform the draft economic action plan that will be presented to City Council for consideration on October 22.

Thinklandia takes place from September 11 – 17. Over seven days, *Thinklandia* transforms Victoria into a city of ideas and imagination; a place where thinkers, entrepreneurs, speakers, makers, artists, and creators can engage, share, enlighten and inspire. For more information, visit: www.thinklandia.ca

Draft Economic Action Plan
Stakeholder Email List

Title	Organization
Dean of Business	University of Victoria
Co-op Director	University of Victoria
Director, Institute for Studies in Innovation & Community University Engagement (ISICUE)	University of Victoria
President	University of Victoria
Associate Director, Community & Government Relations	University of Victoria
	UVic Institute for Studies in Innovation and Community University Engagement
Dean of Faculty Management	Royal Roads University
VP Global Advancement Marketing & Business Development School	Royal Roads University
President	Royal Roads University
Co-op Director	Royal Roads University
Co-op Director	Camosun College
Dean of Business	Camosun College
President	Camosun College
Premier	
Minister of Jobs, Tourism & Skills Training	
Minister of Community, Sport & Cultural Development	
Minister of Small Business & Red Tape Reduction	
Minister of Technology, Innovation & Citizens' Services	
Minister of International Trade	
Minister of Advanced Education	
CEO	Greater Victoria Harbour Authority
Board Member	Greater Victoria Harbour Authority
Vice President & General Manager	Seaspan
COO	Ralmax
President & CEO	BC Innovation Council (BCIC)
Managing Director	Johnstone & Associates
To distribute to membership	Greater Victoria Chamber of Commerce
	Urban Development Institute (UDI)
	Social Innovation Zone
	Neighbourhood Associations



Governance and Priorities Committee Report

For the Meeting of October 22nd, 2015.

To: Governance and Priorities Committee **Date:** October 9, 2015

From: Katie Hamilton, Director Citizen Engagement and Strategic Planning
 Jonathan Tinney, Director Sustainable Planning & Community Development
 Thomas Soulliere, Director Parks, Recreation and Facilities
 Brad Dellebuur, Acting Assistant Director Engineering & Public Works
 Mandi Sandhu, Manager Interdisciplinary Projects

Subject: #Biketoria Interim Report: Long-term Bicycle Network & Priority Corridor Identification

RECOMMENDATION

That Council receive this report for information and direct staff and consultants to proceed with public engagement and detailed conceptual design of priority corridors.

EXECUTIVE SUMMARY

Following up on the October 8, 2015 Governance and Priorities Bicycle Network and Priority Corridors Project Update Report, the following report provides City Council with an overview of the methodology, analysis and results which has informed the Consultants' recommendations to enhance Victoria's "All Ages and Abilities Bicycle Network" and proposed priority corridors. The consultancy team includes local engineering and planning firm, Urban Systems in partnership with leading international cycling organizations Gehl Architects, 8 80 Cities, and Alta Planning. This report also outlines the next steps for engaging with citizens and other stakeholder groups on the proposed priority corridors and detailed conceptual design for Council consideration in early 2016. The proposed priority corridors identified to present to the public for further consultation include the following:

North – South priority corridors include:

- Harbour Road / Wharf Street / Belleville Street
- Government Street / Gorge Road
- Cook Street / Graham and Fifth Street
- Begbie Street / Shelbourne Street

East – West priority corridors include:

- Pandora Avenue / Oak Bay Avenue
- Humboldt Street / Fairfield Road
- Fort Street
- Haultain Street / Bay Street & Kings Road

PURPOSE

This report provides Council with the following:

- A summary of the research and technical analysis that has informed the assessment and enhancement of the bicycle network and priority corridors;
- The recommended priority corridors; and
- The approach and activities planned as part of a #Biketoria Communications and Engagement Strategy, to seek community feedback on the proposed network, priority corridors, and design concepts for the proposed priority corridors.

BACKGROUND

City Council has committed to complete a Multi-Modal Transportation Network by building an 'All Ages and Abilities' cycling network by 2018. On May 21, 2015, Council directed staff to issue a Request for Proposals for consulting services to review and enhance the cycling network in Victoria. This work aligns with Council's strategic direction outlined in the 2015-2018 Strategic Plan objective to "Complete a Multi-Modal and Active Transportation Network". To achieve this objective, Council allocated \$7.75 million for cycling and pedestrian improvements over the next three years. To support this initiative a world-class team of consultants have been tasked with the following:

- Review and analyze public input received during public engagement on the bike network in 2014;
- Review and enhance the bicycle network approved in 2014;
- Recommend an 'All Ages and Abilities' bicycle network and priority corridors based on detailed analysis;
- Establish and consult with a Technical Advisory Committee representing a diverse portfolio of stakeholder groups to provide input and advice on the proposed priority network and detailed conceptual designs;
- Develop detailed conceptual designs and order of magnitude costing for both the identified priority corridors and completion of the entire proposed network
- Implement a focused citizen engagement process to collect input; and
- Prepare and present an interim and final report to Council, including an implementation plan to develop priority corridors.

This report introduces the Consultants' Biketoria Interim Report, prepared by Urban Systems in collaboration with Gehl Architects, 8 80 Cities, and Alta Planning, which highlights the assessment and enhancement of the 'All Ages and Abilities' bicycle network and the recommended priority corridors to engage with citizens on conceptual designs. It also provides a high level overview of future engagement process for the duration of the project.

OPTIONS AND ANALYSIS

To ensure that the City's future bicycle network investments accommodate a broad range of ages and abilities, and encourages a greater cycling mode share, the network analysis assessed the 2014 Bicycle Network and public engagement activities. Through this work, a more focused set of guiding principles was developed and tested with the Technical Advisory group to guide further development of the network analysis. The consultants also undertook an extensive analysis of a number of criteria to assess potential options for the primary network design as detailed in Appendix A of this report.

Based on an analysis of the recommended network from 2014, and technical assessments relating to support comfort, completeness, convenience, demand, and feasibility, the Interim report provides a recommended All-Ages and Abilities (AAA) cycling network for Victoria with eight recommended

priority corridors. The analysis of options and technical assessment that has resulted in the recommended priority corridors is also outlined in detail in the #Biketoria Interim Report.

Based on the assessment to date, engagement of the public and stakeholder groups has been planned for late October/November. This engagement will seek to confirm the selection of the priority corridors, AAA network, and detailed design concepts.

CONSULTATION AND ENGAGEMENT

Building on extensive public engagement in 2014, a high level of public engagement will continue to inform and refine final recommendations to the bicycle network, its priority corridors and associated cycling infrastructure design concepts to encourage more people riding bikes more often. Engagement activities to support the design process and final recommendations include the following:

- Technical Advisory Committee Meetings to provide specific input on the proposed network and detailed design
- A "Biketoria Summit" including subject experts speakers and interactive displays for public feedback
- Open house and priority corridor specific engagement activities to gain feedback for the proposed priority corridors and gather citizen input on preferred design concepts
- Neighbourhood salons (open houses) to present detailed concepts, and the final recommended network
- A social media strategy using a number of mediums, including on-going website updates, online survey, and social media promotion through other avenues to get more information and provide input

Further details of the engagement and consultation activities are outlined in detail in the #Biketoria Interim Report.

NEXT STEPS

Should Council direct staff and consultants to proceed with citizen engagement on the proposed priority corridors, engagement activities will take place with a broad range of stakeholders and citizens to inform the proposed network and conceptual designs beginning in late October. This feedback will be reflected in detailed design concepts and an Engagement Summit summary report that will be shared with members of Council in December.

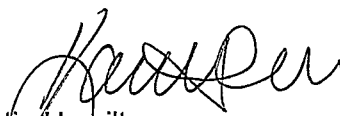
CONCLUSION

This report provides an overview of the analysis and methodology which has informed recommendations to enhance Victoria's All Ages and Abilities (AAA) Bicycle Network and proposed priority corridors. Provided Council supports the work to date, staff will work with the Consultants' to engage with citizens and other government agencies on the proposed network in the Biketoria Interim Report, including further consultation and the development of conceptual designs as the next stage in the process. A final report is expected to be provided to Council in early 2016.

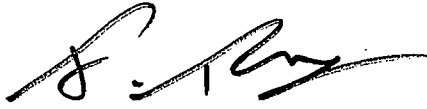
Respectfully submitted,



Mandi Sandhu
Manager, Interdisciplinary Projects



Katie Hamilton
Director, Citizen Engagement and Strategic Planning



Jonathan Tinney
Director, Sustainable Planning & Community Development

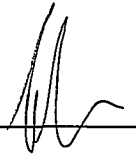
Thomas Soulliere
Director Parks, Recreation and Facilities



Brad Dellebuur
Acting Assistant Director, Engineering & Public Works

Report accepted and recommended by the City Manager:

Date:



October 15, 2015

List of Attachments

Appendix A: #Biketoria Interim Report



#BIKETORIA

INTERIM
REPORT
Long-term
Bicycle Network
& Priority Corridor
Identification

October 22, 2015

URBAN
systems

alta
PLANNING + DESIGN

Gehl
Architects

880
cities



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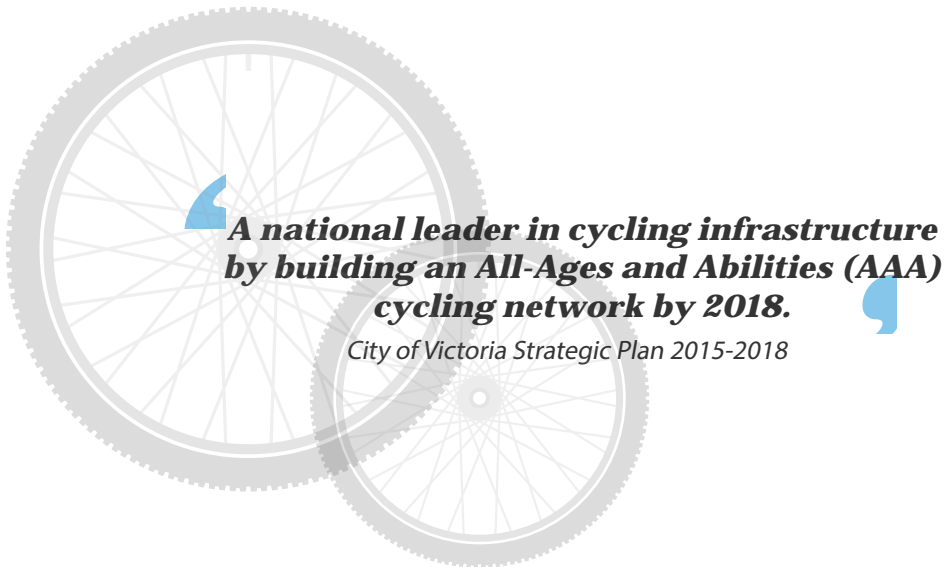
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1.01 >< INTRODUCTION

Victoria City Council has made a bold commitment to become a national leader in cycling infrastructure by building an All-Ages and Abilities (AAA) cycling network by 2018.

This Interim Report provides an update on phase 1 and phase 2 of #BIKETORIA, a project that will identify an updated network and concept plans for up to 8 priority cycling corridors that will connect neighbourhoods across Victoria by 2018.

This Interim Report provides an overview of the context of cycling in Victoria and the purpose and components of this study, including the Public Communications and Engagement Strategy. As a result of the first phases of work conducted to date, this report also presents the guiding principles that have shaped the identification of a priority bicycle network, the technical analysis that has been completed, and the recommended bicycle network and priority corridors that will be considered for further public engagement and design in the next phase of the study.



1.1 THE BACKGROUND

The City of Victoria is a livable, prosperous and vibrant community of approximately 80,000 residents located on the southern tip of Vancouver Island. With a mild climate year-round, relatively gentle topography, and a compact urban area with unique neighbourhoods, Victoria is an ideal community for cycling. The entire city is less than 20 square kilometers in area, making cycling a convenient and practical transportation choice for all trips within the city. In fact, cycling accounts for 11% of commute trips to work based and 4% of all trips within the city – the highest bicycle commute mode share of any major city in Canada. As a result, the City of Victoria has been recognized across Canada as a city for cycling. However, Victoria’s cycling mode share is relatively low compared to many world-leading cycling cities of similar size, which presents a significant opportunity for the city.

Victoria’s established bicycle network includes a variety of on-road facilities, including painted and buffered bicycle lanes and signed on-street bicycle routes. Off-street multi-use trails are also valued, particularly the Galloping Goose Regional Trail, which provides an important regional connection to other municipalities within the Capital Regional District (CRD). However, much of the city’s existing cycling infrastructure is not necessarily safe or comfortable for people of all ages and abilities. As a result, there is a tremendous opportunity for network enhancements that will meet latent demand and grow the cycling mode share for a wide cross-section of trip types and travelers.

The City of Victoria has always been supportive of cycling; however, the City’s current Council has made an unprecedented commitment to building a multi-modal and active transportation network that is safe and comfortable for people of all ages and abilities. To reinforce

their commitment, Council has approved the largest financial investment in cycling infrastructure in the City’s history. In addition, Council recently adopted the City’s Strategic Plan 2015 - 2018 which states that by 2018, Victoria will be a national leader for cycling infrastructure and complete streets planning, with completed all-ages and abilities cycling network connecting all neighbourhoods and village centres.

By building a complete All Ages and Abilities (AAA) cycling network that connects major destinations throughout the City, Victoria can be one of the world’s most active, healthy, and happy small cities.

1.2 THE #BIKETORIA STORY

The bold commitments of Victoria City Council will significantly change the face of Victoria for cycling and for all modes of transportation for future generations, and will help to make the City even more livable and vibrant for residents and visitors alike. This project is the next step in planning and designing a minimum grid network of All Ages and Abilities bicycle facilities that connects each neighbourhood in Victoria. This study builds on the first phase of the Bicycle Network update and public engagement that was undertaken in 2014 to refine and enhance the network proposed.

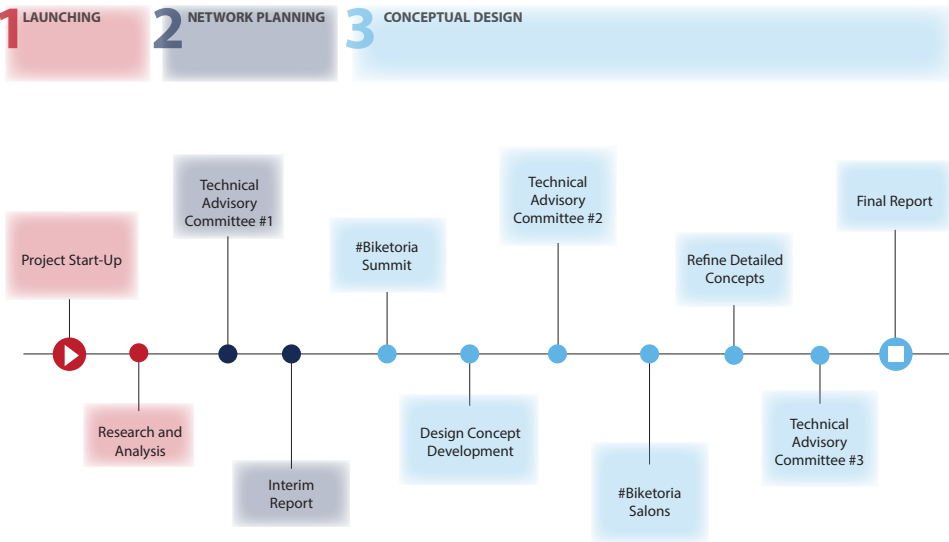
The specific objectives of this project are to:

- Analyze of public input received during the 2014 bike network consultations;
- Review and enhance the 2014 recommended bicycle network;
- Develop detailed conceptual design for 6-8 priority corridors;
- Provide order-of-magnitude costing for the priority corridors and completion of the entire proposed network
- Consult with a Technical Advisory Committee (both staff and members of the public) to support the process of reviewing the network and conceptual designs;
- Conduct a focused public engagement process to collect input on gaps or deficiencies in the existing cycling engagement; and
- Prepare and present an interim and final report to Council, including an implementation plan to develop priority corridors.

This project was initiated in early September 2015 and will be completed by January 2016. The project is being developed over three phases and will include a number of public events, working groups and project deliverables. Once this project is complete, the City will move into developing detailed designs for each corridor that build on the concepts developed for this study, to ensure that the priority corridors identified in this study are implemented by 2018.

THE PURPOSE OF THIS REPORT

This Interim Report presents the findings of the first two phases of the study to date, including the identification of a priority network of bicycle facilities. Over the course of the following two months, detailed conceptual planning will be undertaken for each of the identified priority corridors, while working closely with City staff, stakeholders, and the public.



2.0 >> CONTEXT

2.1 CYCLING IN VICTORIA

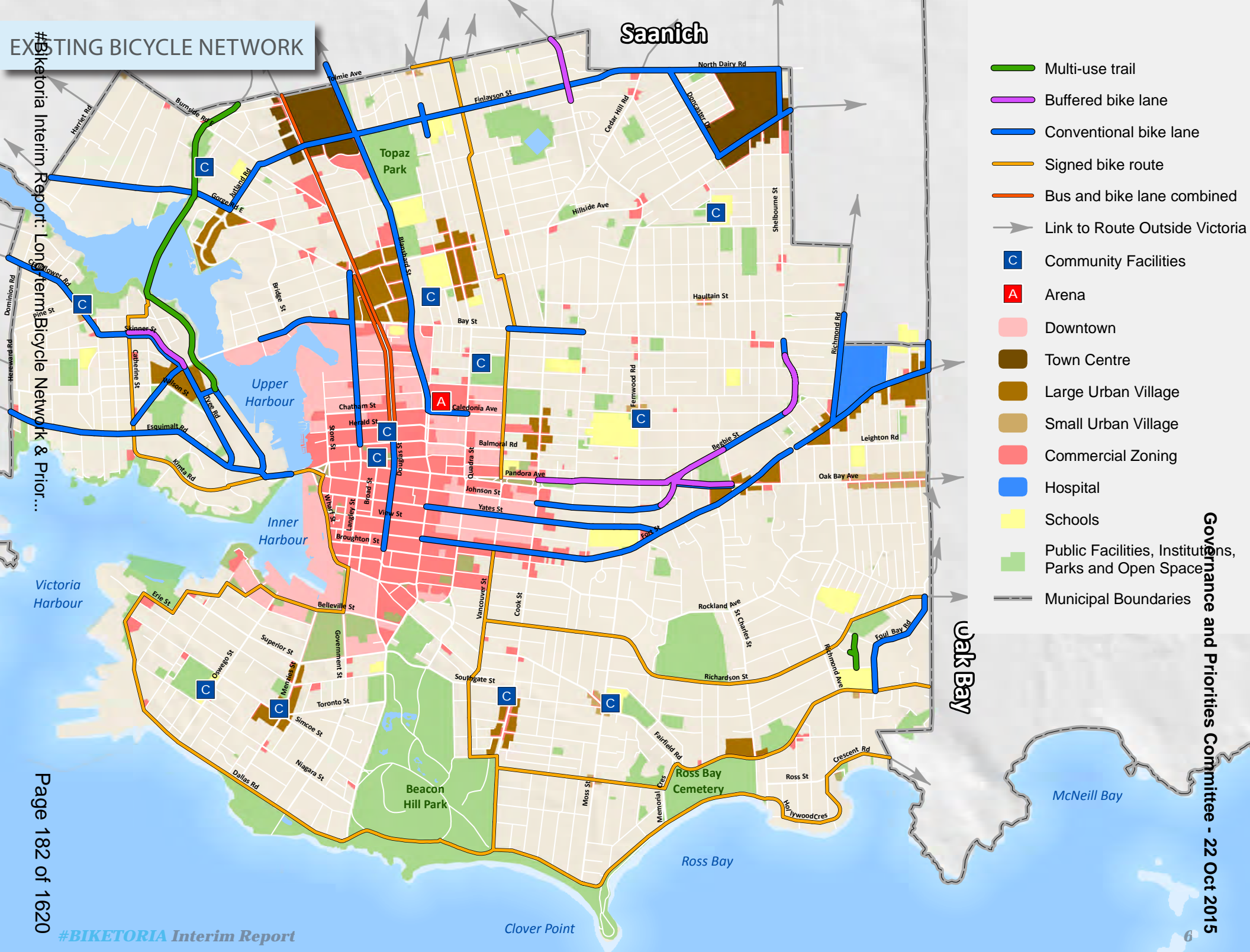
The City of Victoria is an ideal cycling city – it is relatively flat, has a mild climate, an active and healthy population, and is very compact with many unique neighbourhoods and destinations. The entire city is less than 20 square kilometers in area, making cycling a convenient and practical transportation choice for all trips within the city. However, in the last decades the share of people who choose to cycle has not seen significant growth. Although there has been some increase in commuter cycling, the share of people using bicycles for other types of trips remains low with only 3.8% of all trips made by bicycle in 2011.

The City has made modest investment in cycling infrastructure over the last 20 years, building over 46 km of painted bike lanes and more recently, 2 km of buffered bike lanes. The Existing Bicycle Network map highlights the location of these facilities. Although these have been important investments to build a network throughout the city, these facilities have not resulted in a significant increase in people riding bicycles because, in part, many of these facilities do not feel safe or comfortable for people of all ages and abilities.

Victoria will be a national leader for cycling infrastructure and complete streets planning, with a completed All-Ages and Abilities cycling network connecting all neighbourhoods and village centres.

City of Victoria Strategic Plan 2015-2018





2.2 POLICY CONTEXT

There have been a number of plans, policies and projects developed by the City of Victoria that have shaped the way that Victoria's bicycle network has been developed in the past and influences what it will look like in the future. Below is a brief summary of some of the most influential policies specific to bicycle network planning and design in Victoria and the region.

BICYCLE MASTER PLAN, 1995

The City completed its first Bicycle Master Plan in 1995. This comprehensive plan discussed the need for infrastructure, policies, education, and enforcement that support cycling. Though some of the objectives, policies and approaches still hold true today, the recommended facilities do not reflect current advancements in cycling infrastructure. In particular, the 1995 Bicycle Master Plan did not identify bicycle facilities in the downtown core, and did not necessarily focus on facilities that would be most attractive to people of all ages and abilities. However, the 1995 Bicycle Master Plan has served as the city's blueprint for the next 20 years, and the city has made significant progress expanding the network over this time.



ABOVE: BICYCLE NETWORK, BICYCLE MASTER PLAN, CITY OF VICTORIA, 1995

CRD PEDESTRIAN AND CYCLING MASTER PLAN, 2010

The CRD's Pedestrian and Cycling Master Plan, completed in 2010, set a bold goal that 25% of all trips in urban areas throughout the region will be made by bicycle by 2038. The Plan also identified a comprehensive bikeway network that links the entire region, as well as Design Guidelines to provide a common framework for developing cycling facilities and signage.



RIGHT: PEDESTRIAN AND CYCLING MASTER PLAN, CAPITAL REGIONAL DISTRICT, 2010

OFFICIAL COMMUNITY PLAN, 2012

The Official Community Plan (OCP) set targets to increase the share of people cycling by 2041. The City of Victoria's goal are:

- > By 2041, 70% of trips to work will be by bike, walking or transit.
- > By 2041, 60% of all trips will be by bike, walking or transit.

The OCP states that the bicycle network should:

- > Link common destinations, including:
 - > Urban core, town centres, urban villages;
 - > Common destinations including parks, schools, institutions, major employment centres; and,
 - > Major tourism destinations.
- > Align and ensure consistency between the Bicycle Master Plan and the Greenways Plan, Pedestrian Master Plan and regional plans; and
- > Make specific improvements to the cycling network connections in Burnside, Fernwood, Hillside-Quadra, James Bay, Jubilee, Oaklands, Rockland and Vic West.




BICYCLE NETWORK UPDATE (2014)

In 2013, the City began updating its 1995 Bicycle Network update with the creation of a Cycling Taskforce made up of the Mayor and two Councillors, two staff members and two members of the public. This taskforce began by guiding the update of the proposed bicycle network and developing a project priority list.

An extensive public consultation program was developed and delivered in 2014. The City engaged stakeholders and the general public through focus groups, pop-up booths, surveys and other activities. Reaching a diverse range of stakeholders, this process revealed that safety is the primary concern among Victoria residents when it comes to cycling. Residents engaged in this process called on the City to implement

*** *bold solutions to make cycling a safe, efficient, and irresistible mode of transportation.***

A future vision was developed based on this engagement which states that through the implementation of the Bicycle Master Plan in Victoria:

-  Cycling is safe
-  Cycling is for all ages and abilities
-  Cycling is convenient

As a result of the first phase of this project, the City developed an updated bicycle network that included an All Ages and Abilities network, along with a list of six priority projects that were planned to be implemented between 2015 and 2019.

PANDORA PROTECTED BICYCLE LANE (2016)

The first project to stem from the first phase of the Bicycle Network update is the implementation of the protected bicycle lanes on Pandora Avenue. This project is scheduled to be constructed in May, 2016. The two-way protected bicycle lane will be the first of its kind in the City of Victoria and will be an important addition and step towards the development of a network of All Ages and Abilities bicycle facilities.



ABOVE: PANDORA PROTECTED BICYCLE LANE CONCEPT, CITY OF VICTORIA, 2015

OTHER PLANS AND PROJECTS

In addition to the plans, policies and initiatives noted above, there are a number of other key plans and projects that influence and inform this project, as shown below:

EXISTING POLICY

- > Bicycle Master Plan, City of Victoria, 1995
- > Bicycle Network Update, City of Victoria, 2014
- > Douglas Street Priority Transit & Cycling Lanes, City of Victoria and BC Transit, 2014
- > Official Community Plan, City of Victoria, 2012
- > Pedestrian Master Plan, City of Victoria, 2008
- > Greenways Plan, City of Victoria, 2003
- > Downtown Core Area Plan, City of Victoria, 2013
- > Pedestrian and Cycling Master Plan, Capital Regional District, 2011
- > Transit Future, BC Transit, 2011

FUTURE PROJECTS

- > 2016 Financial Plan
- > 20 year Capital Plan

CURRENT PROJECTS

- > Strategic Plan 2015 - 2018
- > Making Victoria Draft Economic Action Plan
- > Burnside Gorge Local Area Plan and Transportation Study
- > Pandora Protected Bicycle Lane
- > David Foster Harbour Pathway
- > Johnson Street Bridge Replacement
- > Douglas Street Priority Transit and Cycling Lanes
- > North Park Village Streetscape Improvements
- > Rockland Avenue Greenway



2.3 ALL AGES AND ABILITIES FACILITIES

Over the past several years, cities across the world have recognized the benefits of providing a network of bicycle facilities that are safe and comfortable for all road users and attract individuals that are interested in cycling, but may have safety concerns or not feel comfortable riding on all types of bicycle routes. As a result, cities have been moving towards developing networks that include protected bicycle lanes, neighbourhood bikeways, and off-street pathways.

The aim of the City's planned All Ages and Abilities bicycle network is to provide an interconnecting system of bicycle facilities that is comfortable and attractive for a broad array of users, such as children and seniors. An All Ages and Abilities bicycle network is designed to be suitable for persons ranging in age from children to elderly (8 to 80), and is comfortable for most bike riders regardless of their ability and experience. All Ages and Abilities networks are designed to encourage the 'interested and concerned' bicycle user as they provide increased levels of comfort and safety, through the use of high quality bicycle facilities separated from traffic, or by using streets with low vehicle volumes and speeds.

The proposed All Ages and Abilities bicycle network in this study will be made up of three types of facilities: protected bicycle lanes, neighbourhood greenways, and off-street pathways.



PROTECTED BICYCLE LANES

Protected bicycle lanes are exclusive bicycle facilities that are physically separated from motor vehicle travel lanes and the sidewalk, but are located on-street within the road right-of-way. Protected bicycle lanes combine the comfort and experience of an off-street pathway with the benefits of route directness and access to destinations provides by on-street infrastructure. In many cases, protected bicycle lanes are separated by landscaping or curbs from the sidewalk or by on-street parking, facilitating separation between cyclists and pedestrians as well. There are many types of protected bicycle lanes, offering varying types of treatments to offer protection.



NEIGHBOURHOOD GREENWAYS

Neighbourhood greenways refer to shared bicycle routes that are typically located on local streets with lower traffic volumes and speeds and that have been optimized to varying degrees to prioritize bicycle traffic. In cases where traffic volumes and speeds are relatively low (i.e. speeds of 30 km/hr or less, with fewer than 1,500 motor vehicles per day), cyclists and motorists are able to comfortably share the road without the need for significant physical improvements to the roadway if the street is of sufficient width to allow safe passing between cyclists and motor vehicles.

In cases where the existing streets have relatively low traffic volumes and speeds, the only improvements required may be signage and pavement markings identifying the road as a bicycle route, and crossings where the neighbourhood greenways intersect major roads. However, they can be further enhanced with traffic calming measures such as traffic circles and speed humps.



OFF-STREET PATHWAYS

Off-street pathways are physically separated from motor vehicles and provide sufficient width and supporting facilities to be used by cyclists and/or pedestrians, and other non-motorized users. Off-street pathways can be either multi-use pathways, where pedestrians, cyclists and other non-motorized users share the pathway, or separated bicycle-only pathways for exclusive use by bicycle users and separated from distinct pedestrian pathways.





3.0 >> PUBLIC COMMUNICATION AND ENGAGEMENT

As part of the 2014 Bicycle Network update, the City undertook comprehensive engagement with the public and stakeholders, as summarized in the City's Bicycle Network update Engagement Summary Report. Over a two-month period in the spring of 2014, City staff hosted 11 information stations and three workshops speaking directly with over 1,500 people and receiving 1,307 completed surveys. The feedback was used to inform an updated network map, a list of priority projects for the next five years and the scope for the Bicycle Master Plan update.

Building on previous consultation processes undertaken by the City, a separate Communication and Engagement Strategy has been developed that provides an inclusive and accessible approach to building awareness and excitement for this project. This process will engage local residents to ensure their needs and ideas are incorporated into the locations and design concepts of Victoria's updated bicycle network.

The approach to public communication and engagement for this study emphasizes the need to include non-cyclists and diverse voices who may not otherwise participate in community planning processes. This will be achieved by expanding the conversation beyond active mobility and cycling, and holding events in the community where people shop and socialize. The proposed communication and engagement techniques recognize that Victoria's bicycle network will contribute to broader city objectives, including transportation, sustainability, economic development, and placemaking, among others. Using diverse engagement tools that are fun, interactive, and designed to meet people where they already gather will ensure the City reaches these objectives.

Victoria's updated bicycle network will impact all residents. The Public Communication and Engagement Strategy ensures that as many people as possible are aware of the upcoming changes, and are excited about the benefits the bicycle network will bring. It is also acknowledged that the changes will be greater in the areas and neighbourhoods directly on or adjacent to the proposed bicycle corridors. Therefore, the engagement strategy will operate on a

localized, neighbourhood-specific scale through pop-up booths and engagement labs in key neighbourhood gathering places. This will allow residents to provide feedback and receive detailed information on the priority corridors and concepts through meaningful, inclusive, and accessible engagement tools.

The Public Communication and Engagement for this project will provide the city with a framework and content that the city can use to sustain excitement, and continue consulting the public on an on-going basis. The detailed Public Communication and Engagement Strategy and Plan is provided in Appendix C.



WHY #BIKETORIA? #BIKETORIA celebrates Victoria's status as one of the best Canadian cities for cycling. The title is also aspirational to match the bold mode share targets and vision developed by Victoria's City Council and its residents. We want Victoria to become synonymous with a world class cycling network. In 2018, when people think about or visit Victoria, they will see a vibrant, healthy, and happy city that embraces cycling as a part of everyday life.

The #BIKETORIA logo is designed to generate excitement and demand attention. The hashtag nods to the digital and social media components of the project, but also resembles the street grid on which Victoria's minimum grid of bicycle lanes will be built. The colour scheme acknowledges Victoria's connection to nature, and how its natural beauty, surroundings, and climate each contribute to the city's cycling culture.

3.1 ACTIVITIES

The Public Communication and Engagement Strategy includes five broad activities that will be used throughout the study. These activities are summarized below to highlight their purpose and content. Overall, the intent of this approach is to move the engagement from a broad overview of cycling in Victoria, to a network level and then finally the individual corridors and preliminary and then detailed design. Through this approach, feedback will be collected and inform the next step of design work to be completed.

EVENT	TECHNICAL ADVISORY COMMITTEE	#BIKETORIA SUMMIT & WORKSHOP
ACTIVITY	3 meetings	Public forum and display
SPECTRUM OF ENGAGEMENT	Involve	Inform and Consult
INTENT	<ul style="list-style-type: none"> > Build awareness and support for the project. > Collect feedback from stakeholders on the proposed corridors. > Collect information relevant to the preliminary and detailed concept designs. 	<ul style="list-style-type: none"> > Build awareness and support for the project. > Collect feedback from the public on the proposed corridors. > Collect information relevant to the preliminary concept designs.
AUDIENCE	Key stakeholders such as cycling associations, business community, neighbourhood associations, and others.	<ul style="list-style-type: none"> > General public > Focus on the business community, neighbourhood associations, and key stakeholders.
DESIRED OUTCOME	Collect stakeholder feedback on the network principles, priority corridors, and preliminary, detailed concept design specific to each corridor.	Collect public feedback to gain an understanding of the advantages and challenges of the network, proposed corridors, and facility type.
INCORPORATING FEEDBACK	Inform the interim report and proposed 2018 All Ages and Abilities Priority Network.	Inform the preliminary concept designs.

EVENT	POP-UP ENGAGEMENT LABS	NEIGHBOURHOOD SALONS	WEBSITE AND SOCIAL MEDIA
ACTIVITY	Pop-up booths	Discussion meetings	Website and social media
SPECTRUM OF ENGAGEMENT	Inform and Consult	Inform and Consult	Inform and Consult
INTENT	<ul style="list-style-type: none"> > Build awareness and support for the project. > Collect feedback from the public on the proposed corridors. > Collect information relevant to the preliminary concept designs. 	<ul style="list-style-type: none"> > Consult key stakeholders on the draft concept designs for the corridors. > Collect feedback on the detailed concept designs. 	<ul style="list-style-type: none"> > Build awareness and support for the project. > Provide on-going and up-to date information about the project. > Collect feedback regarding the proposed corridors and preliminary concept designs.
AUDIENCE	<ul style="list-style-type: none"> > Local public (those living on or near the proposed corridors). > Latent users (drivers, non-cyclists, people of all ages, abilities, and backgrounds). 	<ul style="list-style-type: none"> > Key corridor-specific stakeholders (e.g. business community, neighbourhood associations, and others impacted by the project). 	<ul style="list-style-type: none"> > General public
DESIRED OUTCOME	Collect feedback to better understand the advantages and challenges of the network with emphasis on adjacent proposed corridors and facility type.	Collect stakeholder feedback on the detailed concept design specific to each corridor.	Public and stakeholder awareness of the project and opportunities for feedback.
INCORPORATING FEEDBACK	Inform the preliminary concept designs.	Inform the preliminary concept designs.	Inform the preliminary and detailed concept designs.

Technical Advisory Committee (On-going): For the purpose of this project, the Technical Advisory Committee from the 2014 Bicycle Network update has been expanded to ensure a broad range of stakeholder perspectives are included in the process. This enhanced committee includes cycling organizations (for example WEBike and organizers of kidical mass), business representatives, placemaking, health, neighbourhood associations, and other key agency stakeholders, including BC Transit as well as City staff from various departments and other agency stakeholders. The Technical Advisory Committee will meet three times throughout the course of this project:

- > Meeting #1: Guiding Principles and Priority Network
- > Meeting #2: Conceptual Planning
- > Meeting #3: Confirmation of Design Concepts

This stakeholder committee is critical to ensuring we understand all issues from the outset, to build a common understanding of the project, and to ensure we are building support from external stakeholders on an on-going basis throughout the development of Victoria's bike network.

* List of all groups represented:

- | | |
|------------------------------|------------------------------|
| > Business Community | > Neighbourhood Associations |
| > Cycling Community | > Accessibility |
| > Technical Advisory | > Student |
| > Placemaking | > Women |
| > Urban Design / Agriculture | > Safety |
| > Healthy Communities | > Sustainable Transportation |
| > All Ages and Abilities | > City of Victoria |



#BIKETORIA Summit and Workshop (November 1, 2015): The #BIKETORIA Summit and Workshop will launch the latest phase of Victoria's updated bicycle network project. This public event will begin with welcoming remarks from Mayor Lisa Helps, who will introduce this phase of the project and explain how Victoria will become a place where people of all ages and abilities can travel safely by bicycle. Following Mayor Helps, presentations will be made by members of Victoria's bicycle network consultant team ("The International Cycling Dream Team"). These international cycling experts will share their vision for the future of transportation in Victoria, and describe how the upcoming improvements to cycling infrastructure will contribute to making Victoria a vibrant, healthy, and accessible city. The keynote presentations will serve as a jumping-off point for conversation and will assist the public in providing informed feedback on topics such as traffic impacts, parking loss, economic development impacts, and accessibility. The presentations will be followed by an opportunity for audience members to ask questions and engage the speakers in a dialogue.

The #BIKETORIA Summit will also include a workshop component, which will serve as an opportunity for the public to provide feedback on the proposed All Ages and Abilities network. The #BIKETORIA team will setup display boards featuring the proposed network in the venue and the public will have the opportunity to provide feedback about the proposed corridors before and after the event through interactive activities and surveys as well as the question and answer session. Facilitators will be on hand to guide participants through the activities and address any questions or concerns residents may have about the project. The #BIKETORIA Summit and Workshop will be complimented by an online survey.



GIL PENALOSA | 8 80 CITIES

Gil is Founder and Chair of the Board of 8 80 Cities and is an accomplished presenter and inspirational speaker. Because of Gil's unique blend of pragmatism and passion, his leadership and advice is sought out by many cities and organizations. Over the past eight years, Gil has worked in over 180 different cities across six continents.

As former Commissioner of Parks, Sport and Recreation for the City of Bogotá, Colombia, Gil was an integral part of the city's much celebrated transformation of public space and sustainable mobility during the late 1990s. Gil successfully led the design and development of over 200 parks including Simon Bolivar, a 113-hectare park in the heart of the city. Gil's team also initiated the "new Ciclovía," a program that sees over one million people walk, run, skate, and bike along 121 kilometres of Bogotá's city roads every Sunday, and today is internationally recognized and emulated.



ANDREAS RØHL | GEHL ARCHITECTS & STUDIO

Andreas is an internationally renowned cycling specialist with Gehl Architects. Andreas was formerly the City of Copenhagen's Bicycle Programme Manager. Through his seven years at the City of Copenhagen, Andreas gained unique insights into delivering on high profile political agendas, as well as promoting cycling in urban areas via both hard and soft infrastructure. Andreas focused on bicycle

policies and strategies to improve conditions for cycling; communication and marketing of cycling issues within Copenhagen and abroad; and worked closely with the bicycle industry, NGOs and other public institutions, to promote cycling. Andreas developed Copenhagen's 2012 Cycling Strategy and "Design Guidelines for Great Cycle Roads". With Gehl Architects, Andreas is working to create efficient urban transport systems, with a focus on transport as a means to creating liveable cities.



MIA BIRK | ALTA PLANNING + DESIGN

Mia is the CEO of Alta Planning + Design. She has spent her entire career creating active communities. She is the author of Joyride: Pedaling Toward a Healthier Planet, which tells the behind-the-scenes story of how a group of determined visionaries transformed Portland into a cycling mecca and inspired the nation. She has been at the forefront of numerous groundbreaking studies and organizations,

and was a co-founder of Portland State University's Initiative for Bicycle and Pedestrian Innovation and the Cities for Cycling Project and Urban Bikeway Design Guide of the National Association of City Transportation Officials (NACTO). She was a co-founder at Alta Bicycle Share Inc., which launched and operates public bike sharing systems in 10 North American communities and Melbourne, Australia, and was recently sold and rebranded as Motivate.

#BIKETORIA ENGAGEMENT LABS: The #BIKETORIA Engagement Labs will be an opportunity for residents to discuss their concerns related to traffic impacts and potential loss of parking facilities, as well as their aspirations related to bike facility designs and amenities. The #BIKETORIA team will record feedback through surveys, interactive activities, and notetaking. We will address concerns and share examples of best practice facilities by using visual tools and mapping exercises.

#BIKETORIA Neighbourhood Salons: Once corridor concepts have been developed, a series of public open house events will be held. These events will present the study progress, including the recommended network and priority corridors, as well as the preferred design concepts for each corridor. The #BIKETORIA Neighbourhood Salons will be hosted in venues that are easily accessible to residents of each community (schools, coffee shops, libraries, community centres). These events will be informal and conversational in tone, and provide detailed visual displays with information about the proposed updates to Victoria's bicycle network.

These Salons will be used to obtain input on the selection of the preferred concepts before moving into the next level of detailed conceptual design for the preferred concept for each corridor. Local stakeholders will receive detailed information on the impacts and benefits that the corridors will have in their neighbourhood. The project team will be available to collect ideas, and answer any questions or concerns.

Website and Social Media (On-going): Social media is critical to promoting the #BIKETORIA campaigns and engagement events. The City of Victoria's existing social media channels (Facebook, Twitter, Instagram) will be used throughout the process to share updates about the project, raise awareness of the #BIKETORIA Summit and Engagement Labs, and educate the public on the benefits of cycling as a part of everyday life. Along with clear, accessible messaging, the #BIKETORIA logo will appear on all promotional and communications materials.

Social media will also be used to engage residents in a conversation by asking them to share their thoughts, ideas, and photos of cycling in Victoria. This will be achieved through two new social media campaigns.

 **#Biketoria Is _____**

functions as both an engagement tool and a social media campaign. At the Pop-up Engagement Labs, residents will be asked to complete the phrase

 ***In 2018 biking will be _____.*** 

on an erasable whiteboard. We will photograph participants with the whiteboard, and share it on social media channels with the #BIKETORIA hashtag.

Social media will also build excitement among traditional media. The international team of experts will be available for traditional print or radio interviews at both a local and regional level.

3.2 MEASURING SUCCESS

A system for evaluating communication and engagement activities is crucial to the success of the proposed corridor selection and design concept process.

Key measure of success: A diverse representation of Victoria residents and businesses have actively participated in the bicycle network implementation process. Different measures will be used to gauge the success of the communication and engagement strategies.

Throughout the project, the success of the social media campaigns will be evaluated. This includes measuring progress by tracking interactions with #BIKETORIA-related posts on Facebook, Twitter, and Instagram. In October, the success of the engagement activities, including the #BIKETORIA Summit and Pop-Up Engagement Events, will be measured by counting the number of people who participate in the activities (including interactive maps and comment forms), fill out an on-line survey, use the temporary bike lanes, or speak to members of our Project Team while in the field.

Communication and Engagement Report: The key findings, highlights, and results will be recorded in a #BIKETORIA Communication and Engagement Report. The report will include outcomes on each measurement of success. This report will be concise, easy-to-read, and will make use of extensive use of graphics and visuals to ensure it is accessible and engaging for City Council, staff, and members of the public.

The results of the engagement will inform the project work on an on-going basis. The report will summary this interaction and ensure that any other feedback is available to inform future City activities related to cycling.





4.0 >> NETWORK PRINCIPLES

4.1 VISION

This project is centred around the City's bold commitment to become, by 2018, a national leader for cycling infrastructure and complete streets planning, with a completed All-Ages and Abilities cycling network connecting all neighbourhoods and village centres.

The realization of this commitment will significantly change the face of the City of Victoria for current and future generations – how people choose to move around, where they choose to live, as well as the overall culture and economy of the city. This is exciting and daunting, as few cities in the world have undertaken such a transformation in cycling infrastructure in such a short timeframe. That being said, the cities that have accelerated the construction of a network of high quality bicycle facilities have been rewarded with substantial mode share increases. Seville, Bogota, and most recently Calgary's newly opened downtown network of protected bicycle lanes, have seen significant increases in the number of people who choose to make travel by bicycle over other transportation options.



4.2 GUIDING PRINCIPLES

Several guiding principles have been developed for this study in order to assess and recommend enhancements to the 2014 bicycle network and identify and design the priority corridors. These guiding principles are a crucial component of this project, but will also be considered in all future bicycle network planning and decisions by the City. These principles will be considered throughout the process from network planning to the design and implementation of the facilities. As well, the principles are an important measure of the project's success.

The guiding principles are made up of two types of principles:

1. Network Planning
2. Prioritization

Based on the Bicycle Network update public engagement, and current national and international best practices in bicycle network and facility design, three network planning guiding principles have been established:

#COMFORTABLE

A network that is safe and comfortable for people of All Ages and Abilities

#COMPLETE

A minimum grid network that ensures all residents have access to AAA facilities within a short cycling distance.

#CONVENIENT

A convenient network that connects all major destinations in the City.

#COMFORTABLE

A network that is safe and comfortable for people of All Ages and Abilities. This includes a network that provides access to a number of important destinations within the city such as parks and schools. This network is also made up of facilities that are comfortable. They will be either physically separated from motor vehicles on busy streets, or they will be shared spaces on quiet streets that have been designed to slow vehicle speeds and reduce motor volumes while enhancing the neighbourhoods they travel through.

The All Ages and Abilities network will be made up of a combination of protected bicycle lanes, neighbourhood greenways and off-street pathways.

The public engagement process for the Bicycle Network update found that a network that is accommodating to all ages and abilities through strategic route location and safe infrastructure is very important to Victoria residents.

#COMPLETE

A minimum grid network that ensures all residents have access to a All Ages and Abilities facility within a short cycling distance. This minimum grid would be connected by supporting routes and traffic calmed neighbourhoods. This type of network would allow for every resident of Victoria to be able to access a safe and comfortable route within a short distance of their home and destinations.

One of the outcomes of the Bicycle Network update public engagement was an emphasis on an integrated network.

#CONVENIENT

A convenient network that connects all major destinations in the City. Major destinations include:

- > Urban core, town centres and urban villages
- > Retail businesses
- > Community amenities including schools, parks, health centres and institutions
- > Major employment areas, and,
- > Major tourism destinations.

As well, each neighbourhood in the city should have convenient access to All Ages and Abilities cycling facilities.

The public engagement process for the Bicycle Network update found that the public values good connections to key destinations, neighbourhoods and surrounding municipalities.



There are two prioritization principles that inform the identification of the 2018 priority network. These prioritization principles are:

#DEMAND

Corridors that provide the greatest potential for increased ridership, current and budding economic development opportunities, and additional benefits for residents and visitors to the City will be prioritized as this provides the greatest return on investment for the City.

#DOABLE

A key component of this project is to identify corridors that can be built by 2018. In order to achieve this ambitious schedule, priority corridors have been identified based on the feasibility of building the facilities. This includes consideration of the current curb-to-curb width of road, current and future transit, known future development, planned road reconstruction, and other issues.



5.0 >> NETWORK ANALYSIS

A series of comprehensive analyses were conducted using Geographic Information Systems (GIS) to better understand the various factors that influence the cycling network. These analyses were conducted to inform the bicycle network planning process and the identification of priority corridors by helping to understand where the current bicycle network falls short and where potential future network improvements could be targeted. Five types of analysis were conducted to address the guiding principles noted in the previous section:

#COMFORTABLE

LEVEL OF TRAFFIC STRESS

Assesses whether bicycle facilities are attractive for people of ages and abilities by classifying streets within the City of Victoria based on levels of stress they cause cyclists.

SAFETY

Identifies cycling collision hotspots based on available cycling collision data over the past five years.

#CONVENIENT

DESTINATIONS AND ACTIVITY ANALYSIS

Identifies proximity to destinations throughout the City, including current commercial areas, community destinations, activity hubs, and neighbourhood centres where people work, shop, socialize, volunteer and spend time with their families.

#COMPLETE

GAP ANALYSIS

Assesses the extent and coverage of the city's existing bicycle network and whether residents are within a reasonable cycling distance to a bicycle facility.

#DEMAND

MODE SHARE

Identifies current levels of commute cycling throughout the City based on 2011 National Household Survey data.

CYCLING POTENTIAL

Highlights areas of Victoria where investments in cycling have the greatest of potential based on land use, road network characteristics and where if investments are made in these areas it could result in increased levels of cycling.

EQUITY ANALYSIS

Highlights the neighbourhoods in Victoria that would benefit from increased transportation options and a safer network based on demographic information.

#DOABLE

CONSTRAINTS ANALYSIS

Identifies key constraints such as topography, physical or natural barriers, property constraints, and network gaps or jogs based on the results of the 2014 Bicycle Network update engagement and available data.

The methodology and key findings of each of these analyses are provided on the subsequent pages.

#COMFORTABLE

LEVEL OF TRAFFIC STRESS

Empirical evidence has shown that people using bicycles will tend to judge a route based on the safety and comfort of its weakest (or most stressful) link. This analysis assesses whether bicycle facilities are attractive for people of ages and abilities by classifying streets within the City of Victoria based on levels of stress they cause people riding bikes. A level of comfort for a person riding a bike is determined based on factors including posted speed limit, street width, and the presence and character of bicycle lanes. The combination of this criteria separates the bicycle network into one of four scores:

- LTS 1** Most children are comfortable
- LTS 2** Most adults are comfortable
- LTS 3** Confident cyclists are comfortable
- LTS 4** Only the strongest and most experienced cyclists are capable (but not necessarily comfortable)

In general, a separated bicycle facility, such as a trail or a cycle track, would qualify as a low-stress (LTS 1) bikeway, while roadway shared with motor vehicle traffic operating at high speeds would receive a higher-stress score. The results of the LTS analysis helps identify existing areas with a high level of service as well as focus areas for improvement.

A “low stress” network (meaning facilities comfortable for most adults) is likely to attract a larger portion of the population because it accommodates people that are uncomfortable with or do not wish to ride in mixed traffic. Low traffic, low-speed roadways, off-street pathways and protected bicycle lanes are all examples of low stress links in a bikeway network.

LTS provides an intuitive framework to describe the benefits of bicycle infrastructure, and demonstrates that some roadways need more intervention than others to provide a truly comfortable experience. For example, the only time a standard bike lane is considered All Ages and Abilities is a 2 M facility on a roadway with posted speed of 40 kph or lower and the best LTS score you can achieve on a roadway with four or more travel lanes without installing a cycle track is LTS 3. In terms of user comfort, most people will not use a buffered bike lane when cycling on a roadway like Pandora both downtown and east of Begbie; they require some sort of physical barrier.

The network provides a comfortable level of service, with an average LTS score of 2. The neighbourhoods with the highest and lowest levels of service are:

- HIGHEST: [1] Gonzales (Average: 1.69) [2] Fernwood (Average: 2.24) [3] Rockland (Average: 2.25)
- LOWEST: [1] Harris Green (Average: 2.9) [2] Downtown (Average: 3.05) [3] North Park (Average: 3.38)

When considered in conjunction with the crash data, it is important to note that a large number of LTS 2 routes are found in neighborhoods with fewer crash events.

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CURRENT LEVEL OF TRAFFIC STRESS (LTS)

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- 4 Strong and Fearless
- 3 Enthusied and Confident
- 2 Average Adult
- 1 All Ages and Abilities
- C Community Facilities
- A Arena
- Municipal Boundaries

#COMFORTABLE

SAFETY

The Level of Traffic Stress Analysis identifies where people on bicycles may feel most of less comfortable and is often based on perceptions of safety. In addition, an objective analysis was conducted of cycling collision data from the Insurance Corporation of British Columbia (ICBC) and the Victoria Police Department (VicPD) to identify cycling collision hotspots based on available cycling collision data over the past five years.

KEY FINDINGS

Over the past five years the majority of bicycle collisions occurred in the Downtown area (including Harris Green), with several hotspots of collision activity occurring on the periphery - primarily along existing bicycle routes. Most intersections that experienced a collision event have seen fewer than four reported collisions over this time period.

Other areas with a large concentration of collision events include North Jubilee, South Jubilee, and Burnside Gorge. Fewer collisions occurred in the neighbourhoods of Gonzales, Fairfield, and James Bay, as well as Hillside Quadra. Generally speaking, Victoria neighbourhoods with higher bicycle mode shares tend to have a lower number of collisions, despite the increased number of cyclists on the road.

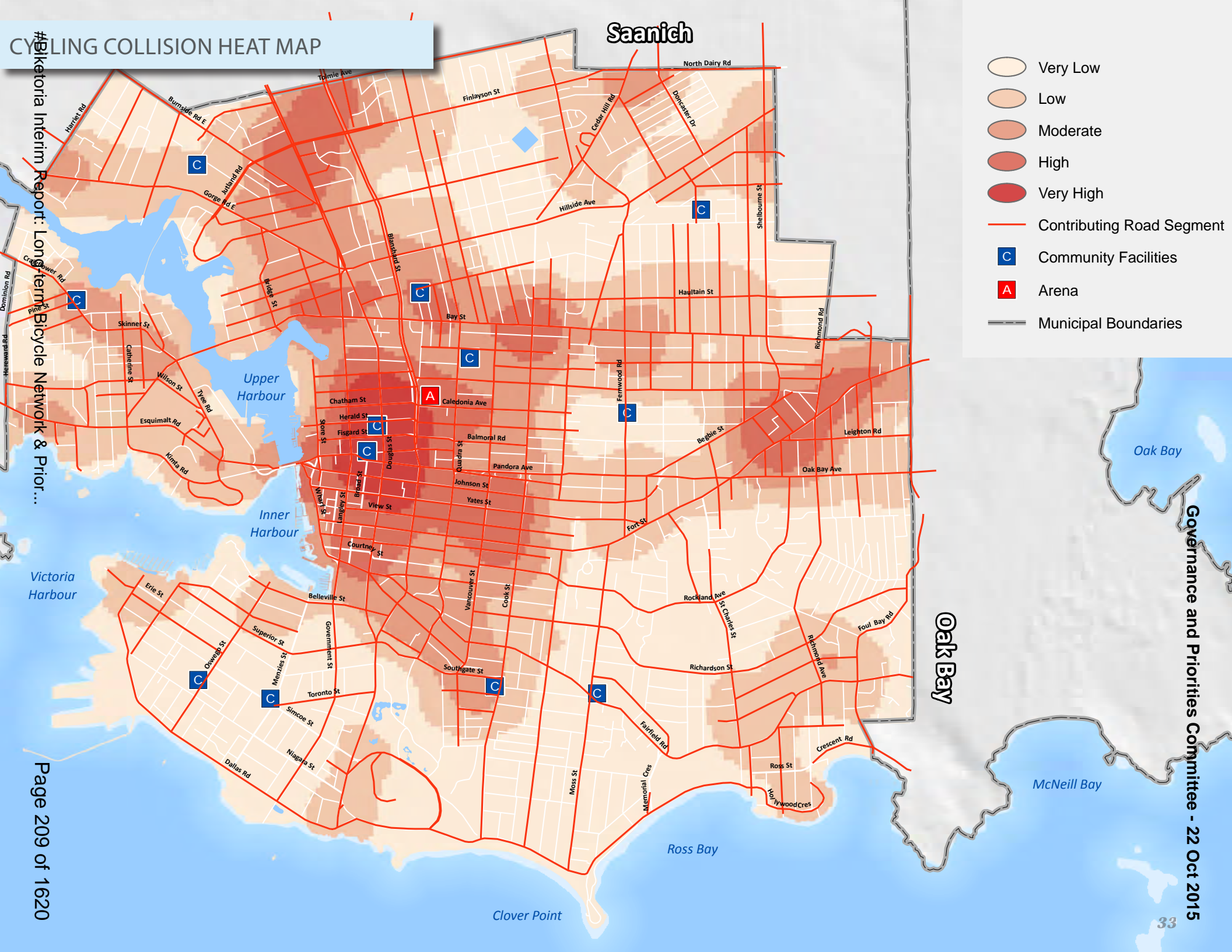
The top five streets for bicycle collisions were:

- | | | | |
|---|----------------|---|-----------------|
| 1 | Bay Street | 4 | Gorge Road East |
| 2 | Fort Street | 5 | Pandora Avenue |
| 3 | Esquimalt Road | | |

CYCLING COLLISION HEAT MAP

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- Very Low
- Low
- Moderate
- High
- Very High
- Contributing Road Segment
- Community Facilities
- Arena
- Municipal Boundaries



#CONVENIENT

DESTINATIONS AND ACTIVITY ANALYSIS

People travelling by bicycle want to access the same destinations as all other road users, and want to be able to travel from A to B as quickly and conveniently as possible. This analysis identifies proximity to destinations throughout the City, including current commercial areas, community destinations, activity hubs, and neighbourhood centres where people work, shop, socialize, volunteer and spend time with their families.

Several analyses were conducted to understand access to destinations throughout the City. Key destinations include the City of Victoria's Downtown Core, as well as Town Centres and Urban Villages identified in the City's Official Community Plan. Destinations also include community facilities, hospitals, schools, arenas, public facilities, institutions, and parks and open space.

KEY FINDINGS

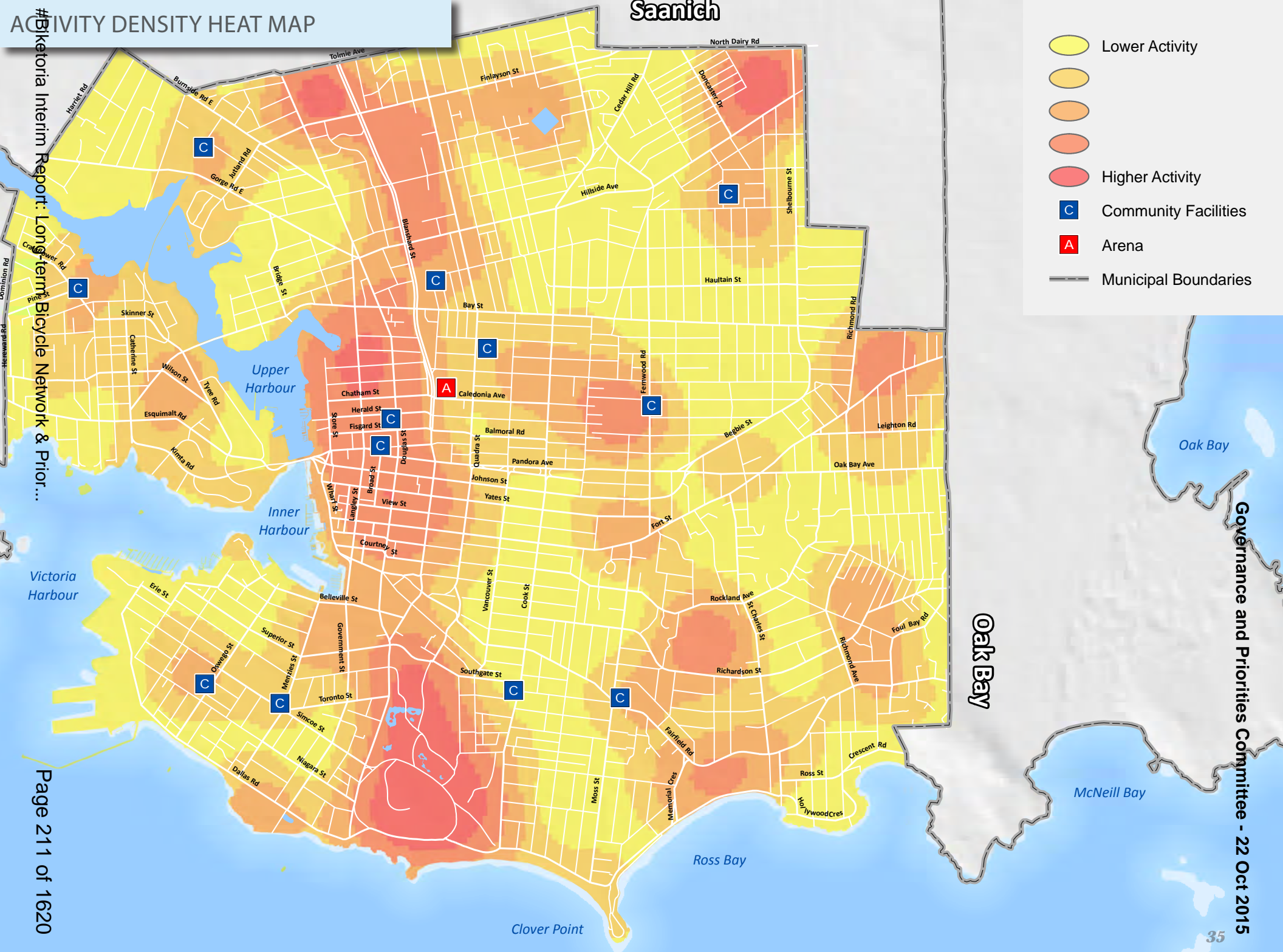
Based on these destinations, a density mapping exercise was conducted to identify high concentrations of destinations throughout the City. This analysis identifies a high density of destinations downtown, as well as around Mayfair Mall, Hillside Mall and Royal Jubilee Hospital, as well around each of the Village Centres distributed throughout the City. This analysis helps to identify key destinations that the proposed bicycle network should connect to.

The existing bicycle network provides access to many destination and activity centres in the City of Victoria, although connectivity between centres is not complete. For example, there is no existing network connection between Downtown and Beacon Hill Park. The 2018 Priority network provides several new connections between these two locations.

ACTIVITY DENSITY HEAT MAP

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- Lower Activity
- Higher Activity
- Community Facilities
- Arena
- Municipal Boundaries



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#COMPLETE

GAP ANALYSIS

Gaps in the cycling network have a similar impact on a cyclist’s commute as road closures have on motor vehicle drivers travelling on the road network. When confronted with a gap in the network, a traveller is required to either detour to a safer route which often requires local knowledge, or to continue through substandard or potentially uncomfortable or even hazardous conditions. To the extent that traffic hazards are a major deterrent for potential cyclists, examining gaps in the bikeway network is a logical first step in considering a plan for future bikeway upgrades.

The gap analysis presented in this section was conducted specifically for existing bicycle facilities. The purpose of this analysis is to identify and classify the gaps in the network. The different types of gaps that were analyzed are described in the table below. The bicycle network gap analysis considers both the on-street and off-street network, and includes all of Victoria’s existing bicycle network.

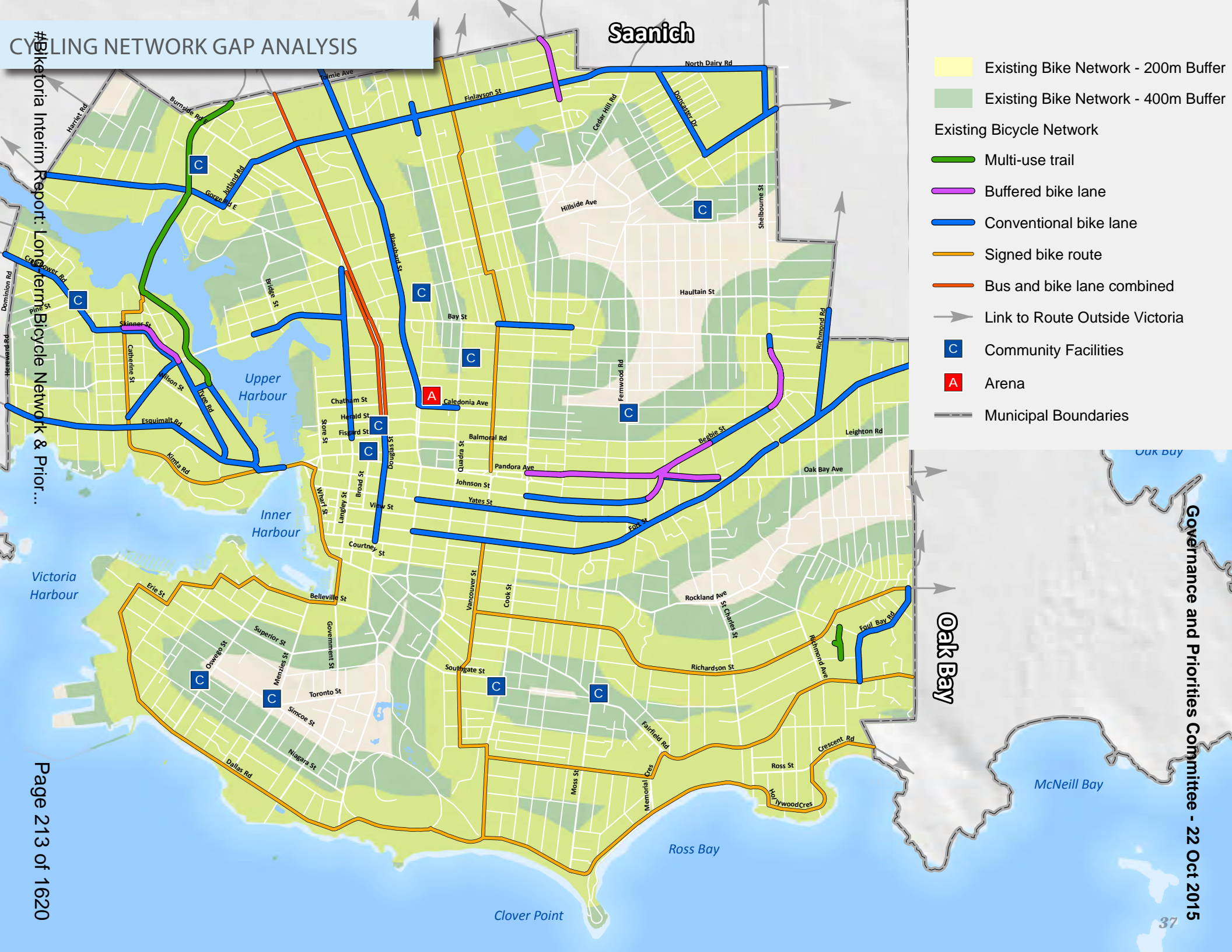
GAP TYPE	SUB-TYPE	DESCRIPTION	RATIONALE
Location Specific Gaps	Network Gaps	Where a bicycle facility is discontinuous (“dropped”)	Facilities that terminate unexpectedly are potentially hazardous and make navigation by bicycle challenging and unpredictable.
Area Gaps	Area Gaps	Where no bicycle facility is present in a given area, based on an analysis of network coverage using buffers	Identified through buffer analysis of the existing network to identify areas in the city not included in the network.

A central focus of this study is providing All Ages and Abilities facilities to the residents and visitors in Victoria. Therefore, it is important to analyze the area gap that results from the current All Ages and Abilities facilities that exist in the city.

KEY FINDINGS

A simple analysis demonstrates the very limited access there currently is to high quality facilities, and therefore further emphasizes the need for these facilities.

CYCLING NETWORK GAP ANALYSIS



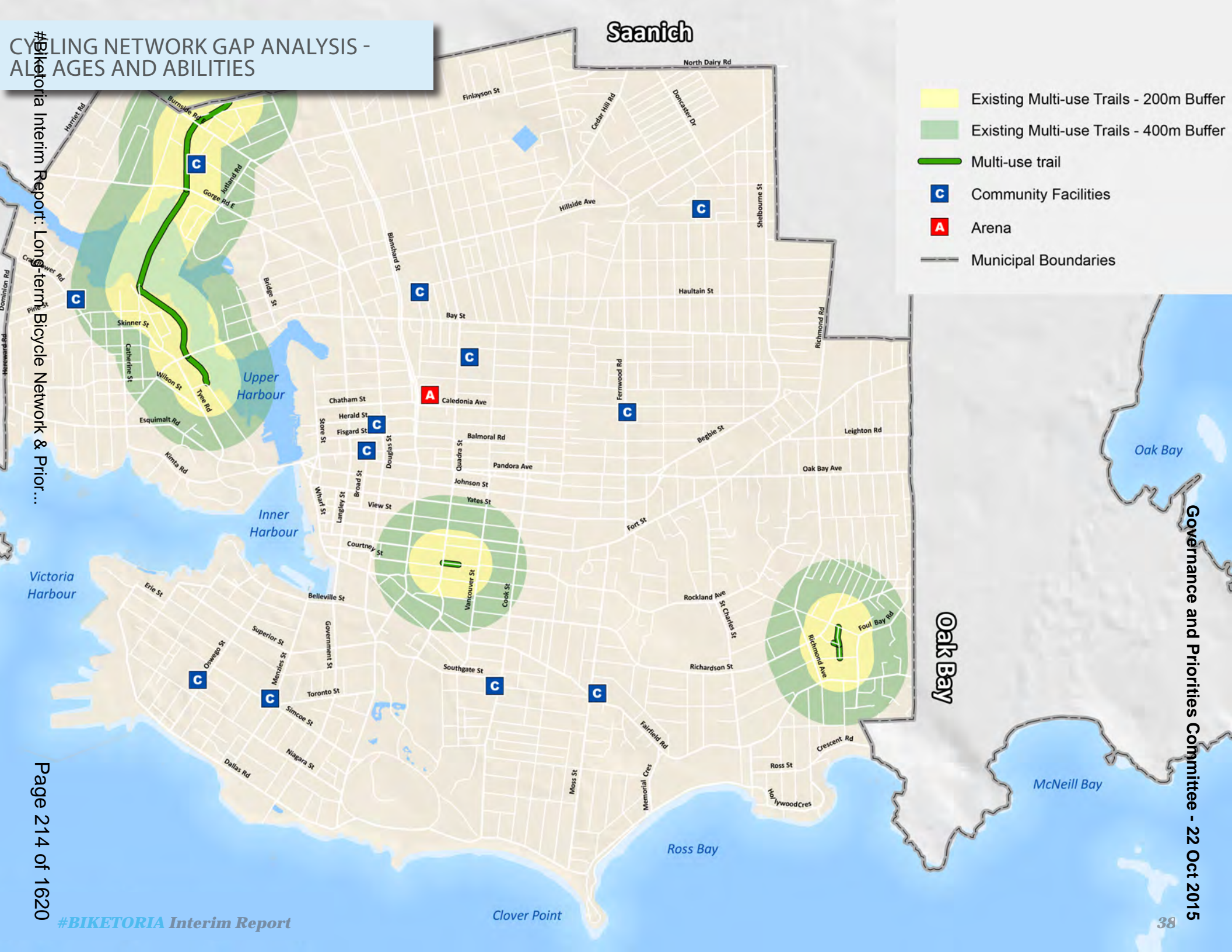
#Victoria Interim Report: Long-term Bicycle Network & Prior...

CYCLING NETWORK GAP ANALYSIS - ALL AGES AND ABILITIES

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- Existing Multi-use Trails - 200m Buffer
- Existing Multi-use Trails - 400m Buffer
- Multi-use trail
- Community Facilities
- Arena
- Municipal Boundaries

#BIKETORIA Interim Report: Long-term Bicycle Network & Prior...



Governance and Priorities Committee - 22 Oct 2015



#DEMAND

MODE SHARE

The current bicycle commute mode share was analyzed on a neighbourhood by neighbourhood basis applying 2011 National Household Survey data.

KEY FINDINGS:

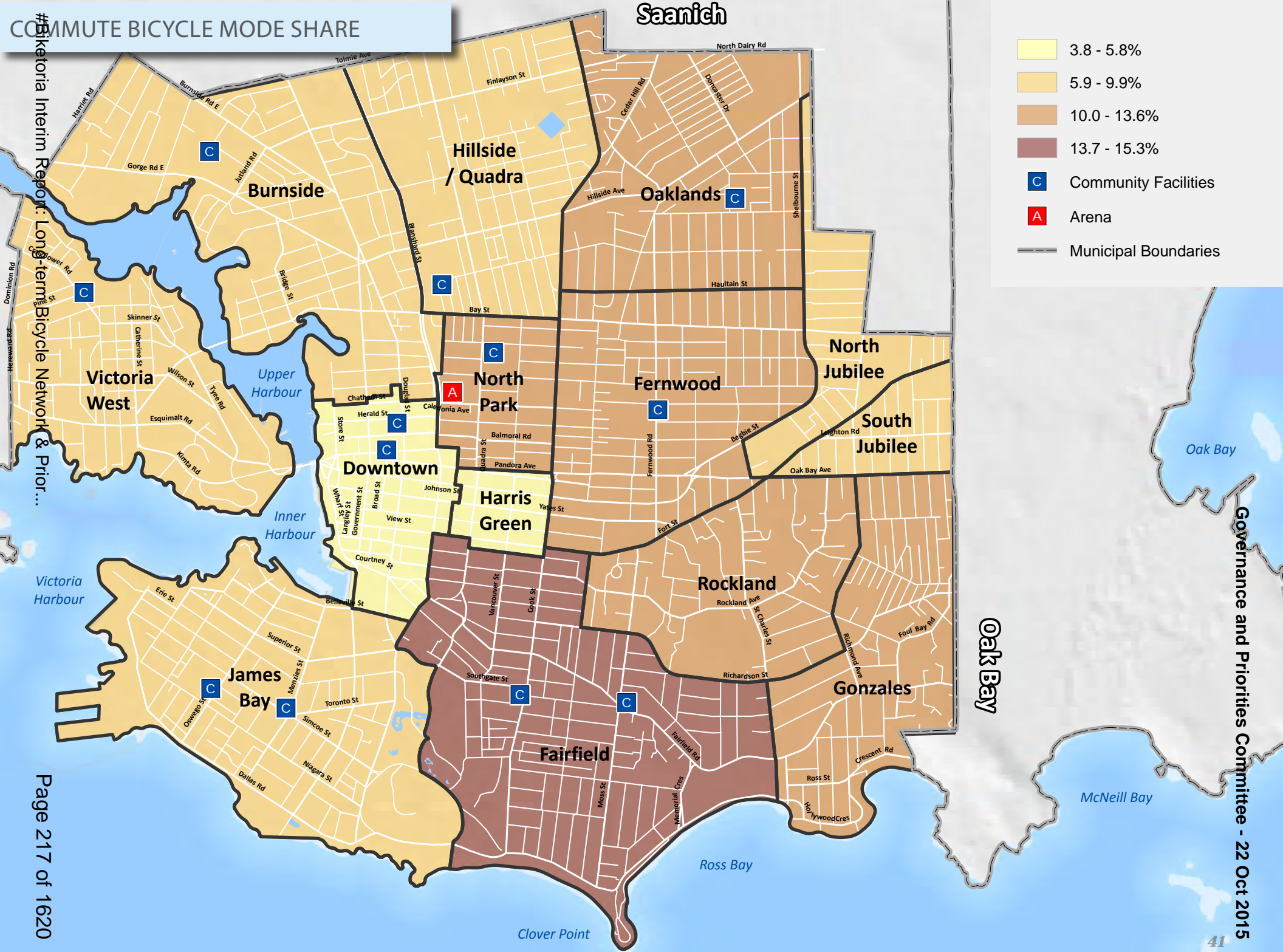
According to the data, the lowest levels of bicycle commuting in the City of Victoria occur in Downtown and Harris Green. In these two neighborhoods, walking is a more popular alternative (representing 40 percent of commuter trips) due to destination proximity, which results in short travel distances. The neighbourhoods east of Downtown (with the exception of North Jubilee and South Jubilee, which are the furthest neighborhoods from Downtown) demonstrated higher proportions of bicycle commuting (above 10 percent) than neighborhoods situated west of Downtown. Fairfield, in particular, had the highest proportion of bicycle commuting (15.3 percent) among all neighborhoods. Fairfield is the site of Beacon Hill Park, the largest recreational open space in Victoria, and Cook Street Village, a key neighbourhood retail and commercial center. The presence of both destinations, in addition to Fairfield's proximity to Downtown, may contribute to the neighborhood's high number of commute trips by bicycle. The relatively low cycling levels recorded in Victoria West and Burnside-Gorge can be explained by the presence of barriers. For Victoria West, the Johnson Street Bridge represents the sole linkage across the Inner Harbour to Downtown. In Burnside Gorge, industrial land uses and busy arterial streets make bicycle travel less appealing than in neighbourhoods such as James Bay and North Park.

Despite these variations among neighbourhoods, it is important to note that bicycle mode share in all City of Victoria neighbourhoods exceeds British Columbian (2 percent) and Canadian (1 percent) averages.

COMMUTE BICYCLE MODE SHARE

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- 3.8 - 5.8%
- 5.9 - 9.9%
- 10.0 - 13.6%
- 13.7 - 15.3%
- C Community Facilities
- A Arena
- Municipal Boundaries



#DEMAND

CYCLING POTENTIAL

The City of Victoria is a diverse community comprising a variety of neighbourhoods with distinct land uses and community destinations. The city is made up of high employment and activity areas such as downtown, higher density neighbourhoods, town and village centres, and residential neighbourhoods. To help understand the unique conditions for cycling throughout Victoria and which areas of the city are most bikable, an analysis was conducted of the cycling potential throughout the city. This analysis examined a variety of factors that can help make cycling more attractive, such as road network density, road network connectivity, land use mix, permeability, and topography. This analysis helped to identify unique cycling issues and opportunities throughout Victoria, and the areas with the highest potential to increase bicycle use.

KEY FINDINGS:

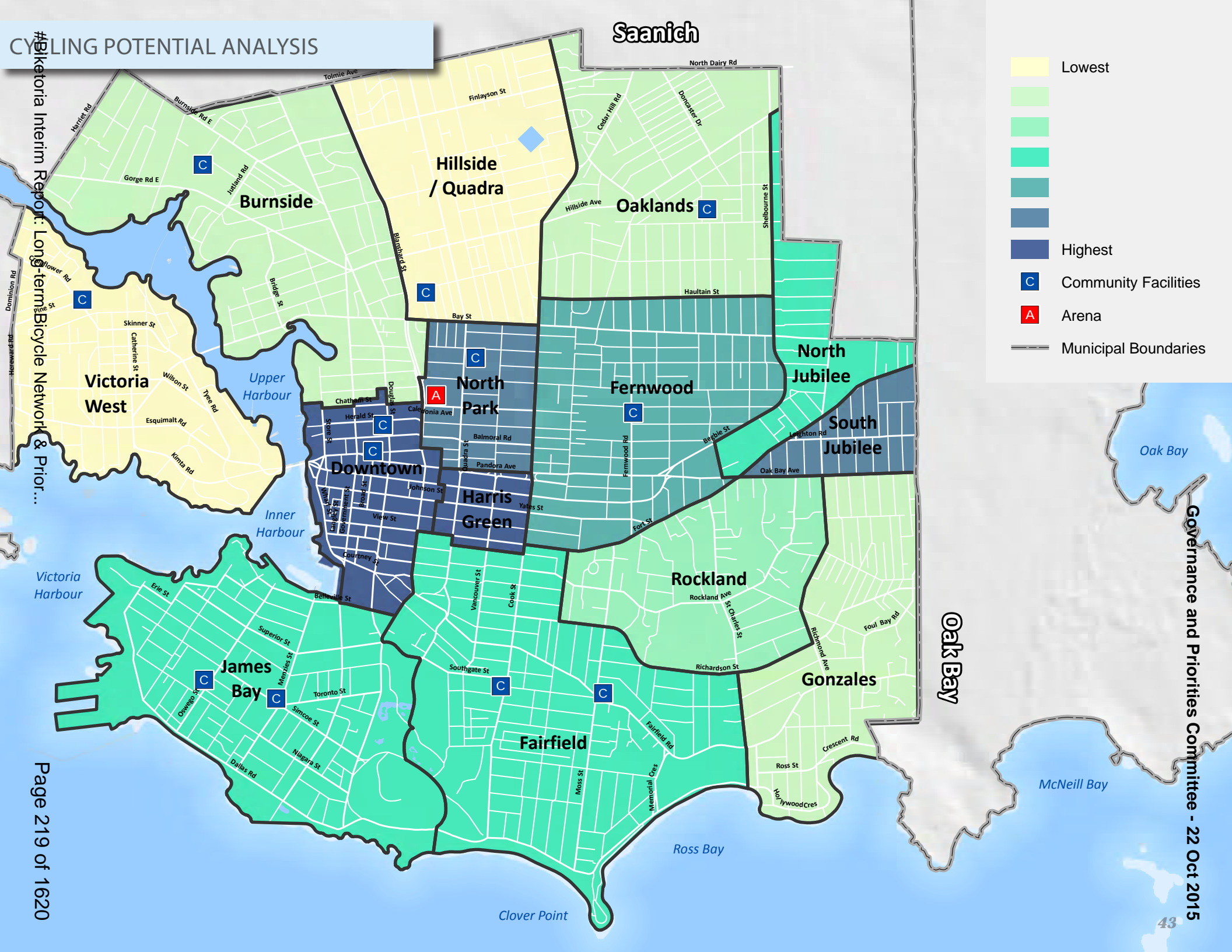
An analysis of cycling potential in each neighbourhood indicates that:

- Downtown has the highest cycling potential based on land use mix, topography and population. Currently the area has the lowest bicycle commute rate of people journeying from home to work, but serves a number of people traveling in the other direction, or accessing other destinations downtown.
- The Harris Green neighborhood also has very high cycling potential for a number of the same reasons. This is consistent with other neighbourhoods in Victoria's central area (e.g., Northpark, Fernwood, and South Jubilee), which score highly in part due to denser residential populations and dense street grid.
- Based on the variables measured Hillside Quadra and Victoria West have the lowest potential of all Victoria's neighborhoods. It is worthwhile to note that all Victoria's neighbourhoods have a commute mode share that is much higher than the British Columbian average and represent places with good cycling potential.

CYCLING POTENTIAL ANALYSIS

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#DEMAND

EQUITY ANALYSIS

One of the aims of this project is to develop a well-connected network for cycling that serves all areas of the city and includes areas that have a high density of historically underserved populations and relatively low levels of facilities currently. An equity analysis was conducted to examine the distribution of bicycle facilities in relation to these underserved populations. The equity analysis helped to identify those areas of Victoria where limited access to bicycle facilities is compounded by socio-economic challenges. Promoting equitable transportation options and harnessing demand for cycling are two important reasons to potentially prioritize improvements to bicycle facilities in these neighbourhoods.

The low-income equity score provided for each neighbourhood compares the percentage of the neighbourhood population below the Low Income Cut Off (LICO) threshold to the percentage of population in Victoria below the threshold. This analysis applied data on the 2011 National Household Survey.

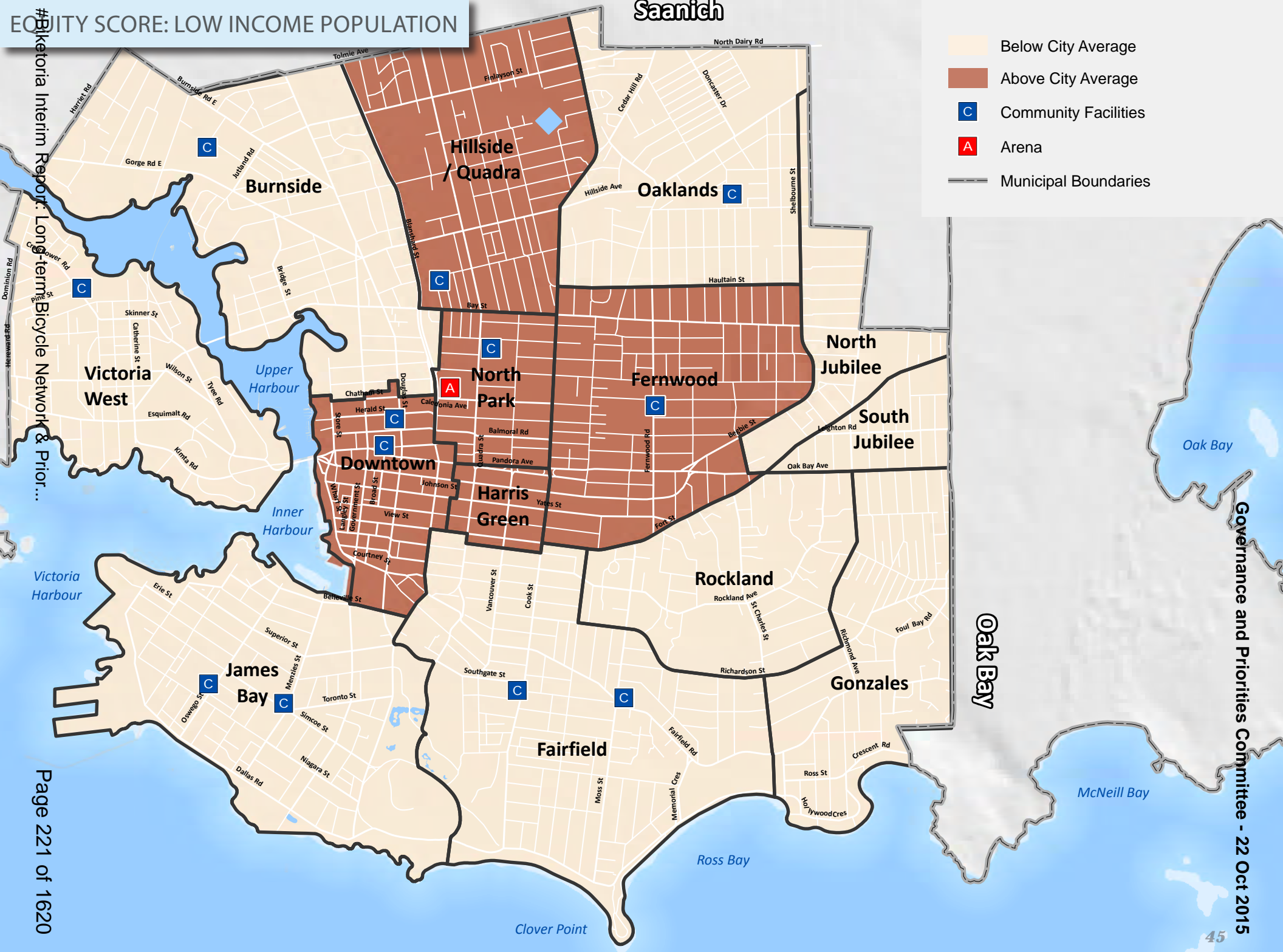
KEY FINDINGS

Neighbourhoods within and adjacent to the Downtown Core Area (including Downtown, Harris Green, North Park, Fernwood, and Hillside Quadra) all have low-income populations higher than those found in the city as a whole (20.7 percent). Neighbourhoods located around the periphery of the city have a lower percentage of low-income individuals. Only two neighbourhoods have a low-income population of less than 10 percent, while those greater than the city average ranged from above 21 percent to nearly 40 percent. The proposed 2018 Priority Network will add new connections to identified neighbourhoods where a disproportionate percentage of the population has a below-average income. These neighbourhood include Hillside/Quadra, North Park, Fernwood, Harris Green, and Downtown.

EQUITY SCORE: LOW INCOME POPULATION

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- Below City Average
- Above City Average
- C Community Facilities
- A Arena
- Municipal Boundaries



#DOABLE

CONSTRAINTS ANALYSIS

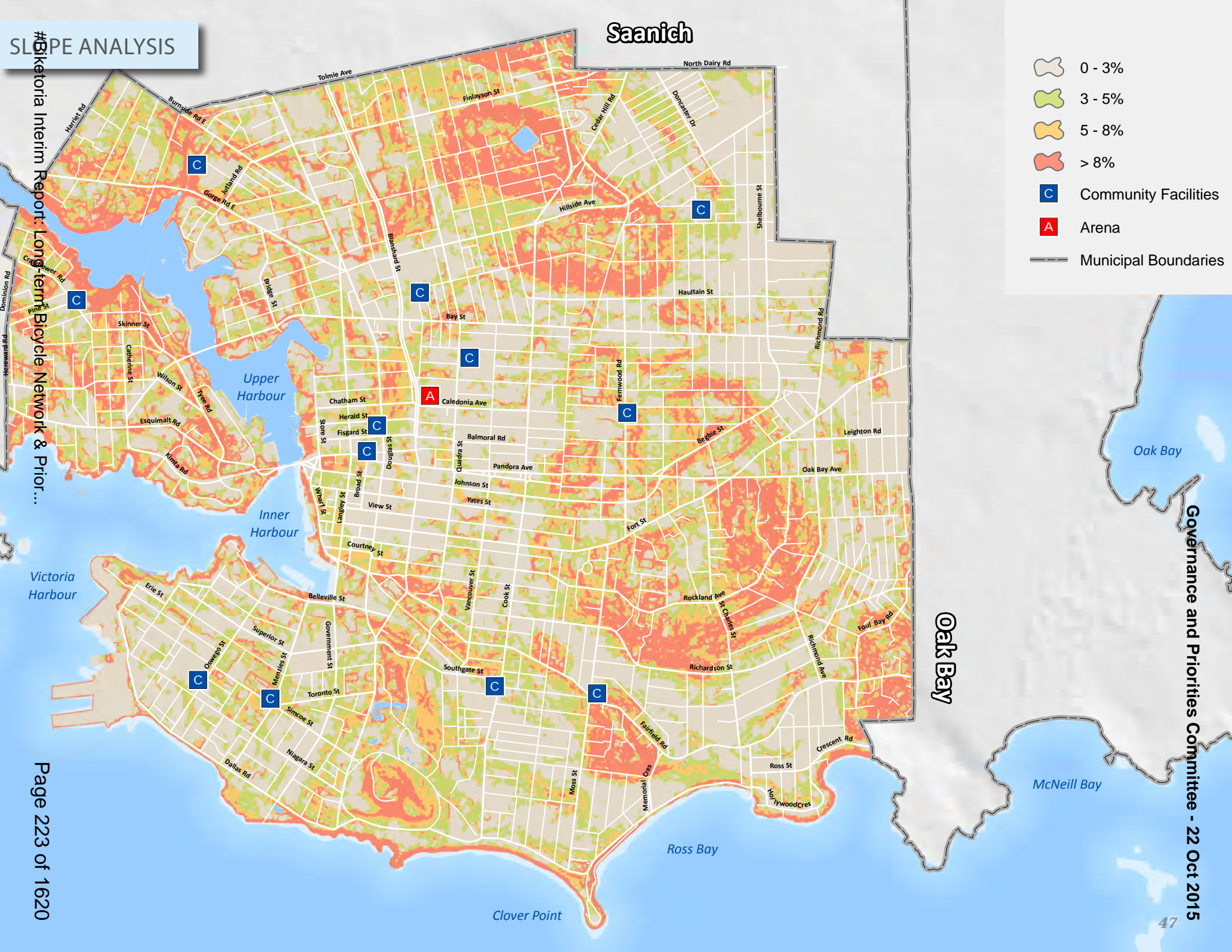
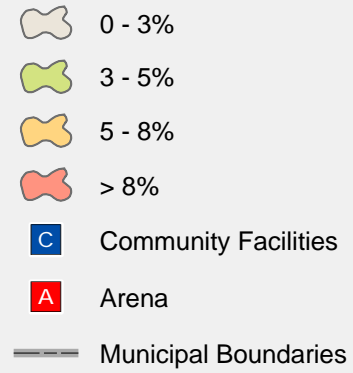
Identifies key constraints such as topography, physical or natural barriers, property constraints, and network gaps or jogs based on the results of the 2014 Bicycle Network update engagement and available data. Based on the Council direction to build the network by 2018, the curb-to-curb road widths is one of the key considerations of building on-road All Ages and Abilities bike facilities. Topography can present a considerable challenge for people who are choosing to ride a bike.

KEY FINDINGS

Due to Victoria’s gentle topography, there are only a limited number of areas where topography is a strong concern. Still, there may be significantly different topography between two parallel streets, thus favouring one route over another as a key bicycle route. One example of this was highlighted in the initial meeting of the Technical Advisory Committee, where members noted that between Park Boulevard and Bay Street, Vancouver Street had a number of hills that Cook Street did not.

SLOPE ANALYSIS

Saanich



6.0  RECOMMENDED
NETWORK

6.1 NETWORK PLANNING PHILOSOPHY

This section summarizes the recommended long-term bicycle network as well as the priority corridors that are recommended for implementation by 2018. This network and priority corridors were identified based on previous and current public input, technical analysis in the previous section, and best practices in bicycle network planning.

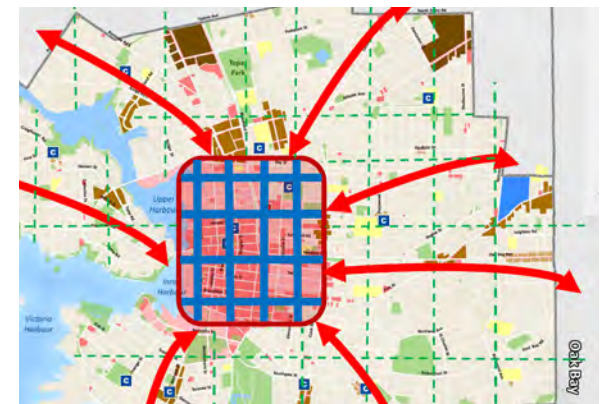
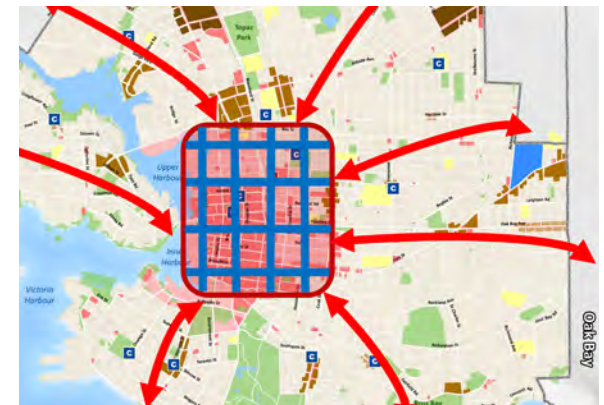
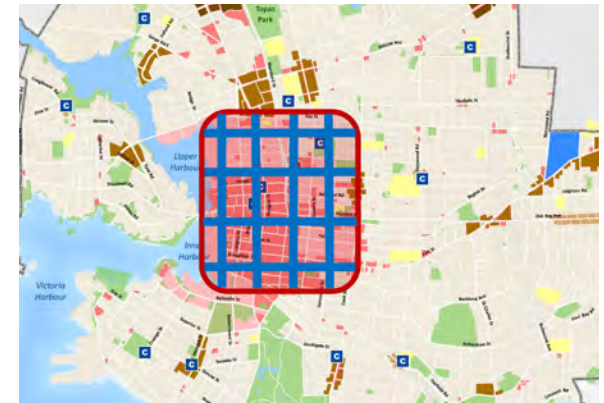
The primary network was developed based on a 'hub and spoke' framework as the overall network planning philosophy to ensure that a minimum grid network was established that provided connections to all destinations and neighbourhoods throughout the city.

The network framework centres on providing a dense network of bicycle facilities within the 'hub' of downtown. The downtown is a major destination for employment, commercial retail, tourism, government services and cultural activities. In the Official Community Plan, the downtown is part of the Urban Core, which is set to welcome 50% of the 20,000 new residents projected to come to the city. The downtown also facilitates travel to Vic West, the Galloping Goose Regional Trail, and the E&N Regional Trail.

As a result, a majority of Victoria residents travel to, from, and through the downtown. In addition, the Cycling Potential analysis identified several neighbourhoods surrounding the downtown core as having a high cycling potential. As a result, a 'hub' with a dense network of bicycle facilities has been proposed in the Downtown, Harris Green, North Park, and Rock Bay neighbourhoods. This area is proposed have a long-term network with bicycle facilities spaced every 200 metres.

Extending out from the 'hub', the 'spokes' in this network would be high quality All Ages and Abilities facilities that would connect the downtown and surrounding neighbourhoods to and from each of the neighbourhoods across the city, as well as ensuring regional connections beyond the City of Victoria. These spokes are referred to as Primary Routes of the City's bicycle network. The spokes are proposed to result in a Primary Network spacing outside the 'hub' of 800 metres.

The final component of the network consists of Secondary Routes that would connect people from their homes and smaller locations to the Primary Network. This component of the network fills in gaps in the Primary Network and ensure connections are provided to all destinations within the City. These Secondary Routes are proposed to result in a network that ensures that all residents are located within less than 400 metres of a Primary or Secondary Route, and that all destinations within the City have access to a bicycle route within close proximity.



THE 'HUB AND SPOKE' FRAMEWORK PROVIDES A DENSE NETWORK OF BICYCLE FACILITIES WITHIN THE DOWNTOWN CORE COMPLEMENTED BY HIGH QUALITY CONNECTIONS TO THE NEIGHBOURHOODS. SUPPORTING NEIGHBOURHOOD CONNECTIONS COMPLETE THE NETWORK.

6.2 NETWORK PLANNING PROCESS

Reviewing the entire road network within the City of Victoria, there are many different options for designing an All Ages and Abilities network of cycling infrastructure. Therefore, the Guiding Principles (Comfortable, Complete, and Convenient, as well as Demand and Doable) and the 'hub and spoke' framework guided the network design process. These principles and framework were returned to frequently throughout the network identification process to ensure the network met these desires.

Under the guiding principles and framework, potential components of the network were reviewed and analyzed based on available information and building on the analysis completed during the 2014 Bicycle Network update.

The Minimum Grid Corridor Analysis workbook was created (Appendix B) to provide base information on Victoria corridors for consideration. To develop a network that reaches each neighbourhood, potential north-south and east-west corridors were identified. The potential corridors were then organized into zones to ensure that the network considered spacing between All Ages and Abilities facilities. The city was split into seven zones (three north-south zones and four east-west zones). Within each zones, three to five potential corridors were reviewed. This provided an extensive number of variables regarding the road components, and multi-modal, bicycle and land use considerations and enabled the ability to compare and contrast potential routes. This workbook was complemented by current and future transit routes, as well as the network analyses provided in the previous chapter.

Zones and corridors that were considered were:

North-South #1

- David Foster Harbour Pathway
- Tyee/Craigflower
- Wharf/Store
- Government/Gorge
- Douglas
- Blanshard

North-South #2

- Quadra
- Vancouver/Fifth
- Cook/Cedar Hill
- Moss/Grant

North-South #3

- St Charles/Belmont
- Begbie/Shelbourne
- Richmond
- Irving/Richardson/Davie/Lee

East-West #1

- Finlayson/Jutland
- Hillside
- Tolmie/Vine

East-West #2

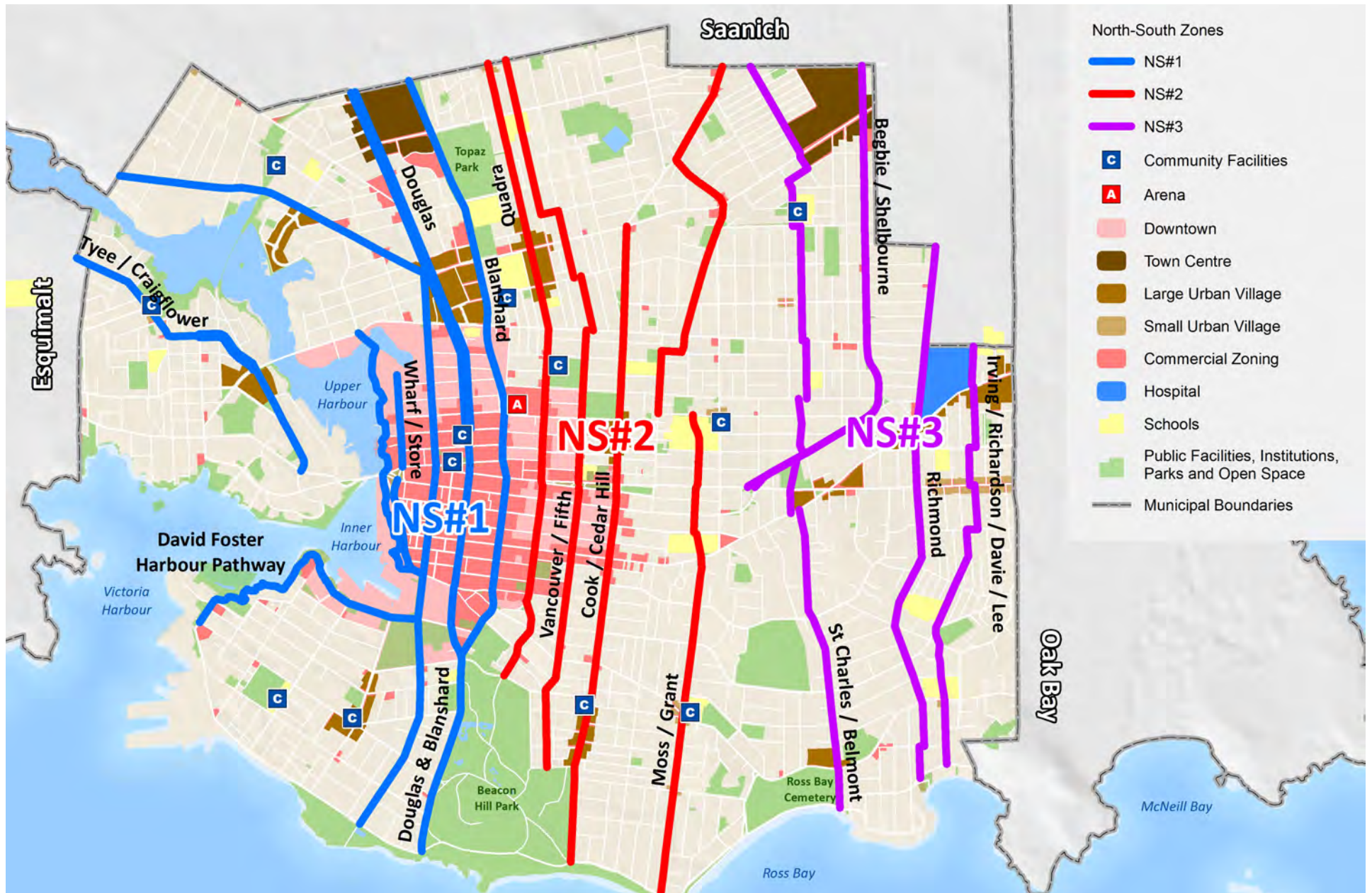
- Haultain/King
- Bay
- Chatham/Coronation

East-West #3

- Pandora/Oak Bay/Esquimalt
- Johnson/Oak Bay
- Yates/Fort

East-West #4

- Humboldt/Brooke
- Richardson
- Fairfield
- Dallas/Crescent



EXCERPT FROM MINIMUM GRID CORRIDOR ANALYSIS WORKBOOK (APPENDIX B)

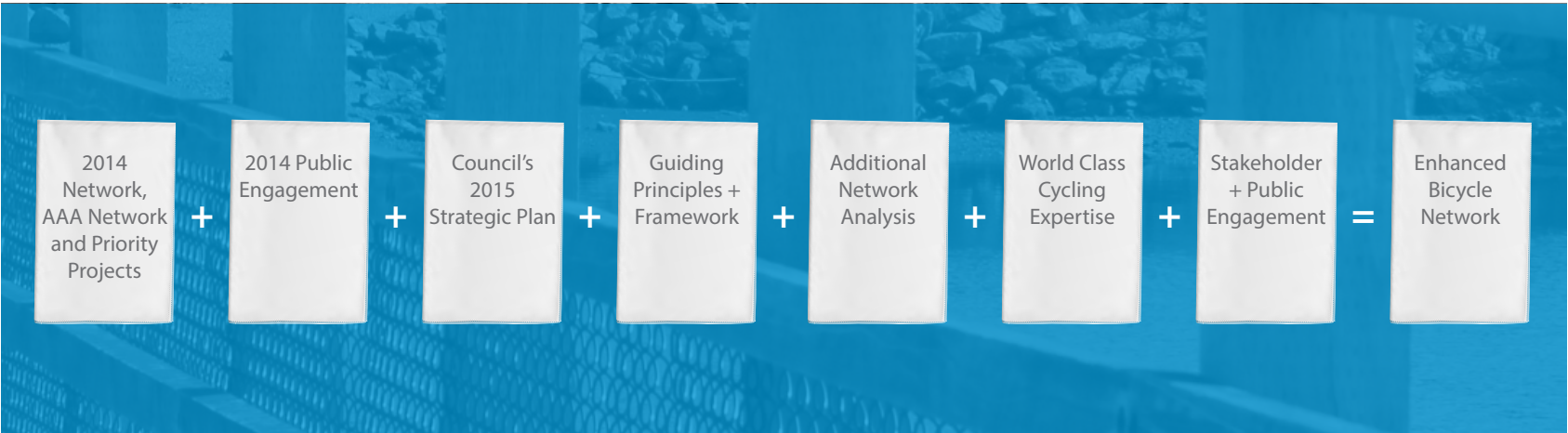
Based on the guiding principles, framework and network planning best practices, a number of priority corridors were identified. In other cases there were multiple parallel corridors that required extra consideration. The corridors that were further analyzed against the network planning and prioritization principles were:

Douglas Street	Government Street
Priority Issues:	
[1] Transit corridor on Douglas [2] Feasibility to build by 2018	[3] Access to Burnside/Gorge neighbourhood
Advantage: Victoria's main street, downtown business support for re-design of Douglas, retail commercial, opportunities to have positive impacts beyond cycling Challenges: Transit priority route (bus/bike lanes and LRT long term)	Advantage: Pedestrian section, bike lanes north of Pandora, brewery district, redevelopment of Rock Bay, retail commercial Challenges: One-way section, pedestrianized, tour buses

Quadra Street	Vancouver Street	Cook Street
Priority Issues:		
[1] Destinations	[2] Proximity to other network corridors	[3] Feasibility by 2018
Advantage: Destinations - downtown, Quadra Street Village; directness opportunity for street enhancement Challenges: Priority bus route, right of way	Advantage: Aesthetically pleasing, recognized bike route, access to Beacon Hill Park, Crystal Pool, Royal Athletic Park, retail businesses at Pandora Challenges: Directness (number of jogs north of Bay), direct access to destinations	Advantage: Destinations - waterfront, Beacon Hill Park, Cook St Village, North Park Village, connects to Saanich's complete street Challenges: Topography north of Hillside

Gorge Road	Burnside Road
Priority Issues:	
[1] Connection to network [2] Safety	[3] Burnside/Gorge Neighbourhood Plan (complete streets)
Advantage: Connection to Jutland and residential areas, scenic, direct access to the Galloping Goose, connects to Government St, opportunity to improve streetscape Challenges: Topography in Saanich portion of Gorge, road width	Advantage: Destinations: retail businesses, Tillicum Elementary School (Saanich); regional connection, flat, wide right of way, through neighbourhood, opportunity to improve streetscape Challenges: Connection to the network
Note: As this area is part of the Burnside Gorge Neighbourhood Plan and Transportation Study, there will be close alignment between the projects and the design of complete street corridors.	

The draft network and key decision corridors were presented to the Technical Advisory Committee for feedback. Members of the Committee provided extensive input that was used to refine the network. This process confirmed the 2014 Network and led to the recommendation of the Primary and 2018 All Ages and Abilities Network.



6.3 LONG-TERM NETWORK

The 2014 Bicycle Network update process identified a proposed long-term bicycle network based on an analysis of all the information collected during the engagement process, identifying the most frequently identified corridors for improvements, the preferred types of improvements cyclist origins and destinations, and what links had been identified for addition or deletion from the existing network. City staff reviewed their findings with the Technical Working Group and proposed network map was subsequently developed. In designing the long-term bicycle network, staff considered:

- Public input received from April to June 2014
- Connections to bicycle routes in adjacent municipalities
- Designation in other plans (e.g. Greenways routes, regional Pedestrian and Cycling Master Plan routes)
- Existing street classification (posted speed limits, volume, how a road is used)
- Existing cycling infrastructure on route (e.g. traffic calming, diverters, etc.)
- Topography
- Ideal density for the cycling network grid (i.e., spacing routes approximately 500m apart)
- Connections between key destinations
- Connections within and between neighbourhoods

As part of this project, the long-term network was reviewed in order to enhance the recommended bicycle network. This was completed through a series of GIS analyses, review of public feedback and “ground truthing” components of the network. The long-term network originally prepared by the City was extremely comprehensive. It provides:

- **Coverage** of planned bicycle facilities across the entire city;
- **Connections** to all schools, parks and community facilities; and
- A **network** of identified routes that are direct and connected.

As a result, it is recommended that the 2014 network remains constant, except for the additions of corridors that have been identified in the 2018 Priority Network. To ensure the benefits of this long term network are realized, it is important that the City continues to prioritize bicycle infrastructure through capital planning. This will ensure the long term network is built and enjoyed by residents and visitors alike.

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6.4 PRIMARY NETWORK

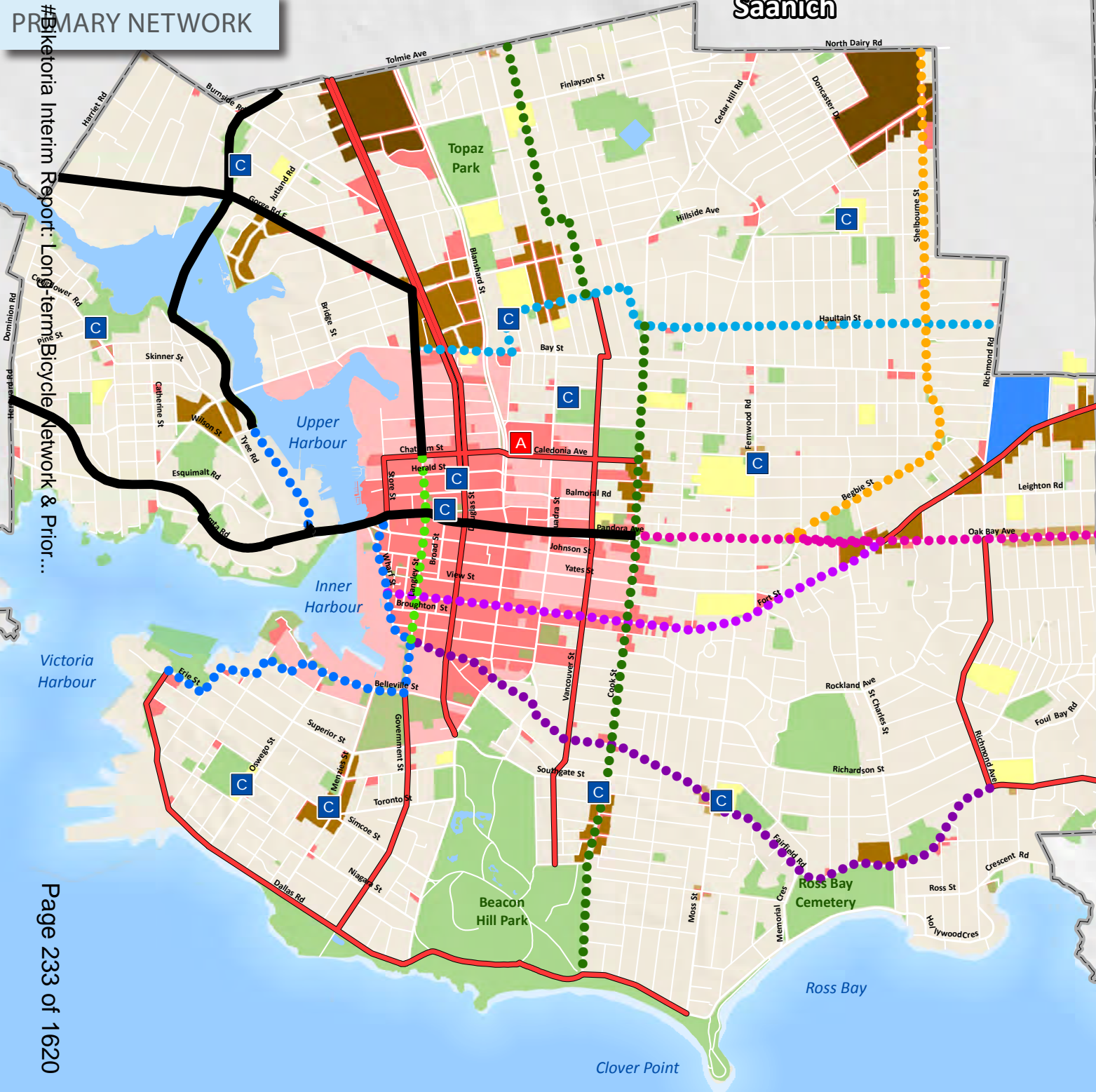
In addition to the long-term network proposed above, the network has been further grouped into Primary and Secondary routes to reflect the network planning 'hub and spoke' philosophy noted above. This includes a Primary Network of all ages and abilities that provide direct connections to and from the downtown and all neighbourhoods within the city, and a supporting Secondary Network that provides access to other destinations throughout the city. It is recommended that the city complete the primary network within 5 years to ensure there is greater connectivity within the downtown core.

This Primary Network would place most residents within 400 metres of a Primary bicycle route in the 'hub', and within 800 metres of a Primary bicycle route everywhere else in the city.



- Government / Gorge
- Cook St - Fifth St
- Harbour Rd - Wharf - Belleville
- Fort
- Pandora
- Begbie - Shelbourne
- Haultain - Bay
- Fairfield
- Other AAA Routes
(built or designed by others)
- Primary Network
- C Community Facilities
- A Arena
- Downtown
- Town Centre
- Large Urban Village
- Small Urban Village
- Commercial Zoning
- Hospital
- Schools
- Public Facilities, Institutions,
Parks and Open Space
- Municipal Boundaries

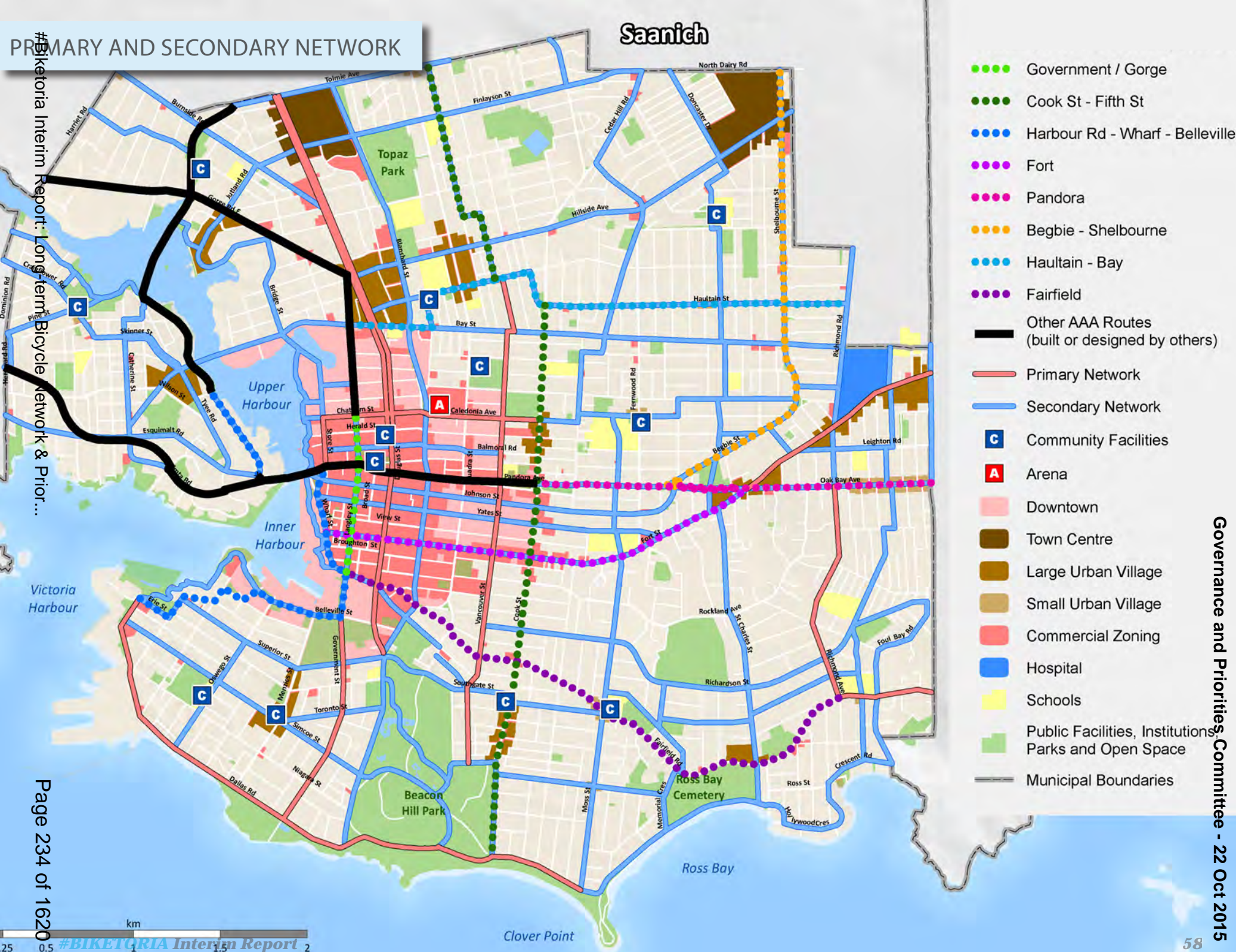
PRIMARY NETWORK



Saanich

PRIMARY AND SECONDARY NETWORK

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6.5 2018 AAA PRIORITY NETWORK

The Primary Network noted above is intended to be a complete network of All Ages and Abilities facilities to connect all areas of the city; however, there is a need to further prioritize implementation to identify those priority corridors that can be implemented by 2018. The Priority Network includes Primary Corridors that connect those neighbourhoods with the greatest cycling potential, and targeting increased spacing within the 'hub' with the greatest cycling potential. A majority of these routes were identified for improvement during the 2014 engagement. More detail on recommendations from the public is provided in Appendix A. The recommended Priority Network includes the following eight corridors:

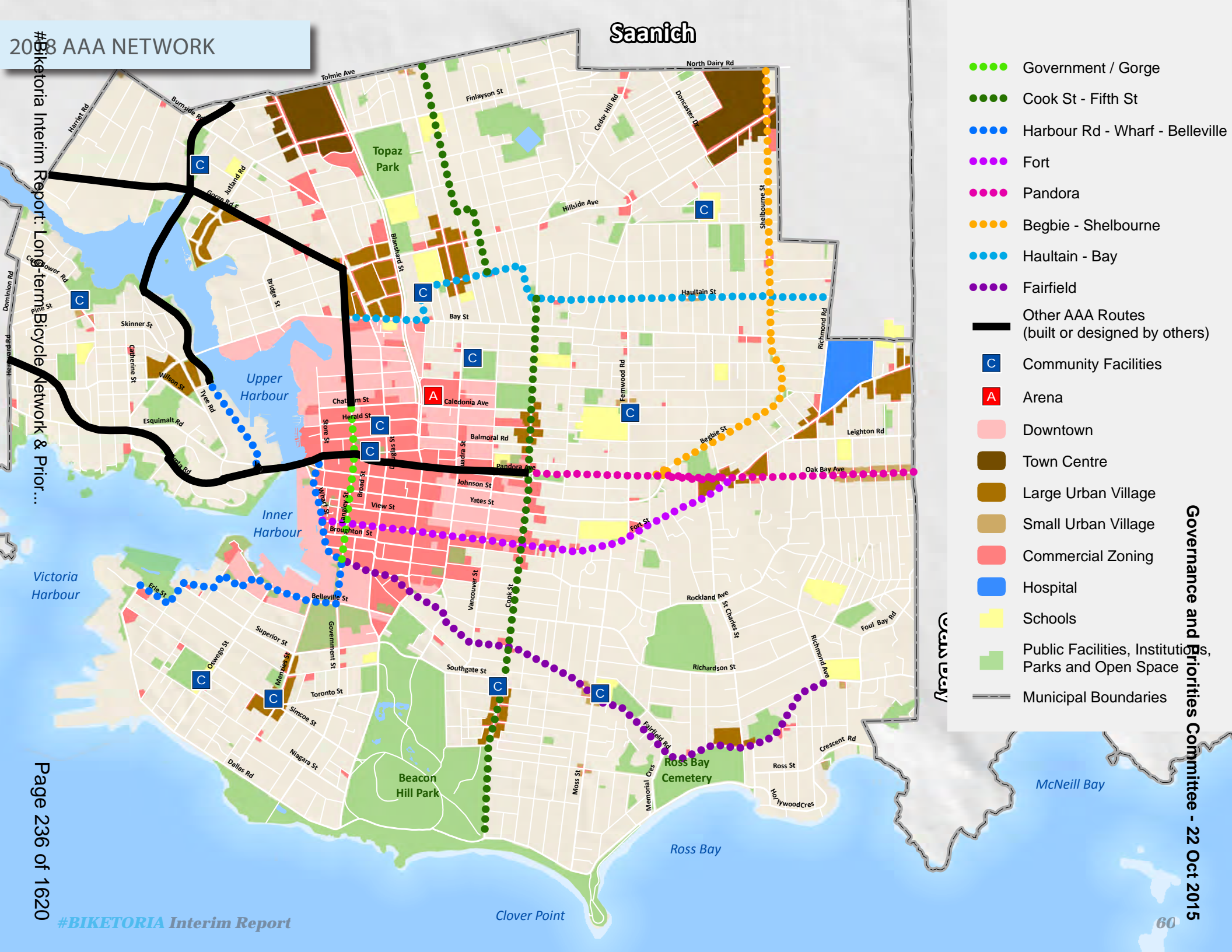


In addition, it should be noted that the area of Burnside Gorge is currently undergoing a Local Area Plan process. The Burnside Transportation Study is being completed concurrently and the two studies will be working closely together on the designation and design of corridors within the study area.

The 2018 priority network is comprised of approximately 31 kilometres of bikeways that extend to and through all of Victoria's neighborhoods. The proposed network will create comfortable, complete and convenient connections for people who bicycle. An analysis of network coverage shows that nearly 50 percent of the city's land area is within 200 m of a bicycle facility comfortable for people of all ages and abilities, while 76 percent of the land area is within 400 m.

Over 43 percent of schools, 59 percent of parks, and 78 percent of commercial centers are located within 200m of at least one of these routes. Within 400m of the network, these numbers grow to 97 percent of school, 83 percent of parks, and 93 percent of commercial centers. Nearly 30 percent of the city's population will live within 200m of the network, while 45 percent will live within 400m.

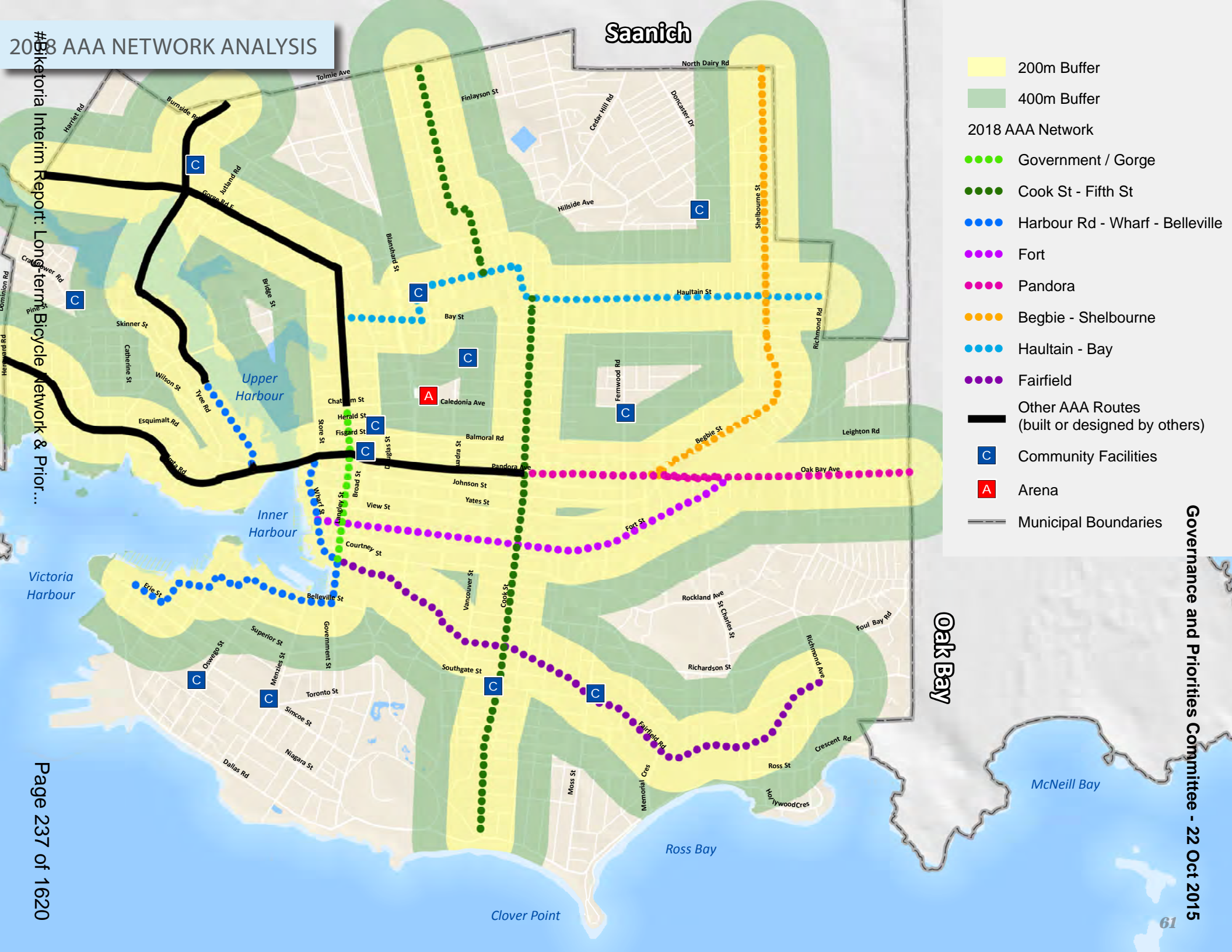
While network buffers touch each neighbourhood, there is some variation in coverage. For example, while all of Downtown is within the 200m network buffer, central Fernwood, and significant portions of James Bay, Oaklands, Hillside/Quadra, and Rockland are further than 200m from the priority network. While a 400m network buffer extends this coverage, James Bay, Rockland, and Oaklands still have significant portions of land without coverage. To achieve complete network coverage will require construction of additional facilities beyond 2018; for example Dallas Road in the James Bay neighborhood is envisioned as a key bicycle connection.



2018 AAA NETWORK ANALYSIS

Saanich

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- 200m Buffer
- 400m Buffer
- 2018 AAA Network
- Government / Gorge
- Cook St - Fifth St
- Harbour Rd - Wharf - Belleville
- Fort
- Pandora
- Begbie - Shelbourne
- Haultain - Bay
- Fairfield
- Other AAA Routes (built or designed by others)
- Community Facilities
- Arena
- Municipal Boundaries

Governance and Priorities Committee - 22 Oct 2015





6.5 CORRIDOR CHARACTERISTICS

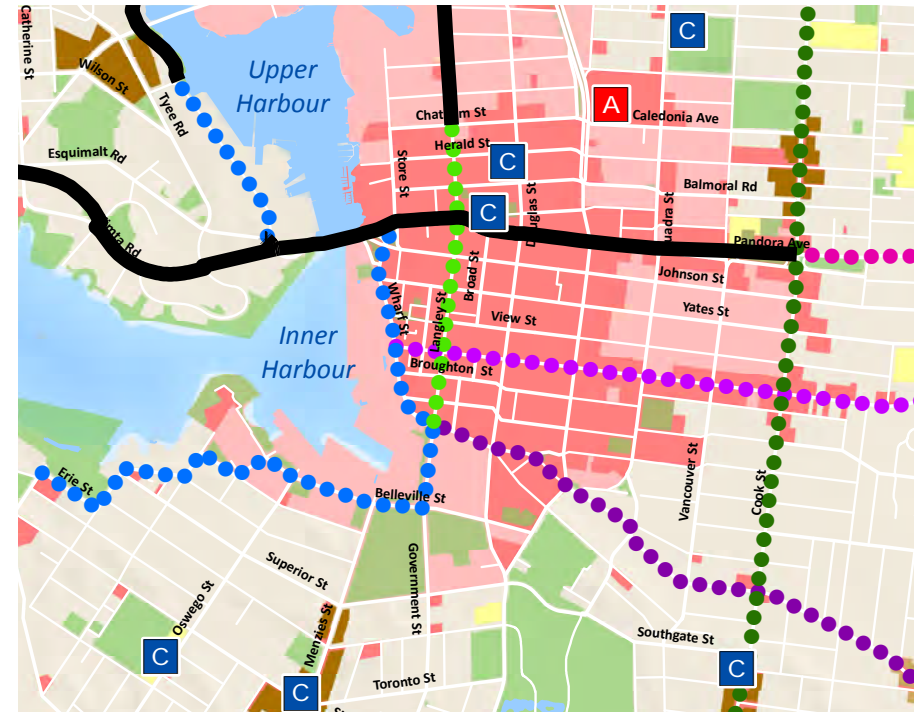
This chapter introduces each of the priority corridors including a route description and general characteristic. These characteristics highlight the benefits and challenges that will inform the specific facility design of the corridor. This includes considering impact on pedestrian facilities, transit travel time and bus stops, vehicle travel speed and capacity and on-street parking.





WATERFRONT ROUTE : HARBOUR ROAD AND WHARF STREET / BELVILLE STREET

This waterfront route connects the Galloping Goose to the Downtown core and out to James Bay and Fisherman's Wharf. Harbour Road also provides access to business and residents in Dockside Green and other current and future developments in VicWest. Although Harbour Road currently has painted bicycle lanes, these are not considered All Ages and Abilities and represent a notable gap in the City's All Ages and Abilities network.

This route provides access to businesses along Wharf Street, tourist attractions including the Empress Hotel, the Legislature and Fisherman's Wharf. This route has important economic development potential. In the future, the route could integrate with the David Foster Harbour Pathway.

-  Extent: Harbour Road between Esquimalt Road and the Galloping Goose Regional Trail; Wharf Street from Pandora Street to Erie Street
-  Length: 2.5 kilometers
-  Road Network Classification: Local Street; Downtown Core
-  Road Width: Harbour Rd: 1 motor vehicle lane in each direction, typical width of 9.5 metres (12 metres at parking pockets); Wharf St/Belleville St: 1 motor vehicle lane in each direction, typical width of 12.8 to 13.3 metres (narrow segment north of Fort St 11.38m)



-  On-Street Parking: Harbour Rd: Parking pockets on west side; Wharf St/Belleville St: Majority parking on both sides
-  Truck Route: Harbour Rd: No; Wharf St/Belleville St: Yes
-  Transit Route: No
-  Existing Bicycle Facilities: Harbour Rd: Painted Bicycle Lanes; Wharf St/Belleville St: Majority signed bikeway

- Destinations: Dockside Green, Galloping Goose Regional Trail, Downtown, legislature, James Bay, Ogden Point
- Connections: Galloping Goose, David Foster Harbour Pathway, Pandora St, Johnson St Bridge
- Advantages: Harbour Rd: Currently 1.3m bicycle lanes on each side of the street, new development proposal for Dockside Green, commercial node; Wharf St/Belleville St: 2015-19 priority project, waterfront, tourism opportunities, high profile location

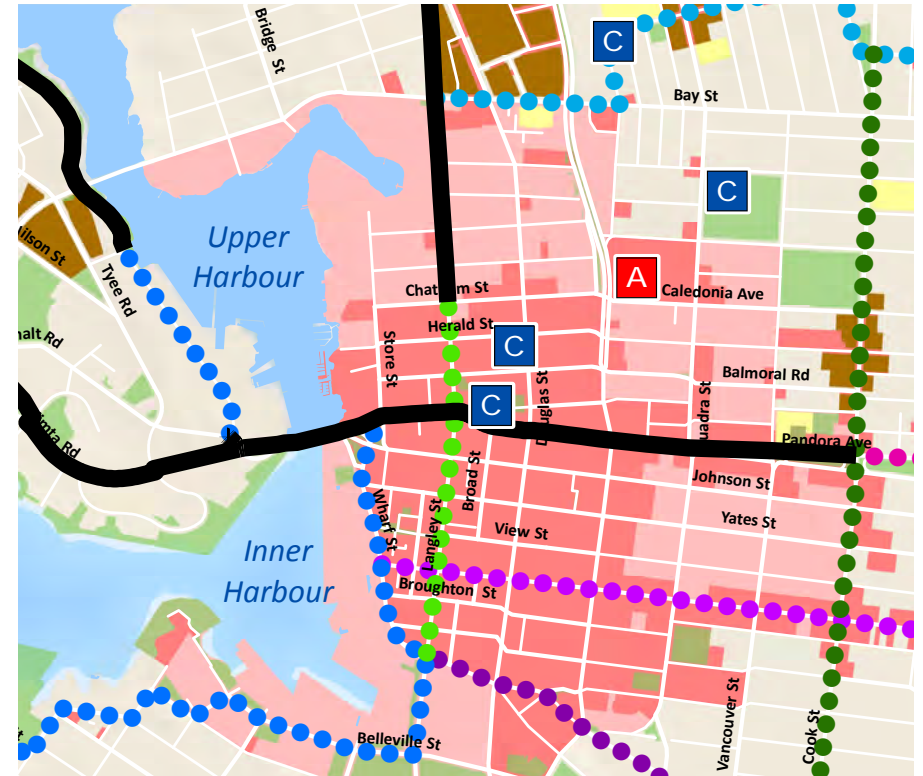
- Challenges: Harbour Rd: Recently built road and sidewalk, industrial property on west side (driveways); Wharf St/Belleville St: Many different road users- buses on Government section (in front of Empress), horses, pedestrians, ferry traffic; high profile
- Possible facilities: Protected bike lane (1 or 2 way)

GOVERNMENT STREET

Government Street is a key corridor that has different characteristics along its great length. Through the downtown it includes a pedestrian-priority section which is one-way traffic, in widens north of Fisgard as it travels through a light industrial area and the potential brewery district, and travels by Rock Bay. The northern section of the corridor has painted bike lanes that vary in width and road placement. The enhancement of these facilities would encourage access to shops downtown, breweries and Rock Bay as that area develops.

- Extent: Humboldt St to Douglas St
- Length: 1.7 km
- Road Network Classification: Gorge to Fisgard (4 lanes with auxiliary left-turn lanes at intersections); Fisgard to Yates (3 to 4 lanes)
- Road Width: Gorge to Fisgard (20.1m); Fisgard to Yates (majority 14.0m)
- On-Street Parking: Majority yes, both sides
- Truck Route: Yes
- Transit Route: Portion yes
- Existing Bicycle Facilities: Portion with bike lane
- Destinations: Downtown, Chinatown, Rock Bay, Mayfair Mall
- Connections: Belville, Pandora
- Advantages: Pedestrian priority section, brewery district, redevelopment of Rock Bay, commercial retail destinations
- Challenges: One-way street with pedestrian priority, access and loading for trucks (currently time restricted)
- Possible facilities: Neighbourhood greenway (portion), protected bike lane (1 or 2 way)

#BIKETORIA Interim Report



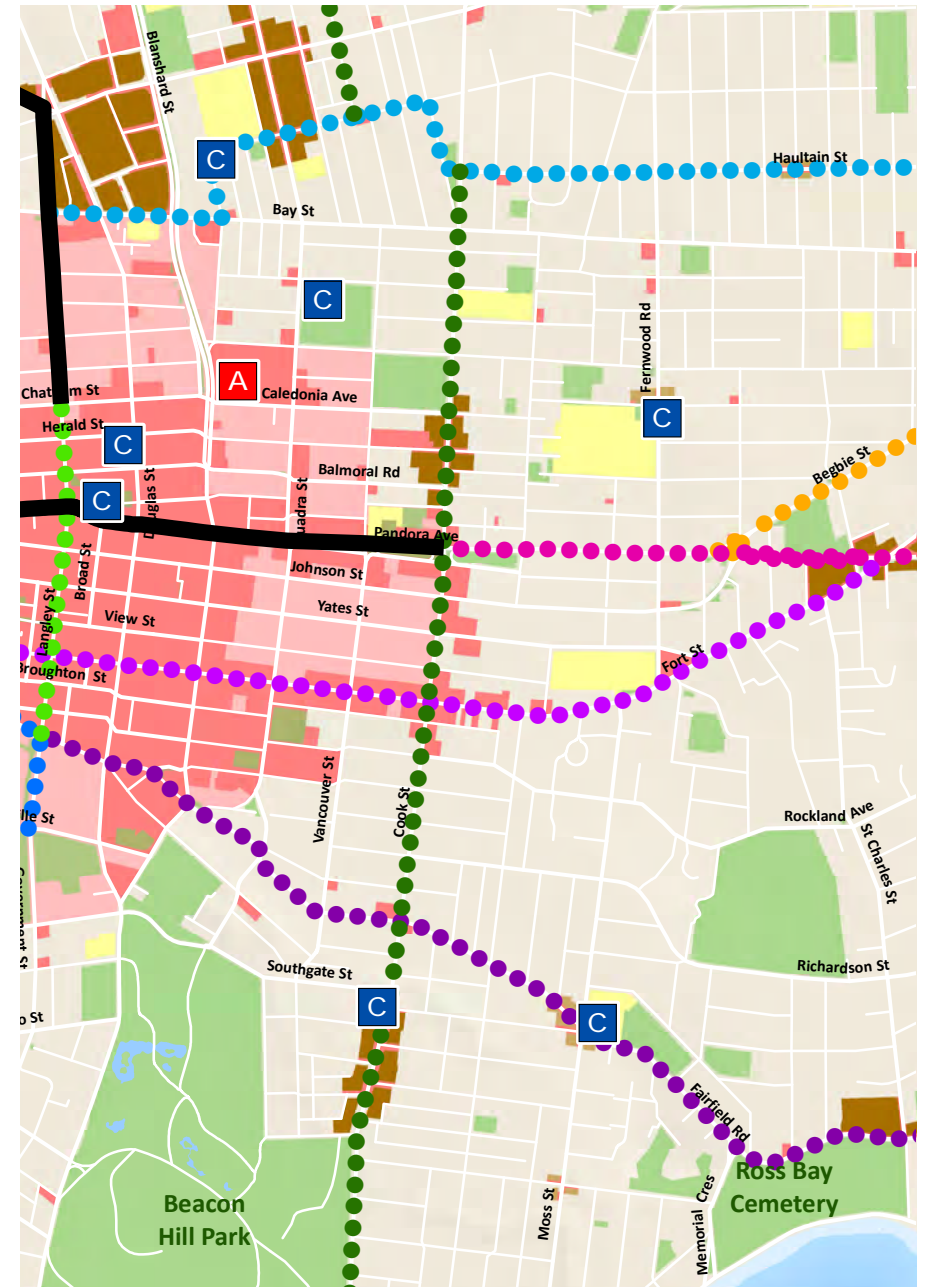
* Note 1: Though Government Street is identified as a priority corridor, there was interest in the longer term development of Douglas St for high quality cycling facilities. As Victoria's main street and where the locals shop, it was seen as a key in the re-development of downtown. This is supported by the Downtown Business Association with the Douglas Street charrette. Still, this design would require significant partnership with BC Transit and therefore this corridor was identified a longer term project.

* Note 2: As the Burnside Transportation Study is occurring concurrently to this study, the consulting teams will be working closely together to ensure consistency in the design of the facilities. As such, the Biketoria project will be providing detailed conceptual design for the portion of Government between Humboldt Street and Chatham Street (907m).

COOK STREET

Cook Street is a long corridor that reaches from the waterfront at Dallas Road to Haultain Street. The corridor passes through many key destinations, including Cook Street Village and North Park Village. Though it does not currently have cycling facilities on it, many people choose this route because of its destinations, directness and relatively flat topography for the majority of the corridor.

- Extent: Dallas Road to Haultain Street
- Length: 3.2 kilometres
- Road Network Classification: Arterial
- Road Width: North of Bay Street: 16-18m, Bay Street to Southgate: 14.6m, south of Southgate 15.1-15.3m
- On-Street Parking: Parking on both sides, except north of Bay
- Truck Route: Portion yes
- Transit Route: Yes (low frequency)
- Existing Bicycle Facilities: None
- Destinations: Clover Point, Beacon Hill Park, Cook Street Village, North Park Village, George Jay School, health centre
- Connections: Beacon Hill, Rockland, Pandora, Haultain/Kings
- Advantages: Destination, directness and topography
- Challenges: Current parking
- Possible facilities: Protected bike lane

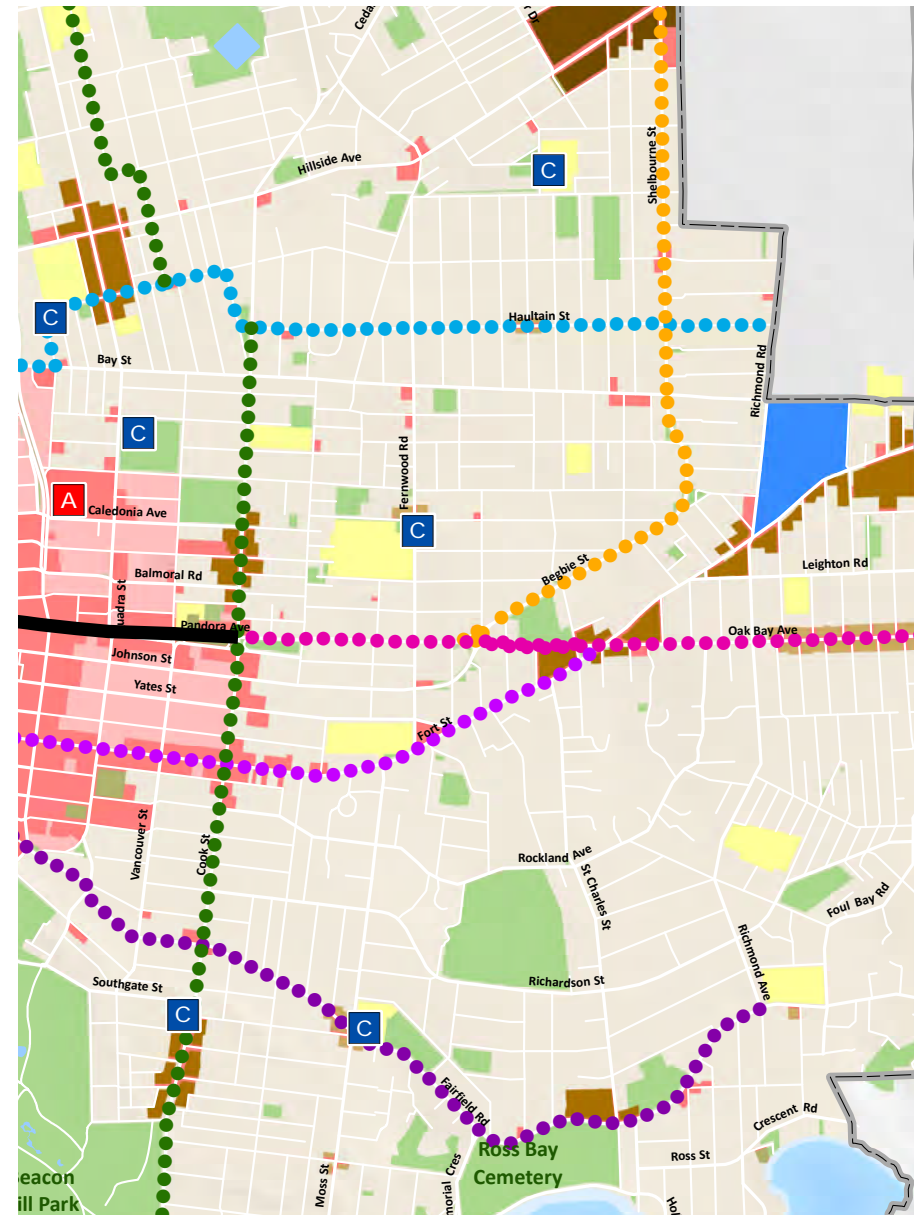


Note: Cook Street is the preferred route due to its destinations, directness and topography. Vancouver Street is a popular signed bike route that runs parallel to Cook Street. It offers a very different riding opportunity and is recognized for its high aesthetic value.

BEGBIE STREET/ SHELBOURNE STREET

This route provides access to Royal Jubilee Hospital, Hillside Mall and a key connection to the University of Victoria as regional facilities are developed. One portion of this route already has space designated for people on bikes with buffered bike lanes. Though the Shelbourne portion of this route provides a flat and direct access to Saanich, there are also parallel routes available along Scott St and Shakespeare St, the latter where the City has recently created a multi-use trail through the park. It is particularly recommended that the City pursue the development of Shelbourne St if the District of Saanich also bring forward plans to upgrade their portion of Shelbourne with high quality cycling facilities.

- Extent: Fort Street to North Dairy Road
- Length: 2.8 kilometres
- Road Network Classification: Secondary arterial
- Road Width: Typical width of 11.58 metres (wider south of Haultain ~14.0m)
- On-Street Parking: Both sides
- Truck Route: Yes
- Transit Route: Yes (high frequency)
- Existing Bicycle Facilities: Portion with buffered bike lane
- Destinations: Stadacona Park, Royal Jubilee Hospital, Hillside Mall
- Connections: Pandora, Haultain, future cycling facilities to UVic
- Advantages: Shelbourne is flat and direct and connects to Saanich's planning work for Shelbourne

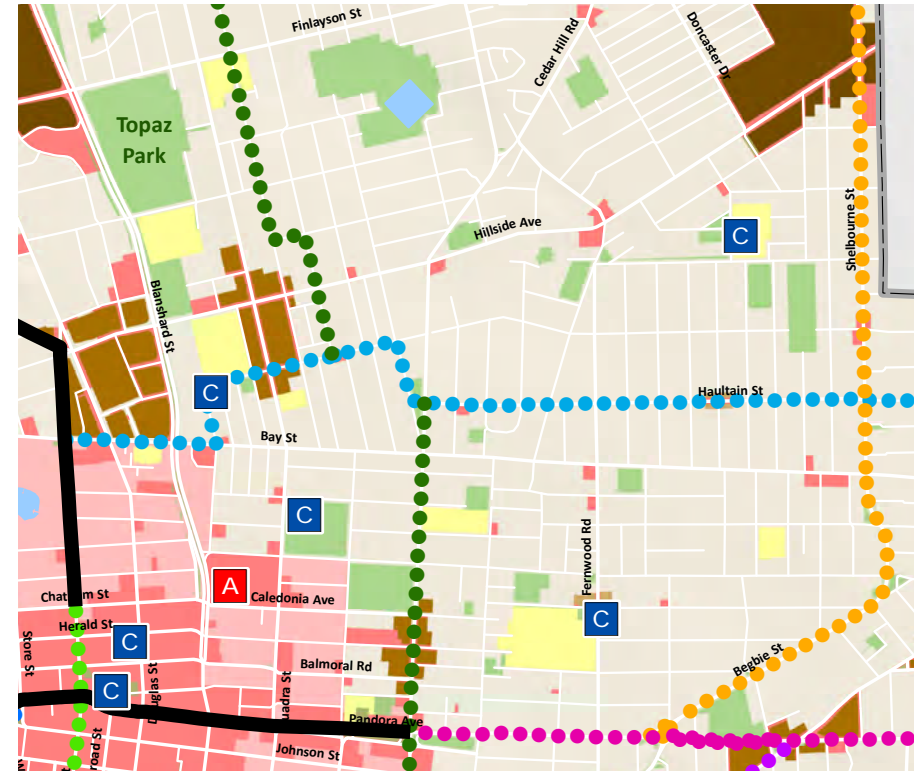


- Challenges: Transit, narrow road width
- Possible facilities: Protected bike lane

HAULTAIN STREET / KINGS ROAD

Haultain Street is a very popular east-west route that is enjoyed by recreational cyclists, commuters and families. It provides access to the Royal Jubilee Hospital and Oak Bay to the east and Quadra Village and Quadra Community Centre to the west. With minimal interventions along the majority of the corridor, it can become an All Ages and Abilities facility.

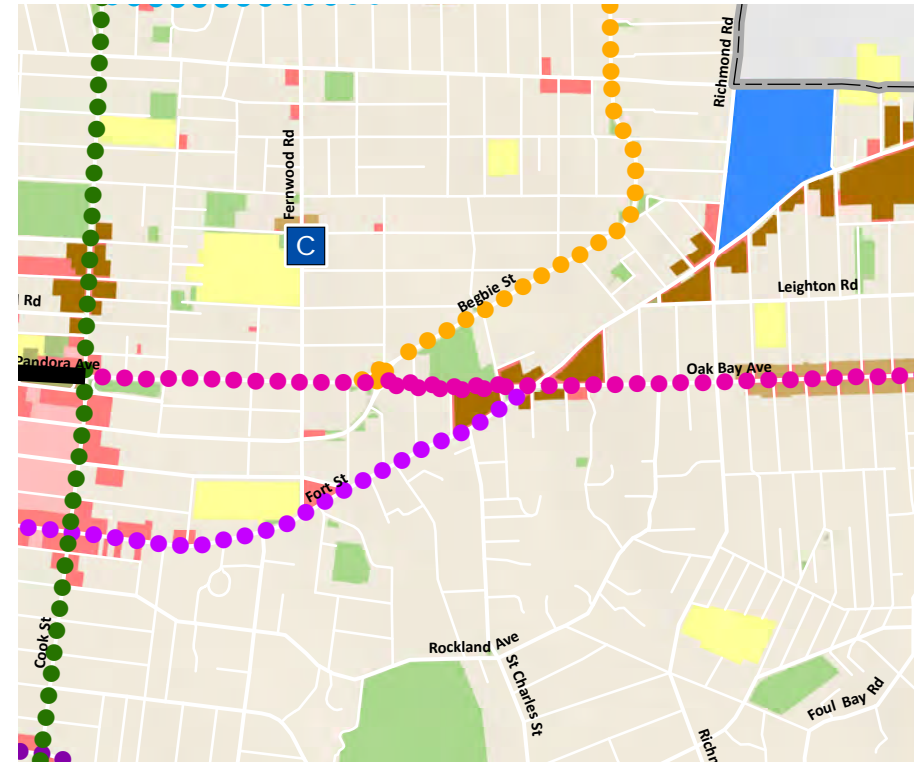
- Extent: Richmond Road to Dowler Place
- Length: 2.7 kilometres
- Road Network Classification: Secondary Collector
- Road Width: 11.0m
- On-Street Parking: Parking on both sides
- Truck Route: No
- Transit Route: Yes (low frequency)
- Existing Bicycle Facilities: Designated bikeway
- Destinations: Royal Jubilee Hospital, Haultain Corners, Quadra village, Quadra Community Centre
- Connections: Shelbourne, Vancouver/Cook, access to Oak Bay
- Advantages: Aesthetics, topography (majority is flat), popular cycling route
- Challenges: Bus route, connection between Haultain and Kings, section of Bay to connect to Government
- Possible facilities: Majority as neighbourhood bikeway, except section on Bay St with protected bike lanes



PANDORA AVENUE / OAK BAY

The construction of the protected bike lane on Pandora Ave between Store St and Cook St presents the perfect opportunity to extend the facility east to the Oak Bay border. This corridor would then provide access to Royal Jubilee Hospital, retail business on Oak Bay Ave and Oak Bay itself.

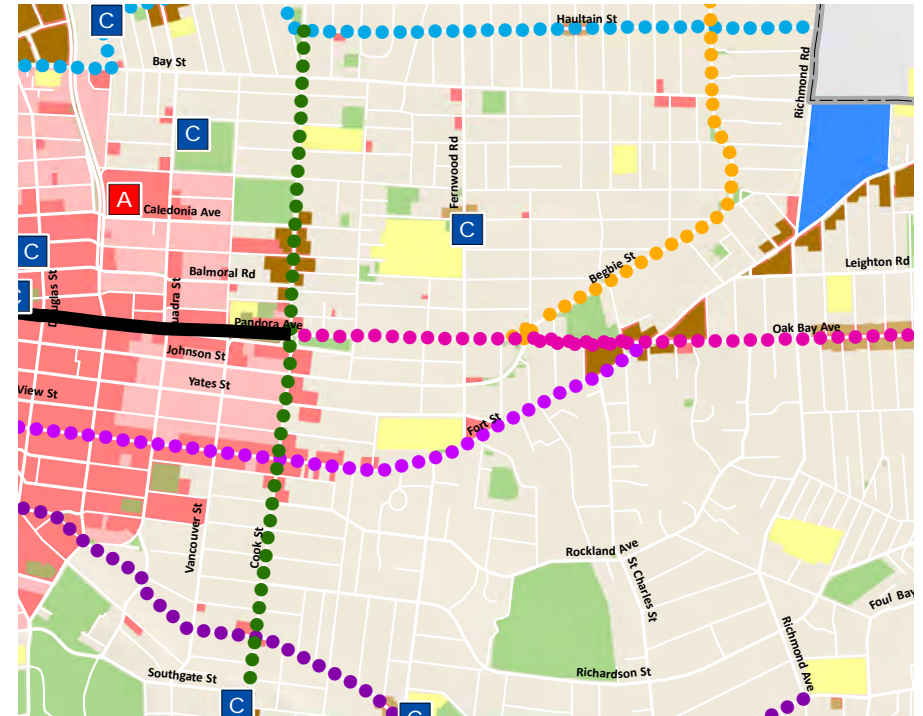
- Extent: Cook Street to Foul Bay Road
- Length: 2.3 kilometres
- Road Network Classification:
- Road Width: 10.9-16.4m
- On-Street Parking: Varies
- Truck Route: Portion yes
- Transit Route: Yes (high frequency)
- Existing Bicycle Facilities: Portion with buffered bike lanes
- Destinations: Stadacona Centre, Stadacona Park, Royal Jubilee Hospital, commercial retail on Oak Bay Ave
- Connections: Pandora, Begbie Street, Fort Street
- Advantages: Connect to new facility being constructed, connection to Oak Bay retail commercial
- Challenges: Bus route, challenging intersection at Begbie/Johnson at Pandora
- Possible facilities: protected bike lane (1 and/or 2-way)



FORT STREET

Based on the design approach of providing a tighter grid of facilities in the downtown, Fort Street is recommended as part of the 2018 Priority Network. It is a busy retail street that would benefit from enhanced cycling facilities. Key destinations along this east-west route are the waterfront, Central Middle School, Stadacona Centre and the Royal Jubilee Hospital. At the Oak Bay border this route connects to Cadboro Bay Road, a designated cycling facility.

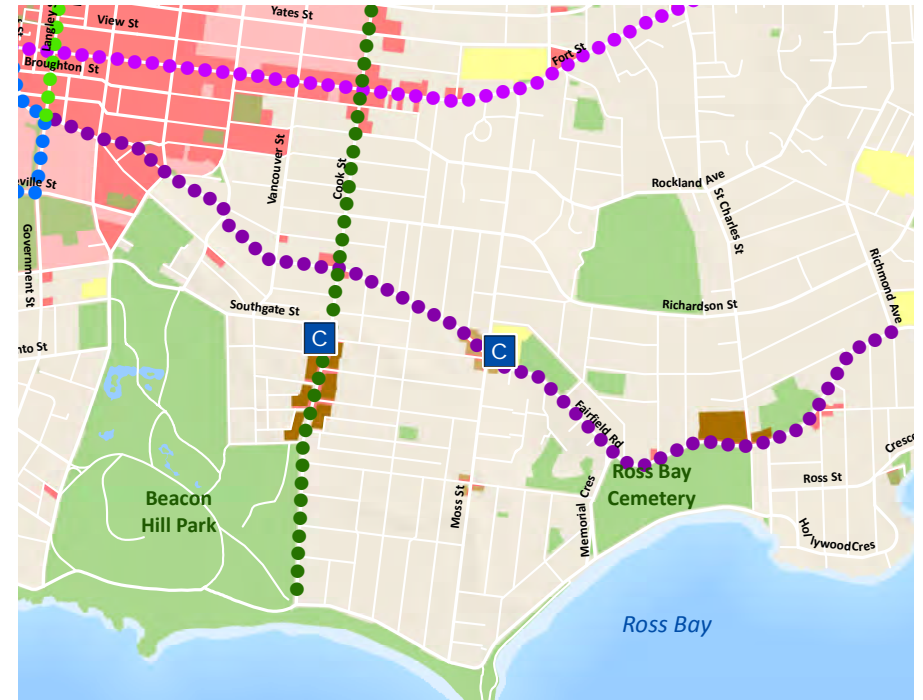
- Extent: Wharf Street to Pandora Avenue
- Length: 2.5 km
- Road Network Classification: One-way Downtown Core, Arterial
- Road Width: 12.1-17.6m
- On-Street Parking: Majority parking both sides
- Truck Route: Yes
- Transit Route: Yes (high frequency)
- Existing Bicycle Facilities: Bike lane
- Destinations: Downtown, Central Middle School, Victoria Art Gallery, Stadacona Centre, Royal Jubilee Hospital
- Connections: Wharf St, Vancouver/Cook, Pandora/Oak Bay
- Advantages: Current bike lane, supportive businesses
- Challenges: Road width north of Harrison Rd
- Possible facilities: Protected bike lane (1 and/or 2-way)



FAIRFIELD ROAD

Fairfield Rd provides important access to the Fairfield neighbourhood and enables people to travel downtown to Oak Bay efficiently. Fairfield Rd also provides access to key destinations, such as Sir James Douglas and Margaret Jenkins schools and Fairfield Plaza. It has some varied topography and residential parking. Alternatively, Richardson St has relatively flat topography and it already a popular route for people riding bikes.

- Extent: Government Street to Richmond Avenue
- Length: 3.4 kilometers
- Road Network Classification: Collector
- Road Width: 9.1-11.5m
- On-Street Parking: Majority parking both sides
- Truck Route: Portion yes
- Transit Route: Yes (low frequency)
- Existing Bicycle Facilities: None
- Destinations: Sir James Douglas Elementary, Fairfield Gonzales Community Centre, Fairfield Plaza, Margaret Jenkins Elementary
- Connections: Wharf Street, Government Street, Cook Street.
- Advantages: Directness, access to school and business destinations
- Challenges: Parking
- Possible facilities: Protected bike lane

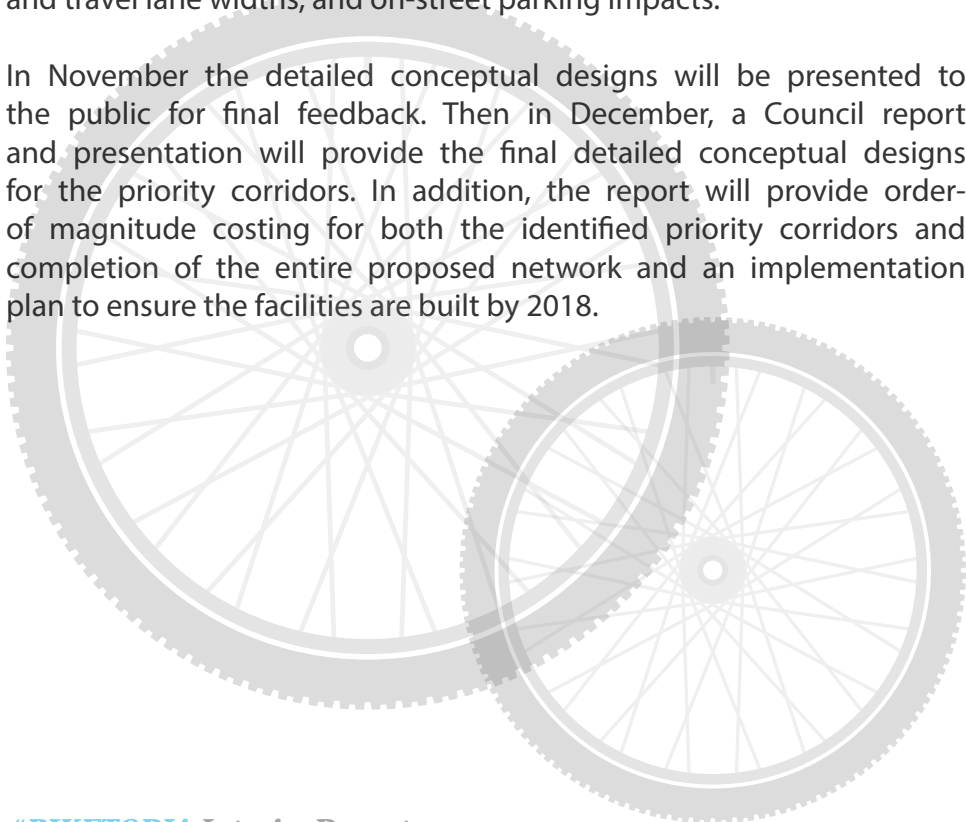


7.0 >> NEXT STEPS

Based on feedback received from Council, these priority corridors will be presented to the public for feedback. Shortly, the #BIKETORIA Summit will be held, with a public lecture and on-location consultation on the priority corridors. As well, pop-up demonstration streets will be created. Through October and November, we will continue to meet with City of Victoria staff members and the Technical Advisory Committee.

With the confirmation of priority corridors and preferred facilities, detailed concept designs will be completed for each of the priority corridors. The detailed conceptual designs will include plan-view images that are drawn to scale and show a level of detail provides certainty that they can be built. Detailed conceptual designs will include considerations such as right-of-way width, utility locations and requirements, preservation of trees and boulevards, sidewalk and travel lane widths, and on-street parking impacts.

In November the detailed conceptual designs will be presented to the public for final feedback. Then in December, a Council report and presentation will provide the final detailed conceptual designs for the priority corridors. In addition, the report will provide order-of magnitude costing for both the identified priority corridors and completion of the entire proposed network and an implementation plan to ensure the facilities are built by 2018.



APPENDIX A



Favoured Existing Routes

The most favoured cycling routes as captured through the survey, information stations workshops include:

- Galloping Goose Trail
- Moss Street (from Fort Street to Dallas Rd)
- Dallas Rd (from Simcoe Street to Foul Bay Rd)
- Vancouver Street (from Bay Street to Park Blvd)
- Haultain Street (from Cook Street to Richmond Rd)

Even though these routes were mentioned as highly favoured, recommendations for improvements were still provided, including:

- More integration of traffic calming measures to reduce vehicle volume and speed.
- Better connections to key destinations along the route.
- More focus on making the route aesthetically pleasing.
- Closing gaps to create longer, continuous routes.

Routes Recommended for Improvement

Improvements for the entire region were provided throughout engagement. The scope of the project focuses solely on the Victoria; therefore, only segments of routes within the city's borders have been identified.

The routes most frequently mentioned as requiring improvements as captured through the survey, information stations and workshops include:

Bay St (from Tyee Rd to Richmond Rd)	<ul style="list-style-type: none"> • Bike lane ends near Blanshard St • Bay St & Graham St intersection
Blanshard St (View St to Tolmie Ave)	<ul style="list-style-type: none"> • Large volume of parked cars • High volume
Cook St (from Maplewood Rd –double check to Park Blvd) Most commonly mentioned segment: Cook St & Bay St to Cook St & Park Blvd	<ul style="list-style-type: none"> • Better signage needed • High volume • Narrow lanes • Congestion in village • No separation
Dallas Rd (from Fairfield Rd to Simcoe St)	<ul style="list-style-type: none"> • Tour buses and traffic • Not great infrastructure for recreational cyclists
Douglas Street (from Belleville St to Tolmie Ave)	<ul style="list-style-type: none"> • Incursion of cars into bike/bus lane • No dedicated space for bikes • Parked cars
Fort Street (Wharf St to Foul Bay Rd)	<ul style="list-style-type: none"> • Narrow lanes with no space for bikes • No physical separation • High volume
Johnson Street (Wharf St to Fernwood Rd)	<ul style="list-style-type: none"> • High volume • Poor yields to cyclist • Difficulty to access bridge • Surface texture • Merging issues • Limited visibility • Wharf St intersection, bike box not understood
Johnson Street Bridge	<ul style="list-style-type: none"> • Unsafe at turn northbound onto the Johnson St. bridge • Often cars parked in the bike box at the East end of the bridge • “Squished” on Johnson St bridge – Cars pushing into cyclist space

Pandora Ave (from Store St to Harrison St)	<ul style="list-style-type: none"> • No physical separation • Bike lane ends
Shelbourne St (from Pemroke St to North Dairy Rd) Most commonly mentioned segment: Shelbourne St & Bay St to Shelbourne St & North Dairy Road	<ul style="list-style-type: none"> • No physical separation • High volume • Right turn onto Hillside • Poor pavement • No space for bikes • Bike lane ends
Vancouver St (from Bay St to Park Blvd) Most commonly identified problem areas: Vancouver St & Bay St – intersection Vancouver St & Southgate St to Vancouver St & Kings St	<ul style="list-style-type: none"> • Too many stop signs • Narrow • High volume • On-street parking • Poor signal coordination (coordinated for E-W) • No lane/no physical separation • Princess intersection, high volume for bike route, on-street parking • Caledonia intersection, disrespect for turn restrictions, Bay St intersection
Douglas St (from Belleville St to Tolmie Ave)	<ul style="list-style-type: none"> • High volume • Bus-bike conflict • No space for cyclist • Douglas & Gorge intersection • Incursion of cars into bike/bus lane
Wharf St (from Government St to Johnson St)	<ul style="list-style-type: none"> • On-street parking • No room for bikes • Slow tourist traffic • No physical separation
Hillside Ave (from Douglas St to Shelbourne St)	<ul style="list-style-type: none"> • High speed • High volume • No physical separation
Government St (from Dallas Rd to Yates St)	<ul style="list-style-type: none"> • No physical separation • Challenging left turn from Belleville onto Government • Tour buses/taxi/pedicab parking conflict
E&N Trail	<ul style="list-style-type: none"> • Needs completion

APPENDIX B



DRAFT

Bicycle Network and Priority List



VICTORIA

Minimum Grid Corridor
Analysis

URBAN
systems



The City of Victoria is committed to becoming a national leader in cycling infrastructure and Complete Streets and to completing a multi-modal and active transportation network by 2018. This commitment builds on the work the City has already completed on Phase 1 of the Bicycle Master Plan and extensive public consultation to prepare the 2014 Bicycle Network and identify priority projects.

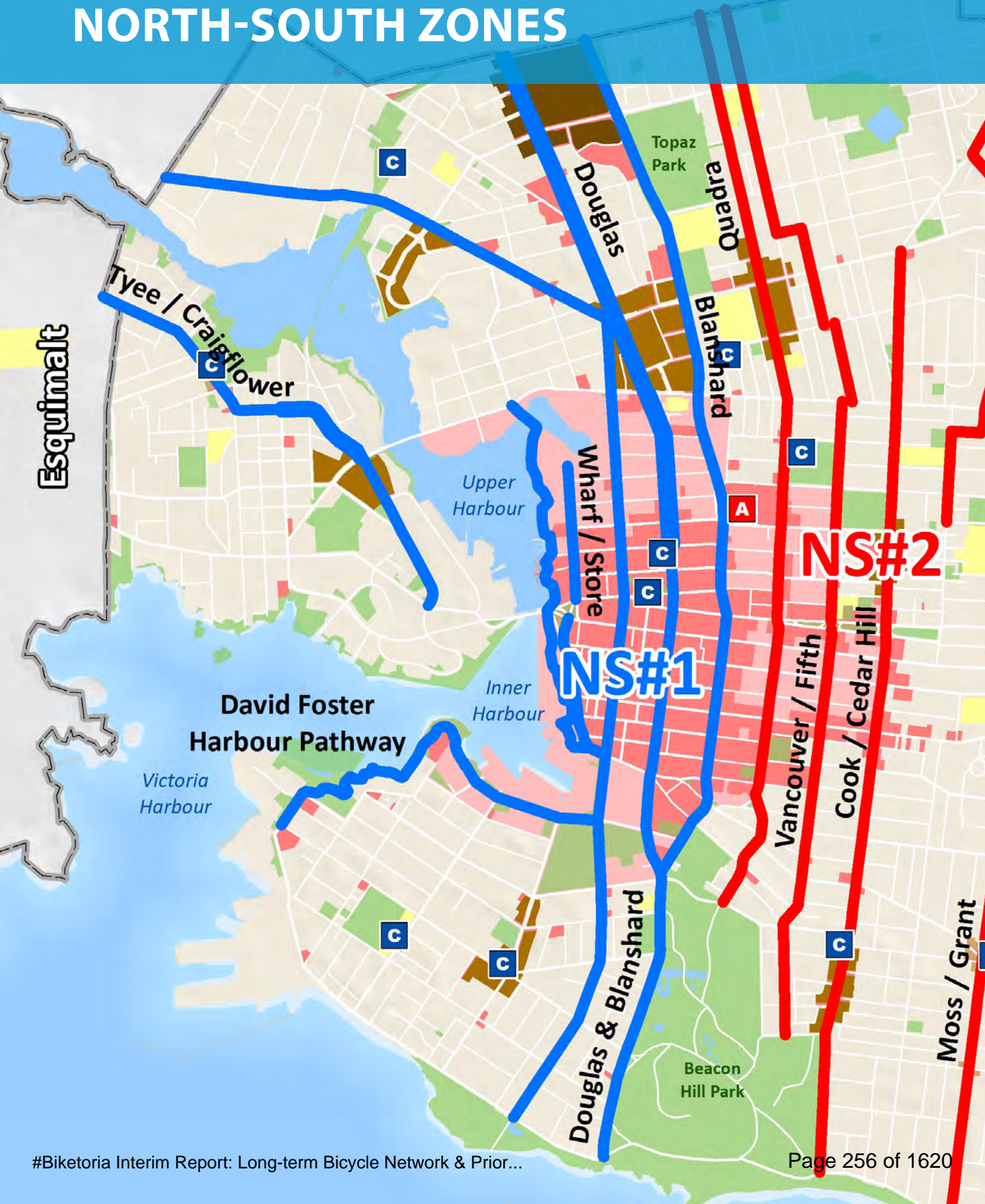
To assist with meeting the Council's commitment, the City has hired a partnership of leading edge active transportation planning and engineering companies: Urban Systems, Gehl Architects and Studios, 8 80 Cities and Alta Planning + Design.

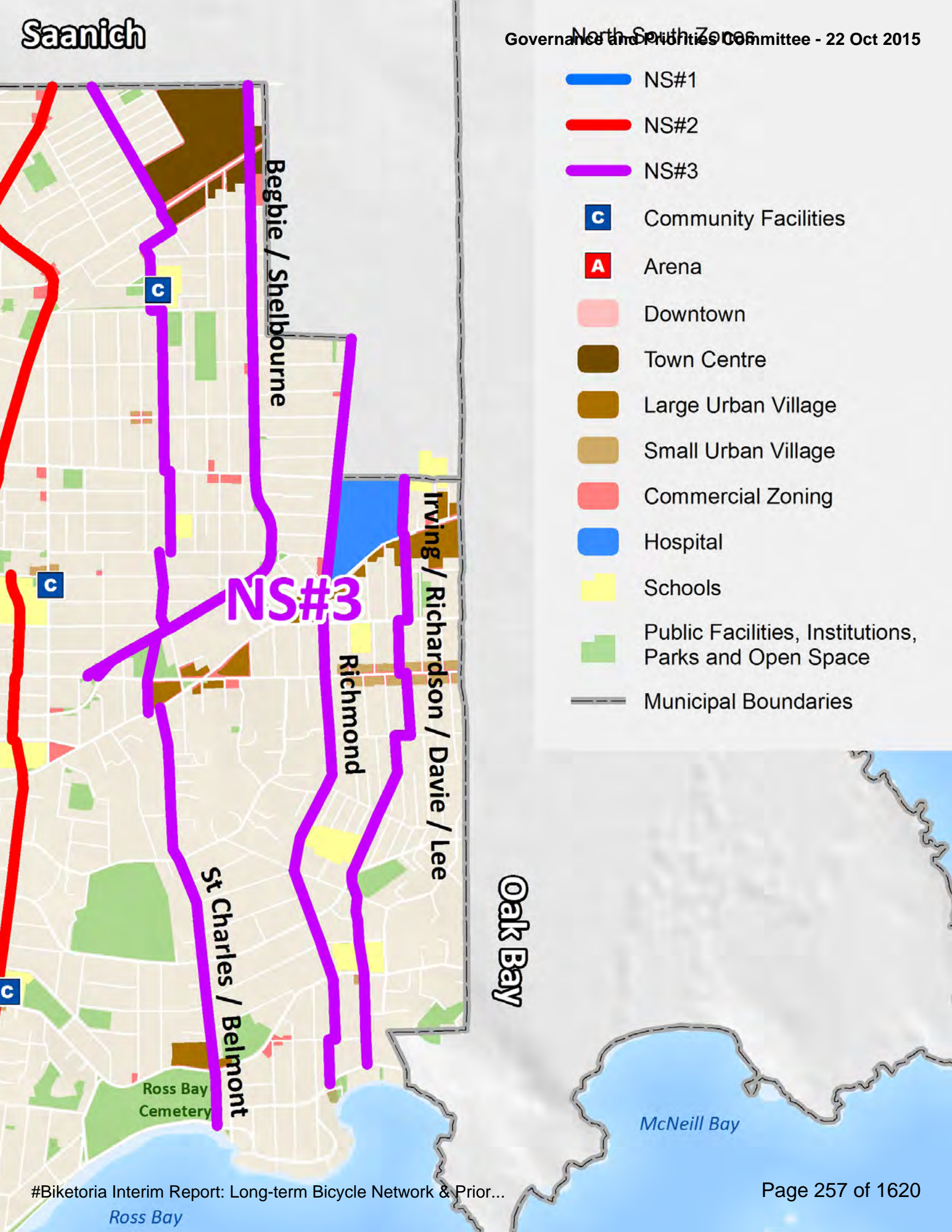
This workbook provides base information on Victoria corridors for consideration as part of a minimum grid of high-quality 'All Ages and Abilities' cycling facilities. The City is split into seven zones (three north-south zones and four east-west zones). Within each zones, three to five potential corridors have been identified. Through detailed analysis, review of previous public engagement input and bicycle planning best practice, one or more recommended corridors in each zone will be identified.

This corridor-by-corridor review, complemented by a city-wide GIS analysis, will provide valuable information that will inform the development of an enhanced bicycle network.



NORTH-SOUTH ZONES





NS#1

NS#2

NS#3



Community Facilities



Arena



Downtown



Town Centre



Large Urban Village



Small Urban Village



Commercial Zoning



Hospital



Schools



Public Facilities, Institutions,
Parks and Open Space



Municipal Boundaries

NS#3

Begbie / Shelbourne

Irving / Richardson / Davie / Lee

Richmond

St Charles / Belmont

Ross Bay
Cemetery

Oak Bay

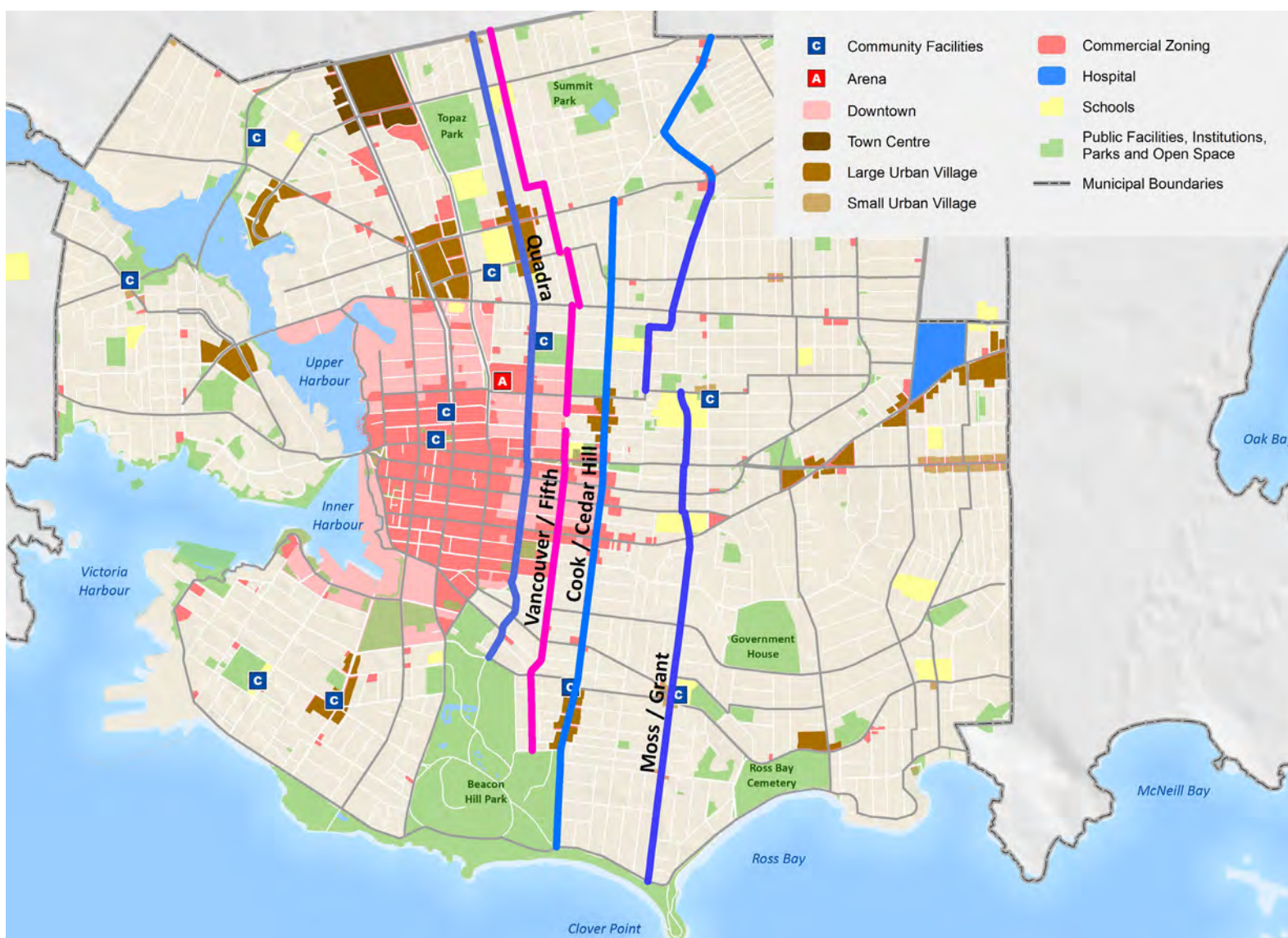
McNeill Bay

NS #1



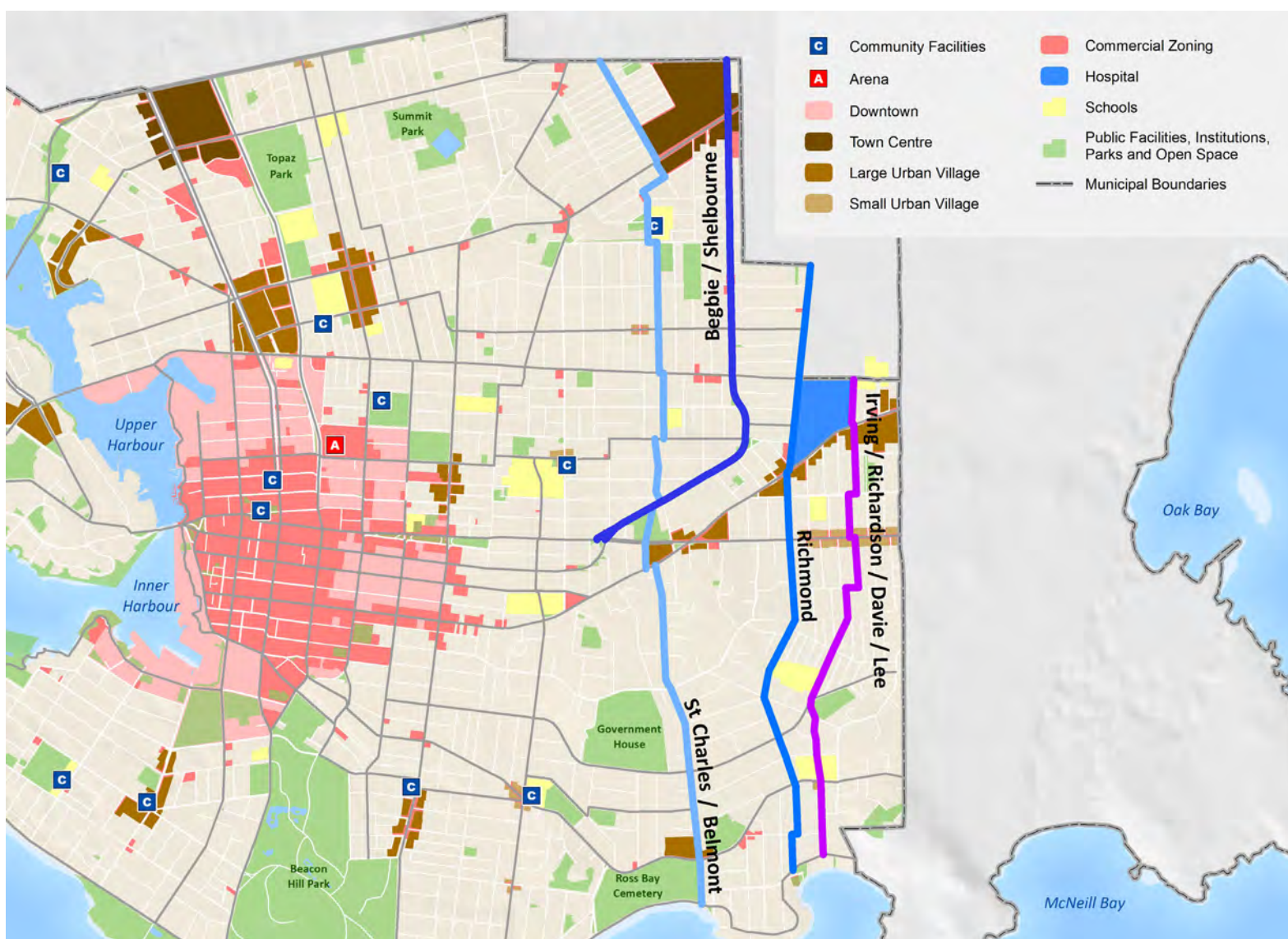
Variable		A: Tye / Craigflower	B: DFHP	C: Wharf / Store	D: Gov't / Gorge	E: Douglas	F: Blanshard
ROAD	To	Arm	Bay	Pembroke	Harriet	Tolmie	Tolmie
	From	Esquimalt	Simcoe	Government	Dallas	Dallas	Dallas
	Length (m)	2,329	3,312	1,122	5,084	6,551	4,581
	Road Classification	Collector	Trail/Local/Collector	Downtown Core	Arterial/Downtown Core/Secondary Arterial	Arterial/Downtown Core/Secondary Arterial	Arterial/Secondary arterial
	One way / Two way	One way/two way	Two way	Two way	Two way	Majority two way	Two way
	Speed (km/h)	50 or 30	Majority 50	50	50 or 30	50	50
	Width (m)	11.5-13.7	9.7-13.1	12.2-13.3	7.6-20.1	11.2-20.8	8.8-27.7
	Lanes	2	Majority 2	2	2-4	2-4	2-6
MULTI-MODAL	Parking	Majority unrestricted parking	No stopping, metered, time limited parking	No stopping, metered, time limited parking	No stopping, Metered, Time limited	No stopping, Metered, Time limited	Majority no stopping
	Truck Route	Yes	Half yes	Yes	Majority yes	Majority yes	Yes
	Greenway	Majority no	Yes	No	Majority yes	Majority no	Majority no
BICYCLE	Current Infrastructure	Bicycle Lane some Buffered Bicycle Lane	Half Signed Bikeway	Majority Signed Bikeway	Half Bicycle Lane	Bus/Bicycle Lane; Bicycle Lane	Half Bicycle Lane
	Level of Comfort	Moderate	Half moderate	Half moderate	Moderate	Moderate	High/moderate
	2014 Network	Yes	Yes	Yes	Yes	Yes	Yes
	2014 AAA Network	No	Yes	No	No stopping, Metered, Time limited	No	No
	2015-19 Priority Project	No	No	Yes	No	No	No
	GVCC Network	Majority yes	Majority yes	Majority yes	Majority yes	Majority no	Yes
	Regional Connections	Yes	Yes	Yes	Majority yes		Yes
	Neighbourhoods	Vic West	Burnside, Downtown, James Bay	Downtown	Burnside, Downtown, James Bay	Burnside, Downtown, James Bay	Hillside/Quadra, Burnside, North Park, Downtown, James Bay

NS #2



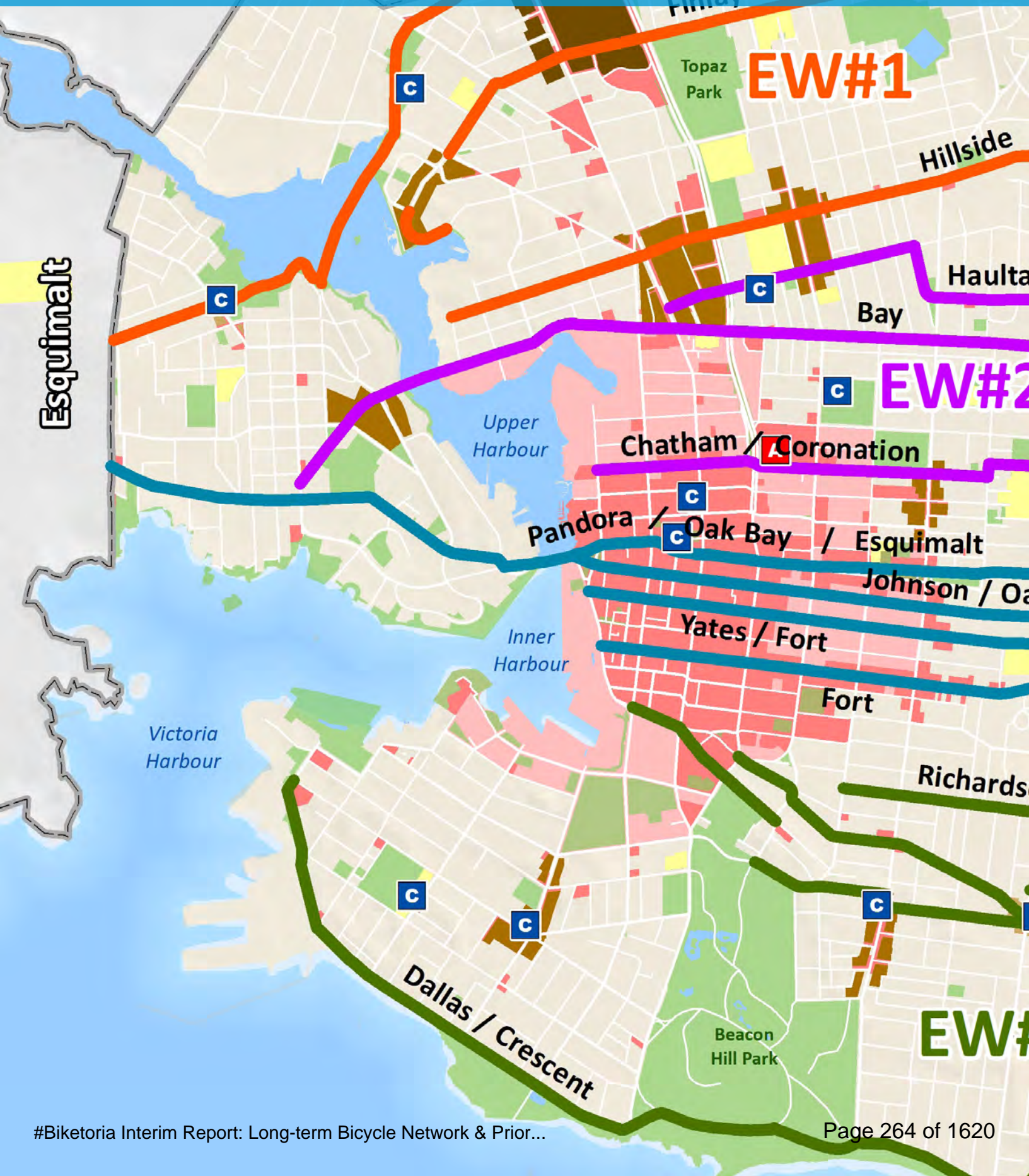
	Variable	A: Quadra	B: Vancouver/Fifth	C: Cook/Cedar Hill	D: Moss/Grant
ROAD	To	Tolmie	Tolmie	Hillside	Cedar Hill
	From	Southgate	Park	Dallas	Dallas
	Length (m)	3,583	4,101	4,611	4,116
	Road Classification	Arterial/Secondary Arterial	Local/Collector	Collector/Arterial/Secondary Arterial	Local/Secondary Collector
	One way / Two way	Two Way	Two Way	Two Way	Two way
	Speed (km/h)	"Majority 50; some 40"	50	"Majority 50; some 30"	50
	Width (m)	10.6 to 15.8	7.6 to 13.4	10.3 to 18.2	6.1 to 12.1
	Lanes	2 to 4	2	2 to 4	2
MULTI-MODAL	Parking	Mostly no stopping - no stopping time limited, metered, time limited parking	No stopping, no stopping time restricted, residential parking only, metered, time limited parking	No stopping, no stopping time limited, residential parking only, time limited parking, unrestricted parking	No stopping, residential parking only, time limited parking, unrestricted parking
	Truck Route	Majority no	No	No	No
	Greenway	No	Majority yes	Yes and no	Majority yes
BICYCLE	Current Infrastructure	None	Majority Signed Bikeway	Partial - Bicycle Lane (Cedar Hill Road)	None
	Level of Comfort	NA	Moderate to high	Mostly moderate	Moderate to high
	2014 Network	No	Yes	Cedar Hill Road - Yes	Yes
	2014 AAA Network	No	Yes	No	No
	2015-19 Priority Project	No	Yes	No	No
	GVCC Network	No	Yes	Yes	Portion yes
	Regional Connections	No	Yes	No	No
	Neighbourhoods	Hillside/Quadra, Fairfield, North Park, Harris Green	Harris Green, Hillside/Quadra, Fairfield, North Park	Fairfield, Oaklands, Fernwood, Hillside/Quadra, North Park	Fernwood, Fairfield, Rockland, Oaklands

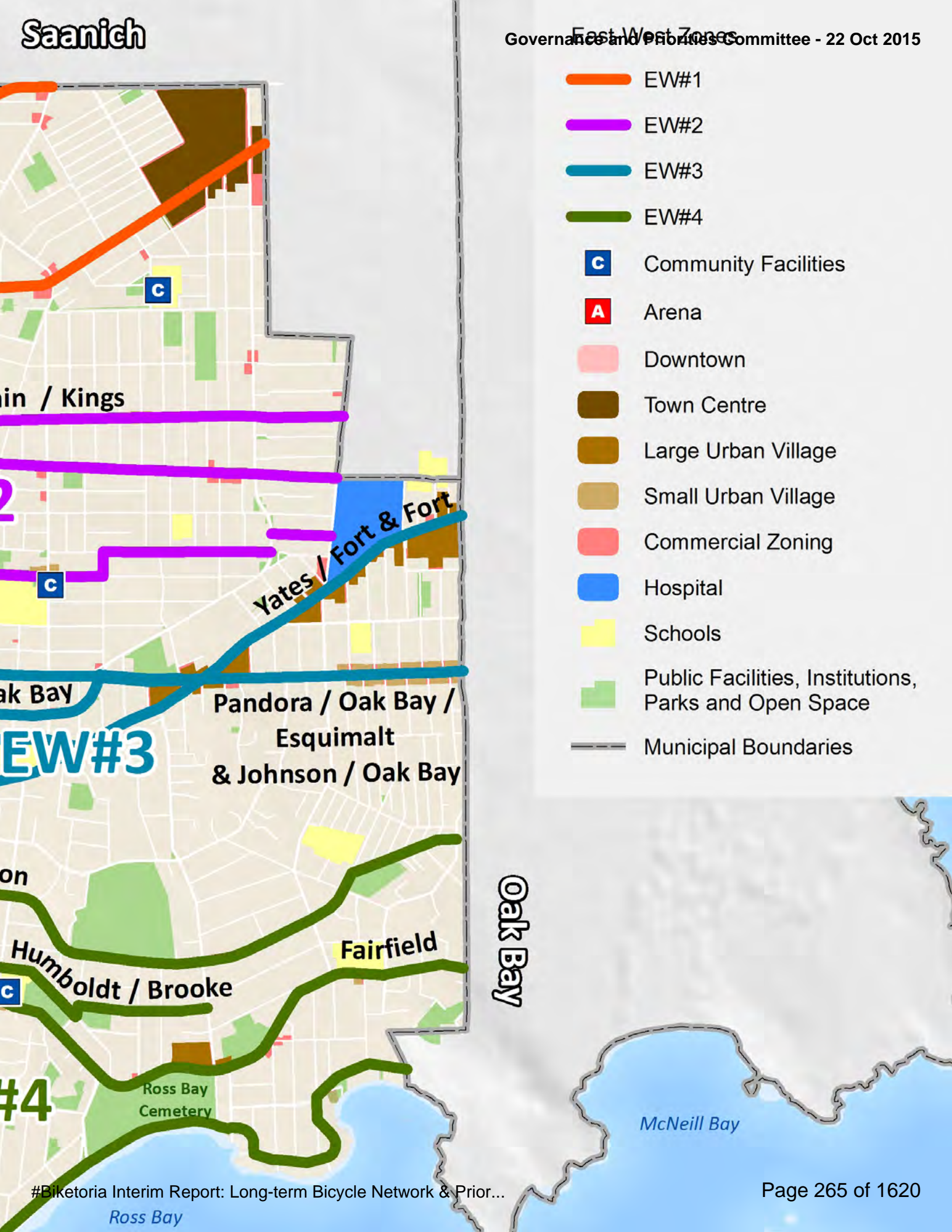
NS #2



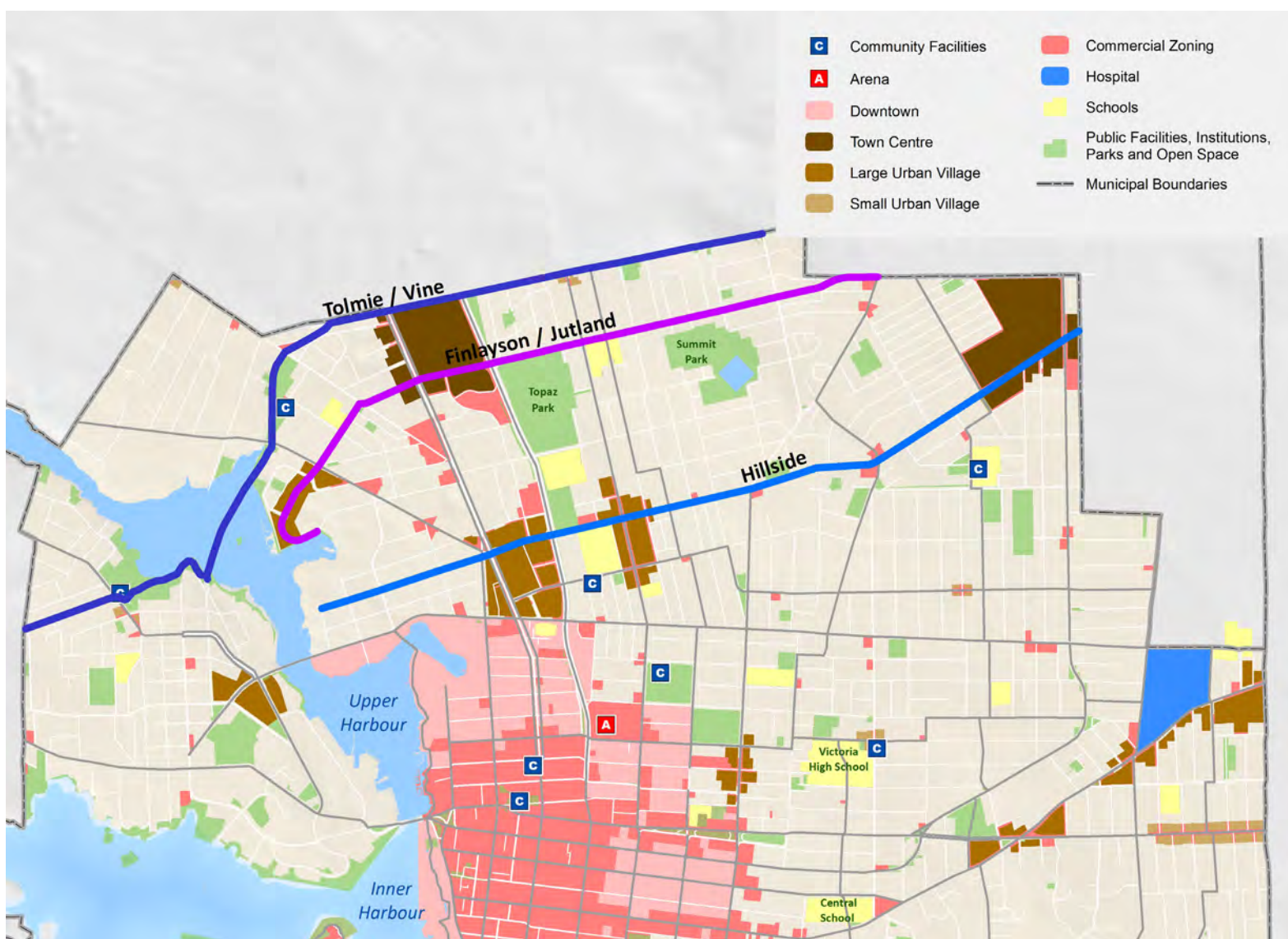
Variable	A: St Charles/Belmont	B: Begbie/Shelbourne	C: Richmond	D: Irving/Richardson/ Davie/Lee
To	North Dairy	North Dairy	Newton	Adanac
From	Dallas	Bay	Crescent	Crescent
Length (m)	4,445	2,917	3,113	2,531
Road Classification	Local/Secondary Collector/Off Street	Secondary Arterial	Arterial/Secondary Arterial/Secondary Collector/Local	Local/Collector
One way / Two way	Two Way	Two Way	Two Way	Two Way
Speed (km/h)	50	50	50	50
Width (m)	7.1 to 12.1	7.1 to 17.6	6.4 to 14.3	4.2 to 9.1
Lanes	2	1 to 4	2	2
Parking	No stopping, residential parking only, time limited parking, unrestricted	No stopping, residential parking only, time limited parking, unrestricted	No stopping, time limited parking, residential parking only	No stopping, residential parking only, time limited parking, unrestricted
Truck Route	No	No	No	No
Greenway	Majority yes	No	No	Yes
Current Infrastructure	None - Expect Bike Lane on Doncaster Dr	Majority Buffered Bicycle Lane/ Bicycle Lane	Portion - Bike Lane	None
Level of Comfort	Moderate	Moderate/High	Moderate	NA
2014 Network	Yes	Yes	Yes	Yes
2014 AAA Network	Majority yes	No	No	Yes
2015-19 Priority Project	Yes	No	No	Yes
GVCC Network	Majority yes	Yes	Majority yes	Majority no
Regional Connections	No	Yes	Majority yes	No
Neighbourhoods	Oaklands, Gonzales, Fernwood, Rockland	Oaklands, North Jubilee, Fernwood	North Jubilee, South Jubilee, Rockland, Gonzales	Gonzales, South Jubilee, North Jubilee

EAST-WEST ZONES



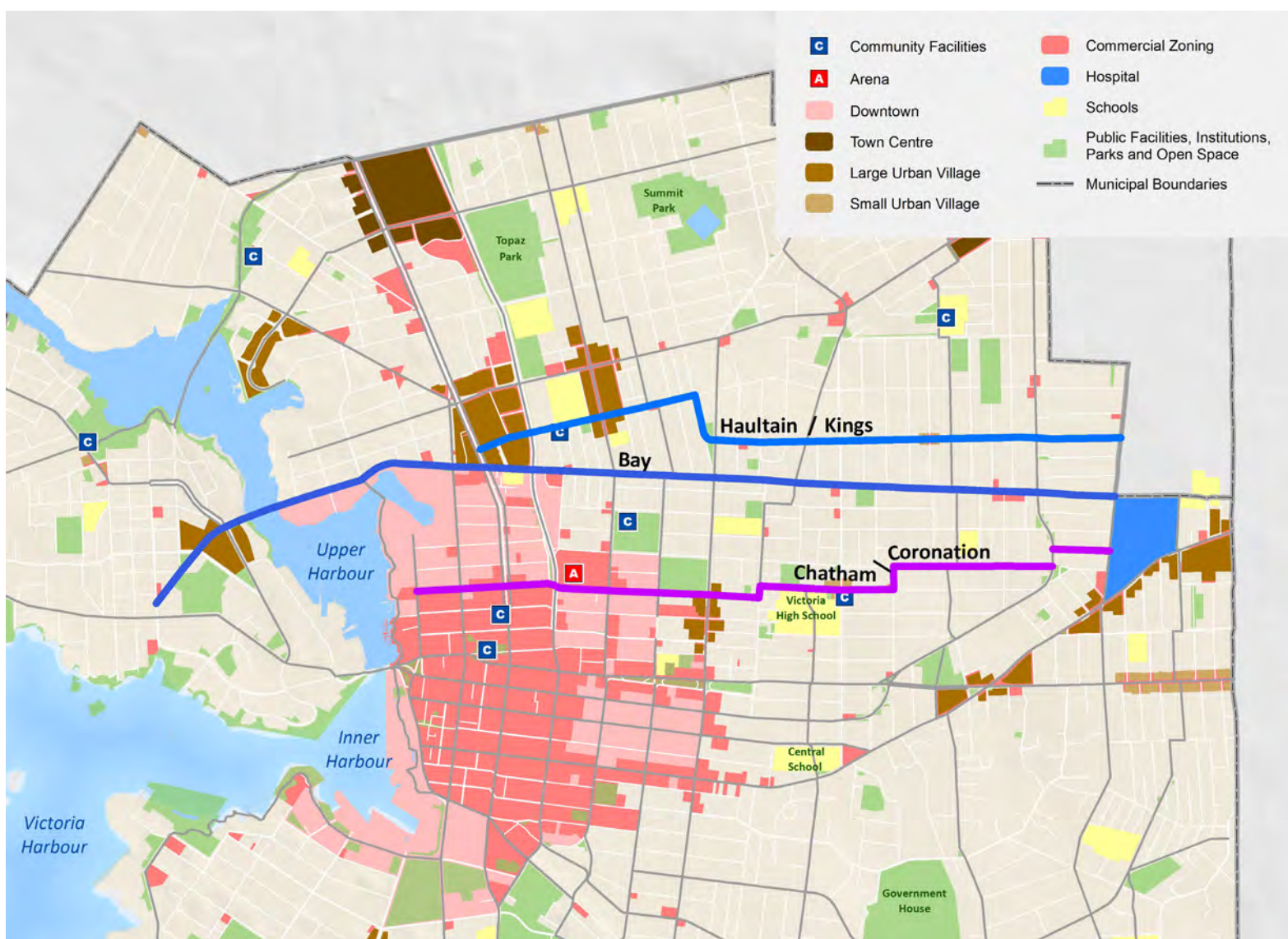


EW #1



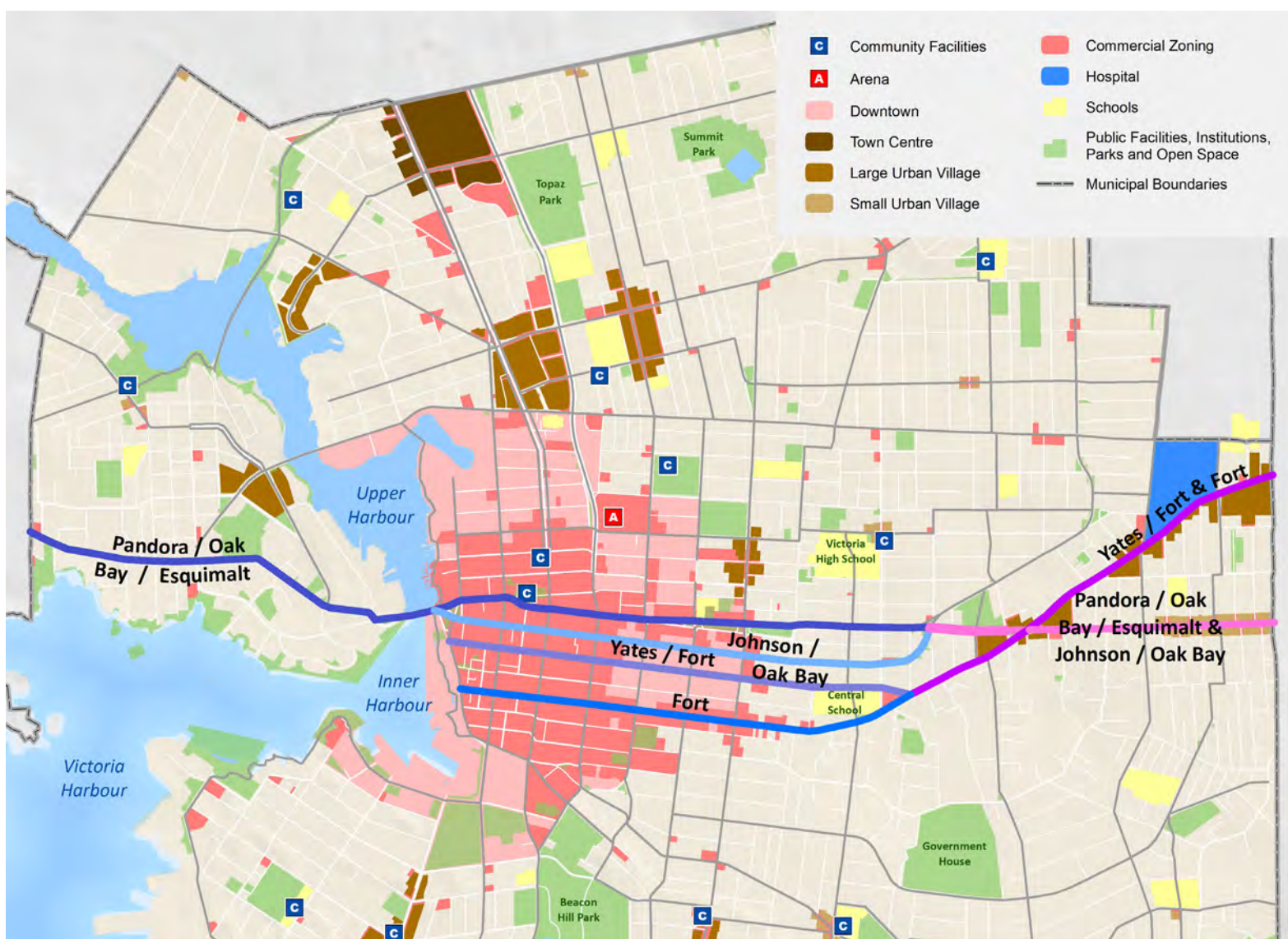
	Variable	A: Finlayson/Jutland	B: Hillside	C: Tolmie/Vine
ROAD	To	Cedar Hill	Kingsley	Cook
	From	Gorge Road	Pleasant	Dominion
	Length (m)	2,845	3,477	4,064
	Road Classification	Secondary Arterial/ Arterial/Local	Arterial/Local	Off-street/Local/ Collector/Secondary Collector
	One way / Two way	Two Way	Two Way	Majority One way
	Speed (km/h)	50	50	50
	Width (m)	9.1 to 23.7	9.1 to 21.9	7.6 to 12.8
	Lanes	2	2 to 4	2
MULTI-MODAL	Parking	No stopping, time limited parking, unrestricted parking	No parking, time limited parking, unrestricted parking	No stopping/ unrestricted
	Truck Route	No	Yes	No
	Greenway	Yes	No	No
BICYCLE	Current Infrastructure	Bicycle Lane	Bikeway on a portion	Multi-Use Trail (segment)
	Level of Comfort	Moderate to High	Moderate to Low	Majority High
	2014 Network	Yes	Portion yes	Majority yes
	2014 AAA Network	No	No	Majority yes
	2015-19 Priority Project	No	No	No
	GVCC Network	Yes	Yes	No
	Regional Connections	Yes	Yes	No
	Neighbourhoods	Oaklands, Hillside/ Quadra/Burnside	Oaklands/ Hillside/Quadra/ Burnside	Oaklands, Hillside/ Quadra/Burnside/ Victoria West





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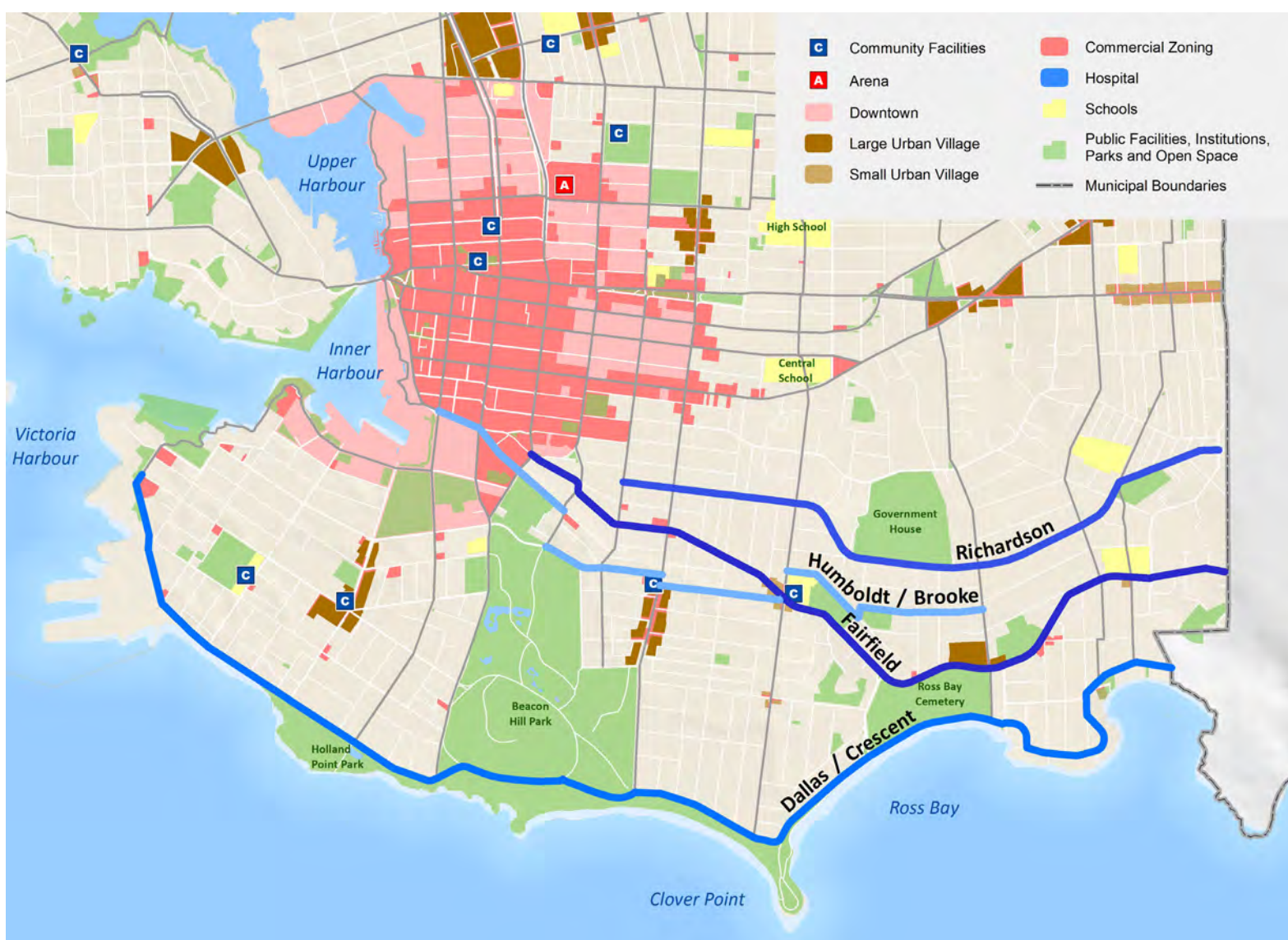
Governance and Priorities Committee - 22 Oct 2015				
Variable	A: Haultain/Kings	B: Bay	C: Chatham/Coronation	
ROAD	To	Richmond	Richmond	Richmond
	From	Douglas	Catherine	Store
	Length (m)	2,954	4,295	3,109
	Road Classification	Secondary Collector/ Local/Off Street	Arterial/Secondary Arterial	Local/Collector
	One way / Two way	Two Way	Majority Two Way	Two Way
	Speed (km/h)	50	50	50
	Width (m)	5.4 to 9.4	9.4 to 17.6	6.4 to 10.9
	Lanes	2	2 to 4	2
MULTI-MODAL	Parking	No stopping, time limited parking, unrestricted parking	No stopping, residential parking only, time limited parking, unrestricted parking	No stopping, residential parking only, time limited parking, unrestricted parking
	Truck Route	No	Portion Yes	No
	Greenway	Yes	Majority No	Yes
BICYCLE	Current Infrastructure	None	Portion - Bicycle Lane	None
	Level of Comfort	High/Moderate	Portions - Moderate to Low	Moderate
	2014 Network	Yes	Yes	Yes
	2014 AAA Network	Yes	No	Majority yes
	2015-19 Priority Project	Yes	No	No
	GVCC Network	Portion yes	Yes	Majority no
	Regional Connections	Portion yes	Yes	No
	Neighbourhoods	North Jubilee, Oaklands, Hillside/Quadra, Burnside, Fernwood	Burnside, Fernwood, Hillside/Quadra, North Jubilee, Victoria West	North Jubilee, Fernwood, North Park, Downtown

EW #3



Governance and Priorities Committee - 22 Oct 2015					
	Variable	A: Pandora/Oak Bay/ Esquimalt	B: Johnson/Oak Bay	C: Yates/Fort	D: Fort
 ROAD	To	Foul Bay	Foul Bay	Foul Bay	Foul Bay
	From	Rothwell	Rothwell	Store	Store
	Length (m)	5,772	4,019	3,813	3,794
	Road Classification	Arterial, Secondary Arterial, Downtown Core	Secondary Arterial, Downtown Core	Arterial, Secondary Arterial, Downtown Core	Arterial, Secondary Arterial, Downtown Core
	One way / Two way	Mostly Two Way	Mostly Two Way	Two Way	Two Way
	Speed (km/h)	50	50	50	50
	Width (m)	10.9 to 16.4	10.6 to 16.1	12.8 to 20.7	12.1 to 17.6
	Lanes	2 to 4	2 to 4	2 to 4	3 to 4
 MULTI-MODAL	Parking	Mostly No stopping and time limited parking, metered,	Mostly time limited parking, no stopping, metered	Mostly No Stopping - Time limited parking, metered, unrestricted	Mostly No Stopping - Metered, time limited parking
	Truck Route	Portion - Yes	Portion - Yes	Portion - Yes	Portion - Yes
	Greenway	No	No	No	No
 BICYCLE	Current Infrastructure	Portion Bike lane and Buffered Bike Lane	Portion Bikle Lane and Buffered Bike Lane	Bike Lane	Bike Lane
	Level of Comfort	High/Moderate/Low	High/Moderate/Low	Moderate/Low	Moderate/Low
	2014 Network	No	Yes	Yes	Yes
	2014 AAA Network	Majority no	Majority no	No	No
	2015-19 Priority Project	Majority no	Majority no	No	No
	GVCC Network	Majority no	Majority no	Yes	Yes
	Regional Connections	Yes	Yes	Yes	Yes
	Neighbourhoods	Victoria West, Fernwood, North Park, Downtown, South Jubilee	Downtown, Fernwood, Harris Green, North Jubilee, South Jubilee	Downtown, Fernwood, Harris Green, North Jubilee, South Jubilee	Downtown, Fernwood, Harris Green, North Jubilee, South Jubilee

EW #4



Governance and Priorities Committee - 22 Oct 2015				
Variable	A: Humboldt/Brooke	B: Richardson	C: Fairfield	D: Dallas/Crescent
To	St. Charles	Foul Bay	Foul Bay	Foul Bay
From	Government	Vancouver	Blanshard	Simcoe
Length (m)	2,715	2,820	3,503	5,873
Road Classification	Local, Secondary Arterial, Downtown Core	Secondary Collector	Collector	Collector, Secondary Arterial
One way / Two way	Two way	Two Way	Two Way	Two Way
Speed (km/h)	50	50	50	30 to 50
Width (m)	7.3 to 12.1	8.8 to 11.5	9.1 to 11.5	8.5 to 11.5
Lanes	2	2	2	2
Parking	Metered, no stopping, residential parking only,	No stopping, residential parking only, unrestricted parking	Metred, no stopping, residential parking only, time limited parking, unrestricted parking	Mostly unrestricted - also no stopping, residential parking only, time limited parking
Truck Route	No	No	Portion yes	No
Greenway	Portion yes	No	Majority yes	Yes
Current Infrastructure	None	Signed Bikeway	Portion Signed Bikeway	Signed Bikeway
Level of Comfort	Moderate/High	Moderate	Moderate	Moderate
2014 Network	Yes	Yes	No	Yes
2014 AAA Network	Yes	No	No	Majority yes
2015-19 Priority Project	No	No	No	No
GVCC Network	No	Yes	No	Yes
Regional Connections	No	Yes	Mostly Yes	Yes
Neighbourhoods	Fairfield, Downtown	Rockland, Gonzales, Fairfield	Downtown, Gonzales, Fairfield	Gonzales, Fairfield, James Bay

APPENDIX C



PUBLIC COMMUNICATION & ENGAGEMENT STRATEGY

October 1, 2015



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1.0 INTRODUCTION

The City of Victoria has set a bold vision to develop a comprehensive bicycle network that is accessible to Victoria residents of all ages and abilities. An effective and meaningful Public Communication and Engagement Strategy is critical to the success of any transportation project—especially one that endeavours to make radical change. Our team is committed to engaging and communicating with local residents to ensure their needs and ideas are incorporated into the new bicycle infrastructure. Building on previous consultation processes undertaken by the City, this Public Communication and Engagement Strategy sets forth an inclusive and accessible approach to engage local residents on active mobility and cycling in Victoria.

Our approach emphasizes the need to include non-cyclists and residents who may not otherwise participate in community planning processes. We will achieve this by using diverse engagement tools that are fun, interactive, and designed to meet people where they already gather. Beyond engagement, this strategy will educate

residents about the benefits of cycling and generate public excitement for the new investments being made by the City.

Community engagement is a collaborative process. We will work closely with City staff and local stakeholders to refine this strategy as needs and opportunities arise. This document should be considered a living document, to be further refined on an on-going basis throughout the #BIKETORIA process.

Communication and Engagement

This document includes specific strategies for communicating and engaging with the public. Communication strategies are methods to build awareness, education, and excitement about #BIKETORIA. Communication methods include developing content for social media and online platforms. Engagement strategies provide opportunities for the City and Project Team to collect feedback and ideas through direct dialogue or interaction with local residents. To be effective, both of these approaches must build on and support each other.



Building the Hype

The City of Victoria is committed to becoming one of the best cities for bicycling in the world. People should be excited! Our goal is to build on the existing hype, and to raise awareness of the City's upcoming bicycle network. We will achieve this by developing interactive and innovative content for education and promotion of the project.

8 80 Cities and the project team will design promotional materials, provide sample social media posts and website content, and print light materials. The City of Victoria will support by ensuring all messaging is consistent, and post all relevant content on their digital platforms. The City will also leverage their existing partnerships to help promote these campaigns.

Why #BIKETORIA

#BIKETORIA celebrates Victoria's status as one of the best Canadian cities for cycling. The title is also aspirational to match the bold mode share targets and vision developed by Victoria's City Council and its residents. We want Victoria to become synonymous with a world class cycling network. In 2018, when people think about or visit Victoria, they will see a vibrant, healthy, and happy city that embraces cycling as a part of everyday life.

#BIKETORIA

The #BIKETORIA logo is designed to generate excitement and demand attention. The hashtag nods to the digital and social media components of the project, but also resembles the street grid on which Victoria's minimum grid of bicycle lanes will be built. The colour scheme acknowledges Victoria's connection to nature, and how its natural beauty, surroundings, and climate each contribute to the city's cycling culture.



2.0 GOALS AND OBJECTIVES

We know what Victoria residents want in their bicycle network. People want cycling to be safe, accessible, and efficient. The City has heard this message, and is committed to delivering a connected grid of all ages and abilities bike facilities in Victoria.

This phase of engagement presents opportunities for us to:

1) Build awareness and excitement about the coming future of bicycling in Victoria. The City of Victoria undertook a rigorous engagement campaign in November 2013 to June 2014. To avoid duplication and consultation fatigue, this round of engagement will focus on a mix of digital and personal platforms.

We will implement a series of high visibility and accessible campaigns and activities that will educate, excite, and spark dialogue among all residents. To reach large audiences in a short amount of time, this approach will rely on informal, casual, interactive, and fun engagement techniques.

2) Collect feedback on proposed networks and preliminary network concept designs.

We will collect feedback from Victoria residents to ensure the corridor selection and design concepts reflect the needs and ideas of the community. This process will begin with a public presentation and panel discussion with local leaders and key members of our project team. We will also set up Pop-Up Engagement Labs along the six proposed corridors to engage local residents on the challenges and opportunities in their neighbourhood, and collect ideas beyond cycling, such as placemaking, beautification, and safety. Two of these Engagement Labs will also feature temporary bike lanes to allow residents to test possible street treatments.

In November, we will facilitate a series of #BIKETORIA Neighbourhood Salons, where residents can see proposed design concepts, ask questions, and offer feedback to our project team.

Throughout this process, the expanded External Stakeholder Committee will also provide recommendations from diverse perspectives.



2.1 PUBLIC COMMUNICATION AND ENGAGEMENT OBJECTIVES

- > There is broad awareness around the proposed bicycle network and preliminary concept designs.
- > Feedback regarding the proposed bike network and preliminary concept designs is collected from key stakeholders and a diverse representation of the general public.
- > Participants report that the City has provided enough information in an easy to understand format that equipped them to provide informed input.
- > The project contributes to a shift of mindset so that residents view cycling as an important part of the Victoria future lifestyle, in addition to being an efficient, safe, and fun mode of transportation.



2.2 GUIDING PRINCIPLES

1. **Accountability:** We serve the needs of the community, consulting residents and stakeholders regularly and providing timely reports on progress.
2. **Collaboration:** We focus on partnerships and on informing and involving residents and stakeholders to ensure excellence.
3. **Inclusiveness:** We strive to implement an engagement and communications strategy that meaningfully includes all residents in the process of designing Victoria's bicycle network, particularly older adults, children and youth, homeless individuals, and low income communities.
4. **Innovation:** We embrace creative ideas and have the courage to lead with innovation.
5. **Flexibility:** We are responsive to the needs of our community and continually evaluate and strive to improve our service.
6. **Integrity:** We honour the public trust by being transparent in decision making and using local knowledge and industry best practice to protect our environment and quality of life for residents.

2.3 KEY MESSAGES

Key messages are high-level communication points from which all subsequent communication material is developed. They allow the City of Victoria to speak with one voice, presenting the “big picture” overview of the city’s refreshed bike network. While they do not represent all the messages that will need to be communicated throughout the course of the project, they are the most important.

Once the main communication and engagement channels have been confirmed, secondary messages will be developed on how people can become informed and involved.

Key Messages for #BIKETORIA

Primary Messages

CONNECTED

- > We are bringing Victoria one step closer to creating a bike network that will safely connect every neighbourhood by 2018.

ALL AGES AND ABILITIES

- > Our goal is to create a city where residents of all ages and abilities can safely ride bicycles as a part of everyday life.

WORLD CLASS

- > We want to make Victoria one of the best cycling cities in the world.

BEYOND BIKING

- > The project is about more than biking. Creating a more bikeable city will help us achieve our goals related to placemaking, sustainability, economic development and health.

Supporting Messages

- > The bicycle network will reflect the collective vision that residents shared during previous and ongoing community engagement processes.
- > The #BIKETORIA project is being led by the City of Victoria in partnership with an industry-leading and award-winning team of experts in urban cycling from Urban Systems, Gehl Architects, 80 Cities, and Alta Planning + Design.
- > Victoria’s bicycle network will support diverse sectors of the economy, help attract and retain talented individuals, and draw visitors from around the world who want to experience the vibrant, healthy, and sustainable lifestyles enjoyed by Victoria residents.
- > We are investing in world-class infrastructure and design so that we can make biking safe and accessible for everyone
- > Cycling should be convenient, irresistible, affordable, and fun. Victoria’s bicycle network will make cycling an attractive and safe way to travel to all neighbourhoods and key destinations throughout the city.
- > Victoria will become a city where eight-year-olds and eighty-year-olds can ride a bicycle safely in all neighbourhoods.

2.4 KEY QUESTIONS

Asking clear, consistent, and simple questions will ensure that Victoria's bicycle network is comfortable, convenient, and complete for all residents. Residents will be asked the following questions throughout the #BIKETORIA project through various events, activities, and engagement tools.

More details about the intent, focus, format, and event that each question will be asked at is provided in the #BIKETORIA Question Matrix in the Section 3.4 of this report.

1. Who do you think would feel comfortable riding on the proposed bike facilities?
2. Does the network connect you to the places you want to go?
3. Does the network come close enough to your home?
4. Where are you concerned about your safety within the proposed network?
5. What specific types of amenities would you like to see included in the priority network? Where would you like to see them?
6. Once the priority network is complete, which destinations will you visit most often by bike?
7. Will this network encourage you to bike more? If yes, why?
8. What excites you most about this project? What impacts of the project concern you the most?
9. Which of the priority corridors do you care about the most? Which do you care about the least?



3.0 IMPLEMENTATION PLAN

The #BIKETORIA Communications and Engagement Strategy will be implemented in two phases:

Consultation Phase 1 will build excitement and raise awareness for the #BIKETORIA project. The primary purpose of this phase is to collect feedback and mitigate concerns on the bicycle network and facilities in general, as well as the priority corridors identified by the Project Team and adopted by council.

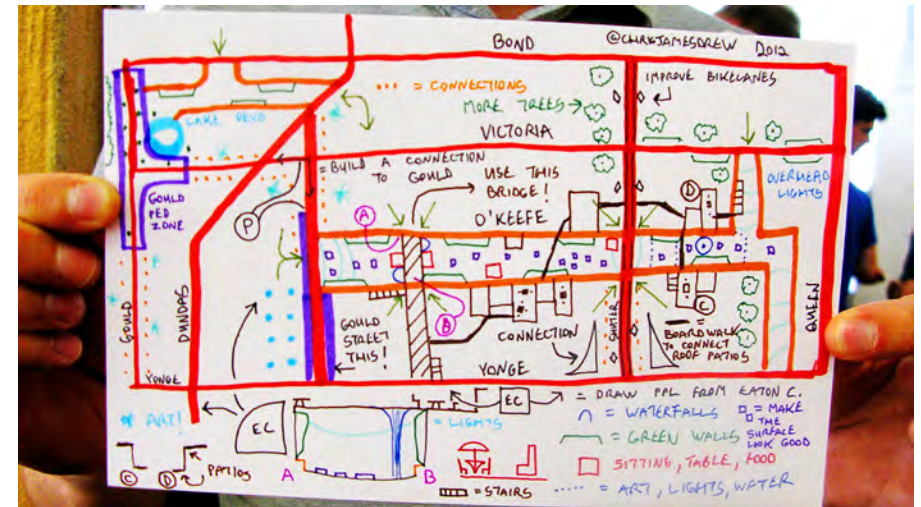
Communications and Engagement activities to be completed by the Project Team in Consultation Phase 1 include:

- > Finalize Engagement and Communications Strategy
- > Launch #BIKETORIA social media campaign
- > Finalize logistics and agenda for the #BIKETORIA Summit
- > Promote the #BIKETORIA Summit and Engagement Lab
- > External Stakeholder Committee meeting #1 (proposed network and priority corridors)
- > Publish media release to promote #BIKETORIA Summit
- > Host #BIKETORIA Summit
- > Host Pop-Up Engagement Labs
- > Finalize logistics #BIKETORIA Neighbourhood Salons
- > Produce summary report from #BIKETORIA Summit and Community Engagement Lab finalized, to be embedded in recommendations

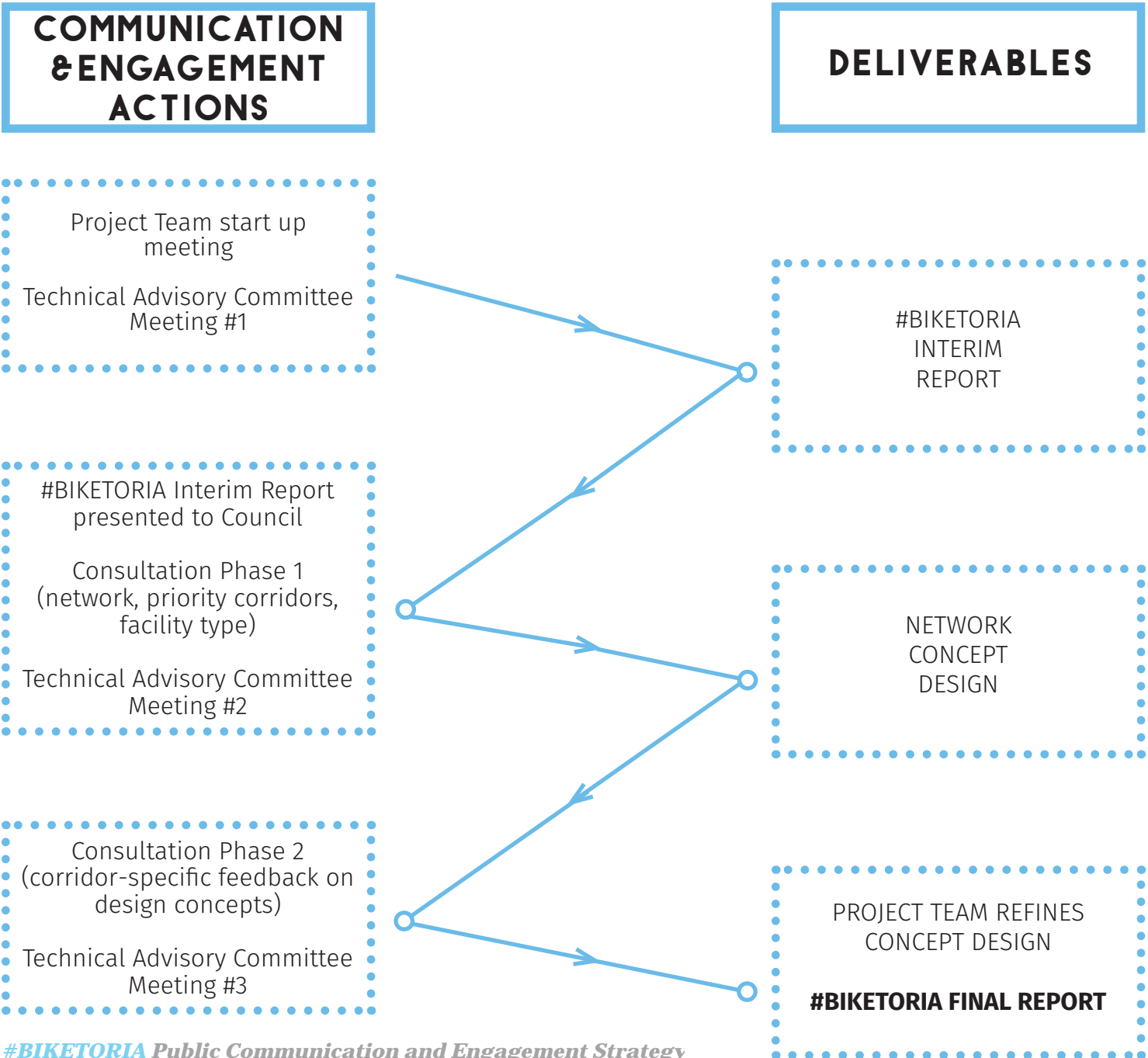
Consultation Phase 2 will continue this momentum by asking residents to identify opportunities and challenges in relation to the specific design concepts for each corridor.

Communications and Engagement activities to be completed by the Project Team in Consultation Phase 2 include:

- > Promote #BIKETORIA Salons
- > Host three #BIKETORIA Neighbourhood Salons
- > External Stakeholder Committee meeting #3 (conceptual detailed design)
- > Produce #BIKETORIA Neighbourhood Salon Summary Report



3.1 ACTIONS & DELIVERABLES



3.2 EVENTS & ACTIVITIES

The Public Communication and Engagement Strategy includes five broad activities that will be used throughout the study. These activities are summarized below to highlight their purpose and content. Overall, the intent of this approach is to move the engagement from a broad overview of cycling in Victoria, to a network level and then finally the individual corridors and preliminary and then detailed design. Through this approach, feedback will be collected and inform the next step of design work to be completed.

<i>Event</i>	<i>Technical Advisory Committee</i>	<i>#BIKETORIA Summit and Workshop</i>
<i>Activity</i>	3 meetings	Public forum and display
<i>Spectrum of Engagement</i>	Involve	Inform and Consult
<i>Intent</i>	<ul style="list-style-type: none"> > Build awareness and support for the project. > Collect feedback from stakeholders on the proposed corridors. > Collect information relevant to the preliminary and detailed concept designs. 	<ul style="list-style-type: none"> > Build awareness and support for the project. > Collect feedback from the public on the proposed corridors. > Collect information relevant to the preliminary concept designs.
<i>Audience</i>	Key stakeholders such as cycling associations, business community, neighbourhood associations, and others.	<ul style="list-style-type: none"> > General public > Focus on the business community, neighbourhood associations, and key stakeholders.
<i>Desired Outcome</i>	Collect stakeholder feedback on the network principles, priority corridors, and preliminary, detailed concept design specific to each corridor.	Collect public feedback to gain an understanding of the advantages and challenges of the network, proposed corridors, and facility type.
<i>Incorporating Feedback</i>	Inform the interim report and proposed 2018 All Ages and Abilities Priority Network.	Inform the preliminary concept designs.

<i>Event</i>	<i>Pop-Up Engagement Labs</i>	<i>Neighbourhood Salons</i>	<i>Website and Social Media</i>
<i>Activity</i>	Pop-up booths	Discussion meetings	Website and Social Media
<i>Spectrum of Engagement</i>	Inform and Consult	Inform and Consult	Inform and Consult
<i>Intent</i>	<ul style="list-style-type: none"> > Build awareness and support for the project. > Collect feedback from the public on the proposed corridors. > Collect information relevant to the preliminary concept designs. 	<ul style="list-style-type: none"> > Consult key stakeholders on the draft concept designs for the corridors. > Collect feedback on the detailed concept designs. 	<ul style="list-style-type: none"> > Build awareness and support for the project. > Provide on-going and up-to date information about the project. > Collect feedback regarding the proposed corridors and preliminary concept designs.
<i>Audience</i>	<ul style="list-style-type: none"> > Local public (those living on or near the proposed corridors). > Latent users (drivers, non-cyclists, people of all ages, abilities, and backgrounds). 	<ul style="list-style-type: none"> > Key corridor-specific stakeholders (e.g. business community, neighbourhood associations, and others impacted by the project). 	<ul style="list-style-type: none"> > General public
<i>Desired Outcome</i>	Collect feedback to better understand the advantages and challenges of the network with emphasis on adjacent proposed corridors and facility type.	Collect stakeholder feedback on the detailed concept design specific to each corridor.	Public and stakeholder awareness of the project and opportunities for feedback.
<i>Incorporating Feedback</i>	Inform the preliminary concept designs.	Inform the preliminary concept designs.	Inform the preliminary and detailed concept designs.

3.3 EVENTS AND ACTIVITIES DESCRIPTIONS

Technical Advisory Committees (ongoing)

We suggest that the Technical Advisory Committee (TAC) be expanded to include a broader range of interested stakeholders. This includes additional cycling organizations (for example WEBike and organizers of kidical mass), business representatives, placemaking, health, neighbourhood associations, and other key stakeholders.

Based on our experience with similar studies, we have found that establishing and working with a stakeholder committee such as this is critical to ensuring we understand all issues from the outset of the study from various perspectives, to build a common understanding of the project, and to ensure we are building support and buy-in from external stakeholders early-on and on an on-going basis throughout the study. See below for the focus of each meeting:

- > Meeting #1: Guiding Principles and Priority Network
- > Meeting #2: Conceptual Planning
- > Meeting #3: Confirmation of Design Concepts

Roles: The project team will convene and facilitate three meetings of the Technical Advisory Committee from September to January. The City will support in identifying and reaching out to community stakeholders that should participate in the committee.

Cost to the City: Staff time for departmental representatives, and possible use of City meeting spaces.

Dates: September - January, 2016



Groups represented in the TAC

- | | |
|------------------------------|------------------------------|
| > Business Community | > Neighbourhood Associations |
| > Cycling Community | > Accessibility |
| > Technical Advisory | > Student |
| > Placemaking | > Women |
| > Urban Design / Agriculture | > Safety |
| > Healthy Communities | > Sustainable Transportation |
| > All Ages and Abilities | > City of Victoria |

#BIKETORIA Summit and Workshop (November)

Our team will host a comprehensive public engagement blitz, beginning with a free public event on November 1, 2015. Cycling experts from project team will participate as guest speakers, including Gil Penalosa, Andreas Røhl, and/or Mia Birk (pending availability). During the week of this launch event, our project team will host a series of Pop-Up Engagement Labs (see following pages). Discussion at both the Summit and Engagement Labs will focus on potential impacts and benefits of the proposed corridors and preliminary design concepts of Victoria's bike network.

The #BIKETORIA Summit will also include a workshop component, which will serve as an opportunity for the public to provide feedback on the proposed all ages and abilities network. The #BIKETORIA team will setup display boards featuring the proposed network in the venue and the public will have the opportunity to provide feedback about the proposed corridors before and after the event through interactive activities, surveys as well as the question and answer session. Facilitators will be on hand to guide participants through the activities and address any questions or concerns residents may have about the project. The #BIKETORIA Summit and Workshop will be complimented by an online survey.

Date and Location: November 1, 2015 (location TBC)

Roles: The project team will host the #BIKETORIA Summit and Workshop, and design engagement and promotional materials. The project team will secure venue space for one public event (up to 150 people). The City and Project Team will work together to produce a media release to promote the Summit. The City will also help promote the Summit.

Costs to the City: We will use existing City materials and resources whenever possible. Potential costs to the City include event promotion, and up to four staff to help facilitate activities at each event.

#BIKETORIA Public Communication and Engagement Strategy



#BIKETORIA Summit and Workshop Agenda

SUNDAY, NOVEMBER 1

- 2:30pm Doors Open
- Public viewing of proposed corridors and feedback activities
- 3:00pm Welcome and Introduction by Mayor Lisa Helps
- 3:15pm Keynote presentations by members of the consulting team*
- 4:30pm Q&A with the audience
- 5:00pm Closing remarks
- Continued viewing of proposed corridors and feedback activities until 5:30

**The presenters will include Gil Penalosa, Mia Birk, and/or Andreas Røhl, subject to availability.*

GIL PENALOSA | 8 80 CITIES

Gil is Founder and Chair of the Board of 8 80 Cities and is an accomplished presenter and inspirational speaker. Because of Gil’s unique blend of pragmatism and passion, his leadership and advice is sought out by many cities and organizations. Over the past eight years, Gil has worked in over 180 different cities across six continents. As former Commissioner of Parks, Sport and Recreation for the City of Bogotá, Colombia, Gil was an integral part of the city’s much celebrated transformation of public space and sustainable mobility during the late 1990s. Gil successfully led the design and development of over 200 parks including Simon Bolivar, a 113-hectare park in the heart of the city. Gil’s team also initiated the “new Ciclovía,” a program that sees over one million people walk, run, skate, and bike along 121 kilometres of Bogotá’s city roads every Sunday, and today is internationally recognized and emulated.



ANDREAS RØHL | GEHL ARCHITECTS & STUDIO

Andreas is an internationally renowned cycling specialist with Gehl Architects. Andreas was formerly the City of Copenhagen’s Bicycle Programme Manager. Through his seven years at the City of Copenhagen, Andreas gained unique insights into delivering on high profile political agendas, as well as promoting cycling in urban areas via both hard and soft infrastructure. Andreas focused on bicycle policies and strategies to improve conditions for cycling; communication and marketing of cycling issues within Copenhagen and abroad; and working closely with the bicycle industry, NGOs and other public institutions, to promote cycling. Andreas developed Copenhagen’s 2012 Cycling Strategy and “Design Guidelines for Great Cycle Roads”. With Gehl Architects, Andreas is working to create efficient urban transport systems, with a focus on transport as a means to creating liveable cities



MIA BIRK | ALTA PLANNING + DESIGN

Mia is the CEO of Alta Planning + Design. She has spent her entire career creating active communities. She is the author of Joyride: Pedaling Toward a Healthier Planet, which tells the behind-the-scenes story of how a group of determined visionaries transformed Portland into a cycling mecca and inspired the nation. She has been at the forefront of numerous groundbreaking studies and organizations, and was a co-founder of Portland State University’s Initiative for Bicycle and Pedestrian Innovation and the Cities for Cycling Project and Urban Bikeway Design Guide of the National Association of City Transportation Officials (NACTO). She was a co-founder at Alta Bicycle Share, Inc., which launched and operates public bike sharing systems in 10 North American communities and Melbourne, Australia, and was recently sold and rebranded as Motivate.



Pop-Up Engagement Labs (November)

During the week of the #BIKETORIA Summit, our #BIKETORIA team will be hitting the streets to talk to residents about cycling in their community. We'll set up pop-up bike lanes and #BIKETORIA Engagement Labs in locations (TBC) across the city. We'll have plenty of fun activities to spark the imagination of residents, and get people thinking about Victoria's bicycle network. Residents can stop in for a coffee or snack, have a chat, and help shape the future of biking in Victoria.

The #BIKETORIA Engagement Labs will be an opportunity for residents to share and discuss the advantages and challenges associated with each corridor as well as their aspirations related to bike facility designs (such as physical separation treatments, neighbourhood greenway design, and off-street pathways treatments). This will be an opportunity for community members to share their thoughts on how we can make each corridor connected, comfortable, and convenient as well as discuss more specific issues such as parking and traffic impacts. The #BIKETORIA team will record feedback through surveys, interactive activities, and notetaking. We will address concerns and share examples of best practice facilities by using visual tools and mapping exercises.

The goal of the #BIKETORIA Engagement Labs is to inform the public about the proposed all ages and abilities network and to confirm the public support of the corridors. We want to collect feedback to better understand the advantages and challenges of the network with emphasis on the proposed corridors and facility type. The feedback collected during the #BIKETORIA Engagement Labs will be used by the project team and the City to inform the concept designs for the selected corridors.

Roles: 8 80 Cities will design and provide engagement materials, facilitate the activities, and recommend potential sites. The City will confirm sites and secure any necessary permits, and provide (or assist in finding) structural materials (tent, table, two chairs, and planters or some form of dividers for the pop-up bike lane). City staff will assist



in engaging residents in conversation, encouraging them to use the bike lane, answer questions, and facilitating the feedback activities.

Cost to the City: Up to two City staff people for two days to help facilitate the engagement. We will use existing City resources and materials when possible.

Dates and Locations:

Early November, 2015. Locations may include:

- > Cook and Dallas *pop-up bike lane*
- > Fairfield and Moss
- > Haultain and Asquith
- > Wharf and Humboldt *pop-up bike lane*
- > Gorge and the Galloping Goose
- > Oak Bay and Davie

#BIKETORIA Neighbourhood Salons

The project team will host three public open house events to present the findings of the study to date, including the recommended network and priority corridors identified in Phase 2 of our project plan, as well as the preferred concepts for each corridor developed in Phase 3. The #BIKETORIA Neighbourhood Salons will be hosted in venues that are easily accessible to residents of each community (schools, coffee shops, libraries, community centres). These events will be informal and conversational in tone, and provide detailed visual displays with information about the proposed updates to Victoria's bike network.

Purpose: The purpose of these Salons is to obtain input on the selection of the preferred design concepts before moving into the next level of detailed conceptual design of each corridor. Local stakeholders will receive detailed information on the impacts and benefits that the corridors will have in their neighbourhood. Our project team will be available to collect ideas, and answer any questions or concerns.

Roles: The Project Team will develop the promotional material needed for the event, including ads, posters, website content, and other communication material needed to promote and create awareness for the open house. We will be responsible for producing the material, while we will rely on the City for distribution. The Project Team will also prepare open house materials, including display boards, using the City's templates if applicable.

Cost to the City: Potential advertising costs, and the City will provide staff capacity to assist in the facilitation of the Salons.

Neighbourhood Locations: Salons will be hosted in one of the neighbourhoods in each group:

- > Vic West / Downtown / Burnside
- > James Bay / Fairfield / Rockland / Gonzales / North and South Jubilee
- > North Park / Harris Green / Fernwood / Oaklands / Hillside Quadra



Website and Social Media (ongoing)

Social media is critical to promoting the #BIKETORIA campaigns and engagement events. The City of Victoria’s existing social media channels (Facebook, Twitter, Instagram) will be used throughout the process to share updates about the project, raise awareness of the #BIKETORIA Summit and Workshop, and Engagement Labs, and educate the public on the benefits of cycling as a part of everyday life. Along with clear, accessible messaging, the #BIKETORIA logo will appear on all promotional and communications materials. All social media content will be categorized and tracked under the #BIKETORIA hashtag.

Social media will also be used to engage residents in a conversation by asking them to share their thoughts, ideas, and photos of cycling in Victoria. This will be achieved through three new social media campaigns:

#BIKETORIA Is

The #BIKETORIA Is... campaign functions as both an engagement tool and a social media campaign. At the Pop-up Engagement Labs, residents will be asked to complete the phrase “In 2018 biking will be...” on an erasable whiteboard. We will photograph participants with the whiteboard, and share it on social media channels with the #BIKETORIA hashtag. Social media will also build excitement among traditional media. The international team of experts will be available for traditional print or radio interviews at both a local and regional level. The audience for this campaign include all Victorians with a particular focus on latent cyclists.

Roles: City will post the content on their social media channels. Project Team will write and curate content. The project team will design the board for the #BIKETORIA Is... campaign. The project team and City will engage residents with the board at public events during the #BIKETORIA Summit and Workshop, and Engagement Labs. The City will post the results on their website and social media channels.

Estimated Costs to City: \$175 for potential social media advertising costs



Victoria Roll Models Campaign (ongoing)

This campaign will put a personal touch and human face to the updated bicycle network by inviting local residents to share what they love about cycling in Victoria. To appeal to a diverse demographic, the Roll Models will include a wide range of residents, such as newcomers, parents, business owners, local celebrities, and students. Participants will be photographed with their bicycle, and a short quote will be added to the image. The images can be printed as posters, and/or shared on the City's website and social media channels. The audience for this campaign will be existing cyclists, who will then serve as examples for non-cyclists.

Estimated Costs to City: None

Roles: Project team will produce content to promote the campaign (social media posts, posters, etc.). City will promote the campaign on their social media channels and website.

#BIKETORIA Videos (ongoing)

The City of Victoria will record video footage throughout the #BIKETORIA engagement process, and produce a promotional video and/or series of short video clips about Victoria's refreshed bike network. The video could include comments from members of our project team and local stakeholders, images of the concept plans, and footage from our Pop-Up Engagement Labs. This video will become a communications tool for the City to build awareness and excitement about biking in Victoria. The audience for this campaign include all Victorians with a particular focus on latent cyclists.

Estimated Costs to City: Unknown

Roles: The City of Victoria will lead the development of the #BIKETORIA Video, and be responsible for all costs related to production. The Project Team will support by creating filming opportunities at the #BIKETORIA Summit and Workshop, and Pop-Up Engagement Labs.



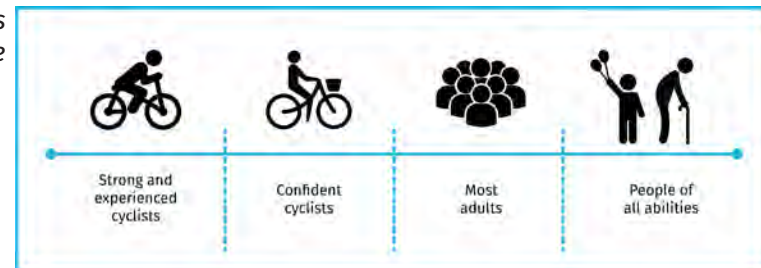
3.4 QUESTIONS MATRIX

The Questions Matrix identifies the intent and focus of each Key Question (Section 2.4) that the Project Team will ask residents during the engagement process. The Matrix also explains the format, event, and activity that will be used to pose each question to stakeholders. *Note: These questions are intended to be asked during Consultation Phase 1, but will be adapted and expanded on to address the proposed design concepts once they are prepared by the Project Team.

Question >>	<i>Who would feel comfortable riding on these bike facilities? (Use the AAA scale)</i>	<i>Does the network connect you to the places you want to go?</i>	<i>Does the network come close enough to your home?</i>
Intent	Collect information relevant to the preliminary concept designs that can be applied to all 8 priority corridors.	Collect feedback from the public on the proposed corridors.	Collect feedback from the public on the proposed corridors.
Focus (Comfortable, Convenient, Complete)	Ensure that the designs are comfortable for people of all ages and abilities.	Ensure that network is convenient for people in Victoria.	Ensure that network is complete for people in Victoria.
Format and Event	<ul style="list-style-type: none"> > Display board & dotmocracy at #BIKETORIA Summit and Workshop and Pop-up Engagement Labs > Online survey > Facilitated discussion 	<ul style="list-style-type: none"> > online survey > paper survey at #BIKETORIA Summit and Workshop and Engagement Labs > Facilitated discussion 	<ul style="list-style-type: none"> > online survey > paper survey at #BIKETORIA Summit and Workshop and Engagement Labs > Facilitated discussion
Activity Description	Using the AAA scale* (see next page) the public will provide feedback on treatments options for each of the three bicycle facilities that are included in the proposed network (Protected bike lanes, neighbourhood greenway, off- street pathways. The treatment options will be presented visually, either on display boards or in the online survey, and residents will rate them on the AAA scale.	The public will be asked this question through the online and paper survey.	The public will be asked this question through the online and paper survey.

Question >>	<i>Where are you concerned about your safety within the proposed network?</i>	<i>What specific types of amenities would you like to see included in the priority network and where?</i>	<i>Once the priority network is complete, which destinations will you visit the most often by bike?</i>
Intent	Collect feedback from the public on the proposed corridors. Collect information relevant to the preliminary concept designs.	Collect information relevant to the preliminary concept designs.	Collect feedback from the public on the proposed corridors.
Focus (Comfortable, Convenient, Complete)	Ensure that the designs are comfortable for people of all ages and abilities.	Ensure that the designs are comfortable for people of all ages and abilities. Ensure that network is convenient for people in Victoria.	Ensure that network is convenient for people in Victoria.
Format and Event	<ul style="list-style-type: none"> > Mapping activity at #BIKETORIA Summit and Workshop and Pop-up Engagement Labs >Online survey >Facilitated discussion 	<ul style="list-style-type: none"> > Mapping activity at #BIKETORIA Summit and Workshop and Pop-up Engagement Labs >Facilitated discussion 	<ul style="list-style-type: none"> >online survey >paper survey at #BIKETORIA Summit and Workshop and Engagement Labs >Facilitated discussion
Activity Description	<p>Using a large map, the public will use red dots to indicate areas of perceived safety concern in the proposed network.</p> <p>The same question will be asked in the online survey. We will ask the public to list the locations of their perceived safety hot-spots by street name/intersection.</p>	<p>Using a large map, the public will use small sticker icons to indicate where they would like to see a selection of amenities that will contribute to placemaking and enhance the network (ie. bike parking, wayfinding, public art, etc).</p>	<p>The public will be asked this question through the online and paper survey.</p>

*All Ages and Abilities (AAA) Scale



Question >>	<i>Will this network encourage you to bike more? If yes, why?</i>	<i>What excites you most about this project? What impacts of the project concern you the most?</i>	<i>Which of the priority corridors do you care about the most? Which corridors do you care about the least?</i>
Intent	Collect feedback from the public on the proposed corridors.	Collect feedback from the public on the proposed corridors. Collect information relevant to the preliminary concept designs.	Collect feedback from the public on the proposed corridors.
Focus (Comfortable, Convenient, Complete)	Ensure that network is complete for people in Victoria.	Ensure that network is comfortable, convenient and complete for people in Victoria.	Ensure that network is convenient and complete for people in Victoria.
Format and Event	<ul style="list-style-type: none"> >online survey > Display board & dotmocracy >paper survey at #BIKETORIA Summit and Workshop and Engagement Labs >Facilitated discussion 	<ul style="list-style-type: none"> >online survey >paper survey at #BIKETORIA Summit and Workshop and Engagement Labs >Facilitated discussion 	<ul style="list-style-type: none"> >online survey >paper survey at #BIKETORIA Summit and Workshop and Engagement Labs >Facilitated discussion
Activity Description	The public will be asked this question through the online and paper survey, as well as a visual display board.	This will be an open ended question. The public will be asked this question through the online and paper survey.	The public will be asked this question through the online and paper survey.

3.5 ENGAGEMENT TOOLS

Corridor Location and Design Display Boards

The Pop-Up Engagement Labs will feature large display boards that show residents the locations of each proposed corridor, and street-level photos that show current conditions on each corridor. These photos will be used to spark conversations about the challenges and opportunities of each location. Display boards will also be used at the #BIKETORIA Neighbourhood Salons, with photos displaying the concept designs along each corridor.

Audience: Residents and stakeholders in neighbourhoods along the proposed corridors

Estimated Costs to City: None

Roles: The Project Team will design and print the boards, and lead the facilitation of the community conversations.

When/Where: Consultation Phase 1 and 2 (#BIKETORIA Summit and Workshop, Engagement Labs, and #BIKETORIA Neighbourhood Salons)



Corridor Location and Design Maps

This activity will be used at the Pop-Up Engagement Labs and the #BIKETORIA Neighbourhood Salons. Our Project Team will design and display large-scale maps of all proposed corridors. Residents and stakeholders will use green and yellow sticky-notes to write specific opportunities that excite them and particular areas of concern, and place them on the map in the corresponding location. The comments collected at the Pop-Up Engagement Lab will focus on the location of the proposed corridors, whereas participants at the #BIKETORIA Neighbourhood Salons will be asked to comment on the proposed design concepts.

Audience: Residents and stakeholders in neighbourhoods along the proposed corridors

Estimated Costs to City: None

Roles: The Project Team will design and print the maps, and lead the facilitation of the community engagement activities.

When/Where: Consultation Phase 1 and 2 (#BIKETORIA Summit, Engagement Labs, and #BIKETORIA Neighbourhood Salons)



✿ Our project team will collect and analyze all information that is collected through each activity. We will produce a summary report that highlights key findings.

#BIKETORIA Inspiration Banner

Our team will produce a set of images that display various cycling facilities, infrastructure, and amenities from around the world. These images will be made available to passers-by and interested residents at the #BIKETORIA Summit and Workshop and Pop-Up Engagement Labs. Using real-world examples, these images will help community members identify specific treatments and amenities they would like to see in Victoria's bicycle network, including technical design elements, placemaking integration, public art, wayfinding, and more.

Residents will be invited to select their favourite images, and write why they would like to see the ideas depicted in the image implemented in Victoria. Our Project Team will then hang each image on a string to form a banner for others to view. The banner will serve as a visual expression of the residents' collective vision for the future of bicycling in Victoria.

Audience: All Victoria residents, with a particular focus on residents and stakeholders in neighbourhoods along the proposed corridors.

Estimated Costs to City: None

Roles: The Project Team will select and print the images, and lead the facilitation.

When/Where: Consultation Phase 1 (Pop-Up Engagement Labs)

Print and Online Surveys

Residents will have the opportunity to provide feedback on the bicycle network, priority corridors, and design concepts using traditional engagement methods such as print and online surveys. The surveys will be easy to read and understand, and be designed to be completed in five minutes or less.

Audience: All Victoria residents

Estimated Costs to City: None

Roles: The Project Team and City will work together to finalize the survey questions. The Project Team will design and print the hardcopy surveys, and the City will host the online survey on their website.

When/Where: Ongoing throughout the Consultation Phase 1 and 2 (#BIKETORIA Summit and Workshop, Engagement Labs, and #BIKETORIA Neighbourhood Salons). The online survey will be launched simultaneously with the #BIKETORIA Summit and Workshop, and remain online for one week afterwards.

#BIKETORIA Public Communication and Engagement Strategy



Visual Survey Boards

Surveys don't have to be boring! Visual survey boards invite people to share their ideas and demographic data in a fun and accessible way. Boards can be displayed at public engagement events, such as the Pop-Up Engagement Labs or the #BIKETORIA Summit. Using sticker dots, residents can identify their age, gender, location, cycling habits, and more.

Audience: All Victoria residents, with a particular focus on residents and stakeholders in neighbourhoods along the proposed corridors

Estimated Costs to City: None

Roles: The Project Team will design and print the boards, and lead the facilitation with residents.

When/Where: Consultation Phase 1 and 2 (#BIKETORIA Summit and Workshop, Engagement Labs, and #BIKETORIA Neighbourhood Salons)

Promotional Take-Aways

Our project team will develop materials that can be used to promote the project and increase education about biking in Victoria. These materials might include informational postcards, and “#BIKETORIA” stickers for local businesses and residents to show their support.

Audience: All Victoria residents, and local businesses in areas near the proposed corridors

Estimated Costs to City: None

Roles: The Project Team will design and print the materials and distribute them at the engagement activities.

When/Where: Ongoing throughout the Consultation Phase 1 and 2 (#BIKETORIA Summit and Workshop, Engagement Labs, and #BIKETORIA Neighbourhood Salons)



4.0 NEXT STEPS

There are so many fun and effective communications and engagement tools that could be used to generate awareness and excitement about Victoria's updated bicycle network. Unfortunately, the scope of this current phase of the project limits the number and scale of activities the Project Team can undertake.

#BIKETORIA Swag

Victoria residents and businesses can show their support for the coming bicycle network updates by proudly displaying a variety of promotional items. Swag items could include stickers, buttons, bells, water bottles, and poster. The messaging will be simple and consistent (#BIKETORIA). The City can leverage the branding and messaging developed during the corridor selection and design concept phase to ensure consistency and ensure brand recognition.

Bike to Shop Week

This campaign would be modeled after the successful Bike to Work and Bike to School initiatives. Bike to Shop Week would encourage people to ride their bicycle to local businesses, thereby demonstrating the positive economic impact that cycling can have in a city. Participants would be asked to share photographs and short stories about why and where they shop by bike through social media.

Individual Stakeholder Consultation

The detailed technical design and implementation phase of the bicycle network project will bring significant changes to the residents and businesses in the adjacent neighbourhoods. We recommend implementing a door-to-door consultation campaign, during which outreach would be conducted with each business and home along the selected corridors to ensure that these stakeholders are aware of the upcoming changes and construction process.

However, we strongly recommend that the new and existing communications and engagement efforts continue under the leadership of the City.

The following are samples of engagement tools that could be implemented by the City after this project phase is complete.



5.0 MEASURES OF SUCCESS

A system for evaluating proposed communication and engagement activities is crucial to the success of the overall Action Plan process. This Strategy is intended to be a living document, which can be adjusted to respond to potential change (changes in project scope; audience sentiments; political climate, etc.).

The measures of success should be adjusted to reflect the #BIKETORIA objectives as it is further refined, in order to maintain alignment between the measures and objectives.

Tools of Measurement:

- > Visual survey boards
- > Post-event online surveys
- > Site counters

Key measures of success:

- > A diverse representation of Victoria residents and businesses have actively participated in the bicycle network implementation process. Different measures will be used to gauge the success of the communication and engagement strategies.

- > At least three-quarters of people surveyed (75%) during the on-the-ground engagement activities on October 16-17:
 - + think their input was valued
 - + think their input helped shape the direction of the plan
- > The project team reports that the input received from the community was of a high quality and quantity to ensure the bicycle network is representative of community desires as measured through anecdotal feedback from the team.

Communication Measures:

- + Local media covers events and campaigns
- + Website hits, and interactions on social media (retweets, use of hashtag, comments, etc.)
- + Number of participants in our online communication campaigns (#BIKETORIA is..., Roll Models, etc.)

Engagement Measures:

- + Numbers of surveys completed
- + Attendance at the Cycling Summit and Workshop, and Pop-Up Engagement Labs
- + Number of responses collected from our engagement activities (Visual Survey Boards, and #BIKETORIA Inspiration Banner)

Communication and Engagement Report:

The key findings, highlights, and results will be recorded in a #BIKETORIA Communication and Engagement Report. The report will include outcomes on each measurement of success. This report will be concise, easy-to-read, and will make use of extensive use of graphics and visuals to ensure it is accessible and engaging for City Council, staff, and members of the public. The results of the engagement will inform the project work on an on-going basis. The report will summary this interaction and ensure that any other feedback is available to inform future City activities related to cycling



Governance and Priorities Committee Report

For the Meeting of October 22nd, 2015.

To: Governance and Priorities Committee **Date:** October 15, 2015
From: Thomas Soulliere, Director of Parks, Recreation and Facilities
Subject: Facility Condition Assessment Report

RECOMMENDATION

That Council receive this report for information.

EXECUTIVE SUMMARY

There are 97 buildings and other structures on City property, ranging from major facilities, including City Hall and the fire stations, to small structures, such as storage buildings, public washrooms and workshops. The majority of these buildings are operated directly by the City, however, some facilities on City property are managed through partnerships with other organizations.

In January 2015, Council approved funding for a review of the condition of every facility on City property, which would also provide cost estimates to inform future capital investment planning. Staff committed to report back to Council in October 2015 with the results of this effort.

Over the past several months, staff have worked with consultants Morrison Hershfield who completed the study that included, reviews of existing plans and documents, site inspections, financial analysis, interviews and photographic documentation. The result is a catalogue of information regarding the condition of every facility on City land.

The Morrison Hershfield report provides a financial projection template for each facility based on the life cycle of building systems, years remaining on building systems and required maintenance. By using a priority rating system, the financial analysis tool provides information about the anticipated investment that is required to maintain a desired standard of service. In addition to providing an overall guide for future investment planning, this tool will allow staff to update information over time regarding upgrades completed and ultimately assist with managing resources in a more effective manner.

Staff received the attached final report from the consultant on October 14. Given the size and complexity of the information, staff will immediately begin a process to use the content of the study to develop a work plan, including a financial strategy for facilities.

It is important to note that this condition assessment is focused solely on the physical components; structural elements, building envelope, mechanical systems, elevators, plumbing, electrical, accessibility, and finishes. The study did not explore or consider the current or potential usage of

facilities, which is an important future project that will add further value to discussions regarding strategic investment planning. This study is being proposed as part of the 2016 financial plan.

PURPOSE

The purpose of this report is to inform Council of the results of the Facility Condition Assessment, conducted by Morrison Hershfield. The attached consultant's report provides the following information:

- An introduction to the scope of work for the project, including all facilities assessed
- A description of the methodology utilized by the project team, and
- A detailed description of the features and funding projections for each facility

BACKGROUND

In January 2015, Council approved funding for a review of the physical condition of every facility on City property, which would also provide cost estimates to inform future capital investment planning.

In February, staff initiated a Request for Proposals process which resulted in a contract with engineering firm Morrison Hershfield (MH), to conduct the assessment. Over the past several months, staff have worked with the consultants who completed the analysis that included, reviews of existing plans and documents, site inspections, interviews and photographic documentation, to create a catalogue of information about the condition of every facility on City-owned lands.

OPTIONS AND ANALYSIS

A key component of the MH report is the financial projection template for each facility based on the life cycle of building systems, years remaining on building systems and required maintenance. By using a priority rating system, the financial analysis tool provides information about the minimum investment that is required to maintain a standard of service. The projections provided are based on the consultant's professional opinion of the probable cost to carry out the recommended actions. The estimates do not represent a fixed schedule for upgrades as repairs may be required sooner or later than anticipated.

Each system's probable cost includes the unit rate cost and an allowance for consulting fees, contingency and taxes, where required. In addition to providing an overall guide for future investment planning, this tool will allow staff to update information over time regarding upgrades to facilities and manage resources in a more effective manner. This foundational information will be incorporated into future financial plans and will inform reserve fund requirements.

Among the key findings from the consultant's review are the following;

- Overall the City's facilities are well maintained and in good condition; although significant upgrades are recommended for Fire Station No.1 and Crystal Pool, as previously identified to Council;
- The current building inventory includes a very large area of roofing, which will require a detailed replacement plan in order to manage the anticipated investment costs over the coming 5-10 years;

- Other systems that will require major investment in the next 5 years include heating/ventilation/air conditioning upgrades, building envelope repairs (exterior finishes), and upgrades to interior finishes;
- A program of regular preventative maintenance and inspections is required to validate the condition of building elements and life cycle estimates.
- There are a total of 47 male, 47 female, 7 gender-neutral, and 56 wheelchair-accessible washrooms across the inventory of facilities.

In terms of specific next steps, staff intend to undertake the following actions.

1. Outline a work plan and financial strategy for facility upgrades;
2. Outline a work plan, timeline and budget for a strategic review of facility use and the provision of City services.

CONCLUSION

The Facility Condition Assessment report from Morrison Hershfield provides vital information regarding the current inventory of buildings and estimated financial implications associated with managing this inventory over the next decade. Staff will immediately commence an analysis of the content of the consultant's report and generate an overall work plan for facilities in the immediate and longer term. In addition, staff will be proposing to undertake a strategic review of the use of facilities and the provision of City services, as part of the 2016 financial plan.

Respectfully submitted,

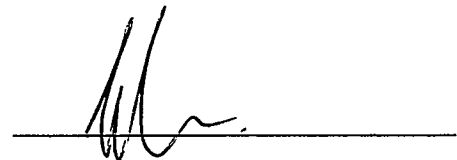


Chaz Whipp
Manager, Facilities



Thomas Soulliere
Director, Parks, Recreation and Facilities

Report accepted and recommended by the City Manager:



Date:

October 16, 2015

List of Attachments

Attachment A: City of Victoria Facility Condition Assessment Report – Morrison Hershfield

MH Project No. 5150481.00

The City of Victoria – Facility Condition Assessment Report

Prepared for
The City of Victoria
1 Centennial Square, Victoria, BC
October 14, 2015



FINAL REPORT



MORRISON HERSHFIELD

EXECUTIVE SUMMARY

Morrison Hershfield Limited (MH) was retained by The City of Victoria (the City) to conduct Facility Condition Assessments at *98 buildings* in Victoria, BC. Contract Terms of Reference are identified under Contract RFP-15-004.

The Condition Assessment that was completed for this portfolio of buildings was subject to the limitations identified in Section 1.3 of this report and addressed the following scope of work:

- A visual evaluation of the facilities was conducted based on a review of provided plans and documentation, and a visual non-destructive review of a sampling of the following elements;
 - Structure – above grade, foundations where exposed, basements, slab-on-grade, suspended access equipment
 - Seismic (*limited to updating previous cost estimates based on engineering judgment and recommendations regarding what buildings may require a follow seismic assessment*).
 - Building Envelope – roofing, cladding, windows, doors, caulking
 - Fire Safety – suppression, detection, emergency power
 - Mechanical Systems – heating, cooling, ventilation, building automation
 - Plumbing – supply, heating & cooling, distribution, drainage
 - Electrical Systems – supply, distribution, lighting, heating, communication;
 - Elevators – motors, controls, operators
 - Accessibility (*limited to wheelchair access and a visual review of access into the building, access throughout the building and access to a washroom and recommendations for further studies*).
 - Interior finishes
 - Health Issues – mold and hazardous materials (this will be based on a visual review, no air sampling or material analysis has been included)
 - Energy efficiency review (*limited to a visual review of potential upgrades that would result in energy savings and recommendations for further studies*).
- An interview of City and site personnel regarding maintenance history and concerns; and
- A compilation of findings into individual tabular reports for each facility.

For each of the major components addressed we identified a condition rating, typical life expectancy, age (actual or assumed), estimated remaining life and our recommendation for capital repairs and replacements (over the \$3,000 threshold) that should be budgeted for over the next 10 years.

Capital repairs and requirements have been categorized as follows:

- 1) Immediate: items that require immediate repair or replacement because of either a Code deficiency or a safety concern.
- 2a) Restore Functionality: items that currently show signs of failure, requiring repair or replacement to restore functionality in the near future.



- 2b) Exceeded Service Life: items that are functioning, but past their expected service life, and could fail at any time.
- 3) Future Renewal: items that will require future repair or replacement to maintain functionality (life cycle replacement).
- 4a) Discretionary Renewal (Upgrade): Upgrade replacement items where the timing and scope of work is at the owner's discretion.
- 4b) Discretionary Renewal (Aesthetic): Aesthetic items where the timing and scope of work is at the owner's discretion.
- 5) Not Applicable: items related to further Professional Studies.

Individual reports are included in Appendices **A1 to A84**. These individual reports include:

- A brief description of the building, site review team, any limitations of the review on the date of the visit, and documents reviewed.
- Estimated building replacement costs (including tax).
- Current FCI (Facility Condition Index) information. *For the purpose of this report FCI was calculated using the following:*
 - $FCI = \$ \text{Deferred Maintenance Costs (divided by)} \$ \text{Asset Replacement Value}$
 - *Current FCI includes all 2015-2020 Priority 1, 2 & 2b items and all 2016 & 2017 Priority 3 items. Does not include Priority 4 or N/A items*
- Target FCI information (as provided by the City).
- Updated seismic upgrade costs (where applicable) or recommendations for further studies.
- An overview of building code related deficiencies observed and/ or recommendations for any further study.
- An overview of the buildings accessibility to wheelchairs. This category was limited to a visual review of: access into the building, access throughout the building and access to a washroom. Recommendations for further studies are also made.
- An overview of recommendations around energy efficiency upgrade options, references to previous energy efficiency studies and recommendations for further studies.
- A summary of all items over \$15,000 anticipated over the next 5 years.
- A summary of funding scenarios required to achieve the target FCI's over the next 5 years and 10 years.
- Condition Assessment – includes the information as identified below in Section 2.2.1
- Capital Plan – identifies anticipated capital costs over the \$3,000 threshold for the next 10 years
- Photographs of each element (as applicable).

Below we have summarized the findings at the 88 City owned and operated facilities. The following buildings have not been included in this summary table.

- Royal Athletic Park, Storage Sheds, 1050 Caledonia St, Victoria, BC (*building no longer exists*).
- Beacon Hill, Lookout Building/Chequers Pavilion, 500 Douglas Street, Victoria, BC (*building boarded up and no longer accessible*).



The City of Victoria
Facility Condition Assessment and Capital Plan
Summary by Facility

Building Name and Address	Gross Floor Area	Ten-Year Total Capital Needs	Target FCI	Current FCI	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
					2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Public Works Yard, Storehouse A, 417 Garbally Rd.	5000	\$161,000	0.025	0.013	\$0	\$16,000	\$0	\$3,000	\$40,000	\$15,000	\$5,000	\$10,000	\$46,000	\$26,000
Public Works Yard, Storehouse B, 417 Garbally Rd.	6000	\$474,000	0.025	0.026	\$0	\$71,000	\$0	\$14,000	\$16,000	\$0	\$341,000	\$0	\$8,000	\$24,000
Public Works Yard, Stores Building, 417 Garbally Rd.	11625	\$344,000	0.025	0.015	\$0	\$24,000	\$0	\$119,000	\$30,000	\$84,000	\$9,000	\$0	\$25,000	\$53,000
Beacon Hill Yard Administration, 100 Cook Street, Victoria	6846	\$1,024,000	0.025	0.123	\$119,200	\$162,200	\$11,200	\$71,200	\$254,200	\$183,200	\$85,200	\$28,200	\$14,200	\$95,200
City Hall - New Building, #1 Centennial Square, Victoria, BC	29000	\$1,810,000	0.025	0.050	\$156,500	\$259,500	\$13,000	\$1,207,000	\$47,000	\$13,000	\$13,000	\$29,000	\$33,000	\$39,000
City Hall (Old), #1 Centennial Square, Victoria	29000	\$2,147,400	0.025	0.199	\$385,000	\$815,000	\$360,000	\$0	\$459,400	\$33,400	\$20,400	\$20,400	\$20,400	\$33,400
Crystal Garden, 713 Douglas Street, Victoria	78811	\$1,113,000	0.025	0.014	\$170,000	\$75,000	\$67,000	\$64,000	\$176,000	\$92,000	\$20,000	\$20,000	\$33,000	\$396,000
Crystal Pool, 2275 Quadra Street, Victoria	62431	\$9,313,400	0.025	0.368	\$6,194,000	\$12,000	\$760,000	\$30,000	\$286,400	\$1,273,400	\$230,400	\$69,400	\$38,400	\$419,400
Fire Hall #1, 1234 Yates Street, Victoria	22592	\$1,419,000	0.025	0.040	\$111,000	\$117,000	\$157,000	\$146,000	\$144,000	\$4,000	\$26,000	\$520,000	\$78,000	\$116,000
Greater Victoria Library Association, 735 Broughton Street, Victoria	9000	\$3,774,000	0.025		\$80,000	\$178,000	\$75,000	\$115,000	\$2,296,600	\$168,600	\$69,600	\$285,600	\$72,600	\$433,000
Public Works Yard, Administration and Shops Building, 417 Garbally Rd., Victoria	54000	\$3,644,000	0.025	0.086	\$25,000	\$1,225,000	\$0	\$503,000	\$1,420,000	\$42,200	\$42,200	\$42,200	\$153,200	\$191,200
Save-On Foods Memorial Arena, 1925 Blanshard Street, Victoria	150695	\$2,937,000	0.02	0.025	\$240,400	\$129,400	\$132,400	\$226,400	\$1,571,400	\$12,400	\$41,400	\$12,400	\$558,400	\$12,400
Victoria Conference Centre, 720 Douglas Street, Victoria	140000	\$13,375,000	0.02	0.043	\$862,250	\$1,019,750	\$384,250	\$148,750	\$2,676,000	\$457,000	\$171,000	\$6,143,000	\$129,000	\$1,384,000
Victoria Police Department, 850 Caledonia Ave, Victoria	91230	\$7,854,800	0.025	0.056	\$840,000	\$473,450	\$155,450	\$762,450	\$2,260,450	\$1,717,200	\$34,200	\$40,200	\$1,212,200	\$359,200
Burnside Gorge Community Centre, 471 Cecelia Road, Victoria	15113	\$322,000	0.025	0.011	\$25,000	\$55,000	\$23,000	\$11,000	\$11,000	\$23,000	\$11,000	\$126,000	\$22,000	\$15,000
Cook Street Village Community Centre, #1 - 380 Cook Street, Victoria	9085	\$474,000	0.025	0.044	\$69,000	\$31,000	\$31,000	\$18,000	\$7,000	\$124,000	\$16,000	\$14,000	\$36,000	\$128,000
Fairfield Gonzales Community Centre, 1330 Fairfield Road, Victoria	9752	\$585,000	0.025	0.047	\$80,000	\$190,000	\$89,000	\$12,000	\$90,000	\$14,000	\$27,000	\$12,000	\$50,000	\$21,000
Fernwood Community Association, 1921 Fernwood Rd., Victoria	5850	\$620,000	0.025	0.123	\$2,000	\$22,000	\$69,000	\$141,000	\$192,000	\$25,000	\$24,000	\$103,000	\$40,000	\$2,000
Fernwood Community Centre, 1240 Gladstone Avenue, Victoria	8579	\$509,000	0.025	0.046	\$39,000	\$107,000	\$12,000	\$169,000	\$40,000	\$12,000	\$12,000	\$12,000	\$47,000	\$59,000
Gary Oak Room, 1335 Thurlow Street, Victoria	10204	\$181,000	0.025	0.014	\$7,000	\$10,000	\$4,000	\$17,000	\$36,000	\$49,000	\$4,000	\$17,000	\$33,000	\$4,000
James Bay Community Centre, 140 Oswego Street, Victoria	12000	\$743,800	0.025	0.108	\$0	\$24,000	\$73,000	\$4,000	\$201,800	\$29,800	\$254,800	\$87,800	\$20,800	\$47,800
James Bay New Horizons, 234 Menzies Street, Victoria	7500	\$906,000	0.025	0.018	\$6,000	\$54,000	\$8,000	\$226,000	\$25,000	\$8,000	\$8,000	\$40,000	\$61,000	\$470,000
Oakland's Community Centre, #1 - 2827 Belmont Avenue, Victoria	4392	\$492,000	0.025	0.050	\$11,000	\$12,000	\$76,000	\$4,000	\$27,000	\$4,000	\$15,000	\$335,000	\$4,000	\$4,000
Quadra Village Community Centre, 901 Kings Road, Victoria	10204	\$970,000	0.025	0.047	\$90,000	\$130,000	\$7,000	\$56,000	\$325,000	\$96,000	\$7,000	\$201,000	\$7,000	\$51,000
Vic West Community Centre, 521 Craigflower Avenue, Victoria	7965	\$792,000	0.025	0.059	\$34,000	\$105,000	\$315,000	\$48,000	\$79,000	\$20,000	\$6,000	\$6,000	\$14,000	\$165,000
Centennial Arcade, Centennial Square, Victoria	10500	\$1,178,000	0.025	0.140	\$222,000	\$143,000	\$10,000	\$46,000	\$112,000	\$100,000	\$0	\$48,000	\$79,000	\$418,000
Pandora Administration Offices, 625-633 Pandora Avenue, Victoria	9000	\$1,499,000	0.025	0.085	\$0	\$140,000	\$15,000	\$4,000	\$565,000	\$69,000	\$9,000	\$4,000	\$436,000	\$257,000

The City of Victoria
Facility Condition Assessment and Capital Plan
Summary by Facility

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					2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Bastion Street Parkade, 575 Yates Street, Victoria	138908	\$4,579,000	0.02	0.022	\$50,000	\$271,000	\$342,000	\$0	\$466,000	\$2,357,000	\$457,000	\$180,000	\$7,000	\$449,000
Broughton Parkade, 940 Blanshard Street, Victoria	192200	\$1,167,000	0.025	0.037	\$3,000	\$658,000	\$64,000	\$39,000	\$10,000	\$0	\$0	\$38,000	\$15,000	\$340,000
Centennial Parkade, 645 Fisgard Street, Victoria	85003	\$3,934,000	0.02	0.006	\$16,000	\$47,000	\$13,000	\$1,691,000	\$1,824,000	\$20,000	\$38,000	\$17,000	\$0	\$268,000
Johnson Street Parkade, 750 Johnson Street, Victoria	143429	\$4,450,000	0.02	0.018	\$4,000	\$256,000	\$4,000	\$35,000	\$574,000	\$2,293,000	\$76,000	\$734,000	\$0	\$474,000
View Street parkade - 743 View Street, Victoria	164000	\$4,505,000	0.025	0.006	\$11,000	\$76,000	\$1,030,000	\$1,634,000	\$1,176,000	\$115,000	\$53,000	\$7,000	\$0	\$403,000
Beacon Hill Aviary/Info Kiosk, 500 Douglas Street, Victoria	215	\$10,000	0.025	0.000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
Beacon Hill Cameron Bandstand, 500 Douglas Street, Victoria	3000	\$245,400	0.025	0.007	\$4,000	\$3,000	\$4,000	\$0	\$181,400	\$1,400	\$1,400	\$1,400	\$1,400	\$47,400
Beacon Hill Park Finlayson Point Shelter, 500 Douglas Street, Victoria	194	\$23,000	0.025	0.351	\$0	\$0	\$0	\$0	\$23,000	\$0	\$0	\$0	\$0	\$0
Beacon Hill Park Main Washroom, 500 Douglas Street, Victoria	800	\$137,000	0.025	0.000	\$4,000	\$0	\$0	\$0	\$40,000	\$6,000	\$1,000	\$6,000	\$1,000	\$79,000
Beacon Hill Service Building, 500 Douglas Street, Victoria	5250	\$432,000	0.025	0.184	\$4,000	\$134,000	\$8,000	\$20,000	\$124,000	\$124,000	\$1,000	\$1,000	\$1,000	\$15,000
Beacon Hill Sports Hut, 500 Douglas Street, Victoria	1300	\$88,000	0.025	0.013	\$4,000	\$7,000	\$0	\$0	\$9,000	\$0	\$0	\$14,000	\$12,000	\$42,000
Beacon Hill Yard Greenhouses 1, 100 Cook Street, Victoria	2333	\$89,000	0.025	0.000	\$0	\$3,000	\$0	\$74,000	\$0	\$0	\$12,000	\$0	\$0	\$0
Beacon Hill Yard Greenhouses 2, 100 Cook Street, Victoria	3393	\$106,000	0.025	0.000	\$0	\$3,000	\$0	\$96,000	\$0	\$0	\$7,000	\$0	\$0	\$0
Beacon Hill Yard Greenhouses 3, 100 Cook Street, Victoria	2572	\$3,000	0.025	0.000	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Beacon Hill Yard Greenhouses 4, 100 Cook Street, Victoria	1650	\$3,000	0.025	0.000	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Beacon Hill Yard Greenhouses 5, 100 Cook Street, Victoria	2378	\$3,000	0.025	0.000	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Beacon Hill Yard Greenhouses 6, 100 Cook Street, Victoria	3572	\$4,000	0.025	0.000	\$0	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Beacon Hill Yard Greenhouses 7, 100 Cook Street, Victoria	1065	\$32,000	0.025	0.000	\$0	\$3,000	\$0	\$19,000	\$0	\$0	\$10,000	\$0	\$0	\$0
Beacon Hill Yard Greenhouses 8, 100 Cook Street, Victoria	6242	\$95,000	0.025	0.027	\$15,000	\$28,000	\$0	\$0	\$4,000	\$10,000	\$0	\$0	\$38,000	\$0
Maintenance Garage and Workshops Building, 100 Cook Street, Victoria	2000	\$161,000	0.025	0.036	\$46,000	\$5,000	\$27,000	\$0	\$59,000	\$0	\$0	\$18,000	\$6,000	\$0
Beacon Hill Yard Nursery Attached to Greenhouses 1 & 2, 100 Cook Street, Victoria	9981	\$159,000	0.025	0.036	\$0	\$0	\$4,000	\$7,000	\$0	\$127,000	\$21,000	\$0	\$0	\$0
Beacon Hill Yard Repair Shop Attached to Administration Building, 100 Cook Street, Victoria	2497	\$70,000	0.025	0.000	\$0	\$3,000	\$0	\$0	\$19,000	\$0	\$0	\$48,000	\$0	\$0
Beacon Hill Yard Small Tools Building, 100 Cook Street, Victoria	1824	\$86,000	0.025	0.034	\$0	\$16,000	\$0	\$21,000	\$0	\$36,000	\$0	\$0	\$3,000	\$10,000
Beacon Hill Yard Tire Shed, 100 Cook Street, Victoria	2000	\$25,000	0.025	0.009	\$10,000	\$3,000	\$0	\$0	\$6,000	\$0	\$0	\$0	\$0	\$6,000
Parks Facilities - Cook & Dallas PW, 2 Cook Street, Victoria	150	\$96,000	0.025	0.017	\$3,000	\$13,000	\$3,000	\$3,000	\$3,000	\$43,000	\$6,000	\$7,000	\$12,000	\$3,000

The City of Victoria
Facility Condition Assessment and Capital Plan
Summary by Facility

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					2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Parks Facilities - Gonzales Park PW, 1790 Ross Street, Victoria	480	\$172,000	0.025	0.012	\$9,000	\$12,000	\$8,000	\$4,000	\$10,000	\$76,000	\$4,000	\$14,000	\$31,000	\$4,000
Parks Facilities - Holland Point PW, 545 Dallas Road, Victoria	150	\$92,000	0.025	0.034	\$6,000	\$10,000	\$3,000	\$3,000	\$3,000	\$46,000	\$12,000	\$3,000	\$3,000	\$3,000
Parks Facilities - Hollywood Park PW, 1700 Fairfield Road, Victoria	700	\$194,000	0.025	0.015	\$13,000	\$13,000	\$5,000	\$5,000	\$9,000	\$77,000	\$5,000	\$12,000	\$44,000	\$11,000
Parks Facilities - Irving Park PW, 420 Menzies Street, Victoria	440	\$133,000	0.025	0.024	\$4,000	\$17,000	\$4,000	\$4,000	\$8,000	\$57,000	\$4,000	\$17,000	\$4,000	\$14,000
Parks Facilities - MacDonald Park Fieldhouse and Washrooms, 211 Simcoe Street, Victoria	3100	\$265,000	0.025	0.120	\$77,000	\$12,000	\$10,000	\$13,000	\$40,000	\$45,000	\$19,000	\$15,000	\$15,000	\$19,000
Parks Facilities - Memorial Crescent PW, Dallas Road and Memorial Crescent, Victoria	150	\$99,000	0.025	0.009	\$3,000	\$6,000	\$3,000	\$3,000	\$9,000	\$43,000	\$19,000	\$7,000	\$3,000	\$3,000
Parks Facilities - Nursery Way PW, Cook Street and Nursery Road, Victoria	860	\$182,000	0.025	0.014	\$4,000	\$10,000	\$4,000	\$12,000	\$14,000	\$94,000	\$17,000	\$10,000	\$13,000	\$4,000
Parks Facilities - Oaklands Park PW, 1550 Kings Road, Victoria	860	\$187,000	0.025	0.022	\$4,000	\$16,000	\$4,000	\$7,000	\$25,000	\$94,000	\$18,000	\$11,000	\$4,000	\$4,000
Parks Facilities - Pemberton Park PW, 1950 Richardson Street, Victoria	860	\$188,000	0.025	0.015	\$4,000	\$10,000	\$41,000	\$4,000	\$14,000	\$63,000	\$14,000	\$16,000	\$10,000	\$12,000
Parks Facilities - Railyard Park PW, 80 Regatta Landing, Victoria	420	\$64,000	0.025	0.000	\$5,000	\$5,000	\$5,000	\$5,000	\$11,000	\$5,000	\$5,000	\$5,000	\$13,000	\$5,000
Park Facilities - Ross Bay Cemetary Maintenance Building	720	\$33,000	0.025	0.000	\$5,000	\$0	\$0	\$0	\$7,000	\$17,000	\$0	\$0	\$0	\$4,000
Parks Facilities - Stadacona Park PW, 1490 Pandora Avenue, Victoria	1050	\$219,000	0.025	0.000	\$5,000	\$8,000	\$14,000	\$9,000	\$5,000	\$41,000	\$91,000	\$21,000	\$20,000	\$5,000
Parks Facilities - Topaz Park Fieldhouse & Washrooms, 3000 Glasgow Avenue, Victoria	3000	\$346,000	0.025	0.024	\$4,000	\$24,000	\$23,000	\$7,000	\$56,000	\$102,000	\$7,000	\$3,000	\$120,000	\$0
Parks Facilities - Topaz Park Service Building and Washroom, 3000 Glasgow Avenue, Victoria	1560	\$213,000	0.025	0.000	\$6,000	\$10,000	\$9,000	\$16,000	\$9,000	\$65,000	\$51,000	\$25,000	\$16,000	\$6,000
Parks Facilities - Vic West Park PW, 155 Wilson Street, Victoria	860	\$189,000	0.025	0.000	\$18,000	\$7,000	\$7,000	\$10,000	\$18,000	\$44,000	\$57,000	\$14,000	\$10,000	\$4,000
Protection Services - Fire Hall #2, 650 Michigan Street, Victoria	9795	\$516,400	0.025	0.025	\$35,000	\$54,600	\$26,600	\$12,600	\$42,600	\$164,600	\$134,600	\$12,600	\$20,600	\$12,600
Protection Services - Fire Hall #3, 740 Bay Street, Victoria	5900	\$401,000	0.025	0.145	\$92,000	\$4,000	\$121,000	\$40,000	\$16,000	\$70,000	\$10,000	\$40,000	\$4,000	\$4,000
Public Works Yard - Bridge Street Storage (Island Saw), 417 Garbally Road, Victoria	11200	\$419,000	0.025	0.092	\$59,000	\$80,000	\$4,000	\$48,000	\$166,000	\$33,000	\$4,000	\$4,000	\$4,000	\$17,000
Public Works - Garbage Transfer Station, 417 Garbally Road, Victoria	600	\$14,000	0.025	0.000	\$0	\$3,000	\$0	\$0	\$7,000	\$0	\$0	\$0	\$0	\$4,000
Public Works - Gas Pump Shelter, 417 Garbally Road, Victoria	225	\$54,000	0.025	0.000	\$0	\$8,000	\$0	\$7,000	\$33,000	\$0	\$0	\$0	\$6,000	\$0
Public Works - Masonry Block Building Beside Stores, 417 Garbally Road, Victoria	200	\$13,000	0.025	0.114	\$0	\$0	\$0	\$9,000	\$0	\$4,000	\$0	\$0	\$0	\$0
Public Works - Paving Plant, 417 Garbally Road, Victoria	273	\$43,000	0.025	0.007	\$0	\$10,000	\$15,000	\$7,000	\$7,000	\$0	\$0	\$0	\$4,000	\$0

The City of Victoria
Facility Condition Assessment and Capital Plan
Summary by Facility

Building Name and Address	Gross Floor Area	Ten-Year Total Capital Needs	Target FCI	Current FCI	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
					2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Public Works - Small Tools Building & Storage Sheds, 417 Garbally Road, Victoria	2325	\$155,000	0.025	0.084	\$0	\$30,000	\$4,000	\$8,000	\$82,000	\$0	\$4,000	\$0	\$6,000	\$21,000
Public Works - Vactor Waste Site, 417 Garbally Road, Victoria	600	\$36,000	0.025	0.000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$36,000	\$0
Royal Athletic Park - Administration & Baseball Grandstand, 1050 Caledonia Street, Victoria	3229	\$608,000	0.025	0.091	\$0	\$167,000	\$8,000	\$14,000	\$267,000	\$7,000	\$19,000	\$21,000	\$13,000	\$92,000
Royal Athletic Park - Entrance Pavillion Box Office, 1014 Caledonia Street, Victoria	144	\$47,000	0.025	0.119	\$0	\$13,000	\$14,000	\$3,000	\$17,000	\$0	\$0	\$0	\$0	\$0
Royal Athletic Park - Soccer Grandstand, 1014 Caledonia Avenue, Victoria	8611	\$946,000	0.025	0.029	\$0	\$24,000	\$0	\$45,000	\$704,000	\$50,000	\$3,000	\$32,000	\$0	\$88,000
Royal Athletic Park - Storage Building, 1050 Caledonia Street, Victoria	500	\$17,000	0.025	0.000	\$0	\$0	\$4,000	\$0	\$7,000	\$0	\$0	\$0	\$6,000	\$0
Miscellaneous Buildings - Boys & Girls Club, 1240 Yates Street, Victoria	22160	\$2,642,800	0.025	0.174	\$60,000	\$399,000	\$49,000	\$50,000	\$1,315,800	\$39,800	\$42,800	\$26,800	\$193,800	\$465,800
Miscellaneous Buildings - Clover Point Anglers Association, 1307 Clover Point, Victoria	1500	\$30,000	0.025	0.050	\$8,000	\$3,000	\$0	\$15,000	\$4,000	\$0	\$0	\$0	\$0	\$0
Victoria Information Centre, 812 Wharf Street, Victoria	14532	\$404,000	0.1	0.084	\$11,000	\$66,000	\$6,000	\$7,000	\$39,000	\$128,000	\$27,000	\$4,000	\$103,000	\$13,000
Miscellaneous Buildings - McPherson Playhouse, 3 Centennial Square, Victoria	40000	\$1,311,000	0.025	0.009	\$19,000	\$38,000	\$19,000	\$26,000	\$137,000	\$169,000	\$115,000	\$31,000	\$45,000	\$712,000
					10,393,350	8,201,900	4,756,900	8,198,400	20,989,050	11,336,000	2,868,000	9,642,000	4,115,000	8,897,400

Eleven (11) privately owned buildings located on City property were also reviewed, these facilities have been summarized in the table below. Financial information for these facilities has not been included in Table 1. Please refer to Appendices **B1 to B12** for a detailed breakdown of identified costs for each facility.

Facility	Civic Address
Parks Facilities - Beacon Hill Park Building – Children’s Petting Zoo	500 Douglas Street, Victoria, BC
Parks Facilities - Beacon Hill Park Building – Children’s Petting Zoo and Gazebos/Shelters (East)	500 Douglas Street, Victoria, BC
Parks Facilities - Beacon Hill Park Building – Children’s Petting Zoo and Gazebos/Shelters (West)	500 Douglas Street, Victoria, BC
Parks Facilities - Beacon Hill Park Building – Police Stables	500 Douglas Street, Victoria, BC
Victoria Curling Club	1952 Quadra Street, Victoria, BC
Alf Toone Housing Cooperative	2750 Mt. Stephen Avenue, Victoria, BC
Alf Toone Housing Cooperative	1276 Ryan Street, Victoria, BC
Alf Toone Housing Cooperative	1281 Ryan Street, Victoria, BC
Cricket Pavilion	500 Douglas Street, Victoria, BC
CP Lawn Bowling Club	720 Belleville Street, Victoria, BC
Victoria Lawn Bowling Club	100 Cook Street, Victoria, BC
Vic West Lawn Bowling	155 Wilson Street, Victoria, BC

Morrison Hershfield Limited has reviewed the subject properties in accordance with the Scope of Services and Limitations outlined in Section 1 of this report.

The report is a dynamic document that will change over time as repairs/renewals are carried out. The repairs and renewals we have forecasted do not represent a fixed schedule for renewals; repairs or renewals may be required sooner or later than we have anticipated. Similarly, the opinions of probable cost we have presented can vary due to a number of reasons including changing market conditions, availability of newer materials and systems, and increased or decreased scope of work than we have identified. As such, regular updates to this report are necessary to re-assess the buildings conditions and financial information.

If you have any questions regarding the information contained herein, please feel free to contact our office at any time.



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APPENDICES

APPENDICES A1-A84: Reports – 84 City-Owned Facilities

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APPENDIX C: Glossary of Terms



1. INTRODUCTION

Morrison Hershfield Limited (MH) was retained by The City of Victoria (the City) to conduct Facility Condition Assessments at *98 buildings* in Victoria, BC. Contract Terms of Reference are identified under Contract No. RFP-15-004 and the Morrison Hershfield Ltd. (MH) proposal dated February 23, 2015.

We understand that the City will rely on the report in regards to the defined objectives stated herein.

1.1 Objectives

The purpose of this report is to:

- Help develop present and future budgets;
- Provide the City with a comprehensive plan to strategically and efficiently reduce the current backlog of deferred maintenance and necessary physical improvement projects;
- Enhance facility planning capabilities; and
- Improve Return on Investment when deciding capital and maintenance priorities.

1.2 Terms of Reference

The Condition Assessment was subject to the limitations presented in Section 1.3 and addressed the following scope of work:

- An evaluation of the facilities was conducted based on a review of provided plans and documentation, and a visual review of a sampling of elements. Elements addressed included the following:
 - Structure – above grade, foundations where exposed, basements, slab-on-grade, suspended access equipment
 - Seismic (*limited to updating previous cost estimates based on engineering judgment and recommendations regarding what buildings may require a follow seismic assessment*).
 - Building Envelope – roofing, cladding, windows, doors, caulking
 - Fire Safety – suppression, detection, emergency power
 - Mechanical Systems – heating, cooling, ventilation, building automation
 - Plumbing – supply, heating & cooling, distribution, drainage
 - Electrical Systems – supply, distribution, lighting, heating, communication;
 - Elevators – motors, controls, operators
 - Accessibility (*limited to wheelchair access and a visual review of access into the building, access throughout the building and access to a washroom and recommendations for further studies*).
 - Interior finishes
 - Health Issues – mold and hazardous materials (this will be based on a visual review, no air sampling or material analysis has been included)



- Energy efficiency review (*limited to a visual review of potential upgrades that would result in energy savings and recommendations for further studies*).

Our scope of work specifically excluded:

- Seismic assessments
 - Environmental assessments
 - Detailed Energy Audits/Assessments (i.e. energy savings calculations and/or detailed studies)
 - Material sampling and testing
 - Verifying operation of systems
 - Inspection of concealed elements, intrusive openings, or opening of system components for internal inspection
 - Inspection of tenant equipment (i.e. fixtures, furnish and equipment)
 - Engineering design/analysis
- An interview of City and site personnel regarding maintenance history and concepts.
 - Photographs of all applicable elements.
 - Provision of a building value for each building. This value was derived based on a *Replacement Cost New* cost estimate. A *Replacement Cost New* cost estimate is defined as the cost to replace an entire building with one of "equal quality and utility." Replacement costs assume that modern materials and current methods, designs and layouts will be used to replace the building. All of the estimates exclude: design and permit fees, demolition costs, abatement cost allowances, site work and tenant fit out. The building values provided should not be used for building replacement budgeting without further refinement.
 - Identify remedial tasks and additional studies required within the defined period 10 years) and provision of probable cost and time frame for implementation.
 - Compilation of findings into individual tabular reports for each facility. For each major component and system, document the following information was documented in tabular form:
 - Component ID per ASTM Unifomat E1557-09
 - Description, Age, History and Condition Rating.
 - Typical Life Cycle and Estimated Remaining Life
 - Recommendations for renewals, coded by type and priority.
 - Recommended Budget for items within the next 10 years.
 - Current FCI (Facility Condition Index) information.
 - $FCI = \$ \text{Deferred Maintenance Costs (divided by)} \$ \text{Building Value}$
 - *Current FCI includes all 2015-2020 Priority 1, 2 & 2b items and all 2016 & 2017 Priority 3 items. Does not include Priority 4 or N/A items*
 - For each building provide a plan to achieve the City supplied target FCI's over a 5 year period and a 10 year period.



1.3 Limitations and Assumptions

This Condition Assessment Report provides an assessment of the current conditions at the reviewed facilities and is based on the specific Scope of Service developed to support the specific objectives identified previously.

This report was prepared for the exclusive use of the City of Victoria, and may not be reproduced in whole or in part, or used or relied upon by any other party. MH accepts no responsibility for any damages suffered by any third party as a result of decisions made or actions taken based on this report.

Professional judgment was exercised in gathering and analyzing the information obtained and in the formulation of the conclusions presented. Like all professional persons rendering advice, we do not act as insurers of the conclusions we reach, but we commit ourselves to care and competence in reaching those conclusions. No other warranties, either expressed or implied, are made.

The report is a dynamic document that will change over time as repairs/renewals are carried. The repairs and renewals we have forecasted do not represent a fixed schedule for renewals; repairs or renewals may be required sooner or later than we have anticipated. Similarly, the opinions of probable cost we have presented can vary due to a number of reasons including changing market conditions, availability of newer materials and systems, and increased or decreased scope of work than we have identified. As such, regular updates to this report are necessary to re-assess the buildings conditions and financial information.

1.3.1 Information Used

The assessment is based, in part, on information provided by others. Unless specifically noted, we have assumed that this information was correct and have relied on it in developing our conclusions. Documents provided by the City and used by MH during the course of this assessment are summarized in each of the individual reports included within Appendix A and B.

It is possible that unexpected conditions may be encountered at the buildings/facilities that have not been explored within the scope of this report. Should such an event occur, MH should be notified in order that we may determine if modifications to our conclusions are necessary.

1.3.2 Visual Review

Conclusions are based on a visual review of a sampling of building elements for the purpose of identifying major deficiencies within the building and building elements. Observations were made only of those areas that were readily accessible during our review. The general findings reported may not be extended to portions of the facility that were unavailable for direct observation at the time of the MH visit.

No testing, detailed analysis or design calculations were conducted.



Detailed discussions of the existing elements and required repairs / replacements, and reporting on minor repairs or preventive maintenance requirements, were beyond the scope of this assessment.

1.3.3 Seismic Review

The scope of work for the seismic reviews was limited to updating previous cost estimates based on engineering judgment and recommendations regarding what buildings may require a follow up seismic assessment. A detailed seismic assessment was not completed as part of this report.

If the building was completed prior to 1998 it is recommended that consideration be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased or changed. If the building was completed post 1998 it is assumed to meet the seismic requirements contained within this building code. If the building was completed post 1998 but is a post disaster facility consideration should be given to completing a seismic review.

The next steps include seismic assessment where destructive openings would be completed to review connection points and materials. This would allow for further analysis to determine requirements and potential remedial scopes of work.

1.3.4 Building Code Review

A visual review was completed to assess for safety related Code issues. A detailed building code review was not completed as part of this report. Observations were made only of those areas that were readily accessible during our review. Where issues were reported similar locations should be reviewed and confirmed.

It is assumed all buildings were constructed in conformance with the Building Code at the time of construction. It is recommended that a full code evaluation be completed as part of any significant renovation and/or if the occupancy of the building is increased or changed.

1.3.5 Accessibility Review

The visual accessibility review was limited to wheelchair access and the following scope:

- i) Access into the building.
- ii) Access throughout the building.
- iii) Access to the washroom.
- iv) Recommendations for further studies.

For all projects, it is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased or changed. Costing for these studies have not been included.



1.3.6 Energy Efficiency Review

The energy efficiency review was limited to a visual review of potential upgrades that would result in energy savings. Comments were primarily limited to small projects such as electrical (e.g. lighting) and mechanical (e.g. controller) upgrades. Comments are included in both the individual summary reports and FCA tables. An energy assessment was not completed as part of this report.

It is recommended that an energy assessment be completed as part of any significant renovation and/or if the occupancy of the building is increased or changed. These assessments will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. Costing for these studies have not been included.

1.3.7 Opinions of Probable Cost

Opinions of probable cost are provided only as an indication of possible cost of remedial work. These costs are based on costs of past repairs at the building (or similar buildings) as well as RS Means, or our professional judgement.

More precise cost estimates would require more detailed investigation to define the scope of work.

All costs are identified in **2015** Canadian dollars, and include allowances for consulting fees, contingencies, and applicable taxes where appropriate.

All opinions of probable cost assume that regular annual maintenance and repairs will be performed to all elements at the facility. For all projects, it is recommended that an updated cost estimate be completed prior to work proceeding.



2. METHODOLOGY

2.1 Visual Review

Our evaluation of each facility, its buildings, and the building systems and components was based on a visual review of areas that were accessible at the time of our visit. No destructive openings or testing were conducted in completing our evaluation.

Our site visit consisted of a visual review of a sampling of readily accessible, exposed structural components in an attempt to identify the symptoms of structural distress (i.e., excessive cracks, movement or displacement, and/or cracked finishes and glazing). Given that our review has been made on a random sampling basis and that structural members were generally not subjected to their full design live loads (including wind and seismic effects), this type of review is very limited in identifying hidden or latent structural defects.

Our site review consisted of a general visual survey of a sampling of readily accessible, exposed building envelope components. Shop drawings for the various cladding systems were not reviewed by MH. A review of the design, test openings and/or physical testing of any of the exterior cladding components was not conducted and did not form part of the scope of our services.

An evaluation of the major electrical, mechanical and life safety systems was conducted and consisted of a visual review from roofs, service rooms, and a sampling of interior areas as appropriate where directed by site personnel. No commissioning or site testing of these systems was completed.

Based on the visual reviews recommendations were made for further Professional Studies.

2.2 Report Format

This report consists of a narrative cover report that describes terms of reference, methodology, and definitions applicable to the portfolio. Appendices to the cover report are included for each of the buildings, each of which contains:

- A brief description of building and site, site review team, any limitations of the review on the date of the visit, and documents reviewed.
- Estimated building costs.
- Current FCI information.
- Target FCI information (as provided by the City).
- A summary of Immediate Priority Items.
- A summary of all items over \$15,000 anticipated over the next 5 years.
- A summary of funding scenarios required to achieve the target FCI's over the next 5 years and 10 years.
- Condition Assessment – includes the information as identified below in Section 2.2.1
- Capital Plan – identifies anticipated capital costs over the \$3,000 threshold for the next 10 years
- Photographs of each element (as applicable).



A glossary is also provided for commonly used building terminology in the data collection spreadsheets.

In addition to this narrative report, Excel spreadsheets for each of the properties have been provided.

2.2.1 Condition Assessment and Capital Plan

Condition Assessment spreadsheets are included in the Appendices. An electronic format of the spreadsheet has also been submitted with this report. These spreadsheets show our opinion of the probable cost to carry out the recommendations during the planning horizon. The repairs and replacements we have forecasted do not represent a fixed schedule for replacements; repairs or replacements may be required sooner or later than we have anticipated, or may not be required at all during the term of the report.

A detailed description of the spreadsheets, abbreviations and our approach to assigning ratings is described below:

TABLE 2.2.1 – CONDITION ASSESSMENT AND CAPITAL PLAN SPREADSHEET

CELL	DESCRIPTION
Component	The component number, as per the Uniformat II hierarchy.
Location/Type	Locations and type of component/work.
Photo	Photo reference where applicable.
Description & History	A brief description of the component, deficiencies observed by MH (if any), and problems reported by site staff.
Condition Rating	<p>Good Function, operation and maintenance frequency as expected.</p> <p>Fair Function and operation exhibiting wear with normal maintenance frequency.</p> <p>Poor Function and operation failing with increased maintenance attention; replacement anticipated in 1-3 years</p>
Year New of Last Major Action	This is assigned based on available data from drawings or reports, readily accessible nameplate information on equipment, or interviews with site staff. Where the year is not known, MH provides an estimate based on observed condition.
Age in 2016	The age at the time of the assessment (Year 2016). Where the exact age is unknown, MH provides an estimate based on observed conditions.



CELL	DESCRIPTION
Typical Lifecycle or Action	Industry standard lifespan, assuming normal maintenance. A piece of equipment may have a typical lifespan for complete replacement, as well as a typical lifespan for a recommended repair with a much shorter frequency.
Estimated Time Remaining to EOL or Major Action	Remaining life of component, not necessarily to the next major repairs. Based on Age subtracted from Typical Lifespan. An adjustment may be applied by MH depending on observed condition (which can effectively increase or decrease the Typical Lifespan). A negative time remaining will be adjusted by MH to greater than or equal to 0.
Recommendation	Based on MH's assessment. If there are no anticipated repairs, replacements, studies over the planning horizon, there will be no recommendation. A single component can have multiple recommendations.
Priority Rating	<p>1 - Immediate: items that require immediate repair or replacement because of either a code deficiency or a safety concern.</p> <p>2a - Restore Functionality: items that currently show signs of failure, requiring repair or replacement to restore functionality in the near future.</p> <p>2b - Exceeded Service Life: items that are functioning, but past their expected service life, and could fail at any time.</p> <p>3 - Future Renewal: items that will require future repair or replacement to maintain functionality (life cycle replacement).</p> <p>4a - Discretionary Renewal (Upgrade): Upgrade recommendations items where the timing and scope of work is at the owner's discretion.</p> <p>4b - Discretionary Renewal (Aesthetic): Aesthetic recommendations (e.g. interior finish replacement) items where the timing and scope of work is at the owner's discretion.</p> <p>5 – Not Applicable – typically reserved for recommendations around further Professional Studies.</p> <p>Note: as time passes, items should be reviewed to see if the Priority rating needs to change. Items that are now considered Discretionary may change to Restore Functionality or Exceeded Service Life</p>

CELL	DESCRIPTION
Can this work be phased over multiple years?	<p><i>Yes or No</i></p> <p>Where directed by the City MH phased work over a number of years. Many of the recommended projects listed can be phased. If work is phased a review should be completed around potential implications (e.g. costs, design, warranty, etc.)</p>
If the recommended work is not completed can the rate of deterioration be expected to increase?	<p><i>Yes or No</i></p> <p>MH identified locations where if the recommended work is not completed the rate of deterioration be expected to increase at an accelerated rate. This is intended to assist the City by providing a further priority rating metric.</p>
Will a failure in this system lead to a loss of use of the facility?	<p><i>Yes or No</i></p> <p>MH identified projects where situation exist that if the recommended work is not completed there is a risk that the facility will not be able to operate as intended. An example of this is if the heating system breaks down. This is intended to help provide the City with a further priority rating metric.</p>
Can the current condition adversely affect the building security or safety?	<p><i>Yes or No</i></p> <p>MH identified items where the current condition(s) adversely affects the building security or safety. An example of this would be loose or delaminating materials that could pose a hazard of falling. This is intended to assist the City by providing a further priority rating metric.</p>
Opinion of Probable Cost	<p>Identifies approximate quantities for capital budgeting purposes, and applies applicable unit rates, contingencies, consulting fees as appropriate.</p> <p>Individual pieces of equipment are identified where the replacement cost is greater than the capital threshold, and are grouped where their individual cost is lower than the threshold.</p>

3. FUNDING RESULTS

Below we have summarized the findings at the 84 City owned and operated facilities. The following buildings have not been included in this summary table.

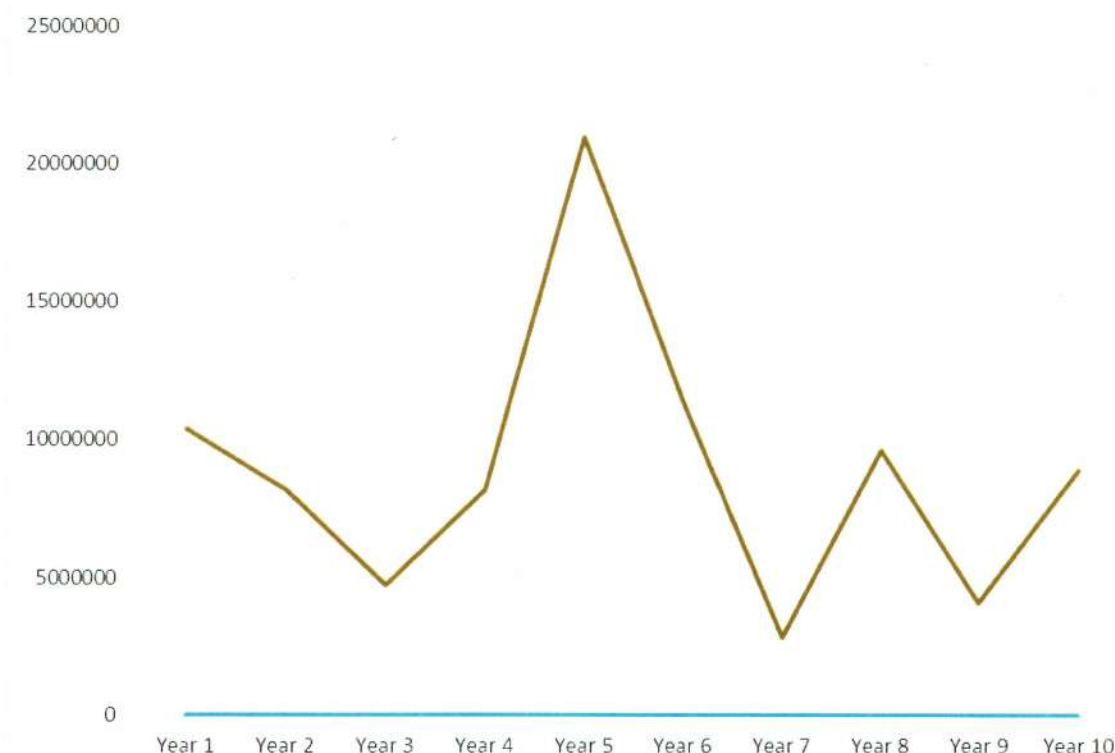
- Royal Athletic Park, Storage Sheds, 1050 Caledonia St, Victoria, BC (*building no longer exists*).
- Beacon Hill, Lookout Building/Chequers Pavilion, 500 Douglas Street, Victoria, BC (*building boarded up and no longer accessible*).

Table 3.1 and the accompanying graph provides an overview of the ten-year capital needs for all buildings. The costing information provided takes into account all priority categories.

Table 3.1 – Ten-Year Total Capital Needs

Year 1 2016	Year 2 2017	Year 3 2018	Year 4 2019	Year 5 2020
\$ 10,393,350	\$ 8,201,900	\$ 4,756,900	\$ 8,198,400	\$ 20,989,050
Year 6 2021	Year 7 2022	Year 8 2023	Year 9 2024	Year 10 2025
\$ 11,336,000	\$ 2,868,000	\$ 9,642,000	\$ 4,115,000	\$ 8,897,400

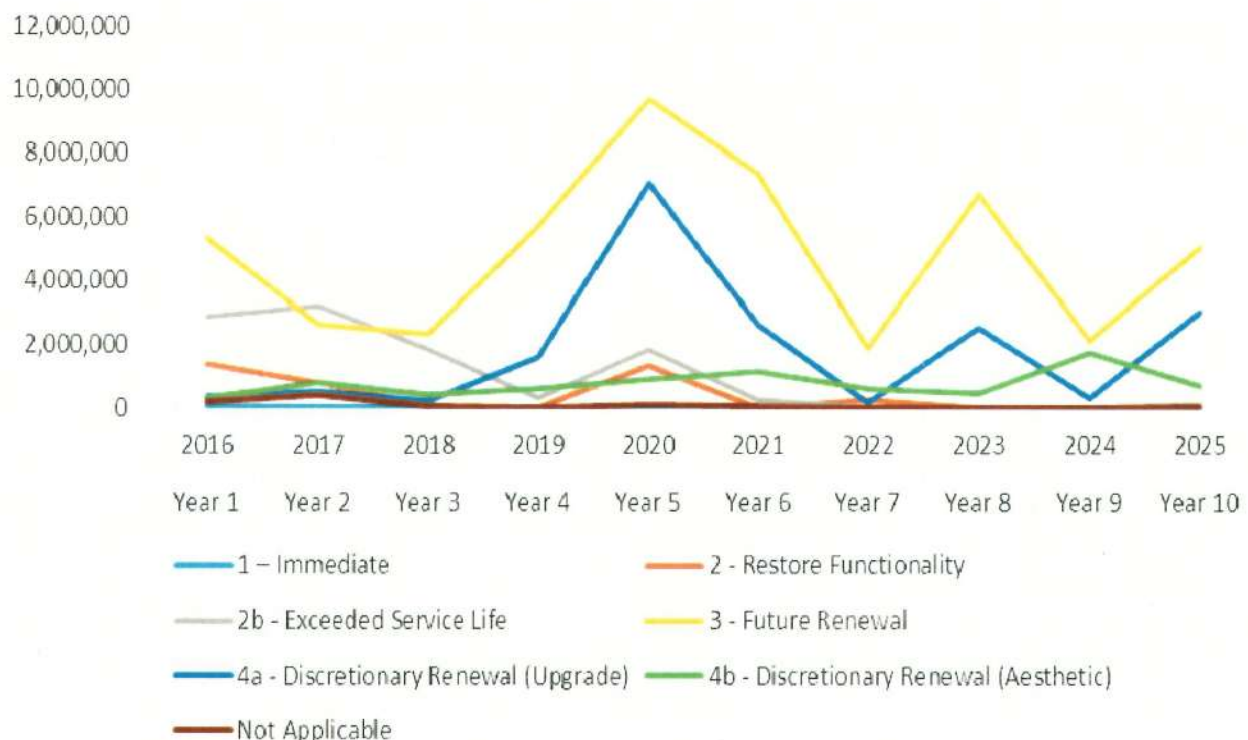
Graph 3.1 - Ten-Year Total Capital Needs



Graph 3.2 provides an overview of the ten-year capital needs for all buildings per Priority Rating. These ratings include:

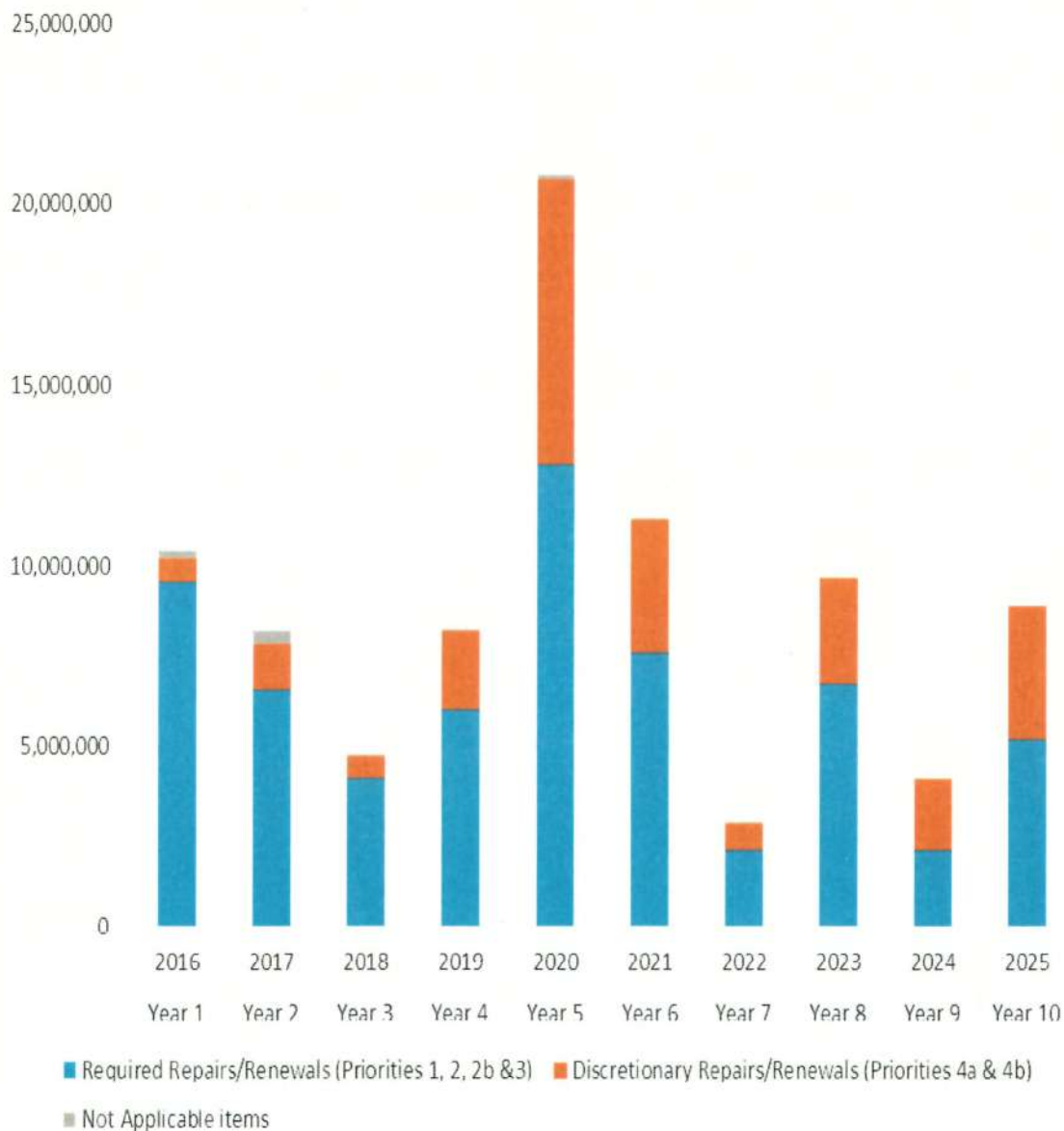
- 1 - Immediate: items that require immediate repair or replacement because of either a code deficiency or a safety concern.
- 2a - Restore Functionality: items that currently show signs of failure, requiring repair or replacement to restore functionality in the near future.
- 2b - Exceeded Service Life: items that are functioning, but past their expected service life, and could fail at any time.
- 3 - Future Renewal: items that will require future repair or replacement to maintain functionality (life cycle replacement).
- 4a - Discretionary Renewal (Upgrade): Upgrade recommendations items where the timing and scope of work is at the owner's discretion.
- 4b - Discretionary Renewal (Aesthetic): Aesthetic recommendations (e.g. interior finish replacement) items where the timing and scope of work is at the owner's discretion.
- 5 - Not Applicable – typically reserved for recommendations around further Professional Studies.

Graph 3.2 - Ten-Year Total Capital Needs by Priority



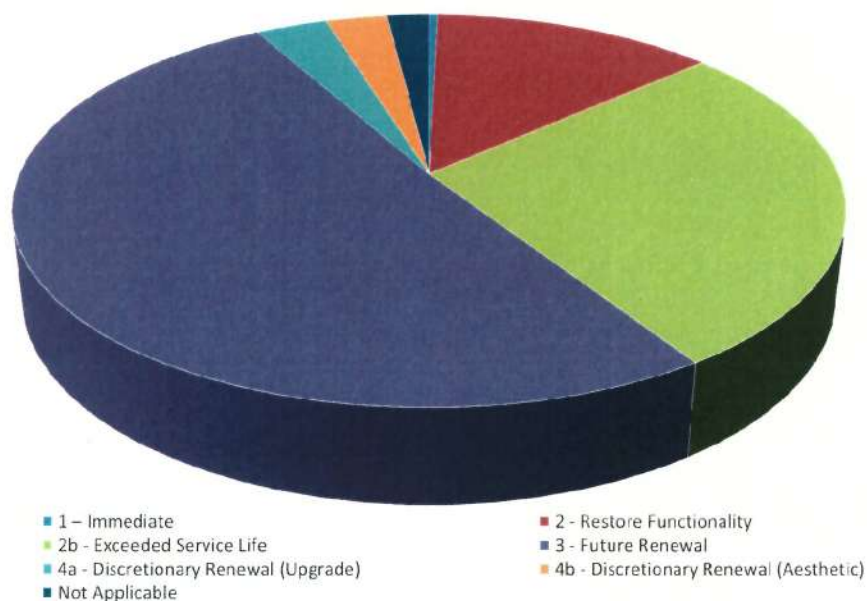
Graph 3.3 provides an overview of the ten-year capital needs for all buildings comparing Required Repairs/Renewals (Priorities 1, 2, 2b & 3) versus Discretionary Repairs/Renewals (Priorities 4a & 4b) and Not Applicable items (i.e. future studies).

Graph 3.3 Ten-Year Total Capital Needs -
Required vs Discretionary

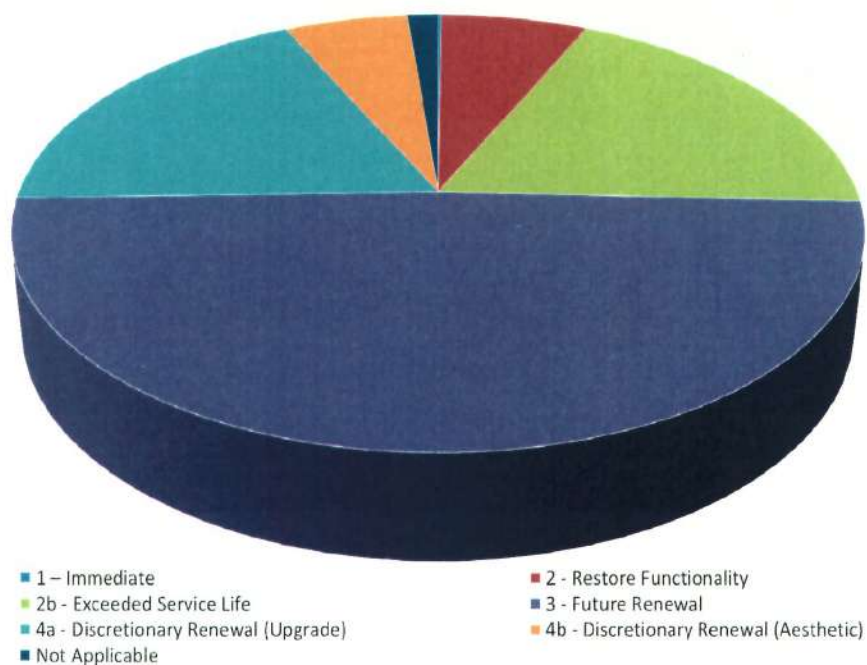


Graphs 3.4 & 3.5 provides an overview of spending requirements for Year 1 (2016) as well as Years 1-5 (2016-2020) broken down by Priority rating.

Graph 3.4 - Year 1 (2016) Total Capital Needs by Priority



Graph 3.5 - Years 1 - 5 Total Capital Needs by Priority



4. CLOSURE

Morrison Hershfield Limited has reviewed the subject properties in accordance with the Scope of Services and Limitations outlined in Section 1 of this report.

The report is a dynamic document that will change over time as repairs/renewals are carried out. The repairs and renewals we have forecasted do not represent a fixed schedule for renewals; repairs or renewals may be required sooner or later than we have anticipated. Similarly, the opinions of probable cost we have presented can vary due to a number of reasons including changing market conditions, availability of newer materials and systems, and increased or decreased scope of work than we have identified. As such, regular updates to this report are necessary to re-assess the buildings conditions and financial information.

If you have any questions regarding the information contained herein, please feel free to contact our office at any time.

Morrison Hershfield Limited



Chris Raudoy, B.Arch.Sci., LEED AP
Principal/Building Science Consultant



Dan Walters, B.Tech., ASCT, LEED AP
Principal/Senior Building Science Consultant

APPENDICES A1 – A84:
Building Reports - City Owned Buildings

Appendix A1

Building 1 - Storehouse A
417 Garbally Road, Victoria, BC

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Storehouse A, 417 Garbally Rd.

PROPERTY DESCRIPTION

The Storehouse A Building is located at 417 Garbally Road in Victoria, British Columbia. The majority of the interior area is used as warehouse and shop space. A small office administration building has been added on the south end. The building is a two storey structure. The warehouse areas are designated heritage structures.

PROPERTY STATISTICS

Gross Floor Area (ft2): 5,000
 Building Value: \$950,000
 Target FCI: 0.025
 Current FCI: 0.013

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	The building has undergone some seismic bracing work at the wall to floor interfaces. Based on the information provided by Facility staff we understand that this is an ongoing scope of work.
Recommendations:	Consideration should be given to completing a seismic review. Unreinforced masonry is not considered seismically stable.
	A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	Unknown. Main building constructed circa 1912.
Deficiencies observed:	The building has significant deficiencies in the existing building with respect to BCBC compliance. This includes: fire separations between areas, interconnected floor spaces, oversize mezzanine and non-conforming existing.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	First floor areas only.
Access to washrooms:	N/A

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Facility Condition Assessment and Capital Plan
Public Works Yard, Storehouse A, 417 Garbally Rd.

Recommendations (and cost estimate):

It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:

The existing building services as a storage and workshop area. The majority of the envelope is not insulated. An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Lighting. Discretionary depending on operational priorities.

We identified recommendations of approximately \$59,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B202001 Windows - Paint
- C101004 Interior Guardrails - Replace

PROJECT TEAM

The visual reviews were completed on April 1, 2015 by Chris Raudoy and Paul Rutten of Morrison Hershfield Ltd. During our review of the building we were accompanied by Chaz Whipp, Manager of Facilities, who provided access to a sampling of representative areas of the facility, as requested.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2007
- * Master Planning Study for Garbally Public Works Yard, Number 10 Architectural Group, dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Storehouse A, 417 Garbally Rd.

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	12,000	0	3,000	20,000	15,000	5,000	10,000	46,000	26,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	20,000	0	0	0	0	0
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	16,000	0	3,000	40,000	15,000	5,000	10,000	46,000	26,000

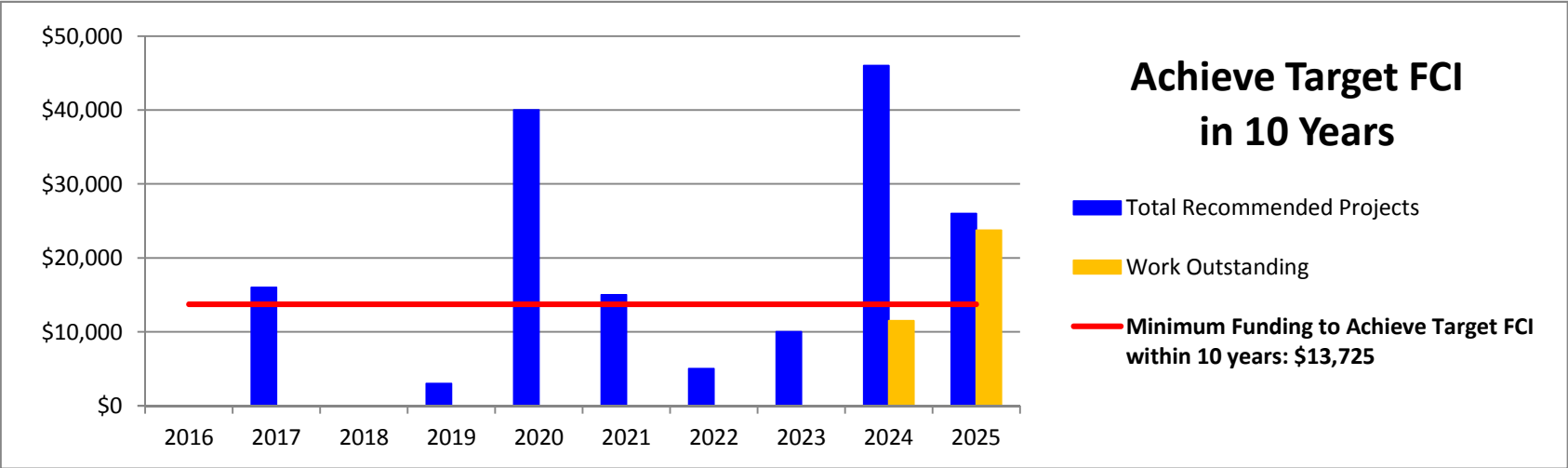
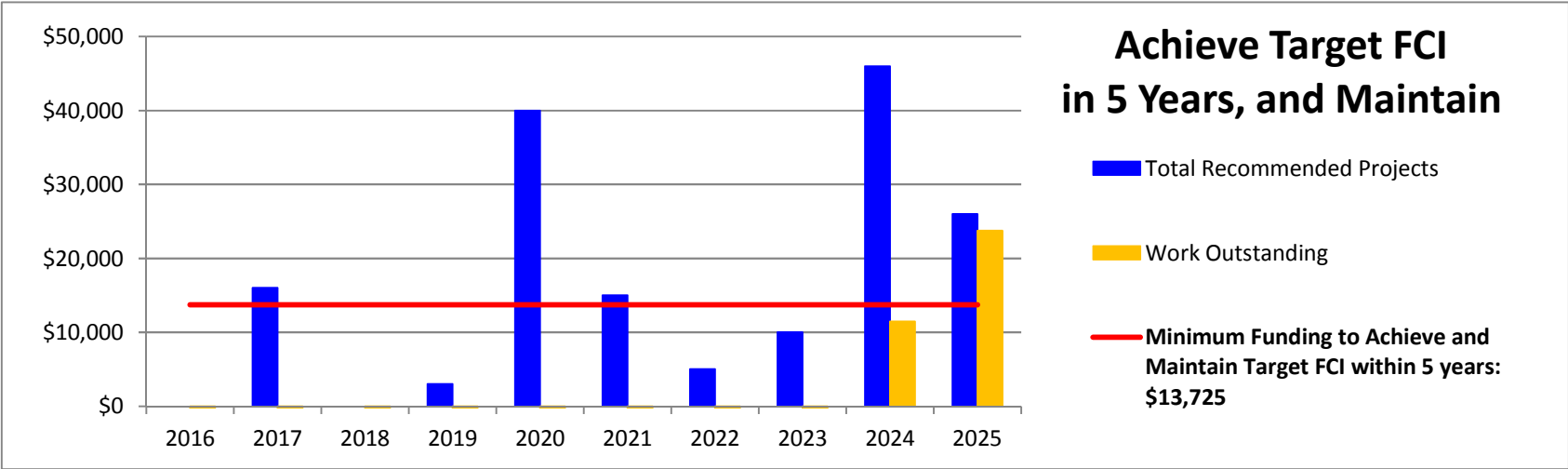
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$13,725

Work outstanding	-13,725	-11,450	-25,175	-35,900	-9,625	-8,350	-17,075	-20,800	11,475	23,750
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Minimum Funding to Achieve Target FCI within 10 years: \$13,725

Work outstanding	-13,725	-11,450	-25,175	-35,900	-9,625	-8,350	-17,075	-20,800	11,475	23,750
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The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Storehouse A, 417 Garbally Rd.



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Storehouse A, 417 Garbally Rd.

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation					Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr. Next or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time to Repl. or EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?					Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
																														2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
																														\$0	\$16,000	\$0	\$3,000	\$40,000	\$15,000	\$5,000	\$10,000	\$46,000	\$26,000
	1	SUBSTRUCTURE																																					
	2	A10 Foundations	Cast-in-place concrete foundations	1	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was observed that would indicate structural or geotechnical issues.	Good	1916	100	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No																						
	3	A1030 Slab on Grade	Cast-in-place concrete slab on grade.	2	The floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was observed that would indicate structural or geotechnical issues.	Fair	1916	100	20	5	The concrete slab on grades are expected to last the life of the building. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No																						
	4	A103006 Foundation Drainage	Foundation drainage system.		The foundation drainage system was not visually reviewed during the course of this assessment. No drainage issues were reported by facility staff.	Not Reviewed	1916	100	10	1	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No																						
	5	SUPERSTRUCTURE																																					
	6	B10 Superstructure	Masonry walls	3	The walls are multi-wythe common red brick laid in a common running bond running bond with 6th course header units. The brick have been painted on the east and left unpainted on the north and west. The south elevation is a party wall with the adjacent building (Storehouse B). Concrete lintels and metal supports have been used over windows and doors. No insulation is present on the interior walls. Facility staff confirmed a repointing program was completed on both the interior and exterior walls in 2014. Previous issues with the north wall debonding from the existing structure were reported. Facility staff confirmed that this wall was tied back to the building and no further issues have been reported. No areas of excessive settlement were observed during the course of this review.	Fair	1916	100	50	20	If regularly maintained (i.e. mortar joints repointed), the masonry walls are expected to last the life of the building. Repair masonry as required. No major capital expenditures are expected to be required within the next 10 years.It is recommended that the building seismic remediation be completed as part of any significant renovation and/or if the occupancy of the building is increased.		Not Applicable	N/A	N/A	Yes	No																						
	7	B10 Superstructure	Interior structure	4	The interior structure consists of heavy timber columns and beams and wood joists. Ship lap sheathing is present on the second floor and roof. Some seismic bracing work has been completed at the wall to floor/roof interfaces. Facility staff confirmed that this work was ongoing.	Fair	1916	100	100	50	The interior framing is expected to last the life of the building. No major capital expenditures are expected to be required. Consideration could be given to completing the seismic upgrade. It is recommended that the building seismic remediation be completed as part of any significant renovation and/or if the occupancy of the building is increased.		Not Applicable	N/A	N/A	Yes	No																						
	8	ENVELOPE																																					
	9	Above-Grade Walls																																					
	10	B201010 Exterior Coatings	Masonry walls - East Elevation	5	The masonry walls on the east elevation have been painted. Based on information provided by facility staff we understand that the walls were repainted in 2014.	Fair	2014	2	10	8	Repaint masonry. Repair damaged masonry as required.	Repair Allowance	3 - Future Renewal	Yes	No	No	No		1500	\$5	SF				\$7,500	0%	10%	15%	\$10,000							\$10,000			
	11	B201011 Joint Sealant	Masonry walls	6	There are sealant joints at some exterior window locations. No sealant joints have been installed on the interior of the windows (window frame to masonry interface). No leaks were reported by building staff.	Not Applicable	2014	2	N/A	2	Install sealant joints at all interior window frame to masonry interface. Install sealant joints throughout the exterior of the building.	Repair Allowance	3 - Future Renewal	Yes	No	No	No		26	\$250	LF				\$6,500	0%	10%	15%	\$9,000		\$9,000								
	12	B202001 Windows	Wood Framed	7	Wood framed window assemblies with single pane glazing are present throughout the building. Facility staff confirmed that these windows were remediated in 2014.	Good	2014	2	20	19	Ongoing maintenance to the window assemblies will help prolong the service life. This includes replacing the frames sealant and paints.	Replacement	3 - Future Renewal	N/A	N/A	No	No																						
	13	B202001 Windows	Paint Finish	8	The wood frames are painted. Where reviewed the wood was in serviceable condition.	Good	2014	2	8	6	We have included a budget to refinish the existing wood windows. Isolated wood trim replacement may be required at this time. Weather seals should be reviewed and replaced as part of this work. Ongoing maintenance will help extend the service life of the windows.	Repair Allowance	3 - Future Renewal	Yes	No	No	No		23	\$500	EA				\$11,500	0%	10%	15%	\$15,000					\$15,000					
	14	B203002 Glazed Doors	Exterior doors - ground level	9	A glazed exterior door is present on the east elevation, main entrance.	Fair	1990	26	30	4	Replace door as required. The cost of this work is expected to be below the project threshold value and has not been carried into the cash flow table.	Replacement	3 - Future Renewal	No	No	No	No		1	\$2,000	EA				\$2,000	0%	10%	15%	\$3,000				\$3,000						
	15	B203004 Overhead Garage Doors	Single	10	Two metal overhead doors are present throughout the building. One on the east elevation and one of the west elevation. The year new has been estimated based on information provided by facility staff.	Fair	1990	26	25	10	Replace overhead garage doors as required.	Replacement	3 - Future Renewal	No	No	No	No		2	\$10,000	EA				\$20,000	0%	10%	15%	\$26,000									\$26,000	
	16	B203004 Overhead Garage Doors	Single	11	Wood frames are present around the overhead doors. Areas of deterioration were noted in the base of the wood frame exemptions.	Poor	1990	26	10	2	Replace damaged sections of wood and paint wood to help protect it. The cost of this work is below the threshold provided; however, has been included in the work plan.	Repair Allowance	3 - Future Renewal	No	No	No	No		2	\$1,000	EA				\$2,000	0%	10%	15%	\$3,000		\$3,000								
	17	Roofs																																					
	18	B301002 Roofing - Low Sloped Membrane System SBS	Main roof	12	The main roof is a low sloped conventional roof assembly with 2-ply SBS modified bitumen membrane. The roof is sloped to drain to internal drains. We understand the roof is not insulated. Based on information provided by facility staff we understand that the roof assembly is approximately 5 years old.	Good	2010	6	25	20	Replace roofing system including flashings, sealants, etc. A review should be completed prior to any roof replacement work to confirm if additional life can be achieved. Ongoing roof maintenance, including periodic reviews, will help extend the useful service life of the roof assembly.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No																						
	19	B301004 Roof	Flashings	13	Coated metal flashings have been installed on the parapet walls. Based on information provided by facility staff we understand that these flashings were completed with the roof replacement and are approximately 5 years old.	Good	2010	6	25	20	Replace parapet flashings with the roof replacement. The cost associated with this work have been included in B301002 Roofing - Low Sloped Membrane System SBS.		Not Applicable	N/A	N/A	N/A	N/A																						
	20	INTERIORS																																					
	21	C102001 Standard Interior Doors	Interior doors	14	A series of interior doors have been used throughout the interior to divide interior spaces. The age of these doors vary throughout the building.	Fair	1990	26	50	15	Replace doors as required as part of the ongoing maintenance.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No																						
	22	C3010 Interior Finishes - walls	Interior finishes - walls	15	The majority of the interior walls consists of painted plywood. Gypsum wall board has been installed in room 125 (VIC SAR storage). Finishes are minimal; however, appear to meet the requirements for the function of the building.	Fair	1916	100	15	5	Repaint walls as required. Repainting is not strictly a cosmetic concern, but is required to ensure optimum lighting levels for safety and security reasons.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		1	\$7,500	LS				\$7,500	0%	10%	15%	\$10,000					\$10,000					
	23	C3010 Interior Finishes	Chain link enclosure	16	Chain link enclosures have been installed on the ground floor around the painting and storage areas. These chain link enclosures appear to be in serviceable condition.	Good	1990	26	50	25	No action required.	Repair Allowance	3 - Future Renewal	Yes	No	No	No																						
	24	C303004 Ceiling	Ceilings	17	Exposed painted structure (wood sheathing). Room 125 (VIC SAR storage) has gypsum wall board installed. Finishes are minimal; however, appear to meet the requirements for the function of the building.	Not Applicable	1916	100	15	5	Repaint ceilings as required. Repainting is not strictly a cosmetic concern, but is required to ensure optimum lighting levels for safety and security reasons.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		1	\$7,500	LS				\$7,500	0%	10%	15%	\$10,000					\$10,000					
	25	C101004 Interior Guardrails	Second floor railing	18	A temporary wood framed railing has been installed around the perimeter of the open space between levels 1 and 2.	Fair	1990	26	30	5	Replace guard with new assembly when required. Review and confirm existing assembly meet BCBC and WCB requirements.	Replacement	3 - Future Renewal	Yes	No	No	No		150	\$90	LF				\$13,500	10%	15%	15%	\$20,000					\$20,000					
	26	MECHANICAL SYSTEMS																																					
	27	Other Mechanical Systems																																					
	28	G309099 Other Special Mechanical Systems	Central Hoist System	19	A single I-beam hoist track runs the length of the shop center aisle. Age unknown.	Good	1990	26	50	25	Replace or rebuild hoistway at end of service life. Periodic inspection recommended as required for compliance with local building and labour codes.	Repair Allowance	3 - Future Renewal	No	No	No	No																						
	29	ELECTRICAL SYSTEMS																																					
	30	D502002 Warehouse and Office Lighting	Flourescent Tube Fixtures	21	Flourescent tube light fixtures in main shop area.	Good	2000	16	23	7	Replace tube fixtures with LED units at end of service life.	Replacement	3 - Future Renewal	Yes, as required	No	No	No		30	\$120	EA				\$3,600	0%	10%	15%	\$5,000						\$5,000				
	31	D503008 Energy Management System	Motion detectors, CPU	22	Several occupancy motion detectors located throughout the shop for the control of overhead lights. A network programmable loop controller (KMC System) is installed and being expanded with a variety of electrical loads.	Good	2010	6	25	20	Replace system devices at end of service life as required.	Replacement	3 - Future Renewal	Yes, as required	No	No	No																						
	32	D501003 Main & Secondary Switchgear	Breaker panel	23	Square D breaker panel for house loads, age unknown.	Good	1990	26	35	9	Replace house breaker panels as required based on ongoing IR scans.	Replacement	3 - Future Renewal	Yes, as required	No	No	No		1	\$30,000	LS				\$30,000	15%	15%	15%	\$46,000								\$46,000		
	33	FIRE AND LIFE SAFETY SYSTEMS																																					
	34	D503001 Fire Alarm Systems	Repair Allowance for devices	24	Replace detection and annunciating devices as required. Main panel located in main works building.	Good	2005	11	25	15	Contingency for repairs to components of fire alarm system.	Repair Allowance	3 - Future Renewal	Yes, as required	No	Yes	No																						
	35	PROFESSIONAL SERVICES																																					
	36	P100008 Seismic Review	Further Study		The building has undergone some seismic bracing work at the wall to floor interfaces. Based on the information provided by Facility staff we understand that this is an ongoing scope of work.		1916	100	10	2	It is recommended that the building seismic remediation be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable												1	\$3,000	LS	\$3,000	0%	0%	15%	\$4,000		\$4,000					

Public Works Yard - Storehouse A



Photo 01

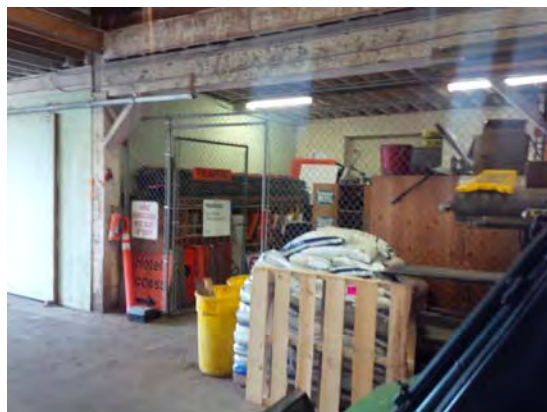


Photo 02

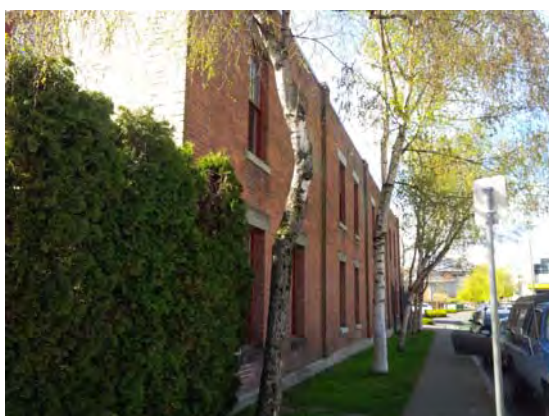


Photo 03



Photo 04



Photo 05

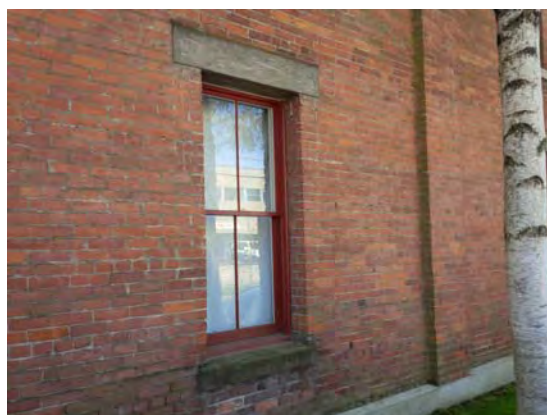


Photo 06

Public Works Yard - Storehouse A

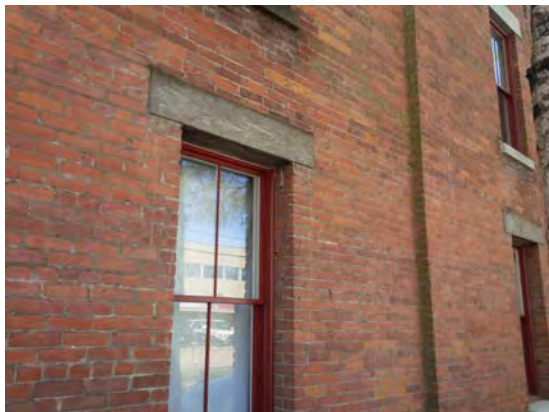


Photo 07

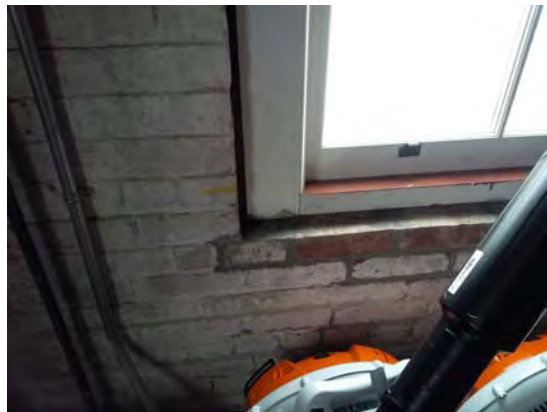


Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Public Works Yard - Storehouse A



Photo 13



Photo 14



Photo 15

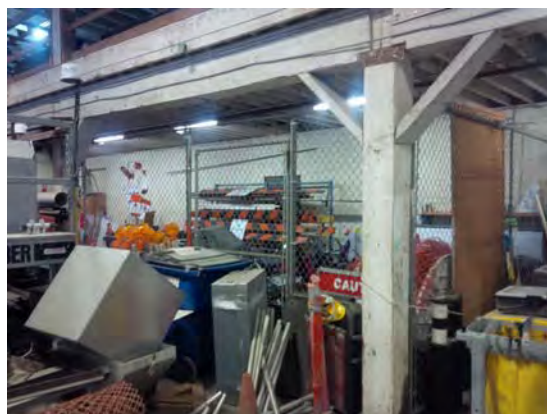


Photo 16

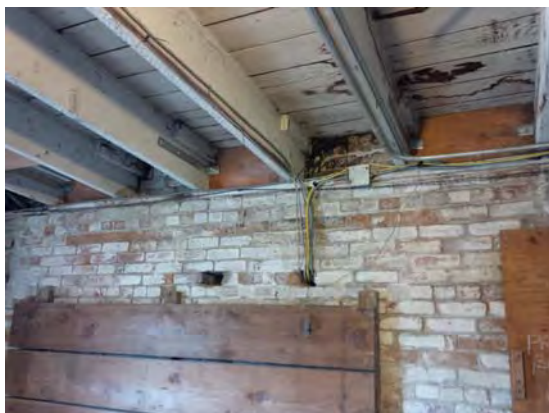


Photo 17

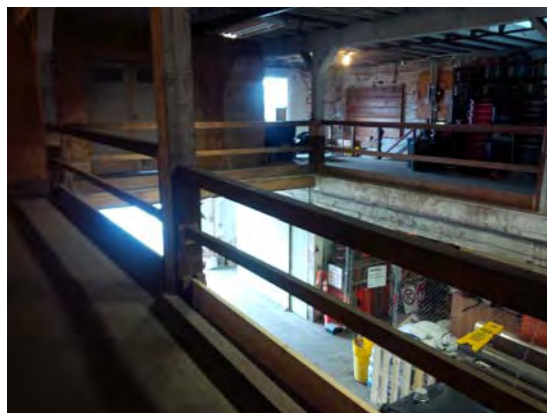


Photo 18

Public Works Yard - Storehouse A



Photo 19

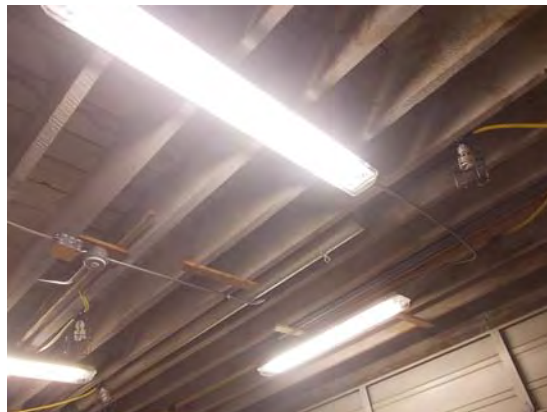


Photo 21



Photo 22



Photo 23



Photo 24

Appendix A2

Building 2 - Storehouse B
417 Garbally Road, Victoria, BC

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Storehouse B, 417 Garbally Rd.

PROPERTY DESCRIPTION

The Storehouse B Building is located at 417 Garbally Road in Victoria, British Columbia. The building is a two storey structure. The majority of the ground floor area is used as warehouse and shop space. The second floor area consists of office and storage space.

PROPERTY STATISTICS

Gross Floor Area (ft2):	6,000
Building Value:	\$1,200,000
Target FCI:	0.025
Current FCI:	0.026

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

Facility staff reported that the buildings power and water supplies are tapped and no additional services can be run without major replacement of infrastructure.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	Original built circa 1949. Building would fall under 1941 National Building Code of Canada.
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	First floor areas only.
Access to washrooms:	No, washroom not wheel chair accessible.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Storehouse B, 417 Garbally Rd.

Energy Efficiency

Upgrade recommendations:

The majority of the envelope is not insulated. An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Replace tube fixtures with LED units at end of service life.

Install exterior insulation at the time of cladding replacement. The cost estimate provided assumes exterior insulation will be installed.

We identified recommendations of approximately \$101,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B10 Superstructure – Contingency for Repairs
- C301005 Interior Wall Finishes & C302005 Flooring – Tile Replacement (walls and floors)
- D201000 Plumbing Fixtures – Replacement

PROJECT TEAM

The visual reviews were completed on April 1, 2015 by Chris Raudoy and Paul Rutten of Morrison Hershfield Ltd. During our review of the building, we were accompanied by Chaz Whipp, Manager of Facilities, who provided access to a sampling of representative areas of the facility, as requested.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2007
- * Master Planning Study for Garbally Public Works Yard, Number 10 Architectural Group, dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Storehouse B, 417 Garbally Rd.

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	16,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	15,000	0	14,000	16,000	0	289,000	0	8,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	52,000	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	36,000	0	0	0	0	0	0	0	24,000
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	71,000	0	14,000	16,000	0	341,000	0	8,000	24,000

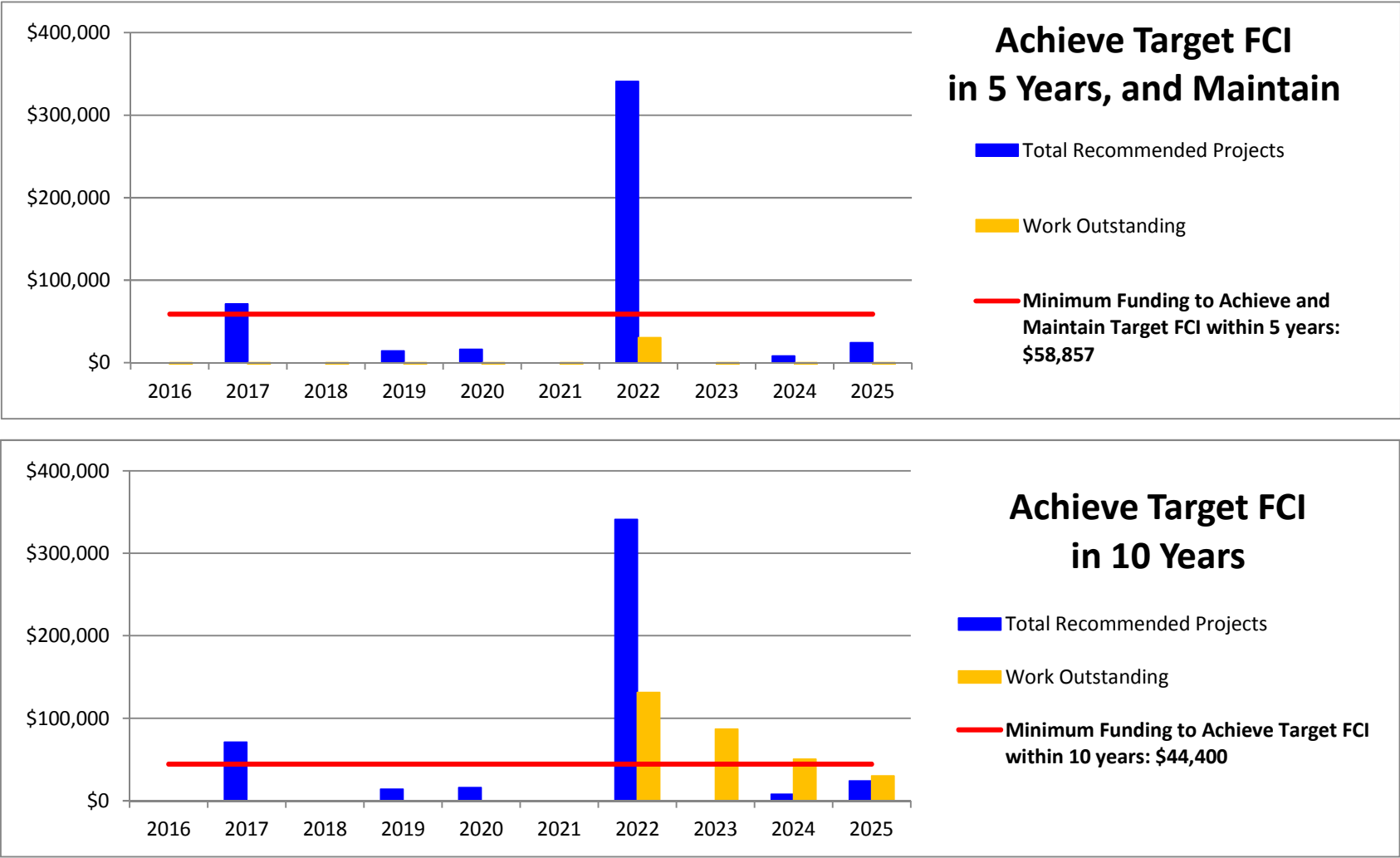
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$58,857

Work outstanding	-58,857	-46,714	-105,571	-150,429	-193,286	-252,143	30,000	-28,857	-79,714	-114,571
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Minimum Funding to Achieve Target FCI within 10 years: \$44,400

Work outstanding	-44,400	-17,800	-62,200	-92,600	-121,000	-165,400	131,200	86,800	50,400	30,000
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The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Storehouse B, 417 Garbally Rd.



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Public Works Yard, Storehouse B, 417 Garbally Rd.

BLDG	Row	Component		Photo	Condition Assessment				Lifecycle Data				Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO of Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										\$0	\$71,000	\$0	\$14,000	\$16,000	\$0	\$341,000	\$0	\$8,000	\$24,000			
	1	SUBSTRUCTURE																																				
	2	A10 Foundations	Cast-in-place concrete foundations.	1	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was observed that would indicate a structural or geotechnical issue.	Fair	1949	67	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No					\$0																
	3	A1030 Slab on Grade	Cast-in-place concrete slab on grade.	2	The floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed that would indicate a structural or geotechnical issue..	Fair	1949	67	50	10	The concrete slab on grades are expected to last the life of the building. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No					\$0																
	4	A103006 Foundation Drainage	Foundation drainage system.		The foundation drainage system was not visually reviewed during the course of this assessment. No drainage issues were reported by facility staff.	Not Reviewed	1949	67	10	2	Periodic camera inspection and isolated repairs as required. The cost of this work is below the threshold value provided; however, this item has been carried into the cash flow tables. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No					\$0																
	5	SUPERSTRUCTURE																																				
	6	B10 Superstructure	Masonry walls	3	The north and south walls are party walls with the adjacent buildings (Storehouse A and Stores). The east and west walls are believed to be stucco clad concrete with masonry infill.Metal tie-backs were installed on the west elevation. No information was available regarding the time or reason for these installations.	Poor	1949	67	50	5	If regularly maintained the concrete and masonry structural walls are expected to last the life of the building. Budget for isolated repairs as required.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No		1	\$10,000	LS	\$10,000	20%	10%	15%	\$16,000					\$16,000							
	7	B10 Superstructure	Interior structure	4	The interior structure consists of heavy timber columns and beams and wood joists. Ship lap sheathing is present on the second floor and roof. Based on the information provided by facility staff it is our understanding that no seismic upgrades have been completed.	Fair	1949	67	100	50	The interior framing is expected to last the life of the building. No major capital expenditures are expected to be required. It is recommended that the building seismic remediation be completed as part of any significant renovation and/or if the occupancy of the building is increased.		Not Applicable	N/A	N/A	Yes	No						\$0															
	8	ENVELOPE																																				
	9	Above-Grade Walls																																				
	10	B201001 Exterior Enclosure	Exterior walls - east and west elevations	5	The east and west walls have been over clad with stucco. Cracking and previous patch repairs are present throughout the cladding. The cladding appears to have surpassed its useful service life.	Poor	1949	67	30	7	Reclad exterior walls. It is assumed a similar cladding (i.e. drained stucco wall assembly) will be used to maintain the existing appearance. Increase thermal performance at the time of recladding. Window replacement work is recommended to be completed in conjunction with the cladding replacement work to allow for proper tie-ins.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No		3000	\$65	SF	\$195,000	10%	15%	15%	\$284,000							\$284,000					
	11	B201011 Joint Sealant	Exterior walls - east and west elevations	6	There are sealant joints at the majority of penetrations.	Not Applicable	1949	67	8	1	Install sealant joints at all interior and exterior window frame to substrate interface. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No						\$0															
	12	B202001 Windows	Wood framed windows	7	Wood framed windows are present in some locations. These assemblies are assumed to be original to the building. These assemblies appear to have surpassed its useful service life.	Poor	1949	67	20	7	Replace wood framed windows with new assemblies. It is recommended that new metal framed assemblies be used. Replace overhead awnings at the time of window replacement.This work should be completed with any wall remediation work.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No		5	\$2,500	EA	\$12,500	10%	10%	15%	\$18,000						\$18,000						
	13	B202001 Windows	Metal Framed	8	Metal framed windows are present in some locations. Based on information provided by facility staff we understand that these windows were installed in 1992.	Poor	1992	24	35	7	Replace existing metal framed windows with new assemblies at the end of their service life. It is recommended that new metal framed assemblies be used. Replace overhead awnings at the time of window replacement. This work should be completed with any wall remediation work.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		7	\$2,500	EA	\$17,500	10%	10%	15%	\$25,000						\$25,000						
	14	B203002 Exterior Glazed Doors	Exterior doors	9	Exterior swing doors are present on the east and west elevation. The age of these assemblies are unknown.	Fair	1992	24	35	7	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.This work should be completed with any wall remediation work.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		3	\$2,500	EA	\$7,500	0%	10%	5%	\$9,000						\$9,000						
	15	B203004 Overhead Garage Doors	Two segmented metal overhead doors.	10	One door is new within the last year, the other appears more than 10 years old.	Fair	2000	16	20	4	Replace overhead garage doors and drives as required at end of service life.	Replacement	3 - Future Renewal	No	No	No	No		1	\$11,000	EA	\$11,000	0%	10%	15%	\$14,000				\$14,000								
	16	B203004 Overhead Garage Doors	Single	11	Wood frames have been provided around the overhead doors. Areas of deterioration were noted in the base of the wood frame elements. The age of these assemblies are unknown.	Poor	1990	26	10	2	Replace damaged sections of wood. Repaint wood to help protect it. The cost of this work is below the threshold provided; however, has been included in the work plan.	Repair Allowance	3 - Future Renewal	No	No	No	No		2	\$1,000	EA	\$2,000	0%	10%	15%	\$3,000		\$3,000										
	17	Roofs																																				
	18	B301002 Roofing - Low Sloped Membrane System SBS	Main roof	12	The main roof is a low sloped conventional roof assembly with 2-ply SBS modified bitumen membrane. The roof is sloped to drain to internal drains. We understand the roof is not insulated. Based on information provided by facility staff we understand that the roof assembly is approximately 5 years old.	Good	2010	6	25	19	Replace roofing system including flashings, sealants, etc. A review should be completed prior to any roof replacement work to confirm if additional life can be achieved. Ongoing roof maintenance, including periodic reviews, will help extend the useful service life of the roof assembly.	Replacement	3 - Future Renewal	No	No	Yes	No						\$0															
	19	B301004 Roof	Vents and services	13	Vent and service penetrations are present throughout the roof. Locations were noted where seals were failed and there was rusting of metal components.	Fair	2010	6	25	2	Repair penetrations to ensure tight seals. Coat metal as required to eliminate rust. The cost of this work is below the threshold value provided and has not been carried into the cash flow tables.	Repair Allowance	2 - Restore Functionality	Yes	Yes	No	No		1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000		\$3,000										
	20	B301004 Roof	Flashings	14	Coated metal flashings have been installed on the parapet walls. Based on information provided by facility staff we understand that these flashings were completed with the roof replacement and are approximately 5 years old.	Good	2010	6	25	19	Replace parapet flashings with the roof replacement. Ongoing reviews should be completed to ensure sections are well secured. The cost associated with this work has been included in B301002 Roofing - Low Sloped Membrane System SBS.	Replacement	3 - Future Renewal	N/A	N/A	No	No						\$0															
	21	B301005 Gutters and Downspouts	Main roof - exterior gutters (west elevation)	15	The roof assemblies is sloped to the west elevation and drains through scuppers into a gutter assembly. This gutter assembly then drains into rain water leaders to the storm drain. One location was noted on the west elevation where the scupper was damaged.	Fair	2010	6	25	19	Replace gutters and downspouts at the end of service life.	Replacement	3 - Future Renewal	No	Yes	No	No						\$0															
	22	B301006 Roof Openings-Skylights	Main roof - three skylight assemblies	16	Three sloped skylights are present on the main roof. These assemblies have been installed on curbs. No leaks associated with these assemblies were noted by facility staff. The age of these assemblies are unknown.	Fair	2010	6	15	9	Replace skylights at end of service life (insulated units). Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	No	No	No	No		3	\$835	EA	\$2,505	0%	10%	15%	\$4,000							\$4,000					
	23	INTERIORS																																				
	24	C102001 Standard Interior Doors	Interior swing doors	17	Interior doors are present to the office, storage spaces, work shows and water closet. The doors reviewed were in serviceable condition.	Fair	1990	26	40	14	Replace doors as required.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No						\$0															
	25	C301005 Interior Wall Finishes	Interior wall finishes	18	Minor interior partitions are present throughout the ground floor storage rooms, workshops and water closet. There are also sections painted masonry throughout the ground floor. The second floor office space has interior partitions throughout, the majority of these areas have been painted. There are sections of painted masonry on the second floor.	Fair	2000	16	20	10	Repaint interior common walls.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		1	\$14,000	LS	\$14,000	0%	10%	15%	\$18,000									\$18,000			
	26	C301005 Interior Wall Finishes	Interior wall finishes - water closet	19	Tile has been installed on the walls of the water closet.	Fair	1949	67	50	2	Replace tile as required. Wall tile replacement should be completed in conjunction with floor tile replacement. Fixtures will require replacement at this time. The costing provided includes for new partitions.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000		\$19,000										
	27	C302005 Flooring	Interior flooring	20	Flooring is limited to vinyl flooring installed in the office.	Fair	2000	16	50	15	Replace flooring at end of service life.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No						\$0															
	28	C302005 Flooring	Interior flooring - carpet	21	Sections of carpet are present in offices 213 and 214 as well as down the stairs from office 212a. This carpet was loose in some sections.	Poor	2000	16	15	2	Replace carpet with a new flooring system.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		200	\$10	SF	\$2,000	0%	10%	15%	\$3,000		\$3,000										
	29	C302005 Flooring	Interior flooring - water closet	22	Tile is present in the water closet area. Sections of chipped and damaged tile are present.	Poor	1949	67	50	2	Replace tile as required. Wall tile replacement should be completed in conjunction with floor tile replacement. Fixtures will require replacement at this time.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		430	\$25	SF	\$10,750	0%	10%	15%	\$14,000		\$14,000										

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Public Works Yard, Storehouse B, 417 Garbally Rd.

BLDG	Row	Component		Photo	Condition Assessment				Lifecycle Data				Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																		
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$0	\$71,000	\$0	\$14,000	\$16,000	\$0	\$341,000	\$0	\$8,000	\$24,000																					
	30	C303003 Ceiling Finish	Interior ceiling finishes.	23	The ceiling finish varies throughout the building. On the ground floor some of the storage and shop space have finished ceilings. The main warehouse area has an exposed structure. The second floor office spaces have finished ceilings (both gypsum wall board and drop ceiling tiles).	Fair	2000	16	20	10	Repaint interior elements as required.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$4,000	LS	\$4,000	0%	10%	15%	\$6,000											\$6,000																				
	31	MECHANICAL SYSTEMS																																																						
	32	HVAC Systems																																																						
	33	D302099 Heat Generating Systems	Office gas fired space heater, direct vent.	24	Rinnai direct vent gas space heater is located in the rear second floor office, appears relatively new.	Good	2010	6	25	19	Replace gas space heater at end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No				\$0																																			
	34	D302099 Heat Generating Systems	Heat pump, forced air	25	Second floor office is heated and air conditioned by heat pump located in second floor closet, with condenser unit on roof. Exact age unknown.	Good	2005	11	25	14	Replace heat pump at end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No				\$0																																			
	35	D305002 Unit Heaters	Electric heaters	26	Electric baseboard heaters in washroom, forced air electric unit heaters in the corridor and downstairs parts room, and electric radiant ceiling panels in the office, exact ages unknown.	Good	2000	16	30	14	Replace electric space heaters and panels at end of service life as required.	Replacement	3 - Future Renewal	No	No	Yes	No				\$0																																			
	36	D304007 Ventilation Systems	Frac. Hp exhaust fans	27	Wall mounted Panasonic exhaust fan in washroom.	Good	2005	11	25	14	Replace bathroom exhaust fan as required at end of service life.	Replacement	3 - Future Renewal	No	No	No	No				\$0																																			
	37	D306001 HVAC Controls	Bi-metallic and programmed thermostats	28	Wall and column mounted thermostats control individual heating units in each space.	Good	2000	16	25	9	Periodic recalibration or replacement of temperature controls as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000										\$4,000																					
	38	Plumbing Systems																																																						
	39	D202003 Domestic Water Equipment - Tanks	Electric hot water tank.	30	Giant brand 184 liter electric hot water heater is located in the washroom with expansion tank.	Good	2012	4	12	8	Replace electric DHW tank. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No				\$0																																			
	40	D201000 Plumbing Fixtures	Drinking fountain	32	Newer stainless steel drinking fountain on the second floor.	Good	2005	11	25	14	Replace drinking fountain at the end of their service life.	Replacement	3 - Future Renewal	No	No	No	No				\$0																																			
	41	D201000 Plumbing Fixtures	Washroom fixtures	31	The single men's washroom has two original floor mounted urinals, two toilets and a single wash basin.	Fair	1990	26	30	2	Replace bathroom plumbing fixtures at the end of their service life.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$8,500	EA	\$8,500	10%	10%	15%	\$12,000		\$12,000																													
	42	ELECTRICAL SYSTEMS																																																						
	43	D501005 Panels	Square D breaker service panels	33	There are two house panels, exact age unknown.	Good	1990	26	35	2	Replace house panels at end of service life. The panels were reported to be maxed out and in need of replacement in order to service the building. The replacement timeline has been shortened to reflect this.	Replacement	2 - Restore Functionality	No	No	Yes	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000		\$13,000																													
	44	D502002 Warehouse and Office Lighting	Fluorescent Tube Fixtures	34	Fluorescent tube light fixtures in main warehouse area, offices and washroom.	Good	2000	16	23	7	Replace tube fixtures with LED units at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	30	\$120	EA	\$3,600	0%	10%	15%	\$5,000								\$5,000																							
	45	D502002 Lighting Equipment	Recessed pot lights	35	Some recessed pot lights in second floor office with CFL lamps.	Good	2005	11	25	14	Upgrade for LED or replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																																			
	46	D503008 Data/Phone terminal boxes	Upgrade data lines.	36	Extensive data cabling in the second floor communications room.	Good	2005	11	25	14	Upgrade or replace data/phone infrastructure as required.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No				\$0																																			
	47	D503008 Energy Management System	Motion detectors, CPU	37	Several occupancy motion detectors located throughout the office and warehouse for the control of overhead lights. A network programmable loop controller (KMC System) is installed and being expanded with a variety of electrical loads.	Good	2010	6	25	19	Replace system devices at end of service life as required.	Replacement	3 - Future Renewal	Yes	No	No	No				\$0																																			
	48	FIRE AND LIFE SAFETY SYSTEMS																																																						
	49	D503001 Fire Alarm Systems	Repair Allowance for devices	38	Replace detection and annunciating devices as required. Main panel located in main works building.	Good	2005	11	25	14	Contingency for repairs to components of fire alarm system.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No				\$0																																			
	50	D509002 Emergency Exit Signs	Exit Signs and Emerg Lights	39	Exit and emergency lights appear recent vintage and in good condition. Units consist of combination units or independent emerg and exit lights.	Good	2010	6	25	19	Replace emergency lights and exit signs as required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																																			
	51	PROFESSIONAL SERVICES																																																						
	52	P100008 Seismic Review	Further Study		The building has undergone some seismic bracing work at the wall to floor interfaces. Based on the information provided by Facility staff we understand that this is an ongoing scope of work.	Not Applicable	1949	67	10	2	It is recommended that the building seismic remediation be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$3,000	EA	\$3,000	0%	0%	15%	\$4,000		\$4,000																													

Public Works Yard - Storehouse B



Photo 01

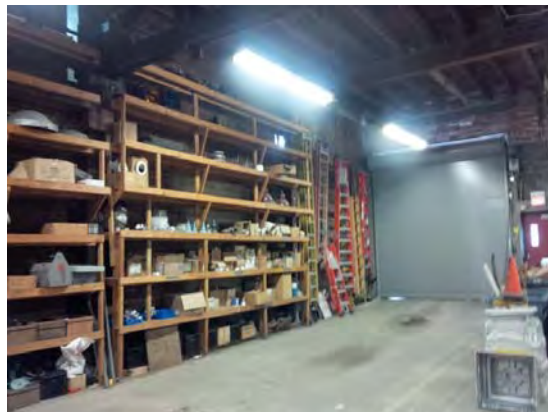


Photo 02

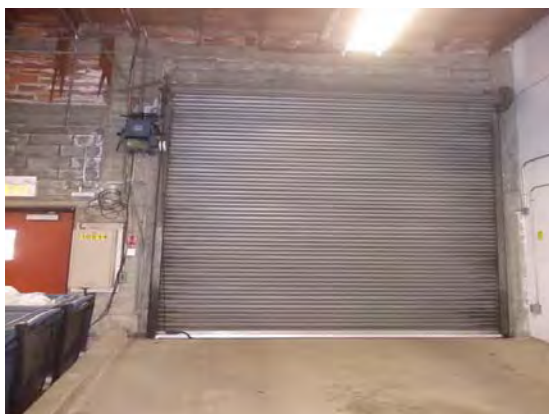


Photo 03



Photo 04



Photo 05



Photo 06

Public Works Yard - Storehouse B



Photo 07



Photo 08



Photo 09

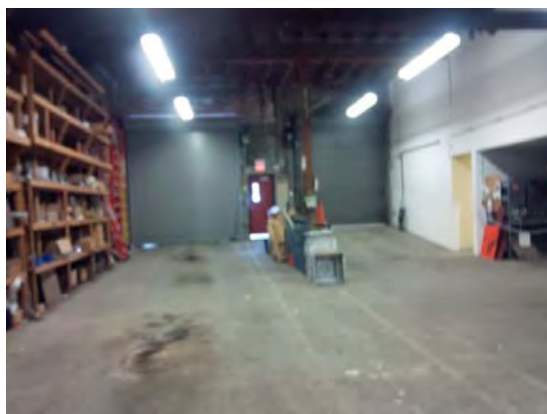


Photo 10



Photo 11



Photo 12

Public Works Yard - Storehouse B



Photo 13



Photo 14



Photo 15

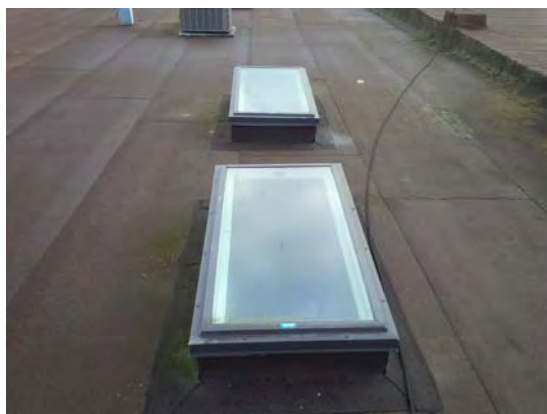


Photo 16



Photo 17



Photo 18

Public Works Yard - Storehouse B



Photo 19



Photo 20

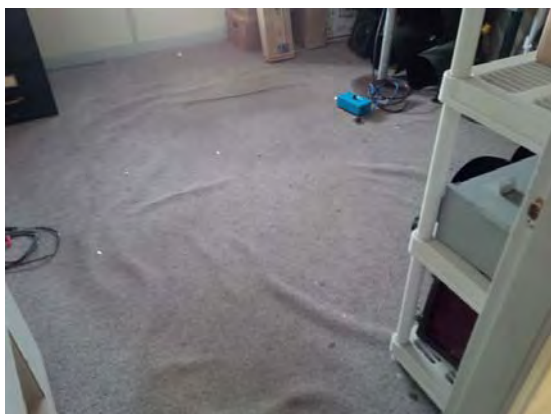


Photo 21



Photo 22

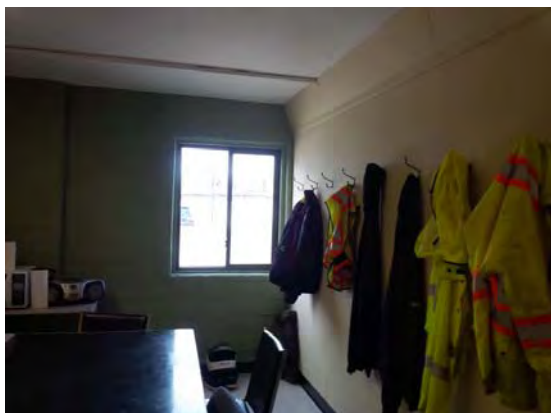


Photo 23



Photo 24

Public Works Yard - Storehouse B



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Public Works Yard - Storehouse B



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Public Works Yard - Storehouse B



Photo 37



Photo 38

Appendix A3

**Building 3 – Stores Building
417 Garbally Road, Victoria, B.C.**

The City of Victoria
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PROPERTY DESCRIPTION

The Victoria Stores and Annex Building is located at 417 Garbally Road in Victoria, British Columbia. The Victoria Stores and Annex Building is overall a facility consisting of three connected structures. The majority of the interior area is used as warehouse and shop space. A small office administration building has been added on the south end. The buildings are single storey structures with the exception of the northern section which has second floor mezzanine areas used for storage. The warehouse areas are designated heritage structures.

PROPERTY STATISTICS

Gross Floor Area (ft2):	11625
Building Value:	\$1,200,000
Target FCI:	0.025
Current FCI:	0.015

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.

Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.
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Building Code Review

Built under what code:	Unknown. Main building constructed circa 1912. Annex addition completed 1983 (1980 BC Building Code).
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Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	First floor areas only.
Access to washrooms:	No, washroom not wheel chair accessible.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

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Energy Efficiency

Upgrade recommendations: The existing building services as a storage and workshop area. The majority of the envelope is not insulated. An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Replace tube fixtures with LED units at end of service life.

We identified recommendations of approximately \$173,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B10 Superstructure - A repointing program should be considered throughout the building.
- B202001 - Windows - Wood: Complete replacement of wood window assemblies.
- B203004 Overhead Garage Doors: Replace overhead garage doors and drives as required at end

PROJECT TEAM

The visual reviews were completed on April 1, 2015 by Chris Raudoy and Paul Rutten of Morrison Hershfield Ltd. During our review of the building we were accompanied by Chaz Whipp, Manager of Facilities, who provided access to a sampling of representative areas of the facility, as requested.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2007
- * Master Planning Study for Garbally Public Works Yard, Number 10 Architectural Group, dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

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Public Works Yard, Stores Building, 417 Garbally Rd.

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	11,000	0	0	0	0	0	0	0	0
3 - Future Renewal	0	7,000	0	112,000	30,000	84,000	5,000	0	25,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	46,000
4b - Discretionary Renewal (Aesthetic)	0	0	0	7,000	0	0	4,000	0	0	7,000
Not Applicable	0	6,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	24,000	0	119,000	30,000	84,000	9,000	0	25,000	53,000

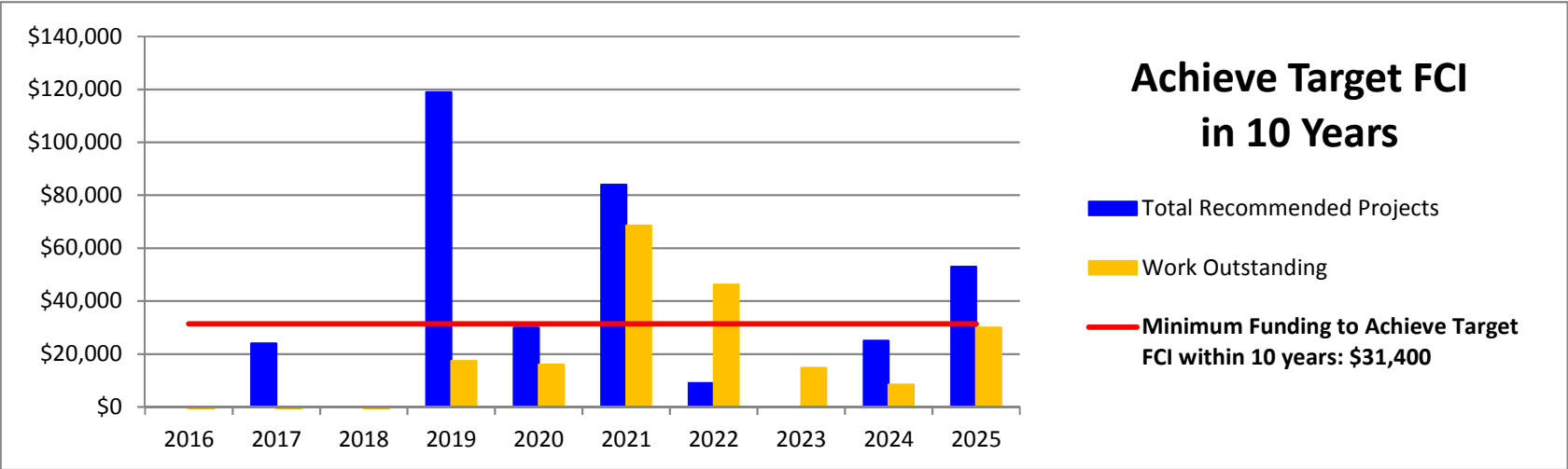
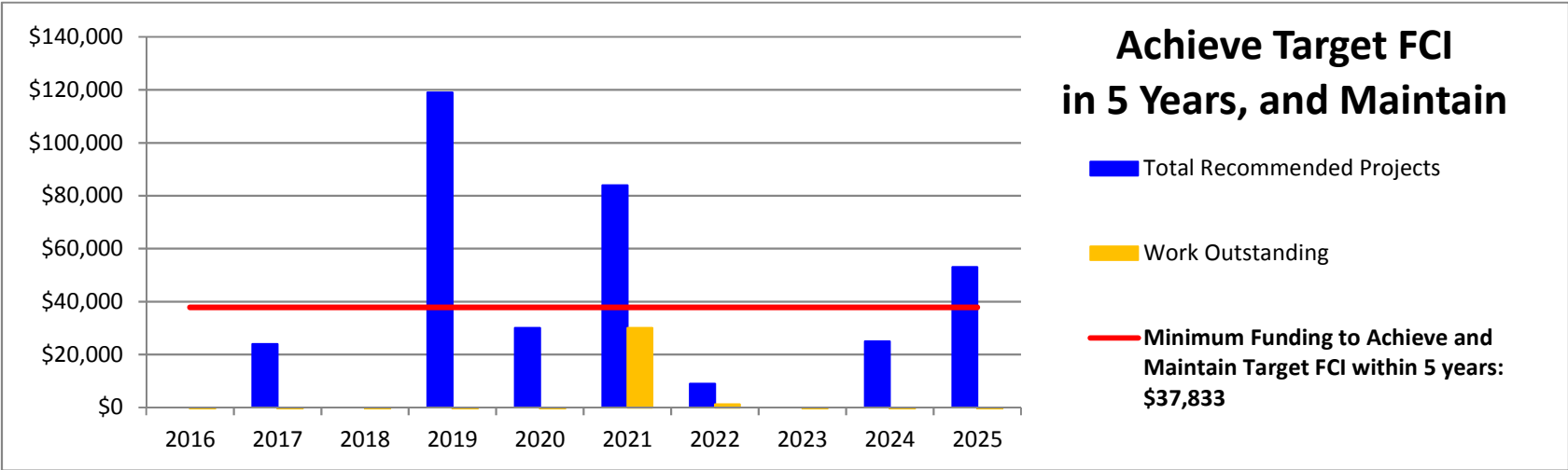
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$37,833

Work outstanding	-37,833	-51,667	-89,500	-8,333	-16,167	30,000	1,167	-36,667	-49,500	-34,333
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Minimum Funding to Achieve Target FCI within 10 years: \$31,400

Work outstanding	-31,400	-38,800	-70,200	17,400	16,000	68,600	46,200	14,800	8,400	30,000
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The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Stores Building, 417 Garbally Rd.



BLDG	Row	COMPONENT		CONDITION ASSESSMENT						LIFECYCLE DATA				RECOMMENDATION				OPINION OF PROBABLE COST									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Type of Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$0	\$24,000	\$0	\$119,000	\$30,000	\$84,000	\$9,000	\$0	\$25,000	\$53,000		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations	Cast-in-place concrete foundations.	1	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was observed that would indicate a structural or geotechnical issue.	Good	1912	104	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No				\$0																
	3	A1030 Slab on Grade	Cast-in-place concrete slab on grade.	2	The floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Good	1912	104	10	10	The concrete slab on grade is expected to last the life of the building. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No				\$0																
	4	A103006 Foundation Drainage	Foundation drainage system.		The foundation drainage system was not visually reviewed during the course of this assessment. No drainage issues were reported by facility staff.	Not Reviewed	1912	104	10	2	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No				\$0																
	5	SUPERSTRUCTURE																																			
	6	B10 Superstructure	Warehouse areas	3	The walls are multi-wythe common red brick laid in a common running bond with 6th course header units. The brick have been painted on the north end of the east elevation. The north elevation abuts to the adjacent building (Storehouse B). Concrete lintels are present over window and door openings. No insulation is present on the interior walls. Structural tie-backs have been installed on the south elevation. No information was available regarding these elements. Facility staff confirmed that no seismic bracing work has been completed. Some deterioration of the mortar joints was observed throughout the building. Based on information provided MH understands that no repointing program has been completed on this building. Areas of moss and vegetation accumulation were noted on the chimney between the sloped roof and the low sloped roof.	Fair	1912	104	25	5	Vegetation should be removed from the chimney area. The cost of this work is below the threshold provided and has not been carried into the cash flow tables. A repointing program should be considered throughout the building. Consideration could be given to completing the seismic upgrade. The cost provided is associated with the repointing program only. If regularly maintained (i.e. mortar joints repointed), the masonry walls are expected to last the life of the building.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No		1	\$20,000	LS	\$20,000	10%	15%	15%	\$30,000											\$30,000
	7	B10 Superstructure	Interior structure	4	The interior structure consists of heavy timber columns and beams and wood joists. Ship lap wood sheathing is present on the second floor and roof. Facility staff confirmed that no seismic bracing work has been completed.	Good	1912	104	100	50	The interior framing is expected to last the life of the building. No major capital expenditures are expected to be required. Consideration could be given to completing the seismic upgrade.		Not Applicable	N/A	N/A	Yes	No				\$0																
	8	B10 Superstructure	Office area	5	The office addition at the south end of the Stores building consists of wood framing. This addition was completed in 1983.	Not Applicable	1983	33	50	17	The wood framing is expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No				\$0																
	9	ENVELOPE																																			
	10	Above-Grade Walls																																			
	11	B201010 Exterior Coatings	Masonry walls - East Elevation	6	The masonry walls on the north section of the east elevation have been painted.	Good	2010	6	10	4	Repaint masonry. Repair damaged masonry as required.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	1500	\$5	EA	\$7,500	0%	10%	15%	\$10,000											\$10,000	
	12	B2010 Exterior Walls - Stucco	Office building	7	Face sealed stucco wall assemblies have been used on the office building walls (over the wood framed structure). No issues were reported with these wall assemblies.	Fair	1983	33	50	17	The stucco cladding is expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	No	N/A	Yes	No				\$0																
	13	B2010 Exterior Walls - Plywood	West Elevation		Painted plywood panels have been installed over openings. The age of this assembly was unknown and has been assumed.	Poor	1990	26	20	2	Install a door or cladding at these openings.	Repair Allowance	3 - Future Renewal	No	N/A	Yes	No	2	\$2,500	EA	\$5,000	0%	10%	15%	\$7,000											\$7,000	
	14	B201011 Joint Sealant	Exterior walls	8	There are sealant joints installed at some exterior window locations. No sealant joints have been installed on the interior of the windows (window frame to masonry interface). No leaks were reported by building staff.	Not Applicable	2014	2	N/A	2	Install sealant joints at all interior and exterior window frame to masonry interface. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No				\$0																
	15	B202001 Windows - Wood	Wood Framed	9	Wood framed windows are present in the warehouse area. In some locations the window frames were heavily deteriorated.	Poor	1912	104	30	2	Complete replacement of all windows at the end of the anticipated service life.	Replacement	2b - Exceeded Service Life	Yes	Yes	No	Yes	3	\$2,500	EA	\$7,500	10%	10%	15%	\$11,000											\$11,000	
	16	B202001 Windows - Metal	Aluminum Framed Residential	10	Metal framed windows are present in both the warehouse area as well as the office area. The age of these assemblies vary throughout the building. No leaks associated with these assemblies were reported during this assessment.	Fair	1983	33	35	10	Complete replacement of all windows at the end of the anticipated service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	27	\$1,000	SF	\$27,000	10%	10%	15%	\$38,000											\$38,000	
	17	B203002 Glazed Doors	Exterior swing doors	11	A total of 4 exterior swing doors are present throughout the building.	Fair	1983	33	35	10	Replace doors as required.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	4	\$1,500	EA	\$6,000	0%	10%	15%	\$8,000											\$8,000	
	18	B203004 Overhead Garage Doors	Six segmented metal overhead doors.	12	Doors are various vintages, with some newer drive units.	Good	2000	16	20	6	Replace overhead garage doors and drives as required at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	6	\$11,000	EA	\$66,000	0%	10%	15%	\$84,000											\$84,000	
	19	Roofs																																			
	20	B301002 Roofing - Low Sloped Membrane System SBS	Main roof	13	The main roof is a low sloped conventional roof assembly with 2-ply SBS modified bitumen membrane. The roof is sloped to drain to internal drains. We understand the roof is not insulated. Based on information provided by facility staff we understand that the roof assembly is approximately 5 years old.	Good	2010	6	25	19	Replace roofing system including flashings, sealants, etc. This work falls outside the scope of this study. A review should be completed prior to any roof replacement work to confirm if additional life can be achieved.	Replacement	3 - Future Renewal	No	Yes	Yes	No	4400	\$20	SF	\$88,000	10%	20%	15%	\$134,000												
	21	B301002 Slope Roof	Sloped roofs	14	The sloped roofs are finished with asphalt shingles. The attic areas are insulated with foil faced insulation at the joist level. These roof areas are not vented. In other locations the underside of the roof sheathing has been painted. Gutters are present at the base of the roof assemblies with drain into rain water leaders. Based on information provided by facility staff we understand that the roof assembly is approximately 16 years old.	Fair	2000	16	20	4	Complete replacement of the sloped roof assembly at the end of the anticipated service life.	Replacement	3 - Future Renewal	No	Yes	Yes	No	4600	\$12	SF	\$55,200	10%	20%	15%	\$84,000											\$84,000	
	22	B301004 Roof	Flashings	15	Coated metal flashings have been installed on the parapet walls. Based on information provided by facility staff we understand that these flashings were completed with the roof replacement and are approximately 5 years old. Locations were noted on the low sloped roof to sloped roof interface where the flashings have been installed into reglet terminations and not been caulked.	Good	2010	6	25	19	Caulk all flashing terminations. It is recommended that this work be completed ASAP in order to extend the service life of the adjacent assemblies. The cost of this work is below the threshold provided and has not been carried into the cash flow tables. Replace parapet flashings with the roof replacement. Ongoing reviews should be completed to ensure sections are well secured.	Replacement	3 - Future Renewal	No	Yes	No	No				\$0																
	23	B301005 Gutters and Downspouts	Sloped roofs	16	Gutters are present at the base of the sloped roof. These gutters drain into rain water leaders to the storm system. The gutters are assumed to be the same age as the roof.	Fair	2000	16	25	9	Replace gutters and downspouts at the end of service life. The cost associated with this work is below the threshold provided; however, this item has been included in the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No	100	\$20	LF	\$2,000	10%	15%	15%	\$3,000											\$3,000	
	24	B301099 Other Roofing	West Elevation		A metal canopy has been installed on the west elevation. The age of this assembly was unknown and has been assumed.	Fair	2000	16	25	9	Replace metal roofing at the end of service life.	Replacement	3 - Future Renewal	No	Yes	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000											\$4,000	
	25	INTERIORS																																			
	26	C102001 Standard Interior Doors	Interior swing doors	17	Interior doors are present to the office, storage space, water closet and parking meter repair shop. The doors reviewed were in serviceable condition.	Fair	1990	26	40	14	Replace door at the end of service life.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000												
	27	C102001 Standard Interior Doors	Interior sliding glass doors	18	A sliding glass door assembly has been used at the office entrance. This addition was installed in 1983.	Fair	1983	33	40	7	Replace door at the end of service life. The cost associated with this work is below the threshold provided and has not been included in the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000											\$4,000	
	28	C301005 Interior Wall Finishes	Interior wall finishes	19	Minor interior partitions are present at the stores storage room, stores office, water closet and parking meter repair room other wise the areas are open with painted brick. The age of last round of painting was unknown and has been assumed.	Fair	2000	16	20	4	Repaint interior walls.																										

Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
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BLDG	Row	COMPONENT		Photo	CONDITION ASSESSMENT			LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																				
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
	44	D502002 Lighting Equipment	Wall and Pole mounted Halogen Lights	31	Exterior lighting appears recent vintage LED units and in good condition. The age of this assembly was unknown and has been assumed.	Good	2005	11	25	14	Replace exterior lights at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000																															
	45	D503008 Data/Phone terminal boxes	Upgrade data lines, terminal boxes	32	Data and phone terminations in electrical room. The age of this assembly was unknown and has been assumed.	Good	2005	11	25	14	Upgrade or replace data/phone infrastructure as required.	Contingency	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000																															
	46	D503008 Security Systems	Motion detectors	33	Several motion detectors located throughout the office and warehouse. The age of this assembly was unknown and has been assumed.	Good	2000	16	25	9	Replace security devices at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000									\$3,000																						
	47	D503008 Security Systems	Prox card entry system	34	Main man doors equipped with prox card readers. The age of this assembly was unknown and has been assumed.	Good	2000	16	20	4	Replace security entry readers at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000				\$3,000																											
	48	FIRE AND LIFE SAFETY SYSTEMS																																																						
	49	D503001 Fire Alarm Systems - Repair	Fire Alarm System - Repair	35	Replace detection and annunciating devices as required. Main panel located in main works building.	Good	2005	11	25	14	Contingency for repairs to components of fire alarm system.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000																															
	50	D509002 Emergency Exit Signs	Integrated Exit Signs and Emerg Lights	36	Exit and emergency lights appear recent vintage and in good condition.	Good	2010	6	25	19	Replace emergency lights with LED-type.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000																															
	51	PROFESSIONAL SERVICES																																																						
	52	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.		1912	104	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	EA	\$5,000	0%	0%	15%	\$6,000		\$6,000																													

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Public Works Yard - Stores Building

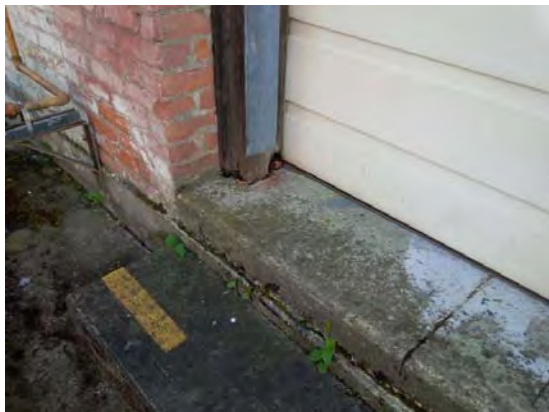


Photo 01



Photo 02

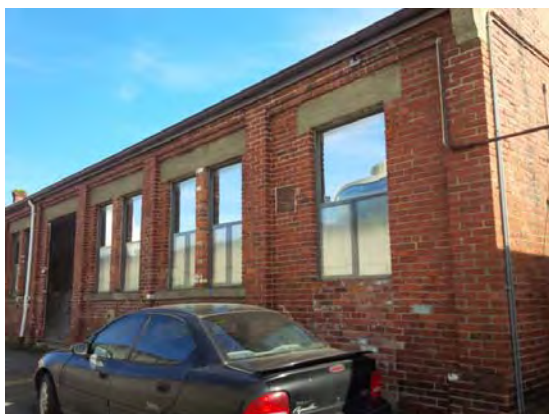


Photo 03



Photo 04

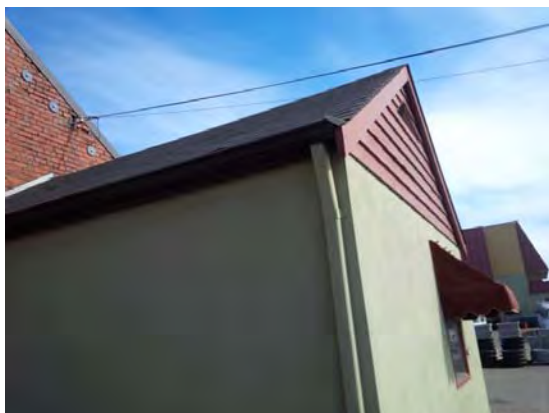


Photo 05



Photo 06

Public Works Yard - Stores Building

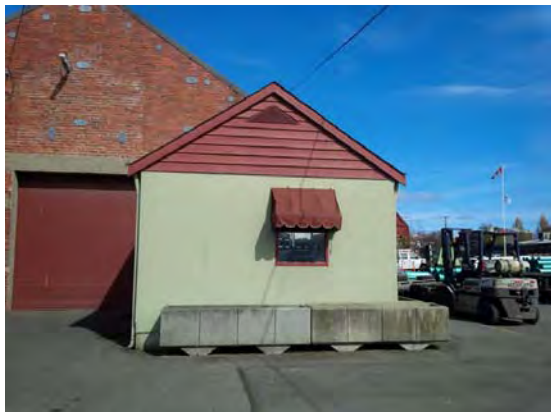


Photo 07



Photo 08



Photo 09



Photo 10

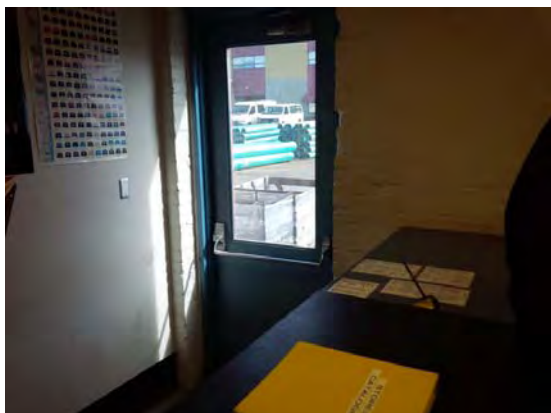


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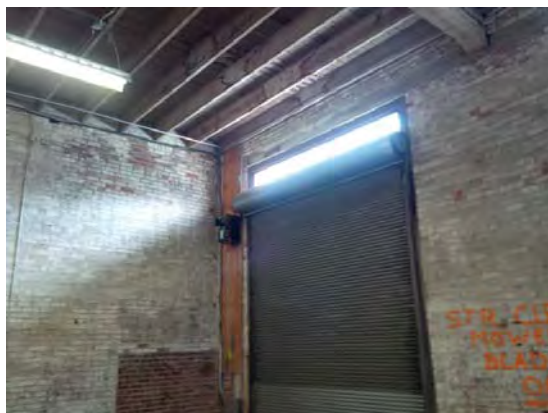


Photo 12

Public Works Yard - Stores Building



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

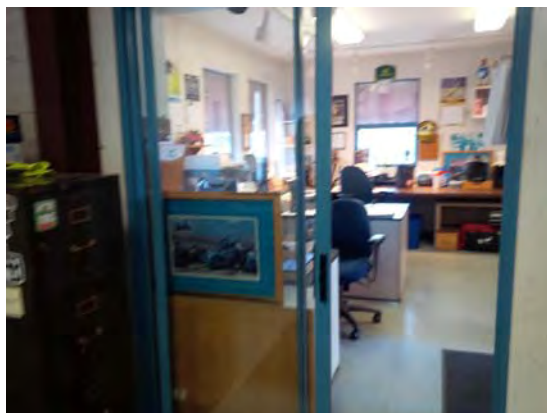


Photo 18

Public Works Yard - Stores Building

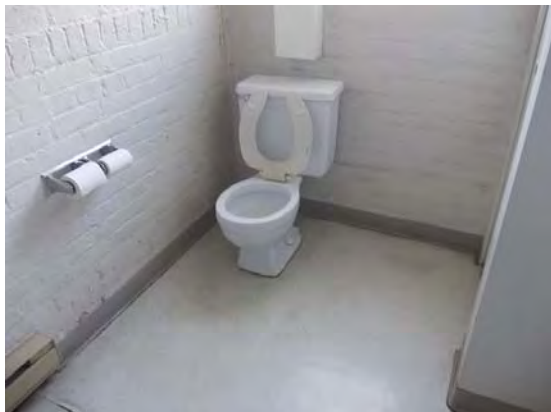


Photo 19



Photo 20



Photo 21

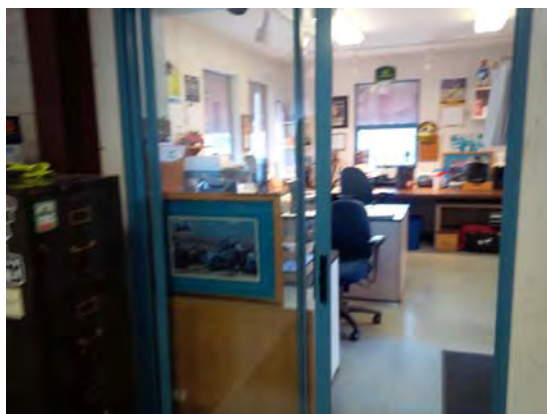


Photo 22



Photo 23



Photo 24

Public Works Yard - Stores Building



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Public Works Yard - Stores Building



Photo 31



Photo 32



Photo 33



Photo 34

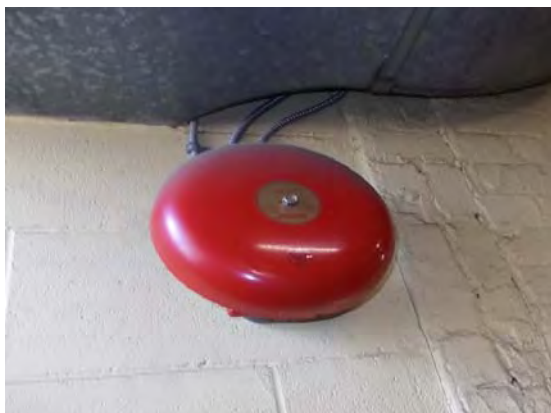


Photo 35



Photo 36

Appendix A4

**Building 4 – Beacon Hill Administration
Building – 100 Cook Street, Victoria, B.C.**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Administration, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

The Beacon Hill Administration Building was constructed in two sections, the west half was constructed in 1931, and the east half was constructed in 1972. The building is one of several structures on the Beacon Hill Yard site. Upgrades to the envelope, mechanical and electrical systems were undertaken in 1992-93. The structure was renovated once more in 2004, which included interior renovations to the attic.

PROPERTY STATISTICS

Gross Floor Area (ft2):	6,846
Building Value:	\$2,015,000
Target FCI:	0.025
Current FCI:	0.123

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	Original building was pre-building code
Deficiencies observed:	Receptacles in the lunch room kitchen are not GFI protected.
Recommendations:	Install GFI receptacle.
	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Partial - main floor
Access throughout building:	lower floor - limited
Access to washrooms:	None
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Administration, 100 Cook Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$618,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B201010 Exterior Coatings - Paint exterior wood siding
- B201010 Exterior Coatings - Paint exterior concrete masonry unit walls
- B202001 Windows - Replace 1972 aluminum windows
- C301005 Wall Finishes - Paint interior walls
- D302005 Auxiliary Controls - Replace boiler controls
- D303002 Hydronic Heaters - Replace hydronic heating system
- D305003 Air Handling Units - Replace air handling units
- D303002 Electric Heat - Replace electric baseboard heaters and forced flow heating units
- F105002 Building Automation Systems - Replace automated building management system
- D502002 Interior Lighting Equipment - Upgrade interior lighting
- D503008 Security Systems - Upgrade security system
- D503001 Fire Alarm Systems - Upgrade fire alarm system

PROJECT TEAM

The visual review were completed on April 16, 2015 by Jordan Bowie of Morrison Hershfield. During our review of the building, we were provided access to a sampling of representative areas of the facility, as requested.

Dan Walters and Chris Raudoy of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Administration, 100 Cook Street, Victoria

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- 2007 VFA Asset Detail Report
- City of Victoria CAD building layouts (Level 1 and 2), dated January 28, 2015
- Proposed Studio Development Drawings, dated October 1, 2004 (sheets E1, A1-A4)
- Phase 1 and 2 Renovation Drawings, various dates in 1992 and 1993
- Study of the Beacon Hill Park Administration Complex HVAC System, dated December 2014
- Thermographic Survey of Beacon Hill Park by Emery Electric Ltd., dated April 2014
- City of Victoria Beacon Hill Park Maintenance Facility Electrical Assessment Report by AES Ltd., dated September 2011

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Administration, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	28,000	0	0	52,000	21,000	0	0	0	0	0
3 - Future Renewal	0	146,000	0	8,000	213,000	172,000	0	11,000	3,000	75,000
4a - Discretionary Renewal (Upgrade)	76,000	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	11,200	11,200	11,200	11,200	20,200	11,200	85,200	17,200	11,200	20,200
Not Applicable	4,000	5,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	119,200	162,200	11,200	71,200	254,200	183,200	85,200	28,200	14,200	95,200

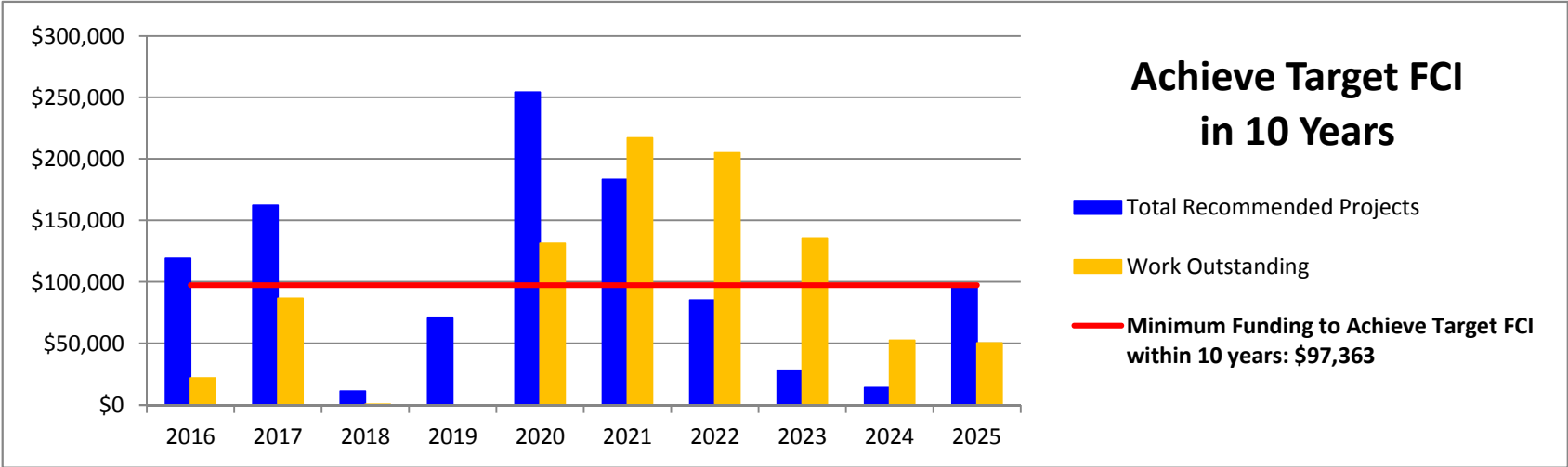
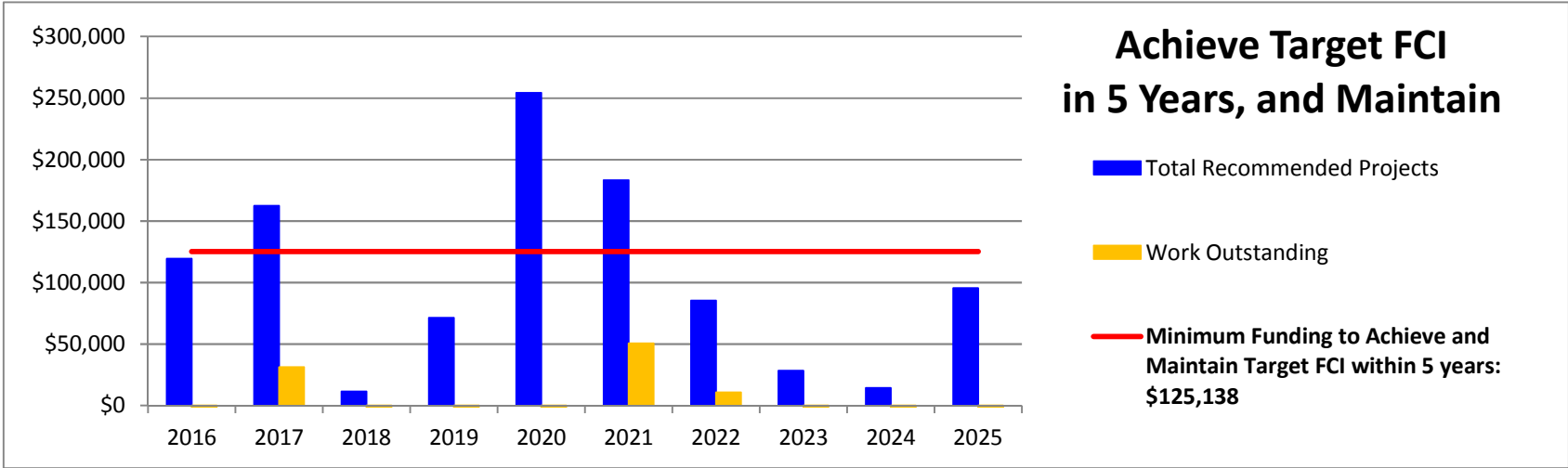
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$125,138

Work outstanding	-5,938	31,125	-82,813	-136,750	-7,688	50,375	10,438	-86,500	-197,438	-227,375
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Minimum Funding to Achieve Target FCI within 10 years: \$97,363

Work outstanding	21,838	86,675	513	-25,650	131,188	217,025	204,863	135,700	52,538	50,375
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Administration, 100 Cook Street, Victoria



Start Yr.
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Administration, 100 Cook Street, Victoria

BLDG.	Row	COMPONENT			CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$119,200	\$162,200	\$11,200	\$71,200	\$254,200	\$183,200	\$85,200	\$28,200	\$14,200	\$95,200		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations	Basement Concrete Foundation	1	The foundations are cast-in-place concrete strip footings and foundation walls, as visible from the basement level. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1931	85	100	50	The foundation is expected to last the life of the building. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No																				
	3	A10 Foundations	Basement Wood Framing	2 / 3	The superstructure situated above the basement is partially supported by a timber framing on concrete pedestals. No structural degradation was noted or reported.	Fair	1931	85	100	50	The wood framing is expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.		Not Applicable	N/A	N/A	Yes	No																				
	4	A1030 Slab on Grade	Basement Concrete Floor	4	The floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1931	85	100	15	The slab-on-grade is expected to last the life of the building; however periodic repairs may be required to restore functionality in the future. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No																				
	5	A103006 Foundation Drainage	Below-Grade Drain Piping	x	Water from roofs drain to below-grade drainage system, which is then diverted to the Municipal system.	Fair	1972	44	10	2	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	2b - Exceeded Service Life	No	No	No	No																				
	6	SUPERSTRUCTURE																																			
	7	B10 Superstructure	Above-Grade Wood and Concrete	5 / 6	The superstructure consists of concrete masonry units (CMU) on the exterior and interior infill walls of the 1972 addition and the original 1931 building is wood framed. Both sloped roofs are wood framed.No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1972	44	100	50	Interior protected structural components are expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.		Not Applicable	N/A	N/A	Yes	No																				
	8	B101004 Balcony Construction - Railings	Attic Balcony	7	A single Juliette balcony is present at the attic level, accessible through a double door. Balcony guardrails are steel pickets, fastened to the wood framing.	Good	2004	12	50	38	It is expected that the railing will remain serviceable for the life of the building; however, cyclical painting will be required in order to maintain appearance and maximize the life of the steel. Paint in conjunction with exterior siding and review anchorage to the structure on an annual basis.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.		Not Applicable	N/A	N/A	No	No																				
	9	ENVELOPE																																			
	10	Above-Grade Walls																																			
	11	B2010 Exterior Walls - Brick	Brick Chimney	8	A brick chimney functions as the exhaust duct chase from the boiler room equipment (1972 addition).	Fair	1972	44	20	20	Localized brick replacement and mortar repointing. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.		4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No			1	\$2,000	LS	\$2,000	12%	15%	15%	\$3,000										
	12	B2010 Exterior Walls - Cedar Siding	Cedar Siding	9 / 10 / 11	Painted cedar siding in horizontal lap and shake configuration clads all exterior walls on the 1931 building and in select locations on the 1972 addition. The siding was replaced in 1993.An opening in the wood trim / shakes above a west elevation window was noted.	Fair	1993	23	40	17	Replace cedar siding at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No			1938	\$30	SF	\$58,140	12%	15%	15%	\$87,000										
	13	B201010 Exterior Coatings	Paint Coating on Wood Cladding	x	Stain / paint coating on exterior wood element (siding, window & door trim, gable braces, wood soffits, etc.).	Poor	2005	11	10	1	Paint wood elements on a cyclical basis. Make minor repairs to wood and replace sealant as part of painting program.	Replacement	2b - Exceeded Service Life	Yes	Yes	No	No			1983	\$5	SF	\$9,915	12%	15%	15%	\$15,000	\$15,000									
	14	B201010 Exterior Coatings	Paint Coating on Concrete Walls	12	The 1972 addition uses painted CMU walls primarily for exterior cladding.No deterioration of the concrete was evident.	Fair	1971	45	10	5	Repaint concrete to maintain appearance and to maximize the life expectancy.City staff confirmed that sealant work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No			2338	\$5	SF	\$11,690	12%	15%	15%	\$18,000					\$18,000					
	15	B202001 Windows	1993 - Aluminum Framed Windows	13	The 1993 aluminum framed windows with double pane insulated glazing units are present on the 1931 building and on the north elevation of the 1972 addition. The windows are combination style with awning operable vents.	Good	1993	23	35	12	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) with Low E coatings and argon fill. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No			237	\$120	SF	\$28,440	12%	15%	15%	\$43,000										
	16	B202001 Windows	1972 - Aluminum Framed Windows	14	Original aluminum framed windows with single glazing are installed on some 1972 addition walls (primarily the east elevation and upper level).	Poor	1972	44	20	1	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) with Low E coatings and argon fill. No major capital expenditures are expected to be required over the next ten years.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No			427	\$120	EA	\$51,240	12%	15%	15%	\$76,000	\$76,000									
	17	B202001 Windows	1931 - Wood Framed Windows	15	Original wood framed windows with single glazing are installed on the upper floor and attic of the original administration building structure.Broken glass was noted in the west-facing upper windows.	Poor	1931	85	20	1	Replace wood framed windows with new insulated glass units (IGUs) with Low E coatings and argon fill. Consideration to be given to heritage requirements, if applicable.	Replacement	2b - Exceeded Service Life	Yes	Yes	No	No			68	\$120	EA	\$8,160	12%	15%	15%	\$13,000	\$13,000									
	18	B203002 Exterior Glazed Doors	Building Entrance Doors	16	Steel doors in steel frames with wire glazing provide access to the building at the front and side entrance.	Good	1993	23	40	17	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No			4	\$1,000	EA	\$4,000	12%	15%	15%	\$6,000										
	19	B203002 Exterior Glazed Doors	Juliette Balcony Door	17	A double, metal clad insulated door in wood frame, with double glazed vision lites is present on the west elevation in the attic.Paint peeling was noted.	Good	2004	12	30	18	Replace exterior balcony swing doors at the end of useful service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No			1	\$1,500	EA	\$1,500	12%	15%	15%	\$3,000										
	20	Roofs																																			
	21	B301002 Pitched Roof	Asphalt Shingle	18	The roofs over the original building and the 1972 addition are finished with asphalt shingles. Attic areas are insulated and vented to the exterior with button vents near the ridge. The fascia is painted wood. In the portion of the attic accessed, we noted no apparent accumulation of moisture or deterioration of the roof framing members.	Fair	2004	12	25	13	Replace shingles, building paper and vents. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No			5750	\$7	SF	\$40,250	12%	15%	15%	\$60,000										
	22	B301005 Gutters and Downspouts	Pitched Roof Eaves	19	Roof drainage is managed via prefinished metal eaves troughs and downspouts discharging to below-grade drains. The age of the eaves troughs and downspouts is unknown - estimated to have been installed in 1993.	Fair	1993	23	30	13	Replace eaves troughs and downspouts at the end of service life. It is recommended to complete this item in conjunction with the roof replacement. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No			300	\$8	LF	\$2,400	12%	15%	15%	\$4,000										
	23	B301006 Roof Openings- Skylights	Attic Skylights	20	Aluminum framed operable skylights with double glazed insulated glazing units are present at the attic.	Good	2004	12	30	18	Replace skylights at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No			1	\$800	EA	\$800	12%	15%	15%	\$2,000										
	24	INTERIORS																																			
	25	C102001 Standard Interior Doors	Throughout Building	21	1993-vintage painted wood doors are present throughout the building at offices, service rooms and bathrooms.	Good	1993	23	40	17	Doors are expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No			31	\$800	LS	\$24,800	12%	15%	15%	\$37,000										
	26	C102001 Sliding Interior Door	Boiler Room	22	A 1972-vintage painted steel sliding door is present at the boiler room.	Fair	1972	44	50	16	Door is expected to last the life of the building. Repairs to the track and rollers as maintenance is anticipated.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No			1	\$1,500	LS	\$1,500	12%	15%	15%	\$3,000										
	27	C103002 Toilet and Bath Accessories, Rehab	Upper Bathroom (Female)	23 / 24 / 25	The 1993-vintage female bathroom contains a double sink vanity with laminate surfaces, two toilets with accompanying steel partitions, and a single stand-up shower (unknown date of items).	Fair	1993	23	25	5	Renovate washroom due to degradation of interior finishes.	Upgrade	4b - Discretionary Renewal (Aesthetic)	No	No	No	No			1	\$6,000	LS	\$6,000	12%	15%	15%	\$9,000					\$9,000					
	28	C103002 Toilet and Bath Accessories, Rehab	Lower Bathroom (Male)	26 / 27 / 28	The male washroom contains a single stainless steel sink, two toilets with accompanying steel partitions and two urinals with a tiled surround (unknown date of items).	Fair	1993	23	25	10	Renovate washroom at the expected end of service life.	Upgrade	4b - Discretionary Renewal (Aesthetic)	No	No	No	No			1	\$6,000	LS	\$6,000	12%	15%	15%	\$9,000									\$9,000	
	29	C103002 Kitchen Accessories, Rehab	Lunch Room	29 / 30 / 31	A kitchenette, containing a fridge, stainless steel sink and laminate-finished cabinets / countertop is provided in the lunch room on the upper floor. It is our understanding that the kitchenette was renovated in 2008.	Fair	2008	8	25	17	Renovate kitchenette when need for upgrades exists. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	4b - Discretionary Renewal (Aesthetic)	No	No	No	No			1	\$1,000	EA	\$1,000	12%	15%	15%	\$2,000										
	30	C301005 Wall Finishes	Throughout Building	32	Interior walls are either of concrete masonry units or gypsum board, and are painted (unknown date of last painting).	Fair	2004	12	20	8	Repaint interior walls when need for refreshed appearance exists. The painting program has been budgeted for on a five-year phased approach, every five years.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			18572	\$2	SF	\$37,144	12%	15%	15%	\$56,000	\$11,200	\$11,200	\$11,200	\$11,200	\$11,200	\$11,200	\$11,200	\$11,200	\$11,200	
	31	C302004 Resilient Floor Finishes	Upper and Lower Floors	33 / 34	Flooring, in all areas except the attic, some offices, the mechanical room and basement, is finished with sheet vinyl flooring. There are small areas of vinyl composite tile flooring. It is our understanding that the flooring was replaced in 1993.	Fair	1993	23	30	7	Replace vinyl flooring at end of service life. Repair seams to maximize life expectancy and to prevent tripping hazard as part of the maintenance budget.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			7389	\$7	SF	\$49,876	12%	15%	15%	\$74,000						\$74,000				

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Facility Condition Assessment and Capital Plan
Beacon Hill Yard Administration, 100 Cook Street, Victoria

BLDG.	Row	Component		Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$119,200	\$162,200	\$11,200	\$71,200	\$254,200	\$183,200	\$85,200	\$28,200	\$14,200	\$95,200		
	32	C302005 Carpeting	Attic	35	2004-vintage commercial grade carpet installed on the floor of the attic and some lower floor offices.	Good	2004	12	20	8	Replace attic carpet at end of service life.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	846	\$5	SF	\$4,019	12%	15%	15%	\$6,000												
	33	C303004 Ceiling	Throughout Building	36	1993-vintage acoustic tiles are provided throughout the building on the lower floor.	Good	1993	23	50	27	Replace acoustic 2x4 ceiling tiles during subsequent interior renovations. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	4b - Discretionary Renewal (Aesthetic)	No	No	No	No															\$6,000					
	34	MECHANICAL SYSTEMS																																			
	35	HVAC Systems																																			
	36	D302002 Hot Water Boilers	Boiler Room - Ground Floor	37	There are two 2005-vintage Burnham Series 8 Atmospheric Commercial Gas-Fired Hot Water Boilers (model: P808NE1-L20), rated at 462 MBtu/hr. input and 369 MBtu/hr. output (75-80% efficiency). These boilers serve all space heating requirements. No service problems reported.	Fair	2005	11	25	14	Replace the heating boilers at the end of their lifespan. Consider re-designing the system to include a high efficiency condensing natural gas boiler as per the Ripple Rock Engineering Report (December 2014). This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No	1	\$25,000	EA	\$25,000	12%	15%	15%	\$38,000												
	37	D302005 Auxiliary Equipment	Expansion Tank	38	One 2005-vintage Extrol expansion tank and water treatment systems.	Fair	2005	11	15	4	Replace the expansion tank at the end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$2,500	EA	\$2,500	12%	15%	15%	\$4,000				\$4,000								
	38	D302002 Hot Water Boilers	Circulating Pumps	39	Two 2005-vintage Grundfos recirculating pumps are present in the boiler room.	Fair	2005	11	20	9	Replace hot water recirculating pumps at end of service life.	Replacement	3 - Future Renewal	N/A	N/A	No	No	2	\$800	EA	\$1,600	12%	15%	15%	\$3,000								\$3,000				
	39	D302005 Auxiliary Controls	Boiler Controls	x	Electrical controls for the boiler system. Replace in 2005.	Fair	2005	11	15	5	Replace controls at end of service life. Consider re-designing the system to include updated controls as per the Ripple Rock Engineering Report (December 2014).	Contingency	3 - Future Renewal	No	No	No	No	1	\$10,000	EA	\$10,000	12%	15%	15%	\$15,000					\$15,000							
	40	D303002 Hydronic Heaters	Radiant and Convective Heaters	40 / 41	The heat is delivered through original cast iron radiators (original), numerous radiant baseboard heaters (1992 upgrade) around the building perimeter, and via a convective heater (unknown age) in the main floor staff room.	Fair	1992	24	25	5	Replace radiant and convective heaters at end of service life. Consider re-designing the system to include heat pumps as per the Ripple Rock Engineering Report (December 2014).	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$50,000	LS	\$50,000	12%	15%	15%	\$75,000					\$75,000							
	41	D305003 Air Handling Units	Mechanical Room / Attic	42	The building is equipped with two 1992-vintage "Magic Aire" air handling units (60-MB) with hot water coils. The units provide fresh tempered air to the building.	Fair	1992	24	20	5	Replace units at end of service life. Consider re-designing the system to include a heat recovery ventilator as per the Ripple Rock Engineering Report (December 2014).	Replacement	2b - Exceeded Service Life	Yes	No	No	No	2	\$5,000	EA	\$10,000	12%	15%	15%	\$15,000					\$15,000							
	42	D303002 Electric Heat	Radiant and Convective Heaters	x	1992-vintage electric baseboard heaters present on the lower level in an office and in the reception area. Approximately three forced flow electric heat units are present in the attic.	Fair	1992	24	25	5	Replace electric baseboard heaters at end of service life. Consider re-designing the system to manage heating needs via heat pumps as per the Ripple Rock Engineering Report (December 2014).	Replacement	3 - Future Renewal	N/A	N/A	No	No	1	\$10,000	EA	\$10,000	12%	15%	15%	\$15,000					\$15,000							
	43	D304007 Exhaust Systems	Roof Top and Direct Vent Exhausts	43	Three 1992-vintage fans with roof mounted exhausts, and a direct vent exhaust provide mechanical ventilation for the building.	Fair	1992	24	20	5	Replace fan motors at end of service life. Consider re-designing the exhaust system with an HRV as per the Ripple Rock Engineering Report (December 2014).	Replacement	2b - Exceeded Service Life	Yes	No	No	No	2	\$2,000	EA	\$4,000	12%	15%	15%	\$6,000					\$6,000							
	44	F105002 Building Automation Systems	BMS	x	An automated electronic building management system (BMS) is present to control the heating and ventilations. This system was expected to have been replaced during 1992 renovations.	Good	1992	24	20	5	Replace individual BMS in conjunction with the air handling units or as recommended by the Ripple Rock Engineering Report (December 2014).	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$50,000	EA	\$50,000	12%	15%	15%	\$75,000					\$75,000							
	45	Plumbing Systems																																			
	46	G3010 Water Supply	Distribution Piping	44	Primarily copper domestic water distribution piping throughout the building.	Good	1972	44	50	10	Maintain a contingency for capital repairs or partial replacement of valves or piping.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$50,000	EA	\$50,000	12%	15%	15%	\$75,000										\$75,000		
	47	G3010 Water Supply	Backflow Preventor	45 / 46	One 200-vintage primary backflow preventor on the main water line with four secondary backflow preventors were installed in conjunction with the boiler replacement program.	Good	2005	11	25	14	Replace backflow preventors at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No	1	\$2,000	EA	\$2,000	12%	15%	15%	\$3,000												
	48	D202003 Domestic Water Equipment - Tanks	DHW Storage Tanks	47	A 2013-vintage John Wood 40 gallon domestic hot water tank in the mechanical room (JWB40S38ES Series 10).	Good	2013	3	10	7	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																				
	49	D2030 Sanitary Waste and Storm Water	Storm and Sewer Piping	x	Storm water from the pitched roofs leads to underground rainwater drains through building mounted eaves troughs and rainwater leaders (see Building Envelope, above). Domestic sanitary sewer piping was reportedly of cast iron.	Good	1972	44	50	6	Complete localized repairs to waste piping as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$50,000	LS	\$50,000	12%	15%	15%	\$75,000					\$75,000							
	50	D201000 Plumbing Fixtures	Emergency Eye Wash and Cleaning Station	48 / 49	A drinking fountain, eye wash station, and two washbasin sinks present in the south east corner of the building (unknown age).	Good	1992	24	25	8	Replace fixtures at the end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$7,000	LS	\$7,000	12%	15%	15%	\$11,000								\$11,000				
	51	ELECTRICAL SYSTEMS																																			
	52	D401003 Main Switchgear	Main Switch	50	Main switch to manage incoming electrical service is a 600 A. All switchgear has had recent IR scans performed.	Good	1972	44	35	6	Replace main switch as deemed necessary by Infra-red (IR) scan on major switchgear.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$37,000	EA	\$37,000	12%	15%	15%	\$55,000						\$55,000						
	53	D501005 House Panels	Misc. Breaker Panels	51	Various breaker panels, splitters and transfer switches present for lighting and plug loads.	Good	1972	44	35	6	Replace house panels at end of service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	Yes	No	Yes	No	15	\$1,500	EA	\$22,500	12%	15%	15%	\$34,000						\$34,000						
	54	D401003 Motor Control Centers	Replacement	x	Motor controls for electrical system.	Good	1972	44	25	6	Replace motor control centers at end of reliable service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	No	No	No	Yes	1	\$5,000	EA	\$5,000	12%	15%	15%	\$8,000						\$8,000						
	55	D501005 Ground Fault Detection	Kitchen GFIs	x	The kitchen is lacking GFI receptacles.	Poor	1972	44	20	1	Upgrade kitchen receptacles to GFI units.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Upgrade	1 - Immediate	No	No	No	Yes																				
	56	D502002 Outdoor Lighting Equipment	LED Upgrade	52	1993-vintage wall mounted small high intensity discharge (HID) exterior lights.	Fair	1993	23	23	4	Upgrade exterior lights to LED fixtures.	Upgrade	3 - Future Renewal	Yes	No	No	No	4	\$580	LS	\$2,320	12%	15%	15%	\$4,000					\$4,000							
	57	D502002 Interior Lighting Equipment	Upgrade Interior Lighting	53	1993-vintage interior lighting is primarily T8 fluorescent fixtures in a combination of strip lights or compact tubes in recessed pot lights. Some halogen track spot lights are installed in the office spaces.	Fair	1993	23	15	4	Upgrade interior light fixtures to LED units or lamps.	Upgrade	2b - Exceeded Service Life	Yes	No	No	No	1	\$35,000	LS	\$35,000	12%	15%	15%	\$52,000				\$52,000								
	58	D503008 Communications Systems	Phone, Internet, Cable TV	54	Telephone and internet main cabling and termination boxes located in the electrical room. Likely upgraded in 1993.	Good	1993	23	35	12	Phone and internet cabling is the responsibility of the Utility and allowances for replacement or upgrade have not bee included in the Capital Plan.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	59	D503008 Security Systems	Alarm System	x	A 1993-vintage monitored alarm system provides security to the building when the building is vacant.	Good	1993	23	25	5	Upgrade security system at end of service life.	Upgrade	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	12%	15%	15%	\$15,000						\$15,000						
	60	FIRE AND LIFE SAFETY SYSTEMS																																			
	61	D503001 Fire Alarm Systems	Fire Alarm Panel	55	1993-vintage non-addressable device fire alarm system located in the reception area on the main floor (both main panel and annunciator). System tested and maintained annually. The building is equipped with smoke and heat detectors, and manual pull stations connected to the system.	Good	1993	23	25	2	Replace main microprocessor unit and remote addressable modules at end of reliable service life. Upgrade to an addressable system with associated inputs throughout the building.	Replacement	3 - Future Renewal	N/A	N/A	No	No	1	\$100,000	LS	\$100,000	10%	15%	15%	\$146,000			\$146,000									
	62	D509002 Emergency Lighting and Power	Emergency Generator	56	One standby diesel generator (17.5 kW, 73 A, single phase, 120/240 V) located in the generator shed to the east of the Administration Building (unknown age). Fuel is stored in a concealed tank below the generator.	Good	1993	23	35	12	Replace or conduct major overhaul of the emergency generators at the end of its lifespan.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No	1	30000	EA	\$30,000	12%	15%	15%	\$45,000												
	63	D509002 Emergency Lighting and Power	Transfer Switch	x	The 60 A Simson Maxwell automatic generator control and transfer switch is located in the main electrical room (unknown age).	Good	1993	23	35	12	Replace the automatic transfer switch and generator power control at the end of its lifespan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No	1	15000	LS	\$15,000	12%	15%	15%	\$23,000												
	64	D509002 Emergency Exit Signs	Exit Signs and Emergency Lighting	57	Emergency lighting and exit signs are located throughout the building to assist occupants in the event of an evacuation. Some signs and lights have been upgraded over the years.	Good	1993	23	25	2	Replace emergency lights with LED-type, as-needed, after annual inspection. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	65	D403001 Fire Extinguishing Devices	Fire Extinguishers	x	Fire extinguishers located on walls in various places throughout the building are inspect annually.	Good	2014	2	7	5	Replace as needed after annual inspection.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	66	PROFESSIONAL SERVICES																																			
	70	P100008 Building Code Evaluation	Further Study																																		

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Administration



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

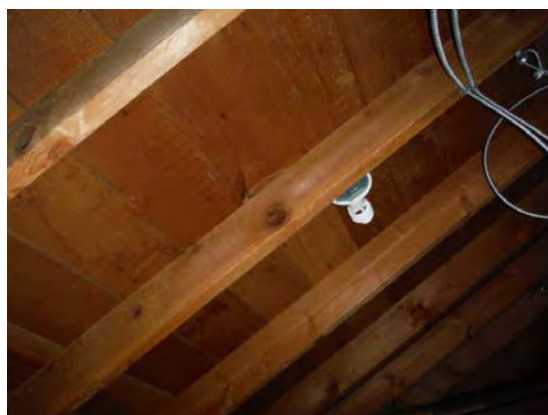


Photo 06

Beacon Hill Yard Administration



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Beacon Hill Yard Administration



Photo 13

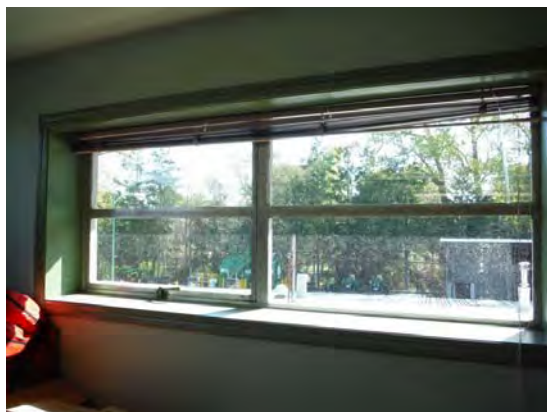


Photo 14



Photo 15

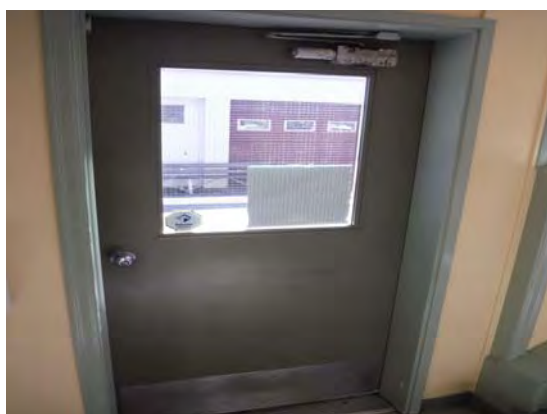


Photo 16



Photo 17



Photo 18

Beacon Hill Yard Administration



Photo 19



Photo 20

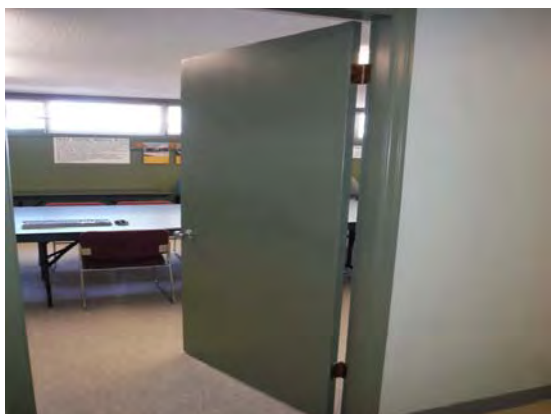


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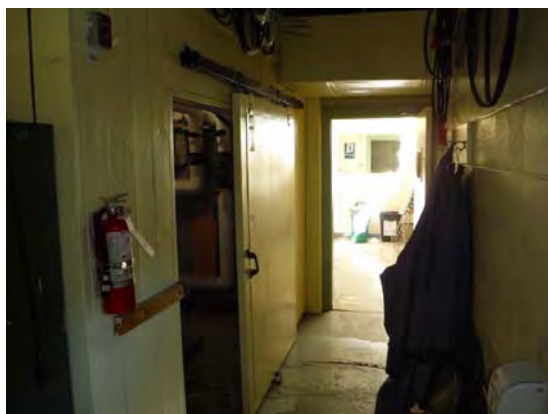


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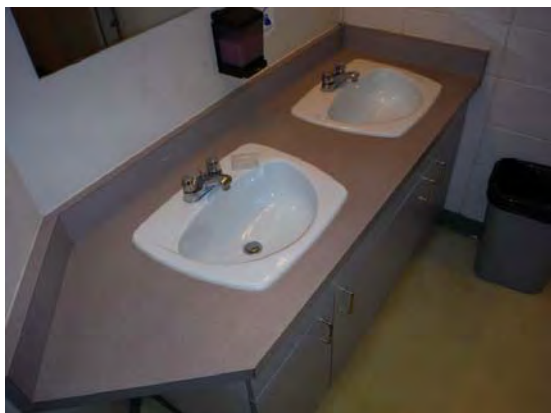


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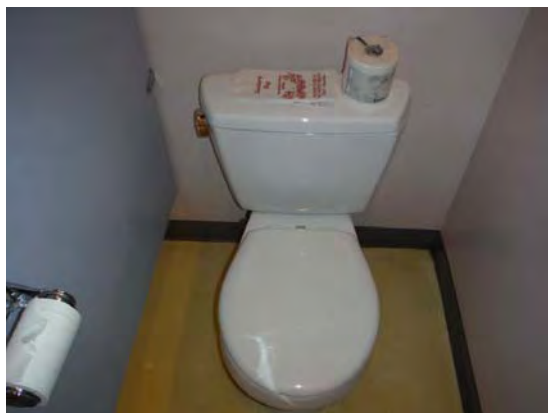


Photo 24

Beacon Hill Yard Administration



Photo 25

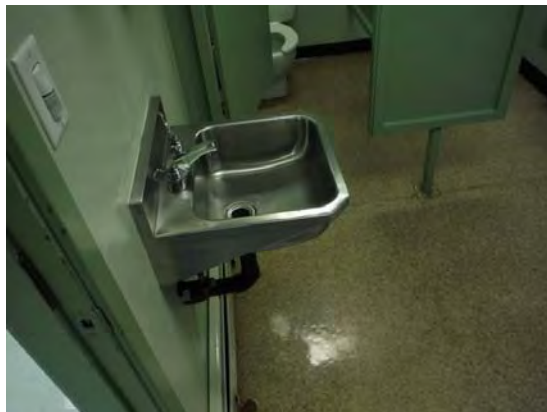


Photo 26



Photo 27

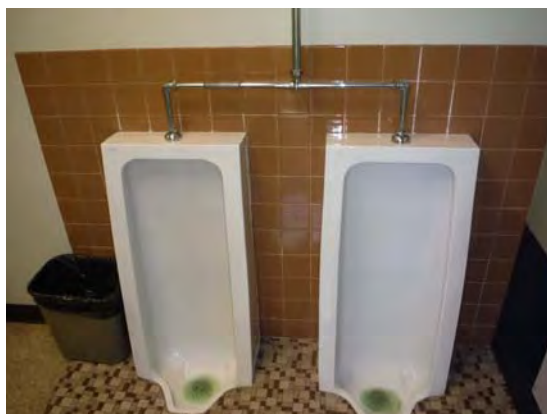


Photo 28



Photo 29



Photo 30

Beacon Hill Yard Administration



Photo 31

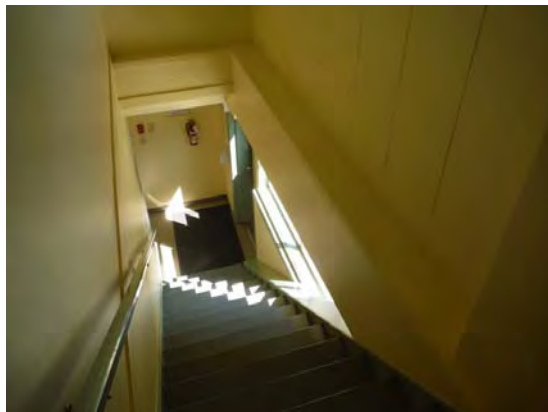


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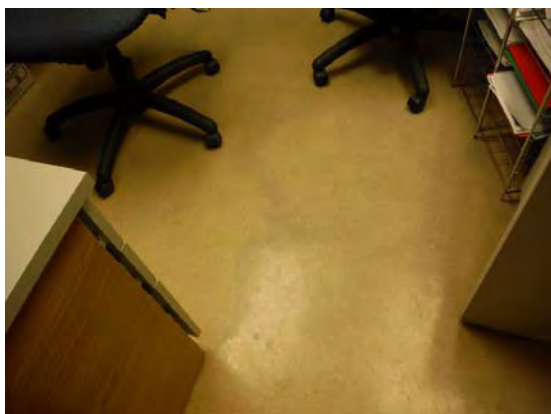


Photo 33

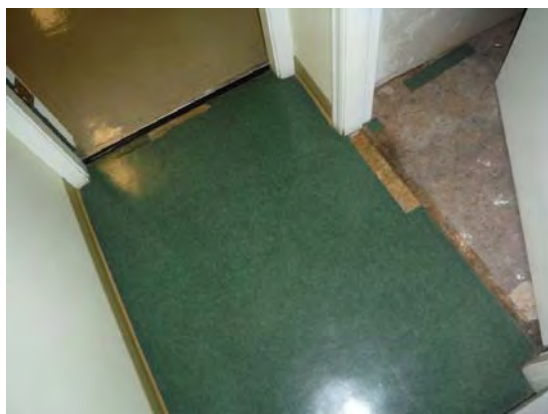


Photo 34

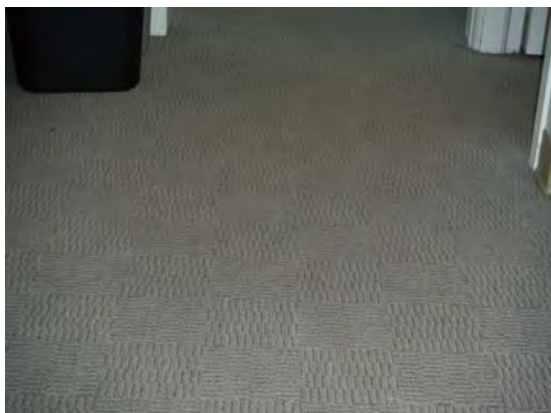


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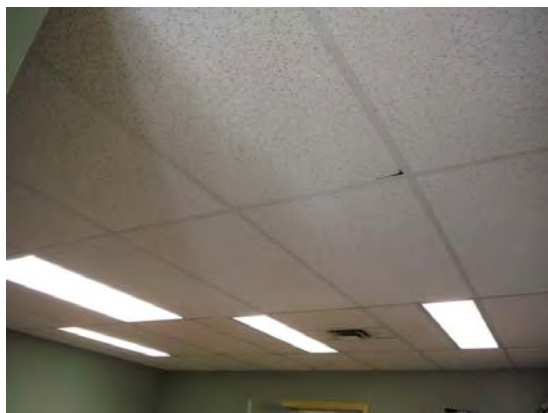


Photo 36

Beacon Hill Yard Administration



Photo 37

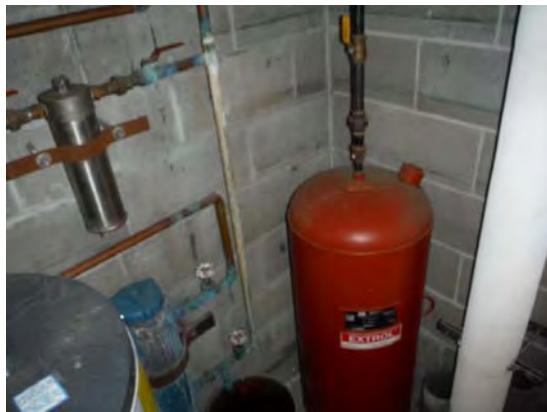


Photo 38



Photo 39

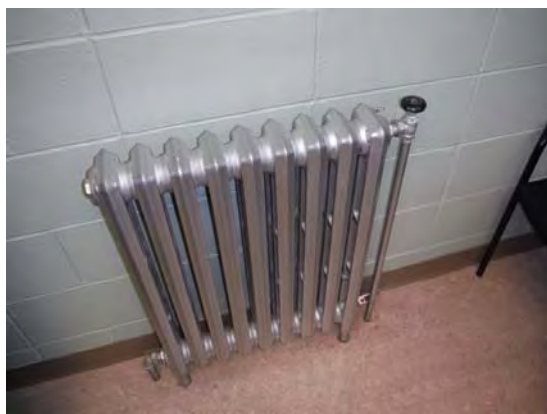


Photo 40



Photo 41



Photo 42

Beacon Hill Yard Administration

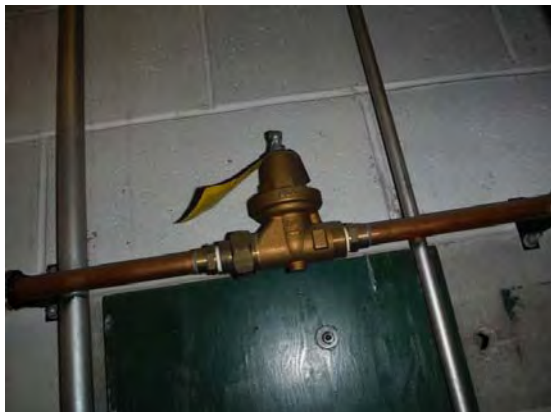


Photo 43



Photo 44



Photo 45



Photo 46

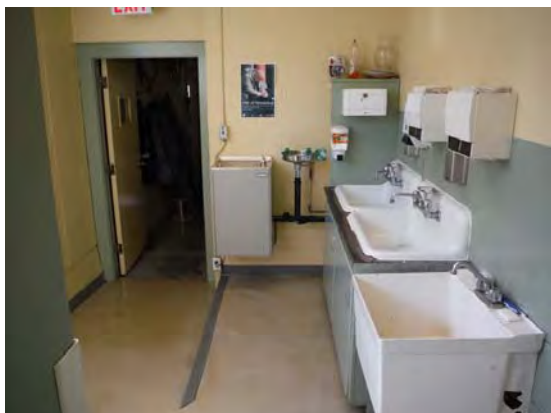


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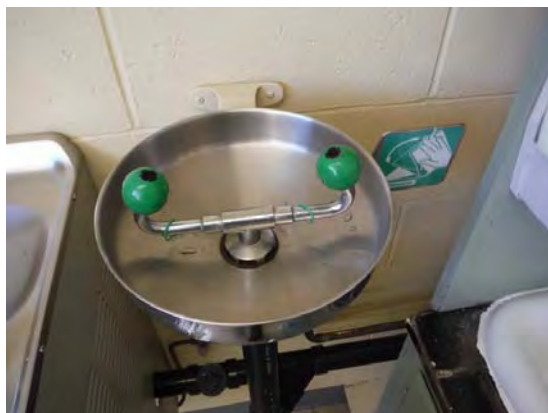


Photo 48

Beacon Hill Yard Administration



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53

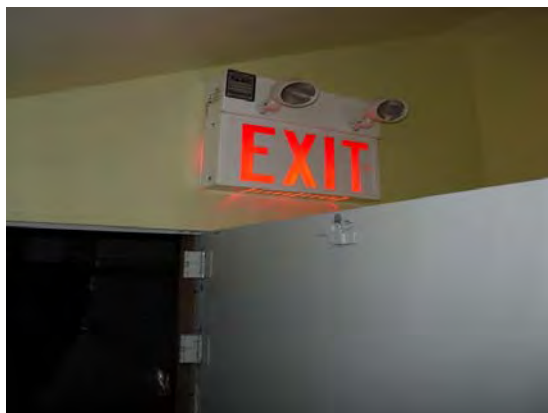


Photo 54

Appendix A5

**Building 5 – City Hall – West
#1 Centennial Square, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
City Hall - New Building, #1 Centennial Square, Victoria, BC

PROPERTY DESCRIPTION

The New City Hall was constructed in 1964 and is connected to Old City Hall Building. It is a two storey concrete structure that houses the City Council Chamber and administrative departments and office (see Photo #01). The Old and New City Hall are connected by a two storey Atria which is the main entrance to the City Hall buildings. The main sources of heat (boiler) and electricity for this building are located in the Old City Hall.

PROPERTY STATISTICS

Gross Floor Area (ft2): 29000
 Building Value: \$7,700,000
 Target FCI: 0.025
 Current FCI: 0.050

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	Addition of columns approx. 21 years ago
Recommendations:	The building and remedial work was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1960
Deficiencies observed:	Refer to GHL Consultants Inc. Report (dated May 18, 2007).
Recommendations:	Implement recommendations made in GHL Consultants Inc. report.
	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
City Hall - New Building, #1 Centennial Square, Victoria, BC

Energy Efficiency

Upgrade recommendations: Refer to Energy Assessment Report issued by Fortis and dated June 2014.

We identified recommendations of approximately \$1,683,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B101004 Balcony Construction - Assess and repair concrete deck of balcony
- B2010 Exterior Walls - Precast Concrete Panels & Brick – Repairs (preliminary budget pending
- B201011 Joint Sealant – Replacement
- B202001 Windows – Replacement
- B202003 Curtainwall Assembly – Replacement
- B301002 Roofing - Low Sloped Membrane System SBS – Replacement
- B301006 Roof Openings – Skylights – Replacement
- C301005 Gypsum Board Wall Finishes – Painting
- D201000 Plumbing Fixtures – Replacement
- B301002 Roofing - Low Sloped Membrane System SBS – Replacement
- P100007 Building Envelope Condition Assessment - Exterior Walls

Note: Roofs are scheduled to be replaced in 2015. If deferred to 2016 or later, then budget will need to adjusted accordingly.

PROJECT TEAM

The visual reviews were completed on April 21 and 22, 2015 by Brian Benson of Morrison Hershfield Ltd. We began with an interview with Mike Israel. Mr. Israel also provided access to a sampling of representative areas of the facility, as requested.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2007
- * Fortis Energy Assessment Report, dated June, 2014
- * Code Review, GHL Consultants Inc., dated May 18, 2007.

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Victorial City Hall (New), #1 Centennial Square, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	142,500	240,500	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	10,000	0	0	0	0	4,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	1,184,000	34,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	13,000	13,000	13,000	13,000	13,000	13,000	29,000	29,000	39,000
Not Applicable	14,000	6,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	156,500	259,500	13,000	1,207,000	47,000	13,000	13,000	29,000	33,000	39,000

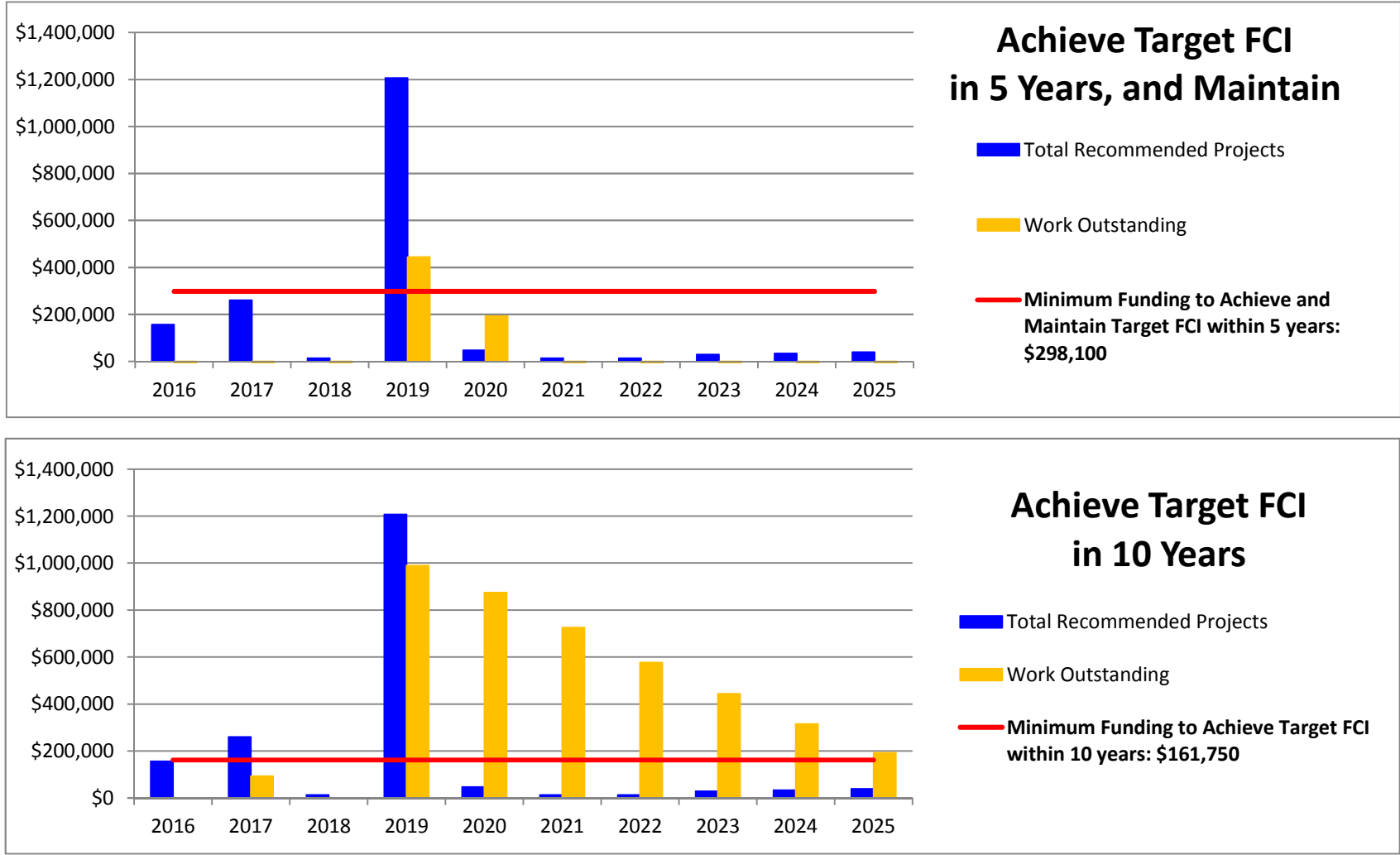
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$298,100

Work outstanding	-141,600	-180,200	-465,300	443,600	192,500	-92,600	-377,700	-646,800	-911,900	-1,171,000
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Minimum Funding to Achieve Target FCI within 10 years: \$161,750

Work outstanding	-5,250	92,500	-56,250	989,000	874,250	725,500	576,750	444,000	315,250	192,500
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The City of Victoria
Facility Condition Assessment and Capital Plan
Victorial City Hall (New), #1 Centennial Square, Victoria



2016	The City of Victoria Facility Condition Assessment City Hall - New Building, #1 Centennial Square, Victoria, BC																																					
	BLDG	Row	COMPONENT			CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION				OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10			
			ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
		1	SUBSTRUCTURE																																			
		2	A10 Foundations	Below Grade	2	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Good	1964	52	100		The foundations are expected to last the life of the building. No major capital expenditures are expected to be required over the next 10 years.		Not Applicable	N/A	N/A	Yes	No				\$0																
		3	A1030 Slab on Grade	Slab on Grade		The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	1964	52	100		The slab on grades are expected to last the life of the building. No major capital expenditures are expected to be required over the next 10 years.		Not Applicable	N/A	N/A	Yes	No				\$0																
		4	A103006 Foundation Drainage	Below Grade		The foundation drainage system was not visually reviewed during the course of this assessment. No drainage issues were reported by facility staff.	Good	1964	52	10	2	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No				\$0																
		5	SUPERSTRUCTURE																																			
		6	B10 Superstructure	General Above Grade	3	The superstructure consists of cast in place reinforced concrete beams, columns, walls. The decks appear to be precast concrete. An upgrade to the structure occurred approximately 12 years ago with addition of columns on the west side of the structure. No settlement, cracking, or other evidence of structural distress was observed or reported.	Good	1964	52	100		Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected over the next 10 years.		Not Applicable	N/A	N/A	Yes	No				\$0																
		7	B101004 Balcony Construction	Concrete Balconies	4	There is cast in place concrete balcony with metal frame and glass inserts. Located on the north side of the structure over looking Centennial Square. A crack was observed in the corner of the concrete deck.	Fair	1964	52	100	2	A contingency has been provided for concrete repair work associated with exposed concrete. We recommend this be reviewed at the same time as the cladding review in Section B2010.	Contingency	2b - Exceeded Service Life	No	Yes	No	No	1	\$15,000	LS	\$15,000	10%	10%	15%	\$21,000		\$21,000										
		8	ENVELOPE																																			
		9	Above-Grade Walls																																			
		10	B2010 Exterior Walls - Precast Concrete Panels & Brick	Exterior Walls	5	The building is clad in pre-cast concrete panels and brick. Extensive cracking of the panels at the upper floor bays was observed. Brick is installed at lower level and found to be in good condition.	Poor	1964	52	75	2	The normal life of precast concrete panels should exceed 50 years, however we are recommending an allowance should be made for repairs. The extent of repairs cannot be determined based on our visual review alone (see recommendations in P100007 Building Envelope Condition Assessment - Exterior Walls). Further detailed review is recommend is necessary to determine causes, need for repair and significance of these defects. Contingency has been provided, however, cost and year of work may change depending on results of a detailed survey.	Repair Allowance	2b - Exceeded Service Life	No	Yes	No	Yes	1	\$50,000	LS	\$50,000	15%	15%	15%	\$77,000		\$77,000										
		11	B201011 Joint Sealant	Exterior Sealant Joints	6	There are sealant joints between the pre cast concrete panels. A thorough review could not be completed from the ground but we did note some sealant failure. No leaks were reported by building staff.	Fair	1964	52	10	2	Replace sealant between dissimilar materials, around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No				\$0																
		12	B202001 Windows	Aluminum Framed Windows	7	The windows/window-wall system are single glazed aluminum-framed units. Upper bay windows are exposed. Windows on ground floor are generally well protected. At some time in the past ground floor windows were painted. There were no leaks reported or observed. Windows have poor thermal performance.	Fair	1964	52	50	4	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. Some discretion as to timing depending on operational priorities but do recommend in next 10 years.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	5200	\$100	SF	\$520,000	10%	10%	15%	\$724,000				\$724,000								
		13	B202003 Curtainwall Assembly	Atrium Windows	8	Atria is provided with curtainwall-type system that extends floor to ceiling. They are aluminum framed single glazed systems.	Fair	1964	52	50	4	Replace curtainwall system. Some discretion as to timing depending on operational priorities but do recommend in next 10 years.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	2700	\$100	SF	\$270,000	10%	10%	15%	\$376,000				\$376,000								
		14	B203001 Exterior Solid Doors	West Elevation	9	Steel framed metal doors located on the west side of the building. Well protected. Assumed to be original.	Fair	1964	52	35	4	Replace doors with more thermally efficient units. Some discretion as to timing depending on operational priorities but do recommend in next 10 years.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000				\$4,000								
		15	B203002 Exterior Glazed Doors	Commercial Grade Exterior Glazed Doors	10	2 sets of glass double doors on the Atrium. Age is not known but do not appear original. Assumed to be 20 years old.	Good	1995	21	25	4	Replace doors at end of service life. Some discretion as to timing depending on operational priorities but do recommend in next 10 years.	Replacement	3 - Future Renewal	No	No	No	No	2	\$2,000	EA	\$4,000	0%	10%	15%	\$6,000				\$6,000								
		16	Roofs																																			
		17	B301002 Roofing - Low Sloped Membrane System SBS	City Hall/Atrium	11	The roofs on both buildings are Built-Up Roof assembly. Large SBS patch is on the City Hall building to address previous leaks. Roof replacement is currently being tendered and scheduled to be replaced in 2015. Exact age is not known but is assumed to be at least 25 years.	Poor	1990	26	25	1	If roofing replaced in 2015 then no action required in next 10 years.	Replacement	2b - Exceeded Service Life	Yes	Yes	No	No	10100	\$20	SF	\$202,000	10%	10%	15%	\$282,000	\$142,500	\$142,500										
		18	B301006 Roof Openings - Skylights	Atrium	12	Aluminum framed sloped glazing systems on the east and west side of Atria. Believed to be t-bar glazing system. Regularly caulked to address leaks.	Fair	1964	52	25	4	Recommend replacing with better performing units at same as other glazing systems.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	400	\$150	SF	\$60,000	10%	10%	15%	\$84,000				\$84,000								
		19	INTERIORS																																			
		20	C102001 Standard Interior Doors	Interior Doors		Wood doors in steel frames. Believed to be original.	Good	1964	52	60	15	Doors are expected to last the life of the building, particularly in low traffic areas. No problems reported or observed. No capital costs anticipated in the next 10 years.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000												
		21	C103002 Toilet and Bath Accessories, Rehab	Washrooms	13	There is a men's and women's W/C on each floor. Contain toilet and sink. Walls and floors are tiled. Operational but dated.	Good	1964	52	50	10	Renovate common washrooms to modernize. For budgeting purposes recommend in 5 years. Timing is discretionary depending on operational priorities.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000										\$26,000		
		22	C2 Stairwell Fire Doors	Fire Doors		Steel door in metal frame. Age is unknown but in good condition.	Good	1964	52	52	15	No problems reported or observed. No capital costs anticipated in the next 10 years.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000												
		23	C202001 Stair Finishes	Interior Stair Finishes	14	Concrete stairs in exit stairwell in center of building. Spiral staircase in Atria is finished with Terrazo.	Good	1964	52	100	50	Expected to last life of building. No capital costs anticipated in the next 10 years.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)								\$0																
		24	C301005 Gypsum Board Wall Finishes	Interior Finishes	15	Walls are generally painted wall board with wood paneling in the Chambers.	Good	1964	52	20	2	Repaint walls. For budgeting purposes to be done year 2.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$65,000	LS	\$65,000	0%	10%	15%	\$83,000		\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000	\$13,000		
		25	C302001 Tile Floor Finishes	Lobby Tile	16	Terrazzo tile (or similar). Good condition well maintained.	Good	1964	52	100	48	No problems observed or reported. No capital costs anticipated in the next 10 years.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No				\$0																
		26	C302004 Resilient Floor Finishes	Interior Flooring	17	Limited to Kitchen facilities and copy room. Vinyl (sheet or tile). Age is unknown but in good condition.	Good	2012	4	25	21	No problems observed or reported. No capital costs anticipated in the next 10 years.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																
		27	C302005 Carpeting	Interior Flooring	18	Replaced approx. 7 years ago.	Good	2009	7	17	8	No problems observed or reported.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000								\$16,000	\$16,000			
		28	C303001 Exposed Concrete Finishes	Interior Flooring	19	Painted on underside precast concrete deck.	Good	1964	52	25	15	Date of last painting not known but will not require painting in next 10 years.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																
		29	C303003 Gypsum Board Ceiling Finishes	Ceiling Finishes	20	In corridors and meeting areas.</																																

BLDG	Row	Component		Photo	Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOJ or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	44	FIRE AND LIFE SAFETY SYSTEMS																																			
	45	D503001 Fire Alarm Systems	Fire Alarm Panel	27	The building is equipped with a fire alarm panel, smoke detectors, bells and manual pull stations. Annunciator panel (Mircom FX 2000) located in Atria lobby.	Fair	2000	16	30	14	Replace the fire alarm panel at the end of its lifespan, including an allowance to replace some wiring and devices.	Replacement	3 - Future Renewal	No	No	No	No	1	\$65,000	LS	\$65,000	0%	10%	15%	\$83,000												
	46	D509002 Emergency Exit Signs	Emergency Signage		Exit lights provided throughout complex to exit doors.	Good	2000	16	30	14	Age is not known but replacement not anticipated in next 10 years (if included in roof replacement).	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000												
	47	D509002 Emergency Lighting and Power	Emergency Lighting and Power		Exit lights provided throughout complex to exit doors.	Good	2000	16	30	14	Age is not known but replacement not anticipated in next 10 years (if included in roof replacement).	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000												
	48	PROFESSIONAL SERVICES																																			
	49	P100008 Seismic Review	Further Study		No seismic reports have been completed on this building.	Not Applicable	1964	52	15	2	It is recommended that the building seismic remediation be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	EA	\$5,000	0%	0%	15%	\$6,000		\$6,000										
	50	P100007 Building Envelope Condition Assessment - Exterior Walls	Building Envelope Survey		Recommend a survey be done of the concrete panels and balcony to confirm the source of cracking and the extent of the problem.	Not Applicable	1964	52	N/A	1	Complete building envelope survey from a hoist.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$12,000	LS	\$12,000	0%	0%	15%	\$14,000	\$14,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

City Hall (New)



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

City Hall (New)



Photo 07



Photo 08

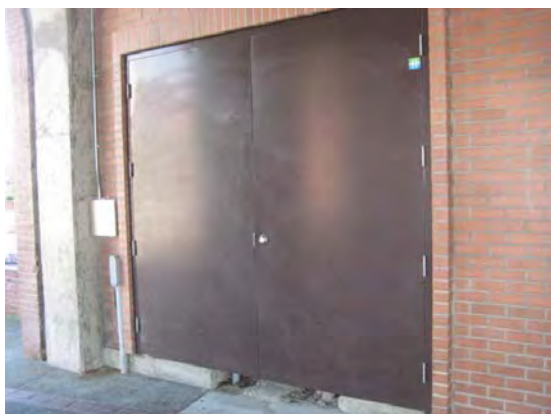


Photo 09



Photo 10



Photo 11

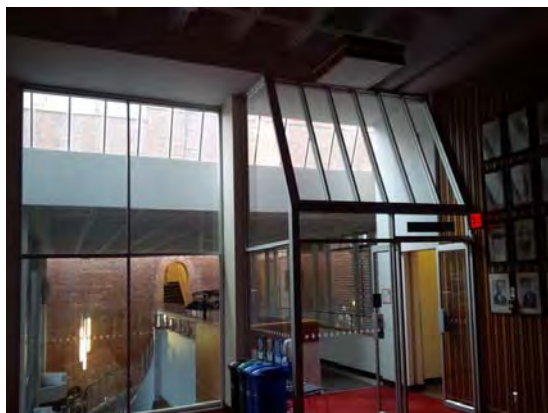


Photo 12

City Hall (New)



Photo 13



Photo 14



Photo 15

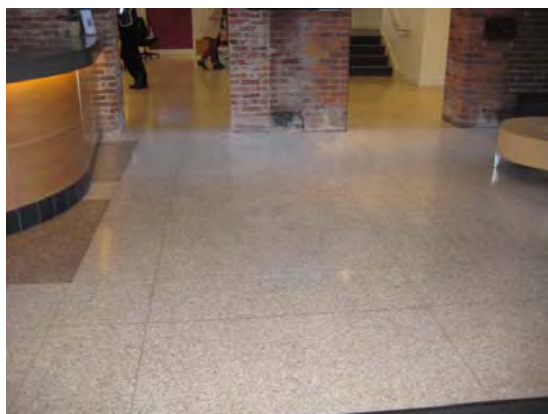


Photo 16



Photo 17

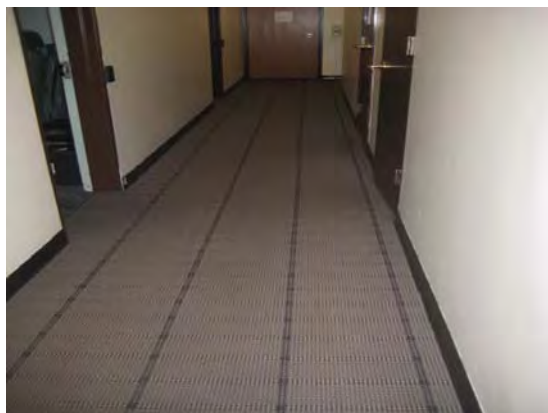


Photo 18

City Hall (New)



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

City Hall (New)



Photo 25



Photo 26



Photo 27

Appendix A6

**Building 6 - City Hall – East
#1 Centennial Square, Victoria, BC**

The City of Victoria
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City Hall (Old), #1 Centennial Square, Victoria

PROPERTY DESCRIPTION

The original building was constructed in 1862 and over the years a number of additions were constructed (see photo 1). A major renovation occurred in 1964 when the adjacent new City Hall was constructed. Most recently, the interior of the building underwent extensive renovations in 2012. See Photo 1.0. The building is a three storey wood framed structure. The first 2 floors are dedicated to offices. The third floor is unoccupied and holds some of the mechanical equipment and storage. There is a clock tower in the middle of the building.

PROPERTY STATISTICS

Gross Floor Area (ft2):	29000
Building Value:	\$8,785,000
Target FCI:	0.025
Current FCI:	0.199

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	Informed that seismic upgrades were undertaken approx. 6-8 years ago.
Recommendations:	None

Building Code Review

Built under what code:	Built over multi-years and subsequently renovated most recently in 2012. Assumed that renovations were completed under the applicable code.
Deficiencies observed:	None
Recommendations:	None

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes, except tower area which is accessible by narrow wooden stairs but is not open to the public.
Access to washrooms:	Yes
Recommendations (and cost estimate):	No further action required unless the use of the space is to change. It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

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City Hall (Old), #1 Centennial Square, Victoria

Energy Efficiency

Upgrade recommendations: A major retrofit was done on the building approx. 3 years ago and electrical systems including lights use energy efficient bulbs/ballasts with sensors. The walls are generally uninsulated and the windows are single glazed. The heating system is a hydronic system. The boilers are old and while not energy efficient they are operable and reliable. An Energy Audit that may identify potential energy savings may be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$2,019,400 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- A103006 Foundation Drainage – Review and Repairs
- B2010 Exterior Walls – Brick – Repair and Repainting
- B2010 Exterior Walls - Painted Plywood – Replacement
- B202001 Windows – Wood Window Replacement
- B3010 Roof Coverings – Inverted – Level 3 – Replacement
- B301002 Roofing - Low Sloped Membrane System SBS – Main Roof Replacement
- B301002 Roofing - Sloped Membrane System SBS – Main Roof Replacement
- G3010 Water Supply – Contingency for Repairs
- B2010 Exterior Walls - Building Envelope Survey

PROJECT TEAM

The visual reviews were completed on April 21 and 22, 2015 by Brian Benson of Morrison Hershfield Ltd. We began with an interview with Mike Israel. Mr. Israel also provided access to a sampling of representative areas of the facility, as requested. The elevator review was completed by KJA Consultants.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2007
- * Envelope Conservation Management Plan by Donald Luxton Associates, May 2008.

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City Hall (Old), #1 Centennial Square, Victoria

*Victoria City Hall Practice Conservation Plan, Building Envelope Stabilization, McGinn Engineering & Preservation Ltd./dewhirst lessard consulting, August 2010

* Fortis Energy Assessment Report, dated June, 2014

* Code Review, GHL Consultants Inc., dated May 18, 2007.

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
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City Hall (Old), #1 Centennial Square, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	360,000	360,000	360,000	0	317,000	0	0	0	0	0
3 - Future Renewal	13,000	334,000	0	0	122,000	13,000	0	0	0	13,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	105,000	0	0	20,400	20,400	20,400	20,400	20,400	20,400
Not Applicable	12,000	16,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	385,000	815,000	360,000	0	459,400	33,400	20,400	20,400	20,400	33,400

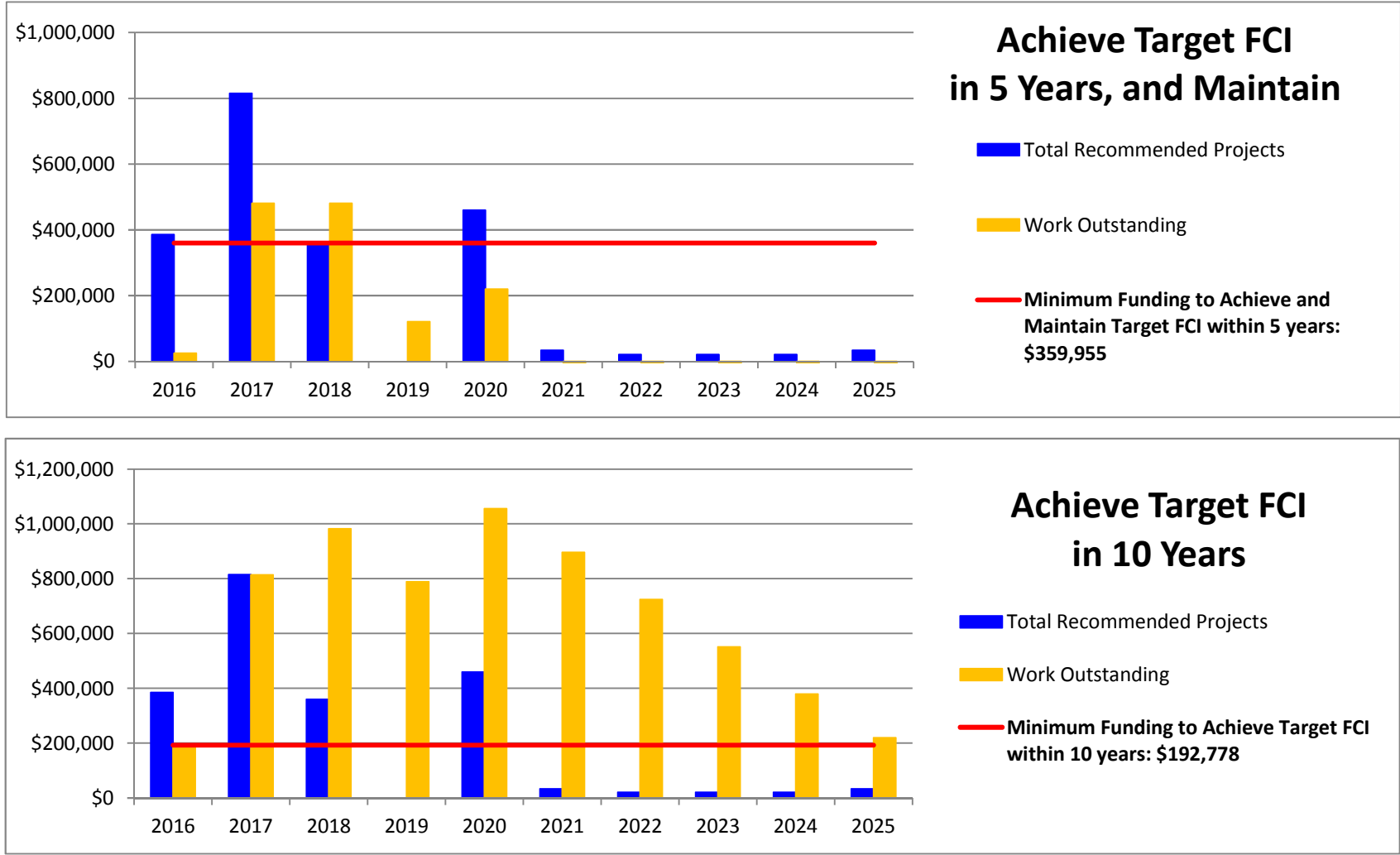
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$359,955

Work outstanding	25,045	480,090	480,135	120,180	219,625	-106,930	-446,485	-786,040	-1,125,595	-1,452,150
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Minimum Funding to Achieve Target FCI within 10 years: \$192,778

Work outstanding	192,223	814,445	981,668	788,890	1,055,513	896,135	723,758	551,380	379,003	219,625
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The City of Victoria
Facility Condition Assessment and Capital Plan
City Hall (Old), #1 Centennial Square, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION					Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to OIL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										\$385,000	\$815,000	\$360,000	\$0	\$459,400	\$33,400	\$20,400	\$20,400	\$20,400	\$33,400			
	1	SUBSTRUCTURE																																				
	2	A10 Foundations	Below Grade		The foundations are cast-in-place concrete OR concrete block as visible at grade. No evidence of major settlement or heaving was reported or observed.	Good	1862	154	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected over the next 10 years.		Not Applicable	N/A	N/A	Yes	No				\$0																	
	3	A1030 Slab on Grade	Slab on Grade		The floor is concrete slab-on-grade. Generally covered with interior finishes. No evidence of major settlement or heaving was reported or observed.	Good	1862	154	5	50	The slab on grade is expected to last the life of the building. No major capital expenditures are expected over the next 10 years.		Not Applicable	N/A	N/A	Yes	No				\$0																	
	4	A103006 Foundation Drainage	Foudation Drainage		The foundation drainage system was not visually reviewed during the course of this assessment. No drainage issues were reported by facility staff.	Not Reviewed	1862	154	10	2	Periodic camera inspection and isolated repairs as required. The cost is below threshold. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No				\$0																	
	5	SUPERSTRUCTURE																																				
	6	B10 Superstructure	General	2	The superstructure is wood frame with interior bearing walls and floor decks. A seismic upgrade was completed on the structure approx. 8 years ago.No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Good	1862	154	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required in next 10 years.		Not Applicable	N/A	N/A	Yes	No				\$0																	
	7	B10 Superstructure	Brick	3	The walls are load bearing multi-wythe brick. The brick has been painted numerous times and in a phased approach.	Good	1862	154	100	50	No major capital expenditures are expected over the next 10 years. We have recommended that a more detailed review be done in Section B2010 in regards to paint on exterior of the brick.		Not Applicable	N/A	N/A	Yes	No				\$0																	
	8	ENVELOPE																																				
	9	Above-Grade Walls																																				
	10	B2010 Exterior Walls - Brick	Brick	4	The walls are load bearing solid masonry. The exterior brick has been painted many times over the intervening years. We did note a number of localized areas of peeling paint. Timing of last painting is unknown but has been phased in the past. Previous reports by others have suggested that repainting of existing substrate will have limited performance and recommend removal of existing paint. Further studies required.	Fair	2000	16	20	4	Repair brick (pending results of building envelope survey), this would include stripping off the existing paint. This item includes repairs of the masonry and mortar. Costs also include for sheet metal cornice detail repairs. The full extent of repair requirements should be confirmed through the building envelope survey. This work has been included in P100007 - Condition Assessment - Exterior Walls. There will be efficiencies to completing the cladding work with the window repair work. Costing for this work was taken from the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010. Costing for this item has not been carried forward in the costing tables at the request of the city.	Repair Allowance	2b - Exceeded Service Life	Yes	Yes	No	No	1	\$5,835,000	LS	\$5,835,000	5%	10%	15%	\$7,751,000													
	11	B2010 Exterior Walls - Painted Plywood	Plywood Walls	5	The north wall on the 3rd floor that provides access to roof deck is painted plywood. In protected location with low exposure.	Poor	2012	4	10	1	Install weather barrier and cladding.	Upgrade	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000	\$13,000												
		B2010 Exterior Walls	Fire Hall Tower Reconstruction		Reconstruct fire hall tower in conformance with recommendations made in the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010.	Not Applicable	1862	154	50	2	Reconstruct fire hall tower in conformance with recommendations made in the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010. Costing for this work was taken from the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010. Costing for this item has not been carried into the cash flow tables.	New	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$830,000	LS	\$830,000	10%	10%	15%	\$1,155,000													
	13	B201011 Joint Sealant	Exterior Sealant	6	There are sealant joints at control joints and between masonry and openings (doors, windows). Failed sealant was noted at control joint on the south side of the building.	Poor	2000	16	10	1	Replace sealant between dissimilar materials, around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No				\$0																	
	14	B202001 Windows	Wood Framed Windows	7	Windows are single glazed wood frame sash units. Only first floor windows were refurbished in 2012. Limited review of the upper window but exterior sills in poor condition.	Poor	1964	52	30	2	Complete refurbishment of the windows on the 2nd and third floors windows. windows at the end of the anticipated service life.Costing for this work was taken from the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010. Cost split over three years at request of the City.	Upgrade	2b - Exceeded Service Life	Yes	Yes	No	No	53	\$14,000	EA	\$742,000	10%	15%	15%	\$1,080,000	\$360,000	\$360,000	\$360,000										
	15	B202001 Windows	Wood Framed Windows		Windows are single glazed wood frame sash units. Only first floor windows were refurbished in 2012. Repaint windows on a regular basis.	Good	2012	4	10	6	Painting of all wood framed window units. This category should be updated to include any further remediated windows.	Repair Allowance	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000						\$13,000							
	16	B203001 Exterior Solid Doors	Exterior Doors	8	Solid metal doors on ground level and access to 3rd deck on north side of the building.	Fair	1964	52	25	5	Replace doors.	Replacement	3 - Future Renewal	Yes	Yes	No	No	5	\$1,500	EA	\$7,500	0%	10%	15%	\$10,000					\$10,000								
	17	B203002 Exterior Glazed Doors	Glazed Doors	9	Entrance door on Douglas St. Aluminum framed door with glazing. Located in well protected location. Exact age not known	Fair	2005	11	25	14	Replace door at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$100,000	LS	\$100,000	0%	10%	15%	\$127,000													
	18	Roofs																																				
	19	B3010 Roof Coverings - Inverted	3rd Floor Roof Deck	10	The roof membrane (2 ply SBS) is protected below insulation and ballast at the field of the roof and by metal flashings at upturns. Ballast and insulation partially removed to address previous leak. Exact age unknown but is more than 10 years old.	Fair	1998	18	20	2	Replace terrace roof deck assembly in 2 years. Assume reuse of pavers and insulation.	Replacement	3 - Future Renewal	No	Yes	Yes	No	2000	\$35	SF	\$70,000	10%	10%	15%	\$98,000			\$98,000										
	20	B301002 Roofing - Low Sloped Membrane System SBS	Main Roof	11	The roof assembly is a conventional low slope roof assembly that is waterproofed with a 2 ply SBS membrane. Believed to have been installed in 1998. It is fully-adhered to the roof deck. No active leaks were reported or observed.	Good	1998	18	25	5	Replace roofing system in approx. 5 years	Replacement	3 - Future Renewal	No	Yes	Yes	No	4000	\$20	SF	\$80,000	10%	10%	15%	\$112,000					\$112,000								
	21	B301002 Roofing - Sloped Membrane System SBS	Main Roof	12	Sloped section of the main roof is an exposed single-ply SBS membrane. Believed to have been installed in 1998. It is fully-adhered to the roof deck. No active leaks were reported or observed. But soft spots and degradation of membrane observed.	Fair	1998	18	20	2	Replace roofing system in 2 years.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No	8000	\$20	SF	\$160,000	10%	10%	15%	\$223,000					\$223,000								
	22	B301002 Slope Roof	Sloped Metal Roof	13	The roof consists of sloped prefinished metal panels with concealed fasteners. Age is unknown. No leaks were reported or observed.	Good	2000	16	30	14	No problems reported or observed. No capital costs anticipated in the next 10 years.	Replacement	3 - Future Renewal	Yes	No	No	No				\$0																	
	23	B301002 Slope Roof	Sloped Metal Roof		Reconstruct ridge cresting and belfry finals in conformance with recommendations made in the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010.	Not Applicable	1862	154	50	2	Reconstruct ridge cresting and belfry finals in conformance with recommendations made in the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010. Costing for this work was taken from the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010. Costing not carried into the cash flow tables.	New	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$165,000	LS	\$165,000	10%	10%	15%	\$230,000													
	24	B301005 Gutters and Downspouts	Exterior Gutters	14	Gutters at sloped roof sections are waterproofed by EPDM. Age is unknown	Good	2000	16	30	14	No problems reported or observed. No capital costs anticipated in the next 10 years.	Replacement	3 - Future Renewal	Yes	No	No	No				\$0																	
	25	B102099 Other Roof Construction - Suspended Access System	Roof Safety Anchors	15	There are fixed anchor points on roof the different roof levels. Dates back to 2012 renovations. During our sampling review, we noted no deformations or distress, nor any significant corrosion of the exposed elements of the anchors.	Good	2012	4	30	26	Other than regular inspection, no capital costs anticipated over the next 10 years.	Replacement	3 - Future Renewal	No	No	No	No				\$0																	
	26	B204004 Exterior Glazing	Skylights		Reconstruct skylights in conformance with recommendations made in the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010.	Not Applicable	1862	154	50	2	Reconstruct skylights in conformance with recommendations made in the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010. Costing for this work was taken from the Victoria City Hall Practical Conservation Plan, Building Envelope Stabilization report completed by McGinn Engineering & Preservation Ltd. and dewirst lessard consulting, dated August 2010.	New	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$75,000	LS	\$75,000	10%	10%	15%	\$105,000					\$105,000								
	27	INTERIORS																																				
	28	C1 Stairwells																																				

Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
City Hall (Old), #1 Centennial Square, Victoria

BLDG	Row	COMPONENT		CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION						OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to CCL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

City Hall (Old)



Photo 01

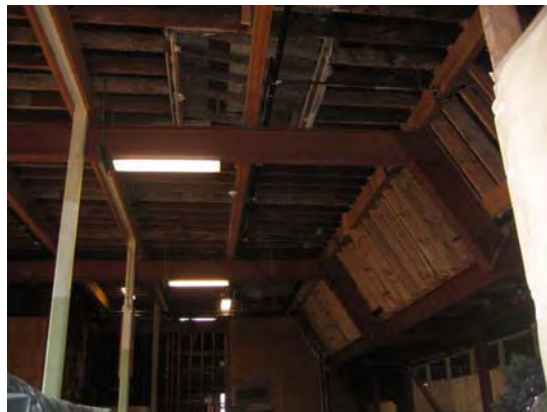


Photo 02



Photo 03

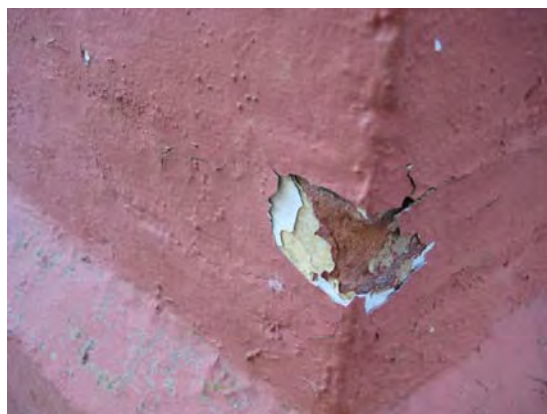


Photo 04

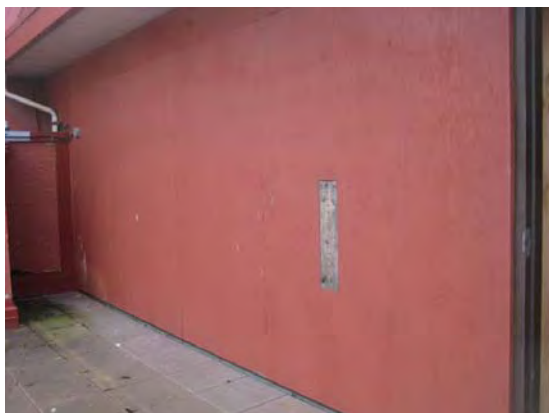


Photo 05

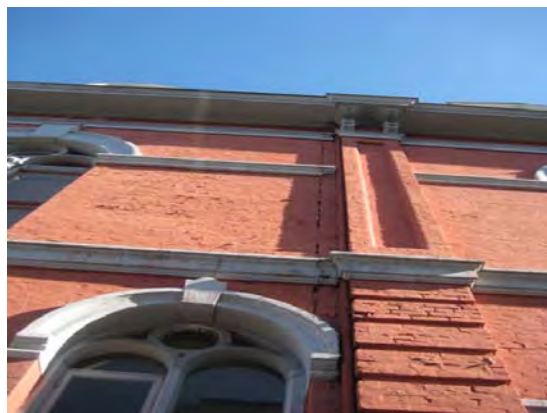


Photo 06

City Hall (Old)



Photo 07



Photo 08



Photo 09

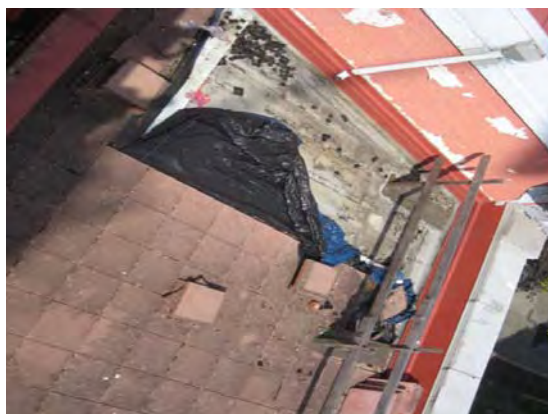


Photo 10



Photo 11



Photo 12

City Hall (Old)



Photo 13

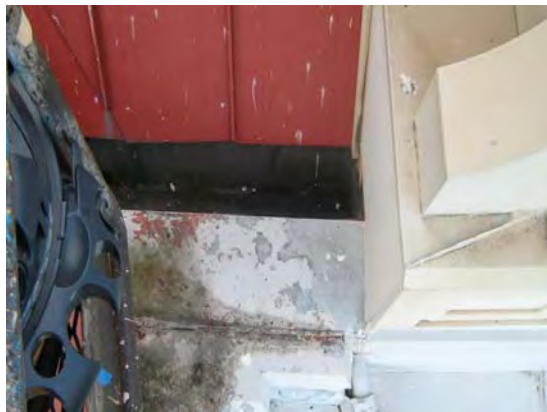


Photo 14



Photo 15

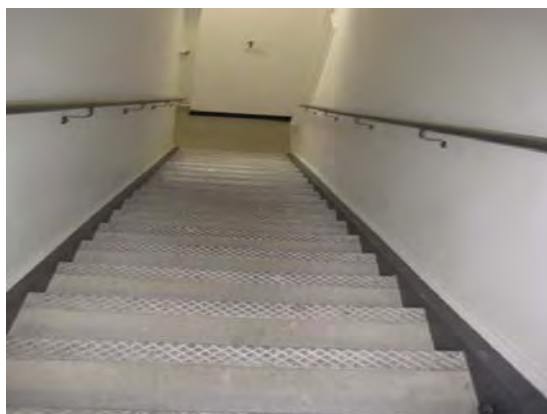


Photo 16



Photo 17

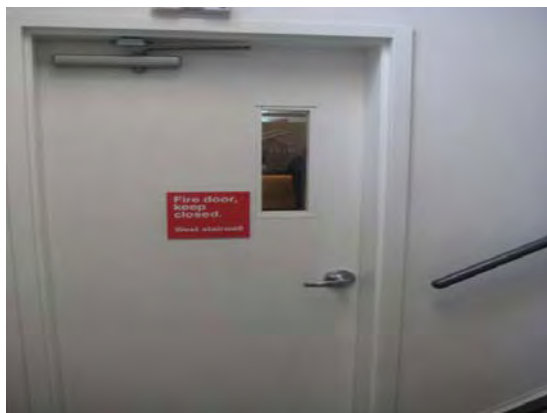


Photo 18

City Hall (Old)



Photo 19



Photo 20

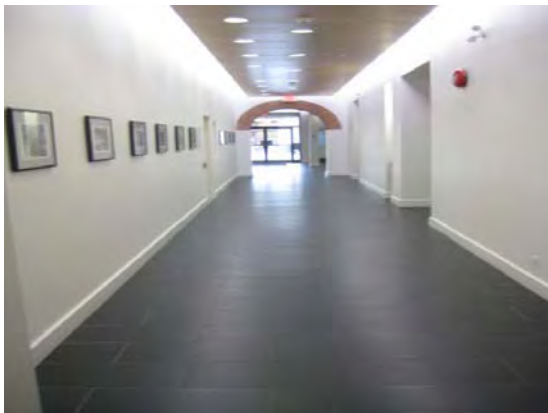


Photo 21



Photo 22



Photo 23

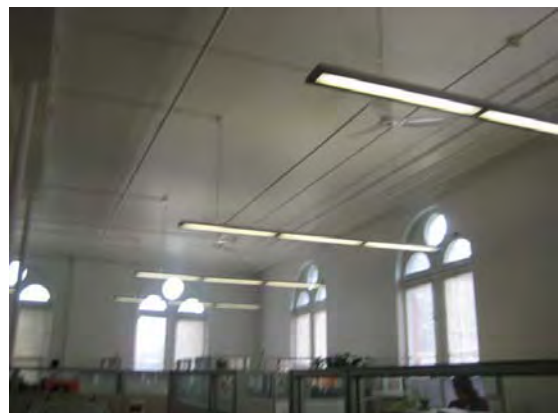


Photo 24

City Hall (Old)



Photo 25



Photo 26

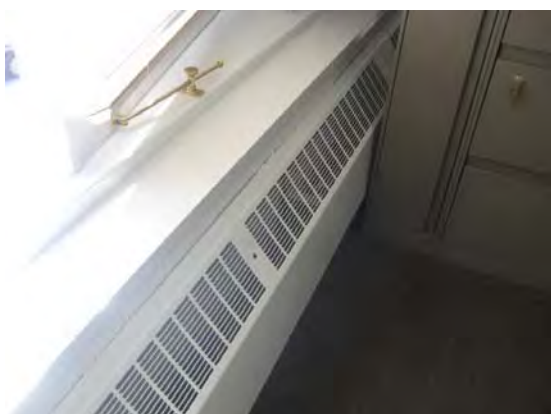


Photo 27



Photo 28



Photo 29



Photo 30

City Hall (Old)



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35

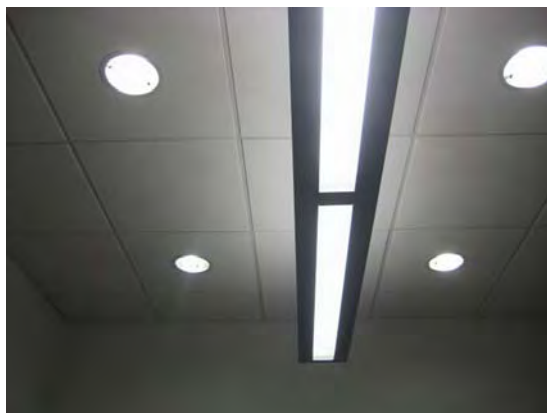


Photo 36

City Hall (Old)



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41

Appendix A7

**Building 7 - Crystal Gardens
713 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Crystal Garden, 713 Douglas Street, Victoria

PROPERTY DESCRIPTION

Crystal Gardens is the site of the original Crystal Pool constructed in 1925. In 1980, the building was renovated to become Crystal Gardens. A service building was added in 2007 to provide catering services in support of events. The original building is a brick and concrete structure with a glass roof supported by a steel infrastructure.

PROPERTY STATISTICS

Gross Floor Area (ft2):	78,811
Building Value:	\$25,920,000
Target FCI:	0.025
Current FCI:	0.014

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	Orig. 1925 - Local bylaws, New add. - BCBC 2006 (TBC)
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	None

The City of Victoria
Facility Condition Assessment and Capital Plan
Crystal Garden, 713 Douglas Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$552,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B201010 Exterior Coatings
- C103002 Toilet and Bath Accessories, Rehab
- C302005 Dance Floors
- D304008 Air Handling Units
- D509002 Emergency Lighting and Power
- D101002 Passenger Elevator

PROJECT TEAM

The visual reviews were completed on April 30th, 2015 by Paul Rutten and Jordan Bowie. During our review of the building, we were accompanied by a City of Victoria representative, who provided access to a sampling of representative areas of the facility, as requested. The elevator review was completed by KJA Consultants.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Memorandum Dated December 17, 2009 "Review of Below Grade Water Penetration"
- VFA Asset Detail Report for Crystal Gardens, 2009

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Crystal Garden, 713 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	7,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	107,000	64,000	7,000	0	113,000	0	0	0	0	0
3 - Future Renewal	56,000	0	0	0	35,000	0	13,000	13,000	26,000	113,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	21,000	0	0	0	0	276,000
4b - Discretionary Renewal (Aesthetic)	0	7,000	60,000	64,000	7,000	92,000	7,000	7,000	7,000	7,000
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	170,000	75,000	67,000	64,000	176,000	92,000	20,000	20,000	33,000	396,000

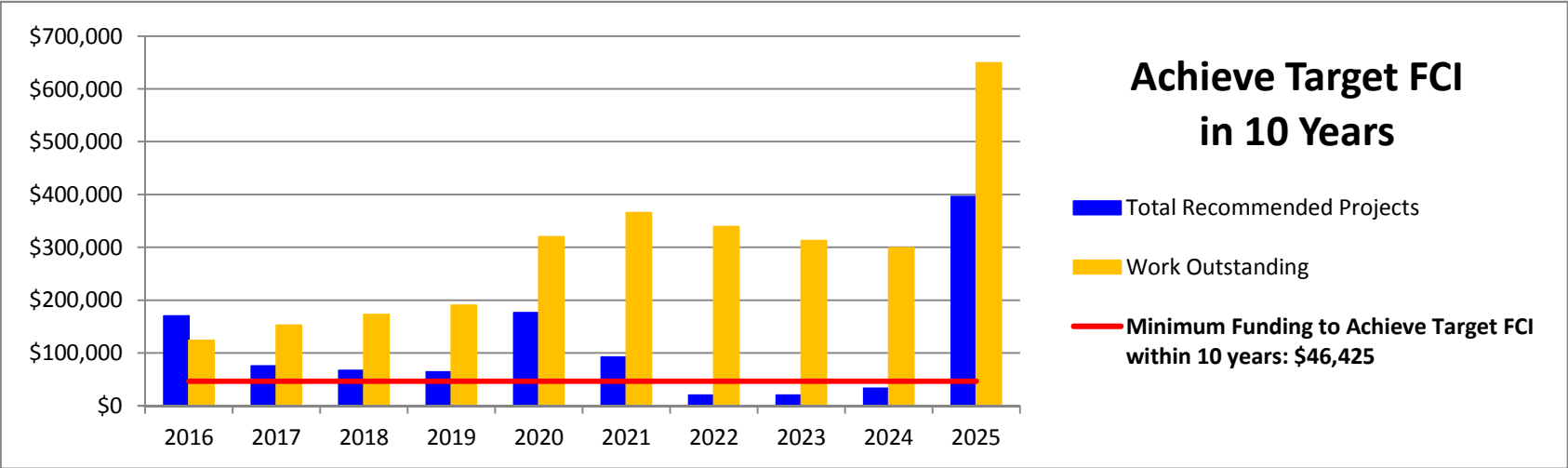
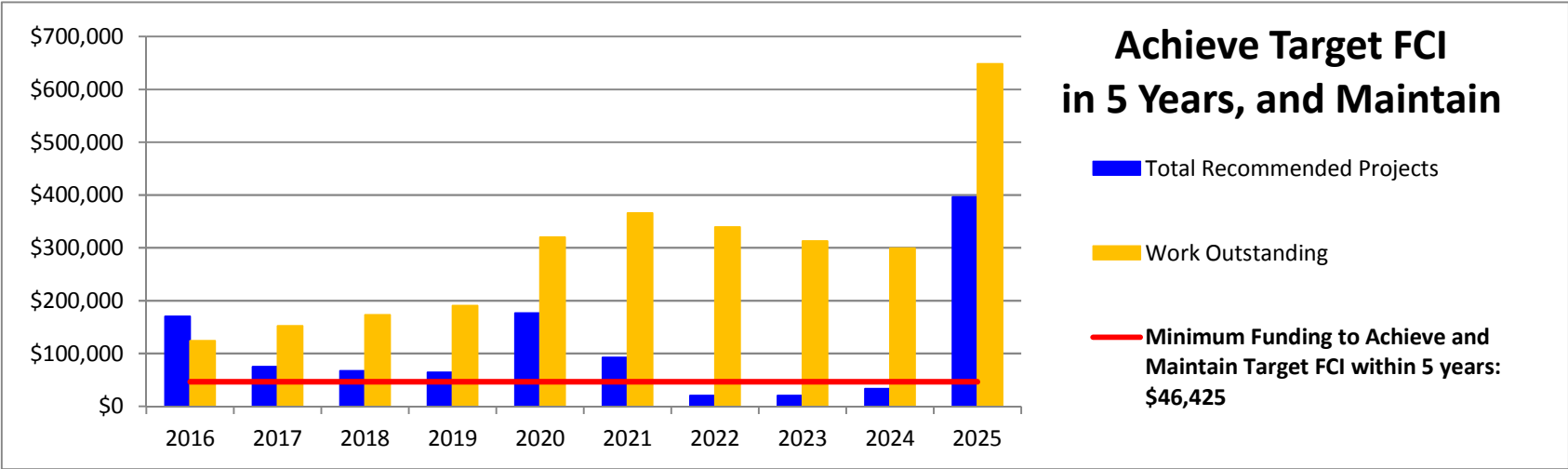
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$46,425

Work outstanding	123,575	152,150	172,725	190,300	319,875	365,450	339,025	312,600	299,175	648,750
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Minimum Funding to Achieve Target FCI within 10 years: \$46,425

Work outstanding	123,575	152,150	172,725	190,300	319,875	365,450	339,025	312,600	299,175	648,750
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The City of Victoria
Facility Condition Assessment and Capital Plan
Crystal Garden, 713 Douglas Street, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA				RECOMMENDATION					Can this work be phased over multiple years ?	# recommended work not complete on the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$170,000	\$75,000	\$67,000	\$64,000	\$176,000	\$92,000	\$20,000	\$20,000	\$33,000	\$396,000				
	1	SUBSTRUCTURE																																					
	2	A10 Foundations		x	The foundation is a poured concrete raft foundation extending below the entire original building. The rear addition has poured concrete strip footings (not reviewed) and slab on grade partial crawlspace. Sagging of the original raft foundation appears to be present, noted by the deflection of the building in center relative to each end (north/south).	Good	2009	7	100	50	The foundation walls are expected to last the life of the building, with isolated repairs only. Some isolated leak repairs may be required to stop reported isolated crawlspace leaks.	Contingency	3 - Future Renewal	Yes	No	No	No							0%															
	3	A103006 Foundation Drainage	Repair	x	The type and condition of the perimeter drainage of the original building is not know. Some crawlspace moisture has been noted in 2009 in the north-east corner of the original building.	Good	2009	7	10	1	Undertake periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	No	NO							0%															
	4	SUPERSTRUCTURE																																					
	5	B10 Superstructure	General	P01	The superstructure of the original building consist of poured concrete, brick, and a steel superstructure supporting the glass roof. The new addition (2009) has a reinforced concrete structure of columns and suspended slab, with steel stud in-fill walls (not reviewed). The new addition roof is Q-deck. No structural issues were noted or reported.	Good	2009	7	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	No	No	No			1	\$100,000	LS	\$100,000	0%	10%	15%	\$127,000												
	6	B10 Superstructure, Ext Stairs	Painted Steel stairs on new addition	P02	The new addition has three flights of exterior metal stairs, painted.	Good	2009	7	35	28	Isolated repairs, repainting as required.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	No			1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000											
	7	ENVELOPE																																					
	8	Above-Grade Walls						0																															
	9	B2010 Exterior Walls - Brick	Original building	P03	The exterior walls of the original building are clay brick in good condition.	Good	1925	91	150	50	Localized brick replacement and mortar repointing.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	No			13000	\$7	SF	\$84,500	0%	10%	15%	\$107,000											
	10	B2010 Exterior Walls - Rain screen	Cement panel, new addition	P04	The new addition is clad with a cement panel (Swiss Pearl or similar) over a drainage cavity.	Good	2009	7	40	12	Clean, repair and repaint as required.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	No			3350	\$3	SF	\$10,050	0%	10%	15%	\$13,000											
	11	B201010 Exterior Coatings	Paint Wood Window/Door	P05	Wood windows and doors on the original building are single pane, exterior glazed, painted. Some rot on lower windows noted.	Fair	1979	37	20	5	Repaint and point all wood window, doors as required.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	No			1250	\$10	SF	\$12,500	0%	10%	15%	\$16,000											
	12	B202001 Wood Windows, Doors	Restore/ Replace Wood Window/Door	P06	Wood windows and doors on the original building are single pane, exterior glazed, painted.	Good	1979	37	40	12	Replace or restore all wood window, doors as required.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	No			1250	\$80	SF	\$100,000	0%	10%	15%	\$127,000											
	13	B202001 Windowwall Assembly	Replacement	P07	Single pane, aluminum framed window wall vertical section around the perimeter of the main hall (below glass roof).	Good	1979	37	40	10	Replace windows (single pane window wall system).	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	No			3600	\$55	SF	\$198,000	10%	10%	15%	\$276,000										\$276,000	
	14	B202001 Windowwall Assembly, Storefronts	Retail Storefront windows	P08	Double glazed, aluminum framed storefront windows around retail store entrances.	Good	1980	36	25	11	Replace or repair components at storefront windows.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	No			950	\$50	SF	\$47,500	10%	10%	15%	\$67,000											
	15	B202001 Curtainwall Windows	New Addition Glazing	P09	Double glazed curtainwall windows (clear and opaque) on new addition.	Good	2009	7	30	23	Replace curtainwall windows.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	No			2250	\$40	SF	\$90,000	10%	10%	15%	\$126,000											
	16	B202001 Glass Roof	Roof Glazing	P10	Single pane glazing over metal framed structure with ridge vents.	Good	1980	36	50	14	Substantial repair, restoration or repointing of roof glazing on the new and original building.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	No			31000	\$100	SF	\$3,100,000	10%	10%	15%	\$4,314,000											
	17	B203001 Exterior Solid Doors	Exterior utility doors	P11	Insulated metal skinned doors without lites.	Good	2006	10	30	20	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No			11	\$350	EA	\$3,850	10%	10%	15%	\$6,000											
	18	B203002 Exterior Glazed Doors	Commercial Grade Doors	P12	Double glazed, aluminum framed doors present at each retail entrance.	Good	1980	36	25	15	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No			35	\$800	EA	\$28,000	10%	10%	15%	\$39,000											
	19	Roofs																																					
	20	B301002 Roofing - Low Sloped Membrane System SBS	Main building extension, new addition	P13	The roof is an exposed single-ply SBS membrane, fully-adhered. No leaks were reported or observed.	Good	2006	10	25	15	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	No	No	No			1350	\$15	SF	\$20,250	10%	10%	15%	\$29,000											
	21	B301002 Slope Roof	Metal, Retail entrances	P14	The roof consists of sloped prefinished and pre-fabricated (custom) metal panels. No leaks were reported or observed.	Good	1980	36	30	9	Replace or restore metal roof sections at end of service life.	Replacement	3 - Future Renewal	No	Yes	No	No	No			720	\$25	SF	\$18,000	10%	10%	15%	\$26,000										\$26,000	
	22	INTERIORS																																					
	23	C102001 Standard Interior Doors	Metal and glazed interior doors	P15	Metal and glazed interior doors provide fire separation from utility areas.	Good	2006	10	25	15	Replace or repair interior doors as required.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No			1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000											
	24	C103002 Toilet and Bath Accessories, Rehab	Refurbishment	P16	Two sets of public washrooms, including accessible.	Good	2006	10	15	4	Renovate common washrooms.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	No			3	\$15,000	LS	\$45,000	0%	10%	15%	\$57,000					\$57,000						
	25	C301005 Gypsum Board Wall Finishes	Paint	P17	Gypsum wall finishes are primarily on the lower floors, utility areas, and washroom.	Good	2007	9	20	10	Repaint interior gypsum walls.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No			1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000			\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000		
	26	C302004 Resilient Floor Finishes	New Addition	P18	The new addition is primarily for catering services and flooring is durable sheet products or similar.	Good	2007	9	20	11	Replace sheet flooring at end of service life.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	No			\$250	\$7	SF	\$36,750	0%	10%	15%	\$47,000											
	27	C302005 Carpeting	Main banquet area	P19	Low pile carpeting throughout the main banquet area.	Good	2007	9	15	6	Replace carpeting.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	No			16700	\$4	SF	\$66,800	0%	10%	15%	\$85,000						\$85,000					
	28	C302005 Dance Floors	Hardwood	P20	Hardwood floors are present on the upper levels; dance floor and main reception area.	Fair	2007	9	10	3	Replace or restore wood flooring as required. The capacity to refinish the existing flooring is reported to be very low (nearing end of useable life).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No			8300	\$5	SF	\$41,500	0%	10%	15%	\$53,000				\$53,000							
	29	C303004 Ceiling	Acoustic Tiles	P21	Ceilings are primarily acoustic tiles (2x2) in good condition.	Good	2007	9	20	11	Replace acoustic 2x2 ceiling tiles (excluding suspension system) as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No			5000	\$2	SF	\$10,000	0%	10%	15%	\$13,000											
	30	C103008 Counters	Millwork, cupboards and kitchenettes	P22	The main hall has several serving area with counters, cupboards, shelving.	Good	2007	9	20	11	Replace millwork and counters as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No			4	\$15,000	EA																

Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Crystal Gardens, 713 Douglas Street, Victoria

BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA				RECOMMENDATION				OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	# recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Crystal Garden



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Crystal Garden

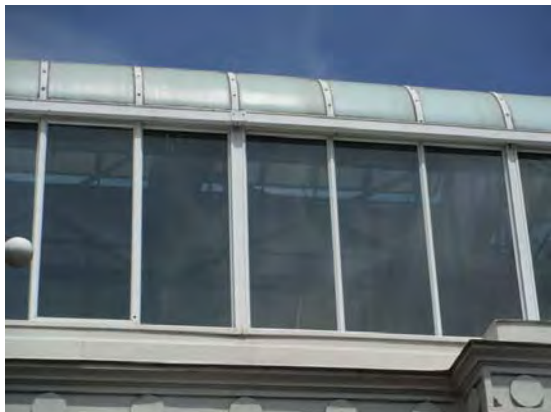


Photo 07



Photo 08



Photo 09



Photo 10

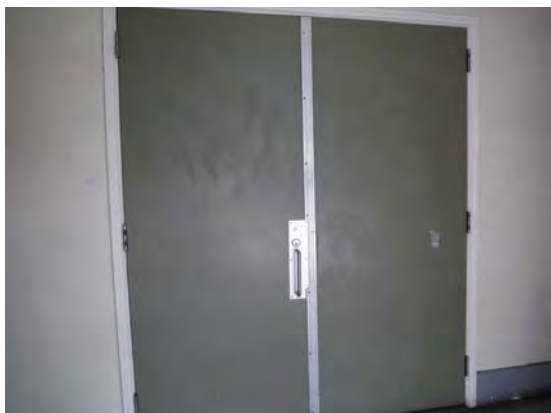


Photo 11



Photo 12

Crystal Garden



Photo 13



Photo 14

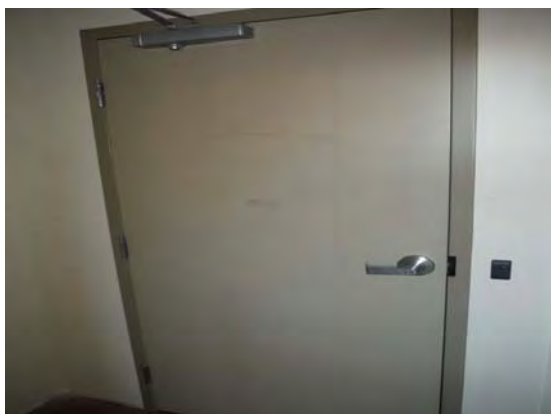


Photo 15



Photo 16

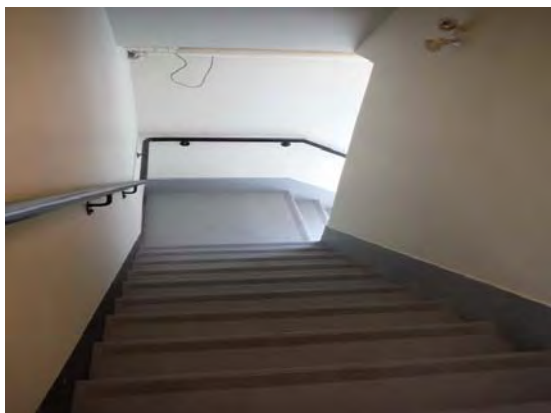


Photo 17

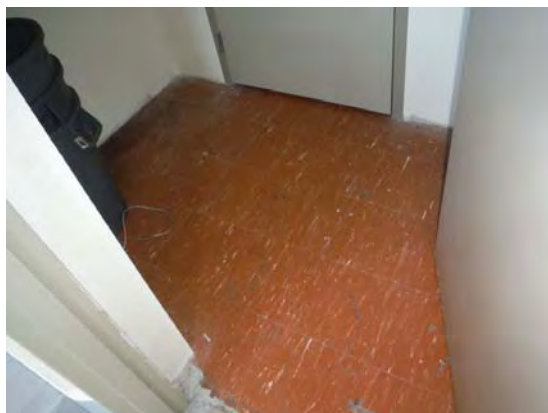


Photo 18

Crystal Garden

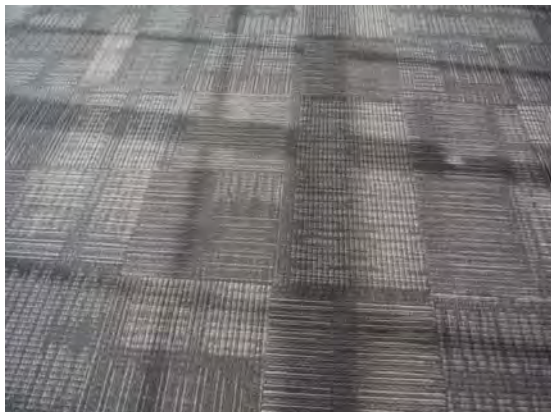


Photo 19



Photo 20

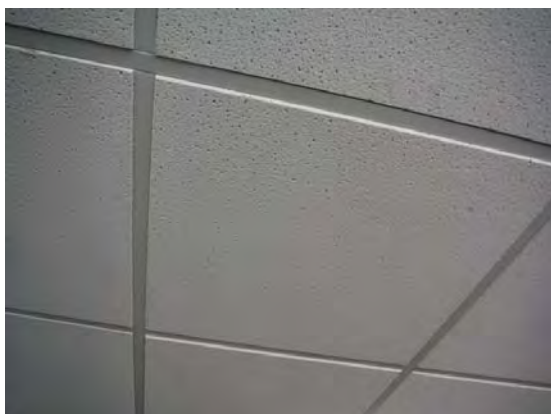


Photo 21



Photo 22



Photo 23



Photo 24

Crystal Garden



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Crystal Garden



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Crystal Garden



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Crystal Garden



Photo 43



Photo 44



Photo 45



Photo 46

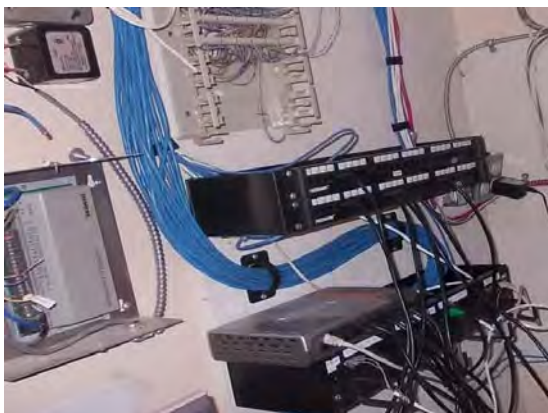


Photo 47



Photo 48

Crystal Garden



Photo 49



Photo 50

Appendix A8

Building 8 - Crystal Pool
2275 Quadra Street, Victoria, BC

The City of Victoria
Facility Condition Assessment and Capital Plan
Crystal Pool, 2275 Quadra Street, Victoria

PROPERTY DESCRIPTION

The Crystal Pool was constructed in 1971 and consists of a two storey structure with basement that includes a main swimming pool, tot's pool, swirl pool, sauna/steam rooms, men's and women's washrooms and locker rooms, administration offices, public seating areas and a child care facility. The basement area includes electrical, mechanical rooms, offices and a studio.

PROPERTY STATISTICS

Gross Floor Area (ft2): 62,431
 Building Value: \$19,090,000
 Target FCI: 0.025
 Current FCI: 0.368

REPORT OVERVIEW

We identified Priority 1 - Immediate expenditures totalling \$16,000 as follows:

- install guards at concrete guardwalls at bleachers

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	National Building Code 1971
Deficiencies observed:	Refer to report issued by CEI on July 14, 2011 for code related issues. Lack of egress for offices/studio spaces located on lower level.
Recommendations:	Review non-compliant areas and conduct repairs/modifications as required.

Accessibility Review

Access into building:	Ramp located at main front entrance
Access throughout building:	Lifts provided at a number of stairs to allow access to upper levels.
Access to washrooms:	Wheel chair access has been provided for all washrooms.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Crystal Pool, 2275 Quadra Street, Victoria

Energy Efficiency

Upgrade recommendations: Refer to the Detailed Energy Assessment conducted by Stantec issued on November 28, 2014 .

We identified recommendations of approximately \$7,282,400 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B10 Structural Renovations
- B2010 Exterior Walls - Brick
- B202001 Windows
- B301002 Roofing - Low Sloped Membrane System SBS
- B301002 Roofing - Sloped Roofing over Exit Stairs
- B301006 Roof Openings - Skylights
- C101 Basement Level - Renovation
- C101 Level 1 - Pool Renovation
- C101 Level 1 & 2- Renovation
- C21 Interior Handrails
- C5 Guard Walls
- D302002 Hot Water Boilers
- F105002 Building Automation Systems
- D304004 Hydronic Distribution Systems
- D304007 Exhaust Systems
- G3010 Water Supply
- D2040 Rain Water Drainage / G3030 Storm Sewer
- D209004 Hot Tub, Slide
- D209004 Pool Piping and Equipment
- D501003 Main & Secondary Switchgear
- D401003 Secondary Panels
- D501005 Motor Control Centers
- D502002 Branch wiring and devices
- D502002 Lighting
- D502002 Exterior Lighting
- D503001 Fire Alarm Systems
- D401002 Sprinkler Water Supply and Piping
- D402001 Stand Pipe Equipment and Piping

The City of Victoria
Facility Condition Assessment and Capital Plan
Crystal Pool, 2275 Quadra Street, Victoria

PROJECT TEAM

The visual reviews were completed on April 21, 2015 by Scott Williams and Paul Rutten. During our review of the building, we were accompanied by Rob Kelbough, Project Administrator, who provided access to a sampling of representative areas of the facility, as requested.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Architectural Drawings, Sheets A1-A15 prepared by John. A. Di Castri Architect, dated November 14, 1969
- Floor Plans, Drawings 0101-0103 prepared by the City of Victoria, dated July 15, 2009
- Asset Detail Report CP - 2007 Inspection, prepared by VFA Inc., dated January 21, 2015
- Dome Feasibility Study, prepared by Stantec Architecture Ltd., dated June 14, 2013
- Detailed Energy Assessment, prepared by Stantec Architecture Ltd., dated November 28, 2014

- Evaluation Report, prepared by CEI Architecture Planning Interiors, dated July 14, 2011
- 100% Pre-Tender Estimate for Crystal Pool Life Cycle Upgrades, prepared by Advicas dated September 18, 2015

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Crystal Pool, 2275 Quadra Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	16,000	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	1,063,000	0	0	0	116,000	0	0	0	0	0
2b - Exceeded Service Life	1,193,000	0	760,000	0	0	0	0	0	0	0
3 - Future Renewal	3,857,000	12,000	0	30,000	156,400	1,273,400	230,400	48,400	38,400	405,400
4a - Discretionary Renewal (Upgrade)	53,000	0	0	0	14,000	0	0	21,000	0	14,000
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	12,000	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	6,194,000	12,000	760,000	30,000	286,400	1,273,400	230,400	69,400	38,400	419,400

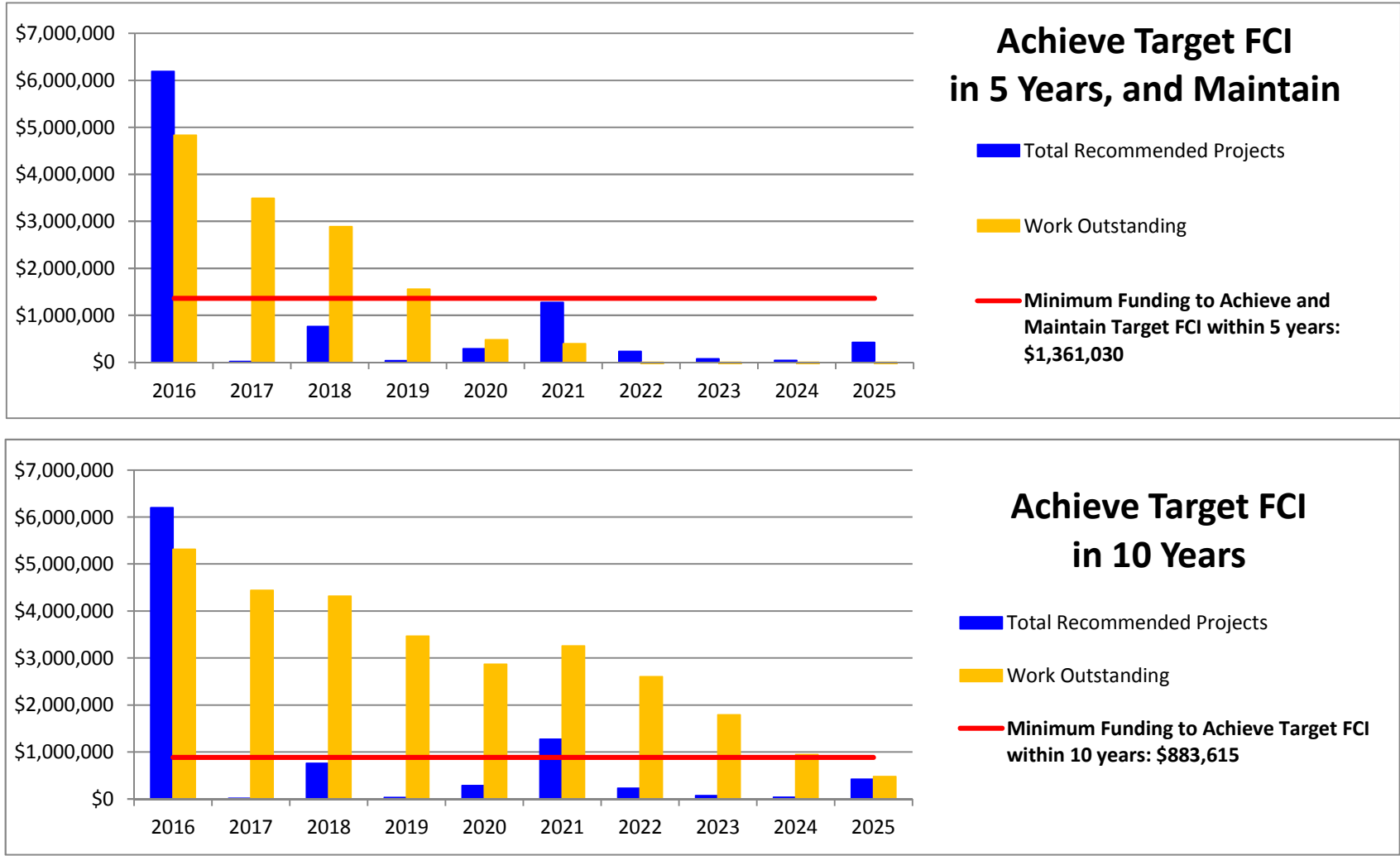
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$1,361,030

Work outstanding	4,832,970	3,483,940	2,882,910	1,551,880	477,250	389,620	-741,010	-2,032,640	-3,355,270	-4,296,900
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Minimum Funding to Achieve Target FCI within 10 years: \$883,615

Work outstanding	5,310,385	4,438,770	4,315,155	3,461,540	2,864,325	3,254,110	2,600,895	1,786,680	941,465	477,250
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The City of Victoria
Facility Condition Assessment and Capital Plan
Crystal Pool, 2275 Quadra Street, Victoria



The City of Victoria Facility Condition Assessment and Capital Plan Crystal Pool, 2275 Quadra Street, Victoria																																				
Row	Component			Condition Assessment			Lifecycle Data			Recommendation			Opinion of Probable Cost							Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10							
	ID	Location / Type	Photo	Description & History	Condition	W. Above of Last Major Action	Age in 2015	Typical Life Cycle or Action Interval	Est. Time Remaining to O.A. or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the building's security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																									\$6,194,000	\$12,000	\$760,000	\$30,000	\$286,400	\$1,273,400	\$230,400	\$69,400	\$38,400	\$419,400		
1	SUBSTRUCTURE																																			
2	A10 Foundations		x	The foundations are cast-in-place concrete. We noted normal, isolated, narrow cracking on the north elevation. No evidence of major settlement or heaving was reported or observed. Foundation walls are concealed by interior finishes along the north elevation. Foundation walls are typically concealed at the exterior by adjacent grade. No current leaks were reported or observed.	Good	1971	45	100	11	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No				\$0																
3	A1030 Slab on Grade		x	The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed. Most areas reviewed had interior floor finishes installed concealing the slab on grade.	Good	1971	45	100	15	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No				\$0																
4	A103006 Foundation Drainage		x	Through drawings provided, it appears as though perimeter foundation drainage has been installed adjacent to the footing. Drainage issues were not reported by the building staff. We understand that the foundation drainage was scoped last year and no repairs were required.	Not Reviewed	1971	45	10	11	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No				\$0																
5	SUPERSTRUCTURE																																			
6	B10 Superstructure	General	x	The superstructure consists of reinforced concrete slabs on reinforced concrete beams and columns / steel columns and trusses supporting open-web steel joists and the steel roof deck/ Load bearing giant brick masonry exterior walls. Some cracking of the reinforced concrete columns was observed within the pool area. Seismic upgrading of the superstructure has not been conducted.	Good	1971	45	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required. We recommend that a review be conducted regarding seismic upgrading (see professional services section).	Study	Not Applicable	Yes	No	Yes	No				\$0	0%	0%	15%													
7	B10 Structural Renovations	General	x	A number of structural renovations have been outlined in the 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015. These include: remove existing masonry flyes, concrete infill to ladders, starter blocks and diving boards; new concrete ramp and steps; Rim Flow gutter system concrete upgrades; Dome ring beam; Dock lift	Not Applicable	1971	45	100	1	Conduct upgrades as outlined in report issued by Advicas.	Upgrade	3 - Future Renewal	N/A	N/A	N/A	N/A	1	\$259,800	LS	\$259,800	0%	15%	15%	\$344,000	\$344,000											
8	ENVELOPE																																			
9	Above-Grade Walls																																			
10	B2010 Exterior Walls - Brick	Giant Brick Walls	1	Steel reinforced giant brick is located throughout, predominantly on the lower level. Some wall areas include either cast in place or CMU back-up walls. Weeps are located at the base of wall to allow for drainage. Some areas of staining and efflorescence were noted on the exterior of the giant brick. Damage to the brick was observed at a two windows located on level one, north elevation. Deterioration of the membrane at the base of wall was generally noted with leaching of membrane though the weeps on the north elevation. Efflorescence of the giant brick was noted in the interior space adjacent to tot pool on the north wall.	Fair	1971	45	20	5	Localized brick repair and mortar repointing. We recommend that areas of efflorescence be reviewed to determine the cause and repairs conducted as required.	Repair Allowance	2 - Restore Functionality	Yes	No	Yes	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000												
11	B2010 Exterior Walls - Stucco	Rock Dash Stucco	2	Rock dash stucco located at fascia. Gaps in cladding typically observed at vertical reveals. Limited cracking of the stucco was observed. Deterioration of the flashing over the stucco observed on level 2. Daylight observed through a hole in the stucco cladding and sheathing located at the fan room on level 2 west elevation. As per CEI report issued in 2011, corrosion of the metal j-trim, tie-wires and steel stud framing was observed. It does not appear that any rehabilitation has occurred since the issuance of the report.	Fair	1971	45	50	6	Replace face-seal stucco system with rain screen stucco system.	Replacement	3 - Future Renewal	Yes	Yes	No	No	7500	\$55	SF	\$412,500	10%	25%	15%	\$653,000												
12	B201008 Exterior Soffits	Stucco soffits throughout	3	Stucco soffits located at overhangs. Cracking of soffits observed throughout. Exploratory openings conducted by CEI in 2011 indicated evidence of water ingress.	Poor	1971	45	50	6	A budget has been provided for replacing of all soffits. We recommend that this be conducted in conjunction with the replacement of the rock dash stucco cladding.	Replacement	3 - Future Renewal	Yes	Yes	No	No	1750	\$55	SF	\$96,250	10%	25%	15%	\$153,000												
13	B201011 Joint Sealant	Sealant at wall penetrations	4	There are sealant joints at wall penetrations such as louvers, windows/doors, electrical and pipe penetrations. Sealants are missing or deteriorated where reviewed.	Poor	1971	45	10	11	Replace sealant between dissimilar materials, around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No				\$0																
14	B202001 Windows	Aluminum Framed	5	Aluminum framed non-thermally broken relate windows with either slider, awning of casement type operables. Corrosion of hardware and fasteners typically noted. Broken hinge observed for casement window in workout room at southeast corner, level 2.	Poor	1971	45	35	8	Recommend replacing aluminum framed windows with new thermally broken insulated glass units (IGUs) c/w Low E coatings and argon fill	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	Yes	1	\$13,000	LS	\$13,000	15%	20%	15%	\$21,000											\$21,000	
15	B202001 Windows	Storefront Windows/Doors - Exposed locations	6	Storefront windows installed in a number of locations throughout the building, some fully exposed. Some staining and efflorescence of the concrete below the windows noted for those located at the exit stairs. Corrosion of the storefront doors located at the southeast corner of the building accessing the pool deck was observed along with some corrosion of the lintel above the door. No issues were noted for the storefront assembly located at the south elevation at the childcare center, nor were issues noted with the exposed assemblies located at the stairs on the west elevation.	Fair	1971	45	35	5	Complete replacement of the windows located at the exit stairs and the exposed storefront door assembly located southeast corner of the building accessing the pool deck. Concrete repairs will need to be conducted at the exit stair locations. We recommend that roof membrane be replaced prior to the replacement of the windows at exit stair locations.	Replacement	2 - Restore Functionality	Yes	Yes	No	No	600	\$100	SF	\$60,000	15%	20%	15%	\$96,000												
17	B202002 Storefront Assembly	Storefront windows/doors - protected locations	7	There are a number of storefront window and door assemblies located under overhang protection such as on the west elevation at the main entrance. These assemblies were noted to be in generally good condition with no issues noted during our review with the exception the deterioration of sill flashing for the windows located at southeast and southwest corners, level 2.	Good	1971	45	45	15	Replace storefront windows/floors. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	800	\$100	SF	\$80,000	10%	20%	15%	\$122,000												
19	B203001 Exterior Solid Doors	Metal Exit Doors - Replacement	x	Metal exit doors located at a number of locations on the north and south elevations. The doors appear to be original to the building. Damage to the paint finish observed along with corrosion of hardware and deteriorated weatherstripping.	Fair	1971	45	40	10	Contingency for replacement of a percentage of the existing doors.	Replacement	3 - Future Renewal	Yes	No	No	No	6	\$4,000	EA	\$24,000	10%	20%	15%	\$37,000											\$37,000	
21	Roofs																																			
22	B301002 Roofing - Low Sloped Membrane System SBS	SBS roof for main flat roof system	10	The roof is an exposed 2 ply SBS roof membrane for the main flat roof system. The roof drains via internal drains. We noted blistering of the membrane adjacent to one of the domed skylights. Missing granules noted a few locations along with general wear of the cap sheet. Membranes were replaced between 2002 and 2005.	Fair	2002	14	25	11	Replace roofing system including flashings, sealants, etc. as required. Cost of replacement includes all flat roof systems with the exception of the Level 1 south roof and the small roof over the swirl pool mechanical/chlorine room. Repair of blister and repair of areas with missing granules assumed to be conducted as per general maintenance. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No	40000	\$25	SF	\$1,000,000	10%	15%	15%	\$1,455,000												
23	B301002 Roofing - Low Sloped Membrane System SBS	SBS roof - Level 1 roof - South elevation.	11	Numerous patch repairs conducted for the level 1 roof on the south elevation.	Fair	2002	14	25	5	Replace roofing system including flashings, sealants, etc. within the next 5 years.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No	3000	\$25	SF	\$75,000	10%	20%	15%	\$114,000												
25	B301002 Roofing - Sloped Roofing over Exit Stairs	Sheet membrane roof membrane over exit stairs	12	Aging sheet membrane installed over exit stairs located on the north and south elevations. Efflorescence of the concrete suspended slab observed directly below indicating possible water ingress. Spalling concrete observed at underside of slab.	Poor	1971	45	25	1	Remove existing membrane and replace with SBS 2-ply membrane. Conduct repairs to concrete substrate as required.	Replacement	2b - Exceeded Service Life	Yes	Yes	No	No	800	\$20	SF	\$16,000	10%	20%	15%	\$25,000	\$25,000											
26	B301006 Roof Openings- Skylights	Three domed plexiglass skylights with aluminum framing on main flat roof.	13	Skylights are showing age related deterioration with a number of cracked panels and corrosion of the structural support rings. Replacement of the domed skylights have been outlined in the 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015.	Poor	1971	45	45	1	Replace domed skylights as per 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015.	Replacement	2 - Restore Functionality	Yes	Yes	Yes	Yes	1	\$687,600	LS	\$687,600	15%	15%	15%	\$1,046,000	\$1,046,000											
28	INTERIORS																																			
29	C101 Basement Level - Renovation		x	A number of renovations to the basement level have been identified in the 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015.	Not Applicable	1971	45	30	1	Conduct renovations as per the 100% Pre-Tender Estimate issued by Advicas. Please refer to report for the scope of the repairs.	Upgrade	3 - Future Renewal	Yes	No	No	No	1	\$159,300	LS	\$159,300	15%	15%	15%	\$243,000	\$243,000											
30	C101 Level 1 - Pool Renovation		x	A number of renovations to the Level 1 -Pool have been identified in the 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015. These include updating of the main pool, the training pool and the swirl pool and include items such as replacement of marble liners, replacement of rim flow system, replacement of tile deck and guards/handrails. Please refer to this report for a detailed breakdown of the proposed upgrades.	Not Applicable	1971	45	30	1	Conduct renovations as per the 100% Pre-Tender Estimate issued by Advicas. Please refer to report for the scope of the repairs.	Upgrade	3 - Future Renewal	Yes	No	No	No	1	\$1,072,000	LS	\$1,072,000	15%	15%	15%	\$1,631,000	\$1,631,000											
31	C101 Level 1 & 2 - Renovation		x	A number of renovations to the Level 1 & 2 areas have been identified in the 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015. Please refer to this report for a detailed breakdown of the proposed upgrades.	Not Applicable	1971	45	30	1	Conduct renovations as per the 100% Pre-Tender Estimate issued by Advicas. Please refer to report for the scope of the repairs.	Upgrade	3 - Future Renewal	Yes	No	No	No	1	\$225,300	LS	\$225,300	15%	15%	15%	\$343,000	\$343,000											
36	C103002 Toilet and Bath Accessories	Men's and women's bathrooms located on level 2 at west elevation	17	Aging tiles floor and wainscoting, painted CMU walls, sinks, toilets, partitions and urinals. All in fair condition. Upgrade allowance provided.	Fair	1971	45	10	10	Renovate common washrooms.	Upgrade	3 - Future Renewal	Yes	No	Yes	No	2	\$40,000	EA	\$80,000	0%	15%	15%	\$106,000											\$106,000	
38	C11 Washrooms/Changing Rooms	Men's and Women's Change Rooms	x	Men's and women's change rooms located at the north and south ends of the building, respectively. New epoxy floors installed 3 years ago. Tiles located on walls of showers and bathroom areas. Showers, toilets, sinks, mirrors, benches and lockers provided. All components appear to be in good condition with no major issues noted. Some aging lockers located in men's change room.	Good	1971	45	10	10	Upgrade allowance for general refurbishment of men's and women's change rooms.	Upgrade	3 - Future Renewal	Yes	No	Yes	No	2	\$55,000	EA	\$110,000	0%	15%	15%	\$146,000											\$146,000	
40	C201001 Interior Stair Construction	Metal stairs at water slide.	20	Some corrosion of the metal framing and rails noted. As per the 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015, we understand that the diving boards/waterslide will be replaced as part of the Level 1 - Pool Renovation.	Fair	1971	45	10	5	The diving boards and waterslide will be replaced/refurbished as part of the Level 1 - Pool Renovation, the costs associated with the replacement have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No				\$0																
43	C21 Interior Handrails	Handrails at stair locations	23	As per the Evaluation Report issued by CEI in 2011, a number of areas were observed where handrails do not meet current code requirements and do not extend the required distance of 300 mm beyond the top and bottom of the stairs. The handrails located at the exit stairs do not meet the height requirement of 865 mm to 965 mm. The handrails are discontinuous at the stairs leading from mezzanine to the pool deck at the north elevation.	Fair	1971	45	10	1	The handrails are expected to last the life of the building, however a contingency has been provided to upgrade handrails to meet current code requirements.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	Yes	1	\$40,000	LS	\$40,000	0%	15%	15%	\$53,000	\$53,000											
44	C301005 Gypsum Board Wall Finishes	Painting of gypsum wall board.	x	Repainting of gypsum wall board. Appears as though painting was conducted recently.	Good	2010	6	5	5	Repaint interior walls. This item has been phased over 5 years.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	1	\$30,000	LS	\$30,000	0%	15%	15%	\$40,000											\$40,000	
46	C302004 Resilient Floor Finishes	Resilient flooring located on all levels throughout.	25	Resilient flooring appears to have been recently replaced and is in good condition in all areas reviewed with no major deficiencies noted.	Good	2010	6	20	14	Vinyl sheet flooring. This item is beyond the 10 year timeline.	Replacement	3 - Future Renewal	Yes	No	No	No	8000	\$7	SF	\$56,000	0%	15%	15%	\$75,000												

The City of Victoria Facility Condition Assessment and Capital Plan Crystal Pool, 2275 Quadra Street, Victoria																																			
Row	COMPONENT			CONDITION ASSESSMENT				LIFECYCLE DATA				RECOMMENDATION				OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	ID	Location / Type	Photo	Description & History	Condition	Yr. of Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to OOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																									\$6,194,000	\$12,000	\$760,000	\$30,000	\$286,400	\$1,273,400	\$230,400	\$69,400	\$38,400	\$419,400	
48	C302005 Gym Flooring	Interlocking floor mats located within weight room and elevated workout areas at pool mezzanine.	27	Gym flooring is in good condition and appears to have been recently replaced.	Good	2012	4	15	11	Replace flooring.This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	2000	\$7	SF	\$14,000	0%	15%	15%	\$19,000											
50	C303003 Plaster and Gypsum Ceiling Finishes	Gypsum and Plaster ceiling finish	x	Painted gypsum located at mezzanine around pool and plaster ceilings located at main lobby and pool area both of which appear to have been recently been repainted.	Good	2010	6	5	5	Repaint gypsum, plaster ceilings.This item has been phased over 5 years.	Replacement	3 - Future Renewal	Yes	No	No	No	8000	\$5	SF	\$40,000	0%	15%	15%	\$53,000					\$10,600	\$10,600	\$10,600	\$10,600	\$10,600	\$10,600	
51	C303004 Ceiling	Acoustic Tiles	28	Drop T-bar ceiling located throughout and was all replaced in 2010.	Good	2010	6	20	14	Replace acoustic 2x4 ceiling tiles (excluding suspension system).This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	25000	\$4	SF	\$100,000	0%	15%	15%	\$133,000											
53	C101004 Interior Guard Rails	Guardrails located adjacent to tots pool.	30	Concrete guards with glazing are located adjacent to the tots pool with a gap between the glazing and vertical stanchion that exceeds current BC Building Code opening sizes. As per the 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015, we understand that these guards will be replaced as part of the Level 1 - Pool Renovation.	Fair	1971	45	45	1	These guards will be replaced as part of the Level 1 - Pool Renovation, the costs associated with the replacement have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	Yes	No	Yes	No				\$0															
54	C5 Guard Walls	Guard walls located at bottom of bleachers	31	Guard walls are approximately 30" high without guardrails.	Not Applicable	1971	45	45	1	To improve safety, we recommend installing guard rails on top of guard walls to achieve a total guard height of 42".	Upgrade	1 - Immediate	Yes	No	Yes	No	170	\$70	LF	\$11,900	0%	15%	15%	\$16,000	\$16,000										
55	C5 Concrete at bleachers	Stepped concrete and guard wall	32	Stepped concrete located at bleachers with guard walls located at bottom of bleachers. Concrete appeared to be in good condition. Maintenance staff indicated that concrete repairs were conducted at the underside of the bleachers over the pool deck. Some corrosion of the rebar observed.	Good	1971	45	10	10	Concrete is expected to last the life of the building. A repair allowance has been provided for periodic repair.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000											\$20,000
56	Pool liner	Pool liner located within main pool.	33	Marcite pool liner is showing age related deterioration as well as tile accents. As per the 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015, we understand that the pool liner will be replaced as part of the Level 1 - Pool Renovation.	Poor	1988	28	30	5	The pool liner will be replaced as part of the Level 1 - Pool Renovation, the costs associated with the replacement have not been carried into the cash flow tables.	Replacement	2 - Restore Functionality	Yes	Yes	No	No				\$0															
57	Pool drain grates and rim flow gutter system	Gutter system with drain grates located around each pool	x	Rim flow gutter system with drain grates are located around the perimeter of each pool. Drain grates are showing age related deterioration. As per the 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015, we understand that the gutter system will be replaced as part of the Level 1 - Pool Renovation.	Fair	1971	45	30	1	The Rim flow system will be replaced as part of the Level 1 - Pool Renovation, the costs associated with the replacement have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No				\$0															
58	Pool Bleachers	Bleachers located around pool deck	34	Aluminum bleachers overlooking pool deck appear to be in fair condition. Some chipping of the paint finish noted along with corrosion of the some of the mounting fasteners.	Fair	1971	45	10	8	Bleachers are expected to last the life of the building. Allowance for isolated replacement has been provided.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	15%	15%	\$27,000											\$27,000
59	Diving Boards and Waterslide	Diving boards and a large water slide are located at the east end of the main pool	x	Oxidation of components noted. As per the 100% Pre-Tender Estimate issued by Advicas, dated September 18, 2015, we understand that the diving boards/waterslide will be replaced as part of the Level 1 - Pool Renovation.	Fair	1971	45	20	5	The diving boards and waterslide will be replaced/refurbished as part of the Level 1 - Pool Renovation, the costs associated with the replacement have not been carried into the cash flow tables.	Replacement	2 - Restore Functionality	Yes	No	No	No				\$0															
60	MECHANICAL SYSTEMS																																		
61	HVAC Systems																																		
62	D302002 Hot Water Boilers	Primary	35	Heating and domestic hot water is provided by three Cleaver-Brooks gas-fired mid-efficiency boilers, rated at 10,462 MBtu. No service problems reported. Units receive regular inspections and appear in good condition. Upgrades are recommended in the recent Stantec study.	Good	1971	45	45	1	Replace the heating boilers at the end of their lifespan.	Replacement	3 - Future Renewal	Yes	No	Yes	No	3	\$55,000		\$165,000	0%	10%	15%	\$209,000	\$209,000										
64	D302002 Hot Water Boilers	Circulating Pumps	36	Approximately 1/3 of the recirculating pumps and valves are newer.	Good	2010	6	15	10	Replace hot water recirculating pumps at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000											\$26,000
65	D302002 Hot Water Boilers	Circulating Pumps	37	Approximately 2/3 of the recirculating pumps and valve are original or due for replacement as recommended by recent Stantec study.	Fair	1971	45	15	1	Replace hot water recirculating pumps at end of service life.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$50,000	LS	\$50,000	0%	10%	15%	\$64,000	\$64,000										
66	D302002 Hot Water Boilers	Heat Exchanger, DHW	38	Two shell-type heat exchangers provide domestic hot water for the washrooms. Units were recently rebuilt.	Good	2010	6	25	19	Replace heat exchangers at end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$17,000	EA	\$34,000	0%	10%	15%	\$44,000											
67	F105002 Building Automation Systems	BAS	39	The building controls are the original Honeywell pneumatic system with a primary and back-up compressor and air dryer located in basement. Compressors are new in 2010.	Fair	2010	6	30	1	Replace pneumatic BAS system with new DDC system.	Contingency	2b - Exceeded Service Life	No	No	No	Yes	1	\$15,000	LS	\$15,000	10%	10%	15%	\$21,000	\$21,000										
68	D304004 Hydronic Distribution Systems	Piping & Valves	x	Approx 1/3 of boiler room piping and valves were part of a recent upgrade including recirc. Pumps.	Good	2010	6	30	24	Replace hydronic water distribution piping and valves as needed.	Contingency	3 - Future Renewal	No	No	No	No	1	\$50,000	LS	\$50,000	0%	10%	15%	\$64,000											
69	D304004 Hydronic Distribution Systems	Piping & Valves	x	Approx 2/3 of boiler room piping and valves are original and expected to be replaced as part of currently planned renewal.	Fair	1971	45	40	1	Replace hydronic water distribution piping and valves as needed.	Contingency	2b - Exceeded Service Life	No	No	No	No	1	\$80,000	LS	\$80,000	10%	10%	15%	\$112,000	\$112,000										
70	D304004 Hydronic Distribution Systems	Reheat, Unit heaters	40	Reheat and perimeter heating units contain hot water coils for zone heating or reheating as required.	Fair	1971	45	25	1	Replace perimeter and reheat heat coil units.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$40,000	LS	\$40,000	0%	10%	15%	\$51,000	\$51,000										
72	D305006 Package Units	Rooftop MUAs	42	Two (1 - York) rooftop make-up air units provide heating and cooling to the office spaces and fitness center. Serial numbers suggest units may date back to 2003.	Good	2003	13	25	12	Replace the MUA units at the end of their lifespan.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$25,000	EA	\$50,000	0%	10%	15%	\$64,000											
73	D304008 Air Handling Units	Main AHUs, attic spaces	43	There are four large Recold air handling units that provide conditioned air to the main pool hall.	Fair	1971	45	35	6	Replace the air handling units at the end of their lifespan.	Replacement	3 - Future Renewal	Yes	No	No	No	4	\$80,000	EA	\$320,000	10%	10%	15%	\$446,000											\$446,000
74	D304007 Exhaust Systems	Central Exhaust Fans	44	Six axial-type ducted exhaust fans exhaust air from ozone room, chlorine room, boiler room and swirl pool areas.	Fair	1971	45	25	1	Replace exhaust fans as required.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	6	\$2,500	EA	\$15,000	0%	10%	15%	\$19,000	\$19,000										
76	Plumbing Systems																																		
77	G3010 Water Supply	Main water supply, site services	46	The water service enters the building through a 6-inch diameter pipe located in the basement. The water service is metered, equipped backflow preventer. A 2015 Advicas report recommends site mechanical upgrades including water services.	Good	2000	16	40	14	Upgrade mechanical site services as recommended by consultant's report.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$78,000	EA	\$78,000	0%	10%	15%	\$99,000	\$99,000										
78	D202001 Pipes and Fittings	Water distribution piping	x	Piping is copper where observed and typically insulated as required.	Good	1971	45	50	7	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$150,000	LS	\$150,000	10%	10%	15%	\$209,000											\$209,000
80	D2040 Rain Water Drainage / G3030 Storm Sewer	Waste and Storm water piping	48	Waste and storm water piping was cast iron where visible. A recent Stantec report recommends upgrading the interior building sanitary system.	Fair	1971	45	50	1	Upgrade piping or complete localized repairs as may be necessary as the building ages.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$150,000	LS	\$150,000	0%	10%	15%	\$190,000	\$190,000										
82	Other Mechanical Systems																																		
83	G309099 Other Special Mechanical Systems	Wheel chair lifts located at stairs leading to changing facilities.	50	2 wheel chair lifts services the stairs to the change rooms and are approximately 10 years old. All lifts receive annual servicing and inspection.	Good	2005	11	30	19	Replace wheel chair lifts at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	2	\$12,000	EA	\$24,000	0%	10%	15%	\$31,000											
84	G309099 Other Special Mechanical Systems	Wheel chair lift located at north end of building providing access to pool mezzanine.	51	A wheel chair lift services the stair to the upper level mezzanine and was installed in 2010. All lifts receive annual servicing and inspection.	Good	2010	6	30	24	Replace wheel chair lifts at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$18,000	EA	\$18,000	0%	10%	15%	\$23,000											
85	D209004 Hot Tub, Slide	Replacement	52	Specialty filters, heat exchanger and pumps service the hot tub. A dedicated pump provides intermittent water for the water slide.	Good	2000	16	20	4	For the general refurbishment of the hot tub and slide pumps, heaters and filters.	Contingency	3 - Future Renewal	No	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000					\$19,000						
86	D209004 Pool Piping and Equipment	Replacement or Refurbishment	53	The main pool filtration and treatment system is largely original except the more recent ozone system (current non-operational). System consists of chlorine hoppers, crushers, mixing/conditioning tank, recirc pumps and piping.	Fair	1971	45	30	3	Replace or substantially upgrade the main pool filtration system. Recent Stantec study recommend diversion of pool drains from the storm to the sewer system.	Contingency	2b - Exceeded Service Life	Yes	Yes	Yes	No	1	\$546,000	LS	\$546,000	10%	10%	15%	\$760,000											\$760,000
87	ELECTRICAL SYSTEMS																																		
88	D501003 Main & Secondary Switchgear	Facility Substation	54	The main service enters the building and unit substation via underground cable. The unit substation is 750 kVA with secondary distribution rated at 2000 amps. Equipment is Federal Pioneer.	Good	1971	45	50	1	Replace main and secondary distribution switchgear at end of reliable service life, or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$180,000	LS	\$180,000	0%	10%	15%	\$228,000	\$228,000										
89	D401003 Secondary Panels	House Panels	55	Breaker panels are located throughout the building, primarily Federal Pioneer.	Good	1971	45	45	1	Replace breaker panels at end of reliable service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	Yes	No	No	No	20	\$1,500	EA	\$30,000	0%	10%	15%	\$38,000	\$38,000										
90	D501005 Motor Control Centers	Newer MCCs	56	Approximately half the MCCs are recent vintage and of Eaton manufacture.	Good	2010	6	25	19	Replace Eaton MCCs at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	10	\$2,350	EA	\$23,500	0%	10%	15%	\$30,000											
91	D501005 Motor Control Centers	Original MCCs	57	Approximately half the MCCs are original vintage and of Telemecanique manufacture.	Fair	1971	45	25	1	Replace original Telemecanique MCCs at end of service life.	Replacement	2b - Exceeded Service Life	No	No																					

Crystal Pool



Photo 1



Photo 2



Photo 3



Photo 4

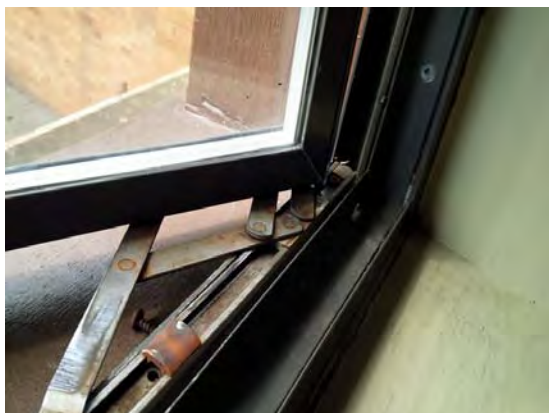


Photo 5



Photo 6

Crystal Pool

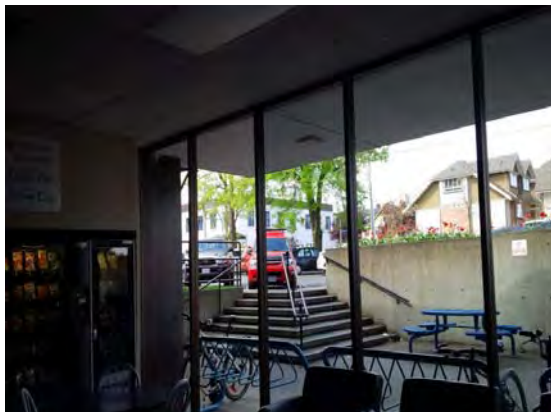


Photo 7



Photo 8



Photo 9



Photo 10



Photo 11



Photo 12

Crystal Pool



Photo 13



Photo 14



Photo 15

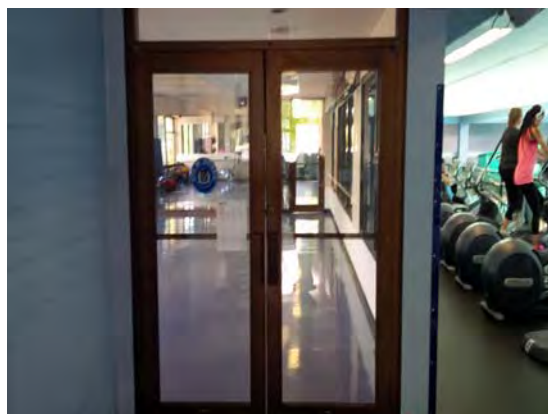


Photo 16



Photo 17



Photo 18

Crystal Pool



Photo 19

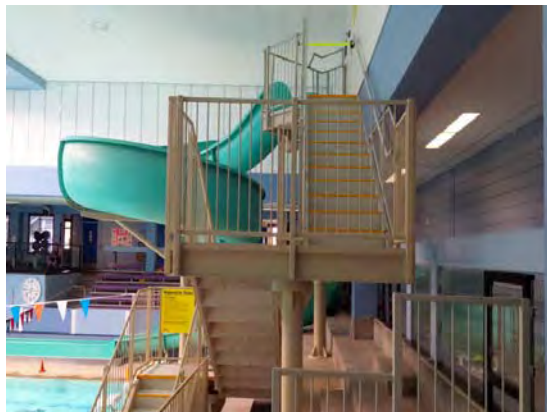


Photo 20



Photo 21



Photo 22

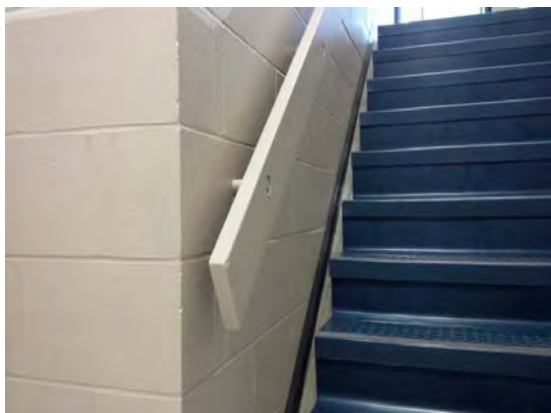


Photo 23

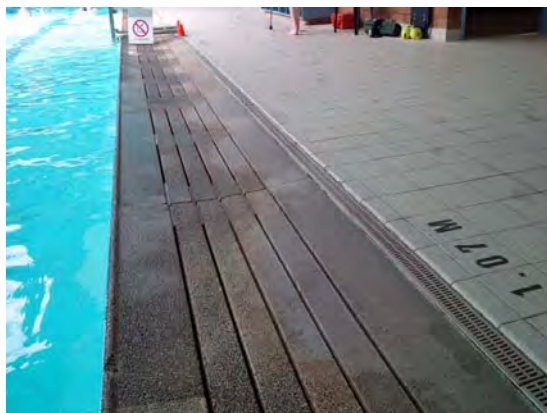


Photo 24

Crystal Pool



Photo 25

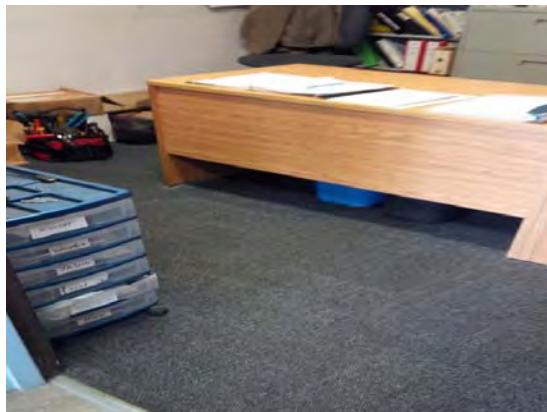


Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Crystal Pool



Photo 31



Photo 32

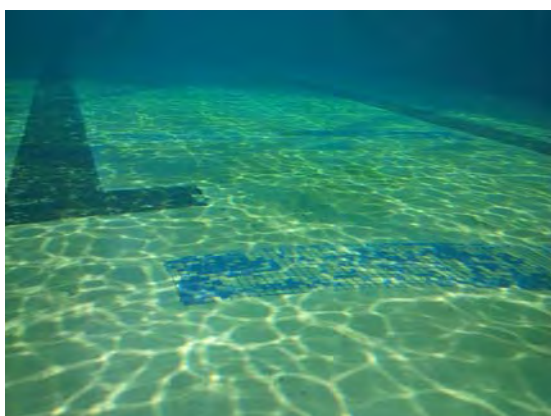


Photo 33

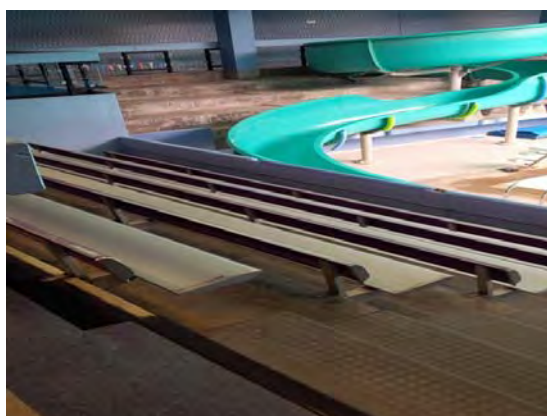


Photo 34



Photo 35



Photo 36

Crystal Pool



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Crystal Pool



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Crystal Pool



Photo 49



Photo 50

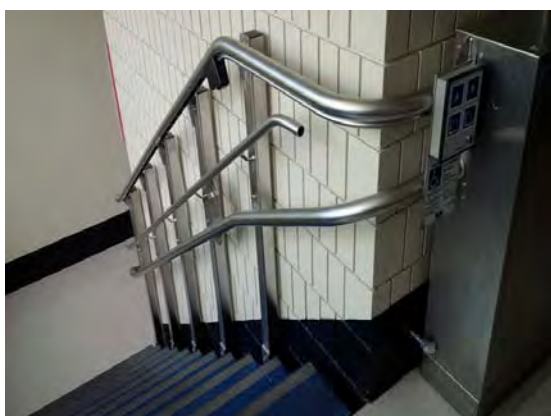


Photo 51



Photo 52



Photo 53



Photo 54

Crystal Pool



Photo 55



Photo 56



Photo 57



Photo 58



Photo 59



Photo 60

Crystal Pool



Photo 61



Photo 62



Photo 63

Appendix A9

**Building 9 - Fire Hall #1
1234 Yates Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Fire Hall #1, 1234 Yates Street, Victoria

PROPERTY DESCRIPTION

Fire Hall #1, located at 1234 Yates Street, was initially constructed in 1958. Additions were constructed 1979, 1990, 1991 and 1996. The facility is comprised of an apparatus bay for fire engine parking, with two other bays for vehicle service. The main dispatch office is on the main floor within the apparatus bay, with reception and operations / logistics offices on the east and northeast sections of the building on both floors. The dormitories, a full commercial kitchen and dining area, entertainment rooms, and washrooms are located on the second floor.

PROPERTY STATISTICS

Gross Floor Area (ft2):	22,592
Building Value:	\$6,220,000
Target FCI:	0.025
Current FCI:	0.040

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None.
Seismic work completed to date:	Upgraded to meet requirements of the 1992 BC Building Code
Recommendations:	Due to the building being a post disaster facility consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	Upgraded structurally to meet 1992 BC Building Code
Deficiencies observed:	Floor separation fire ratings are non-compliant.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Front and rear entrance doors (not automatic or wheelchair friendly)
Access throughout building:	None
Access to washrooms:	None
Recommendations (and cost estimate):	The building does not meet the requirements of an accessible building per the British Columbia Building Code. Major spatial reconfigurations are needed to create a conforming facility. Refer to the 2010 Johnston and Davidson "Needs Analysis and Facility Assessment."

The City of Victoria
Facility Condition Assessment and Capital Plan
Fire Hall #1, 1234 Yates Street, Victoria

Energy Efficiency

Upgrade recommendations: Upgrade lighting.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$675,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B10 Superstructure - Decommission Hose Tower
- B101004 Balcony Construction - Repair Concrete Balcony
- B2010 Exterior Walls - Precast Concrete Panels - Repair Concrete Walls
- B201010 Exterior Coatings - Paint Exterior Cladding
- B203004 Overhead Garage Doors - Replace Wood Overhead Doors
- B3010 Roof Coverings - Inverted - Replace Inverted Roofing Membrane Assembly
- B3010 Roof Coverings - Built-Up - Replace Built-up Roofing Membrane Assembly
- C11 Washrooms / Changing Rooms - Refurbish Washrooms
- C301005 Wall Finishes - Repaint Interior Walls
- C302005 Carpeting - Replace 50% of Carpeting
- D303002 Hydronic Heaters - Selective Replacement of Hydronic Heating Distribution
- D304007 Exhaust Systems - Upper Floor - Replace Roof-Mounted Exhaust Fans
- D304007 Exhaust Systems - Apparatus Bay - Replace Roof-Mounted Exhaust Fans
- D201000 Plumbing Fixtures - Replace Eyewash Station
- D502002 Outdoor Lighting Equipment - Upgrade Outdoor Lighting
- D503009 Other Communications Systems - Upgrade Communications Systems as Needed
- P100002 Building Envelope Condition Assessment - Undertake Condition Assessment

PROJECT TEAM

The visual reviews were completed on April 16 and 17, 2015 by Jordan Bowie of Morrison Hershfield. During our review of the building, we were provided access to a sampling of representative areas of the facility, as requested.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

**The City of Victoria
Facility Condition Assessment and Capital Plan
Fire Hall #1, 1234 Yates Street, Victoria**

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, dated 2007
- Victoria Fire Hall No. 1 Needs Analysis & Facility Assessment Study by Johnston Davidson
- Electrical Thermography Scan Report by Emery Electric, dated May 2012
- Physical Security Assessment by Liahona Security Consortium Inc., dated August 30, 2010

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

This report should be reviewed in conjunction with the Objectives, Terms of Reference,

The City of Victoria
Facility Condition Assessment and Capital Plan
Fire Hall #1, 1234 Yates Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	10,000	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	75,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	74,000	0	68,000	0	0	0	0	0	0	0
3 - Future Renewal	12,000	7,000	85,000	35,000	91,000	0	22,000	516,000	74,000	0
4a - Discretionary Renewal (Upgrade)	25,000	9,000	0	50,000	0	0	0	0	0	88,000
4b - Discretionary Renewal (Aesthetic)	0	4,000	4,000	61,000	53,000	4,000	4,000	4,000	4,000	28,000
Not Applicable	0	12,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	111,000	117,000	157,000	146,000	144,000	4,000	26,000	520,000	78,000	116,000

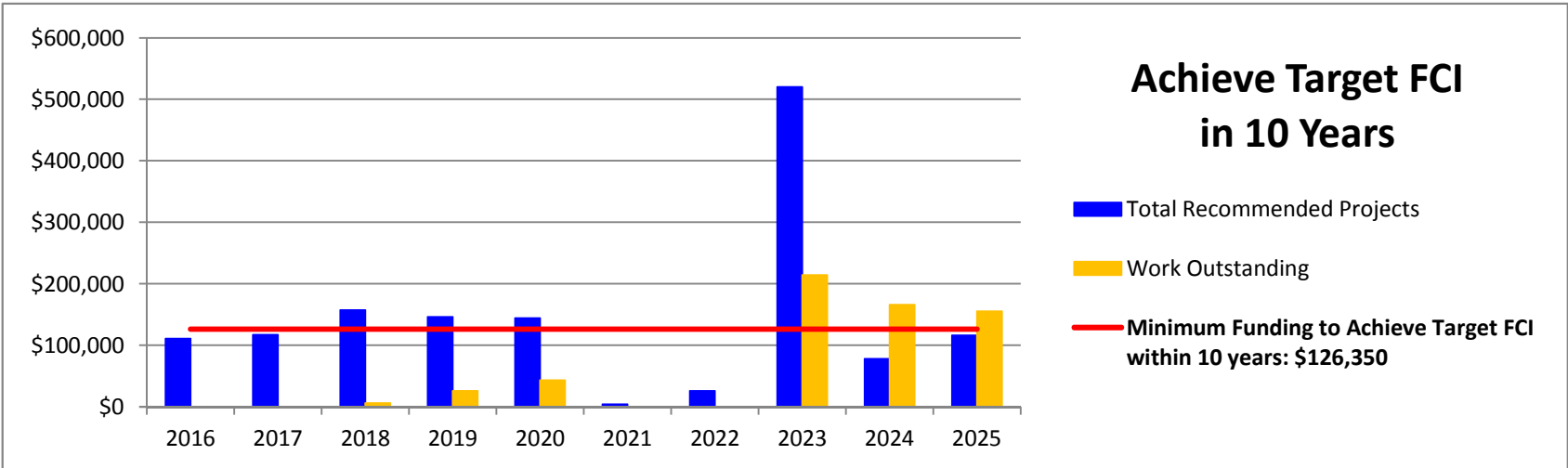
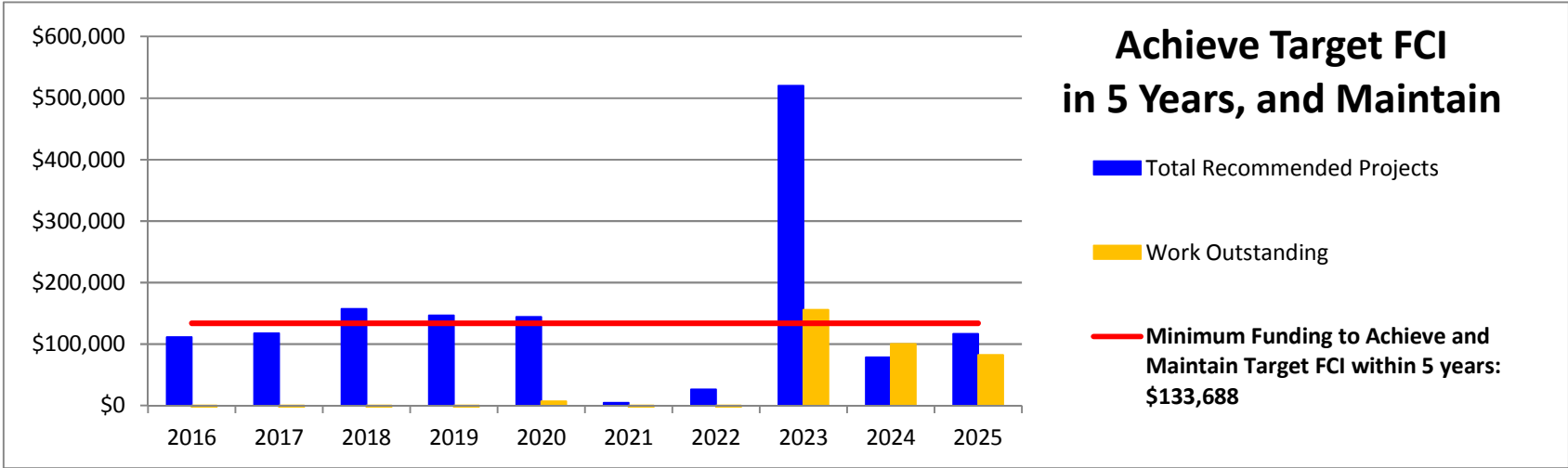
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$133,688

Work outstanding	-22,688	-39,375	-16,063	-3,750	6,563	-123,125	-230,813	155,500	99,813	82,125
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Minimum Funding to Achieve Target FCI within 10 years: \$126,350

Work outstanding	-15,350	-24,700	5,950	25,600	43,250	-79,100	-179,450	214,200	165,850	155,500
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The City of Victoria
Facility Condition Assessment and Capital Plan
Fire Hall #1, 1234 Yates Street, Victoria



**The City of Victoria
Facility Condition Assessment and Capital Plan
Fire Hall #1, 1234 Yates Street, Victoria**

Row	Component			Condition Assessment					Lifecycle Data				Recommendation				Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	ID	Location / Type	Photo	Description & History	Condition	Yr. of Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to End of Service / Age at Audit	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																									\$111,000	\$117,000	\$157,000	\$146,000	\$144,000	\$4,000	\$26,000	\$520,000	\$78,000	\$116,000		
1	SUBSTRUCTURE																																			
2	A10 Foundations / Slab on Grade	At and Below Grade	x	The foundation of the Firehall is of cast-in-place concrete comprising the strip and pad footings, and a slab on grade. The foundations were originally installed in 1958 with additions completed in 1979 (Chief's office), 1990 (emergency ops wing), 1991 (ladder truck bay) and 1996 (administration wing).	Good	1996	20	100	5	The foundations are expected to last the life of the building.Budget for repairs at isolated locations on a periodic basis.City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000					\$13,000							
3	SUPERSTRUCTURE																																			
4	B10 Superstructure	General	1 and 2	The superstructure is comprised of concrete masonry walls and steel framing. The second floor tongue and groove wood / plywood floors are supported by open web steel joists. As mentioned, the building has received additions and the age of the superstructure has been taken to be 58 years old, based on the first phase of construction.A stucco clad wood frame hose tower with steel access stairs was originally installed on the north side of the building, and is no longer used for servicing hoses. The structure is intact, although displaying areas of corroded steel where the stairs interface with the stucco.	Fair	1958	58	100	3	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.As it is our understanding that the hose tower is not in service, abandonment should be considered. Although the materials are in fair condition at this time, it is our understanding that this portion of the structure may not meet the requirements of a Post Disaster building. A contingency amount to demolish the structure has been included in the study.	Contingency	2b - Exceeded Service Life	No	Yes	No	No	1	\$50,000	LS	\$50,000	12%	5%	15%	\$68,000			\$68,000									
5	B101004 Balcony Construction	Front Elevation	3	The balcony is original to the construction of the building and is comprised of cast-in-place concrete supported by painted steel columns. Cracking, spalling and rust stains were observed on the underside of the balcony slab.	Poor	1958	58	100	2	A contingency has been provided for concrete repair work associated with exposed concrete. Prior to undertaking repairs, a structural / concrete condition assessment would assist in determining the overall scope of the project. A budgetary figure has been included in year 2 of the capital plan, and may fluctuate depending on the results of the assessment (see Professional Services).	Contingency	2 - Restore Functionality	No	Yes	No	Yes	341	\$120	SF	\$40,920	12%	5%	15%	\$56,000	\$56,000											
6	B101004 Balcony Construction	Waterproofing	4	The balcony is protected with a bituminous membrane and metal flashings. The membrane (or protection layer) is covered with imprints from chairs and tables and may have compromised its integrity. The age of the membrane has been assumed to be 1990.	Poor	1990	26	20	2	Replace membrane at the end of service life. It is prudent at this age and condition to replace the membrane upon completion of structural repairs, as determined by the balcony condition assessment.	Replacement	2 - Restore Functionality	No	Yes	No	No	341	\$30	SF	\$10,230	12%	0%	15%	\$14,000	\$14,000											
7	B201007 Balcony Walls and Railings	Steel Railing	5	The balcony guardrail is painted steel and is mounted directly to the surface of the concrete balcony slab.	Fair		0	30	2	Replace guardrails at end of service life, which should be undertaken in conjunction with the membrane replacement and structural repairs. Repair metal handrails and steel posts as part of the exterior painting program.	Replacement	3 - Future Renewal	No	No	No	No	60	\$90	LF	\$5,400	12%	0%	15%	\$7,000	\$7,000											
8	ENVELOPE																																			
9	Above-Grade Walls																																			
10	B2010 Exterior Walls - Miscellaneous Cladding	Wood Trim and Sun Shades	6	Painted wood trim and vertical metal sun shades are present on the east elevation. Paint peeling was noted throughout. The year of installation is taken to be 1979.	Fair	1979	37	50	13	Replace wood trim and sun shades at the end of service life. Repaint along with exterior painting program, as noted below.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	1	\$10,000	LS	\$10,000	12%	10%	15%	\$15,000												
11	B2010 Exterior Walls - Precast Concrete Panels	Exterior Cladding	7 and 8	The majority of the building is clad with painted precast concrete panels / concrete and concrete masonry units. The hose tower is clad with stucco.Cracking was observed in the concrete walls along the front elevation below windows.	Fair	1958	58	75	1	The normal life of precast concrete panels and concrete masonry units should exceed 75 years. An allowance has been included for short term repairs to the exterior walls.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	1	\$15,000	LS	\$15,000	12%	10%	15%	\$22,000	\$22,000											
12	B201010 Exterior Coatings	Exterior Cladding	9	All exterior wall materials have been painted. The last year of painting was taken to be 2000.	Poor	2000	16	8	1	Repaint exterior wall every 8 years, beginning in 2016.	Repair Allowance	2b - Exceeded Service Life	Yes	Yes	No	No	11000	\$4	SF	\$44,000	12%	10%	15%	\$63,000	\$63,000											
13	B202001 Windows	Exterior Walls	10	The majority of the windows are double glazed insulated glazing units in thermally broken aluminum frames. Most windows contain awning-style operable vents to allow for natural ventilation. Windows vary in age, as the stamps on the manufacturer's spacer bars ranged from 1991 to 2002 (average year to be taken as 1996).Failed seals were observed in windows on the west elevation of the Day Room.	Fair	1996	20	30	10	Replace aluminum framed windows with new thermally broken, insulated glass units (IGUs) with Low E coatings and argon fill. As an average age has been used for all windows on the building, half of the total quantity will be considered in the next replacement project in ten years.Replacement localized failed IGUs from the maintenance budget.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	512	\$120	SF	\$61,440	12%	10%	15%	\$88,000											\$88,000	
14	B202002 Storefront Assembly	Front and Rear Entrances	11	Aluminum framed storefront-type single glazed doors with sidelites are provided for pedestrian access into the building. The rear doors appear to be original, with a gap between the head of the door frame and the adjacent cladding, and moisture damage on the interior finishes at the jambs. The front entrance doors were installed in 1997.	Poor	1958	58	25	1	Replace storefront system with energy efficient double paned insulated glazing units. The rear doors are in poor condition, where as the front entrance doors are serviceable.	Replacement	2b - Exceeded Service Life	Yes	Yes	Yes	No	60	\$120	SF	\$7,200	12%	10%	15%	\$11,000	\$11,000											
15	B203001 Exterior Solid Doors (Steel)	Exterior Walls	12 and 13	Single and double steel swing doors in steel frames are present on the east, south and west elevations. A full glazed aluminum framed double doors lends access from the kitchen to the roof top deck. The ages vary as a result of phased construction / additions, therefore, the year of installation has been taken to be 1996.	Good	1996	20	40	20	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$15,000	LS	\$15,000	12%	10%	15%	\$22,000												
16	B203001 Exterior Solid Wood Doors (with glazing)	Front Elevation Balcony	14	Painted solid wood doors with single glazed wired glass sidelites in wood frames are present at both ends of the front elevation balcony. The paint is peeling from the substrate.	Poor	1958	58	30	2	Replace doors with more energy efficient materials including double paned, insulated glazing units. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	72	\$80	SF	\$5,760	12%	10%	15%	\$9,000	\$9,000											
17	B203004 Overhead Garage Doors	Exterior Walls	15	Wood and metal overhead doors with glazed panels are present at vehicle, service and apparatus bays. A fixed portion of painted wood framing with glass vision lites is installed at the centre of the main apparatus bay.As the installation dates of the doors varies, an average year of 1995 has been selected as the age of overhead doors.	Good	1995	21	25	4	Replace wood overhead doors (approximately half of total) at end of service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	7	\$5,000	EA	\$35,000	12%	10%	15%	\$50,000				\$50,000								
18	Roofs																																			
19	B3010 Roof Coverings - Inverted	Emergency Operations Centre	16	Emergency Operations Centre Additional 1990) The roof membrane is protected below insulation and ballast at the field of the roof and by metal flashings at upturns. The membrane is not exposed; however, some exposed insulation was observed where filter fabric and ballast has been displaced. UV rays have damaged the exposed insulation. No leaks were reported or observed in the ceiling below the roof.	Fair	1990	26	30	4	Replace protected roofing assembly at end of service life. Replace damaged insulation and properly cover as part of the maintenance budget.	Replacement	3 - Future Renewal	No	Yes	No	No	872	\$25	SF	\$21,800	5%	10%	15%	\$29,000				\$29,000								
20	B301002 Roofing - Low Sloped Membrane System SBS	Main Roof and Hose Tower and East Lower Addition Roof	17	The roof is an exposed 2-ply SBS roofing membrane assembly. This type of membrane covers the majority of the upper and lower roofs, including the hose tower and east office addition. The age of the tower roof was assumed to be 5 years old, and the remainder of the SBS roofs were taken to be 17 years old.Blisters in the membrane were widespread on this roof, as was crazing of the cap sheet.	Fair	1999	17	30	8	Replace SBS roofing system at end of service life.A roofing study with infra-red scan is recommended on all SBS roofs to determine whether there is bulk water under the membrane (see Professional Services, below).	Replacement	3 - Future Renewal	Yes	Yes	No	No	14698	\$20	SF	\$293,960	10%	10%	15%	\$410,000								\$410,000				
21	B3010 Roof Coverings - Built-Up	Apparatus Bay Roof (Ladder Truck)	18	The Apparatus Bay (Ladder Truck) has a conventional built-up asphalt roof membrane with embedded pea gravel, and prefinished metal flashings. Organic growth was prevalent on this roof.	Poor	1991	25	30	5	Replace built-up roofing system at end of service life.	Replacement	3 - Future Renewal	No	Yes	No	No	678	\$20	SF	\$13,560	12%	10%	15%	\$20,000				\$20,000								
22	B301002 Slope Roof - Metal	Metal Clad Hut on Apparatus Bay Roof	19	A standing seam metal roof covers the hut on the apparatus bay roof. The walls of the hut are also clad with a prefinished metal sheet product.	Fair	1991	25	40	15	Replace metal roofing assembly and wall cladding at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No	1211	\$15	SF	\$18,165	12%	10%	15%	\$26,000												
23	B301006 Roof Openings- Skylights	Main Roof	20 and 21	Double glazed skylights in metal clad vinyl frames are installed on the main roof. The skylights are operable to allow air ventilation through the ceiling of the building.A solar tube-type skylight is also present on the upper main roof.	Fair	1999	17	30	8	Replace skylights at end of service life. It would be prudent to replace in conjunction with the roofing membrane assembly.	Replacement	3 - Future Renewal	Yes	Yes	No	No	3	\$800	EA	\$2,400	12%	10%	15%	\$4,000									\$4,000			
24	B102099 Other Roof Construction - Guy Wires	Guy Wires / Anchorage	x	Guy wires assist with stabilizing the radio tower mast on the upper roof.	Not Applicable	2010	6	5	1	Perform a cyclical structural review of the guy wires.	Study	4a - Discretionary Renewal (Upgrade)	No	Yes	Yes	No	1	\$2,000	EA	\$2,000	12%	10%	15%	\$3,000	\$3,000											
25	B102099 Other Roof Construction - Patios	Wood Fencing and Decking	22	Wood fencing encloses floating composite decking at the lower main roof patio. Wood frame stairs access the upper roof. The patio, fencing and stairs is taken to be installed in 1999 along with the kitchen renovations. Wood materials are not stained and are weathering naturally.	Fair	1999	17	25	5	Replace wood elements at end of service life (fencing / stairs / etc.). Composite deck is expected to remain serviceable beyond the ten year forecast.	Replacement	3 - Future Renewal	No	Yes	Yes	No	90	\$50	LF	\$4,500	12%	10%	15%	\$7,000				\$7,000								
26	INTERIORS																																			
27	C11 Washrooms / Changing Rooms	Refurbishment	23, 24, 25, 26 and 27	Washrooms are located throughout the building, on both floors and are comprised of a powder room on the main floor, and two separate facilities with showers on the upper floor. A three piece washroom with shower is present in the Emergency Ops Centre on the upper floor. Washrooms are typically fitted with laminate counter tops with stainless steel and porcelain sinks, porcelain urinals, porcelain toilets and steel partitions. Flooring is of tile in the main washroom on the dormitory floor, and sheet vinyl elsewhere. The washrooms are largely original (1958 and 1990) with replacement components, such as flush valves, installed as required. Change rooms with steel lockers and wood benches are provided adjacent to washrooms and dormitories.	Fair	1958	58	30	4	General refurbishment of washrooms at the end of service life. As washrooms are performing adequately for their respective ages, the allowance included in the capital plan corresponds to the 1958 facilities and is considered discretionary.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$40,000	SF	\$40,000	12%	10%	15%	\$57,000				\$57,000								
28	C102001 Interior Doors	Throughout Building	28	Original painted wood doors are present throughout the building at offices, service rooms and bathrooms. Steel doors are provided at some fire separations, typically at transitions between additions. The average year of installation of all interior doors is taken to be 1977.	Good	1977	39	75	36	Doors are expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
29	C103002 Kitchens	Commercial Kitchen	29, 30 and 31	A commercial style kitchen is present on the upper floor. Equipment provided includes stainless steel counters and sinks (with grease trap), commercial cooler, freezer and two ovens with ventilation and automatic fire suppression. The kitchen was upgraded in 1999.	Good	1999	17	30	13	Replace appliances as-needed. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$50,000	LS	\$50,000	12%	10%	15%	\$71,000												
30	C103002 Kitchenettes	Emergency Ops Addition / Dispatch Office	32	A kitchenette, containing a fridge, stainless steel sink and laminate-finished cabinets / countertop is provided in the lunch room in the emergency ops addition. A smaller, but similar lunch room is located in the dispatch office. It is our understanding that the kitchenette in the emergency ops addition dates to 1990.	Fair	1990	26	30	8	Renovate kitchenettes when need for upgrades exists.	Upgrade	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	12%	10%	15%	\$15,000									\$15,000			
31	C301005 Wall Finishes	Throughout Building	33 and 34	Interior walls are primarily of painted gypsum board on the upper floors, and exposed painted concrete masonry units in the apparatus bays. Some of the original wall finishes in the 1958 section are of laminate wall board. The date of last painting is unknown; however, for the purpose of this study, the year of 2005 has been used.	Fair	2005	11	20	9	Repaint interior walls when the need for a refreshed appearance exists. An approach of painting every 5 years over a 5-year period has been assumed.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$15,000	LS	\$15,000	12%	10%	15%	\$22,000		\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000		
32	C302001 Tile Floor Finishes	Various Locations - Floors	23 and 25	Ceramic tile flooring and shower wall tiles are installed in the main washroom.	Fair	1958	58	50	0	Replace tiles in conjunction with the washroom renovations (budgets included in washroom renovation).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No																				
33	C302004 Resilient Floor Finishes	Various Locations - Floors	35 and 36	Various types of sheet vinyl flooring are installed throughout the building, mainly in corridors, some washrooms, and the kitchen. The flooring varies in age between 1958 and approximately 1990.	Good	1958	58	30	10	Replace vinyl sheet flooring at the end of service life.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1691	\$10	SF	\$16,910	12%	10%	15%	\$24,000											\$24,000	
34	C302005 Carpeting	Throughout Building	37	Commercial grade carpet installed on the floor in most areas on the upper floors, and in the administrative section on the first floor. The year of installation varies and on average, has been taken to be 1996.	Fair	1996	20	20	5	Replace carpet at end of service life. 50% of total carpet has been placed at the five and ten year marks of the capital plan for budgeting purposes.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	4876	\$7	SF	\$34,132	12%	10%	15%	\$49,000				\$49,000								

The City of Victoria Facility Condition Assessment and Capital Plan Fire Hall #1, 1234 Yates Street, Victoria																																																											
Row	COMPONENT			CONDITION ASSESSMENT						LIFECYCLE DATA				RECOMMENDATION					OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																					
	ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2015	Typical Life Cycle or Action Interval	Est. Time Remaining to EOC or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																									
																									\$111,000	\$117,000	\$157,000	\$146,000	\$144,000	\$4,000	\$26,000	\$520,000	\$78,000	\$116,000																									
35	C302099 Other Floor Finishes	Apparatus Bay Floors	x	The Apparatus Bay, Vehicle Bay and Service Bay floors are finished with concrete and are in serviceable condition. Minor, localized scaling was noted.	Fair	1958	58	30	15	Budget for selective / localized concrete repair in the Apparatus Bay, Vehicle Bay and Service Bay. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3- Future Renewal	Yes	Yes	No	No																																											
36	C303004 Ceiling	Throughout Building	38	Acoustic ceiling tiles are provided intermittently throughout the building among exposed wood / steel structure and painted ceiling board (original 1958).	Good	1958	58	75	17	Replace acoustic 2x4 ceiling tiles during subsequent interior renovations. Otherwise, tiles are expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	4b- Discretionary Renewal (Aesthetic)	No	No	No	No																																											
37	MECHANICAL SYSTEMS																																																										
38	HVAC Systems																																																										
39	D302002 Hot Water Boilers	Boiler Room - Ground Floor	39	There is one 2003-vintage Laars Commercial Gas-Fired Hot Water Boilers (model: PNCV0750NACK18X), rated at 750 MBtu/hr. input and 630 MBtu/hr. output (~80% efficiency). The boiler serves all space heating requirements. No service problems reported.	Fair	2003	13	25	12	Replace the heating boiler at the end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal	N/A	N/A	No	No	1	\$40,000	EA	\$40,000	12%	10%	15%	\$57,000																																			
40	D302001 HVAC	Expansion Tank	40	An expansion tank for the heating water is located in the main mechanical room.	Good	2003	13	30	19	Replace the expansion tank at the end of its lifespan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal	No	No	No	No	1	\$3,000	EA	\$3,000	12%	10%	15%	\$5,000																																			
41	D302002 Hot Water Boilers	Circulating Pumps, small frac. Hp	41	Hot water recirculating pumps of various sizes used to recirculate hydronic hot water and domestic hot water. The age of circulation pumps varies and has been taken to be 2010.	Good	2010	6	10	4	Replace hot water recirculating pumps at end of service life.	Replacement	3- Future Renewal	Yes	No	No	No	7	\$550	EA	\$3,850	12%	10%	15%	\$6,000				\$6,000																															
42	D303002 Hydronic Heaters	Radiant and Convective Heaters	42	The heat is delivered through radiant baseboard heaters around the building perimeter, and are original to the respective phases of construction. Suspended hot water heaters (unknown age) are installed in various areas in the apparatus and service bays on the main floor. Electric baseboard heat is used in some areas.	Fair	1992	24	25	5	Replace radiant and convective heaters at end of service life. As the heating delivery system will not fail at once, an allowance for selective replacement has been included in years 5 and 10.	Replacement	3- Future Renewal	Yes	No	No	No	1	\$25,000	LS	\$25,000	12%	10%	15%	\$36,000				\$36,000																															
43	D303002 Smaller AC Units	Heat Pump	43	A Fujitsu split type air conditioner provides cooling / heating requirements in the dispatch room.	Good	2005	11	25	14	Replace heat pump at the end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal	No	No	No	No	1	\$6,000	EA	\$6,000	12%	10%	15%	\$9,000																																			
44	D303002 Larger AC Units	A/C Units	44	A Carrier air conditioning unit for the server room is located on the lower roof.	Good	2005	11	25	14	Replace AC unit at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal	No	No	No	No	1	\$6,000	EA	\$6,000	12%	10%	15%	\$9,000																																			
45	D304008 Air Handling Units	Make-up Air Unit	45	An "ICE" make-up air unit (MUA) is located on the roof. The unit provides cooling and ventilation for the administrative areas, training room and kitchen / dining area. The year of installation is assumed to have been 1999.	Good	1999	17	30	13	Replace or substantially overhaul MUA at end of reliable service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal	No	No	No	No	1	\$80,000	EA	\$80,000	12%	10%	15%	\$114,000																																			
46	D302005 Auxiliary Controls	Boiler Controls	46	Electrical controls (RM Controls) for the boiler system are assumed to have been upgraded in 2003 at the time of the boiler replacement, and appear to be operation among original equipment.	Fair	2003	13	20	7	Replace controls at end of service life.	Contingency	3- Future Renewal	No	No	No	No	1	\$15,000	EA	\$15,000	12%	10%	15%	\$22,000							\$22,000																												
47	D304007 Exhaust Systems - Upper Floor	Roof Top and Direct Vent Exhausts	47	Roof-mounted exhaust fans are present to provide mechanical ventilation from the commercial kitchen and other spaces throughout the upper floor. The year of installation is taken to be 1999.	Fair	1999	17	20	3	Replace fan motors at end of service life.	Replacement	3- Future Renewal	Yes	No	No	No	6	\$2,000	EA	\$12,000	12%	10%	15%	\$18,000				\$18,000																															
48	D304007 Exhaust Systems - Apparatus Bay	Vehicle Exhaust System	48	Roof and wall-mounted exhaust fans connected to a Nedermann carbon monoxide removal system is present in the apparatus bays. The year of installation is taken to be 1999.	Fair	1999	17	20	3	Replace fan motors at end of service life.	Replacement	3- Future Renewal	Yes	No	No	No	5	\$2,000	EA	\$10,000	12%	10%	15%	\$15,000				\$15,000																															
49	Plumbing Systems																																																										
50	G3010 Water Supply	Water Entry and Backflow Prevention	49	The water service enters the building through a maximum 2-inch diameter pipe located at the front elevation inside the apparatus bay and in the parts room in the service bays. The water service is equipped with a backflow preventor valves on the main lines, boiler, pressure washer and main kitchen sink (ranging from 1/2" to 2" lines). The main line backflow preventors were upgraded in 2013.	Good	2013	3	30	27	Replace backflow preventers as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal	Yes	No	No	No																																											
51	D202003 Domestic Water Equipment - Tanks	Primary	50	Three 284 L hot water storage tanks provide domestic hot water on the main and upper floors installed in 2007, 2008 and 2014. Signs of leakage was noted around the 2007 tank.	Poor	2007	9	12	1	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	No	No	No																																											
52	D2030 Sanitary Waste / G3020 Sanitary Sewer	Piping	51	Sanitary and storm water collection piping was largely cast iron or ABS, where visible. The average year of installation was taken to be 1977.	Fair	1977	39	50	11	Complete localized repairs as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3- Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	12%	10%	15%	\$15,000																																			
53	G3010 Water Supply	Distribution Piping	52	Primarily copper domestic water distribution piping throughout the building. The age of plumbing varies by date of addition, therefore, the average year of installation was taken to be 1977.	Fair	1977	39	50	11	Maintain a contingency for capital repairs or partial replacement of valves or piping. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3- Future Renewal	Yes	No	Yes	No	1	\$10,000	LS	\$10,000	12%	10%	15%	\$15,000																																			
54	D201000 Plumbing Fixtures	Emergency Eye Wash and Cleaning Station	53	An eye wash station and washbasin sinks present in the service bay and in the main apparatus bay (unknown age).	Fair	1996	20	25	5	Replace fixtures at the end of service life.	Replacement	3- Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	12%	10%	15%	\$15,000				\$15,000																															
55	Other Mechanical Systems																																																										
56	G309009 Other Special Mechanical Systems	Compressed Air Systems	54	Two JorStar Air Compressors are located in the apparatus bay (age unknown). One compressor is used to fill breathing apparatus for the suppression crew and the other is used to service the vehicle compression systems and service bay shop tools.	Good	2005	11	30	19	Replace air compressors at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3- Future Renewal	Yes	No	No	No	2	\$10,000	EA	\$20,000	12%	10%	15%	\$29,000																																			
57	G309009 Other Special Mechanical Systems	Central Vacuum	55	Two Hayden Central Vacuum Cleaners are provided (age unknown).	Good	2010	6	25	19	Replace central vacuum cleaners at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal	Yes	No	No	No	2	\$5,000	LS	\$10,000	12%	10%	15%	\$15,000																																			
58	G309009 Other Special Mechanical Systems	Steam Cleaner	56	A natural gas-fired steam cleaner with built-in compressor and expansion tank is located adjacent to the mechanical room (age unknown).	Fair	2003	13	25	12	Replace steam cleaner at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	12%	10%	15%	\$8,000																																			
59	ELECTRICAL SYSTEMS																																																										
60	D501003 Main & Secondary Switchgear	Replacement	57	The main disconnect is a Federal Pioneer rated at 800A, 120/208V, three phase.	Fair	1958	58	50	8	Replace distribution switches at end of service life or as deemed necessary by IR scans. The most recent IR scan was in 2012. A budget for full replacement has been included in the capital plans.	Replacement	3- Future Renewal	No	No	Yes	No	1	\$40,000	LS	\$40,000	12%	10%	15%	\$57,000									\$57,000																										
61	D501005 Distribution Panels	Replacement	58	Secondary distribution and breaker panels are located in the electrical room to distribute electricity throughout the facility. The year of installation varies; therefore, an average year of 1977 has been used.	Fair	1977	39	50	8	Replace house panels at end of service life, or as deemed necessary by IR scans.	Replacement	3- Future Renewal	Yes	No	No	No	15	\$1,000	LS	\$15,000	12%	10%	15%	\$22,000								\$22,000																											
62	D502002 Branch Wiring & Devices	Replacement	x	Wiring throughout the facility is copper. Devices include all house voltage switches, outlets. The year of installation varies; therefore, an average year of 1977 has been used.	Fair	1977	39	50	11	Replace or upgrade wiring as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3- Future Renewal	Yes	No	Yes	No	1	\$75,000	LS	\$75,000	10%	10%	15%	\$105,000																																			
63	D503008 LAN, TV, Telephone	Infrastructure Cabling	x	The facility is served by extension LAN, telephone, and TV cabling with termination panels and boxes in the electrical room. Upgrades have been performed over the years as technology has advanced. The age of the cabling infrastructure varies and the year of installation has been taken as 2005.	Good	2005	11	30	19	Upgrade low-voltage cable infrastructure as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3- Future Renewal	No	No	No	No	1	\$8,000	LS	\$8,000	12%	10%	15%	\$12,000																																			
64	D401003 Motor Control Centers	Replacement	x	Motor controls for electrical system. The average year of installation of the components has been taken as 1977.	Fair	1977	39	25	8	Replace motor control centers at end of reliable service life or as deemed necessary by IR scans.	Replacement	3- Future Renewal	No	No	Yes	No	1	\$5,000	EA	\$5,000	12%	10%	15%	\$8,000									\$8,000																										
65	D502002 Outdoor Lighting Equipment	LED Upgrade	59	Wall and soffit mounted high intensity discharge (HID) exterior lights are present on all walls. The age of the lighting is unknown and the year of installation has been taken as 1993.	Fair	1993	23	25	3	Upgrade exterior lights to LED fixtures to reduce maintenance costs and to capitalize on energy savings.	Upgrade	3- Future Renewal	Yes	No	No	No	21	\$750	EA	\$15,750	12%	10%	15%	\$23,000				\$23,000																															
66	D502002 Interior Lighting Equipment	Upgrade Interior Lighting	60	Interior lighting is primarily recessed and surface-mounted T8 fluorescent fixtures. The age of the lighting varies and the year of installation has been taken as 2000.	Fair	2000	16	25	9	Upgrade interior light fixtures to LED units or lamps to reduce maintenance costs and to capitalize on energy savings.	Upgrade	3- Future Renewal	Yes	No	No	No	1	\$50,000	LS	\$50,000	12%	10%	15%	\$71,000									\$71,000																										
67	D503008 Security Systems	CCTV	61	CCTV cameras cover the rear parking lot for security purposes. It is our understanding that the footage is not recorded.	Poor	1993	23	25	1	Upgrade security system.	Upgrade	3- Future Renewal	No	No	No	No	1	\$8,000	LS	\$8,000	12%	10%	15%	\$12,000	\$12,000																																		
68	D503009 Other Communications Systems	Radio and Antennae	62	The dispatch service equipment is comprised of a computer system and radio with two roof-mounted antennae. The age of the equipment is unknown; however, it is assumed that the equipment has been upgraded as technology advances. The assumed year of the last upgrade was 1996.	Fair	1996	20	20	3	Upgrade communications system (dispatch). A contingency amount is included for selective replacement as the need arises. The replacement of the antennae would require a detailed assessment (see Professional Services). Adjust contingency and modify timing depending on the findings of the assessment.	Upgrade	3- Future Renewal	Yes	No	No	No	1	\$20,000	LS	\$20,000	12%	10%	15%	\$29,000				\$29,000																															
69	FIRE AND LIFE SAFETY SYSTEMS																																																										
70	D403001 Fire Extinguishing Devices	Kitchen Sprinklers	x	The commercial kitchen contains an automatic fire suppression system over the ovens.	Good	1999	17	30	13	Replace or upgrade system at the end of reliable service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal	No	No	No	No	1	\$10,000	EA	\$10,000	12%	10%	15%	\$15,000																																			
71	D509002 Emergency Lighting and Power	Emergency Generator	63	One Onan standby diesel genset (

Fire Hall #1



Photo 01

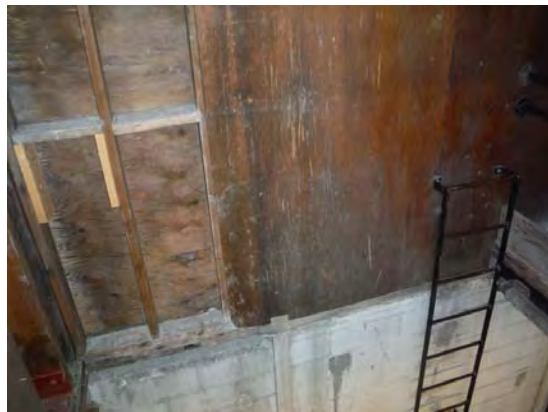


Photo 02



Photo 03



Photo 04

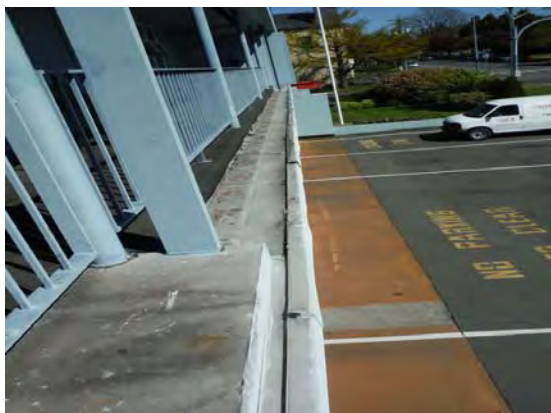


Photo 05



Photo 06

Fire Hall #1



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Fire Hall #1

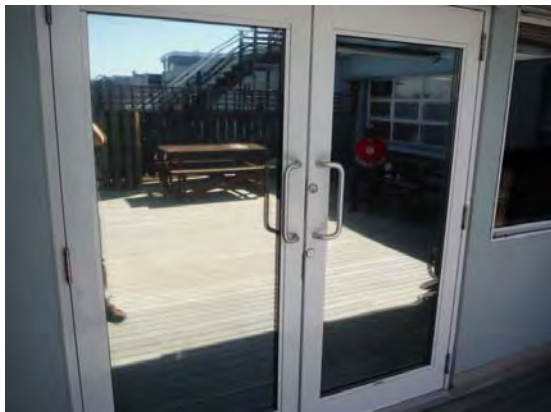


Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

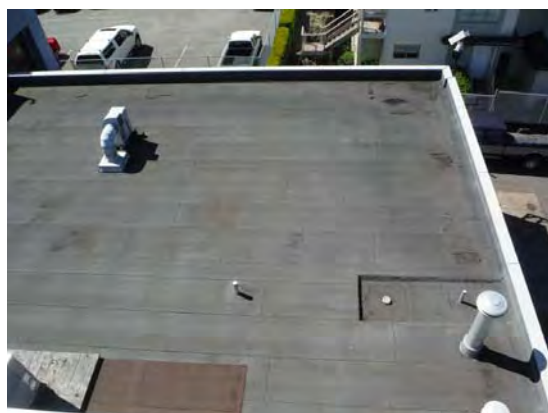


Photo 18

Fire Hall #1



Photo 19



Photo 20



Photo 21



Photo 22

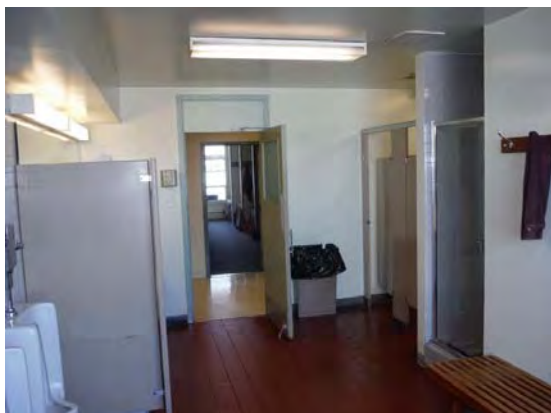


Photo 23

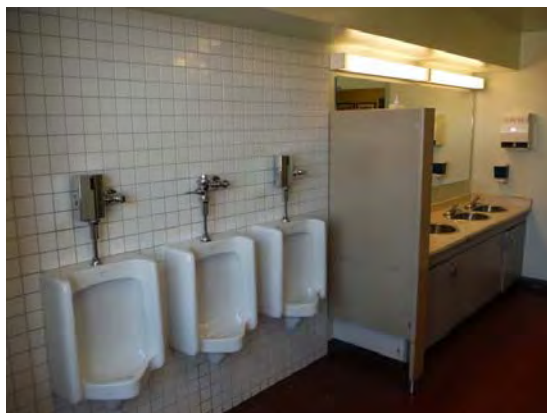


Photo 24

Fire Hall #1



Photo 25



Photo 26

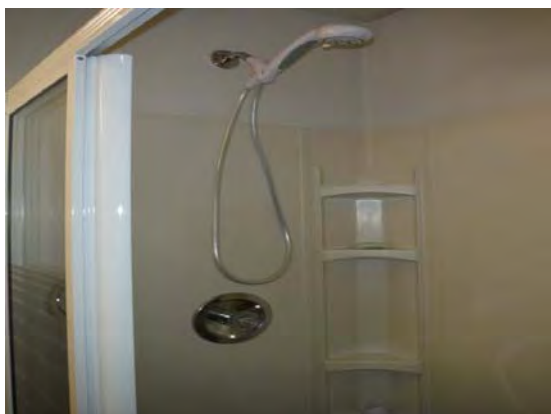


Photo 27

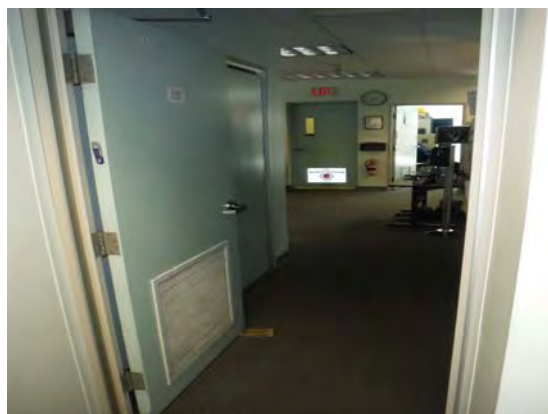


Photo 28



Photo 29



Photo 30

Fire Hall #1



Photo 31



Photo 32

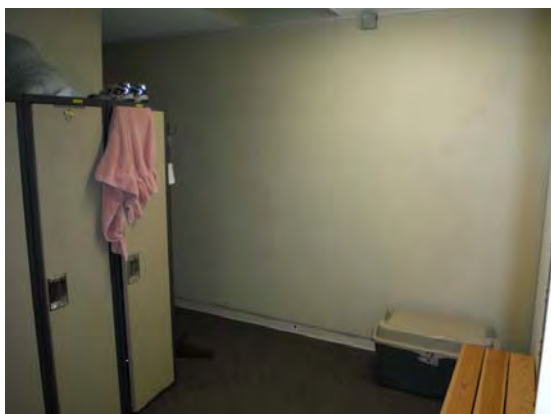


Photo 33

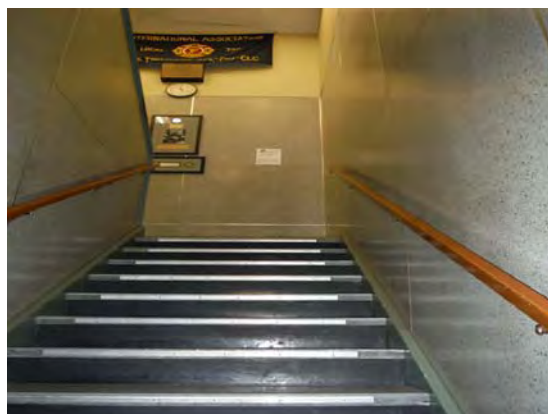


Photo 34



Photo 35

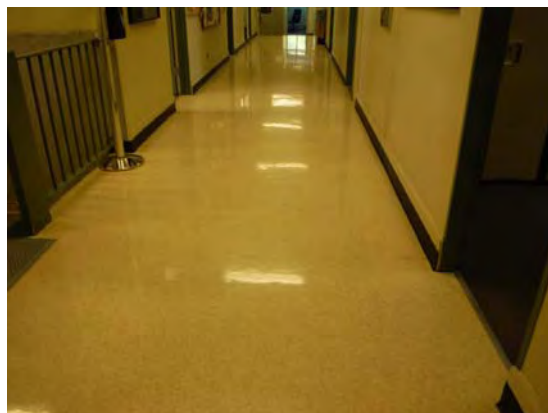


Photo 36

Fire Hall #1



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41

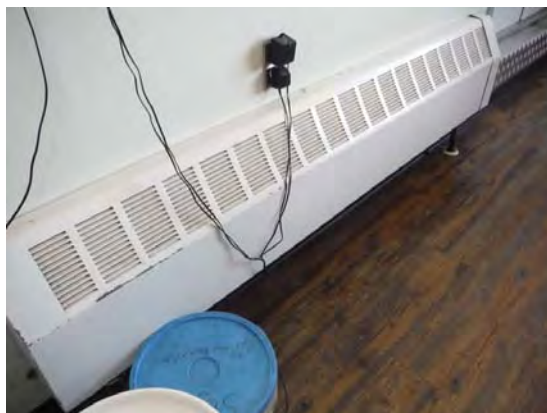


Photo 42

Fire Hall #1



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Fire Hall #1



Photo 49



Photo 50

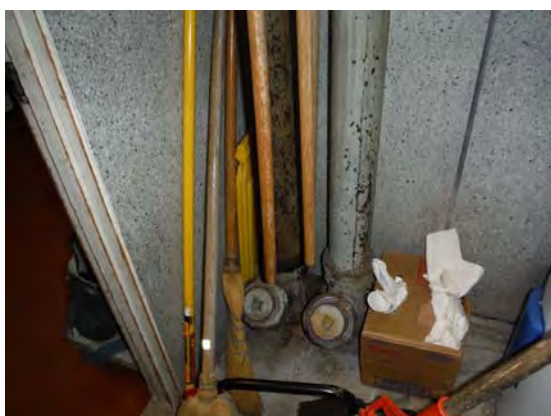


Photo 51



Photo 52



Photo 53



Photo 54

Fire Hall #1



Photo 55



Photo 56



Photo 57

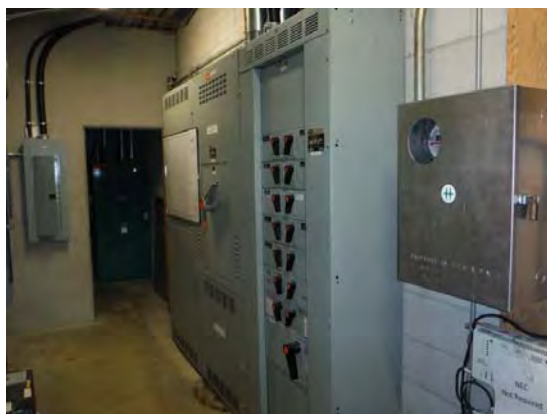


Photo 58



Photo 59



Photo 60

Fire Hall #1



Photo 61



Photo 62



Photo 63

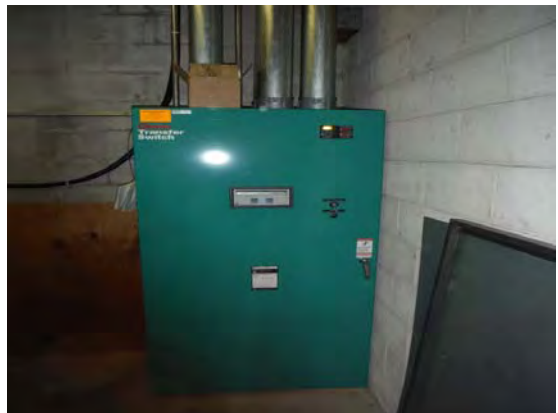


Photo 64



Photo 65

Appendix A10

Building 10 - Great Victoria Library
Association - 735 Broughton Street,
Victoria, BC

The City of Victoria
Facility Condition Assessment and Capital Plan
Greater Victoria Library Association, 735 Broughton Street, Victoria

PROPERTY DESCRIPTION

The Greater Victoria Library is a two storey building located in a Strata titled complex. The complex was built circa 1982. The building is on the first and second floors of the complex. The walls consists of brick veneer assemblies. Windows consist of a combination of single and double pane metal framed assemblies, sections of overhead glazing are also present. The mechanical and electrical systems are a combination of building and tenant improvement systems.

PROPERTY STATISTICS

Gross Floor Area (ft2): 9,000
 Building Value:
 Target FCI: 0.025
 Current FCI:

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	Book shelves secured to floor. No reports of building seismic work.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review of the entire building. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1977
Deficiencies observed:	Guards at emergency exits, lack of fire separation
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	None.

The City of Victoria
Facility Condition Assessment and Capital Plan
Greater Victoria Library Association, 735 Broughton Street, Victoria

Energy Efficiency

Upgrade recommendations: An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$2,744,600 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B201001 - Exterior Enclosure – Brick Sealer
- B202001 Window Wall Assembly (level 1, single glazed) – Replacement
- B202099 Other Exterior Windows – Skylights – Replacement
- B301002 - Low Sloped Membrane Systems – Reroofing
- B301099 -Other Roofs - Exterior stairs, east elevation. Levels 1 and 2 – Reroofing
- C103002 Toilet and Bath Accessories - Men's and Women's washroom – public – Upgrade
- C301005 Gypsum Board Wall Finishes – Painting
- D302002 Domestic Hot Water, Hydronic Heat - Primary Heat Boilers - Replacement
- D303001 Chilled Water Systems – Chiller – Replacement
- D304008 Air Handling Units - Makeup Air Units – Replacement
- D304001 Air Distribution, Heating & Cooling - VAV boxes – Replacement
- D304001 Air Distribution, Heating & Cooling - Mixing Boxes – Replacement
- G302003 Lift Stations and Pumping Stations - Storm and Sanitary Pumps – Replacement
- D401003 House Panels – Replacement
- D502002 Lighting Equipment - Outdoor, Building Mounted – Replacement
- D503008 Access Control/Entry System – Replacement
- D101002 Passenger Elevator - Elevator BCID 25124, 25125 - Car Doors Repairs
- D101002 Passenger Elevator - Elevator BCID 7684 - Upgrade From Mechanical Safety Edge
- D101002 Passenger Elevator - Elevator BCID 7730 - Cylinder Replacement
- D101002 Passenger Elevator - Elevator BCID 7730 - Modernization

PROJECT TEAM

The visual reviews were completed on March 31, 2015 by Dan Walters, Paul Rutten and Chris Raudoy of Morrison Hershfield Ltd. During our review of the building, we were accompanied by Chaz Whipp and facility staff, who provided access to a sampling of representative areas of the facility, as requested. The elevator review was completed on KJA Consultants.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

The City of Victoria
Facility Condition Assessment and Capital Plan
Greater Victoria Library Association, 735 Broughton Street, Victoria

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Architectural Drawings completed by Peter H Neijmeijer Architect, dated December 1982.
- Architectural Drawings completed by Warner James Architects, dated April 2000.
- Mechanical Drawings completed by BC Building Corporation, dated October 2006.

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Greater Victoria Library Association, 735 Broughton Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	51,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	29,000	51,000	19,000	0	0	0	0	0	0	0
3 - Future Renewal	0	103,000	43,000	102,000	977,000	111,000	0	228,000	10,000	420,000
4a - Discretionary Renewal (Upgrade)	0	24,000	0	0	1,258,000	0	12,000	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	13,000	13,000	61,600	57,600	57,600	57,600	62,600	13,000
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	80,000	178,000	75,000	115,000	2,296,600	168,600	69,600	285,600	72,600	433,000

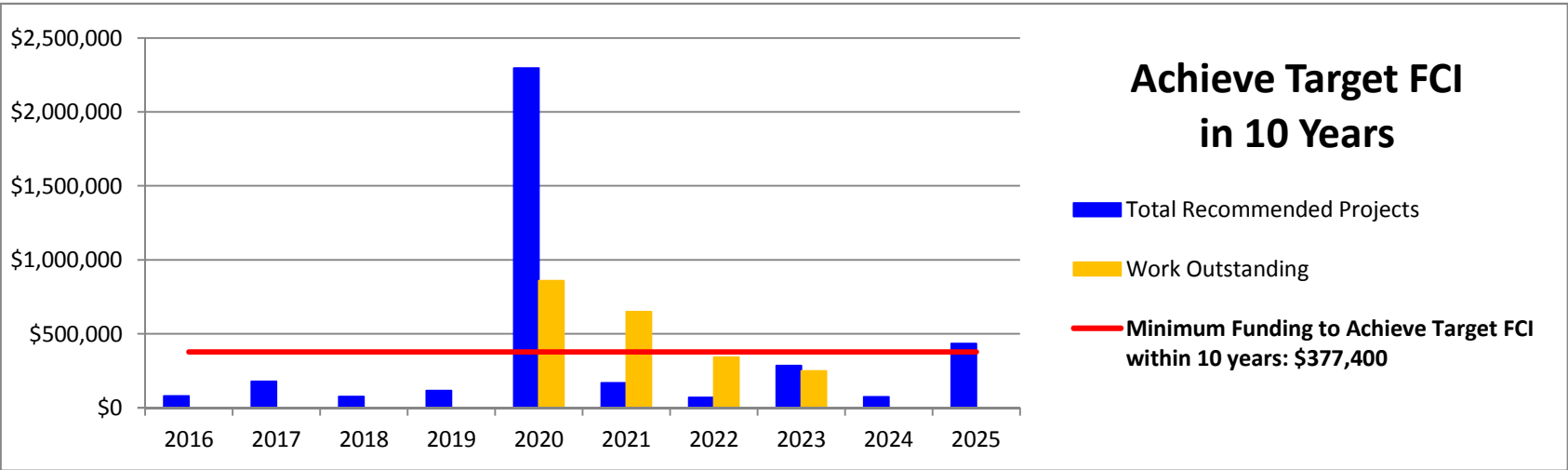
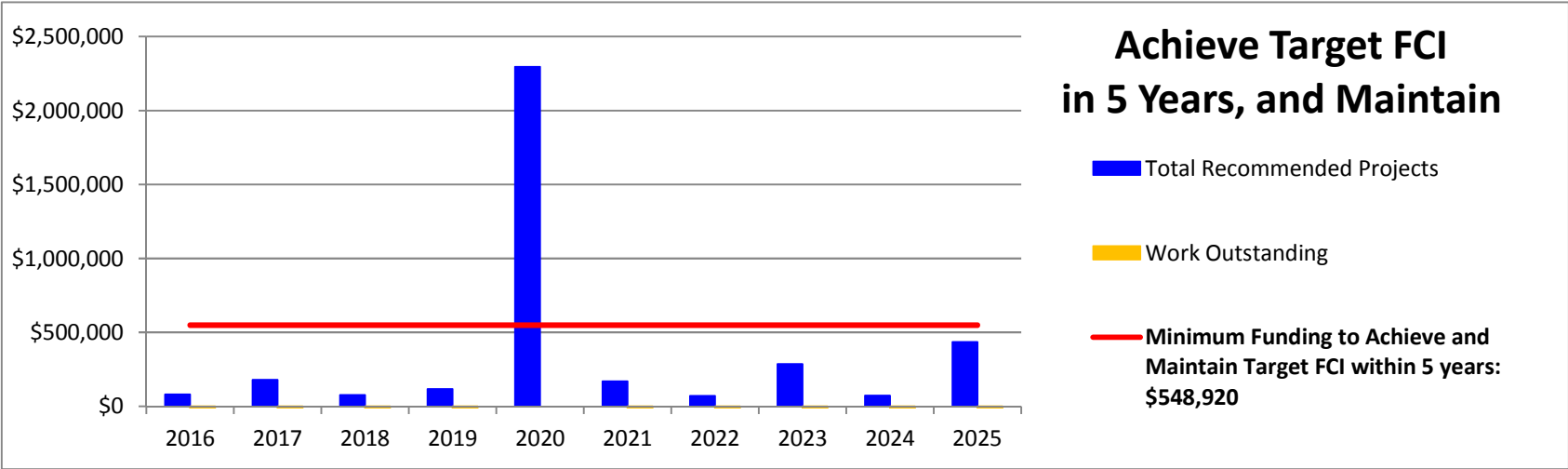
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$548,920

Work outstanding	-468,920	-839,840	-1,313,760	-1,747,680	0	-380,320	-859,640	-1,122,960	-1,599,280	-1,715,200
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Minimum Funding to Achieve Target FCI within 10 years: \$377,400

Work outstanding	-297,400	-496,800	-799,200	-1,061,600	857,600	648,800	341,000	249,200	-55,600	0
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The City of Victoria
Facility Condition Assessment and Capital Plan
Greater Victoria Library Association, 735 Broughton Street, Victoria



BLDG	Component		Condition Assessment								Lifecycle Data			Recommendation				Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
	Row	ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Required to Complete Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			

BLDG	Row	Component		Photo	Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time to Complete (in Yrs) or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	32	C302004 Resilient Floor Finishes	Interior stairs	23	A resilient floor finish has been installed on the interior stairs. This flooring appeared to be in serviceable condition. This category only includes the open interior stairs, not the common area fire escape stairs.	Good	2000	16	30	14	Replace flooring at the end of its service life.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	No	No	No	No		1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000											
	33	C302005 Carpeting	Floor covering installed throughout building.	24	Carpet has been installed throughout the building. The age of the carpet appeared to varies depending on location. Specific dates were not available from facility staff. Based on the information provided we understand some areas of carpet on level 2 are original to the building. In the areas reviewed the carpeting was in good condition with no areas of excessive wearing observed.	Good	2000	16	15	5	Replace carpeting as required. The cost provided assumes shelving and other fixtures would need to be removed and reinstalled.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		40000		4	SF	\$160,000	10%	10%	15%	\$223,000					\$44,600	\$44,600	\$44,600	\$44,600	\$44,600	
	34	C303003 Gypsum Board Ceiling Finishes	Painted gypsum ceiling around perimeter of ceiling.	25	Painted gypsum wall board bulk heads have been installed throughout the ceiling assemblies.	Good	2000	16	6	3	Repaint as required. The cost associated with this work has been included in the wall painting budget (C301005 Gypsum Board Wall Finishes).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No					\$0															
	35	C303004 Ceiling	Acoustic tiles and open frame.	26/27	Acoustic tiles and open frames have been provided throughout the first and second floors as the ceiling finish. At the open frame areas the ceiling and services have been painted black.	Good	2000	16	40	20	The acoustic tiles and open frame are expected to last the life of the building. Full replacement is not anticipated. It is assumed the black paint at the open frame ceiling areas will last the life of the building and new elements will be painted as they are installed.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	No	No	No					\$0															
	36	C303004 Ceiling	Metal Panels - Level 2		Metal panels have been provided in some locations on the ceilings throughout the second floor.	Good	2000	16	50	20	The metal panels installed are expected to last the life of the building. Full replacement is not anticipated.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No					\$0															
	37	C303004 Ceiling	Painted gypsum ceiling.		Painted gypsum ceilings have been installed in some service room and washroom areas.	Good	2000	16	6	3	Repaint as required. The cost associated with this work has been included in the wall painting budget (C301005 Gypsum Board Wall Finishes).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No					\$0															
	38	MECHANICAL SYSTEMS																																			
	39	HVAC Systems																																			
	40	D302002 Domestic Hot Water, Hydronic Heat	Primary heat boilers, parkade level	28	Two Cleaver Brooks 6000 MBTU gas fired heating boilers.	Fair	1980	36	35	5	Overhaul or replace the heating boilers at the end of their reliable lifespan. Potential energy savings through upgrade to high efficiency, condensing units.	Replacement	3 - Future Renewal	Yes	No	Yes	No		2	\$100,000	EA	\$200,000	0%	10%	15%	\$253,000					\$253,000						
	41	D302002 Hot Water Boiler, DHW	Domestic hot water	29	One Allied Engineering 336 MBTU gas fired boiler for domestic hot water. The age of this assembly was unknown and has been assumed.	Good	2000	16	25	10	Overhaul or replace boiler at end of reliable service life. Potential energy savings through upgrade to high efficiency, condensing unit.	Replacement	3 - Future Renewal	No	No	No	No		1	\$7,800	EA	\$7,800	0%	10%	15%	\$10,000										\$10,000	
	42	F105002 Building Automation Systems	BAS	30	Building has a combination of older Honeywell pneumatic system and newer Delta electronic DDC and variable frequency motor controls. Substantial upgrades to the pneumatic system in 2006.	Good	2006	10	20	11	Replace individual BAS components as needed.	Contingency	3 - Future Renewal	Yes	No	Yes	No		1	\$100,000	EA	\$100,000	0%	10%	15%	\$127,000											
	43	D303001 Chilled Water Systems	Chiller	31	Two Trane Centrovac Series R 300 ton cooling water chillers located below main boiler room. The age of this assembly was unknown and has been assumed.	Fair	1980	36	35	5	Replace or substantially overhaul the chillers at the end of their reliable lifespan.	Replacement	3 - Future Renewal	Yes	No	Yes	No		2	\$120,000	EA	\$240,000	0%	10%	15%	\$304,000					\$304,000						
	44	D303001 Chilled Water Systems	Cooling Tower on main roof.	32	Evapco cooling tower. No service problems reported. The age of this assembly was unknown and has been assumed.	Good	1980	36	40	10	Replace the cooling tower at the end of its lifespan.	Replacement	3 - Future Renewal	No	No	Yes	No		1	\$95,000	EA	\$95,000	0%	10%	15%	\$121,000										\$121,000	
	45	D303001 Chilled Water Systems - Storage	Chilled water tank	33	Chilled water storage tank, approx. 1000 US gal. No issues noted or reported. The age of this assembly was unknown and has been assumed.	Good	1980	36	45	10	Replace cooling water storage tank at end of lifespan.	Replacement	3 - Future Renewal	No	No	Yes	No		1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000										\$26,000	
	46	D304004 Change Over Distribution Systems	Hot/chilled water circulation pumps	34	Several brands (Bell & Gossett, Grundfos) of recirculation and boost pumps for the heating and cooling loops, and domestic water. Units are varied vintages.	Good	2000	16	10	2	Replace smaller pumps and motors as required. Larger chilled and hot water pumps may be overhauled in lieu of replacement.	Replacement	3 - Future Renewal	Yes	Yes	No	No		6	\$1,500	EA	\$9,000	0%	10%	15%	\$12,000		\$12,000									
	47	D303002 A/C Unit	Heat Pump	35	Thermoplus heat pump in server room. (Below capital threshold value.). The age of this assembly was unknown and has been assumed.	Good	2000	16	25	10	Replace heat pump in server room at end of lifespan.	Replacement	3 - Future Renewal	No	No	No	No		1	\$2,800	EA	\$2,800	0%	10%	15%	\$4,000										\$4,000	
	48	D304008 Air Handling Units	Makeup Air Units	36	Mark Hot air handling units with supply fans located in the first and second floor mechanical rooms. Some supply fans have newer Baldor frequency drives.	Good	1980	36	30	5	Replace air handling units as required.	Replacement	3 - Future Renewal	Yes	No	No	No		4	\$11,000	EA	\$44,000	0%	10%	15%	\$56,000					\$56,000						
	49	D304007 Exhaust/Supply Fans	Relief and Exhaust fans	37	Supply and exhaust fans located in the second floor mechanical room (supply) and over men's washroom (exhaust). The age of this assembly was unknown and has been assumed.	Good	1980	36	25	2	Replace individual motors and/or fans as required. (Below threshold value).	Replacement	3 - Future Renewal	Yes	No	No	No		2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000		\$4,000									
	50	D304001 Air Distribution, Heating & Cooling	VAV boxes	38	VAV boxes located in second floor ceiling, Titus and Mark Hot brands. The age of this assembly was unknown and has been assumed.	Fair	1980	36	25	3	Replace VAV boxes at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No		35	\$950	EA	\$33,250	0%	10%	15%	\$43,000			\$43,000								
	51	D304001 Air Distribution, Heating & Cooling	Mixing boxes		Termico mixing boxes located in main floor ceiling. The age of this assembly was unknown and has been assumed.	Good	1980	36	30	5	Replace mixing boxes at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No		108	\$700	EA	\$75,600	0%	10%	15%	\$96,000					\$96,000						
	52	Plumbing Systems																																			
	53	G3010 Water Supply	Backflow Preventer	39	Relatively new backflow preventer noted in main water entry room. The age of this assembly was unknown and has been assumed.	Good	2010	6	30	25	Replace or install new backflow preventer in existing water entry room.	Replacement	3 - Future Renewal	No	No	No	No		1	\$14,000	EA	\$14,000	0%	10%	15%	\$18,000											
	54	G3010 Water Supply	Distribution piping	40	A combination of steel and copper domestic water distribution piping throughout the complex.	Good	1980	36	50	15	Maintain a contingency for capital repairs or partial replacement of valves or piping.	Contingency	3 - Future Renewal	Yes, as required.	No	Yes	No		1	\$150,000	LS	\$150,000	0%	10%	15%	\$190,000											
	55	D202003 Domestic Water Equipment - Tank	Domestic and heating hot water storage	41	Domestic and/or hydronic hot water storage tank, approx. 2000 US gal. The age of this assembly was unknown and has been assumed.	Good	1980	36	45	10	Replace hot water storage tank at end of anticipated service life.	Replacement	3 - Future Renewal	No	No	Yes	No		1	\$30,000	EA	\$30,000	0%	10%	15%	\$38,000										\$38,000	
	56	D202003 Domestic Water Equipment - Tanks	DHW Storage Tanks	42	Three domestic hot water storage tanks in chiller room, approx. 400 liter each.	Good	2009	7	18	12	Replace DHW storage tanks as required.	Replacement	3 - Future Renewal	No	No	No	No		3	\$2,500	EA	\$7,500	0%	10%	15%	\$10,000											
	57	D202003 Domestic Water Systems	Packaged Boost pumps	43	Packaged twin boost pumps for domestic water supply. The age of this assembly was unknown and has been assumed.	Good	2000	16	20	5	Replace domestic high-head boost pumps (> 5hp) at end of service life (including expansion tank diaphragm).	Replacement	3 - Future Renewal	No	No	No	No		1	\$8,000	EA	\$8,000	0%	10%	15%	\$11,000					\$11,000						
	58	D2030 Sanitary Waste / G3020 Sanitary Sewer	Piping & Catchments	44	Sanitary piping is largely cast iron with newer sections of ABS. No issues noted or reported.	Good	1980	36	50	15	Complete localized repairs as may be necessary as the building ages.	Repair Allowance	3 - Future Renewal	Yes, as required.	No	No	No		1	\$100,000	LS	\$100,000	0%	10%	15%	\$127,000											
	59	G302003 Lift Stations and Pumping Stations	Storm and Sanitary pumps	45	Storm and sanitary lift pumps located in lower parkade. Condition was not reviewed. The age of this assembly was unknown and has been assumed.	Not Reviewed	1980	36	7	2	Replace lift pump equipment at end of service life.	Repair Allowance	3 - Future Renewal	No	No	No	No		4	\$6,000	EA	\$24,000	0%	10%	15%	\$31,000		\$31,000									
	60	ELECTRICAL SYSTEMS																																			
	61	D501003 Main & Secondary Switchgear, Fuses, xFormer	Replacement	46	The main disconnect is rated at 4000A, 600V, three phase and manufactured by Westinghouse Canada. All switchgear has had recent IR scans performed.	Good	1980	36	35	8	Replace main and secondary distribution switches and transformer as deemed necessary during IR scans and routine maintenance.	Replacement	3 - Future Renewal	No	No	Yes	No		1	\$180,000	LS	\$180,000	0%	10%	15%	\$2											

BLDG	Row	COMPONENT		Photo	Description & History	Condition	Yr New or Last Major Action	LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
		ID	Location / Type					Typical Life Cycle or Action Interval	Est. Time Remaining to End of Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
	79	D401002 Sprinkler Water Supply and Piping	Fire Pump	62	Fire pump, jockey pump and fire pump controller located in main water entry room, parkade level.	Good	1980	36	45	10	Replace jockey pump and overhaul fire pump as required.	Replacement	3 - Future Renewal	No	No	No	No	1	35000	EA	\$35,000	0%	10%	15%	\$45,000	\$80,000	\$178,000	\$75,000	\$115,000	\$2,296,600	\$168,600	\$69,600	\$285,600	\$72,600	\$433,000																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Greater Victoria Library Association



Photo 01



Photo 02



Photo 03

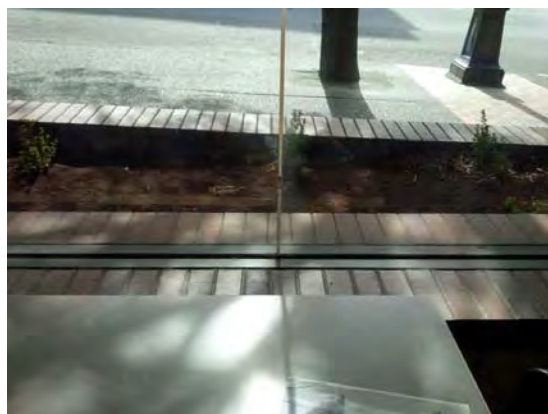


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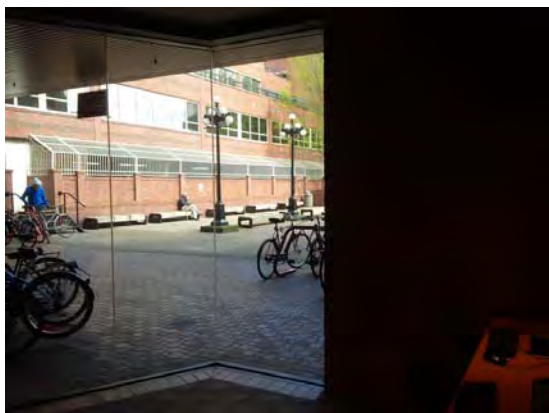


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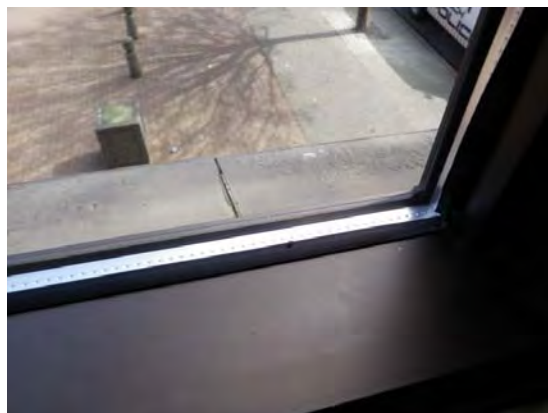


Photo 06

Greater Victoria Library Association

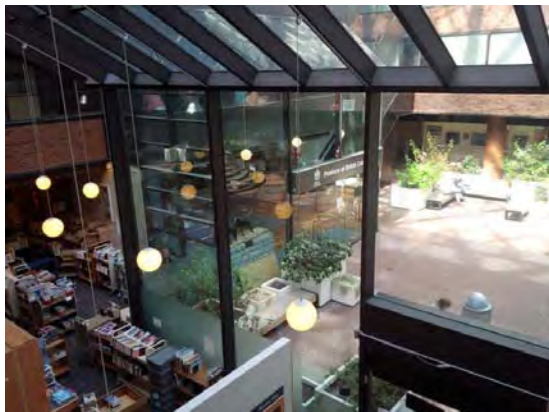


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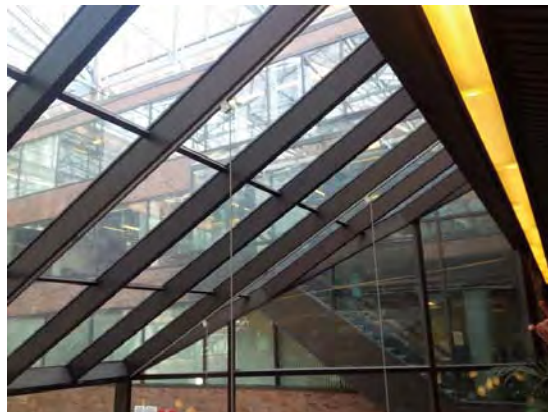


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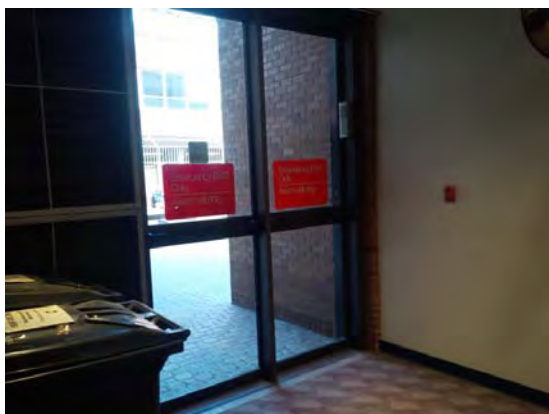


Photo 09



Photo 10

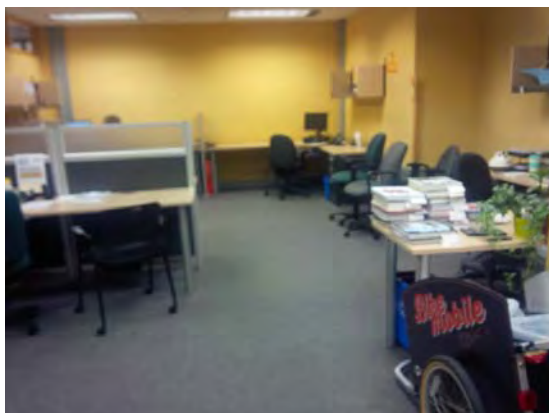


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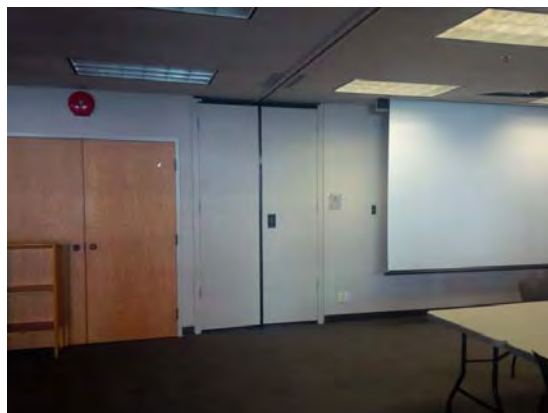


Photo 12

Greater Victoria Library Association

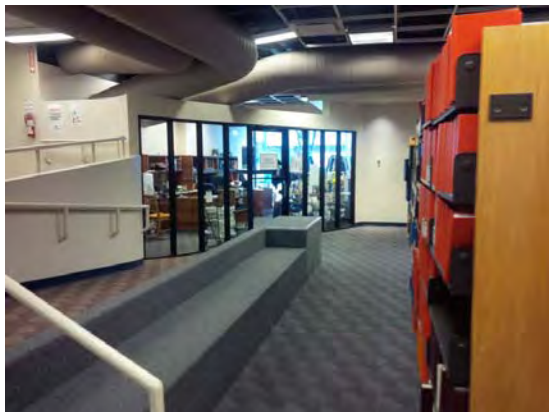


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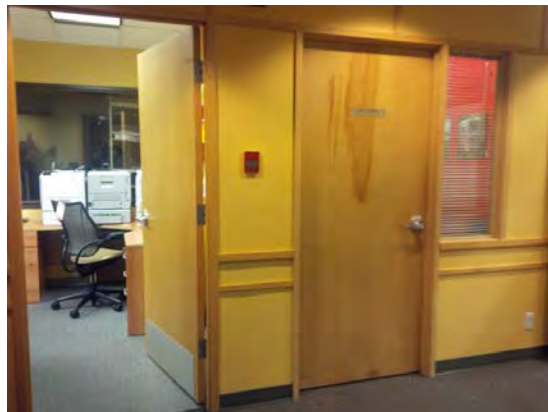


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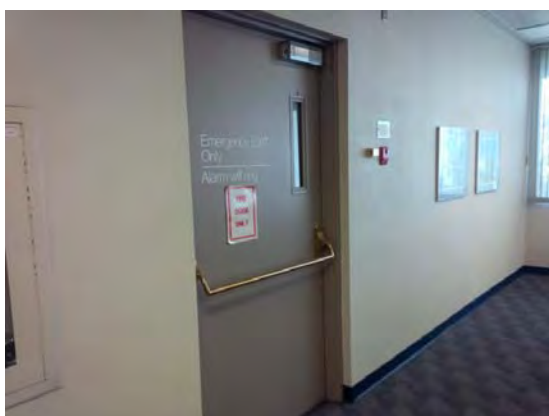


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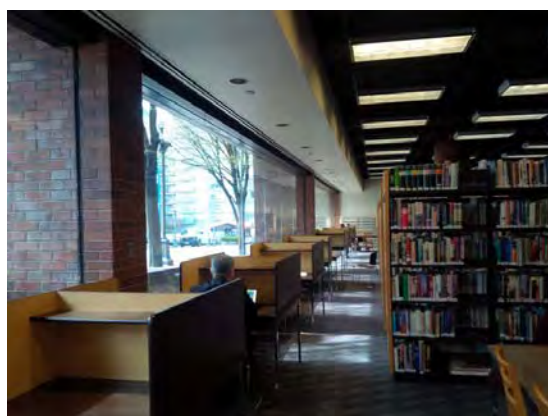


Photo 16



Photo 17

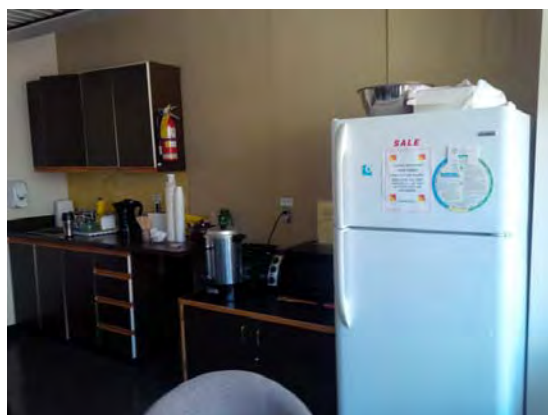


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Greater Victoria Library Association

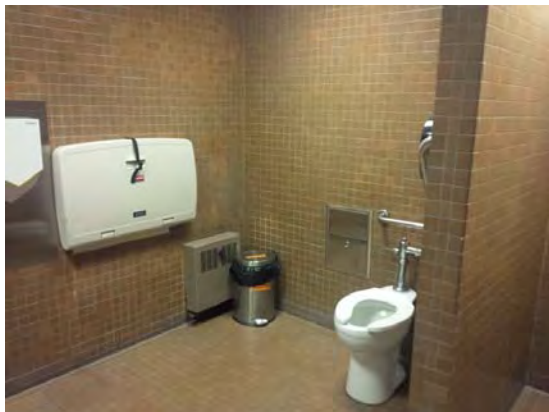


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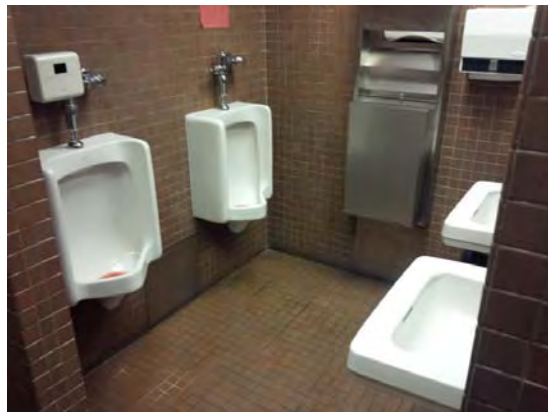


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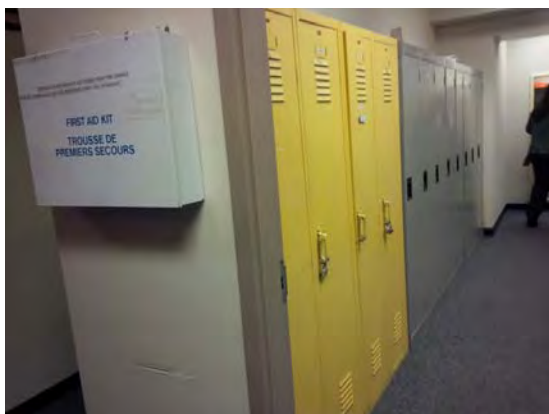


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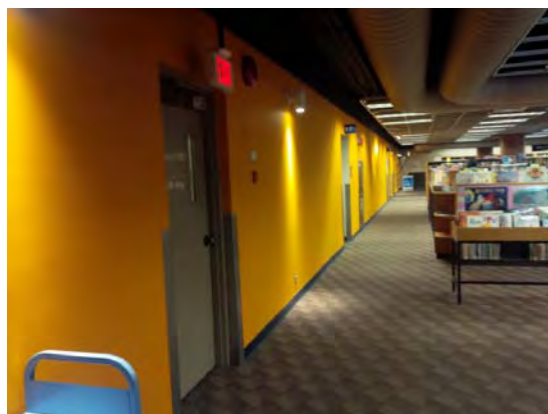


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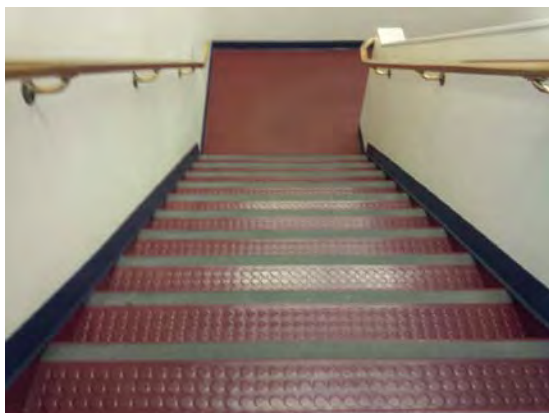


Photo 23



Photo 24

Greater Victoria Library Association

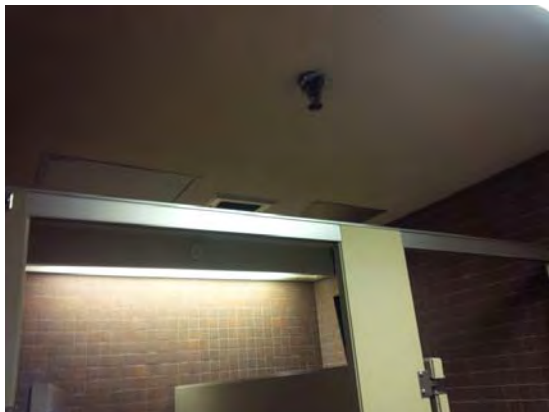


Photo 25

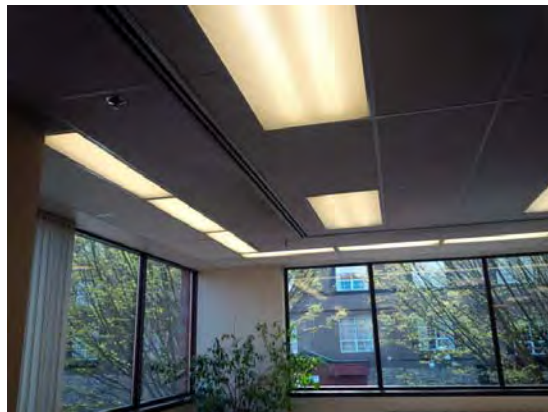


Photo 26

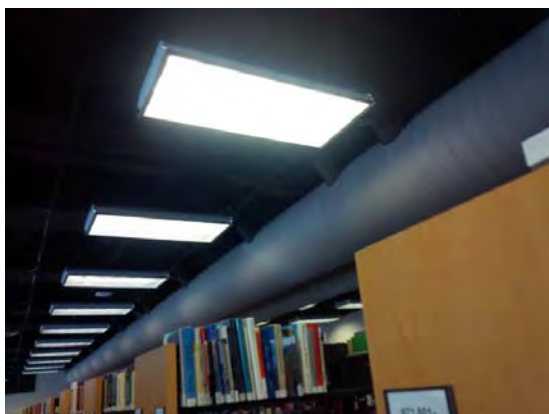


Photo 27



Photo 28



Photo 29



Photo 30

Greater Victoria Library Association



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Greater Victoria Library Association



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Greater Victoria Library Association



Photo 43



Photo 44

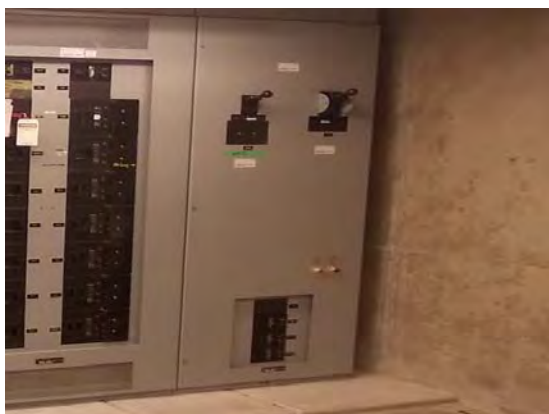


Photo 45



Photo 46



Photo 47



Photo 48

Greater Victoria Library Association



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54

Greater Victoria Library Association



Photo 55



Photo 56



Photo 57



Photo 58



Photo 59



Photo 60

Greater Victoria Library Association



Photo 61



Photo 62

Appendix A11

Public Works Yard Main Administration
Building and Shops, 417 Garbally Road,
Victoria, BC

The City of Victoria**Facility Condition Assessment and Capital Plan****Public Works Yard, Administration and Shops Building, 417 Garbally Rd., Victoria**

PROPERTY DESCRIPTION

The Victoria Administration and Shops Building is located at 417 Garbally Road in Victoria, British Columbia. The overall facility consists of three connected structures, which include: the shops, the entrance lobby, and the administration building. The majority of the shops area is used as warehouse and shop space. Offices are present in the shops, the entrance lobby, and the administration sections. The building is a single story structure with second floor mezzanine in the shops area.

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	Facility staff confirmed that no seismic bracing work has been completed. Consideration should be given to completing a seismic review. Unreinforced masonry is not considered seismically stable.

Building Code Review

Built under what code:	The shops area was constructed Circa 1973 and the Administration and Lobby were constructed Circa 1961. The shops area would have likely fallen under the 1970 National Building Code and the Administration and Lobby area under the 1960 National Building Code. Facility staff reported various additions throughout the years, no information was available on these scopes of work.
Deficiencies observed:	No major code deficiencies in the existing building were visually identified.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria**Facility Condition Assessment and Capital Plan****Public Works Yard, Administration and Shops Building, 417 Garbally Rd., Victoria**

Accessibility Review

Access into building:	Yes
Access throughout building:	First floor areas only.
Access to washrooms:	Yes
Recommendations (and cost estimate):	No further action required unless the use of the space is to change. It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	The majority of the envelope is not insulated. An Energy Audit that may identify potential energy savings may be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.
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Replace tube fixtures with LED units at end of service life.
 Insulate exterior walls

We identified recommendations of approximately \$3,173,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- A1030 Slab on Grade - Slab on Grade Repair
- B2010 Exterior Walls – Masonry - Repairs
- B2010 Exterior Walls – Stucco – Repainting
- B2010 Exterior Walls – Stucco – Repair
- B202001 Punched Windows – Replacement
- B301002 Roofing - Low Sloped Membrane System SBS- Shops Area - Replacement
- B301002 Roofing - Low Sloped Membrane System SBS - Lobby Area - Replacement
- B301002 Roofing - Low Sloped Membrane System SBS - Office Area - Replacement
- B301002 Roofing - Sloped Roof- Replacement
- B301002 Slope Roof - Sloped Corrugated Plastic (at metal roof) – Replacement
- C101004 Interior Guardrails and Stairs – Replacement
- C301005 Gypsum Board and Concrete Block Wall Finishes – Painting
- C302099 Other Flooring and Floor Finishes – Exposed Concrete – Coating
- C303003 Gypsum Board and Plywood Ceiling Finishes – Painting
- D202001 Pipes and Fittings – Contingency for Repair
- D20100 Plumbing Fixtures - Contingency for Replacement
- D502002 Lighting Equipment – Interior Lighting Replacement
- D502002 Lighting Equipment – Exterior Lighting Replacement
- D503001 Fire Alarm Systems – Replacement

The City of Victoria

Facility Condition Assessment and Capital Plan

Public Works Yard, Administration and Shops Building, 417 Garbally Rd., Victoria

PROJECT TEAM

The visual reviews were completed on April 21 and May 26, 2015 by Chris Raudoy of Morrison Hershfield Ltd. During our review of the building, we were accompanied by Bill Carrier (April 21) and Chaz Whipp (May 26) who provided access to a sampling of representative areas of the facility, as requested.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to

- VFA Asset Management Report, dated 2007
- Master Planning Study for Garbaly Public Works Yard, Number 10 Architectural Group, dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Administration and Shops Building, 417 Garbally Rd., Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	25,000	0	0	0	21,000	0	0	0	0	0
2b - Exceeded Service Life	0	1,194,000	0	0	0	0	0	0	0	0
3 - Future Renewal	0	3,000	0	490,000	909,000	36,200	36,200	36,200	147,200	169,200
4a - Discretionary Renewal (Upgrade)	0	0	0	0	315,000	0	0	0	0	16,000
4b - Discretionary Renewal (Aesthetic)	0	0	0	13,000	175,000	6,000	6,000	6,000	6,000	6,000
Not Applicable	0	28,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	25,000	1,225,000	0	503,000	1,420,000	42,200	42,200	42,200	153,200	191,200

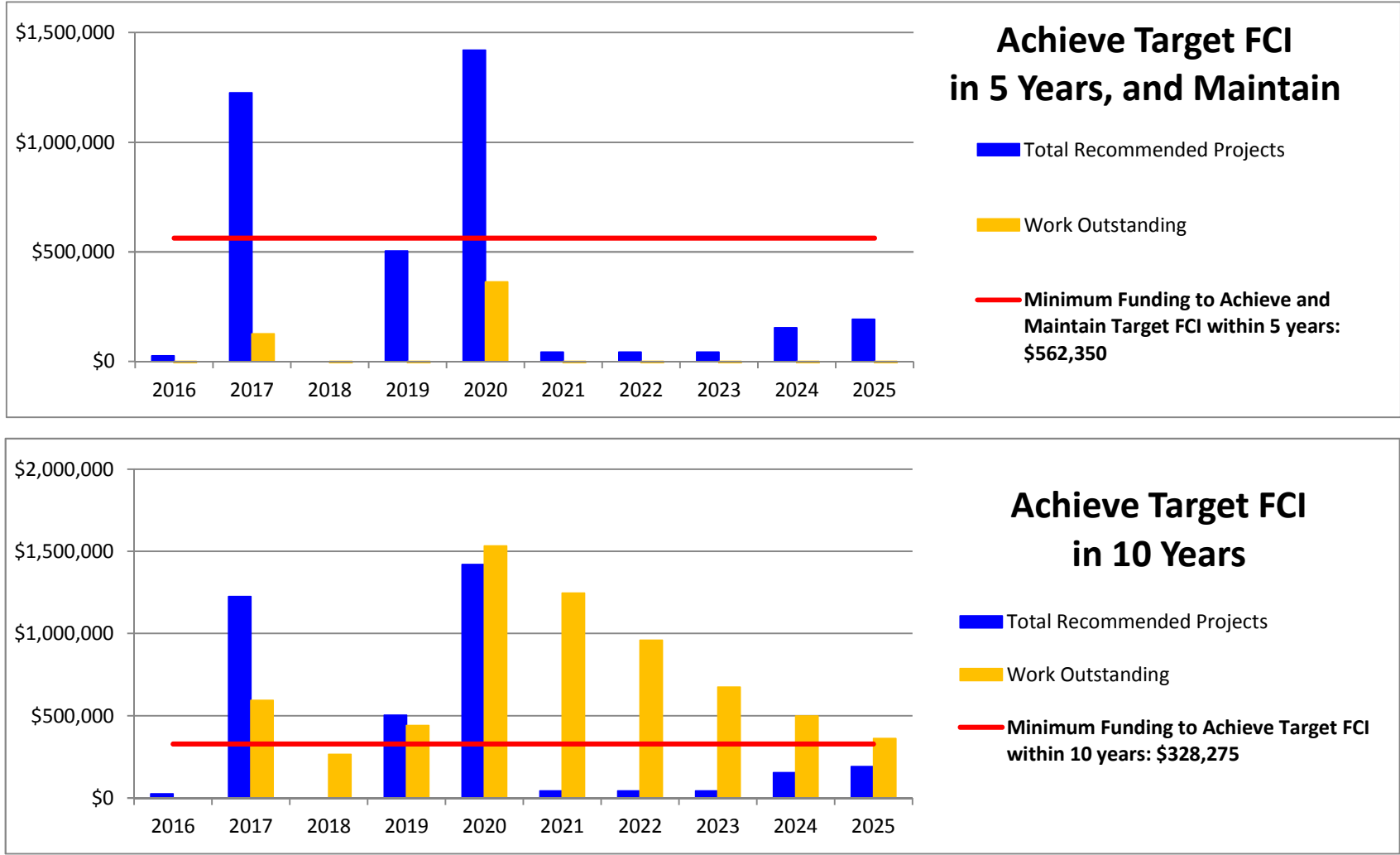
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$562,350

Work outstanding	-537,350	125,300	-437,050	-496,400	361,250	-158,900	-679,050	-1,199,200	-1,608,350	-1,979,500
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Minimum Funding to Achieve Target FCI within 10 years: \$328,275

Work outstanding	-303,275	593,450	265,175	439,900	1,531,625	1,245,550	959,475	673,400	498,325	361,250
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The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Administration and Shops Building, 417 Garbally Rd., Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA				RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time to Complete EQ or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										\$25,000	\$1,225,000	\$0	\$503,000	\$1,420,000	\$42,200	\$42,200	\$42,200	\$153,200	\$191,200			
	1	SUBSTRUCTURE																																				
	2	A10 Foundations	Foundations Repair	1	The foundations are cast-in-place concrete as visible at grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1961	55	100		The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No				\$0																	
	3	A1030 Slab on Grade	Slab on Grade Repair	2	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1961	55	100	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No				\$0																	
	4	A103006 Foundation Drainage	Foundation Drainage		The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1961	55	10	1	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No				\$0																	
	5	SUPERSTRUCTURE																																				
	6	B10 Superstructure	Above Grade Walls		The superstructure consists of concrete masonry units, steel framing and wood framing th. Interior walls are concrete masonry units and wood frame. The sloped roof is a steel structure and the low-sloped roofs are wood frame. Various additions throughout the building life have resulted in exterior walls becoming interior walls. No settlement, cracking or other evidence of structural distress was observed or reported.	Fair	1961	55	100		The structural elements are expected to last the life of the building. No major capital expenditures are expected to be required unless renovation work is completed.		Not Applicable	N/A	N/A	Yes	No				\$0																	
	7	ENVELOPE																																				
	8	Above-Grade Walls																																				
	9	B2010 Exterior Walls - Masonry	Exterior Walls - Masonry - Repairs	3	The walls are 10" reinforced concrete masonry. Where reviewed the walls were not insulated. The interior of the masonry walls is painted. The exterior is either painted or stucco parging has been installed over the masonry. Cracking was noted in the stucco parging on the walls above the main roof. No leaks associated with these walls were reported by facility staff.	Fair	1961	55	10	5	The masonry walls are expected to last the life of the building. The exterior walls should be repainted every 8-10 years. The life cycle information provided is for the repainting cycle. Localized brick replacement, mortar repointing and stucco repairs (i.e. roof area where stucco is cracking) may be required in the future. Costs associated with this work have been included as a contingency item.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	22500	2	SF	\$45,000	0%	15%	15%	\$60,000									\$60,000				
	10	B2010 Exterior Walls - Stucco	Office Area - Repainting	4	The walls are wood framed assemblies with face sealed stucco installed as the cladding. Wood framing has been assumed based on previous reports, the wall areas were not exposed for confirmation in some locations grade has been terminated at and above the height of the cladding. Isolated areas of cracking were observed. No issues of water ingress in these walls were observed or reported.	Fair	1961	55	10	5	The exterior walls should be repainted every 8-10 years. The life cycle information provided is for the repainting cycle. Localized stucco repairs may be required in the future. Costs associated with this work have been included as a contingency item in B2010 Exterior Walls - Stucco - Office Area - Repair.	Replacement	3 - Future Renewal	Yes	No	No	No	1600	\$5	SF	\$8,000	0%	15%	15%	\$11,000								\$11,000					
	11	B2010 Exterior Walls - Stucco	Office Area - Repair		The walls are wood framed assemblies with face sealed stucco installed as the cladding. Wood framing has been assumed based on previous reports, the wall areas were not exposed for confirmation isolated areas of cracking were observed. No issues of water ingress in these walls were observed or reported.	Fair	1961	55	50	5	If properly maintained the stucco walls can be expected to last the life of the building. A contingency has been included for isolated repairs.	Replacement	2 - Restore Functionality	Yes	No	No	No	1	\$15,000	LS	\$15,000	10%	10%	15%	\$21,000								\$21,000					
	12	B2010 Exterior Walls - Plywood	Garage and Shops Roof		A plywood structure provides access to the garage and shops roof. This enclosure was past its service life and in need of replacement.	Poor	1961	55	25	1	Replace plywood enclosure. It is assumed the exterior door will be replaced at this time.	Replacement	2 - Restore Functionality	No	Yes	No	No	1	\$17,500	LS	\$17,500	10%	10%	15%	\$25,000	\$25,000												
	13	B201006 Sun Control Devices (Exterior)	East and West Elevations - Replacement	5	Awnings are installed on the west and east (one location) elevations. These assemblies consist of metal coverings installed onto metal frames. Additional metal supports connect the overhang through to the soffits. Where reviewed these assemblies appeared to be in serviceable condition.	Fair	1961	55	50	15	The existing sun shades appear to be in good condition. Ongoing reviews of the connections should be completed. No major capital expenditures related to replacement are expected to be required within the next 10 years.	Repair Allowance	3 - Future Renewal	Yes	No	No	No				\$0																	
	14	B201006 Sun Control Devices (Exterior)	Loading Bay Doors		Awnings are provided over the loading bay doors.	Fair	1961	55	50	10	Replace awnings at the end of their service life. Costing assumes the existing sub-frame is reused.	Replacement	3 - Future Renewal	Yes	No	No	No	4	\$5,000	LS	\$20,000	0%	10%	15%	\$26,000										\$26,000			
	15	B201008 Exterior Soffits	West Elevation - Repair and Repainting	6	Wood soffits are present on the underside of the roof overhangs. The wood has been painted. In other locations soffits have been installed resulting in exposed wood framing.	Fair	1961	55	25	5	A budget has been provided for repainting all soffits and completing localized repairs to soffits. The soffit of the underside of the metal roof has been included in the metal roof replacement costs.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	230	\$10	SF	\$2,300	0%	15%	15%	\$4,000								\$4,000					
	16	B201011 Joint Sealant	Exterior Sealant - Installation and Replacement	7	Sealant has been installed at some service penetrations. Sealant is typically not installed at window/door penetrations. No information was available regarding when the last sealant replacement program was completed. No leaks were reported by building staff.	Poor	2010	6	8	2	Replace sealant between dissimilar materials. Install sealant around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables. Consideration should be given to coordinating sealant installation at windows and doors with replacement plans.		Not Applicable	N/A	N/A	No	No				\$0																	
	17	B202001 Punched Windows	Office and Shops - Replacement	8	The majority of the existing windows are metal framed (non-thermally broken) assemblies with single pane glazing. Metal framed operable units, with double pane IGU's, have been installed within the existing frames. In some locations metal framed double pane IGU's have been installed. The date of these windows was not confirmed. This category does not include the lobby area glazing. Locations were noted where the thermal spacers had failed.	Poor	1961	55	30	5	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2200	\$90	SF	\$198,000	10%	10%	15%	\$276,000								\$276,000					
	18	B202002 Storefront Assembly	Lobby Entrance - Replacement	9	An aluminum store front style window assembly has been installed at the lobbies main entrance. This assembly consists of double pane IGU's.	Fair	2005	11	30	19	Replace storefront system.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$20,000	LS	\$20,000	10%	10%	15%	\$28,000													
	19	B203001 Exterior Solid Doors, with glazing	Shop Area - Doors - Replacement	10	Exterior doors throughout the ground level. No information was available regarding the age of these doors. The have been assumed to be original to the building.	Fair	1961	55	50	10	Replace doors at the end of their service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	12	\$1,000	EA	\$12,000	0%	10%	15%	\$16,000										\$16,000			
	20	B203001 Double Exterior Solid Wood Doors, with glazing	Shop Area - Doors - Replacement	11	A double door is present off the west elevation of the shop area. No information was available regarding the age of these doors. The have been assumed to be original to the building.	Fair	1961	55	50	10	Replace doors at the end of their service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,000	EA	\$2,000	0%	10%	15%	\$3,000										\$3,000			
	21	B203004 Overhead Garage Doors	Overhead Garage Doors	12	Overheated style garage doors are present in the staff/meeting garage, waterworks area, sign shop, carpentry shop, machine shop, painting shop, welding shop and mechanics bay. No information was available regarding the age of these doors. The have been assumed to be original to the building with the motor having been replaced more recently.	Fair	1961	55	25	6	Replace overhead garage door at the end of its service life. The mortar may require more frequent replacement depending on usage. As requested by the City, we have phased this work over 5 years.	Replacement	3 - Future Renewal	Yes	No	No	No	13	\$11,000	EA	\$143,000	0%	10%	15%	\$181,000								\$36,200	\$36,200	\$36,200	\$36,200	\$36,200	
	22	Roofs																																				
	23	B301002 Roofing - Low Sloped Membrane System SBS	Shops Area - Replacement	15	The roof is an exposed two-ply SBS membrane, fully-adhered to the roof deck. The roof drains via internal drains. No leaks were reported or observed.	Fair	1995	21	25	5	Replace roofing system including flashings, sealants, etc. as required. Add additional insulation to increase thermal efficiency.	Replacement	3 - Future Renewal	No	No	Yes	No	2900	\$25	SF	\$72,500	10%	10%	15%	\$101,000									\$101,000				
	24	B301002 Roofing - Low Sloped Membrane System SBS	Lobby Area - Replacement	16	The roof is an exposed two-ply SBS membrane, fully-adhered to the roof deck. The roof drains via internal drains. No leaks were reported or observed. Areas of blistering membrane were noted throughout the roof.	Poor	1995	21	25	2	Replace roofing system including flashings, sealants, etc. as required. Add additional insulation to increase thermal efficiency.	Replacement	2b - Exceeded Service Life	No	Yes	Yes	No	1100	\$25	SF	\$27,500	10%	10%	15%	\$39,000								\$39,000					
	25	B301002 Roofing - Low Sloped Membrane System SBS	Office Area - Replacement	17	The roof is an exposed two-ply SBS membrane, fully-adhered to the roof deck. The roof drains via internal drains. No leaks were reported or observed.	Fair	1995	21	25	5	Replace roofing system including flashings, sealants, etc. as required. Add additional insulation to increase thermal efficiency.	Replacement	3 - Future Renewal	No	No	Yes	No	3000	\$25	SF	\$75,000	10%	10%	15%	\$105,000									\$105,000				
	26	B301002 Roofing - Low Sloped Membrane System SBS	Staff Lounge Area		The roof is an exposed two-ply SBS membrane, fully-adhered to the roof deck. The roof drains via internal drains. No leaks were reported or observed.	Fair	1995	21	25	4	Replace roofing system including flashings, sealants, etc. as required. Add additional insulation to increase thermal efficiency.	Replacement	3 - Future Renewal	No	No	Yes	No	5000	\$25	SF	\$125,000	10%	10%	15%	\$174,000									\$174,000				
	27	B301002 Roofing - Low Sloped Membrane System SBS	Garage and Meeting room.		The roof is an exposed two-ply SBS membrane, fully-adhered to the roof deck. The roof drains via internal drains. No leaks were reported or observed.	Fair	1995	21	25	4	Replace roofing system including flashings, sealants, etc. as required. Add additional insulation to increase thermal efficiency.	Replacement	3 - Future Renewal	No	No	Yes	No	10000	\$20	SF	\$200,000	10%	10%	15%	\$279,000									\$279,000				
	28	B301002 Roofing - Low Sloped Membrane System SBS	Generator Room and Overhangs		The roof is an exposed two-ply SBS membrane, fully-adhered to the roof deck. The roof drains via internal drains. No leaks were reported or observed.	Fair	1995	21	25	4	Replace roofing system including flashings, sealants, etc. as required. Add additional insulation to increase thermal efficiency.																											

BLDG	Row	Component		Condition Assessment					Lifecycle Data				Recommendation				Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time to Replace or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								

2016	The City of Victoria																																			
	Facility Condition Assessment and Capital Plan Public Works Yard, Administration and Shops Building, 417 Garbally Rd., Victoria																																			
BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION					OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																										\$25,000	\$1,225,000	\$0	\$503,000	\$1,420,000	\$42,200	\$42,200	\$42,200	\$153,200	\$191,200	
	85	D503001 Fire Alarm Systems	Fire alarm panel		The buildings have a non-addressable fire alarm system (Edwards). The system is tested and maintained annually.	Good	1990	26	25	5	Replace the fire alarm panel at the end of its lifespan, including an allowance to replace some wiring and devices. Further to the September 2011, Applied Engineering Solutions, Electrical Assessment Report, this work should be completed in the next 5 years. A study of the system is recommended prior to replacement to address the extent of the system and new requirements. The scope of this work is included in P100008 Fire Alarm Evaluation.	Upgrade	3 - Future Renewal	No	No	Yes	No	1	\$100,000	LS	\$100,000	15%	15%	15%	\$153,000					\$153,000						
	86	D509002 Emergency Lighting and Power	Emergency Generator		The emergency generator is an Allis-Chamber diesel with a Kato generator and is rated at 150 kW. This system is located in the adjacent mechanical shop building. Costing associated with this system is included in the report for the mechanical shop building.	Good	2000	16	30	14	This system is located in the adjacent mechanical shop building. Replacement costing assumes replacement of the oil storage tank.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$90,000	LS	\$90,000	10%	10%	15%	\$126,000											
	87	D509002 Emergency Lighting and Power	Transfer Switch		There is one transfer switch in the main electrical room. The age of this system is unknown and has been assumed.	Good	2000	16	30	14	Replace the automatic transfer switch at the end of its lifespan.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$12,500	LS	\$12,500	10%	10%	15%	\$18,000											
	88	D509002 Emergency Lighting and Power	Emergency Lighting	44	Emergency egress and exit lighting is present throughout the building. These systems are powered by the generator set and automatic transfer switch and emergency battery packs. The age of this system is unknown and has been assumed.	Good	2000	16	25	9	Replace emergency lights with LED-type. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable								\$0															
	89	D401002 Sprinkler Water Supply and Piping - Paint Shop	Sprinkler, Standpipe Piping and Valves		Sprinkler are present in the paint shop area. No issues noted or reported. The age of this system is unknown and has been assumed.	Good	2005	11	50	39	Maintain a contingency for capital repairs or partial replacement of equipment or piping.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	LS	\$15,000	10%	10%	15%	\$21,000											
	90	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.	Not Applicable	1961	103	15	2	It is recommended that the building seismic remediation be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	EA	\$5,000	0%	0%	5%	\$6,000		\$6,000									
	92	P100008 Electrical Evaluation	Further Study		Electrical load distribution issues were reported. Further to the September 2011, Applied Engineering Solutions, Electrical Assessment Report, a electrical load study is recommended for the site.	Not Applicable	1961	103	15	2	Further to the September 2011, Applied Engineering Solutions, Electrical Assessment Report, a electrical load study is recommended for the site.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$10,000	EA	\$10,000	0%	0%	5%	\$11,000		\$11,000									
	93	P100008 Fire Alarm Evaluation	Further Study		The existing fire alarm assembly is a non-monitored system. In the system there are 8 detection and alarm zones, 4 trouble detection and annunciation and 3 auxiliary outputs. Replacement of the system is recommended in the next 5 years.	Not Applicable	1961	103	15	2	Further to the September 2011, Applied Engineering Solutions, Electrical Assessment Report, a fire alarm system study should be completed prior to any replacement in order to address current needs.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$10,000	EA	\$10,000	0%	0%	5%	\$11,000		\$11,000									

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Public Works Yard Main Admin Buildings and Shops



Photo 01

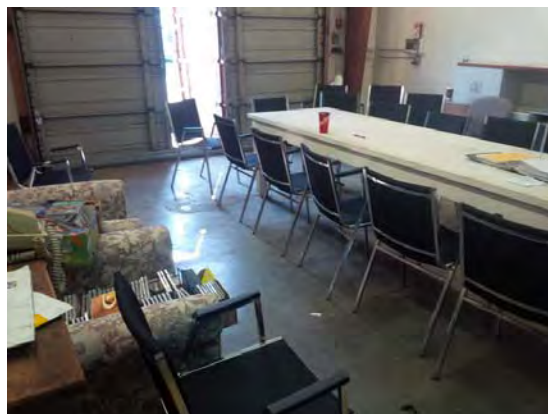


Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Public Works Yard Main Admin Buildings and Shops



Photo 07



Photo 08



Photo 09

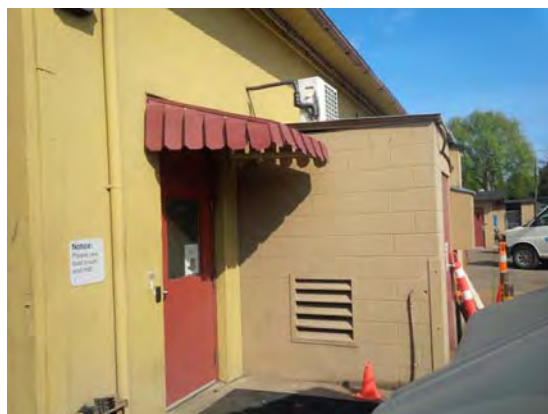


Photo 10



Photo 11

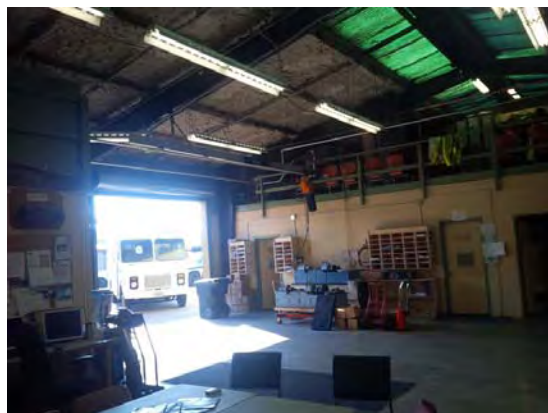


Photo 12

Public Works Yard Main Admin Buildings and Shops



Photo 13

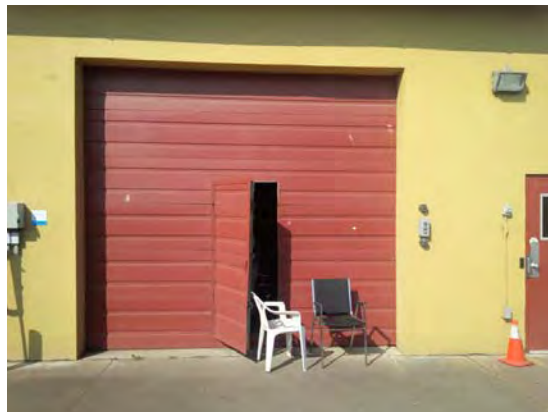


Photo 14

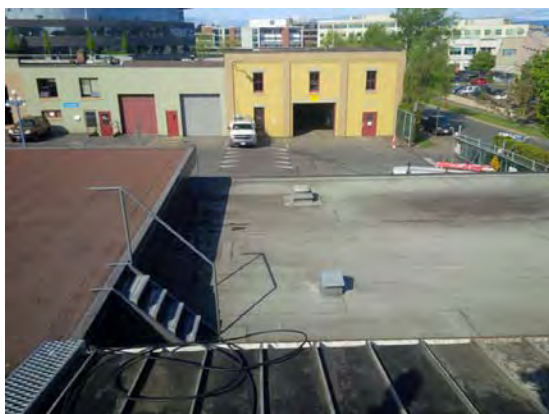


Photo 15



Photo 16



Photo 17

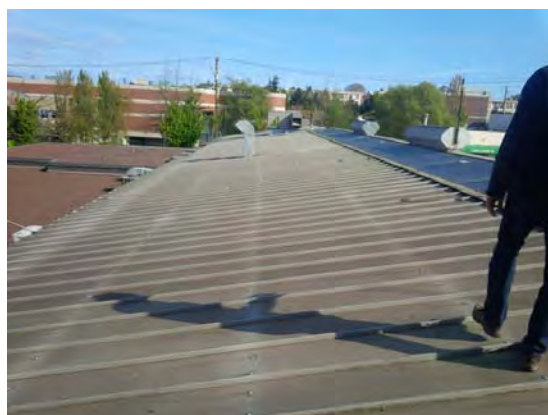


Photo 18

Public Works Yard Main Admin Buildings and Shops



Photo 19



Photo 20



Photo 21



Photo 22

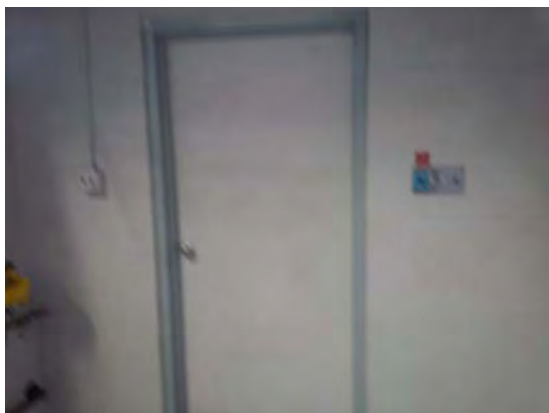


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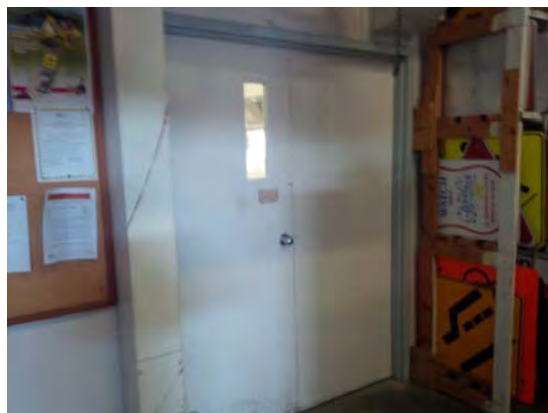


Photo 24

Public Works Yard Main Admin Buildings and Shops

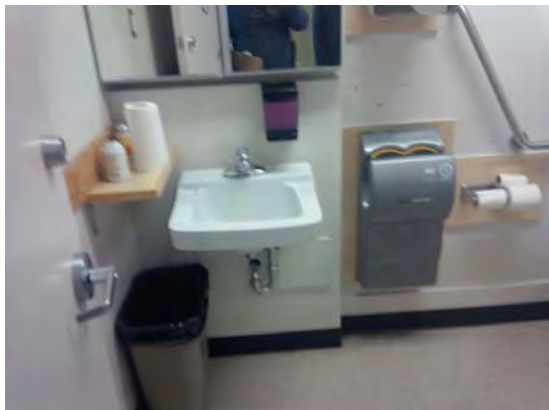


Photo 25



Photo 26

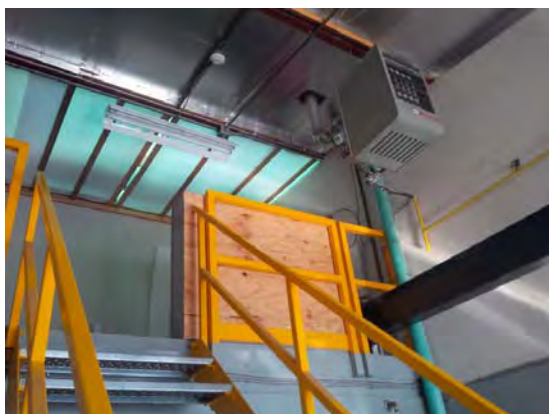


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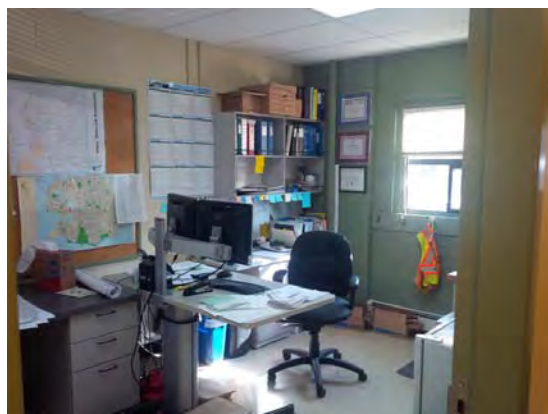


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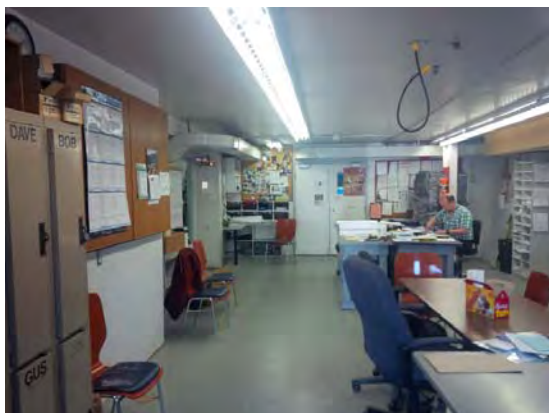


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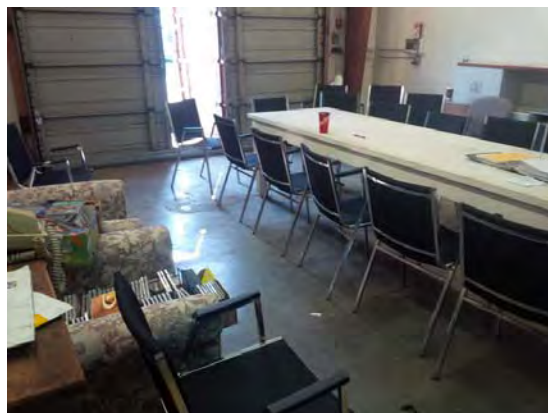


Photo 30

Public Works Yard Main Admin Buildings and Shops



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Public Works Yard Main Admin Buildings and Shops



Photo 37

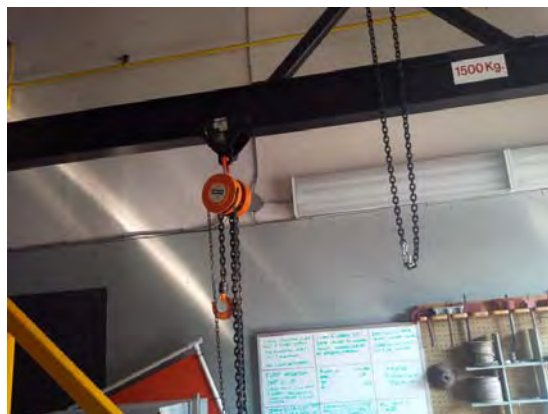


Photo 38



Photo 39



Photo 40



Photo 41

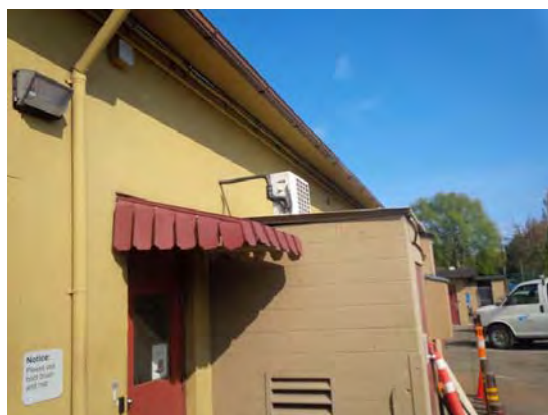


Photo 42

Appendix A12

**Building 12 - Save-On-Foods Memorial
Center - 1925 Blanchard Street,
Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Save-On Foods Memorial Arena, 1925 Blanshard Street, Victoria**

PROPERTY DESCRIPTION

The Save On Food Memorial Centre (SOFMC) was constructed in 2005 and is comprised of a concrete and steel framed covered arena with stadium seating for approximately 7,400 spectators. Amenities include private viewing boxes, food and beverage services, a lounge, restaurant and commercial kitchen, a variety of washrooms and dressing rooms, offices and retail spaces. The arena is equipped as an ice rink for winter events and an open space for summer events / concerts.

PROPERTY STATISTICS

Gross Floor Area (ft2):	150,695
Building Value:	\$53,165,000
Target FCI:	0.020
Current FCI:	0.025

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None.
Seismic work completed to date:	None.
Recommendations:	The building was constructed post 1998 and is assumed to meet the seismic requirements contained within.

Building Code Review

Built under what code:	1998 BCBC
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria**Facility Condition Assessment and Capital Plan****Save-On Foods Memorial Arena, 1925 Blanshard Street, Victoria**

Energy Efficiency

Upgrade recommendations: Replace lighting with LED as fixtures / ballasts fail.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$2,300,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B10 Superstructure - Repair / replace glulam beams
- B2010 Exterior Walls - Exterior Insulated Finish System (EIFS) - Repair cracked EIFS coating
- B2010 Exterior Walls - Rain screen Cementitious Panel - Repair cracked panels
- B201010 Exterior Coatings - Repaint exterior of arena
- B203001 Steel Doors - Selective replacement of doors
- B203002 Exterior Glazed Doors - Selective replacement of doors
- B301002 Roofing - Low Sloped Membrane System - Replace main roof
- B301002 Roofing - Low Sloped Membrane System - Repair main roof
- B301002 Roofing - Roof Deck - Replace roof deck
- C1 Stairwells, Floors and Walls - Interior Painting
- C302004 Resilient Floor Finishes - Selective replacement of sheet vinyl and VCT flooring
- C302005 Carpeting - Replace suite corridor carpets
- C302005 Carpeting - Selective replacement of other carpet
- E2010 Fixed Furnishings - Selective replacement of millwork
- F104005 Ice Rinks - Selective replacement of boards
- D503008 Access Control/Entry System - Upgrade security access system
- D403001 Fire Extinguishing Devices - Replace or upgrade CO2 systems
- D101002 Passenger Elevator - Code changes / vandalism
- D101002 Passenger Elevator - Provide emergency power
- D101002 Passenger Elevator - Upgrade cab finishes

PROJECT TEAM

The visual reviews were completed on May 22, 23 and 27, 2015 by Jordan Bowie of MH. Paul Rutten reviewed the mechanical and electrical components. KJA Consultants reviewed the elevators in May, 2015. During our review of the building, we were provided access to a sampling of representative areas of the facility, as requested. We were unable to access the upper dome roof due to a lack of fall arrest anchorage.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

The City of Victoria
Facility Condition Assessment and Capital Plan
Save-On Foods Memorial Arena, 1925 Blanshard Street, Victoria

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Seating Plan, by ICR Architecture, dated December 2004
- Ground Floor Plan, by ICR Architecture, dated December 2004
- Sections, by ICR Architecture, dated December 2004
- Second Level (Mezzanine) Exit Plan by ICR Architecture, dated December 2004
- Level Three Exit Plan by ICR Architecture, dated December 2004
- Interior Floor Exit Plan by ICR Architecture, dated December 2004
- 2007 VFA Asset Detail Report

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Save-On Foods Memorial Arena, 1925 Blanshard Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	61,000	0	0	0	1,098,000	0	0	0	0	0
2b - Exceeded Service Life	75,000	0	0	0	0	0	0	0	0	0
3 - Future Renewal	43,000	48,000	120,000	214,000	285,000	0	29,000	0	278,000	0
4a - Discretionary Renewal (Upgrade)	49,000	57,000	0	0	147,000	0	0	0	23,000	0
4b - Discretionary Renewal (Aesthetic)	12,400	12,400	12,400	12,400	12,400	12,400	12,400	12,400	257,400	12,400
Not Applicable	0	12,000	0	0	29,000	0	0	0	0	0
Total in 2015 dollars	240,400	129,400	132,400	226,400	1,571,400	12,400	41,400	12,400	558,400	12,400

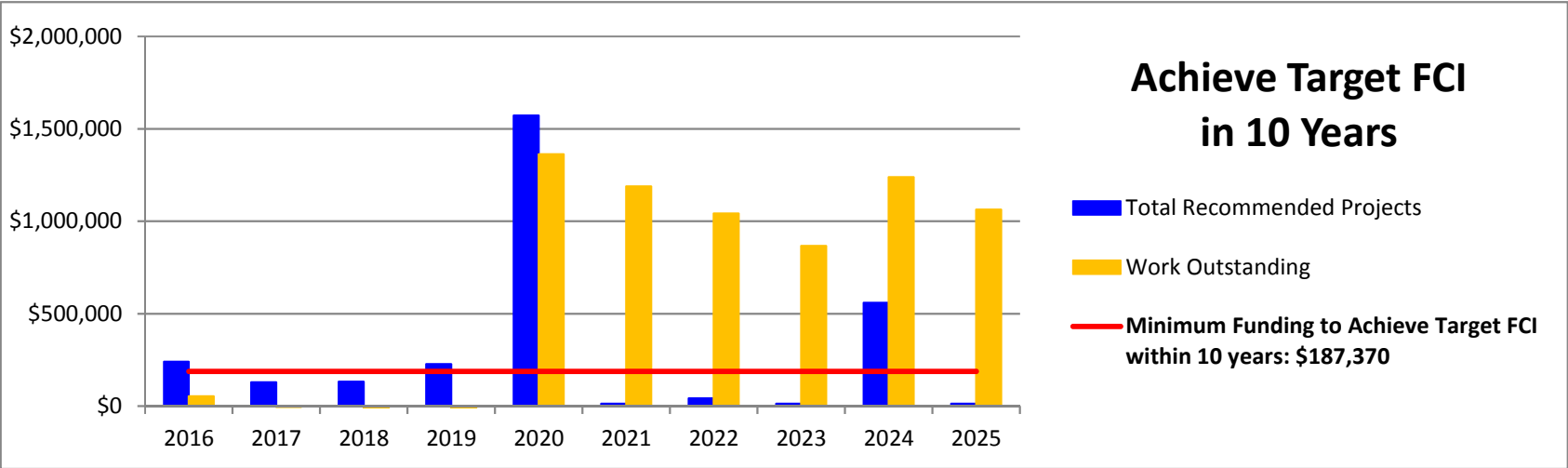
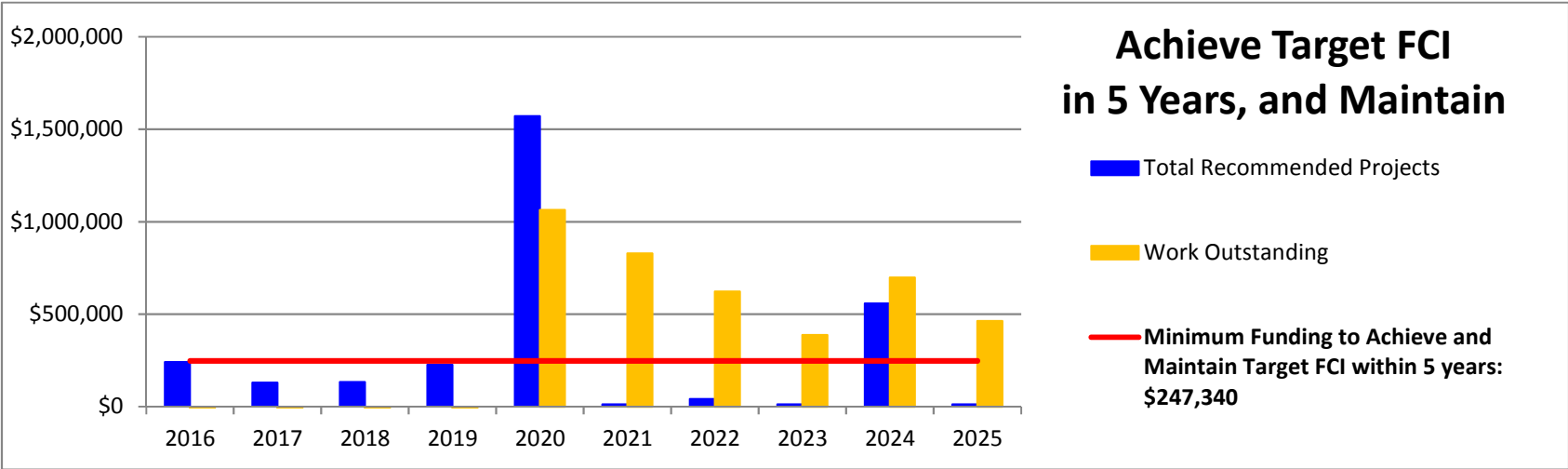
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$247,340

Work outstanding	-6,940	-124,880	-239,820	-260,760	1,063,300	828,360	622,420	387,480	698,540	463,600
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Minimum Funding to Achieve Target FCI within 10 years: \$187,370

Work outstanding	53,030	-4,940	-59,910	-20,880	1,363,150	1,188,180	1,042,210	867,240	1,238,270	1,063,300
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The City of Victoria
Facility Condition Assessment and Capital Plan
Save-On Foods Memorial Arena, 1925 Blanshard Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Save-On Foods Memorial Arena, 1925 Blanshard Street, Victoria

BLDG.	Row	Component		Condition Assessment						Lifecycle Data				Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Type of Life Cycle Depreciation Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$240,400	\$129,400	\$132,400	\$226,400	\$1,571,400	\$12,400	\$41,400	\$12,400	\$558,400	\$12,400				
	1	SUBSTRUCTURE																																					
	2	A10 Foundations	Basement Concrete Foundation	x	The foundations are cast-in-place concrete strip footings and foundation walls, as visible from the grade and basement level. No evidence of major settlement or heaving was reported or observed.	Good	2005	11	100	89	The foundation is expected to last the life of the building. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	Not Applicable	N/A	N/A	Yes	No																						
	3	A1030 Slab on Grade	Basement and Main Level Concrete Floor	1	The floor in the basement is concrete slab-on-grade. Painted concrete surfaces exist throughout the basement.	Good	2005	11	100	89	The slab-on-grade is expected to last the life of the building. No major capital expenditures are expected to be required over the next ten years.Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	Not Applicable	N/A	N/A	No	No																						
	4	A103006 Foundation Drainage	Below-Grade Drain Piping	x	Water from roofs drain to below-grade drainage system, which is then diverted to the Municipal system. It is suspected that the perimeter drains at the exterior face of the footings are present (not confirmed on drawings).	Good	2005	11	10	9	Periodic camera inspection and isolated repairs as required. Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No																						
	5	SUPERSTRUCTURE																																					
	6	B10 Superstructure	General	2 / 3 / 4 / 5 / 6 / 7	The superstructure consists of reinforced concrete exterior walls with a combination of concrete infill walls and steel bracing. The stadium seating is mounted to a concrete floor system to form the arena and the roof is framed with steel trusses /steel deck. Concrete cast on steel pans form staircases, which lend access to the upper floors. Painted steel handrails are present in each of the stairwells.No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.We noted normal, isolated, shrinkage cracking on the concourse, which has been filled with a resin-type material. No evidence of major settlement or heaving was reported or observed.	Good	2005	11	10	5	Interior protected structural components are expected to last the life of the building. It is expected that the interior railing will remain serviceable for the life of the building; however, cyclical painting will be required in order to maintain appearance and maximize the life of the steel.Refilling of the shrinkage cracks and isolated repair to slab-on-grade concrete in high traffic areas will eventually be required.Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Contingency	3 - Future Renewal	Yes	Yes	Yes	No		1	\$15,000	LS	\$15,000	12%	10%	15%	\$22,000					\$22,000								
	7	B10 Superstructure	Wood Beams and Steel Anchors	8 / 9	Glulam beams supported by steel brackets and bracing are present on the perimeter of the building between angled sloped glazing. The glulam is deteriorating from moisture contact and surface corrosion was observed on the steel.	Poor	2005	11	20	1	Solicit a structural investigation to determine the extent of degradation to glulam. The contingency budget provided should be adjusted as per the findings of the investigation.Replace or repair glulam beams as directed by a structural assessment (see "Professional Services," below). Remove corrosion from steel and paint with corrosion inhibiting coating.	Contingency	2 - Restore Functionality	Yes	Yes	No	Yes	1	\$20,000	LS	\$20,000	12%	10%	15%	\$29,000	\$29,000													
	8	ENVELOPE																																					
	9	Above-Grade Walls																																					
	10	B2010 Exterior Walls - Precast Concrete Panels / Concrete Masonry Units	Exterior Walls	2	The exterior of the arena is primarily cast-in-place concrete wall panels with some painted concrete masonry unit walls.	Good	2005	11	50	15	The normal life of painted prefabricated concrete panels and concrete masonry units should exceed 50 years, however, a contingency allowance should be made for repairs. The panels should be monitored for cracking as the building ages, which can lead to moisture ingress of spalling of the concrete. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	Not Applicable	Yes	Yes	No	No	1	\$30,000	LS	\$30,000	12%	10%	15%	\$43,000														
	11	B2010 Exterior Walls - Exterior Insulated Finish System (EIFS)	Exterior Walls	10	Exterior Insulated Finish System (EIFS) with acrylic coating is installed intermittently among other exterior finishes. Generally in good condition, horizontal cracks were evident in the finish coating throughout the building.	Good	2005	11	35	1	Replace EIFS at end of service life. A contingency for localized repairs has been included.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	1	\$20,000	LS	\$20,000	12%	10%	15%	\$29,000	\$29,000													
	12	B2010 Exterior Walls - Wood Siding	Caledonia Avenue Canopy	11	Tongue and groove wood siding clads the exterior of Caledonia Avenue entrance overhang. Darkened staining is present on the surface of the siding.	Good	2005	11	30	1	Replace siding at end of the service life. Clean and recoat siding. Full replacement of the siding is not expected to occur during the next ten years; however, an allowance for cleaning and recoating has been provided.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	1	\$3,000	LS	\$3,000	12%	10%	15%	\$5,000	\$5,000													
	13	B2010 Exterior Walls - Rain screen Cementitious Panel	Exterior Walls	12	Painted cementitious fibre panelized siding is located primarily on the upper of exterior walls. Diagonal cracking was evident on corners consistent with many panels.	Fair	2005	11	40	1	Replace cementitious fibre panelized siding at the end of service life (beyond lifecycle of the report). Undertake localized panel replacement where cracking exists.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	No	Yes	No	Yes	1	\$10,000	LS	\$10,000	12%	10%	15%	\$15,000	\$15,000													
	14	B201010 Exterior Coatings	Exterior Walls	x	A coating has been applied to the exterior concrete and siding on all elevations of the building. The year of the most recent painting program is estimated to be 2013.	Good	2013	3	7	4	Repaint exterior of the arena at end of service life. Confirm if EIFS is a drained assembly prior to applying paint as a specialty coating (acrylic-compatible) may be required.	Replacement	3 - Future Renewal	Yes	No	No	No	51140	\$3	SF	\$153,420	10%	10%	15%	\$214,000			\$214,000											
	15	B201011 Joint Sealant	Dissimilar Cladding / Wall Penetrations	13	There are sealant joints between most dissimilar materials, including perimeters of windows and doors, and between flashings and glulam beams. The sealants were in good condition, where reviewed, with the exception of the sealant reviewed at the beams (visible from the Blanshard Street deck) and some joints between the angled glazing and adjacent cladding.	Fair	2005	11	15	5	Replace sealant between dissimilar materials and around windows and doors. Replace flashing-to-beam sealants as soon as possible or during glulam beam repair program (cost for this sealant work to be including in beam repair / replacement program) City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2 - Restore Functionality	Yes	Yes	No	No	3350	\$8	LF	\$26,800	12%	10%	15%	\$38,000					\$38,000									
	16	B202001 Windows	Exterior Walls	14	The strip and punched opening windows are aluminum-framed, and are predominately of fixed sash glazing. Some opaque glazed / aluminum spandrel panels exist. There were no leaks reported; however, staining was noted on the acoustic tiles over the front entrance lobby (at the exterior perimeter adjacent to glazing). The glazing in windows and doors is clear, double-glazed sealed insulated glass units with desiccant-filled spacers. We did not note any failed insulating glazing units.	Good	2005	11	35	9	Replace insulated glass units (IGUs) with Low-E coatings and argon fill at the end of service life. Future studies will assist to indicate whether frame replacement will be warranted during the life of the building.A budget has been included for IGU replacement as a result of periodic breakage or vandalism. We recommend reviewing the stained acoustic tiles over the front entrance lobby to determine if glazing and/or the deck membrane is leaking.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	322	\$50	SF	\$16,100	12%	10%	15%	\$23,000									\$23,000					
	17	B203001 Steel Doors	Exterior and Interior Walls	15 / 16	Steel fire rated doors and frames are located throughout the building at stairwells, office doors, some exterior openings at grade and as smoke ventilation at the roof level. The majority of the doors reviewed were in good condition.	Good	2005	11	35	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. A budget to selectively replace doors has been included.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$10,000	EA	\$10,000	12%	10%	15%	\$15,000					\$15,000									
	18	B203002 Exterior Glazed Doors	Commercial Grade Glazed Swing Doors	17	Aluminum framed storefront style swing doors with single glazing are present at the at-grade building entrances at the access to the Blanshard Street-facing deck.	Good	2005	11	30	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. A budget has been included for replacement of glass as a result of periodic breakage or vandalism.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	1	\$10,000	EA	\$10,000	12%	10%	15%	\$15,000					\$15,000									
	19	B203004 Overhead Garage Doors	Single / Oversized Garage Doors	18	A variety of interior and exterior steel overhead doors are installed on the building.	Good	2005	11	25	5	Replace overhead doors at end of service life. A budget for selective replacement has been included.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	1	\$3,000	EA	\$3,000	12%	10%	15%	\$5,000					\$5,000									
	20	Roofs																																					
	21	B301002 Roofing - Domed and Low Sloped Membrane System	Main Roof	19	The roof is comprised of an exposed single-ply thermoplastic polyolefin (TPO) membrane over insulation and fastened to the steel deck. A convex / domed roof covers the majority of the roof and a flat portion extends around the perimeter of the dome. The dome roof drains on the flat portion via scuppers, which drains into internal roof drains. The scupper connections leak, causing moisture ingress on the inside vertical walls between the dome and flat roof. The flat roof holds significant water and movement was detected between the insulation boards below the membrane.	Poor	2005	11	20	5	Replace the flat roofing system including flashings, sealants, etc. Correct drainage scuppers between the dome and flat roof, and improve sloping towards internal drains. The domed roof replacement would likely be outside of the report lifecycle, thus, the quantity has been adjusted to account for the flat portion only.	Replacement	2 - Restore Functionality	Yes	Yes	Yes	No	36400	\$20	SF	\$728,000	10%	15%	15%	\$1,060,000					\$1,060,000									
	22	B301002 Roofing - Domed and Low Sloped Membrane System	Main Roof	19	TPO single ply roofing membrane assembly over the domed and flat roofs.	Poor	2005	11	20	1	Make immediate repairs to mitigate the leakage. Under take a roofing investigation, as noted in the Professional Services section of this report.	Replacement	2 - Restore Functionality	Yes	Yes	Yes	No	1064	\$20	SF	\$21,280	12%	15%	15%	\$32,000	\$32,000													
	23	B301002 Roofing - Low Sloped Membrane System	Canopy Roofs	20	The canopy roofs are comprised of a similar assembly as the main roofs (exposed TPO membrane) with internal drains and down pipes to below-grade drainage.	Fair	2005	11	20	9	Replace roofing system including flashings, sealants, etc. at the end of service life.	Replacement	3 - Future Renewal	Yes	Yes	No	No	2300	\$15	SF	\$34,500	12%	15%	15%	\$52,000									\$52,000					
	24	B301002 Roofing - Roof Deck	Blanshard Street Upper Deck	21	A PVC sheet membrane protects the deck over the front entrance of the building facing Blanshard Street. Sealants at the interface between the metal cap flashing and wood beams had failed. Roof drains were partially blocked by organic debris. Moisture staining was observed on acoustic tiles above the front entrance lobby.	Fair	2005	11	15	5	Replace PVC membrane at end of service life. We recommend installing a more durable membrane in this location more suited for use over occupied space.Clean organic growth from the drain grilles to promote drainage, and replace sealant as needed (next sealant project can be undertaken in conjunction with the beam renewals program as recommended above).	Replacement	3 - Future Renewal	No	Yes	No	No	1650	\$15	SF	\$24,750	12%	15%	15%	\$37,000					\$37,000									
	25	B301002 Roofing - Low Sloped Membrane System	Generator Corral	22	The generator is mounted on an SBS modified bitumen membrane assembly over the basement.	Good	2005	11	25	14	Replace roofing system below generator at the end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No	660	\$25	SF	\$16,500	12%	15%	15%	\$25,000														
	26	INTERIORS																																					
	27	C1 Stairwells, Floors and Walls	Repaint	3	The interior walls in the arena are of concrete or gypsum board. The majority of walls are finished with a paint coating. Floors, where not covered with tile of sheet membrane are either painted (arena aisles, stairwells) or unfinished (partial concourse).	Good	2014	2	1	1	Repaint stairwells, walls and floors, as needed to maintain aesthetics. A contingency amount is included for painting projects every five years, phased over five years.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$50,000	LS	\$50,000	12%	10%	0%	\$62,000	\$12,400	\$12,400	\$12,400	\$12,400	\$12,400	\$12,400	\$12,400	\$12,400	\$12,400	\$12,400				
	28	C102006 Interior Overhead Gate	Restaurant	23	Metal overhead gates are present between the restaurant and the arena.	Good	2005	11	30	19	Replacement of overhead gate at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$20,000	LS	\$20,000	12%	10%	0%	\$25,000														
	29	C11 Washrooms / Changing Rooms	Refurbishment	24 / 25 / 26 / 27	Washrooms are located throughout the building, on all floors and are located in change rooms, and as multiple use male / female facilities and single use, barrier-free type. Washrooms are typically fitted with laminate counter tops with porcelain sinks, porcelain urinals in male washrooms, porcelain toilets and steel partitions. Flooring is of tile, sheet vinyl or is painted concrete.	Good	2005	11	20	9	General refurbishment of men's and ladies' washrooms at the end of service life. As washrooms will not all require renovations concurrently, an allowance has been provided for partial replacement.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	7	\$15,000	SF																			

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The City of Victoria
Facility Condition Assessment and Capital Plan
Save-On Foods Memorial Arena, 1925 Blanshard Street, Victoria

BLDG.	Row	Component		Condition Assessment							Lifecycle Data				Recommendation					Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Expectation Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency					15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025						
																										\$240,400	\$129,400	\$132,400	\$226,400	\$1,571,400	\$12,400	\$41,400	\$12,400	\$558,400	\$12,400						
	33	C302003 Wood Flooring	Restaurant	31	Engineered wood flooring is present in the restaurant dining room area. A few gouges were observed adjacent to buffet / serving tables.	Good	2005	11	25	14	Replace wood flooring at end of service life. Make repairs to flooring, where gouged, as needed, until the flooring cannot be sanded.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	200	\$15	SF	\$3,000	12%	10%	15%	\$5,000																
	34	C302004 Resilient Floor Finishes	Various Locations - Floors	32	Vinyl composite tile (VCT) and sheet vinyl membrane are installed on the concourse floors, some washrooms, change room, the kitchen / kitchenettes. The flooring in some of the change rooms on the main level is wearing.	Good	2005	11	20	3	Replace vinyl sheet flooring and vinyl composite tiles at the end of service life. As the condition of the flooring varies on location, a general budget for flooring replacement has been included every five years, beginning in three years.	Replacement	3 - Future Renewal	Yes	No	No	No	5000	\$7	SF	\$33,750	12%	10%	15%	\$48,000			\$48,000													
	35	C302005 Carpeting	Suite Corridors	33	Commercial grade carpet installed on the floor of the suite corridors.	Good	2005	11	15	1	Replace suite corridor carpet at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	4238	\$7	SF	\$29,666	12%	10%	15%	\$43,000	\$43,000															
	36	C302005 Carpeting	Media Box / Offices / Suites / Restaurant / Commercial Spaces	x	Commercial grade carpet installed on the floor of the offices, suites, restaurant and miscellaneous commercial spaces. Accelerated separation of seams has occurred in the corridors accessing suites.	Poor	2005	11	15	3	Replace media box, offices, suites, restaurant and commercial spaces carpet at end of service life. It is expected that the carpet can be phased, therefore, budgets have been provided every three years for selective carpet replacement.	Replacement	3 - Future Renewal	No	No	No	No	4222	\$7	SF	\$29,554	12%	10%	15%	\$42,000			\$42,000													
	37	C303004 Ceiling	Throughout Building	34	Acoustic ceiling tiles are provided intermittently throughout the building among exposed concrete / steel structure.	Good	2005	11	50	39	Replace acoustic 2x4 ceiling tiles during subsequent interior renovations. Otherwise, tiles are expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	4b - Discretionary Renewal (Aesthetic)	No	No	No	No																								
		E2010 Fixed Furnishings	Throughout Building	35	Various millwork of laminated / wood veneer wood products are present, primarily for concessions. Minor scuffs or scrapes were observed.	Good	2005	11	40	3	Replace millwork at end of service life. Although the millwork is expected to remain serviceable beyond the next ten years, a budget for incidental replacement is included.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	12%	10%	15%	\$15,000			\$15,000													
	39	E201003 Seating (Fixed)	Arena Seating	36	Folding spectator seating of plastic, steel and fabric upholstery is present in the arena.	Good	2005	11	40	7	Replace seating at end of service life. Although the seating is expected to remain serviceable beyond the next ten years, a budget for incidental replacement is included.	Replacement	3 - Future Renewal	Yes	No	No	No	100	\$200	SF	\$20,000	12%	10%	15%	\$29,000						\$29,000										
	40	F104005 Ice Rinks	Boards	37	Ice rink boards with Plexiglas protective screens surround the ice rink.	Good	2005	11	40	3	Replace boards at end of service life. Although the boards are expected to remain serviceable beyond the next ten years, a budget for incidental replacement is included.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	12%	10%	15%	\$15,000			\$15,000													
	41	MECHANICAL SYSTEMS																																							
	42	HVAC Systems		x																																					
	43	D302002 Hot Water Boilers	Primary	38	Two RBI Series 8900 1500 MBTU boilers provide space heat hot water.	Good	2005	11	25	14	Replace the heating boilers at the end of their lifespan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$55,000	EA	\$110,000	10%	0%	15%	\$140,000																
	44	D302002 Hot Water Boilers	Secondary	39	AO Smith gas-fired hot water boiler for Zamboni fill.	Good	2010	6	20	14	Replace hot water boiler at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$25,000	EA	\$25,000	12%	0%	15%	\$33,000																
	45	D302001 HVAC	Expansion Tank	40	Three expansion tanks, one each for hydronic, DHW and Zamboni systems.	Good	2005	11	30	19	Replace the expansion tanks at the end of its lifespan.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	3	\$3,000	EA	\$9,000	12%	0%	15%	\$12,000																
	46	D302001 HVAC	Expansion Tank Diaphragms	x	Three steel expansion tanks, one each for hydronic, DHW and Zamboni systems.	Good	2005	11	20	9	Replace expansion tank diaphragms	Replacement	3 - Future Renewal	No	No	No	No	3	\$1,200	EA	\$3,600	12%	10%	15%	\$6,000									\$6,000							
	47	D302002 Hot Water Boilers	Circulating Pumps, small frac. Hp	41	Hot water recirculating pumps of various sizes used to recirculate hydronic hot water, DHW, and feed the snow melt system.	Good	2005	11	6	2	Replace hot water recirculating pumps at end of service life.	Replacement	3 - Future Renewal	Yes (assume over 5 years)	No	No	No	10	\$550	EA	\$5,500	12%	10%	15%	\$8,000		\$8,000														
	48	D302099 Heat Generating Systems	Suspended electric heaters	x	Suspended electric heaters throughout the facility provide space heating to misc. utility areas.	Good	2005	11	25	14	Replace suspended heaters at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	7	\$500	EA	\$3,500	12%	0%	15%	\$5,000																
	49	D302099 Heat Generating Systems	Baseboard heaters	x	Various electric baseboard heaters throughout the facility provide space heating to misc. utility and tenant areas.	Good	2005	11	25	14	Replace baseboard heaters at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	1	\$10,000	LS	\$10,000	12%	0%	15%	\$13,000																
	50	F105002 Building Automation Systems	BAS/DDC	x	The HVAC system is controlled by a central building automation system.	Good	2005	11	22	11	Replace individual BAS components as needed. Upgrade entire system at end of reliable service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes, as required.	No	Yes	No	1	\$250,000	LS	\$250,000	10%	0%	15%	\$317,000																
	51	D305003 Fan Coil Units	Ceiling mounted fan coil units (AHUs)	x	Tenants spaces are conditioned by ten Trane fan coil units.	Good	2005	11	25	14	Replace fan coil air handling units at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes (assume 2 years)	No	No	No	10	\$5,000	EA	\$50,000	12%	0%	15%	\$65,000																
	52	D303002 Condenser Units	Walk in Coolers	42	Three Trane condenser units service the kitchen walk-in coolers.	Good	2005	11	25	14	Replace refrigeration condensers in each cooler and rooftop condenser.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	3	\$4,500	EA	\$13,500	12%	0%	15%	\$18,000																
	53	D303002 Smaller AC Units	A/C Units	43	Replace smaller AC units of 5 ton capacity or less (roof top condensers).	Good	2005	11	25	14	Replace AC units (up to 5 ton cooling capacity).This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	8	\$6,500	EA	\$52,000	12%	0%	15%	\$67,000																
	54	D303002 Larger AC Units	A/C Units	44	Replace AC units of 10 ton capacity or less (including both air and water source).	Good	2005	11	25	14	Replace AC units (up to 10 ton cooling capacity).This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	3	\$13,000	EA	\$39,000	12%	0%	15%	\$51,000																
	55	D304008 Air Handling Units	Makeup Air Unit	45	Two Trane 40 ton MUA units provide gas-fired heating and cooling.	Good	2005	11	28	17	Replace or substantially overhaul AHUs at end of reliable service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes (assume 2 years)	No	No	No	2	\$125,000	EA	\$250,000	10%	0%	15%	\$317,000																
	56	D304007 Ventilation Systems	Dehumidifiers	45	Two rooftop Bry-Air 1080 MBTU dehumidifiers for arena area.	Good	2005	11	27	16	Replace or substantially overhaul dehumidifiers as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes (assume over 2 years)	No	No	No	1	\$146,000	EA	\$146,000	10%	0%	15%	\$185,000																
	57	Plumbing Systems																																							
	58	G3010 Water Supply	Main water entry	46	The water service enters the building through a 6-inch diameter pipe located in the outside mechanical room.. The water service is metered, equipped with a bypass and backflow preventor.	Good	2005	11	40	29	Replace backflow preventers as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	12%	0%	15%	\$13,000																
	59	G3010 Water Supply	Water Softener	47	One water softener located in the boiler room.	Good	2005	11	25	13	Replace water softener as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,000	EA	\$4,000	12%	0%	15%	\$6,000																
	60	D202001 Pipes and Fittings	Main water distribution	x	Piping is copper where observed and typically insulated as required.	Good	2005	11	40	29	Complete localized repairs as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes, as required.	No	Yes	No	1	\$645,000	LS	\$645,000	10%	0%	15%	\$816,000																
	61	D202003 Domestic Water Equipment - Tanks	Primary	49	Six State 175 Us gal hot water storage tanks, 2 for preheat and 4 for storage. Signs of leakage noted around several tanks.	Poor	2005	11	15	1	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included																														

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BLDG.	Row	Component		Condition Assessment							Lifecycle Data			Recommendation					Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Expectancy in Years	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										\$240,400	\$129,400	\$132,400	\$226,400	\$1,571,400	\$12,400	\$41,400	\$12,400	\$558,400	\$12,400			
	74	D501004 Interior Distribution Transformers	Replacement	58	There is an approx. 12 dry transformer throughout the complex of 150 kVA or less.	Good	2005	11	40	29	Replace the transformers at the end of their lifespan or as deemed necessary through IR scans.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes, as required.	No	Yes	No	12	\$8,500		\$102,000	10%	0%	15%	\$130,000													
	75	D501005 Panels	Replacement	59	Secondary distribution and breaker panels are located throughout the facility.	Good	2005	11	30	19	Replace house panels at end of service life, or as deemed necessary by IR scans.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	1	\$500,000	LS	\$500,000	10%	0%	15%	\$633,000													
	76	D502002 Branch Wiring & Devices	Replacement	x	Wiring throughout the facility is copper. Devices include all house voltage switches, outlets.	Good	2005	11	50	39	Replace or upgrade wiring as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes, as required.	No	Yes	No	1	\$700,000	LS	\$700,000	10%	0%	15%	\$886,000													
	77	D502002 Ice Rink Lighting	HID lights	60	HID lights directly overhead of the rink area (approx. 120 in total)	Good	2005	11	23	12	Replace rink lighting at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	120	\$2,500	EA	\$300,000	10%	0%	15%	\$380,000													
	78	D502002 General Lighting	Fluorescent lights	61	Primarily T8 fluorescent fixtures throughout the facility.	Good	2005	11	25	14	Replace fluorescent fixtures with LED at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	1	\$400,000	LS	\$400,000	10%	0%	15%	\$506,000													
	79	D502002 Lighting Equipment	Stage lighting	x	Specialty stage lights used to special performances.	Good	2005	11	30	19	Replace specialty stage lighting at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$240,000	LS	\$240,000	10%	0%	15%	\$304,000													
	80	D503008 Access Control/Entry System.	Upgrade	x	Security and detection system throughout the facility.	Good	2005	11	15	5	Upgrade security and detection systems.	Upgrade	3 - Future Renewal	No	No	No	No	1	\$162,000	LS	\$162,000	10%	10%	15%	\$226,000					\$226,000								
	81	D503008 Public Address system	Upgrade, Replace	x	The arena and private suite area has an extensive public address system.	Good	2005	11	25	14	Replace or upgrade public address system at end of reliable service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$250,000	LS	\$250,000	10%	0%	15%	\$317,000													
	82	D503008 LAN, TV, Telephone	Infrastructure cabling	62	The facility is served by extension LAN, telephone, and TV cabling with termination panels and boxes in electrical rooms in the upper concourse area.	Good	2005	11	30	19	Upgrade low-voltage cable infrastructure as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	No	No	1	\$600,000		\$600,000	10%	0%	15%	\$759,000													
	83	FIRE AND LIFE SAFETY SYSTEMS																																				
	84	D503001 Fire Alarm Systems	Hard-wired, addressable Fire alarm	x	The facility is protected by a two-stage combination hard-wired and addressable fire alarm system with manual and automatic devices located throughout the facility.	Good	2005	11	25	14	Replace the fire alarm panel at the end of its lifespan, including an allowance to replace some wiring and devices.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$700,000	LS	\$700,000	10%	0%	15%	\$886,000													
	85	D509002 Emergency Lighting and Power	Emergency Generator	63	The 175 kW Cummins diesel emergency generator is outside the west elevation.	Good	2005	11	35	24	Replace the emergency generator at the end of its lifespan.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$66,000	Ea	\$66,000	12%	0%	15%	\$86,000													
	86	D509002 Emergency Lighting and Power	Emergency Lighting	64	Emergency lighting with battery packs and exit signage located throughout the facility.	Good	2005	11	20	9	Replace emergency lights and exit signs at end of service life.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	1	\$90,000	LS	\$90,000	10%	10%	15%	\$126,000									\$126,000				
	87	D401002 Sprinkler Water Supply and Piping	Wet Sprinkler and Standpipe system	65	The building is protected by a seven zone wet sprinkler system throughout and standpipe cabinets.	Good	2005	11	45	34	Maintain a contingency for capital repairs or partial replacement of equipment or piping.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes, as required.	No	Yes	No	1	740000	LS	\$740,000	10%	0%	15%	\$937,000													
	88	D403001 Fire Extinguishing Devices	Kitchen CO2 system	66	The commercial kitchen contains two 75lb CO2 discharge systems for the two exhaust hoods.	Good	2005	11	7	2	Replace or upgrade CO2 systems at end of reliable service life.	Replacement	3 - Future Renewal	No	No	No	No	2	14000	EA	\$28,000	12%	10%	15%	\$40,000		\$40,000											
	89	ELEVATORS																																				
	90	D101002 Passenger Elevator	Elevator BCD 22118 - 22121 - Code Changes and Vandalism	x	Code requirements have become more onerous over the past decade and the interval between code changes has decreased. We recommend budgeting funds to repair vandalism - principally damage to exposed finishes and fixtures. No precise figure can be assigned since much depends on the location and environment.	Not Applicable	N/A	N/A	5	5	We recommend budgeting funds at five year intervals to address code changes and to repair vandalism	Contingency	Not Applicable	Yes	No	No	Yes	4	\$5,000	EA	\$20,000	12%	10%	15%	\$29,000					\$29,000								
	91	D101002 Passenger Elevator	Elevator BCD 22118, 22120, 22121 - Emergency Power Operation	x	We understand that emergency power is not provided for the hydraulic elevator. In the event of a power failure the elevator would stop where it is (possibly between floors). While emergency power operation of the elevator is presently not required by code for this building, it is possible that at some point it may become mandatory. If there is an emergency power available with sufficient capacity to run the elevator, the cost to arrange the equipment to run on emergency power would be minimal	Not Applicable	N/A	N/A	99	2	If there is no available source of emergency power, then a battery powered lowering system could be installed. This unit will provide enough power to operate the hydraulic valves, lower the elevator to the terminal floor and open the elevator doors to release trapped passengers. The elevator will then lock off until power is restored. The cost for this would be in the area of \$10,000 per elevator. We recommend emergency power operation be provided within the next two to three years. The cost for this would be reduced if performed in conjunction with a major control modernization.	New	4a - Discretionary Renewal (Upgrade)	Yes	No	No	Yes	4	\$10,000	EA	\$40,000	12%	10%	15%	\$57,000		\$57,000											
	92	D101002 Passenger Elevator	Elevator BCD 22118 - 22121 - Cab Finishes	x	The existing cab finishes are in reasonable condition and show some signs of wear.	Not Applicable	2005	11	25	5	The cost to upgrade the cab finishes could range from \$15,000 to \$25,000, depending on the finishes selected. We recommend using a figure of \$20,000 per elevator. We suggest the cab upgrades be performed in the next three to five years.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	4	\$20,000	EA	\$80,000	10%	10%	15%	\$112,000					\$112,000								
	93	PROFESSIONAL SERVICES																																				
	94	P100007 Roof Investigation	Thermographic Scan	x	An exposed roofing membrane can often be repaired or refurbished to defer replacement, though with increased annual costs. The decision is often driven by the extent of wet insulation and the risk tolerance for future leaks.	Not Applicable	N/A	N/A	15	2	Complete a thermographic scan and test cuts to confirm the condition of the assembly to develop recommendations for repair or replacement.	Study	Not Applicable	No	No	No	No	1	\$10,000	LS	\$10,000	0%	0%	15%	\$12,000		\$12,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Save-On-Foods Memorial Centre

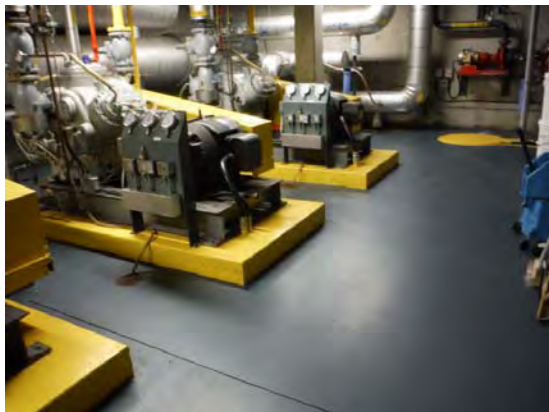


Photo 01



Photo 02



Photo 03

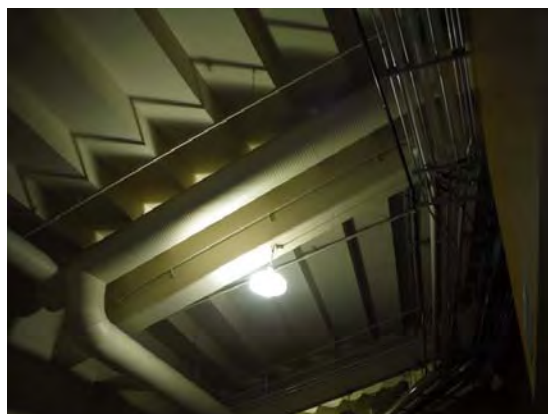


Photo 04



Photo 05



Photo 06

Save-On-Foods Memorial Centre



Photo 07



Photo 08



Photo 09

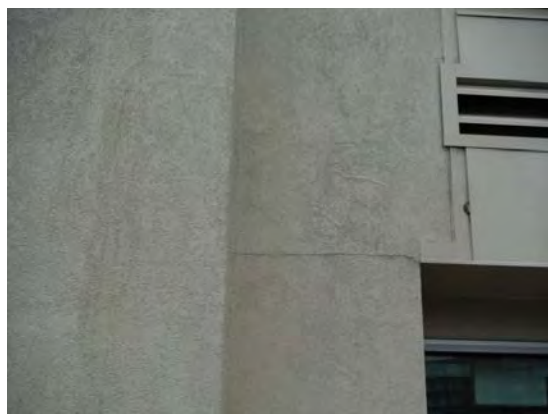


Photo 10



Photo 11



Photo 12

Save-On-Foods Memorial Centre

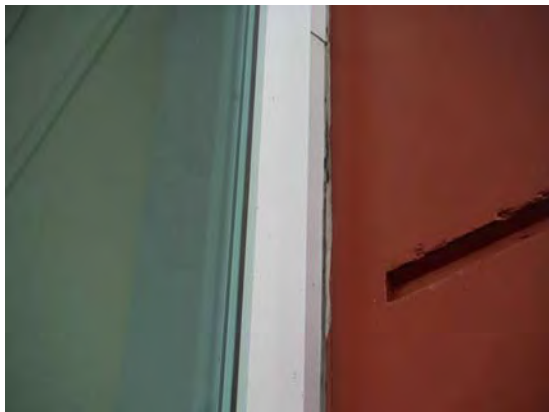


Photo 13



Photo 14



Photo 15

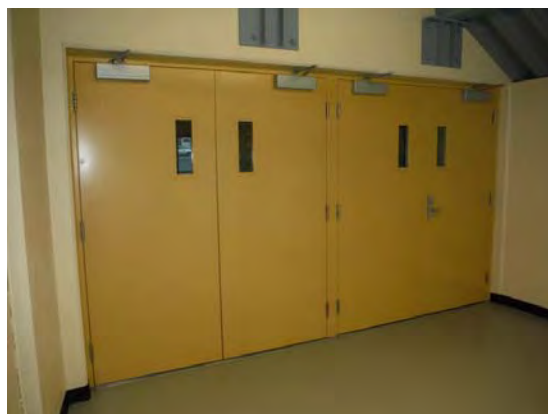


Photo 16



Photo 17

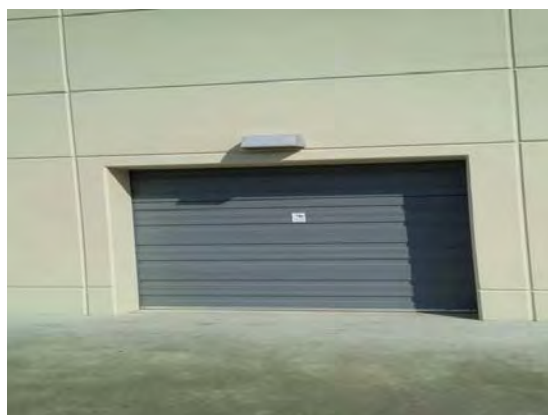


Photo 18

Save-On-Foods Memorial Centre



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Save-On-Foods Memorial Centre

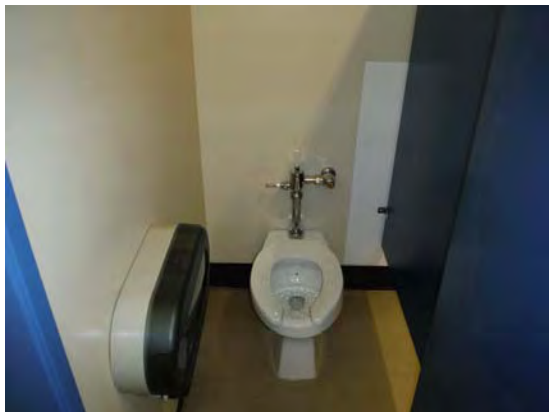


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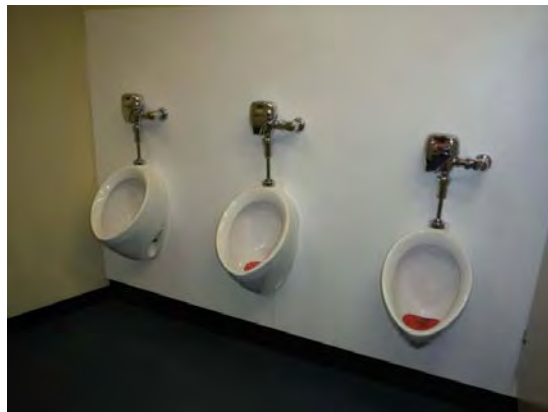


Photo 26



Photo 27



Photo 28

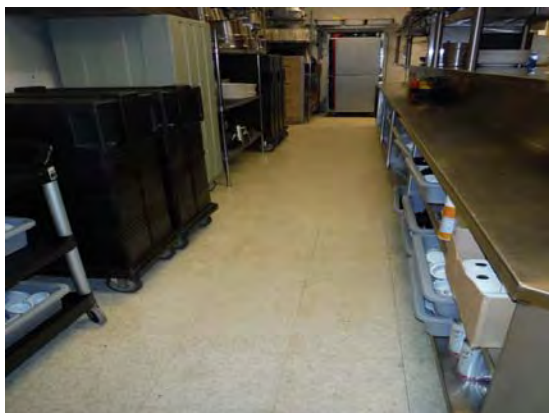


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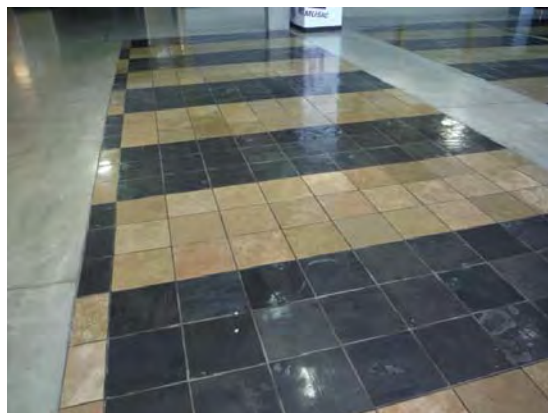


Photo 30

Save-On-Foods Memorial Centre

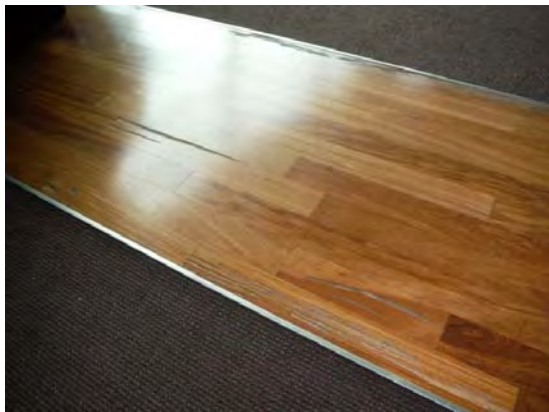


Photo 31



Photo 32

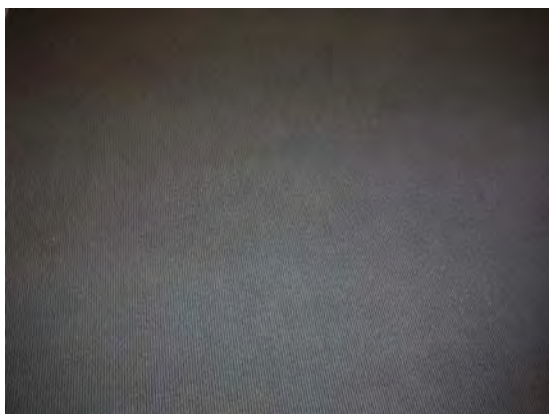


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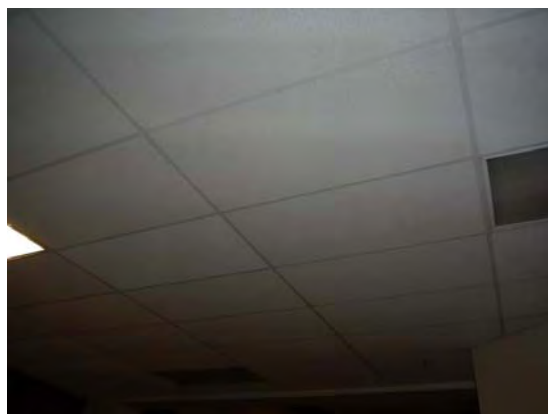


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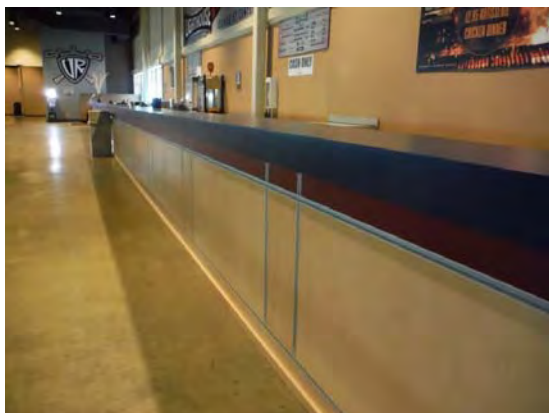


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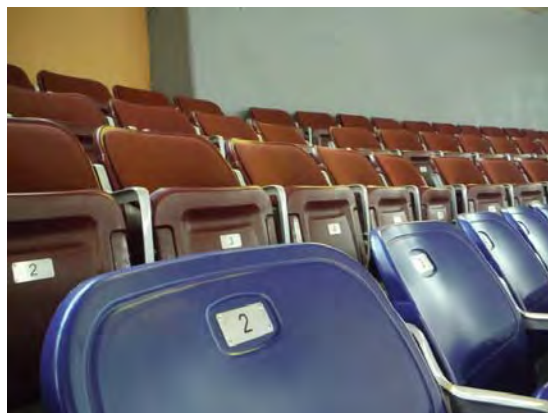


Photo 36

Save-On-Foods Memorial Centre

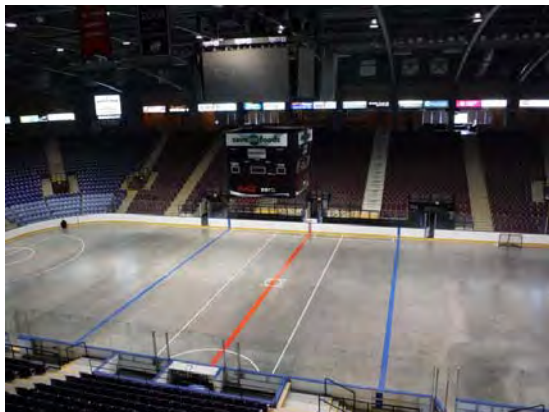


Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Save-On-Foods Memorial Centre



Photo 43



Photo 44



Photo 45



Photo 46

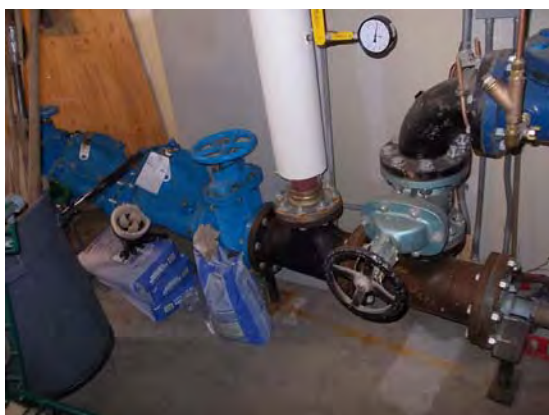


Photo 47



Photo 48

Save-On-Foods Memorial Centre



Photo 49



Photo 50



Photo 51



Photo 52

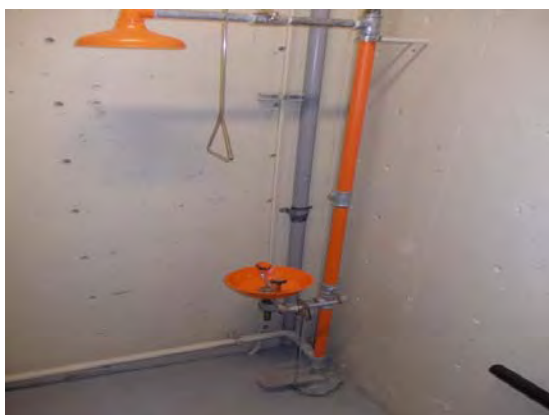


Photo 53



Photo 54

Save-On-Foods Memorial Centre



Photo 55



Photo 56



Photo 57



Photo 58



Photo 59



Photo 60

Save-On-Foods Memorial Centre



Photo 61



Photo 62



Photo 63



Photo 64



Photo 65



Photo 66

Appendix A13

**Building 13 - Victoria Conference Center
720 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Conference Centre, 720 Douglas Street, Victoria

PROPERTY DESCRIPTION

The Victoria Conference Centre is located at 720 Douglas Street in Victoria, British Columbia. The building was opened in 1989. The overall facility consists of a two level structure that includes the main lobby atrium area with retail shops along the street frontage. The lower floor level includes men and women's washrooms, administration offices, a lecture theatre, and exhibit rooms. The second floor level includes main exhibit rooms and kitchen with loading dock. The rooftop penthouse contains electrical and mechanical rooms.

PROPERTY STATISTICS

Gross Floor Area (ft2):	140,000
Building Value:	\$41,160,000
Target FCI:	0.020
Current FCI:	0.043

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1985
Deficiencies observed:	None.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes, but not main entrance.
Access throughout building:	Yes.
Access to washrooms:	Yes.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	Implement recommendations made in the VCC Energy Audit, by Avalon Mechanical, dated September 2012
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The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Conference Centre, 720 Douglas Street, Victoria

We identified recommendations of approximately \$5,091,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B101003 Floor Decks & Slabs (Suspended Slabs) – Install Urethane Membrane
- B2010 Exterior Walls – Brick – Install sealer on masonry
- B2010 Exterior Walls - Painted CMU – Repair and repainting
- B2010 Exterior Walls - Cast-in-Place concrete walls – Repair and repainting
- B203001 Wood Entrance Doors and windows – Repainting
- B3010 Roof Coverings - Main Roof – Replacement
- B3010 Roof Coverings – Repairs
- B301006 Roof Openings – Skylights – Repairs
- C301005 Gypsum Board Wall Finishes - Painting
- C302005 Carpeting – Replacement
- C303004 Ceiling – Replacement
- B3010 Roof Coverings – Planters – Replacement
- D302002 Hot Water Boilers – Replacement
- D302002 Hot Water Boilers - Heat Exchangers – Replacement
- D302002 HVAC Pumps - Heating/Cooling Pumps – Replacement
- F105002 Building Automation Systems – Upgrade
- D303001 Chilled Water Systems – Replacement
- D304008 Air Handling Units – Replacement
- D304001 Air Distribution, Heating & Cooling – VAV Boxes – Replacement
- G302003 Lift Stations and Pumping Stations – Replacement
- G309099 Other Special Mechanical Systems - Water Feature Filter & Pumps – Replacement
- G309099 Other Special Mechanical Systems - Parking toll equipment – Replacement
- D502002 Lighting Equipment- Stage Lighting – Replacement
- D503008 Access Control/Security - Upgrade
- D503008 Public Address/Music system – Upgrade
- D503001 Fire Alarm Systems – Replacement
- D509002 Emergency Lighting and Power – Replacement
- D509002 Emergency Power - Emergency Generator – Replacement
- D401002 Sprinkler Water Supply and Piping - Fire Pump – Replacement
- D403001 Fire Extinguishing Devices - Kitchen CO2 system – Replacement
- D101002 Passenger Elevator - Elevator BCID 11267, 11270 - Door Operator – Replacement
- D101002 Passenger Elevator - Elevator BCID 11267, 11268, 11270 - Major Control
- D101002 Freight Elevator - Elevator BCID 11269, 11329 - Major Control Modernization
- D101002 Handicap Lift - Handicap Lift 11525, 11526 - Handicap Lift Replacement

**The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Conference Centre, 720 Douglas Street, Victoria**

PROJECT TEAM

The visual reviews were completed on April 30, 2015 by Paul Rutten. During our review of the building, we were accompanied by facility staff, who provided access to a sampling of representative areas of the facility, as requested. Subsequent reviews of the exterior and interior areas were completed on September 18, 2015.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VCC Facility Assessment , by VFA, dated 2007
- VCC Energy Audit, by Avalon Mechanical, dated September 2012
- Architectural Drawings, dated 1988
- VCC Proposed Budget (2016-2019), provided by the City

This report should be reviewed in conjunction with the Objectives, Terms of Reference,

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Conference Centre, 720 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	512,000	313,000	197,000	23,000	239,000	0	0	0	0	0
3 - Future Renewal	89,000	383,000	56,000	29,000	1,587,000	443,000	146,000	4,066,000	115,000	814,000
4a - Discretionary Renewal (Upgrade)	85,250	71,250	71,250	71,250	669,000	0	0	2,049,000	0	556,000
4b - Discretionary Renewal (Aesthetic)	162,000	246,500	48,500	14,000	175,000	14,000	25,000	28,000	14,000	14,000
Not Applicable	14,000	6,000	11,500	11,500	6,000	0	0	0	0	0
Total in 2015 dollars	862,250	1,019,750	384,250	148,750	2,676,000	457,000	171,000	6,143,000	129,000	1,384,000

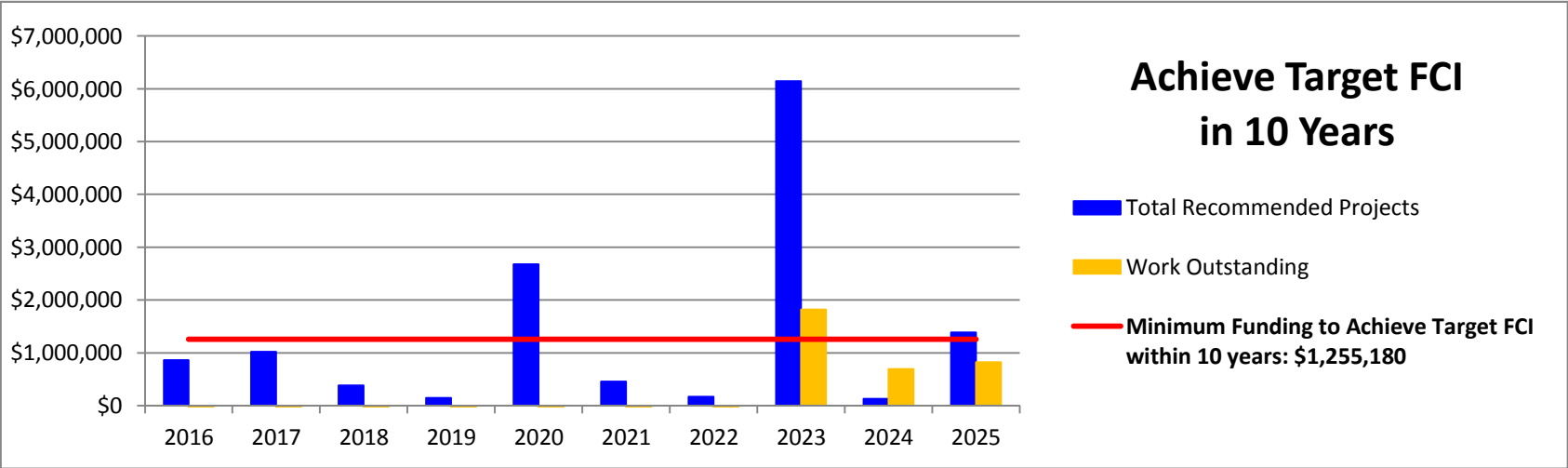
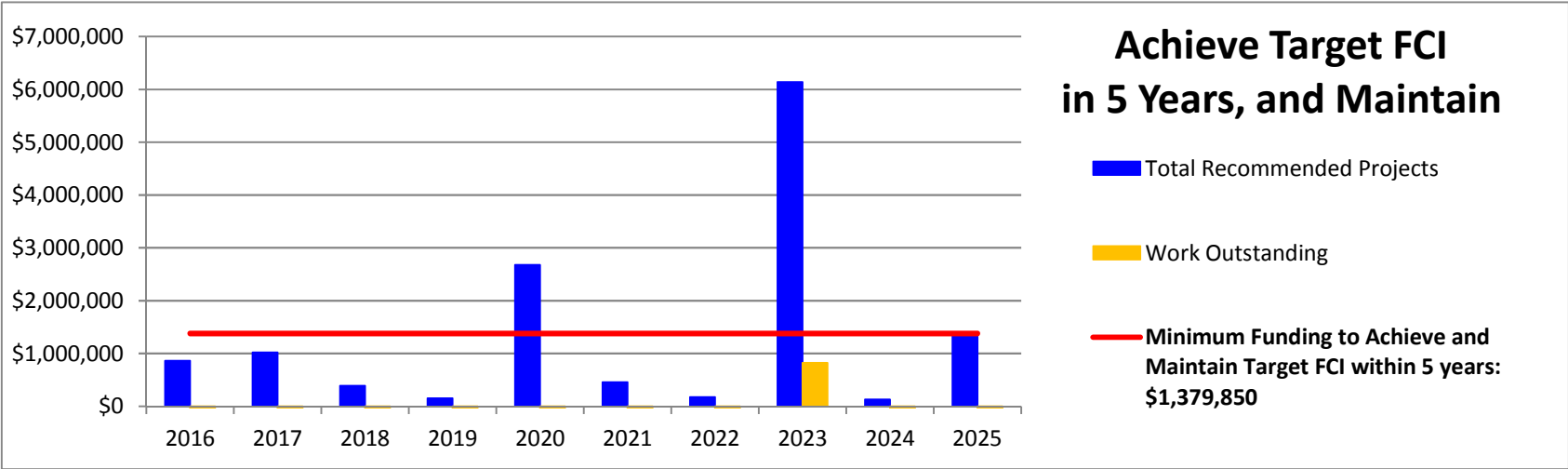
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$1,379,850

Work outstanding	-517,600	-877,700	-1,873,300	-3,104,400	-1,808,250	-2,731,100	-3,939,950	823,200	-427,650	-423,500
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Minimum Funding to Achieve Target FCI within 10 years: \$1,255,180

Work outstanding	-392,930	-628,360	-1,499,290	-2,605,720	-1,184,900	-1,983,080	-3,067,260	1,820,560	694,380	823,200
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The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Conference Centre, 720 Douglas Street, Victoria



The City of Victoria																																								
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Victoria Conference Centre, 700 Douglas Street, Victoria																																								
Row	COMPONENT		CONDITION ASSESSMENT							LIFECYCLE DATA				RECOMMENDATION							OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to End of Useful Life or Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025						
																									\$862,250	\$1,019,750	\$384,250	\$148,750	\$2,676,000	\$457,000	\$171,000	\$6,143,000	\$129,000	\$1,384,000						
1	SUBSTRUCTURE																																							
2	A10 Foundations	Foundations Repair	x	The foundations are cast-in-place concrete as visible at grade as well as in the parkade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed. No areas of water ingress were reported.	Fair	1989	27	100	5	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No				\$0																				
3	A1030 Slab on Grade	Slab on Grade Repair	x	The lower parkade floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1989	27	100	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No			\$0																					
4	A103006 Foundation Drainage	Foundation Drainage	x	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1989	27	10	1	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No			\$0																					
5	SUBSTRUCTURE & PARKING GARAGE																																							
6	B101003 Floor Decks & Slabs (Suspended Slabs)	Parkade Slab Waterproofing - Parking and Drive Isles	1	The suspended slabs (P1) are cast-in-place conventionally-reinforced concrete. The slab is not protected with a liquid urethane waterproofing membrane system. Crack repairs have been undertaken in multiple locations. Water ingree between levels 1 and 2 were observed during our review at the south-east corner where water had accumulated on the level P1 slab.	Good	1989	27	15	5	Apply vehicular traffic coating to top sides of the suspended slabs.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes, as required.	No	No	No	50000	\$10	SF	\$500,000	0%	15%	15%	\$662,000					\$662,000											
7	B102003 Roof Decks and Slabs	Ground Floor	2	The garage extends beyond the floor plate of the building on all sides. The garage roof slab is cast-in-place conventionally-reinforced concrete, protected by a self-adhesive membrane. A leak is present through the parkade slab. This leak appears to be related to a service core hole. The leak should be addressed to prevent further water ingress.	Poor	1989	27	35	8	Replace the waterproofing at the end of its lifespan, including overburden and finishes.	Replacement	3 - Future Renewal	Yes, as required.	Yes	No	No	24000	\$100	SF	\$2,400,000	5%	10%	15%	\$3,188,000										\$3,188,000						
8	SUPERSTRUCTURE																																							
9	B10 Superstructure	General	x	The superstructure consists of reinforced concrete, steel columns and beams and steel stud framing (infill walls). No settlement, cracking, or other evidence of structural distress was observed or reported. There was evidence of ongoing leakage from the roof deck areas at the south-east corner. Previous reviews of the ceiling space did not show any signed of concealed structural damage. The condition rating provided is for the structural members reviewed. See B301002 Roofing - Low Sloped Membrane System SBS - regarding the roofing on the Level 2 & 3 roof decks.	Good	1989	27	100		Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	No	No	No				\$0																			
10	ENVELOPE																																							
11	Above-Grade Walls																																							
12	B2010 Exterior Walls - Brick	Exterior Cladding	3	The walls are clad with masonry. This assembly has been installed in a drained system. No evidence of major settlement or heaving was reported or observed. No areas of water ingress were reported.	Good	1989	27	30	5	Localized brick replacement and mortar repointing. Resealing of the masonry.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	3000	\$15	SF	\$45,000	0%	20%	15%	\$63,000						\$63,000										
13	B2010 Exterior Walls - Painted CMU	Exterior Cladding	4	Sections of painted CMU walls are present on the north elevation (service lane). These CMU assemblies have been painted. No evidence of major settlement or heaving was reported or observed. No areas of water ingress were reported. The date of the last painting is unknown.	Good	1989	27	10	5	Localized brick replacement and mortar repointing. Repainting of the masonry.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	7800	\$2	SF	\$15,600	0%	20%	15%	\$22,000						\$22,000										
14	B2010 Exterior Walls - Cast-in-Place concrete walls	Exterior Cladding	5	Cast-in-place concrete walls, panels and columns are present throughout the building. These wall areas have been painted. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed. No areas of water ingress were reported. The date of the last painting is unknown.	Good	1989	27	10	5	Localized concrete repairs. Repainting of the cast-in-place concrete elements.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	8000	\$7	SF	\$56,000	0%	20%	15%	\$78,000						\$78,000										
15	B2010 Exterior Walls - Metal Cladding	Exterior Cladding	6	Metal panels have been installed at the upper mechanical rooms area. Isolated areas of rust were noted on panels. No areas of water ingress were reported.	Good	1989	27	40	13	The metal panels are expected to last 50 years (+/-). Consideration may be given to repainting cladding in 5 - 10 years to improve aesthetics and lighten the service life.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	5000	\$20	SF	\$100,000	0%	20%	15%	\$138,000																
16	B201001 Joint Sealant	Exterior Sealant Joints	x	There are sealant joints between the pre cast concrete panels. A thorough review could not be completed from the ground but we did note some sealant failure. No leaks were reported by building staff.	Fair	1989	27	10	2	Replace sealant between dissimilar materials, around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No			\$0																					
17	B202001 Windowwall Assembly	Ground Floor	7	Single pane metal framed storefront window and door assemblies are present on the ground floor. These assemblies are typically somewhat protected by overhangs above. No areas of water ingress were reported.	Fair	1989	27	35	8	Replace windows with new double pane assemblies.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	5000	\$120	SF	\$600,000	15%	20%	15%	\$953,000									\$953,000							
18	B202001 Windowwall Assembly	Second Floor	8	Double pane metal framed storefront window and door assemblies are present on the ground floor. No areas of water ingress were reported.	Fair	1989	27	35	8	Replace windows with new double pane assemblies.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	4000	\$135	SF	\$540,000	15%	20%	15%	\$857,000									\$857,000							
19	B203001 Exterior Metal Doors	Ground Floor	9	Metal door assemblies are present throughout the exterior of the building. These assemblies have been painted.	Good	1989	27	50	23	These doors are expected to last the life of the building. A contingency budget has been included for repainting these door assemblies.	Contingency	3 - Future Renewal	Yes	No	No	No	5	\$1,500	EA	\$7,500	0%	0%	15%	\$9,000						\$9,000										
20	B203001 Wood Entrance Doors and windows	Main Entrance Wood Doors (south elevations), windows (south elevations)	10	Wood framed storefront doors and windows are present at the main entrance. The painting is debonding in some areas. No areas of water ingress were reported.	Good	1989	27	10	2	Repair wood window frames. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000			\$32,000													
21	B203001 Wood Entrance Doors and windows	Main Entrance Wood Doors (south elevations), windows (south elevations)	10	Storefront doors and windows are present at the main entrance. These assemblies are typically somewhat protected by overhangs above. No areas of water ingress were reported.	Good	1989	27	35	8	Replace doors and windows at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1000	\$150	SF	\$150,000	15%	20%	15%	\$239,000									\$239,000							
22	B203001 Entrance Doors, windows and skylights	Main Entrance Doors (east and south elevations), windows (east and south elevations) and skylights (including canopies).	11	Storefront doors and windows are present at the main entrance. These assemblies are typically somewhat protected by overhangs above. No areas of water ingress were reported.	Good	1989	27	40	13	Replace assemblies at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	11500	\$200	SF	\$2,300,000	15%	20%	15%	\$3,651,000																
23	B203004 Overhead Garage Doors	Loading Bay	x	Loading Bay doors are present on the north elevation (service lane area).	Good	1989	27	30	5	Replace overhead door at the end of its service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$8,000	EA	\$8,000	0%	15%	15%	\$11,000						\$11,000										
24	Roofs																																							
25	B3010 Roof Coverings - Inverted	Low sloped roof replacement	12	The main low sloped roof has an EPDM membrane installed. Isolated areas of water ingress were reported. The cause of these leaks were not known.	Good	1989	27	30	6	Replace roofing system.	Replacement	3 - Future Renewal	Yes	Yes	No	No	9000	\$30	SF	\$270,000	15%	20%	15%	\$429,000							\$429,000									
26	B3010 Roof Coverings - Inverted	Low sloped roof repairs	12	The main low sloped roof has an EPDM membrane installed. Isolated areas of water ingress were reported. The cause of these leaks were not known.	Good	1989	27	30	1	Facility staff confirmed that a contingency has been included in the 2016 budget for isolated repairs (\$20,000).	Replacement	2b - Exceeded Service Life	Yes	Yes	No	No	1	\$20,000	SF	\$20,000	0%	0%	15%	\$23,000			\$23,000													
27	B3010 Roof Decks	Level 2	13	Roof decks are present on Level 2. These areas were not accessible during the time of our review. No leaks associated with these roofs were reported by facility staff.	Good	1989	27	35	8	Replace roofing system.	Replacement	3 - Future Renewal	Yes	Yes	No	No	800	\$60	SF	\$48,000	15%	10%	15%	\$70,000									\$70,000							
28	B301002 Roofing - Metal	Sloped roof replacement	14																																					

The City of Victoria Facility Condition Assessment and Capital Plan Victoria Conference Centre, 700 Douglas Street, Victoria																																						
Row	Component		Photo	Description & History	Condition Assessment				Lifecycle Data				Recommendation					Opinion of Probable Cost							Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10				
	ID	Location / Type			Condition	Yr New or Last Major Action	Age as 2016	Typical Life Cycle or Action Interval	Est. Time to End of Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																									\$862,250	\$1,019,750	\$384,250	\$148,750	\$2,676,000	\$457,000	\$172,000	\$6,143,000	\$129,000	\$1,384,000				
60	D309002 Refrigeration Systems	Cooler compressors	36	Two rooftop condensers provide cooling for the commercial kitchen walk in cooler and freezer.	Good	1989	27	30	3	Replace condenser units at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$4,900	EA	\$9,800	0%	15%	15%	\$13,000														
61	Plumbing Systems																																					
62	G3010 Water Supply	Main water entry	37	The water service enters the building through a 4-inch diameter pipe with backflow preventer.	Good	1989	27	45	18	Replace or install new backflow preventer in existing water entry room.	Replacement	3 - Future Renewal	No	No	No	No	1	\$5,500	EA	\$5,500	0%	0%	15%	\$7,000														
63	D201001 Waterclosets	Public washrooms	x	Several public washrooms throughout the facility are in good condition and relatively up to date.	Good	2000	16	25	9	Complete localized replacement and updates to washroom fixtures as may be necessary. Fixture replacement is likely to be part of a larger washroom renovation than be required due to obsolescence or end of lifecycle.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$100,000	LS	\$100,000	0%	0%	15%	\$115,000									\$115,000					
64	D202001 Pipes and Fittings	Water distribution	x	Piping is copper where observed and typically insulated as required.	Good	1989	27	50	23	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$600,000	LS	\$600,000	0%	0%	15%	\$690,000														
65	D202003 Domestic Water Equipment - Boilers	Hot Water Heaters	38	Two Ruud 120 US gal electric water heaters provide domestic hot water to the building.	Good	2009	7	15	10	Replace hot water heaters at end of anticipated service life.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$4,500	EA	\$9,000	0%	0%	15%	\$11,000									\$11,000					
66	D2040 Rain Water Drainage / G3030 Storm Sewer	Waste/storm piping	39	Waste and stormwater piping was cast iron or PVC where visible.	Good	1989	27	50	23	Complete localized repairs to waste/storm piping and valves as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$570,000	LS	\$570,000	0%	0%	15%	\$656,000														
67	G302003 Lift Stations and Pumping Stations	Storm and waste water	40	There are two each storm water and sewer lift pumps located on the lower parkade level.	Good	1989	27	7	2	Replace lift pump equipment at end of service life, as required.	Replacement	2b - Exceeded Service Life	No	No	No	No	4	\$3,500	EA	\$14,000	0%	0%	15%	\$17,000		\$17,000												
68	Other Mechanical Systems		x																																			
69	G309099 Other Special Mechanical Systems	Commercial Kitchen	41	A fully equipped commercial kitchen is located off the main hall.	Good	1989	27	40	13	Maintain contingency to replace or substantially upgrade kitchen equipment.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$250,000	LS	\$250,000	0%	0%	15%	\$288,000														
70	G309099 Other Special Mechanical Systems	Dock levelers	42	Two dock levelers are present at the main loading bay.	Good	1989	27	35	10	Replace levelers at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$9,500	LS	\$19,000	0%	0%	15%	\$22,000										\$22,000				
71	G309099 Other Special Mechanical Systems	Interior OH doors	43	There is a fire shutter between the parkade level and open concourse, as well as several interal overhead utility doors.	Good	1989	27	35	10	Replace overhead or fire shutters at end of service life.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$30,000	LS	\$30,000	0%	0%	15%	\$35,000										\$35,000				
72	G309099 Other Special Mechanical Systems	Water feature filter, pumps	44	A filtered pumping system feeds the fountain in the main outdoor concourse.	Good	1989	27	20	2	Replace water feature pumps and filters at end of service life.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$15,000	LS	\$15,000	0%	0%	15%	\$18,000		\$18,000												
73	G309099 Other Special Mechanical Systems	Parking toll equipment	45	An automatic parking toll gate system and attendant booth is used for collecting parking tolls.	Good	1989	27	25	5	Replace at parking toll equipment end of service life.	Contingency	2b - Exceeded Service Life	No	No	No	No	1	\$35,000	LS	\$35,000	0%	0%	15%	\$41,000					\$41,000									
74	ELECTRICAL SYSTEMS		x																																			
75	D501003 Main and Secondary Switchgear	Replacement	46	The main Federal Pioneer disconnect is rated 4000A, 600V, three phase.	Good	1989	27	45	18	Replace main distribution switches at end of reliable service life, or as IR scan deem necessary.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$180,000	LS	\$180,000	0%	0%	15%	\$207,000														
76	D501004 Interior Distribution Transformers	Dry Transformers	47	There is are approx 10 dry transformer throughout the complex of 150 KVA or less.	Good	1989	27	40	13	Replace the transformers at the end of their lifespan or as deemed necessary through IR scans.	Replacement	3 - Future Renewal	Yes	No	Yes	No	10	\$8,500		\$85,000	0%	0%	15%	\$98,000														
77	D501004 Interior Branch Wiring	Contingency	x	The building appears to be wired with copper wiring throughout.	Good	1989	27	50	13	Replace branch wiring and related switches and receptable as required.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$650,000	LS	\$650,000	0%	0%	15%	\$748,000														
78	D501005 Panels	House breaker panels	48	Federal Pioneer breaker house panels throughout the facility.	Good	1989	27	35	10	Replace house panels at end of service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	Yes	No	No	No	32	\$1,500	EA	\$48,000	0%	0%	15%	\$56,000														
79	D501005 Energy Control	Variable speed drives	49	Two ABB drives (newer) that control AHU fan speeds were noted.	Good	2012	4	25	20	Replace variable speed drives at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$4,000	LS	\$8,000	0%	0%	15%	\$10,000										\$56,000				
80	D502002 General Lighting	Fluorescent lights	50	Primarily T8 fluorescent fixtures throughout the facility, including parkade. Note that this does not include recessed or pot lighting that was recently upgraded to LED.	Good	1989	27	25	5	Replace fluorescent fixtures with LED at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$700,000	LS	\$700,000	0%	0%	15%	\$805,000					\$805,000									
81	D502002 General Lighting	LED lights	51	Specialty pendant, recessed or pot lighting that was recently upgraded to LED.	Good	2012	4	30	24	Replace LED at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$300,000	LS	\$300,000	0%	0%	15%	\$345,000														
82	D502002 Lighting Equipment	Stage lighting	x	Specialty stage lights used to special performances.	Good	1989	27	30	2	Replace specialty stage-lighting at end of service life. Facility staff confirmed that \$30,000 has been budgeted in 2017 for this work.	Replacement	3 - Future Renewal	No	No	No	No	1	\$30,000	LS	\$30,000	0%	0%	15%	\$35,000					\$35,000									
83	D503008 Access Control/Security	Upgrade	x	Door access control and security and detection system throughout the facility.	Good	1989	27	15	2	Upgrade security and detection systems.	Upgrade	3 - Future Renewal	No	No	No	No	1	\$100,000	LS	\$100,000	0%	0%	15%	\$115,000					\$115,000									
84	D503008 Public Address/Music system	Upgrade, Replace	x	The public address and event music system.	Good	1989	27	25	2	Replace or upgrade system at end of reliable service life.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$150,000	LS	\$150,000	0%	0%	15%	\$173,000					\$173,000									
85	D503008 Public Address/Music system	Upgrade, Replace	x	Original Carson Hall amplifiers -distorted sound & buzzing.	Good	1989	27	25	1	Replace or upgrade amplifier system at the end of its lifespan. Facility staff confirmed that they are estimating \$10,000 in 2018 for repairs in place of replacement.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000		\$13,000												
86	D503008 LAN, TV, Telephone	Infrastructure cabling	52	The building has LAN, telephone, and TV cabling with termination panels and boxes in electrical rooms.	Good	1989	27	35	10	Upgrade low-voltage cable infrastructure as required.	Contingency	3 - Future Renewal	No	No	No	No	1	\$600,000		\$600,000	0%	0%	15%	\$690,000										\$690,000				
87	D503008 Specialty Systems	Electric car charger	53	The first parking space in the parkade is equipped with two charging stations for electric cars.	Good	2012	4	20	16	Replace electric charging station as required.	Repair Allowance	3 - Future Renewal	No	No	No	No	2	\$7,500	EA	\$15,000	0%	0%	15%	\$18,000														
88	D401003 Motor Control Centers	Replacement	54	Moeller Series 200 Motor control centers located throughout building in mechanical penthouses.	Good	1989	27	30	8	Replace motor control centers at end of reliable service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	No	No	Yes	No	3	\$7,500	EA	\$22,500	0%	0%	15%	\$26,000								\$26,000						
89	FIRE AND LIFE SAFETY SYSTEMS																																					
90	D503001 Fire Alarm Systems	Hard-wired fire alarm system	55	The building is equipped with smoke and heat detectors connected to a two-stage Edwards 6500 fire alarm system.	Fair	1989	27	25	2	Replace/repair the fire alarm panel at the end of its lifespan, including an allowance to replace some wiring and devices. Facility staff confirmed that \$60,000 has been budgeted in 2017 for this work.	Replacement	2b - Exceeded Service Life	No	No	Yes	No	1	\$60,000	LS	\$60,000	0%	0%	15%	\$69,000					\$69,000									
91	D509002 Emergency Lighting and Power	Emergency Lighting	56	Emergency lighting with battery packs and exit signage located throughout the facility.	Good	1989	27	20	2	Replace emergency lights and exit signs at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$40,000	LS	\$40,000	0%	0%	15%	\$46,000					\$46,000									
92	D509002 Emergency Power	Emergency Generator	57	The 100 kW Simpower diesel emergency generator is located in P101 with dry tank and refueling pump.	Good	1989	27	35	3	Replace or substantially overhaul the emergency generator at the end of its lifespan. Facility staff confirmed that \$33,500 has been budgeted in 2018 for this work.	Replacement	3 - Future Renewal	No	No	No	Yes	No	1	\$33,500	EA	\$33,500	0%	10%	15%	\$43,000					\$43,000								
93	D509002 Emergency Power	Transfer Switch	58	There is a Thompson Technology transfer switch in the generator room.	Good	2010	6	30	24	Replace the automatic transfer switch at the end of its lifespan.	Replacement	3 - Future Renewal	No	No	No	Yes	No	1	\$3,500	EA	\$3,500	0%	0%	15%	\$5,000													
94	D401002 Sprinkler Water Supply and Piping	Sprinkler and Standpipe system	59	The building is protected by a wet sprinkler system and a dry system for the underground parkade and unheated spaces.	Good	1989	27	50	23	Maintain a contingency for capital repairs or partial replacement of sprinkler equipment or piping.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	750000	LS	\$750,000	0%	0%	15%	\$863,000														
95	D401002 Sprinkler Water Supply and Piping	Fire Pump	60	A dedicated fire pump and control system is located in the main sprinkler room.	Good	1989	27	20	1	Replace or substantially overhaul the fire pump as required.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	19000	EA	\$19,000	0%	0%	15%	\$22,000		\$22,000												
96	D403001 Fire Extinguishing Devices	Kitchen CO2 system	x	The commercial kitchen contains one 75lb CO2 discharge systems for the exhaust hood.	Good	1989	27	7	1	Replace or upgrade CO2 systems at end of relable service life.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	14000	EA	\$14,000	0%	0%	15%	\$17,000		\$17,000												
97	ELEVATORS																																					
98	D101002 Passenger Elevator	Elevator BCID 11267, 11268, 11270 - Code Changes and Vandalism	x	Code requirements have become more onerous over the past decade and the interval between code changes has decreased. We recommend budgeting funds to repair vandalism - principally damage to exposed finishes and fixtures. No precise figure can be assigned since much depends on the location and environment.	Not Applicable	1989	27	5	5	We recommend budgeting funds at five year intervals to address code changes and to repair vandalism	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000									\$7,000					
99	D101002 Passenger Elevator	Elevator BCID 11268 - Upgrade from Mechanical Safety Edges	x	The door reopening equipment presently installed consists of a mechanical safety edge and dual light-rays. The dual light-rays do not cover the entire entrance. Since there are only two light-rays at fixed heights whose interruption would reopen the doors without contact, the mechanical safety edge will sometimes be required to initiate door reopening by contact with a person or object. The door equipment can be subjected to significant wear and tear as a result of this. However, reopening of the doors by an infrared multi-beam device can be accomplished by interruption of any one of the multitude of invisible beams, not requiring contact with a person or object. This device thus improves the reliability of the elevator	Fair	1989	27	20	1	We have experience with legal cases where the question arises as to whether the owner should have installed the "multi-beam light curtain" so as to minimize risk to the passengers, hence our recommendation to upgrade the door protection. Note that, as part of an entrance protection upgrade, reduced-speed door closing operation will need to be provided. This will likely necessitate a closed-loop upgrade to the door operator or outright replacement. The cost to provide the new entrance protection and upgrade or replace the door operator would be in the area of \$12,000 per elevator car entrance and should be performed within the next twelve months. The cost for this would be negligible if performed in conjunction with a major control modernization. This cost has not been carried forward assuming modernizations are completed as planned (see D101002 Passenger Elevator Elevator BCID 11267, 11268, 11270 - Major Control Modernization).	Upgrade	2b - Exceeded Service Life	Yes	No	No	Yes				\$0																		
100	D101002 Passenger Elevator	Elevator BCID 11268 - Hands-free Telephone	x	Presently the only form of emergency communication inside the elevator is an alarm bell. Should a passenger become entrapped there would be no assured way of directly calling for help.	Not Applicable	1989	27	20	1	We recommend that a hands-free telephone be installed inside the elevator cab for emergency communication. The cost would in the area of \$2,500 per elevator and should be performed within the next twelve months. Where the elevator rise is 18 in (60 ft) or more, a two-way voice communication means within the building accessible to emergency personnel must also be provided. The cost would be in the area of \$5,000 per group of elevators. An active telephone line to the machine room would be required to be installed by other trades. The cost for this would be negligible if performed in conjunction with a major control modernization. This cost has not been carried forward assuming modernizations are completed as planned (see D101002 Passenger Elevator - Elevator BCID 11267, 11268, 11270 - Major Control Modernization).	Upgrade	2b - Exceeded Service Life	Yes	No	No	Yes				\$0																		
101	D101002 Passenger Elevator	Elevator BCID 11267, 11270 - Door Operator Replacement	x	The existing door operator has reached the end of its design lifespan and represents dated technology.	Good	1988	28	20	1	We recommend replacement with a new closed-loop door operator. A closed-loop door operator would provide feedback on the position and speed of the elevator doors. This allows the door operator to automatically adapt to the environment in which the elevator is operating, improving overall reliability. We recommend budgeting \$10,000 per elevator car entrance for this work. This should be performed within the next two to five years. The cost for this would be negligible if performed in conjunction with a major control modernization. This cost has not been carried forward assuming modernizations are completed as planned (see D101002 Passenger Elevator - Elevator BCID 11267, 11268, 11270 - Major Control Modernization).	Replacement	2b - Exceeded Service Life	Yes	No	No	Yes				\$0							\$26,000											
102	D101002 Passenger Elevator	Elevator BCID 11268 - Car Top Railings	x	There has been a drive to provide top of car safety following an accident on a Toronto site. This will likely result in regulations requiring the installation of car top railings.						There is no way of predicting when these regulations will be developed and applied but it is prudent to budget for the installation of these railings. A budget figure of \$4,000 per elevator is appropriate. It should be noted that if the ultimate design for arch include provision for ancillary devices such as collapsible railings and electrical interlocks this cost figure could be exceeded. The cost for this would be negligible if performed in conjunction with a major control modernization. This cost has not been carried forward assuming modernizations are completed as planned (see D101002 Passenger Elevator Elevator BCID 11267, 11268, 11270 - Major Control Modernization).	New	2b - Exceeded Service Life	Yes	No	No	Yes				\$0																		
103	D101002 Passenger Elevator	Elevator BCID 11267, 11268, 11270 - Hydraulic Cylinder Replacement	x	The elevator's hydraulic cylinder is not provided with any form of corrosion protection, such as a cathodic protection system or a																																		

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Row	COMPONENT		Photo	CONDITION ASSESSMENT					LIFECYCLE DATA				RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	ID	Location / Type		Description & History	Condition	Yr. Next at Last Major Action	Age as 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to Next Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																									\$862,250	\$1,019,750	\$384,250	\$148,750	\$2,676,000	\$457,000	\$171,000	\$6,143,000	\$129,000	\$1,384,000				
106	D101002 Freight Elevator	Elevator BCID 11269, 11329 - Freight Door Reopening Equipment	x	The freight elevator is currently provided with a safety edge reopening mechanism. This device must make contact with a person or object in order to cause a door reopening. We have experience with legal cases related to personal injuries caused by contact between power-operated car gates and freight handlers.	Good	1989	27	25	1	Given our concern about safety and the possibility of personal injuries we therefore recommend upgrading the freight elevator door protection to provide safer operation. Vertically sliding gate protection comprises provision of a safety edge reopening mechanism on the bottom edge of the car gate and a light-ray sensing device located in the elevator car entrance which would cause reopening of the car gate and hall door in the event that the light-ray is obstructed. We also recommend provision of audible and visible indication of freight door closing (voice announcement and alarms). The door operation controller would typically require replacement with a new VVVF controller. The cost would be in the area of \$20,000 per elevator car entrance and should be performed within the next one to two years. The cost could be reduced if performed in conjunction with a major control modernization. This cost has not been carried forward assuming modernizations are completed as planned (see D101002 Passenger Elevator - Elevator BCID 11269, 11329 - Major Control Modernization).	Upgrade	3 - Future Renewal	Yes	No	No	Yes							\$0															
107	D101002 Freight Elevator	Elevator BCID 11269, 11329 - Hands-free Telephone	x	Presently the only form of emergency communication inside the elevator is an alarm bell. Should a passenger become entrapped there would be no assured way of directly calling for help.						We recommend that a hands-free telephone be installed inside the elevator cab for emergency communication. The cost would be in the area of \$2,500 per elevator and should be performed within the next twelve months. Where the elevator rise is 18 m (60 ft) or more, a two-way voice communication means within the building accessible to emergency personnel must also be provided. The cost would be in the area of \$5,000 per group of elevators. An active telephone line to the machine room would be required to be installed by other trades. The cost for this would be negligible if performed in conjunction with a major control modernization. This cost has not been carried forward assuming modernizations are completed as planned (see D101002 Passenger Elevator - Elevator BCID 11269, 11329 - Major Control Modernization).	Upgrade	3 - Future Renewal											\$0															
108	D10#### Freight Elevator	Elevator BCID 11269, 11329 - Emergency Power	x	We understand that emergency power is not provided for the hydraulic elevator. In the event of a power failure the elevator would stop where it is (possibly between floors). While emergency power operation of the elevator is presently not required by code for this building, it is possible that at some point it may become mandatory. If there is an emergency power available with sufficient capacity to run the elevator, the cost to arrange the equipment to run on emergency power would be minimal	Not Applicable	1989	27	25	1	If there is no available source of emergency power, then a battery powered lowering system could be installed. This unit will provide enough power to operate the hydraulic valves, lower the elevator to the terminal floor and open the elevator doors to release trapped passengers. The elevator will then lock off until power is restored. The cost for this would be in the area of \$10,000 per elevator. We recommend emergency power operation be provided within the next two to three years. The cost for this would be reduced if performed in conjunction with a major control modernization. This cost has not been carried forward assuming modernizations are completed as planned (see D101002 Passenger Elevator - Elevator BCID 11269, 11329 - Major Control Modernization).	New	3 - Future Renewal	Yes	No	No	Yes							\$0															
109	D101002 Freight Elevator	Elevator BCID 11269, 11329 - Hydraulic Cylinder Replacement	x	The elevator's hydraulic cylinder is not provided with any form of corrosion protection, such as a cathodic protection system or a PVC liner (now required by code on new hydraulic elevators). The average life expectancy of a buried cylinder is in the range of 25 years but there is a wide variation from one installation to another. We recommend that the cylinder be replaced or the elevator converted to an above-ground design within the next five years.	Poor	1988	28	25	1	The cost to replace the cylinder with a PVC lined cylinder would be in the range of \$65,000 - \$85,000 per elevator; this includes \$15,000 for the provision of a down-fall safety device (called a plunger gripper) developed for this type of hydraulic elevator. The safety device is, in our view, necessary to provide down-fall protection similar to that provided for traction elevators. The plunger gripper will only address a free fall condition and does not correct the underlying issue (buried cylinder corrosion) and also does not prevent expensive environmental damage. Please note drilling may be required if the existing jack hole is too small for a new cylinder; an additional cost of \$30,000 to \$40,000 would be expected (this is an estimate and will depend on site specific below grade soil conditions). Cleanup costs for environmental damage (if any exists) would also be the Owner's responsibility.	Replacement	2b - Exceeded Service Life	Yes	No	No	Yes	2	\$75,000	EA	\$150,000	0%	20%	15%	\$207,000	\$207,000													
110	D101002 Freight Elevator	Elevator BCID 11269, 11329 - Major Control Modernization	x	The typical elevator "full maintenance" contract covers the replacement of major components in addition to the labour and materials necessary for ongoing repairs, adjustment and preventive maintenance work. Despite this, however, over time some components will require modernization. Certain elevator components may eventually no longer be readily available. This will require that the maintenance contractor make arrangements to purchase parts from an external supplier or have parts manufactured and repaired locally. Although this is not the owner's direct concern, it will result in some delays and difficulties in implementing a proper maintenance program.		1989	27	25	5	Based on the age and current condition of the equipment, a major control modernization could be anticipated within approximately five to ten years. The scope of work would include replacement of the present controllers with a newer design of microprocessor-based controller, replacement of the door operator, fixture replacement, possible replacement of the levelling valve and some refurbishing of the hydraulic pump and motor. The cost for this would be in the area of \$65,000.	Replacement	2b - Exceeded Service Life	Yes	No	No	Yes	2	\$65,000		\$130,000	10%	20%	15%	\$198,000						\$198,000								
111	D101002 Handicap Lift	Handicap Lift 11525, 11526 - Code Changes and Vandalism	x	Code requirements have become more onerous over the past decade and the interval between code changes has decreased. We recommend budgeting funds to repair vandalism - principally damage to exposed finishes and fixtures. No precise figure can be assigned since much depends on the location and environment.	Not Applicable	2003	13	5	1	We recommend budgeting funds at five year intervals to address code changes and to repair vandalism	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	Yes	2	\$5,000	EA	\$10,000	0%	20%	15%	\$14,000	\$14,000													
112	D101002 Handicap Lift	Handicap Lift 11525, 11526 - Handicap Lift Replacement	x	The platform lift is in acceptable condition; should the Owner choose to retain the unit for its intended purpose we would expect it to remain operational and reliable for an approximate lifetime of 15 to 30 years, depending on use. This type of device is often used, contrary to government regulations, for material transportation instead of the intended handicap use - this can substantially affect the life of the equipment.	Fair	2003	13	23	2	Due to the specialized nature of the platform lift, the entire unit would be replaced rather than modernized or upgraded. Facility staff confirmed that \$40,000 has been budgeted for this work in 2017 & 2018.	Replacement	2b - Exceeded Service Life	Yes	No	No	Yes	2	\$40,000	EA	\$80,000	10%	10%	15%	\$112,000		\$56,000	\$56,000											
113	PROFESSIONAL SERVICES																																					
114	P100008 Seismic Review	Further Study	x	No seismic work has been completed on this building. Since the building was constructed post 1990 it is assumed that current structural codes are met.	Not Applicable	1989	27	25	2	A seismic review should be completed to confirm if the current structure is in conformance with current building code requirements.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	EA	\$5,000	0%	0%	15%	\$6,000		\$6,000												
115	P100008 Roof Review	Further Study	x	Review of the roofs to assess repair and replacement requirements.	Not Applicable	1989	27	25	1	Review of the roofs to assess repair and replacement requirements.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$12,000	EA	\$12,000	0%	0%	15%	\$14,000	\$14,000													
116	P100008 Fire Alarm Controls	Further Study	x	A review of the existing fire alarm controls.	Not Applicable	1989	27	25	2	A review of the existing fire alarm controls. Facility staff confirmed that \$10,000 has been budgeted for 2018 & 2019 for this work.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$20,000	EA	\$20,000	0%	0%	15%	\$23,000			\$11,500	\$11,500										

Victoria Conference Centre

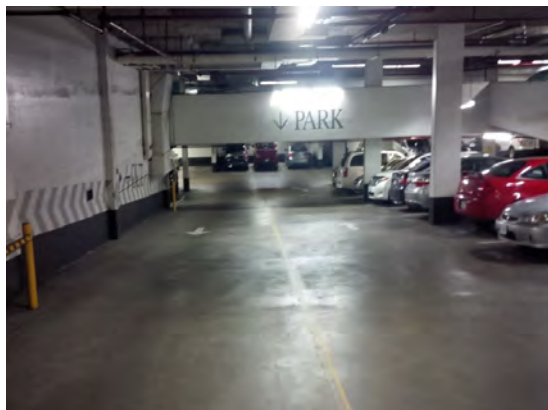


Photo 01

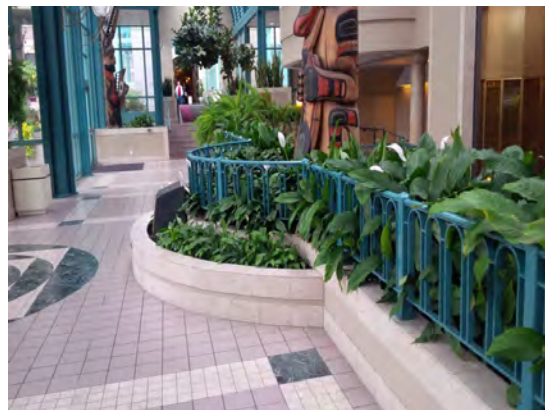


Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Victoria Conference Centre



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Victoria Conference Centre



Photo 13



Photo 14

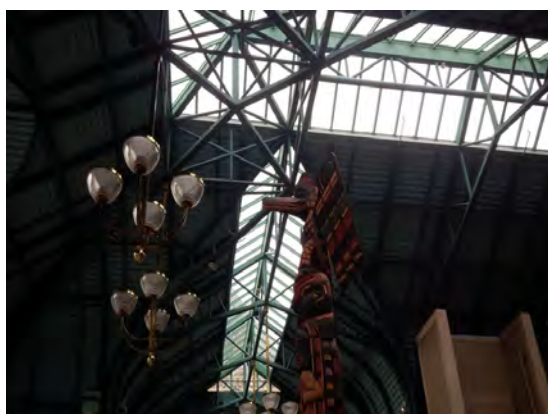


Photo 15

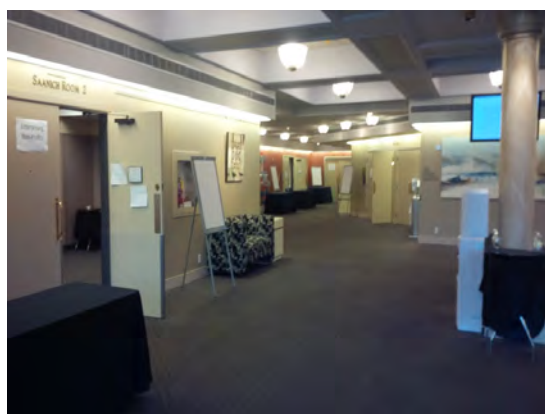


Photo 16

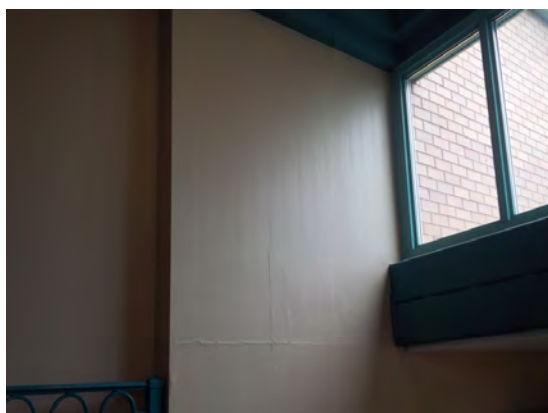


Photo 17

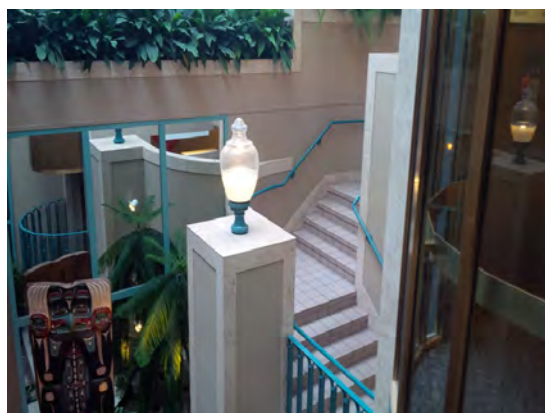


Photo 18

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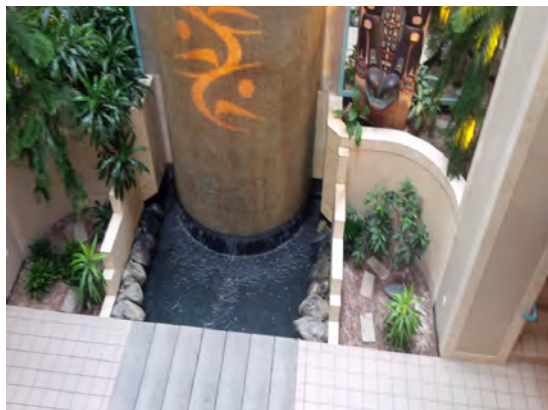


Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Victoria Conference Centre



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Victoria Conference Centre



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Victoria Conference Centre



Photo 37



Photo 38

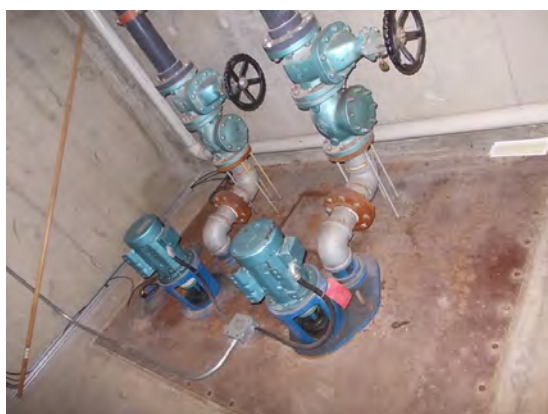


Photo 39



Photo 40



Photo 41



Photo 42

Victoria Conference Centre



Photo 43



Photo 44



Photo 45



Photo 46

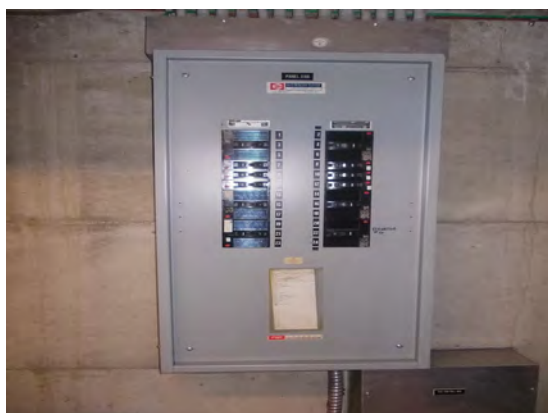


Photo 47



Photo 48

Victoria Conference Centre

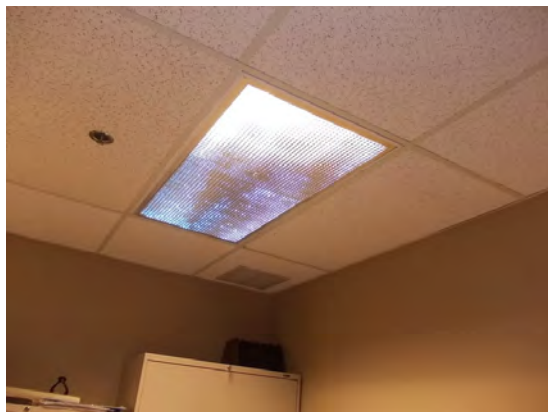


Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54

Victoria Conference Centre



Photo 55



Photo 56



Photo 57



Photo 58



Photo 59

Appendix A14

**Building 15 - Victoria Police Department
850 Caledonia Avenue, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Police Department, 850 Caledonia Ave, Victoria

PROPERTY DESCRIPTION

The Victoria Police Headquarters was constructed in 1995. The building is a three storey structure constructed over two levels of below grade parkade. The sub-structure cast-in-place concrete and the superstructure is a combination of cast-in-place concrete and steel columns and beams.

PROPERTY STATISTICS

Gross Floor Area (ft2):	91,230
Building Value:	\$28,430,000
Target FCI:	0.025
Current FCI:	0.056

REPORT OVERVIEW

We identified Priority 1 - Immediate expenditures totaling \$3,000 as follows:

- D501005 Ground Fault Detection - Upgrade washroom receptacles to GFI units.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None
Recommendations:	Due to the building being a post disaster facility consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1992
Deficiencies observed:	Exterior railings do not meet current requirements for opening sizes. GFI receptacles not present in washroom areas.
Recommendations:	Upgrade washroom receptacles to GFI units. It is recommended that the a full code review be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes

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Victoria Police Department, 850 Caledonia Ave, Victoria

Recommendations (and cost estimate):

The elevating equipment does not meet barrier-free access requirements, as listed in the Safety Code for Elevators (B44 Appendix E). It should be noted that it is not currently mandatory to modify existing buildings to comply with barrier-free access requirements, although in some provincial jurisdictions the building codes have incorporated this requirement for new buildings. It is also probable that this requirement will be enforced for new buildings in other jurisdictions throughout Canada.

Energy Efficiency

Upgrade recommendations:

A number of recommendations were made in the 2003 study. These recommendations should be reviewed in conjunction with the recommendations for further work made in this study.

It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$4,491,800 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- A10 Foundations - Parkade - Waterproofing Repairs
- A1030 Slab on Grade - Parkade - Slab on Grade Repairs
- A1030 Slab on Grade - Parkade - Slab on Grade – Coating
- B101003 Floor Decks & Slabs (Suspended Slabs) - Parkade Slab Waterproofing - Parking and Drive Isles
- B101003 Floor Decks & Slabs (Suspended Slabs) - Parkade Slab Waterproofing - Service Rooms
- B102003 Roof Decks and Slabs – Reroofing
- B101005 Ramps – Reroofing
- B2010 Exterior Walls – Composite Metal Panel Repairs
- B201011 Joint Sealant – Repair and Replacement
- B202003 Curtain wall Assembly – Swing Door Replacement
- B202004 Exterior Glazing – Entrance Assemblies – Replacement
- B301002 Roofing - Low Sloped Membrane System SBS – Main Roof – Replacement
- B301002 Roofing - Low Sloped Membrane System SBS – Cooling Tower Roof – Replacement
- C301005 Gypsum Board Finishes – Painting
- C301005 Interior Finishes – Painting
- C103002 Kitchen Accessories, Rehab – Renovations
- F105002 Building Automation Systems – Replacement
- D302005 Auxiliary Equipment – Expansion Tank Replacement (large and small)
- D304004 Hydronic Distribution Systems – Replacement

The City of Victoria
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Victoria Police Department, 850 Caledonia Ave, Victoria

- D303002 Split Heat Pumps – Replacement
- D304008 Air Handling Units – Replacement
- D304007 Exhaust Systems – Replacement
- G3010 Water Supply – Backflow Preventor – Replacement
- E109003 Roll Doors – Parkade – Replacement
- E109003 UPS – Server Back-Up – Replacement
- D502002 Parkade Lighting – Replacement
- D502002 Interior Lighting Equipment – Replacement
- D503007 Video Surveillance System – Replacement
- D503008 Access Control/Entry System – Replacement
- D503001 Fire Protection System – Replacement
- D503001 Fire Alarm Systems – Specialty - Agent discharge control panel – Replacement
- D101002 Passenger Elevator - Code Changes and Vandalism
- D101002 Passenger Elevator - Barrier Free Upgrades (addition of)
- D101002 Passenger Elevator - - Hydraulic Cylinder Replacement
- D101002 Passenger Elevator - Major Control Modernization
- P100008 Seismic Review

PROJECT TEAM

The visual reviews were completed on May 5, 2015 by Paul Rutten. Chris Raudoy completed exterior and interior reviews as part of a separate scope of work (building envelope condition assessment report). During our review of the building, we were accompanied by City Staff who provided access to a sampling of representative areas of the facility, as requested. The elevator review was completed by KJA Consultants.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Management Report, dated 2007
- Project Drawings completed by Carl E Peterson Architect (and Rebanks Architect Inc.)
- Energy Audit by Anthony Jones & Associates Inc. and Coral Engineering Limited, dated August 2003
- Building Envelope Condition Assessment Reports completed by MH, dated 2009 and 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Police Department, 850 Caledonia Ave, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	3,000	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	70,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	165,000	12,000	53,000	311,000	0	0	0	0	0
3 - Future Renewal	837,000	137,250	109,250	527,250	843,250	1,683,000	0	6,000	0	173,000
4a - Discretionary Renewal (Upgrade)	0	20,000	0	49,000	996,000	0	0	0	218,000	0
4b - Discretionary Renewal (Aesthetic)	0	74,200	34,200	133,200	110,200	34,200	34,200	34,200	994,200	186,200
Not Applicable	0	7,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	840,000	473,450	155,450	762,450	2,260,450	1,717,200	34,200	40,200	1,212,200	359,200

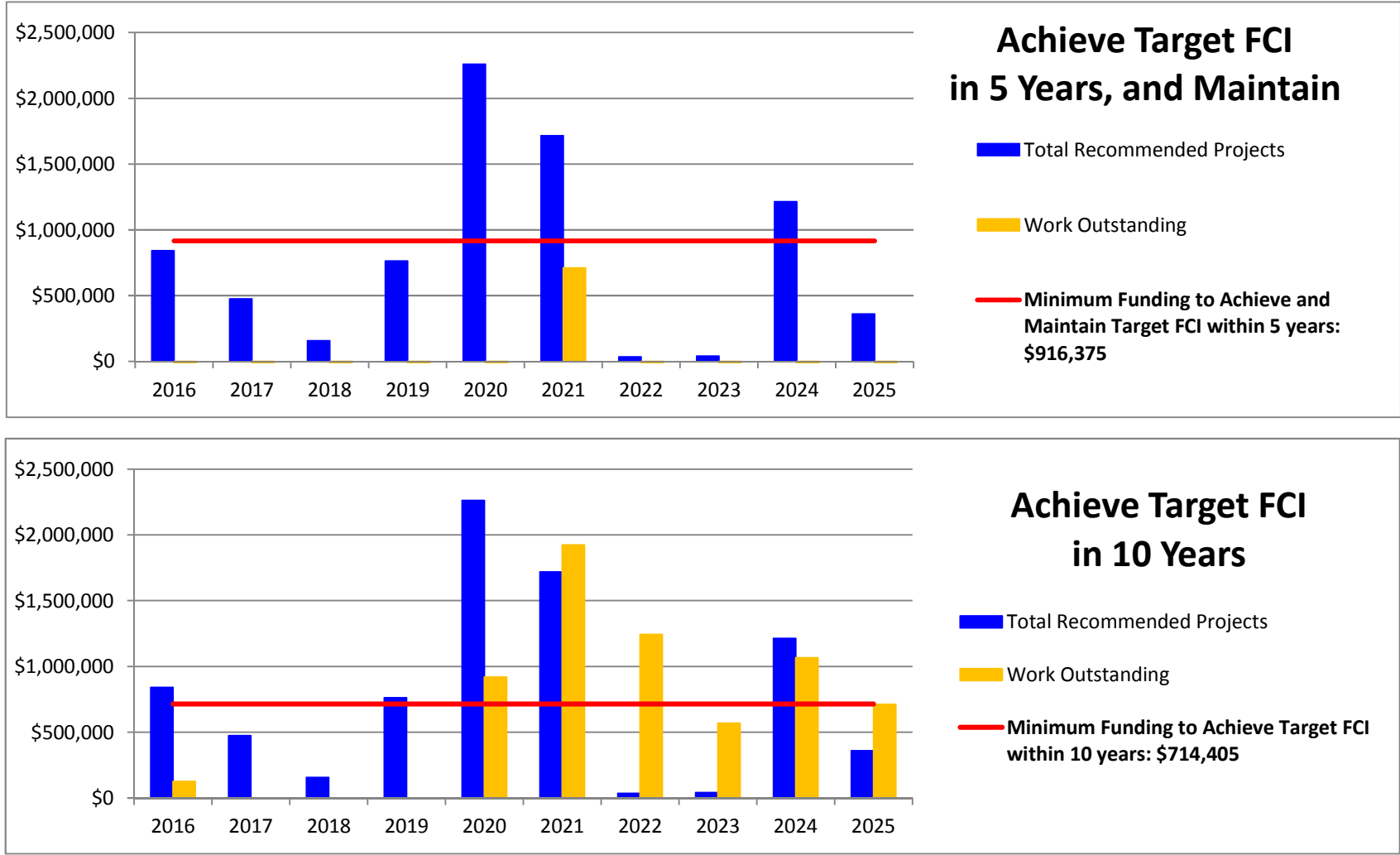
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$916,375

Work outstanding	-76,375	-519,300	-1,280,225	-1,434,150	-90,075	710,750	-171,425	-1,047,600	-751,775	-1,308,950
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Minimum Funding to Achieve Target FCI within 10 years: \$714,405

Work outstanding	125,595	-115,360	-674,315	-626,270	919,775	1,922,570	1,242,365	568,160	1,065,955	710,750
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Victoria Police Department, 850 Caledonia Ave, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Police Department, 850 Caledonia Ave, Victoria, BC

BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr Since Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est Time Required to Complete Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	1	SUBSTRUCTURE & PARKING GARAGE																																				
	2	A10 Foundations	Parkade - Waterproofing Repairs	x	The foundations are cast-in-place concrete as visible at grade and throughout the parkade. We noted normal, isolated, narrow cracking. The structural concrete appears to be in serviceable condition. No evidence of major settlement or heaving was reported or observed. Ongoing water ingress was reported through the below grade walls. At the time of this review water was leaking through the south elevation. The condition rating provided is related to the water ingress issues.	Poor	1995	21	5	2	The foundations are expected to last the life of the building. Crack injections should be completed as required to deal with water ingress. A contingency budget has been included to continue on with below grade repairs related to water ingress. It is assumed that this work will be required on an ongoing cycle (5 years cycle used).The timelines provided are associated with the below grade waterproofing work only. No major capital expenditures related to concrete repairs are expected.	Repair Allowance	2 - Restore Functionality	Yes, as required.	No	No	No		1	\$15,000	LS	\$15,000	0%	10%		15%	\$19,000		\$19,000									
	3	A1030 Slab on Grade	Parkade - Slab on Grade Repairs	x	The parkade floor (P2) is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1995	21	25	2	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes, as required.	No	No	No							\$0					\$13,000									
	4	A1030 Slab on Grade	Parkade - Slab on Grade - Coating	x	The parkade floor (P2) is concrete slab-on-grade. No coating appears to be present on the slab.	Fair	1995	21	15	5	Budget for the installation of a vapour permeable clear sealer of the concrete slab.	Upgrade	3 - Future Renewal	Yes, as required.	No	No	No		19000	\$10	SF	\$190,000	0%	10%		15%	\$241,000					\$241,000						
	5	A103006 Foundation Drainage	Below Grade Drainage - Repairs	x	The foundation drainage system was not visually reviewed during the course of this assessment. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables. No drainage issues were reported by facility staff.	Fair	1995	21	10	2	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No							\$0														
	6	B101001 Structural Frame	Below Grade Structure	x	The structural framing of the parking garage consists of reinforced concrete slabs on reinforced concrete shearwall and columns with capitals/drop panels. The bases of walls and columns are exposed to water and chlorides in parking areas. No evidence of major settlement or heaving was reported or observed.	Good	1995	21	50	29	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required related to concrete repairs.		Not Applicable	N/A	N/A	No	No							\$0														
	7	B101003 Floor Decks & Slabs (Suspended Slabs)	Parkade Slab Waterproofing - Parking and Drive Lanes	x	The suspended slabs (P1) are cast-in-place conventionally-reinforced concrete. The slab is not protected with a liquid urethane waterproofing membrane system.	Good	1995	21	15	5	Apply vehicular traffic coating to top sides of the suspended slabs.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes, as required.	No	No	No		10100	\$25	SF	\$252,500	0%	15%		15%	\$334,000					\$334,000						
	8	B101003 Floor Decks & Slabs (Suspended Slabs)	Parkade Slab Waterproofing - Service Rooms	x	The suspended slabs (P1) are cast-in-place conventionally-reinforced concrete. Service room slabs have a liquid applied membrane installed.	Good	1995	21	15	5	Apply vehicular traffic coating to suspended slabs in service rooms. This work should be completed in conjunction with the parking spaces and drive lane membrane installations.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes, as required.	No	No	No		2200	\$25	SF	\$55,000	0%	10%		15%	\$70,000					\$70,000						
	9	B102003 Roof Decks and Slabs	Ground Floor	1	The garage extends beyond the floor plate of the building on all sides. The garage roof slab is cast-in-place conventionally-reinforced concrete, protected by a self-adhesive membrane. Ongoing leaks have been reported on the south elevation. Previous assessment reports have indicated that the existing self-adhered waterproofing membrane has surpassed its service life.	Poor	1995	21	25	6	Replace the waterproofing at the end of its lifespan, including overburden and finishes.	Replacement	3 - Future Renewal	Yes, as required.	Yes	No	No		14900	\$85	SF	\$1,266,500	5%	10%		15%	\$1,683,000					\$1,683,000						
	10	B101005 Ramps	Entrance Ramp	2	The garage ramp is a reinforced-concrete slab with waterproofing membrane, concrete topping grooved for traction, and embedded snow-melt system. A new liquid applied coating was installed on the ramp in 2015.	Excellent	2015	0	10	10	Recoat the parkade entrance ramps liquid applied coating.	Replacement	3 - Future Renewal	No	No	No	No		2300	\$30	SF	\$69,000	10%	10%		15%	\$97,000									\$97,000		
	11	C30 Interior Finishes		x	Interior parkade walls are painted. Lines and signage are painted in the slabs and walls.	Good	1995	21	15	10	Repaint garage walls and floor as required. Consideration may be given to painting the interior walls to help optimize lighting levels for safety and security reasons.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes, as required.	No	No	No		120000	\$1	SF	\$120,000	0%	10%		15%	\$152,000										\$152,000	
	12	SUPERSTRUCTURE																																				
	13	B10 Superstructure	General	3	The superstructure consists of reinforced concrete, steel columns and beams and steel stud framing (infill walls). No settlement, cracking, or other evidence of structural distress was observed or reported. There was evidence of ongoing leakage from the roof deck areas. Previous reviews of the ceiling space did not show any signed of concealed structural damage. The condition rating provided is for the structural members reviewed. See B301002 Roofing - Low Sloped Membrane System S85 - regarding the roofing on the Level 2 & 3 roof decks.	Good	1995	21	100		Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	No	No							\$0	0%	0%		15%										
	14	B201007 Balcony Railings	Roof Decks	4	Steel railings are present on the exterior of the roof decks. Isolated areas of rust were observed on the railing assemblies. These assemblies do not meet current code requirements for opening sizes.	Good	1995	21	25	4	Railings are expected to last the life of the building. A budget has been included for painting the railings. The renewal timeline provided is associated with repainting the railings.	Repair Allowance	2b - Exceeded Service Life	Yes	Yes	No	No		900	\$40	LF	\$36,000	10%	15%		15%	\$53,000					\$53,000						
	15	ENVELOPE																																				
	16	Above-Grade Walls																																				
	17	B2010 Exterior Walls	General	5	Composite metal panels have been used as the exterior cladding. These panels are installed onto steel supports with insulation and self-adhesive membrane behind.	Fair	1995	21	50 (+)	29	The composite metal panels are expected to last the life of the building.		Not Applicable	N/A	N/A	No	No							\$0														
	18	B2010 Exterior Walls	General	5	Composite metal panels have been used as the exterior cladding. Locations were noted where panel joint gaskets were missing.	Fair	1995	21	25	4	Review cladding panels and replace gaskets and seals as required.	Repair Allowance	3 - Future Renewal	Yes, as required.	No	No	No		4	\$10,000	LS	\$40,000	0%	15%		15%	\$53,000					\$53,000						
	19	B201011 Joint Sealant	General	x	The majority of the exterior joints are gasketed. Some sealant is present in isolated locations.	Fair	1995	21	8	2	Replace sealant joints as required. Sealant joints should be replaced on an ongoing cycle (5-8 years). City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No							\$0														
	20	B202003 Curtain wall Assembly	General	6	The window assemblies are aluminum-framed curtain wall systems with both fixed and operable IGU's. Swing doors are present throughout the roof deck areas.	Fair	1995	21	35 (+)	14	Replace curtain wall system at the end of its service life.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No							\$0														
	21	B202003 Curtain wall Assembly	General	6	The window assemblies are aluminum-framed curtain wall systems with both fixed and operable IGU's. Swing doors are present throughout the roof deck areas.	Fair	1995	21	10	2	Replace curtain wall gaskets and seals where required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	No	No							\$0														
	22	B202004 Exterior Glazing	General	7	The glazing at windows and swing doors is clear, double-glazed sealed insulating glass. We did not note any failed insulating glazing units.	Fair	1995	21	5	5	Failed glazing units have been replaced as part of the operating fund, as is typical for windows within the first 20 years. It is assumed that this work will be required on an ongoing cycle (5 years cycle used).	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		1	\$5,000	LS	\$5,000	0%	0%		15%	\$6,000					\$6,000						
	23	B202004 Exterior Glazing	Entrance	x	Storefront glazing assemblies have been installed at the main entrance. This double swing door assembly includes a vestibule. The doors are equipped with automated openers.	Fair	1995	21	25	4	Replace doors at the end of their service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No		1	\$35,000	LS	\$35,000	10%	15%		10%	\$49,000					\$49,000						
	24	B203001 Exterior Solid Doors	General	x	Exterior doors throughout the ground level (two locations) and roof deck service rooms (six locations).	Fair	1995	21	50	29	Replace doors at the end of their service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes, as required.	No	No	No							\$0														
	25	B203002 Glazed Doors	General	7	Glazed door assemblies are present in the curtain wall window system throughout the ground floor (one location) and roof deck areas (17 locations).	Fair	1995	21	30	9	Replace doors at end of service life. Replacement of doors will be dependent on usage (wear and tear). Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes, as required.	No	No	No		18	\$3,000	EA	\$54,000	10%	10%		15%	\$76,000									\$76,000		
	26	Roofs																																				
	27	B301002 Roofing - Low Sloped Membrane System S85	Main Roof	8	The main roof is a conventional two-ply SBS membrane system. No leaks were reported or observed.	Fair	1995	21	25	4	Replace roofing system including flashings, sealants, etc. at the end of the service life.	Replacement	3 - Future Renewal	No	Yes	No	No		12100	\$20	SF	\$242,000	10%	10%		15%	\$337,000					\$337,000						
	28	B301002 Roofing - Low Sloped Membrane System S85	Level 2 & 3 Roof Decks	x	The roof decks are waterproofed with a 2-ply SBS membrane system. Insulation, drainage mat and pavers have been installed over top. Planters are present at the perimeter of the roof.	Good	2015	1	25	24	Replace roofing system including flashings, sealants, etc. at the end of the service life. The cost provided assumes that the concrete pavers and pedestals will be reused.	Replacement	3 - Future Renewal	Yes, as required.	Yes	No	No							\$0														
	29	B301002 Roofing - Low Sloped Membrane System S85	Level 2 & 3 Roof Decks - non-rehabilitated sections	9	The roof decks are waterproofed with a 2-ply SBS membrane system. Insulation, drainage mat and pavers have been installed over top. Planters are present at the perimeter of the roof.	Poor	1995	21	20	1	Replace roofing system including flashings, sealants, etc. at the end of the service life.	Replacement	3 - Future Renewal	Yes, as required.	Yes	No	No		4000	\$130	SF	\$520,000	10%	25%		15%	\$823,000	\$823,000										
	30	B301002 Roofing - Low Sloped Membrane System S85	Cooling Tower Roof	10	Exposed self-adhesive membrane is present on the cooling tower roof. No leaks associated with this roof have been reported by facility staff.	Poor	1995	21	20	2	Replace roofing system including flashings, sealants, etc. at the end of the service life.	Replacement	2 - Restore Functionality	No	Yes	No	No		200	\$175	SF	\$35,000	10%	15%		15%	\$51,000		\$51,000									
	31	B301004 Roof	Flashing and Trim - Replacement	x	Metal flashings area present on parapet wall areas and roof to wall interfaces.	Fair	1995	21	30	5	Replace parapet flashings with roof replacement work. The cost associated with this work																											

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The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Police Department, 850 Caledonia Ave, Victoria, BC

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr. Since Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time to Reach Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										\$840,000	\$473,450	\$155,450	\$762,450	\$2,260,450	\$1,717,200	\$34,200	\$40,200	\$1,212,200	\$359,200			
	37	C103002 Toilet and Bath Accessories, Rehab	Women's Washrooms and Change Rooms		13-15	There are a series of femal washrooms throughout levels P1, L1, L2 and L3. Facilities on P1 include change room/locker rooms, washrooms (within sinks, urinals and toilets) and showers. Facilities on L1 through L3 include facilities with sinks, urinals and toilets.	Good	1995	21	30	9	Renovate washrooms and change room areas as required.	Repair Allowance	4b- Discretionary Renewal (Aesthetic)	Yes, as required.	No	No	No	No	1	\$150,000	EA	\$150,000	10%	20%	15%	\$228,000									\$228,000		
	38	C103002 Toilet and Bath Accessories, Rehab	Private Washroom and Change Rooms	x		A total of four private washroom facilities are present on L1 (one) and L3 (three). Facilities on L1 include washrooms (within sink and toilet). Facilities on L3 include 2 washrooms (within sink and toilet) and 1 (within sink toilet and shower) .	Good	1995	21	30	9	Renovate washrooms as required.	Repair Allowance	4b- Discretionary Renewal (Aesthetic)	Yes, as required.	No	No	No	No	1	\$17,500	LS	\$17,500	10%	20%	15%	\$27,000									\$27,000		
	39	C202001 Stair Finishes	Stairs	x		The stairs are finished with a resilient flooring material.	Good	1995	21	35	14	Replace flooring at the end of the service life.	Replacement	4b- Discretionary Renewal (Aesthetic)	N/A	N/A	No	No	No				\$0															
	40	C301005 Gypsum Board Finishes - Paint	Gypsum Board Finishes - Paint		16	Interior gypsum wall partitions are present throughout the building separating rooms. These wall assemblies have been painted.	Good	1995	21	10	2	Repaint interior walls.	Repair Allowance	4b- Discretionary Renewal (Aesthetic)	Yes, as required.	No	No	No	No	1	\$100,000	LS	\$100,000	0%	5%	15%	\$121,000	\$24,200	\$24,200	\$24,200	\$24,200	\$24,200	\$24,200	\$24,200	\$24,200	\$24,200	\$24,200	
	41	C301005 Interior Finishes	Concrete Block - Paint		17	Painted concrete block walls are present in the holding cells.	Good	1995	21	10	5	Repaint interior walls	Repair Allowance	4b- Discretionary Renewal (Aesthetic)	Yes, as required.	No	No	No	No	1	\$7,500	LS	\$7,500	0%	15%	15%	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
	42	C302001 Tile Finishes	Restrooms		13	Restrooms are finished with tile on the floor and walls.	Good	1995	21	35	14	Replace tile at the end of the service life. The cost associated with tile replacement has been included in the bathroom renewal project costing.		4b- Discretionary Renewal (Aesthetic)	N/A	N/A	No	No	No				\$0															
	43	C302002 Entrance Lobby Flooring	Replacement	x		Vinyl sheet flooring is present throughout the main entrance area. Where reviewed the vinyl flooring was generally in serviceable condition.	Fair	1995	21	25	4	Replace vinyl flooring at the end of its service life. A shorter service life has been assumed due to the high traffic in the lobby area.	Replacement	4b- Discretionary Renewal (Aesthetic)	No	No	No	No	2150	\$20	SF	\$43,000	0%	15%	15%	\$57,000											\$57,000	
	44	C302004 Resilient Floor Finishes	Replacement	x		Vinyl sheet flooring is present in the corridor areas, break room and some work spaces. Where reviewed the vinyl flooring was generally in serviceable conditio with the exception of the 911 call center.	Fair	1995	21	5	2	Replace vinyl flooring at the end of its service life. Budget for isolated replacement every 5 years.	Replacement	4b- Discretionary Renewal (Aesthetic)	Yes	No	No	No	No	1	\$30,000	LS	\$30,000	0%	15%	15%	\$40,000	\$40,000										
	45	C302005 Carpeting	Administrative Office Areas		18	Carpet is present in the majority of the administrative office areas.	Fair	1995	21	30	9	Replace carpeting at the end of its service life.	Replacement	4b- Discretionary Renewal (Aesthetic)	Yes, as required.	No	No	No	No	30000	\$10	SF	\$300,000	0%	5%	15%	\$363,000										\$363,000	
	46	C303001 Exposed Concrete Finishes			19	Exposed concrete walls are present in the stairwell.	Good	1995	21	50	29	No major capital expenditures related to concrete repairs are expected.		Not Applicable	N/A	N/A	No	No	No				\$0															
	47	C303003 Gypsum Board Ceiling Finishes	Painted Ceilings		20	Interior gypsum ceilings are present in the service rooms and restrooms. These ceiling assemblies have been painted.	Good	1995	21	10	5	Repaint gypsum ceilings. The cost for this work is included in C301005 Gypsum Board Finishes.	Repair Allowance	4b- Discretionary Renewal (Aesthetic)	Yes, as required.	No	No	No	No				\$0															
	48	C303004 Ceiling	Acoustic Tiles		21	Acoustic tile ceiling panels are installed in the majority of locations as the ceiling finish.	Good	1995	21	50	29	Ceiling tiles are expected to last the life of the building. No major capital expenditures are expected to be required. Isolated replacement may be required for damaged units.		Not Applicable	N/A	N/A	No	No	No				\$0															
	49	C103099 Other Interior Specialties	Interior Planters		22	Interior planters are located at the ground floor at the base of the light well. These planters have been waterproofed. No leaks were reported or observed.	Good	1995	21	25	5	Replace waterproofing at the end of the service life. The cost provided includes landscape replacement.	Replacement	4b- Discretionary Renewal (Aesthetic)	Yes	No	No	No	No	430	\$120	SF	\$51,600	10%	15%	15%	\$76,000											\$76,000
	50	C103002 Kitchen Accessories, Rehab	Lunch Room		23	A kitchen, containing a fridge, stainless steel sink and laminate-finished cabinets / countertop is provided in the lunch room .	Good	1995	21	25	4	Renovate kitchen when need for upgrades exists.	Upgrade	4b- Discretionary Renewal (Aesthetic)	No	No	No	No	No	1	\$30,000	EA	\$30,000	10%	10%	15%	\$42,000											\$42,000
	51	MECHANICAL SYSTEMS																																				
	52	HVAC Systems																																				
	53	D302002 Hot Water Boilers	Primary heat boilers		24	Two Volcano 294 kW, dual fuel gas/oil fired boilers located in second floor boiler room. Boiler provide hydronic heat and DHW.	Good	1995	21	35	15	Replace the heating boilers at the end of their lifespan. Potential energy savings through upgrade to more efficient units.	Replacement	3 - Future Renewal	No	No	No	Yes	No	2	\$45,000	Ea	\$90,000	0%	0%	15%	\$104,000											
	54	F105002 Building Automation Systems	BAS		25	Building has a older Delta electronic DDC and Baldor variable frequency motor controls. Recent report cites the system is at maximum capacity and obsolete.	Poor	1995	21	20	5	Upgrade BAS system.	Upgrade	2b- Exceeded Service Life	Yes	No	Yes	No	No	1	\$270,000	EA	\$270,000	0%	0%	15%	\$311,000											\$311,000
	55	D302005 Auxiliary Equipment	Expansion Tank, Boiler		26	The smaller expansion tank serves the space heating system (boilers). No issues reported.	Good	1995	21	25	4	Replace the boiler expansion tank at the end of its lifespan.	Replacement	3 - Future Renewal	No	No	No	Yes	No	1	\$13,000	EA	\$13,000	0%	0%	15%	\$15,000											\$15,000
	56	D302005 Auxiliary Equipment	Expansion Tank		27	The larger expansion tank serves the space heating system (boilers). No issues reported.	Good	1995	21	25	4	Replace the chiller expansion tank at the end of its lifespan.	Replacement	3 - Future Renewal	No	No	No	Yes	No	1	\$20,000	EA	\$20,000	0%	0%	15%	\$23,000											\$23,000
	57	D303002 Hydronic Heaters	Radiant and Convective heaters		28	Numerous radiant panels around office perimeter, and convective heaters in main entrance and misc. spaces.	Good	1995	21	30	10	Replace radiant and convective heaters at end of service life.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	No	1	\$50,000	LS	\$50,000	0%	0%	15%	\$58,000											\$58,000
	58	D303001 Chilled Water Systems	Chiller		29	Trane screw-type chiller located in the L109 mechanical room.	Good	2015	1	20	19	Replace or substantially rebuild the chiller at the end of its lifespan.	Replacement	3 - Future Renewal	No	No	No	Yes	No	1	\$110,000	EA	\$110,000	0%	0%	15%	\$127,000											
	59	D303001 Chilled Water Systems	Cooling Tower		30	A Baltimore Air Coil cooling tower is located on the roof, second floor.	Fair	1995	21	25	5	Replace or substantially rebuild the cooling tower at the end of its lifespan.	Replacement	3 - Future Renewal	No	No	No	Yes	No	1	\$120,000	EA	\$120,000	0%	0%	15%	\$138,000											\$138,000
	60	D304004 Hydronic Distribution Systems	Chilled and hot water circulation pumps		31	Chilled and hot water boost and recirc pumps, located throughout the facility.	Fair	1995	21	20	2	Replace chilled and hot water pumps as required.	Replacement	2b- Exceeded Service Life	Yes (assumed over 4 years)	No	No	Yes	No	8	\$4,000	EA	\$32,000	0%	0%	15%	\$37,000	\$37,000										
	61	D303002 Split Heat Pumps	Various Heat Pump Pumps		32	Four split system heat pumps throughout the complex of various manufacturers (Trane, Mitsubishi, York).	Good	1995	21	25	5	Replace heat pumps as required.	Replacement	3 - Future Renewal	Yes (assumed over 2 years)	No	No	No	No	4	\$6,500	EA	\$26,000	0%	0%	15%	\$30,000											\$30,000
	62	D304008 Air Handling Units	AHUs in various mech rooms		33	Five Haakon dual deck AHUs in various mechanical rooms provided heating and cooling from boiler and chiller loops, including VAV boxes.	Good	1995	21	20	2	Replace AHUs as required. Includes contingency for upgrade to more efficient units.	Replacement	3 - Future Renewal	Yes	No	No	No	No	5	\$60,000	EA	\$300,000	0%	0%	15%	\$345,000	\$86,250	\$86,250	\$86,250	\$86,250	</						

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The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Police Department, 850 Caledonia Ave, Victoria, BC

BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																		
		ID	Location / Type	Photo	Description & History	Condition	Yr. Next or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to End of Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
	90	D503008 Communications Systems	Phone, Internet, Cable TV	52	Telephone and internet main cabling and termination boxes located in electrical and server rooms. Fiber optic cabling present.	Good	1995	21	35	10	Replace phone and internet cable infrastructure at end of useful service life. City staff confirmed this was an operational item and has not been carried into the costing tables.		Not Applicable	No	No	No	No				\$0																																			
	91	FIRE AND LIFE SAFETY SYSTEMS																																																						
	92	D503001 Fire Protection System	Fire alarm panel, Addressable	53	Notifier addressable device fire alarm system located in room 220 with remote annunciator located at main entrance. System tested and maintained annually.	Good	1995	21	25	5	Replace main microprocessor unit and remote addressable modules at end of reliable service life.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$150,000	LS	\$150,000	0%	10%	15%	\$190,000					\$190,000																										
	93	D509002 Emergency Lighting and Power	Emergency Generator	54	Two Onan 438 kVA diesel generators located next to main electrical room.	Good	1995	21	35	15	Replace or conduct major overhaul of the emergency generators at the end of its lifespan.	Replacement	3 - Future Renewal	Yes, each can be replaced independently	No	Yes	No	2	\$93,500	EA	\$187,000	0%	10%	15%	\$237,000																															
	94	D509002 Emergency Lighting and Power	Transfer Switch	55	The 1200 amp Simson Maxwell automatic emergency generator control is located in the generator room. Westinghouse robotic transfer switch located in main electrical room.	Good	1995	21	35	15	Replace the automatic transfer switch and generator power control at the end of its lifespan.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$25,000	EA	\$50,000	0%	10%	15%	\$64,000																															
	95	D509002 Emergency Lights and Exit Signs	Throughout facility	56	Washrooms do not have GFI receptacles. Cost may be under threshold value.	Good	1995	21	25	10	Replace emergency lights and exit signs with LED-type as required.	Replacement	3 - Future Renewal	Yes, as required.	No	No	No	1	10000	LS	\$10,000	0%	10%	15%	\$13,000											\$13,000																				
	96	D301001 Oil Supply System	Emergency Generator Fuel Storage	57	Diesel fuel is stored in a day tank in the generator room, with fuel pumped in by two electric pumps from a buried outdoor tank (not reviewed).	Good	1995	21	25	5	Replace the emergency generator fuelling systems and storage tank at the end of their lifespan.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000					\$13,000																										
	97	D401002 Sprinkler Water Supply and Piping	Sprinkler, Standpipe Piping and Valves	58	Steel sprinkler and standpipe piping throughout the complex. Dry system in unconditioned spaces (P1). No issues noted or reported.	Good	1995	21	50	30	Maintain a contingency for capital repairs or partial replacement of equipment or piping.	Contingency	3 - Future Renewal	Yes, as required.	No	Yes	No	1	75000	LS	\$75,000	0%	10%	15%	\$95,000																															
	98	D401002 Sprinkler Water Supply and Piping	Fire Pump	59	Duel fire pumps, jockey pump and fire pump controller located in main water entry room, parkade level.	Good	1995	21	45	25	Replace jockey pump and overhaul fire pump as required.	Replacement	3 - Future Renewal	No	No	No	No	1	40000	LS	\$40,000	0%	10%	15%	\$51,000																															
	99	D503001 Fire Alarm Systems - Specialty	Agent discharge control panel	60	The main server room is protected by a two-stage agent release system with compressed gas bottle and Aegis control panel.	Good	1995	21	25	5	Replace the specialty control panel at the end of its lifespan, including an allowance for device upgrades. Gas changes are not included.	Replacement	3 - Future Renewal	No	No	No	No	1	\$30,000	LS	\$30,000	0%	10%	15%	\$38,000					\$38,000																										
	100	ELEVATORS																																																						
	101	D101002 Passenger Elevator	Elevator BCID 16399 - 16401 - Code Changes and Vandalism	x	Code requirements have become more onerous over the past decade and the interval between code changes has decreased. We recommend budgeting funds to repair vandalism - principally damage to exposed finishes and fixtures. No precise figure can be assigned since much depends on the location and environment.	Not Applicable	1995	21	5	2	We recommend budgeting funds at five year intervals to address code changes and to repair vandalism	Contingency	3 - Future Renewal	Yes	No	No	No	3	\$5,000	EA	\$15,000	10%	10%	15%	\$21,000			\$21,000																												
	102	D101002 Passenger Elevator	Elevator BCID 16399 - 16400 - Car Top Railings	x	There has been a drive to provide top of car safety following an accident on a Toronto site. This will likely result in regulations requiring the installation of car top railings.	Not Applicable	1995	21	N/A	1	There is no way of predicting when these regulations will be developed and applied but it is prudent to budget for the installation of these railings. A budget figure of \$4,000 per elevator is appropriate. It should be noted that if the ultimate design requirements include provision for ancillary devices such as collapsible railings and electrical interlocks this cost figure could be exceeded. The cost for this would be negligible if performed in conjunction with a major control modernization.	New	3 - Future Renewal					2	\$5,000	EA	\$10,000	10%	10%	15%	\$14,000	\$14,000																														
	103	D101002 Passenger Elevator	Elevator BCID 16399 - 16401 - Barrier Free Upgrades	x	The elevating equipment does not meet barrier-free access requirements, as listed in the Safety Code for Elevators (B44 Appendix E). It should be noted that it is not currently mandatory to modify existing buildings to comply with barrier-free access requirements, although in some provincial jurisdictions the building codes have incorporated this requirement for new buildings. It is also probable that this requirement will be enforced for new buildings in other jurisdictions throughout Canada.	Not Applicable	1995	21	N/A	2	The cost of these upgrades would be in the area of \$7,000 and should be performed within the next two to three years. The cost for this would be negligible if performed in conjunction with a major control modernization.	Upgrade	4a - Discretionary Renewal (Upgrade)					2	\$7,000	EA	\$14,000	10%	10%	15%	\$20,000			\$20,000																												
	104	D101002 Passenger Elevator	Elevator BCID 16399 - 16401 - Hydraulic Cylinder Replacement	x	The elevator's hydraulic cylinder is currently provided with a plastic liner. With this protection the life expectancy of the buried cylinder is theoretically unlimited. Unfortunately, the plastic liners have sometimes been installed incorrectly with improper seals between the PVC joints. This effectively renders the protection non-existent. There is no way of determining, once the cylinder and plastic liner are in the ground, whether there have been installation faults. In the event that there are such installation faults and as a result cylinder failure we recommend that the elevator be converted to an above-ground design so as to eliminate this potential future problem. This conversion would entail the replacement of the elevator with a hole-less (above ground) roped hydraulic elevator or a machine-room-less (MRL) design.	Not Reviewed	1995	21	N/A	5	There is no reason, given the speculative nature of the problem, to budget for a proactive conversion since this cost is relatively high and there is uncertainty as to the likelihood or timing of a failure of the cylinder. In our opinion it would be prudent to dedicate contingency funds to address a potential failure of the cylinder which could occur anytime within the operational life of the device. A cylinder replacement including a plunger gripper (down-fall safety device) would be in the range of \$65,000 to \$85,000.	Replacement	4a - Discretionary Renewal (Upgrade)						3	\$75,000	EA	\$225,000	10%	10%	15%	\$314,000					\$314,000																									
	105	D101002 Passenger Elevator	Elevator BCID 16399 - 16401 - Major Control Modernization	x	The typical elevator "full maintenance" contract covers the replacement of major components in addition to the labour and materials necessary for ongoing repairs, adjustment and preventive maintenance work. Despite this, however, over time some components will require modernization. Certain elevator components may eventually no longer be readily available. This will require that the maintenance contractor make arrangements to purchase parts from an external supplier or have parts manufactured and repaired locally. Although this is not the owner's direct concern, it will result in some delays and difficulties in implementing a proper maintenance program.	Good	1995	21	N/A	5	Based on the age and current condition of the equipment, a major control modernization could be anticipated within approximately five to ten years. The scope of work would include replacement of the present controller with a newer design of microprocessor-based controller, replacement of the door operator, fixture replacement, replacement of the control valves, and some refurbishing of the hydraulic pump and motor. The cost for this would be in the area of \$65,000.	Replacement	4a - Discretionary Renewal (Upgrade)					3	\$65,000	EA	\$195,000	10%	10%	15%	\$272,000					\$272,000																										
	106	PROFESSIONAL SERVICES																																																						
	107	P100008 Seismic Review	Further Study	x	No seismic work has been completed on this building. Since the building was constructed post 1990 it is assumed that current structural codes are met.	Not Applicable	1995	21	25	2	A seismic review should be completed to confirm if the current structure is in conformance with current building code requirements.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$6,000	EA	\$6,000	0%	0%	15%	\$7,000			\$7,000																												

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Victoria Police Department



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Victoria Police Department



Photo 07



Photo 08

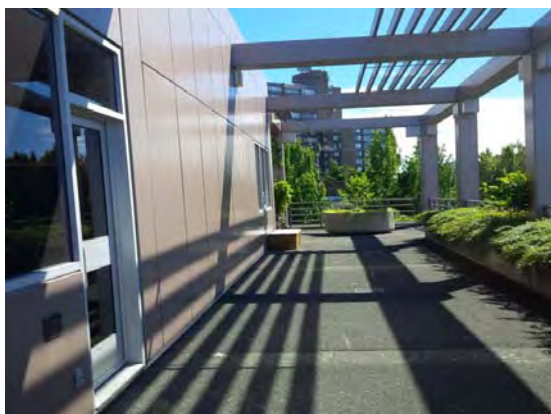


Photo 09



Photo 10



Photo 11



Photo 12

Victoria Police Department

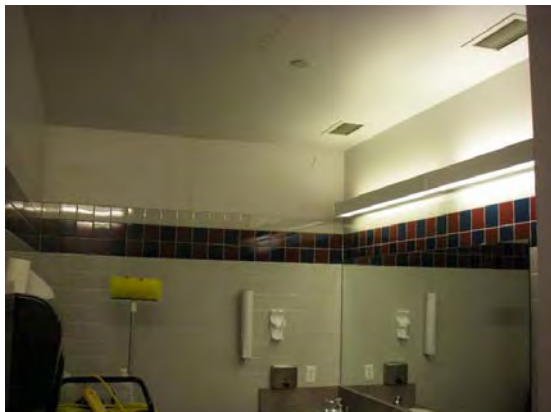


Photo 13

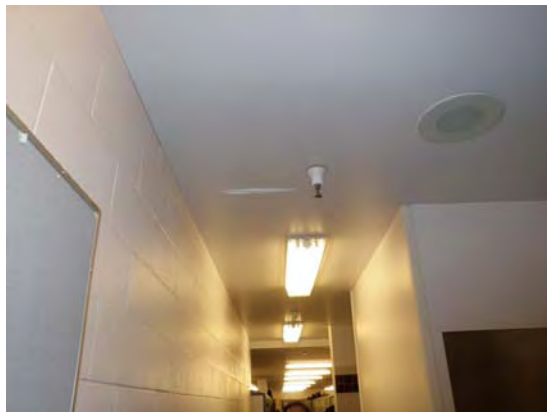


Photo 14

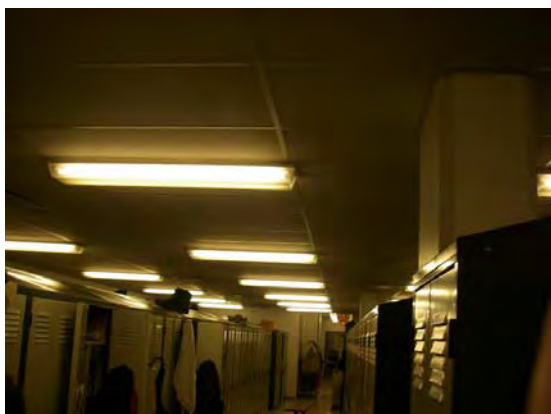


Photo 15

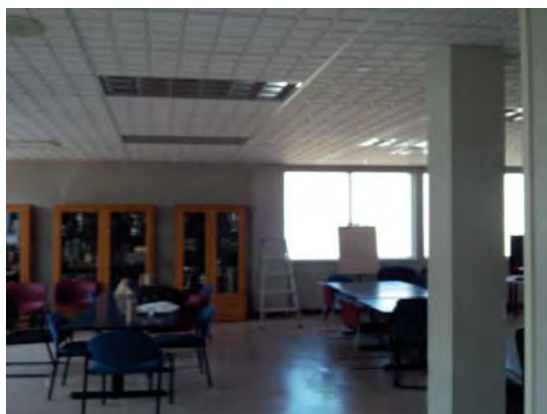


Photo 16

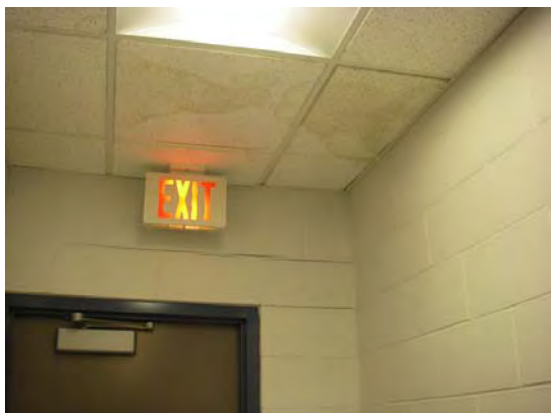


Photo 17

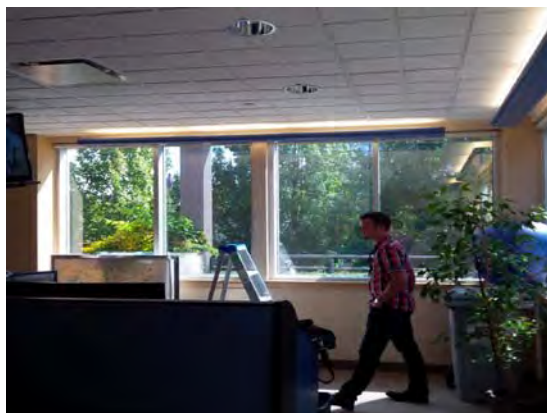


Photo 18

Victoria Police Department



Photo 19



Photo 20

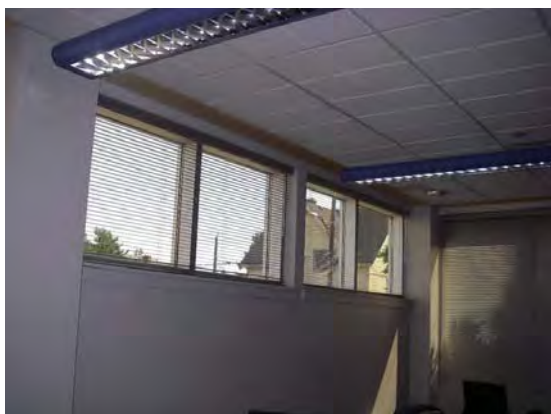


Photo 21



Photo 22

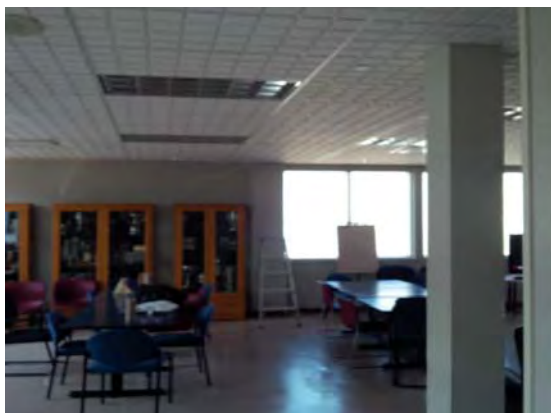


Photo 23



Photo 24

Victoria Police Department



Photo 25



Photo 26



Photo 27

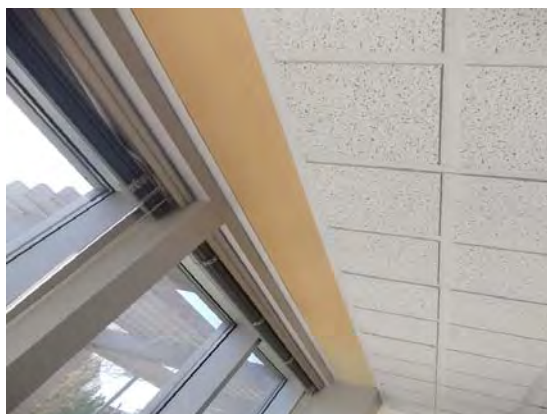


Photo 28



Photo 29



Photo 30

Victoria Police Department



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Victoria Police Department



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Victoria Police Department



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Victoria Police Department



Photo 49



Photo 50



Photo 51

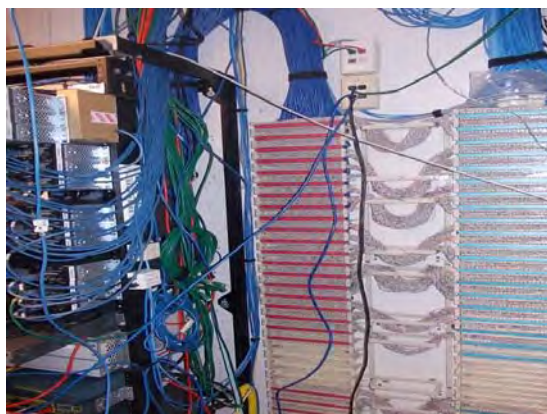


Photo 52

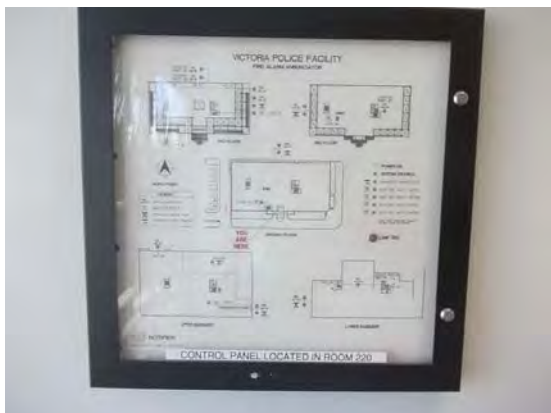


Photo 53



Photo 54

Victoria Police Department



Photo 55



Photo 56



Photo 57



Photo 58



Photo 59



Photo 60

Appendix A15

**Building 16 - Burnside Gorge Community
Center - 471 Cecelia Road, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Burnside Gorge Community Centre, 471 Cecelia Road, Victoria

PROPERTY DESCRIPTION

The Burnside Gorge Community Center was constructed in 2007. This concrete and steel structure is a two storey building with an extensive green roof over second level suspended slab. This green area is no longer serviced as a garden. Various administration rooms, lobby, gyms, and target demographic rooms are present in this building. See Photo 1.0 for an overall building view.

PROPERTY STATISTICS

Gross Floor Area (ft2):	15,113
Building Value:	\$4,972,177
Target FCI:	0.025
Current FCI:	0.011

REPORT OVERVIEW

We found no concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

	No
Updated cost estimate	None
Seismic work completed to date:	None
Recommendations:	The building was completed post 1998. Due to the building being a post disaster facility consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	2006
Deficiencies observed:	N/A
Recommendations:	N/A

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	None

Energy Efficiency

Upgrade recommendations:	As outlined in the 2013-BGCC Energy Assessment.
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We identified recommendations of approximately \$125,000 over the next five years. There are no major projects (over \$15,000) required over the next five years.

The City of Victoria
Facility Condition Assessment and Capital Plan
Burnside Gorge Community Centre, 471 Cecelia Road, Victoria

PROJECT TEAM

The visual reviews were completed on June 17, 2015 by Paula Knapp-Fisher. During our review of the building, we were accompanied by Robert Kelbough, Project Administrator, who provided access to a sampling of representative areas of the facility, as requested. There is one elevator located at this site, vertical access is also provided by a ramp to the first floor areas.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2008
- Business Energy Assessment Report, prepared by City Green Solutions, dated 2013
- Architectural drawings numbered A01-a, A01-A05, A07-A10, prepared by Garyali Architect Inc., dated June 1, 2006

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Burnside Gorge Community Centre, 471 Cecelia Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	25,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	31,000	6,000	0	0	0	0	35,000	0	4,000
4a- Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	18,000	17,000	11,000	11,000	19,000	11,000	24,000	11,000	11,000
Not Applicable	0	6,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	25,000	55,000	23,000	11,000	11,000	19,000	11,000	59,000	11,000	15,000

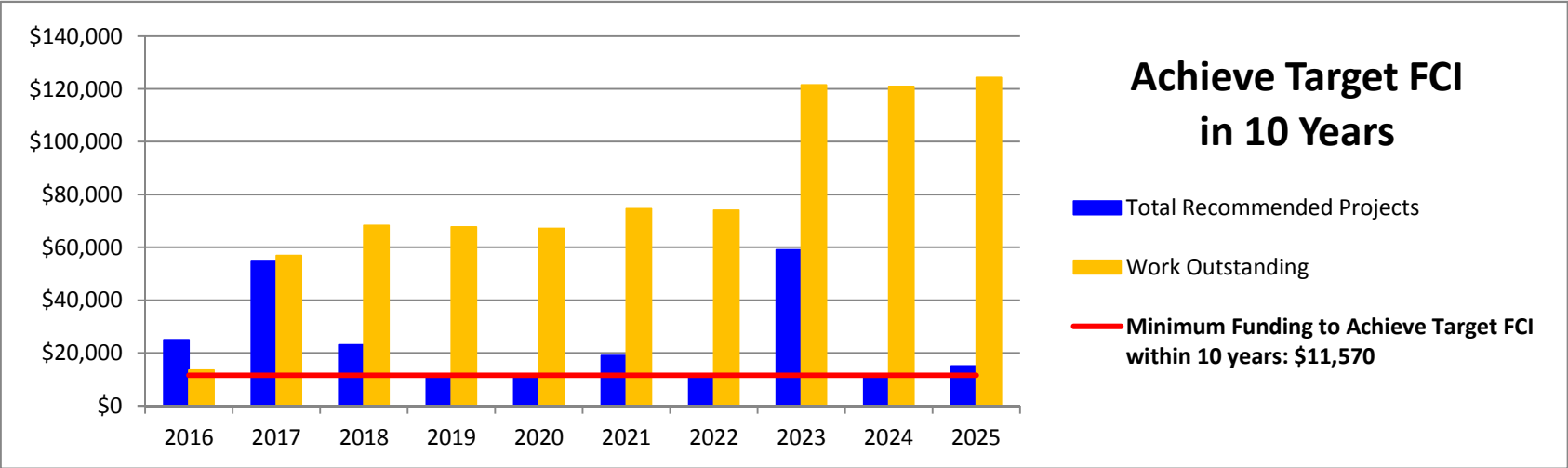
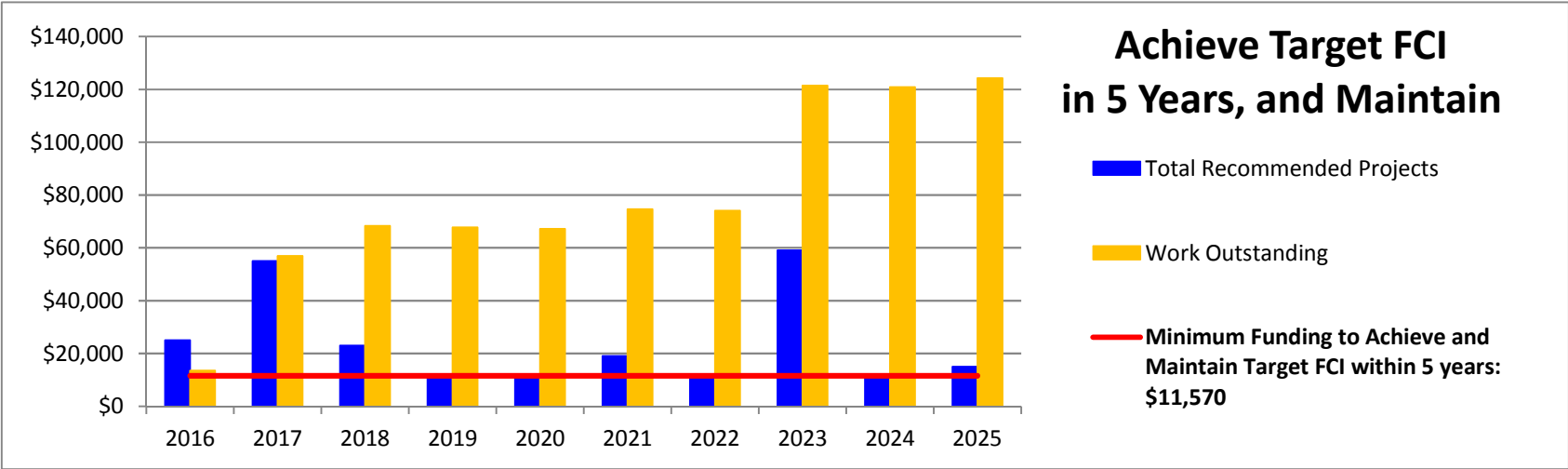
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$11,570

Work outstanding	13,430	56,861	68,291	67,722	67,152	74,583	74,013	121,444	120,874	124,304
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Minimum Funding to Achieve Target FCI within 10 years: \$11,570

Work outstanding	13,430	56,861	68,291	67,722	67,152	74,583	74,013	121,444	120,874	124,304
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The City of Victoria
Facility Condition Assessment and Capital Plan
Burnside Gorge Community Centre, 471 Cecelia Road, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																				
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$25,000	\$55,000	\$23,000	\$11,000	\$11,000	\$23,000	\$11,000	\$126,000	\$22,000	\$15,000																					
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations	Below Grade Wall Foundations	x	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed. Minor cracking at concrete walls was noted during the review.	Good	2007	9	10	2	The foundation walls are expected to last the life of the building, with isolated repairs only. Complete localized crack injection/parging repair/waterproofing replacement as needed to correct leakage. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No		1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000		\$13,000																												
	3	A1030 Slab on Grade	Slab on Grade Flooring	02	The floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking at exposed concrete finishes. No evidence of major settlement or heaving was reported or observed.	Good	2007	9	10	2	Budget for repairs of the slab on grade concrete at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000		\$7,000																												
	4	A103006 Foundation Drainage	Foundation Drainage - Study	x	Perimeter drainage system is installed at the base of walls, base of stairs around the building, at the planter areas and in the parking areas.	Not Reviewed	2007	9	10	2	Periodic camera inspection of the perimeter drainage system to identify necessary repairs as required. Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	No	No	No		1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000		\$10,000																												
	5	A103006 Foundation Drainage	Foundation Drainage Repair	x	Perimeter drainage system is installed at the base of walls, base of stairs around the building, at the planter areas and in the parking areas.	Not Reviewed	2007	9	20	11	Contingency to remove and replace damaged or failed perimeter weeping tile as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No		1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000																														
	6	SUBSTRUCTURE																																																						
	7	B101003 Floor Decks & Slabs (Suspended Slabs)	Suspend Slab Crack Repair	03	The suspended slabs are cast-in-place conventionally-reinforced concrete. These slabs are a raw concrete finish on the second level of the community center. Narrow concrete cracking was observed at the interior front entrance of the center.	Good	2007	9	10	2	Perform repairs to cracks in the suspended slab as required. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No		1	\$5,000	LS	\$5,000	15%	10%	15%	\$8,000		\$8,000																												
	8	B102003 Roof Decks and Slabs	Concrete Roof Suspended Slab.	04	The roof above the second level and above the first floor level is a 6" suspended concrete slab, waterproofed with a waterproofing membrane applied directly to the concrete slab in an inverted roof system that has insulation and gravel ballast above. The condition of the concrete was unable to be visually inspected of the building itself, but the soffit areas of the visible suspended slabs appear to be in good condition.	Not Reviewed	2007	9	25	18	Perform concrete repairs as necessary to the top side of the concrete slab if required, during the next re-waterproofing event. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	Yes	No		1	\$15,000	LS	\$15,000	15%	10%	15%	\$22,000																													
	9	B102003 Roof Decks and Slabs	Reglet Joints at Concrete Walls - Replacement	05	The counter flashing at wall and guard wall areas are sealed with a gum lip caulk joint. Some of these caulk joints have failed and require replacement.	Fair	2007	9	12	1	Replace top of counter flashing gum lip at end pf service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2 - Restore Functionality	Yes	No	No	No		1700	\$6	LF	\$10,200	0%	10%	15%	\$13,000	\$13,000																													
	10	SUPERSTRUCTURE																																																						
	11	B10 Superstructure	Concrete Columns, Joists and Slab Bands	06	The superstructure consists of reinforced concrete slabs supported on reinforced concrete beams and concrete shear walls on reinforced concrete columns. No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Good	2007	9	25	18	The concrete superstructure is expected to last the lifetime of the building. This represents a contingency for the repair of exposed concrete super structure elements as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	Yes	No		1	\$15,000	LS	\$15,000	15%	10%	15%	\$22,000																													
	12	ENVELOPE																																																						
	13	Above-Grade Walls																																																						
	14	B2010 Exterior Walls - Cast in Place Concrete	Exterior Walls Cast in Place Concrete	07	All exterior walls are a cast in place reinforced concrete. This concrete is currently unfinished.	Good	2007	9	25	18	The normal life of cast concrete should last the life of the building. However a contingency allowance should be allowed for repairs. The walls should be monitored for increased crack width, risk of concrete spalls falling to grade, and displacement. The extent of repairs cannot be determined based on our visual review alone. Further detailed review would be necessary to determine causes, need for repair and significance of these defects. Contingency has been provided, however, cost and year of work may change depending on results of a detailed survey. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	Yes	No		1	\$30,000	LS	\$30,000	15%	10%	15%	\$44,000																													
	15	B201008 Exterior Soffits	Cast in Place Concrete Soffits	08	The concrete soffits at the first floor are the underside of the suspended roof slab, which currently forms the second floor roof top garden area. The topside of this suspended concrete slab has been waterproofed with a waterproofing membrane, and as long as this membrane remains intact no water ingress to the soffit areas is expected to occur. As the membrane ages, there is a potential for water ingress, and potential spalling of concrete to the underside of the slab.	Good	2007	9	25	18	The concrete structures are expected to last the lifetime of the building. A budget has been provided for completing localized repairs to soffits due to spalled concrete as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	Yes	No		1	\$15,000	LS	\$15,000	15%	10%	15%	\$22,000																													
	16	B201011 Joint Sealant	Joint Sealant at All Dissimilar Materials- Replacement	09	There are sealant joints at all intersections of dissimilar materials, i.e., between the concrete structure and curtain wall or storefront doors. At most areas reviewed, this sealant were noted to be exhibiting failure.	Fair	2007	9	10	1	Replace sealant between dissimilar materials, around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2 - Restore Functionality	No	Yes	No	No		1500	\$6	LF	\$9,000	0%	10%	15%	\$12,000	\$12,000																													
	17	B202003 Curtain wall Assembly	Aluminum Doors and Windows - Replacement	10	The glazing system is an aluminum-framed curtain wall system with fixed sealed glazing units (vision and opaque) with exterior structural silicone sealants, aluminum louvers, and swing doors with stainless steel handles. No issues were noted during the site review.	Good	2007	9	35	26	Replace curtain wall system at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	Yes	No		3300	\$85	SF	\$280,500	0%	10%	15%	\$355,000																													
	18	B203001 Exterior Solid Doors	Steel Exterior Service Doors- Replacement	11	A single steel door services the basement mechanical room.	Good	2007	9	25	18	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$750	EA	\$750	0%	10%	0%	\$1,000																														
	19	Roofs																																																						
	20	B3010 Roof Coverings - Inverted	Protected Roof - Roof Assembly #5 (Second Floor Roof) - Replacement	12	The as built drawings indicate the second floor roof to be assembled with gravel ballast, fiberboard, rigid insulation SBS membrane and concrete. The vapour retarder roof membrane is protected below the ballast, a nylon weave protective sheathing, insulation at the field of the roof and by metal flashings at upturns. The membrane is not exposed, we could not confirm the condition. No leaks were reported or observed.	Not Reviewed	2007	9	30	28	Replace roof deck assembly. Assume reuse of ballast and insulation. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	Yes	No		3100	\$27	SF	\$83,700	15%	10%	15%	\$122,000																													
	21	B301002 Roofing - Low Sloped Membrane System SBS	Protectde Roof - Roof Assembly #4 (First Floor Roof) - Replacement	13	The as built drawings indicate the first floor roof to be assembled with gravel or sand or growth medium ballast, root barrier, drainage mat, rigid insulation, unknown style of membrane and concrete. The membrane is protected below the insulation, root barrier, drainage mat and ballast at the field of the roof and by metal flashings at upturns. The membrane is not exposed, we could not confirm the condition. No leaks were reported or observed.	Not Reviewed	2007	9	30	28	Replace roof membrane assembly. Assume reuse of ballast and insulation. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	Yes	No		11100	\$37	SF	\$410,700	15%	10%	15%	\$598,000																													
	22	B301004 Roof	Flashing and Trim - Replacement	14	Base of wall and top of parapet flashings are installed at all roof deck areas.	Good	2007	9	30	18	Replace all base of wall flashings and parapet flashings as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		1700	\$25	LF	\$42,500	0%	10%	15%	\$54,000																														
	23	B301006 Roof Openings - Skylights	Skylight - Replacement	15	A single aluminum framed skylight is installed on the second floor roof.	Good	2007	9	25	18	Replace skylight at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$1,500	EA	\$1,500	0%	0%	0%	\$2,000																														
	24	B102099 Other Roof Construction -	Curved Pergola - Replacement	16	Main entry planter features a exterior steel galvanized pergola mounted to the planter concrete wall. No issues with this install was noted during the site review.	Good	2007	9	35	28	The pergola is a galvanised steel structure with no applied finishes. Renew the pergola as required at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000																														
	25	INTERIORS																																																						
	26	C1 Stairwells	Steel Framed Glass Guard Rails - Repair	17	Steel and glass handrail services the single stair between the first and second levels. No issues were noted during the review.	Good	2007	9	25	18	Contingency for the repair of any damaged glass at the central glass stair railing, as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000																														
	27	C102001 Standard Interior Service Doors	Interior Doors - Replacement	x	Wood doors service storage, washrooms and utility rooms.	Good	2007	9	25	18	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		11	\$350	EA	\$3,850	0%																																	

BLDG	Row	Component		Condition Assessment				Lifecycle Data				Recommendation				If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOQ or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	Quantity				Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
	37	C302005 Carpeting	Office Carpets - Replace.	25	Office areas are carpeted on the second level of the complex. Areas of carpet were noted to be in need of replacement soon (particularly at door areas).	Fair	2007	9	12	3	Replace office carpeting at high traffic areas as required.	Replacement	3 - Future Renewal	Yes	No	No	No	300	\$15	SF	\$4,500	0%	10%	15%	\$6,000			\$6,000								
	38	C303004 Ceiling	Dropped Ceiling Acoustic Tiles- Replacement	26	Dropped ceiling tiles are installed on the first floor at office areas and some corridor areas. No issues were noted during the site review.	Good	2007	9	20	13	Contingency to replace acoustic 2x4 ceiling tiles (excluding suspension system) as needed. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2200	\$2	SF	\$3,850	0%	10%	15%	\$5,000											
	39	E109005 Unit Kitchens	Kitchen Facilities - Refurbishment.	27	A full kitchen is located in room 104. A single strip kitchen is located in the Youth Centre, in the Childre Care Center and at the second floor multipurpose room. This line item covers the replacement of cabinetry in all three of these locations.	Good	2007	9	25	18	Contingency to upgrade to cabinetry of these kitchen areas. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$35,000	LS	\$35,000	0%	10%	15%	\$45,000											
	40	MECHANICAL SYSTEMS																																		
	41	HVAC Systems																																		
	42	D302002 Commercial Hot Water, Hydronic Heat	Primary heat boiler	28	One high-efficiency, gas fired, on-demand Weil McLain boiler provides hydronic heat for the building.	Good	2007	9	25	15	Overhaul or replace the heating boiler at the end of their reliable lifespan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$20,000	EA	\$20,000	15%	10%	15%	\$30,000											
	43	D302002 Hot Water Boilers	Circulating Pumps, small frac. Hp	29	Hot water recirculating pumps and boiler bypass feeder for hydronic heating system.	Good	2007	9	20	11	Replace hot water recirculating pump and bypass feeder at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000											
	44	D302005 Auxiliary Equipment	Expansion Tanks	30	Two Extol expansion tanks, one each for the boiler and DHW heater.	Good	2007	9	35	20	Replace the expansion tanks at the end of their lifespans. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000											
	45	D302099 Heat Generating Systems	Recessed electric heaters	31	Recessed wall electric heaters throughout the facility provide space heating to misc. utility areas.	Good	2007	9	25	15	Replace electric heaters at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000											
	46	F105002 Building Automation Systems	BAS/DDC	32	The HVAC system is controlled by a Reliable Controls central building automation system.	Good	2007	9	22	12	Replace individual BAS components as needed. Upgrade entire system at end of reliable service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$30,000	LS	\$30,000	15%	10%	15%	\$44,000											
	47	D303002 Split Heat Pumps	Various Heat Pump	33	Thirteen split system heat pumps throughout the complex of (Mitsubishi) with rooftop condenser.	Good	2007	9	25	15	Replace heat pumps as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	13	\$2,500	EA	\$32,500	0%	10%	15%	\$42,000											
	48	D304001 Air Distribution, Heating & Cooling	VAV boxes	34	VAV boxes in the ceiling space (mechanical room) provide conditioned air to the building.	Good	2007	9	25	15	Replace VAV boxes at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	5	\$950	EA	\$4,750	0%	10%	15%	\$7,000											
	49	D304004 Heat Distribution System	Piping & Valves	35	The heating and cooling water is circulated through copper piping where reviewed.	Good	2007	9	35	25	Replace sections of piping and valves as needed. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000											
	50	D305003 Fan Coil Units	Ceiling mounted fan coil units (AHUs)	36	Utility spaces are heated Trane fan coil units.	Good	2007	9	25	16	Replace fan coil units at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	5	\$500	EA	\$2,500	0%	10%	15%	\$4,000											
	51	D305003 Radiator Units	Perimeter heaters	37	Corridors and perimeter walls are heated by convective hot water radiators.	Good	2007	9	35	26	Replace radiators as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$8,000	LS	\$8,000	0%	10%	15%	\$11,000											
	52	D304007 Exhaust Systems	HRV	38	A Greenheck ceiling mounted HRV provides exhaust.	Good	2007	9	30	20	Replace individual motors and controls as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,000	EA	\$3,000	0%	10%	15%	\$4,000											
	53	Plumbing Systems																																		
	54	D202001 Pipes and Fittings	Backflow preventers	39	The domestic water line, sprinkler system and boiler feed have backflow prevention devices requiring regular inspection and eventual replacement.	Good	2007	9	35	25	Replace backflow preventers as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$8,000	LS	\$8,000	0%	10%	15%	\$11,000											
	55	D202001 Pipes and Fittings	Main water distribution	40	Piping is copper where observed and typically insulated as required.	Good	2007	9	40	30	Complete localized repairs as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$150,000	LS	\$150,000	0%	10%	15%	\$190,000											
	56	D202003 Domestic Water Equipment -heater	Hot Water Heaters	41	One gas fired, AO Smith 75 US gal water heater provides domestic hot water to the building.	Good	2006	7	15	8	Replace hot water heaters at end of anticipated service life. Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,500	EA	\$4,500	0%	10%	15%	\$6,000								\$6,000			
	57	D203001 Waste Pipe and Fittings	Throughout building	x	Sanitary sewer piping was largely cast iron, copper or PVC where reviewed.	Good	2007	9	40	30	Complete localized repairs as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	No	No	1	\$50,000	LS	\$50,000	0%	10%	15%	\$64,000											
	58	D201000 Plumbing Fixtures	Washroom fixtures	42	Men's and woman washroom fixtures and kitchen sinks.	Good	2007	9	20	12	Replace or upgrade washroom and server fixtures. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000											
	59	G302003 Lift Stations and Pumping Stations	Storm and Sanitary pumps	43	Sanitary lift pump located in lower floor. Condition was not reviewed. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Not Reviewed	2007	9	24	15	Replace lift pump equipment at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No	1	\$2,000	EA	\$2,000	0%	10%	15%	\$3,000											
	60	Other Mechanical Systems																																		
	61	E109005 Kitchen Appliances	Kitchen stations	44	There are two commercial grade fridges, an electric stove and a Moyer Diebel dishwasher in the serveny.	Good	2007	9	18	9	Replace kitchen appliance at the end of its lifespan as required.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	4	\$2,000	EA	\$8,000	0%	10%	15%	\$11,000									\$11,000		
	62	E101004 Laundry Equipment	Washer/dryer	45	One set of Asko clothes washer and dryer.	Good	2007	9	15	6	Replace laundry equipment at end of service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000							\$4,000				
	63	ELECTRICAL SYSTEMS																																		
	64	D501003 Main and Secondary Switchgear	Replacement	46	The main Eaton-Cutler Hammer disconnect is rated 600A, 300V, three phase. Distribution breaker panels are also Eaton.	Good	2007	27	45	20	Replace main and distribution switches at end of reliable service life, or as IR scans deem necessary. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$50,000	LS	\$50,000	15%	10%	15%	\$73,000											
	65	D501004 Interior Branch Wiring	Contingency	x	The building appears to be wired with copper wiring throughout, with no issues reported.	Good	2007	27	50	25	Replace branch wiring and related switches and receptacle as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$300,000	LS	\$300,000	10%	10%	15%	\$418,000											
	66	D502002 Interior Lighting Equipment	Upgrade	47	Interior lighting is primarily T-8 surface and pendant mounted fluorescent fixtures. An overall energy audit was performed by City Green (pre-2012).	Good	2007	9	15	8	Upgrade interior light fixtures to LED units or lamps.	Upgrade	3 - Future Renewal	Yes	No	No	No	90	\$250	EA	\$22,500	0%	10%	15%	\$29,000								\$29,000			
	67	D502002 Lighting Equipment	Recessed, Outdoor	48	Outdoor building lighting recessed into concrete walls.	Good	2007	9	19	10	Replace recessed outdoor lighting at the end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000										\$4,000	
	68	D503008 LAN, TV, Telephone	Infrastructure cabling	49	The facility is served by extension LAN, telephone, and TV cabling with termination panels and Nortel switch in main electrical room.	Good	2007	9	30	21	Upgrade low-voltage cable infrastructure as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000											
	69	D509099 Other Special Systems and Devices	Automatic Door Openers	50	The facility has two accessibility enabled doors servicing the second floor access from the street level and providing first floor exit and entrance at the first level.	Good	2007	9	20	11	Renew accessibility door systems as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	\$3,000	EA	\$6,000	0%	10%	15%	\$8,000											
	70	G403002 Sound Systems	Teen Center	51	Sound system is stand alone but connects to mounted speakers.	Good	2007	9																												

Burnside Gorge Community Centre



Photo 01



Photo 02

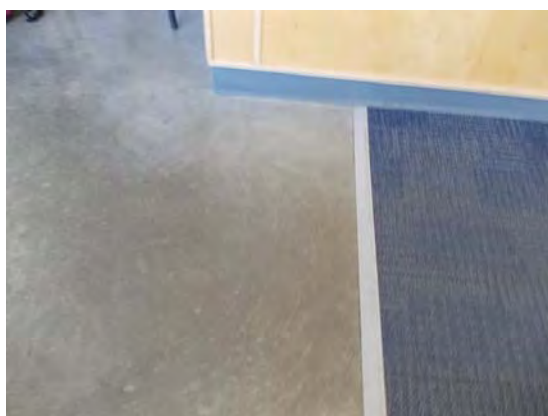


Photo 03

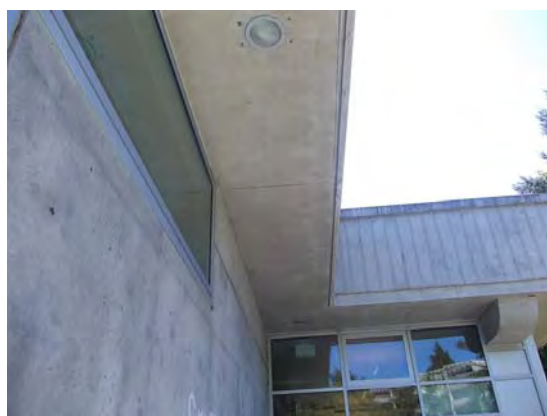


Photo 04



Photo 05



Photo 06

Burnside Gorge Community Centre



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Burnside Gorge Community Centre



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Burnside Gorge Community Centre

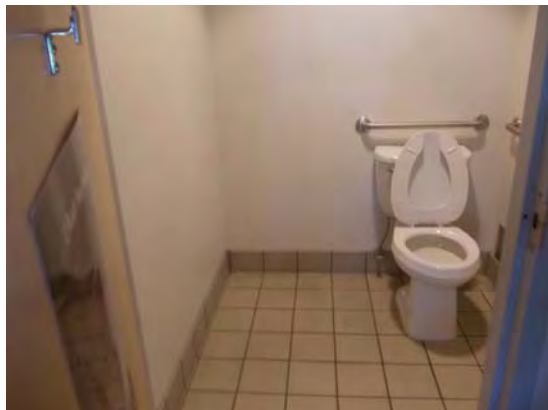


Photo 19



Photo 20

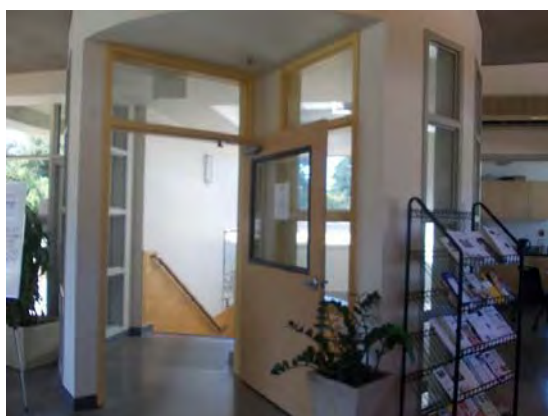


Photo 21



Photo 22

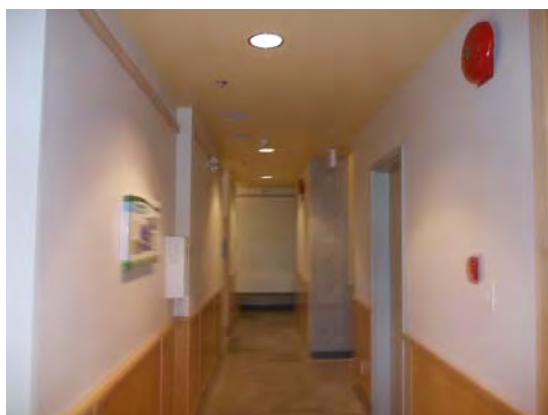


Photo 23

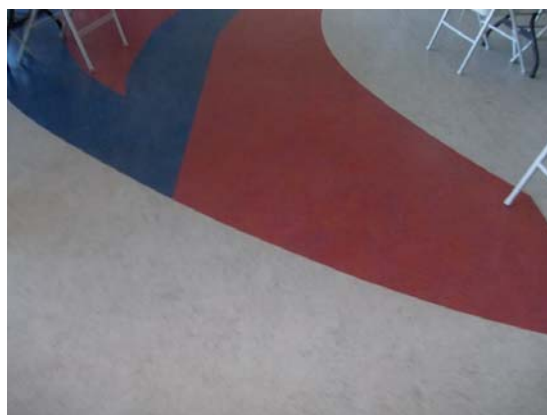


Photo 24

Burnside Gorge Community Centre

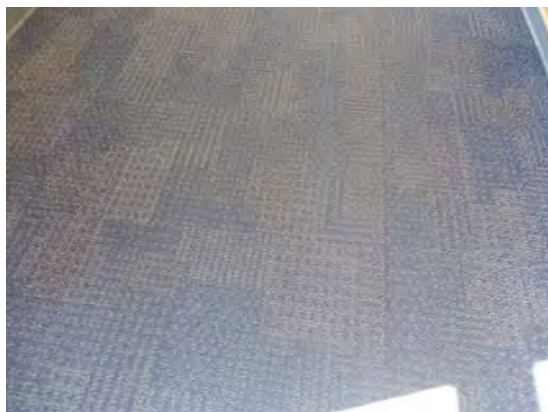


Photo 25

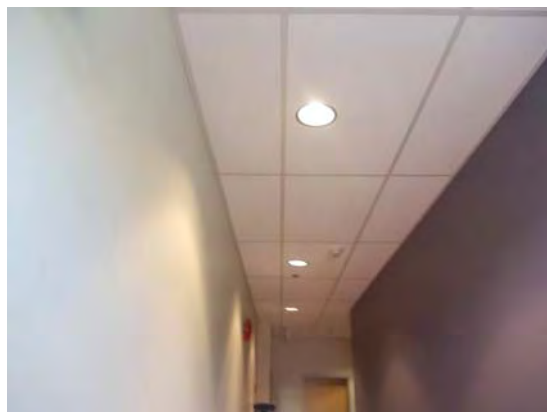


Photo 26

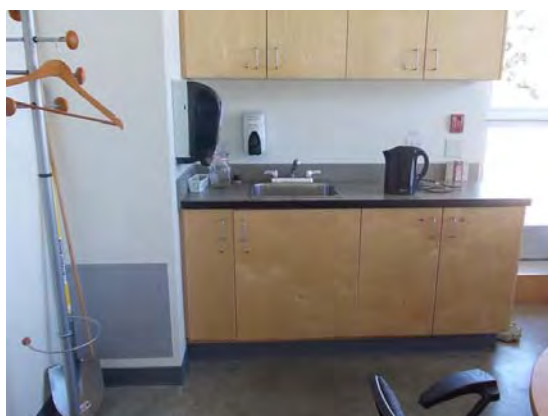


Photo 27



Photo 28



Photo 29



Photo 30

Burnside Gorge Community Centre



Photo 31

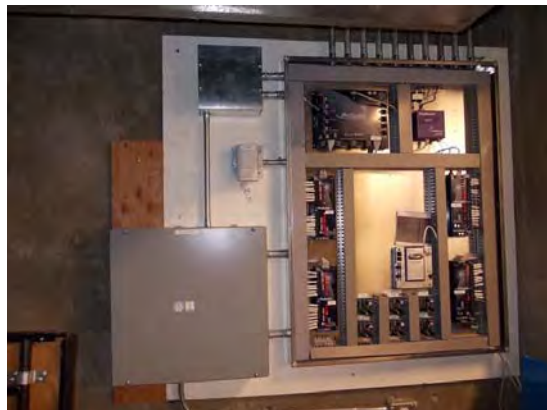


Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Burnside Gorge Community Centre



Photo 37



Photo 38



Photo 39

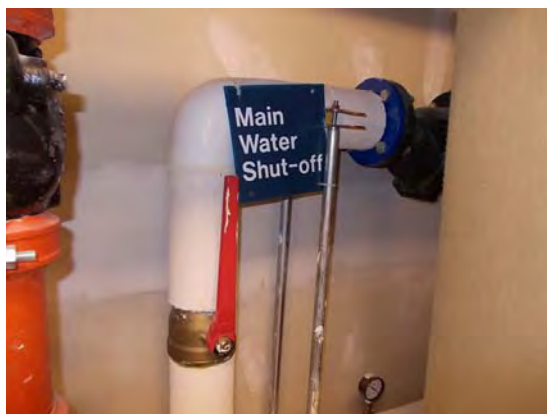


Photo 40



Photo 41



Photo 42

Burnside Gorge Community Centre



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Burnside Gorge Community Centre



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54

Appendix A16

**Building 17 - Cook Street Village Activity
Center - #1-380 Cook Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Cook Street Village Community Centre, #1 - 380 Cook Street, Victoria**

PROPERTY DESCRIPTION

The Cook Street Village Activity Center is located on the ground floor of a mixed use strata titled complex. The building is a wood framed, four storey structure with a below grade concrete parkade. As this space is leased from the strata, the community center superstructure and substructure components and assemblies, such as, roofing, cladding, foundations, and windows are the responsibility of the strata and therefore are not included in this report. Some shared electrical and mechanical equipment is also present such as the fire alarm and main electrical distribution panels. See Photo 1.0 for an overall view of the building.

PROPERTY STATISTICS

Gross Floor Area (ft2):	9,085
Building Value:	\$1,707,980
Target FCI:	0.025
Current FCI:	0.044

REPORT OVERVIEW

We identified Priority 1 - Immediate expenditures totaling \$13,000 as follows:

B203098 Other Exterior Specialty Doors - Front Entry Accessible Doors - Replacement

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1970
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Front doors need review for accessibility clearance for emergency stretchers and personnel.
Access throughout building:	Yes
Access to washrooms:	Yes

The City of Victoria
Facility Condition Assessment and Capital Plan
Cook Street Village Community Centre, #1 - 380 Cook Street, Victoria

Recommendations (and cost estimate):

Renew front doors for addition of width accessible doors.

It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:

As recommended by City Green Solutions report- 2013

We identified recommendations of approximately \$156,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- D502002 Interior Lighting Equipment - Interior
- D502002 Exterior Lighting Equipment - Exterior

PROJECT TEAM

The visual reviews were completed on June 22, 2015 by Paula Knapp-Fisher. During our review of the building, we were accompanied by Robert Kelbough, who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Facility Assessment, prepared by VFA, dated 2007
- Facilities drawings, numbered 0015 (1of1), dated 2009-07-02

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Cook Street Village Community Centre, #1 - 380 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	13,000	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	6,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	56,000	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	24,000	11,000	0	94,000	9,000	7,000	29,000	86,000
4a - Discretionary Renewal (Upgrade)	0	12,000	0	0	0	23,000	0	0	0	6,000
4b - Discretionary Renewal (Aesthetic)	0	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	36,000
Not Applicable	0	6,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	69,000	31,000	31,000	18,000	7,000	124,000	16,000	14,000	36,000	128,000

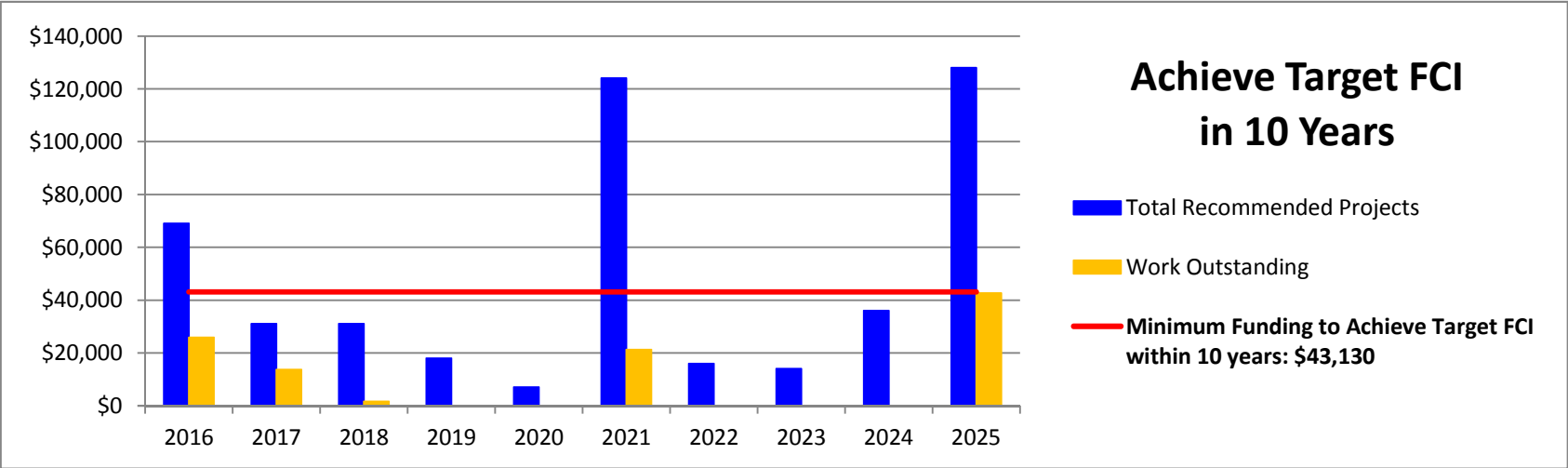
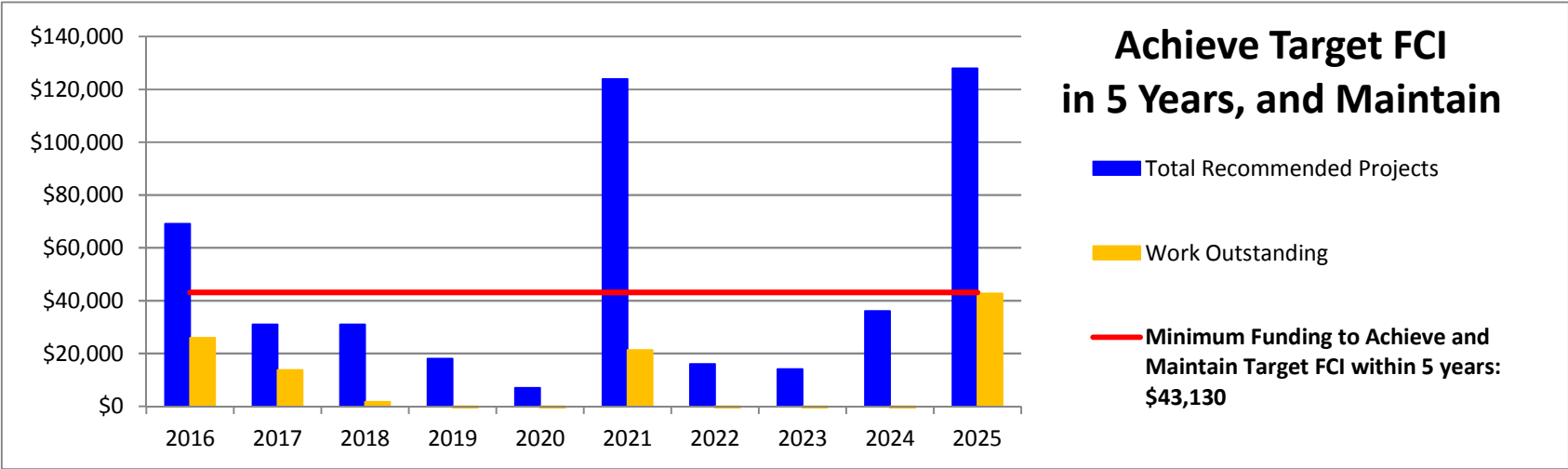
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$43,130

Work outstanding	25,870	13,740	1,610	-23,520	-59,650	21,220	-5,910	-35,040	-42,170	42,700
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Minimum Funding to Achieve Target FCI within 10 years: \$43,130

Work outstanding	25,870	13,740	1,610	-23,520	-59,650	21,220	-5,910	-35,040	-42,170	42,700
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The City of Victoria
Facility Condition Assessment and Capital Plan
Cook Street Village Community Centre, #1 - 380 Cook Street, Victoria



2016	The City of Victoria Facility Condition Assessment and Capital Plan Cook Street Village Community Centre, #1 - 380 Cook Street, Victoria																																				
	BLDG	Row	COMPONENT			CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete, can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9
ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.					Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																								\$69,000	\$31,000	\$31,000	\$18,000	\$7,000	\$124,000	\$16,000	\$14,000	\$36,000	\$128,000				
	1	INTERIORS																																			
	2	B203098 Other Exterior Specialty Doors	Accordion Doors - Replacement	02	Accordion door partitions are present in the main activity room. These door are assumed to be original.	Good	1992	24	45	21	Contingency for replacement of the interior accordion doors. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item is also outside of the 20 year budget.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$500	EA	\$1,000	0%	10%	0%	\$2,000												
	3	B203004 Overhead and Roll-up Doors	Overhead Roll Up Doors - Replacement	03	Overhead roll up doors serve as a pass through to the main activity room. These door are assumed to be original, and are still in a serviceable condition.	Good	1992	24	35	11	Replace roll up doors as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$1,800	EA	\$3,600	0%	10%	15%	\$5,000												
	4	C101007 Interior Glazing	Interior Glazing - Repairs	04	Various steel framed glazing is located at partition walls between corridors and activity rooms.	Good	1992	24	30	6	Interior glazing is expected to last the lifetime of the building. This represents a contingency for glazing repairs as necessary.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000						\$7,000						
	5	C102001 Standard Interior Doors	Single Wood Interior Doors- Glazed - Repaint	x	Wood doors with clear glazed inserts provided access to various offices and activity rooms. The age of the last repainting event is assumed.	Good	2010	6	25	19	Cost for painting interior suite door frames. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	21	\$350	EA	\$7,350	0%	10%	15%	\$10,000												
	6	C102001 Standard Interior Doors	Single Wood Interior Doors- Repair	05	Wood doors with clear glazed inserts provided access to various offices and activity rooms. The age of these doors have been assumed original.	Good	1992	24	30	6	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	17	\$350	EA	\$5,950	0%	10%	15%	\$8,000						\$8,000						
	7	C102001 Standard Interior Doors	Single Wood Interior Doors- Glazed - Repair	x	Wood doors with clear glazed inserts provided access to various offices and activity rooms. The age of these doors have been assumed original.	Good	1992	24	30	6	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	17	\$350	EA	\$5,950	0%	10%	15%	\$8,000						\$8,000						
	8	C102001 Standard Interior Doors	Double Wood Interior Doors- Glazed - Repair	06	Wood doors with clear glazed inserts provided access to various offices and activity rooms. The age of these doors have been assumed original.	Good	1992	24	30	6	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$350	EA	\$700	0%	10%	0%	\$1,000												
	9	C103002 Toilet and Bath Accessories, Rehab	Single Stall - Staff Washroom- Refurbishment.	07	The single bathroom off the kitchen for staff use is assumed to be an original finished bathroom. This bathroom is still serviceable and could remain in its current condition for further years.	Good	1992	24	34	10	Renovate common staff washrooms.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000									\$10,000			
	10	C103002 Toilet and Bath Accessories, Rehab	Multiple Stall - Common Washrooms- Refurbishment.	08	The two multi stall bathroom (men's and woman's) is assumed to be an original finished bathroom. This bathroom is still serviceable and could remain in its current condition for further years.	Good	1992	24	34	10	Renovate common area washrooms.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2	\$7,500	LS	\$15,000	0%	10%	15%	\$19,000									\$19,000			
	11	C301005 Gypsum Board Wall Finishes	Walls and Ceilings- Paint	09	Walls and various areas of ceilings (at dropped light sections) are a painted gypsum board finish. The age of the last re-painting event has been estimated.	Good	2010	6	20	2	Repaint interior common walls. A yearly contingency has been provided for ongoing painting performed by the city.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000		\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000			
	12	C302004 Resilient Floor Finishes	Resilient Sheet Flooring - Replacement	10	Resilient sheet flooring is presently installed throughout the complex. This flooring is assumed to be original and is in serviceable condition.	Good	1992	24	34	10	Vinyl sheet flooring replacement.	Replacement	3 - Future Renewal	Yes	No	No	No	7000	\$7	SF	\$47,250	0%	10%	15%	\$60,000									\$60,000			
	13	C303004 Ceiling	Acoustic Ceiling Tiles - Replacement	11	Acoustical ceiling tiles are installed in a dropped ceiling suspension system throughout the complex. This line item is all areas of the complex, with the exception of the kitchen area. These tile although original are still in serviceable condition and imminent replacement is not foreseen.	Good	1992	24	35	11	Replace acoustic 2x4 ceiling tiles (excluding suspension system). This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	5700	\$2	SF	\$9,975	0%	10%	15%	\$13,000												
	14	C303004 Ceiling	Acoustic Ceiling Tiles - Replacement	12	Due to the cooking activities in the kitchen, the acoustical ceiling tiles in the ceiling of the kitchen area will need replacement sooner than other areas of the complex. The tile in this areas should be a more functional tile, with the ability to be wiped down. These tile are assumed to be original.	Fair	1992	24	25	1	Replace acoustic 2x4 ceiling tiles (excluding suspension system). Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	600	\$2	SF	\$1,050	0%	10%	0%	\$2,000												
	15	E109005 Kitchen Appliances	Commercial Kitchens Cabinetry Replacement	13	Original cabinetry installed in the kitchen and some cabinetry in room 104. Cabinetry is assumed to be original.	Good	1992	24	35	11	Replace commercial kitchen cabinetry at the end of lifespan as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000												
	16	MECHANICAL SYSTEMS																																			
	17	HVAC Systems																																			
	18	D302099 Heat Generating Systems	Gas Heaters	14	Two Sterling gas-fired forced air in-line gas heaters provide the primary heat source for the center.	Good	1992	24	30	6	Replace gas-fired heaters at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$16,000	EA	\$32,000	10%	10%	15%	\$45,000						\$45,000						
	19	D302099 Heat Generating Systems	Electric heaters	15	Baseboard and recessed fan/coil electric heater provide supplemental heat to various rooms. Some damage to baseboards was noted.	Fair	1992	24	28	4	Replace electric heaters at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$3,500	LS	\$3,500	0%	10%	15%	\$5,000				\$5,000								
	20	F105002 Building Automation Systems	BAS/DOC	16	The HVAC system is controlled by basic temperature controls.	Fair	1992	24	22	2	Upgrade to BAS system.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	No	No	Yes	No	1	\$8,000	LS	\$8,000	15%	10%	15%	\$12,000		\$12,000									
	21	D304007 Ventilation Systems	<200 cfm exhaust fans	x	Bathrooms are equipped with fractional Hp exhaust fans.	Good	1992	24	20	4	Replace small bath exhaust fans at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	4	\$1,000	EA	\$4,000	0%	10%	15%	\$6,000					\$6,000							
	22	D304007 Kitchen Exhaust	Kitchen Hood	17	The kitchen is equipped with a hood extraction system over the main cooking area.	Good	1992	24	33	9	Replace kitchen hood exhaust fans.	Replacement	3 - Future Renewal	No	No	No	No	1	\$18,000	EA	\$18,000	0%	10%	15%	\$23,000								\$23,000				
	23	E109005 Fireplaces	Gas fireplace insert	18	There is a gas-fired fireplace on the main floor.	Good	1992	24	34	10	Replace or substantially repair the fireplace and/or chimney as required.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$4,000	EA	\$4,000	0%	10%	15%	\$6,000									\$6,000			
	24	Plumbing Systems																																			
	25	D201000 Plumbing Fixtures	Washroom fixtures	19	Men's and woman washroom fixtures and kitchen sinks.	Good	1992	24	34	10	Replace or upgrade washroom and servery fixtures.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000									\$26,000			
	26	D202001 Pipes and Fittings	Backflow preventers	x	Backflow preventers are on main domestic and sprinkler lines (not directly reviewed). This is shared with Southgate Villa.	Not Reviewed	1992	24	26	2	Upgrade or replace backflow preventers as required.	Upgrade	2 - Restore Functionality	Yes	No	No	No	1	\$4,500	LS	\$4,500	0%	10%	15%	\$6,000		\$6,000										
	27	D202001 Pipes and Fittings	Main water distribution	x	Water distribution piping is copper where observed.	Good	1992	24	40	16	Complete localized repairs as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$27,000	LS	\$27,000	0%	10%	15%	\$35,000												
	28	D203001 Waste Pipe and Fittings	Throughout building	x	Sanitary sewer piping was largely PVC and cast iron where reviewed.	Good	1992	24	45	20	Complete localized repairs as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$57,000	LS	\$57,000	0%	10%	15%	\$73,000												
	29	D202003 Domestic Water Equipment - heater	Hot Water Heaters	20	One electric Rheem-Ruud 74 US Gal gas-fired water heater provides domestic hot water to the center. This age was as noted on the waterheater at time of review.	Good	2012	4	12	8	Replace hot water heater at end of anticipated service life. Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000							\$4,000					
	30	D203099 Other Sanitary Waste	Grease collector	21	Grease interceptor located in kitchen. This item have been assumed original.	Good	1992	24	35	11	Replace grease interceptor at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	0%	10%	0%	\$2,000												
	31	Other Mechanical Systems																																			
	32	B203098 Other Exterior Specialty Doors	Front Entry Accessible Doors- Replacement	22	The front entry accessible doors were noted by staff during the site review as lacking width clearance for emergency stretchers. Instances were reported where the operative door was removed during emergency stretcher removal of occupants. These doors require reconfiguration.	Fair	1992	24	25	1	Replace two front entry doors. New doors to allow for the passage of emergency personnel and have the ability to accommodate a stretcher. This line item assumes the re-use of the current automatic door system, as the size of the door and fixed pane only will be changed.	Upgrade	1 - Immediate	No	No	No	Yes	2	\$5,000	LS	\$10,000	0%	10%	15%	\$13,000	\$13,000											
	33	E109005 Kitchen Appliances	Commercial Kitchens	23	There is a commercial grade fridge, walk-in cooler (Keeprite), dishwasher (Russell), gas stove and grill. These items have been assumed original.	Good	1992	24	35	11	Replace commercial kitchen appliances at the end of lifespan as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$45,000	LS	\$45,000	0%	10%	15%	\$57,000												
	34	ELECTRICAL SYSTEMS																																			
	35	D501003 Main and Secondary Switchgear	Replacement	24	The main FPE disconnect is rated at 800A, 120/208 V. Distribution breaker panels are also FPE, routinely IR scanned. Main electrical distribution equipment is shared with Southgate Villa.	Good	1992	24	45	21	Replace main and distribution switches at end of reliable service life, or as IR scans deem necessary. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables. This item also falls outside of the 20 year budget.	Replacement	3 - Future Renewal	No	No	No	Yes	No	1	\$50,000	LS	\$50,000	15%	10%	15%	\$73,000											
	36	D501004 Interior Branch Wiring	Contingency	x	The building appears to be wired with copper wiring throughout, with no issues reported.	Good	1992	24	50	16	Replace branch wiring and related switches and receptacle as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$100,000	LS	\$100,000	10%	10%	15%	\$140,000												

BLDG	Row	Component		Photo	Condition Assessment			Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
	39	D503008 LAN, TV, Telephone	Infrastructure cabling	27	The facility is served by telephone cabling with termination panels in the main electrical room.	Good	1992	24	35	11	Upgrade low-voltage cable and equipment infrastructure as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$6,000	LS	\$6,000	0%	10%	15%	\$8,000										
	40	D503008 Security Systems	Motion sensors	28	The building is equipped with a remotely monitored DSC security system. The age of this system is estimated.	Good	2000	16	25	9	Replace or upgrade security system at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,500	LS	\$4,500	0%	10%	15%	\$6,000								\$6,000		
	41	FIRE AND LIFE SAFETY SYSTEMS																																	
	42	D503001 Fire Alarm Systems	Non addressable	29	The building is protected by a Simplex fire alarm system.	Good	1992	24	30	6	Replace the fire alarm panel at the end of its lifespan, including an allowance to replace devices.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$33,000	LS	\$33,000	15%	10%	15%	\$49,000						\$49,000				
	43	D401002 Sprinkler Water Supply and Piping	Wet sprinkler system	30	A wet pipe sprinkler and standpipe system is fed from the adjoining Southgate Villa.	Good	1992	24	40	17	Maintain a contingency for capital repairs or partial replacement of sprinkler equipment or piping. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000										
	44	D509002 Emergency Lighting and Power	Emergency Lighting	31	Emergency lighting with battery packs and exit signage located throughout the building. The age of this system is estimated.	Good	2004	12	20	8	Replace emergency lights and exit signs at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	2000	LS	\$2,000	0%	10%	15%	\$3,000								\$3,000		
	45	D403001 Fire Extinguishing Devices	Hood Suppression	32	A Badger dry chemical hood suppression system provides fire protection to the hood and cooking surfaces. The age of this system is estimated.	Good	2000	16	25	7	Replace or upgrade hood suppression system at end of service life.	Contingency	3 - Future Renewal	No	No	No	No	1	6500	EA	\$6,500	0%	10%	15%	\$9,000						\$9,000				
	46	PROFESSIONAL SERVICES																																	
	47	P100008 Seismic Review	Seismic Review	x	Perform a seismic review on this building.	Not Applicable	1992	24	25	2	An Energy Audit or Study may identify potential energy savings may be realized through building upgrades.	Study	Not Applicable	No	No	No	No	1	\$5,000	EA	\$5,000	0%	0%	15%	\$6,000		\$6,000								

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Cook Street Village Community Centre



Photo 01

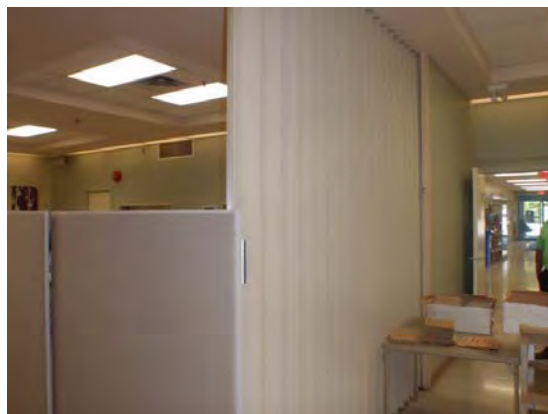


Photo 02



Photo 03

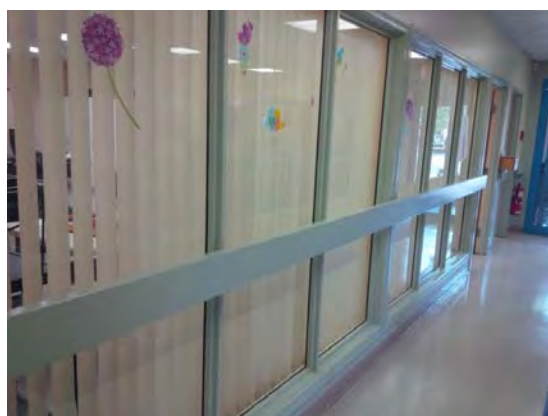


Photo 04

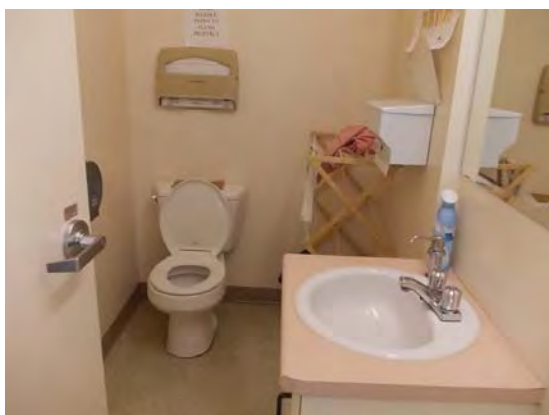


Photo 05



Photo 06

Cook Street Village Community Centre

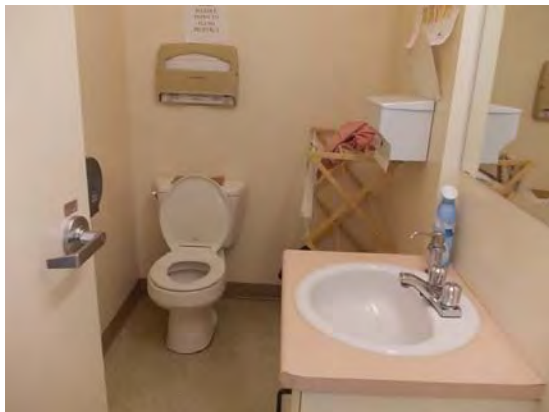


Photo 07

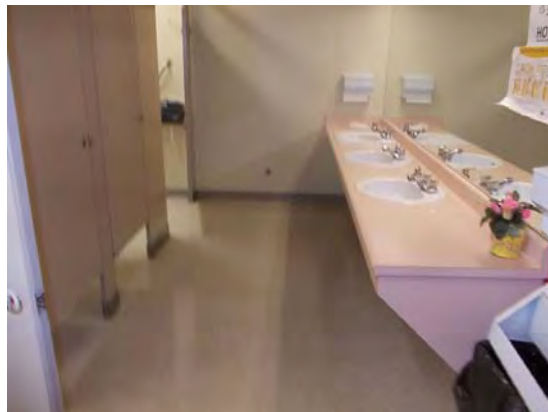


Photo 08

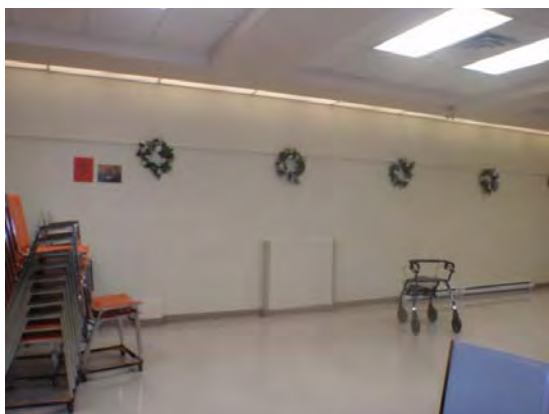


Photo 09



Photo 10



Photo 11



Photo 12

Cook Street Village Community Centre



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Cook Street Village Community Centre



Photo 19



Photo 20

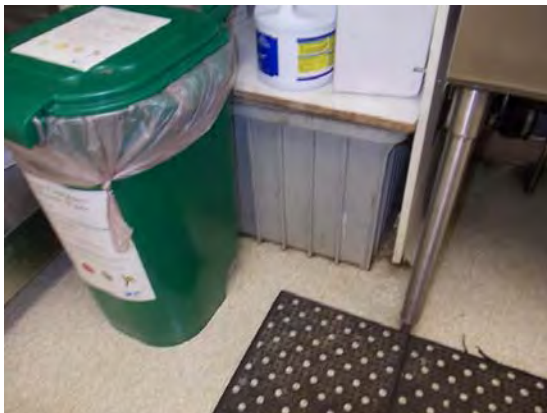


Photo 21

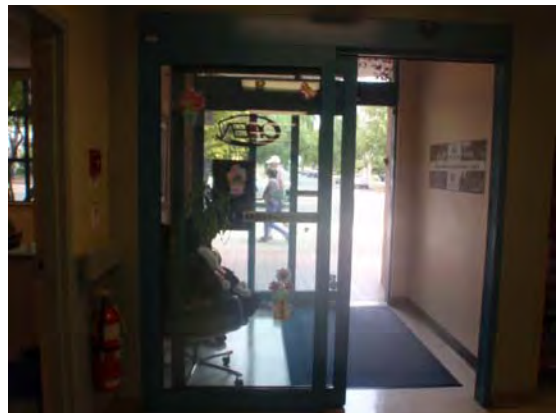


Photo 22



Photo 23



Photo 24

Cook Street Village Community Centre

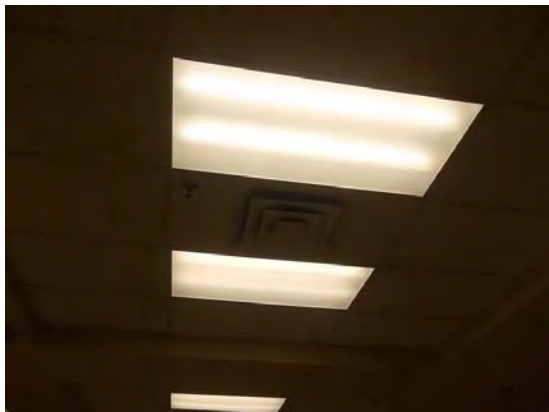


Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Cook Street Village Community Centre



Photo 31



Photo 32

Appendix A17

**Building 18 – Fairfield Gonzales
Community Center - 1330 Fairfield Road,
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Fairfield Gonzales Community Centre, 1330 Fairfield Road, Victoria

PROPERTY DESCRIPTION

The Fairfield Gonzales Community Center was constructed in the 1920's and the original purpose of this building was as a school. This is a two story wood framed building featuring wood shingle cladding, and an asphalt shingle roof. Windows are a range of original and renewed windows. A storage extension is present on the back of the building, this extension was built in 2006. See Photo 1.0. for a general exterior view of the building.

PROPERTY STATISTICS

Gross Floor Area (ft2): 9,752
 Building Value: \$2,750,064
 Target FCI: 0.025
 Current FCI: 0.047

REPORT OVERVIEW

We found no concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed during the review and by others.

Seismic Review

Updated cost estimate

Seismic Review was conducted in 2014 by Advicas
 Seismic Review was conducted in 2014 by Advicas. Cost of upgrade estimated at \$410,000 (as provided by Advicas with inflation added). Refer to Seismic Review report for scope of work.

Seismic work completed to date:
 Recommendations:

None reported.
 Refer to Engineering Study Seismic Assessment and Upgrade Draft report, prepared by WSP, dated June 2014, for scope of work.

Building Code Review

Built under what code:
 Deficiencies observed:
 Recommendations:

No Code, 1920's Building
 N/A
 Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:
 Access throughout building:
 Access to washrooms:
 Recommendations (and cost estimate):

Yes.
 Yes.
 Yes, not direct from interior.
 It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Fairfield Gonzales Community Centre, 1330 Fairfield Road, Victoria

Energy Efficiency

Upgrade recommendations: As provided by City Green Solutions Business Energy Assessment

We identified recommendations of approximately \$461,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- A10 Foundations
- B101001 Structural Frame
- B101005 Ramps
- B2010 Exterior Walls - Shingle Siding - Main Building - Repair
- B201008 Exterior Soffits
- B201010 Exterior Coatings - Replace
- B202001 Windows
- C103002 Toilet and Bath Accessories - Single Stall - Renewal
- C103002 Toilet and Bath Accessories - Multiple Stall - Renewal
- F105002 Building Automation Systems
- D502002 Interior Lighting Equipment
- D401002 Sprinkler Water Supply and Piping

PROJECT TEAM

The visual reviews were completed on June 9, 2015 by Paula Knapp-Fisher. A further mechanical review was performed by Paul Rutten on July 15, 2015. During our initial review of the building, we were accompanied by Robert Kelbough, Project Administrator, who provided access to a sampling of representative areas of the facility, as requested. We were unable to access attic and roof locations due to requiring equipment for access.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2007
- Fire Alarm Upgrade Report, prepared by RFA Consulting Electrical Engineers, dated February 22, 2008
- Business Energy Assessment Report, prepared by City Green Solutions, undated
- Thermal Imaging, Load Recording, and Electrical Assessment report, prepared by Emery Electric Ltd., dated February 2014
- Study of the Fairfield Community Centre HVAC System, prepared by Ripple Rock Engineering, dated 25 June 2014
- Engineering Study Seismic Assessment and Upgrade Draft report, prepared by WSP, dated June 2014
- Class D Estimate, prepared by Advicas, dated July 4, 2014

The City of Victoria

Facility Condition Assessment and Capital Plan

Fairfield Gonzales Community Centre, 1330 Fairfield Road, Victoria

- Architectural Drawings numbered A1.00-A1.04 prepared by KMP Architecture Inc., dated
- Demo and New Work Plan drawing number ASK-2, prepared by KMP Architecture Inc., dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Fairfield Gonzales Community Centre, 1330 Fairfield Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	19,000	19,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	7,000	0	43,000	0	0	0	0	0	0	0
3 - Future Renewal	23,000	19,000	0	4,000	18,000	6,000	19,000	4,000	42,000	13,000
4a - Discretionary Renewal (Upgrade)	22,000	144,000	38,000	0	64,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
Not Applicable	9,000	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	80,000	190,000	89,000	12,000	90,000	14,000	27,000	12,000	50,000	21,000

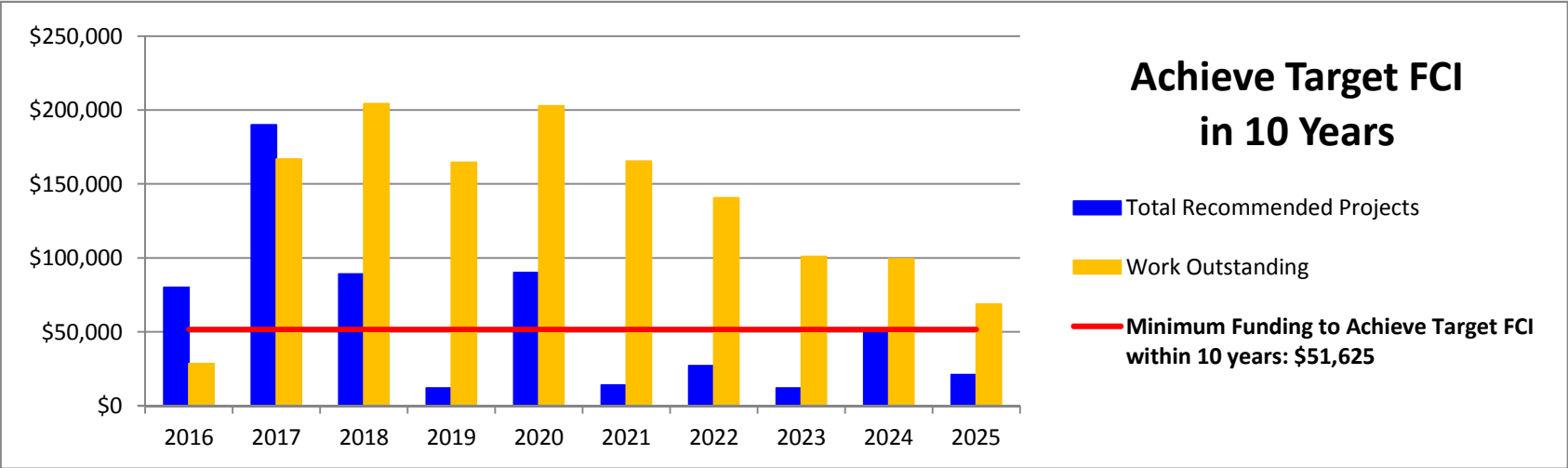
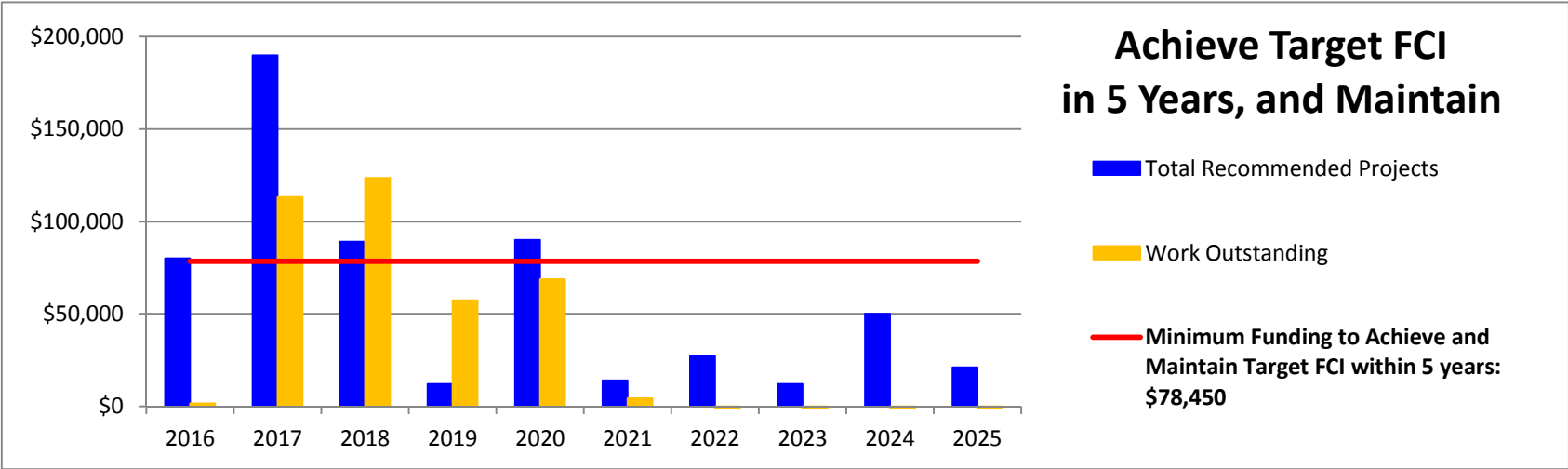
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$78,450

Work outstanding	1,550	113,101	123,651	57,201	68,752	4,302	-47,148	-113,597	-142,047	-199,497
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Minimum Funding to Achieve Target FCI within 10 years: \$51,625

Work outstanding	28,375	166,750	204,125	164,501	202,876	165,251	140,626	101,001	99,376	68,752
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The City of Victoria
Facility Condition Assessment and Capital Plan
Fairfield Gonzales Community Centre, 1330 Fairfield Road, Victoria



2016		The City of Victoria Facility Condition Assessment and Capital Plan Fairfield Gonzales Community Centre, 1330 Fairfield Road, Victoria																																					
BLDG	Row	COMPONENT			CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION					Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$80,000	\$190,000	\$89,000	\$12,000	\$90,000	\$14,000	\$27,000	\$12,000	\$50,000	\$21,000				
	1	SUBSTRUCTURE																																					
	2	A10 Foundations	Foundation Walls and Footings.	02	The exterior footings and foundation walls walls are cast-in-place concrete and interior pad footing and wood columns support the first floor. We noted localized areas of efflorescence at visible cracks in the concrete and the below grade concrete areas. No ground seal was noted in the crawl space. The Advicas recommendations outline seismic upgrade of the strip footings, and concrete pad footings. Wood column supports onto pad footings were noted to be lacking in mechanical fasteners to the concrete pad footings.	Fair	1920	96	5	1	The foundation walls are expected to last the life of the building, with isolated repairs only. Complete localized crack injection/parging repair as needed to correct leakage. Further seismic work has been outlined by Advicas. This line item is for the repair of the foundation walls only.	Repair Allowance	2 - Restore Functionality	No	Yes	No	No	1	\$15,000	L.S.	\$15,000	0%	10%	15%	\$19,000	\$19,000													
	3	A1030 Slab on Grade	Basement Area Ground Seal	03	The crawlspace area would be expected to have a ground seal. Areas of damp earth was noted during the review.	Not Applicable	1920	96	25	1	Contingency for the placement of a ground seal in the basement area.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000	\$7,000													
	4	A103006 Foundation Drainage - Study	Foundation Perimeter Drainage	04	The moisture in the basement at the below grade areas may possibly indicate the system could be blocked.	Not Reviewed	1920	96	10	1	Perform periodic camera inspection and isolated repairs as required. Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	Not Applicable	No	Yes	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000														
	5	A103006 Foundation Drainage	Foundation Perimeter Drainage	x	The moisture in the basement at the below grade areas may possibly indicate the system could be blocked. The roof drains connect to a below ground system, MH assumes there is a perimeter drainage system.	Not Reviewed	1920	96	10	1	Contingency to remove and replace damaged or failed perimeter weeping tile as required, or install a drainage system if not present. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000														
	6	SUBSTRUCTURE																																					
	7	B101001 Structural Frame	Basement Framed Walls, Ceilings and Wood Columns	05	The structural framing of the perimeter basement walls are a 2x4 wood framed walls. A number of these walls have insulation missing. Mechanical and electrical equipment is also located in the basement. Drywall fire separation has been installed at the underside of floor joists, but this is discontinuous in a number of areas as further mechanical penetrations have been created. A number of dimensional lumber wood columns support the floor joists in the basement area. These columns were observed to be lacking mechanical connections at the concrete footing and at the floor joists.	Fair	1920	96	20	1	Contingency for the re-instatement of fire separation between the basement and the first floor occupied space. Contingency also covers the installation of mechanical connections at framing members and re-instatement of insulation as required.	Contingency	4a - Discretionary Renewal (Upgrade)	No	No	No	Yes	1	\$10,000	L.S.	\$10,000	15%	10%	15%	\$15,000	\$15,000													
	8	B101005 Ramps	Entrance Ramp - Front Entrance Wood	06	The front entrance ramp from Fairfield Road is a wood and plywood structure waterproofed with a liquid applied membrane. This ramp provides accessibility to the front of the building. A number of fastener penetrations through the waterproofing membrane was noted during the review. The age of this item has been estimated.	Fair	1995	21	25	1	Contingency to replace the waterproofing membrane on the plywood ramp. This is also a contingency for replacement of various wood safety rail components as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000	\$19,000													
	9	ENVELOPE																																					
	10	Above-Grade Walls																																					
	11	B2010 Exterior Walls - Shingle Siding - Main Building - Repair	Exterior Cladding-Shingle - Repair	07	The exterior of the main original building is a concealed barrier shingle cedar siding. Areas of required shingle replacement were noted during the review. Some areas of shingle were also noted to be too close to grade and appear to have decayed due to continual wetting from the proximity to wet soil during the wet season.	Poor	1920	96	30	2	Contingency to install new shingle siding in areas of required replacement. Removal of soil at areas of grade proximity to siding is recommended.	Repair Allowance	2 - Restore Functionality	Yes	Yes	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000		\$19,000												
	12	B2010 Exterior Walls - Shingle Siding - Main Building Replacement	Exterior Cladding-Shingle - Replacement	08	The exterior of the main original building is a concealed barrier shingle cedar siding. Areas of required shingle replacement was noted during the review. Some areas of shingle were also noted to be too close to grade and appear to have decayed due to continual wetting from the proximity to wet soil during the wet season.	Poor	1920	96	30	20	Budget to reclad the main building in a rain screen shingle siding. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	5737	\$45	SF	\$258,165	10%	10%	15%	\$360,000														
	13	B2010 Exterior Walls - Shingle Siding - Storage Building - Replacement	Exterior Cladding-Shingle - Replacement	09	The exterior of the 2006 storage building is a combination of shingles and pressure treated plywood board and batten siding in a rain screen configuration.	Good	2006	10	30	20	Budget to reclad the storage building in replacement siding. Cementitious shingles could be considered at time of replacement. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	71	\$20	SF	\$1,420	15%	15%	15%	\$3,000														
	14	B2010 Exterior Walls - Board and Batten Siding Storage Building - Replacement	Exterior Cladding-Board and Batten - Replacement	10	The exterior of the 2006 storage building is a combination of shingles and pressure treated plywood board and batten siding in a rain screen configuration.	Good	2006	10	30	20	Budget to reclad the storage building in replacement siding. Cementitious board and batten could be considered at time of replacement. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	543	\$20	SF	\$10,860	15%	15%	15%	\$17,000														
	15	B201008 Exterior Soffits	Exterior Soffits- Main Building	11	The exterior original soffits of the main building appear to be tongue in groove painted wood soffits with small vents providing roof venting at the soffits. The main entrance soffit off Fairfield road appears to be plywood.	Good	1920	96	25	5	A budget has been provided for repainting all soffits and completing localized repairs to soffits.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	1	\$12,000	LS	\$12,000	10%	15%	15%	\$18,000					\$18,000									
	16	B201010 Exterior Coatings - Replace	Stain Cedar Siding, and Plywood Siding Both Buildings	12	Shingles siding on the main building requires painting on the southern and eastern exposures. This building could benefit from an overall re-painting event. The last re-painting event of the main building is unknown and the year of the current paint finish is estimated.	Fair	1999	17	20	3	Re-stain all cedar siding (prep and 2-coats).	Replacement	2b - Exceeded Service Life	No	Yes	No	No	6500	\$4	SF	\$26,000	0%	0%	15%	\$30,000			\$30,000											
	17	B201011 Joint Sealant	Joint Sealant - Storage Building - Replacement	13	There are sealant joints at the window to trim perimeters, and at board and batten junctions at the siding. Sealants are showing some signs of distress at the siding areas, which could be addressed during a re-painting event. Window sealants are in good condition where reviewed. No sealant joints are present on the main building at dissimilar materials and junctions. No leaks were reported by building staff. The age of this item has been estimated.	Good	2006	10	12	2	Replace sealant between dissimilar materials, around windows and doors as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No	200	\$6	LF	\$1,200	0%	10%	0%	\$2,000														
	18	B201011 Joint Sealant	Joint Sealant - Main Building - Replacement	14	There are sealant joints at the replaced window perimeters on the east and south elevations of the main building. No leaks were reported by building staff.	Good	2012	4	12	8	Replace sealant between dissimilar materials, around windows and doors as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No	450	\$6	LF	\$2,700	0%	10%	15%	\$4,000								\$4,000						
	19	B202001 Windows	Aluminum Framed Window - Storage Rooms - Replacement	15	The window system is aluminum-framed, and includes assemblies combining fixed glazing and awning operable windows. There were no leaks reported or observed.	Good	2006	10	25	15	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. The estimated timeline of this replacement is outside of the report timeline.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	64	\$100	SF	\$6,400	10%	15%	15%	\$10,000														
	20	B202001 Windows	Aluminum Framed Window - Main Building - Replacement	16	The window systems on the south and east elevation of the main building have been upgraded to aluminum-framed double glazed assemblies, combining fixed glazing and awning operable windows. There were no leaks reported or observed.	Good	2012	4	25	21	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	612	\$100	SF	\$61,200	15%	15%	15%	\$94,000														
	21	B202001 Windows	Wood Framed Main Building Windows West Elevation- Replacement.	17	Various windows around the building are original wood sash, double hung, single pane windows. The city indicated the wood windows on the west elevation of this building will be restored this year.	Fair	2015	1	20	19	Complete replacement of windows at the end of the anticipated service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	180	\$100	SF	\$18,000	15%	15%	15%	\$28,000														
	22	B202001 Windows	Wood Framed Main Building Windows-remaining Original Windows - Replacement.	x	Various windows around the building are original wood sash, double hung, single pane windows. The city indicated the wood windows on the west elevation of this building will be restored this year.	Fair	1920	96	20	5	Complete replacement of windows at the end of the anticipated service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	224	\$100	SF	\$22,400	15%	15%	15%	\$35,000					\$35,000									
	23	B203001 Exterior Solid Doors	Steel Framed Doors Storage Rooms - Replacement	18	Steel doors are present at the storage rooms.	Good	2006	10	25	15	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$750	EA	\$1,500	0%	0%	15%	\$2,000														
	24	B203001 Exterior Solid Doors	Wood Exterior Doors - Main Building Replacement	19	Two wood doors on the west and east elevation of the original building. These doors are assumed to be original.	Fair	1920	96	25	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	2	\$500	EA	\$1,000	0%	10%	0%	\$2,000														
	25	B203001 Exterior Solid Doors (double) with side lites	Exterior Glazed Doors - Original - Front Entrance.	20	The double front entrance doors and vision lites are original wood construction. These doors are positioned under an covered front entrance area and are protected from weathering.	Good	1920	96	25	15	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. These doors and side lites should be reviewed for mechanical damage and repaired as necessary. They should last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$1,000	LS	\$1,000	0%	10%	0%	\$2,000														

BLDG	Row	Component		Photo	Condition Assessment			Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																										\$80,000	\$190,000	\$89,000	\$12,000	\$90,000	\$14,000	\$27,000	\$12,000	\$50,000	\$21,000	
	26	Roofs																																		
	27	B301002 Slope Metal Roof	Standing Seam Metal Roof - Storage Room - Replacement	21	The roof consists of sloped prefinished metal panels with concealed fasteners. No leaks were reported or observed.	Good	2006	10	30	20	Replace standing metal seam roof sections at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1400	\$12	SF	\$16,800	15%	15%	15%	\$26,000											
	28	B301002 Slope Asphalt Shingle Roof	Asphalt Shingle - Original Building - Replacement	22	The sloped roofs are finished with asphalt shingles. Attic areas are insulated and vented to the exterior with non continuous metal vents at the soffit areas (original). The roof was not accessed directly but was visible from the ground at the front of the building. Roof drainage is managed via aluminum eaves troughs and downspouts discharging into a perimeter drainage system. Attics were not accessed - city notes the attics have been upgraded in recent years with new insulation and vapour barrier.	Good	2003	13	30	17	Replace shingles, building paper, vents, gable flashings on the sloped roof. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	4200	\$12	SF	\$50,400	15%	15%	15%	\$77,000											
	29	B301002 Low Slope SBS Roof	SBS Low Slope Membrane - Original Building - Replacement	x	The low slope roofs appear to be finished with SBS membrane. The roof also was not accessed directly and the condition of this membrane was not reviewed. The age of this system is assumed to be 2003, and renewed at the same time as the shingles.	Good	2003	13	30	17	Replace the SBS system on the central portion of the original roof, which is a low sloped (assumed SBS system). This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	4200	\$12	SF	\$50,400	15%	15%	15%	\$77,000											
	30	B301005 Gutters and Downspouts	Aluminum Gutters, PVC Downspouts- Both Buildings- Replacement.	23	Continuous aluminum gutters at the roof perimeter and PVC down spouts are installed on the original and new storage building. The age of both items varies, as this installation is three years difference in age between the storage shed and the main building. As the area of this component is fairly small, both building have been included in this line item.	Good	2003	13	30	17	Replace gutters and downspouts at the end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	515	\$6	LF	\$3,090	0%	10%	15%	\$4,000											
	31	INTERIORS																																		
	32	C102001 Standard Interior Doors	Wood Interior Doors - Replacement	24	Wood doors are installed throughout areas of access to the youth space, various store rooms, washrooms and utility areas.	Good	2006	10	25	15	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	No	No	No	No	9	\$350	EA	\$3,150	0%	10%	15%	\$4,000											
	33	C102001 Standard Interior Doors	Wood Interior Doors - Painting	x	Wood doors are installed throughout all areas of access and are painted wood finishes. The last painting event is assumed to correlate with the addition of the storage area.	Good	2006	10	25	15	Cost for painting interior door frames and doors. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	21	\$100	EA	\$2,100	0%	10%	15%	\$3,000											
	34	C102001 Standard Interior Doors	Wood Glazed Interior Doors - Replacement	25	Original glazed wood doors still service many areas of the upper floor.	Good	1920	96	25	15	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	No	No	No	No	12	\$200	EA	\$2,400	0%	10%	15%	\$4,000											
	35	C102004 Sliding and Folding Doors	Vinyl Accordion Door	26	A vinyl accordion door provide spatial separation between the Facilities room and the multi purpose room. The age of this item has been estimated.	Good	2000	16	25	9	Replace accordion door at end of lifespan. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$500	EA	\$500	0%	10%	0%	\$1,000											
	36	C103002 Toilet and Bath Accessories - Renewal	Washrooms - Single Stall - Renewal	27	One accessible washroom is located on the main floor of the building, off the foyer area and one standard washroom also. A further accessible washroom is located on the ground floor off the youth room. The upgrade of these washrooms is assumed to have occurred in 2006 and 2011.	Good	2006	10	15	5	Renovate common washrooms if required.	Contingency	4a - Discretionary Renewal (Upgrade)	No	No	No	No	3	\$7,500	LS	\$22,500	0%	10%	15%	\$29,000											
	37	C103002 Toilet and Bath Accessories - Renewal	Washrooms - Multiple Stall Renewal	28	One men's, one woman's and one "staff" washroom is located ground floor of the main building. These are original areas. These areas are still serviceable but dated finishes and delaminated flooring finishes make the areas appear worn. The existing staff W/C also has a shower installed. This an old installation some time after construction was completed. The shower requires renewal.	Poor	1920	96	15	3	Renovate common washrooms.	Contingency	4a - Discretionary Renewal (Upgrade)	No	No	No	No	2	\$15,000	LS	\$30,000	0%	10%	15%	\$38,000											
	38	C301005 Gypsum Board Wall Finishes	Interior Gypsum Board- Painting	29	Interior painting is of various ages throughout this complex. Lead paint remediation occurred in the facilities room and multipurpose room in 2011. paint finishes on the interior through out are in good condition, the city enacts ongoing painting events to ensure the interior areas are appealing. The store room area is a rough plywood finish on the interior.	Good	2011	5	20	2	Repaint the interiors areas of both lower and upper floors of the main building. This item has been provided as a lump sum for yearly painting upgrades.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$6,000	LS	\$6,000	0%	10%	15%	\$8,000											
	39	C302002 Entrance Lobby Flooring - Wood	Laminate Wood Flooring - Foyer and Meeting Area - Replacement	30	Flooring was upgraded in the foyer area to laminate wood.	Good	2012	4	15	11	Replace the wood flooring at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1200	\$6	SF	\$7,200	0%	10%	15%	\$10,000											
	40	C302004 Resilient Floor Finishes	Resilient Flooring - Facilities Room and Multipurpose Room	31	Facilitates room and multipurpose room resilient sheet flooring was upgraded in 2006.	Good	2006	10	20	10	Replace the vinyl sheet flooring installed in the facilities and multipurpose room.	Replacement	3 - Future Renewal	Yes	No	No	No	1500	\$7	SF	\$10,125	0%	10%	15%	\$13,000											
	41	C302004 Resilient Floor Finishes	Resilient Flooring - Family Room	32	Resilient sheet flooring in the family room was upgraded in 2012.	Good	2012	4	20	16	Replace the vinyl sheet flooring installed in the family room. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	600	\$7	SF	\$4,050	0%	10%	15%	\$6,000											
	42	C302004 Resilient Floor Finishes	Resilient Flooring - Stairs and Kitchen	33	Resilient sheet flooring in the kitchen and stairwells are assumed to be approximately the same age. Both installations are well maintained and could potentially last for a number of more years.	Good	2000	16	20	4	Replace the vinyl sheet flooring installed in the stairwell and kitchen.	Replacement	3 - Future Renewal	Yes	No	No	No	425	\$7	SF	\$2,869	0%	10%	15%	\$4,000											
	43	C302005 Carpeting	Carpeting - Office Areas and Youth Area.	x	The office areas were not accessed during the site visit, these areas are assumed to be carpeted. The youth room is carpeted, this was converted in 2012 from a storage area to its current function as a youth area.	Good	2012	4	15	11	Replace carpeting areas at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1300	\$5	SF	\$6,175	0%	10%	15%	\$8,000											
	44	C303004 Acoustical Ceiling Tiles and Panels	Acoustic Tiles - Family Room	34	Acoustical tiles have been installed on the ceiling and walls of the family room. The date of this installation is estimated.	Good	1990	26	35	9	Contingency for the replacement of acoustic ceiling tiles and wall tiles at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000											
	45	MECHANICAL SYSTEMS																																		
	46	HVAC Systems																																		
	47	D302099 Heat Generating Systems	Forced air furnaces	35	Two American Standard Freedom 80 gas fired furnaces provide heat and reported to be in excess of 18 years old. Potential energy savings through upgrade to more efficient units or alternate heat source (i.e., Heat pump).	Fair	1998	18	25	7	Replace furnaces at end of service life. Recent Ripple Rock report recommends replacement with central heat pump.	Upgrade	3 - Future Renewal	No	No	Yes	No	2	\$6,500	EA	\$13,000	15%	10%	15%	\$19,000											
	48	D303002 Electric Heaters	Perimeter walls, utility rooms	36	Numerous baseboard and forced air electric heaters around office perimeter and utility rooms. The age of this item has been estimated.	Good	2007	9	30	20	Replace electric heaters at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000											
	49	F105002 Building Automation Systems	DDC/BAS	x	The Ripple Rock Engineering report (2014) recommends a central BAS/DDC system to replace wall thermostats.	Not Applicable		0	20	2	Upgrade to BAS system as recommended.	New	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$12,000	EA	\$12,000	15%	10%	15%	\$18,000											
	50	D304007 Exhaust Systems	HRV	37	A Greenheck ceiling mounted HRV provides exhaust to the main building. This system was renewed in 2015.	Good	2015	9	30	20	Replace individual motors and controls as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,000	EA	\$3,000	15%	10%	15%	\$3,000											
	51	D304007 Exhaust Systems	<200 cfm exhaust fans	38	Bathrooms equipped with fractional Hp exhaust fans. General air exchange provided by newer HRV.	Excellent	2007	9	20	11	Replace exhaust fans at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	4	\$500	EA	\$2,000	0%	10%	15%	\$3,000											
	52	Plumbing Systems																																		
	53	D202001 Pipes and Fittings	Backflow preventers	x	A backflow preventer was not observed on the incoming domestic water line. The age of this item has been estimated.	Poor	1920	96	35	1	Install main backflow preventer. Installation may be coordinated with recommended fire sprinkler installation.	New	2b - Exceeded Service Life	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000	\$7,000										
	54	D202001 Pipes and Fittings	Main water distribution	39	Piping is primarily copper where observed. The age of this item has been estimated.	Good	1965	51	40	30	Complete localized repairs as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$100,000	LS	\$100,000	0%	10%	15%	\$127,000											
	55	D202003 Domestic Water Equipment - heater	Hot Water Heater	40	One electric Rheem 40 gal water heater provides domestic hot water to the building.	Good	2010	6	8	2	Replace hot water heater at end of anticipated service life. Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	EA	\$1,000	0%	10%	0%	\$2,000											
	56	D203001 Waste Pipe and Fittings	Throughout building	41	Sanitary sewer piping was largely cast iron or PVC where reviewed. The age of this item																															

BLDG	Row	Component		Photo	CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
	60	Other Mechanical Systems																																		
	61	E109005 Kitchen Appliances	Kitchenettes	45	There are two fridges, chest freezer and dishwasher in the kitchenette. The age of this item has been estimated	Good	2007	9	18	9	Replace kitchen appliances at the end of its lifespan as required.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$1,500	EA	\$4,500	0%	10%	15%	\$6,000									\$6,000		
	62	E109005 Kitchen Appliances	Kitchenettes	46	There are various cabinetry installed in the main kitchen and cabinetry in the family room, and facilities rooms. The age of these items have been estimated.	Good	2000	16	18	9	Replace kitchen cabinetry at the end of its lifespan as required.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000									\$26,000		
	63	E101004 Laundry Equipment	Washer/dryer	47	One set of washer and dryer. Washer appears to be in excess of 20 years old. The age of this item has been estimated	Good	2000	16	15	1	Replace laundry equipment at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000	\$4,000										
	64	ELECTRICAL SYSTEMS																																		
	65	D501003 Main and Secondary Switchgear	Replacement	48	New Square D main disconnect (assumed 200 amp, not labeled) and two house breaker panels.	Good	2015	1	45	40	Replace main and distribution switches at end of reliable service life, or as IR scans deem necessary. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$25,000	LS	\$25,000	15%	10%	15%	\$37,000											
	66	D501004 Interior Branch Wiring	Contingency	x	The building appears to be wired with copper wiring throughout, with no issues reported. The age of this item has been estimated	Good	1965	51	50	40	Replace branch wiring and related switches and receptacle as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$200,000	LS	\$200,000	10%	10%	15%	\$279,000											
	67	D502002 Interior Lighting Equipment	Upgrade	49	Interior lighting is primarily T-8 surface and pendant mounted fluorescent fixtures. An overall energy audit was performed by City Green (pre-2012). The age of this item has been estimated.	Good	2007	9	15	2	Upgrade interior light fixtures to LED units or lamps.	Upgrade	3 - Future Renewal	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000		\$19,000									
	68	D502002 Lighting Equipment	Outdoor	50	Outdoor building lighting is a combination of new LED fixtures and older metal halide floods.	Good	2007	9	15	6	Replace outdoor lighting at the end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$4,500	LS	\$4,500	0%	10%	15%	\$6,000						\$6,000					
	69	D503008 LAN, TV, Telephone	Low voltage cabling, equipment	51	The building has LAN, telephone, and TV cabling with termination panels and a new NEC switch in main electrical room.	Good	2015	1	20	20	Upgrade low-voltage cable and equipment infrastructure as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000											
	70	FIRE AND LIFE SAFETY SYSTEMS																																		
	71	D503001 Fire Protection System	Fire alarm, addressable	52	The building is equipped with smoke and heat detectors connected to a Mircom fire alarm system. The age of this item has been estimated	Good	2009	7	24	17	Replace main microprocessor unit and remote addressable modules and devices as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$30,000	EA	\$30,000	15%	10%	15%	\$44,000											
	72	D509002 Emergency Lighting and Power	Emergency Lighting	53	Emergency lighting with battery packs and exit signage located throughout the facility. The age of this item has been estimated	Good	2009	7	20	13	Replace emergency lights and exit signs at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000											
	73	D401002 Sprinkler Water Supply and Piping	Upgrade	x	Recent report by Ripple Rock engineering recommend installation of a wet sprinkler system.	Not Applicable		0	40	2	Install new fire sprinkler system as recommended.	New	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	80000	LS	\$90,000	10%	10%	15%	\$126,000		\$126,000									
	74	PROFESSIONAL SERVICES																																		
	75	P100002 BECA	Building Envelope Condition Assessment.	x	The main building was built in 1920. The current siding is installed in a concealed barrier configuration with cedar shingles. A BECA is recommended to ascertain the condition of the existing super substructure of the building as it ages.	Not Applicable	2015	1	5	1	Conduct a BECA to review the condition of the building envelope.	Study	Not Applicable	No	No	No	No	1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000	\$9,000										
	76	P100003 Roof Review	Roofing Membrane and Shingle Assessment	x	The current roofing membrane were renewed in 2003.	Not Applicable	2003	13	30	17	A roof review should be conducted prior to complete replacement of the roof membrane or shingles. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Study	Not Applicable	No	No	No	No	1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Fairfield Gonzales Community Centre



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

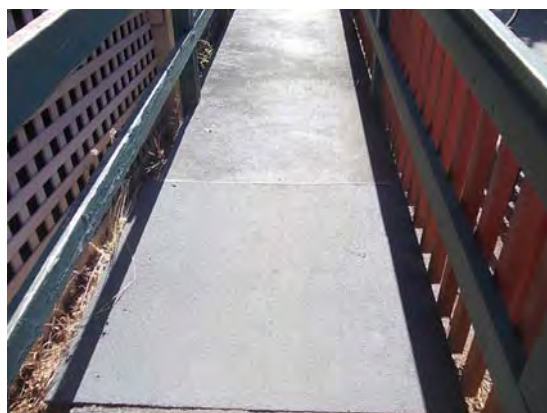


Photo 06

Fairfield Gonzales Community Centre



Photo 07



Photo 08



Photo 09

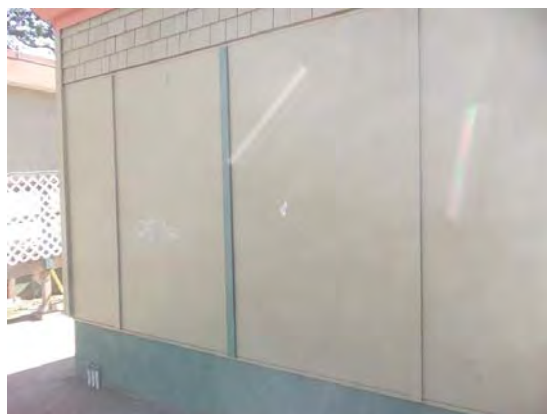


Photo 10



Photo 11



Photo 12

Fairfield Gonzales Community Centre



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Fairfield Gonzales Community Centre



Photo 19

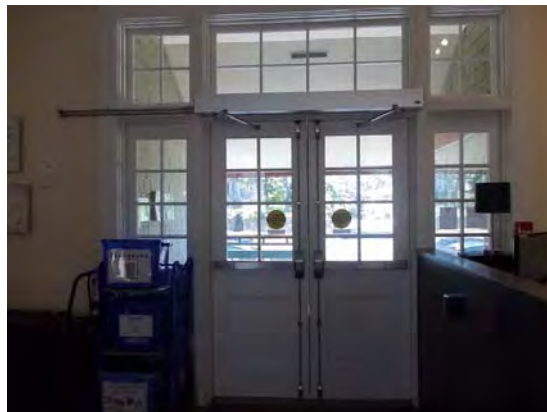


Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Fairfield Gonzales Community Centre



Photo 25

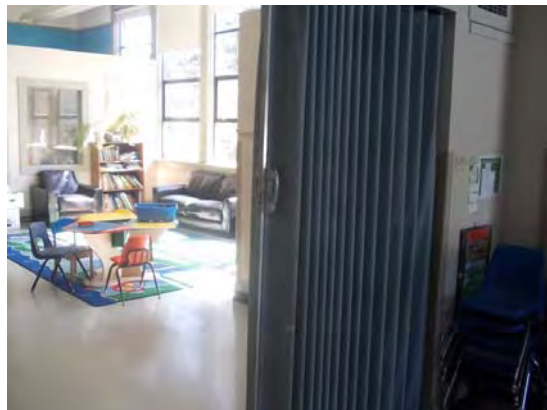


Photo 26

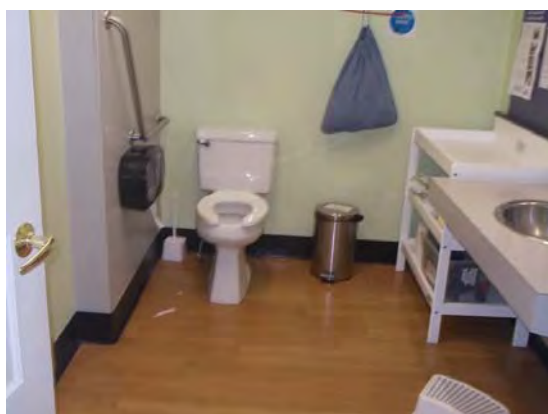


Photo 27

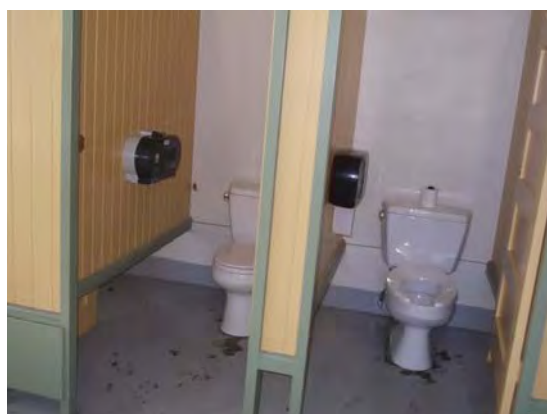


Photo 28



Photo 29

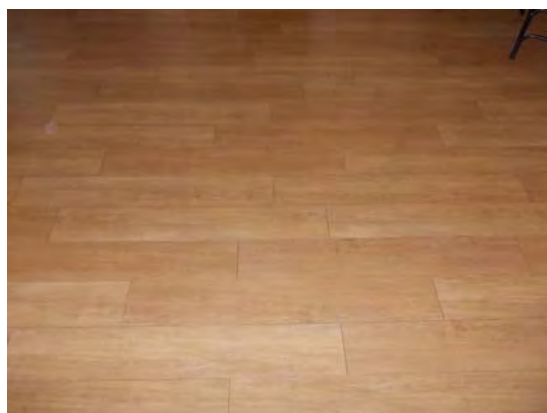


Photo 30

Fairfield Gonzales Community Centre

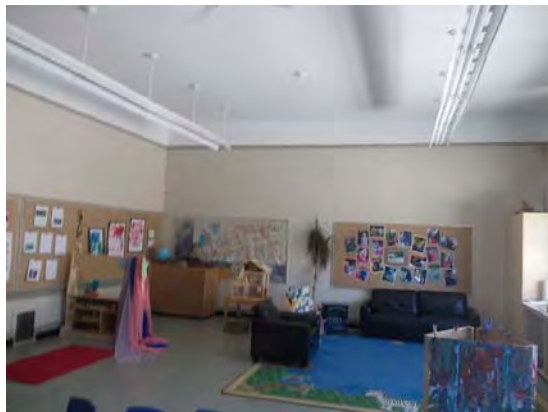


Photo 31



Photo 32



Photo 33

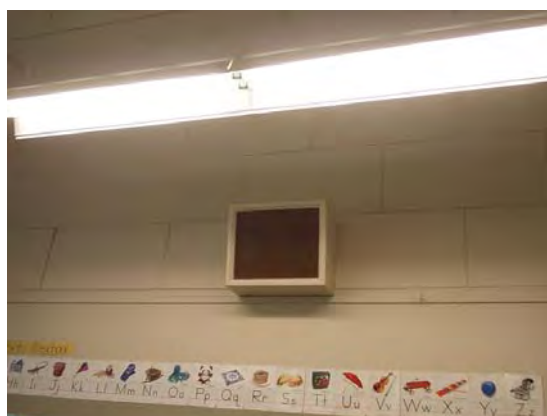


Photo 34



Photo 35



Photo 36

Fairfield Gonzales Community Centre



Photo 37



Photo 38

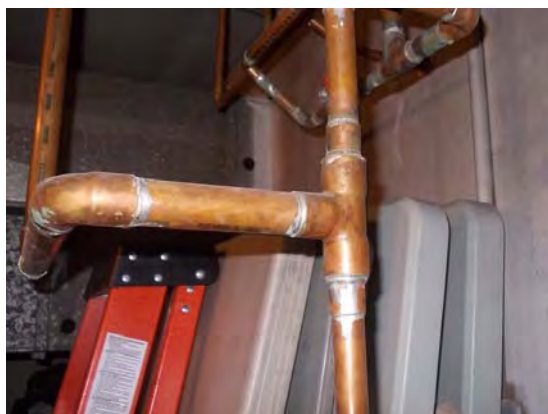


Photo 39



Photo 40

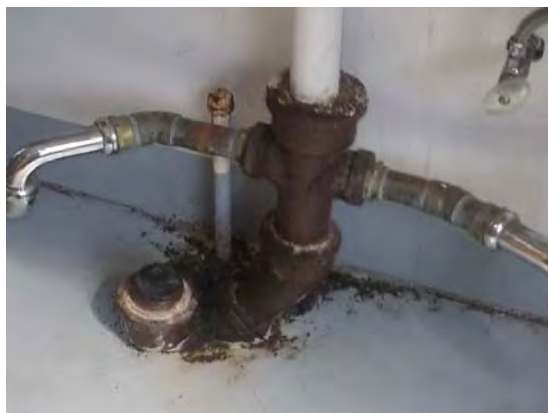


Photo 41

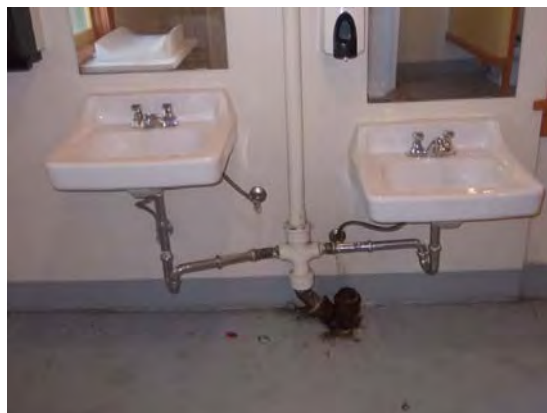


Photo 42

Fairfield Gonzales Community Centre



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Fairfield Gonzales Community Centre



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53

Appendix A18

**Building 19 – Fernwood Community
Association - 1921 Fernwood Rd.,
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Fernwood Community Association, 1921 Fernwood Rd., Victoria

PROPERTY DESCRIPTION

The building was constructed in two sections, the west section fronting Fernwood drive; the east section facing the adjacent alley. The west section is the original two-storey building with low sloped roof constructed in 1909, and is currently home to the Fernwood Gallery and office on the lower level with multiple leased office spaces on the upper floor. The east section, with sloped roof, is a later addition and houses unfinished storage space in the basement, office space on the main floor and shares an upper floor with the east section. We assume the east section was constructed in 1920. The building is wood framed and utilizes brick, stucco and cedar cladding.

PROPERTY STATISTICS

Gross Floor Area (ft2):	5,850
Building Value:	\$2,419,278
Target FCI:	0.025
Current FCI:	0.123

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	N/A Built under local regulations at the time.
Deficiencies observed:	There is no handrail in the interior second floor stairwell and the rear accessibility ramp slope exceeds the building code requirements.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Fernwood Community Association, 1921 Fernwood Rd., Victoria

Accessibility Review

Access into building:	Limited access to the east section via ramp and limited access to the west section via ground floor storefront. Additionally, entrances need review for accessibility clearance for emergency stretchers and personnel and no auto-opening hardware has been provided for any doors.
Access throughout building:	Limited access throughout the building.
Access to washrooms:	Limited
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	Replace original wood framed windows and strip windows.
	An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$426,000 over the next five years with the following major projects over \$15,000.

- B101005 Ramps - Wood Framed Access Ramp and Stairs - Replacement
- B202001 Punched Windows - Replacement
- B202001 Windows - Strip Windows - Replacement
- C11 Washrooms/Changing Rooms and Spa - Old Washroom Refurbishment
- D302002 Piping, Valves, Hydronic Heat - Replacement
- D305004 Fin Tube Radiation - Ceiling mounted fan-coil Replacement

PROJECT TEAM

We were unaccompanied during our review and no keys were provided. We spoke to a representative from the Fernwood Community Association, who provided access to the boiler room, and some of the upper floor tenants. We were unable to access the low-sloped roof, multiple basement storage rooms and the interiors to a number of the second floor tenant spaces.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

The City of Victoria
Facility Condition Assessment and Capital Plan
Fernwood Community Association, 1921 Fernwood Rd., Victoria

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Fernwood Community Association Floor Plans, Dated 2009

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Fernwood Community Association, 1921 Fernwood Rd., Victoria

We recommend budgeting for these major projects by priority and year as follows:

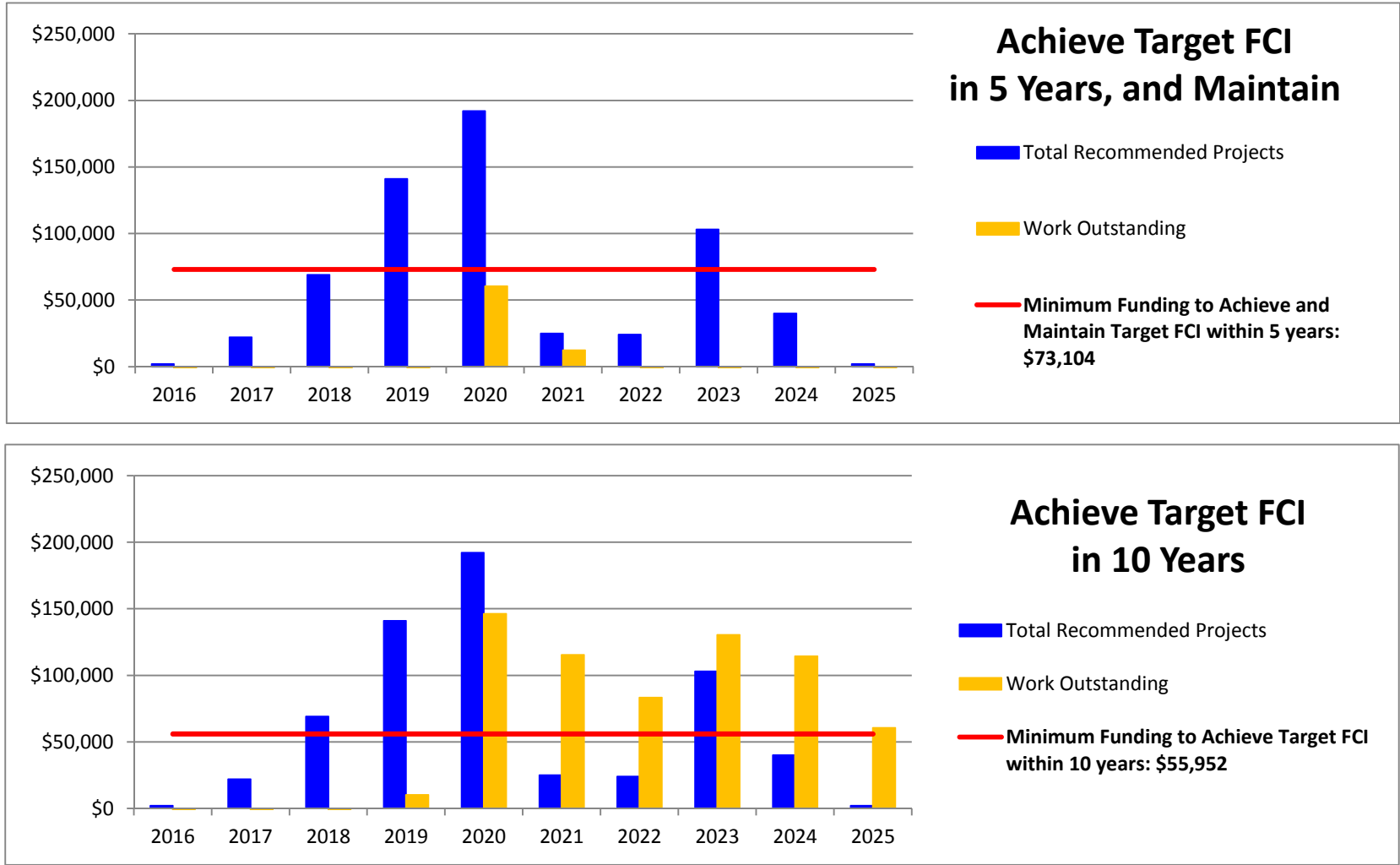
Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	8,000	40,000	89,000	154,000	0	0	0	0	0
3 - Future Renewal	0	6,000	27,000	0	0	0	0	101,000	27,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	24,000	23,000	22,000	0	11,000	0
4b - Discretionary Renewal (Aesthetic)	2,000	2,000	2,000	52,000	14,000	2,000	2,000	2,000	2,000	2,000
Not Applicable	0	6,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	2,000	22,000	69,000	141,000	192,000	25,000	24,000	103,000	40,000	2,000

Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$73,104

Work outstanding	-71,104	-122,207	-126,311	-58,414	60,482	12,378	-36,725	-6,829	-39,932	-111,036
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Minimum Funding to Achieve Target FCI within 10 years: \$55,952

Work outstanding	-53,952	-87,904	-74,855	10,193	146,241	115,289	83,337	130,386	114,434	60,482
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Start Yr
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Fernwood Community Association, 1921 Fernwood Rd., Victoria

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security of safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	1	SUBSTRUCTURE																																				
	2	A10 Foundations	Replace	X	The foundations, footings and wall, are cast in place concrete. The foundation wall extends above grade at all elevations. No evidence of major settlement or heaving was reported or observed.	Fair	1909	107	100	25	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No					\$0																
	3	A1030 Slab on Grade	Repair	01	The floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1909	107	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	N/A	Yes	No					\$0																
	4	A103006 Foundation Drainage	Camera Inspection	01	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1909	107	15	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	N/A	Yes	No					\$0																
	5	SUPERSTRUCTURE																																				
	6	B10 Superstructure	General	02 / 03	The superstructure consists of wood framed walls supporting the sloped wood roof trusses. Interior wood framed walls provide intermittent support for the roof assembly. No issues with the walls or roof were noted. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1909	107	100	50	Structural elements are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	N/A	N/A	Yes	No					\$0																
	7	B101005 Ramps - Wood Framed Access Ramp and Stairs	Rear of Building - Replacement	04	An accessible ramp is provided at the rear of the building for access to the main level. The ramp is wood framed, supported by 4x4 posts and covered with plywood sheathing. Wood framed guardrails and pickets are provided for the ramp. The replacement of the waterproofing membrane located on the sheathing is addressed in a separate line item. The wood elements of the ramp are beginning to show signs of deterioration. Guardrail attachment to the ramp is loose at a number of locations. From measurements taken on site it was determined that the slope of the ramp does not meet current code requirements. We assume the ramp was constructed in 1995.	Fair	1995	21	25	3	Replacement of the accessible ramp and adjacent egress stairs. Localized repairs to be included in the maintenance budget.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	Yes		1	\$18,000	LS	\$18,000	0%	15%	15%		\$24,000			\$24,000								
	8	ENVELOPE																																				
	9	B2010 Exterior Walls - Brick	Throughout - Replacement	05	The walls are brick at the exterior and gypsum board over wood framed walls at the interior. The brick veneer walls are supported by the foundation walls, no provision for drainage is provided.Deterioration of mortar joints was noted on the South elevation.	Fair	1909	107	20	7	Localized brick replacement and mortar joint repointing.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No		2310	\$7	SF	\$15,015	10%	15%	15%		\$22,000						\$22,000					
	10	B2010 Exterior Walls - Rain Screen Stucco	West Elevation Replacement	06	Stucco is used on the second floor of the west elevation.Cracking and bulging of the stucco was noted on this elevation. We assume this stucco was replaced in 1960.	Fair	1960	56	35	6	Replace face-seal stucco system with rain screen stucco system	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	Yes	Yes		440	\$35	SF	\$15,400	10%	15%	15%		\$23,000					\$23,000						
	11	B2010 Exterior Walls - Rain Screen Stucco	East Addition - Replacement	07	Stucco is used predominantly as cladding on the east building addition at the rear of the building.This stucco at appears to be in fair condition no issues were observed. We assume this stucco was replaced in 1960.	Fair	1960	56	35	15	Replace face-seal stucco system with rain screen stucco system.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No		1790	\$35	SF	\$62,650	10%	15%	15%		\$92,000											
	12	B2010 Exterior Walls - Cedar Siding	Rear of Building - Cedar Shingle Replacement	08	Cedar shingle cladding is utilized at the rear of the building.The cladding has been recently painted and is in fair condition. Minor areas of cracking and cupping were noted. We assume the shingles were replaced in 1990.	Fair	1990	26	40	22	Replace shingles at the end of their service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	Yes	No		700	\$25	SF	\$17,500	10%	15%	15%		\$26,000											
	13	B2010 Exterior Walls - Cedar Siding	Rear of Building - Lapped Siding Replacement	09	There is a small area of horizontally lapped cladding located at the southeast corner of the building.The cladding has been recently painted and is in fair condition. Minor areas of cracking were noted.	Good	1960	56	40	12	Replace lapped siding at the end of their service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	Yes	No		400	\$25	SF	\$10,000	10%	15%	15%		\$15,000											
	14	B2010 Exterior Walls - Metal Panel	West Parapet Walls - Replacement	10	Sheet metal panels have been installed, as faux shingles, above the upper canopy on the west elevation. The cladding appears to be in fair condition, however, a lack of proper detailing at outside corners has caused the adjacent panels to bend out of shape allowing potential water ingress. We assume the cladding was replaced in 1960.	Fair	1960	56	50	9	Install new metal panels, in a similar orientation, at the end of its service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	Yes	No		1	\$7,500	LS	\$7,500	10%	15%	15%		\$11,000									\$11,000		
	15	B201008 Exterior Soffits	Repainting	11	Painted wood soffits exist at the roof edge and under canopies. No issues with this item were noted.	Fair	1909	107	25	7	A budget has been provided for repainting all soffits. Repainting of soffits assumed to take place at the same time as cladding painting. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	No	No	No	No		380	\$3	SF	\$1,292	0%	15%	15%		\$2,000											
	16	B201010 Exterior Coatings	Brick Cladding - Paint	12	The brick has been painted. We assume the brick was painted in 2000.	Fair	2000	16	10	5	Repaint all brick cladding on an as required basis.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	No	No	No	No		2310	\$3	SF	\$6,930	0%	15%	15%		\$10,000					\$10,000						
	17	B201010 Exterior Coatings	Stucco Cladding - Recoat	07	No issues with this item were noted. We assume the cladding was last painted in 2000.	Fair	2000	16	10	5	Recoat all stucco cladding at the end of its service life.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	No	No	No	No		2250	\$3	SF	\$6,750	0%	15%	15%		\$9,000					\$9,000						
	18	B201010 Exterior Coatings	Cedar Siding - Paint	13	Some deterioration of the paint on the wood cladding was noted. We assume the cladding was last painted in 2000.	Fair	2000	16	10	5	Repaint all cedar siding and trim (prep and 2-coats) on an as required basis.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	No	No	No	No		1100	\$3	SF	\$3,300	0%	15%	15%		\$5,000					\$5,000						
	19	B201011 Joint Sealant	Throughout - Replacement	14	Sealant joints located around the building fenestration. The sealant is in various stages of deterioration.	Poor	2000	16	10	2	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No		1000	\$6	LF	\$6,000	0%	15%	15%		\$8,000		\$8,000									
	20	B202001 Punched Windows	Replacement	15	Original wood framed windows are present throughout the building. Issues with the operables were noted by some of the upper floor tenants and damage to the wood components of some of the windows, including the frame and the interior and exterior wood trim, were noted.	Poor	1909	107	35	4	Replace windows with wood framed window, to match existing, at the end of its service life.	Replacement	2b - Exceeded Service Life	Yes	Yes	Yes	No		22	\$2,750	Ea	\$60,500	10%	15%	15%		\$89,000				\$89,000							
	21	B202001 Windows	Strip Windows - West Elev. - Replace	16 / 17	Single paned strip windows are present on the west elevation servicing the office and the Little Fernwood Gallery. The beauty cap has fallen off the window mullions at several locations and the wood trim is showing signs of deterioration. We assume these windows were replaced in 1965.	Poor	1965	51	20	5	Replace existing single paned strip windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill.	Replacement	2b - Exceeded Service Life	Yes	No	Yes	No		650	\$120	SF	\$78,000	10%	15%	15%		\$114,000					\$114,000						
	22	B203001 Exterior Solid Doors	Throughout - Replacement	18	Solid wood doors without glazing were installed on the south and east elevations. Mechanical damage to the wood doors and frames as well as the hardware was typically noted.	Fair	1909	107	25	11	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	Yes	No	No	No		6	\$2,000	EA	\$12,000	10%	15%	15%		\$18,000											
	23	B203001 Single Exterior Solid Wood Doors with glazing	West Elev. - Replacement	19	Original heritage doors are utilized as entry doors to the office, Gallery and second floor tenants. Some mechanical damage to the wood frames was observed though operation of the assembly appears to be unaffected.	Fair	1909	107	25	8	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	Yes	No	No	No		3	\$2,000	EA	\$6,000	0%	15%	15%		\$8,000							\$8,000				
	24	ROOFS																																				
	25	B301002 Roofing - Low Sloped Membrane System SBS	West Roof - Replacement	X	A low-sloped roof membrane is located over the west section of the building. A vented attic space is below the roof. Thermal resistance for the assembly is provided by blown-in insulation. No staining was noted, where observed, in the attic space. Access was not provided for the roof area. We assume this roof was replaced in 1995.	Not Reviewed	1995	21	25	8	Replace existing roofing system including flashings, sealants, associated vents etc. with a new 2-ply SBS roof assembly as required.	Replacement	3 - Future Renewal	No	Yes	Yes	N/A		1850	\$20	SF	\$37,000	10%	15%	15%		\$54,000								\$54,000			
	26	B301002 Roofing - Sloped Roof - Asphalt Shingles	East Roof - Replacement	20	A 10 in 12 sloped asphalt shingle roof is located over the east section of the building. Though some accumulation of organic matter was noted on the shingles the assembly appeared in serviceable condition. We assume this roof was replaced in 1995.	Fair	1995	21	30	9	Replace shingles, building paper, vents, gable flashings on 10/12 sloped residential roof.	Replacement	3 - Future Renewal	No	Yes	Yes	No		1200	\$10	SF	\$12,000	10%	15%	15%		\$18,000									\$18,000		
	27	B301002 Roofing - Walkway Coating	Liquid Applied Membrane - Replacement	21	Liquid applied membrane is installed on the accessible ramp located at the rear of the building. The wood sheathing is exposed/unprotected at several locations. We assume this item was replaced in 1995.	Poor	1995	21	15	5	Install new liquid applied membrane traffic coating, with anti-skid coat.	Replacement	2b - Exceeded Service Life	No	Yes	No	No		400	\$10	SF	\$4,000	10%	15%	15%		\$6,000					\$6,000						
	28	B301005 Gutters and Downspouts	East Roof - Replacement	22	Gutters and associated downspouts service the sloped asphalt shingle roof. Some debris accumulation in the gutters was observed. We assume this item was replaced in 1995.	Fair	1995	21	30	9	Replace gutters and downspouts at the end of service life. Replacement to occur coincide with sloped roof replacement.	Replacement	3 - Future Renewal	No	Yes	No	No		1	\$3,500	LS	\$3,500	0%	15%	15%		\$5,000									\$5,000		
	29	B301006 Roof Openings Skylights	Throughout - Replacement	23	4'x4' skylights are located in both the sloped and flat roof assemblies. No staining or other water related issues were noted or observed with this item from the building interior. We assume this item was replaced in 1995.	Fair	1995	21	20	8	Replace existing skylights at the end of their service life with new 4x4 insulated units. Replacement should coincide with roof replacement.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No		3	\$1,000	EA	\$3,000	10%	15%	15%		\$5,000								\$5,000			
	30	B301006 Roof Openings Skylights	Flat Roof - Replacement	24	A larger 7'x7' (assumed) skylight is centrally located in the low sloped roof. No evidence of leaks was observed and no other issues were noted with this item from the building interior. We assume this item was replaced in 1995.	Fair	1995	21	20	8	Replace existing skylights at the end of its service life with a new 7x7 insulated unit. Replacement should coincide with roof replacement.	Replacement	3 - Future Renewal	No	Yes	No	No		1	\$4,500	EA	\$4,500	10%	15%	15%		\$7,000								\$7,000			

BLDG	Row	COMPONENT			CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security of safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																		
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Mean Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$2,000	\$22,000	\$69,000	\$141,000	\$192,000	\$25,000	\$24,000	\$103,000	\$40,000	\$2,000																					
	31	INTERIORS																																																						
	32	C101005 - Interior Windows	Second Floor - Replacement	25	Interior windows are located predominantly on the second floor. Some mechanical damage to the window finish, trim and hardware was noted, though they appear to be in serviceable condition.	Fair	1909	107	15	5	A contingency has been provided for the repair of the window finish and hardware on an as required basis.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	Yes	1	\$3,000	LS	\$3,000	0%	15%	15%		\$4,000																														
	33	C102001 Standard Interior Doors	Heritage Doors Replacement	26	Interior heritage doors are located throughout the building, however, are predominantly found on the second floor. Several of these doors are provided with a transom. Mechanical damage to the wood doors and frames as well as the paint was noted.	Fair	1909	107	5	5	With proper maintenance doors are expected to last the life of the building. However, a budget is provided for selective door replacement and localized repairs on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	Yes	1	\$3,000	LS	\$3,000	0%	15%	15%		\$4,000																														
	34	C102001 Standard Interior Doors	Swing Doors - Replacement	27	Newer interior doors are located throughout the complex in the basement and first floor. Doors, finish and hardware are in various stages of deterioration. We assume this item was replaced in 1990.	Fair	1990	26	10	5	Doors are expected to last the life of the building. However, a budget is provided for some door replacement and localized repairs.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	Yes	1	\$3,000	LS	\$3,000	0%	15%	15%		\$4,000																														
	35	C11 Washrooms/Changing Rooms and Spa	Newer Washroom Refurbishment	28	Newer washrooms are located in the Paul Phillips Hall and the fixtures consist of a lavatory provided with hot and cold water and a toilet. The finishes are typically resilient flooring, and painted gypsum wall and ceiling.	Fair	2005	11	15	15	Refurbishment of the washrooms including replacement of the fixtures and finishes on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2	\$12,500	EA	\$25,000	0%	15%	15%		\$34,000																														
	36	C11 Washrooms/Changing Rooms and Spa	Upper Floor (Old) Washroom Refurbishment	29	Older washrooms are located on the upper floor and the east addition. The complex and the fixtures consist of a lavatory provided with hot and cold water and a toilet. The finishes are typically resilient flooring and painted gypsum wall and ceiling.	Fair	1990	26	15	4	Refurbishment of the washrooms including replacement of the fixtures and finishes on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	3	\$12,500	EA	\$37,500	0%	15%	15%		\$50,000			\$50,000																											
	37	C12 Theatre	Refurbishment	30 / 31	Paul Phillips Hall occupies a significant portion of the west section of the building. The hall is composed of a wood framed stage located at the front of the room and the gallery at the rear. The gallery has lower cabinets, counters, a sink provided with both hot and cold water and a small fridge. The finishes consist of resilient flooring and painted ceiling and walls. We assume this was last updated in 2005.	Fair	2005	11	30	15	Complete refurbishment of the Paul Phillips Hall and all associated fixtures and finishes, on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$25,000	LS	\$25,000	0%	15%	15%		\$34,000																														
	38	C12 Kitchen	Refurbishment	32	Kitchens are located on the main floor in the east wing, on the upper floor and in the Paul Phillips Hall (which has been included in the previous line item). The kitchens have upper and lower cabinets, counters, and a sink. The kitchens are functional, however, the finishes are ageing limiting their usability. We assume they were last updated in 1970.	Fair	1970	46	30	15	Complete refurbishment of the kitchens and all associated fixtures and finishes, on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2	\$15,000	LS	\$30,000	0%	15%	15%		\$40,000																														
	39	C302004 Resilient Floor Finishes	Resilient - Replacement	33	Located predominantly on the main floor of the west section and present in both tile and sheet form. No issues with this item were noted. We assume this item was replaced in 2005.	Fair	2005	11	10	12	Replace resilient sheet and tile flooring on an as required basis. Replacement of the floors in the theatre is covered under the theatre rehab.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	650	\$5	SF	\$3,250	0%	15%	15%		\$5,000																														
	40	C301005 Wall Finishes- Gypsum Board	Paint	34	The typical finish located throughout the building is painted gypsum board. Some damage to the underlying gypsum and the finish was noted at several locations. We assume this item was replaced in 2005.	Fair	2005	11	5	1	Repaint interior walls on an as require basis. Repainting in the washrooms, theatre and kitchens is included in their respective rehabilitations. This line item is phased over 5 years.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	3750	\$2	SF	\$7,500	0%	15%	15%		\$10,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000																					
	41	C302005 Carpeting	Replacement	35	Carpet is located predominantly on the upper level. No issues with this item were observed. We assume this item was replaced in 2005.	Fair	2005	11	15	12	Replace carpeting, on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	800	\$5	SF	\$3,800	0%	15%	15%		\$6,000																														
	42	C302007 Painting and Staining Floors	Paint	36	On the main floor of the east section the painted floor sheathing acts as the floor finish. The paint has worn off exposing the sheathing below. We assume this item was last done in 1990.	Fair	1990	26	10	2	Repaint / restain wood flooring on an as required basis. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	300	\$5	SF	\$1,500	0%	15%	15%		\$2,000																														
	43	C303003 Gypsum Board Ceiling Finishes	Paint	37	Typical finish located throughout the building. No issues with this item were noted. We assume this item was last done in 2014.	Fair	2014	2	20	16	Repaint gypsum ceilings, on an as required basis. Repainting in the washrooms, theatre and kitchens is included in their respective rehabilitations	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2500	\$3	SF	\$7,500	0%	15%	15%		\$10,000																														
	44	MECHANICAL SYSTEMS																																																						
	45	HVAC Systems																																																						
	46	D302002 Hot Water Boilers	Hydronic Heat	38	The building is equipped with a single Teledyne Laars Mini-Therm II gas-fired boiler with a max output of 323 MBTU, and one small expansion tank.	Fair	1994	22	30	8	Replace the heating boiler at the end of their lifespan.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$20,000	EA	\$20,000	0%	15%	15%		\$27,000								\$27,000																						
	47	D302002 Piping, Valves, Hydronic Heat	Building wide	39	The original hydronic heat piping. Existing hydronic piping has likely exceeded the expected lifespan. The age of this assembly is unknown and has been assumed.	Fair	1960	56	50	5	Replace hydronic piping and valves as required.	Contingency	2b - Exceeded Service Life	Yes	No	No	No	1	\$25,000	LS	\$25,000	0%	15%	15%		\$34,000				\$34,000																										
	48	D302002 Hot Water Boilers	Circulating Pumps	40	The hydronic system has two pumps. The age of this assembly is unknown and has been assumed.	Good	2000	16	10	3	Replace hot water recirculating pumps at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$800	EA	\$1,600	0%	15%	15%		\$3,000				\$3,000																										
	49	D305004 Fin Tube Radiation	Convective rads	41	The building is heated by convective radiators connected to the heating hot water loop. The age of this assembly is unknown and has been assumed.	Fair	1960	56	40	3	Replace convective radiators as required.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	1	\$30,000	LS	\$30,000	0%	15%	15%		\$40,000				\$40,000																										
	50	D305004 Fin Tube Radiation	Ceiling mounted fan-coil	42	High ceiling utility areas are heated by fan-coil units connected to the hydronic heat loop. The age of this assembly is unknown and has been assumed.	Good	2000	16	25	11	Replace fan-coil ceiling heaters as required.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$1,500	EA	\$3,000	0%	15%	15%		\$4,000																														
	51	D304007 Exhaust Systems	Sidewall exhaust	43	Small sidewall axial exhaust fan provides exhaust from the common area. The age of this assembly is unknown and has been assumed.	Good	2000	16	25	11	Replace exhaust fan at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	0%	15%	15%		\$2,000																														
	52	Plumbing Systems																																																						
	53	D202001 Pipes and Fittings	Backflow preventers	44	Backflow preventer was noted on the main incoming domestic water line. The age of this assembly is unknown and has been assumed.	Good	1960	56	35	2	Replace backflow preventer as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,500	LS	\$4,500	0%	15%	15%		\$6,000			\$6,000																											
	54	D202001 Pipes and Fittings	Main water distribution	45	Water distribution piping is primarily copper where observed. The age of this assembly is unknown and has been assumed.	Good	1960	56	50	11	Complete localized repairs to water piping as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$45,000	LS	\$45,000	0%	15%	15%		\$60,000																														
	55	D202003 Domestic Water Equipment - heater	Hot Water Heaters	46	One gas-fired John Woods 45 US gal water heater provides domestic hot water to the building.	Good	2010	6	15	9	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%		\$4,000								\$4,000																						
	56	D203001 Waste Pipe and Fittings	Throughout building	47	Sanitary sewer piping was largely cast iron where reviewed. The age of this assembly is unknown and has been assumed.	Good	1960	56	50	11	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$50,000	LS	\$50,000	0%	15%	15%		\$67,000																														
	57	ELECTRICAL SYSTEMS																																																						
	58	D501003 Main and Secondary Switchgear	Replacement	48	The main Sylmaria disconnect is rated at 200A, 120/208V. Several secondary distribution panels (Westinghouse and Square D) are present in 200 and 100 amp capacities. The age of this assembly is unknown and has been assumed.	Good	1985	31	45	13	Replace main and distribution switches at end of reliable service life, or as IR scans deem necessary.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$15,000	LS	\$15,000	0%	15%	15%		\$20,000																														
	59	D501004 Interior Branch Wiring	Contingency	49	The building appears to be wired with copper wiring throughout, with no issues reported. The age of this assembly is unknown and has been assumed.	Good	1960	56	50	11	Replace branch wiring and related switches and receptacle as required.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$85,000	LS	\$85,000	0%	15%	15%		\$113,000																														
	60	D502002 Interior Lighting Equipment	Upgrade	50	Interior lighting is primarily T-8 surface mounted fluorescent fixtures, with some incandescent track lighting. The age of this assembly is unknown and has been assumed.	Good	2000	16	30	14	Replace fixtures at end of lifespan or upgrade to LED units or lamps.	Upgrade	3 - Future Renewal	Yes	No	No	No	1	\$35,000	LS	\$35,000	0%	15%	15%		\$47,000																														
	61	D503008 Security Systems	Motion sensors	51	The building is equipped with a remotely monitored DSC security system. The age of this assembly is unknown and has been assumed.	Good	2005	11	25	14	Replace or upgrade security system at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,500	LS	\$4,500	0%	15%	15%		\$6,000																														
	62	FIRE AND LIFE SAFETY SYSTEMS																																																						
	63	D503001 Fire Alarm Systems	Addressable	52	The building is protected by a Notifier NFW-50 fire alarm system. The age of this assembly is unknown and has been assumed.	Good	2009	7	25	18	Replace the fire alarm panel at the end of its lifespan, including an allowance to replace some wiring and devices.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$28,000	LS	\$28,000	0%	15%	15%		\$38,000																														
	64	D509002 Emergency Lighting and Power	Emergency Lighting	53	Emergency lighting with battery packs and exit signage located throughout the building. The age of this assembly is unknown and has been assumed.	Good	2009	7	20	13	Replace emergency lights and exit signs at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	5000	LS	\$5,000	0%	15%	15%		\$7,000																														
	65	D401002 Sprinkler Water Supply and Piping	Wet and dry systems	54	The building is protected by a wet sprinkler system, with a dry system protecting outdoor (unheated) areas. The age of this assembly is unknown and has been assumed.	Good	2000	16	45	29	Maintain a contingency for capital repairs or partial replacement of equipment or piping.	Contingency	3 - Future Renewal	Yes	No</																																									

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Fernwood Community Association



Photo 01



Photo 02



Photo 03

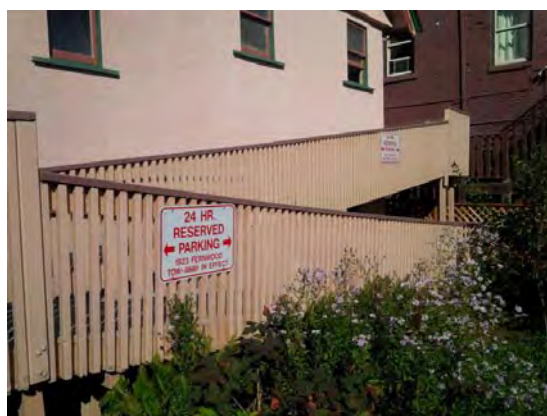


Photo 04

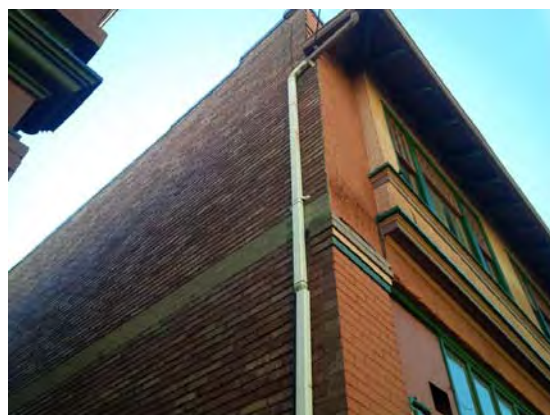


Photo 05

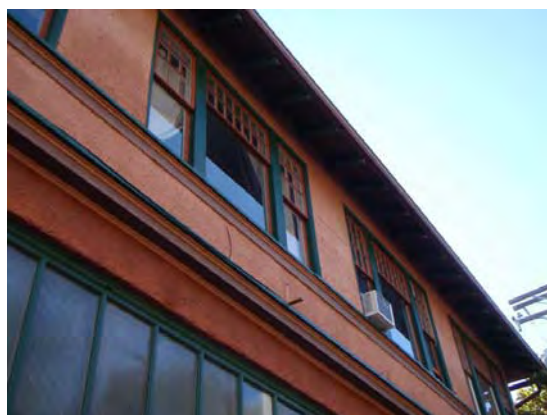


Photo 06

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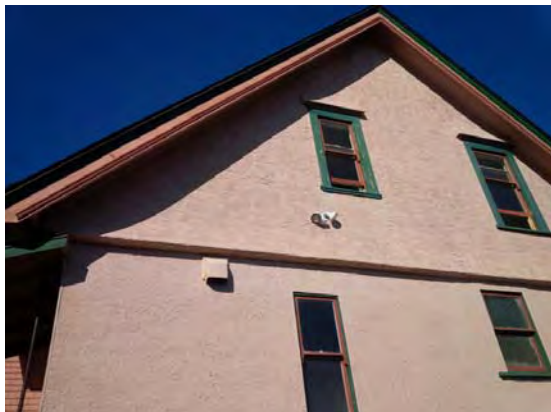


Photo 07

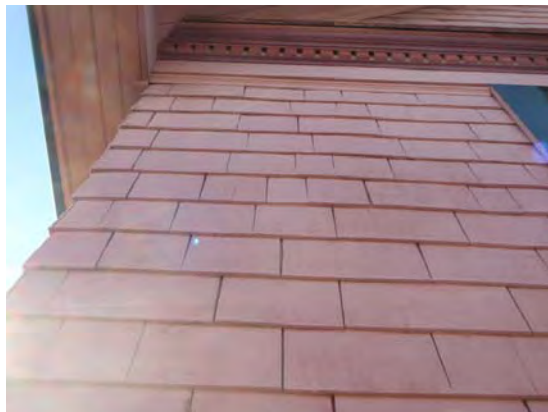


Photo 08

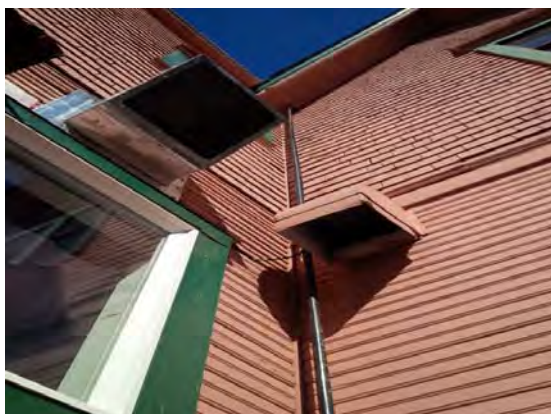


Photo 09



Photo 10



Photo 11



Photo 12

Fernwood Community Association



Photo 13



Photo 14



Photo 15



Photo 16

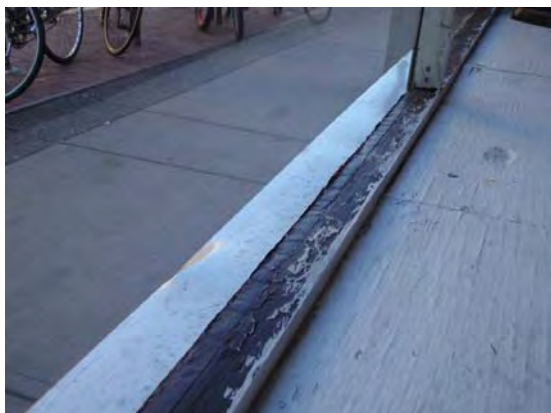


Photo 17

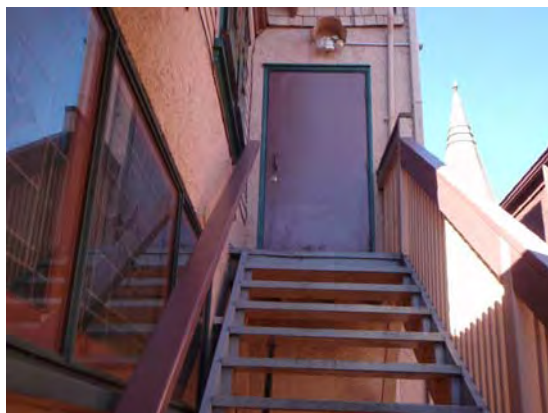


Photo 18

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Photo 19



Photo 20

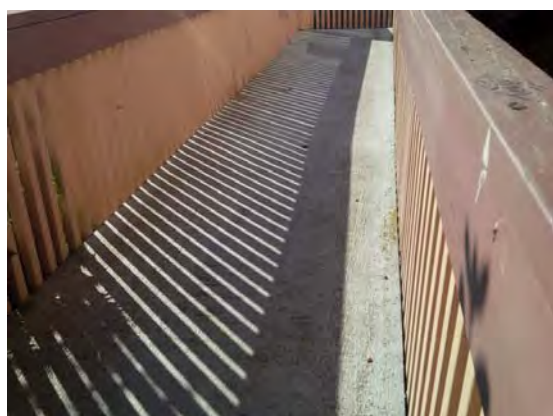


Photo 21



Photo 22

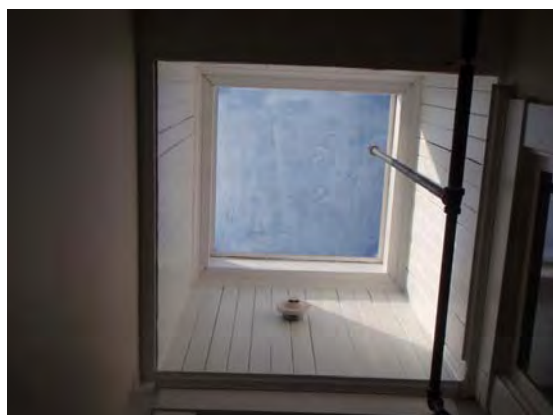


Photo 23

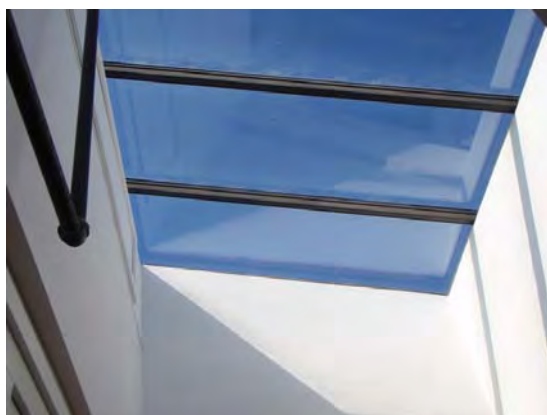


Photo 24

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Photo 25

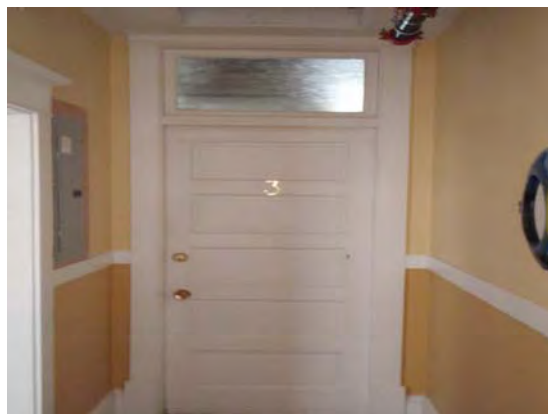


Photo 26



Photo 27

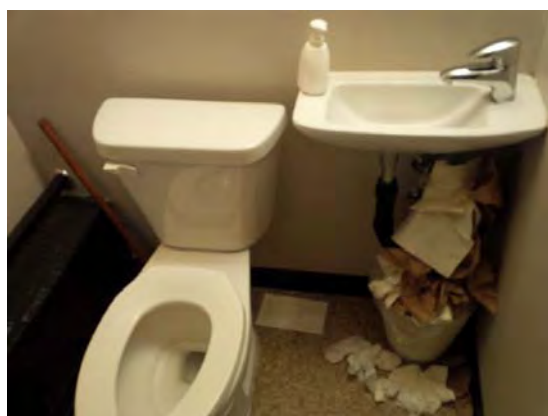


Photo 28

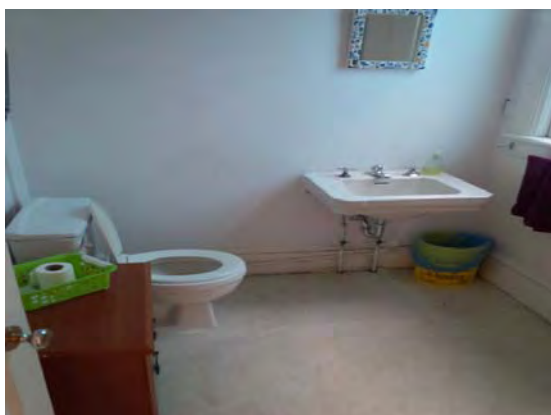


Photo 29



Photo 30

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Photo 31

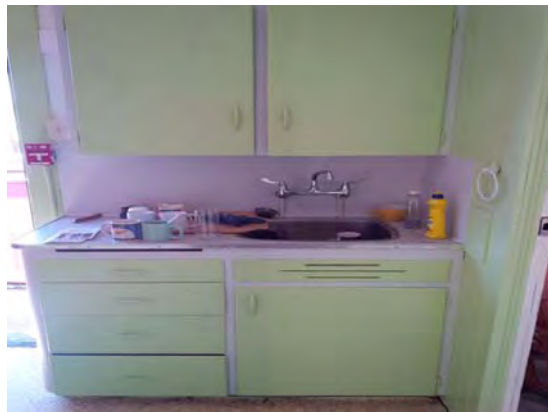


Photo 32

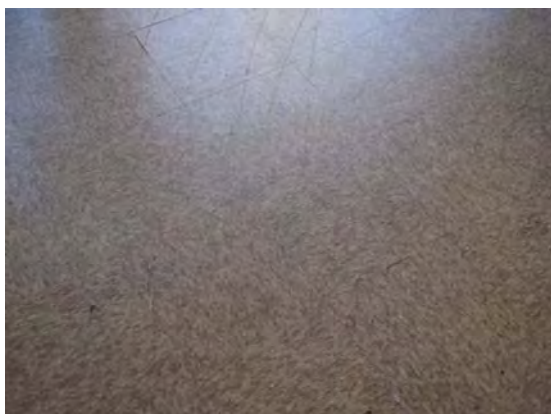


Photo 33



Photo 34

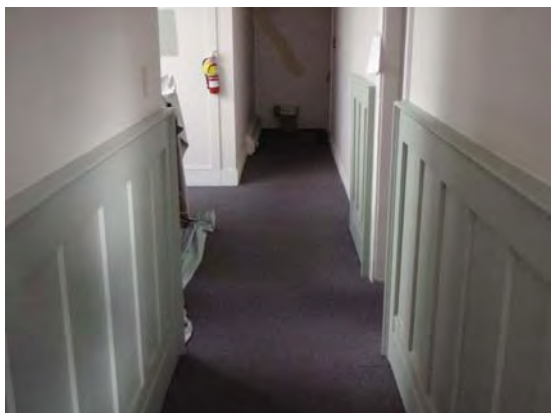


Photo 35

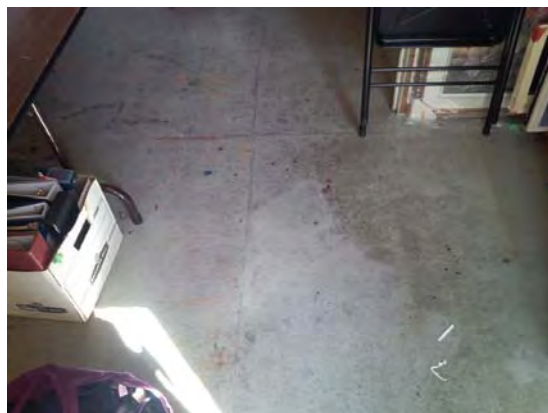


Photo 36

Fernwood Community Association



Photo 37



Photo 38

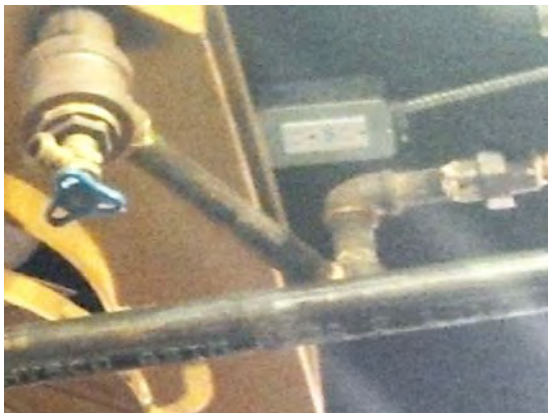


Photo 39



Photo 40



Photo 41



Photo 42

Fernwood Community Association

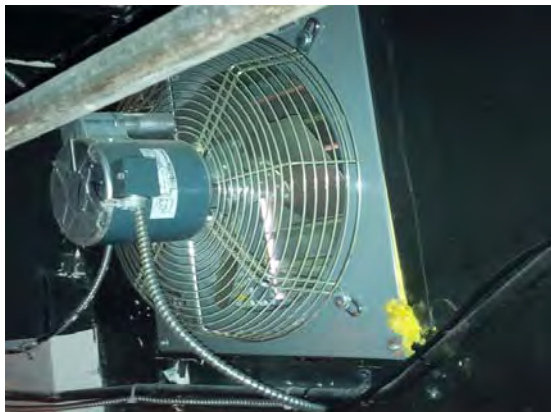


Photo 43



Photo 44



Photo 45



Photo 46



Photo 47

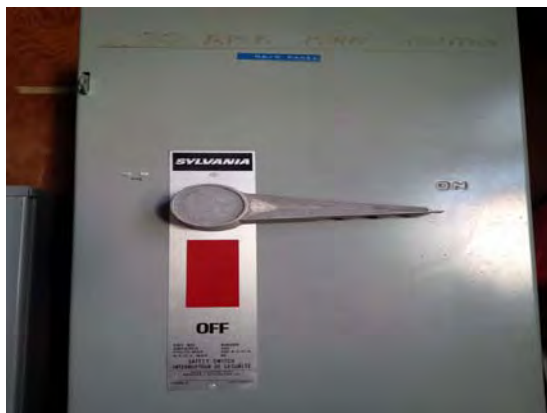


Photo 48

Fernwood Community Association



Photo 49

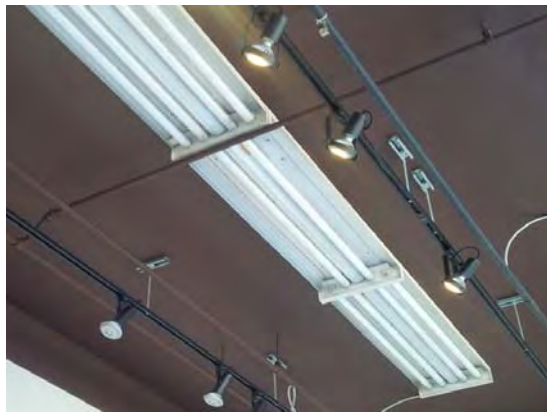


Photo 50



Photo 51



Photo 52



Photo 53



Photo 54

Appendix A19

**Building 20 – Fernwood Community
Center - 1240 Gladstone Avenue,
Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Fernwood Community Centre, 1240 Gladstone Avenue, Victoria**

PROPERTY DESCRIPTION

The Fernwood Community Centre, built in 1979, is of wood framed and concrete masonry construction. This center features wood cladding on the north elevation and partial wood cladding on the east and west elevations. Concrete masonry construction forms the south elevation of the building and partial walls on the east and west sides. Windows are aluminum framed, original windows. The roofing appears to have been updated at some point with sloped standing seam metal roofing. We understand that an extensive upgrade to the mechanical systems was completed in 2012. See Photo 1.0 for an overall view of the complex.

PROPERTY STATISTICS

Gross Floor Area (ft2):	8,579
Building Value:	\$2,419,278
Target FCI:	0.025
Current FCI:	0.046

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Performed by WSP - June 2014
Updated cost estimate \$837,600
Seismic work completed to date: From drawings provided (Stantec '03) some structural upgrades were performed to this building in 2004. These upgrades pre-date the current seismic recommendations.

Recommendations:	Perform seismic upgrades as outlined in the WSP report.
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Building Code Review

Built under what code:	NBC 1975
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes.
Access throughout building:	Yes.
Access to washrooms:	Yes.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Fernwood Community Centre, 1240 Gladstone Avenue, Victoria

Energy Efficiency

Upgrade recommendations: As recommended by City Green Solutions report- 2013

We identified recommended repairs/renewals/upgrades of approximately \$360,000 over the next five years. The following is a summary of the major projects (over \$15,000) that we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B101003 Floor Decks and Slabs
- B2010 Exterior Walls - Cedar Board and Batten
- B201010 Exterior Coatings
- C103002 Toilet and Bath Accessories, Rehabilitate - Water Closets
- C103002 Toilet and Bath Accessories, Rehabilitate - Multi Stall Washrooms.
- C3010 Interior Finishes
- E109005 Kitchen Cabinetry
- D201000 Plumbing Fixtures
- E109005 Kitchen Appliances

PROJECT TEAM

The visual reviews were completed on June 9, 2015 by Paula Knapp-Fisher and on July 21, 2015 by Paula Knapp-Fisher and Paul Rutten to view previously unassessed areas. During our review of the building, we were accompanied by Robert Kelbough, Project Administrator, who provided access to a sampling of representative areas of the facility, as requested, with the exception of the attic area and the first floor deck.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background information and to provide information about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2007
- Fire Alarm Upgrade Report, prepared by RFA Consulting Electrical Engineers, dated February
- Business Energy Assessment Report, prepared by City Green Solutions, dated 2013
- Architectural Drawing numbered V7850 A2 and A3, prepared by CTA, undated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Fernwood Community Centre, 1240 Gladstone Avenue, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	17,000	29,000	0	13,000	0	0	0	0	0	0
2b - Exceeded Service Life	19,000	0	0	0	0	0	0	0	0	0
3 - Future Renewal	3,000	30,000	0	102,000	4,000	0	0	0	6,000	13,000
4a - Discretionary Renewal (Upgrade)	0	0	0	42,000	14,000	0	0	0	29,000	34,000
4b - Discretionary Renewal (Aesthetic)	0	48,000	12,000	12,000	15,000	12,000	12,000	12,000	12,000	12,000
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	39,000	107,000	12,000	169,000	33,000	12,000	12,000	12,000	47,000	59,000

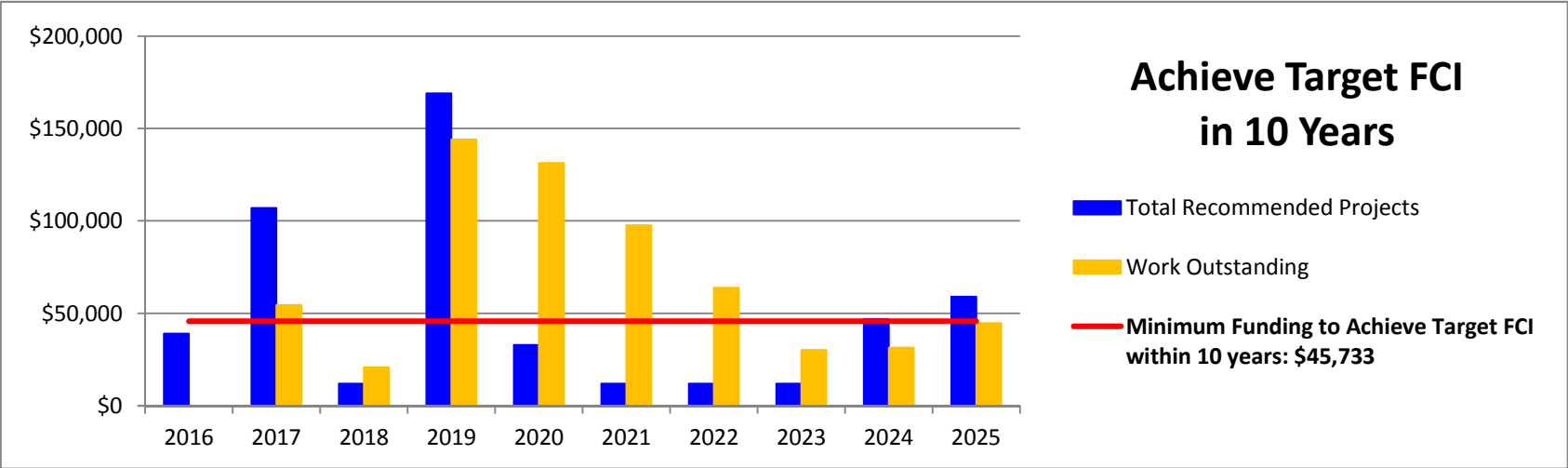
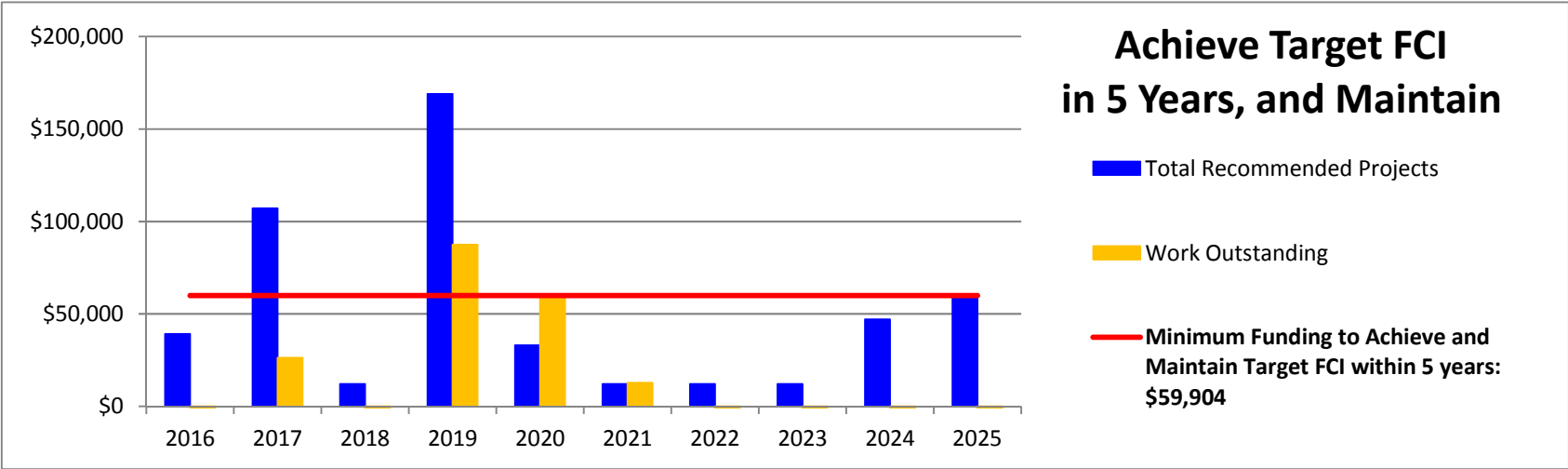
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$59,904

Work outstanding	-20,904	26,193	-21,711	87,386	60,482	12,578	-35,325	-83,229	-96,132	-97,036
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Minimum Funding to Achieve Target FCI within 10 years: \$45,733

Work outstanding	-6,733	54,533	20,800	144,067	131,334	97,600	63,867	30,134	31,400	44,667
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The City of Victoria
Facility Condition Assessment and Capital Plan
Fernwood Community Centre, 1240 Gladstone Avenue, Victoria



2016		The City of Victoria Facility Condition Assessment and Capital Plan Fernwood Community Centre, 1240 Gladstone Avenue, Victoria, BC																																		
BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. Next or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																										\$39,000	\$107,000	\$12,000	\$169,000	\$40,000	\$12,000	\$12,000	\$12,000	\$47,000	\$59,000	
	1	SUBSTRUCTURE																																		
	2	A10 Foundations	Cast In Place Foundations - Repair	x	The foundations are cast in place concrete walls on concrete strip footings. No evidence of major settlement or heaving was reported or observed. Foundation walls are largely concealed by interior finishes, below grade positioning or exterior cladding installed close to grade. A seismic assessment has been performed on this building. No current leaks were reported or observed. For the purpose of this report, all component ages have been placed at 1979.	Not Reviewed	1979	37	25	5	The foundation walls are expected to last the life of the building, with isolated repairs only required. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	1	\$5,000	L.S.	\$5,000	0%	10%	15%	\$7,000					\$7,000						
	3	A1030 Slab on Grade	Slab on Grade	02	The first floor is concrete slab-on-grade, the second floor is a wood framed construction. All floors are covered with various flooring finishes, with the exception of the Janitorial room, the water entry room and the storage room adjacent to the kitchen. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1979	37	25	26	Budget for parging slab repairs at isolated locations as required between re-flooring events. The timing of this item has been correlated with the next re-flooring event. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000											
	4	A103006 Foundation Drainage	Below Grade Foundation Drainage - Study	x	A foundation drainage system is installed at the base of the foundation wall. No issues were noted with the interior finishes below grade. Site staff noted no concerns.	Not Reviewed	1979	37	15	1	Periodic camera inspection as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	Not Applicable	No	No	No	No	1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000											
	5	A103006 Foundation Drainage	Below Grade Foundation Drainage - Repair	x	A foundation drainage system is installed at the base of the foundation wall. Original drawings note a perimeter drainage system.	Not Reviewed	1979	37	20	3	Contingency to remove and replace damaged or failed perimeter weeping tile if or as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000											
	6	SUPERSTRUCTURE																																		
	7	B101003 Floor Decks and Slabs	Exposed Concrete Suspended Concrete Topping Deck - Waterproofing	03	The water entry room (Room 116) and electrical room (room 110) is located below an exposed walkway area providing emergency exit from the second level of the building (at Gladstone Avenue). The water entry room shows signs of water ingress at the wall junction which has also discolored the wood flooring system. Insulation is now falling from the ceiling joists. These water marks may indicate an ongoing issue with water ingress from this roof walkway at the roof to wall intersection. The walkway has a liquid applied waterproofing membrane applied and a caulk joint installed at the CMU wall and concrete wall connections. This caulk joint requires revision. The installation age of the waterproofing items in this area has been estimated.	Fair	2010	6	20	2	Renew the liquid applied waterproofing and associated caulking.	Repair Allowance	2 - Restore Functionality	Yes	No	Yes	No	3700	\$4	SF	\$14,800	0%	10%	15%	\$19,000		\$19,000									
	8	B102003 Roof Decks	Wood Deck - Repair	04	The original drawings provided show the north deck to be an unenclosed cedar deck structure with paving below. At some point the space below the decking has been enclosed for storage purposes. The storage area below is still unconditioned space. The deck above is now laid with ply and waterproofed with a liquid applied waterproofing membrane. The railing has been enclosed and is now a wood guard wall. The age of this conversion is unknown and has been estimated.	Fair	1990	26	25	1	Allow for localized repairs to the wood balcony structures, including partial plywood replacement if required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	No	Yes	1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000	\$3,000										
	9	B102003 Roof Decks	Wood Deck - Waterproofing	05	The original drawings provided show the north elevation deck to be an unenclosed second floor cedar balcony structure with asphalt paving below. At some point this structure has been enclosed for storage purposes and this area below the storage area unconditioned space. The deck above is now laid with ply and waterproofed with a liquid applied waterproofing membrane. There appears to be at least two applications of waterproofing membrane applied, (a different intervals) as delamination of the most recent coat of waterproof membrane was noted during the review. The age of this waterproofing membrane is unknown and has been estimated.	Fair	2000	16	12	1	Liquid applied waterproofing membrane over plywood decks are typically prone to nail pops and advance degradation at ply edges due to movements in the plywood. This type of waterproofing is not recommended and an SBS waterproofing membrane should be installed. The lower storage area below the decking should be reviewed for fire separation as electrical equipment is installed in this area.	Upgrade	2 - Restore Functionality	No	Yes	No	Yes	400	\$20	SF	\$8,000	0%	10%	15%	\$11,000	\$11,000										
	10	B201007 Balcony Walls and Railings	Wood Deck Above Conditioned Space Repair	x	The balcony deck guard wall has been clad in wood panel siding on the interior and a board and batten finish on the exterior (to match existing cladding). This item is painted on both sides and cap flashed over the perimeter of the guard wall. The date of amendment to this structure has been estimated.	Good	1990	26	30	2	Replace guards and dividers to coincide with major balcony repairs. Consideration to upgrading balcony guard walls to glazed railings could be considered during the waterproofing work.	Replacement	3 - Future Renewal	No	Yes	No	Yes	50	\$100	LF	\$5,000	0%	10%	15%	\$7,000		\$7,000									
	11	B102099 Other Roof Construction	Attic Space - Repairs	06	During the review of the attic space for mechanical items, it was noted the attic is insulated and the vapour barrier installed to the underside of the rafters. At areas this vapour barrier is no longer continuous and water appears to have been present on the vapour barrier at some point. An attic space review has been recommended under the study section of this report.	Fair	2000	16	12	4	Contingency to make repairs to the attic space for continuous vapour barrier application, re-installment on insulation and vapour barrier at through wall penetrations.	Repair Allowance	2 - Restore Functionality	No	Yes	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000				\$13,000							
	12	ENVELOPE																																		
	13	Above-Grade Walls																																		
	14	B2010 Exterior Walls - Rain screen Cementitious Panel	Exterior Board and Batten Cladding - Replacement	07	The exterior siding on the north, east and south elevations is a wood board and batten style siding. This siding could be considered for an upgrade with cementitious siding installed in a rain screen configuration at end of the claddings service life. Any seismic upgrades to exterior walls should be performed at this time.	Good	1979	37	50	13	Replace wood siding, board and batten. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	13500	\$51	SF	\$688,500	10%	10%	15%	\$959,000											
	15	B2010 Exterior Walls - Cedar Board and Batten Repair	Exterior Board and Batten Cladding - Repair	x	The exterior siding on the north, east and south elevations is a wood board and batten style siding. This siding is a painted finish and is in a serviceable condition.	Good	1979	37	40	4	This is a line item for the isolated repairs to this cladding until the cladding reaches the end of service life and requires full replacement.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000				\$26,000							
	16	B201008 Exterior Soffits	Exterior Soffit - Plywood - Repair	08	The exterior soffits are continuously strip vented plywood. This plywood is a painted finish and is in serviceable condition, although it is current extended beyond its predicted service life.	Good	1979	37	25	4	A budget has been provided for repainting all soffits and completing localized repairs to soffits.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000				\$7,000							
	17	B201008 Exterior Soffits	Exterior Soffit - Plywood - Replacement	x	The exterior soffits are continuously strip vented plywood. This plywood is a painted finish and is in serviceable condition, although it is current extended beyond its predicted service life.	Good	1979	37	50	13	Replacement of plywood soffits. These soffits could be considered for an upgrade during replacement with aluminum vented soffits. The timing of this item has been correlated with the replacement of exterior cladding. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1600	\$7	LF	\$11,200	0%	10%	15%	\$15,000											
	18	B201010 Exterior Coatings	Wood Siding - Repaint	09	Wood board and batten style siding located on the north, south and west elevations of the building. The last re-painting event of this siding is unknown and has been estimated.	Good	2000	16	20	4	Repaint all wood siding and trim (prep and 2-coats).	Replacement	3 - Future Renewal	Yes	Yes	No	No	13500	\$2	SF	\$20,250	0%	10%	15%	\$26,000				\$26,000							
	19	B201010 Exterior Coatings	Concrete Masonry Units - Painting	10	The concrete masonry units located on the north, east and south elevations of the building. The last re-painting event of this wall is unknown and has been estimated.	Good	2000	16	20	4	Re-paint all concrete masonry units (prep and 2-coats).	Replacement	3 - Future Renewal	Yes	No	No	No	3700	\$2	SF	\$7,400	0%	10%	15%	\$10,000				\$10,000							
	20	B201010 Exterior Coatings	Window/Door/Siding Trim - Repaint	11	The frames of the exterior aluminum windows, exterior doors and door frames are painted. The last painting event of this item is unknown and has been estimated. During the site visit localized wear of paint finishes at high traffic doors was noted.	Good	2000	16	20	4	Contingency to repaint all window frames, doors, trim (prep and 2-coats). This work should be undertaken at the same time as siding repainting to avoid further mobilization costs.	Replacement	3 - Future Renewal	Yes	Yes	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000				\$7,000							
	21	B201011 Joint Sealant	Exterior Joint Sealant	12	There are sealant joints at window surrounds at CMU cladding to window interfaces, but no sealant was noted at windows and door transitions to wood cladding. Similarly no sealed junction occurs at control joints in the CMU (south elevation) or at wood cladding to CMU transition areas. Air infiltration was noted at the cladding transitions in the main activity hall (interior) showing as a blackening of the acoustical panels on the west end of the activity area. Sealant around windows (where observed) have failed.	Poor	1979	37	10	1	Install or replace sealant between dissimilar materials, around windows and doors. All cladding transition should be made air tight and control joints in the CMU sealed with a rod and caulk system. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000	\$19,000										
	22	B202001 Windows	Aluminum Frame - Replacement	13	The window / window-wall system is double glazed, aluminum-framed, and includes assemblies combining fixed glazing, awning operable windows, sliding balcony doors. There were no leaks reported or observed. The windows on the north and east elevations are covered with a protective acrylic sheeting to avoid breakage from the surrounding sports grounds. The windows on the south side of the building are double glazed, wired mesh glass. All windows appear to be original and although have exceeded their predicted service life, appear to be still serviceable.	Fair	1979	37	25	13	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. The replacement of these items are best timed with the replacement of the claddings, as this allows for the correct detailing of the rough openings. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	500	\$100	SF	\$50,000	0%	10%	15%	\$64,000											
	23	B203001 Exterior Solid Doors	Double Steel Service Doors - Replacement	14	Single and double steel service doors are present on the north, south and west elevations of this building. The doors on the north side of the building receive further wear due to the adjacent presence of the sport area.	Fair	1979	37	37	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$1,200	EA	\$2,400	0%	10%	15%	\$4,000				\$4,000							

BLDG	Row	Component			Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. Next or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																						\$39,000	\$107,000	\$12,000	\$169,000	\$40,000	\$12,000	\$12,000	\$12,000	\$47,000	\$59,000						
	24	B203001 Exterior Solid Doors	Single Steel Service Doors - Replacement	15	Single and double steel service doors are present on the north, south and west elevations of this building. The doors on the north side of the building receive further wear due to the adjacent presence of the sport area.	Good	1979	37	37	10	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	No	2	\$500	EA	\$1,000	0%	10%	0%	\$2,000											
	25	B203001 Exterior Solid Doors	Wood Service Doors - Replacement	16	One wood service door is present on the south side of the building (east end, under the roof overhang). This door is assumed original.	Good	1979	37	37	4	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	No	1	\$350	EA	\$350	0%	10%	0%	\$1,000											
	26	B203001 Exterior Glazed Solid Doors (single)	Exterior Glazed Steel Doors - with Panic Hardware	17	The lower east level of the crèche area has two doors accessing the play ground area. These doors are assumed original.	Good	1979	37	37	10	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No	2	\$2,800	EA	\$5,600	0%	10%	15%	\$8,000									\$8,000		
	27	B203002 Exterior Glazed Doors	Wood Glazed Doors - Replacement	18	The Gladstone Avenue entrance to the upper floor of the complex are wood glazed doors. These doors are accessible equipped. These doors are assumed original.	Good	1979	37	37	4	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000				\$4,000							
	28	Roofs																																			
	29	B3010 Roof Coverings - Built-Up	Built Up Roof - East Elevation	19	The roof overhang at the east end of the building (second floor) houses the condenser for the cooling system. This roof is drained through a single scupper on the north corner of the roof. At time of review (2 months without rain) standing water was noted on this roof. The cooling system condensate drains onto this roof. At time of review, the adjacent room from the water entry room (below) was reported to have a large leak of oil from above. This could have been from the cooling unit . This roof has reached the end of it's service life and requires immediate replacement. This roof appears to be original.	Poor	1979	37	25	2	Replace roof. Re-rout the cooler drainage pipes to the ground to avoid drainage onto the roof. Ensure current tie ins of the roof membrane at the wall to avoid water ingress to finished areas below this roof.	Replacement	2 - Restore Functionality	No	Yes	No	Yes	Yes	1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000		\$10,000									
	30	B301002 Slope Roof	Main Building Roof Metal - Replacement	20	The roof consists of sloped prefinished metal panels with exposed fasteners. No leaks were reported or observed. The age of this item has been estimated.	Good	2000	16	50	34	Replace standing metal seam roof sections at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No		Yes	No	8710	\$20	SF	\$174,200	10%	10%	15%	\$243,000											
	31	B301005 Gutters and Downspouts	Gutters and Downspouts - Replacement	21	Gutters and downspouts are present on the north and south elevations of the building. The age of this item has been estimated.	Good	2000	16	30	24	Replace gutters and downspouts at the end of service life. The age of these item are assumed to have been replaced with the roof. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	No	700	\$12	LF	\$8,400	0%	10%	15%	\$11,000											
	32	INTERIORS																																			
	33	C101007 Interior Glazing	Interior Glazing - Replacement	22	Interior glazing allows for a look out area to the lower floor from the second level room 106.	Good	1979	37	37	15	Repair interior glazing as required, a full replacement of this item is not expected to be necessary. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No	1	\$1,000	LS	\$1,000	0%	10%	0%	\$2,000											
	34	C102001 Standard Interior Doors	Interior Swing Doors - Repaint	23	Various interior doors are in need of painting due to wear at the base of doors. The last painting event has been estimated.	Fair	1992	24	25	2	Cost for painting interior suite door frames and doors.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No	31	\$100	EA	\$3,100	0%	10%	15%	\$4,000		\$4,000									
	35	C102001 Standard Interior Doors	Interior Swing Doors - Repair	24	A variety of interior door styles are present on both floors of this complex. This include glazed, solid service doors, and a unique sliding fire door at the top of the ramp (level 1). All doors appear to be serviceable for the near future. All doors have been assumed original.	Good	1979	37	25	5	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000				\$7,000							
	36	C102098 Other Interior Specialty Doors	Overhead Roll Up Security Grilles - Replacement	25	Two security roll up style doors secure the front desk area and one roll up door acts as a pass through from the kitchen to the activity room on the lower floor. These doors appear to be a fairly recent addition and the age of these have been estimated.	Good	2010	6	25	19	Replacement of overhead manual roll up doors. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No	3	\$1,600	LS	\$4,800	0%	10%	15%	\$7,000											
	37	C103002 Toilet and Bath Accessories, Rehab	Washrooms - Water closets	26	Two water closets - one accessible - service the upper floor area of the community center. One accessible water closet services the lower floor. The date of refurbishment has been estimated.	Good	2010	6	15	9	Renovate common washrooms.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No	3	\$7,500	LS	\$22,500	0%	10%	15%	\$29,000									\$29,000		
	38	C103002 Toilet and Bath Accessories, Rehab	Upper Floor Washrooms - Water closets	27	Two multi stall washrooms service the lower floor area of the community center. These washrooms also have shower facilities that are currently being used as storage areas. The date of refurbishment has been estimated.	Good	2005	11	15	4	Renovate common washrooms.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No	2	\$15,000	LS	\$30,000	0%	10%	15%	\$38,000				\$38,000							
	39	C3010 Interior Finishes	Walls and Ceilings-Upper Floor- Paint	28	The walls and ceilings throughout the complex are paint finished gypsum wall board. The upper floor appears to be a different vintage of paint. The two floors have been separated for repainting. The age of the last repainting event has been estimated.	Good	2010	6	25	2	Repaint walls and ceilings as required. A yearly contingency for painting has been provided for ongoing painting.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No	1	\$4,000	LS	\$4,000	0%	10%	15%	\$6,000		\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	
	40	C3010 Interior Finishes	Walls and Ceilings-Lower Floor - Paint	29	The walls and ceilings throughout the complex are paint finished gypsum wall board.. The lower floor, particularly the main activity center is in need of repainting. The age of the last repainting event has been estimated.	Good	1992	24	25	2	Repaint walls and ceilings as required. A yearly contingency for painting has been provided for ongoing painting.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No	1	\$4,000	LS	\$4,000	0%	10%	15%	\$6,000		\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	
	41	C302001 Tile Floor Finishes	Lobby Vestibule - Ceramic Tile Replacement	30	The floors and walls of the front entrance from Gladstone street are a ceramic tile finish. This tile appears to be original.	Good	1976	40	45	5	Replace vestibule and front entrance tile floors and walls.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	No	200	\$11	SF	\$2,200	0%	10%	15%	\$3,000					\$3,000						
	42	C302003 Wood Flooring	Wood Flooring - Replacement	31	Wood flooring has been recently installed throughout all areas of this complex, in offices, the kitchens, the activity room, and crèche. The age of this installation has been estimated.	Good	2012	4	30	26	Replace all areas of wood floors as required. The estimated time for replacement of this item falls beyond the timeline of this report.	Replacement	3 - Future Renewal	Yes	No	No	No	No	6600	\$15	SF	\$99,000	0%	10%	15%	\$126,000											
	43	C302005 Carpeting	Carpet Access Ramp - Level 1-2 - Replacement	32	The access ramp between levels one and two is carpeted, as well as an area in the crèche. The age of this installation has been estimated.	Good	2012	4	15	11	Replace carpeting. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	No	500	\$5	SF	\$2,375	0%	10%	15%	\$4,000											
	44	C303003 Corridors Finishes	Wood Paneling - Refinish	33	Wall wood paneling is installed down the access ramp. This paneling is in a natural wood finish installed up to 4' high and a painted wall board installed to the ceiling.	Fair	1979	37	37	5	Refinish wood paneling as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No	1	\$1,000	LS	\$1,000	0%	10%	0%	\$2,000											
	45	C303004 Walls	Acoustic Tiles - Wall Mounted - Replacement	34	The North and west walls of the main activity room have acoustical tiles installed. These tiles are in fairly good condition, however on tile is showing blackening from dirt due to air infiltration at a poorly sealed cladding transitions. Replacement of this item would be aesthetic. These tile are assumed original.	Fair	1979	37	37	5	Contingency to replace acoustic 4x6 wall tiles as required.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000					\$7,000						
	46	E109005 Kitchen Cabinetry	Kitchen Cabinetry - Replacement	35	Kitchen cabinetry installed in room 102, 109 and 209. This cabinetry is still serviceable but could be looked at for future upgrades. These cabinets appear to be original.	Fair	1979	37	18	2	Replace kitchen cabinetry at the end of its lifespan as required.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No	1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000		\$32,000									
	47	MECHANICAL SYSTEMS																																			
	48	HVAC Systems																																			

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to End of Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	65	D501004 Interior Branch Wiring	Contingency	49	The building appears to be wired with copper wiring throughout, with no issues reported.	Good	1979	27	50	23	Replace branch wiring and related switches and receptacle as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$200,000	LS	\$200,000	10%	10%	15%	\$279,000												
	66	D502002 Interior Lighting Equipment	Upgrade	50	Interior lighting is primarily T-5 or T-8 surface or recessed fluorescent fixtures and some halogen spot pendant units. An overall energy audit was performed by City Green in 2013. The age of this item has been estimated.	Good	2014	2	20	18	Upgrade lighting systems as possible. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	Yes	No	No	No	85	\$250	EA	\$21,250	0%	10%	15%	\$27,000												
	67	D502002Exterior Lighting Equipment	Upgrade	51	Exterior lights are a combination of newer LED units and older incandescent or halogen flood lights. The age of this item has been estimated.	Good	2014	2	15	13	Replace exterior fixtures at end of lifespan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	Yes	No	No	No	6	\$450	EA	\$2,700	0%	10%	15%	\$4,000												
	68	D503008 LAN, TV, Telephone	Infrastructure cabling	52	The facility is served by LAN (wireless) and telephone cabling with termination panels and Cisco/Netgear equipment in the main electrical room.	Good	2000	16	30	10	Upgrade low-voltage cable and equipment infrastructure as required.	Contingency	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000									\$13,000			
	69	D503008 Security Systems	Motion sensors	x	The building is equipped with a remotely monitored DSC security system. The age of this item has been estimated.	Good	2000	16		25	9	Replace or upgrade security system at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,500	LS	\$4,500	0%	10%	15%	\$6,000							\$6,000				
	70	FIRE AND LIFE SAFETY SYSTEMS																																			
	71	D503001 Fire Alarm Systems	Addressable	53	The building is protected by a Mircom fire alarm system.	Good	2009	7		25	18	Replace the fire alarm panel at the end of its lifespan, including an allowance to replace some wiring and devices. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$32,000	LS	\$32,000	15%	10%	15%	\$47,000											
		D509002 Emergency Lighting and Power	Emergency Lighting	54	Emergency lighting with battery packs and exit signage located throughout the building. The age of this item has been estimated.	Good	2000	16		20	5	Replace emergency lights and exit signs at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	5000	LS	\$5,000	0%	10%	15%	\$7,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Fernwood Community Centre



Photo 01

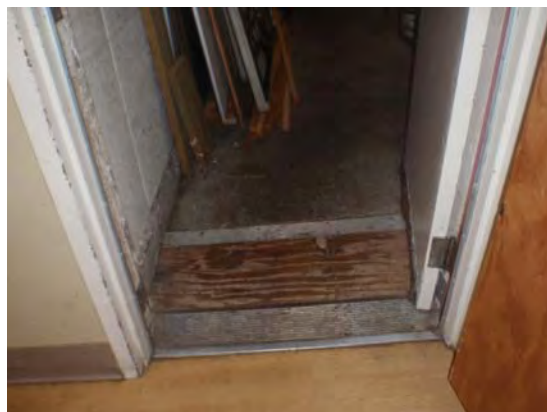


Photo 02

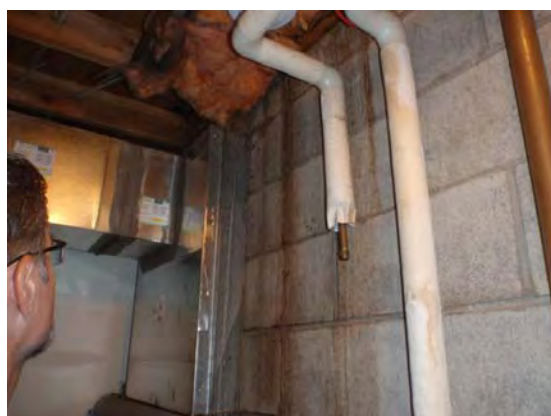


Photo 03



Photo 04



Photo 05

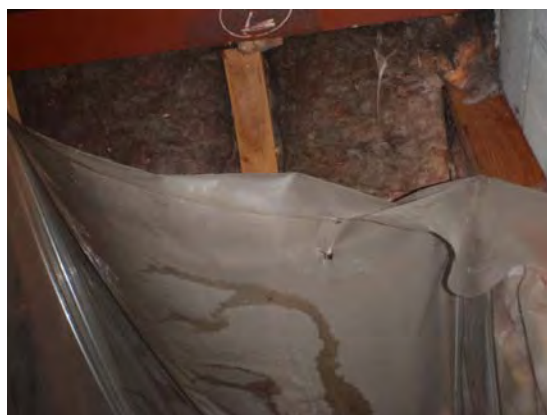


Photo 06

Fernwood Community Centre



Photo 07



Photo 08

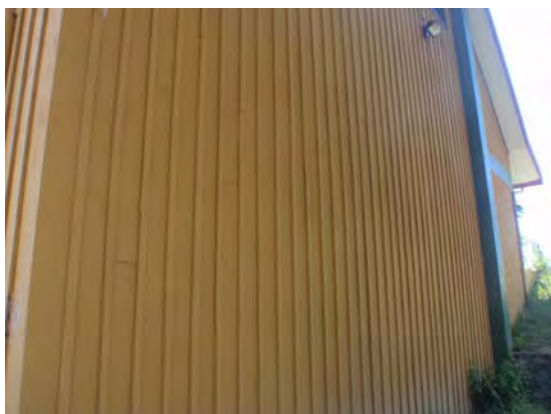


Photo 09



Photo 10



Photo 11

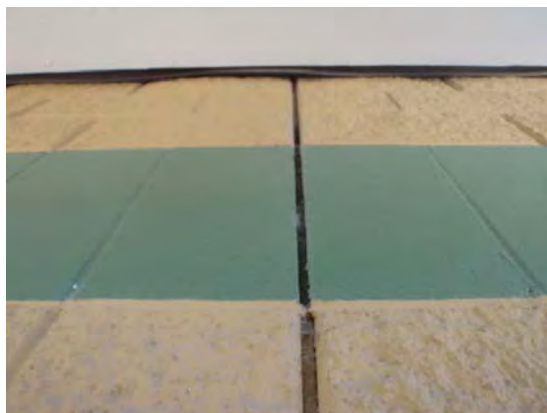


Photo 12

Fernwood Community Centre



Photo 13



Photo 14



Photo 15

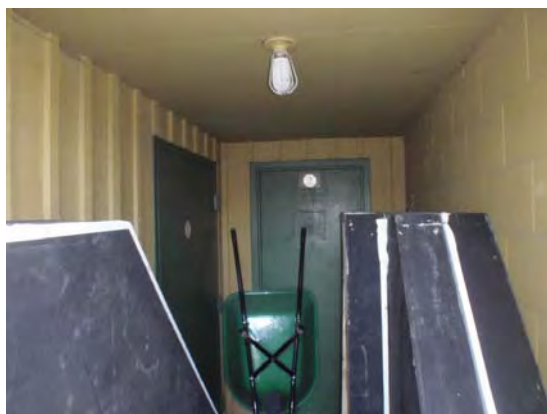


Photo 16



Photo 17

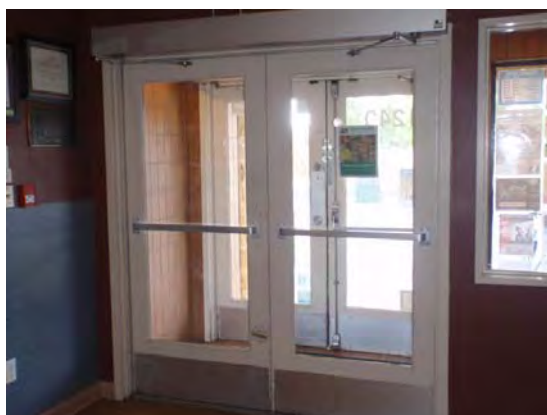


Photo 18

Fernwood Community Centre



Photo 19



Photo 20



Photo 21



Photo 22

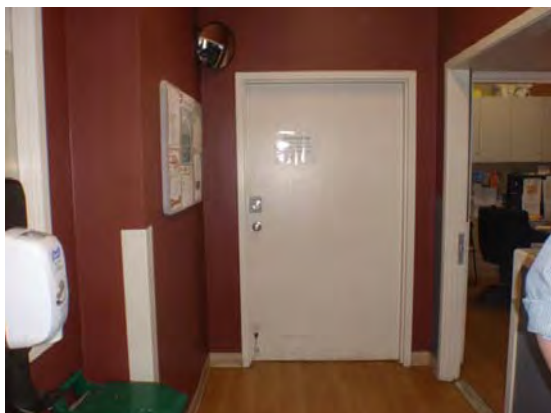


Photo 23



Photo 24

Fernwood Community Centre



Photo 25

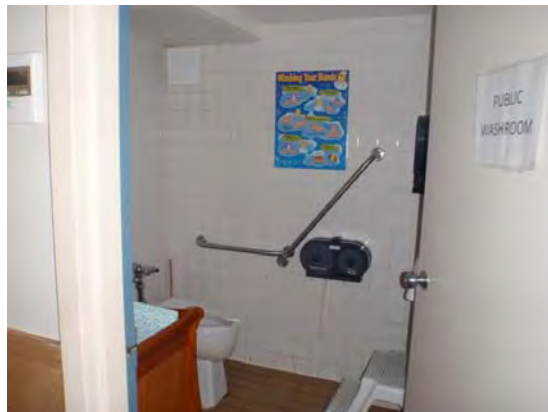


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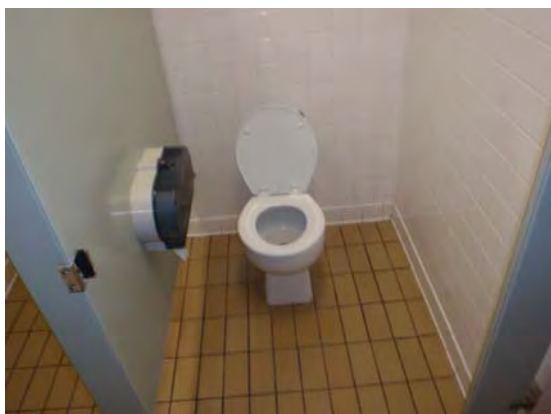


Photo 27

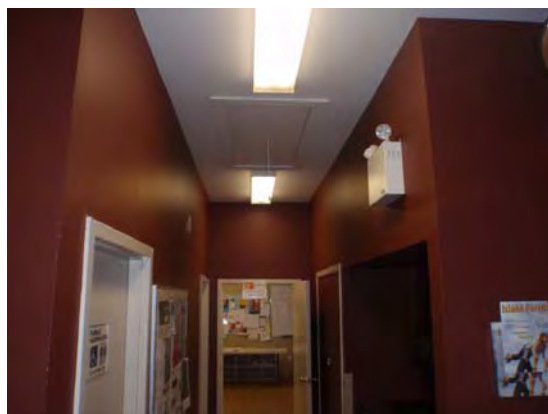


Photo 28

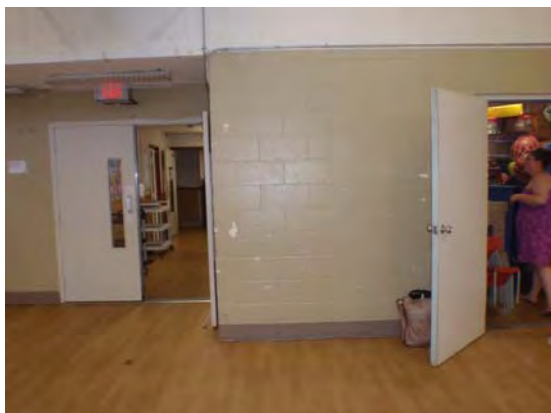


Photo 29

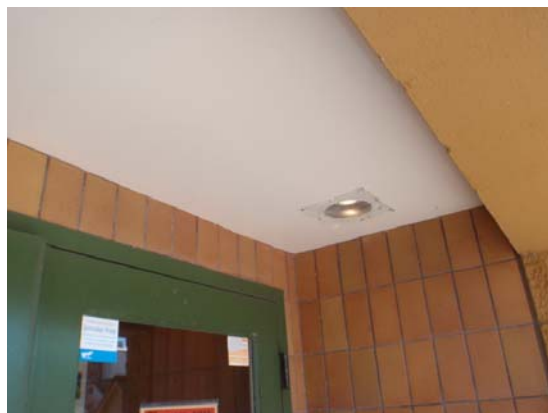


Photo 30

Fernwood Community Centre

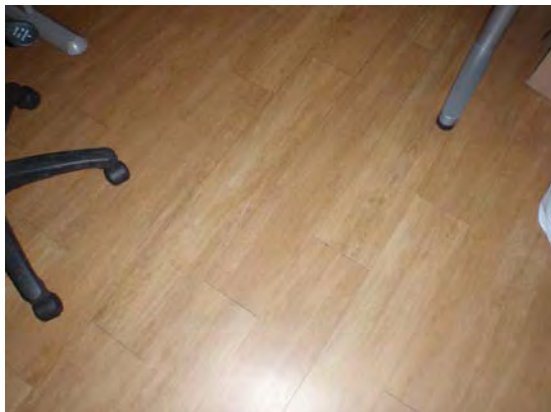


Photo 31



Photo 32



Photo 33

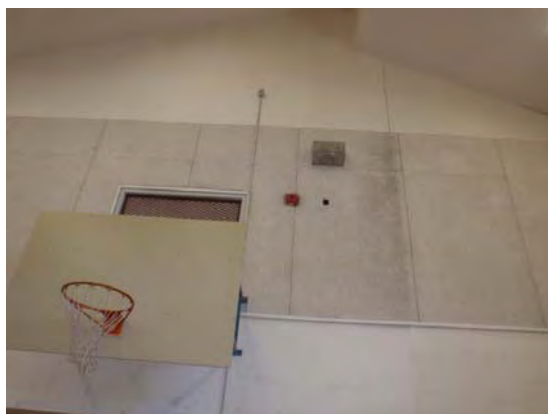


Photo 34



Photo 35



Photo 36

Fernwood Community Centre



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Fernwood Community Centre

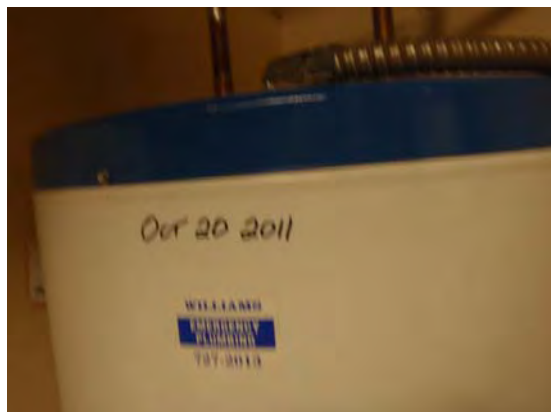


Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Fernwood Community Centre



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54

Appendix A20

**Building 21 – Garry Oak Room - 1335
Thurlow Road, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Garry Oak Room, 1335 Thurlow Street, Victoria

PROPERTY DESCRIPTION

The Garry Oak Room is a part of the Sir James Douglas Elementary School, built in 1995. This room is currently rented by the City from the School District. Under a rental agreement the responsibility of the City for replacements includes any tenant improvements, up to and including the plane of the interior drywall. The exterior cladding, windows, roofing, exterior doors, superstructure, and substructure are the responsibility of the school district. Outlines of responsibility for electrical and mechanical items have been provided for in the capital tables. No drawings or floor plans were available for take off for this property, takeoffs for this building were site performed. See Photo 1.0. for an overall exterior view of the building.

PROPERTY STATISTICS

Gross Floor Area (ft2):	10,204
Building Value:	\$789,224
Target FCI:	0.025
Current FCI:	0.014

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1992
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No exterior accessible door noted.
Access throughout building:	Yes

The City of Victoria
Facility Condition Assessment and Capital Plan
Garry Oak Room, 1335 Thurlow Street, Victoria

Access to washrooms:	Yes.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.
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We identified recommendations of approximately \$74,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- E202010 Fixed Furnishings
- D305002 Unit Heaters

PROJECT TEAM

The visual reviews were completed on June 10, 2015 by Paula Knapp-Fisher. During our review of the building, we were accompanied by Robert Kelbough, Project Administrator, who provided access to a sampling of representative areas of the facility, as requested. There is no elevator located at this site, vertical access is not required to this single level slab on grade structure.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

There were no documents and drawings for general background to inform ourselves about the layout and intended construction.

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Garry Oak Room, 1335 Thurlow Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	7,000	4,000	4,000	4,000	19,000	4,000	4,000	17,000	33,000	4,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	17,000	19,000	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	13,000	0	26,000	0	0	0	0
Not Applicable	0	6,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	7,000	10,000	4,000	17,000	36,000	49,000	4,000	17,000	33,000	4,000

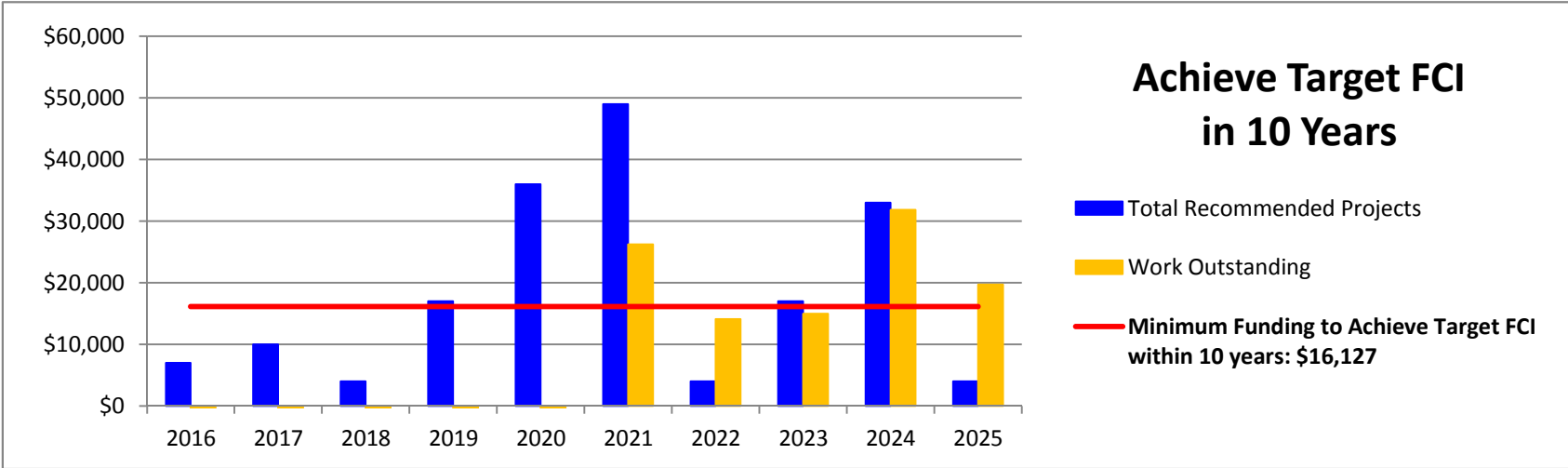
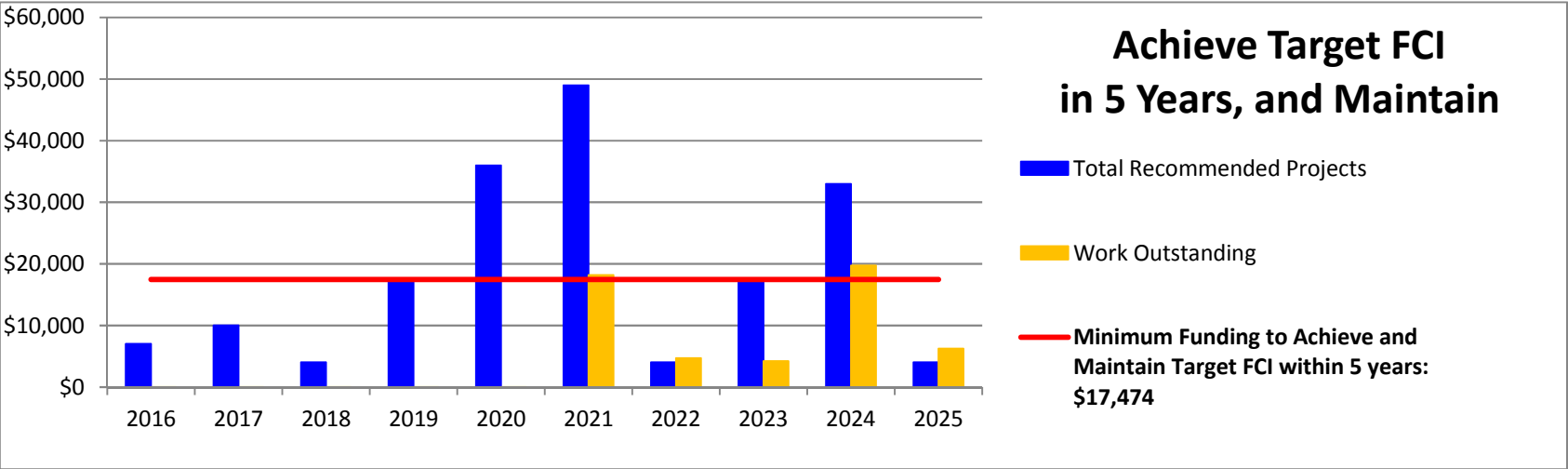
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$17,474

Work outstanding	-10,474	-17,949	-31,423	-31,898	-13,372	18,154	4,679	4,205	19,731	6,256
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Minimum Funding to Achieve Target FCI within 10 years: \$16,127

Work outstanding	-9,127	-15,254	-27,381	-26,508	-6,635	26,238	14,111	14,984	31,858	19,731
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The City of Victoria
Facility Condition Assessment and Capital Plan
Garry Oak Room, 1335 Thurlow Street, Victoria



BLDG	Row	Component		Condition Assessment						Lifecycle Data			Recommendation						Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or AGO Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																										\$7,000	\$10,000	\$4,000	\$17,000	\$36,000	\$49,000	\$4,000	\$17,000	\$33,000	\$4,000	
	1	INTERIORS																																		
	2	C30 Interior Finishes	Interior Painted Walls and Ceilings	1	Interior walls and ceilings are a gypsum board with a painted finish. The city performs ongoing re-painting operations as required. This year of renewal is as indicated by representative staff of the last repainting event.	Good	2014	2	15	2	Repaint interior walls as required.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000		\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	
	3	C301007 Acoustical Panels Adhered to Walls	Acoustical Panels Adhered to Walls - Main Hall	2	The main activity hall has acoustical panels installed on the separating wall from the adjacent room (not part of this rental area)	Good	1996	20	15	5	Contingency for the replacement of the wall acoustical panels as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$1,500	LS	\$1,500	0%	10%	0%	\$2,000											
	4	C301008 Special Coatings to Walls	Laminate Sheeting in Main Hall	3	The false wall for utilities on the lower east wall on the main hall and at walls of the bench seating has original laminate sheet product applied.	Good	1996	20	15	5	Contingency for the replacement of the laminate sheeting as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$1,000	LS	\$1,000	0%	10%	0%	\$2,000											
	5	C102001 Standard Interior Doors - Recost	Interior Door and Door Frames - Recost	4	Interior wood veneer doors service the two bathrooms. These doors are installed with venting grill. One wood veneer door services the Janitorial area in the commercial kitchen. These appear to be original units.	Good	1996	20	10	4	Cost for clear re-finishing of the interior doors. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	7	\$100	EA	\$700	0%	10%	0%	\$1,000											
	6	C102001 Glazed Interior Doors - Replacement	Glazed Interior Doors Main Hal and Commercial Kitchen Access - Replacement	x	Clear glazed interior doors service all areas of access to the main hall, and the kitchen. These wood doors are a natural finish.	Good	1996	20	30	11	Contingency replacement of doors at heavily used areas and performance of localized repairs. The predicted timeline of this work is beyond the timeline of this report.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000											
	7	C102001 Interior Doors - Replacement	Interior Door and Door Frames - Service Doors - Replacement	5	Interior wood veneer doors service the two bathrooms. These doors are installed with venting grill.One wood veneer door services the Janitorial area (without a vent grille) in the commercial kitchen. Both style of door has been assumed an original installation.	Good	1996	20	10	11	Contingency replacement of doors at heavily used areas and performance of localized repairs. The predicted timeline of this work is beyond the timeline of this report. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	3	\$500	EA	\$1,500	0%	10%	0%	\$2,000											
	8	B203098 Other Exterior Specialty Doors	Aluminum Overhead Pass Through Doors - Replacements	6	Two metal coil doors are installed in the kitchen. These doors are used as pass through to the main hall. These appear to be an original installation.	Good	1996	20	30	11	Contingency for the replacement of the aluminum coil doors. The predicted timeline of this work is beyond the timeline of this report.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$2,100	EA	\$2,100	0%	10%	15%	\$3,000											
	9	C103002 Toilets and Bathrooms	Washrooms - Unisex	7	There are two single toilet and sink washrooms servicing the kitchen and activity hall. These bathrooms are original.	Good	1996	20	25	6	Renovate washrooms as required. These washrooms may be serviceable in their current conditions beyond the estimated 6 years.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$7,500	LS	\$15,000	0%	10%	15%	\$19,000						\$19,000					
	10	C12 Kitchen	Kitchen Cabinetry - Kitchen Refurbishment	8	A full kitchen, including cabinetry, sink and countertops in the commercial kitchen. Some additional cabinets are installed as storage in the main hall. All cabinetry appears to be original.	Good	1996	20	25	6	Contingency for a complete refurbishment of the kitchen cabinetry and countertops.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000						\$26,000					
	11	C3010 Interior Finishes	Interior Soffits Suspended Ceiling Tile - Replacement	9	Interior ceiling finishes of original suspended ceiling tiles.	Good	1996	20	25	1	Contingency for the localized replacement of the suspended ceiling tiles and suspension system as required.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000	\$7,000										
	12	C302003 Tiled Flooring - Replacement	Ceramic Tile Flooring - Replacement	10	This building is a slab on grade structure, with tile installed in the kitchen area.	Good	1996	20	20	8	Replace tile flooring as required.	Replacement	3 - Future Renewal	No	No	No	No	1000	\$10	SF	\$10,000	0%	10%	15%	\$13,000								\$13,000			
	13	C302003 Wood Flooring	Main Hall, Bathroom and Lobby Wood Flooring - Replacement	11	Engineered wood flooring in the lobby, bathroom and main hall areas, renewed in 2011.	Good	2011	5	20	15	Replace wood flooring at end of service life. This line item falls outside of the capital plan timeline. The cost outlined here is the current cost of recent replacement. The predicted timeline of this work is beyond the timeline of this report.	Replacement	3 - Future Renewal	No	No	No	No	1800	\$7	LS	\$12,600	0%	10%	15%	\$16,000											
	14	E202010 Fixed Furnishings	Fixed Furnishings - Replacement.	12	Storage areas in the main hall, and fixed seating.	Good	1996	20	35	4	Budget for renewal of fixed furnishings as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000				\$13,000							
	15	MECHANICAL SYSTEMS																																		
	16	HVAC Systems																																		
	17	D302002 Hot Water Boilers	Primary Electric Hot Water Tank - Replacement	13	There is one electric domestic hot water tank servicing this area located in the kitchen. This tank was installed in 2010.	Good	2010	6	12	6	Replace the domestic water heater at the end of lifespan. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	0%	10%	0%	\$2,000											
	18	D304008 Air Handling Units - Commercial	Electric Exhaust Fans	14	One commercial extraction hood services the gas stove in the kitchen.	Good	1996	20	25	5	Replace at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,000	EA	\$3,000	0%	10%	15%	\$4,000						\$4,000					
	19	D304008 Air Handling Units - Bathroom Fans	Electric Exhaust Fans	15	One bathroom extraction fans is located in each of the two washrooms off the lobby area.	Good	1996	20	25	5	Replace at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	\$500	EA	\$1,000	0%	10%	0%	\$2,000											
	20	Plumbing Systems																																		
	21	E109003 Waste Handling Equipment	Grease Trap - Kitchen - Replacement	16	A grease trap services the kitchen drainage from the stainless steel double sink. The age of this item has been estimated.	Good	2010	6	20	14	Replace grease trap as necessary. The predicted timeline of this work is beyond the timeline of this report.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,500	EA	\$3,500	0%	10%	15%	\$5,000											
	22	ELECTRICAL SYSTEMS																																		
	23	D305002 Unit Heaters	Electric Wall Heaters	17	Two original radiant electric wall heaters installed in the lobby and the main hall.	Fair	1996	20	25	5	Replace at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	Yes	1	\$1,750	LS	\$1,750	0%	10%	15%	\$3,000						\$3,000				
	24	D305002 Unit Heaters	Baseboard Electric Wall Heaters	18	Electric wall heaters installed in the bathrooms off the lobby. These appear to be original units.	Fair	1996	20	25	5	Replace at end of service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	Yes	1	\$10,500	LS	\$10,500	0%	10%	15%	\$14,000						\$14,000				
	25	D501003 Main & Secondary Switchgear	Main Switch - Basement	x	The main switch panel; was not reviewed during the site visit - this item is the responsibility of the school district.This is a leased area from the school district.	Not Reviewed	1996	20	25	5	Replace distribution switch panel as found necessary by IR scan.The cost of the replacement of this item is not incorporated into the capital funding plan of these tables as it is assumed they are the responsibility of the school district under the lease agreement.	Replacement	3 - Future Renewal	No	No	No	No	No																		
	26	D401003 Main Switchgear	IR Scanning - Study	x	Main Switch gear scanning is the responsibility of the school district.	Not Reviewed	1996	20	25	5	Conduct Infra-red (IR) scan on major switchgear. The cost of the replacement of this item is not incorporated into the capital funding plan of these tables as it is assumed they are the responsibility of the school district under the lease agreement.	Study	3 - Future Renewal	No	No	No	No	No																		
	27	D501005 Panels	House Panels - Replacement	x	There is one intermediate distribution panels rated 120A/208V located in the kitchen of the Gary Oak room.	Not Reviewed	1996	20	25	5	Replace house panels at end of service life, as found necessary by IR scan. The cost of the replacement of this item is not incorporated into the capital funding plan of these tables as it is assumed they are the responsibility of the school district under the lease agreement.	Replacement	3 - Future Renewal	Yes	No	No	No	No																		
	28	D502002 Lighting Equipment	Interior Ceiling Lights - Pot Lights Replacement	19	Recessed ceiling pot lights are original units installed in the lobby area. These lights are assumed original.	Good	1996	20	25	5	Upgrade for LED or replace at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	No	1	\$1,000	LS	\$1,000	0%	10%	0%	\$2,000										

BLDG	Row	COMPONENT		Photo	CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
		ID	Location / Type		Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Actual Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
	43	D401002 Sprinkler Water Supply and Piping	Sprinkler Water Supply and Piping	x	The fire sprinkler system was not reviewed as a part of the scope of this work as this item is a school district responsibility.	Not Reviewed	1996	20	10	18	Maintain a contingency for capital repairs or partial replacement of equipment or piping. The cost of this item is not reflected in this capital plan as this item has been assumed the responsibility of the school district. The predicted timeline of this work is beyond the timeline of this report.	Replacement	3 - Future Renewal	No	No	No	No																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Garry Oak Room



Photo 01



Photo 02

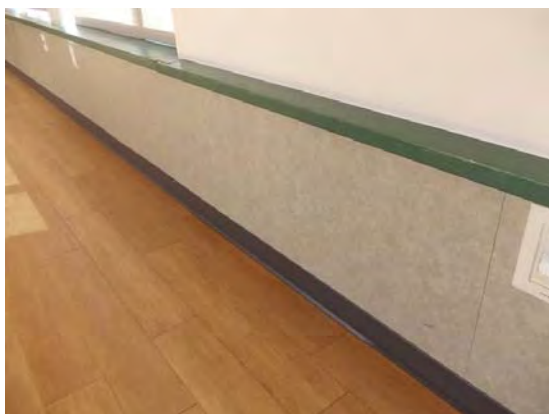


Photo 03

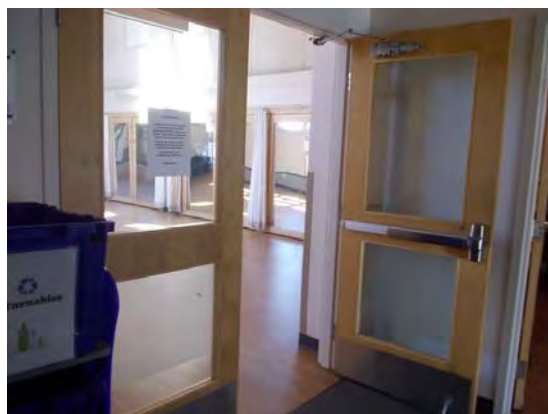


Photo 04

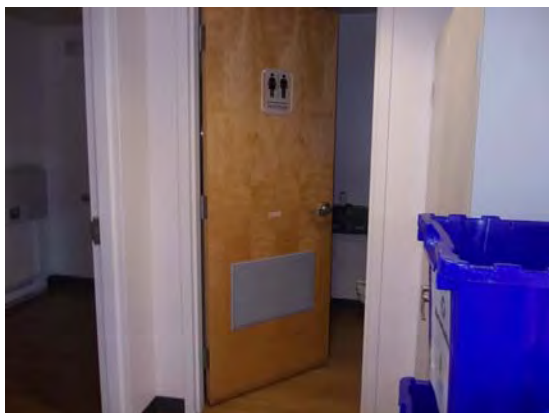


Photo 05



Photo 06

Garry Oak Room

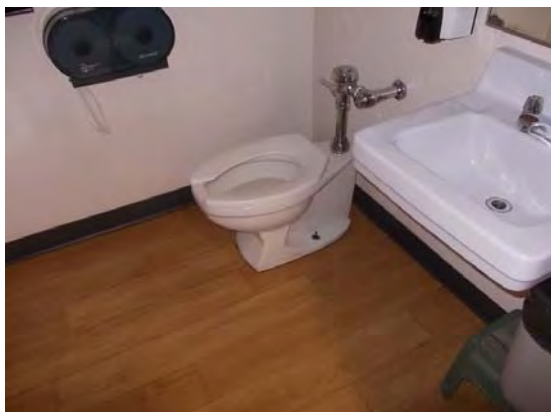


Photo 07



Photo 08



Photo 09



Photo 10

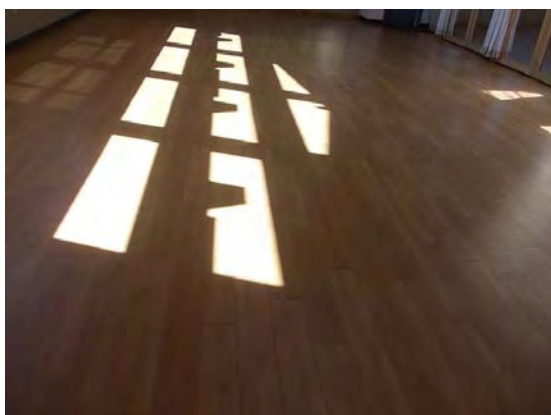


Photo 11



Photo 12

Garry Oak Room



Photo 13



Photo 14

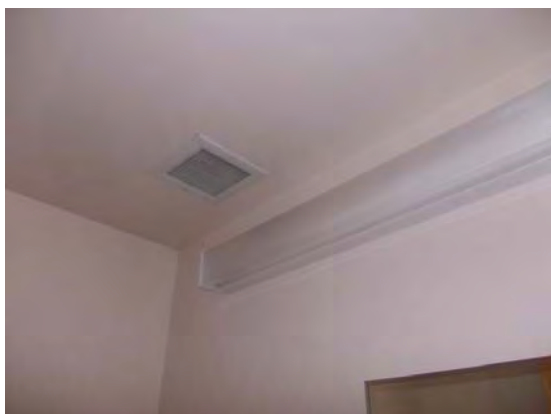


Photo 15



Photo 16



Photo 17

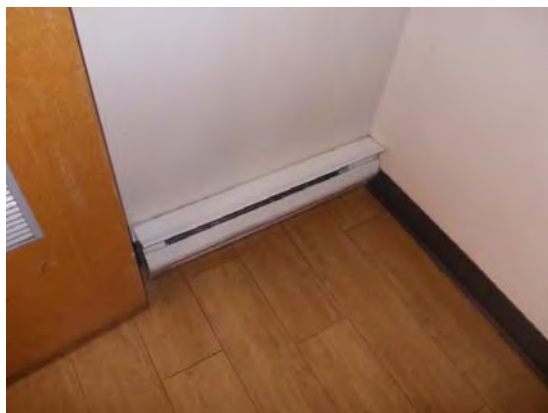


Photo 18

Garry Oak Room



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Garry Oak Room



Photo 25



Photo 26



Photo 27

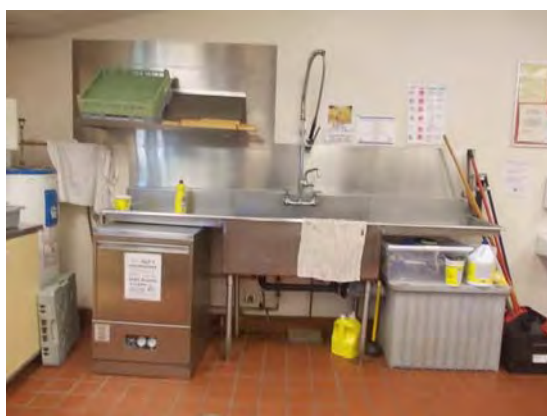


Photo 28



Photo 29

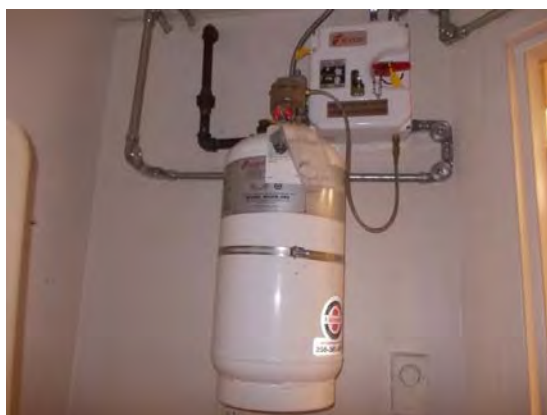


Photo 30

Garry Oak Room



Photo 31



Photo 32

Appendix A21

**Building 22 - James Bay Community
Center - 234 Menzies Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay Community Centre, 140 Oswego Street, Victoria

PROPERTY DESCRIPTION

The James Bay Community Centre was constructed in 1978 and is connected to the James Bay Community School. The school is owned by the Greater Victoria School District '61; whereas the community centre is owned by the City of Victoria. The School District is a tenant of the community centre. The community centre contains a gymnasium, a kitchen, an administration office and 2 daycare/preschool rooms.

PROPERTY STATISTICS

Gross Floor Area (ft2):	12,000
Building Value:	\$3,384,000
Target FCI:	0.025
Current FCI:	0.108

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1975 NBC
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Access into the building at the main entrance
Access throughout building:	Yes
Access to washrooms:	No access to washrooms
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay Community Centre, 140 Oswego Street, Victoria

Energy Efficiency

Upgrade recommendations: An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$302,800 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B203001 Exterior Solid Doors
- C103002 Toilet and Bath Accessories, Rehab
- D304008 Air Handling Units
- D305003 Fan Coil Units

PROJECT TEAM

The visual reviews were completed on September 11, 2015 by Scott Williams and Paul Rutten. During our review of the building, we were accompanied by Darcy Topinka who provided access to a sampling of representative areas of the facility, as requested.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We were not provided with any documents or drawings for review.

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay Community Centre, 140 Oswego Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	27,000	0	249,000	0	0	0
2b - Exceeded Service Life	0	18,000	73,000	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	4,000	174,800	29,800	5,800	18,800	20,800	32,800
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	69,000	0	15,000
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	6,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	24,000	73,000	4,000	201,800	29,800	254,800	87,800	20,800	47,800

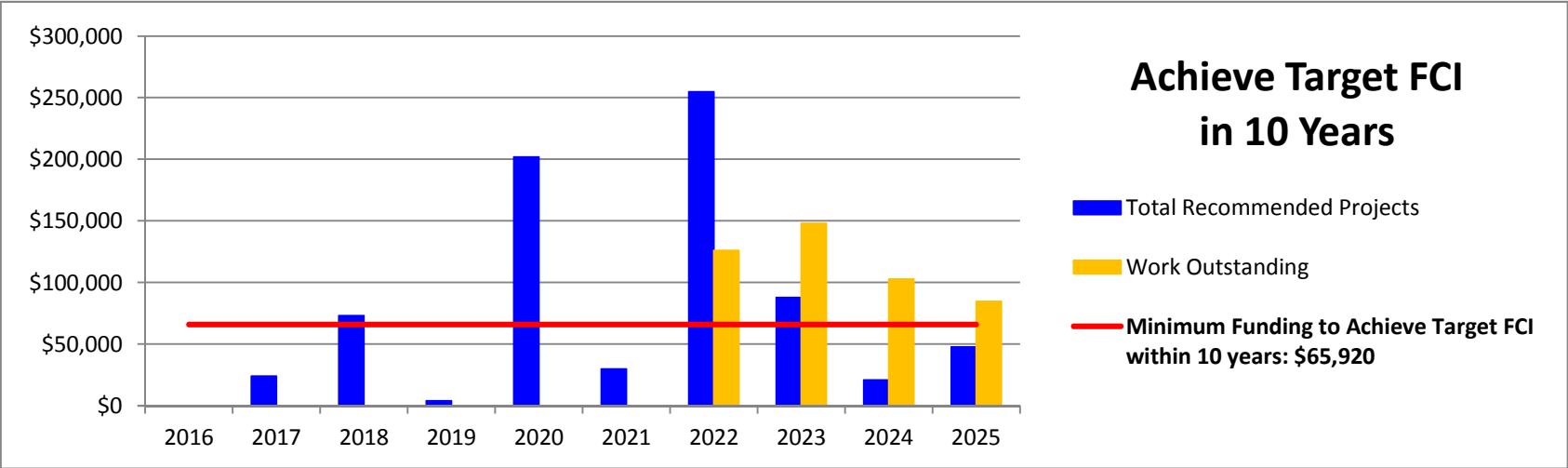
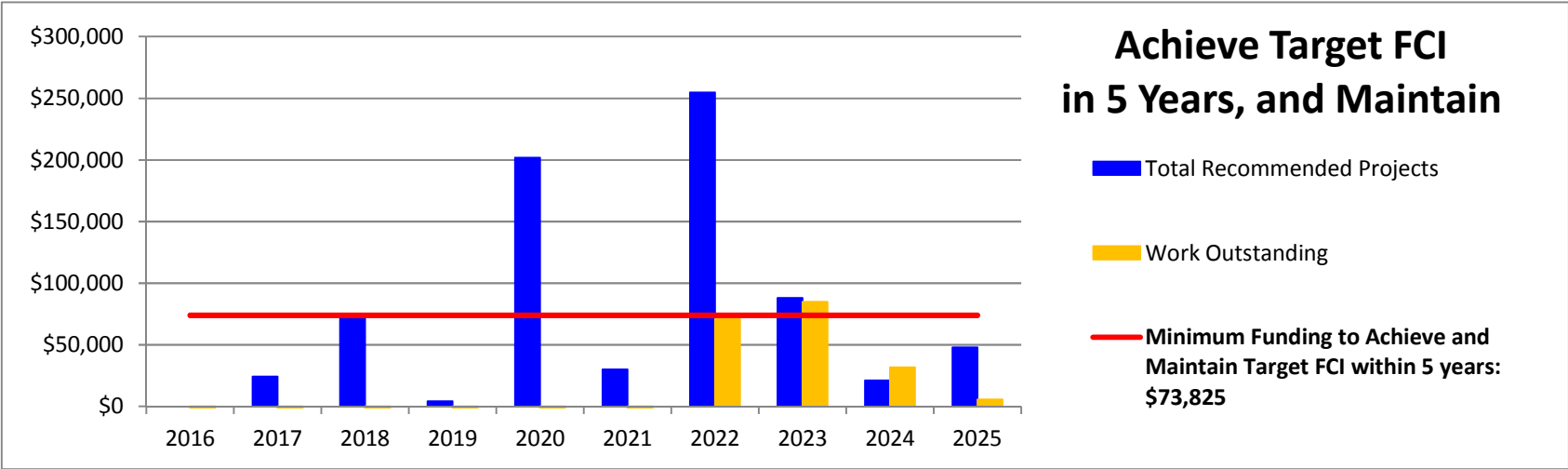
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$73,825

Work outstanding	-73,825	-123,650	-124,475	-194,300	-66,325	-110,350	70,625	84,600	31,575	5,550
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Minimum Funding to Achieve Target FCI within 10 years: \$65,920

Work outstanding	-65,920	-107,840	-100,760	-162,680	-26,800	-62,920	125,960	147,840	102,720	84,600
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The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay Community Centre, 140 Oswego Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay Community Centre, 140 Oswego Street, Victoria

BLDG	Row	Component		Photo	Condition Assessment			Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10															
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025															
SUBSTRUCTURE																																																		
	2	A10 Foundations		x	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was reported or observed.	Good	1978	38	100	62	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0	0%	0%	15%																										
	3	A1030 Slab on Grade		x	The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	1978	38	100	62	The slab-on-grade is expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0	0%	0%	15%																										
	4	A103006 Foundation Drainage		x	Building occupants indicated that the perimeter drains have been recently scoped.	Not Reviewed	1978	38	10	5	Periodic camera inspection and isolated repairs as required. City staff have confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No				\$0	0%	0%	15%																										
	5	SUPERSTRUCTURE																																																
	6	B10 Superstructure	General	1	The superstructure consists of reinforced CMU with laminated wood beams and conventional wood framed walls. Some hairline cracking of the CMU walls was observed on the west elevation of the gymnasium. No other settlement, cracking, or other evidence of structural distress was observed or reported.	Good	1978	38	100	5	Structural components are expected to last the life of the building; however a contingency has been provided for the repairs to the CMU walls.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$8,000	LS	\$8,000	0%	15%	15%	\$11,000					\$11,000																				
	7	ENVELOPE																																																
	8	Above-Grade Walls																																																
	9	B2010 Exterior Walls - CMU		2	There are portions of the exterior walls that consist of painted concrete masonry units (CMUs). The walls appear to be in good condition with some areas of minor cracking located at the west elevation of the gymnasium.	Good	1978	38	20	15	Localized repair of cracked CMUs and mortar joints. See B10 - Superstructure for repairs in 5 years. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000																									
	10	B2010 Exterior Walls - Lapped Cementitious Cladding		3	Lapped cementitious cladding is the predominant cladding. The cladding appears to be in good condition. As per the building occupants, the cladding was installed approximately 7 years ago.	Good	2008	8	35	27	Replace cementitious cladding. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	2400	\$45	SF	\$108,000	0%	15%	15%	\$143,000																									
	11	B2010 Exterior Walls - Metal Cladding		4	Metal cladding has been installed at the top of the exterior walls. Mechanical damage to the cladding was observed. We assume that the metal cladding was installed at the same time as the lapped cladding.	Good	2008	8	50	10	Full replacement of the metal cladding is not predicted to occur for approximately another 40 years; however a contingency has been provided for replacement/repair of the small portion of damaged cladding on the south elevation.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	200	\$55	SF	\$11,000	0%	15%	15%	\$15,000										\$15,000															
	12	B2010 Exterior Walls - Metal Panel Cladding		5	Small portions of metal panel cladding has been installed at the roof to wall transitions. We assume that the metal panel was installed in 2008.	Good	2008	8	50	42	Install new metal panel cladding. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	150	\$55	SF	\$8,250	0%	15%	15%	\$11,000																									
	13	B2010 Exterior Walls - Wood Cladding		6	Small portions of wood cladding are located at the 2 entrances. The cladding is located under large overhangs at both locations. We assume the wood cladding is original to the building.	Good	1978	38	35	20	Install new wood cladding. This item does not falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	150	\$45	SF	\$6,750	0%	15%	15%	\$9,000																									
	14	B201008 Exterior Soffits	Repainting	7	Wood soffits are located above the main entrances.	Good	1978	38	20	10	A budget has been provided for repainting and completing localized repairs. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	150	\$6	SF	\$900	0%	15%	15%	\$2,000																									
	15	B201010 Exterior Coatings	Repaint CMU Walls	x	The paint finish for the CMU walls appears to be in good condition. We assume that these walls were repainted in 2010.	Fair	2010	6	10	9	Repaint all CMU walls (prep and 2-coats)	Replacement	3 - Future Renewal	Yes	No	No	No	2750	\$3	SF	\$8,250	0%	15%	15%	\$11,000										\$11,000															
	16	B201010 Exterior Coatings	Restain Wood Cladding	x	The finish of the wood cladding appears to be in good condition. We assume the wood cladding was restained in 2010.	Good	2010	6	10	11	Restain all wood cladding. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	150	\$2	SF	\$300	0%	15%	15%	\$1,000																									
	17	B201011 Joint Sealant		x	There are sealant joints at window and door penetrations. Sealants appeared to be in fair condition where reviewed. No leaks were reported by building staff. We assume that sealant joints were last replaced in 2008.	Fair	2008	8	10	5	Replace sealant between dissimilar materials, around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$4,000	LS	\$4,000	0%	0%	15%	\$5,000					\$5,000																				
	18	B202001 Punched Windows	Wood Windows	8	Single pane, wood framed windows are located on the south and east elevations. The gymnasium clerestory windows are also single pane wood framed windows. These windows appear to be original to the building.	Fair	1978	38	35	8	Replace windows.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	450	\$100	SF	\$45,000	15%	15%	15%	\$69,000									\$69,000																
	19	B202001 Windows	Vinyl Framed	9	Vinyl framed window units have been installed at the Wonder Room children's daycare facility. We understand that these windows were replaced in 2009.	Good	2009	7	35	28	Replace vinyl framed windows. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	75	\$80	SF	\$6,000	0%	15%	15%	\$8,000																									
	20	B203001 Exterior Solid Doors		10	There are a number of single and double solid wood doors located throughout. The occupants indicated issues with air leakage. Issues with water ingress was also indicated by building occupants for the double doors located at the southwest corner of the gymnasium. All doors appear to be original to the building and are showing signs of age related deterioration.	Fair	1978	38	35	5	Replace doors at end of service life.	Replacement	2 - Restore Functionality	Yes	Yes	Yes	Yes	No	5	\$3,500	EA	\$17,500	15%	15%	15%	\$27,000					\$27,000																			
	21	B203001 Exterior Doors with glazing		11	There a number of exterior glazed swing doors located throughout, most of which have overhang protection.	Good	1978	38	10	10	A contingency has been provided for repairs/replacement of the glazed doors.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$4,000	LS	\$4,000		15%	15%	\$6,000										\$6,000															
	22	ROOFS																																																
	23	B301002 Roofing - Low Sloped Membrane System SBS		12	A small SBS roof is located at the south end of the building. The membrane appears to be in good condition. We assume the membrane was replaced in 2007.	Good	2007	9	25	16	Replace roofing system including flashings, sealants, etc. as required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	125	\$25	SF	\$3,125	10%	15%	15%	\$5,000																									
	24	B301002 Roofing - Low Built Up Roof (BUR)		13	A BUR has been installed for the main flat roofs. No incidences of water ingress was report by the building occupants. We assume that the BUR was replaced in 2007.	Good	2007	9	25	16	Replace roofing system including flashings, sealants, etc. as required. We assume the BUR system will be replaced with 2 ply SBS.	Replacement	3 - Future Renewal	Yes	No	Yes	No	12000	\$25	SF	\$300,000	10%	15%	15%	\$437,000																									
	25	B301002 Slope Roof	Metal	14	Standing seam metal roofs have been installed at the northwest and southeast corners of the building. No leaks were reported or observed. We assume that these roofs were installed in 2005.	Good	2005	11	45	34	Replace standing metal seam roof sections at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No	2500	\$12	SF	\$30,000	10%	15%	15%	\$44,000																									
	26	B301006 Roof Openings - Skylights	Plexiglass	15	7 roof skylights have been installed at the entrance canopies and over conditioned space and consist of plexiglass set over curbs protected with metal flashing. We assume that the skylights were installed in 2007.	Fair	2007	9	17	8	Replace skylights at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	7	\$1,200	EA	\$8,400	10%	20%	15%	\$13,000									\$13,000																
	27	B301006 Roof Openings - Skylights	Sloped Glazing	16	Sloped glazing has been installed at the southeast corner of the roof. Some corrosion of the fasteners was noted at the base of the assembly. We assume that the sloped glazing was installed in 2005.	Good	2005	11	35	24	Replace sloped glazing at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	200	\$100	SF	\$20,000	10%	15%	15%	\$30,000																									
	28	INTERIORS																																																
	29	C101003 Retractable Partitions	Replace	17	Retractable partitions have been installed in the kitchen area, which we assume are original to the building.	Fair	1978	38	35	15	Replacement of the partition doors. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$3,500	EA	\$3,500	0%	15%	15%	\$5,000																									
	30	C102001 Standard Interior Doors	Replace	18	Standard wood doors provide access to the office space, electrical rooms and bathrooms. All are showing signs of age related deterioration.	Fair	1978	38	10	5	A contingency has been provided for repair/replacement. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000																									
	31	C102001 Interior Doors	Double Doors	19	Solid and glazed double doors are located at the entry to the gym, kitchen and the Wonder Club preschool. The doors appear to be good working order.	Good	1978	38	10	10	Doors are expected to last the life of the building. However, a budget is provided for some door replacement/repair. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000																									
	32	C103002 Toilet and Bath Accessories, Rehab	Men's and Women's washrooms	20	Men's and women's washroom are located adjacent to the main desk and the main entrance. Both have aging finishes and fixtures. Both have one sink with laminated counter tops, resilient flooring, tiled walls and toilet partitions.	Fair	1978	38	15	5	Renovate both washrooms.	Replacement	3 - Future Renewal	Yes	No	Yes	No	2	\$30,000	EA	\$60,000	0%	15%	15%	\$80,000					\$80,000																				
	33	C103008 Counters/Cabinets	Preschool Rooms	21	Aging counters and cabinets are located in both preschool rooms and are in fair condition. We assume that these are original to the building.	Fair	1978	38	15	5	Replace counters and cabinets.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000					\$14,000																				
	34	C103008 Counters/Cabinets	Kitchen	22	Counters and cabinets are located in kitchen and appear to be in good condition. We assume that these were replaced in 2005.	Good	2005	11	15	15	Replace cabinets and counters. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$20,000	LS	\$20,000	0%	15%	15%	\$27,000																									

Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay Community Centre, 140 Oswego Street, Victoria

BLDG	Row	Component		Condition Assessment						Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025					
	35	C103008 Counters/Cabinets	Main Front Desk	23	Counters and cabinets are located at the main front desk and appear to be in good condition. We assume that these were replaced in 2005.	Good	2005	11	15	15	Replace cabinets and counters. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$20,000	LS	\$20,000	0%	15%	15%	\$27,000															
	36	C301005 Gypsum Board Wall and Ceiling Finishes	Paint	24	Painted gypsum wall board is located within the preschool rooms and portions of the kitchen area. The paint finish is of varying age.	Fair	2005	11	5	5	A contingency has been provided for the cyclical painting of the gypsum walls and ceilings. This item has been phased over 5 years.	Contingency	3 - Future Renewal	Yes	No	No	No	8000	\$3	SF	\$24,000	0%	15%	15%	\$32,000					\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000					
	37	C301005 Gypsum Board Wall Finishes	Wallpaper	x	Wallpaper has been installed for portions of the main lobby and the kitchen. We assume that wallpaper was installed in 2000.	Fair	2000	16	20	10	Replace wall paper.	Replacement	3 - Future Renewal	Yes	No	No	No	800	\$3	SF	\$2,400	0%	15%	15%	\$4,000										\$4,000					
	38	C301005 Wall Finishes	Painted CMU	25	Painted CMU walls are located in the gymnasium. The paint finish appears to be in fair condition. We assume these walls were last painted in 2010.	Fair	2010	6	5	5	Repaint CMU walls. Painting has been phased over 5 years.	Replacement	3 - Future Renewal	Yes	No	No	No	1400	\$2	SF	\$2,800	0%	15%	15%	\$4,000						\$800	\$800	\$800	\$800	\$800	\$800				
	39	C301005 Wall Finishes	Stained Wood Paneling	26	Wood paneling has been installed for portions of the main lobby and the upper portions of the gymnasium walls. We assume the wood paneling was last refinished in 1995.	Good	1995	21	5	10	Recoat wood wall finishes.	Replacement	3 - Future Renewal	Yes	No	No	No	1250	\$2	SF	\$2,500	0%	15%	15%	\$4,000										\$4,000					
	40	C302004 Resilient Floor Finishes	Replace	27	Resilient flooring has been installed throughout. The flooring in one of the preschool rooms was replaced last year. The flooring in the lobby and the kitchen appear to have been recently replaced.	Good	2015	1	15	11	Resilient flooring. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	9000	\$7	SF	\$60,750	0%	15%	15%	\$81,000															
	41	C302004 Resilient Floor Finishes	Replace - Wonder club Preschool Room	28	The resilient flooring in the wonder club preschool room is showing signs of age related deterioration. We assume this flooring was last replaced in 1995.	Fair	1995	21	15	5	Replace resilient flooring.	Replacement	3 - Future Renewal	No	No	No	No	750	\$7	SF	\$5,063	0%	15%	15%	\$7,000						\$7,000									
	42	C302005 Carpeting	Office	29	Carpet has been installed in the main office and is showing signs of age related deterioration. We assume that the carpet was last replaced in 1995.	Fair	1995	21	15	5	Replace carpeting in main office.	Replacement	3 - Future Renewal	No	No	No	No	650	\$5	SF	\$3,088	0%	15%	15%	\$5,000						\$5,000									
	43	C302099 Gym Flooring	Gymnasium	30	Wood flooring has been installed within the gymnasium. The flooring appears to be original to the building and has been recoated a number of times over its life. Some deterioration was observed with damage to the wood flooring adjacent to the southwest door. The building occupants indicated that the damage was as a result of previous water ingress.	Fair	1978	38	40	7	Replace gym flooring.	Replacement	2 - Restore Functionality	No	No	No	No	900	\$190	SF	\$171,000	10%	15%	15%	\$249,000							\$249,000								
	44	C303004 Acoustic Ceiling Tiles	Wonder club Preschool Room	31	Ceiling tiles have been installed for the Wonder club preschool room and appear to be in good condition.	Good	1978	38	25	15	Replace ceiling tiles. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	400	\$5	SF	\$1,900	0%	15%	15%	\$3,000															
	45	C303005 Wood Ceiling	Gymnasium	32	A tongue and groove wood ceiling has been installed within the gymnasium. The ceiling finish appears to be in good condition. We assume the ceiling was last refinished in 2000.	Good	2000	16	25	15	Recoat tongue and groove ceiling. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	900	\$3	SF	\$2,700	0%	15%	15%	\$4,000															
	46	MECHANICAL SYSTEMS																																						
	47	HVAC Systems																																						
	48	D302002 Hot Water Boilers	Primary	33	One Laars Neo Therm provided back-up hot water to the hydronic system through a plate style heat exchanger (heat pump is primary source). Note: This equipment is located in the boiler room of the adjoining school.	Good	2013	3	35	32	Replace the back-up heating boiler at the end of it's lifespan. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$90,000	EA	\$90,000	0%	15%	15%	\$120,000															
	49	D302005 Auxiliary Equipment	Expansion Tank	34	One expansion tank and one bypass feed hopper are dedicated to the hot water boiler system. Note: This equipment is located in the boiler room of the adjoining school.	Good	2013	3	35	32	Replace the expansion tank and bypass feed at the end of their lifespan. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000															
	50	D302005 Auxiliary Equipment	Storage Tank	35	One AO Smith, 119 USGal indirect heated storage tank is connected to the hydronic heat system. Note: This equipment is located in the boiler room of the adjoining school.	Good	2013	3	25	22	Replace the storage tank at the end of its lifespan. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000															
	51	D302002 Hot Water Boilers	Circulating Pumps	36	Four recirc pumps move hydronic hot water throughout the heating system. Note: This equipment is located in the boiler room of the adjoining school.	Good	2013	3	15	12	Replace hot water recirculating pumps at end of service life. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	\$800	EA	\$1,600	0%	15%	15%	\$3,000															
	52	D302002 Hot Water Boilers	Heat Exchanger	37	One Bell and Gossett plate style heat exchanger provides the interface between the primary heat pump and secondary gas-fired boiler for the hydronic heat loop. Note: This equipment is located in the boiler room of the adjoining school.	Good	2013	3	35	32	Replace heat exchanger at end of service life. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$20,000	EA	\$20,000	0%	15%	15%	\$27,000															
	53	D302099 Other Heat Generating Systems	Heat Pump	38	A dual module Airstack heat pump is located outside the school boiler room and provides primary heat for the building (school and community center) hydronic heating system.	Good	2013	3	35	32	Replace primary heat pump at end of service life. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$100,000	EA	\$100,000	0%	15%	15%	\$133,000															
	54	D304008 Air Handling Units	Main AHUS, roof and ceiling spaces	39	There are two original Cal-Aire air handling units on the roof and one return air unit in the ceiling space that provide conditioned air to the center.	Fair	1978	38	35	3	Replace two of the three air handling units at the end of their lifespan.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	2	\$25,000	EA	\$50,000	10%	15%	15%	\$73,000			\$73,000												
	55	D304007 Exhaust Systems	Central Exhaust Fan	40	One axial-type ducted exhaust fan exhausts air from the washrooms. Fan is located on the roof.	Good	2000	16	25	9	Replace bathroom exhaust fan as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000									\$4,000						
	56	D304007 Exhaust Systems	Kitchen hood roof fan	41	One rooftop exhaust fan exhausts air from the kitchen hood.	Good	2000	16	20	4	Replace rooftop kitchen exhaust fan as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,000	EA	\$3,000	0%	15%	15%	\$4,000			\$4,000												
	57	D304004 Heat Distribution Systems	Piping & Valves	42	The heating water is circulated by the original steel piping (insulated not reviewed). No problems reported. Some piping may have been upgraded during major HVAC upgrade in 2013.	Not Reviewed	1978	38	45	11	Replace sections of hot water piping as needed. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$40,000	LS	\$40,000	0%	15%	15%	\$53,000															
	58	D305003 Fan Coil Units	Convective and forced air radiators	43	The common areas are equipped with convective and fan radiators. The units provide heating in the winter and capable of cooling in the summer.	Fair	1978	38	35	5	Replace radiators as required at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$35,000	LS	\$35,000	0%	15%	15%	\$47,000					\$47,000										
	59	F105002 Building Automation Systems	BAS	44	The building controls newer Reliable Controls. Note: This equipment is located in the boiler room of the adjoining school.	Good	2013	3	25	22	Replace or upgrade BAS system as required. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Contingency	3 - Future Renewal	No	No	Yes	No	1	\$55,000	LS	\$55,000	10%	15%	15%	\$81,000															
	60	Plumbing Systems																																						
	61	G3010 Water Supply	Fed from school side.	x	Domestic and sprinkler supply lines are fed from the school, and was not reviewed.	Not Reviewed	1978	38	50	10	Replace or install new backflow preventer in existing water entry room as required. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No	1	\$5,500	EA	\$5,500	0%	15%	15%	\$8,000										\$8,000					
	62	D202001 Pipes and Fittings	Hot and Cold Water Distribution	45	The cold and hot water distribution piping was primarily copper where observed. No problems observed or reported.	Good	1978	38	45	11	Replace the hot and cold water piping at the end of its lifespan as required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$80,000	LS	\$80,000	0%	15%	15%	\$106,000															
	63	D202003 Domestic Water Equipment - Boilers	Gas Fired	46	One Weil McLain gas-fired boiler provides DHW for the school and community center.Note: This equipment is located in the school mechanical room.	Good	2013	3	25	22	Replace gas-fired, direct vent, hot water boiler at end of service lifespan. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$15,000	EA	\$15,000	0%	15%	15%	\$20,000															
	64	D202003 Domestic Water Equipment - Tank	Indirect heated	47	One SuperHot (Allied Engineering) indirect heated hot water tank (119 USGal) provides DHW for the school and community center.Note: This equipment is located in the school mechanical room.	Good	2013	3	20	17	Replace hot water heater/storage tank at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$7,000	EA	\$7,000	0%	15%	15%	\$10,000															

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		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Req for Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
	65	D202003 Domestic Water Equipment - Tanks	Kitchen DHW tank	48	One John Woods 45 USGal electric DHW tank provides hot water for the kitchen only.DHW tanks are considered maintenance items and are not included in the capital plan.	Good	2013	3	9	6	Replace electric DHW tank at end of anticipated service life	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	EA	\$1,000	0%	15%	15%	\$2,000											
	66	D202003 Domestic Water Equipment - Pumps	DHW recirc equipment	49	Two recirculation pumps distribute hot water throughout the school and center. System includes expansion tank, and boiler bypass feed.	Good	2013	3	15	12	Replace recirc pumps and ancillary equipment at end of service life. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000											
	67	D2030 Sanitary Waste	Piping	50	Waste water piping is a combination of brass, PVC or cast iron where reviewed. No issues reported.	Good	1978	38	50	12	Complete localized repairs to waste water piping as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$45,000	LS	\$45,000	0%	15%	15%	\$60,000											
	68	D201000 Plumbing Fixtures	kitchenettes	51	There is one wall-mounted drinking fountain. Each tenant kitchenette has a stainless steel sink and there is one large commercial kitchen sink/dish washing station. (Kitchen equipment in general belongs to the tenant society).	Fair	1978	38	25	2	Replace kitchenette plumbing fixtures at the end of their service life.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000		\$14,000									
	69	D2030 Sanitary Waste / G3020 Sanitary Sewer	Grease trap	52	Two in-floor grease traps are located in just outside the commercial kitchen.	Good	2014	2	30	28	Replace grease traps as required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No	2	\$1,800	LS	\$3,600	0%	15%	15%	\$5,000											
	70	ELECTRICAL SYSTEMS																																		
	71	D501003 Main and Secondary Switchgear	Replacement	53	The main electrical feed originates in the school and feeds FPE distribution breaker panels in the community center electrical room.	Good	1978	27	45	18	Replace main and distribution switches at end of reliable service life, or as IR scans deem necessary. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000											
	72	D501004 Interior Branch Wiring	Contingency	x	The building appears to be wired with copper wiring throughout, with no issues reported.	Good	1978	27	50	23	Replace branch wiring and related switches and receptacle as required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$100,000	LS	\$100,000	0%	15%	15%	\$133,000											
	73	D502002 Interior Lighting Equipment	Upgrade	54	Interior lighting is primarily T-8 surface and pendant mounted fluorescent fixtures, with some incandescent wall and pendant fixtures.	Good	2000	16	15	6	Upgrade interior light fixtures to LED units or lamps.	Upgrade	3 - Future Renewal	Yes	No	No	No	70	\$250	EA	\$17,500	0%	15%	15%	\$24,000						\$24,000					
	74	D502002 Lighting Equipment	Outdoor	55	Outdoor building lighting consists primarily of older HID lights with clouded or cracked lenses, surface mounted.	Fair	1978	38	19	2	Replace recessed outdoor lighting at the end of service life.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000		\$4,000									
	75	D503008 LAN, TV, Telephone	Infrastructure cabling	56	The facility is served by extension LAN, telephone, and TV cabling with termination panels in main electrical room.	Good	2010	6	30	24	Upgrade low-voltage cable infrastructure as required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$6,000	LS	\$6,000	0%	15%	15%	\$8,000											
	76	FIRE AND LIFE SAFETY SYSTEMS																																		
	77	D503001 Fire Protection System	Fire alarm, addressable	57	The building is equipped with smoke and heat detectors connected to a newer GE-EST Quickstart fire alarm system.	Good	2013	3	25	22	Replace main microprocessor unit and remote addressable modules and devices as required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$45,000	EA	\$45,000	0%	15%	15%	\$60,000											
	78	D509002 Emergency Lighting and Power	Emergency Lighting	58	ReadyLite emergency lighting with battery packs and exit signage located throughout the facility.	Good	2010	6	20	14	Replace emergency lights and exit signs at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	3000	LS	\$3,000	0%	15%	15%	\$4,000											
	79	D401002 Sprinkler Water Supply and Piping	Wet sprinkler system	59	The wet pipe sprinkler system is a branch of the main system that originates in the school.Note: Sprinkler feeds, valves and monitoring devices are located in the school mechanical room.	Good	2013	3	40	37	Maintain a contingency for capital repairs or partial replacement of sprinkler equipment or piping. We are not privy to the cost sharing agreement between the school district and the city with regards to the mechanical/electrical systems ; therefore the costs for this item have not been carried forward into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	25000	LS	\$25,000	0%	15%	15%	\$25,000											
	80	D403001 Fire Extinguishing Devices	Kitchen hood systems	60	The kitchen hood has a Kidde dry chemical discharge system.	Good	2000	16	25	10	Replace kitchen suppression systems at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	3500	LS	\$3,500	0%	15%	15%	\$5,000										\$5,000	
	81	PROFESSIONAL SERVICES																																		
	82	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.	Not Applicable	1978	38	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	EA	\$5,000	0%	0%	15%	\$6,000		\$6,000									

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

James Bay Community Centre



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

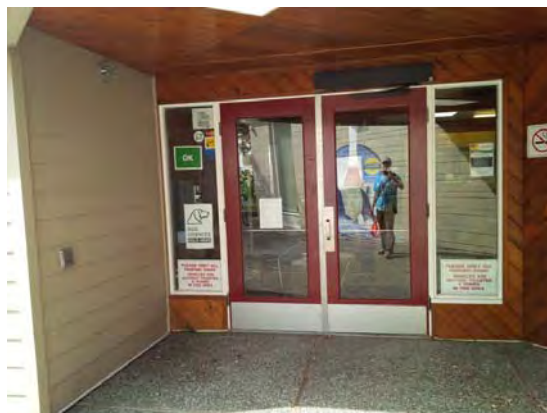


Photo 06

James Bay Community Centre

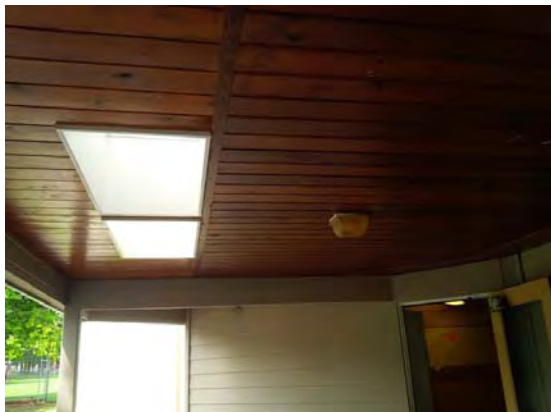


Photo 07



Photo 08



Photo 09

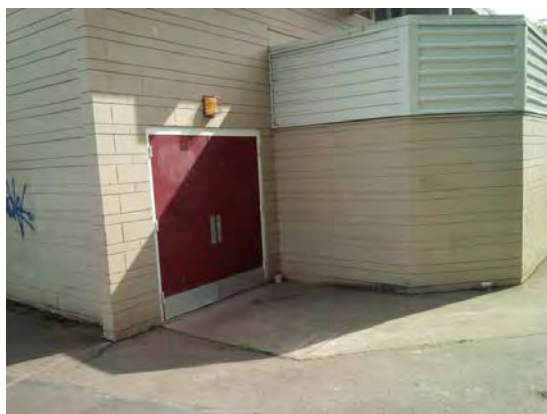


Photo 10

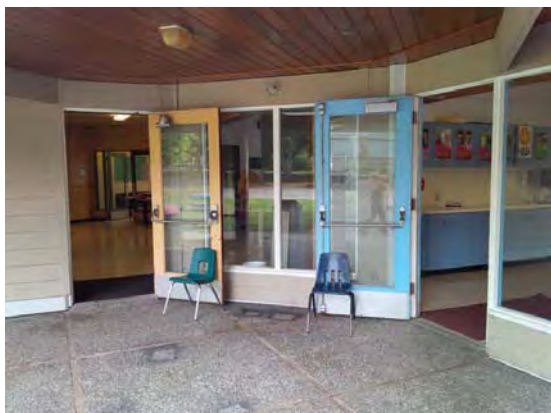


Photo 11

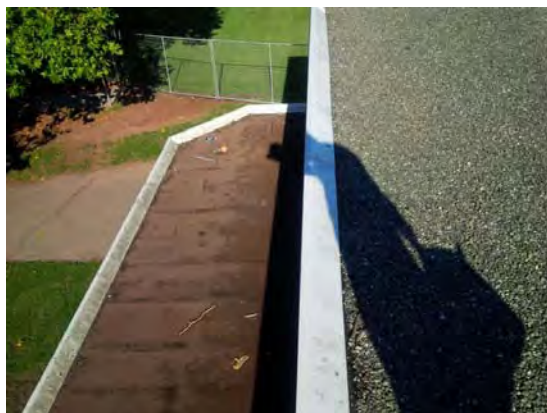


Photo 12

James Bay Community Centre



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

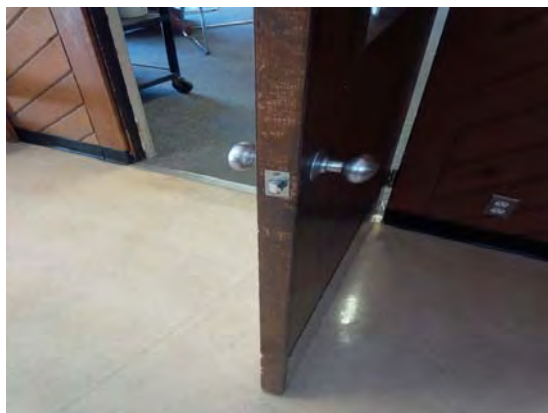


Photo 18

James Bay Community Centre

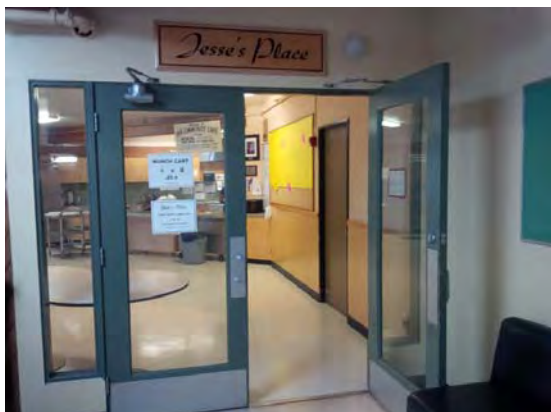


Photo 19



Photo 20



Photo 21



Photo 22

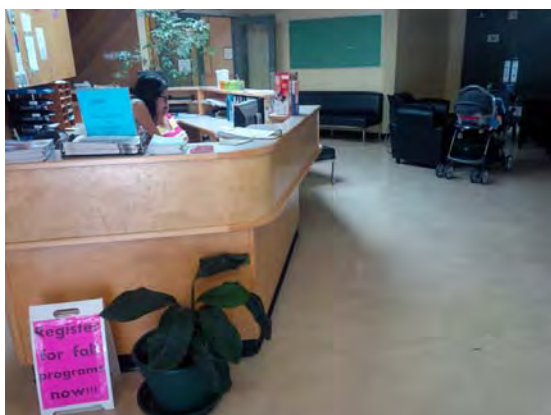


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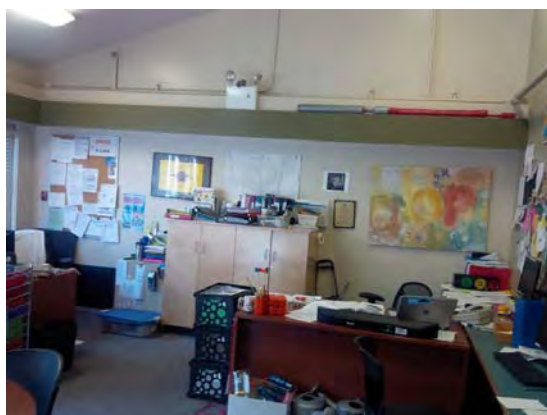


Photo 24

James Bay Community Centre



Photo 25



Photo 26

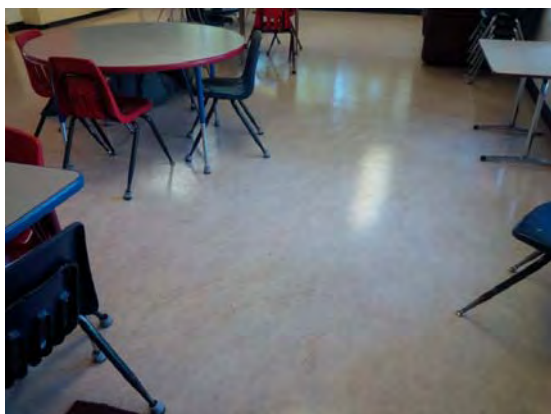


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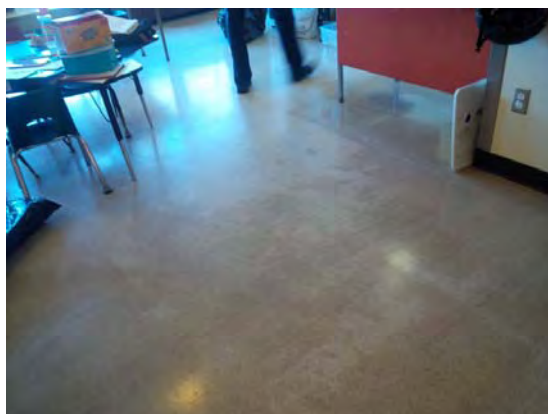


Photo 28

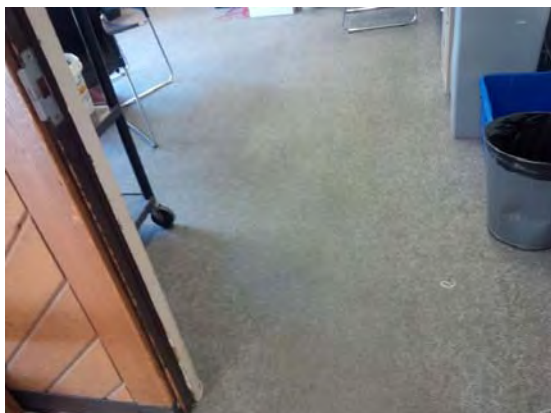


Photo 29

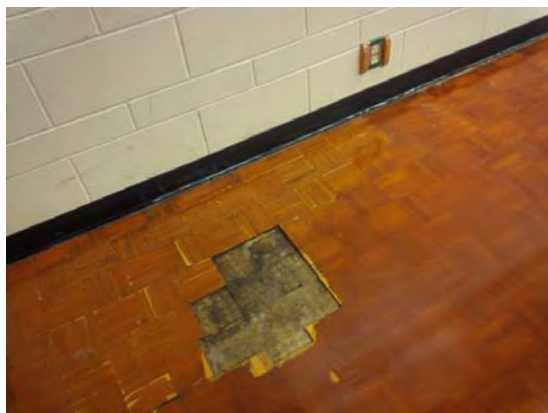


Photo 30

James Bay Community Centre

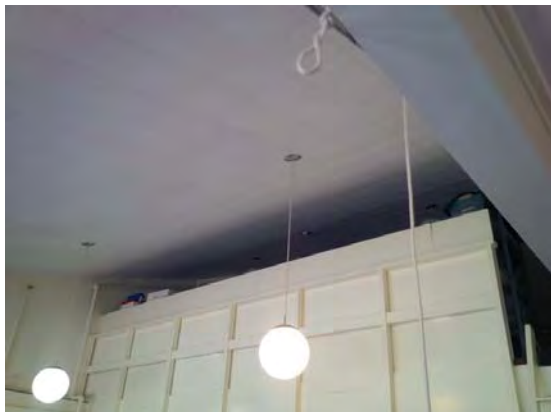


Photo 31

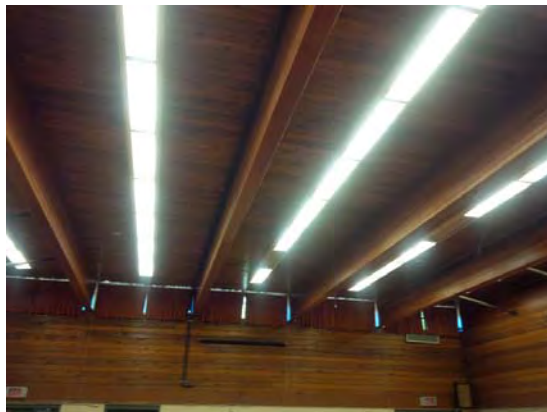


Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

James Bay Community Centre



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

James Bay Community Centre



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

James Bay Community Centre



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54

James Bay Community Centre

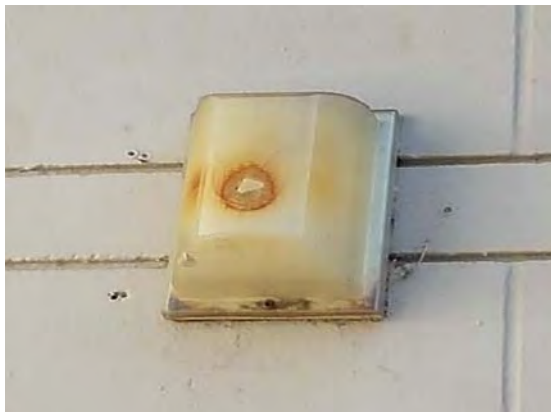


Photo 55



Photo 56



Photo 57



Photo 58



Photo 59



Photo 60

Appendix A22

**Building 23 – James Bay New Horizons
234 Menzies Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay New Horizons, 234 Menzies Street, Victoria

PROPERTY DESCRIPTION

The James Bay New Horizons Community Center was constructed in four phases in the years 1976, 1977, 1982, and 1986. The overall structure is a single storey, wood framed, slab on grade construction. The east end of the building is original, (activity room, stage, kitchen, washrooms and office areas) additions to the building were built to the west end of the building (1977), north side of the building (1982) and north east corner of the building (1986). See Photo 1.0. for an overall view of the building.

PROPERTY STATISTICS

Gross Floor Area (ft2):	7,500
Building Value:	\$2,610,474
Target FCI:	0.025
Current FCI:	0.018

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed by others;

Seismic Review

Updated cost estimate	Seismic review was performed by WSP in June 2014. Advicas provided the cost estimate for this work (\$372,700)
Seismic work completed to date:	None known
Recommendations:	Perform work as outlined in the report.

Building Code Review

Built under what code:	1975 NBC, 1977 NBC, 1980 BCBC
Deficiencies observed:	N/A
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay New Horizons, 234 Menzies Street, Victoria

Energy Efficiency

Upgrade recommendations: As provided by City Green Solutions report of 2013

We identified recommendations of approximately \$312,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- E109005 Kitchen Cabinetry
- D502002 Interior Lighting Equipment
- B301002 Roofing - Low Sloped Membrane System SBS - Main Roof

PROJECT TEAM

The visual reviews were completed on June 23, 2015 by Paula Knapp-Fisher and Paul Rutten. During our review of the building, we were accompanied by Robert Kelbough, Facilities Co-Ordinator, who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2007
- Fire Alarm Upgrade Report, prepared by RFA Consulting Electrical Engineers, dated Feb. 22, 2008
- Business Energy Assessment Report, prepared by City Green Solutions, dated 2013
- Study of the James Bay New Horizons Centre HVAC System, prepared by Ripple Rock Engineering, dated August 21, 2013
- Site Plan 1 of 1, prepared by Claude Maurice, Architect, dated Sept. 8, 1986
- Architectural drawing numbered A1, prepared by Claude Maurice, Architect, dated March 1976
- Northeast Addition drawing number 1 of 1, prepared by Claude Maurice, Architect, dated Sept. 8, 1986
- Architectural drawing number A2 of 3, prepared by Claude Maurice, Architect, dated Aug. 1982
- Drawing number 0021, prepared by unknown, dated 2009-07-08
- Architectural drawings numbered A-02, A-06, A-12, prepared by Marshall & Garyali Architects, dated Feb. 10, 1999
- Mechanical drawing numbered M2.02, prepared by Marshall & Garyali Architects, dated February 4, 1999

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay New Horizons, 234 Menzies Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	6,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	13,000
3 - Future Renewal	0	27,000	0	218,000	3,000	0	0	32,000	46,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	7,000	0	0	0	0	438,000
4b - Discretionary Renewal (Aesthetic)	0	27,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	19,000
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	6,000	54,000	8,000	226,000	18,000	8,000	8,000	40,000	54,000	470,000

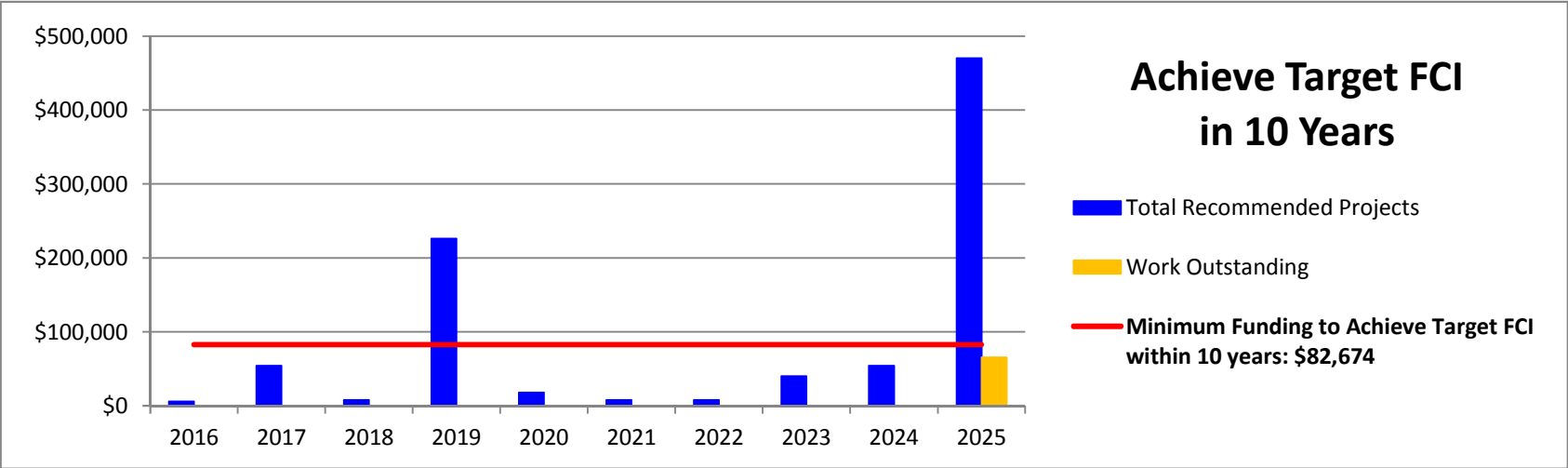
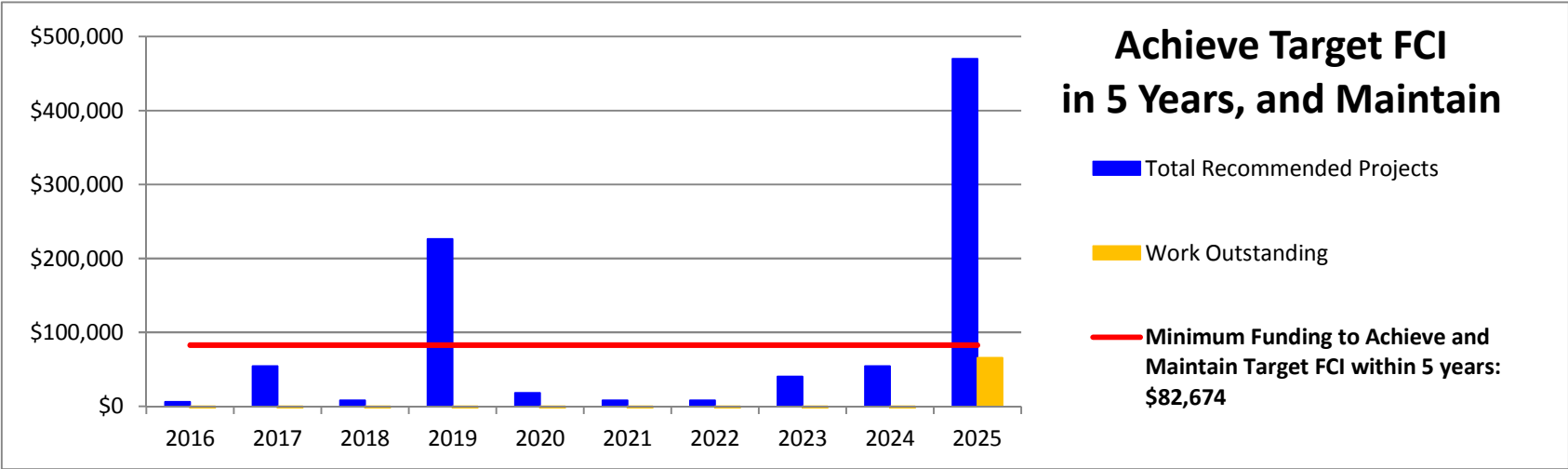
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$82,674

Work outstanding	-76,674	-105,348	-180,021	-36,695	-101,369	-176,043	-250,717	-293,391	-322,064	65,262
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The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay New Horizons, 234 Menzies Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
James Bay New Horizons, 234 Menzies Street, Victoria

BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA				RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to LOC or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
	1	SUBSTRUCTURE																																		
	2	A10 Foundations	Cast In Place Foundations - Repair	02	The foundations are cast in place walls on concrete footings. No evidence of major settlement or heaving was reported or observed. A seismic assessment has been performed on this building. No current leaks were reported or observed. For the purpose of this report, all component ages have been placed at 1976.	Not Reviewed	1976	40	10	5	The foundation walls are expected to last the life of the building, with isolated repairs only. Budget for repairs at isolated locations on a periodic basis.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No		1	\$5,000	L.S.	\$5,000	0%	10%	15%	\$7,000										
	3	A1030 Slab on Grade	Slab on Grade	x	The floor is concrete slab-on-grade. All floors are covered concealed by various flooring finishes. No evidence of major settlement or heaving was reported or observed. The timing of work has been correlated with the resilient flooring replacement.	Not Reviewed	1976	40	25	9	Budget for parging slab repairs at isolated locations as required between re-flooring events.Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000										\$7,000
	4	A103006 Foundation Drainage	Below Grade Foundation Drainage - Study	x	A foundation drainage system is assumed to be installed at the base of the foundation wall. No indication of this system is present on the drawings provided.	Not Reviewed	1976	40	15	1	Periodic camera inspection as required. City staff confirmed that this work would be completed through the facility maintenance program. Coits associated with this work have not been included in the cash flow tables.	Study	Not Applicable	No	No	No	No		1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000										
	5	A103006 Foundation Drainage	Below Grade Foundation Drainage - Repair	x	A foundation drainage system is installed at the base of the foundation wall. No indication of this system indicated in the drawings provided.	Not Reviewed	1976	40	20	3	Contingency to remove and replace damaged or failed perimeter weeping tile if or as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000										
	6	ENVELOPE																																		
	7	Above-Grade Walls																																		
	8	B2010 Exterior Walls - Rain screen Cementitious Siding, Lapped	Exterior Walls- Wood Siding - Upgrade	03	The exterior siding of the building is clad in tongue in groove cedar siding. During the site review, it was noted that the siding is too close to grade in some areas. It also appears that organic composting has been placed against the siding on the south elevation of the building at the bee keeping area. As there are varying vintages of siding on this building, an overall age of 1976 has been used for exterior items.	Fair	1976	40	35	10	Upgrade the current wood siding to new cementitious lapped siding installed per current code requirements. Any seismic upgrades are recommended to be performed in conjunction with this work.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	No	No	No		4702	\$55	SF	\$258,610	10%	10%	15%	\$360,000										\$360,000
	9	B201008 Exterior Soffits	Exterior Wood Soffits - Replacement	04	Exterior soffits are also wood siding with a continuous 2" strip of venting installed. The soffits are in serviceable condition, however the soffit vents have deteriorated, providing opportunities for insect and animal ingress into the roof space. The strip vents require replacement. The necessary replacement of these strips could provide an opportunity to upgrade this item to vented aluminum soffits.	Fair	1976	40	25	10	Replace vent strips and wood soffits. An upgrade to aluminum soffits could be considered as a cheaper alternative.	Replacement	4a - Discretionary Renewal (Upgrade)	P	No	No	No		1000	\$7	SF	\$7,000	0%	10%	15%	\$9,000										\$9,000
	10	B201010 Exterior Coatings	Stain Cedar Siding - Replacement	05	Cedar wood siding on this building is paint finished. The last painting event is unknown and has been estimated.	Fair	2005	11	15	4	Re-stain the siding and trim (prep and 2-coats). This line item assumes the current siding has been retained.	Replacement	3 - Future Renewal	No	No	No	No		4702	\$2	SF	\$7,053	0%	10%	15%	\$9,000										
	11	B201011 Joint Sealant	Joint Sealant - Replacement	06	Most junctions at dissimilar materials (doors and windows) are not sealed with caulking. Typically cladding finishes are butted directly to the window or door frame. Some caulking was observed at these junctions on the east elevation. This sealant has failed. No leaks were reported by building staff. The age of this item has been estimated as original.	Poor	1976	40	10	10	Contingency to replace or install sealant between dissimilar materials, around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Contingency	2b - Exceeded Service Life	No	No	No	No		1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000										\$10,000
	12	B202001 Windows	Aluminum Frame - Replacement	07	The window system is aluminum-framed, and includes assemblies combining fixed glazing and awning operable windows. There were no leaks reported or observed. The timing of this replacement has been coordinated with the replacement timing of the siding to allow for the correct detailing of the rough openings.	Fair	1976	40	25	10	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No		340	\$100	SF	\$34,000	15%	10%	15%	\$50,000										\$50,000
	13	B202001 Windows	Vinyl Framed - Replacement	08	Vinyl windows replace the original aluminum framed clear story windows at the roof level.	Good	2001	15	25	10	Replace windows with insulated glass units (IGUs) c/w Low E coatings and argon fill at end of lifespan.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		40	\$100	EA	\$4,000	15%	10%	15%	\$6,000										\$6,000
	14	B202002 Storefront Assembly	Front Doors and Vestibule Doors - Replacement	09	Aluminum storefront doors are present at the front entrance. These doors are accessible doors.	Good	1976	40	25	10	Replace storefront system. This line item has exceeded manufacturers lifespan but is still serviceable. These doors are protected by an overhang and canopy.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		2	\$5,000	EA	\$10,000	0%	10%	15%	\$13,000										\$13,000
	15	B202004 Exterior Glazing	Exterior Tempered Glazing- West Elevation- Replacement	10	Tempered glazing (without frames) is present on the street side of the building. This glazing provides a wind break fro the front entrance sitting area. The age of this item has been estimated.	Good	2010	6	25	19	Replace glazing as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		140	\$15	SF	\$2,100	0%	10%	15%	\$3,000										
	16	B203001 Single Exterior Solid Wood Doors with glazing	Single Swing Door- Wood- Glazed - Replacement	11	Wood doors service the east side of the building (adjacent to park area). The doors are glazed and appears to be original doors.	Fair	1976	40	25	10	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. The timing of this replacement has been coordinated with the replacement of the exterior siding to allow for correct detailing of the rough openings of the door.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables	Replacement	2b - Exceeded Service Life	No	No	No	No		1	\$1,225	EA	\$1,225	0%	10%	0%	\$2,000										
	17	B203001 Double Exterior Solid Wood Doors, with glazing	Double Swing Door Wood- Glazed - Replacement	12	Wood doors service the east side of the building (adjacent to park area). The door is glazed and appears to be an original door.	Good	1976	40	25	10	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. The timing of this replacement has been coordinated with the replacement of the exterior siding to allow for correct detailing of the rough openings of the door.	Replacement	2b - Exceeded Service Life	No	No	No	No		1	\$2,325	EA	\$2,325	0%	10%	15%	\$3,000										\$3,000
	18	Roofs																																		
	19	B301002 Roofing - Low Sloped Membrane System SBS	Low Sloped Membrane - Replacement	13	The roof is an exposed double-ply SBS membrane, fully-adhered to the roof deck. The roof drains by internaldrains located in the field of the roof area. We noted several ages of membrane on this roof, the section of roof over room 16 appears to be the most recent area of replacement. As this building was built in 4 phases areas of the roof field are separated by low roof curbs and individually drained. No leaks were reported or observed. The age of this item has been estimated to have been completed last year.	Good	2014	2	25	24	Replace roofing system including flashings, sealants, etc. as required. This work covers the replacement of the new roofing membrane and falls outside of the timeline of this report.	Replacement	3 - Future Renewal	No	No	yes	No		600	\$20	SF	\$12,000	15%	10%	15%	\$18,000										
	20	B301002 Roofing - Low Sloped Membrane System SBS	Low Sloped Membrane - Replacement	14	The roof is an exposed double-ply SBS membrane, fully-adhered to the roof deck. The roof drains by internal drains located in the field of the roof. We noted several ages of membrane on this roof, the section of roof over room 16 appears to be the most recent area of replacement. As this building was built in 4 phases areas of the roof field are separated by low roof curbs and individually drained. No leaks were reported or observed. During the review, areas of delamination of the 2-ply membrane and general crazing were noted. This membrane is nearing the end of it's serviceable lifespan. The age of this installation has been estimated. The sloped roof SBS sections should be mechanically fastened. Any SBS system greater then 1/2" in 12" slope requires mechanical fastening in addition to fastening.	Fair	1995	21	25	4	Replace roofing system including flashings, sealants, etc. as required. This line item covers the remaining membrane on this roof.	Replacement	3 - Future Renewal	No	No	Yes	No		6939	\$20	SF	\$138,780	10%	10%	15%	\$194,000										\$194,000
	21	B301005 Downspouts	Downspouts- Replacement	15	There are no gutters on this building as the roof is internally drained. PVC piping connects the in roof drainage to the perimeter drainage system. Cast iron piping from the roof drains to the PVC piping is rusting and may need to be replaced. The age of these items have been estimated as original.	Fair	1976	40	30	4	Contingency to replace downspouts at the end of service life. This replacement has been timed with the next re-roofing event.	Replacement	3 - Future Renewal	No	Yes	No	No		1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000										\$7,000
	22	B301006 Roof Openings- Skylights	Skylights - Replacement	16	A 4'x4' acrylic domed skylight is located in the roof above the front entrance overhang, (previously room 117). This skylight located above unconditioned space. The age of this item has been estimated.	Good	2000	16	21	5	Replace skylights at end or service life (4x4 insulated units). As this area was previously conditioned space, this skylight is an insulated unit. This could be replaced with an uninsuated unit in the next renewal. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables	Replacement	3 - Future Renewal	No	No	No	No		1	\$1,000	EA	\$1,000	15%	10%	0%	\$2,000										
	23	B301006 Roof Openings- Skylights	Skylights - Replacement	17	Two 2"x4' acrylic domed skylights are present on the roof. The age of this item has been estimated. The liner of one of these skylights requires re-finishing.	Good	2000	16	21	5	Replace skylights at end or service life (2x4 insulated units).	Replacement	3 - Future Renewal	Yes	No	No	No		2	\$835	EA	\$1,670	15%	10%	0%	\$3,000										\$3,000
	24	INTERIORS																																		
	25	C102001 Standard Interior Doors	Door Finishes - Repaint	x	A range of solid and glazed doors are present at this facility. For the purpose of this report all doors have been assumed original. The last repainting event has been estimated.	Good	2010	6	15	9	Contingency for painting interior suite door frames.	Repair Allowance	3 - Future Renewal	Yes	No	No	No		26	\$100	EA	\$2,600	0%	10%	15%	\$4,000										\$4,000
	26	C101007 Interior Glazing	Interior Glazing - Repairs	18	Various interior glazing is installed throughout the complex.	Good	1976	40	45	5	Contingency for repairs to glazing as required.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000										\$7,000
	27	C102098 Other Interior Specialty Doors	Wood Accordion Doors - Replacement	19	Accordion doors provide partitions between the corridor and room 115 - some of these door have been upgraded from wood to vinyl.	Good	1976	40	25	0	Contingency for replacemeng wood accordion doors. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables	Replacement	2 - Restore Functionality	Yes	No	No	No		2	\$500	EA	\$1,000	0%	10%	0%	\$2,000										
	28	C102098 Other Interior Specialty Doors	Vinyl Accordion Doors - Replacement	x	Accordion doors provide partitions between the corridor and room 115 - some of these door have been upgraded from wood to vinyl. A least one wood accordion door was noted to be in need of replacement.	Good	2010	6	25	19	Contingency for replacing vinyl accordion doors. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables	Replacement	3 - Future Renewal	Yes	No	No	No		2	\$200	EA	\$400	0%	10%	0%	\$1,000										
	29	C102001 Standard Interior Doors	Slab Doors - Replacement	20	A range of solid and glazed doors are present at this facility. For the purpose of this report all doors have been assumed original.	Good	1976	40	25	10	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		4	\$350	EA	\$1,400	0%	10%	0%	\$2,000										

BLDG	Row	Component		Photo	Condition Assessment			Lifecycle Data				Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2015	Typical Life Cycle or Action Interval	Est. Time to Next Col or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	30	C102001 Standard Interior Doors	Single Glazed Doors - Replacement	21	A range of solid and glazed doors are present at this facility. For the purpose of this report all doors have been assumed original.	Good	1976	40	25	10	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		16	\$350	EA	\$5,600	0%	10%	15%	\$8,000										\$8,000	
	31	C102001 Standard Interior Doors	Glazed Double Doors - Replacement	22	A range of solid and glazed doors are present at this facility. This line item covers double glazed doors present in the complex. For the purpose of this report all doors have been assumed original.	Good	1976	40	25	10	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		3	\$700	EA	\$2,100	0%	10%	15%	\$3,000										\$3,000	
	32	C103002 Toilet and Bath Accessories, Rehab	Accessible Washrooms - Refurbishment	23	Men's and woman's multi stall accessible washroom. The last performed upgrade of this washroom was two years ago.	Good	2013	3	15	12	Contingency to renovate common washrooms.	Replacement	3 - Future Renewal	Yes	No	No	No		2	\$15,000	LS	\$30,000	0%	10%	15%	\$38,000											
	33	C2 Corridor Fire Door	Fire Door - Replacement	24	A single fire door is located in the corridor.	Good	1976	40	30	5	Replace doors and panic hardware. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$300	EA	\$300	0%	10%	0%	\$1,000											
	34	C3010 Interior Finishes	All Painted Walls and Ceilings - Replacement	25	Gypsum board walls and ceilings, masonry walls are all a painted finish. The last update of the paint finishes has been estimated.	Good	2010	6	15	2	Repaint walls as required. A yesrly contingency has been provided for ongoing painting.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		1	\$6,000	LS	\$6,000	0%	10%	15%	\$8,000		\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	
	35	C302004 Resilient Floor Finishes	Resilient Sheet Flooring - Replacement	26	Resilient sheet flooring present in room 115 and in the kitchen. The last upgrade of this item has been estimated.	Good	2010	6	15	9	Replace vinyl sheet flooring.	Replacement	3 - Future Renewal	No	No	No	No		2585	\$7	SF	\$17,449	0%	10%	15%	\$23,000										\$23,000	
	36	C302005 Carpeting	Corridors and Offices - Replacement	27	Carpet installed in the corridors and offices. The last update of this item was two years ago.	Good	2013	3	15	9	Replace carpeting as required.	Replacement	3 - Future Renewal	Yes	No	No	No		3000	\$5	SF	\$14,250	0%	10%	15%	\$19,000										\$19,000	
	37	C302005 Laminate Wood Flooring	Wood Flooring - Replacement	28	Laminate wood flooring has been installed in room 111. This appears to be a recent installation. The age of item has been estimated.	Good	2013	3	15	12	Replace wood flooring as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		881	\$5	SF	\$4,405	0%	10%	15%	\$6,000											
	38	C303004 Ceiling	Acoustic Tiles - Replacement	29	Various areas of dropped ceiling tiles and suspension system throughout the complex.	Good	1976	40	50	10	Replace acoustic 2x4 ceiling tiles (excluding suspension system). Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		750	\$2	SF	\$1,313	0%	10%	15%	\$2,000											
	39	E109005 Kitchen Cabinetry	Kitchen Cabinetry	30	Kitchen cabinets, laminate counters. The age of this kitchen is assumed to be original. The age of this item has been estimated.	Good	1976	40	18	2	Replace kitchen cabinetry at the end of its lifespan as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No		1	\$15,000	EA	\$15,000	0%	10%	15%	\$19,000		\$19,000									
	40	MECHANICAL SYSTEMS																																			
	41	HVAC Systems																																			
	42	D302099 Heat Generating Systems	Electric heaters	31	Baseboard electric heater provide supplemental heat to various rooms. The age of this item has been estimated.	Good	2014	2	30	28	Replace electric heaters at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000											
	43	D304008 Air Handling Units	Heat pump	32	Two Trane heat pumps provide conditioned air to the center.	Good	2014	2	25	23	Replace heat pumps at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No		2	\$28,000	EA	\$56,000	15%	10%	15%	\$82,000											
	44	D304007 Ventilation Systems	Low volume fans	33	Fractional Hp kitchen hood and bath fans provide air exhaust from specific areas (bath, kitchen, high ceiling). This item has been upgraded since installation.	Good	2014	2	22	20	Replace all kitchen hood and bath-type exhaust fans. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		5	\$350	EA	\$1,750	0%	10%	0%	\$2,000											
	45	D304007 Ventilation Systems	High volume fans	34	Two high volume exhaust fans that discharge onto the roof provide additional ventilation as required. This item has been upgraded since installation.	Good	2014	2	25	23	Replace large exhaust fans as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		2	\$500	EA	\$1,000	0%	10%	0%	\$2,000											
	46	D304007 Ventilation Systems	Ceiling fans	35	Two ceiling fans reduce air stratification in high ceiling areas. This item has been upgraded since installation.	Good	2014	2	25	23	Replace ceiling fans as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		2	\$500	EA	\$1,000	0%	10%	0%	\$2,000											
	47	F105002 Building Automation Systems	BAS/DDC	36	The HVAC system is controlled by a Reliable Controls central building automation system. This item has been upgraded since installation.	Good	2014	2	22	20	Replace individual BAS components as needed. Upgrade entire system at end of reliable service life.	Contingency	3 - Future Renewal	Yes	No	Yes	No		1	\$10,000	LS	\$10,000	15%	10%	15%	\$15,000											
	48	D304007 Exhaust Systems	HRV	37	The building is equipped with a VanEE GLC heat recovery ventilator connected to the air distribution system. This item has been upgraded since installation.	Good	2014	2	25	23	Replace HRV as required at end of normal lifespan.	Replacement	3 - Future Renewal	No	No	No	No		1	\$2,300	EA	\$2,300	0%	10%	15%	\$3,000											
	49	Plumbing Systems																																			
	50	D202001 Pipes and Fittings	Backflow preventers	x	No backflow preventer was noted on the main incoming domestic water line.	Poor	1976	40	35	1	Install backflow preventers as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	New	2 - Restore Functionality	Yes	No	No	No		1	\$5,000	LS	\$5,000	0%	10%	0%	\$6,000	\$6,000										
	51	D201000 Plumbing Fixtures	Washroom fixtures	38	Men's and woman's multi stall accessible washroom. The last performed upgrade of this washroom was two years ago.	Good	2013	3	15	12	Replace or upgrade washroom fixtures.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000											
	52	D202001 Pipes and Fittings	Main water distribution	39	Piping is copper or steel where observed.	Good	1976	40	40	8	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	No		1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000									\$32,000		
	53	D203001 Waste Pipe and Fittings	Throughout building	40	Sanitary sewer piping was largely PVC where reviewed and returns to main sewer system (not reviewed).	Good	1976	40	45	11	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No		1	\$75,000	LS	\$75,000	0%	10%	15%	\$95,000											
	54	D202003 Domestic Water Equipment - heater	Hot Water Heater	41	One electric John Wood 182 liter water heater provides domestic hot water to the center.	Fair	2006	10	10	1	Replace hot water heater at end of anticipated service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	No	No	No		1	\$1,500	EA	\$1,500	0%	10%	0%	\$2,000											
	55	Other Mechanical Systems																																			
	56	E109005 Kitchen Appliances	Servery stations	42	Kitchen appliances consist of a standard fridge, electric stove and dishwasher. The age of this item has been estimated.	Fair	2000	16	20	4	Replace kitchen appliances at the end of its lifespan as required.	Replacement	3 - Future Renewal	Yes	No	No	No		3	\$2,000	EA	\$6,000	0%	10%	15%	\$8,000				\$8,000							
	57	ELECTRICAL SYSTEMS																																			
	58	D501003 Main and Secondary Switchgear	Replacement	43	The main Federal Pioneer disconnect is rated at 400A, 240V. Distribution breaker panels are also Federal Pioneer. The age of this item has been estimated.	Good	1987	29	43	14	Replace main and distribution switches at end of reliable service life, or as IR scans deem necessary. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No		1	\$12,000	LS	\$12,000	15%	10%	15%	\$18,000											
	59	D501004 Interior Branch Wiring	Contingency	x	The building appears to be wired with copper wiring throughout, with no issues reported. The age of this item has been estimated.	Good	1987	29	50	21	Replace branch wiring and related switches and receptacle as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No		1	\$80,000	LS	\$80,000	15%	10%	15%	\$117,000											
	60	D502002 Interior Lighting Equipment	Replacement	44	Interior lighting is primarily T-12 surface and recessed 2x2 or 2x4 fluorescent fixtures with some track halogen flood lights. An overall energy audit was performed by City Green circa 2013. The age of this item has been estimated.	Good	1989	27	15	2	Upgrade or replace interior light fixtures as required.	Upgrade	3 - Future Renewal	Yes	No	No	No		70	\$300	EA	\$21,000	0%	10%	15%	\$27,000		\$27,000									
	61	D502002 Lighting Equipment	Exterior lights	45	The center has LED exterior flood lights, wall mounted. The age of this item has been estimated.	Good	2014	2	25	23	Replace exterior lights at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		6	\$450	EA	\$2,700	0%	10%	15%	\$4,000											
	62	D503008 Security Systems	Motion sensors	46	The building is equipped with a remotely monitored DSC security system. The age of this item has been estimated.	Good	2009	7	25	18	Replace or upgrade security system at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$4,500	LS	\$4,500	0%	10%	15%	\$6,000											
	63	FIRE AND LIFE SAFETY SYSTEMS																																			
	64	D503001 Fire Protection System	Fire alarm, non-addressable	47	The building is equipped with smoke and heat detectors connected to the Mircom Fx-350 fire alarm panel.	Good	2009	7	24	17	Replace fire alarm panel and devices as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No		1	\$32,000	LS	\$32,000	15%	10%	15%	\$47,000											
	65	D509002 Emergency Lighting and Power	Emergency Lighting	48	Redilite and Lumacell emergency lighting with battery packs and exit signage located throughout the facility. The age of this item has been estimated.	Good	2014	2	20	18	Replace emergency lights and exit signs at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

James Bay New Horizons Community Centre



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

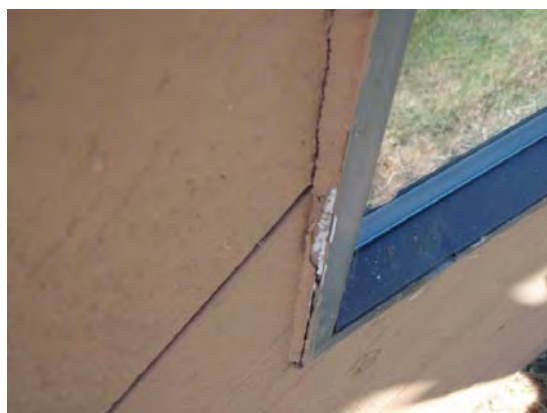


Photo 06

James Bay New Horizons Community Centre



Photo 07



Photo 08

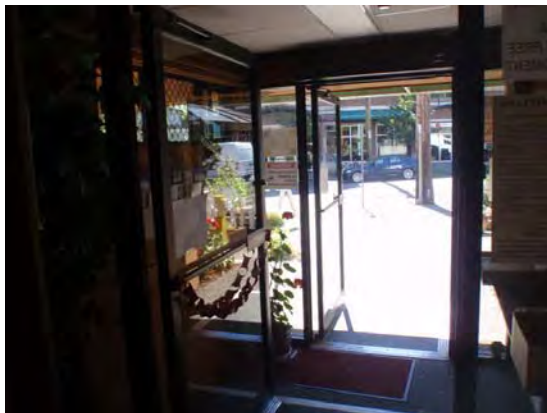


Photo 09

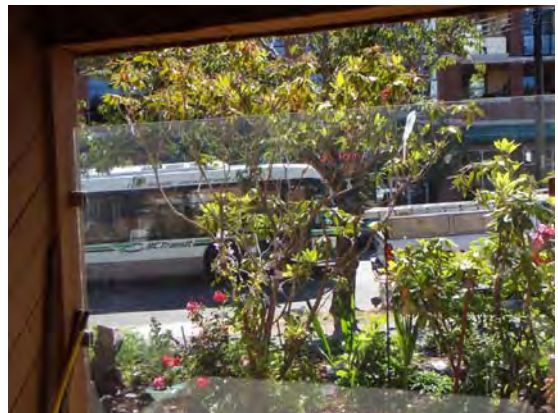


Photo 10



Photo 11



Photo 12

James Bay New Horizons Community Centre



Photo 13



Photo 14



Photo 15



Photo 16

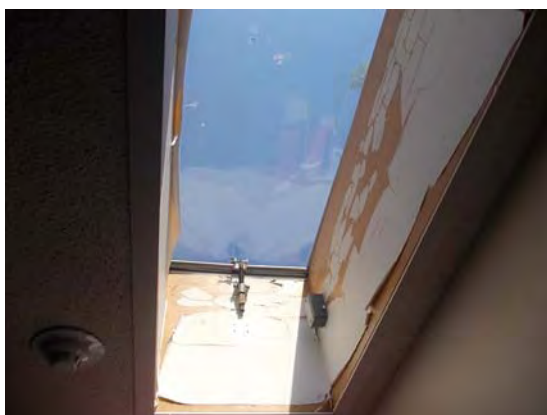


Photo 17

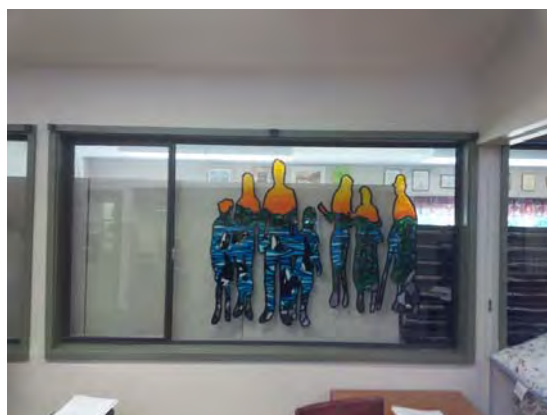


Photo 18

James Bay New Horizons Community Centre

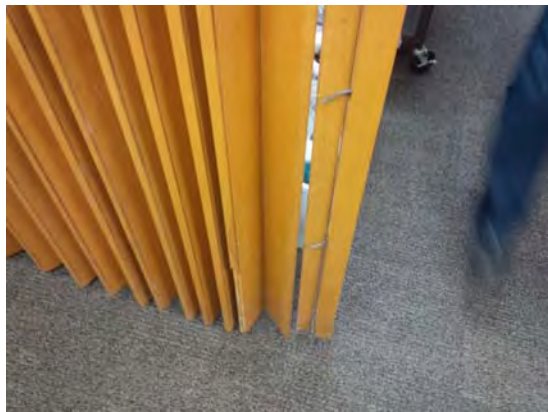


Photo 19

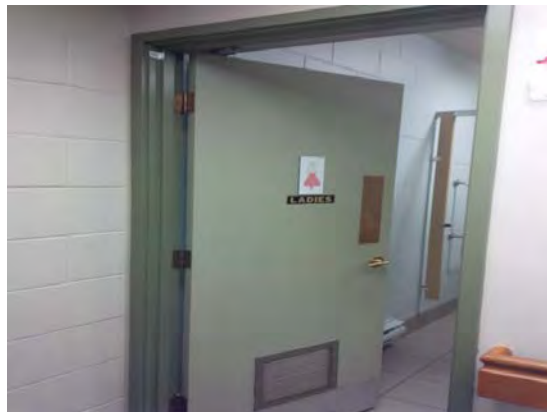


Photo 20

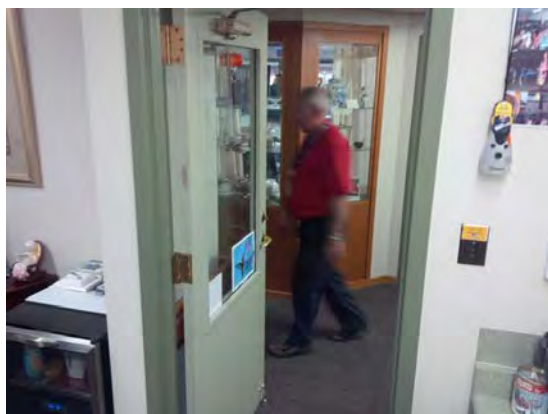


Photo 21

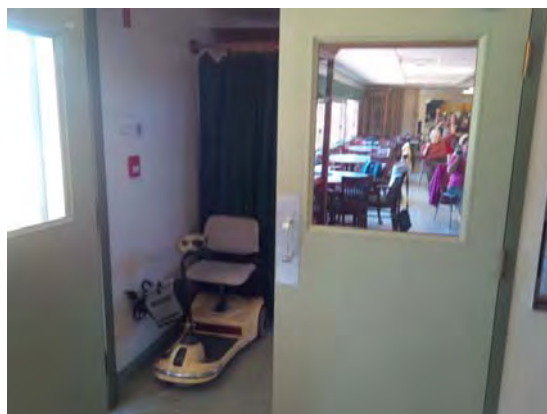


Photo 22



Photo 23



Photo 24

James Bay New Horizons Community Centre

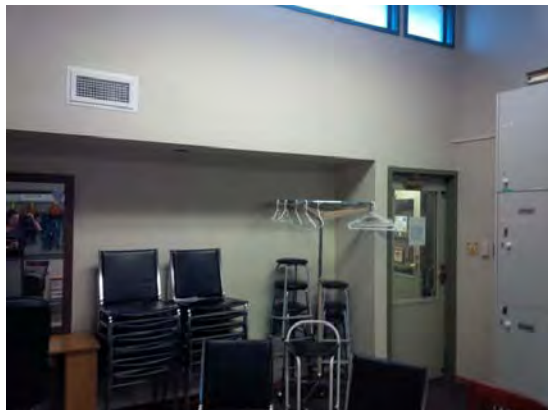


Photo 25

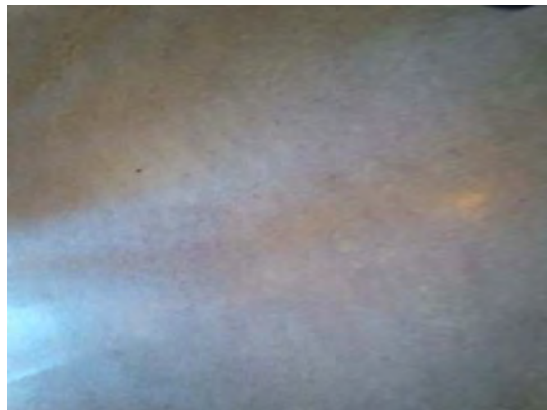


Photo 26

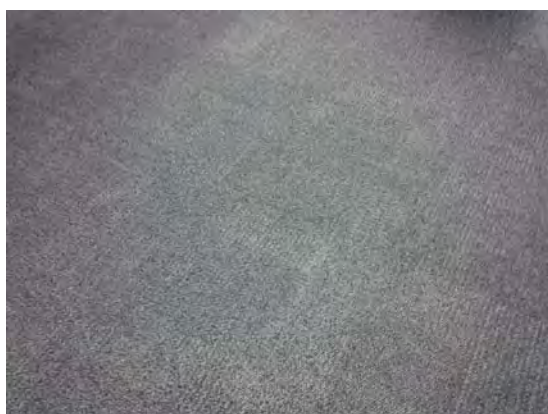


Photo 27



Photo 28



Photo 29



Photo 30

James Bay New Horizons Community Centre



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

James Bay New Horizons Community Centre



Photo 37



Photo 38



Photo 39

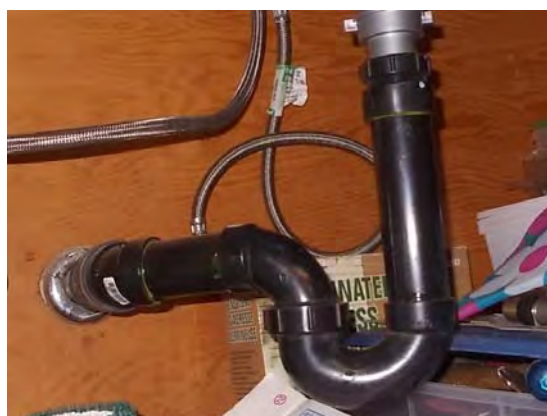


Photo 40



Photo 41



Photo 42

James Bay New Horizons Community Centre



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Appendix A23

**Building 24 – Oaklands Community
Center - #1-2827 Belmont Avenue,
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Oaklands Community Centre, #1 - 2827 Belmont Avenue, Victoria

PROPERTY DESCRIPTION

The Oaklands Community Center was constructed in 1999. This is a wood framed building with a combination of brick and stucco cladding. The center itself is a single level structure and is attached to the multistory Oaklands Elementary School. The majority of mechanical systems (HVAC and Fire Sprinklers) are shared with the school and managed separately by the school district. Roof systems are a low slope SBS system, windows are an anodized aluminum frame doubled glazed units. See Photo 1.0 for an overall view of the building.

PROPERTY STATISTICS

Gross Floor Area (ft2):	4,392
Building Value:	\$1,238,544
Target FCI:	0.025
Current FCI:	0.050

REPORT OVERVIEW

We found no concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	A seismic assessment was performed by Advicas in 2014. This building conforms to 2012 BC Building Code for seismic loads, no upgrades required - as outlined in Advicas report.
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Seismic work completed to date:	None - no upgrades required.
Recommendations:	None - no upgrades required.

Building Code Review

Built under what code:	1998 BCBC
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes.
Access throughout building:	Yes.
Access to washrooms:	Yes.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Oaklands Community Centre, #1 - 2827 Belmont Avenue, Victoria

Energy Efficiency

Upgrade recommendations:

Study performed by City Green Solutions in 2013

Co-ordination with the school district for the control of heat in the building.

Hot water aeration at faucets.

We identified recommendations of approximately \$130,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B2010 Exterior Walls - Rain Screen Brick
- C301005 Gypsum Board Wall Finishes
- C302004 Resilient Floor Finishes

PROJECT TEAM

The visual reviews were completed on June 10, 2015 by Paula Knapp-Fisher. During our review of the building, we were accompanied by Rob Kelbough, Project Administrator and city staff, who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2007
- Business Energy Assessment Report, prepared by City Green Solutions, dated 2013
- Seismic Assessment and Upgrade DRAFT report prepared by WSP, dated June 2014
- Class D Estimate, prepared by Advicas, dated July 4, 2014
- Architectural drawings numbered A-02, A-06, and A-12, prepared by Marshall & Garyali Architect, dated Feb. 12, 1999
- Mechanical drawing numbered M2.02, prepared by Marshall & Garyali Architect, dated Feb. 4, 1999
- Architectural drawing numbered A2, A6, and A-15, prepared by Marshall & Garyali Architect, dated October 2000

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Oaklands Community Centre, #1 - 2827 Belmont Avenue, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	33,000	0	0	0	0	10,000	0	0
2b - Exceeded Service Life	11,000	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	8,000	39,000	0	16,000	0	11,000	287,000	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	7,000	0	0	14,000	0	0
4b - Discretionary Renewal (Aesthetic)	0	4,000	4,000	4,000	4,000	4,000	4,000	24,000	4,000	4,000
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	11,000	12,000	76,000	4,000	27,000	4,000	15,000	335,000	4,000	4,000

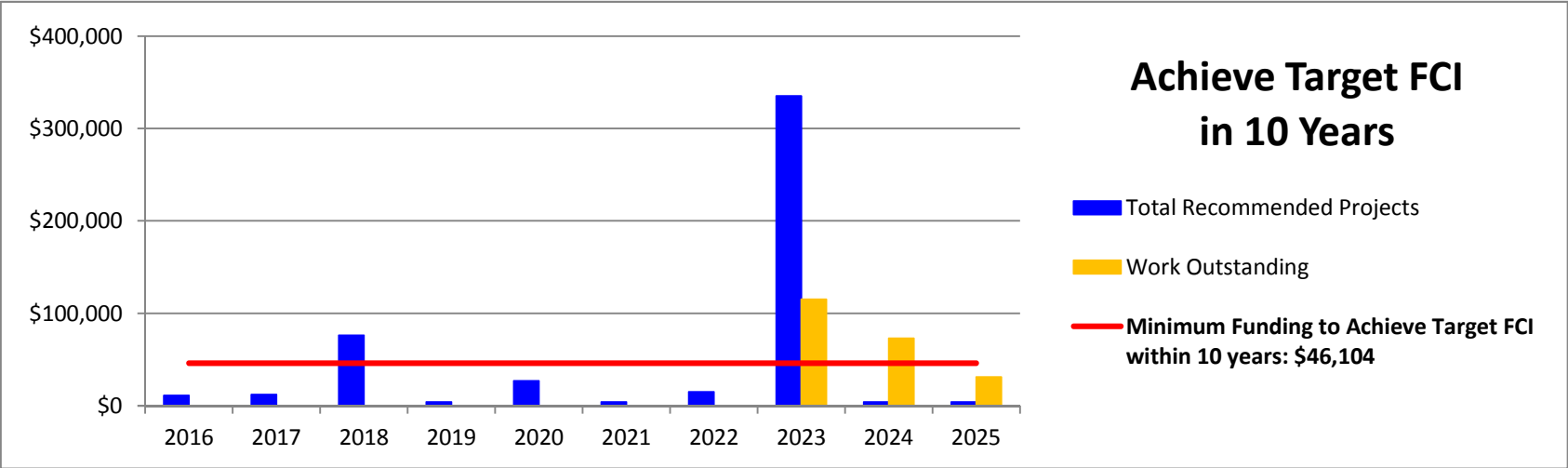
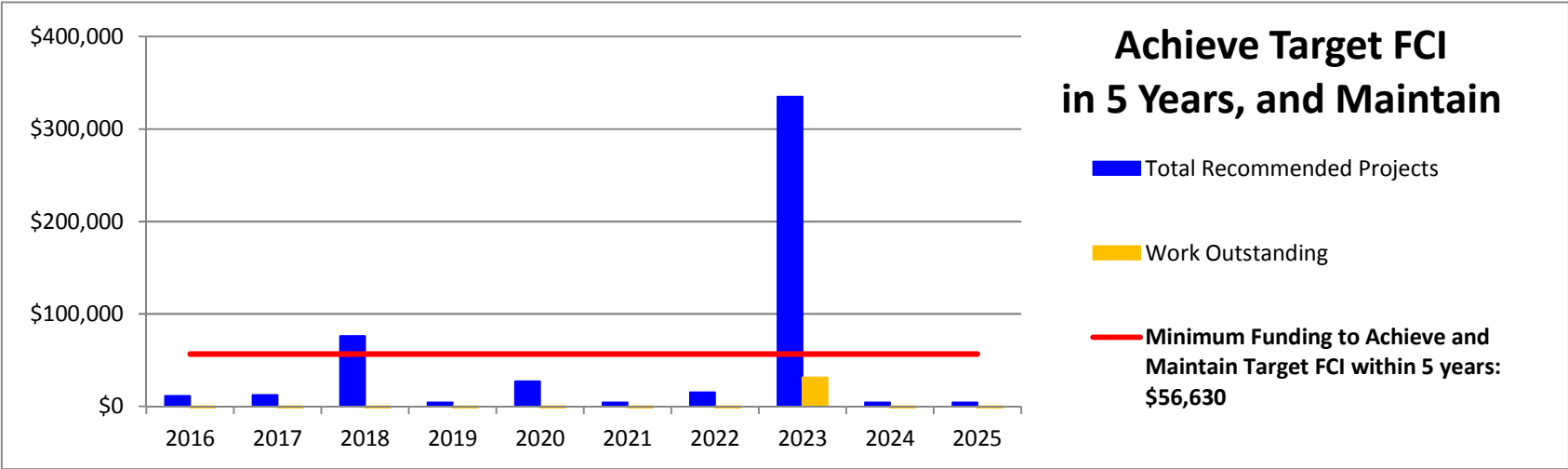
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$56,630

Work outstanding	-45,630	-90,259	-70,889	-123,518	-153,148	-205,777	-247,407	30,964	-21,666	-74,296
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Minimum Funding to Achieve Target FCI within 10 years: \$46,104

Work outstanding	-35,104	-69,207	-39,311	-81,415	-100,518	-142,622	-173,725	115,171	73,067	30,964
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The City of Victoria
Facility Condition Assessment and Capital Plan
Oaklands Community Centre, #1 - 2827 Belmont Avenue, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT							LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to COI or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025					
																										\$11,000	\$12,000	\$76,000	\$4,000	\$27,000	\$4,000	\$15,000	\$335,000	\$4,000	\$4,000					
	1	SUBSTRUCTURE																																						
	2	A10 Foundations	Cast In Place Foundations - Repair	02	The foundations are cast-in-place concrete walls on strip footings. No evidence of major settlement or heaving was reported or observed. A seismic assessment has been performed on this building - no upgrades required. Foundation walls are concealed by interior finishes, and the exterior are mainly concealed by EPDM membrane installed at the base of wall or occur below the surrounding pathway which display a sealant joint at the wall to pathway interface. No current leaks were reported or observed.	Not Reviewed	1999	17	5	5	The foundation walls are expected to last the life of the building, with isolated repairs only. Complete waterproofing membrane and sealant replacement as needed to correct leakage, if occurring. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No			1	\$5,000	L.S.	\$5,000	0%	10%	15%	\$7,000					\$7,000								
	3	A1030 Slab on Grade	Slab on Grade	x	The floor is concrete slab-on-grade. All floors are concealed by various flooring finishes. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1999	17	25	8	Budget for parging slab repairs at isolated locations as required between re-flooring events. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			1	\$5,000	LS	\$5,000	0%	10%	15%							\$7,000							
	4	A103006 Foundation Drainage	Below Grade Foundation Drainage - Study	x	A foundation drainage system is assumed to have been installed at the base of the foundation wall. No indication of this system indicated in the drawings provided.	Not Reviewed	1999	17	15	0	Periodic camera inspection and isolated repairs as required. The city typically undertakes this item as a part of their yearly maintenance schedules. The cost of this study is not included as part of this report.Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	Not Applicable	No	No	No	No			1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000													
	5	A103006 Foundation Drainage	Below Grade Foundation Drainage - Repair	x	A foundation drainage system is assumed to have been installed at the base of the foundation wall. No indication of this system shown in the drawings provided.	Not Reviewed	1999	17	10	0	Contingency to remove and replace damaged or failed perimeter weeping tile if or as required.Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			220	\$55	LF	\$12,100	0%	10%	15%	\$16,000													
	6	ENVELOPE																																						
	7	Above-Grade Walls																																						
	8	B2010 Exterior Walls - Rain Screen Brick	Cladding - Solid Brick Veneer - Repair	04	The exterior walls are masonry veneer installed with a drainage cavity and standard 2x6 wood framing construction.The brick veneer walls are supported on cast in place concrete walls, weep holes are installed at the base of wall. One area of garden was observed to be partially obscuring the brick weep holes at grade (north west corner of the community center). The exterior grade above the transition of concrete foundation to brick may be providing a point of water ingress at the C104A (Office) and C104 (Afterschool Care), no evidence of water ingress or reported leakage was noted during the visual review. However, areas of grade were noted to be at or above the base of brick cladding.	Good	1999	17	20	3	Brick masonry cladding are expected to last the life of the building. Localized brick replacement and mortar repointing as required.	Repair Allowance	2 - Restore Functionality	Yes	Yes	No	No			3121	\$7	SF	\$20,287	0%	10%	15%	\$26,000			\$26,000										
	9	B2010 Exterior Walls - Rain screen Stucco	Exterior Stucco - Repair	05	Rain screen stucco is present between the window junctions of the grouped windows on the west elevation, and north elevation. The east elevation of the community center is primarily stucco cladding. No issues noted during the review.	Good	1999	17	40	22	Contingency to repair or replace stucco coat as required. The rain screen system is assumed to not need replacing in the lifetime of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			544	\$24	SF	\$13,056	0%	10%	15%	\$17,000													
	10	B2010 Exterior Walls - Precast Window Sills	Exterior Concrete Window Sills- Repair	06	The pre-cast concrete window sills installed at the base of windows were noted to have central cracks at some of the windows. These sills are a raw concrete finish.	Fair	1999	17	22	3	Contingency to repair the current cracks in the precast window sills. Rout and seal the cracks with a suitable caulking.	Repair Allowance	2 - Restore Functionality	Yes	No	No	No			1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000		\$7,000											
	11	B201008 Exterior Soffits- Stucco - Repair	Exterior Soffits- Stucco - Repair	07	Vented exterior soffits above the north and west elevation windows are a stucco system.	Good	1999	17	35	18	A budget has been provided for repainting all soffits and completing localized repairs to soffits. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000													
	12	B201010 Exterior Coatings - Stucco Recoat	Exterior Stucco - Acrylic Paint Finish	x	The current stucco finish is an acrylic coat. No issues were noted with the stucco finishes.	Good	1999	17	25	8	Recoat acrylic stucco finished with a vapor permeably acrylic paint as the current finishes fade, or as micro cracks in the stucco appear.	Replacement	3 - Future Renewal	Yes	Yes	No	No			1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000								\$4,000					
	13	B201011 Joint Sealant - Replacement	Joint Sealant - Replacement	08	There are sealant joints at control joints between areas of brick. Areas of dissimilar materials such as windows and doors are also perimeter caulked at brick or stucco interfaces. Sealants are in good condition where reviewed. No leaks were reported by building staff.	Good	1999	17	10	5	Replace sealant between dissimilar materials, around windows and doors as failures in the sealant are noted.City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No			1521	\$6	LF	\$9,126	0%	10%	15%	\$12,000					\$12,000								
	14	B202001 Windows	Aluminum Frame - Replacement	09	The window system is aluminum-framed, and includes assemblies combining fixed glazing and awning operable windows. There were no leaks reported or observed, however the east elevation (kitchen) window is showing signs of sealant degradation.	Good	1999	17	25	8	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill at end of lifespan.	Replacement	3 - Future Renewal	Yes	No	No	No			390	\$100	SF	\$39,000	15%	10%	15%	\$57,000								\$57,000					
	15	B202002 Storefront Assembly	Storefront Door Systems - Replacement	10	The entry door to the community center is a storefront system. An additional storefront door is located on the west elevation of the building. (Community Room). Both doors are protected by a canopy overhang.	Good	1999	17	25	8	Replace storefront system at end of lifespan or as required.	Replacement	3 - Future Renewal	No	No	No	No			1	\$5,000	LS	\$5,000	15%	10%	15%	\$8,000								\$8,000					
	16	B203002 Exterior Glazed Doors	Commercial Grade - Replacement	11	A steel glazed door is located on the east elevation, providing exterior access to the courtyard area between buildings.	Good	1999	17	35	18	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No			1	\$1,500	EA	\$1,500	0%	10%	0%	\$2,000													
	17	Roofs																																						
	18	B301002 Roofing - Low Sloped Membrane System SBS	SBS Low Slope Roofing - Reslope	12	The roof is an exposed double-ply SBS membrane, fully-adhered via torch on application. The roof drains by scuppers installed in the parapet walls. We noted crazing of the granulated cap sheet and evidence of water ponding at areas. Low light membrane was showing signs of organic growth. This roof is also taking water load from the adjacent school roof. No leaks were reported or observed.	Fair	1999	17	25	8	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	No	No	Yes	No			4550	\$20	SF	\$91,000	10%	10%	15%	\$127,000								\$127,000				
	19	B301004 Roof	Roof Sealants - Renewal	13	Parapet walls are cap flashed. The common wall on the north and west elevations have a base wall flashing installed. Flashing junctions are caulked and base of wall flashings have a gum lip applied. Failure of the roof location sealants were observed in various areas.	Poor	1999	17	10	0	Renew roof sealant applications at parapet flashings and base of wall gum lip. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No			1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000	\$7,000												
	20	B301004 Roof	Roof Flashing Renewal	14	Parapet walls are cap flashed. The common wall on the north and west elevations have a base wall flashing installed. Flashings appear to be in good condition.	Good	1999	17	25	8	Replace parapet flashings as required.	Replacement	3 - Future Renewal	Yes	No	No	No			350	\$25	LF	\$8,750	0%	10%	15%	\$12,000								\$12,000					
	21	B301005 Gutters and Downspouts	Downspouts - Replacement	16	Downspouts service the scuppers at the roof level, linking to the perimeter drainage system. Some damage to the aluminum downspouts was noted during the review. This appears to have been caused by balls bounced against the brick wall area.	Fair	1999	17	30	8	Replace downspouts and scupper catchment boxes at the end of service life. Replace damaged gutters now as part of maintenance.	Replacement	2 - Restore Functionality	Yes	No	No	No			1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000								\$10,000					
	22	INTERIORS																																						
	23	C101007 Interior Glazing - Community Room	Interior Glazing - Replacement	17	Interior steel framed glazing located along the corridor areas	Good	1999	17	25	8	Paint interior natural and paint grade doors and frames.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			24	\$100	EA	\$2,400	0%	10%	15%	\$4,000									\$4,000				
	24	C102001 Standard Interior Doors	Wood Doors- Washroom and Service Rooms - Repair/Replacement	18	Birch veneer wood doors function as service room and wash room doors throughout the complex. These doors are a clear natural finished item. The remaining interior doors are a paint finish.	Good	1999	17	35	18	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs. The repair of this item is estimated to occur beyond the timeline of this report.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			7	\$500	EA	\$3,500	0%	10%	15%	\$5,000													
	25	C102001 Standard Interior Doors	Natural Wood Doors and Painted Steel Doors - Refinish	x	Birch veneer wood doors function as service room and wash room doors throughout the complex. These doors are a clear natural finished item. The remaining interior doors are a paint finish.	Good	1999	17	25	8	Paint interior natural and paint grade doors and frames.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			24	\$100	EA	\$2,400	0%	10%	15%	\$4,000									\$4,000				
	26	C102001 Standard Interior Doors	Wood Doors with Vision Lites - Repair/Replacement	x	Birch veneer wood doors with vision lites are present at various areas of the complex. These doors are a clear natural finished item.	Good	1999	17	25	8	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			5	\$650	EA	\$3,250	0%	10%	15%	\$5,000									\$5,000				
	27	C102001 Steel Interior Doors	Steel Doors with Vision Lites - Repair/Replacement	19	Steel doors with vision lites service the ramp down to the interior school entrance.	Good	1999	17	25	8	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			2	\$1,000	EA	\$2,000	0%	10%	15%	\$3,000									\$3,000				
	28	C102006 Interior Overhead Gate	Roll Up Security Grill - Kitchen - Replacement	20	An R' rollup security grill door is present at counter level in the wall connecting the after school care room and kitchen. This acts as a pass through/serving area.	Good	1999	17	25	8	Replacement of manual overhead roll up security grill.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No			1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000									\$3,000				
	29	C103002 Toilet and Bath Accessories	Washroom - Community Room and After School Care - Refurbishment	21	Men's and woman's individual use washrooms are located off both rooms.	Good	1999	17	25																															

BLDG	Row	COMPONENT		CONDITION ASSESSMENT							LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to LOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025					
																										\$11,000	\$12,000	\$76,000	\$4,000	\$27,000	\$4,000	\$15,000	\$335,000	\$4,000	\$4,000					
	34	C302004 Resilient Floor Finishes - Replacement	Resilient Sheetting Floor Finishes - Replacement	26	Resilient sheet flooring is present in all public use areas. Localized chair and table movement has damaged the sheet flooring in the community room. Other areas are still functional.	Fair	1999	17	20	3	Replace vinyl sheet flooring as necessary.	Replacement	3 - Future Renewal	Yes	No	No	No	No	3445	\$7	SF	\$23,254	0%	10%	15%	\$30,000			\$30,000											
	35	C302005 Carpeting - Replacement	Office Areas - Carpet - Replacement	27	Office areas and corridors are carpet finished flooring.	Good	1999	17	23	6	Replace carpeting. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	No	320	\$5	SF	\$1,520	0%	10%	0%	\$2,000														
	36	C303004 Ceiling	Demountable -Acoustic Tiles	28	Ceiling tiles and a suspension system is present in the child care area and the community room.	Good	1999	17	25	8	Replace acoustic 2x4 ceiling tiles (excluding suspension system).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No	3200	\$2	SF	\$5,600	0%	10%	15%	\$8,000							\$8,000							
	37	E201099 Other Fixed Interior Furnishings	Kitchen Cabinetry - Replacement	29	Kitchen cabinetry is present in the main kitchen and in the community room.	Good	1999	17	30	13	Upgrade kitchen cabinetry as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	No	1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000														
	38	MECHANICAL SYSTEMS																																						
	39	HVAC Systems																																						
	40	D102009 Heat Generating Systems	Electric heaters	30	Baseboard and recessed fan/coil electric heater provide supplemental heat to various rooms.	Good	1999	17	32	15	Replace electric heaters at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000														
	41	D304008 Air Handling Units	Gas MUA	31	Gas fired, Eng. A make up air unit on the roof provides conditioned air to the building.	Good	1999	17	25	8	Replace MUA unit at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	No	1	\$28,000	EA	\$28,000	15%	10%	15%	\$41,000								\$41,000						
	42	D105003 Reheat Coils	Ceiling space, MUA branch lines.	x	Three electric reheat coils condition MUA for the center (not reviewed).	Not Reviewed	1999	17	30	13	Replace reheat coils at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	No	3	\$1,500	EA	\$4,500	0%	10%	15%	\$6,000														
	43	D304001 Air Distribution, Heating & Cooling	VAV boxes, ceiling mount	x	Variable air volume boxes control conditioned air flow to various rooms in the center.	Not Reviewed	1999	17	25	8	Replace VAV boxes at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	No	3	\$2,500	EA	\$7,500	0%	10%	15%	\$10,000								\$10,000						
	44	D104007 Ventilation Systems	Low volume fans	32	There are approximately two kitchen hood and seven bath-type exhaust fans serving kitchen and bathroom areas in the center.	Good	1999	17	22	5	Replace all kitchen hood and bath-type exhaust fans.	Replacement	3 - Future Renewal	Yes	No	No	No	No	9	\$350	EA	\$3,150	0%	10%	15%	\$4,000				\$4,000										
	45	F105002 Building Automation Systems	BAS/DDC	x	The HVAC system is controlled by a central building automation system.	Not Reviewed	1999	17	22	8	Replace individual BAS components as needed. Upgrade entire system at end of reliable service life.	Contingency	3 - Future Renewal	Yes	No	No	Yes	No	1	\$10,000	LS	\$10,000	15%	10%	15%	\$15,000								\$15,000						
	46	Plumbing Systems																																						
	47	D202001 Pipes and Fittings	Main water distribution	x	Piping is copper where observed and fed from school building (not reviewed).	Good	1999	17	40	23	Complete localized repairs as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	Yes	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000														
	48	D203001 Waste Pipe and Fittings	Throughout building	x	Sanitary sewer piping was largely PVC where reviewed and returns to main school sewer system (not reviewed).	Good	1999	17	40	23	Complete localized repairs as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	No	1	\$35,000	LS	\$35,000	0%	10%	15%	\$45,000														
	49	D202003 Domestic Water Equipment -heater	Hot Water Heaters	34	One electric Raudt-Rheem 175 litre water heater provides domestic hot water to the center.	Fair	1999	17	10	1	Replace hot water heater at end of anticipated service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. City staff confirmed that this work would be completed through the facility maintenance program	Replacement	2b - Exceeded Service Life	No	No	No	No	No	1	\$1,500	EA	\$1,500	0%	10%	0%	\$2,000														
	50	Other Mechanical Systems																																						
	51	E109005 Kitchen Appliances	Servery stations	35	There is a commercial grade fridge, two electric stoves and a Hobart dishwasher in the servery.	Fair	1999	17	18	2	Replace kitchen appliances at the end of its lifespan as required.	Replacement	3 - Future Renewal	Yes	No	No	No	No	3	\$2,000	EA	\$6,000	0%	10%	15%	\$8,000			\$8,000											
	52	E101004 Laundry Equipment	Washer/dryer	36	One set of stacking washer and dryer.	Fair	1999	17	15	1	Replace laundry equipment at end of service life.	Replacement	2b - Exceeded Service Life	No	No	No	No	No	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000	\$4,000													
	53	ELECTRICAL SYSTEMS																																						
	54	D501003 Main and Secondary Switchgear	Replacement	37	The main Federal Pioneer disconnect is rated at 225A, 240V, three phase and is fed from the main power feed in the school. Distribution breaker panels are also Federal Pioneer.	Good	1999	17	45	25	Replace main and distribution switches at end of reliable service life, or as IR scans deem necessary. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	Yes	No	1	\$8,000	LS	\$8,000	15%	10%	15%	\$12,000														
	55	D501004 Interior Branch Wiring	Contingency	x	The building appears to be wired with copper wiring throughout, with no issues reported.	Good	1999	17	50	33	Replace branch wiring and related switches and receptacle as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	Yes	No	1	\$100,000	LS	\$100,000	15%	10%	15%	\$146,000														
	56	D502002 Interior Lighting Equipment	Replacement	38	Interior lighting is primarily T-5 surface and recessed fluorescent fixtures with some pendant halogen flood lights and CFL pot lights. An overall energy audit was performed by City Green in 2013.	Good	2014	2	15	13	Upgrade or replace interior light fixtures as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	No	45	\$250	EA	\$11,250	0%	10%	15%	\$15,000														
	57	D502002 Lighting Equipment	Exterior lights	39	The center has various exterior halogen wall and soffit floods, incandescent spots, and architectural specialty exterior lights.	Good	1999	17	20	3	Upgrade exterior lights to LED or replace at end of service life.	Upgrade	3 - Future Renewal	Yes	No	No	No	No	8	\$450	EA	\$3,600	0%	10%	15%	\$5,000			\$5,000											
	58	D503008 LAN, TV, Telephone	Infrastructure cabling and equipment	40	The facility is served with LAN, telephone, and TV cabling with termination panels and Nortel switch in main electrical room.	Good	1999	17	30	13	Upgrade low-voltage cable infrastructure and equipment as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000														
	59	D503008 Security Systems	Motion Sensors	41	The building is equipped with a remotely monitored DSC security system.	Good	1999	17	25	8	Replace or upgrade security system at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	No	1	\$4,500	LS	\$4,500	0%	10%	15%	\$6,000								\$6,000						
	60	G403002 Sound Systems	Community Room Sound System	42	Sound system (Yamaha) is stand alone but connects to mounted speakers.	Good	1999	17	25	8	Upgrade sound system as required.	Contingency	3 - Future Renewal	No	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000								\$7,000						
	61	FIRE AND LIFE SAFETY SYSTEMS																																						
	62	D503001 Fire Protection System	Fire alarm, non-addressable	x	The building is equipped with smoke and heat detectors connected to the fire alarm panel in the adjoining school. This item covers fire safety upgrades related to the community center area only.	Good	1999	17	24	7	Replace remote addressable modules and devices as required.	Contingency	3 - Future Renewal	No	No	No	Yes	No	1	\$7,000	LS	\$7,000	15%	10%	15%	\$11,000							\$11,000							
	63	D509002 Emergency Lighting and Power	Emergency Lighting	43	Emergency lighting with battery packs and exit signage located throughout the facility.	Good	1999	17	20	3	Replace emergency lights and exit signs at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	No	1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000			\$4,000											
	64	D401002 Sprinkler Water Supply and Piping	Wet sprinkler system	x	A wet pipe sprinkler system is fed from the adjoining school. This item covers fire alarm changes related to the community center expansion only.	Good	1999	17	40	23	Maintain a contingency for capital repairs or partial replacement of sprinkler equipment or piping. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	Yes	No	1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000														

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Oaklands Community Centre



Photo 01



Photo 02

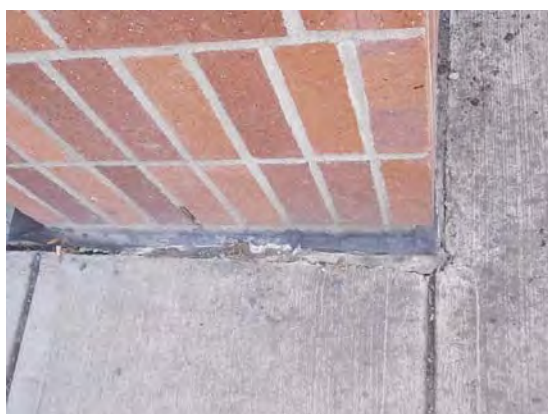


Photo 03

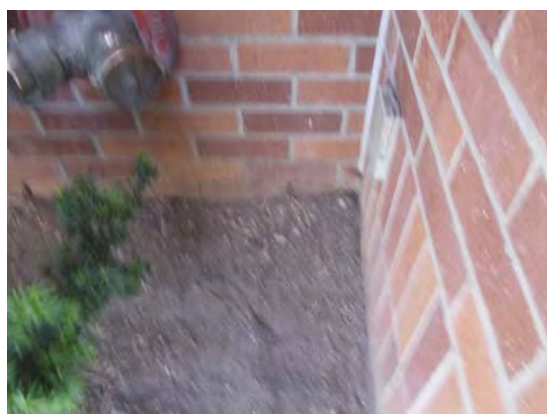


Photo 04



Photo 05



Photo 06

Oaklands Community Centre



Photo 07



Photo 08



Photo 09



Photo 10

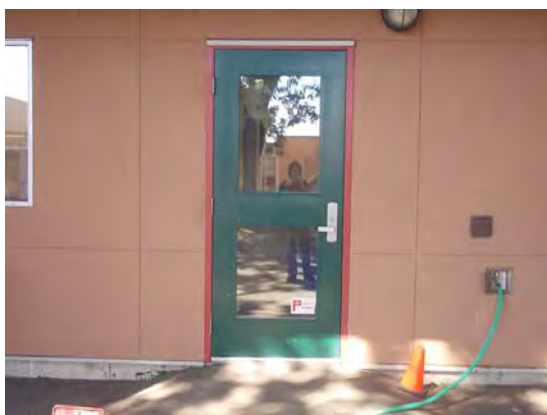


Photo 11



Photo 12

Oaklands Community Centre



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

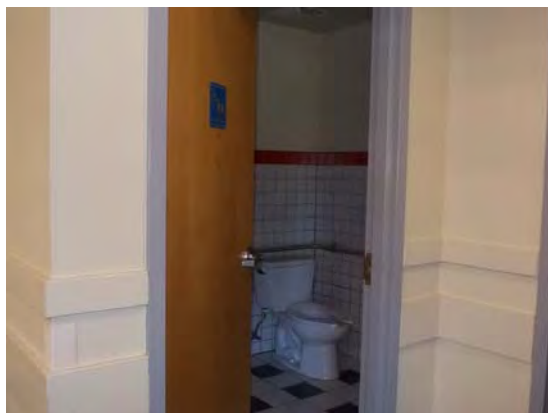


Photo 18

Oaklands Community Centre

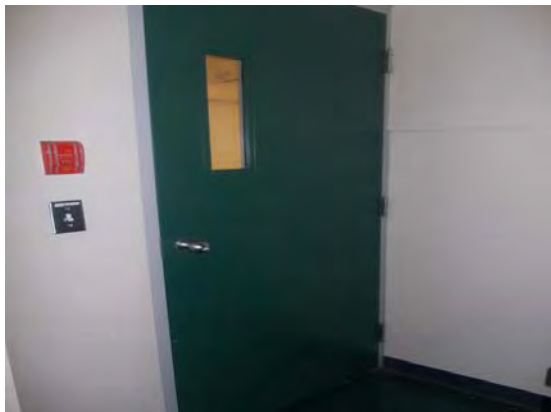


Photo 19



Photo 20

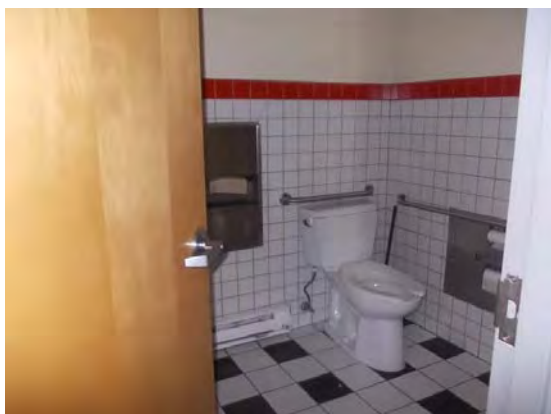


Photo 21



Photo 22



Photo 23

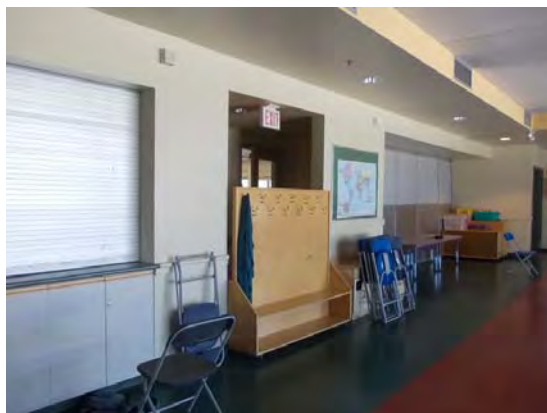


Photo 24

Oaklands Community Centre



Photo 25

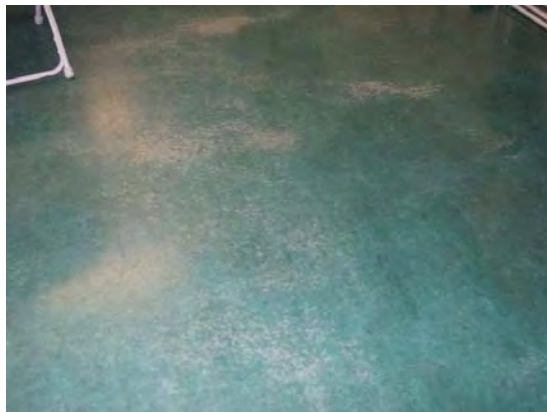


Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Oaklands Community Centre



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Oaklands Community Centre



Photo 37

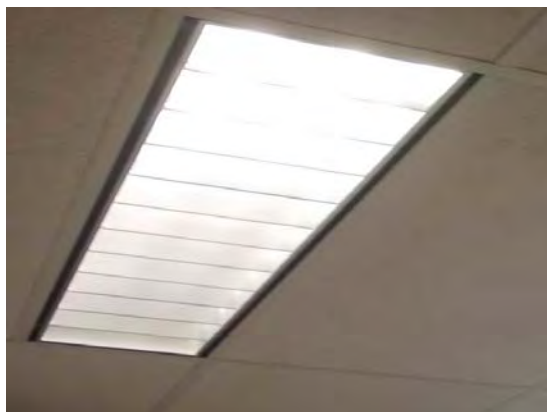


Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Oaklands Community Centre



Photo 43

Appendix A24

**Building 25 – Quadra Village Community
Center - 901 Kings Road, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Quadra Village Community Centre, 901 Kings Road, Victoria

PROPERTY DESCRIPTION

The Quadra Village Community centre was constructed in 1996. This center has a food distribution facility as well as a commercial kitchen, various rooms and offices. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2): 10,204
 Building Value: \$1,918,352
 Target FCI: 0.025
 Current FCI: 0.047

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1992
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes

Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Quadra Village Community Centre, 901 Kings Road, Victoria

Energy Efficiency

Upgrade recommendations: As outlined by 2013 Live Smart Report and Ripple Rock Engineering Report 2014

We identified recommendations of approximately \$608,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B2010 Exterior Walls - Various Siding: Siding Repairs
- B201010 Exterior Coatings: Stucco and Wood Veneer Cladding - Paint
- B301002 Roofing - Low Sloped Membrane System SBS: Low Slope Roofing Membrane - Replacement
- B301002 Roofing - Low Sloped Membrane System SBS: SBS membrane Under Patio Pavers - Replacement
- E202000 Moveable Furnishings: Moveable Furnishings - Replacement
- D302001 Air Handling Unit - Heat Recovery Units: Heat Recovery Ventilator - Upgrade
- F105002 Building Automation Systems: BAS - Upgrade
- D501003 Main & Secondary Switchgear: Main Switch - Basement
- D502002 Lighting Equipment: Interior Ceiling Lights - Fluorescent Replacement
- E109005 Unit Kitchens: Commercial Fridge - Replacement
- G202005 Guardrails and Barriers Exterior and Interior Steel Railings - Replacement

PROJECT TEAM

The visual reviews were completed on June 08, 2015 by Paula Knapp-Fisher. During our review of the building, we were accompanied by Robert Kelbough, Project Administrator, who provided access to a sampling of representative areas of the facility, as requested. There is no elevator located at this site, vertical access is provided by a first floor ramp to the first floor areas.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- 2007 QVCC Facility Assessment
- 2008 - QVCC Fire Alarm Report
- 2013 - QVCC Energy Assessment
- 2013 - QVCC Mechanical Assessment
- 1996 Architectural Drawings de Hoog D'Ambrosio Rowe Sheets A001, A101, A200, A201, A301, A302, A401 A402,A403,A800, A801, A703, A902

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Quadra Village Community Centre, 901 Kings Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	26,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	4,000	0	0	0	0	0	0	0	0	0
3 - Future Renewal	6,000	55,000	0	27,000	282,000	0	0	0	0	44,000
4a - Discretionary Renewal (Upgrade)	10,000	14,000	0	0	13,000	49,000	0	194,000	0	0
4b - Discretionary Renewal (Aesthetic)	0	22,000	7,000	29,000	30,000	47,000	7,000	7,000	7,000	7,000
Not Applicable	70,000	13,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	90,000	130,000	7,000	56,000	325,000	96,000	7,000	201,000	7,000	51,000

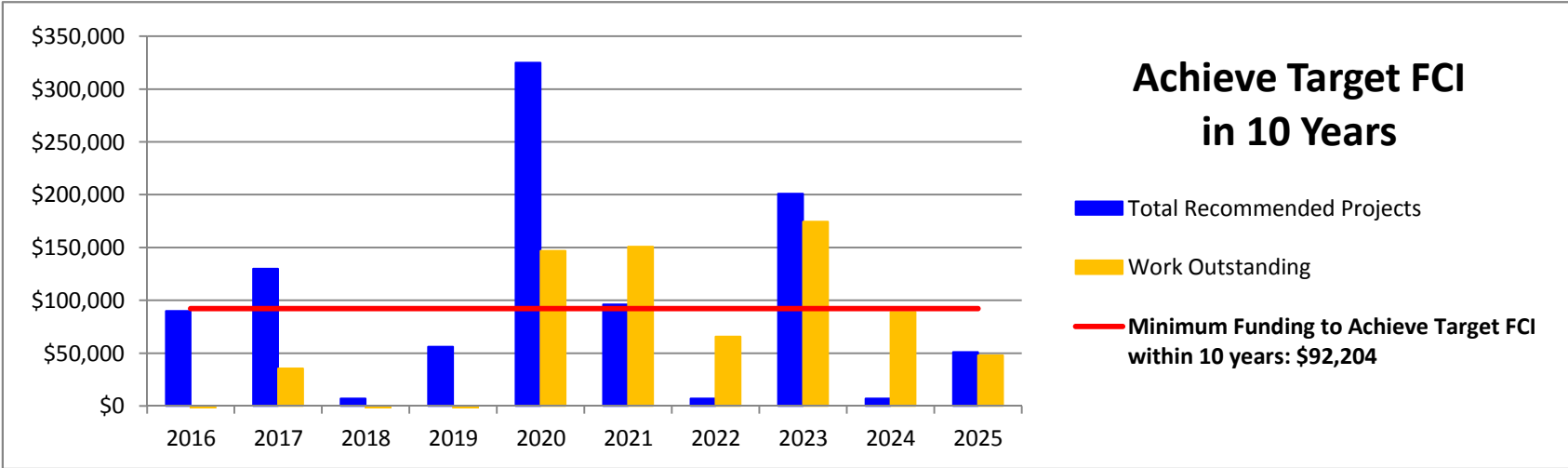
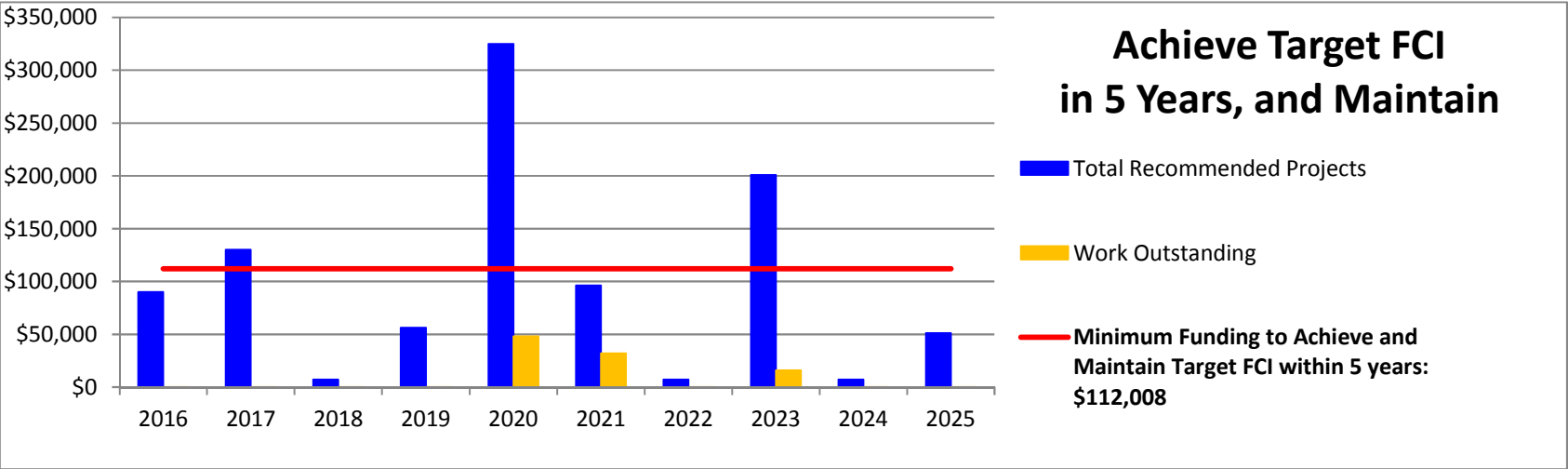
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$112,008

Work outstanding	-22,008	-4,016	-109,025	-165,033	47,959	31,951	-73,058	15,934	-89,074	-150,082
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Minimum Funding to Achieve Target FCI within 10 years: \$92,204

Work outstanding	-2,204	35,592	-49,612	-85,816	146,979	150,775	65,571	174,367	89,163	47,959
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The City of Victoria
Facility Condition Assessment and Capital Plan
Quadra Village Community Centre,901 Kings Road, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Quadra Village Community Centre, 901 Kings Road, Victoria

BLDG	Row	Component		Photo	Condition Assessment			Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost						
		ID	Location / Type		Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars
	1	SUBSTRUCTURE																							
	2	A10 Foundations	Below Grade Cast In Place Concrete	x	The foundations and foundation walls are cast-in-place concrete. No issues were noted during the site review.	Good	1996	20	5	5	The foundation walls are expected to last the life of the building, with isolated repairs only. Complete localized crack injection/parging repair as needed. This line items not included in the capital fund as completed through City maintenance.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$10,000	L.S.	\$10,000	0%	10%	15%	\$13,000
	3	A1030 Slab on Grade	Slab on Grade Flooring	02	The floor is concrete slab-on-grade in the Teen room and in the basement. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Good	1996	20	5	1	Budget for repairs to the slab on grade at isolated locations on a periodic basis, as necessary. This line items not included in the capital fund as completed through City maintenance.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000
	4	A103006 Foundation Drainage	Perimeter Drainage System - Study	X	Perimeter drainage is assumed to have been installed at the base of foundation wall. None of the provided drawings indicate perimeter drainage. The City scopes foundation drainage as part of ongoing maintenance.	Not Applicable	1996	20	15	1	Periodic camera inspection to determine the condition of the perimeter weeping system. This line items not included in the capital fund as completed through City maintenance.	Study	Not Applicable	No	No	No	No	1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000
	5	A103006 Foundation Drainage	Perimeter Drainage System - Repair	X	Perimeter drainage is assumed to have been installed at the base of foundation wall. None of the provided drawings indicate perimeter drainage. The city scopes foundation drainage as part of ongoing maintenance.	Not Applicable	1996	20	15	6	Contingency for periodic repairs as necessary. This line items not included in the capital fund as completed through City maintenance.	Study	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000
	6	B2030 Exterior Doors	Exterior steel Service Doors - Replacement	03	There is one exterior steel door on the east elevation at the lane access.	Good	1996	20	35	10	Replace the exterior service door.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$1,500	EA	\$1,500	0%	10%	0%	\$2,000
	7	SUPERSTRUCTURE																							
	8	B10 Superstructure	Exposed Concrete - Exterior Concrete Walls - Repaint	04	The concrete structure is exposed at the basement level, all elevations of the building. The age of the paint installation is unknown and has been estimated.	Good	2010	6	8	2	Repaint concrete walls as necessary.	Replacement	3 - Future Renewal	No	No	No	No	839	\$4	SF	\$3,356	0%	10%	15%	\$5,000
	9	ENVELOPE																							
	10	Above-Grade Walls																							
	11	B2010 Exterior Walls - Various Siding	Various Siding Repairs	05	Lapped wood siding, stucco, hardwood veneer and stone claddings are present on this building. Some areas of the wood cladding is in need of repair, some cracking in the stucco cladding was noted on the roof level.	Fair	1996	20	10	2	Perform repairs to the cladding systems as required. This is a contingency for immediate repairs and possible repairs over the course of the cladding lifespan as needed.	Repair Allowance	2 - Restore Functionality	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000
	12	B2010 Exterior Walls - Rain screen Cementitious Siding, Lapped	Painted Wood Siding - Upgrade	06	Lapped wood horizontal siding. This siding is original and is in need of repair at heavy use areas on the north elevation of the building at base of wall. This exterior wood siding is in need of repainting.	Fair	1996	20	25	15	Replace all wood siding with cementitious siding installed in a rain screen configuration. The predicted timeline of this work is beyond the timeline of this report.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1800	\$50	SF	\$90,000	15%	10%	15%	\$131,000
	13	B2010 Exterior Walls - Rain screen Hardwood Veneer Panels	Hardwood Veneer Siding - Upgrade	07	Hardwood veneer panels present on the north and west elevations.	Good	1996	20	35	15	Replace concealed barrier hardwood panels in a rain screen configuration. The predicted timeline of this work is beyond the timeline of this report.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	70	\$50	SF	\$3,500	15%	10%	15%	\$6,000
	14	B2010 Exterior Walls - Rain screen Stone Finishes	Stone Siding - Upgrade	08	Natural stone is installed on the chimney of the room 202 (facing Dowler street).	Good	1996	20	35	15	Replace face-seal stone veneer with rain screen stone veneer system. The predicted timeline of this work is beyond the timeline of this report.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	130	\$50	SF	\$6,500	15%	10%	15%	\$10,000
	15	B2010 Exterior Walls - Rain screen Stucco	Stucco Siding - Upgrade	09	Areas of stucco cladding featured on all elevations of the building.	Good	1996	20	25	15	Replace face-seal stucco system with rain screen stucco system. The predicted timeline of this work is beyond the timeline of this report.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2100	\$50	SF	\$105,000	15%	10%	15%	\$153,000
	16	B201008 Exterior Soffits	Exterior Stucco Soffits at Roof Overhangs	10	Original stucco soffits at the underside of roof overhangs around the perimeter of the building. Stucco soffits are also present at the front entrance overhang/canopy.	Good	1996	20	25	15	A budget of the full replacement cost has been provided for completing localized repairs to soffits. Alternate, less expensive finishes such as metal could be considered at time of replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2000	\$25	SF	\$50,000	15%	10%	15%	\$73,000
	17	B201010 Exterior Coatings	Stain Cedar Siding - Wood Cladding	11	Original wood siding on all elevations of the building. The last painting event is unknown and has been estimated. The wood siding is original and is in need of repair at heavy use areas on the north elevation of the building at base of wall.	Good	2000	16	20	1	Re-stain all existing cedar siding. (prep and 2-coats)	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	1800	\$3	SF	\$5,400	0%	10%	15%	\$7,000
	18	B201010 Exterior Coatings	Stucco and Wood Veneer Cladding - Paint	12	Wood paneling, wall and soffit areas of stucco siding. The last re-painting event has been estimated.	Good	2000	16	20	5	Recoat all stucco cladding at walls and soffits with a vapour permeable paint. Paint all wood paneling.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	4200	\$3	SF	\$12,600	0%	10%	15%	\$16,000
	19	B201011 Joint Sealant	Joint Sealant - Replacement	13	There are sealant joints at the roof level at flashing intersections. Sealant joints were observed at some cladding interfaces, but mostly interfaces between dissimilar materials are not sealed. Deterioration of the sealants installed between dissimilar materials was noted during the review. The last joint sealant renewal has been estimated.	Fair	2005	11	10	1	Replace failed sealant between dissimilar materials. Install sealants at dissimilar materials where missing as required. This line items not included in the capital fund as it is completed through City maintenance.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000
	20	B202001 Windows	Aluminum Framed Windows - Replacement	14	The windows are aluminum-framed original double glazed, awning style operator units. There are also 3 clearstory windows at the roof level, also aluminum framed double glazed units. An upgrade of the windows and doors has been recommended as a an energy efficiency upgrade in the Live Smart BC Energy Assessment report of 2013.	Fair	1996	20	25	8	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1142	\$100	SF	\$114,200	15%	10%	15%	\$167,000
	21	B202001 Windows	Steel Framed Windows - Replacement	15	Two steel framed windows are installed on the west elevation, basement level. An upgrade of the windows and doors has been recommended as a an energy efficiency upgrade in the Live Smart BC Energy Assessment report of 2013.	Fair	1996	20	25	8	Replace steel framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	15	\$100	SF	\$1,500	15%	10%	15%	\$3,000
	22	B202001 Windows	Interior Wood Framed Glazing - Replacement	16	Office areas feature wood framed glazing, typically installed beside doors.	Good	1996	20	35	15	Contingency for repair/replacement of the wood framed interior glazing as required. This replacement is beyond the timeline of this report.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	325	\$20	SF	\$6,500	0%	10%	15%	\$9,000
	23	B203002 Exterior Glazed Doors	Commercial Grade Steel Glazed Doors	17	Double steel framed glazed doors provide building access on the basement level of the south elevation (Food Storage room) and access to the patio. Double doors are also present on the east and north ends of the north elevation. These doors are safety glass, pressed steel, single glazed, painted doors. An upgrade of the windows and doors has been recommended as a an energy efficiency upgrade in the Live Smart BC Energy Assessment report of 2013.	Good	1996	20	25	8	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Doors could be considered for an upgrade to a more energy efficient door, incorporating thermal glazing.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	4	\$2,500	EA	\$10,000	10%	15%	15%	\$15,000
	24	B203002 Exterior Glazed Doors	Commercial Grade Steel Glazed Doors	18	Single steel framed glazed doors provide building access on the west elevation, and south elevation at basement level. These doors are safety glass, pressed steel, single glazed, painted doors. An upgrade of the windows and doors has been recommended as a an energy efficiency upgrade in the Live Smart BC Energy Assessment report of 2013.	Good	1996	20	25	8	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Doors could be considered for an upgrade to a more energy efficient door, incorporating thermal glazing.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	4	\$1,500	EA	\$6,000	10%	15%	15%	\$9,000
	25	B202002 - Accessible Doors	Accessibility Door Mechanism - Upgrade	x	No doors in this facility have accessibility functions.	Not Applicable	1996	20	25	2	Provide accessible door mechanism on the main access door to this facility.	Upgrade	Not Applicable	Yes	No	No	No	1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000
	26	Roofs																							
	27	B301002 Roofing - Low Sloped Membrane System SBS	Low Slope Roofing Membrane - Replacement	19	The low sloped roof is an exposed double-ply SBS membrane. The age of this membrane is assumed to be original. The overall condition of this roof is fair with de-granulation and crazing of the membrane occurring. Roof penetrations (dog houses and electrical) have been treated with a liquid applied membrane at the roof intersections in recent years. in roof drains areas have been re-granulated.	Fair	1996	20	25	5	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	No	No	No	1981	\$15	SF	\$29,715	15%	10%	15%	\$44,000

BLDG	Row	Component		Photo	Condition Assessment			Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost							
		ID	Location / Type		Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars
	28	B301002 Roofing - Low Sloped Membrane System SBS	SBS membrane Under Patio Pavers - Replacement	20	A decks present above the basement office (Room 116). This is an SBS waterproofing membrane system (over plywood) with patio pavers installed on pedestals. No leakage of this system has been reported. It appears this roof deck is drained internally as a continuous low curb is present around the perimeter with no scupper facilities. The cladding below the deck appears to be receiving additional water, possibly from the overflow of the patio area above. The drawings indicate the construction of the patio area, but not how or where the area is drained. Further investigation and cleaning is required to ensure this patio is	Fair	1996	20	35	5	Replace waterproofing membrane at end of service life. Ensure adequate tie ins to the roof drains. Replacement of this item could be timed with the replacement of the roof areas.	Replacement	3 - Future Renewal	No	No	No	No	1200	\$15	SF	\$18,000	15%	10%	15%	\$27,000
	29	B301002 Slope Roof	Asphalt Shingle - Replacement	21	The sloped roofs are finished with asphalt shingles which have been renewed in the last 2 years. Attic areas are insulated and vented to the exterior with a continuous 2" perforated aluminum soffit strip at the lower and upper soffit overhangs. The fascia is metal flashing. Roof drainage is managed via hidden eaves troughs and downspouts discharging at grade level. From roof access the shingles appear to be good condition. At attics accessed, we noted no apparent accumulation of moisture or deterioration of the roof framing members, however there appears to have been an extent of air infiltration in the past as	Good	2013	3	20	17	Replace shingles, building paper, vents, gable flashings on sloped roofs at end of service life. The predicted timeline of this work is beyond the timeline of this report.	Replacement	3 - Future Renewal	No	No	No	No	3600	\$8	SF	\$28,800	15%	10%	15%	\$42,000
	30	B301004 Roof Sill and Fascia - Flashings	Roof, Sill and Fascia Flashings - Replacement	22	Metal flashings and fascia around the roof perimeter and at the patio perimeter. There has been some renewals of flashings at the roof level with the recent shingling of the sloped roof.	Good	1996	20	30	11	Replace parapet flashings, patio and building fascia flashings. The predicted timeline of this work is beyond the timeline of this report. If window replacements are to occur sill flashing would be renewed at time of window replacements.	Replacement	3 - Future Renewal	yes	no	no	no	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000
	31	INTERIORS																							
	32	C30 Interior Finishes	Interior Painted Walls	23	Interior walls, ceilings are a gypsum board painted finish. The city performs ongoing re-painting operations as required. This year of renewal is an approximate estimation of the last repainting event.	Good	2010	6	5	2	Repaint interior walls as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000
	33	C30 Interior Finishes	Acoustical Folding Wall Panels - Replacement	24	An acoustical folding wall is installed between the family room and the licensed care area.	Good	1996	20	30	11	Replace acoustical paneling system as required. The predicted timeline of this work is beyond the timeline of this report.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	168	\$55	SF	\$9,240	0%	10%	15%	\$12,000
	34	C30 Interior Finishes	Wood Wall Paneling-Stairs - Repair	25	Wood paneling is the wall finish of the stair accessing the basement level. Localized loss of finish due to traffic and localized paint splatters were noted during the site visit, this item needs repair.	Good	1996	20	30	11	Contingency to refinish the wood paneling on the stairwell.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000
	35	C102001 Standard Interior Doors	Interior Door and Door Frames - Service Doors - Replacement	26	Interior steel doors service all areas of access to service rooms, mechanical rooms, washrooms, laundry. This is an estimated year of last repainting.	Good	1996	20	25	6	Contingency for interior door replacements as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	21	\$300	EA	\$6,300	0%	10%	15%	\$8,000
	36	C102001 Standard Interior Doors	Interior Door and Door Frames - Service Doors - Repaint	26	Interior steel doors service all areas of access to service rooms, mechanical rooms, washrooms, laundry. This is an estimated year of last repainting.	Good	2010	6	10	4	Cost for painting interior doors and door frames.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	21	\$100	EA	\$2,100	0%	10%	15%	\$3,000
	37	C102001 Glazed Interior Doors	Interior Doors Offices and Corridor Access - Replacement	27	Glazed interior doors service all areas of access to the offices, boardroom, computer room, teen center, TV room. These wood doors are a natural finish.	Good	1996	20	30	11	Contingency replacement of doors at heavily used areas and performance of localized repairs. The predicted timeline of this work is beyond the timeline of this report.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	21	\$500	EA	\$10,500	0%	10%	15%	\$14,000
	38	C102001 Glazed Interior Doors	Interior Doors Offices and Corridor - Clear Coat Finish	x	Glazed interior doors service all areas of access to the offices, boardroom, computer room, teen center, TV room. These wood doors are a natural finish. The last date of re-finishing of these doors is unknown.	Good	1996	20	10	5	Re-finish natural wood doors as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	21	\$100	EA	\$2,100	0%	10%	15%	\$3,000
	39	B203098 Other Exterior Specialty Doors	Accordion Doors - Replacements	28	Two accordion doors present in the family room, separating storage areas from the main room and two accordion doors on the first floor servicing the clothing exchange and the textile room from the corridor. There is also one accordion door installed in the first floor corridor.	Good	1996	20	30	11	Contingency for the replacement of the accordion doors. The predicted timeline of this work is beyond the timeline of this report.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	5	\$500	EA	\$2,500	0%	10%	15%	\$4,000
	40	C103002 Toilets and Bathrooms	Basement Washrooms - Childcare Area and Family Room	29	There are four single toilet and sink washrooms servicing the child care area and the lower floor.	Good	1996	20	25	6	Renovate washrooms as required. These washrooms may be serviceable in their current conditions beyond the estimated 6 years.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	4	\$5,000	LS	\$20,000	0%	10%	15%	\$26,000
	41	C11 Washrooms	Main Washroom - First Floor Refurbishment	30	Two main bathrooms present on the first floor of the building. The female washroom has two stalls, the male one stall and a urinal. Two sinks are present in each washroom.	Good	1996	20	25	6	General refurbishment of men's and ladies' change rooms and washroom area. These washrooms may be serviceable in their current conditions beyond the estimated 6 years.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$9,000	EA	\$18,000	0%	10%	15%	\$23,000
	42	C12 Kitchen	Kitchen Cabinetry - Kitchen Refurbishment	31	A full kitchen, including cabinetry, sink and countertops located on the first floor (room 223) and a community kitchen on the basement level, (room 108). In the family room and the care center there is a sink and additional cabinetry.	Good	1996	20	25	6	Contingency for a complete refurbishment of the kitchen cabinetry and countertops.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000
	43	C3010 Interior Finishes	Interior Soffits Suspended Ceiling Tile - Replacement	32	Interior ceiling finishes are a combination of suspended ceiling tile and gypsum painted finishes. Stained ceiling tiles were noted in room 109A.	Good	1996	20	25	2	Contingency for the replacement of the suspended ceiling tiles and suspension system as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000
	44	C302003 Painted Flooring	Painted Concrete Flooring - Replacement	33	The slab on grade at the basement level in the food store, corridor, electrical room, janitorial room, and mechanical room is painted. Areas of wear was noted in the paint finish throughout all of these rooms.	Fair	1996	20	20	2	Repaint flooring as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	902	\$7	SF	\$6,314	0%	10%	15%	\$8,000
	45	C302003 Wood Flooring	Corridor and Family Group Room Wood Flooring - Replacement	34	The maple wood flooring in this area was replaced in 2014.	Good	2014	2	20	18	Replace wood flooring at end of service life. This line item falls outside of the capital plan timeline. The cost outlined here is the current cost of recent replacement. The predicted timeline of this work is beyond the timeline of this report.	Replacement	3 - Future Renewal	No	No	No	No	700	\$10	LS	\$7,000	0%	10%	15%	\$9,000
	46	C302004 Resilient Floor Finishes	Resilient Sheet Flooring - Replacement	35	Resilient sheet flooring is installed in corridors, teen center, computer room, TV room, Family activity room, and licensed care area. This flooring is well maintained, with the exception of the landings on the stairwell. These landings require re-flooring.	Good	1996	20	25	10	Replace vinyl sheet flooring at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1400	\$7	SF	\$9,450	0%	10%	15%	\$12,000
	47	C302004 Resilient Floor Finishes	Resilient Tile Flooring Replacement	36	Resilient tile flooring is installed in washrooms, basement kitchen, laundry, and first floor mechanical room. This flooring is well maintained.	Good	1996	20	25	13	Replace vinyl tile flooring at end of service life. The predicted timeline of this work is beyond the timeline of this report.	Replacement	3 - Future Renewal	No	No	No	No	700	\$7	SF	\$4,725	0%	10%	15%	\$6,000
	48	C302005 Carpeting	Carpet - Replacement	37	Carpet flooring is present in all offices, the senior room, a section of carpet is in the teen room (under pool table), conference area. This carpet is reaching the end of its serviceable life.	Good	1996	20	15	2	Replace carpeting.	Replacement	3 - Future Renewal	No	No	No	No	1100	\$5	SF	\$5,225	0%	10%	15%	\$7,000
	49	E202000 Moveable Furnishings	Moveable Furnishings - Replacement.	38	Various chairs, tables, present in the community center.	Good	1996	20	35	4	Budget for renewal of moveable furnishings as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000
	50	MECHANICAL SYSTEMS																							
	51	HVAC Systems																							
	52	D302004 Fuel-fired Unit Heaters	Gas fireplace - Family Group Room - Replacement	39	A gas fireplace is installed in the family group room. This unit has been replaced an a thermocouple installed as per the recommendations Ripple Rock Engineering report - dated June 22, 2014.	Excellent	2014	2	25	19	Replace the gas unit fireplace at the end of its lifespan. This item is beyond the 10 year study period. The cost outlined here is the expected cost as outlined in the provided report by Ripple Rock Engineering. The predicted timeline of this work is beyond the timeline of this report.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$4,500	LS	\$4,500	0%	10%	15%	\$6,000
	53	D302002 Hot Water Boilers	Primary Electric Hot Water Tank - Replacement	40	There is one John Wood electric hot water tank servicing this site. The age of this item has been estimated.	Good	2010	6	12	6	Replace the heating/storage boilers at the end of their lifespan. Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	0%	10%	0%	\$2,000

BLDG	Row	Component		Photo	Condition Assessment			Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost							
		ID	Location / Type		Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars
	54	D302001 Air Handling Unit	AHU - Roof Top System - Electric	41	Three Eng. A air handling units installed on the roof top are original units. These units are being replaced this year - as recommended by Ripple Rock Engineering report - dated June 22, 2014.	Not Applicable	2015	1	25	25	Replace at end of lifespan. The cost outlined here is the expected cost as outlined in the provided report by Ripple Rock Engineering. The predicted timeline of this work is beyond the timeline of this report.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$34,000	LS	\$34,000	0%	10%	15%	\$44,000
	55	D302001 Air Handling Unit - Heat Recovery Units	Heat Recovery Ventilator - Upgrade	x	Three Eng. A air handling units installed on the roof top are original units. These units are being replaced this year - as recommended by Ripple Rock Engineering report - dated June 22, 2014.	Not Applicable	2015	0	25	25	Replace at end of lifespan. The predicted required performance of this work is beyond the timeline of this report. The cost outlined here is the expected cost as outlined in the provided report by Ripple Rock Engineering.	Upgrade	Not Applicable	No	No	No	No	1	\$24,000	LS	\$24,000	0%	10%	15%	\$31,000
	56	D304008 Air Handling Units - Light Commercial	Electric Exhaust Fans	42	Five extraction fans installed are installed in the center, servicing various areas, with various capacities. These units have been recommended to have a heat recovery unit installed, as recommended by Ripple Rock Engineering report - dated June 22, 2014.	Good	1996	20	25	5	Replace at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	5	\$500	EA	\$2,500	0%	10%	15%	\$4,000
	57	D304008 Air Handling Units - Range Hoods	Electric Exhaust Fans -	43	Three extraction fans installed are installed in the center, servicing both kitchen areas. Two located in the main kitchen and one located in the first floor kitchen. These units are in good working order as per Ripple Rock Engineering report - dated June 22, 2014.	Good	1996	20	25	5	Replace at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	3	\$1,500	EA	\$4,500	0%	10%	15%	\$6,000
	58	F105002 Building Automation Systems	BAS - Upgrade	x	A building automation system that controls the heating and cooling system has been recommended in both the Live Smart Business Energy Report 2013, and the Ripple Rock Engineering Report 2014.	Not Applicable	2016	20	20	1	Install new BAS components as recommended by the Live Smart Business Energy Report 2013, and the Ripple Rock Engineering Report 2014. This installation will replace the energy inefficient thermostats currently installed throughout the building. The cost outlined here is the expected cost as outlined in the provided report by Ripple Rock Engineering.	Upgrade	Not Applicable	No	No	No	No	1	\$48,000	LS	\$48,000	15%	10%	15%	\$70,000
	59	Plumbing Systems																							
	60	G3010 Water Supply	Main water supply - Backflow Preventer Replacement	44	Water for domestic service. A water entry room is present at the basement level of the community center.	Good	1996	20	40	39	Replace the backflow preventer at the water entry point as required at end of service life. The performance of this work is outside of the timeline of this report.	Upgrade	3 - Future Renewal	No	No	No	No	1	\$5,500	EA	\$5,500	0%	10%	15%	\$7,000
	61	D202001 Pipes and Fittings	Supply and Waste Lines - Repair	45	Supply of potable water is 1 1/2" and 3/4" copper piping where observed and typically insulated. Waste lines observed are PVC type.	Good	1996	20	50	5	Contingency to complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000
	62	E109003 Waste Handling Equipment	Grease Trap - Kitchen Replacement	46	A grease trap services the kitchen drainage at the basement level.	Good	1996	20	20	5	Replace grease trap as necessary.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,500	EA	\$3,500	0%	10%	15%	\$5,000
	63	G303003 Water & Sewer	Sanitary and Storm Water Flush	x	The last event of a sanitary and storm water flush is unknown.	Not Reviewed	1996	20	20	1	Flush out sanitary and storm water main lines and catchments.	New	2b - Exceeded Service Life	No	No	No	No	1	\$3,000	EA	\$3,000	0%	10%	15%	\$4,000
	64	ELECTRICAL SYSTEMS																							
	65	D305002 Unit Heaters	Forced Flow Electric Wall Heaters	47	Three fan forced electric wall heaters installed throughout the facility - Ripple Rock Engineering report notes these units safety can be questionable as these units age. Relays are recommended to be fed through the BMS controller.	Fair	1996	20	25	1	Replace at end of service life. The cost outlined here is the expected cost as outlined in the provided report by Ripple Rock Engineering.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$1,750	LS	\$1,750	0%	10%	15%	\$3,000
	66	D305002 Unit Heaters	Baseboard Electric Wall Heaters	48	Electric wall heaters installed throughout the facility - Ripple Rock Engineering report notes these units safety can be questionable as these units age.	Fair	1996	20	25	2	Replace at end of service life. The cost outlined here is the expected cost as outlined in the provided report by Ripple Rock Engineering.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	Yes	1	\$10,500	LS	\$10,500	0%	10%	15%	\$14,000
	67	D501003 Main & Secondary Switchgear	Main Switch - Basement	49	Cutler Hammer - main disconnect is rated 400A, 102/208V, single/three phase.	Good	1996	20	25	5	Replace distribution switch panel if found required by IR scan.	Replacement	3 - Future Renewal	No	No	No	No	1	\$80,000	LS	\$80,000	15%	10%	15%	\$117,000
	68	D501005 Panels	House Panels - Replacement	50	There are 3 intermediate distribution panels rated 120A/208V.	Good	1996	20	25	10	Replace house panels at end of service life, or if found required by IR scan.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$800	EA	\$2,400	0%	10%	15%	\$4,000
	69	D502002 Lighting Equipment	Interior and Exterior Ceiling Lights - Pot Lights Replacement	51	Recessed ceiling pot lights are original units installed throughout the complex.	Fair	1996	20	25	20	Upgrade for LED or replace at end of service life. The predicted timeline of this work is beyond the timeline of this report.	Replacement	3 - Future Renewal	Yes	No	No	No	41	\$150	EA	\$6,150	0%	10%	15%	\$8,000
	70	D502002 Lighting Equipment	Interior Ceiling Lights - Fluorescent Replacement	52	The ceiling mounted fluorescent ballasts have been upgraded from T12's to T8's throughout the center. This line item also accounts for spill ring fluorescents and surface mounted fluorescent lights.	Good	2014	2	25	5	Upgrade for LED or replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	87	\$150	EA	\$13,050	0%	10%	15%	\$17,000
	71	D502002 Lighting Equipment	Interior Ceiling Lights - Fluorescent Replacement	53	Spill ring fluorescents and surface mounted fluorescent lights, original units.	Good	1996	20	25	5	Upgrade for LED or replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	24	\$150	EA	\$3,600	0%	10%	15%	\$5,000
	72	D502002 Lighting Equipment	Interior and Exterior Wall Mounted Lamps- Replacement	54	The wall mounted lamps on the interior and exterior of the building are original units.	Good	1996	20	25	5	Upgrade for LED or replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	16	\$100	EA	\$1,600	0%	10%	15%	\$3,000
	73	D502002 Lighting Equipment	Interior Ceiling Lights - Ribbed Glass Pendants - Replacement	55	Ribbed glass pendants located in the seniors room.	Good	1996	20	25	5	Upgrade for LED or replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	16	\$250	EA	\$4,000	0%	10%	15%	\$6,000
	74	D503008 Communications Systems	Phone, Internet, Cable TV	56	Telephone and internet main cabling and termination boxes located in server room, basement level. The age of this item is estimated.	Good	2010	6	30	24	Replace phone and internet cable infrastructure at end of useful service life. This line items expected lifespan falls outside of this 10 year budget.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000
	75	D503008 Security Systems	Security System - Replacement	x	A security alarm system is present, including all sensors. The age of this item is assumed original.	Good	1996	20	25	5	Replace security system at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000
	76	E109005 Unit Kitchens	Kitchen Stove - Replacement	57	Three kitchen stoves, one located in the common Kitchen on the first floor and two stoves in the basement kitchen.	Good	1996	20	15	5	Replace kitchen stoves at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$1,500	EA	\$4,500	0%	10%	15%	\$6,000
	77	E109005 Unit Kitchens	Commercial Fridge - Replacement	58	Commercial style (double door) fridges located in the basement kitchen and in the Food store room. The age of these appliances is estimated.	Good	2005	11	15	4	Replace fridges at end of lifespan.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$5,500	EA	\$16,500	0%	10%	15%	\$21,000
	78	E109005 Unit Kitchens	Domestic Fridge - Replacement	59	Two domestic style kitchen fridges located in the first floor common kitchen and one fridge located in the Teen room. The age of these appliances have been estimated.	Good	2005	11	15	4	Replace fridge at end of lifespan.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$1,500	EA	\$4,500	0%	10%	15%	\$6,000
	79	E109005 Unit Kitchens	Domestic Kitchen Freezers - Replacement	60	Eight chest style freezers are located in the corridor and in the food store room at the basement level.	Good	1996	20	15	2	Upgrade chest style freezers for more efficient units. The 2013 Live Smart Energy Assessment recommends replacement of these older style chest freezers.	Replacement	3 - Future Renewal	Yes	No	No	No	8	\$1,500	EA	\$12,000	0%	10%	15%	\$16,000
	80	E109005 Unit Kitchens	Commercial Walk in Cooler - Replacement	61	One commercial walk in cooler is located in the food store room at the basement level. The age of this item has been estimated.	Good	2010	6	25	19	Replace walk in cooler at end of lifespan or as required. The replacement of this item is outside of the timeline of this report.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$28,500	EA	\$28,500	0%	10%	15%	\$37,000
	81	E109005 Unit Kitchens	Commercial Kitchen Dishwasher- Replacement	62	One Hobart commercial dishwasher located in the main basement kitchen. The age of this item is estimated.	Good	2012	4	15	11	Replace Hobart dishwasher at end of lifespan. The replacement of this item is outside of the timeline of this report.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,500	EA	\$4,500	0%	10%	15%	\$6,000
	82	E109005 Unit Kitchens	Domestic Kitchen Dishwasher- Replacement	63	One domestic kitchen dishwasher located in the main basement kitchen. The age of this item is estimated.	Good	2012	4	15	11	Replace domestic dishwasher at end of lifespan. The replacement of this item is outside of the timeline of this report.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,000	EA	\$2,000	0%	10%	15%	\$3,000
	83	FIRE AND LIFE SAFETY SYSTEMS																							
	84	D503001 Fire Alarm Systems	Fire Alarm Panel	64	Mircom fire alarm panel and annunciator panel replaced in 2009.	Good	2009	7	25	18	Budget for replacement of addressable fire alarm control panel and remote annunciator panel. The predicted required performance of this work is beyond the timeline of this report.	Replacement	3 - Future Renewal	No	No	No	No	1	\$12,000	EA	\$12,000	15%	10%	15%	\$18,000
	85	D401002 Sprinkler Water Supply and Piping	Sprinkler Water Supply and Piping	65	The community center is Sprinklered throughout both levels.	Good	1996	20	10	2	Maintain a contingency for capital repairs or partial replacement of equipment or piping.	Replacement	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	15%	10%	15%	\$8,000
	86	D401002 Sprinkler Water Supply and Piping	Fire Pumps	66	The fire control system is a wet pressurized system.	Good	1996	20	25	5	Replace jockey pump and overhaul fire pump as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	EA	\$10,000	0%	10%	15%	\$13,000
	87	D509002 Emergency Lighting and Power	Emergency Lighting - Replacement	67	Emergency lighting a battery packs located throughout the center. These are of varying ages.	Good	1996	20	30	10	Replace emergency battery lights with LED-type.	Upgrade	3 - Future Renewal	Yes	No	No	No	27	\$800	EA	\$21,600	0%	10%	15%	\$28,000
	88	D509002 Emergency Exit Signs	Emergency Exit Signs Replacement	68	Emergency exit signs located throughout the center. These are of varying ages.	Good	1996	20	25	5	Replace emergency lights with LED-type.	Upgrade	3 - Future Renewal	Yes	No	No	No	10	400	EA	\$4,000	0%	10%	15%	\$6,000
	89	D509002 Smoke Detectors	Smoke Detectors Replacement	69	Emergency exit signs located throughout the center. These are of varying ages.	Good	1996	20	20	1	Replace smoke detectors as required at end of service life.	Upgrade	3 - Future Renewal	Yes	No	No	No	10	400	EA	\$4,000	0%	10%	15%	\$6,000
	90	G203000 Pedestrian Paving	Concrete Unit Pavers - Repair	70	Replace concrete unit pavers at patio area. One patio paver was noted to be broken during the site review.	Good	1996	20	25	5	Contingency for major replacements or repairs as necessary.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$1,000	LS	\$1,000	0%	10%	0%	\$2,000

BLDG	Row	Component		Photo	Condition Assessment			Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost							
		ID	Location / Type		Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contin-gency	15% Tax & Project Costs	Total in 2015 Dollars
	91	G204005 Signage	Victoria West Community Center Exterior signage - Replacement	x	Exterior building signage located road side and on the building.	Good	1996	20	25	5	Replace or upgrade outdoor signage as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000
	92	G202005 Guardrails and Barriers	Exterior and Interior Steel Railings - Replacement	71	Interior and exterior steel handrails. Exterior steel rails service the deck area on the patio, the front entrance ramps, exit stairs and Dowler street exit. Interior steel rails are present at the stairwell. The exterior railing is in need of repainting.	Good	1996	20	22	2	Contingency to replace and repaint rails as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000
	93	PROFESSIONAL SERVICES																							
	94	P100007 Building Seismic Review	Seismic Review	x	Mass brick construction typically requires further measure for seismic stability.	Not Reviewed	1977	39	5	2	Perform a seismic review.	Study	Not Applicable	No	No	No	No	1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Quadra Village Community Centre



Photo 01



Photo 02

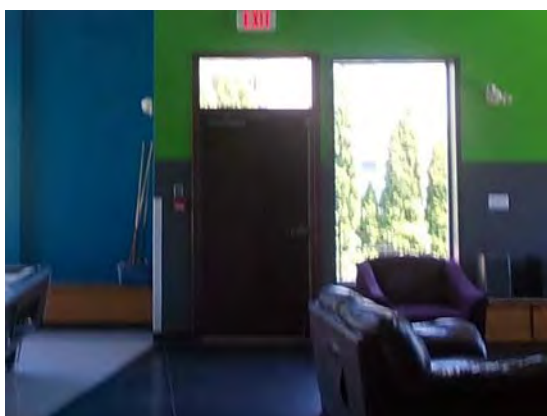


Photo 03

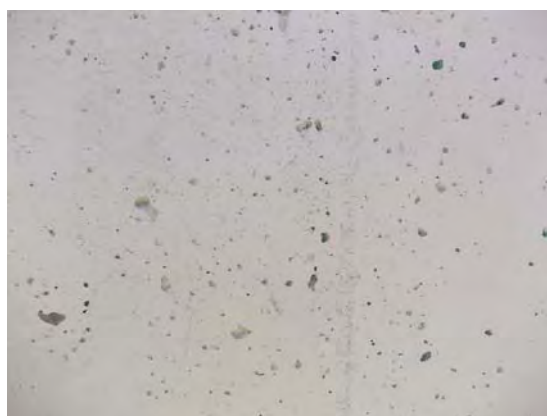


Photo 04



Photo 05



Photo 06

Quadra Village Community Centre

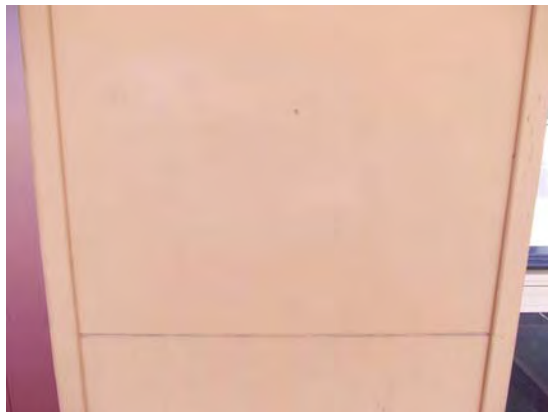


Photo 07

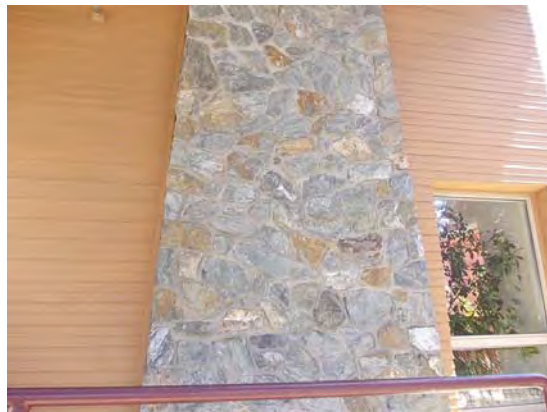


Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Quadra Village Community Centre



Photo 13



Photo 14



Photo 15

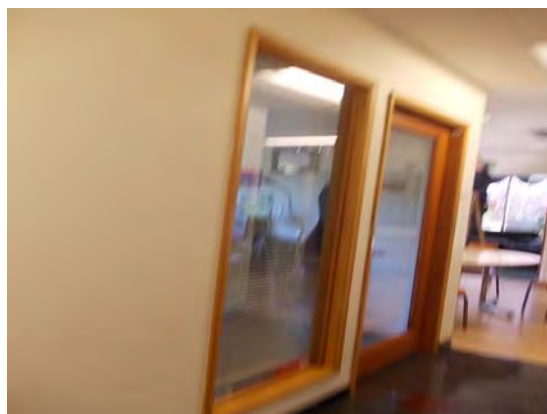


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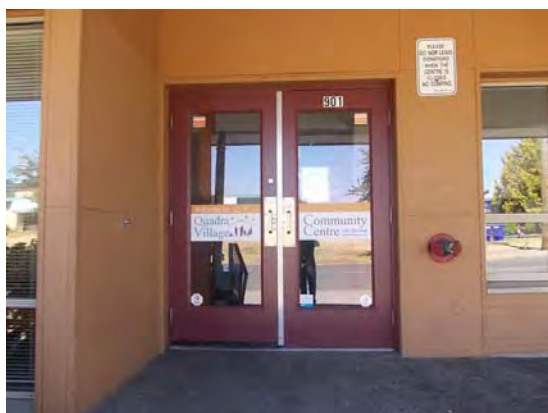


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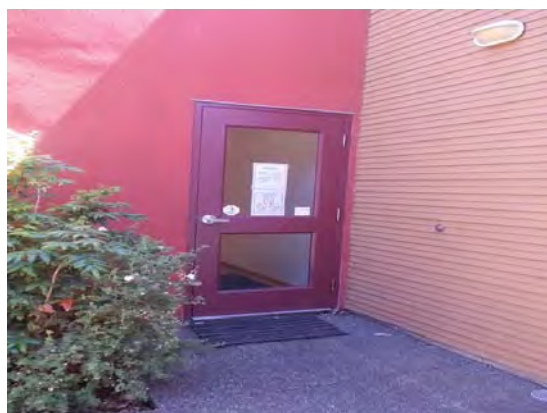


Photo 18

Quadra Village Community Centre



Photo 19



Photo 20



Photo 21



Photo 22

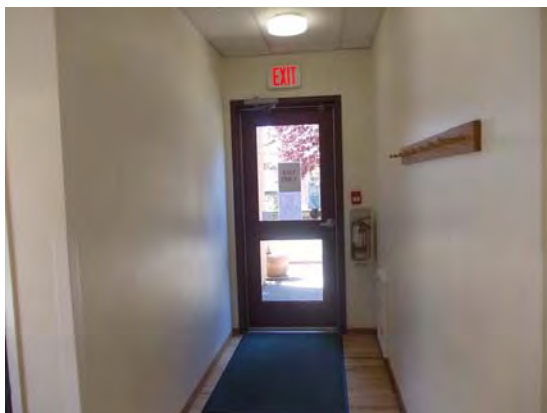


Photo 23



Photo 24

Quadra Village Community Centre

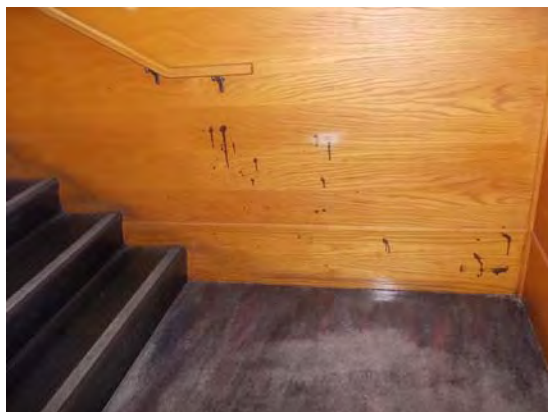


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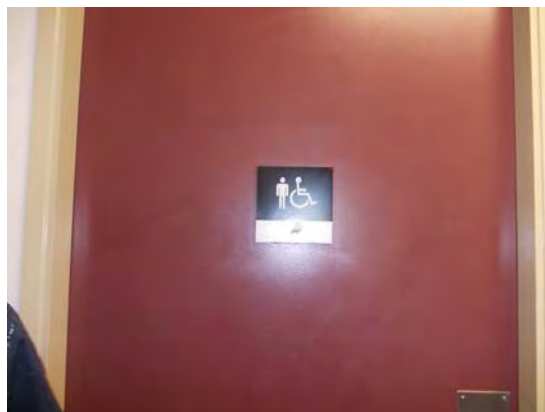


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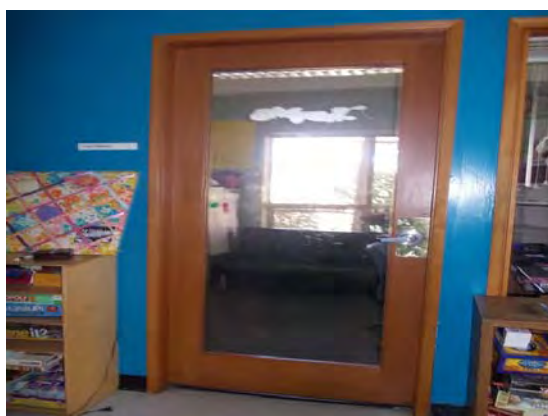


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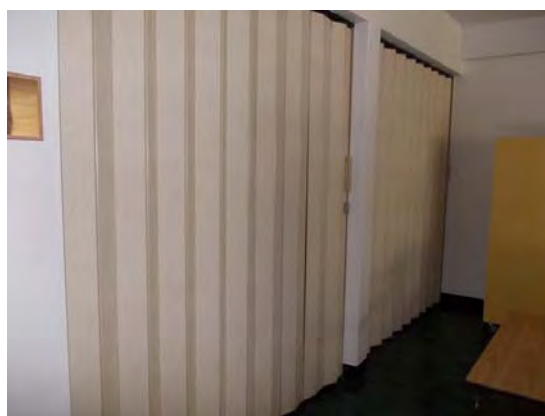


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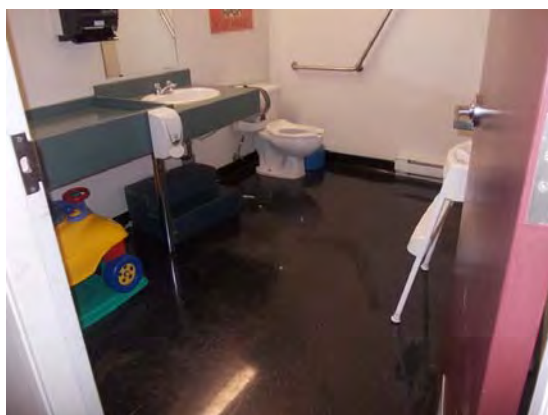


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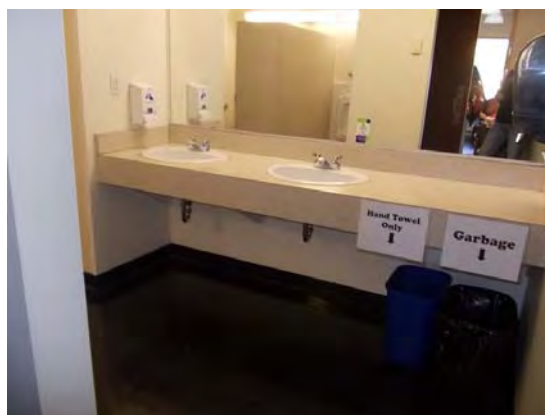


Photo 30

Quadra Village Community Centre



Photo 31

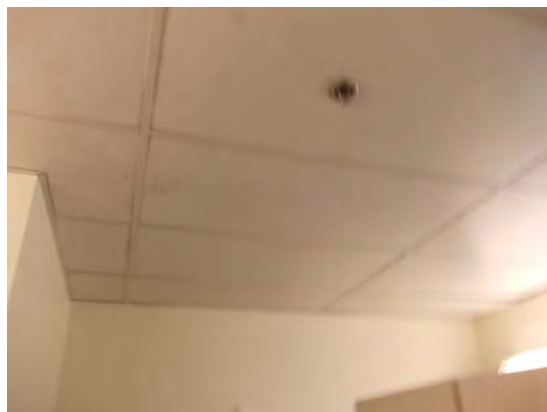


Photo 32



Photo 33



Photo 34



Photo 35

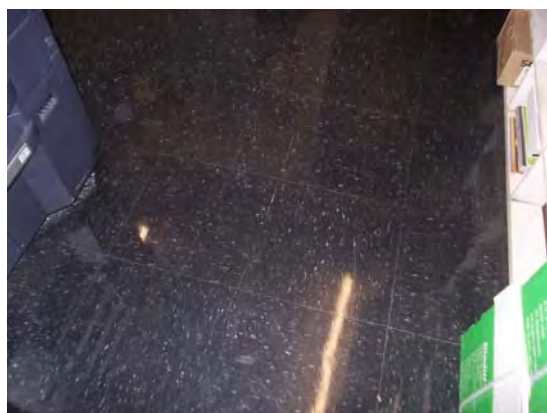


Photo 36

Quadra Village Community Centre

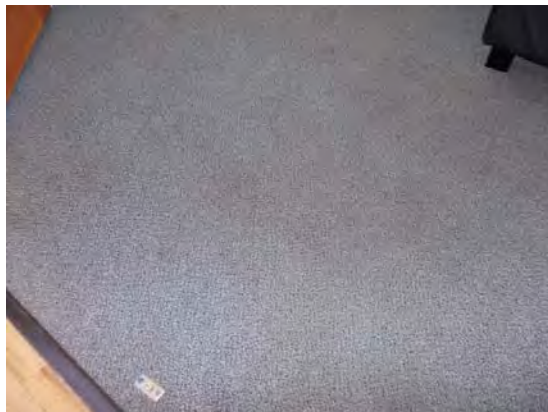


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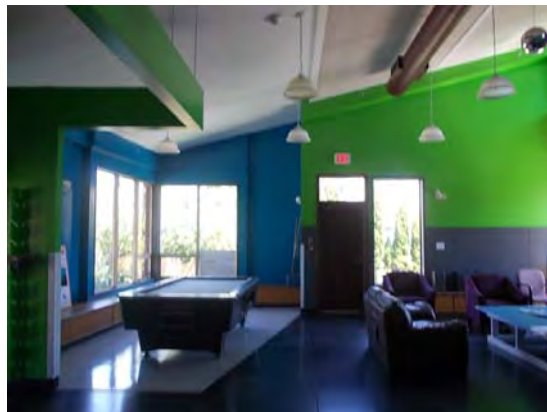


Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Quadra Village Community Centre



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47

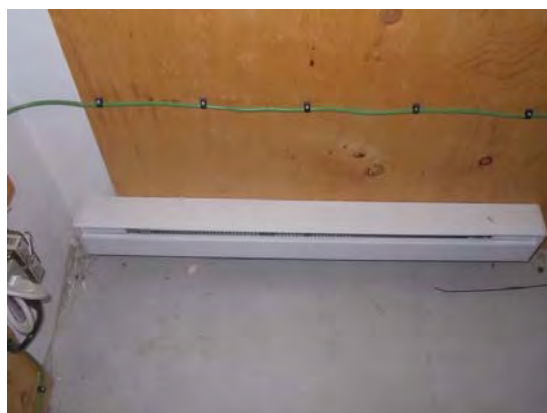


Photo 48

Quadra Village Community Centre



Photo 49



Photo 50

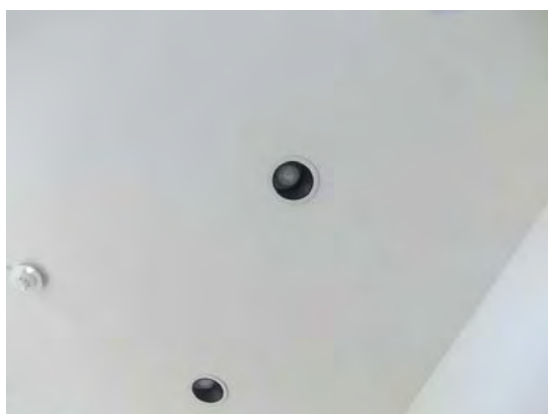


Photo 51

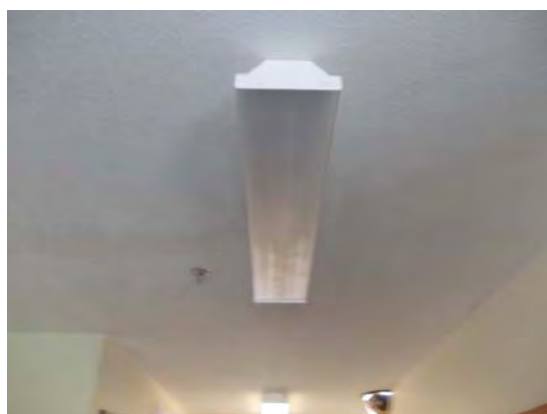


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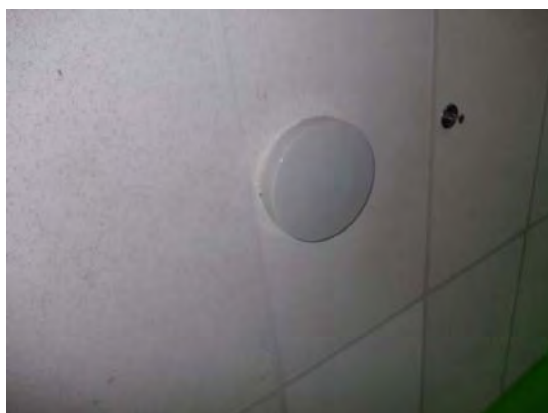


Photo 53



Photo 54

Quadra Village Community Centre



Photo 55



Photo 56



Photo 57



Photo 58

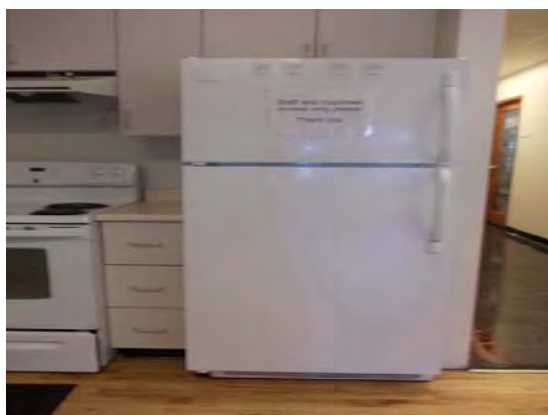


Photo 59



Photo 60

Quadra Village Community Centre



Photo 61



Photo 62



Photo 63



Photo 64



Photo 65



Photo 66

Quadra Village Community Centre



Photo 67



Photo 68



Photo 69

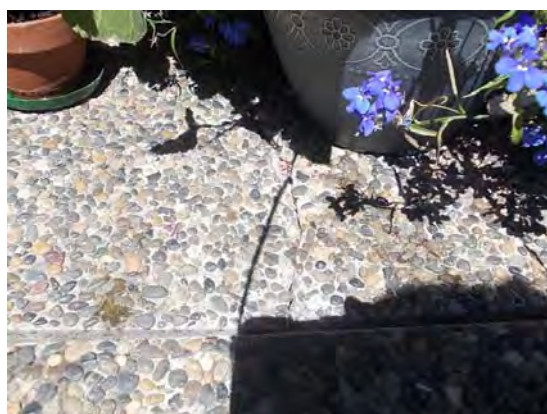


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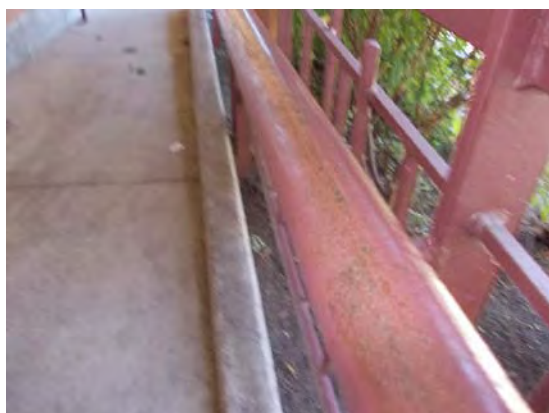


Photo 71

Appendix A25

**Building 26 – Vic West Community
Center - 521 Craigflower Avenue,
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Vic West Community Centre, 521 Craigflower Avenue, Victoria

PROPERTY DESCRIPTION

The Victoria West Community center was constructed in 1977. This building is a multi- level mass brick building with a basement that is accessible via stairs or from the exterior. A patio, activity room, crèche and general offices are present on site. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2):	7,965
Building Value:	\$2,246,130
Target FCI:	0.025
Current FCI:	0.059

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1975
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes; however lower areas accessed from exterior.
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	None, facility staff confirmed work was being completed as recommended in the Business Energy Assessment Report, prepared by City Green Solutions.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Vic West Community Centre, 521 Craigflower Avenue, Victoria

We identified recommendations of approximately \$581,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B2010 Exterior Walls - Brick Exterior Brick Walls
- B301002 Roofing - Low Sloped Membrane System SBS: Low Slope Roofing Membrane -
- B301002 Roofing - Low Sloped Membrane System SBS: EPDM membrane Under Patio Pavers -
- B301006 Roof Openings - Skylights: Central Skylight Located in the Lobby
- C11 Washrooms: Main Washroom -Refurbishment

PROJECT TEAM

The visual reviews were completed on June 08, 2015 by Paula Knapp-Fisher. During our review of the building, we were accompanied by Robert Kelbough, Project Administrator, who provided access to a sampling of representative areas of the facility, as requested. There is no elevator located at this site, vertical access is provided by a first floor ramp to the first floor areas.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2007
- Business Energy Assessment Report, prepared by City Green Solutions, undated
- Architectural Drawing titled "Main Floor Layout", prepared by F. Ormiston, dated Sept. 1993
- Architectural Drawing A2, A7-A9, prepared by The Wade Williams Partnership, dated May 16, 1979
- Electrical Drawing D7637 E1 of 2, prepared by McKay Electrical Drafting Services Ltd., dated Dec. 8/08
- Mechanical Drawing M 1 of 1, prepared by The Wade Williams Partnership, dated May 18, 1977
- Electrical Drawing E 2 of 3, prepared by Ian Hayward & Associates, dated May 16, 1977

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Vic West Community Centre, 521 Craigflower Avenue, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	19,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	86,000	0	0	0	0	0	0	0	0
3 - Future Renewal	15,000	13,000	315,000	40,000	32,000	20,000	6,000	6,000	6,000	155,000
4a - Discretionary Renewal (Upgrade)	0	0	0	8,000	44,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	3,000	0	0	0	8,000	10,000
Not Applicable	0	6,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	34,000	105,000	315,000	48,000	79,000	20,000	6,000	6,000	14,000	165,000

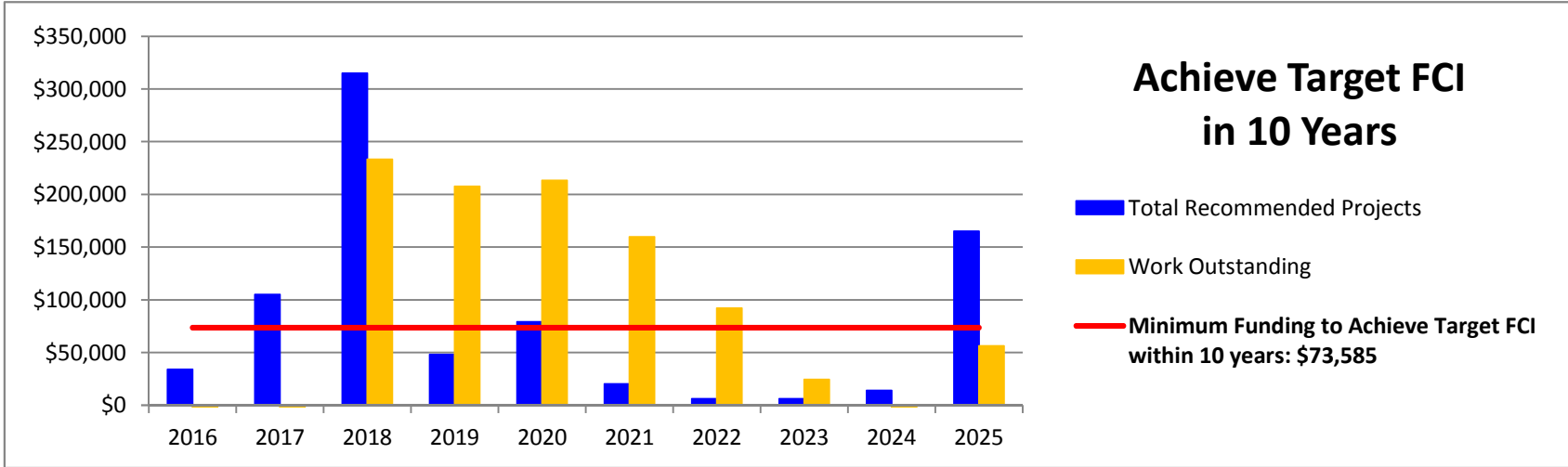
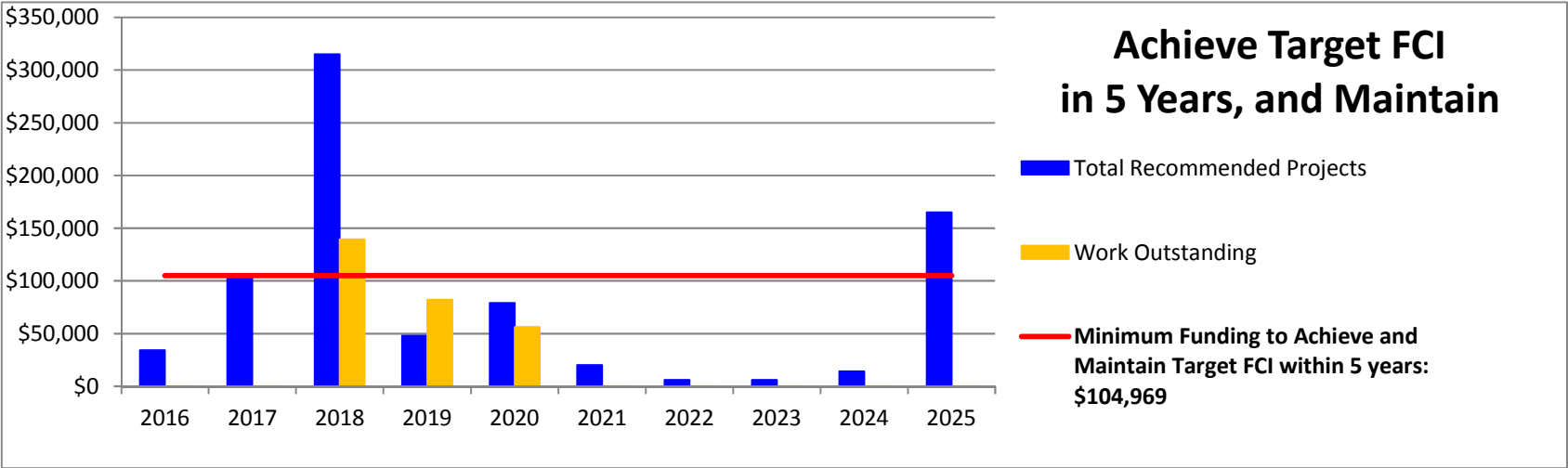
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$104,969

Work outstanding	-70,969	-70,939	139,092	82,123	56,153	-28,816	-127,785	-226,755	-317,724	-257,694
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Minimum Funding to Achieve Target FCI within 10 years: \$73,585

Work outstanding	-39,585	-8,169	233,246	207,661	213,077	159,492	91,907	24,323	-35,262	56,153
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The City of Victoria
Facility Condition Assessment and Capital Plan
Vic West Community Centre, 521 Craigflower Avenue, Victoria



Start Yr.
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Vic West Community Centre, 521 Craigflower Avenue, Victoria

BLDG	Row	COMPONENT			CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$34,000	\$105,000	\$315,000	\$48,000	\$79,000	\$20,000	\$6,000	\$6,000	\$14,000	\$165,000		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations	Below Grade Cast In Place Concrete	x	The foundations and foundation walls are cast-in-place concrete. Efflorescence was noted at the north east wall (at the stairwell to the basement) and a musty odor was present in the Activities Room. City Staff will be installing a caulked joint at the pavement to wall interface at the exterior to mitigate water ingress down the north west wall from the exterior access ramp.	Good	1977	39	10	5	The foundation walls are expected to last the life of the building, with isolated repairs only. Complete localized crack injection/jacking repair/waterproofing replacement as needed to correct leakage. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000					\$13,000							
	3	A1030 Slab on Grade	Slab on Grade Flooring	02	The floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Good	1977	39	10	1	Budget for repairs to the slab on grade at isolated locations on a periodic basis, as necessary. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000												
	4	A103006 Foundation Drainage	Perimeter Drainage System - Study	X	Perimeter drainage is assumed to have been installed at the base of foundation wall. None of the provided drawings indicate perimeter drainage. The City scopes foundation drainage as part of ongoing maintenance.	Not Applicable	1977	39	15	1	Periodic camera inspection to determine the condition of the perimeter weeping system. This line items not included in the capital fund as completed through City maintenance.	Study	Not Applicable	No	No	No	No	1	\$7,500	LS	\$7,500	0%	10%	15%	\$8,000												
	5	A103006 Foundation Drainage	Perimeter Drainage System - Repair	X	Perimeter drainage is assumed to have been installed at the base of foundation wall. None of the provided drawings indicate perimeter drainage. The city scopes foundation drainage as part of ongoing maintenance.	Not Applicable	1977	39	15	1	Contingency for periodic repairs as necessary. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000												
	6	B102003 Roof Decks and Slabs	Expansion Joints - Patio Stair and Pathway Connections.	03	There are two expansion joints located at the stair connection on the north elevation of the building to the park area, and at the patio to pathway connection on the north west corner of the building. This expansion joint is covered by an attached steel plate and was unable to be reviewed.	Not Reviewed	1977	39	12	1	Review and replace the expansion joints at the end of their lifespan to prevent ingress to the exterior basement walls.	Replacement	3 - Future Renewal	No	No	No	No	1	\$500	LS	\$500	0%	10%	0%	\$1,000												
	7	B2030 Exterior Doors	Exterior steel Service Doors - Replacement	04	There are various exterior steel doors to the exterior pathway and patio at the back of the building.	Good	2015	1	35	35	Contingency to replace the exterior service doors. This line item could be phased over the years as required to replace doors.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	3	\$1,500	EA	\$4,500	0%	10%	15%	\$6,000										\$6,000		
	8	SUPERSTRUCTURE																																			
	9	B10 Superstructure	Exposed Concrete - Exterior Concrete Walls - Repaint	05	The concrete walls are exposed at the basement level, and under window areas on all elevations of the building. The age of this paint installation is unknown and has been estimated. These walls have been painted.	Good	2010	6	8	2	Repaint concrete walls as necessary.	Replacement	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000		\$7,000										
	10	B201007 Guard Wall Flashings	Guard Wall - Flashings Replacement.	06	The safety guard walls on the north elevation of the building (at the patio and surrounding walkways) are metal clad brick walls, extended above the basement level. The age of this flashing has been estimated.	Good	2000	16	35	19	Replace metal flashing as required at end of service life.	Replacement	3 - Future Renewal	Yes	Yes	No	No	1	\$7,000	LS	\$7,000	0%	10%	15%	\$9,000												
	11	ENVELOPE																																			
	12	Above-Grade Walls																																			
	13	B2010 Exterior Walls - Brick	Exterior Brick Walls	07	The main areas of walls are solid mass brick. The City noted they may be applying a graffiti resistant paint to the brick walls this year. Such applications should be vapour permeable to allow the brick to manage wetting and drying cycles.	Good	1977	39	20	1	Brick walls are expected to last the lifetime of the building. Localized brick replacement and mortar repointing. Some areas of cracking in the brick noted during the site review. City notes continual graffiti cleaning over the years has affected the bricks in some areas.	Contingency	2 - Restore Functionality	Yes	Yes	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000	\$19,000											
	14	B2010 Exterior Walls - Rain screen Cementitious Siding, Lapped	Painted Cedar Siding - Upgrade	08	Some wall areas feature wooden horizontal siding. This siding is installed on a concealed barrier configuration and should be considered to be upgraded to rain screened cementitious siding.	Good	1977	39	35	15	Replace all wood siding with cementitious siding installed in a rain screen configuration. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	750	\$25	SF	\$18,750	10%	10%	15%	\$27,000												
	15	B201008 Exterior Soffits at Roof Overhangs	Wood Exterior Soffits at Roof Overhangs	09	Original wood soffit are installed at roof overhangs. Wooden soffits are also present at the front entrance canopy.	Good	1977	39	25	4	A budget has been provided for completing localized repairs to soffits. This budget could be used to replace the wood soffits with cost effective metal soffits as seen fit.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	504	\$10	SF	\$5,040	10%	10%	15%	\$8,000				\$8,000								
	16	B201010 Exterior Coatings	Stain Cedar Siding - Wood Soffits	X	Original wood siding and soffits at the window areas and various wall infills around the building. The last painting event is unknown, and has been estimated.	Good	2000	16	20	4	Re-stain all existing cedar siding and trim (prep and 2-coats)	Replacement	3 - Future Renewal	Yes	Yes	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000				\$7,000								
	17	B201010 Exterior Coatings	Stain Cedar Siding - Wood Cladding	10	Wall areas of wooden horizontal siding. The last re-painting event has been estimated.	Good	2000	16	20	4	Re-stain all cedar siding (prep and 2-coats).	Replacement	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000				\$7,000								
	18	B201011 Joint Sealant	Joint Sealant - Replacement	11	There are sealant joints at the base of wall metal cladding, at concrete junctions at the base of wall to pavement, at flashing interfaces to the brick wall and at window and door perimeters at cladding interfaces. Deterioration of the sealants installed at flashings at the roof level was noted during the review. The last joint sealant renewal has been estimated.	Fair	2005	11	10	1	Replace all sealant between dissimilar materials. City staff confirmed that this work would be completed as part of the buildings ongoing maintenance and has not been carried forward into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000												
	19	B202001 Windows	Aluminum Framed Windows - Replacement	12	The window wall system is aluminum-framed, and includes assemblies combining fixed glazing, awning operable windows, and opaque glazed spandrels. There were no leaks reported or observed. The city notes these windows are due for replacement this year.	Fair	1977	39	25	25	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill.	Replacement	3 - Future Renewal	No	No	No	No	1100	\$100	SF	\$110,000	15%	10%	15%	\$161,000												
	20	B202002 Storefront Assembly	Storefront Door - Replacement	13	Storefront doors provide access at the front entry (off Craigflower Road) to the patio on the north side of the building, (above the basement), from the north elevation of the basement and the west elevation from the first floor onto the patio area. These doors are due to be replaced this year with the window upgrade.	Fair	1977	39	25	25	Replace storefront system.	Replacement	3 - Future Renewal	No	No	No	No	3	\$2,500	EA	\$7,500	0%	10%	15%	\$10,000												
	21	B202002 - Accessible Doors	Accessibility Door Mechanism - Replacement	14	One automatic door provides access through the front of the building. There's is no accessible door to the patio as access is provided by exterior ramp. The basement can also be accessed from the exterior, but there is no paved pathway.	Good	1977	39	25	1	Replace accessible door mechanism.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000	\$4,000											
	22	Roofs																																			
	23	B301002 Roofing - Low Sloped Membrane System SBS	Low Slope Roofing Membrane - Replacement	15	The roof is an exposed double-ply SBS membrane. The age of this membrane has been estimated. Several blisters in the SBS membrane were noted during the review. Recent patches have been applied at various areas of the roof. The overall condition of this roof shows de-granulation and crazing.	Fair	1977	39	25	3	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	No	No	No	7490	\$20	SF	\$149,800	15%	10%	15%	\$218,000			\$218,000									
	24	B301002 Roofing - Low Sloped Membrane System SBS	EPDM membrane Under Patio Pavers - Replacement	x	No leakage of this system has been reported, no noticeable leaks at the basement level were noted on site.	Fair	1977	39	25	3	Replace waterproofing membrane at end of service life within SBS system. Ensure adequate tie ins to the roof drains. Replacement of this item could be timed with the replacement of the roof areas.	Replacement	3 - Future Renewal	No	No	No	No	1200	\$40	SF	\$48,000	15%	15%	15%	\$74,000			\$74,000									
	25	B301004 Roof - Flashings	Flashing and Trim - Replacement	16	Metal flashings and trim around the roof perimeter, parapet walls, and base of wall connections at the patio.	Good	1977	39	25	3	Replace parapet flashings, building perimeter flashings.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000			\$13,000									
	26	B301006 Roof Openings Skylights Located in the Lobby	Central Skylight	17	The skylights are an original T bar, wired mesh system and is due to be replaced this year.	Poor	1977	39	17	2	Replace skylights at end of service life.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	350	\$160	SF	\$56,000	15%	15%	15%	\$86,000		\$86,000										
	27	INTERIORS																																			
	28	C30 Interior Finishes	Interior Painted Walls	18	Interior walls, ceilings are a painted finish. The city performs ongoing re-painting operations as required. This year of renewal is an approximate estimation of the last repainting event.	Good	2010	6	15	2	Repaint interior walls as required.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$4,000	LS	\$4,000	0%	10%	15%	\$6,000		\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000		
	29	C30 Interior Finishes	Basement Wall Panels - Replacement	x	The basement walls have been finished with a T bar paneling system. This year of renewal is an approximate estimation of the last repainting event.	Good	2004	12	25	13	Replace paneling system as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$8,000	LS	\$8,000	0%	10%	15%	\$11,000												
	30	C102001 Standard Interior Doors	Interior Door and Door Frames - Repaint	19	Interior doors service all areas of access to the offices, washrooms, kitchen, activity room, general purpose room and crèche. This is an estimated year of last repainting.	Good	2010	6	15	9	Cost for painting interior doors and door frames.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	14	\$100	EA	\$1,400	0%	10%	15%	\$2,000												
	31	C102001 Standard Interior Doors	Interior Doors - Replacement	x	Interior doors service all areas of access to the offices, washrooms, kitchen, activity room, general purpose room and crèche.	Good	1977	39	25	15	Contingency replacement of doors at heavily used areas and performance of localized repairs. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.																										

BLDG	Row	Component		Condition Assessment						Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	82	G204005 Signage	Victoria West Exterior signage - Replacement	60	Steel exterior building signage located road side an on the building.	Good	1977	39	15	15	Replace or upgrade outdoor signage. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000													
	83	G202005 Guardrails and Barriers	Exterior and Interior Steel Railings - Replacement	61	Interior and exterior steel handrails.	Good	1977	39	40	5	Replace rails as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$6,000	LS	\$6,000	0%	10%	15%	\$8,000													
	84	PROFESSIONAL SERVICES																																				
	85	P100007 Building Seismic Review	Seismic Review	x	Mass brick construction typically requires further measure for seismic stability.	Not Reviewed	1977	39	5	2	Perform a seismic review.	Study	Not Applicable	No	No	No	No	1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000		\$6,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Vic West Community Centre



Photo 01

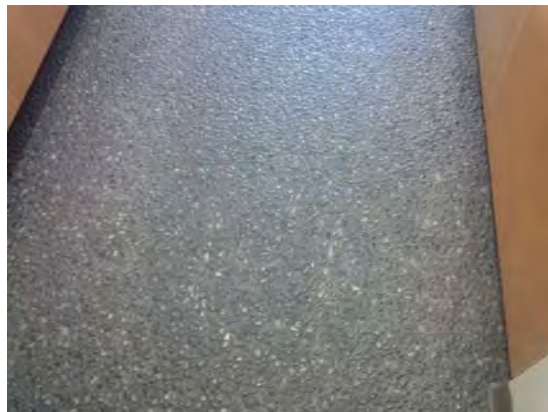


Photo 02



Photo 03

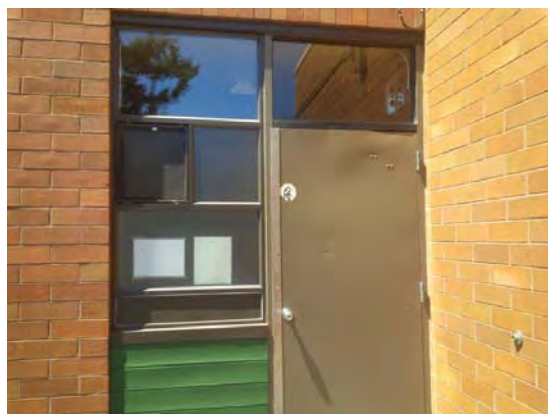


Photo 04



Photo 05

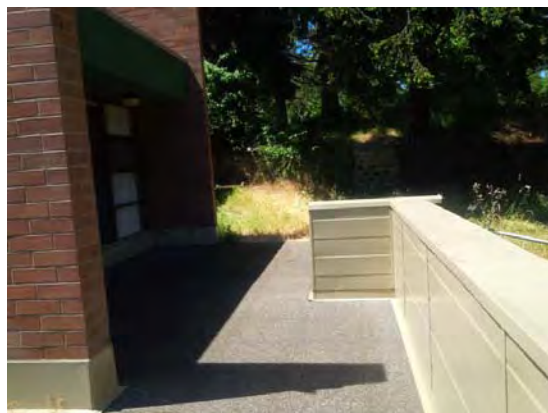


Photo 06

Vic West Community Centre



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11

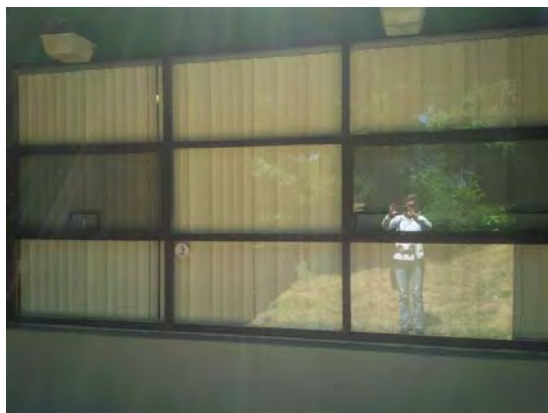


Photo 12

Vic West Community Centre



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Vic West Community Centre

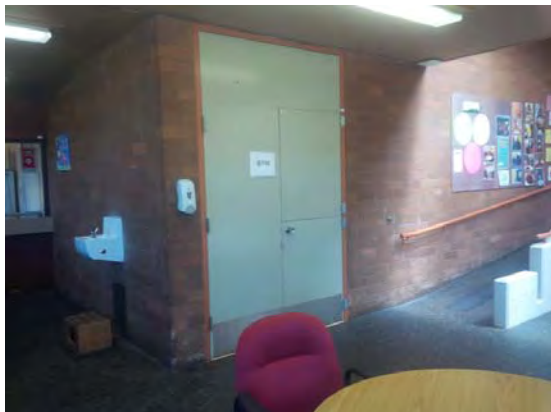


Photo 19



Photo 20

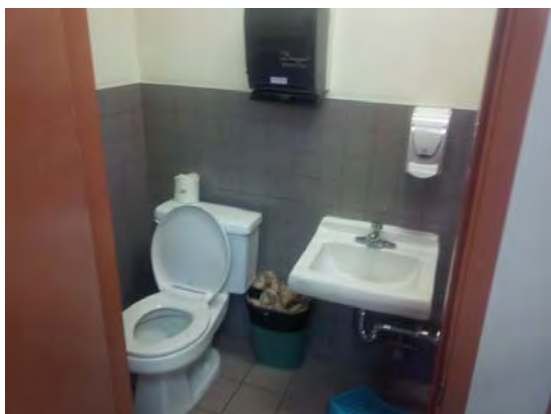


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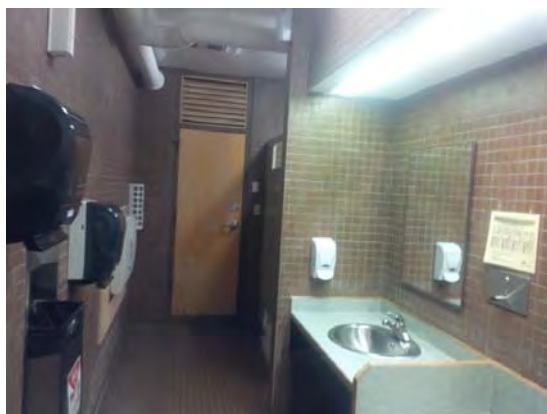


Photo 22



Photo 23



Photo 24

Vic West Community Centre



Photo 25



Photo 26

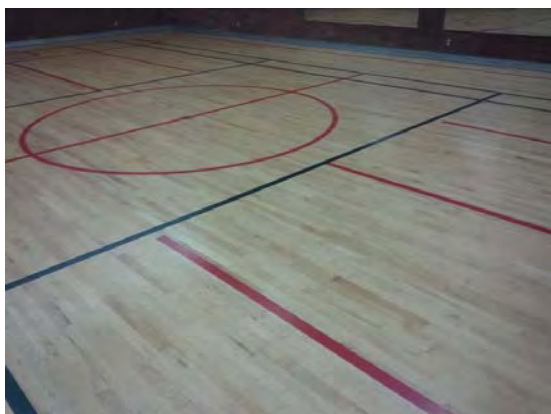


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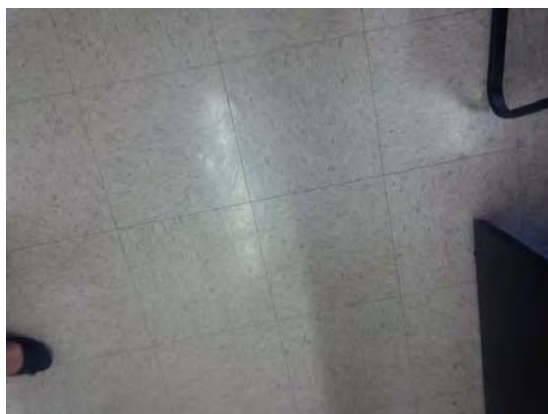


Photo 28



Photo 29

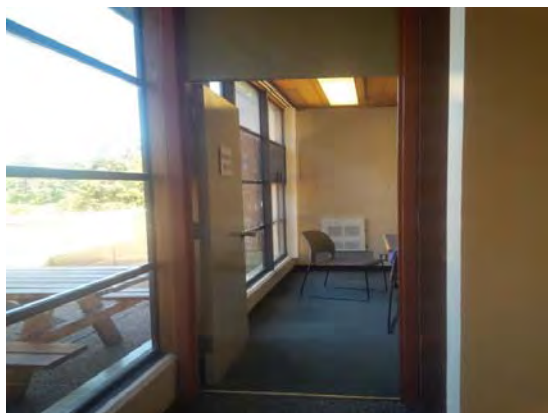


Photo 30

Vic West Community Centre

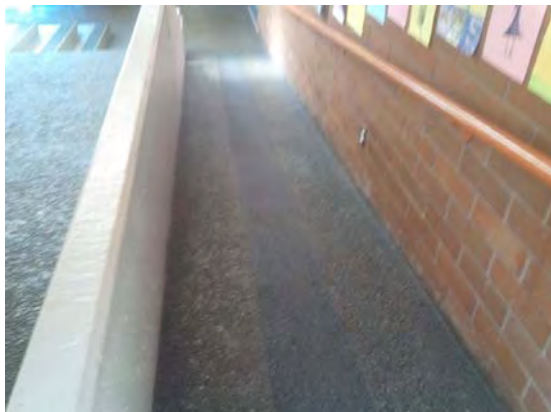


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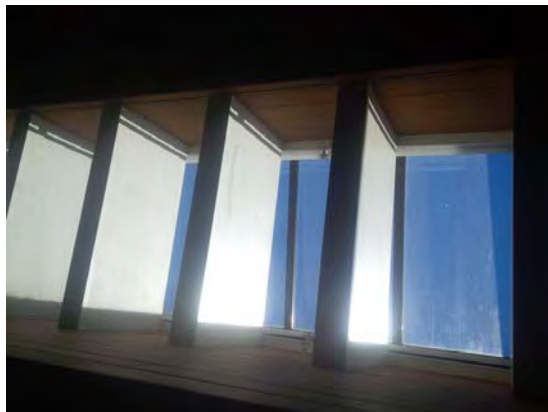


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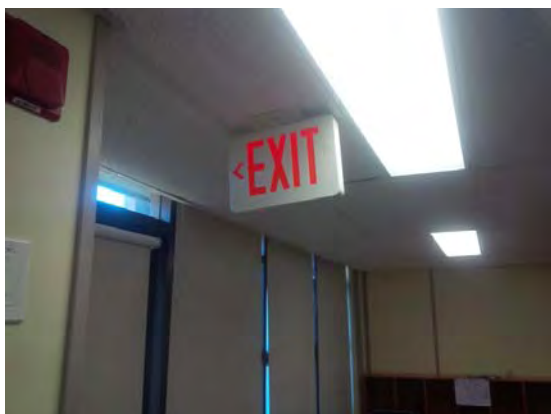


Photo 33



Photo 34



Photo 35



Photo 36

Vic West Community Centre



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41

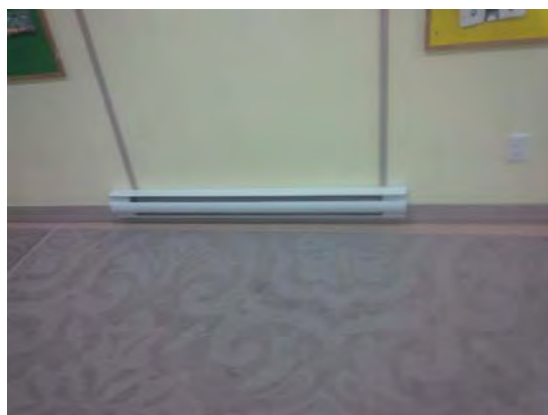


Photo 42

Vic West Community Centre



Photo 43



Photo 44

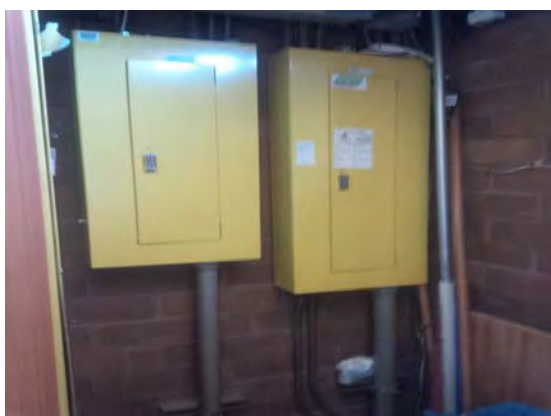


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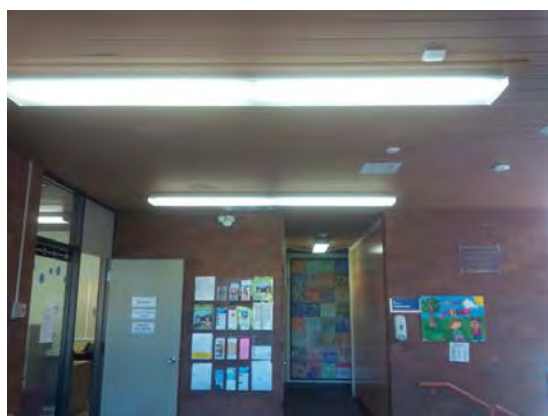


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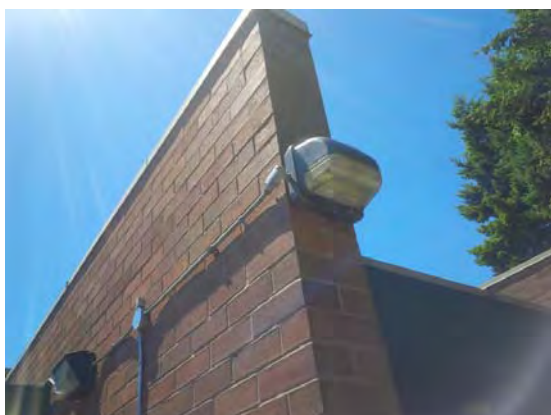


Photo 47



Photo 48

Vic West Community Centre



Photo 49



Photo 50



Photo 51



Photo 52

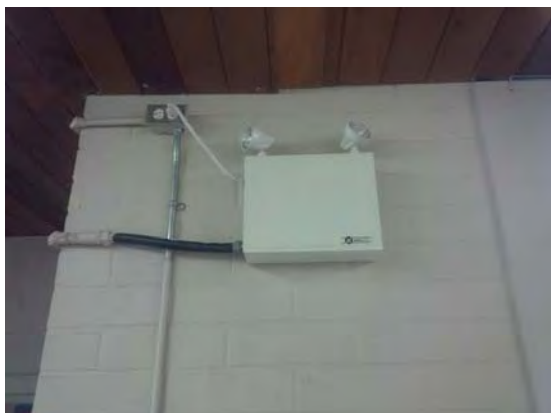


Photo 53



Photo 54

Vic West Community Centre



Photo 55



Photo 56



Photo 57

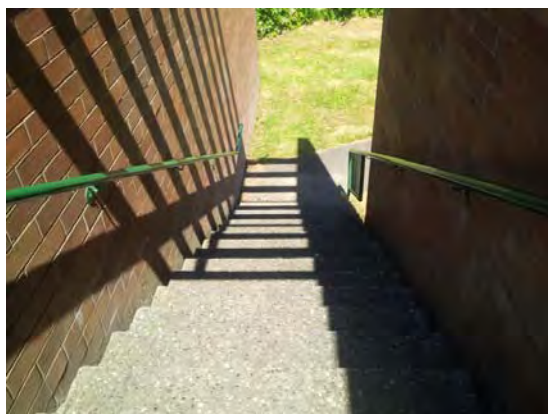


Photo 58

Appendix A26

Building 27 – Centennial Arcade - #1 Centennial Square, Victoria, BC

The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Arcade, Centennial Square, Victoria

PROPERTY DESCRIPTION

The Centennial Square Arcade Building was constructed in 1965. The building is a two storey structure and contains City of Victoria offices and archives along with leased office spaces. Public washrooms are located at the west end of the building. The building is clad with a combination of giant brick and painted concrete masonry units with wood and steel framed windows. SBS roof has recently been installed on the level 2 roof with a BUR roof installed for the level 1 roof. The units are predominantly heated via hydronic heat connected to the boilers located at City Hall. Supplementary heat has been provided for some units via fan coil units, AHUs and heat pumps.

PROPERTY STATISTICS

Gross Floor Area (ft2):	10,500
Building Value:	\$2,466,325
Target FCI:	0.025
Current FCI:	0.140

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1960
Deficiencies observed:	Railings/handrails, fire suppression.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No
Access throughout building:	No
Access to washrooms:	Wheel chair access to public washrooms only
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Arcade, Centennial Square, Victoria

Energy Efficiency

Upgrade recommendations: Refer to energy audit conducted by Fortis BC, June 25, 2014

We identified recommendations of approximately \$533,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B10 Superstructure
- B202001 Windows
- C103002 Toilet and Bath Accessories - Refurbishment
- D302002 Hot Water - Hydronic Wall Units
- D306099 Controls Instrumentation

PROJECT TEAM

The visual reviews were completed on May 20 and 22, 2015 by Scott Williams. During our review of the building, we were accompanied by Chaz Whip and Mike Israel who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Commercial Energy Assessment Program Report, prepared by Fortis BC, dated June 25, 2014
- Floor Plans, drawings 008, 009 prepared by the City of Victoria, dated June 29, 2009
- Mechanical Drawings (M001, M200, M201), prepared by Genivar, dated December 19, 2011
- Asset Detail Report prepared by VFA dated 2007

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Arcade, Centennial Square, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	40,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	66,000	0	0	0	0	0	0	0	0
3 - Future Renewal	213,000	26,000	10,000	46,000	108,000	100,000	0	48,000	79,000	154,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	4,000	0	0	0	0	264,000
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	9,000	11,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	222,000	143,000	10,000	46,000	112,000	100,000	0	48,000	79,000	418,000

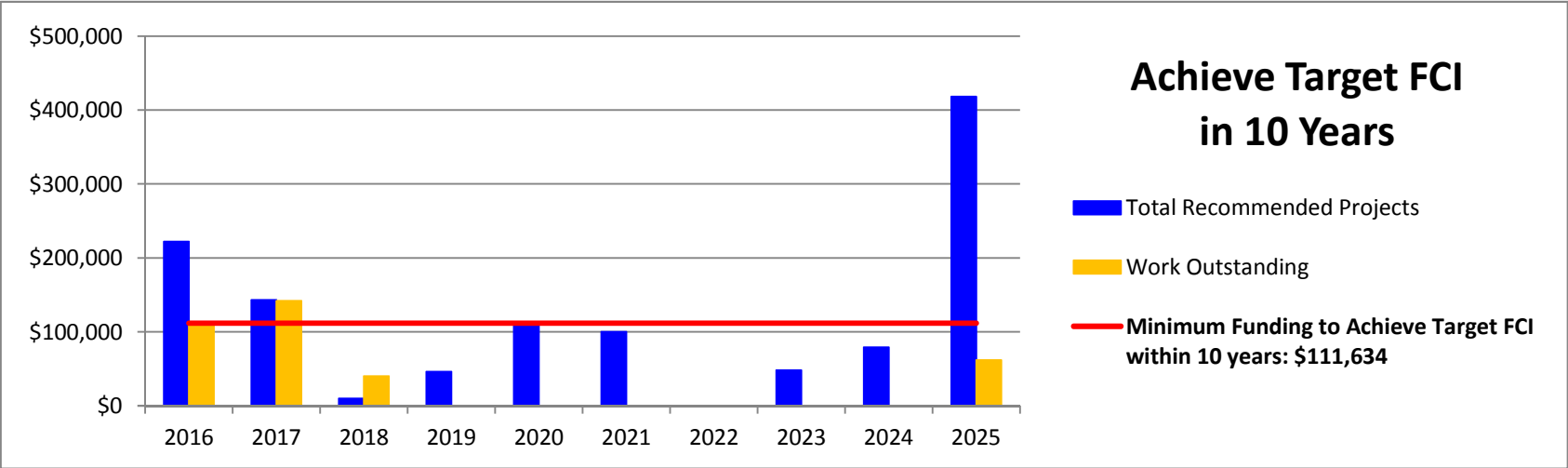
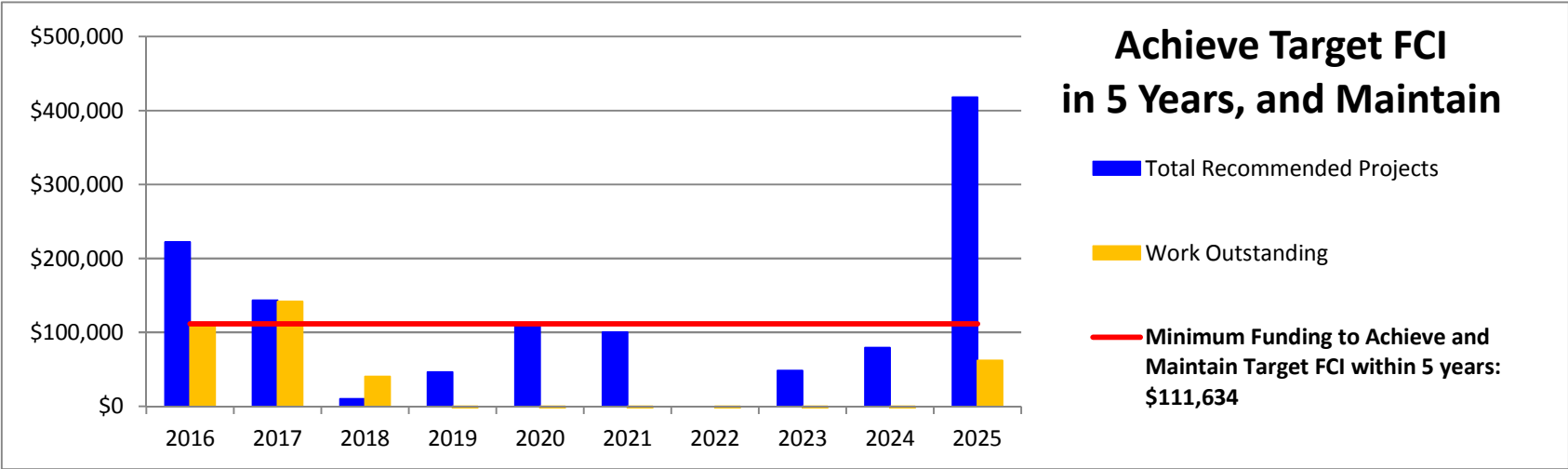
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$111,634

Work outstanding	110,366	141,732	40,097	-25,537	-25,171	-36,805	-148,439	-212,074	-244,708	61,658
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Minimum Funding to Achieve Target FCI within 10 years: \$111,634

Work outstanding	110,366	141,732	40,097	-25,537	-25,171	-36,805	-148,439	-212,074	-244,708	61,658
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The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Arcade, Centennial Square, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Arcade, Centennial Square, Victoria

BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	1	SUBSTRUCTURE																																				
	2	A10 Foundations	Cast-in-place concrete foundation walls	1	The foundations are cast-in-place concrete visible at-grade. No evidence of major settlement or heaving was reported or observed.	Good	1965	51	100	49	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	N/A	Yes	No				\$0																	
	3	A1030 Slab on Grade	Cast-in-place concrete slab on grade	x	The floor is concrete slab-on-grade. Most areas have been covered over with floor finishes. No evidence of major settlement or heaving was reported or observed.	Good	1965	51	100	49	The slab-on-grade is expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	N/A	Yes	No				\$0																	
	4	A103006 Foundation Drainage	Perimeter drainage system.	x	No issues were reported by maintenance staff regarding perimeter drainage.	Good	1965	51	10	1	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000	\$7,000												
	5	SUPERSTRUCTURE																																				
	6	B10 Superstructure	General	x	The superstructure consists of reinforced concrete slabs on reinforced concrete columns and steel columns.Some cracking and spalling of the concrete suspended slab was observed within the print shop (Unit 14) and the archives (Unit 8). Both units are located directly below the parkade. Please refer to tables for Centennial Parkade for recommended remedial actions for parkade suspended slab.Cracking and spalling of the concrete columns observed on south elevation, level 2.	Fair	1965	51	100	2	Interior protected structural components are expected to last the life of the building. However, we recommend that localized repairs be conducted at the underside of the parkade suspended slab and the concrete columns at the locations of the cracking/spalling. We note that cracking and spalling of the concrete suspended slab may also be present at concealed locations. We recommend that all areas be reviewed prior to any repairs.	Repair Allowance	2 - Restore Functionality	Yes	Yes	Yes	Yes	1	\$30,000	LS	\$30,000	0%	15%	15%	\$40,000		\$40,000											
	7	ENVELOPE																																				
	8	Above-Grade Walls																																				
	9	B2010 Exterior Walls - Giant Brick	Giant brick	2	Giant brick located at exterior walls. Concrete masonry back-up wall located at a few locations. Some locations have a double wythe of giant brick. Wall areas on the south elevation are well protected from the overhangs above. Most giant brick located on the south elevation has been painted. Some efflorescence of the giant brick was observed within the stairwell located at the northeast corner of the building.	Good	1965	51	20	5	Localized brick replacement and mortar repointing.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000						\$7,000							
	10	B2010 Exterior Walls - Concrete Masonry Units (CMUs)	Concrete Masonry Unit (CMUs)	3	Exposed CMU walls located on the north elevation only. CMU has been painted. No water ingress was indicated by facility staff.	Good	1965	51	20	5	Localized repair of mortar joints and crack repair.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000						\$7,000							
	11	B2010 Exterior Walls - Stucco - Repair	Stucco cladding located above entrances on level one, south elevation and below window assemblies on level 2, south elevation.	4	Stucco is located in protected locations and appears to be in good condition.	Good	1965	51	35	5	Localized repair of stucco cladding.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000						\$6,000							
	12	B2010 Exterior Walls - Stucco - Replace		x	Stucco is located in protected locations and appears to be in good condition.	Good	1965	51	35	15	Replace face-seal stucco system with rain screen stucco system. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	Yes	No	500	\$65	SF	\$32,500	10%	20%	15%	\$50,000													
	13	B201008 Exterior Soffits	Stucco soffits are located on the south elevation, levels 1 and 2.	5	Stucco soffits are located on level one, south elevation adjacent to units 8 and 10 and on level 2, south elevation. Soffits appear to be in good condition.	Good	1965	51	35	8	A budget has been provided for recoating and completing localized repairs to soffits.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000								\$6,000					
	14	B201010 Exterior Coatings	Brick Sealer	6	Some efflorescence of giant brick at exposed locations.	Not Applicable	1965	51	15	5	Recommend that a brick masonry sealer be installed for all exposed giant brick.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000						\$4,000							
	15	B201010 Exterior Coatings	Stucco	x	Finish of stucco is showing age related deterioration. We assume the stucco was last recoated in 1990.	Fair	1990	26	10	5	Recoat stucco cladding.	Replacement	3 - Future Renewal	Yes	Yes	No	No	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000						\$6,000							
	16	B201010 Exterior Coatings	Concrete	7	Exposed concrete is located at the roof fascia for both level 1 and level 2 roofs.	Good	1965	51	10	6	Recoat concrete at fascia.	Replacement	3 - Future Renewal	Yes	Yes	No	No	475	\$4	LS	\$1,900	0%	15%	15%	\$3,000								\$3,000					
	17	B201010 Exterior Coatings	CMU	x	Painted CMU wall located on the north elevation. We assume the CMU was last repainted in 2000.	Fair	2000	16	10	2	Recoat CMU wall.	Replacement	3 - Future Renewal	Yes	Yes	No	No	1200	\$4	LS	\$4,800	0%	15%	15%	\$7,000		\$7,000											
	18	B201011 Joint Sealant	Sealant at wall penetrations	8	There are sealant joints predominantly at windows. All windows are located in protected locations. Age related deterioration of the sealant joints was observed. We assume the sealant joints were last replaced in 1995.	Fair	1995	21	10	2	Replace sealant between dissimilar materials, around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2 - Restore Functionality	Yes	Yes	No	No				\$0																	
	19	B202001 Windows	Metal Frame	9	Metal framed rebate windows are located at the stairs at the east end of the building with single pane glazing. Some efflorescence of the cast-in-place foundation wall was observed at a few locations directly below the window assemblies. This window assembly is located in an exposed location.	Fair	1965	51	35	2	Replace metal framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill	Replacement	2b - Exceeded Service Life	Yes	Yes	Yes	No	300	\$100	SF	\$30,000	10%	15%	15%	\$44,000		\$44,000											
	20	B202001 Windows	Wood Frame	10	Wood framed windows located on levels 1 and 2 of south elevation with single pane glazing. In some locations, non-thermally broken aluminum framed awning type operable units have been inset within the wood frames. Operable windows located on level 2 are showing signs of deterioration. All wood framed windows are in protected locations. Frames and glazing seals are showing signs of age related deterioration. No water ingress was observed or reported by facility staff. A broken pane of glass was observed on level 1 on the east elevation.	Fair	1965	51	35	10	Replace windows with thermally broken aluminum frames and IGUs (Insulated Glazing Units). We note that windows are located in protected locations and replacement of windows can be considered based on increased thermal efficiency. Painting of window frames is assumed to be covered under maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	Yes	No	1600	\$100	SF	\$160,000	10%	15%	15%	\$233,000										\$233,000			
	21	B203002 Glazed Doors - Sliding Glass Doors	One sliding glass door is located at the roof deck access for the level 2 Unit.	11	A sliding glass door located on the south elevation providing access to the level 1 roof. Door assembly is showing signs of age related deterioration. Door has overhang protection and is well protected from the elements.	Fair	1965	51	35	10	Replace door at end of service life. We recommend that the sliding glass door be replaced in conjunction with the replacement of the BUR roof.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	Yes	No	1	\$5,000	EA	\$5,000	15%	15%	15%	\$8,000									\$8,000				
	22	B203001 Exterior Solid Wood Doors with glazing	Wood doors with glazing located at main entrance for all ground floor units. Double doors are located at the stair entrance at the east end of the building.	12	Glazed wood entry doors are all located under overhang protection and appear to be in good condition. New door hardware recently installed along with new kick-plates and repainting of doors and frames.	Good	1965	51	10	10	Replace doors at end of service life. The doors are expected to last the life of the building; however a contingency has been provided for replacement of a percentage of the existing doors.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$15,000	LS	\$15,000	15%	15%	15%	\$23,000									\$23,000				
	23	Roofs																																				
	24	B301002 Roofing - Low Sloped Membrane System - SBS	Conventional SBS roof for main flat roof (Level 2) and at small canopy over doors at stairs.	13	Conventional SBS roof located at main flat roof. Staining indicates evidence of ponding water. A number of areas where granules are missing for SBS cap sheet as a result of avian activity. Roof system replaced in 2010.	Good	2010	6	25	19	Replace roofing system including flashings, sealants, etc. as required. We recommend regular review and repair of the SBS cap sheet as part of a maintenance program. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No	3500	\$25	SF	\$87,500	15%	15%	15%	\$134,000													
	25	B301002 Roofing - Low Sloped Membrane System - BUR	BUR roof (Level 1)	14	Built up roof located at south end of building at level 1. Deterioration of perimeter cap flashing was observed. No issues with this roof system were indicated by facility staff. We assume that the roof was last replaced in 1990.	Fair	1990	26	25	10	Replacement of roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	2750	\$25	SF	\$68,750	15%	15%	15%	\$105,000									\$105,000				
	26	B102099 Other Roof Construction - Wood Decking	Wood decking - Level 1 roof	15	Wood decking with guards has been installed at the sliding glass door leading out onto the level 1 roof for use by occupants. Wood appears to be in fair condition. We assume that the wood decking was replaced in 2005.	Fair	2005	11	15	10	Replace wood decking and guards at end of service life. We recommend that the decking be replaced in conjunction with the replacement of the BUR roof.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000									\$4,000				
	27	INTERIORS																																				
	28	C102001 Standard Interior Doors	solid wood doors and wood doors with glazing throughout.	16	Wood doors are located throughout and appear to be in good condition.	Good	1965	51	10	5	Doors are expected to last the life of the building. However, a budget is provided for some door replacement and localized repairs.	Contingency	3 - Future Renewal	Yes	Yes	No	No	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000						\$6,000							

2016		The City of Victoria Facility Condition Assessment and Capital Plan Centennial Arcade, Centennial Square, Victoria																																					
BLDG	Row	COMPONENT			CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to End of Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$222,000	\$143,000	\$10,000	\$46,000	\$112,000	\$100,000	\$0	\$48,000	\$79,000	\$418,000				
	29	C102005 - Interior Overhead Door	Roll Down Shutters located in Unit #8	17	An interior roll down metal shutter assembly has been recently installed for Unit #8.	Good	2012	4	45	40	The shutters are expected to last the life of the building with regular maintenance and servicing. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000													
	30	C103002 Toilet and Bath Accessories - Refurbishment	Washrooms located within each ground floor unit. Men's and women's washrooms located on level 2.	18	Washrooms typically consist of a toilet and sink all of varying ages. There are 9 washrooms in total. Ceiling exhaust fans have been installed for some of the bathrooms.	Fair	1995	21	8	4	A contingency has been provided for cyclical refurbishments of the washrooms.	Contingency	3 - Future Renewal	Yes	Yes	No	No		1	\$30,000	LS	\$30,000	0%	15%	15%	\$40,000			\$40,000										
	31	C103002 Toilet and Bath Accessories - Refurbishment	Public Men's and Women's Washrooms located on ground floor.	19	Public washrooms are located on the ground floor at the west end of the building. Fixtures and finishes are showing signs of wear and deterioration.	Poor	1965	51	25	1	Refurbishment of the public washrooms is being proposed for 2016 and would include replacement of all fixtures and finishes with the exception of the stainless steel sinks. Refurbishment of the janitorial closet located in the men's washroom would also be part of the upgrade.	Upgrade	3 - Future Renewal	Yes	Yes	No	No		1	\$130,000	LS	\$130,000	15%	15%	15%	\$198,000	\$198,000												
	32	C103009 Cabinets	Sinks and cabinets located in lunchroom areas.	20	Sinks and cabinets at lunch room areas. All appeared to be of varying age and condition. There are 6 lunch rooms in total.	Fair	1990	26	20	6	Refurbishment of cabinets and sinks.	Upgrade	3 - Future Renewal	Yes	Yes	No	No		1	\$25,000	LS	\$25,000	0%	15%	15%	\$34,000					\$34,000								
	33	C202001 Stairs	Stairs located at east end of building.	21	Stairs with resilient treads and nosing. Treads and nosing showing signs of age related deterioration. We assume the stairs were last refurbished in 1990.	Fair	1990	26	20	5	Replacement of resilient stair treads and nosing. Installation of tactile warning strips as per current code requirements.	Replacement	3 - Future Renewal	No	Yes	No	No		300	\$7	SF	\$2,100	0%	15%	15%	\$3,000				\$3,000									
	34	C202001 Stairs - Guards	Stairs located at east end of building.	22	The handrails do not meet current code requirements and do not extend the required distance of 300 mm beyond the top and bottom of the stairs. The guard located at the top of the stair landing does not meet code requirements for height and climbability.	Fair	1965	51	45	3	Replace handrails/guards to meet code requirements.	Replacement	3 - Future Renewal	No	Yes	No	Yes		1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000			\$6,000										
	35	C301005 Gypsum Board Wall Finishes	Repaint	x	Painted CMU and gypsum wall board throughout. Wall areas appear to have been recently painted and paint is in good condition and we assume were last repainted in 2010.	Good	2010	6	5	9	Repaint interior walls. This item has been phased over 5 years.	Replacement	3 - Future Renewal	Yes	No	No	No		15000	\$3	SF	\$45,000	0%	15%	15%	\$60,000								\$12,000	\$12,000				
	36	C302004 Resilient Floor Finishes	Sheet vinyl, vinyl tile and lino flooring typically located in washrooms and corridors.	23	Sheet vinyl, vinyl tile and linoleum flooring is typically located within washrooms and corridors and are of varying ages. New sheet vinyl flooring recently installed in Unit 12.	Fair	1995	21	10	2	Replace vinyl sheet flooring and vinyl tile as required. A contingency has been provided for cyclical replacement. Approximately 2000 SF in total flooring.	Replacement	3 - Future Renewal	Yes	Yes	No	No		1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000		\$14,000											
	37	C302005 Carpeting	Combination of carpet tile and carpet installed within the units.	24	Carpet tile has been replaced periodically and carpets vary in age. Carpet within Units #12 and #14 and the level 2 units were recently replaced with carpet tile along with portions of Unit #8.Carpet requires replacement at stair locations within Units #8 and #10. Painted concrete floor with area rugs located at the back of unit #8.	Fair	1965	51	15	2	Replace carpeting within Units 8 and 10. Install carpeting at locations of painted concrete floor in Unit 8.	Replacement	3 - Future Renewal	Yes	Yes	No	No		750	\$5	SF	\$3,563	0%	15%	15%	\$5,000		\$5,000											
	38	C302005 Carpeting	Combination of carpet tile and carpet installed within the units.	25	Carpet tile has been replaced periodically and carpets vary in age. Carpet within Units #12 and #14 and the level 2 units were recently replaced with carpet tile along with portions of Unit #8.	Good	2012	4	15	11	Replace carpeting as required. A contingency has been provided for cyclical replacement of carpets throughout. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	Yes	No	No		6000	\$5	SF	\$30,000	0%	15%	15%	\$40,000													
	39	C303003 Ceiling Finishes	Paint	x	The underside of the concrete slab has been painted for portions of the units with the exception of Unit 14 (Mail Room and Print Shop) where the underside of the slab has been painted for almost the entire unit. All areas appear to have been recently repainted. We assume these areas were last repainted in 2010.	Good	2010	6	10	6	Repaint concrete ceilings.	Replacement	3 - Future Renewal	Yes	Yes	No	No		2700	\$3	SF	\$8,100	0%	15%	15%	\$11,000					\$11,000								
	40	C303004 Ceiling	Acoustic Tiles	26	Acoustic tile has been installed within most units and within the corridor for level 2. The ceiling tile appears to be in good condition; however some staining of the ceiling tile was observed within units #12, #14 and #16. Ceiling tiles have not been installed for the majority of Units #14 and #18.	Good	2005	11	15	8	Replace acoustic 2x4 ceiling tiles (excluding suspension system)	Replacement	3 - Future Renewal	Yes	Yes	No	No		5500	\$4	SF	\$22,000	0%	15%	15%	\$30,000							\$30,000						
	41	MECHANICAL SYSTEMS																																					
	42	HVAC Systems																																					
	43	D302002 Hot Water Boilers	Primary	x	Hydronic heat is supplied to each unit via a boiler located in city hall. Boiler supply/connections are located within Unit #16.	Fair	1964	52	50	10	Please refer to the tables for the City Hall for service life, replacement cost of the actual boiler.	Replacement	3 - Future Renewal	N/A	N/A	N/A	N/A					\$0	0%	0%	15%														
	44	D302002 Hot Water - Hydronic Wall Units	Primary	27	Wall units are located within each unit to provide primary or supplementary heat. Some of the wall units have recently been replaced within Units #8 and #14.	Fair	1965	51	15	5	Replace wall units as required. A contingency has been provided for periodic replacement	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No		1	\$20,000	LS	\$20,000	0%	15%	15%	\$27,000					\$27,000								
	45	D302005 Auxiliary Equipment	Expansion Tank	x	The expansion tank is suspended from the ceiling within the boiler room and appears to be original to the building.	Fair	1965	51	25	2	Replace the expansion tank at the end of its lifespan.	Replacement	2b - Exceeded Service Life	No	No	Yes	No		1	\$6,000	EA	\$6,000	0%	15%	15%	\$8,000		\$8,000											
	46	D302005 Auxiliary Equipment	Heat Exchanger	28	Water to water shell and tube heat exchanger. Appears to be original to the building.	Fair	1965	51	20	2	Replace heat exchanger at the end of its lifespan.	Replacement	2b - Exceeded Service Life	No	No	Yes	No		1	\$10,000	EA	\$10,000	0%	15%	15%	\$14,000		\$14,000											
	47	D302002 Hot Water Boilers	Circulating Pumps	29	Circulating pumps located within boiler room. One of the three units has been recently replaced.	Good	2005	11	15	10	Replace hot water recirculating pumps at end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No		1	\$2,000	EA	\$2,000	0%	15%	15%	\$3,000									\$3,000				
	48	D302002 Hot Water Boilers	Circulating Pumps	x	Crculating pumps located within boiler room. It appears as though one of the three units has been recently replaced.	Fair	1965	51	15	5	Replace hot water recirculating pumps at end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No		2	\$2,000	EA	\$4,000	0%	15%	15%	\$6,000				\$6,000									
	49	D304008 Air Handling Units	AHU in DVBA office	30	Zone terminal unit with reheated located in DVBA office. We assume this unit was last replaced in 2000.	Good	2000	16	25	11	Replace the AHUs at the end of their lifespan. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000													
	50	D304007 Exhaust Systems	Exhaust Fans located in Unit 14	31	An exhaust fan is located within Unit 14 which is ducted to adjacent units and provides exhaust for Units #8, #10, #12 and #14.	Fair	1965	51	25	6	Replace fan unit.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000													
	51	D304007 Exhaust Systems	Exhaust Fans located on main roof	32	Exhaust fans located on main flat roof, serving the unit bathrooms, janitorial rooms and stair tower. All have been recently replaced. We assume these fans were replaced in 2012.	Good	2012	4	25	21	Replace individual motors as needed out of the operating budget. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		3	\$1,000	EA	\$3,000	0%	15%	15%	\$4,000													
	52	D305002 Unit Heaters	Electric baseboard heat found in DVBA unit.	x	Electric baseboard heat located in DVBA unit. We assume these were replaced in 1995.	Good	1995	21	25	15	Replace at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000													
	53	D305003 Fan Coil Units	Located in Unit 12	33	Inline centrifugal supply fan with electric duct heater. Unit was installed 2012.	Good	2012	4	20	16	Replace at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$6,000	EA	\$6,000	0%	15%	15%	\$8,000													
	54	D305006 Package Units	Heat Pumps	34	Two heat pumps are located on the main flat roof and service the second level units. Trane 4wCC3030 packaged heat pump with electric heat. Damage to drill noted for one of the units.	Good	2012	4	20	16	Replace the heat pumps at the end of their lifespan. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No		2	\$7,500	LS	\$15,000	0%	15%	15%	\$20,000													
	55	D306099 Controls Instrumentation	DDC controls	x	DDC controls have been installed for the hydronic heat for the level 2 units and a select number of units on level 1.	Good	1965	51	5	5	A contingency has been provided for upgrading of units without DDC.	Upgrade	3 - Future Renewal	Yes	N/A	N/A	No		1	\$12,000	LS	\$12,000	0%	15%	15%	\$16,000					\$16,000				\$16,000				
	56	Plumbing Systems																																					
	57	G3010 Water Supply	Main Water Supply	35	Water for domestic service is provided by original copper and galvanized steel pipe. A backflow preventer has not been installed at the water entry room.	Not Applicable	196																																

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The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Arcade, Centennial Square, Victoria

BLDG	Row	Component		Condition Assessment							Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																	
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
	65	D401003 Main Switchgear	IR Scanning	x	IR scanning was recently conducted, with no issues noted	Not Applicable	2014	2	5	3	Conduct Infra-red (IR) scan on major switchgear	Study	3 - Future Renewal	N/A	N/A	N/A	N/A	1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000				\$4,000				\$4,000																							
	66	D501005 Panels	Panels located within each unit and within electrical room.	39	Panels appear to be of various ages. Recent IR scans indicated no issues.	Fair	1965	51	30	6	Replace panels at end of service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No	13	\$2,500	EA	\$32,500	15%	20%	15%	\$52,000					\$52,000																										
	67	D502002 Interior Lighting	Replacement	40	Fluorescent lighting throughout each unit. Lighting has been replaced in recent years in a number of the units.	Good	2012	4	5	5	Upgrade light fixtures as required. A contingency has been provided for periodic replacement of the fluorescent fixtures.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000					\$14,000					\$14,000																					
	68	D502002 Lighting Equipment	Outdoor	41	Recessed lighting located at soffit locations on levels 1 and level 2. Pot lights located on level 2 are showing signs of age related deterioration.	Fair	1965	51	25	5	Replace pot lights. Replace recessed fluorescent lighting on an as required basis.	Replacement	3 - Future Renewal	Yes	Yes	No	No	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000					\$6,000																										
	69	D503007 Video Surveillance System	Located at stair access	42	A video camera is located at the entry to the stair tower at the east end of the building and is used by second floor occupants to regulate access to the building. Small screens are located within level 2 units.	Good	2012	4	20	16	Upgrade video system.This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$4,500	LS	\$4,500	0%	15%	15%	\$6,000																															
	70	D503008 Access Control/Entry System	Replacement	43	Kantech security access system has recently been installed for access to level 1 units. We assume this system was installed in 2014.	Good	2014	2	15	13	Replace/upgrade access control system at entry to level 1 units. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	Yes	No	Yes	No	1	\$3,500	LS	\$3,500	0%	15%	15%	\$5,000																															
	71	D503008 Security Systems	Replacement	44	Security alarms have been installed for all units.	Good	2010	6	20	14	Replace security system at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000																															
	72	FIRE AND LIFE SAFETY SYSTEMS																																																						
	73	D509002 Emergency Exit Signs	Replacement	x	Exit signs have been replaced as required.	Good	1965	51	15	5	Replace emergency lights with LED-type. A contingency has been provided for replacement.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	3000	LS	\$3,000	0%	15%	15%	\$4,000					\$4,000																										
	74	D509002 Emergency Lighting and Power	Replacement	45	Twin beam emergency lighting located within each unit. Many appear to have been recently replaced.	Good	1965	51	30	8	Replace emergency lights with LED-type. A contingency has been provided for replacement.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	6000	LS	\$6,000	0%	15%	15%	\$8,000							\$8,000																								
	75	D403001 Fire Extinguishing Devices	Fire extinguishers located within the units.	46	Fire extinguishers installed within each unit.	Good	1965	51	7	4	Replace at end of service life. We assume that extinguishers will be replaced on an as required basis. A contingency has been provided for some replacement.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	4000	LS	\$4,000	0%	15%	15%	\$6,000					\$6,000																										
	76	PROFESSIONAL SERVICES																																																						
	77	P100008 Structural Review of Underside of Parkade Suspended Slab	Further Study		Cracking and spalling of concrete suspended slab observed.	Not Applicable	1965	51	15	1	Conduct a structural review of parkade suspended slab over units 8, 10 ,12 and 14 to determine location and scope of repairs.	Study	Not Applicable	No	Yes	Yes	Yes	1	\$6,500	LS	\$6,500	0%	15%	15%	\$9,000	\$9,000																														
	78	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.	Not Applicable	1965	51	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000		\$7,000																													
	79	P100008 Building Code Evaluation	Further Study		A code review has not been conducted on this building.	Not Applicable	1965	51	15	2	A full code evaluation is recommended to identify specific compliance issues.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000		\$4,000																													

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Centennial Arcade



Photo 01



Photo 02

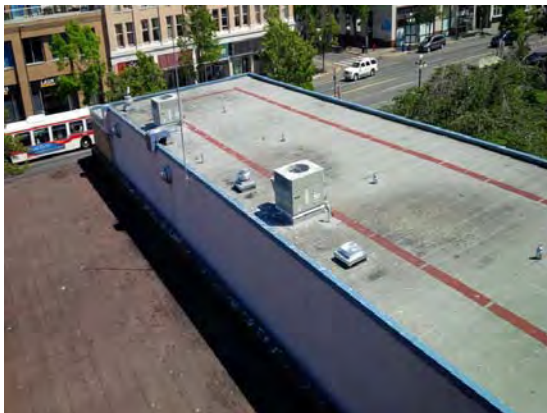


Photo 03



Photo 04



Photo 05



Photo 06

Centennial Arcade



Photo 07



Photo 08



Photo 09

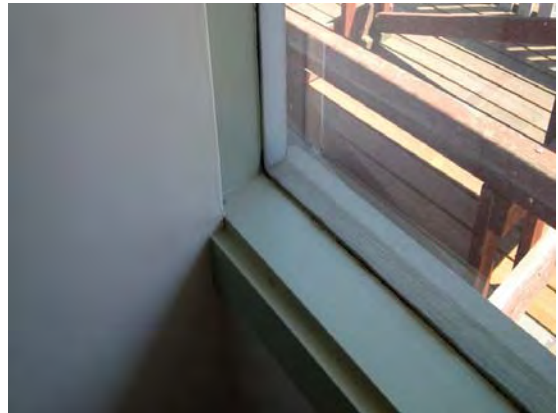


Photo 10



Photo 11



Photo 12

Centennial Arcade



Photo 13



Photo 14



Photo 15



Photo 16

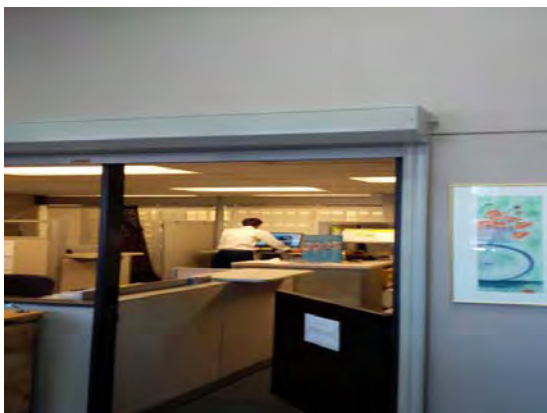


Photo 17



Photo 18

Centennial Arcade



Photo 19



Photo 20

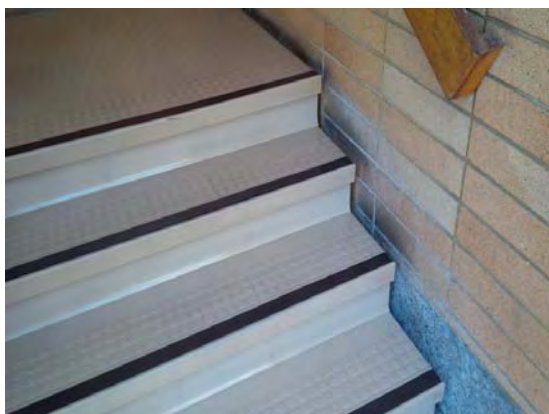


Photo 21

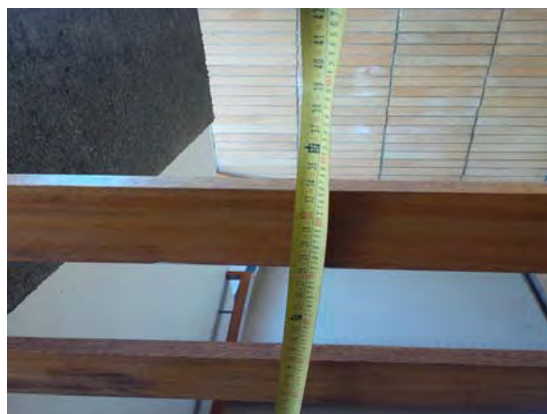


Photo 22

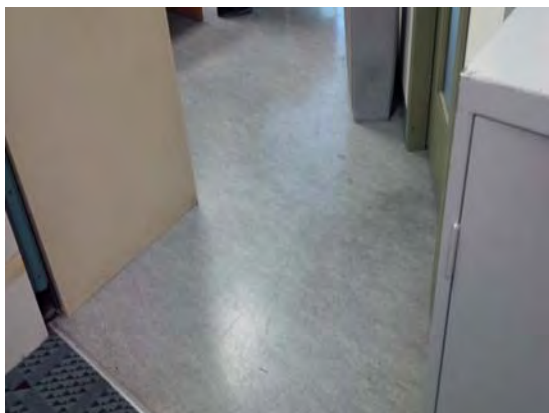


Photo 23

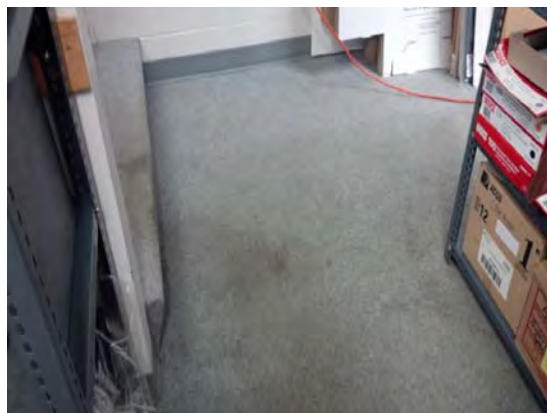


Photo 24

Centennial Arcade



Photo 25

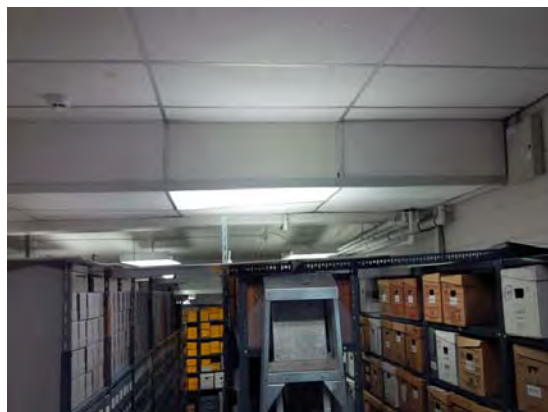


Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Centennial Arcade



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Centennial Arcade



Photo 37



Photo 38



Photo 39

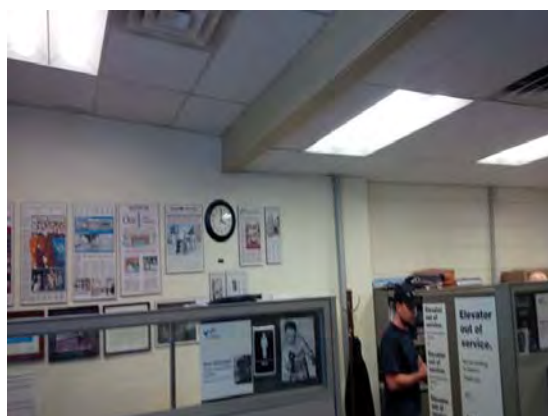


Photo 40

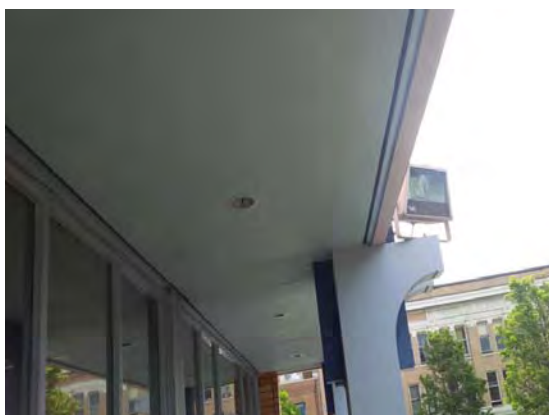


Photo 41

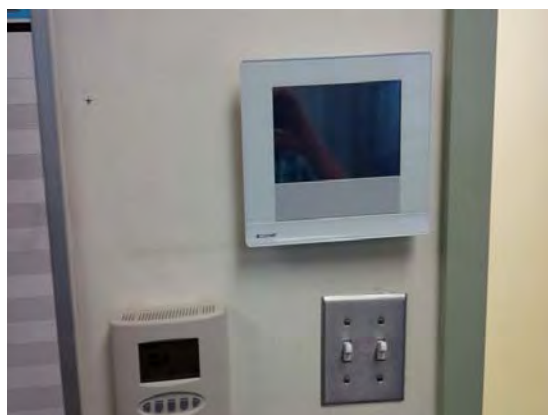


Photo 42

Centennial Arcade



Photo 43



Photo 44



Photo 45



Photo 46

Appendix A27

**Building 28 – Pandora Administration
Offices - 625-633 Pandora Avenue,
Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Pandora Administration Offices, 625-633 Pandora Avenue, Victoria**

PROPERTY DESCRIPTION

The Pandora Administration Office Building was constructed in 1978. The building is 2 storeys in height and is a combination of wood frame construction with CMU and giant brick exterior walls. A large office space is located on level 2 with three individual office spaces located on the ground floor. Windows are a combination of aluminum framed flange mounted assemblies and storefront assemblies. Roofs are flat and are waterproofed with a 2 ply SBS membrane. Occupant access is provided to a second level roof deck via aluminum framed sliding glass doors. Heat pumps, located on the main flat roof provide heating and cooling for the all units. Supplementary electric baseboard heat is provided for the level 1 units.

PROPERTY STATISTICS

Gross Floor Area (ft2):	9,000
Building Value:	\$2,006,777
Target FCI:	0.025
Current FCI:	0.085

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1977
Deficiencies observed:	Code deficiencies note for the stairs located at the west and northeast corners of the building, fire suppression.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Pandora Administration Offices, 625-633 Pandora Avenue, Victoria

Accessibility Review

Access into building:	No
Access throughout building:	No
Access to washrooms:	No
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.
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We identified recommendations of approximately \$724,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B201007 Roof Deck Walls and Railings
- B202001 Windows - Aluminum Framed
- B202001 Windows - Storefront
- B203002 Glazed Doors - Sliding Glass Doors
- B203002 Exterior Glazed Doors - Storefront Doors
- B301006 Roof Openings - Skylights
- C103002 Toilet and Bath Accessories, Rehab
- C301005 Gypsum Board Wall Finishes
- C302005 Carpeting
- D502002 Interior Corridor Lighting
- D503001 Fire Alarm Systems

PROJECT TEAM

The visual reviews were completed on May 22 and June 5, 2015 by Scott Williams. During our review of the building, we were accompanied by Mike Israel, who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

The City of Victoria
Facility Condition Assessment and Capital Plan
Pandora Administration Offices, 625-633 Pandora Avenue, Victoria

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report - City Hall Annex - 2007 Inspection, prepared by VFA
- Thermographic Survey of City Hall Annex, prepared by Emery Electric Ltd., dated May 2014
- Appraisals Report, prepared by D.R. Coell & Associates Inc., dated November 27, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Pandora Administration Offices, 625-633 Pandora Avenue, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	10,000	0	0	0	0	0
2b - Exceeded Service Life	0	88,000	0	0	31,000	0	0	0	0	0
3 - Future Renewal	0	41,000	15,000	4,000	131,000	69,000	9,000	4,000	436,000	39,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	393,000	0	0	0	0	218,000
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	11,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	140,000	15,000	4,000	565,000	69,000	9,000	4,000	436,000	257,000

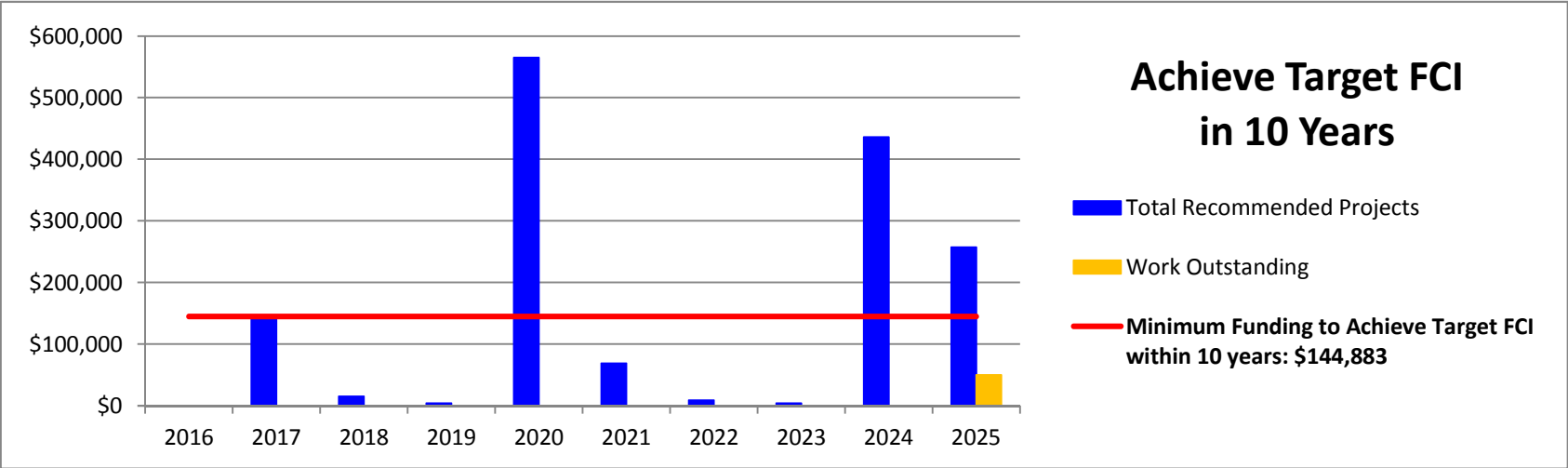
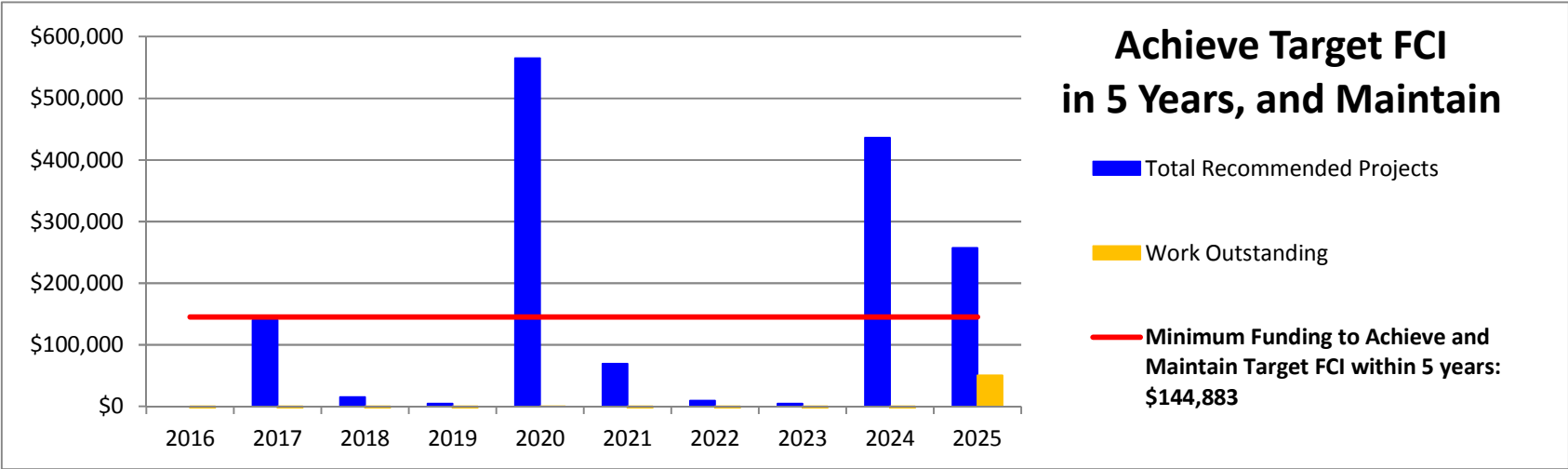
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$144,883

Work outstanding	-144,883	-149,766	-279,649	-420,532	-415	-76,298	-212,181	-353,064	-61,948	50,169
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Minimum Funding to Achieve Target FCI within 10 years: \$144,883

Work outstanding	-144,883	-149,766	-279,649	-420,532	-415	-76,298	-212,181	-353,064	-61,948	50,169
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The City of Victoria
Facility Condition Assessment and Capital Plan
Pandora Administration Offices, 625-633 Pandora Avenue, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$0	\$140,000	\$15,000	\$4,000	\$565,000	\$69,000	\$9,000	\$4,000	\$436,000	\$257,000		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations		x	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was reported or observed.	Good	1978	38		100	62	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	N/A	Yes	No				\$0	0%	0%	15%												
	3	A1030 Slab on Grade		x	The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	1978	38		100	62	The slab on grade is expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	N/A	Yes	No				\$0	0%	0%	15%												
	4	A103006 Foundation Drainage		x	The presence of foundation drainage was not apparent during our visual review. We assume that foundation drainage has been installed.	Not Reviewed	1978	38		10	2	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No				\$0	0%	15%	15%												
	5	SUPERSTRUCTURE																																			
	6	B10 Superstructure	General	1	Drawings were not available for review; however, via visual review it appears that the superstructure consists of giant brick, concrete masonry units, and wood framing. Wood trusses have been installed for the main flat roof. No settlement, cracking, or other evidence of structural distress was observed or reported.	Good	1978	38		100	62	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0	0%	0%	15%												
	7	B201007 Roof Deck Walls and Railings	Guardwalls and Railings - Level 2 roof deck	2	The guardwalls appear to be of wood framed construction clad with metal flashing and wood siding. Metal guards are face mounted to the inside face of the guardwalls. Some corrosion of the fasteners and guards observed.At the location of wood decking, the guards do not comply to code height and climbability requirements. The opening at the top of the guard for all locations is not code compliant.	Fair	1978	38		30	2	Replace guards.	Replacement	3 - Future Renewal	Yes	No	Yes	Yes		180	\$100	LF	\$18,000	15%	20%	15%	\$29,000		\$29,000								
	8	ENVELOPE																																			
	9	Above-Grade Walls																																			
	10	B2010 Exterior Walls - Brick	Giant Brick	3	The giant brick appeared to be in good condition. Limited cracking of both the brick and the mortar joints was observed. Staining of giant brick observed at the main entrance, adjacent to the sloped glazing.	Good	1978	38		15	5	The giant brick is expected to last the life of the building. Localized brick replacement and mortar repointing as required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No		1	\$7,000	LS	\$7,000	0%	15%	15%	\$10,000					\$10,000					
	11	B2010 Exterior Walls - Wood Cladding	Wood Cladding at Fascia and Guardwalls	4	The wood cladding appears to be in fair condition with some age related deterioration observed, such as cracking and splitting.	Fair	1978	38		40	10	Replace wood cladding with a rain screen cladding system.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No		2200	\$65	SF	\$143,000	15%	15%	15%	\$218,000									\$218,000	
	12	B2010 Exterior Walls - Concrete Masonry Unit	Exposed CMU	5	Painted CMU located on the south elevation and portions of the east elevation. The exposed CMU appears to be in good condition. No excessive cracking was noted.	Good	1978	38		15	5	The CMU is expected to last the life of the building. Localized CMU replacement and mortar repointing as required.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No		1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000					\$7,000					
	13	B2010 Exterior Walls - Parge Coat at Exposed Foundation Walls	Foundation Walls	6	A cementitious parge coat has been installed onto the exposed surfaces of cast-in-place concrete foundation walls. The parge coat is cracking and delaminating from the concrete substrate.	Poor	1978	38		15	5	Remove and replace existing parge coat.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No		180	\$25	LF	\$4,500	0%	15%	15%	\$6,000					\$6,000					
	14	B201008 Exterior Soffits - Wood	Wood Soffits located at levels 1 and 2	7	Tongue and groove wood soffits located at level 2 and portions of level 1. Soffits appear to be in good condition in area reviewed. Soffit is vented via vent strips.	Good	1978	38		40	15	Replace soffit at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		800	\$45	SF	\$36,000	0%	15%	15%	\$48,000										
	15	B201008 Exterior Soffits - Stucco	Stucco soffits located at level 1	x	Stucco soffits located at level 1 appeared to be in good condition.	Good	1978	38		40	15	Replace soffit at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		100	\$45	LS	\$4,500	0%	15%	15%	\$6,000										
	16	B201010 Exterior Coatings	Repaint wood cladding	x	Paint finish on wood cladding is in good condition and appears to have been recently repainted. We assume the cladding was last repainted in 2010.	Good	2010	6		10	9	Repaint all wood cladding including soffits (prep and 2-coats)	Replacement	3 - Future Renewal	Yes	No	No	No		3000	\$3	SF	\$9,000	0%	15%	15%	\$12,000									\$12,000	
	17	B201010 Exterior Coatings	Brick Sealer	x	Install sealer over existing giant brick.	Not Applicable	1978	38		20	5	Seal all exposed giant brick.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		1200	\$4	SF	\$4,800	0%	15%	15%	\$7,000					\$7,000					
	18	B201011 Joint Sealant	Joint Sealant at wall penetrations	8	There are sealant joints at window and door locations. Sealant is deteriorated in all locations reviewed. We assume the sealant joints were last replaced in1995.	Poor	1995	21		10	2	Replace sealant between dissimilar materials, around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No				\$0															
	19	B202001 Windows - Aluminum Framed	Aluminum framed windows - Level 2	9	Flange mounted non-thermally broken aluminum framed windows with IGUs and awning type operable units have been installed on level 2. Window appear to be original to the building. Deterioration of the paint finish and flange seals typically noted.	Fair	1978	38		35	5	Replace windows with thermally broken window assemblies insulated glass units (IGUs) c/w Low E coatings and argon fill. These windows are located under a large overhang and are well protected from the elements. Replacement to be considered based on increased thermal efficiency and reduced air leakage.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	Yes	No		1200	\$100	SF	\$120,000	15%	20%	15%	\$191,000					\$191,000					
	20	B202001 Windows - Storefront	Aluminum frame storefront assemblies - Level 1	10	Storefront window assemblies with IGUs have been installed for the ground floor units. Window appear to be original to the building. Deterioration of the paint finish and gasket seals typically noted. Some minor efflorescence of the giant brick observed within the interior of Unit 625 directly below window assembly.	Fair	1978	38		35	5	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. Recommend that windows be installed that are more appropriately rated for exposed locations.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	Yes	No		800	\$100	SF	\$80,000	10%	15%	15%	\$117,000					\$117,000					
	21	B203001 Exterior Solid Doors	Metal doors located on the west elevation	11	2 metal doors are located on the west elevation. Corrosion of the door jambs observed for the recessed door.	Fair	1978	38		45	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	No	Yes	Yes	No		2	\$4,500	EA	\$9,000	10%	15%	15%	\$14,000					\$14,000					
	22	B203002 Glazed Doors - Sliding Glass Doors	Sliding Patio Doors - Level 2	12	5 sliding glass doors are located on level 2, accessing the roof deck. Deterioration of paint finish typically noted along with damaged/deteriorated hardware. All sliding glass door assemblies are located under overhang protection.	Poor	1978	38		35	5	Replace sliding glass doors at the end of their service life. Given the configuration of the office space, consideration could be given to replacing some of the sliding glass doors with window assemblies.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	Yes	Yes		5	\$5,000	EA	\$25,000	10%	20%	15%	\$38,000					\$38,000					
	23	B203002 Exterior Glazed Doors - Storefront Doors	Commercial Grade - Level 1	13	4 storefront door assemblies are located on level one providing access to the units and stairs leading up to level 2.	Fair	1978	38		35	5	Replace doors at end of service life. We recommend that door replacement be done in conjunction with storefront window replacement. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	Yes	No		4	\$6,500	EA	\$26,000	10%	20%	15%	\$40,000					\$40,000					
	24	Roofs																																			
	25	B301002 Roofing - Low Sloped Membrane System SBS	Conventional SBS roof - Level 1 and Level 2 roofs	14	The roof system consists of a conventional 2 ply SBS roof. The roofs are vented and the SBS has been installed directly to the plywood substrate. Pitting of the cap sheet observed throughout due to avian activity. Membrane appears to be approximately 10 years old. Evidence of ponding on level 1 roof.	Fair	2005	11		20	9	Replace roofing system including flashings, sealants, etc. as required (including eyebrow canopies). Due to the pitting of the cap sheet, the predicted service life of the membrane has been reduced to 20 years. The service life may be extended if patch repairs are conducted.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No		8000	\$20	SF	\$160,000	10%	20%	15%	\$243,000									\$243,000	
	26	B301002 Slope Roof - Metal	Metal roof located over stairs on west elevation	15	The roof consists of sloped prefinished metal panels with concealed fasteners. No leaks were reported or observed.	Fair	1978	38		40	9	Replace standing metal seam roof sections at end of service life. Recommend that roof be replaced at the same time as the SBS roof.	Replacement	3 - Future Renewal	No	No	Yes	No		125	\$35	SF	\$4,375	10%	20%	15%	\$7,000									\$7,000	
	27	B301006 Roof Openings - Skylights	Sloped Glazing located above stairs - North elevation.	16	Metal framed sloped glazing with wired safety glass located above stairs at north elevation. Sloped glazing appears to be original to the building. Water ingress was indicated by facility staff; however additional sealant was installed approximately 3 years ago and no active leaks have been observed since.	Fair																															

BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA				RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Pandora Admin Offices



Photo 01



Photo 02



Photo 03



Photo 04

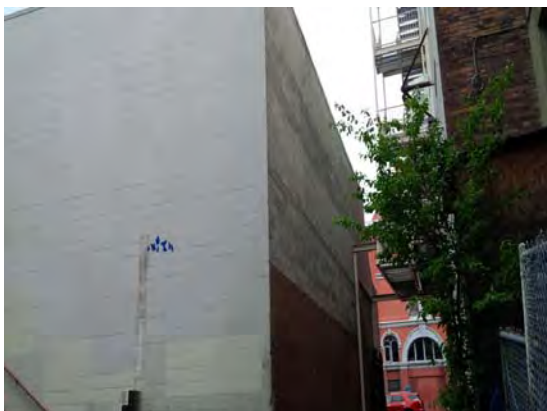


Photo 05



Photo 06

Pandora Admin Offices



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Pandora Admin Offices



Photo 13



Photo 14

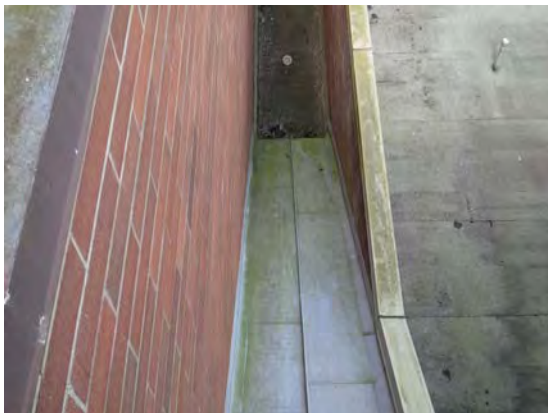


Photo 15



Photo 16



Photo 17

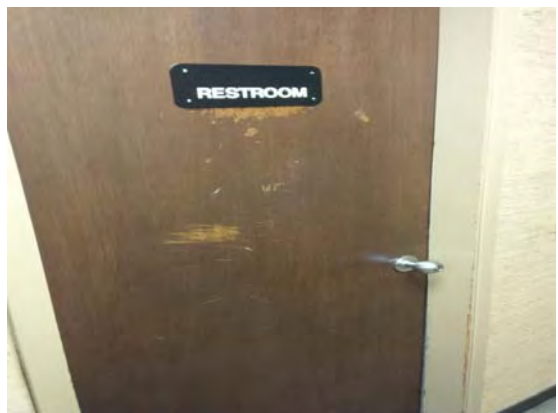


Photo 18

Pandora Admin Offices



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23

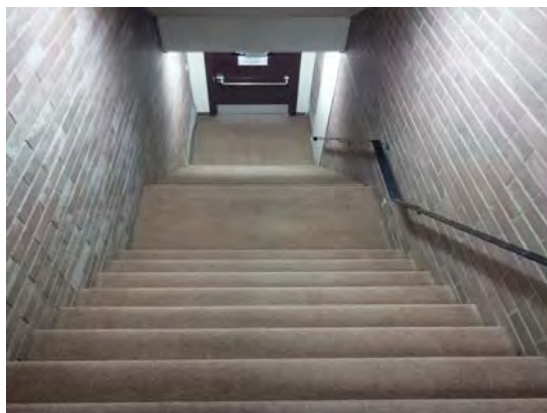


Photo 24

Pandora Admin Offices



Photo 25



Photo 26



Photo 27

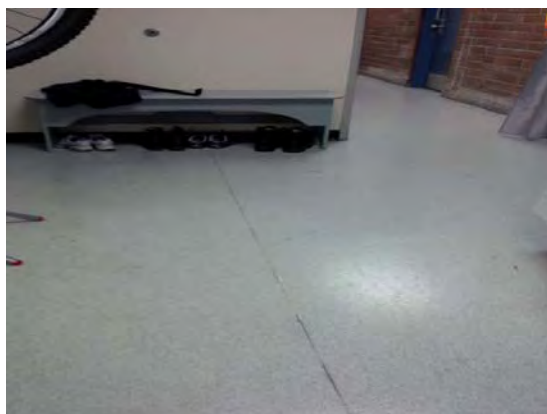


Photo 28

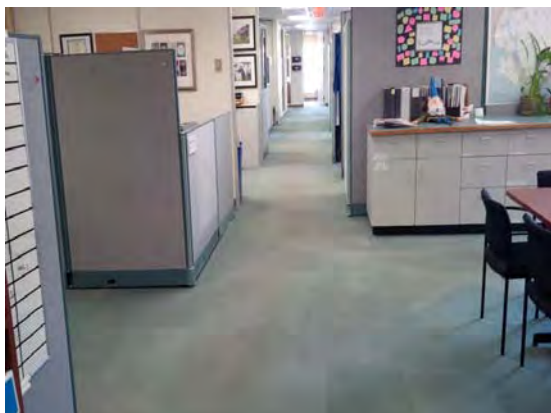


Photo 29

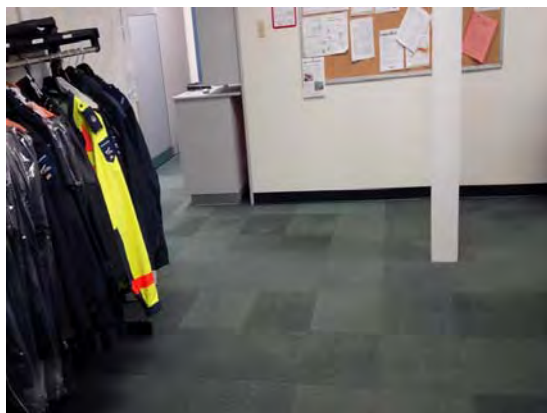


Photo 30

Pandora Admin Offices

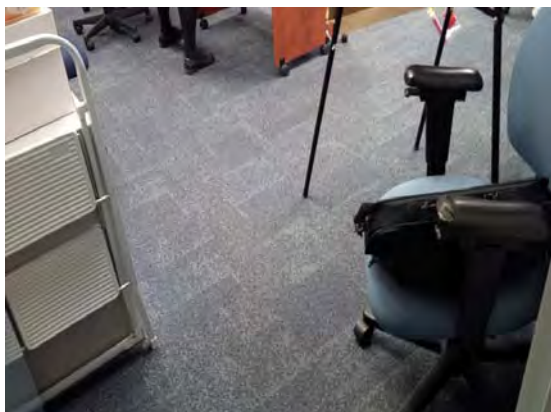


Photo 31



Photo 32



Photo 33

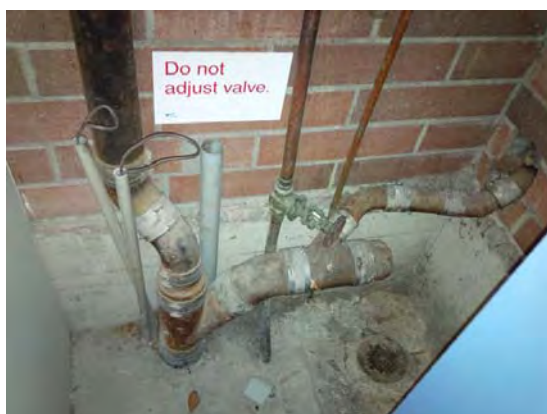


Photo 34



Photo 35



Photo 36

Pandora Admin Offices



Photo 37

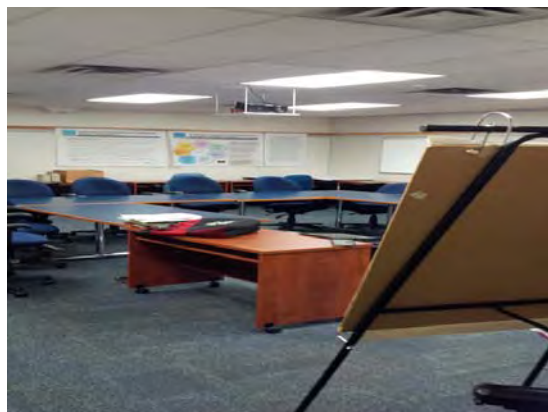


Photo 38



Photo 39



Photo 40

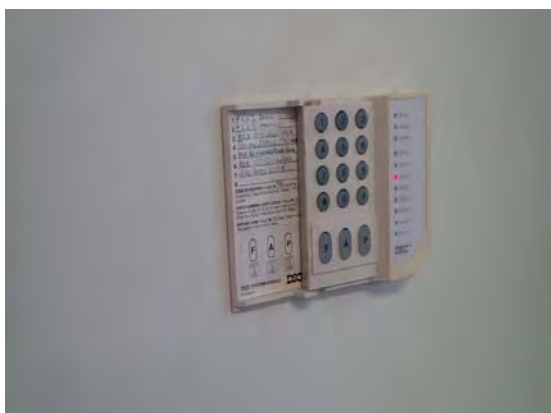


Photo 41



Photo 42

Pandora Admin Offices



Photo 43

Appendix A28

**Building 29 – Bastion Square Parkade -
575 Yates Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Bastion Street Parkade, 575 Yates Street, Victoria

PROPERTY DESCRIPTION

The Bastion Parkade was constructed in 1960, consisting of an 8 floor open air parking structure with access stairs, elevator, and washrooms. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2):	138,908
Building Value:	\$12,779,628
Target FCI:	0.020
Current FCI:	0.022

REPORT OVERVIEW

We found safety concerns regarding spalled concrete present at soffits. Delaminated concrete at the soffits presents a falling object safety hazard to the public or public property. Spalled concrete should be removed by City maintenance crews until such times as concrete repairs are performed.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	National Building Code (post 1970)
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Bastion Street Parkade, 575 Yates Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$1,129,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B101003 Floor Decks & Slabs (Suspended Slabs) -
- B2010 Exterior Walls - Stucco Panel
- B201008 Exterior Soffits
- C101002 Demountable Partitions
- D2040 Rain Water Drainage / G3030 Storm Sewer
- D502002 Parkade Lighting
- D502002 Lighting Equipment
- D101002 Passenger Elevator - Control Modernization
- D101002 Passenger Elevator - Guarding Equipment

PROJECT TEAM

The visual reviews were completed on May 18 and May 22, 2015 by Paula Knapp-Fisher. The building review was performed unattended. We were unable to access the stairwell roof on the south elevation due to height of the installation.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- 2007 Bastion Parkade Facility Assessment
- 1962 - Architectural Drawings A1-A9- Read Jones Christoffersen Ltd
- 1989 Graeme Murray Consultants
- 1990 Willet Osborn Electric E1

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Bastion Parkade, 575 Yates Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	3,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	7,000	262,000	0	0	3,000	0	0	0	0	0
3 - Future Renewal	7,000	0	338,000	0	408,000	71,000	457,000	142,000	7,000	414,000
4a - Discretionary Renewal (Upgrade)	0	9,000	0	0	55,000	2,266,000	0	38,000	0	35,000
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	33,000	0	4,000	0	0	20,000	0	0	0	0
Total in 2015 dollars	50,000	271,000	342,000	0	466,000	2,357,000	457,000	180,000	7,000	449,000

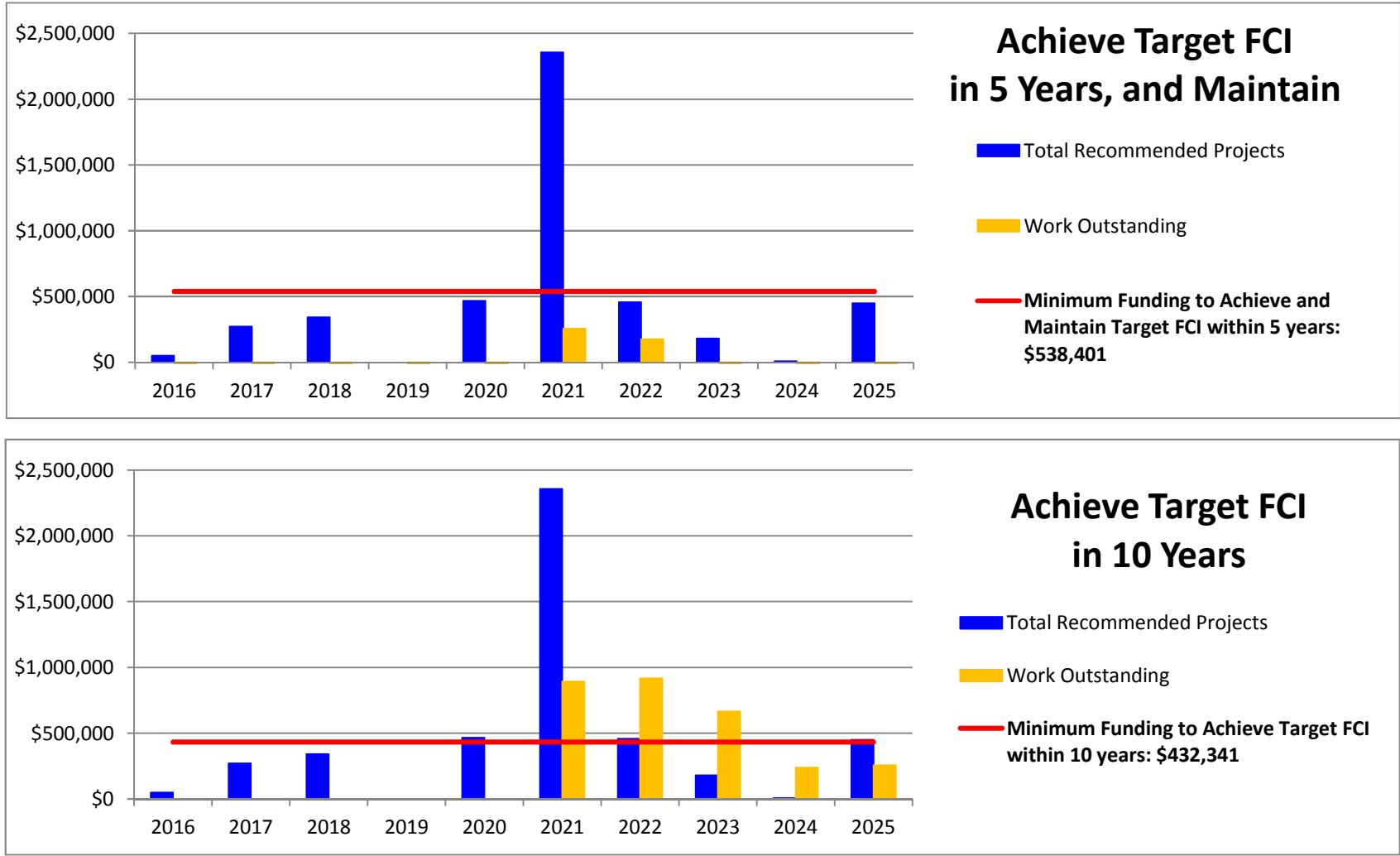
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$538,401

Work outstanding	-488,401	-755,802	-952,204	-1,490,605	-1,563,006	255,593	174,191	-184,210	-715,611	-805,012
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Minimum Funding to Achieve Target FCI within 10 years: \$432,341

Work outstanding	-382,341	-543,681	-634,022	-1,066,363	-1,032,704	891,956	916,615	664,274	238,933	255,593
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BLDG	Row	COMPONENT	LOCATION / TYPE	PHOTO	DESCRIPTION & HISTORY	CONDITION	Yr. Newer Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	E.g. Time Remaining to EOL or Major Action	RECOMMENDATION	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10			
																		Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025					
																		\$50,000	\$271,000	\$342,000	\$0	\$466,000	\$2,357,000	\$457,000	\$180,000	\$7,000	\$440,000													
	1	SUBSTRUCTURE																																						
	2	A10 Foundations	Below Grade	x	The foundations are reinforced concrete caissons at the perimeter of the building, center of the building and at ramps locations. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1963	53	15	11	The foundations are expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	4a- Discretionary Renewal (Upgrade)	No	No	Yes	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000															
	3	A103006 Foundation Drainage	Below Grade - Study	x	Perimeter drainage feeds the roof drain run off to the city system under the basement and level 1.	Not Reviewed	1963	53	10	1	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	Not Applicable	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000	\$7,000														
	4	A103006 Foundation Drainage	Below Grade - Repairs	x	Perimeter drainage is located under the first level of the parkade, linking the rain water leaders and the catch basins to the city storm water system.	Not Reviewed	1963	53	10	10	Contingency to repair storm water system if required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a- Discretionary Renewal (Upgrade)	Yes	No	No	No	483	\$46	LF	\$21,977	0%	10%	15%	\$28,000										\$28,000					
	5	SUBSTRUCTURE & PARKING GARAGE																																						
	6	B101001 Structural Frame	Cast in Place Concrete	2	The superstructure consists of reinforced concrete slabs on reinforced concrete columns and shear walls. No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Good	2012	4	20	14	Interior protected structural components are expected to last the life of the building. Periodic expenditures may be required to repair cast in place items for delamination. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3- Future Renewal	Yes	No	No	No	1	\$150,000	LS	\$150,000	15%	10%	15%	\$219,000															
	7	B101003 Floor Decks & Slabs (Suspended Slabs)	Traffic Membrane Traffic Decks Levels 1 upper through 7 Lower	x	The suspended slabs (L1 through L7) are cast-in-place conventionally-reinforced concrete protected with a penetrating sealant. Previous repairs include extensive patching of the topside and soffits of the suspended slabs was performed in 2012. Routing and sealing of cracks was also performed in an effort to prevent water ingress through larger cracks in the deck surface and subsequent delaminating concrete. A penetrating sealant was applied to the concrete decks during the most recent revision.	Not Applicable	0	0	10	6	Recommend to apply a two part urethane vehicular traffic coating to intermediate suspended slabs. This is an upgrade to the current system.	Upgrade	4a- Discretionary Renewal (Upgrade)	Yes	Yes	Yes	No	103800	\$15	SF	\$1,557,000	15%	10%	15%	\$2,266,000						\$2,266,000									
	8	B101003 Floor Decks & Slabs (Suspended Slabs)	Traffic Membrane Traffic Decks Elevator Foyer	3	A traffic membrane has been applied to the foyer areas of the eighth floor in front of the elevators (at the Langley Street Stairs) This membrane age is assumed to have been installed at the end of the stair renovation that occurred in 2012.	Good	2012	4	10	6	Recommend to apply a two part urethane vehicular traffic coating to intermediate suspended slabs. This is an upgrade to the current system. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Upgrade	3- Future Renewal	Yes	Yes	Yes	No	80	\$15	SF	\$1,200	15%	10%	0%	\$2,000															
	9	B101003 Floor Decks & Slabs (Suspended Slabs)	Concrete Condition - Suspended Slabs 1 Upper through 7 Lower	4	The interior and exterior areas of this parkade were reviewed in 2012 for all delaminations on the top side and underside of the suspended slabs. Concrete repairs at decks and soffit areas (as found by review) were repaired in the same year.	Good	2012	4	15	5	Complete localized concrete repairs as needed, to coincide with or before waterproofing membrane upgrades.	Repair Allowance	3- Future Renewal	Yes	Yes	Yes	No	2000	\$50	SF	\$100,000	15%	10%	15%	\$146,000					\$146,000										
	10	B102003 Roof Decks and Slabs	Waterproofing - Roof Deck Level 8	5	The roof deck of this parkade has a two part urethane membrane installed in 2011. This membrane is showing signs of top coat loss in the drive areas of this application and repairs were noted to be delaminating.	Fair	2011	5	20	7	Replace the traffic waterproof coating system at the end of its lifespan. The estimate replacement of this item has been moved up to 7 years time, given the extent of wear noted during the review.	Replacement	3- Future Renewal	Yes	Yes	No	No	17300	\$15	SF	\$259,500	15%	10%	15%	\$378,000							\$378,000								
	11	B102003 Roof Decks and Slabs	Concrete Repair - Suspended Concrete Slabs	6	The roof deck of this parkade is a typical cast in place reinforced concrete slab.	Good	2010	6	20	6	Contingency for concrete repair before any renewals of the waterproofing membrane is performed. This item has been time to be repaired before the application of a new urethane membrane.	Repair Allowance	3- Future Renewal	Yes	Yes	No	No	500	\$50	SF	\$25,000	15%	10%	15%	\$37,000						\$37,000									
	12	B2030 Exterior Doors	Steel Stairwell Access Doors	7	There are various steel doors to exit stairs and service rooms.	Good	1964	52	50	10	Contingency to replace individual doors. This time could be staggered over a long period of time to meet predicted replacements.	Replacement	3- Future Renewal	Yes	No	No	No	11	\$1,500	EA	\$16,500	0%	10%	15%	\$21,000										\$21,000					
	13	C30 Interior Finishes	Paint Finishes- Concrete and Steel	8	The garage walls, soffits, columns, railings and metal doors are finished with paint. We noted the metal railings rusting and in need of painting. The age of the paint finish at the interior and exterior of the parkade was spot renewed in 2012. The age of the full finish has been estimated to have been installed in 2000.	Good	2000	16	20	8	Repaint garage walls, soffits, columns and doors following major garage repairs. Repainting is not strictly a cosmetic concern, but is required to ensure optimum lighting levels for safety and security reasons.	Replacement	3- Future Renewal	Yes	No	No	No	56000	\$2	LS	\$112,000	0%	10%	15%	\$142,000								\$142,000							
	14	ENVELOPE																																						
	15	B2010 Exterior Walls - Cast-in-Place (CIP)	Exterior walls	9	The knee walls on the north and south elevations of the building (cast between columns) are solid concrete. The elevator walls are also cast in place concrete as are the walls on the east and west elevation. Previous repairs were performed in 2012 during a general full review of the structure of the parkade. The age of this item has been correlated with the last major repair.	Good	2012	4	20	10	Localized repair of spalled concrete as found by assessment.	Repair Allowance	3- Future Renewal	Yes	Yes	No	No	300	\$50	SF	\$15,000	15%	10%	15%	\$22,000										\$22,000					
	16	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior CMU	10	Exterior CMU infill walls are present between columns above the south east adjoining property and the west adjoining proper. The partition exterior walls are CMU and appear to be hollow. It is unclear if these are re-enforced in any way or tied back to the main structure. No cracks in the mortar between or within blocks were noted.	Good	1963	53	30	10	Repoint and repair CMU as required. We recommend a seismic review.	Repair Allowance	4a- Discretionary Renewal (Upgrade)	Yes	Yes	No	Yes	690	\$7	SF	\$5,003	0%	10%	15%	\$7,000										\$7,000					
	17	B2010 Exterior Walls - Stucco Panel System	Stucco Panel	11	East elevation exterior stucco panel was reviewed in 2012 by Levelton for delamination. This appears to be an over clad decorative panel of the concrete shear walls. City has provided comments regarding the investigation performed outlining the stucco has been mechanically bonded and relies on fasteners for structural support.	Not Reviewed	1963	53	25	11	Replace the mechanically attached stucco system with an alternative system. This may provide an opportunity for an aesthetic upgrade. In the interim, MH recommends the open joint at the top of the stucco panel system be sealed to prevent moisture ingress between the stucco and the concrete substrate.	Replacement	4a- Discretionary Renewal (Upgrade)	No	No	No	Yes	2100	\$35	SF	\$73,500	15%	10%	15%	\$107,000															
	18	B201008 Exterior Soffits	Suspend Slab Soffits.	12	These soffits have been classified as exterior due to the extent of water exposure they receive from tracking of vehicle movement up and down the structure. Soffits were soundered and repaired for concrete spalls in 2012. The patches were spot painted during this time. The full painting event of the soffits is unknown, but appears to have been performed in the last 10 years.	Good	2012	4	25	3	A budget has been provided for completing localized repairs to soffits. Areas of currently delaminated were noted during the site review that were not repaired during the 2012 remediation. Areas of spalled soffits should removed as a safety consideration of falling concrete. This line item has been timed to be attended to in 3 years time due to the presence of previously identified soffits delaminations.	Repair Allowance	3- Future Renewal	Yes	Yes	No	Yes	2500	\$65	LS	\$162,500	15%	10%	15%	\$237,000			\$237,000												
	19	B201010 Exterior Coatings	Exterior Concrete Paint.	13	The concrete structure is exposed at the roof parapet, slab edges, columns, pony walls, walls and end walls. Previous repairs performed in 2012 included all exterior cast in place concrete, columns, slab edges, pony walls. These repairs have been repainted in spot renewals of paint.	Good	2012	4	8	10	Repaint concrete as required.	Replacement	3- Future Renewal	Yes	no	No	No	15000	\$6	SF	\$90,000	0%	10%	15%	\$114,000										\$114,000					
	20	B201011 Joint Sealant	Concrete Cracks - Repairs	14	There are routed and sealed cracks noted under the current membrane installation. There are no expansion joints in this structure.	Good	2011	5	10	5	Replace or install sealants as required. Rout and seal all major cracks and failed sealants before re-application of any new membrane.	Replacement	3- Future Renewal	Yes	Yes	Yes	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000					\$13,000										
	21	B202001 Windows	Basement Bathroom Window	15	One window exists in the washroom on the first level- this window functions as ventilation only.	Good	1963	53	25	25	This item is not expected to need replacing - maintenance of the operator mechanism is assumed to be under maintenance. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a- Discretionary Renewal (Upgrade)	No	No	No	No	1	\$150	LS	\$150	0%	10%	0%	\$1,000															
	22	B202003 Curtain wall Assembly	Langley Street Access Stairs Window System- Replacement	16	The window system installed at the Langley Street access stairs is an aluminum-framed curtain wall system with fixed sealed glazing units with exterior structural silicone sealants. We noted some areas of rusted fasteners throughout the stairwell.	Fair	1963	53	50	10	Replace curtain wall system. This line item has been placed at 10 years for intended replacement as the structural report for the fastener system to the building was noted to be in fairly good condition.	Replacement	3- Future Renewal	No	No	No	Yes	1500	\$100	SF	\$150,000	15%	10%	15%	\$219,000										\$219,000					
	23	Roofs																																						
	24	B301002 Roofing - Low Sloped Membrane System SBS	Stair roof at the south Elevation	x	The south stairwell roof is an exposed SBS membrane No leaks were reported or observed.	Not Reviewed	1980	36	25	5	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3- Future Renewal	No	No	No	No	236	\$20	SF	\$4,720	15%	10%	15%	\$7,000						\$7,000									
	25	B3010 Roof Coverings- Built-Up	Built Up Roof 8th Floor - Langley Street Access	17	The building has a conventional built-up asphalt roof membrane with embedded pea gravel, and prefinished metal flashings. This system is installed on the Langley Street Stairwell and elevator roof. No leaks were reported or observed.	Fair	1963	53	25	0	Replace the roof at the end of its lifespan.	Replacement	2b- Exceeded Service Life																											

2016	The City of Victoria Facility Condition Assessment and Capital Plan Bastion Parkade, 575 Yates Street, Victoria																																															
	BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA				RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10									
			ID	Location Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cyclic Action Interval	R.C. - Time Remaining to 10% of Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025												
																					\$50,000	\$271,000	\$342,000	\$0	\$466,000	\$2,357,000	\$457,000	\$180,000	\$7,000	\$449,000																		
		47	0502002 Lighting Equipment	Wall mount Carriage Lights	31	Carriage lights at the south side of the building.	Good	1963	53	18	15	Replace wall mount outdoor lighting at the end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000																						
		48	0502002 Lighting Equipment	Sign Illumination	32	Front entrance Park and no entry sign at the front of the building, located on the Yates street exit.	Not Reviewed	1980	36	18	5	Replace unit sign lighting at the end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	\$200	EA	\$400	0%	10%	0%	\$1,000																						
		49	0502002 Lighting Equipment	Ceiling Mounted Light Sensors	33	Light sensors are installed at various areas of the parkade.	Good	2014	2	18	5	Replace light sensors at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000				\$4,000																		
		50	0502002 Lighting Equipment	Pole Lights - Luminaire	34	Pole lights are present at the roof deck level of the parkade. The poles appear to be original, but the lamps are an LED upgraded system. This line item accounts for the luminaire replacements	Good	2014	2	20	18	Replace or upgrade pole lights with new LED fixtures at end of service life. This line items expected lifespan falls outside of this 10 year budget.	Replacement	3 - Future Renewal	Yes	No	No	Yes	2	\$600	EA	\$1,200	0%	10%	0%	\$2,000						\$4,000																
		51	0502002 Lighting Equipment	Pole Lights - Standards	35	Pole lights are present at the roof deck level of the parkade. The poles appear to be original, but the lamps are an LED upgraded system. This line item accounts for the pole replacements	Good	1963	53	20	18	Replace the Standards the lights are affixed to. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	Yes	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000																						
		52	0503007 Video Surveillance System	Video Surveillance System - Upgrade	36	Various cameras are located on the basement, and second level of the parkade, around the Yates Street entrance and at the back of the building at the Bastion Square entrance on the third level. All cameras are tamper proof domes.	Good	2000	16	20	10	Renew video surveillance system.	Replacement	3 - Future Renewal	No	No	No	Yes	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000									\$7,000													
		53	0503008 Access Control/Entry System	Access Entries - Adjoining Businesses Replacement	37	Several brands of proximity card readers throughout the facility with electric door locks.	Good	2000	16	15	12	Upgrade access control system at main entrances. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000																						
		54	0503008 Communications Systems	Phone, Internet, Cable TV - Replacement	38	Telephone and internet main cabling and termination boxes located in server room, parkade level.	Good	1963	53	30	15	Replace phone and internet cable infrastructure at end of useful service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000																						
		55	FIRE AND LIFE SAFETY SYSTEMS																																													
		56	0509002 Emergency Lighting and Power	Emergency Lighting - Replacement	39	Emergency lighting is present in the stairwells, on the south side parking areas, and basement.	Good	1980	36	30	5	Replace emergency lights as required.	Replacement	3 - Future Renewal	Yes	No	No	Yes	45	\$150	EA	\$6,750	0%	10%	15%	\$9,000						\$9,000																
		57	0509002 Emergency Exit Signs	Emergency Signs - Replacement	40	Emergency exit signs are present at each floor on the stairwell exits.	Good	1980	36	25	5	Replace emergency lights with LED-type, as found necessary by an energy audit.	Upgrade	3 - Future Renewal	Yes	No	No	Yes	1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000						\$7,000																
		58	0509099 Other Special Systems and Devices	Electrical Charger Stations - Replacement	41	Level 2 AC charger is present at the first floor entrance ramp.	Good	2014	2	20	18	Replace or upgrade the electrical chargers on site as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000																						
		59	ELEVATORS																																													
		60	0101002 Passenger Elevator	Elevator RCID 6324 - Code Changes and Vandalism	x	Code requirements have become more onerous over the past decade and the interval between code changes has decreased. We recommend budgeting funds to repair vandalism- principally damage to exposed finishes and fixtures. No precise figure can be assigned since much depends on the location and environment.	Not Applicable	1963	53	5	1	We recommend budgeting funds at five year intervals to address code changes and to repair vandalism	Contingency	Not Applicable	Yes	No	No	No	1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000	\$7,000																					
		61	0101002 Passenger Elevator	Elevator RCID 6324 - Water in Elevator Pit	x	There are signs of previous water entry in the elevator pit and hoistway and the pit steel shows signs of corrosion.	Fair	1963	53	0	1	The corrosion should be removed from the pit steel and a coat of rust-inhibiting paint applied. The source of the water intrusion should be isolated and eliminated to prevent further corrosion. This portion of the work would typically not be performed by the elevator maintenance contractor. The cost will vary considerably depending on the scope of repairs and should be evaluated by other trades.	Repair Allowance	2 - Restore Functionality	No	Yes	Yes	Yes	1	\$2,000	EA	\$2,000	0%	10%	15%	\$3,000	\$3,000																					
		62	0101002 Passenger Elevator	Elevator RCID 6324 - Major Control Modernization	x	This type of elevator cannot attain the levelling accuracy of more modern designs. Since the problem of passengers tripping on the sill when the elevator is out of level can lead to accidents and legal action we recommend the modernization of the equipment. This modernization would typically include variable-voltage-variable frequency solid-state drive technology. Apart from more precise levelling accuracy this would have the additional benefit of more reliable operation with fewer call-backs.	Fair	1963	53	0	2	It would be desirable that the modernization take place within the next two years. The base scope of work would include replacement of the present controller with a microprocessor-based controller, replacement of the drive system with a solid state drive, future replacement and refurbishment or replacement of the geared machine, motor and door operating equipment.	Upgrade	2b - Exceeded Service Life	No	No	Yes	Yes	1	\$180,000	EA	\$180,000	15%	10%	15%	\$262,000	\$262,000																					
		63	0101002 Passenger Elevator	Elevator RCID 6324 - Car Top Railings	x	There has been a drive to provide top of car safety following an accident on a Toronto site. This will likely result in regulations requiring the installation of car top railings.	Not Applicable	1963	53	0	5	There is no way of predicting when these regulations will be developed and applied but it is prudent to budget for the installation of these railings. A budget figure of \$4,000 per elevator is appropriate. It should be noted that if the ultimate design requirements include provision for ancillary devices such as collapsible railings and electrical interlocks this cost figure could be exceeded.	New	4a- Discretionary Renewal (Upgrade)	No	No	No	No	1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000						\$7,000																
		64	0101002 Passenger Elevator	Elevator RCID 6324 - Equipment Guarding	x	There is a trend across Canada towards providing greater safety for workers on elevator equipment. The statutory requirements are as yet not well defined although the respective authorities often have a wide degree of latitude in the application of existing requirements to provide safe working environments. It is expected that the requirements applicable to elevating devices might include machine room equipment guarding such as the protection of drive sheaves, machine brakes, commutators, selectors, governors and high voltage connections. We would expect that this work would be carried out by qualified, licensed elevator contractors.	Not Applicable	1963	53	0	5	While we cannot determine the timing or extent of future regulations or changes in enforcement of existing regulations, we do recommend budgeting for the provision of elevator machine room equipment guarding. The cost for this could be reduced if performed in conjunction with a major control modernization.	New	4a- Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$12,000	EA	\$12,000	0%	10%	15%	\$16,000						\$16,000																
		65	PARKING CONTROL																																													
		66	E103001 Parking Control Equipment	Cashier Booth - Replacement	42	The cashier booth is present on the second level on the north side of the building exit.	Fair	1963	53	50	11	Complete replacement of the existing booth. This line items expected lifespan falls outside of this 10 year budget.	Replacement	4a- Discretionary Renewal (Upgrade)	No	No	Yes	No	1	\$16,800	LS	\$16,800	0%	10%	15%	\$22,000																						
		67	E103001 Parking Control Equipment	Barrier gates with controller - Industrial - Replacement	43	Two barrier gates control the entry and exit of the traffic from this parkade.	Good	2010	6	12	6	Replacement of the controlled access gates.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$7,500	LS	\$15,000	0%	10%	15%	\$19,000						\$19,000																
		68	E103001 Parking Control Equipment	Ticket Splitter - Date and Time Stamp - Replacement	44	One ticket Splitter is present in this parkade at the front exit.	Good	2011	5	12	7	Replace ticket collection machines as required.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$28,000	EA	\$28,000	0%	10%	15%	\$36,000							\$36,000															
		69	E103001 Parking Control Equipment	Fee Computer - Replacement	x	One fee computer is present in this parkade at the front exit.	Good	2001	15	20	10	Fee computer at control booth.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$21,000	EA	\$21,000	0%	10%	15%	\$27,000									\$27,000													
		70	E103001 Parking Control Equipment	Collector Station - Replacement	45	Two collector stations are present in this parkade, one at the Langley Street Stairwell and one at the Yates street exit. The cost for this item is as listed in CostWorks estimating program.	Good	2014	2	12	11	Replace ticket collection machines as required. This line items expected lifespan falls outside of this 10 year budget.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$165,000	LS	\$330,000	0%	10%	15%	\$418,000																						
		71	SITE																																													
		72	G201003 Paved Surfaces	Asphalt topping- basement and first floor - Replacement	x	The basement and first level of the Broughton street parkade are on-grade asphalt topping.	Fair	1964	52	35	7	Surface grind and overlay of the asphalt at end of service life. The sub base of this installation is assumed to be sound and not require replacement. Isolated repairs assumed to be covered under maintenance budget.	Replacement	3 - Future Renewal	No	No	Yes	No	16654	\$2	SF	\$33,308	0%	10%	15%	\$43,000							\$43,000															
		73	G201004 Pavement Marking	Pavement Marking- Replacement	46	Pavement marking indicate parking stalls, drive aisles, curbs and traffic flow. This marking paint was renewed after the completion of the major concrete deck repairs throughout the parkade in 2012. The reteming of this replacement has been placed to concur with the installation of waterproof membrane throughout the parkade.	Good	2012	4	15	6	Re measure and paint parking and drive-aisle markings- after installation of waterproofing membrane.	Replacement	3 - Future Renewal	Yes	No	No	No	202	\$55	EA	\$11,110	0%	10%	15%	\$15,000						\$15,000																
		74	G204001 Fencing and Gates	Metal Railings - Replacement	47	Metal railings at stairs between levels, at the handicap access areas at Yates Street and at the upper roof deck.	Good	1980	36	25	15	Budget for replacement of at end of service life. Repainting and repairs assumed to be a maintenance item.	Replacement	3 - Future Renewal	Yes	No	No	Yes	1	\$45,000	LS	\$45,000	0%	10%	15%	\$57,000																						
		75	G204001 Fencing and Gates	Metal Railings - Safety Railing - Stairs	48	Metal railings at stairs along the glazing wall in stairwell and at south elevation access stairs. The expected lifespan of this item has been estimated at 15 years due to the good condition of this item.	Good	1980	36	25	15	Budget for replacement of at end of service life. Repainting and repairs assumed to be a maintenance item. This line items expected lifespan falls outside of this 10 year budget.	Replacement	3 - Future Renewal	Yes	No	No	Yes	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000																						
		76	G204001 Fencing and Gates	Wood Dividers at Basement Level	49	Wood fence exists on the basement level on the south side in front of the planter area. This wood fence is essentially 2x6" studs, top plate and bottom plate, with one ply access door to the planter area.	Good	2000	16	15	5	Repair and repair outdoor wood dividers as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	1	\$1,000	LS	\$1,000	0%	10%	0%	\$2,000																						
		77	G204001 Fencing and Gates	Chain Link Fencing- Replacement	50	10' Chain link fencing is present. Beside the central access stairs between levels on all floors.	Good	1990	26	35	9	Replace chain link fences at the end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000									\$7,000													
		78	G204005 Signage	Metal Parking Level Signage - Replacement	51	Various areas of signage are present to indicate parking levels.	Good	2008	8	15	8	Replace or upgrade outdoor/indoor signage.	Replacement	4a- Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$30,000	LS	\$30,000	0%	10%	15%	\$38,000								\$38,000														
		79	G205099 Other Walks, Steps and Terraces	Interior Stair Between Levels - Repairs	52	Two concrete stairs provides access between levels. The main access stairwell is																																										

All quantities are approximate only for capital budget

Bastion Parkade



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

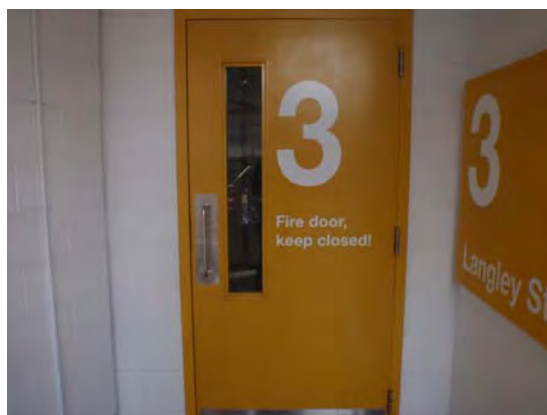


Photo 06

Bastion Parkade



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Bastion Parkade



Photo 13



Photo 14



Photo 15

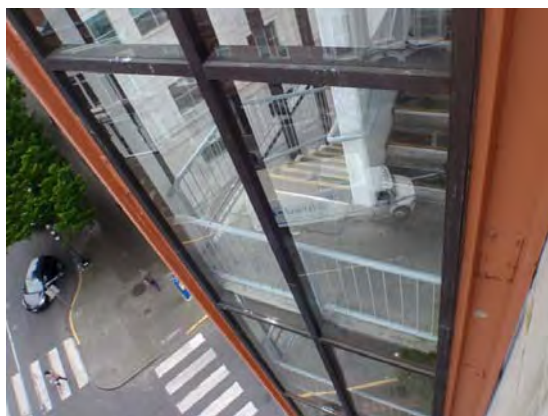


Photo 16



Photo 17

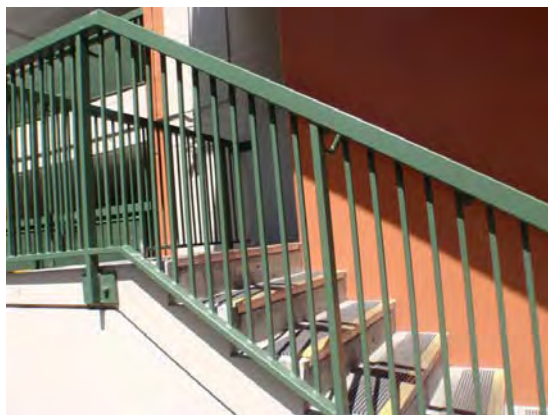


Photo 18

Bastion Parkade

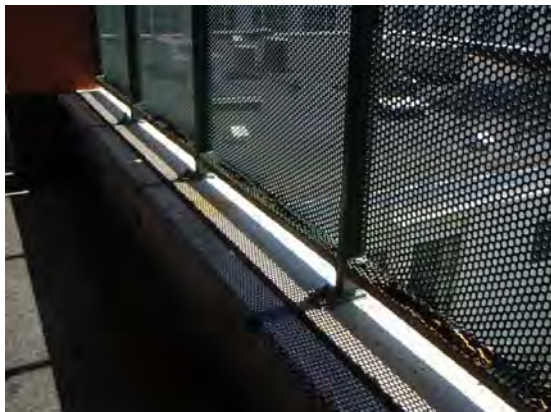


Photo 19



Photo 20

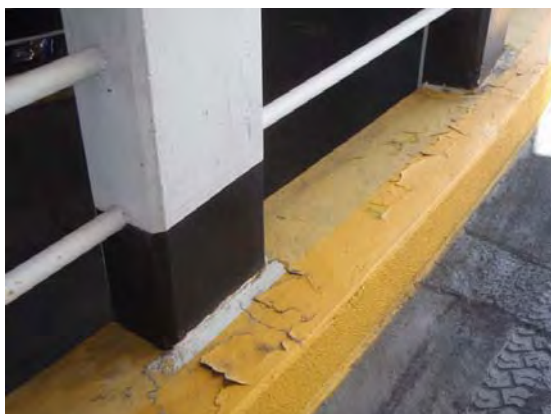


Photo 21

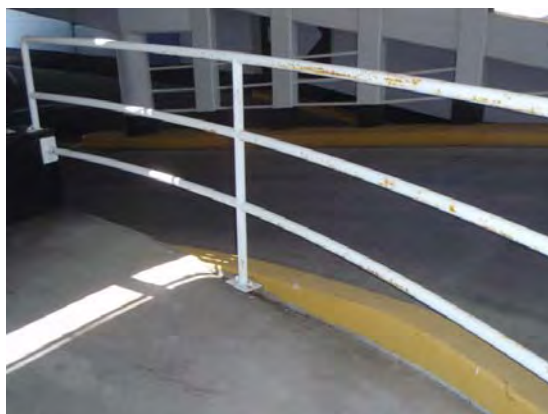


Photo 22

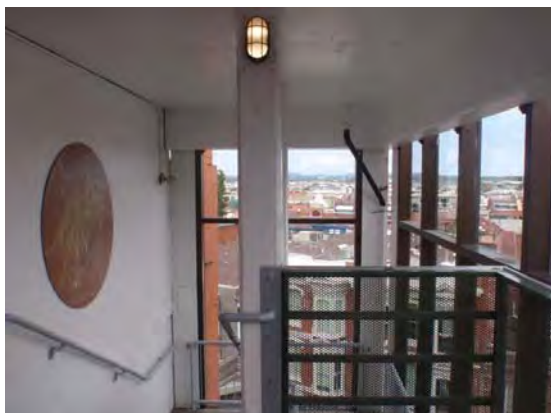


Photo 23



Photo 24

Bastion Parkade



Photo 25



Photo 26

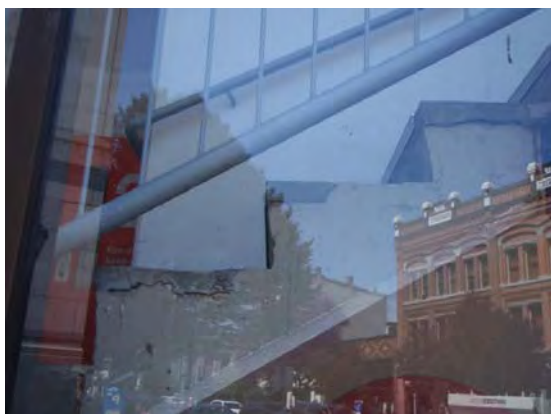


Photo 27



Photo 28



Photo 29



Photo 30

Bastion Parkade



Photo 31



Photo 32



Photo 33



Photo 34

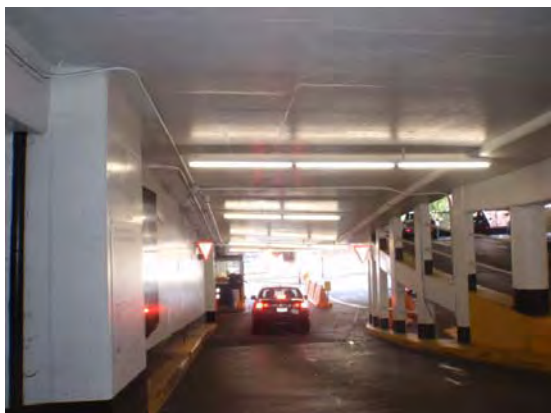


Photo 35



Photo 36

Bastion Parkade



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Bastion Parkade



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Bastion Parkade



Photo 49



Photo 50



Photo 51



Photo 52

Appendix A29

Building 30 – Broughton Street Parkade - 735 Broughton Street, Victoria, BC

The City of Victoria
Facility Condition Assessment and Capital Plan
Broughton Parkade, 940 Blanshard Street, Victoria

PROPERTY DESCRIPTION

The Broughton Street Parkade was constructed in 1978, consisting of an 3 level below grade parking structure with access stairs, elevators, and washrooms. See Photo 01.

PROPERTY STATISTICS

Gross Floor Area (ft2):	192,200
Building Value:	\$17,682,400
Target FCI:	0.025
Current FCI:	0.04

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1977
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes - Accessibility from Greater Public Library Courtyard
Access throughout building:	Yes - Elevator accessibility from central double elevator
Access to washrooms:	No - Curb at the entranceway to the first floor washrooms.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Broughton Parkade, 940 Blanshard Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$774,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- A103006 Foundation Drainage - Replace storm water system if required as found by study.
- A202001 Basement Wall Construction - Concrete injection at cracked or leaking concrete walls. A polyurethane injection could be a consideration and possibly epoxy injection at dry areas with no head pressure, for a more structural solution.
- B201011 Joint Sealant - Replace or install sealants as required. Rout and seal all major cracks and replace failed sealants before re- application of any new membrane.
- C1 Stairwells - Repaint stairwell walls and ceilings.
- C1 Stairwells - Repaint stairwell floors.
- D304007 Ventilation Systems - Replace or overhaul high volume, axial parkade exhaust fans at end of service life.
- D304007 Ventilation Systems - Replace or overhaul high volume, axial parkade supply fans (up to 2 hp) at end of service life.
- D502002 Lighting Equipment - Upgrade parkade lighting for LED or replace at end of service life.

- G205099 Other Walks, Steps and Terraces - Replace nosing's and perform repairs on stairs as required.

PROJECT TEAM

The visual reviews were completed on May 15 and 23, 2015 by Paula Knapp-Fisher and Byron McElgunn. We began with an site walk around on May 15 and a specific review of the locked area review on May 23. During our review of the building, we were given access via keys provided by the city. We were unable to access storage locations on the first floor due to no access keys. The elevator review has yet to be received and incorporated into this report.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

**The City of Victoria
Facility Condition Assessment and Capital Plan
Broughton Parkade, 940 Blanshard Street, Victoria**

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Thermographic Survey of Bastion Square Parkade, prepared by Emery Electric Ltd., dated August 2014
- 2009 City of Victoria Facilities-Sheets-1-3
- 1975 Eng and Wright Architects - Parking Level #1, 2 and 3 - Sheets AP 5 and AP6

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Broughton Parkade, 940 Blanshard Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	145,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	64,000	0	0	0	0	0	0	0
3 - Future Renewal	3,000	434,000	0	39,000	0	0	0	38,000	15,000	340,000
4a - Discretionary Renewal (Upgrade)	0	73,000	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	6,000	0	0	10,000	0	0	0	0	0
Total in 2015 dollars	3,000	658,000	64,000	39,000	10,000	0	0	38,000	15,000	340,000

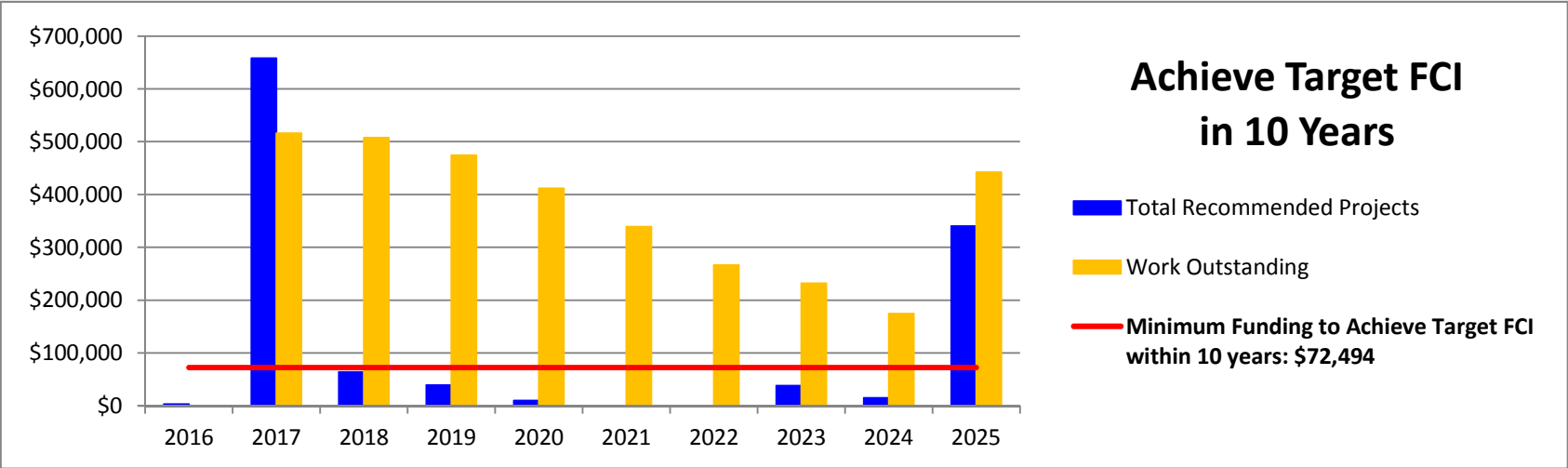
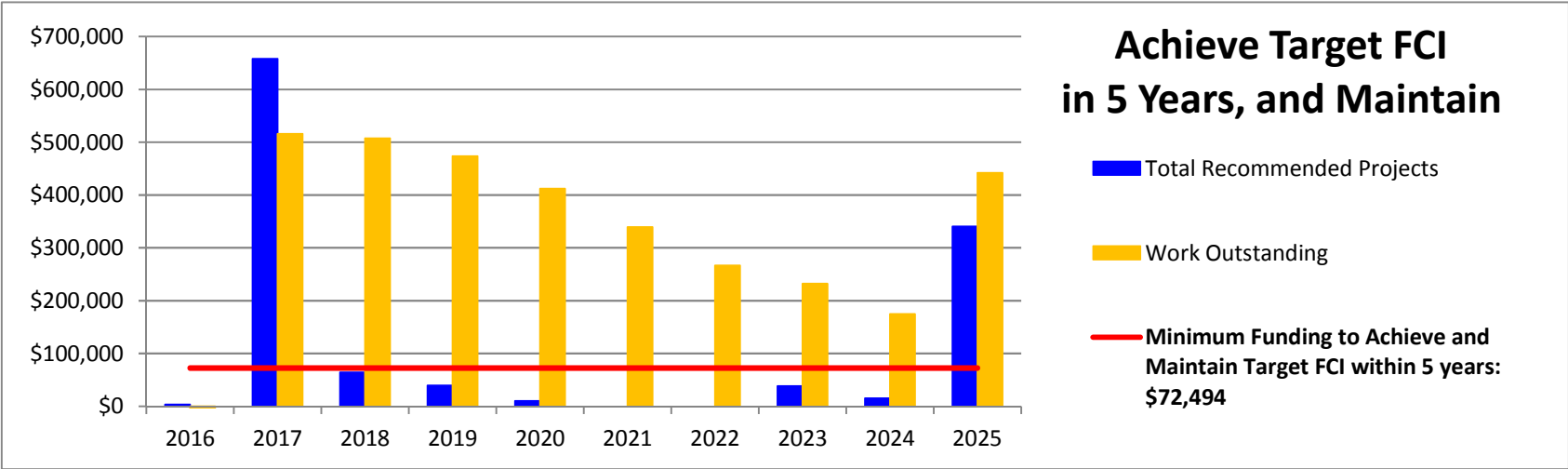
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$72,494

Work outstanding	-69,494	516,012	507,518	474,024	411,530	339,036	266,542	232,048	174,554	442,060
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Minimum Funding to Achieve Target FCI within 10 years: \$72,494

Work outstanding	-69,494	516,012	507,518	474,024	411,530	339,036	266,542	232,048	174,554	442,060
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The City of Victoria
Facility Condition Assessment and Capital Plan
Broughton Parkade, 940 Blanshard Street, Victoria



This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology included with the full report
Broughton Street Parkade+ FINAL, 14/10/2015

2016	The City of Victoria Facility Condition Assessment and Capital Plan Broughton Street Parkade - 490 Blanshard Street																																					
	BLDG	Row	COMPONENT		CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST							Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
			ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time to Next Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																					\$3,000	\$658,000	\$64,000	\$39,000	\$10,000	\$0	\$0	\$38,000	\$15,000	\$340,000								
	41	D304001 Air Distribution, Heating & Cooling	Mixing boxes	x	Termico mixing boxes located in main floor ceiling. The installation year of this item has been estimated.	Good	1980	36	30	5	Replace mixing boxes at end of service life. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	42	D304007 Ventilation Systems	Parkade Exhaust	31	Parkade exhaust fans, axial type, high volume.	Fair	1980	36	25	2	Replace or overhaul high volume, axial parkade exhaust fans at end of service life.	Replacement	3- Future Renewal	Yes	No	No	No		13	\$1,400	EA	\$18,200	15%	10%	15%	\$27,000	\$27,000											
	43	D304007 Ventilation Systems	Parkade Supply	32	Parkade supply fans, axial type, high volume.	Fair	1980	36	25	4	Replace or overhaul high volume, axial parkade supply fans (up to 2 Hp) at end of service life.	Replacement	3- Future Renewal	Yes	No	No	No		24	\$1,100	EA	\$26,400	15%	10%	15%	\$39,000		\$39,000										
	44	Plumbing Systems																																				
	45	G3010 Water Supply	Backflow Preventer	33	Relatively new backflow preventer noted in main water entry room. The installation year of this item has been estimated.	Good	2010	6	30	25	Replace or install new backflow preventer in existing water entry room. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal								\$0																	
	46	G3010 Water Supply	Distribution Piping - Contingency	34	A combination of steel and copper domestic water distribution piping throughout the complex.	Good	1980	36	50	15	Maintain a contingency for capital repairs or partial replacement of valves or piping. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3- Future Renewal								\$0																	
	47	D202003 Domestic Water Equipment - Tank	Domestic and Heating Hot Water Storage - Replacement	35	Domestic and/or hydronic hot water storage tank, approx. 2000 US gal. The installation year of this item has been estimated.	Good	1980	36	45	10	Replace hot water storage tank at end of anticipated service life. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	48	D202003 Domestic Water Equipment - Tanks	DHW Storage Tanks - Replacement	36	Three domestic hot water storage tanks in chiller room, approx. 400 liter each. (Capital cost below threshold value.)	Good	2009	7	18	12	Replace DHW storage tanks as required. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal								\$0																	
	49	D202003 Domestic Water Systems	Packaged Boost Pumps - Replacement.	37	Packaged twin boost pumps for domestic water supply. The installation year of this item has been estimated.	Good	2000	16	20	5	Replace domestic high-head boost pumps (> 5hp) at end of service life (including expansion tank diaphragm). This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	50	D2030 Sanitary Waste / G3020 Sanitary Sewer	Piping & Catchments	38	Sanitary piping is largely cast iron with newer sections of ABS. No issues noted or reported.	Good	1980	36	50	15	Complete localized repairs as may be necessary as the building ages. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3- Future Renewal								\$0																	
	51	G302003 Lift Stations and Pumping Stations	Storm and Sanitary pumps	39	Storm and sanitary lift pumps located in lower parkade. Condition was not reviewed. The installation year of this item has been estimated.	Not Reviewed	1980	36	7	2	Replace lift pump equipment at end of service life. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Repair Allowance	3- Future Renewal								\$0																	
	52	Other Mechanical Systems																																				
	53	G309099 Other Special Mechanical Systems	Dock leveler - Replacement.	40	Hydraulic dock leveler at loading bay with control panel. The installation year of this item has been estimated.	Good	2000	16	25	10	Replace or substantially rebuild dock leveler at end of service life.	Replacement	3- Future Renewal	No	No	No	No		1	\$9,500	LS	\$9,500	0%	10%	15%	\$13,000									\$13,000			
	54	ELECTRICAL SYSTEMS																																				
	55	D501003 Main & Secondary Switchgear, Fuses, x Former	Main & Secondary Switchgear Replacement	41	The main disconnect is rated at 4000A, 600V, three phase and manufactured by Westinghouse Canada. All switchgear has had recent IR scans performed.	Good	1980	36	35	8	Replace main and secondary distribution switches and transformer as deemed necessary during IR scans and routine maintenance. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	56	D401003 Motor Control Centers	Motor Control Centers - Replacement	42	Westinghouse motor control centers were reportedly substantially replaced or rebuilt after a parkade water leak approx. 16 years ago (WSI work). The installation year of this item has been estimated.	Good	1999	17	25	9	Replace motor control centers at end of reliable service life or as deemed necessary by IR scans. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	57	D401003 House Panels	House Panels - Replacement	43	Numerous Westinghouse breaker panels throughout the complex for lighting and plug loads.	Good	1980	36	35	4	Replace breaker panels as deemed necessary by Infra-red (IR) scans. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	58	D501004 Interior Distribution Transformers	Interior Distribution Transformers- Replacement	44	There are approximately eight 100kva or smaller Westinghouse Canada transformers throughout the facility where reviewed.	Good	1980	36	45	10	Replace or substantially rebuild the step down transformers at the end of their lifespan or as deemed necessary by ongoing IR scans. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	59	D502002 Lighting Equipment	Parkade Fluorescent Lighting - Replacement	45	Surface mounted, 4' fluorescent fixtures and wall mounted strip lighting around stairwell walls and entrances. The installation year of this item has been estimated.	Fair	1980	36	25	3	Upgrade parkade lighting for LED or replace at end of service life.	Replacement	2b- Exceeded Service Life	Yes	No	No	Yes		200	\$250	EA	\$50,000	0%	10%	15%	\$64,000	\$64,000											
	60	D502002 Lighting Equipment	Recessed, Public Space Lighting- Replacement	46	2'x4' drop in T-Bar fluorescent light fixtures.	Good	2000	16	20	6	Replace recessed 2x4 fluorescent fixtures at the end of service life. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	61	D502002 Lighting Equipment	Recessed, Public Space Lighting- Replacement	47	2'x2' drop in T-Bar fluorescent light fixtures.	Good	2000	16	20	6	Replace recessed 2x2 fluorescent fixtures at the end of service life. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	62	D502002 Lighting Equipment	Recessed, Public Space Lighting- Replacement	48	6 and 7" recessed pot lights.	Good	2000	16	20	6	Replace recessed pot lighting at the end of service life. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	63	D503007 Video Surveillance System	Surveillance Systems - Replacement	49	Numerous CCTV camera located in public spaces around the facility. The installation year of this item has been estimated.	Good	2000	16	20	5	Upgrade video surveillance system. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	64	D503008 Access Control/Entry System	Access Control/Entry System - At all major entries - Replacement	50	Several brands of proximity card readers through out the facility with electric door locks (Schlage). The installation year of this item has been estimated.	Good	2000	16	15	5	Upgrade access control system at main entrances. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	65	D503008 Communications Systems	Phone, Internet, Cable TV - Replacement	51	Telephone and internet main cabling and termination boxes located in server room, parkade level. The installation year of this item has been estimated.	Good	2000	16	30	15	Replace phone and internet cable infrastructure at end of useful service life. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal								\$0																	
	66	FIRE AND LIFE SAFETY SYSTEMS																																				
	67	D503001 Fire Protection System	Fire alarm panel, Addressable	52	Notified addressable device fire alarm system located in main electrical room with remote annunciator located at main entrance. System tested and maintained annually. The installation year of this item has been estimated.	Good	2000	16	25	10	Replace main microprocessor unit and remote addressable modules at end of reliable service life. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	68	D509002 Emergency Lighting and Power	Emergency Generator	53	The 330kw Brown Boveri emergency generator is driven by a Cummins diesel with separate day tank, located in generator room.	Good	2009	7	30	24	Replace or conduct major overhaul of the emergency generator at the end of its lifespan. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal								\$0																	
	69	D509002 Emergency Lighting and Power	Transfer Switch - Replacement	54	The 600 amp Thomson Technology automatic emergency transfer switch is located in the generator room.	Good	2009	7	30	24	Replace the automatic transfer switch at the end of its lifespan. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal								\$0																	
	70	D509002 Emergency Lights and Exit Signs	Emergency Lights and Exit Signs - Replacement	55	Pendant and wall mounted emergency light packs and exit signs throughout the facility. The installation year of this item has been estimated.	Good	2000	16	25	10	Replace emergency lights and exit signs with LED-type as required. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only.	Replacement	3- Future Renewal								\$0																	
	71	D301001 Oil Supply System	Emergency Generator Fuel Storage	56	Diesel fuel is stored in a day tank in the generator room. The installation year of this item has been estimated.	Good	2009	7	20	14	Replace the emergency generator fueling systems and storage tank at the end of their lifespan. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3- Future Renewal								\$0																	
	72	D401002 Sprinkler Water Supply and Piping	Sprinkler Piping and Valves	57	Steel sprinkler piping throughout the complex. No issues noted or reported.	Good	1980	36	50	20	Maintain a contingency for capital repairs or partial replacement of equipment or piping. This item is covered under the Greater Victoria Library Facility Assessment. This line item remains in this table as reference only. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3- Future Renewal								\$0																	
	73	D401002 Sprinkler Water Supply and Piping	Fire Pump	58	Fire pump, jockey pump and fire pump controller located in main water entry room, parkade level.	Good	1980	3																														

BLDG		Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA				RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
			ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time to Replace or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Broughton Street Parkade

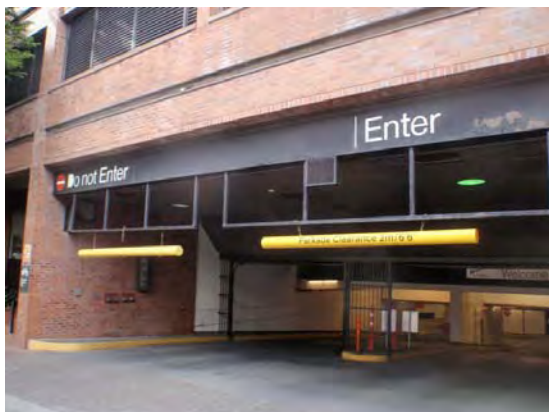


Photo 01



Photo 02



Photo 03

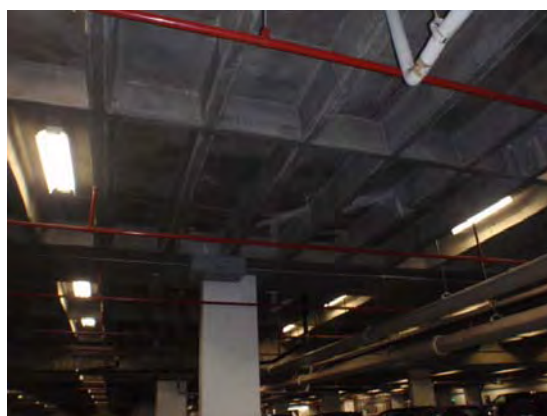


Photo 04



Photo 05



Photo 06

Broughton Street Parkade



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11

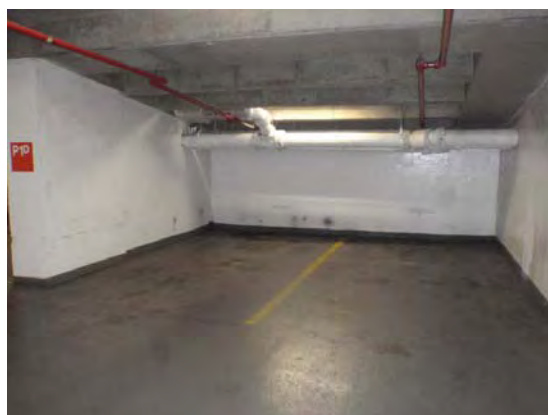


Photo 12

Broughton Street Parkade



Photo 13

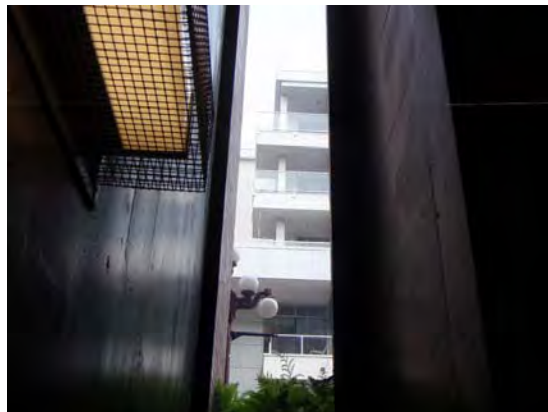


Photo 14

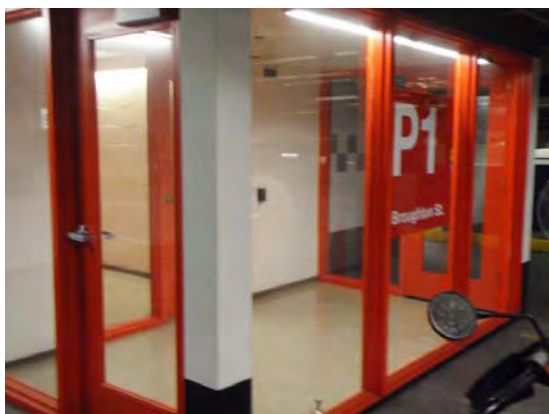


Photo 15



Photo 16



Photo 17



Photo 18

Broughton Street Parkade



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Broughton Street Parkade



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Broughton Street Parkade



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Broughton Street Parkade



Photo 37



Photo 38

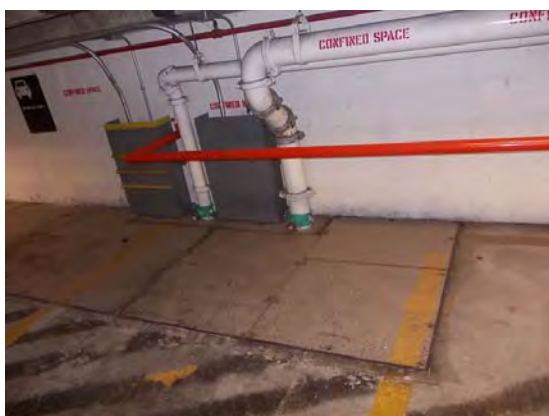


Photo 39



Photo 40



Photo 41



Photo 42

Broughton Street Parkade



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Broughton Street Parkade



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54

Broughton Street Parkade



Photo 55



Photo 56



Photo 57



Photo 58



Photo 59



Photo 60

Broughton Street Parkade



Photo 61



Photo 62



Photo 63

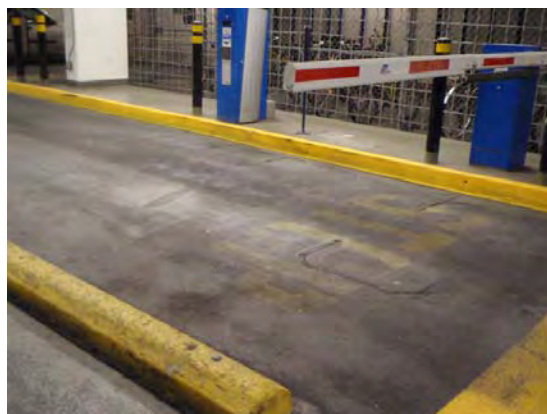


Photo 64



Photo 65



Photo 66

Broughton Street Parkade



Photo 67



Photo 68



Photo 69

Appendix A30

**Building 31 – Centennial Parkade - #6
Centennial Square/645 Fisgard Street,
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Parkade, 645 Fisgard Street, Victoria

PROPERTY DESCRIPTION

The Centennial Parkade was constructed in 1965, consisting of an 10 floor open air parking structure with an access stair, elevator, and washrooms. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2):	85,003
Building Value:	\$7,820,276
Target FCI:	0.020
Current FCI:	0.006

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

There are no immediate expenditures required.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1960
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Parkade, 645 Fisgard Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$3,591,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B101001 Structural Frame - Complete localized concrete repairs to coincide with suspended slab repairs
- B101003 Floor Decks & Slabs (Suspended Slabs) - Apply vehicular traffic coating to intermediate suspended slabs.
- B101003 Floor Decks and Slabs Level 2 Ramp - Install a traffic waterproof coating system over the entire surface of the first floor entrance ramp.
- B102003 Roof Decks and Slabs Roof Slab- Install a traffic waterproof coating system to prevent water ingress into the parkade from the roof slab.
- B102003 Roof Decks and Slabs - Perform concrete repair of the upper roof deck as required before installing a waterproof membranes as recommended
- B201008 Exterior Soffits - A budget has been provided for completing localized repairs to soffits.
- B2010 Exterior Walls - Cast-In-Place (CIP) - Localized repair of spalled concrete.
- C30 Interior Finishes - Repaint garage walls, soffits, columns and doors following major garage repairs.
- B2010 Exterior Walls (Cast-in-Place) - Repaint the parkade exterior walls.
- B201011 Joint Sealant - Replace or install sealants as required. Rout and seal all major cracks and failed sealants before the application of any new membrane.
- B202001 Windows - Replace the window wall.
- D502002 Parkade Lighting - Replace parkade ceiling fluorescent lamps with LED.
- D503008 Access Control/Entry System - Upgrade Access Control System at main entrances.
- E103001 Parking Control Equipment - Complete replacement of the existing booth.

The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Parkade, 645 Fisgard Street, Victoria

PROJECT TEAM

The visual reviews were completed on May 15 and 23, 2015 by Paula Knapp-Fisher and Byron McElgunn. We began with an site walk around on May 15 and a specific review of the locked area review on May 23. During our review of the building, we were given access via keys provided by the city. We were unable to access storage locations on the first floor due to no access keys. The elevator review has yet to be received and incorporated into this report.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- 2007 Centennial Parkade Facility Assessment
- 2009-07-15 Architectural Drawing No. 0083, 0084, 0085, 0086, and 0087
- 1964 Architectural Drawings Ground Floor Plan - John A Di Castri Architect
- 1964 Willis Cunliffe Engineering - S1 and S6 - Centennial Parkade
- 1964 Spratt Associates - E1-E6 - Centennial Parkade
- 1964 F.T. Gardiner - M1-M3 - Centennial Parkade

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Parkade, 645 Fisgard Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	38,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	5,000	0	0	0	0	0	0	0	0	0
3 - Future Renewal	7,000	0	5,000	1,691,000	350,000	0	38,000	0	0	255,000
4a - Discretionary Renewal (Upgrade)	0	0	4,000	0	1,467,000	0	0	17,000	0	0
4b - Discretionary Renewal (A	0	0	0	0	0	0	0	0	0	0
Not Applicable	4,000	9,000	4,000	0	7,000	20,000	0	0	0	13,000
Total in 2015 dollars	16,000	47,000	13,000	1,691,000	1,824,000	20,000	38,000	17,000	0	268,000

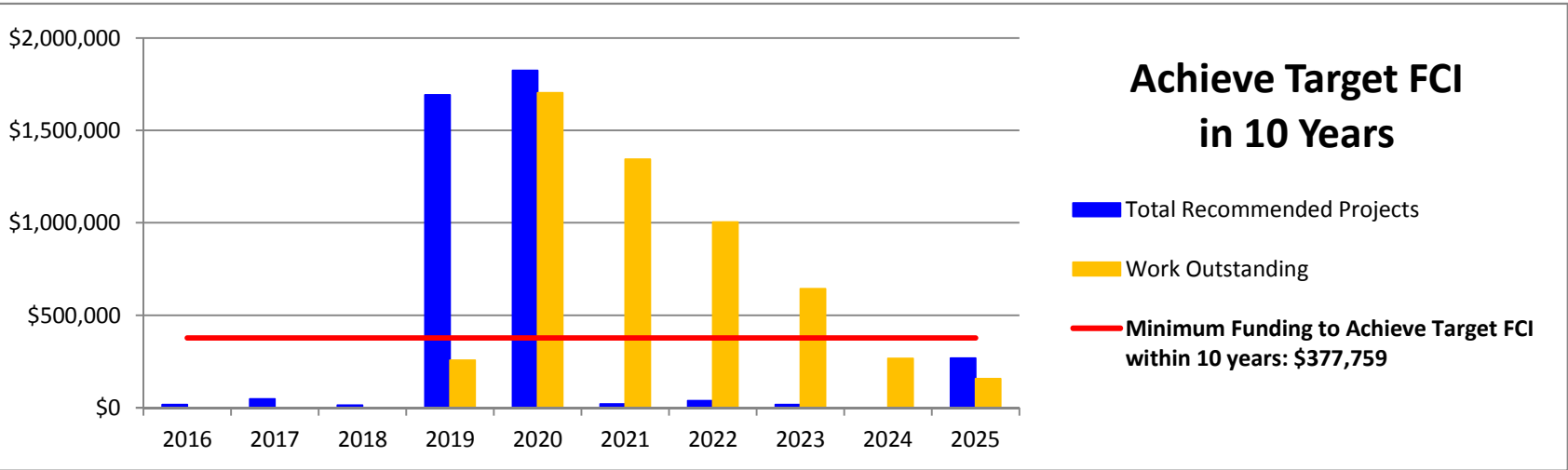
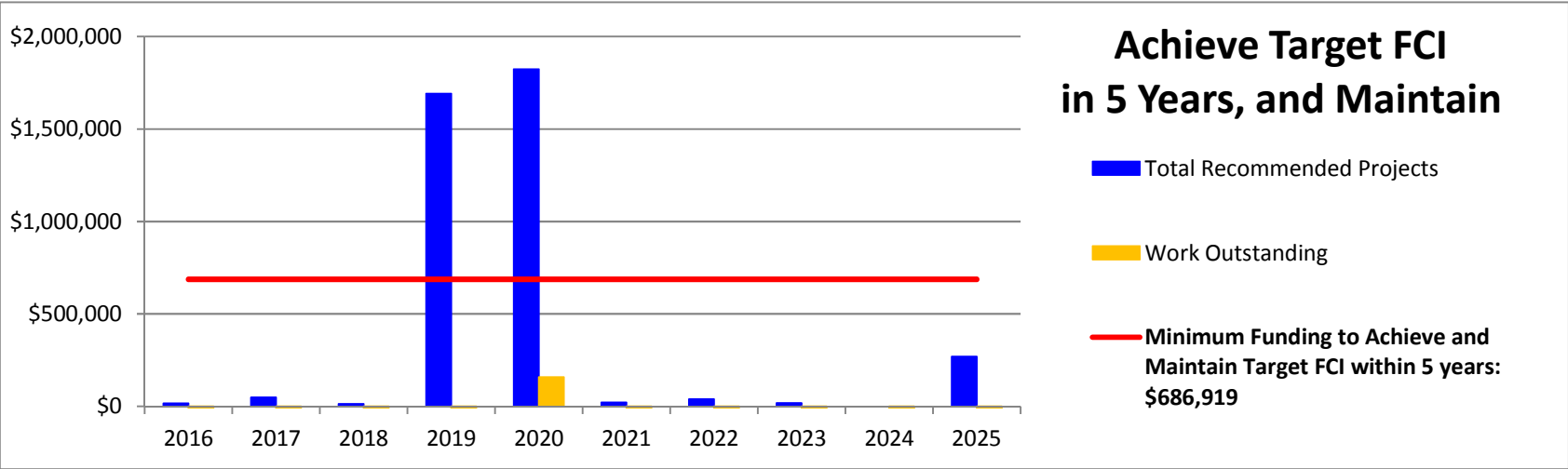
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$686,919

Work outstanding	-670,919	-1,310,838	-1,984,757	-980,676	156,406	-510,513	-1,159,432	-1,829,351	-2,516,270	-2,935,189
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Minimum Funding to Achieve Target FCI within 10 years: \$377,759

Work outstanding	-361,759	-692,519	-1,057,278	255,962	1,702,203	1,344,443	1,004,684	643,924	266,165	156,406
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The City of Victoria
Facility Condition Assessment and Capital Plan
Centennial Parkade, 645 Fisgard Street, Victoria



2016		The City of Victoria Facility Condition Assessment and Capital Plan Centennial Parkade - 645 Fisgard Street, Victoria, BC																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																												
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BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA				RECOMMENDATION					OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOJ or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$16,000	\$47,000	\$13,000	\$1,691,000	\$1,824,000	\$20,000	\$38,000	\$17,000	\$0	\$268,000		
	31	INTERIORS																																			
	C1	Stairwells	South Elevation Access Stairwell - Painting	23	One stairwell exist on this building. This is the main access from Centennial Park. The last painting event of this stairwell is unknown. This area includes the elevator shaft and connecting lobby areas.	Good	2010	6	15	11	Repaint stairwell and exterior elevator areas. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	3800	\$2	SF	\$7,600	0%	10%	15%	\$10,000												
	C103002	Toilet and Bath Accessories, Rehab	Bathrooms on the Ground Level - Upgrade	24	Two bathrooms service the parkade on the ground level (men's and ladies) These bathroom also service Centennial Square.	Good	1965	51	15	7	Contingency to renovate common washrooms.	Upgrade	3 - Future Renewal	Yes	No	No	No	2	\$15,000	LS	\$30,000	0%	10%	15%	\$38,000						\$38,000						
	34	MECHANICAL SYSTEMS																																			
	D304007	Exhaust Systems	Parking Booth Exhaust - Replacement	25	One exhaust fan services the parking booth on the first level	Not Reviewed	1965	51	20	5	Replace at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$1,000	EA	\$1,000	0%	10%	0%	\$2,000												
	D304007	Ventilation Systems	Bathroom Exhaust - Replacement	x	Ventilation fans are installed in the bathrooms on the first floor of the parkade.	Not Reviewed	1965	51	17	5	Replace bathroom style exhaust fans. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	\$350	EA	\$700	0%	10%	0%	\$1,000												
	37	Plumbing Systems																																			
	G302001	Pipes and Fittings	Cold Water Piping - Contingency	26	Piping is copper where observed within the parkade supplying water. The parkade mechanical room is serviced by a 3" pipe from the arcade mechanical room.	Not Reviewed	1965	51	40	5	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000				\$7,000								
	D3040	Rain Water Drainage / G3030 Storm Sewer	Storm water Drainage - Contingency	27	Storm sewer outflow from the site is accepted by 6" and 4" cast iron piping that services in floor drains and grates located at various areas in the parkade. The pipes were able to be visually reviewed in some area.	Good	1965	51	35	10	Contingency to complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000										\$19,000		
	G303003	Water & Sewer	Sanitary and Storm Water Flush -	x	The capacity of in floor drains could potentially be reduced by sediments and oil deposits on the interior of the piping system. The last date of a sanitary flush is not known.	Not Reviewed	1965	51	20	1	Flush out sanitary and storm water main lines and catchments. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Contingency	Not Applicable	No	Yes	Yes	No	1	\$3,000	EA	\$3,000	0%	10%	15%	\$4,000	\$4,000											
	41	ELECTRICAL SYSTEMS																																			
	D305002	Unit Heaters	Electric Heaters- Replacement	x	Electrical heaters are present in the attendants booth and in the washrooms.	Not Reviewed	1965	51	25	11	Replace unit heaters as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	3	\$200	EA	\$600	0%	10%	0%	\$1,000												
	D401003	Main Switchgear	IR Scanning of Electric Equipment - Study	x	IR Scanning was last performed in 2015.	Not Applicable	2015	1	5	3	Conduct infra-red (IR) scan on major switchgear. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	Not Applicable	No	No	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000			\$4,000									
	D501003	Main & Secondary Switchgear	Main & Secondary Switchgear - Replacement	28	Electrical service is from an underground BC hydro feeder. The main switchboard is rated 400A,120/208V, and is supplied through a C/T cabinet.	Not Applicable	1965	51	25	11	Replace distribution switchboards. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$160,000	LS	\$160,000	15%	10%	15%	\$233,000												
	D501005	Panels	House Panels Replacement	29	There is 1 intermediate distribution panel rated 120A/208Volt, and 3 rated 120A/240Volt.	Not Applicable	1965	51	25	10	Replace house panels at end of service life or as required as shown through thermo graphic scan.	Replacement	3 - Future Renewal	No	No	No	No	4	\$1,000	EA	\$4,000	15%	10%	15%	\$6,000										\$6,000		
	D502002	Parkade Lighting	LED Upgrade - Main Parkade Lights - Fluorescent	x	Fluorescent lighting is the main source of light throughout the parkade. There are a combination of original and replaced ballasts. New low mercury ballasts are installed in the stairwell.	Fair	1965	51	23	5	Replace parkade ceiling fluorescent lamps with LED. The timing of this replacement has been scheduled to occur after the result of an energy feasibility study.	Upgrade	3 - Future Renewal	Yes	No	No	No	138	\$250	EA	\$34,500	0%	10%	15%	\$44,000				\$44,000								
	D502002	Parkade Lighting	LED Upgrade - Stairwell Lights	30	Fluorescent lighting is the main source of light throughout the parkade. There are a combination of original and replaced ballasts. New low mercury ballasts are installed in the stairwell. The age of this item has been estimated at 2014.	Good	2014	2	23	5	Replace parkade ceiling fluorescent lamps with LED. The timing of this replacement has been scheduled to occur after the result of an energy feasibility study.	Upgrade	3 - Future Renewal	Yes	No	No	No	7	\$250	EA	\$1,750	0%	10%	15%	\$3,000				\$3,000								
	D502002	Lighting Equipment - Exterior	Ceiling Lights - Replacement	31	Ceiling lights on the first floor stairwell, exterior canopy overhang, and in the service rooms of the parkade. These are assumed original.	Fair	1965	51	25	5	Replace at end of service life. Assumes increased cost required to provide increase lighting and provide even distribution. The timing of this replacement has been scheduled to occur after the result of an energy feasibility study.	Replacement	3 - Future Renewal	Yes	No	No	No	28	\$150	EA	\$4,200	0%	10%	15%	\$6,000				\$6,000								
	D502002	Lighting Equipment	Sign Illumination - Replacement	32	Front entrance "Park" and "No Entry" sign at the front of the building, located on first floor entrance.	Not Reviewed	2000	16	18	5	Replace unit sign lighting at the end of service life.	Replacement	3 - Future Renewal	No	No	No	No	2	\$1,000	EA	\$2,000	0%	10%	15%	\$3,000				\$3,000								
	D503008	Access Control/Entry System	Control and Entry System - Major Entries - Replacement	x	Proximity card readers throughout the facility with electric door locks. The age of this item has been estimated.	Good	2013	3	15	5	Upgrade access control system at main entrances.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$15,000	EA	\$15,000	0%	10%	15%	\$19,000				\$19,000								
	D503008	Communications Systems	Phone, Internet, Cable TV - Replacement	x	Telephone and internet main cabling and termination boxes located in server room, parkade level.	Good	1980	36	30	15	Replace phone and internet cable infrastructure at end of useful service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000												
	D502002	Lighting Equipment	Pole Lights - Replacement	33	Pole lights are present at the roof deck level of the parkade. The poles and lights appear to be original. Bolt covers of the lights at the base of the pole are missing - some bolts appear rusted. The paint finish on the light standards have chalked due to UV exposure.	Fair	1965	51	20	5	Replace or upgrade pole lights with new LED fixtures at end of service life. The timing of this replacement has been scheduled to occur after the result of an energy feasibility study.	Replacement	3 - Future Renewal	Yes	No	No	Yes	5	\$2,175	EA	\$10,875	0%	10%	15%	\$14,000				\$14,000								
	D509009	Other Special Systems and Devices	Electrical Charger Stations - Replacement	34	Level 2 AC charger is present at the first floor entrance ramp.	Good	2014	2	20	18	Replace or upgrade the electrical chargers on site as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000												
	54	FIRE AND LIFE SAFETY SYSTEMS																																			
	D509002	Emergency Exit Signs	Emergency Signs - Replacement	35	Emergency exit signs are present at each floor on the stairwell exits.	Good	1965	51	25	5	Replace emergency lights with LED-type. The timing of this replacement has been scheduled to occur after the result of an energy feasibility study. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	Yes	No	No	No	16	\$150	EA	\$2,400	0%	10%	0%	\$3,000												
	56	ELEVATORS																																			
	D101002	Passenger Elevator	Elevator BCID 5664 - Code Changes and Vandalism	x	Code requirements have become more onerous over the past decade and the interval between code changes has decreased. We recommend budgeting funds to repair vandalism - principally damage to exposed finishes and fixtures. No precise figure can be assigned since much depends on the location and environment.	Not Applicable	2015	1	5	5	We recommend budgeting funds at five year intervals to address code changes and to repair vandalism	Contingency	Not Applicable	No	No	No	No	1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000				\$7,000								
	58	PARKING CONTROL																																			
	F103001	Parking Control Equipment	Cashier Booth - Replacement	36	The cashier booth is present on the second level on the north side of the building exit.	Fair	1965	51	50	5	Complete replacement of the existing booth.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	Yes	No	1	\$16,800	LS	\$16,800	0%	10%	15%	\$22,000				\$22,000								
	F103001	Parking Control Equipment	Barrier gate with controller - Industrial - Replacement	37	Two barrier gates control the entry and exit of the traffic from this parkade.	Good	2001	15	25	15	Replacement of the controlled access gates. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$7,500	LS	\$15,000	0%	10%	15%	\$19,000												
	F103001	Parking Control Equipment	Collector Station - Replacement	38	One collector station is present in this parkade at the front exit.	Good	2014	2	25	23	Replace ticket collection machines as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$165,000	LS	\$330,000	0%	10%	15%	\$418,000												

Centennial Square Parkade



Photo 01



Photo 02

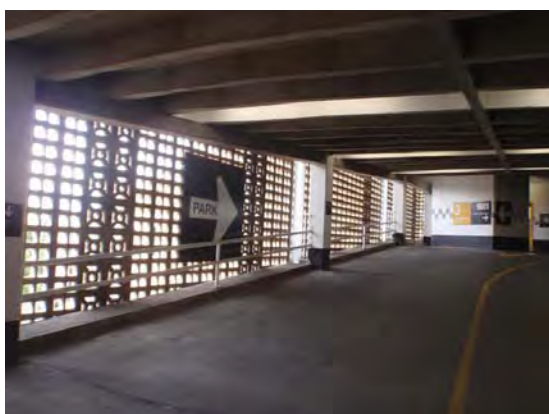


Photo 03



Photo 04



Photo 05



Photo 06

Centennial Square Parkade



Photo 07



Photo 08



Photo 09

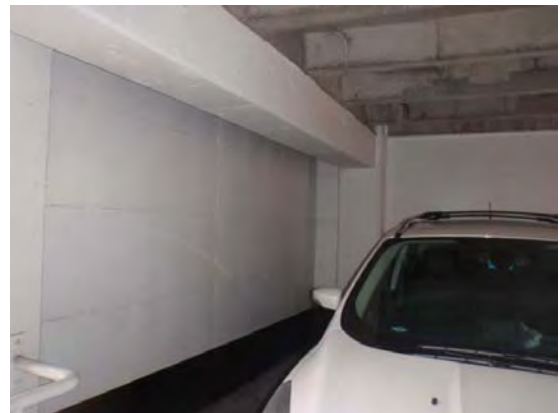


Photo 10



Photo 11



Photo 12

Centennial Square Parkade



Photo 13

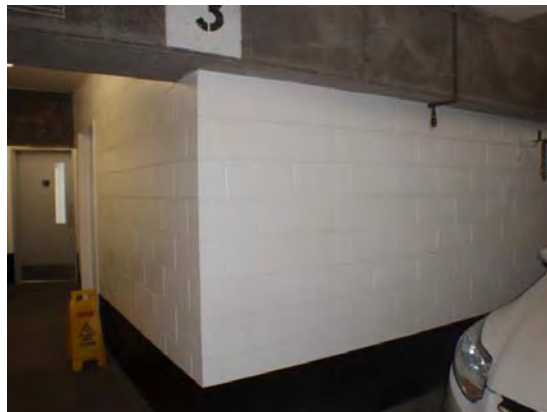


Photo 14



Photo 15

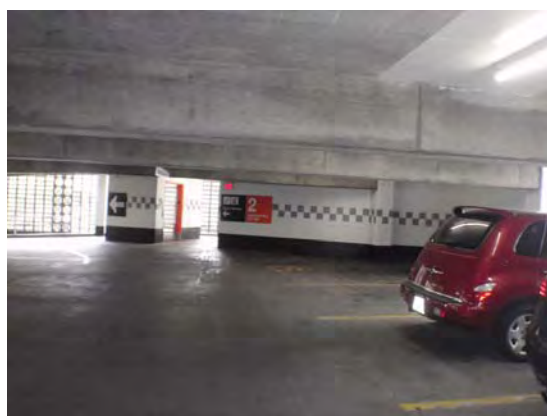


Photo 16

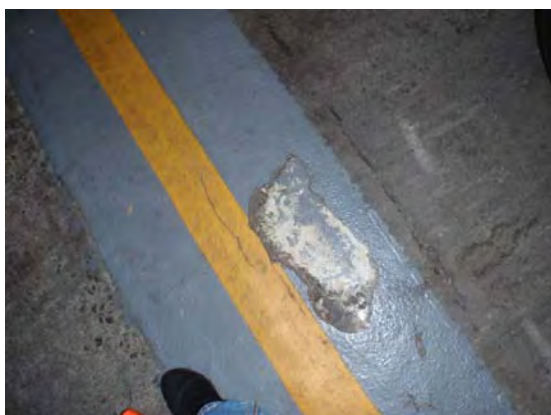


Photo 17

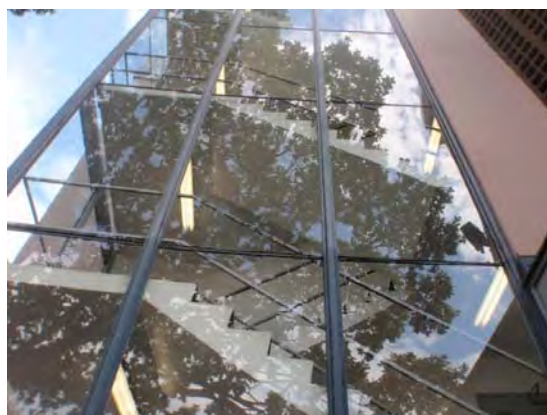


Photo 18

Centennial Square Parkade

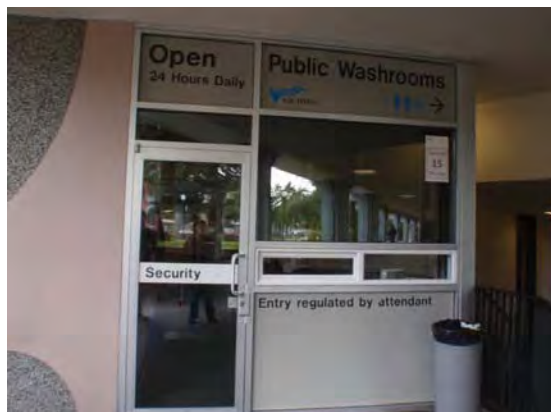


Photo 19

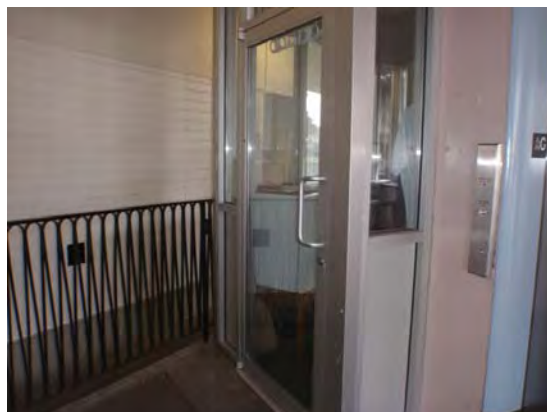


Photo 20



Photo 21



Photo 22

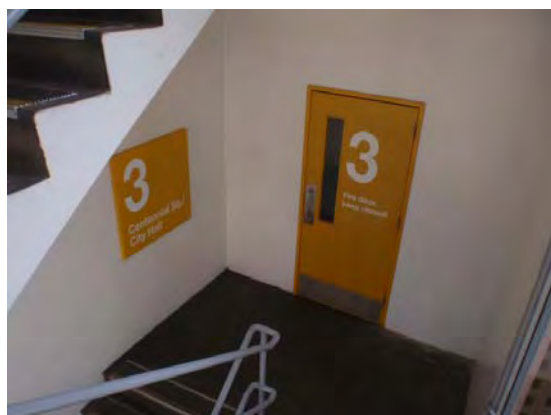


Photo 23



Photo 24

Centennial Square Parkade

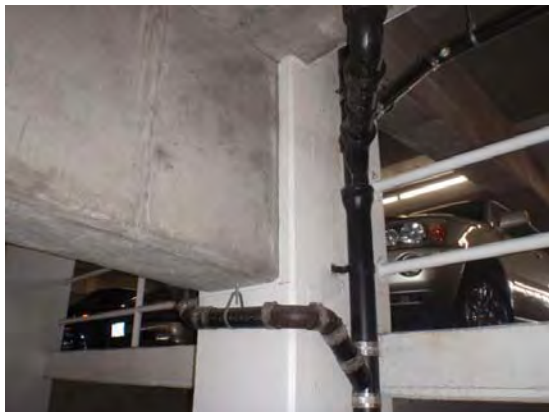


Photo 25



Photo 26



Photo 27



Photo 28

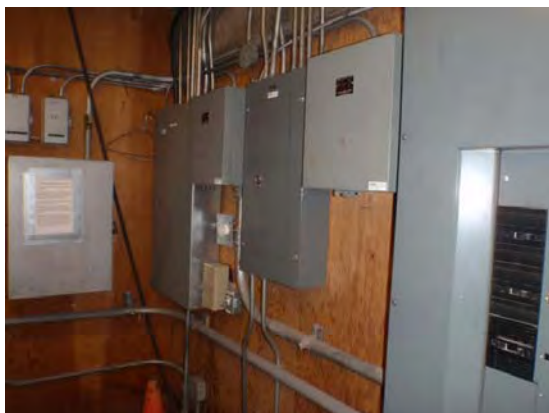


Photo 29



Photo 30

Centennial Square Parkade



Photo 31

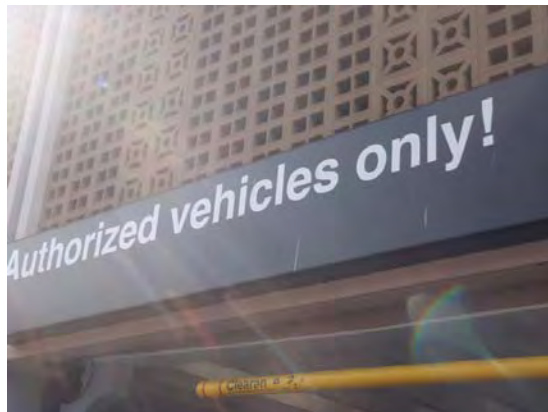


Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Centennial Square Parkade



Photo 37



Photo 38



Photo 39



Photo 40

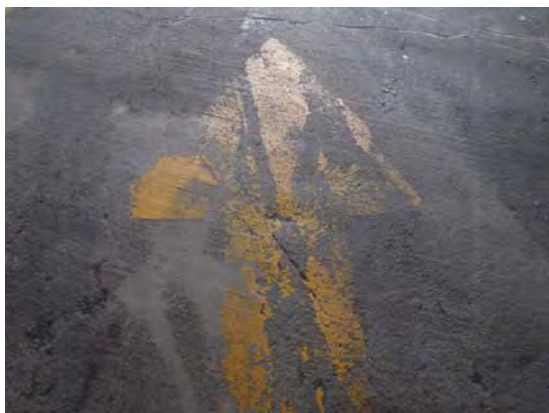


Photo 41

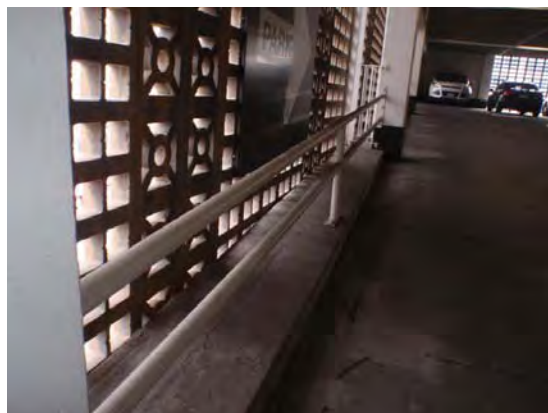


Photo 42

Centennial Square Parkade



Photo 43

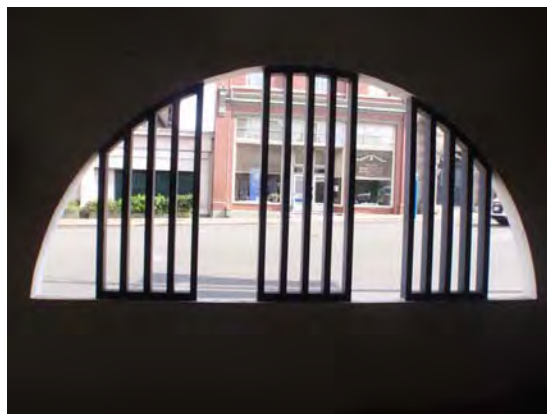


Photo 44

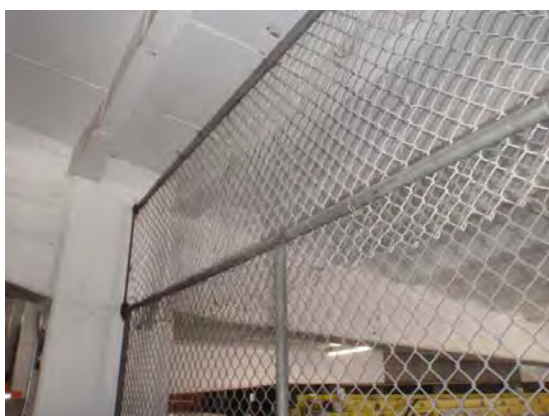


Photo 45



Photo 46



Photo 47

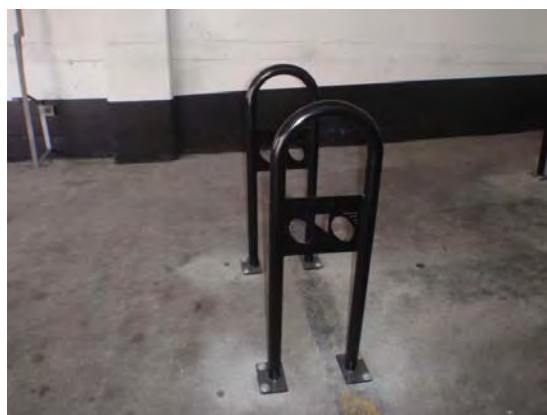


Photo 48

Centennial Square Parkade



Photo 49



Photo 50

Appendix A31

**Building 32 – Johnson Street Parkade,
750 Johnson Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Johnson Street Parkade, 750 Johnson Street, Victoria

PROPERTY DESCRIPTION

The Johnson Street Parkade was constructed in 1971, consisting of an 5 floor open air parking structure with access stairs, elevator, and washrooms. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2):	143, 429
Building Value:	\$13,195,560
Target FCI:	0.020
Current FCI:	0.018

REPORT OVERVIEW

We found safety concerns regarding spalled concrete present at soffits. Delaminated concrete at the soffits presents a falling object safety hazard to the public or public property. Spalled concrete should be removed by City maintenance crews until such times as concrete repairs are performed.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1970
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Johnson Street Parkade, 750 Johnson Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$857,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B101003 Floor Decks & Slabs (Suspended Slabs) - Complete localized concrete repairs as needed.
- B202001 Windows - Stairwell Windows-Replace the safety glass stairwell windows as required.
- B202001 Windows - Security Room Windows - Replace aluminum framed windows as required.
- B201008 Exterior Soffits - Repair all concrete delaminations at soffits.
- B201001 Joint Sealant - Replace sealant between dissimilar materials
- D502002 Parkade Lighting - Replace original parkade ceiling fluorescent lamps with LED
- E103001 Parking Control Equipment - Replace ticket Spitter machine as required
- G205099 Other Walks, Steps and Terraces - Repair stairwells treads and supporting structures as required. Targeted nosing replacements should also occur

PROJECT TEAM

The visual reviews were completed on May 18 and 22, 2015 by Paula Knapp-Fisher and Byron McElgunn. Our review of the building, we were unaccompanied but were provided with access keys. The elevator review has yet to be received and incorporated into this report.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report - Johnson Parkade, prepared by VFA, dated 2007
- 1962 - Architectural Drawings A1-A9- Read Jones Christoffersen Ltd
- 1989 Graeme Murray Consultants
- 1990 Willet Osborn Electric E1
- 1990 Architectural Drawings Numbered 0088, 0089, 0090, 0091, 0092, 0093

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Johnson Street Parkade, 750 Johnson Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	32,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	212,000	0	35,000	551,000	2,293,000	76,000	734,000	0	467,000
4a - Discretionary Renewal (l	0	0	0	0	0	0	0	0	0	3,000
4b - Discretionary Renewal (A	0	0	0	0	0	0	0	0	0	3,000
Not Applicable	4,000	12,000	4,000	0	7,000	0	0	0	0	0
Total in 2015 dollars	4,000	256,000	4,000	35,000	558,000	2,293,000	76,000	734,000	0	473,000

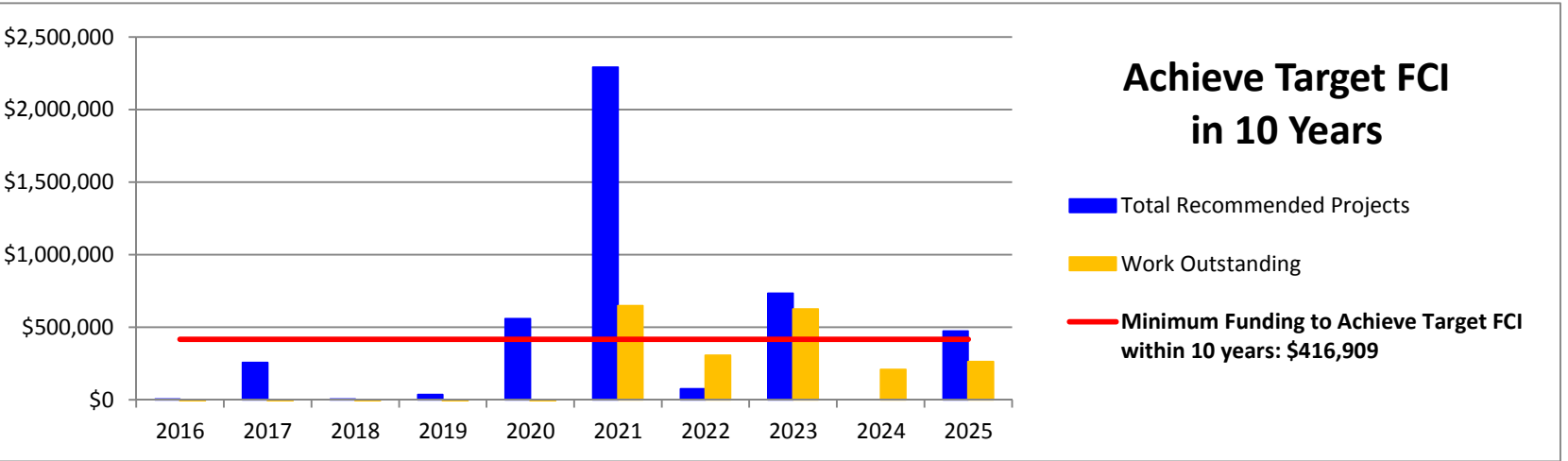
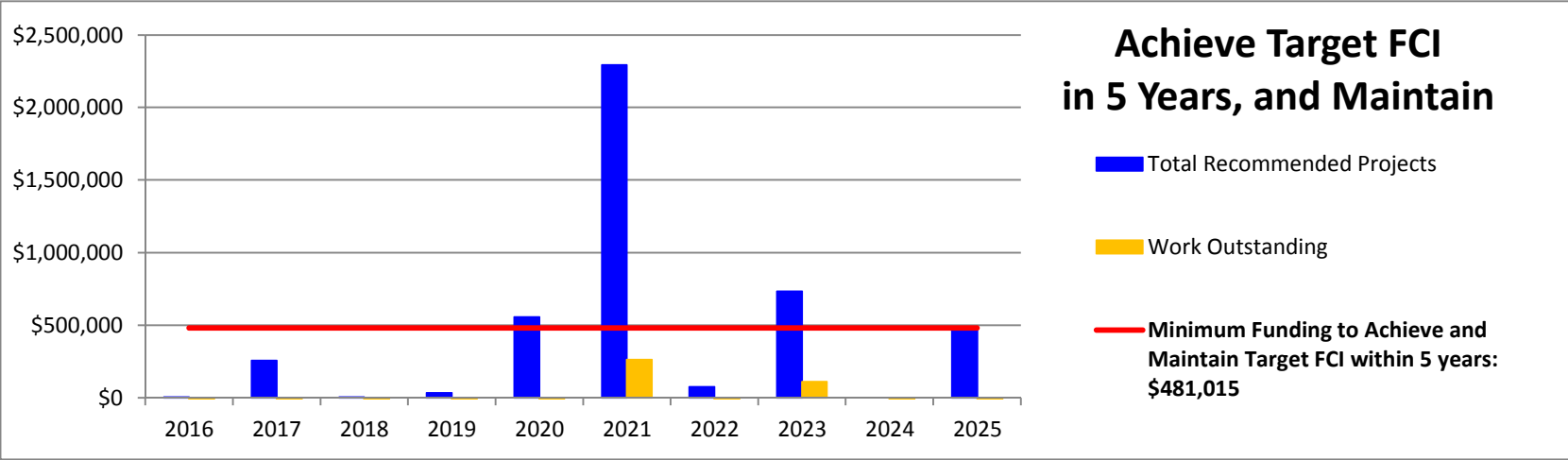
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$481,015

Work outstanding	-477,015	-702,030	-1,179,044	-1,625,059	-1,548,074	263,911	-141,104	111,882	-369,133	-377,148
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Minimum Funding to Achieve Target FCI within 10 years: \$416,909

Work outstanding	-412,909	-573,818	-986,727	-1,368,636	-1,227,544	648,547	307,638	624,729	207,820	263,911
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The City of Victoria
Facility Condition Assessment and Capital Plan
Johnson Street Parkade, 750 Johnson Street, Victoria



BLDG	Row	Component		Condition Assessment						Lifecycle Data				Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Photo	Description & History	Condition	Yr Rec'd or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time from Major Action or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.					Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025					
																									\$4,000	\$256,000	\$4,000	\$35,000	\$574,000	\$2,293,000	\$76,000	\$734,000	\$0	\$474,000					
	1	SUBSTRUCTURE																																					
	2	A10 Foundations	Below Grade	x	No structural plans were available for review at time of study. No evidence of major settlement or heaving was reported or observed. Previous cracking at the center first floor columns, (at basement entrance) is being monitored via Tell Tale gauges. No movement has been noted in the last few years.	Not Reviewed	1971	45	15	11	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	No	No	Yes	No	No	No	1	\$15,000	LS	\$15,000	15%	10%	15%	\$22,000												
	3	A103006 Foundation Drainage	Below Grade	x	Perimeter drainage is located under the L1 and basement levels of the parkade linking the rain water leaders and the catch basins to the city storm water system.	Not Reviewed	1971	45	10	0	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	Not Applicable	Yes	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000													
	4	A103006 Foundation Drainage	Below Grade	x	Perimeter drainage is located under the L1 and basement levels of the parkade linking the rain water leaders and the catch basins to the city storm water system.	Not Reviewed	1971	45	10	10	Repair of storm water system if required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	No	1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000											\$32,000		
	5	SUBSTRUCTURE & PARKING GARAGE																																					
	6	B101001 Structural Frame	Cast in Place Concrete	2	The structural framing of the parking garage consists of reinforced concrete slabs on reinforced concrete columns with capitals and drop panels. The bases of walls and columns are exposed to water and chlorides in parking areas. Repairs to major columns, slab bands and capitals were performed in 2012.	Good	2012	4	20	10	Complete localized concrete repairs. Some areas of necessary column repair was noted on L5. These repairs could be performed at an alternate date to the suspended slab repairs.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	Yes	No	1	\$100,000	L.S.	\$100,000	15%	10%	15%	\$146,000											\$146,000		
	7	B101003 Floor Decks & Slabs (Suspended Slabs)	Traffic Decks Levels L2 & L4 - Waterproof Membrane	x	The suspended slabs (L2 through L4) are cast-in-place conventionally-reinforced concrete protected with a penetrating sealant. Previous repairs including extensive patching of the topside and soffits of the suspended slabs were performed in 2012. Routing and sealing of cracks was also performed in an effort to prevent water ingress through larger cracks in the deck surface and subsequent delaminating concrete.	Good	2012	4	10	6	Apply vehicular traffic coating to intermediate suspended slabs.	Upgrade	3 - Future Renewal	Yes	Yes	Yes	Yes	No	103000	\$15	SF	\$1,545,000	15%	10%	15%	\$2,248,000						\$2,248,000							
	8	B101003 Floor Decks & Slabs (Suspended Slabs)	Concrete Condition - Suspended Slabs Floors L2-L4	3	The interior and exterior areas of this parkade were reviewed in 2012 for all delaminations on the top side and underside of the suspended slabs.	Good	2012	4	15	5	Complete localized concrete repairs as needed, to coincide with the installation of waterproofing membranes. All damaged concrete should be repaired before the installation of a waterproofing membrane.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	Yes	No	3600	\$50	SF	\$180,000	15%	10%	15%	\$262,000					\$262,000								
	9	B102003 Roof Decks and Slabs	Waterproofing - Roof Deck Level L5	4	The roof deck of this parkade has a two part urethane membrane applied. This membrane was applied in 2011 and underwent some revisions due to delaminations of the membrane in 2012. This type of membrane is susceptible to burn outs from car tyres and wear of the membrane in the drive aisles.	Fair	2012	4	20	8	Replace the traffic waterproof coating system at the end of its lifespan. This membrane is displaying some signs of loss of top coat in the drive aisles. This membrane is not expected to reach its full potential lifespan.	Replacement	3 - Future Renewal	Yes	Yes	No	No	No	29500	\$15	SF	\$442,500	15%	10%	15%	\$644,000								\$644,000					
	10	B102003 Roof Decks and Slabs	Concrete Repair - L5	5	The roof deck of this parkade is a typical cast in place reinforced concrete slab. This deck was remediated in 2010 when concrete delamination repairs were performed and the current traffic coating installed.	Good	2010	6	20	7	Perform potential concrete repair as necessary before renewal of any traffic deck waterproofing membranes. No delaminated concrete at the deck level was noted during the review.	Repair Allowance	3 - Future Renewal	Yes	Yes	no	no	no	1032	\$50	SF	\$51,600	15%	10%	15%	\$76,000								\$76,000					
	11	B2030 Exterior Doors	Steel Stairwell Access Doors	6	There are various steel doors to exit stairs and service rooms, washrooms, electrical rooms, elevator rooms. The frame of a steel door in the south east stairwell was noted to be rusting at the head of the door.	Good	1971	45	50	2	Doors should last the life of the building, this represents a contingency for replacement of doors as necessary.	Replacement	3 - Future Renewal	Yes	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000	\$7,000												
	12	B202001 Windows	Stairwell Windows Replacement	7	The south east and south west stairwells have security glass, aluminum framed double glazed windows. One window seal was observed to be failed (third floor west stairwell Johnson street side)	Fair	1971	45	25	2	Replace the safety glass stairwell windows as required. This could be a phased replacement over multiple years as required.	Replacement	3 - Future Renewal	Yes	No	No	No	No	200	\$100	SF	\$20,000	15%	10%	15%	\$30,000	\$30,000												
	13	B202001 Windows	Security Room Windows Replacement	8	The security room glazing is aluminum framed safety glass - single pane.	Good	1971	45	25	4	Replace aluminum framed windows as required.	Replacement	3 - Future Renewal	Yes	No	No	No	No	240	\$100	SF	\$24,000	15%	10%	15%	\$35,000					\$35,000								
	14	B202001 Windows	Storefront Doors	9	Two storefront doors service the south stairwell, (east and west elevation) on the first floor.	Good	2005	11	25	15	Replace the aluminum storefront doors. The age of this item has been estimated in lieu of a confirmed installation date. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	No	2	\$2,500	EA	\$5,000	0%	10%	15%	\$7,000													
	15	ENVELOPE																																					
	16	B2010 Exterior Walls - Cast-in-Place (CP)	Exterior walls	11	Exterior walls are cast in place concrete, between columns with full walls on the east and west ends of the building (at the turn radii) and half walls on the north and south elevations to allow for light. The exposed elevations were reviewed and remediated in 2014 for concrete delaminations and repainted. The topside of the half walls were noted to have a waterproof membrane applied.	Good	2014	2	20	10	Localized repair of spalled concrete.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	No	1000	\$50	SF	\$50,000	15%	10%	15%	\$73,000										\$73,000			
	17	B2010 Exterior Walls - Cast-in-Place (CP)	Exterior walls - Painting	12	Exterior walls are cast in place concrete, between columns with full walls on the east and west ends of the building (at the turn radii) and half walls on the north and south elevations to allow for light. The exposed elevations were reviewed and remediated in 2014 for concrete delaminations and repainted.	Good	2014	2	20	10	Repainting of the exteriors.	Replacement	3 - Future Renewal	Yes	Yes	No	No	No	27500	\$4	SF	\$110,000	0%	10%	15%	\$140,000										\$140,000			
	18	B2010 Exterior Walls - Concrete Masonry Units - CMU)	Exterior CMU - Security Booth/Electrical Room and Washrooms	13	The interior partition walls are CMU on the first floor.	Good	1971	45	30	10	Repoint and repair CMU as required.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	Yes	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000										\$4,000			
	19	B201008 Exterior Soffits	Cast in Place Soffits	14	These soffits have been classified as exterior due to the extent of water exposure they receive from tracking of water via vehicle movement up and down the structure. Soffits were sound and repaired for concrete spalls in 2012. Some areas of soffit delamination are still present in the turn aisles of the parkade and at the exit ramp - marked out during the repair process in 2012.	Good	2012	4	25	2	Repair all concrete delaminating soffits. Loose concrete represents a safety hazard to the public.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	Yes	Yes	1030	\$50	SF	\$51,500	15%	10%	15%	\$75,000	\$75,000												
	20	B201011 Joint Sealant	Suspended Decks and Stairwell Windows	15	Cold joints between suspended slabs, and concrete cracks were addressed during the 2012 remediation of this parkade. There are no expansion joints in this parkade. Sealant has not been installed around windows. Failed sealant at the fifth floor access to the adjoining west property was noted.	Fair	2012	4	10	2	Replace sealant between dissimilar materials, around windows and doors and at the roof level junction between buildings. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2 - Restore Functionality	No	Yes	No	No	No	1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000	\$32,000												
	21	Roofs																																					
	22	B301002 Roofing - Low Sloped Membrane System SBS	SBS Waterproofing Membrane Stairwells, Elevator Shaft, Street Overhang	16	The commercial area overhang roof is an exposed 2-ply SBS membrane, fully-adhered to the roof deck. The roof drains by in floor roof drains connected to the perimeter drainage system. One scupper was observed. No leaks were reported or observed. However an extensive amount of discarded needles were noted on the overhang roof on the second floor (at Johnson street). No leaks were reported at the stairwell roofs.	Good	1980	36	25	6	Replace roofing system including flashings, sealants, etc. as required (including eyebrow canopies).	Replacement	3 - Future Renewal	No	No	No	No	No	2000	\$12	SF	\$24,000	15%	0%	15%	\$32,000						\$32,000							
	23	INTERIORS																																					
	24	C1 Stairwells	Three Stairwells, North, South East and South West - Repaint	17	Three stairwells exist on this building. Two on the south elevation and one on the north elevation.	Good	2012	4	15	8	Repaint stairwells.	Replacement	3 - Future Renewal	No	No	No	No	No	1	\$30,000	LS	\$30,000	0%	10%	15%	\$38,000								\$38,000					
	25	C103002 Toilet and Bath Accessories, Rehab	L1 Bathrooms at the Johnson Street Entrance	18	Two bathrooms service the parkade on L1.	Fair	1971	45	15	10	Renovate common washrooms as needed. This is more of a cosmetic concern.	Upgrade	3 - Future Renewal	No	No	No	No	No	2	\$15,000	LS	\$30,000	0%	10%	15%	\$38,000										\$38,000			
	26	C30 Interior Finishes	Paint Finishes - Concrete and Steel	19	The garage walls, soffits, columns, railings and metal doors are paint finished. White paint has been installed in a 2' boarder area around the ceiling lights. Interior columns and some divider walls have been painted. The age of the full current finish is assumed and has to be confirmed.	Good	2000	16	20	8	Repaint garage walls, soffits, columns and doors following major garage repairs. Repainting is not strictly a cosmetic concern, but is required to ensure optimum lighting levels for safety and security reasons.	Replacement	3 - Future Renewal	Yes	No	No	No	No	1	\$35,000	LS	\$35,000	0%	10%	15%	\$45,000								\$45,000					
	27	C30 Interior Finishes	Security Booth	x	A security booth is located on level one of the parkade adjacent to Johnson street.	Good	1980	36	20	8	Repaint and renew finishes as required.	Replacement	3 - Future Renewal	Yes	No	No	No	No</																					

BLDG	Row	Component		Condition Assessment							Lifecycle Data				Recommendation					Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Year of Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to G/L or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency					15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025						
																										\$4,000	\$256,000	\$4,000	\$35,000	\$574,000	\$2,293,000	\$76,000	\$734,000	\$0	\$474,000						
	45	0503008 Communications Systems	Phone, Internet, Cable TV - Replacement	30	Telephone and internet main cabling and termination boxes located in electrical room.	Not Reviewed	1971	45	30	15	Replace phone and internet cable infrastructure at end of useful service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000															
	46	0509002 Emergency Lighting and Power	Emergency Lighting Replacement	x	Emergency lighting with battery packs are present in the stairwells.	Good	1980	36	30	5	Replace emergency lights with an LED system for energy efficiency.	Upgrade	3 - Future Renewal	Yes	No	No	Yes		1	\$10,000	EA	\$10,000	0%	10%	15%	\$13,000					\$13,000										
	47	0509002 Emergency Exit Signs	Emergency Signs - Replacement	31	Emergency exit signs are present at each floor on the stairwell exits.	Good	1980	36	25	5	Replace emergency lights with LED-type.	Upgrade	3 - Future Renewal	Yes	No	No	Yes		1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000					\$13,000										
	48	0509099 Other Special Systems and Devices	Electrical Charger Stations - Replacement	32	Level 2 AC charger is present at the first floor entrance ramp.	Good	2014	2		20	12	Replace or upgrade the electrical chargers on site as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000														
	49	ELEVATORS																																							
	50	0101002 Passenger Elevator	Elevator BCID 6020 - Code Changes and Vandalism	x	Code requirements have become more onerous over the past decade and the interval between code changes has decreased. We recommend budgeting funds to repair vandalism - principally damage to exposed finishes and fixtures. No precise figure can be assigned since much depends on the location and environment.	Not Applicable	2009	7	5	5	We recommend budgeting funds at five year intervals to address code changes and to repair vandalism	Contingency	Not Applicable	Yes	No	No	No	No		1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000					\$7,000									
	51	0101002 Passenger Elevator	Elevator BCID 6020 - Equipment Guarding	x	There is a trend across Canada towards providing greater safety for workers on elevator equipment. The statutory requirements are as yet not well defined although the respective authorities often have a wide degree of latitude in the application of existing requirements to provide safe working environments. It is expected that the requirements applicable to elevating devices might include machine room equipment guarding such as the protection of drive sheaves, machine brakes, commutators, selectors, governors and high voltage connections. We would expect that this work would be carried out by qualified, licensed elevator contractors.	Not Applicable		0		5	While we cannot determine the timing or extent of future regulations or changes in enforcement of existing regulations, we do recommend budgeting for the provision of elevator machine room equipment guarding. The cost for this could be reduced if performed in conjunction with a major control modernization.	New	4a - Discretionary Renewal (Upgrade)	No	No	No	No	No		1	\$12,000	EA	\$12,000	0%	10%	15%	\$16,000					\$16,000									
	52	PARKING CONTROL																																							
	53	0103001 Parking Control Equipment	Barrier Gate with Controller - Industrial	33	Two barrier gates control the entry and exit of the traffic from this parkade.	Good	2001	15	25	10	Replacement of the controlled access gates.	Replacement	3 - Future Renewal	No	No	No	Yes	No		2	\$7,500	LS	\$15,000	0%	10%	15%	\$19,000										\$19,000				
	54	0103001 Parking Control Equipment	Collector Station - Replacement	34	One collector station is present in this parkade at the L1 exit. This was installed new in 2012.	Good	2012	4	25	21	Replace ticket collection machines as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	Yes	No		2	\$165,000	LS	\$330,000	0%	10%	15%	\$418,000														
	55	0103001 Parking Control Equipment	Ticket Splitter - Date and Time Stamp	35	One ticket Splitter is present in the front entry. This parkade has been automated for a long period - security only patrol this parkade. No attendants are present.	Good	1990	26	25	2	Replace ticket Splitter machine as required.	Replacement	3 - Future Renewal	No	No	Yes	No	No		1	\$28,000	EA	\$28,000	0%	10%	15%	\$36,000		\$36,000												
	56	SITE																																							
	57	0201003 Paved Surfaces	Asphalt Topping: Basement and First Floor - Replacement	36	The basement and basement and south side of the north first floor are on-grade asphalt topping.	Fair	1971	45	35	5	This is a contingency for a grind and overlay and not a full sub-base replacement. Isolated repairs assumed to be covered under maintenance budget.	Replacement	3 - Future Renewal	No	No	Yes	No		6000	\$2	SF	\$12,000	0%	10%	15%	\$16,000					\$16,000										
	58	0201004 Pavement Marking	Pavement Marking - Replacement	37	Pavement marking indicate parking stalls, drive aisles, curbs and traffic flow. This marking paint was renewed after the completion of the major concrete deck repairs throughout the parkade in 2012.	Good	2012	4	30	6	Remeasure and paint parking and drive-aisle markings after the installation of new membranes.	Replacement	3 - Future Renewal	Yes	No	No	No	No		1	\$10,000	EA	\$10,000	0%	10%	15%	\$13,000					\$13,000									
	59	0204001 Fencing and Gates	Metal Railings - Replacement	38	Metal railings at stairs between levels, at ventilation shafts, installed at the roof level and access stairs.	Good	1980	36	25	15	Budget for replacement of at end of service life. Repainting and repairs assumed to be a maintenance item. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	Yes	Yes		2500	\$42	LF	\$105,000	0%	10%	15%	\$133,000														
	60	0204001 Fencing and Gates	Wood Dividers at L2, North Elevation	39	Wood fence exists on the north elevation, second floor to prevent access from adjoining properties. This wood fence is essentially 2x6 studs, top plate and bottom plate.	Good	2000	16	15	5	Repaint wood slat light wells on level 2, north elevation.	Replacement	3 - Future Renewal	Yes	No	No	No	No		1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000					\$13,000									
	61	0204001 Fencing and Gates	Chain Link - Replacement	40	Chain link fencing is present on the north elevation of the parkade. Also provides storage area on the first floor.	Good	1971	45	35	12	Replace chain link fences at the end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	No		1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000														
	62	0204001 Fencing and Gates	Security Gates, L2 and Roof Level	x	A steel security gate services the north, level 2 access from Pandora Street. An aluminium security gate controls access from the elevator to the roof level.	Good	1971	45	35	12	Replace gates at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	No		2	\$1,500	LS	\$3,000	0%	10%	15%	\$4,000														
	63	0204005 Signage	Metal Parking Signage	41	Various areas of signage are present to indicate parking levels.	Good	2008	8	15	15	Replace or upgrade outdoor signage. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	No		1	\$40,000	LS	\$40,000	0%	10%	15%	\$51,000														
	64	0205099 Other Walks, Steps and Terraces	Interior Stair Between Levels	42	Concrete and steel pan stairs provides access between levels. During the site review, it was noted in at least one or more instances in each stairwell, the steel pan of the stair tread appeared to be rusting or the base of the steel stringer support was noted to be spalling. Some stairwell nosing also appear to have rusted and buckled, providing a possible tripping hazard. A full and immediate review is recommended.	Fair	1971	45	25	2	Repair stairwells treads and supporting structures as required. Targeted nosing replacements should also occur.	Replacement	3 - Future Renewal	Yes	Yes	No	No	No		1	\$50,000	LS	\$50,000	0%	10%	15%	\$64,000		\$64,000												
	65	0204099 Other Site Improvements	Bike Storage	43	Bike storage area at the first level, east elevation.	Good	2014	2	25	12	Contingency for adding additional bike storage area(s). This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	No		1	\$4,000	LS	\$4,000	0%	10%	15%	\$6,000														
	66	PROFESSIONAL SERVICES																																							
	67	P100001 Building Envelope Survey	Building Envelope Survey	x	A full building envelope survey was performed in 2005 by Levelton. This report led to the eventual roll out of repairs in 2011.	Not Applicable	2005	11	7	15	Complete building envelope survey from suspended access. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Study	Not Applicable	No	Yes	Yes	Yes	Yes		1	\$17,000	LS	\$17,000	0%	0%	15%	\$20,000														
	68	P100004 Stairwell Structural Review	Review of Stairwells	x	Condition Review of concrete and steel condition within the three stairwells.	Not Applicable	2015	1	5	2	A roof review should be conducted prior to complete replacement of the roof membrane.	Study	Not Applicable	No	No	No	No	No		1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000		\$6,000												
	69	P100008 Seismic Review	Seismic Review	x	Review of facility systems seismic durability	Not Applicable	2016	0	3	2	There has been no known seismic reports to date.	Study	Not Applicable	No	No	No	No	No		1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000		\$6,000												

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Johnson Street Parkade



Photo 01



Photo 02

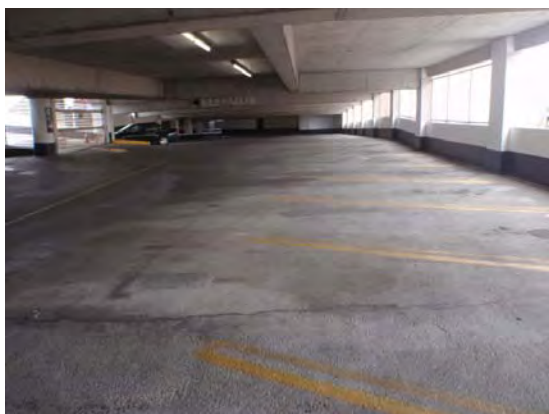


Photo 03



Photo 04



Photo 05



Photo 06

Johnson Street Parkade



Photo 07

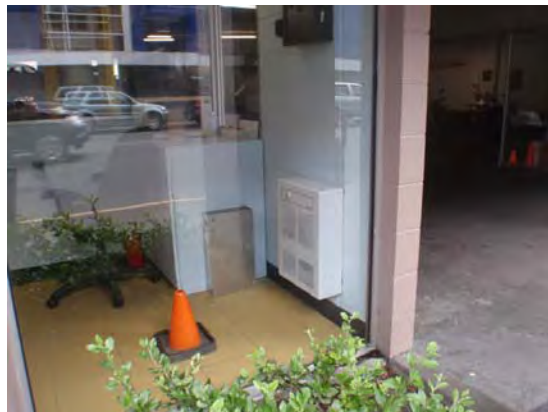


Photo 08

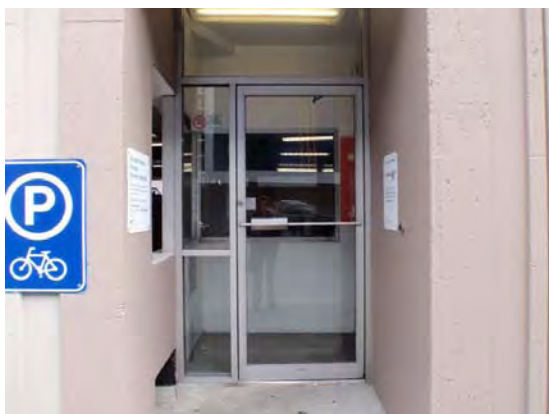


Photo 09

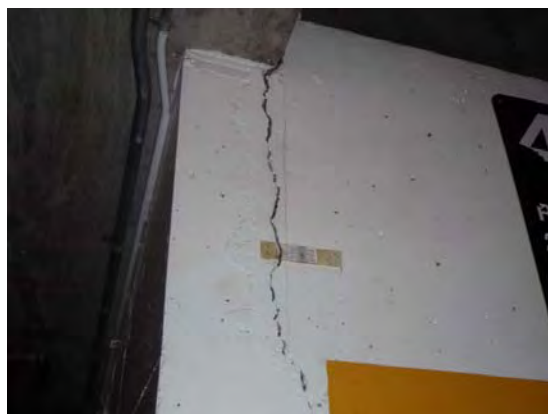


Photo 10

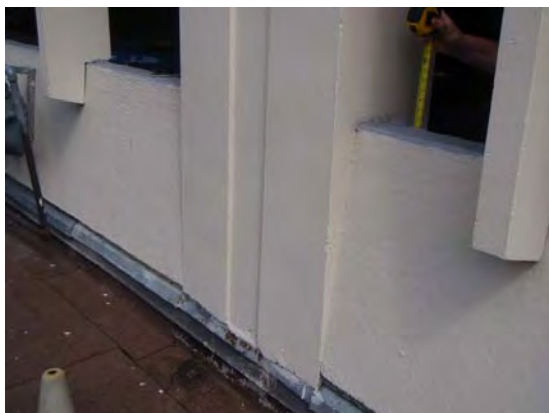


Photo 11



Photo 12

Johnson Street Parkade



Photo 13



Photo 14

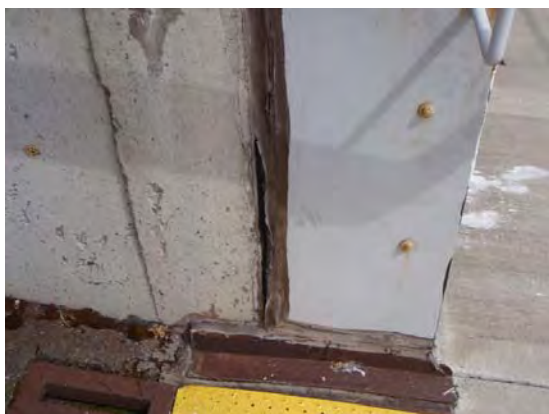


Photo 15



Photo 16

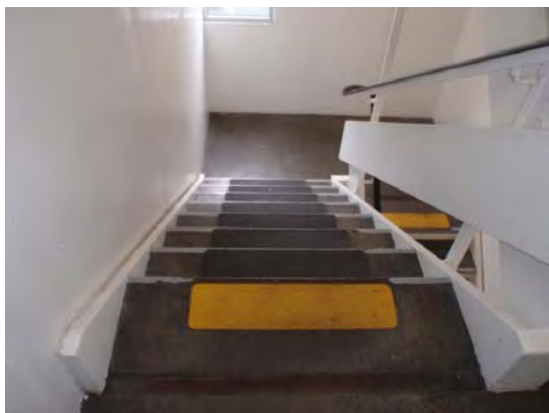


Photo 17



Photo 18

Johnson Street Parkade

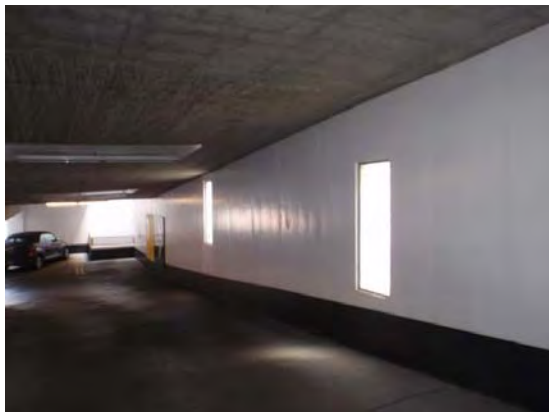


Photo 19



Photo 20



Photo 21



Photo 22

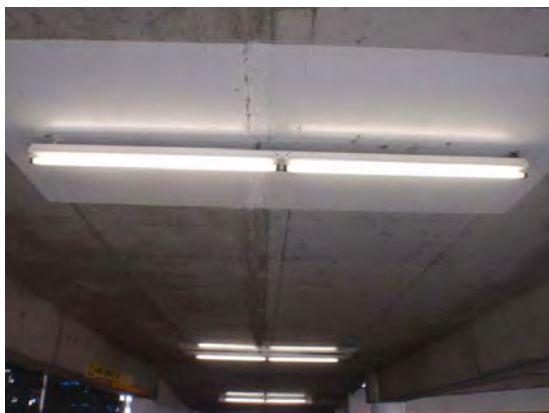


Photo 23



Photo 24

Johnson Street Parkade



Photo 25



Photo 26



Photo 27

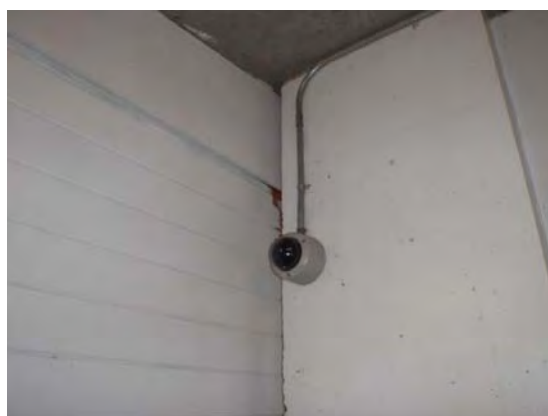


Photo 28

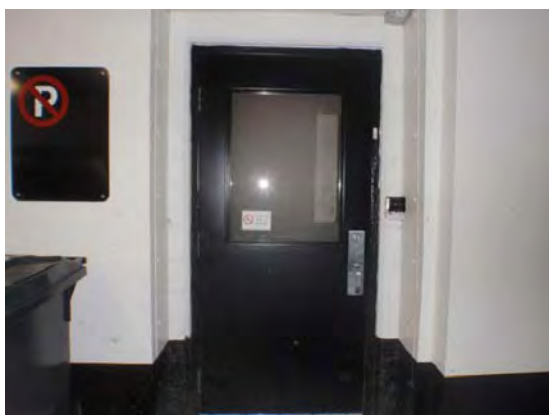


Photo 29

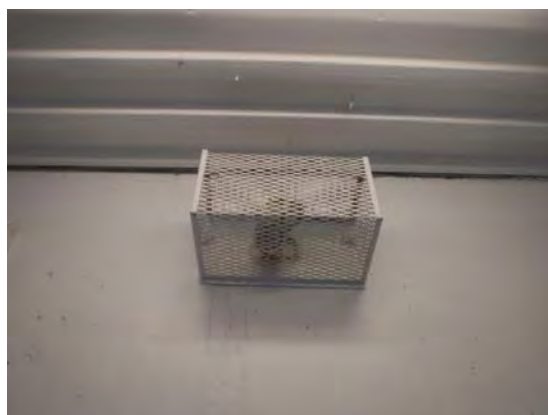


Photo 30

Johnson Street Parkade



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35

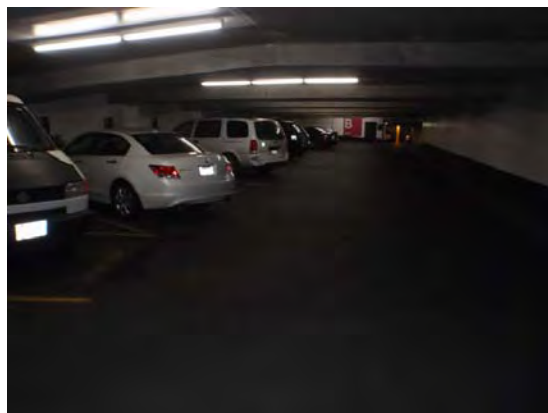


Photo 36

Johnson Street Parkade



Photo 37



Photo 38



Photo 39

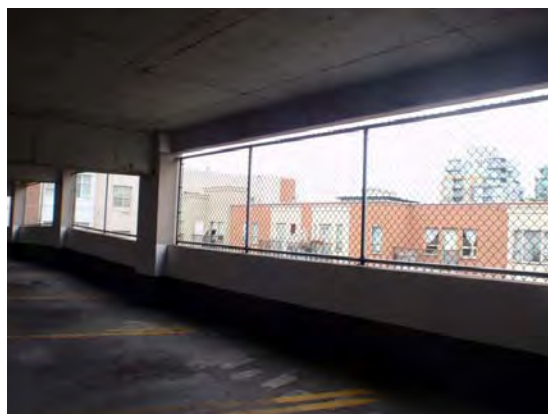


Photo 40



Photo 41

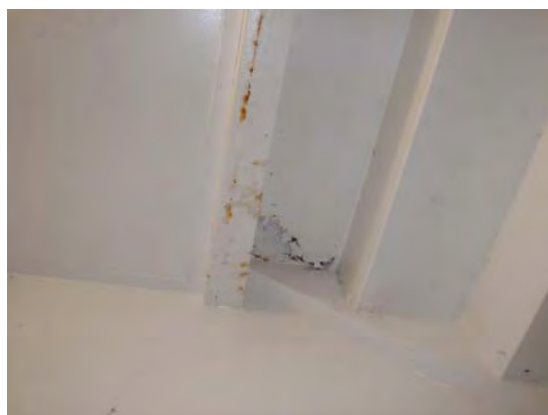


Photo 42

Johnson Street Parkade



Photo 43

Appendix A32

**Building 33 – View Street Parkade - 743
View Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
View Street parkade - 743 View Street, Victoria

PROPERTY DESCRIPTION

The View Street Parkade was constructed in 1962, consisting of a 6 floor open air parking structure with access stairs, elevator, and washroom. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2): 164,000
 Building Value: \$15,087,908
 Target FCI: 0.025
 Current FCI: 0.006

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1960
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes.
Access throughout building:	Yes.
Access to washrooms:	Yes - Traffic Hazards, non accessible doors.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	Lighting. Discretionary depending on operational priorities.
	An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
View Street parkade - 743 View Street, Victoria

We identified recommendations of approximately \$3,927,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B101003 Floor Decks and Slabs (Suspended Slabs) - Vehicular traffic coating.
- B101003 Floor Decks and Slabs (Suspended Slabs) - Localized concrete repairs.
- B102003 Roof Decks and Slabs - Traffic waterproof coating system.
- B2010 Exterior Walls Cast-In-Place - Repair of spalled concrete
- B2010 Exterior Walls Cast-In-Place - Repaint.
- B201011 Joint Sealant-Concrete Cracks
- B2010 Exterior Walls Cast-In-Place - Repaint.
- B201011 Joint Sealant- Expansion Joints-North and South Elevations
- B2030 Exterior Doors.
- C1 Stairwells - Repaint stairwell.
- D101002 Passenger Elevator Elevator BCID 6303, 6304 - Barrier Free Upgrades
- D101002 Passenger Elevator BCID 6303, 6304 - Full Modernization
- D101002 Passenger Elevator BCID 6303, 6304 - Cab Finishes
- D2040 Rain Water Drainage / G3030 Storm Sewer
- D502002 Parkade Lighting - Replace parkade ceiling fluorescent lamps with LED
- G201004 Pavement Marking
- G204001 Fencing and Gates - Replace chain link safety fences..

PROJECT TEAM

The visual reviews were completed on May 15 and 23, 2015 by Paula Knapp-Fisher and Byron McElgunn. We began with an site walk around on May 15 and a specific review of the locked area review on May 23. During our review of the building, we were given access via keys provided by the city. We were unable to access storage locations on the first floor due to no access keys.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- 2007 View Street Parkade Facility Assessment, prepared by VFA, dated 2007
- 2009 The City of Victoria Facilities Arch sheets 1-7, dated July 15, 2009
- 1970 Willis Cunliffe Engineering - S1 and S6 - Centennial Parkade, dated June 30, 1962
- 1970 Spratt Associates - E1 and E2 - View Street Parkade, dated July 1962
- A.B. Sanderson and Company Ltd., Drawing No. 1313 F, dated July 1970
- 1978 John A. DiCatri - Architects - M1 Ventilation

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
View Street Parkade - 743 View Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	43,000
2b - Exceeded Service Life	0	28,000	0	0	3,000	0	0	0	0	0
3 - Future Renewal	7,000	16,000	985,000	1,634,000	476,000	95,000	46,000	7,000	0	241,000
4a - Discretionary Renewal (Upgrade)	0	13,000	35,000	0	684,000	0	0	0	0	104,000
4b - Discretionary Renewal (Aesthetic)	0	19,000	0	0	13,000	0	0	0	0	0
Not Applicable	4,000	0	10,000	0	0	20,000	7,000	0	0	15,000
Total in 2015 dollars	11,000	76,000	1,030,000	1,634,000	1,176,000	115,000	53,000	7,000	0	403,000

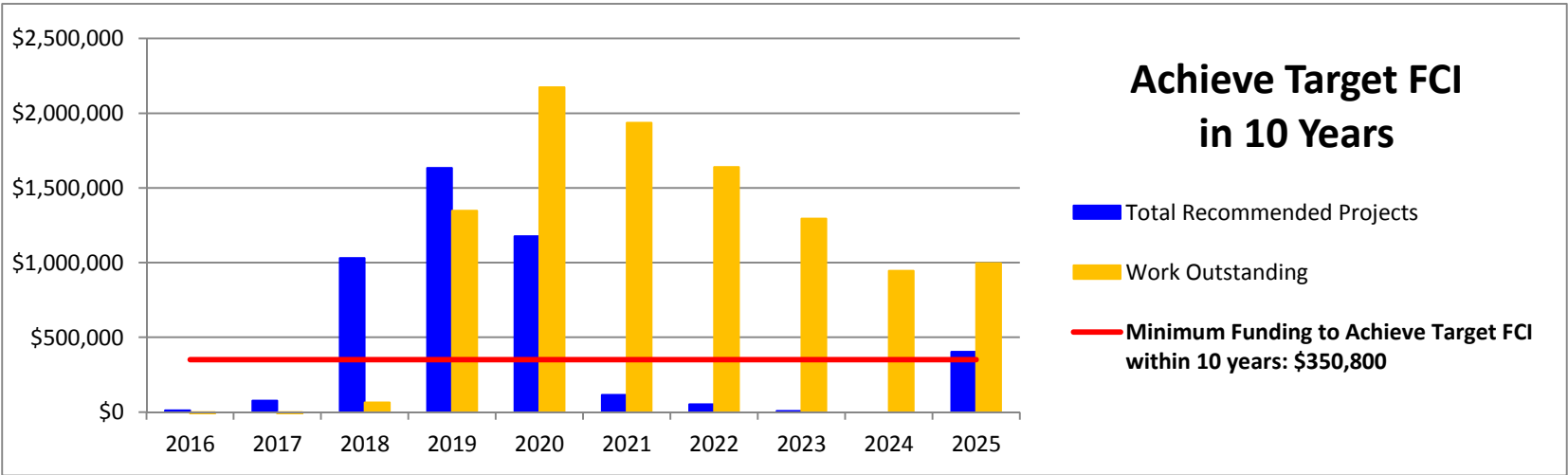
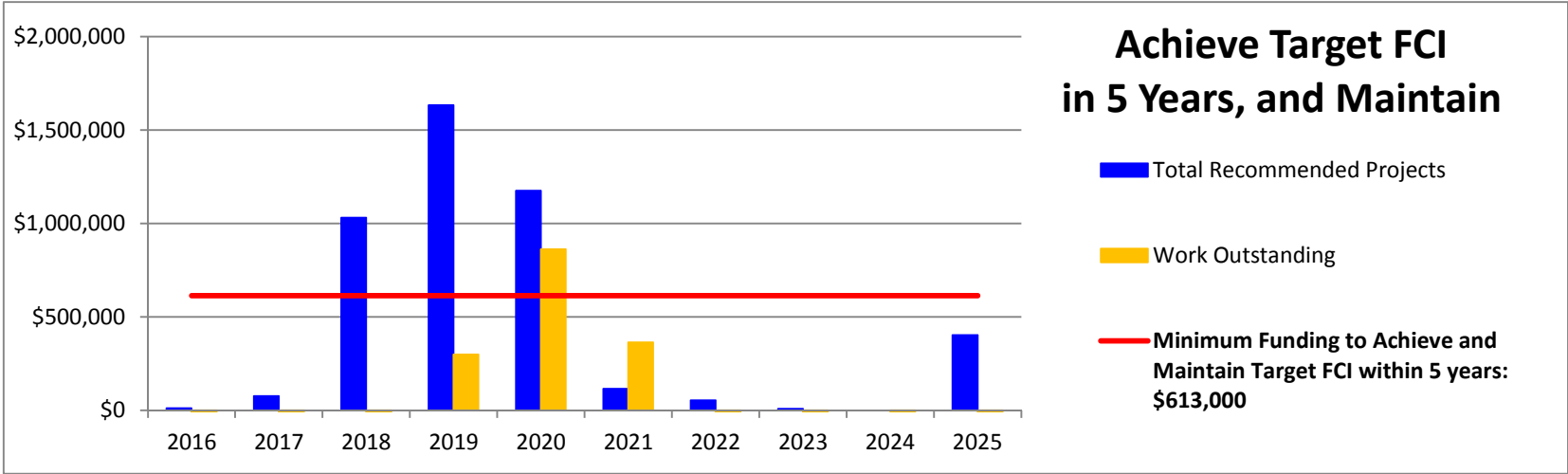
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$613,000

Work outstanding	-602,000	-1,139,000	-722,000	299,000	862,000	364,000	-196,000	-802,000	-1,415,000	-1,625,000
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Minimum Funding to Achieve Target FCI within 10 years: \$350,800

Work outstanding	-339,800	-614,600	64,600	1,347,800	2,173,000	1,937,200	1,639,400	1,295,600	944,800	997,000
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The City of Victoria
Facility Condition Assessment and Capital Plan
View Street Parkade - 743 View Street, Victoria



2016		The City of Victoria Facility Condition Assessment and Capital Plan View Street Parkade - 743 View Street, Victoria																																																						
BLDG	Row	COMPONENT			CONDITION ASSESSMENT					LIFECYCLE DATA				RECOMMENDATION				Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																	
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical life cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations	Below Grade Foundations - Repair	x	The foundations are reinforced concrete caissons at the perimeter of the building, center of the building and at ramps. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1962	54	100	10	The caisson foundations are expected to last the life of the building. A contingency for repairs provided here. No noted structural issues were seen during the review. This represents a contingency for repair on an as needed basis.	Contingency	Not Applicable	No	No	Yes	No	No	No	No	1	\$10,000	LS	\$10,000	15%	10%	15%	\$15,000											\$15,000																	
	3	A103006 Foundation Drainage - Study	Below Grade Drainage - Study	x	Perimeter drainage feeds the roof drain run off to the city system.	Not Reviewed	1962	54	10	0	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	Not Applicable	No	No	No	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000																												
	4	A103006 Foundation Drainage	Below Grade Drainage- Repair	x	Perimeter drainage is located under the first level and first floor level of the parkade, linking the rain water leaders and the catch basins to the city storm water system.	Not Reviewed	1962	54	10	10	Contingency for repair of the storm water system if required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	No	No	No	1	\$25,000	LS	\$25,000	0%	10%	15%	\$32,000											\$32,000																	
	5	SUBSTRUCTURE & PARKING GARAGE																																																						
	6	B101001 Structural Frame	Cast in Place Concrete - Repair	2	The structural framing of the parking garage consists of reinforced concrete slabs on reinforced concrete columns with capitals and drop panels. The bases of walls and columns are exposed to water and chlorides in parking areas. Repairs to major columns, slab bands and capitals were performed in 2012.	Good	2012	4	20	10	Complete localized concrete repairs to coincide with suspended slab repairs.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No	No	No	No	1	\$100,000	L.S.	\$100,000	15%	10%	15%	\$146,000											\$146,000																	
	7	B101003 Floor Decks & Slabs (Suspended Slab)	Waterproofing - Traffic Decks Levels 1 North to 5th Floor	3	The suspended slabs (1st floor -5th floor) are cast-in-place conventionally-reinforced concrete protected with a penetrating sealer. Previous repairs include extensive patching of the topside and soffits of the suspended slabs performed in 2012. Rout and sealing of cracks were also performed in an effort to prevent water ingress through larger cracks in the deck surface and prevent subsequent delaminating concrete. Extensive crazing of the concrete is still noted at the turn radius at each end of the parkade. An extent of rout and seal was also performed during the 2012 remediation.	Good	2012	4	10	4	Apply vehicular traffic coating to intermediate suspended slabs. In order to fully waterproof the suspended slabs, a full application of traffic coating is recommended.	Upgrade	3 - Future Renewal	Yes	Yes	Yes	No	No	No	No	74000	\$15	SF	\$1,110,000	15%	10%	15%	\$1,615,000												\$1,615,000																
	8	B101003 Floor Decks & Slabs (Suspended Slab)	Concrete Repair - Suspended Slabs- Levels 1 (North) - Level 5	4	The interior and exterior areas of this parkade were reviewed in 2012 for all delaminations on the top side and underside of the suspended slabs.	Good	2012	4	15	3	Complete localized concrete repairs as needed, to coincide with waterproofing replacement and installation	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No	No	No	No	6660	\$50	SF	\$333,000	15%	10%	15%	\$485,000			\$485,000																									
	9	B101003 Floor Decks & Slabs (Suspended Slab)	Waterproofing - Helix	5	The Helix has an epoxy base waterproof membrane installed in 2010. An extent of soffit repairs were also performed on this helix before the installation of the membrane.	Good	2010	6	20	12	Replace existing traffic membranes as required at the helix area. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No	No	No	No	14000	\$15	SF	\$210,000	15%	10%	15%	\$306,000																												
	10	B101003 Floor Decks & Slabs (Suspended Slab)	Concrete Condition - Suspended Slab/Soffits-Helix	6	The Helix has an epoxy base waterproof membrane installed in 2010. An extent of soffit repairs were also performed on this helix before the installation of the membrane.	Good	1962	54	20	10	Complete localized concrete repairs as needed, to coincide with waterproofing replacement and installation	Upgrade	2 - Restore Functionality	Yes	Yes	No	No	No	No	No	1960	\$15	SF	\$29,400	15%	10%	15%	\$43,000											\$43,000																	
	11	B102003 Roof Decks and Slabs	Waterproofing - Roof Deck Level 6	7	The roof deck of this parkade also underwent an application of two part urethane in 2010. Further repairs were performed in 2012 due to delaminations and below specification application of the original coating. Areas of patches are delaminating. The base coat is visible through the worn top coat at turn radii and drive aisles.	Fair	2010	6	20	3	Renew the traffic waterproof coating system to prevent water ingress into the parkade from the roof slab.	Upgrade	3 - Future Renewal	Yes	Yes	No	No	No	No	No	2200	\$15	SF	\$33,000	15%	10%	15%	\$49,000			\$49,000																									
	12	B102003 Roof Decks and Slabs	Concrete Repair - Level 6	8	The roof deck of this parkade is a typical cast in place reinforced concrete slab. This deck was remediated in 2010 when concrete delamination repairs were performed, and a new waterproofing membrane installed.	Good	2010	6	20	7	Perform concrete repair of the upper roof deck as required before renewing the current waterproof membrane as recommended.	Replacement	3 - Future Renewal	Yes	Yes	No	No	No	No	No	200	\$50	SF	\$10,000	15%	10%	15%	\$15,000							\$15,000																					
	13	B102003 Roof Decks and Slabs - Planters	Concrete Repair - Second Level Planters -North Elevation	9	This area was reviewed for a rough estimate of repairs during the major remediation to this structure in 2012. Areas of exposed steel and delaminated concrete area present at these unused planter areas. The nature of the structure allows for water retention at times of high rainfall.	Fair	1962	54	20	7	Perform concrete repair of the upper planter areas as required before installing any waterproofing membranes.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	No	No	No	60	\$50	SF	\$3,000	15%	10%	15%	\$5,000							\$5,000																					
	14	B2030 Exterior Doors	Steel Stairwell Access Doors	10	There are various steel doors to exit stairs and service rooms.	Good	1962	54	50	5	Contingency to replace doors as needed. This item could be phased out over multiple years.	Replacement	3 - Future Renewal	Yes	No	No	No	No	No	No	14	\$1,500	EA	\$21,000	15%	10%	15%	\$31,000							\$31,000																					
	15	C30 Interior Finishes	Paint Finishes - Concrete and Steel	11	The garage cast-in-place walls, CMU, localized soffits, columns, railings, window well frames and metal doors are finished with paint. The age of the paint finish at the interior and exterior of the parkade was spot renewed in 2010.	Good	2010	6	20	6	Repaint garage walls, soffits, columns and doors following major garage repairs. Repainting is not strictly a cosmetic concern, but is required to ensure optimum lighting levels for safety and security reasons.	Replacement	3 - Future Renewal	Yes	No	No	No	No	No	No	1	\$75,000	LS	\$75,000	0%	10%	15%	\$95,000							\$95,000																					
	16	ENVELOPE																																																						
	17	B2010 Exterior Walls - Cast-In-Place (CIP)	Exterior Walls - Cast In Place Concrete	12	Cast in place walls are present as pony walls on the north east, west and south elevations of this building. These walls were reviewed and repaired during the remediation of the parkade in 2012.	Good	2012	4	20	5	Localized repair of spalled concrete as found by survey or conditional assessment.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	No	No	No	2500	\$45	SF	\$112,500	15%	10%	15%	\$164,000																												
	18	B2010 Exterior Walls - Cast-In-Place (CIP)	Exterior Walls - Cast In Place Concrete- Painting	13	The paint work on the north exterior appears dated, however the paint finish itself appears sound. The darker colours applied to the exterior are slightly chalked due to UV exposure. The north elevation and the helix (interior walls and columns and exterior walls and columns) only is painted on the exterior. The south, east and west elevations are bare concrete.	Fair	1995	21	20	5	Repaint the parkade exterior walls and columns.	Replacement	3 - Future Renewal	Yes	Yes	No	No	No	No	No	1	\$50,000	LS	\$50,000	0%	10%	15%	\$64,000							\$64,000																					
	19	B2010 Walls - Concrete Masonry Units - (CMU)	Interior CMU	14	Partition walls within the parkade for service rooms are CMU.	Good	1962	54	30	10	Repoint and repair CMU as required.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	Yes	No	Yes	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000											\$7,000																	
	20	B2010 Exterior Walls - Exposed Aggregate	Exterior Exposed Aggregate Walls	15	The exterior walls of the commercial area on the first floor are an exposed aggregate finish. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Good	1962	54	30	10	Repair exposed aggregate as required.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	Yes	No	Yes	1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000											\$3,000																	
	21	B201008 Exterior Soffits	Suspended slab soffits floors 1-5	16	These soffits have been classified as exterior due to the extent of water exposure they receive from tracking of vehicle movement up and down the structure. Soffits were majorly sounded and repaired for concrete spalls in 2012.	Good	2012	4	25	3	A budget has been provided for completing localized repairs to soffits. This line item has been timed with repairs to the top side of the suspended slabs. Both decks and soffits should be repaired for concrete delaminations before the installation of the waterproof membranes.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	Yes	No	Yes	5180	\$50	SF	\$259,000	15%	10%	15%	\$377,000			\$377,000																									
	22	B201011 Joint Sealant	Expansion Joints-North and South Elevations	17	There are two expansion joints present per level. These expansion joints were revised and renewed as necessary in 2012.	Good	2012	4	10	3	Replace sealant between the control joints as required to prevent water movement between floors. This item should be reviewed and repaired before any installation of waterproofing membranes.	Replacement	3 - Future Renewal	No	Yes	Yes	Yes	No	No	No	1272	\$15	LF	\$19,080	0%	10%	15%	\$25,000			\$25,000																									
	23	B201011 Joint Sealant	Window Sealants	18	Perimeter sealant was observed at the exterior windows of the elevator lobby and the stairwell.	Good	2000	16	10	7	Replace sealant around windows when failed. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000							\$7,000																					
	24	B201011 Joint Sealant	Concrete Cracks	19	There are rout and sealed cracks, cold joints and perimeter sealants installed throughout the parkade as identified during rain events to be leaking. The majority of these sealants were installed or renewed during the 2012 remediation. An extent of cracks were not addressed during this event due to the extent of cracking present at suspended slabs.	Good	2012	4	10	5	Replace or install sealants as required. Rout and seal all major cracks and failed sealants before the application of any new membrane.	Replacement	3 - Future Renewal	No	Yes	Yes	No	No	No	No	1	\$35,000	LS	\$35,000	0%	10%	15%	\$45,000							\$45,000																					
	25	B202001 Windows	Aluminum Framed - Wire mesh Safety Windows - Replacement Stairwell and Stairwell Lobby	20	There are single glazed, aluminum framed, wire glass windows installed on the north elevation beside the elevator, in the stairwell and interior partition windows at the elevator lobby areas.	Good	2005	11	25	10	Replace the aluminum windows as required. The interior windows are expected to last the lifetime of the building.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	No	No	No	346	\$100	SF	\$34,600	15%	10%	15%	\$51,000											\$51,000																	
	26	B202001 Windows	Storefront Doors	21	The north elevation ground floor access to the first floor parkade from View Street and through to Fort Street are storefront doors. One storefront is also located on the 6th floor at the roof level.	Good	2005	11	25	15	Replace the aluminum storefront doors. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	No	No	No	5	\$2,500	LS	\$12,500	0%	10%	15%	\$16,000																												
	27	Roofs																																																						
	28	B301002 Roofing - Low Sloped Membrane System SBS	Stair and Elevator Roof -North Elevation 6th Floor	x	This roof was unable to be reviewed during the site access. This system is assumed to be a 2-ply system of unknown condition.	Not Reviewed	1980	36	25	2	Replace roofing system including flashings, sealants, etc. as required (including eyebrow canopies).	Replacement	3 - Future Renewal	No	No	No	No	No	No	No	500	\$12	SF	\$6,000	15%	10%	15%	\$9,000			\$9,000																									
	29	B301002 Roofing - Low Sloped Membrane System SBS	SBS Water Proofing - Second Level Planters - North Elevation	x	This area was reviewed for a rough estimate of repairs during the major remediation to this structure in 2012. Areas of exposed steel and delaminated concrete area present at these unused planter areas. The nature of the structure allows for water retention at times of high rainfall.	Not Applicable	1962	54	20	7	Perform concrete repair of the upper planter areas as required before installing any waterproofing membranes. This provides for the installation of an SBS system.	Upgrade	Not Applicable	Yes	Yes	No	No	No	No	No	400	\$12	SF	\$4,800	15%	10%	15%	\$7,000							\$7,000																					
	30	B3010 Roof Coverings - Built-Up	Built Up Roof Utilities - Helix Roof	22	The helix roof at the first floor has a conventional built-up asphalt roof membrane with embedded pea gravel, and prefinished metal flashings. No leaks were reported or observed.	Fair	1962	54	25	2	Replace the roof at the end of its lifespan.	Replacement	2b - Exceeded Service Life	No	Yes	No	No	No	No	No																																				

2016

The City of Victoria

Facility Condition Assessment and Capital Plan

View Street Parkade - 743 View Street, Victoria

BLDG	Row	COMPONENT			CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION					OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10				
		ID	Location / Type	Photo	Description & History	Condition	Year of Last Major Action	Age in 2016	Typical life cycle or Action interval	Est. Time Remaining to End of Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025							
																										\$11,000	\$76,000	\$1,030,000	\$1,634,000	\$1,176,000	\$115,000	\$53,000	\$7,000	\$0	\$403,000							
	44	D2040 Rain Water Drainage / G3030 Storm Sewer	Storm water Drainage	32	Storm sewer outflow from the site is accepted by 6" and 4" cast iron piping that services in floor drains and grates located at various areas in the parkade. The pipes were able to be visually reviewed in some areas.	Good	1962	54	35	5	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000					\$19,000												
	45	G103003 Water & Sewer	Sanitary and Storm water Flush	x	The capacity of in floor drains could potentially be reduced by sediments and oil deposits on the interior of the piping system. The last date of a sanitary flush is not known.	Not Reviewed	1962	54	20	0	Flush out sanitary and storm water main lines and catchments. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Contingency	Not Applicable	No	Yes	Yes	No	1	\$3,000	EA	\$3,000	0%	10%	15%	\$4,000	\$4,000																
	46	ELECTRICAL SYSTEMS																																								
	47	D102002 Hot Water Boiler, DHW	Domestic hot water	33	One Bradford White Electric heater for domestic hot water, located in the washrooms.	Good	2014	2	25	10	Replace tank at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	EA	\$1,000	0%	10%	0%	\$2,000																	
	48	D105002 Unit Heaters	Replacement	34	Electrical heaters are present in the attendants booth and in the washrooms, the lobby and the administrative room.	Good	1980	36	25	8	Replace unit heaters as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	4	\$200	EA	\$800	0%	10%	0%	\$1,000																	
	49	D106005 Gas Purging Systems	CO Gas Detectors	35	Gas detectors noted at the first and basement levels.	Good	2010	6	12	3	Replace detectors at end of lifespan. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000				\$3,000													
	50	D401003 Main Switchgear	IR Scanning	x	IR Scanning was last performed in 2014.	Not Applicable	2015	1	5	3	Conduct infra-red (IR) scan on major switchgear. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	Not Applicable	No	No	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000				\$4,000													
	51	D501003 Main & Secondary Switchgear	Main & Secondary Switchgear - Replacement	x	Electrical service is from an underground 8C hydro feeder. The main switchboard is rated 400A,120/208V, and is supplied through a C/T cabinet.	Good	1962	54	25	11	Replace distribution switchboard. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$160,000	LS	\$160,000	15%	10%	15%	\$233,000																	
	52	D501005 Distribution Panels	Distribution Panels - Replacement	36	There are intermediate distribution panels rated 120A/208Volt, and 3 rated 120A/240Volt.	Good	1962	54	25	10	Replace house panels at end of service life or as required as shown through thermo graphic scan.	Replacement	3 - Future Renewal	No	No	No	No	6	\$1,000	EA	\$6,000	15%	10%	15%	\$9,000											\$9,000						
	53	D502002 Parkade Lighting	LED Upgrade - Main Parkade Lights - Fluorescent	37	Fluorescent lighting is the main source of light throughout the parkade. There are a combination of original and replaced ballasts. New low mercury ballasts are installed in the stairwell and lobby.	Good	1962	54	23	5	Replace parkade ceiling fluorescent lamps with LED.	Upgrade	3 - Future Renewal	Yes	No	No	No	320	\$250	EA	\$80,000	0%	10%	15%	\$102,000					\$102,000												
	54	D502002 Parkade Lighting	LED Upgrade - Main Parkade Lights - Fluorescent	38	Ceiling mounted upgraded ballasts in the lobby and in the stairwell.	Good	2012	4	23	5	Replace parkade ceiling fluorescent lamps with LED.	Upgrade	3 - Future Renewal	Yes	No	No	No	20	\$250	EA	\$5,000	0%	10%	15%	\$7,000					\$7,000												
	55	D502002 Lighting Equipment - Exterior	Ceiling Lights - Helix	39	Ceiling lights installed on the ceiling of the helix. These are relatively new helixs.	Good	2014	2	25	12	Replace at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	18	\$150	EA	\$2,700	0%	10%	15%	\$4,000																	
	56	D502002 Lighting Equipment - Exterior	Illuminated Signs - Replacement	40	Front entrance 'Park' and 'No Entry' sign at the front of the building, located on first floor entrance, and street signs on the interior parkade.	Good	2000	16	18	5	Replace unit sign lighting at the end of service life. Estimated overall timeframe for energy efficiency upgrade.	Replacement	3 - Future Renewal	No	No	No	No	4	\$1,000	EA	\$4,000	0%	10%	15%	\$6,000					\$6,000												
	57	D503008 Access Control/Entry System	Business Entries - Replacement	x	Proximity card readers throughout the facility with electric door locks.	Good	2013	3	15	5	Upgrade access control system at main entrances to businesses adjoining the parkade.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	EA	\$5,000	0%	10%	15%	\$7,000					\$7,000												
	58	D503008 Communications Systems	Phone, Internet, Cable TV - Replacement	41	Telephone and internet main cabling and termination boxes located in server room, parkade level.	Good	1980	36	30	15	Replace phone and internet cable infrastructure at end of useful service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000																	
	59	D502002 Lighting Equipment	Pole Lights - Replacement	42	Pole lights are present at the roof deck level of the parkade. The poles and lights appear to be original. Bolt covers of the lights at the base of the pole are missing - some bolts appear rusted. The paint finish on the light standards have chipped due to UV exposure.	Fair	1962	54	20	5	Replace or upgrade pole lights with new LED fixtures at end of service life. Estimated overall timeframe for energy efficiency upgrade.	Replacement	3 - Future Renewal	Yes	No	No	Yes	4	\$2,175	EA	\$8,700	0%	10%	15%	\$12,000					\$12,000												
	60	D509099 Other Special Systems and Devices	Electrical Charger Stations - Replacement	43	Level 2 AC charger is present at the first floor entrance ramp.	Good	2014	2	20	12	Replace or upgrade the electrical chargers on site as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$5,000	EA	\$10,000	0%	10%	15%	\$13,000																	
	61	FIRE AND LIFE SAFETY SYSTEMS																																								
	62	D401002 Sprinkler Water Supply and Piping	Wet Standpipe and Jockey Pump - Replacement	44	A charged standing pipe is located at the north elevation of the parkade (at the stairwell). A jockey pump will be associated with this system. Rusted piping was noted during the review.	Good	1962	54		45	2	Replace jockey pump and overhaul charged standing pipes as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$000	LS	\$5,000	0%	10%	15%	\$7,000					\$7,000											
	63	D509002 Emergency Exit Signs	Emergency Signs - Replacement	45	Emergency exit signs are present at each floor on the stairwell exits.	Good	1962	54	25	5	Replace emergency lights with LED-type. Estimated overall timeframe for energy efficiency upgrade.	Upgrade	3 - Future Renewal	Yes	No	No	Yes	17	\$150	EA	\$2,550	0%	10%	15%	\$4,000					\$4,000												
	64	D509002 Emergency Lighting	Emergency Lighting - Replacement	46	Emergency lighting are installed throughout the stairwell areas.	Good	1962	54	25	5	Replace emergency lights with LED-type. Estimated overall timeframe for energy efficiency upgrade.	Upgrade	3 - Future Renewal	Yes	No	No	Yes	17	\$150	EA	\$2,550	0%	10%	15%	\$4,000					\$4,000												
	65	ELEVATORS																																								
	66	D101002 Passenger Elevator	Elevator BCD 6303, 6304 - Code Changes and Vandalism	x	Code requirements have become more onerous over the past decade and the interval between code changes has decreased. We recommend budgeting funds to repair vandalism - principally damage to exposed finishes and fixtures. No precise figure can be assigned since much depends on the location and environment.	Not Applicable	1986	30	5	5	We recommend budgeting funds at five year intervals to address code changes and to repair vandalism	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2	\$5,000	EA	\$10,000	0%	10%	15%	\$13,000					\$13,000												
	67	D101002 Passenger Elevator	Elevator BCD 6303, 6304 - Addition of Hall Door Retainers	x	The elevator hall doors are not provided with safety retainers. These safety devices are now required by code for new installations and prevent the hall doors from being pushed off the tracks and into the hoistway. While it is currently not mandatory to install hall door retainers on the elevator, some jurisdictions have made it mandatory to provide safety retainers on installations with particular door types. Whether mandated or not it is our opinion that the hall door retainers are a desirable safety measure.	Fair	1986	30	0	2	We recommend budgeting to perform this work within the next one to two years. The cost for this would be negligible if performed in conjunction with a major control modernization.	New	4a - Discretionary Renewal (Upgrade)	No	No	No	No	2	\$5,000	EA	\$10,000	0%	10%	15%	\$13,000				\$13,000													
	68	D101002 Passenger Elevator	Elevator BCD 6303, 6304 - Barrier Free Upgrades	x	The elevating equipment does not meet barrier-free access requirements, as listed in the Safety Code for Elevators (B44 Appendix E). It should be noted that it is not currently mandatory to modify existing buildings to comply with barrier-free access requirements, although in some provincial jurisdictions the building codes have incorporated this requirement for new buildings. It is also probable that this requirement will be enforced for new buildings in other jurisdictions throughout Canada.	Not Applicable	1986	30	0	3	It would be desirable that the modernization take place within the next two years. The base scope of work would include replacement of the present controller with a microprocessor-based controller, replacement of the drive system with a solid state drive, future replacement and refurbishment or replacement of the geared machine, motor and door operating equipment.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	No	No	No	2	\$12,000	EA	\$24,000	0%	10%	15%	\$31,000					\$31,000												
	69	D101002 Passenger Elevator	Elevator BCD 6303, 6304 - Major Control Modernization	x	The typical elevator "full maintenance" contract covers the replacement of major components in addition to the labour and materials necessary for ongoing repairs, adjustment and preventive maintenance work. Despite this, over time some components will require modernization. Certain elevator components may soon no longer be readily available. This will require that the maintenance contractor make arrangements to purchase parts from an external supplier or have parts manufactured and repaired locally. Although this is not the owner's direct concern, it will result in some delays and difficulties in implementing a proper maintenance program. Additionally, service personnel capable of performing the numerous adjustments necessary to keep the equipment operating will become increasingly difficult to find as newer equipment designs become more predominant.	Fair	1986	30	0	5	Given the quality of the equipment and the decreased reliability likely to be provided by the system due to its type and vintage, we estimate that a major modernization will be required within the next five years. The base scope of work would include replacement of the present controller with a microprocessor-based controller, replacement of the drive system with a solid state drive (such as SCR drive), future replacement and refurbishment or replacement of the geared machine, motor and door operating equipment.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	No	No	Yes	No	2	\$200,000	EA	\$400,000	15%	10%	15%	\$582,000					\$582,000											
	70	D101002 Passenger Elevator	Elevator BCD 6303, 6304 - New Cab Finishes	x	The existing cab finishes are dated and show signs of wear. The cost to upgrade the cab finishes could range from \$15,000 to \$25,000, depending on the finishes selected.	Fair	1986	30	0	5	We recommend using a figure of \$20,000 per elevator. We suggest the cab upgrades be performed in the next three to five years. The cost could be reduced if performed in conjunction with a major control modernization.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	2	\$20,000	EA	\$40,000	0%	10%	15%	\$51,000					\$51,000												
	71	D101002 Passenger Elevator	Elevator BCD 6303, 6304 - Car Top Railings	x	There has been a drive to provide top of car safety following an accident on a Toronto site. This will likely result in regulations requiring the installation of car top railings.	Not Applicable	1986	30	0	5	There is no way of predicting when these regulations will be developed and applied but it is prudent to budget for the installation of these railings. A budget figure of \$4,000 per elevator is appropriate. It should be noted that if the ultimate design requirements include provision for ancillary devices such as collapsible railings and electrical interlocks this cost figure could be exceeded.	New	4a - Discretionary Renewal (Upgrade)	No	No	No	No	2	\$5,000	EA	\$10,000	0%	10%	15%	\$13,000					\$13,000												
	72	D101002 Passenger Elevator	D101002 Passenger Elevator BCD 6303, 6304 - Cab Finishes	x	There is a trend across Canada towards providing greater safety for workers on elevator equipment. The statutory requirements are as yet not well defined although the respective authorities often have a wide degree of latitude in the application of existing requirements to provide safe working environments. It is expected that the requirements applicable to elevating devices might include machine room equipment guarding such as the protection of drive sheaves, machine brakes, commutators, selectors, governors and high voltage connections. We would expect that this work would be carried out by qualified, licensed elevator contractors.	Not Applicable	1986	30	0	5	While we cannot determine the timing or extent of future regulations or changes in enforcement of existing regulations, we do recommend budgeting for the provision of elevator machine room equipment guarding. The cost for this could be reduced if performed in conjunction with a major control modernization.	New	4a - Discretionary Renewal (Upgrade)	No	No	No	No	2	\$15,000	EA	\$30,000	0%	10%	15%	\$38,000					\$38,000												
	73	PARKING CONTROL																																								
	74	E103001 Parking Control Equipment	Cashier Booth - Replacement	47	The cashier booth is present on the second level on the north side of the building exit.	Fair	1962	54		50	10	Complete replacement of the existing booth.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	Yes	No	2	\$16,800	LS	\$33,600	0%	10%	15%	\$43,000											\$43,000					
	75	E103001 Parking Control Equipment	Collector Station - Replacement	48	One collector station is present in this parkade at the elevator lobby.	Good	2014	2	25	12	Replace ticket collection machines as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$165,000	LS	\$165,000	0%	10%	15%	\$209,000																	
	76	E103001 Parking Control Equipment	Ticket Splitter - Date and Time Stamp - Replacement	49	One ticket splitter is present in this parkade at the front entry.	Good	1990	26	25	12	Replace ticket splitter machines as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$28,000	EA	\$28,000	0%	10%	15%	\$36,000																	
	77	E103001 Parking Control Equipment	Fee Computer - Replacement	x	Two fee computers present in each ticket booth at the front exit.	Good	2001	15	25	10	Fee computer at control booth.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$21,000	EA	\$42,000	0%	10%	15%	\$54,000											\$54,000						
	78	G201003 Paved Surfaces	Concrete Slab on Grade - Repair	50	The basement and the second level south are slab on grade.	Good	1980	36	35	3	Contingency for repair of spalled concrete as necessary where it presents a safety issue. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	No	No	Yes	No	1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000				\$4,000													
	79	G201004 Pavement Marking	Pavement Marking -Replacement	51	Pavement marking indicate parking stalls, drive aisles, curbs and traffic flow.	Good	2012	4	30	4	Remeasure and paint parking and drive-aisle markings after the application of waterproofing membranes.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000				\$19,000													
	80	G204001 Fencing and Gates	Metal Railings - North elevation and throughout areas of the Parkade.	52	Metal railings are attached between columns on the north, south, east and west elevations. Railings are present at the central area between floor changes and the helix as a safety measure.	Fair	1962	54	25	15	Budget for replacement of at end of service life. Repainting and repairs assumed to be a maintenance item. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	Yes	2145	\$42	LF	\$90,090	0%	10%	15%	\$114,000																	
	81	G204001 Fencing and Gates	Metal Railings - Safety Railing - Stairs	53	Metal railings at stairs accessing all floors and the stairs between the roof decks, and the elevator room access from the roof deck.	Good	1962	54	25	15	Budget for replacement of at end of service life. Repainting and repairs assumed to be a maintenance item. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	Yes	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000																	
	82	G204001 Fencing and Gates	Wood Feature Light Wells - Basement Level - Replacement	56	Wood partitions exist at the basement feature wall on the entrance level on the View Street side. These wooden light wells are essentially 2x6" studs, top plate and bottom plate.	Good	1962	54	15	5	Repaint/replace outdoor wood structures.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000					\$4,000												
	83	G204001 Fencing and Gates	Chain Link - Galvanized - Replacement	55	Chain link fencing is present to enclose many areas of the parkade and to provide a safety barrier on the south, east and west sides of the building on all levels, including the roof deck. Some areas of bent framework of the galvanized gates were noted during the review, however an extent of these have been repaired by the city.	Good	2012	4	35	3	Replace chain link safety fences at the end of service life. This full replacement cost would be fully used as some repairs and replacements of the chain-link has been performed over the last three years.	Replacement	3 - Future Renewal	Yes	No	No	No	1200	\$30	LF	\$36,000	0%	10%	1																		

2016		The City of Victoria Facility Condition Assessment and Capital Plan View Street Parkade - 743 View Street, Victoria																																	
BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION					OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to Next Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
	85	G204099 Other Site Improvements	Bike Storage - Replacement	57	Bike storage racks on the first floor and on the first floor areas of the parkade.	Good	2014	2	25	11	Contingency for replacing bike racks. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	24	\$300	LS	\$7,200	0%	10%	15%	\$10,000	\$11,000	\$76,000	\$1,030,000	\$1,634,000	\$1,176,000	\$115,000	\$53,000	\$7,000	\$0	\$403,000
	86	G205099 Other Walks, Steps and Terraces	Stair Between Levels -Repair	58	Concrete stairs provides access between levels, and access to the upper roof deck. Nosing and tread replacement and concrete repairs were undertaken in 2012 during the concrete repairs to this parkade.	Good	2012	4	25	12	Replace nosing's and perform repairs on stairs as required. Nosing and tread replacement and repairs were undertaken in 2012 during the concrete repairs to this parkade. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	yes	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000										
	87	Civil Mech. - Utilities																																	
	88	G301002 Potable Water Distribution	Back Flow Preventer - Installation	x	Back flow preventers are required by CRD and require yearly testing. No backflow preventer was observed on site.	Not Reviewed	1962	54	25	0	Install a back flow preventer at the water entry point.	Replacement	3 - Future Renewal	Yes	Yes	No	No	1	\$5,500	LS	\$5,500	0%	10%	15%	\$7,000	\$7,000									
	89	PROFESSIONAL SERVICES																																	
	90	P100001 Building Envelope Survey	Building Envelope Survey	x	A full building envelope survey was performed in 2005 by Levelton. This report led to the eventual roll out of repairs in 2011.	Not Applicable	2005	11	7	6	Complete building envelope survey from suspended access.	Study	Not Applicable	No	Yes	Yes	Yes	1	\$17,000	LS	\$17,000	0%		15%	\$20,000					\$20,000					
	91	P100008 Seismic Review	Seismic Review	x	Review of facility systems seismic durability	Not Applicable	2016	0	3	2	There has been no seismic reports to date.	Study	Not Applicable	No	No	No	No	1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000			\$6,000							

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

View Street Parkade



Photo 01



Photo 02



Photo 03

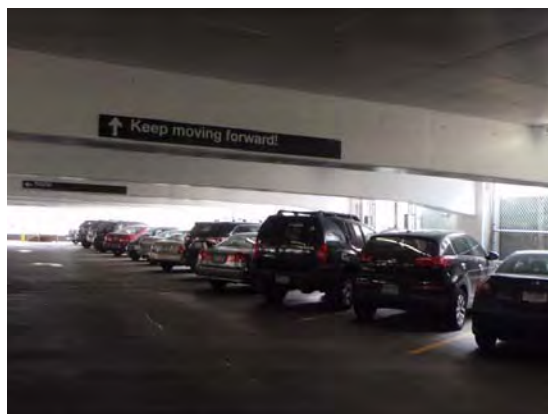


Photo 04



Photo 05



Photo 06

View Street Parkade



Photo 07

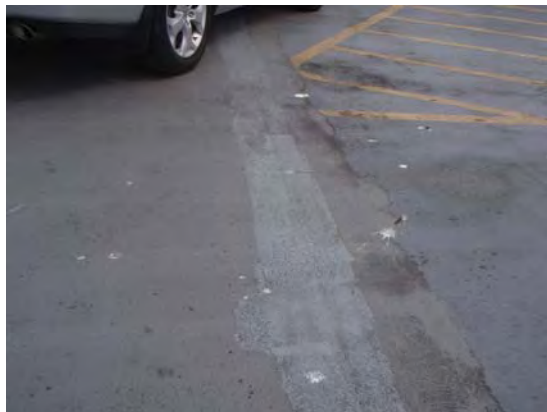


Photo 08



Photo 09



Photo 10

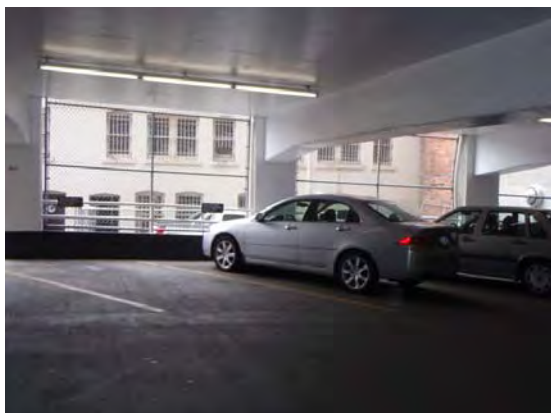


Photo 11



Photo 12

View Street Parkade



Photo 13

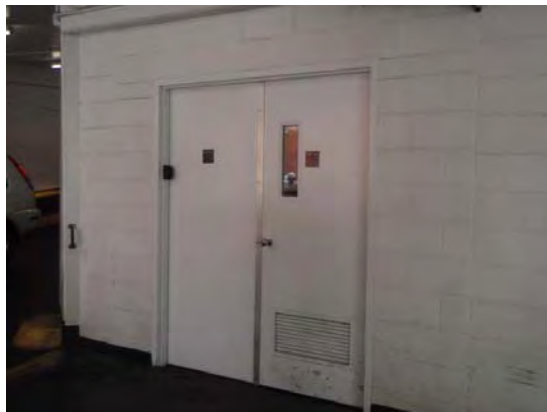


Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

View Street Parkade



Photo 19



Photo 20



Photo 21

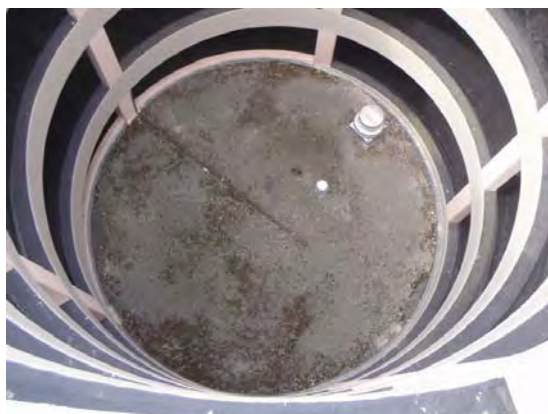


Photo 22



Photo 23



Photo 24

View Street Parkade



Photo 25

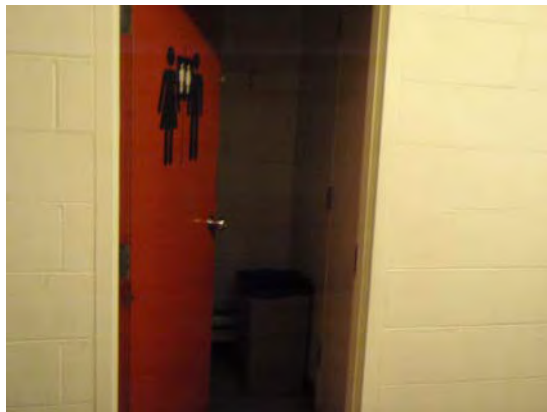


Photo 26

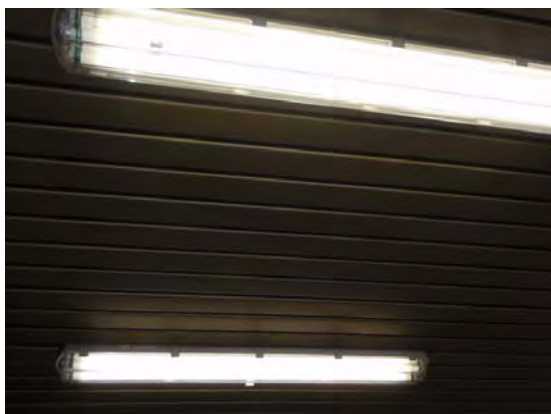


Photo 27

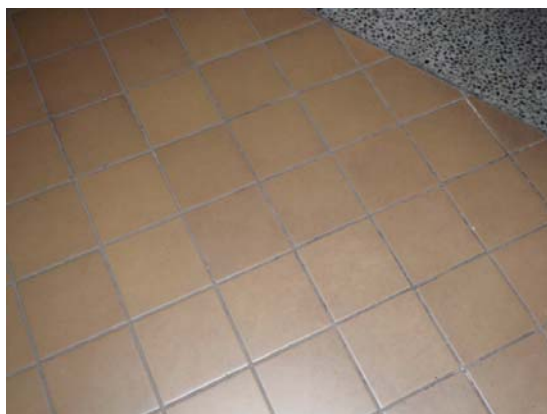


Photo 28



Photo 29



Photo 30

View Street Parkade



Photo 31

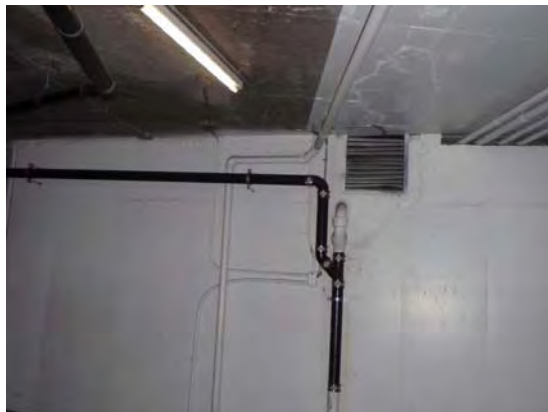


Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

View Street Parkade



Photo 37



Photo 38



Photo 39

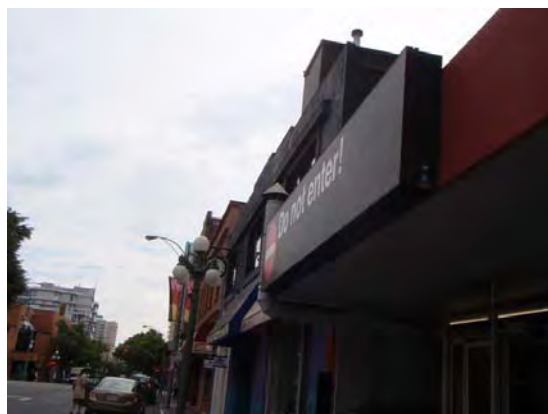


Photo 40



Photo 41

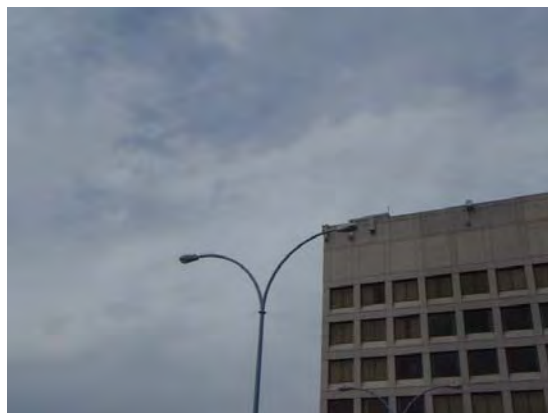


Photo 42

View Street Parkade



Photo 43



Photo 44



Photo 45



Photo 46

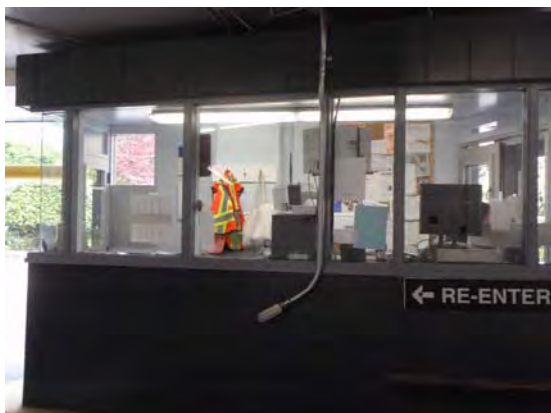


Photo 47



Photo 48

View Street Parkade



Photo 49



Photo 50

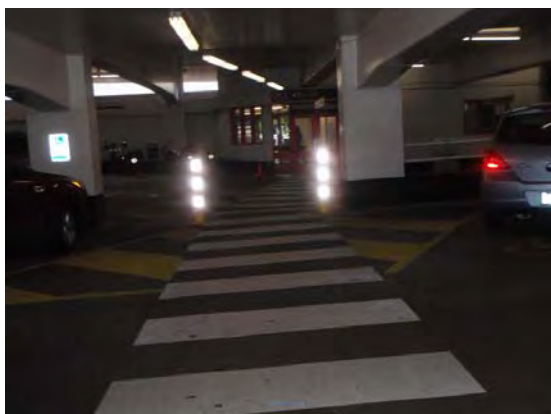


Photo 51



Photo 52



Photo 53



Photo 54

View Street Parkade



Photo 55



Photo 56



Photo 57



Photo 58

Appendix A33

Building 34 – Beacon Hill Aviary Info
Kiosk, 500 Douglas Street, Victoria, BC

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Aviary/Info Kiosk, 500 Douglas Street, Victoria

PROPERTY DESCRIPTION

The Aviary Kiosk was built in 1988 and underwent a major renovation in 2010. This wood framed building is clad in lapped wood siding with a number of display signs mounted over the wood cladding. The sloped roof is protect with cedar shingles. Exposed wood columns and braces support the building canopy.

PROPERTY STATISTICS

Gross Floor Area (ft2):	215
Building Value:	\$58,050
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	Based on information provided we assume that seismic upgrades were conducted during renovation
Recommendations:	Conduct seismic review if seismic upgrades not conducted as part of renovation

Building Code Review

Built under what code:	BCBC 1980, Renovations BCBC 2006
Deficiencies observed:	None
Recommendations:	None

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	N/A
Recommendations (and cost estimate):	None

Energy Efficiency

Upgrade recommendations:	N/A
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We identified no major capital recommendations over the next five years.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Aviary/Info Kiosk, 500 Douglas Street, Victoria

PROJECT TEAM

The visual reviews were completed on June 22, 2015 by Scott Williams. During our review of the building, we were accompanied by Mike Israel who provided access to a sampling of representative areas of the facility, as requested. We were unable to access the inside of the kiosk.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report - Beacon Hill Park (Aviary) - 2010 Inspection
- Drawing 0059 Beacon Hill Park Aviary created by The City of Victoria dated 2012-06-13

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Aviary/Info Kiosk, 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	0	0	10,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	0	0	0	0	0	0	0	0	10,000

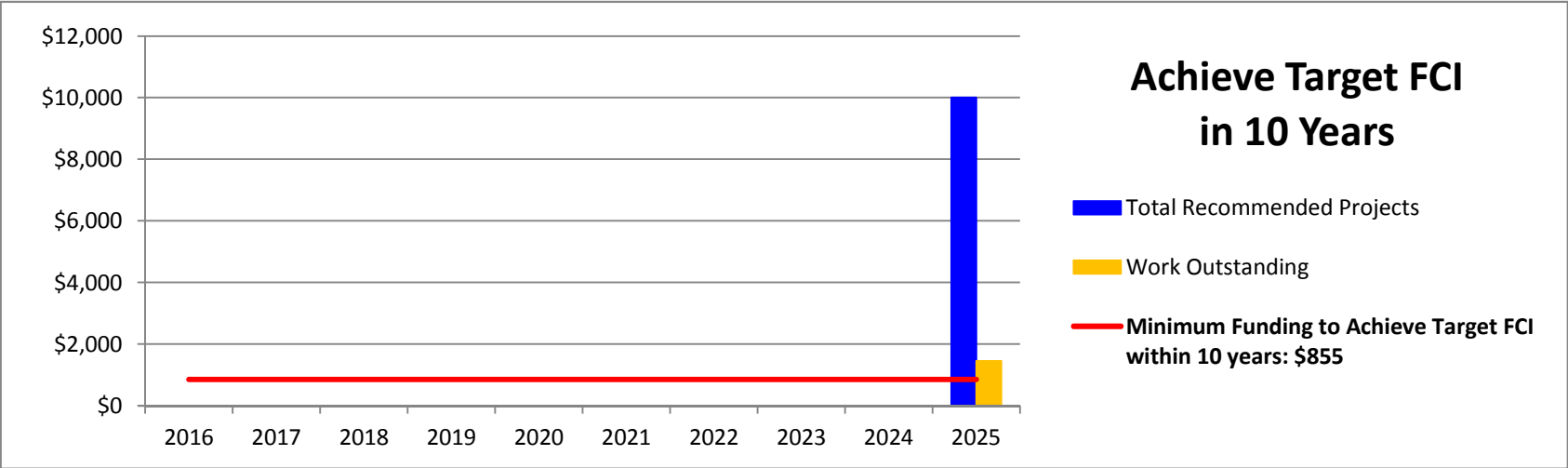
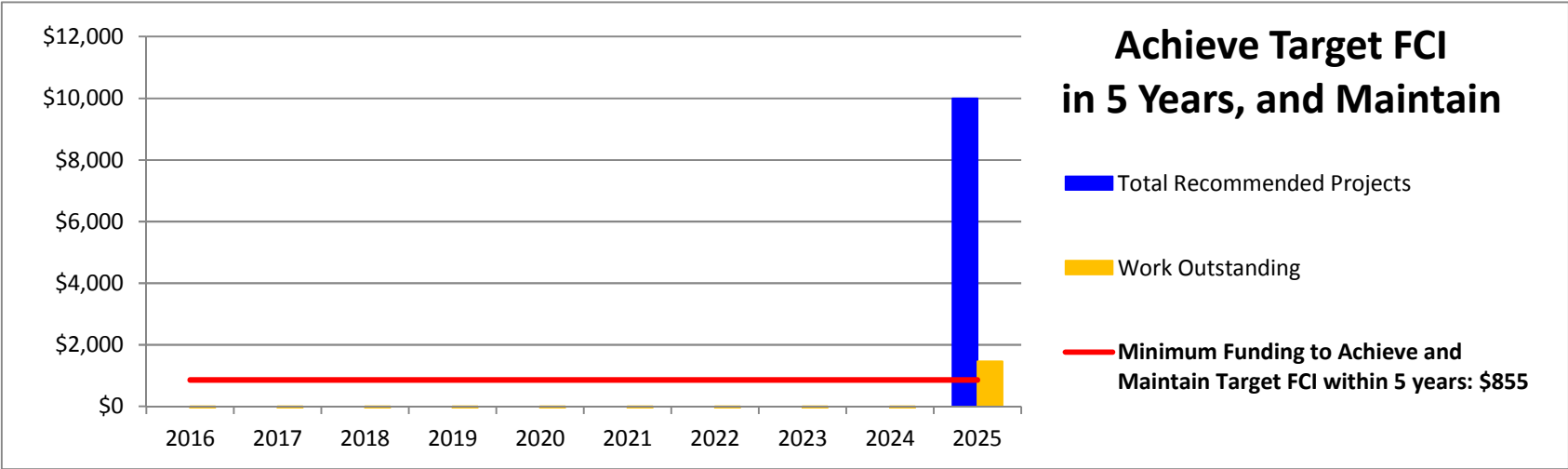
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$855

Work outstanding	-855	-1,710	-2,565	-3,420	-4,274	-5,129	-5,984	-6,839	-7,694	1,451
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Minimum Funding to Achieve Target FCI within 10 years: \$855

Work outstanding	-855	-1,710	-2,565	-3,420	-4,274	-5,129	-5,984	-6,839	-7,694	1,451
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Aviary/Info Kiosk, 500 Douglas Street, Victoria



2016		The City of Victoria Facility Condition Assessment and Capital Plan Beacon Hill Aviary/Info Kiosk, 500 Douglas Street, Victoria																																																						
BLDG	Row	COMPONENT			CONDITION ASSESSMENT					LIFECYCLE DATA				RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations		x	The foundations are cast-in-place concrete. No major settlement or heaving was reported. Foundation walls are not visible from the exterior of the building.	Not Reviewed	1900	116	100	50	No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	No	No	Yes	No				\$0	0%	0%	15%																																
	3	A1030 Slab on Grade		x	The floor is concrete slab-on-grade. Evidence of major settlement or heaving was not reported.	Not Reviewed	2010	6	15	10	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000										\$3,000																					
	4	SUPERSTRUCTURE																																																						
	5	B10 Superstructure	General	1	The superstructure consists of typical wood frame construction. Wood post with braces are located around the building perimeter and support the canopy. We assume the framing is original to the building.	Good	1888	128	15	10	No major capital expenditures are expected to be required; however a contingency has been provided for isolated repairs/replacement of posts and braces.	Contingency	3 - Future Renewal	No	No	Yes	No	1	\$1,500	LS	\$1,500	10%	10%	15%	\$3,000										\$3,000																					
	6	ENVELOPE																																																						
	7	Above-Grade Walls																																																						
	8	B2010 Exterior Walls - Wood Cladding	Replacement	2	The cladding consists of lapped wood cladding with wood trim and appears to be in good condition.	Good	2010	6	50	44	Replacement of cladding and trim. This item falls beyond the 10 year study period. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	850	\$45	SF	\$38,250	10%	15%	15%	\$56,000																															
	9	B201010 Exterior Coatings	Repainting of cladding	x	Cladding and trim was repainted as part of renovation in 2010 and paint finish is in good condition.	Good	2010	6	20	10	Repaint cladding and trim (prep and 2-coats).	Replacement	3 - Future Renewal	No	No	No	No	850	\$3	SF	\$2,550	0%	10%	15%	\$4,000										\$4,000																					
	10	B201008 Exterior Soffits	Repair	3	T&G soffits were repainted in 2010.	Good	2010	6	20	10	A budget has been provided for repainting all soffits and completing localized repairs to soffits.	Replacement	3 - Future Renewal	No	No	No	No	250	\$4	SM	\$1,000	0%	10%	15%	\$2,000																															
	11	B203001 Exterior Solid Doors		4	A single solid door has been installed on the west side of the building and was replaced as part of the renovation in 2010. Some deterioration of the paint finish was noted.	Good	2010	6	50	44	Replace doors at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$3,000	LS	\$3,000	0%	10%	15%	\$4,000																															
	12	B2 Exterior Signage	Replace	5	Nine educational signs have been installed on the outside of the building.	Good	2010	6	25	19	Replace signs as required. A contingency has been provided. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	9	\$1,000	EA	\$9,000	0%	10%	15%	\$12,000																															
	13	Roofs																																																						
	14	B301002 Slope Roof	Cedar Shingle	6	Cedar shingles appear to be in good condition.	Good	2010	6	30	24	Replace shingles at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	600	\$12	SF	\$7,200	0%	10%	15%	\$10,000																															
	15	ELECTRICAL SYSTEMS																																																						
	16	D305002 Unit Heaters		x	As per VFA report, an infrared heater provides heat.	Not Reviewed	2010	6	25	19	Replace at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	LS	\$1,000	0%	10%	15%	\$2,000																															
	17	D501005 Panels		x	As per the VFA report, the intermediate distribution panel is rated at 50 amps, 120/208V.	Not Reviewed	2010	6	25	19	Replace panel at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	LS	\$1,500	0%	10%	15%	\$2,000																															
	18	D502002 Lighting Equipment	Outdoor	7	10 face mounted light fixtures are installed on the outside of the building.	Good	2010	6	25	19	Replace at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	10	\$250	EA	\$2,500	0%	10%	15%	\$4,000																															

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Park Aviary Info Kiosk



Photo 01



Photo 02

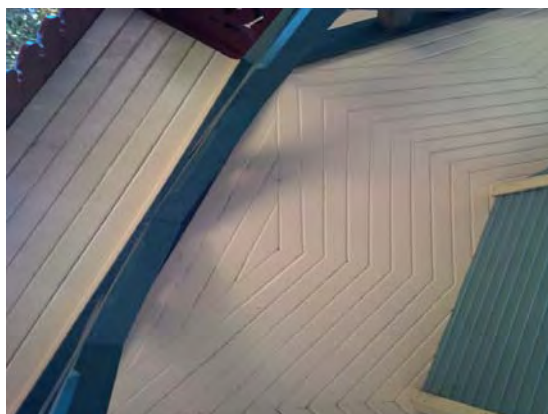


Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Park Aviary Info Kiosk



Photo 07

Appendix A34

**Building 35 – Beacon Hill Cameron
Bandstand, 500 Douglas Street
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Cameron Bandstand, 500 Douglas Street, Victoria

PROPERTY DESCRIPTION

The Cameron Bandstand was constructed in 1948 and consists of a performance stage, stage performers preparation areas and 2 washrooms. The building is a combination of concrete and wood framed construction. The walls are clad in a combination of lapped shingle cladding, lapped wood cladding and painted CMU. The main flat roof consists of a 2 ply SBS system.

PROPERTY STATISTICS

Gross Floor Area (ft2): 3,000
 Building Value: \$536,096
 Target FCI: 0.025
 Current FCI: 0.007

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	N/A
Deficiencies observed:	Lack of back-up emergency lighting, lack of hand rail at stairs behind main stage, lack of fire separation between electrical room and adjacent spaces.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	None
Access throughout building:	Limited
Access to washrooms:	None
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Cameron Bandstand, 500 Douglas Street, Victoria

Energy Efficiency

Upgrade recommendations: No upgrade recommendations have been provided given the buildings limited use and limited amount of conditioned space.

We identified recommendations of approximately \$192,400 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B101003 Floor Decks & Slabs (Suspended Slabs)
- C103002 Toilet and Bath Accessories, Rehab
- D501003 Main & Secondary Switchgear

PROJECT TEAM

The visual review was completed on June 22, 2015 by Scott Williams. During our review of the building, we were accompanied by Mike Israel who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Beacon Hill Park (Cameron Bandstand) - 2007 VFA Asset Detail Report, dated 2007

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Cameron Bandstand, 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	4,000	0	4,000	0	181,400	1,400	1,400	1,400	1,400	47,400
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	4,000	3,000	4,000	0	181,400	1,400	1,400	1,400	1,400	47,400

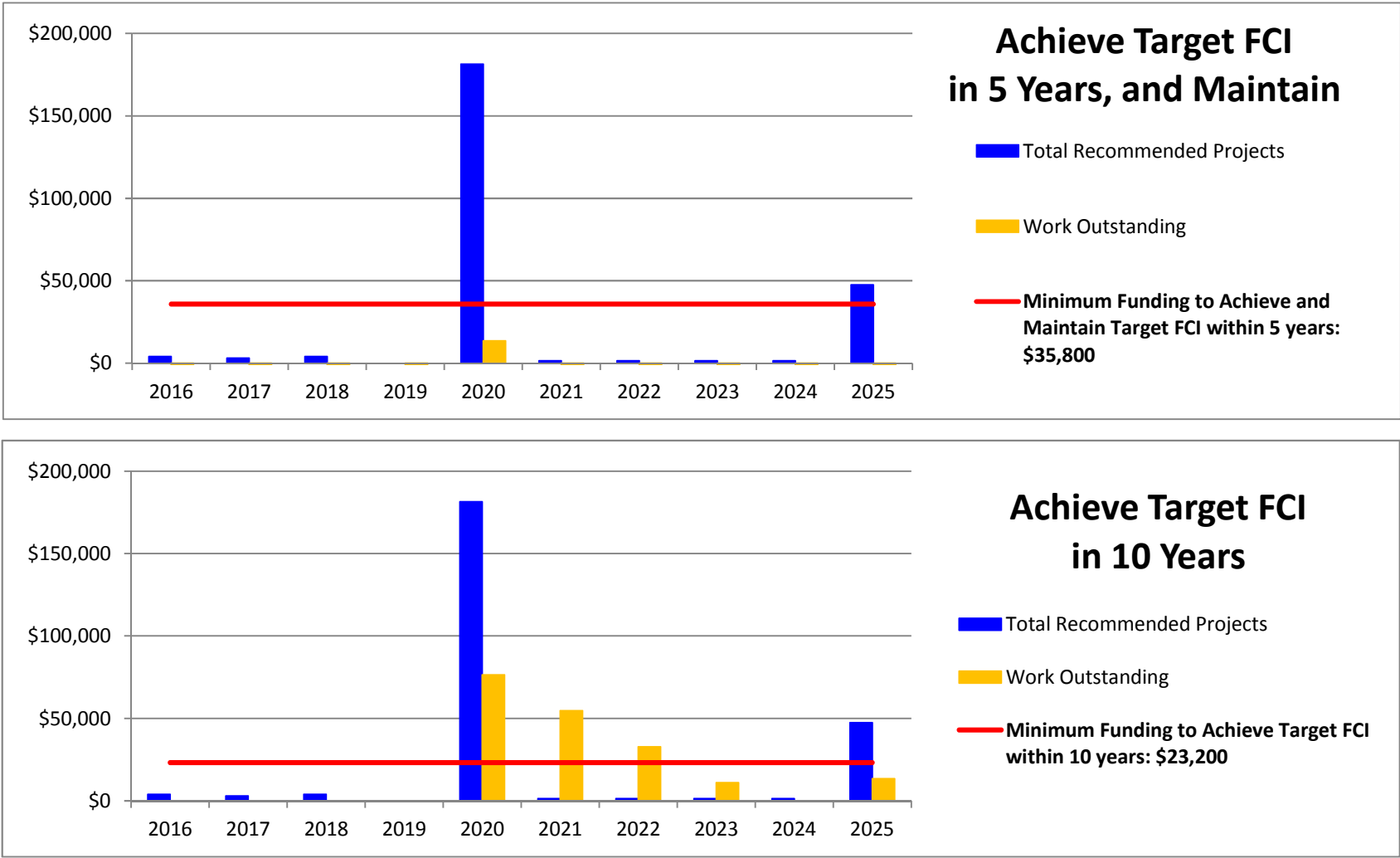
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$35,800

Work outstanding	-31,800	-64,599	-96,399	-132,198	13,402	-20,997	-55,397	-89,796	-124,196	-112,595
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Minimum Funding to Achieve Target FCI within 10 years: \$23,200

Work outstanding	-19,200	-39,400	-58,599	-81,799	76,401	54,601	32,802	11,002	-10,798	13,402
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Cameron Bandstand, 500 Douglas Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Cameron Bandstand, 500 Douglas Street, Victoria

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation					Opinion of Probable Cost					Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10					
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Type of Life Cycle Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																										\$4,000	\$3,000	\$4,000	\$0	\$181,400	\$1,400	\$1,400	\$1,400	\$1,400	\$47,400	
	1	SUBSTRUCTURE																																		
	2	A10 Foundations		1	The foundations are a combination of cast-in-place concrete and concrete masonry units. No evidence of major settlement or heaving was reported or observed. Visual review of the foundation walls was conducted from within the crawl space located under the main stage.	Good	1948	68	100	32	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0			15%												
	3	A1030 Slab on Grade		2	The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	1948	68	100	32	The slab-on-grade is expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	No	No	No				\$0															
	4	A103006 Foundation Drainage	Perimeter drainage	x	We assume that perimeter drainage has been installed.	Not Reviewed	1948	68	10	2	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	Yes	No				\$0															
	5	B101003 Floor Decks & Slabs (Suspended Slabs)	Waterproofing	3	The suspended slab is a cast-in-place conventionally-reinforced concrete protected with a liquid applied coating. We noted minor cracking of the suspended slab and minor cracking of the coating. The same coating has been installed at the concrete stairs located at either end of the stage. Deterioration of the membrane was noted at the stair locations.	Fair	1948	68	12	5	Replace coating at end of service life. Conduct crack repair to concrete substrate as required prior to recoating.	Replacement	3 - Future Renewal	No	No	No	No	1500	\$10	SF	\$15,000	0%	15%	15%	\$20,000					\$20,000						
	6	SUPERSTRUCTURE																																		
	7	B10 Superstructure	General	4	The superstructure consists of a combination of reinforced concrete slabs on concrete masonry unit (CMU) walls with cast in place concrete columns and CMU columns. Wood stud wall are also present with wood joist, laminated wood beams/girders with wood columns. No settlement, cracking, or other evidence of structural distress was observed or reported.	Good	1948	68	100	32	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0	0%	0%	15%												
	8	ENVELOPE																																		
	9	Above-Grade Walls																																		
	10	B2010 Exterior Walls - Painted CMU		5	Portions of the exterior wall consist of painted CMUs. These walls appear to be in good condition. No cracking was observed.	Good	1948	68	20	15	Localized replacement and mortar repointing. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No	1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000											
	11	B2010 Exterior Walls - Lapped Wood Cladding	Wood cladding	6	Lapped wood cladding is located on the upper portions of the exterior walls and appears to be in good condition.	Good	1948	68	35	15	Replace cladding. With regular maintenance, the cladding will not need to be replaced for some time. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1300	\$50	SF	\$65,000	0%	15%	15%	\$86,000											
	12	B2010 Exterior Walls - Lapped Shingle Cladding	Shingle type cladding	7	Shingle type cladding located on the lower portions of the exterior walls. Some deterioration of the paint finish observed. We note that this type of cladding may be asbestos containing material.	Good	1948	68	35	15	Replace cladding. With regular maintenance, the cladding will not need to be replaced for some time. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1000	\$50	SF	\$50,000	0%	15%	15%	\$67,000											
	13	B201008 Exterior Soffits	Wood soffits	8	Painted wood soffits are located over the stage and around the building exterior and appear to be tongue and groove. The painted soffit material also acts as the substrate for the roof membrane and appears to be in good condition.	Good	1948	68	20	10	The soffits will last the life of the building; however, a budget has been provided for repainting all soffits.	Replacement	3 - Future Renewal	No	No	No	No	1500	\$3	SF	\$4,500	0%	15%	15%	\$6,000										\$6,000	
	14	B201010 Exterior Coatings	Repaint all cladding	x	The building appears to have been recently repainted and the paint finish appears to be in good condition with the exception of a few areas located at the shingle cladding.	Good	2011	5	15	10	Repaint all cladding and trim (prep and 2-coats)	Replacement	3 - Future Renewal	Yes	No	No	No	7500	\$3	SF	\$22,500	0%	15%	15%	\$30,000										\$30,000	
	15	B203001 Exterior Solid Doors	Double doors	9	Solid double doors are located at the back of the building and leading onto the main stage. Both appear to be showing age related deterioration.	Fair	1948	68	35	10	Replace doors at end of service life.	Replacement	3 - Future Renewal	Yes	Yes	No	No	2	\$3,500	EA	\$7,000	0%	15%	15%	\$10,000										\$10,000	
	16	Roofs																																		
	17	B301002 Roofing - Low Sloped Membrane System SBS	Main roof	10	The stepped roof consists of a 2 ply SBS roof assembly.	Good	2005	11	25	14	Replace roofing system including flashings, sealants, etc. as required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No	3000	\$20	SF	\$60,000	0%	15%	15%	\$80,000											
	18	INTERIORS																																		
	19	C102001 Standard Interior Doors		x	Wood doors located at the washrooms and appear to be in good condition.	Good	1948	68	35	15	Doors are expected to last the life of the building. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000											
	20	C103002 Toilet and Bath Accessories, Rehab		11	Men's and women's washrooms are located behind the main stage and include sheet resilient flooring, stalls, one urinal, overhead fluorescent lighting, wall mounted sinks.	Fair	1948	68	15	5	Renovate washrooms.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$25,000	EA	\$50,000	0%	15%	15%	\$67,000					\$67,000						
	21	C301005 Wall Finishes	Paint	12	Painted wall paneling is located in the area behind the main stage.	Fair	2005	11	15	5	Repaint interior walls. This work has been phased over 5 years.	Replacement	3 - Future Renewal	No	Yes	No	No	1000	\$3	SF	\$3,000	0%	15%	15%	\$4,000					\$800	\$800	\$800	\$800	\$800	\$800	
	22	C302004 Resilient Floor Finishes	Sheet resilient flooring	13	Aging resilient sheet flooring located in corridor and rooms behind the main stage.	Fair	1995	21	20	5	Replace sheet flooring	Replacement	3 - Future Renewal	No	Yes	No	No	400	\$7	SF	\$2,700	0%	15%	15%	\$4,000					\$4,000						
	23	C303003 Ceiling Finishes	Paint	14	Painted panels have been installed at the ceiling for the areas located behind the main stage. Some panels are warped.	Fair	2005	11	15	5	Repaint ceilings. Replace panels as required prior to painting. This work has been phased over 5 years.	Replacement	3 - Future Renewal	No	Yes	No	No	400	\$4	SF	\$1,600	0%	15%	15%	\$3,000					\$600	\$600	\$600	\$600	\$600	\$600	
	24	MECHANICAL SYSTEMS																																		
	25	Plumbing Systems																																		
	26	G3010 Water Supply		x	The water service is not equipped with a backflow preventer.	Not Applicable	1948	68	50	1	Install new backflow preventer.	New	3 - Future Renewal	No	N/A	N/A	N/A	1	\$3,000	EA	\$3,000	0%	15%	15%	\$4,000	\$4,000										
	27	D0202001 Pipes and Fittings		15	Piping is copper where observed.	Fair	1948	68	35	11	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$10,000	LS	\$10,000	10%	15%	15%	\$15,000											
	28	D2030 Sanitary Waste / G3020 Sanitary Sewer		x	Sanitary sewer outflow from the site is accepted by cast iron piping.	Good	1948	68	15	15	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000											
	29	ELECTRICAL SYSTEMS																																		
	30	D305002 Unit Heaters - Electric Baseboards	Replacement	16	Electric baseboards with wall mounted thermostats are the primary source of heat in the building.	Fair	1985	31	30	5	Replace baseboard heaters and thermostats.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000						\$3,000					
	31	D401003 Main Switchgear	IR Scanning	x	IR scanning last conducted April 2014.	Not Applicable	2014	2	5	3	Conduct Infra-red (IR) scan on major switchgear	Study	3 - Future Renewal	No	N/A	N/A	N/A	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000			\$4,000								
	32	D501003 Main & Secondary Switchgear	Replacement	17	The main disconnect is rated at 400A. Motor controls for harbour lake and fountain lake also found within electrical room. All appear to be of varying ages.	Good	1948	68	30	5	Replace distribution switches as required. Contingency provided also includes replacement of panels, as required.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$65,000	LS	\$65,000	0%	15%	15%	\$86,000					\$86,000						
	33	D502002 Interior Lighting	Replacement	18	Interior lighting is a combination of ceiling mounted fluorescent and incandescent fixtures.	Fair	1985	31	20	5	Upgrade light fixtures.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$1,500	LS	\$1,500	0%	15%	15%	\$2,000											
	34	D502002 Lighting Equipment - HIDs and Spot Lights	Replacement	x	There are 2 wall mounted HIDs, 6 ceiling mounted HIDs and 7 spot light fixtures located at the main stage and appear to have been recently replaced.	Good	2010	6	20	14	Replace at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000											
	35	D503005 Intercommunication Systems	Replacement	x	PA system located behind the main stage with wall mounted Bose speakers located above the main stage.	Good	2005	11	25	14	Replace security system at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$7,500	LS	\$7,500	0%	15%	15%	\$10,000											
	36	D503008 Security Systems	Replacement	19	DSC security system.	Good	2005	11	25	14	Replace security system at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000											
	37	FIRE AND LIFE SAFETY SYSTEMS																																		
	38	D403001 Fire Extinguishing Devices	Replacement	20	Wall mount fire extinguishers.	Fair	2000	16	7	4	Replace at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	1500	LS	\$1,500	0%	15%	15%	\$2,000											
	39	PROFESSIONAL SERVICES							</																											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Cameron Bandstand



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Cameron Bandstand



Photo 07



Photo 08

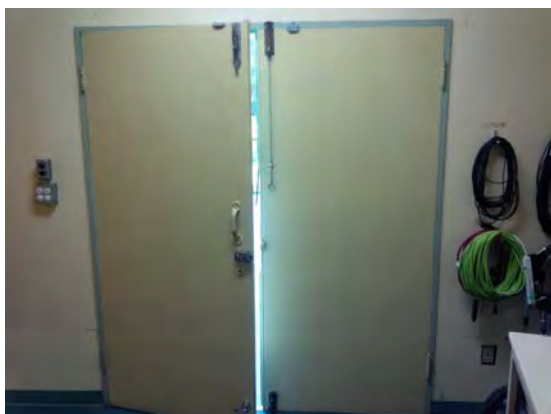


Photo 09



Photo 10



Photo 11

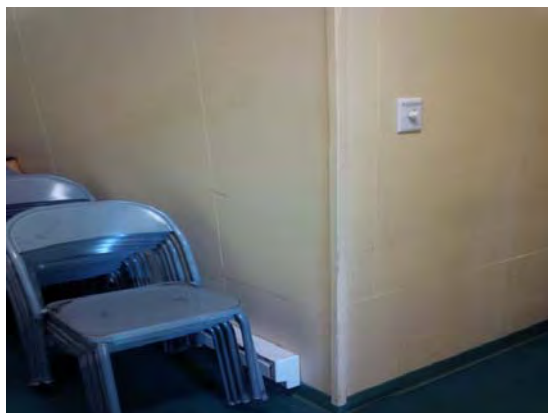


Photo 12

Beacon Hill Cameron Bandstand

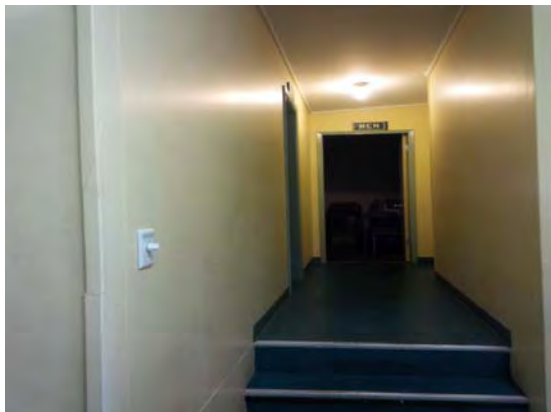


Photo 13

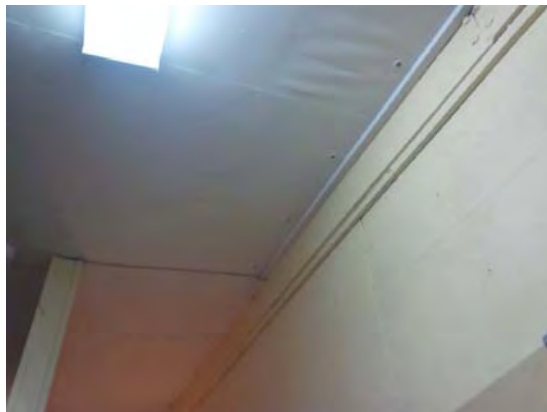


Photo 14



Photo 15

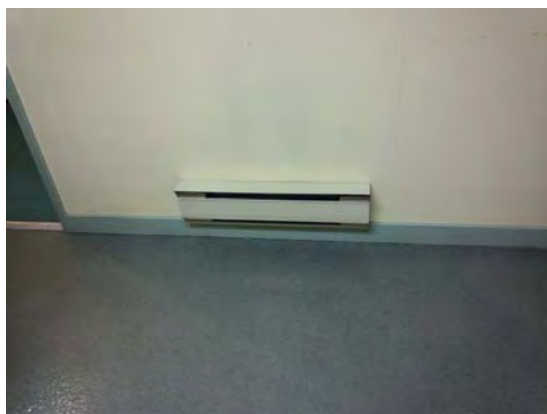


Photo 16



Photo 17

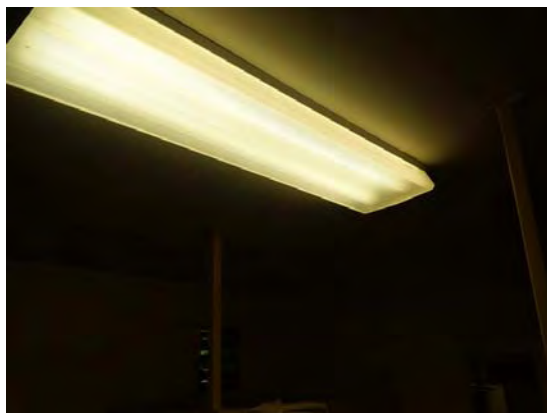


Photo 18

Beacon Hill Cameron Bandstand



Photo 19



Photo 20

Appendix A35

**Building 40 – Beacon Hill Finlayson Point
Shelter, 500 Douglas Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Beacon Hill Park Finlayson Point Shelter, 500 Douglas Street, Victoria**

PROPERTY DESCRIPTION

The Finlayson Point Shelter was originally constructed in 1931 with upgrades conducted in 1994. This single story wood framed building is a shelter that houses 6 park benches and consists of exposed wood columns and beams with painted plywood paneling.

PROPERTY STATISTICS

Gross Floor Area (ft2):	194
Building Value:	\$45,590
Target FCI:	0.025
Current FCI:	0.351

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	Upgrades BCBC 1992
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	N/A
Recommendations (and cost estimate):	None.

Energy Efficiency

Upgrade recommendations:	No upgrade recommendations have been provided given the buildings limited use and limited amount of conditioned space.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Finlayson Point Shelter, 500 Douglas Street, Victoria

We identified recommendations of approximately \$23,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B10 Superstructure - Repair to exposed structural members.

PROJECT TEAM

The visual reviews were completed on August 4, 2015 by Scott Williams.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2007

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Finlayson Point Shelter, 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	16,000	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	7,000	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	0	0	0	23,000	0	0	0	0	0

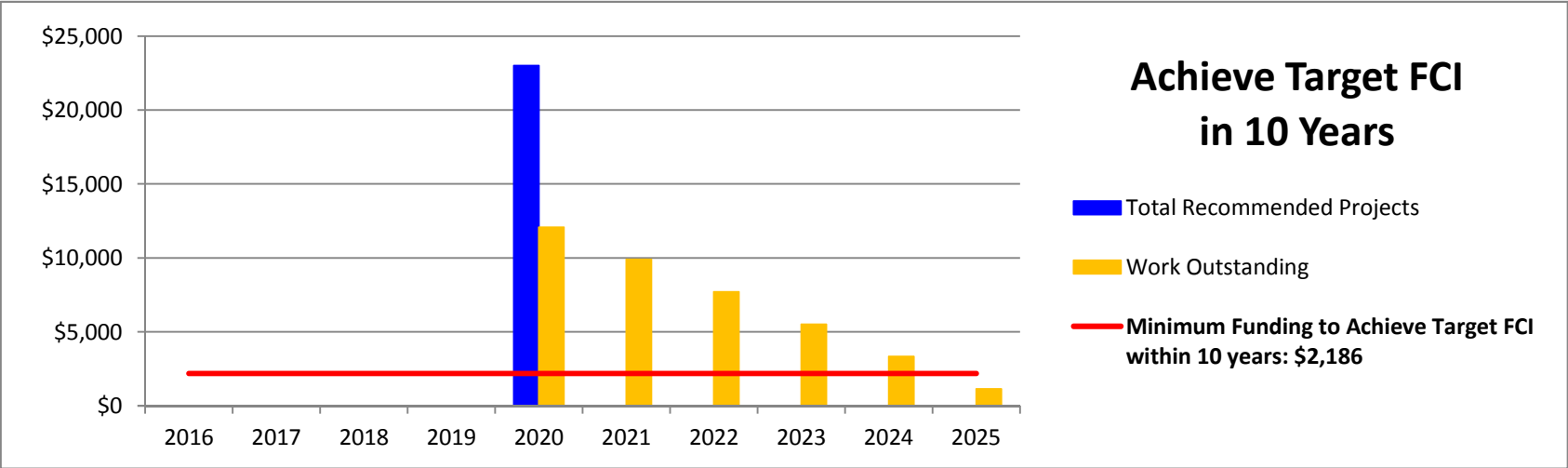
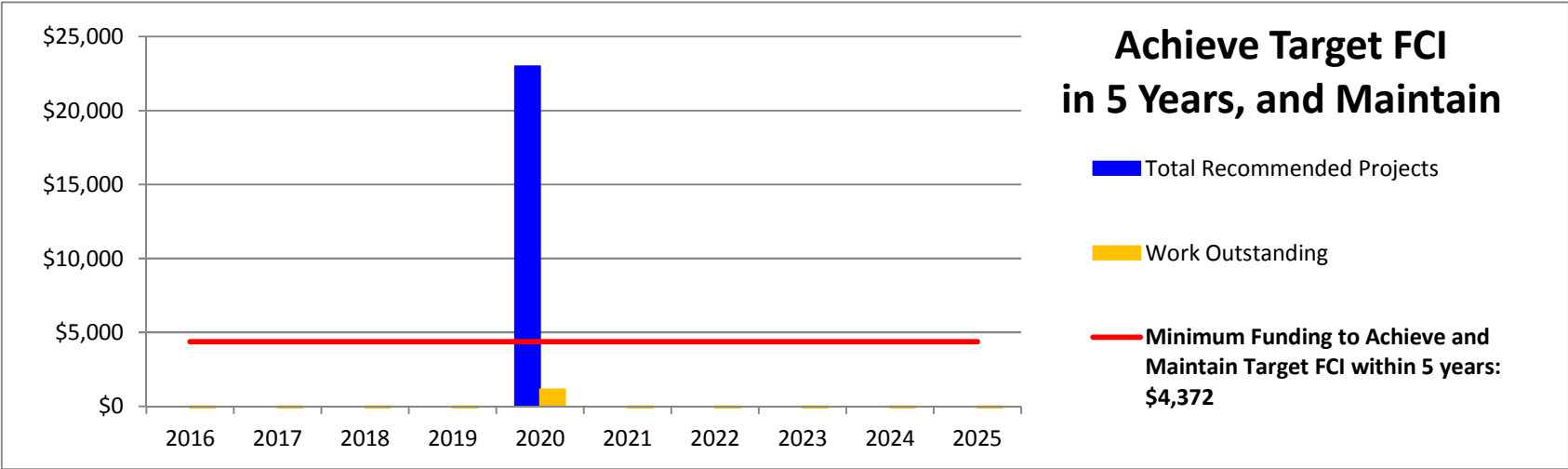
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$4,372

Work outstanding	-4,372	-8,744	-13,116	-17,488	1,140	-3,232	-7,604	-11,976	-16,348	-20,721
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Minimum Funding to Achieve Target FCI within 10 years: \$2,186

Work outstanding	-2,186	-4,372	-6,558	-8,744	12,070	9,884	7,698	5,512	3,326	1,140
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Finlayson Point Shelter, 500 Douglas Street, Victoria



The City of Victoria																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																
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BLDG	Row	COMPONENT		Photo	CONDITION ASSESSMENT			LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Finlayson Point Shelter



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

Appendix A36

Building 40 – Beacon Hill Main
Washroom - 500 Douglas Street,
Victoria, BC

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Main Washroom, 500 Douglas Street, Victoria

PROPERTY DESCRIPTION

The main washroom in Beacon Hill Park was constructed in 1971. A men's and women's washroom is located within the building along with a mechanical room. The building consists of painted CMU exterior walls with an SBS flat roof system.

PROPERTY STATISTICS

Gross Floor Area (ft2):	800
Building Value:	\$468,636
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1970
Deficiencies observed:	None.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	Both the women's and men's washroom are wheel chair accessible. No recommendations provided.

Energy Efficiency

Upgrade recommendations:	Bathrooms are naturally ventilated with minimal space conditioning. No recommendations provided.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Main Washroom, 500 Douglas Street, Victoria

We identified recommendations of approximately \$44,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B301002 Roofing - Low Sloped Membrane System SBS

PROJECT TEAM

The visual reviews were completed on June 22, 2015 by Scott Williams. During our review of the building, we were accompanied by Mike Israel who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report - 2007 - BHP (Main Washrooms) Facility Assessment
- Drawing 060 prepared by The City of Victoria Engineering Department dated 2009-07-13

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Main Washroom, 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	40,000	6,000	1,000	6,000	1,000	79,000
4a - Discretionary Renewal (Upgrade)	4,000	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	4,000	0	0	0	40,000	6,000	1,000	6,000	1,000	79,000

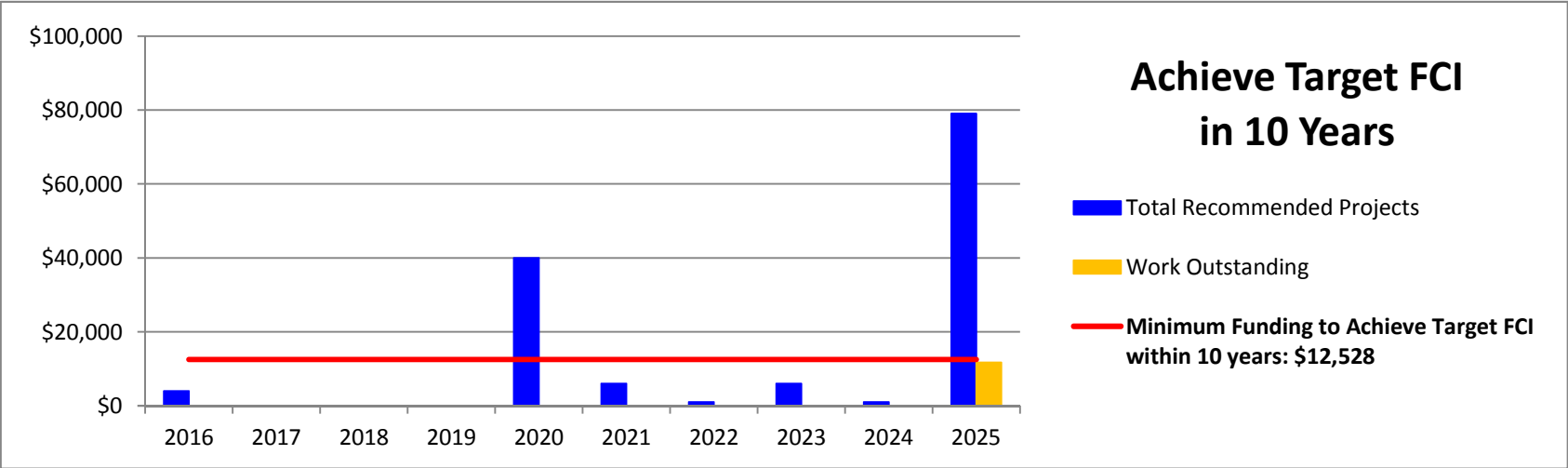
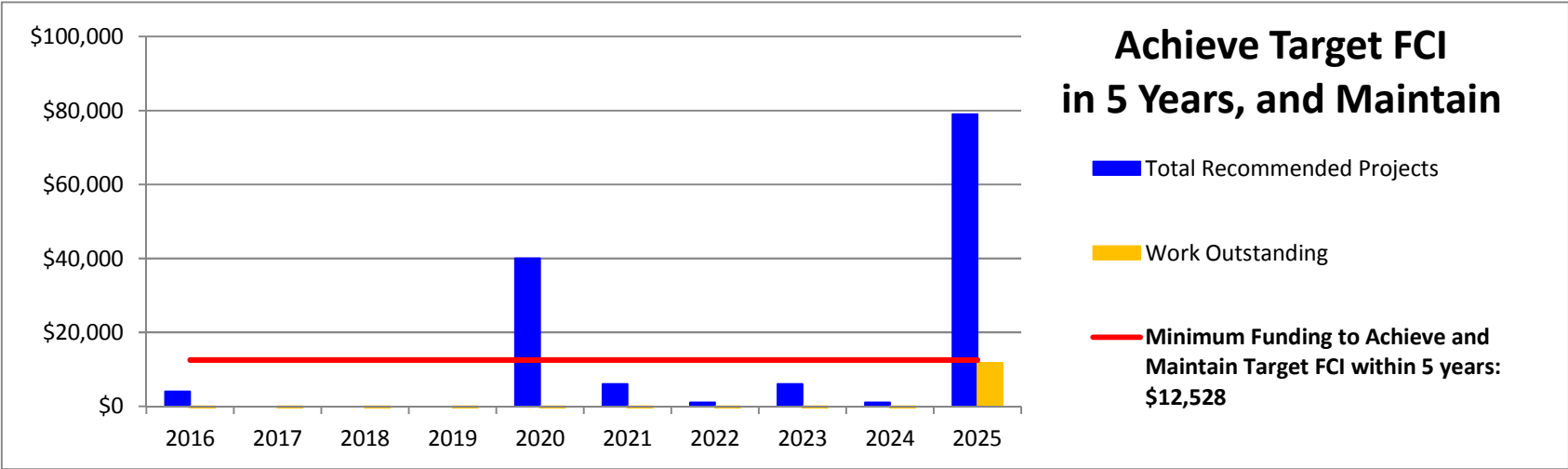
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$12,528

Work outstanding	-8,528	-21,057	-33,585	-46,114	-18,642	-25,170	-36,699	-43,227	-54,756	11,716
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Minimum Funding to Achieve Target FCI within 10 years: \$12,528

Work outstanding	-8,528	-21,057	-33,585	-46,114	-18,642	-25,170	-36,699	-43,227	-54,756	11,716
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Main Washroom, 500 Douglas Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Main Washroom, 500 Douglas Street, Victoria

BLDG	Row	Component		Condition Assessment								Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$4,000	\$0	\$0	\$0	\$40,000	\$6,000	\$1,000	\$6,000	\$1,000	\$79,000				
	1	SUBSTRUCTURE																																					
	2	A10 Foundations		x	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was reported or observed.	Good	1971	45	100	55	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No																						
	3	A1030 Slab on Grade		x	The floor is concrete slab-on-grade. Exposed slab-on-grade located in the mechanical room. No evidence of major settlement or heaving was reported or observed. The slab-on-grade within washrooms has been covered with tile and was not visible for review.	Good	1971	45	100	55	The slab-on-grade is expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No																						
	4	A103006 Foundation Drainage		x	We assume that foundation drainage was installed.	Not Reviewed	1971	45	10	5	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No																						
	5	SUPERSTRUCTURE																																					
	6	B10 Superstructure	General		The superstructure consists of CMU shear walls and exterior exposed CMU walls with wood framed flat roof. The CMU walls are in good condition with no evidence of cracking or deterioration.	Good	1971	45	100	55	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No																						
	7	ENVELOPE																																					
	8	Above-Grade Walls																																					
	9	B2010 Exterior Walls - CMU		1	The walls are concrete masonry units (CMUs). No issues were noted during the visual review.	Good	1971	45	10	10	The CMU is expected to last the life of the building; however a contingency has been provided for mortar repointing and localized crack repair.	Repair Allowance	3 - Future Renewal	Yes	No	No	No			1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000										\$4,000		
	10	B201008 Exterior Soffits		2	Perforated aluminum soffits are showing age related deterioration.	Fair	1971	45	45	5	Replace all soffit material when main flat roof membrane is replaced.	Replacement	3 - Future Renewal	No	No	No	No			450	\$5	SF	\$2,250	0%	15%	15%	\$3,000					\$3,000							
	11	B201010 Exterior Coatings	Painting of CMU	x	CMU appears to have been recently repainted.	Good	2013	3	15	10	Repaint exterior CMU walls.	Replacement	3 - Future Renewal	Yes	No	No	No			1200	\$3	SF	\$3,600	0%	15%	15%	\$5,000										\$5,000		
	12	B201011 Joint Sealant	Sealant at wall penetrations	x	There are sealant joints around the windows located at the north and south ends of the building and appears to have been replaced when the exterior of the building was repainted.	Good	2013	3	10	7	Replace sealant between dissimilar materials and around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No							\$0															
	13	B202001 Punched Windows		3	Wood framed windows are located at the north and south ends of the building. The windows are protected by a wire mesh covering and have single pane removable lites. The lites are removed for the warmer months and reinstalled for the winter. The wood frames, removable lites and wire mesh are all in good condition.	Good	1971	45	30	15	Replace windows. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			75	\$75	SF	\$5,625	10%	15%	15%	\$9,000												
	14	B203001 Exterior Solid Doors	Metal doors	4	Metal doors with wheel chair access are located at the entrance to both the men's and women's washrooms. 2 additional metal doors are located on the north and east sides of the building providing secondary egress from the men's washroom and access to the mechanical room.	Good	1971	45	45	15	Replace doors at end of service life. Replace weathertstripping and complete minor repairs and adjustment as part of maintenance. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No			4	\$2,500	EA	\$10,000	0%	15%	15%	\$14,000												
	15	Roofs																																					
	16	B301002 Roofing - Low Sloped Membrane System SBS		5	The roof is an exposed SBS roof system. The roof system is vented via perforated soffits at the roof perimeter. The roof drains via internal drains with overflow scuppers. We noted cracking and pitting of the cap sheet. Not all drain grates have been properly secured.	Fair	2000	16	25	5	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No			1000	\$20	SF	\$20,000	10%	15%	15%	\$30,000					\$30,000							
	17	INTERIORS																																					
	18	C103002 Toilet and Accessories		6	Wall mount toilets and partitions are located within the washrooms (8 in total). Each washroom has one handicap stall. 4 urinals are also located in the men's washroom. All appear to be in good condition. We assume that they were last replaced in 2009.	Good	2009	7	15	10	Replace toilets, urinals and partitions.	Replacement	3 - Future Renewal	Yes	No	Yes	No			1	\$20,000	LS	\$20,000	115%	15%	15%	\$57,000										\$57,000		
	19	C103002 Washroom Sinks		7	Wall mount stainless steel sinks have been installed for both the men's and women's washrooms. Sinks appear to have been recently installed. We assume that they were last replaced in 2009.	Good	2009	7	15	10	Replace sinks and faucets.	Replacement	3 - Future Renewal	Yes	No	Yes	No			1	\$6,000	LS	\$6,000	0%	15%	15%	\$8,000										\$8,000		
	20	C103002 Janitorial Sinks		8	Janitorial sink located within mechanical room.	Fair	1971	45	20	5	Replace sinks and faucet. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No			1	\$1,500	LS	\$1,500	0%	15%	15%	\$2,000												
	21	C301005Wall Finishes	Paint	x	Interior painted CMU walls, which appear to have been recently repainted. We assume that the walls were last repainted in 2009.	Good	2009	7	5	5	Repaint interior walls. This item has been phased over 5 years.	Replacement	3 - Future Renewal	Yes	No	No	No			1750	\$2	SF	\$3,500	0%	0%	15%	\$5,000					\$1,000	\$1,000	\$1,000	\$1,000	\$1,000			
	22	C302001 Tile Floor Finishes - Replace	Floor and wainscoting	9	Ceramic tile has been installed on the floor and the bottom portions of the walls in both washrooms. Tile is in good condition and appears to have been recently replaced. We assume that the tile was last replaced in 2009.	Good	2009	7	20	13	Replace tile floors and wainscoting at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No			1000	\$15	SF	\$15,000	0%	15%	15%	\$20,000												
	23	C302001 Tile Floor Finishes - Repair	Floor and wainscoting	x	Ceramic tile has been installed on the floor and the bottom portions of the walls in both washrooms. Tile is in good condition and appears to have been recently replaced.	Good	2009	7	5	5	A contingency has been provided for repair of grout joints and replacement of damaged tiles, as required.	Repair Allowance	3 - Future Renewal	Yes	No	No	No			1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000					\$3,000							
	24	C303004 Ceiling	Ceiling Tiles	10	Suspended ceiling tiles located within each washroom and are in fair condition. We assume that they were last replaced in 2009.	Fair	2009	7	20	10	Replace acoustic 2x4 ceiling tiles (excluding suspension system).	Replacement	3 - Future Renewal	Yes	No	No	No			800	\$3	SF	\$2,400	0%	15%	15%	\$4,000										\$4,000		
	25	MECHANICAL SYSTEMS																																					
	26	Plumbing Systems																																					
	27	G3010 Water Supply		x	Water for domestic service enters into the building within the janitors room. The water service is not equipped with a backflow preventer.	Not Applicable	1971	45	50	1	Install new backflow preventer.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	N/A	N/A	N/A			1	\$3,000	EA	\$3,000	0%	15%	15%	\$4,000	\$4,000											
	28	D202001 Pipes and Fittings		11	Piping is a combination of steel, cast iron and copper.	Good	1971	45	15	15	Complete localized repairs as may be necessary. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No							\$0	0%	0%	15%												
	29	D202001 Flush Valves		12	Flush valves for each toilet are located within the mechanical room.	Fair	1971	45	30	6	Replace flush valves.	Replacement	3 - Future Renewal	Yes	No	Yes	No			8	\$400	EA	\$3,200	0%	15%	15%	\$5,000						\$5,000						
	30	D202003 Domestic Water Equipment - Tanks		13	There is a domestic hot water tank in the mechanical room that services both washrooms.	Fair	2005	11	15	5	Replace DHW tank. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No							\$0															
	31	D2030 Sanitary Waste / D2040 Rain Water Drainage		x	The sanitary and stormwater systems are concealed and not accessible for visual review.	Not Reviewed	1971	45	35	11	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No			1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000												
	32	D201000 Plumbing Fixtures	Drinking Fountains	14	Stainless steel drinking fountains are located adjacent to the entrances to each washroom. We assume that the fountains were replaced in 2010.	Good	2010	6	25	19	Replace fountains at the end of their service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No			2	\$2,500	EA	\$5,000	0%	15%	15%	\$7,000												
	33	ELECTRICAL SYSTEMS																																					
	34	D305002 Unit Heaters		15	Two aging Quillet wall mount heaters have been installed for each washroom. We assume that they were last replaced in 1995.	Fair	1995	21	25	4	Replace heaters at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No			2	\$350	EA	\$700	0%	15%	15%	\$1,000												
	35	D501005 Panels		16	There is one 125A distribution panel located within the mechanical room and appears to have been recently replaced. We assume the panel was replaced in 2010.	Good	2010	6	25	19	Replace panel at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No			1	\$1,000	EA	\$1,000	0%	15%	15%	\$2,000												
	36	D502002 Interior Lighting	Replacement	17	Fluorescent ceiling fixtures are located throughout. We assume that they were last replaced in 2000.	Good	2000	16	20	5	Upgrade fluorescent fixtures as required.	Replacement	3 - Future Renewal	Yes	No	No	No			1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000					\$3,000							
	37	D502002 Interior Lighting - Occupancy Sensors	Replacement	18	Occupancy sensors have been installed within each washroom. We assume these were installed I 2010.	Good	2010	6	15	9	Replace occupancy sensor at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No																								

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Park Main Washroom



Photo 01



Photo 02



Photo 03

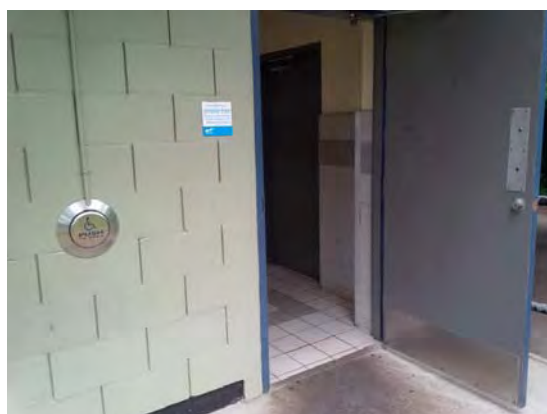


Photo 04



Photo 05

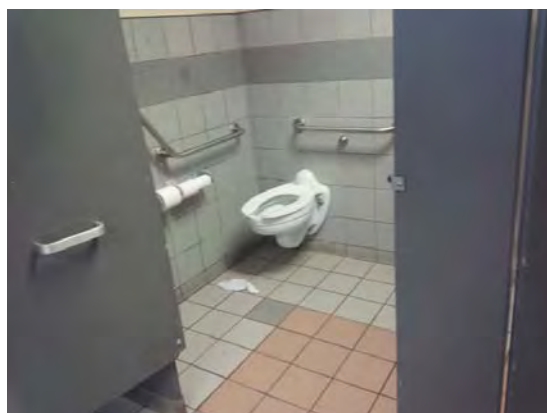


Photo 06

Beacon Hill Park Main Washroom



Photo 07



Photo 08

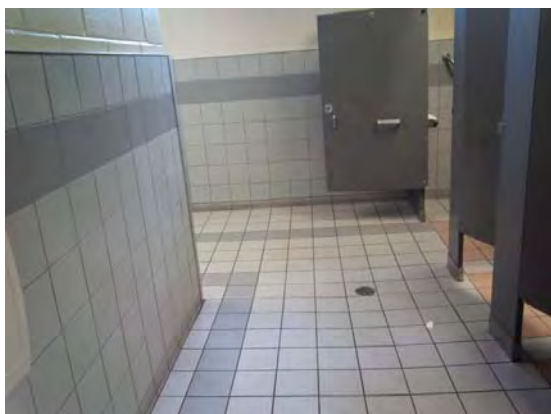


Photo 09

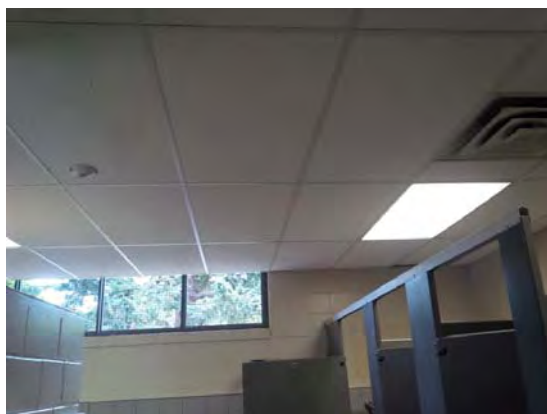


Photo 10

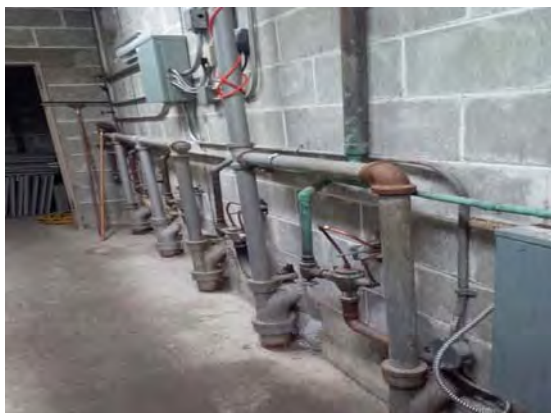


Photo 11

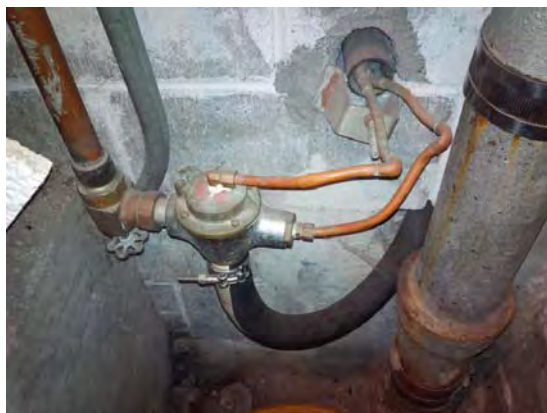


Photo 12

Beacon Hill Park Main Washroom



Photo 13



Photo 14



Photo 15



Photo 16

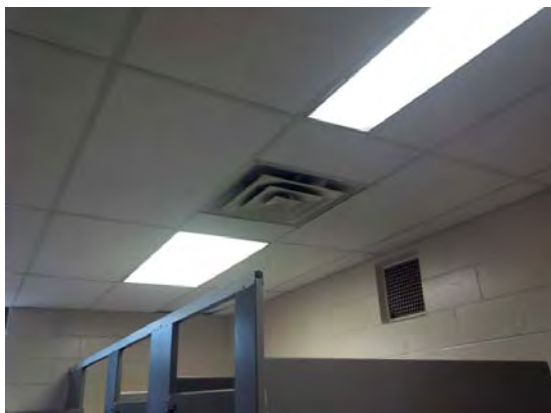


Photo 17



Photo 18

Beacon Hill Park Main Washroom



Photo 19

Appendix A37

**Building 44 – Beacon Hill Service
Building, 500 Douglas Street
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Service Building, 500 Douglas Street, Victoria

PROPERTY DESCRIPTION

The Service Building was constructed in 1967 and consists of administrative offices on the second floor with maintenance shops and space for equipment storage on level one. The building is a combination of wood frame and CMU construction. The roofs are a combination of cedar shingle mansard roofs and flat SBS roofs.

PROPERTY STATISTICS

Gross Floor Area (ft2):	5,250
Building Value:	\$983,428
Target FCI:	0.025
Current FCI:	0.184

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	N/A
Deficiencies observed:	Lack of secondary egress for second floor, lack of illuminated exit signs and fire suppression, lack of fire separation between first and second floors; guard height at stairs.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	None
Access throughout building:	Limited
Access to washrooms:	None
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Service Building, 500 Douglas Street, Victoria

Energy Efficiency

Upgrade recommendations: Insulate flat roof system, replace windows;

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$290,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B202001 Punched Windows
- B301002 Slope Roof
- C103002 Toilet and Bath Accessories, Rehab
- C302004 Resilient Floor Finishes
- D501003 Main & Secondary Switchgear

PROJECT TEAM

The visual reviews were completed on June 22, 2015 by Scott Williams. During our review of the building, we were accompanied by Mike Israel who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report - BHP (Service Building) prepared by VFA dated 2007
- Beacon Hill Park Service Building, Architectural Drawing Number 0061 and 0062, dated 2009-07-14

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Service Building, 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	85,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	27,000	4,000	20,000	27,000	3,000	0	0	0	0
3 - Future Renewal	0	15,000	0	0	97,000	121,000	1,000	1,000	1,000	15,000
4a - Discretionary Renewal (Upgrade)	4,000	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	7,000	4,000	0	0	0	0	0	0	0
Total in 2015 dollars	4,000	134,000	8,000	20,000	124,000	124,000	1,000	1,000	1,000	15,000

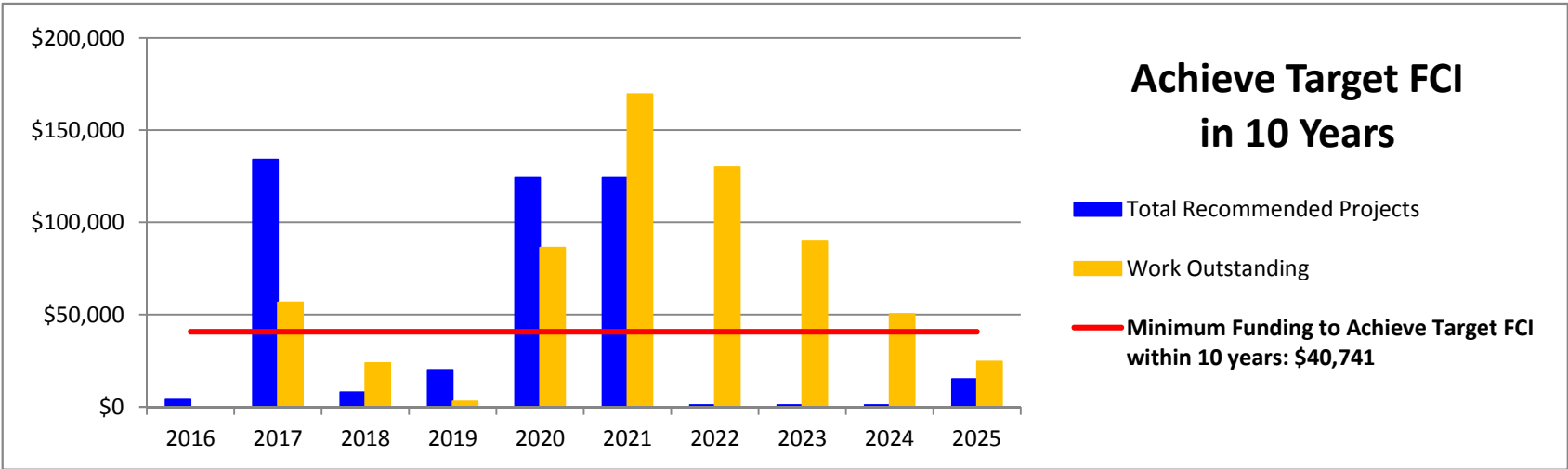
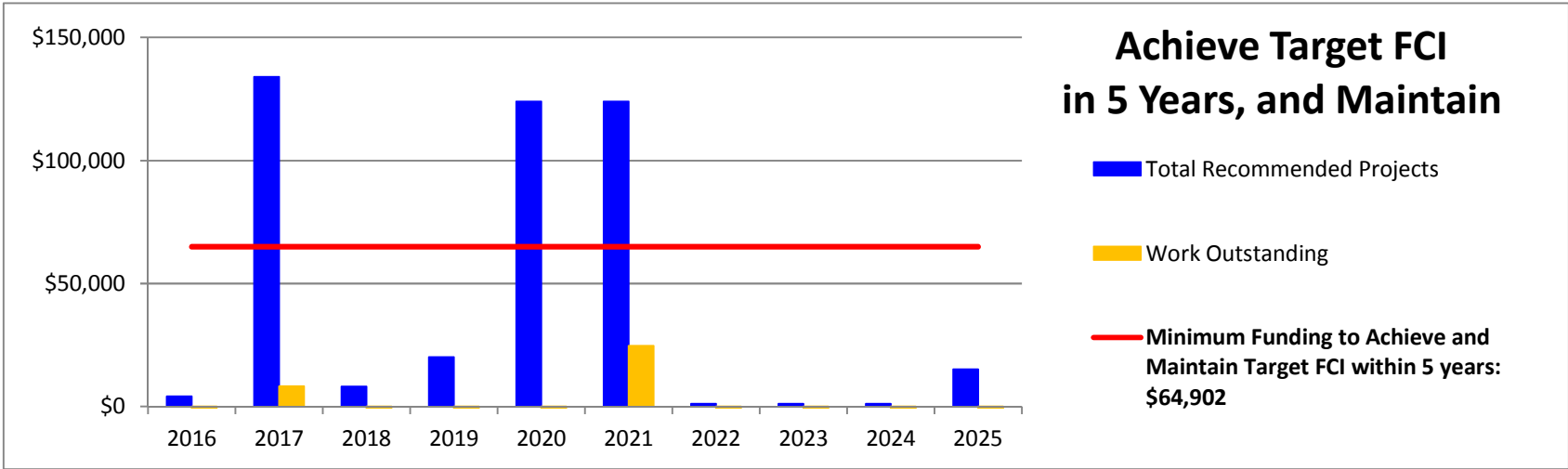
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$64,902

Work outstanding	-60,902	8,195	-48,707	-93,610	-34,512	24,586	-39,317	-103,219	-167,121	-217,024
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Minimum Funding to Achieve Target FCI within 10 years: \$40,741

Work outstanding	-36,741	56,517	23,776	3,034	86,293	169,551	129,810	90,069	50,327	24,586
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Service Building, 500 Douglas Street, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA				RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to Complete (Yr.) or for Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$4,000	\$134,000	\$8,000	\$20,000	\$124,000	\$124,000	\$1,000	\$1,000	\$1,000	\$15,000		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations		x	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Good	1967	49	100	51	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required. This item falls beyond the 10 year study period.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																
	3	A1030 Slab on Grade		1	The floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Good	1967	49	20	15	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No				\$0																
	4	A103006 Foundation Drainage		x	Rain water appears to be collected at sump located in the workshop and directed to city services. It is unclear whether or not perimeter drainage exists.	Not Reviewed	1967	49	10	1	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	Yes	No				\$0																
	5	SUPERSTRUCTURE																																			
	6	B10 Superstructure	General	2	The superstructure consists of CMU walls with wood framing consisting of joists, laminated beams and columns. Beams are supported by metal posts at the open garage area. No settlement, cracking, or other evidence of structural distress was observed or reported.	Good	1967	49	100	51	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																
	7	ENVELOPE																																			
	8	Above-Grade Walls																																			
	9	B2010 Exterior Walls - Concrete Masonry Units	Exposed CMU located on level one.	3	Exposed CMUs located on level 1. Very limited cracking of the CMU was observed and appears to be in good condition. A moisture barrier has not been installed over the CMU.	Good	1967	49	100	51	The CMU is expect to last the life of the building. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																
	10	B2010 Exterior Walls - Lapped Wood Cladding	Small section of wood cladding located at overhead doors.	4	Aging lapped wood cladding is located at the overhead doors facing the back parking lot and is in poor condition.	Poor	1967	49	40	2	Replace wood cladding with a drained cladding system.	Replacement	2 - Restore Functionality	No	Yes	No	No	200	\$45	SF	\$9,000	0%	15%	15%	\$12,000		\$12,000										
	11	B201008 Exterior Soffits	Tongue and groove wood soffits located throughout.	5	Unvented wood soffits located at all mansard roofs. The wood soffits appear to be in fair condition.	Fair	1967	49	10	2	The soffits appear to be in fair condition with no major issues noted. A contingency has been provided for localized repairs. Repairs to be considered at the time of replacement of the mansard roofs. Vented soffits to be considered for any major renewals.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000		\$4,000										
	12	B201011 Joint Sealant		x	Joint sealant has not been installed at wall penetrations.	Not Applicable	1967	49	10	2	Install sealant between dissimilar materials such as around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	N/A	N/A	N/A				\$0																
	13	B202001 Punched Windows	Replace	6	Single pane wood framed windows are located throughout and appear to be original to the building. Age related deterioration of the glazing seals and wood frames was observed. Deterioration of the drywall noted below window located on the second floor south elevation which may be due to water ingress.	Poor	1967	49	30	2	Replace windows.	Replacement	2 - Restore Functionality	Yes	Yes	Yes	No	500	\$100	SF	\$50,000	10%	15%	15%	\$73,000		\$73,000										
	14	B203001 Exterior Solid Doors		7	Exterior solid metal doors. Showing age related deterioration.	Fair	1967	49	45	5	Replace doors at end of service life.	Replacement	3 - Future Renewal	No	Yes	No	No	2	\$2,500	EA	\$5,000	10%	15%	15%	\$8,000				\$8,000								
	15	B203004 Overhead Garage Doors	Replacement	8	Three overhead doors located at the north end of the building. The overhead door providing access the main building storage has an automatic door opener. Doors are showing age related deterioration.	Fair	1967	49	45	5	Replacement of overhead doors.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$2,500	EA	\$7,500	0%	15%	15%	\$10,000				\$10,000								
	16	Roofs																																			
	17	B301002 Roofing - Low Sloped Membrane System SBS - Main flat roof	Replacement	9	The roof is an exposed 2 ply SBS roof installed directly onto plywood substrate. The roof system is uninsulated. Blistering of the membrane observed adjacent to the roof drain located at the northwest corner of the main flat roof. Missing granules for the SBS cap sheet observed. The roof drains via internal drains. The drain grates have not been properly secured. We assume the membrane was last replaced in 2000.	Fair	2000	16	25	6	Replace roofing system including flashings, sealants, etc. as required. Insulation to be included in the replacement for main flat roof (ie. inverted or conventional type roof). Insulation is not required for the lower roof over the garage area.	Replacement	3 - Future Renewal	No	Yes	Yes	No	2250	\$25	SF	\$56,250	10%	20%	15%	\$86,000						\$86,000						
	18	B301002 Roofing - Low Sloped Membrane System SBS - Roof over Garage	Replacement	10	The roof is an exposed 2 ply SBS roof installed directly onto plywood substrate. The roof system is uninsulated. Minor blistering of the membrane observed adjacent to the internal drain in middle of roof. We assume the membrane was last replaced in 2000.	Fair	2000	16	25	6	Replace roofing system including flashings, sealants, etc. as required. Insulation is not required for this roof as it is located at unconditioned space.	Replacement	3 - Future Renewal	No	Yes	Yes	No	1000	\$20	SF	\$20,000	10%	15%	15%	\$30,000						\$30,000						
	19	B301002 Slope Roof	Cedar Shingle	11	Mansard roofs are located at level 2 and are protected with cedar shingles. Shingles are showing signs of advanced age related deterioration. Roofs are inverted.	Poor	1967	49	25	5	Replace cedar shingles, underlayment, and flashings.	Replacement	2b - Exceeded Service Life	No	Yes	Yes	No	1800	\$10	SF	\$18,000	10%	15%	15%	\$27,000				\$27,000								
	20	B301006 Roof Opening - Roof Hatch	Roof Hatch	12	Roof hatch provides access to main flat roof. Roof hatch is corroded.	Poor	1967	49	30	6	Replace roof hatch at same time as roof membrane replacement.	Replacement	2b - Exceeded Service Life	No	Yes	Yes	No	1	\$1,500	LS	\$1,500	10%	15%	15%	\$3,000						\$3,000						
	21	INTERIORS																																			
	22	C102001 Standard Interior Doors		13	Standard interior doors located on levels 1 and 2. Some with glazing. All appear to be in good condition.	Good	1967	49	25	12	Doors are expected to last the life of the building. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	10	\$750	LS	\$7,500	0%	15%	15%	\$10,000												
	23	C103002 Toilet and Bath Accessories, Rehab		14	Men's washroom is located on level 2 and women's washroom is located on the level 1. Aging components located within each.	Poor	1967	49	15	2	Renovate common washrooms which includes all fixtures, flooring, paint and exhaust fans.	Upgrade	2b - Exceeded Service Life	Yes	Yes	No	No	2	\$10,000	LS	\$20,000	0%	15%	15%	\$27,000		\$27,000										
	24	C103002 Janitorial Sink		x	Janitorial sink is located in the workshop on level 1.	Poor	1967	49	15	2	Replace sink and faucet. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Upgrade	2b - Exceeded Service Life	Yes	Yes	No	No	1	\$750	LS	\$750	0%	15%	15%	\$1,000												
	25	C3010 Interior Finishes - Repaint		15	Interior walls are a combination of painted gypsum wall board, unpainted wood paneling and unpainted CMU. Gypsum wall board appears to have been recently repainted. We assume the walls were repainted in 2010.	Good	2010	6	5	5	Repaint interior gypsum walls. This item has been phased over 5 years.	Replacement	3 - Future Renewal	Yes	No	No	No	1600	\$2	SF	\$3,200	0%	15%	15%	\$5,000					\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000		
	26	C201001 Stair Construction		16	Handrails for interior stairs located at south end of building are discontinuous and not code compliant. Resilient treads and nosing are aging. A tactile warning strip is not located at the top of the stairs. The guard wall at top of stairs does not meet code height requirements.	Fair	1967	49	25	2	Refurbish stairs to meet current code requirements and replace resilient treads and nosing.	Upgrade	3 - Future Renewal	No	No	No	Yes	1	\$8,000	LS	\$8,000	0%	15%	15%	\$11,000		\$11,000										
	27	C302004 Resilient Floor Finishes		17	Aging sheet resilient flooring located on level 2 throughout. We assume the flooring was last replaced in 1995.	Fair	1995	21	15	4	Replace resilient sheet flooring throughout. We recommend that testing be conducted for asbestos prior to commencement of the work.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	2200	\$7	SF	\$14,850	0%	15%	15%	\$20,000				\$20,000								
	28	C303004 Ceiling	Acoustic Tiles	18	Ceiling tiles are located within a few of the spaces located on level 2. We assume they are original to the building.	Good	1967	49	30	15	Replace acoustic 2x4 ceiling tiles (excluding suspension system). This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1000	\$5	SF	\$5,000	0%	15%	15%	\$7,000												
	29	MECHANICAL SYSTEMS																																			
	30	Plumbing Systems																																			
	31	G3010 Water Supply		19	Water for domestic service is provided by a 1" domestic city water main. The water service is not equipped with a backflow preventer.	Not Applicable	1967	49	50	1	Install new backflow preventer.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	No	N/A	N/A	N/A	1																		

Beacon Hill Service Building



Photo 01



Photo 02



Photo 03



Photo 04

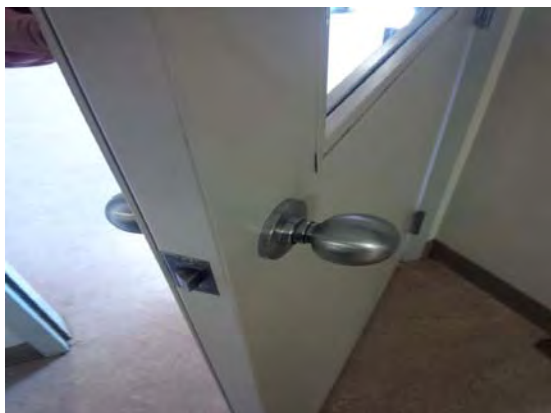


Photo 05



Photo 06

Beacon Hill Service Building

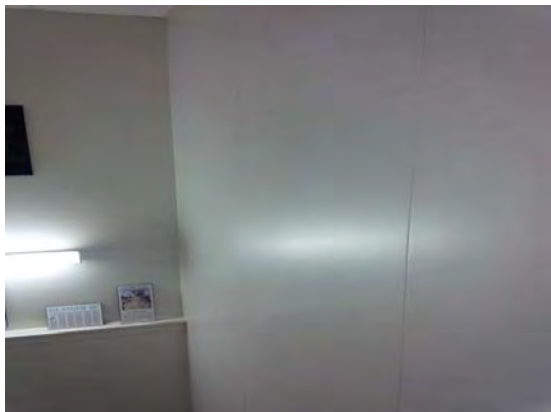


Photo 07

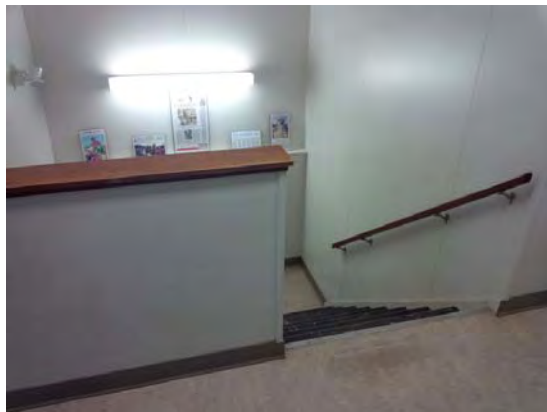


Photo 08



Photo 09

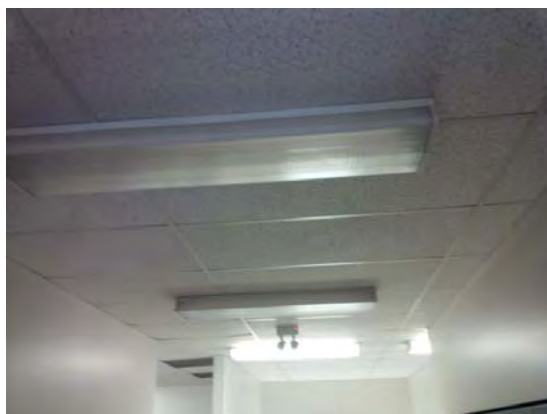


Photo 10

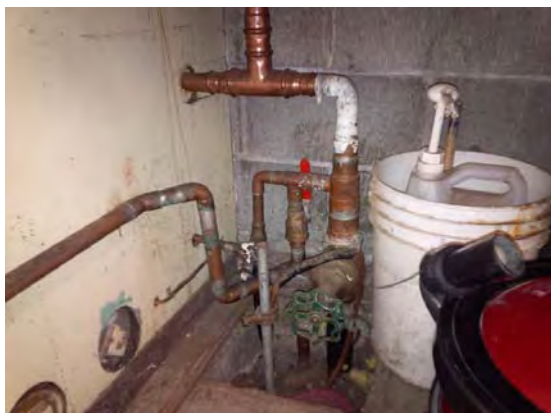


Photo 11



Photo 12

Beacon Hill Service Building



Photo 13

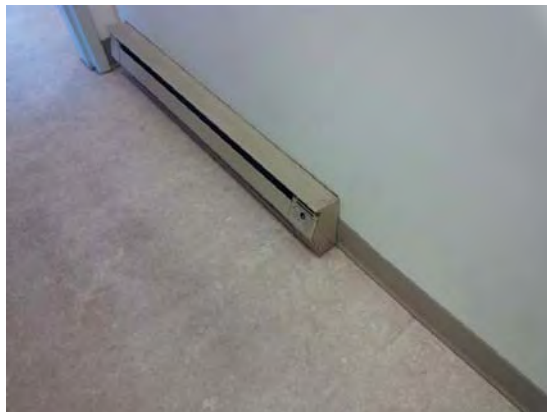


Photo 14



Photo 15



Photo 16

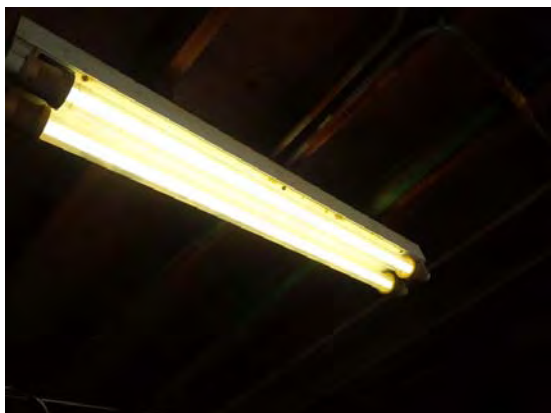


Photo 17

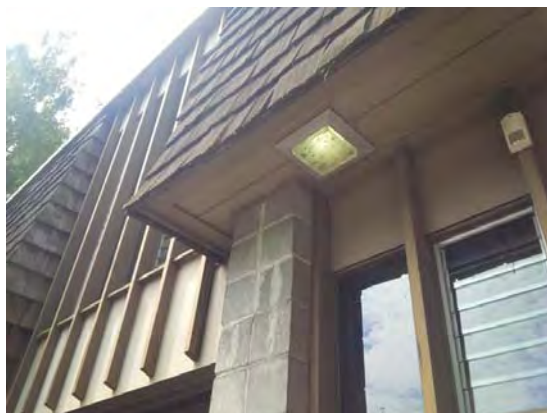


Photo 18

Beacon Hill Service Building



Photo 19



Photo 20



Photo 21

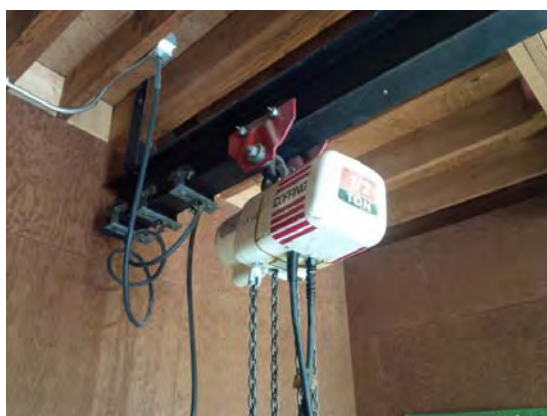


Photo 22



Photo 23



Photo 24

Appendix A38

**Building 45 – Beacon Hill Sports Hut 500
Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Sports Hut, 500 Douglas Street, Victoria

PROPERTY DESCRIPTION

The Sports Hut, located in Beacon Hill Park, was constructed in 1927 and consists of a single storey, wood framed building of approximately 1,300 SF. The cladding consists of painted rock dash stucco with original wood framed single glazed windows. The sloped roof is protected by asphalt shingles. The building consists of two change rooms and two washrooms.

PROPERTY STATISTICS

Gross Floor Area (ft2): 1,300
 Building Value: \$670,908
 Target FCI: 0.025
 Current FCI: 0.013

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	N/A
Deficiencies observed:	Lack of illuminated exit signs and smoke detectors
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	None
Access throughout building:	Limited
Access to washrooms:	None
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Sports Hut, 500 Douglas Street, Victoria

Energy Efficiency

Upgrade recommendations: Install insulation at ceiling level and replace windows.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified no major capital recommendations over the next five years.

PROJECT TEAM

The visual reviews were completed on June 22, 2015 by Scott Williams. During our review of the building, we were accompanied by Mike Israel who provided access to a sampling of representative areas of the facility, as requested.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Floor Plans, Drawing No. 0064 prepared by the City of Victoria, dated 2009-07-14
- Asset Detail Report prepared by VFA, dated 2007

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Sports Hut, 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	9,000	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	14,000	12,000	42,000
4a - Discretionary Renewal (Upgrade)	4,000	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	7,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	4,000	7,000	0	0	9,000	0	0	14,000	12,000	42,000

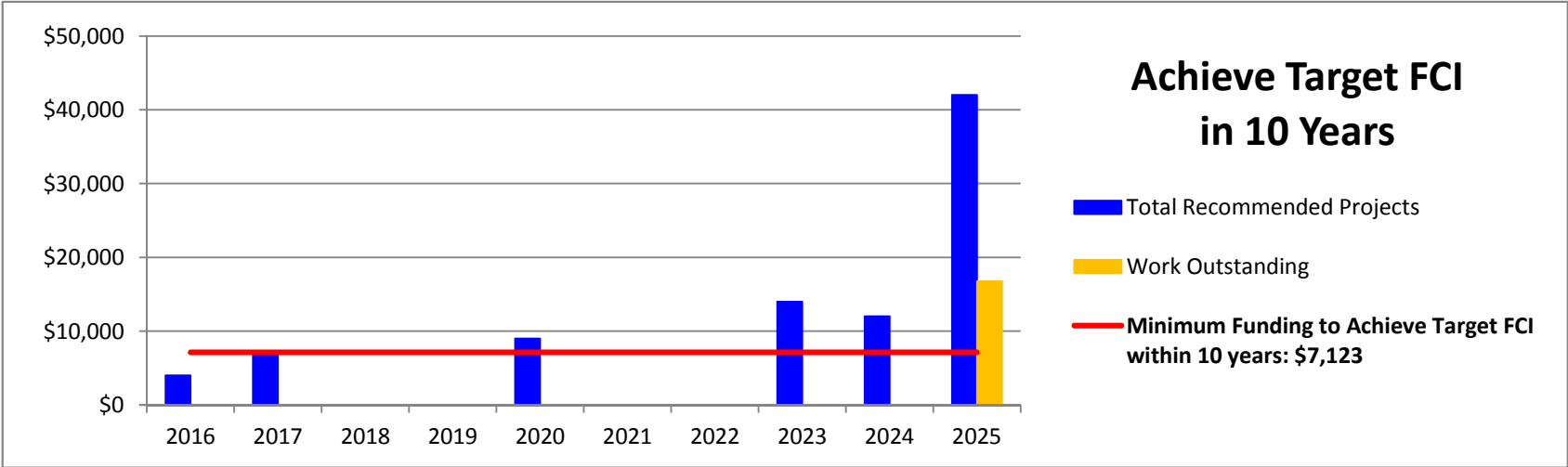
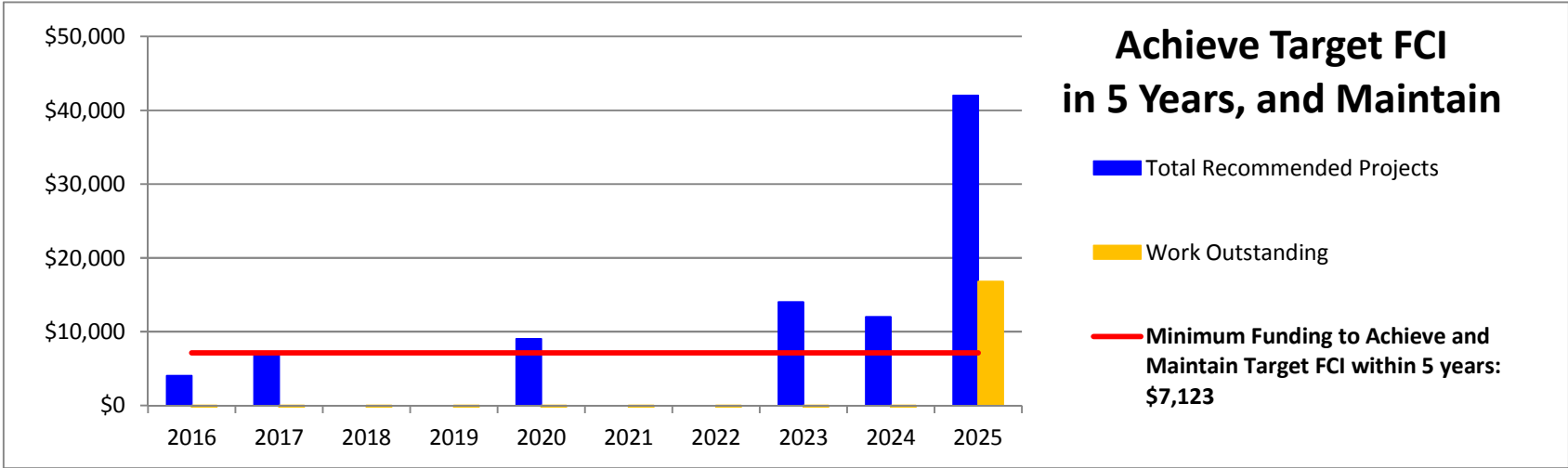
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$7,123

Work outstanding	-3,123	-3,245	-10,368	-17,491	-15,614	-22,736	-29,859	-22,982	-18,105	16,773
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Minimum Funding to Achieve Target FCI within 10 years: \$7,123

Work outstanding	-3,123	-3,245	-10,368	-17,491	-15,614	-22,736	-29,859	-22,982	-18,105	16,773
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Sports Hut, 500 Douglas Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Sports Hut, 500 Douglas Street, Victoria

BLDG	Row	Component		Condition Assessment					Lifecycle Data				Recommendation					Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$4,000	\$7,000	\$0	\$0	\$9,000	\$0	\$0	\$14,000	\$12,000	\$42,000		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations	Cast in place concrete	x	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was reported or observed. Minor settlement was observed on the west elevation.	Fair	1927	89	100	25	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																
	3	A1030 Slab on Grade	Cast in place concrete at both entrances	1	The floor at the two entrances is concrete slab-on-grade. Some evidence of settlement was observed.	Fair	1927	89	100	10	Budget for replacement.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$7,000	EA	\$14,000	10%	15%	15%	\$21,000										\$21,000		
	4	A103006 Foundation Drainage		x	It is unclear whether or not a perimeter drainage system exists. Rainwater runoff from the roof is directed to downspouts and below grade pipes.	Not Applicable	1927	89	10	1	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No				\$0																
	5	SUPERSTRUCTURE																																			
	6	B10 Superstructure	General	2	The superstructure consists of wood framed stud walls with floor and ceiling joists. The sloped roof consists of 2x4 wood rafters.No settlement, cracking, or other evidence of structural distress was observed or reported.	Good	1927	89	100	25	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																
	7	ENVELOPE																																			
	8	Above-Grade Walls																																			
	9	B2010 Exterior Walls - Stucco	Exterior Walls	3	Painted rock-dash stucco has been installed for all exterior walls. The stucco was installed directly over the original lapped wood cladding. Only minor cracking of the stucco was observed. Deterioration of the wood cladding was noted at the crawl space access hatch.	Fair	1927	89	40	15	Replace face-seal stucco system with rain screen stucco system. The stucco appears to be performing as intended. The year of replacement may be better determined once a Building Envelope Survey is conducted. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1500	\$50	SF	\$75,000	10%	15%	15%	\$110,000												
	10	B201010 Exterior Coatings	Recoating of stucco cladding	x	Rock dash stucco has been recently painted and the paint is in good condition.	Good	2006	10	20	10	Recoat stucco cladding. Painting of windows included within cost.	Replacement	3 - Future Renewal	Yes	No	No	No	1500	\$3	SF	\$4,500	0%	15%	15%	\$6,000										\$6,000		
	11	B201011 Joint Sealant	Sealant at exterior wall penetrations	4	Sealant has not been installed at wall penetrations. The stucco cladding butts directly to the window frames.	Not Applicable	1927	89	10	1	Rout stucco around the windows and other penetrations and install sealant joint. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	N/A	N/A	No				\$0																
	12	B202001 Windows - Replace	Wood Framed	5	Windows are original to the building and consist of wood frames. Glazing is single pane. Metal screening has been installed over all windows, secured to the wood frames at the jambs.	Fair	1927	89	30	15	Windows are protected by overhangs and appear to be functioning as intended. Year of replacement/refurbishment will be better determined once a Building Envelope Survey is conducted. Replacement may be considered for increased thermal efficiency and reduced air leakage. Complete replacement is not predicted to occur within the next 10 years. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No	225	\$80	SF	\$18,000	0%	20%	15%	\$25,000												
	13	B202001 Window Coverings - Replace	Steel mesh has been installed over all windows	5	Painted wire mesh has been installed over all windows and appears to be in fair condition.	Fair	1927	89	30	15	Replacement of wire mesh window coverings. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$2,500	SF	\$2,500	0%	15%	15%	\$4,000												
	14	B203001 Exterior Solid Doors	Solid wood doors located at entrances on the west elevation.	x	Wood entry doors are showing signs of deterioration.	Fair	1927	89	45	5	Replace doors at end of service life.	Replacement	2b - Exceeded Service Life	Yes	Yes	Yes	No	2	\$3,000	EA	\$6,000	10%	10%	15%	\$9,000					\$9,000							
	15	B203001 Exterior Doors Chain link	Chain link gates have been installed at the vestibules for both entrances.	x	Chain link gates are located at the 2 entrances. The gates appear to be in good condition.	Good	1995	21	25	15	Replace chain-link gates at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No	1	\$1,500	LS	\$1,500	0%	15%	15%	\$2,000												
	16	Roofs																																			
	17	B301002 Slope Roof	Asphalt Shingle	6	Asphalt shingles, present throughout, appear to have been recently replaced. The plywood sheathing appears to have been installed/replaced at the same time as the shingles.	Good	2007	9	30	21	Replace shingles, building paper, and vents. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1500	\$10	SF	\$15,000	0%	15%	15%	\$20,000												
	18	B301005 Gutters and Downspouts		x	Gutters appear to have been reused/reinstalled when shingles replaced and are in fair condition.	Fair	1985	31	30	21	Replace gutters and downspouts at same time as shingles. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No	150	\$5	LF	\$750	0%	15%	15%	\$1,000												
	19	INTERIORS																																			
	20	C102001 Standard Interior Doors	Interior Doors	x	Doors had been removed for the renovation and had not yet been re-installed.	Not Reviewed	1927	89	45	15	Doors are expected to last the life of the building. This item falls outside of the 10 year plan. Costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	4	\$350	EA	\$1,400	0%	15%	15%	\$2,000												
	21	C103002 Toilet and Bath Accessories, Rehab	2 bathrooms located within building	x	The bathrooms were being refurbished at the time of the review and included new paint, ceiling fans and ceiling mounted light fixtures. Toilets, sinks and cabinets had yet to be installed.	Good	2015	1	15	14	Renovate common washrooms. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$18,000	LS	\$18,000	0%	15%	15%	\$24,000												
	22	C301005 Wall Finishes	Paint	x	Walls were in the process of being repainted at the time of review.	Good	2015	1	20	10	Repaint interior walls.	Replacement	3 - Future Renewal	Yes	No	No	No	1500	\$2	SF	\$3,000	0%	15%	15%	\$4,000										\$4,000		
	23	C302004 Resilient Floor Finishes	Sheet resilient flooring throughout	7	Aging resilient flooring located throughout. Flooring appears to be approximately 10 years old.	Fair	2005	11	20	9	Replace resilient sheet flooring.	Replacement	3 - Future Renewal	No	No	No	No	1300	\$7	SF	\$8,775	0%	15%	15%	\$12,000												
	24	C303003 Ceiling Panels	Replace	8	Aging ceiling panels are showing signs of age related deterioration. A number of patches in the panels observed.	Fair	1927	89	40	10	Replace ceiling panels.	Replacement	3 - Future Renewal	No	No	No	No	1300	\$6	SF	\$7,800	0%	15%	15%	\$11,000										\$11,000		
	25	E202099 Other Furnishings	Benches	9	Wood benches are located along the perimeter of the main rooms.	Good	1927	89	50	20	The benches are expected to last the life of the building. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000												
	26	MECHANICAL SYSTEMS																																			
	27	Plumbing Systems																																			
	28	G3010 Water Supply	Backflow preventer		Water for domestic service is provided via the Service Building located to the south. Please refer to report for the Service Building regarding installation of backflow preventer.	Not Applicable	1927	89	45	1	Replace or install new backflow preventer in existing water entry room.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000	\$4,000											
	29	D202001 Pipes and Fittings		10	New copper piping is being installed as part of the building refurbishment.	Good	2015	1	15	15	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000												
	30	D202003 Domestic Water Equipment - Tanks	One hot water tank	11	There is a domestic hot water storage tank which services the 2 bathrooms.	Good	2015	1	10	9	Replace DHW reheat tank. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No				\$0																
	31	D202003 Domestic Water Equipment - Expansion Tanks	One expansion tank	12	An expansion tank has been installed as part of the new domestic hot water system.	Good	2015	1	15	14	Replace expansion tank at end of anticipated service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	Yes				\$0																
	32	D2040 Rain Water Drainage / D2030 Sanitary Waste			Storm sewer outflow from the site and sanitary is accepted by the city sewer system.	Not Reviewed	1927	89	25	8	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000									\$14,000			
	33	ELECTRICAL SYSTEMS																																			
	34	D305002 Unit Heaters	Replacement	13	2 ceiling mounted electric unit heaters are located within the main rooms. We assume the heaters were last replaced in 1990.	Fair	1990	26	25	8	Replace heaters. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$500	EA	\$1,000	0%	0%	15%	\$2,000												
	35	D501003 Main & Secondary Switchgear	Replacement	14	The 60 Amp main disconnect is located adjacent to the panel. We assume the switchgear was last replaced in 2005.	Fair	2005	11	25	14	Replace distribution switch. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000												
	36	D501005 Panels	1 circuit breaker panel	14	The panel appears to have been recently upgraded. We assume the panel was last replaced in 2005.	Fair	2005	11	25	14	Replace panels at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	Yes	1	\$2,000	EA	\$2,000	0%	15%	15%	\$3,000												
	37	D502002 Interior Lighting	Replacement	15	Aging ceiling mounted fluorescent fixtures are located in the main rooms. We assume the light fixtures were last replaced in 1990.	Fair	1990	26	20	10	Upgrade fluorescent fixtures when ceiling panels replaced. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	LS	\$1,000	0%	0%	15%	\$2,000												
	38	FIRE AND LIFE SAFETY SYSTEMS																																			
	39	D403001 Fire Extinguishing Devices	Wall mount fire extinguishers	16	Portable fire extinguishers located within the building and appear to have been recently replaced. We assume they were last replaced in 2013.	Good	2013	3	7	4	Replace at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No																						

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Sports Hut



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Sports Hut



Photo 07

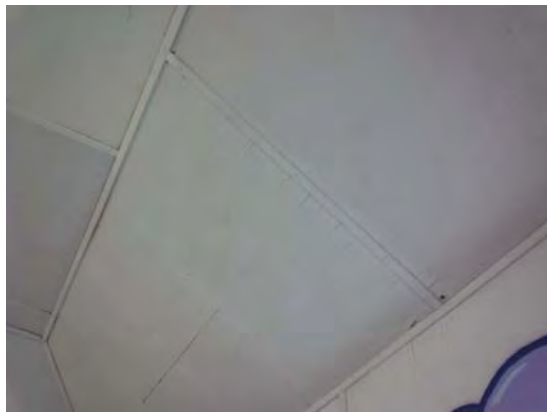


Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Beacon Hill Sports Hut



Photo 13



Photo 14

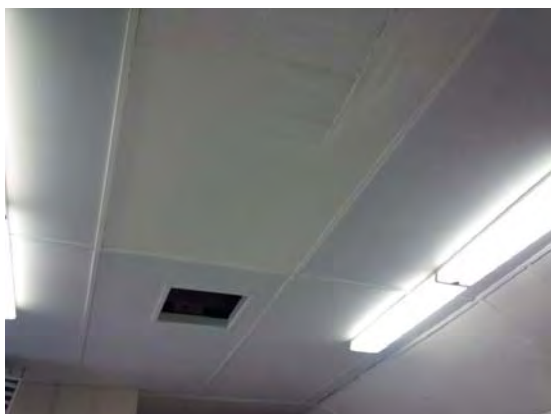


Photo 15



Photo 16

Appendix A39

**Building 46 – Beacon Hill Greenhouse #1
500 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 1, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

Greenhouse #1 was constructed circa 1964. The east and south elevations abut the Nursery Building and Greenhouse #2, respectively.

PROPERTY STATISTICS

Gross Floor Area (ft2):	2,333
Building Value:	\$548,255
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	Review seismic requirements.

Building Code Review

Built under what code:	Unknown, should be confirmed.
Deficiencies observed:	N/A
Recommendations:	None

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

Energy Efficiency

Upgrade recommendations:	Upgrade heating system per the Nursery Building (refer to 2014 Ripple Rock Engineering Mechanical Systems Report)
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We identified recommendations of approximately \$77,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B204004 Exterior Glazing - Replace Glazing Tape

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 1, 100 Cook Street, Victoria

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with facilities staff. During our review of the building, we were accompanied by various staff who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Architectural Drawings by Clive D. Campbell, date unknown
- Thermographic Scan Report by Emery Electric, dated April 2014
- Energy Assessment by Fortis BC, dated, June 26, 2014
- HVAC System Study by Ripple Rock Engineering, dated December 2, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 1, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	5,000	0	0	12,000	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	69,000	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
4 - Discretionary Renewal	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	3,000	0	74,000	0	0	12,000	0	0	0

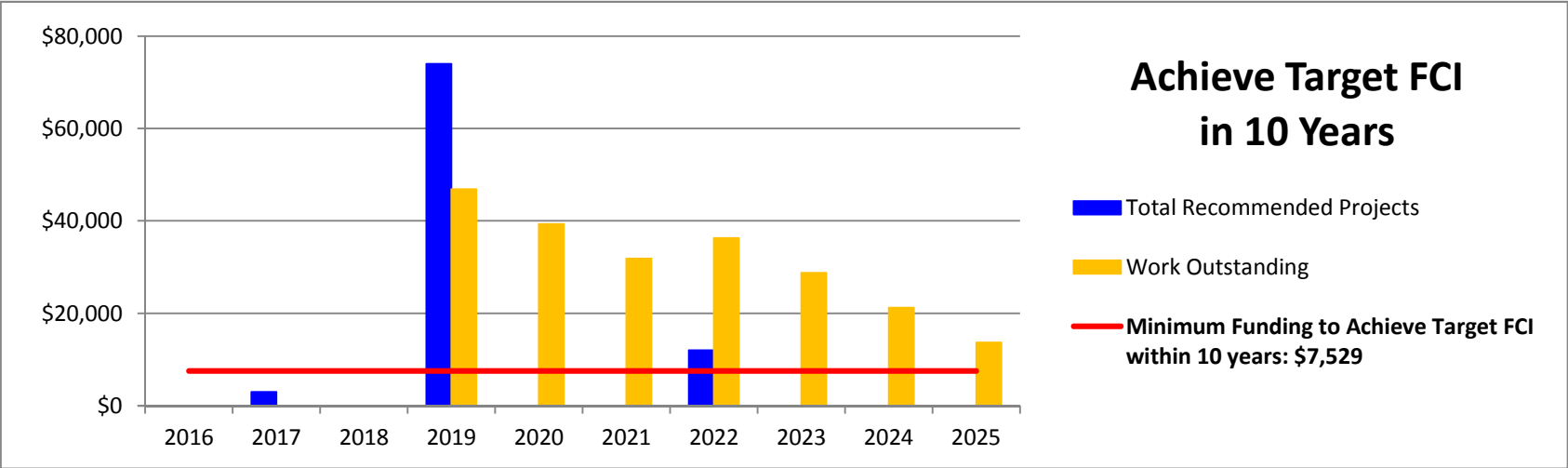
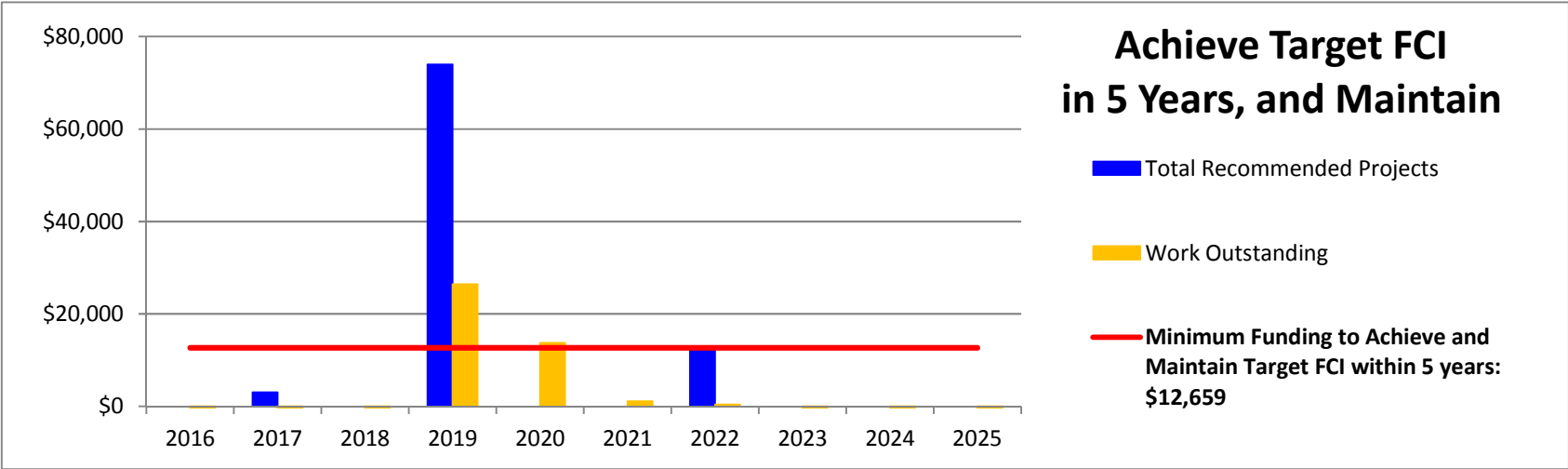
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$12,659

Work outstanding	-12,659	-22,317	-34,976	26,365	13,706	1,048	389	-12,270	-24,929	-37,587
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Minimum Funding to Achieve Target FCI within 10 years: \$7,529

Work outstanding	-7,529	-12,059	-19,588	46,883	39,353	31,824	36,294	28,765	21,236	13,706
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 1, 100 Cook Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 1, 100 Cook Street, Victoria

BLDG	Row	COMPONENT		CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete, can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to Replace or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
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All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Greenhouses 1



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Yard Greenhouses 1



Photo 07



Photo 08



Photo 09



Photo 10

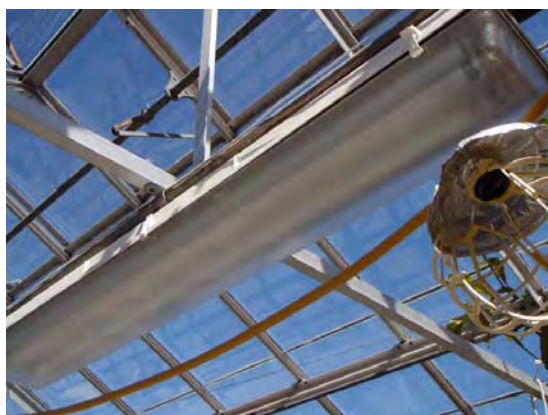


Photo 11

Appendix A40

**Building 47 – Beacon Hill Greenhouse #2
500 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 2, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

Greenhouse #2 was constructed circa 1967. The east and north elevations abut the Nursery Building and Greenhouse #1, respectively.

PROPERTY STATISTICS

Gross Floor Area (ft ²):	3,393
Building Value:	\$797,355
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	Review seismic requirements.

Building Code Review

Built under what code:	Unknown, should be confirmed.
Deficiencies observed:	N/A
Recommendations:	None

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

Energy Efficiency

Upgrade recommendations:	Upgrade heating system per the Nursery Building (refer to 2014 Ripple Rock Engineering Mechanical Systems Report)
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We identified recommendations of approximately \$99,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B204004 Exterior Glazing - Replace Glazing Tape

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 2, 100 Cook Street, Victoria

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Architectural Drawings by Clive D. Campbell, date unknown
- Thermographic Scan Report by Emery Electric, dated April 2014
- Energy Assessment by Fortis BC, dated, June 26, 2014
- HVAC System Study by Ripple Rock Engineering, dated December 2, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 2, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	7,000	0	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	89,000	0	0	7,000	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	3,000	0	96,000	0	0	7,000	0	0	0

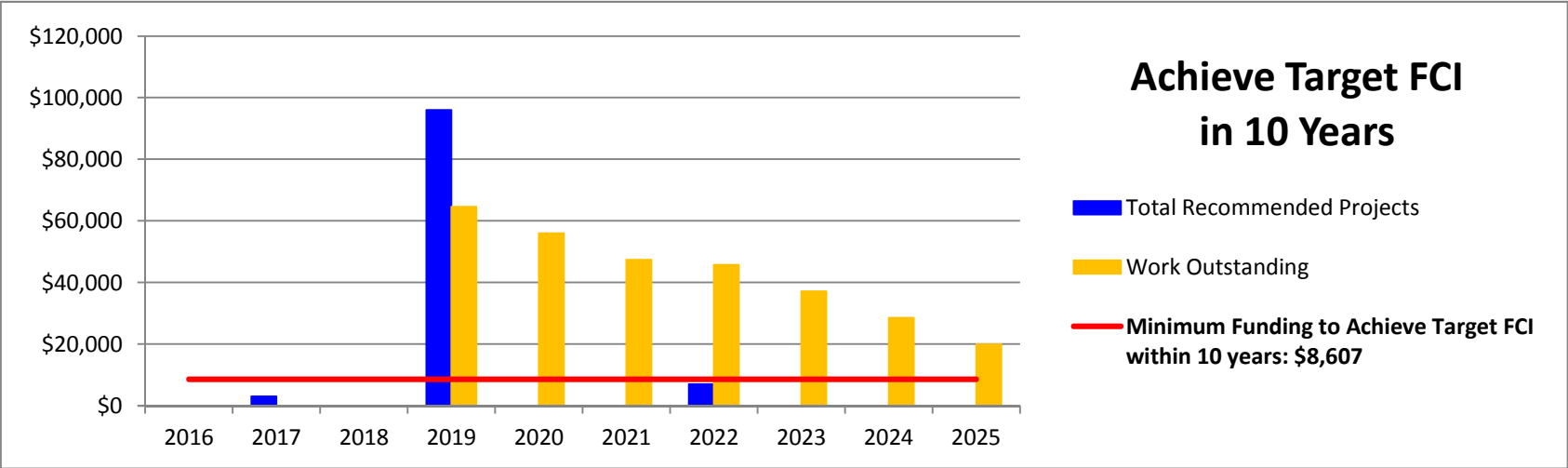
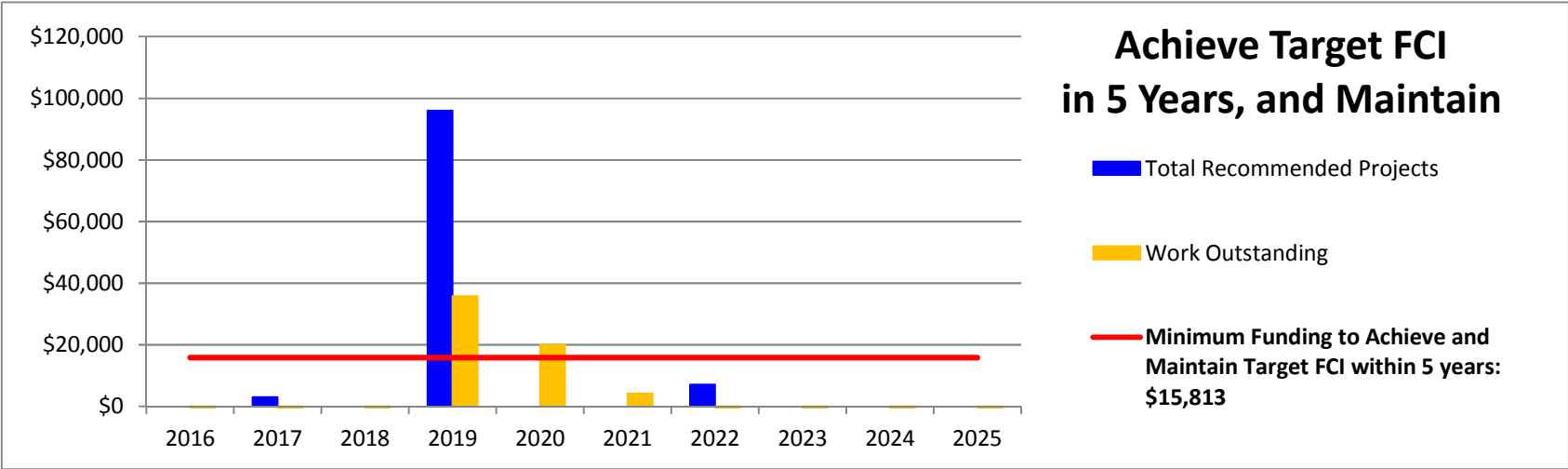
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$15,813

Work outstanding	-15,813	-28,626	-44,440	35,747	19,934	4,121	-4,693	-20,506	-36,319	-52,132
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Minimum Funding to Achieve Target FCI within 10 years: \$8,607

Work outstanding	-8,607	-14,213	-22,820	64,574	55,967	47,360	45,754	37,147	28,540	19,934
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 2, 100 Cook Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 2, 100 Cook Street, Victoria

BLDG	Row	Component		Condition Assessment						Lifecycle Data		Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																			
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est Time Remaining to Complete for Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations	Concrete Foundation	01	The foundation has been assumed to be cast-in-place concrete strip footings. No evidence of major settlement or heaving was reported or observed. A concrete slab-on-grade is installed as the floor finish throughout the building.	Fair	1967	49	100	51	The foundation is expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	Yes	No																																							
	3	SUPERSTRUCTURE																																																						
	4	F101001 Metal Building Systems	Steel Structure	x	The above-grade structural portion of the greenhouse is comprised of steel framing to support the glass.	Fair	1967	49	100	51	The structural steel is expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																																							
	5	ENVELOPE																																																						
	6	Above-Grade Walls																																																						
	7	B204004 Exterior Glazing	Greenhouse Exterior	02	The exterior walls and roof of the greenhouse are clad with single pane glazing set in metal frames. The joints between the panes are sealed with a glazing tape to prevent water ingress.The age of the current seals is unknown (assumed to have been replaced in 2000).	Fair	2000	16	20	4	Replace the glazing tape at the end of service life, or when leaks become evident. Full replacement of the glass is not expected during the life of the greenhouse. Replace cracked panes, as-needed, from the operations budget.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	45	\$1,300	EA	\$58,500	15%	15%	15%	\$89,000				\$89,000																											
	8	INTERIORS																																																						
	9	C103006 Shelving	Interior	x	Metal shelving (work benches) is present around the perimeter and down the centre of the interior of the greenhouse for indoor plant storage.	Fair	1967	49	100	51	The shelving is expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	No	No	No																																							
	10	MECHANICAL SYSTEMS																																																						
	11	HVAC Systems																																																						
	12	D303002 Hydronic Heaters	Radiant Heaters	03	Hydronic heat is delivered through radiant baseboard heaters around the building perimeter. Heating is controlled via a thermostat and two-way valve and originates from the boiler plant in the Nursery adjacent to Greenhouses #1 and #2. The age of the radiant heaters is unknown but is assumed to be original.	Fair	1967	49	30	6	Replace radiant heaters at end of service life.Consideration should be given to following recommendations in the 2014 Ripple Rock Engineering Mechanical Systems Report (installation of heat pump). Costs for this item have been included in the Nursery Building report.	Replacement	3 - Future Renewal	No	No	No	No																																							
	13	D304008 Air Handling Units	Air Intake	04	Two supply air fans with poly tubes for distribution are present. The age of the units is unknown but is assumed to be original.	Fair	2000	16	20	4	Replace fans at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$2,000	EA	\$4,000	15%	15%	15%	\$7,000				\$7,000																											
	14	D304007 Exhaust Systems	Exhaust Fan - Large	05	An exhaust fan is present to remove air from the greenhouse. The age of the fan is unknown but is assumed to be original.	Fair	2000	16	20	4	Replace fan at end of service life.The cost to replace the exhaust fan is expected to arrive at less than the threshold value of the report and therefore, has not been included in the capital plan.	Replacement	3 - Future Renewal	Yes	No	No	No																																							
	15	D304007 Exhaust Systems	Exhaust Fans - Small	06	Six fractional horsepower circulating fans are present to circulate the air in the greenhouse. The age of the fans vary but is assumed to be original.	Fair	2000	16	20	4	Replace fans at end of service life.The cost to replace the fractional horsepower circulating fans is expected to arrive at less than the threshold value of the report and therefore, has not been included in the capital plan.	Replacement	3 - Future Renewal	N/A	N/A	No	No																																							
	16	Plumbing Systems																																																						
	17	G3010 Water Supply	Backflow Prevention	07	A plastic backflow preventer is present on the water supply lines at the fertilizer feed system. The age of this item has been estimated.	Good	1997	19	15	6	Replace backflow preventer at the end of service life.The cost to replace the backflow preventer is expected to arrive at less than the threshold value of the report and therefore, has not been included in the capital plan.	Replacement	3 - Future Renewal	N/A	N/A	No	No																																							
	18	D209001 Special Piping Systems	Fertilizer Feed	x	PVC piping delivers water to the fertilizer feed system, "The Advantage A30" for distribution to plants. The age of this item has been estimated.	Good	2010	6	30	24	Replace fertilizer feed system at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																																							
	19	ELECTRICAL SYSTEMS																																																						
	20	D401003 Motor Control Centers	West Wall	08	Manual motor controls for supply / intake air fans. The age has been assumed.	Fair	2000	16	2000	4	Replace motor control centers at end of reliable service life. The cost is included with the fans and therefore, has not been included in the capital plan.	Replacement	3 - Future Renewal	N/A	N/A	No	No																																							
	21	D502002 Branch Wiring & Devices	Wiring	x	Wiring throughout the facility is assumed to be copper. Devices include all house voltage switches and outlets.	Good	1964	52	100	48	Replace or upgrade wiring as required.Wiring projects, unless for a specific application, would not be expected to occur over the next ten years. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	N/A	No	Yes	No																																							
	22	D502002 Interior Lighting Equipment	High Intensity Discharge	09	High intensity discharge (HID) lighting is provided to assist with plant growth. The lighting was upgraded - assumed to be 1993 vintage.	Fair	1993	23	15	2	Replace fixtures at end of service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No																																							
	23	D502002 Interior Lighting Equipment	Fluorescent	10	Interior lighting is primarily T8 fluorescent fixtures in strip lights. The lighting was upgraded - assumed to be 1993 vintage.	Fair	1993	23	30	7	Replace fixtures at end of service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	10	\$500	EA	\$5,000	0%	15%	15%	\$7,000							\$7,000																								
	24	PROFESSIONAL SERVICES																																																						
	25	P100008 Seismic Review /Structural Investigation	Further Study	x	No seismic work has been completed on this building.	Not Applicable	N/A	N/A	15	2	It is recommended that a seismic study be undertaken to determine whether upgrades are required to meet the current building code.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,000	EA	\$2,000	0%	0%	15%	\$3,000		\$3,000																													

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Greenhouses 2



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Yard Greenhouses 2



Photo 07



Photo 08



Photo 09



Photo 10

Appendix A41

**Building 48 – Beacon Hill Greenhouse #3
500 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 3, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

"Greenhouse #3" was constructed in 2013 and is comprised of steel framed structure supported on a cast-in-place concrete slab-on-grade. The exterior envelope is twin walled polycarbonate panels on gable ends and pressurized two-ply polyethylene overhead. The greenhouse is heated and vented mechanically and passively.

PROPERTY STATISTICS

Gross Floor Area (ft2):	2,572
Building Value:	\$604,420
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	Review seismic requirements.

Building Code Review

Built under what code:	Unknown, should be confirmed.
Deficiencies observed:	N/A
Recommendations:	None

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

Energy Efficiency

Upgrade recommendations:	None
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We identified no major capital recommendations over the next five years.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 3, 100 Cook Street, Victoria

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Thermographic Scan Report by Emery Electric, dated April 2014
- Energy Assessment by Fortis BC, dated, June 26, 2014
- HVAC System Study by Ripple Rock Engineering, dated December 2, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 3, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	3,000	0	0	0	0	0	0	0	0

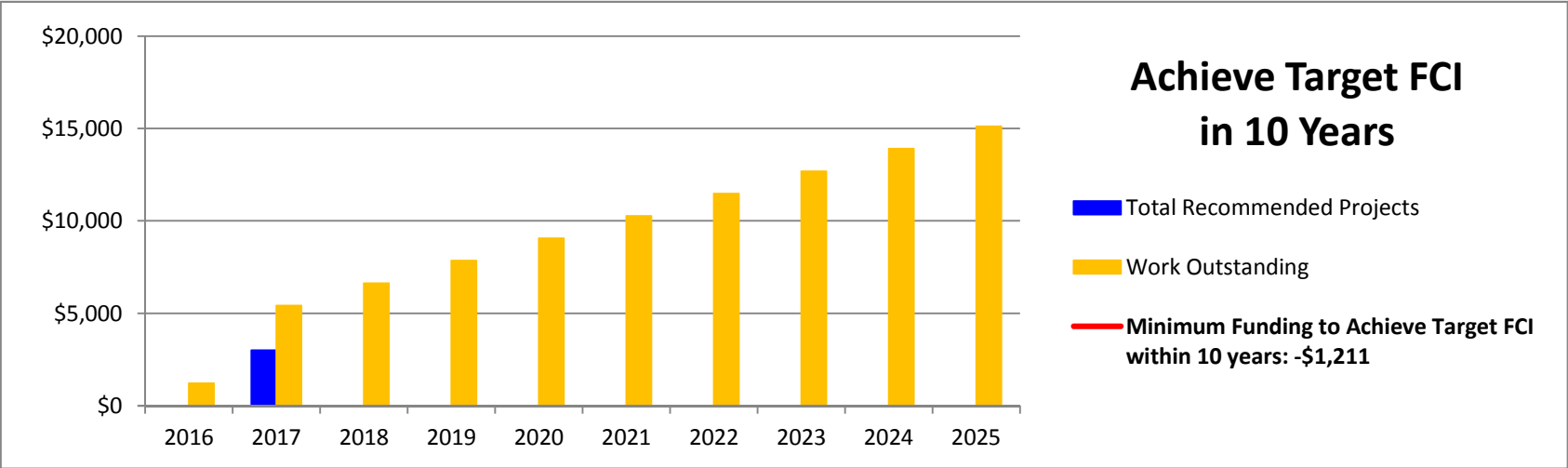
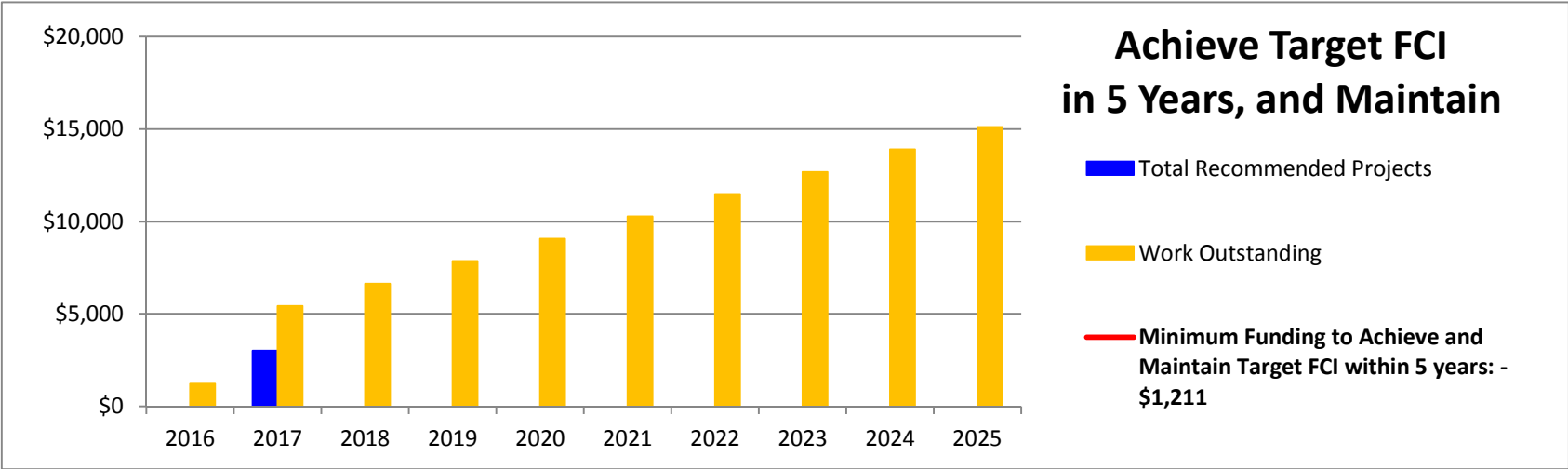
Minimum Funding to Achieve and Maintain Target FCI within 5 years: -\$1,211

Work outstanding	1,211	5,422	6,633	7,844	9,055	10,266	11,477	12,688	13,899	15,111
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Minimum Funding to Achieve Target FCI within 10 years: -\$1,211

Work outstanding	1,211	5,422	6,633	7,844	9,055	10,266	11,477	12,688	13,899	15,111
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 3, 100 Cook Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 3, 100 Cook Street, Victoria

BLDG	Row	Component		Condition Assessment						Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2015	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
	1	SUPERSTRUCTURE																																				
	2	F101001 Metal Building Systems	Structure	01	The above-grade structural portion of the greenhouse is comprised of steel framing on a concrete slab on grade. A portion of the slab extends out from the footprint of the building into a concrete apron.No drawings were provided to verify the below-grade structural components (footings, foundation, etc.)	Good	2013	3	100	97	The structural steel and concrete slab are expected to last the life of the building.No major capital expenditures are expected to be required over the next ten years.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	Yes	No																					
	3	B101099 Other Floor Construction	Wood Frame	02	A band of pressure treated wood 2x4 frames the side elevations at the base of the building. The base of the steel framing is strapped to the 2x4 for additional bracing.	Good	2013	3	15	12	Replace the wood 2x4 at the end of service life.The cost to replace the wood 2x4 is expected to arrive at less than the threshold value of the report and therefore, has not been included in the capital plan.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																					
	4	ENVELOPE																																				
	5	Above-Grade Walls																																				
	6	B202099 Other Exterior Windows	Roof / Side Walls	03	Two ply sheet polyethylene forms the roof and side walls of the greenhouse.	Good	2013	3	10	7	Replace two-ply sheet polyethylene at end of service life.The cost to replace the sheet polyethylene is expected to arrive at less than the threshold value of the report and therefore, has not been included in the capital plan.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																					
	7	B202099 Other Exterior Windows	End Walls	03	Twin-walled polycarbonate clads the gable end walls.	Good	2013	3	20	17	Replace the polycarbonate at end of service life. No major capital expenditures are expected to be required over the next ten years. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No	1000	\$4	SF	\$4,000	0%	10%	15%	\$6,000													
	8	B202099 Other Exterior Windows	Roof and Walls	03	Shade cloth covers the roof and side walls of the greenhouse.	Good	2013	3	10	7	Replace the shade cloth at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																					
	9	MECHANICAL SYSTEMS																																				
	10	HVAC Systems																																				
	11	D302003 Furnaces	Ceiling-Mounted	04 / 05	A Modine ceiling-mounted natural gas furnace is installed on the ceiling / framing of the greenhouse. The unit delivers tempered air around the greenhouse and is controlled by manual thermostat.	Good	2013	3	20	17	Replace furnace at end of service life.No major capital expenditures are expected to be required over the next ten years.	Replacement	3 - Future Renewal	N/A	N/A	No	No	1	\$4,000	EA	\$4,000	0%	10%	15%	\$6,000													
	12	D304008 Air Handling Units	Air Intake	06	A supply air fan is present to pressurize the two-ply polyethylene sheet roof and walls.	Good	2013	3	20	17	Replace fan at end of service life.The cost to replace the supply air fan is expected to arrive at less than the threshold value of the report and therefore, has not been included in the capital plan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																					
	13	D304007 Exhaust Systems	Exhaust Fans - Small	07	Six fractional-horsepower circulating fans are present to bring air to the rear of the greenhouse.	Good	2013	3	20	17	Replace fans at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																					
	14	Plumbing Systems																																				
	15	G3010 Water Supply	Backflow Prevention	08	A backflow preventer is present on the water supply lines at the fertilizer feed system. The device was ticketed as installed in 2014.	Good	2014	2	25	23	Replace backflow preventer at the end of service life.The cost to replace the backflow preventer is expected to arrive at less than the threshold value of the report and therefore, has not been included in the capital plan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																					
	16	D209001 Special Piping Systems	Fertilizer Feed	08	PVC piping delivers water to the fertilizer feed system, "Dosmatic SuperDos30" for distribution to plants.	Good	2013	3	30	27	Replace fertilizer feed system at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																					
	17	Other Mechanical Systems																																				
	18	B201005 Exterior Louvers and Screens	Walls	x	Natural ventilation is provided by curtain hand cranks at the side walls of the structure.No issues regarding performance were noted.	Fair	2013	3	30	27	Replace hand cranks at end of service life.The cost to replace the hand crank is expected to arrive at less than the threshold value of the report and therefore, has not been included in the capital plan.	Replacement	3 - Future Renewal	N/A	N/A	No	No																					
	19	ELECTRICAL SYSTEMS																																				
	20	D501005 House Panels	Misc. Breaker Panels	x	Breaker Panel "#3" is present on the east wall of the structure for lighting and plug loads.	Good	2013	3	50	47	Replace breaker panel at end of service life or as deemed necessary by IR scans. No major capital expenditures are expected to be required over the next ten years.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																					
	21	D502002 Branch Wiring & Devices	Wiring	x	Wiring throughout the facility is assumed to be copper. Devices include all house voltage switches and outlets.	Good	2013	3	100	97	Replace or upgrade wiring as required.Wiring projects, unless for a specific application, would not be expected to occur over the next ten years.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	N/A	N/A	Yes	No																					
	22	D502002 Interior Lighting Equipment	Fluorescent	09	Interior lighting is primarily T8 fluorescent fixtures in strip lights.	Fair	2013	3	30	27	Replace fixtures at end of service life.No major capital expenditures are expected to be required over the next ten years.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	N/A	N/A	No																					
	23	PROFESSIONAL SERVICES																																				
	24	P100008 Seismic Review / Structural Investigation	Further Study	x	No seismic work has been completed on this building.	Not Applicable	N/A	N/A	15	2	It is recommended that a seismic study be undertaken to determine whether upgrades are required to meet the current building code.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,000	EA	\$2,000	0%	0%	15%	\$3,000		\$3,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Greenhouses 3



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

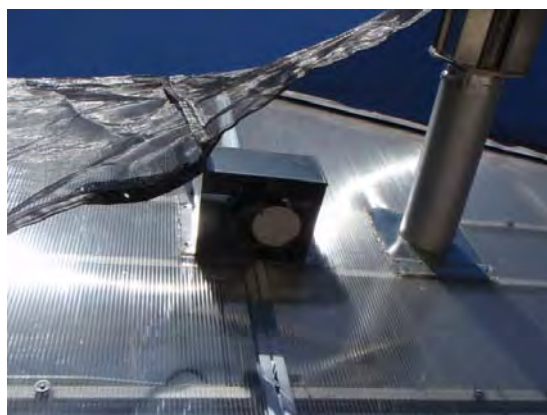


Photo 06

Beacon Hill Yard Greenhouses 3



Photo 07



Photo 08



Photo 09

Appendix A42

**Building 49 – Beacon Hill Greenhouse #4
500 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 4, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

"Greenhouse #4" is comprised of steel framed structure braced with pressure treated lumber at the base of the side elevations. The exterior envelope is twin walled polycarbonate on gable ends and single-ply polyethylene overhead. The greenhouse is heated and passively vented. The age of the greenhouse is unknown.

PROPERTY STATISTICS

Gross Floor Area (ft2):	1,650
Building Value:	\$387,750
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	Review seismic requirements.

Building Code Review

Built under what code:	Unknown, should be confirmed.
Deficiencies observed:	N/A
Recommendations:	None

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

Energy Efficiency

Upgrade recommendations:	None
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We identified no major capital recommendations over the next five years.

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 4, 100 Cook Street, Victoria

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Thermographic Scan Report by Emery Electric, dated April 2014
- Energy Assessment by Fortis BC, dated, June 26, 2014
- HVAC System Study by Ripple Rock Engineering, dated December 2, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 4, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	3,000	0	0	0	0	0	0	0	0

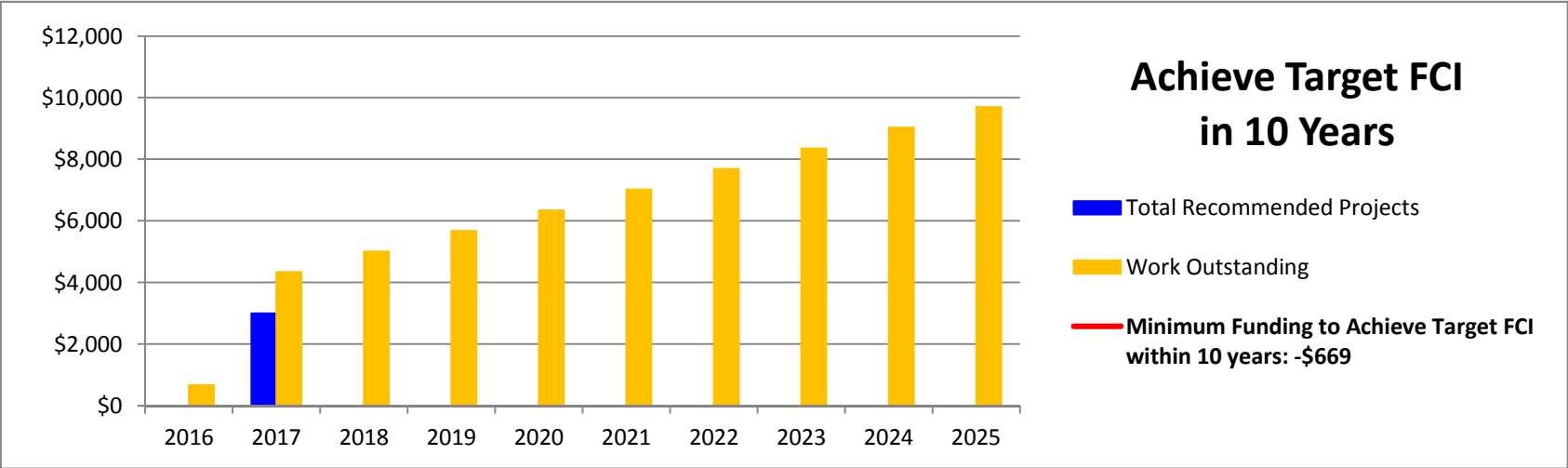
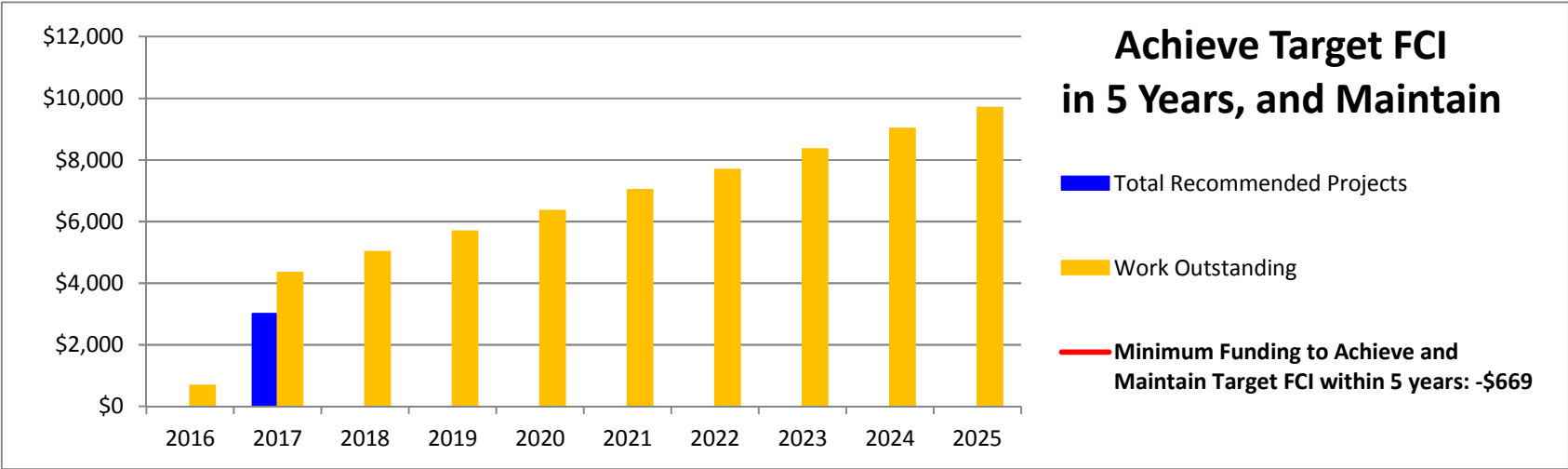
Minimum Funding to Achieve and Maintain Target FCI within 5 years: -\$669

Work outstanding	669	4,339	5,008	5,678	6,347	7,016	7,686	8,355	9,024	9,694
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Minimum Funding to Achieve Target FCI within 10 years: -\$669

Work outstanding	669	4,339	5,008	5,678	6,347	7,016	7,686	8,355	9,024	9,694
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 4, 100 Cook Street, Victoria



Start Yr:
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 4, 100 Cook Street, Victoria

BLDG	Row	COMPONENT			CONDITION ASSESSMENT						LIFECYCLE DATA				RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.					Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025					
	1	SUPERSTRUCTURE																																						
	2	F101001 Metal Building Systems	Structure	01	The above-grade structural portion of the greenhouse is comprised of steel framing. The floor is covered with gravel. The age of the superstructure is unknown and has been assumed.No drawings were provided to verify the below-grade structural components (footings, foundation, etc.).	Good	1985	31	100	69	The structural steel and gravel floor are expected to last the life of the building.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables..	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																							
	3	B101099 Other Floor Construction	Wood Frame	01	A band of pressure treated wood 2x4 frames the side elevations at the base of the building. The base of the steel framing is strapped to the 2x4 for bracing. The age of the wood bracing is unknown and has been assumed.	Good	2010	6	15	9	Replace the wood 2x4 at the end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																							
	4	ENVELOPE																																						
	5	Above-Grade Walls																																						
	6	B202099 Other Exterior Windows	Roof and Side Walls	02	Single ply sheet polyethylene forms the roof and side walls of the greenhouse. The age of polyethylene is unknown and has been assumed.	Fair	2010	6	10	4	Replace single-ply sheet polyethylene at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables..	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																							
	7	B202099 Other Exterior Windows	End Walls	03	Twin-walled polycarbonate clads the gable end walls. The age of the polycarbonate is unknown and has been assumed.	Fair	2000	16	20	4	Replace the polycarbonate at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																							
	8	MECHANICAL SYSTEMS																																						
	9	HVAC Systems																																						
	10	D302003 Furnaces	Portable Unit	04	A Patron Promat 50 portable propane heater is located at the front entrance to the greenhouse. The unit delivers tempered air around the greenhouse. A propane cylinder is present on the exterior of the structure. The age of the equipment is unknown.	Fair	2010	6	15	9	Replace heater and cylinder at end of service life. Consider upgrades as recommended by Ripple Rock Engineering.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																							
	11	Plumbing Systems																																						
	12	G3010 Water Supply	Water Entry	x	The water service enters the greenhouse through a 3/4" diameter copper pipe / standpipe. Garden hose delivers water to plants. The age of the standpipe is unknown and has been assumed.It has also been assumed that the backflow preventer for the water supply is shared with another greenhouse.	Fair	1985	31	50	19	Replace standpipe at the time of failure or if a drop in pressure is noted.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																							
	13	Other Mechanical Systems																																						
	14	B201005 Exterior Louvers and Screens	Walls	03	Natural ventilation is provided by curtain hand cranks at the side walls of the structure. The age of the hand cranks is unknown.	Fair	1985	31	30	10	Replace hand cranks at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																							
	15	ELECTRICAL SYSTEMS																																						
	16	D501005 House Panels	Misc. Breaker Panels	05	Breaker Panel "#4" (60 A) is present on the east wall of the structure for lighting and plug loads.The age of the panel is unknown and has been assumed.	Good	1985	31	50	47	Replace breaker panel at end of service life or as deemed necessary by IR scans.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																							
	17	PROFESSIONAL SERVICES																																						
	18	P100008 Seismic Review / Structural Investigation	Further Study	x	No seismic work has been completed on this building.	Not Applicable	N/A	N/A	15	2	It is recommended that a seismic study be undertaken to determine whether upgrades are required to meet the current building code.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,000	EA	\$2,000	0%	0%	15%	\$3,000		\$3,000													

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Greenhouses 4



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

Appendix A43

**Building 50 – Beacon Hill Greenhouse #5
500 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 5, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

"Greenhouse #5" is comprised of steel framed structure braced with pressure treated lumber at the base of the side elevations. The exterior envelope is twin walled polycarbonate on gable ends and single-ply polyethylene overhead. The greenhouse is passively vented. The age of the greenhouse is unknown.

PROPERTY STATISTICS

Gross Floor Area (ft2):	2,378
Building Value:	\$558,830
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	Review seismic requirements.

Building Code Review

Built under what code:	Unknown, should be confirmed.
Deficiencies observed:	N/A
Recommendations:	None

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

Energy Efficiency

Upgrade recommendations:	None
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We identified no major capital recommendations over the next five years.

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 5, 100 Cook Street, Victoria

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Energy Assessment by Fortis BC, dated, June 26, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 5, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	3,000	0	0	0	0	0	0	0	0

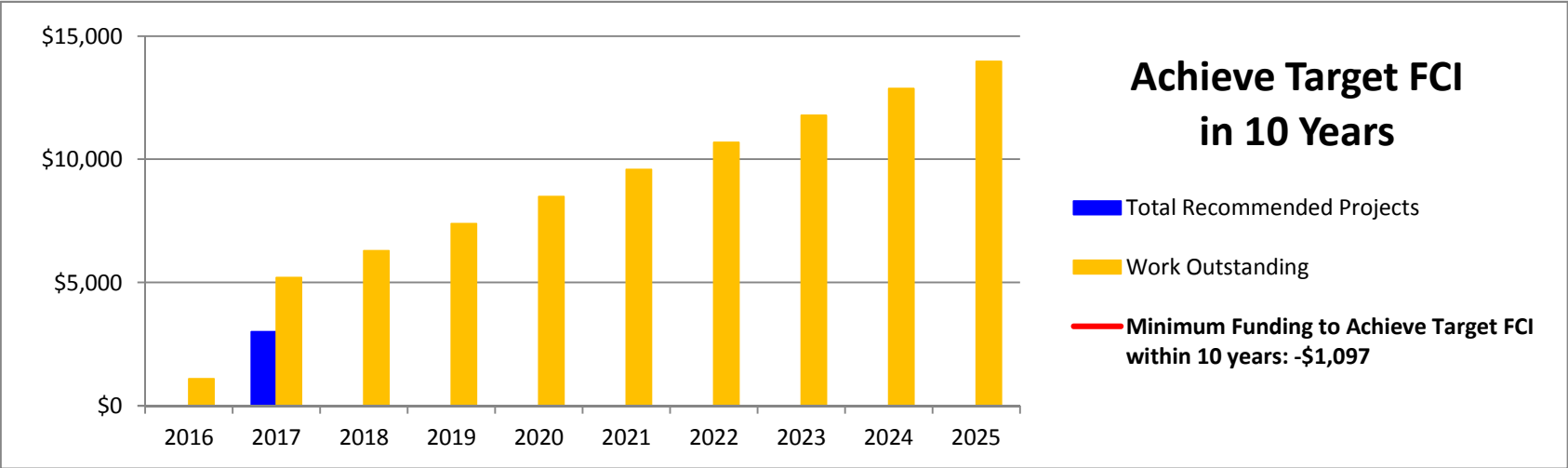
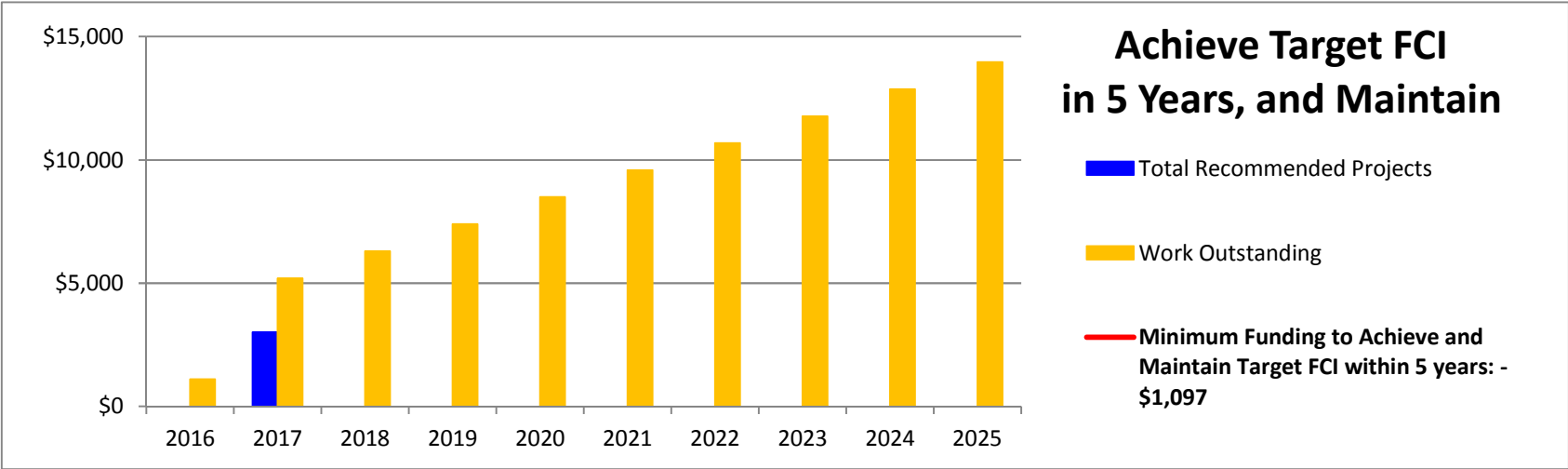
Minimum Funding to Achieve and Maintain Target FCI within 5 years: -\$1,097

Work outstanding	1,097	5,194	6,291	7,388	8,485	9,582	10,680	11,777	12,874	13,971
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Minimum Funding to Achieve Target FCI within 10 years: -\$1,097

Work outstanding	1,097	5,194	6,291	7,388	8,485	9,582	10,680	11,777	12,874	13,971
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 5, 100 Cook Street, Victoria



BLDG	Row	Component		Condition Assessment						Lifecycle Data			Recommendation					If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	Quantity	Unit Rate	Unit				Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
	1	SUPERSTRUCTURE																																					
	2	F101001 Metal Building Systems	Structure	01	The above-grade structural portion of the greenhouse is comprised of steel framing. The floor is covered with gravel. The age of the superstructure is unknown and has been assumed.No drawings were provided to verify the below-grade structural components (footings, foundation, etc.)	Good	1985	31	100	69	The structural steel and gravel are expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	Yes	No																						
	3	B101099 Other Floor Construction	Wood Frame	01	A band of pressure treated wood 2x4 frames the side elevations at the base of the building. The base of the steel framing is strapped to the 2x4 for bracing. The age of the wood bracing is unknown and has been assumed.	Good	2005	11	15	4	Replace the wood 2x4 at the end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																						
	4	ENVELOPE																																					
	5	Above-Grade Walls																																					
	6	B202099 Other Exterior Windows	Roof and Walls	02	Single ply sheet polyethylene forms the roof and side walls of the greenhouse, and twin-walled polycarbonate clads the gable end walls. The age of polyethylene and polycarbonate is unknown and has been assumed.	Fair	2010	6	10	4	Replace single-ply sheet polyethylene and polycarbonate at end of service life.The cost to replace the sheet polyethylene and polycarbonate is expected to arrive at less than the threshold value of the report and therefore, has not been included in the capital plan.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																						
	7	MECHANICAL SYSTEMS																																					
	8	Plumbing Systems																																					
	9	G3010 Water Supply	Water Entry	03	The water service enters the greenhouse through a 3/4" diameter copper pipe / standpipe. Garden hose delivers water to plants. The age of the standpipe is unknown and has been assumed.It has also been assumed that the backflow preventer for the water supply is shared with another greenhouse.	Fair	1985	31	50	19	Replace standpipe at the time of failure or if a drop in pressure is noted.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																						
	10	Other Mechanical Systems																																					
	11	B201005 Exterior Louvers and Screens	Walls	x	Natural ventilation is provided by curtain hand cranks at the side walls of the structure. The age of the hand cranks is unknown and has been assumed.	Fair	1985	31	30	10	Replace hand cranks at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables	Replacement	3 - Future Renewal	N/A	N/A	No	No																						
	12	PROFESSIONAL SERVICES																																					
	13	P100008 Seismic Review / Structural Investigation	Further Study	x	No seismic work has been completed on this building.	Not Applicable	N/A	N/A	15	2	It is recommended that a seismic study be undertaken to determine whether upgrades are required to meet the current building code.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,000	EA	\$2,000	0%	0%	15%	\$3,000		\$3,000												

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Greenhouses 5



Photo 01



Photo 02



Photo 03

Appendix A44

**Building 51 – Beacon Hill Greenhouse #6
500 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 6, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

"Greenhouse #6" is comprised of steel framed structure anchored to cast-in-place concrete footings. The interior floor finish is of asphalt pavement. The exterior envelope is twin walled polycarbonate on gable ends and single-ply polyethylene overhead. The greenhouse is heated, and passively / mechanically vented. The age of the greenhouse is unknown.

PROPERTY STATISTICS

Gross Floor Area (ft2):	3,572
Building Value:	\$839,420
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	Review seismic requirements.

Building Code Review

Built under what code:	Unknown, should be confirmed.
Deficiencies observed:	N/A
Recommendations:	None

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

Energy Efficiency

Upgrade recommendations:	Upgrade heating system per the Nursery Building (refer to 2014 Ripple Rock Engineering Mechanical Systems Report)
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We identified no major capital recommendations over the next five years.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 6, 100 Cook Street, Victoria

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Thermographic Scan Report by Emery Electric, dated April 2014
- Energy Assessment by Fortis BC, dated, June 26, 2014
- HVAC System Study by Ripple Rock Engineering, dated December 2, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 6, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	4,000	0	0	0	0	0	0	0	0

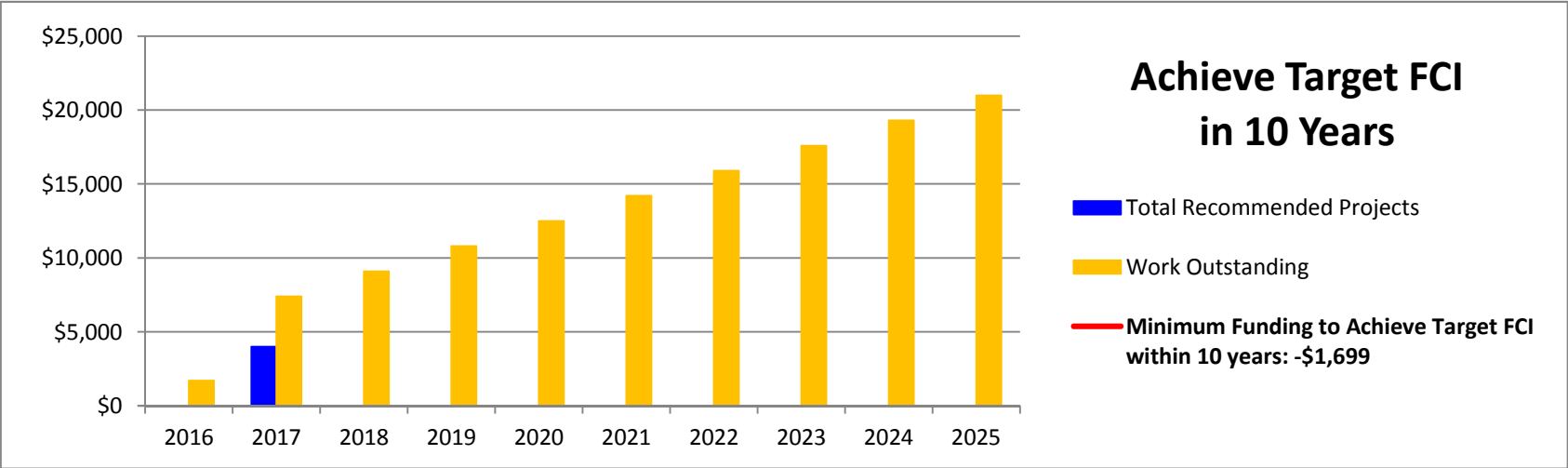
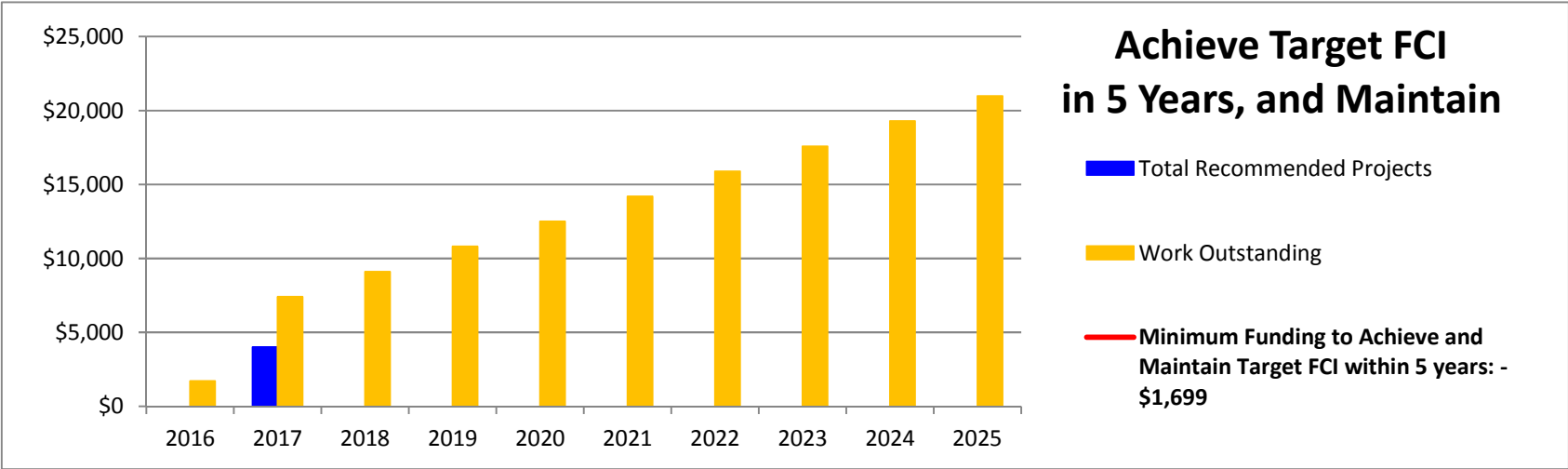
Minimum Funding to Achieve and Maintain Target FCI within 5 years: -\$1,699

Work outstanding	1,699	7,397	9,096	10,794	12,493	14,191	15,890	17,588	19,287	20,986
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Minimum Funding to Achieve Target FCI within 10 years: -\$1,699

Work outstanding	1,699	7,397	9,096	10,794	12,493	14,191	15,890	17,588	19,287	20,986
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 6, 100 Cook Street, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT						LIFECYCLE DATA					RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in YRS	Typical Life Cycle or Action Interval	Est. Time Remaining to CO or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.					Contin- gency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025					
																										\$0	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
	1	SUPERSTRUCTURE																																						
	2	F101001 Metal Building Systems	Structure	01	The above-grade structural portion of the greenhouse is comprised of steel framing supported on a concrete strip footing. The age of the superstructure is unknown and has been assumed.	Good	1985	31	100	69	The structural steel and concrete footing are expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																							
	3	R101099 Other Floor Construction	Wood Frame	01	A band of pressure treated wood 2x4 frames the side elevations at the base of the building. The age of the wood bracing is unknown and has been assumed.	Poor	2004	12	15	3	Replace the wood 2x4 at the end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																							
	4	G201003 Paved Surfaces	Floor Finish	02	Asphalt pavement creates the floor finish with in the footprint of the greenhouse. The age of the asphalt is unknown and has been assumed.	Good	2010	6	50	44	Replace the asphalt floor at the end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b- Discretionary Renewal (Aesthetic)	N/A	N/A	Yes	No																							
	5	ENVELOPE																																						
	6	Above-Grade Walls																																						
	7	R202099 Other Exterior Windows	Roof and Walls	03 and 04	Single ply sheet polyethylene forms the roof and side walls of the greenhouse, and twin-walled polycarbonate clash the gable end walls. The age of polyethylene and polycarbonate is unknown.	Fair	2010	6	10	4	Replace single-ply sheet polyethylene and polycarbonate at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a- Discretionary Renewal (Upgrade)	N/A	N/A	No	No																							
	8	MECHANICAL SYSTEMS																																						
	9	HVAC Systems																																						
	10	G303003 Furnaces	Ceiling-Mounted	05	A Rector ceiling-mounted propane-fired furnace (Model: UDAP200) is installed on the ceiling / framing of the greenhouse. The unit delivers tempered air around the greenhouse and is controlled by manual thermostat.	Good	2011	5	20	15	Replace furnace at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables. Consider following Ripple Rock Engineer's recommendation to upgrade the propane heating unit to a high-efficiency natural gas fired furnace, including installing a gas line originating from Greenhouse #1.	Replacement	3 - Future Renewal	N/A	N/A	No	No			1	\$9,000	EA	\$9,000	0%	10%	15%	\$12,000													
	11	G304008 Air Handling Units	Circulating Fan	06	A Coolair Power Tube Fan is present to circulate tempered air throughout the greenhouse. The age of the fan is unknown and has been assumed.	Good	2002	14	20	6	Replace Fan at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																							
	12	G304007 Exhaust Systems	Exhaust Fans - Small	07	Six Fractional horsepower circulating fans are present to bring air to the rear of the greenhouse. The age of the fans is unknown and has been assumed.	Good	2002	14	20	6	Replace fans at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																							
	13	Plumbing Systems																																						
	14	G33010 Water Supply	Backflow Prevention	08	A backflow preventer is present on the water supply lines at the fertilizer feed system. The age of the device is unknown and has been assumed.	Good	2010	6	25	19	Replace backflow preventer at the end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																							
	15	G209001 Special Piping Systems	fertilizer Feed	09	PVC piping delivers water to the fertilizer feed system, "The Advantage A30" for distribution to plants. The age of the plumbing and feed system is unknown and has been assumed.	Good	2010	6	30	27	Replace fertilizer feed system at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																							
	16	Other Mechanical Systems																																						
	17	R201005 Exterior Louvers and Screens	Walls	x	Natural ventilation is provided by curtain hand cranks at the side walls of the structure. The age of the hand cranks is unknown and has been assumed.	Fair	2005	11	30	19	Replace hand cranks at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																							
	18	ELECTRICAL SYSTEMS																																						
	19	G501005 House Panels	Misc. Breaker Panels	10	Breaker Panel "48" (30 A) is present on the east wall of the structure for lighting and service loads. The age of the panel is unknown and has been assumed.	Good	1985	31	50	19	Replace breaker panel at end of service life or as deemed necessary by IR scans. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																							
	20	G502002 Branch Wiring & Devices	Wiring	x	Wiring throughout the facility is assumed to be copper. Devices include all house voltage switches and outlets. The age of the wiring is unknown and has been assumed.	Good	1985	31	100	69	Replace or upgrade wiring as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	N/A	N/A	Yes	No																							
	21	PROFESSIONAL SERVICES																																						
	22	P100006 Seismic Review / Structural Investigation	Further Study	x	No seismic work has been completed on this building.	Not Applicable	N/A	N/A	15	2	It is recommended that a seismic study be undertaken to determine whether upgrades are required to meet the current building code.	Study	Not Applicable	N/A	N/A	N/A	N/A			1	\$2,000	EA	\$2,000	0%	0%	15%	\$3,000		\$4,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Greenhouses 6



Photo 01



Photo 02

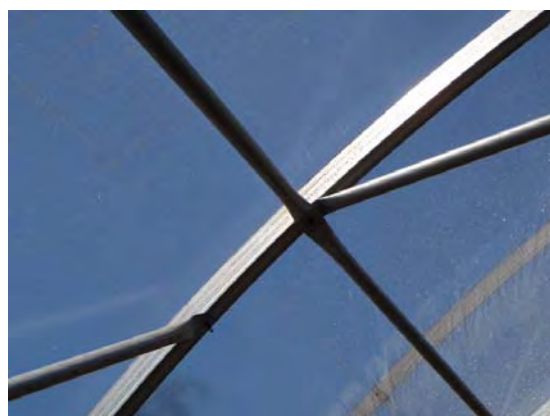


Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Yard Greenhouses 6



Photo 07



Photo 08



Photo 09



Photo 10

Appendix A45

**Building 52 – Beacon Hill Greenhouse #7
500 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 7, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

Greenhouse #7 was originally constructed circa 1973, and is comprised of a quonset style steel framed structure anchored to cast-in-place concrete pier footings. Heating is provided by radiant heating and is both passively and mechanically vented. The corrugate transparent cladding / roofing was reportedly replaced in 2010.

PROPERTY STATISTICS

Gross Floor Area (ft2):	1,065
Building Value:	\$250,275
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	Review seismic requirements.

Building Code Review

Built under what code:	Unknown, should be confirmed.
Deficiencies observed:	N/A
Recommendations:	None

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

Energy Efficiency

Upgrade recommendations:	Upgrade heating system per the Nursery Building (refer to 2014 Ripple Rock Engineering Mechanical Systems Report)
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We identified no major capital recommendations over the next five years.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 7, 100 Cook Street, Victoria

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Greenhouse Drawings 1-5 by Lord & Burnham Co. Ltd., dated April 27, 1973
- Energy Assessment by Fortis BC, dated, June 26, 2014
- HVAC System Study by Ripple Rock Engineering, dated December 2, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 7, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	19,000	0	0	10,000	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	3,000	0	19,000	0	0	10,000	0	0	0

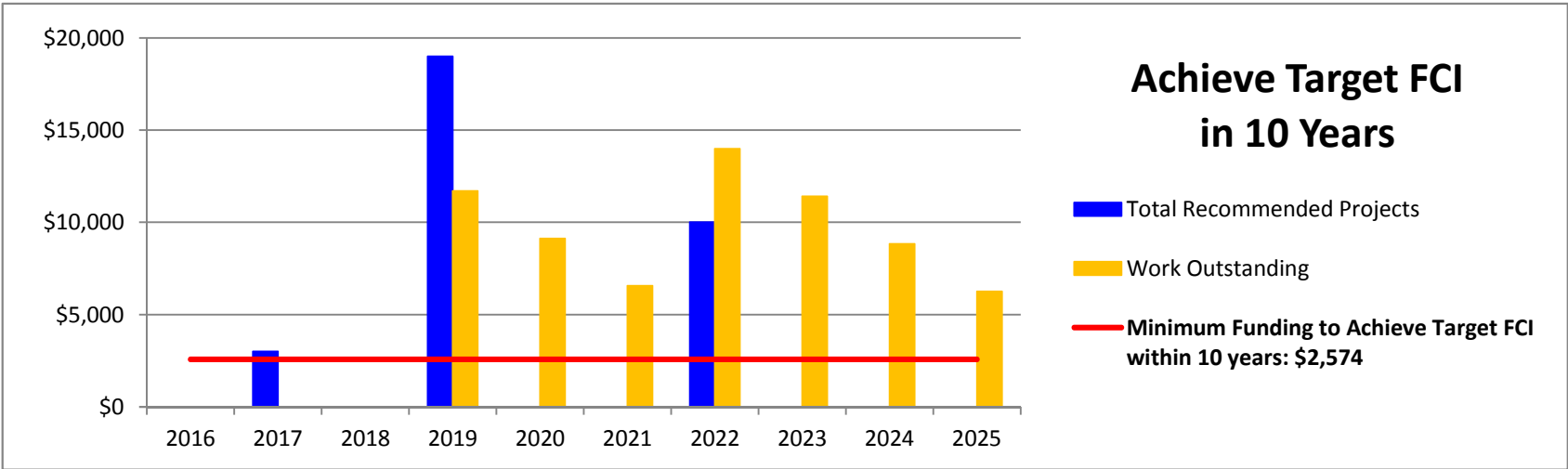
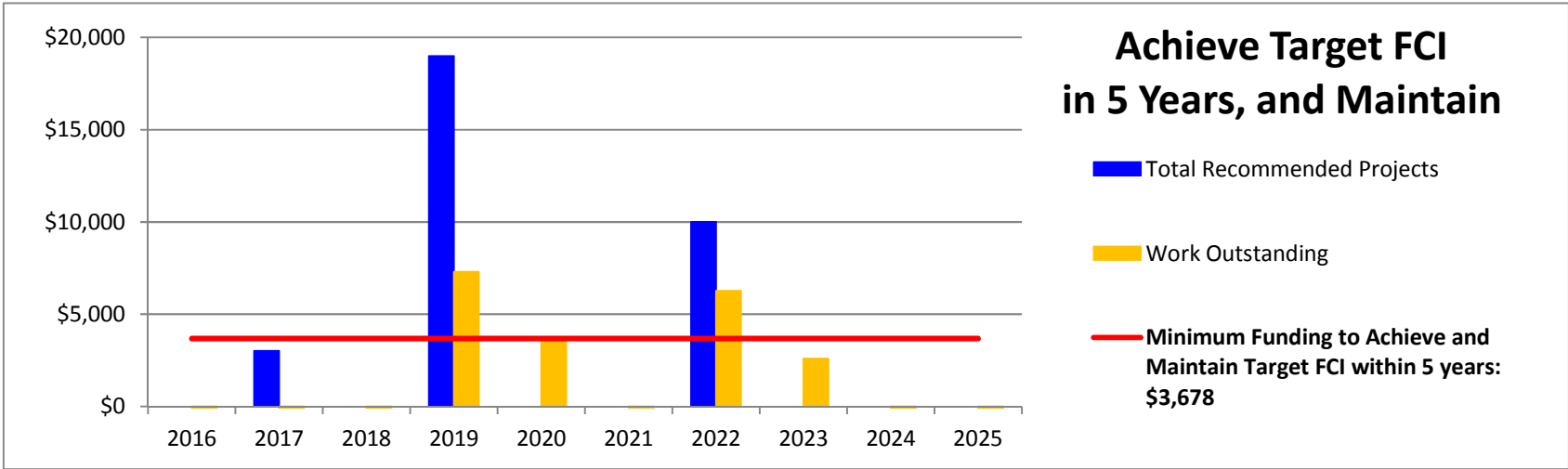
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$3,678

Work outstanding	-3,678	-4,355	-8,033	7,290	3,612	-66	6,257	2,579	-1,098	-4,776
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Minimum Funding to Achieve Target FCI within 10 years: \$2,574

Work outstanding	-2,574	-2,149	-4,723	11,703	9,128	6,554	13,980	11,406	8,831	6,257
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 7, 100 Cook Street, Victoria



BLDG	Row	Component		Condition Assessment							Lifecycle Data			Recommendation					Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.					Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$0	\$3,000	\$0	\$19,000	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0																			
	1	SUPERSTRUCTURE																																																						
	2	F101001 Metal Building Systems	Structure	01	The above-grade structural portion of the greenhouse is comprised of steel framing supported on concrete pier footings. The floor is comprised of compacted gravel under landscape fabric.	Good	1973	43	100	57	The structural steel and concrete footings are expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																																							
	3	B101099 Other Floor Construction	Wood Frame	01	A band of pressure treated wood frames the perimeter at the base of the building. The age of the wood frame is unknown and has been assumed.	Good	2010	6	15	9	Replace the wood bracing at the end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																																							
	4	ENVELOPE																																																						
	5	Above-Grade Walls																																																						
	6	B202099 Other Exterior Windows	Roof and Walls	02	Single ply sheet polycarbonate forms the roof and sides and gable walls of the greenhouse.	Good	2010	6	20	14	Replace polycarbonate at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No			3000	\$15	SF	\$45,000	15%	15%	15%	\$69,000																													
	7	MECHANICAL SYSTEMS																																																						
	8	HVAC Systems																																																						
	9	D303002 Hydronic Heaters	Radiant Heaters	03 and 04	Hydronic heat is delivered through radiant baseboard heaters around the building perimeter. Heating is controlled via a thermostat and two-way valve and originates from the boiler plant in the Nursery adjacent to Greenhouses #1 and #2.	Fair	1973	43	50	4	Replace radiant heaters at end of service life.Consideration should be given to following recommendations in the 2014 Ripple Rock Engineering Mechanical Systems Report (installation of forced air furnace).	Replacement	3 - Future Renewal	No	No	No	No			1	\$9,000	EA	\$9,000	15%	15%	15%	\$14,000				\$14,000																									
	10	D304007 Exhaust Systems - Large	Exhaust Fans	05	Two exhaust fans are present to remove air from the greenhouse. The age of the fans is unknown and has been assumed.	Fair	1990	26	20	4	Replace fans at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No			2	\$1,500	EA	\$3,000	15%	15%	15%	\$5,000				\$5,000																									
	11	D304007 Exhaust Systems - Small	Exhaust Fans	06	Fractional horsepower circulating fans are present to bring air to the rear of the greenhouse. The age of the fans vary and has been assumed.	Fair	2000	16	20	4	Replace fans at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																																							
	12	Plumbing Systems																																																						
	13	G3010 Water Supply	Backflow Prevention	07	A backflow preventer is present on the water supply line at the fertilizer feed system. The age of the backflow preventer is unknown and has been assumed.	Good	2010	6	25	19	Replace backflow preventer at the end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																																							
	14	G3010 Water Supply	Water Entry	08	The water service enters the building through a 3/4" diameter copper standpipe. The age of the standpipe is unknown and has been assumed to be original.	Good	1973	43	50	7	Replace copper piping at the time of failure.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																																							
	15	D209001 Special Piping Systems	Fertilizer Feed	08	PVC piping delivers water to the fertilizer feed system, "The Advantage A30" for distribution to plants. The age of the feed system is unknown and has been assumed.	Good	2010	6	20	14	Replace fertilizer feed system at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																																							
	16	Other Mechanical Systems																																																						
	17	B201005 Exterior Louvers and Screens	Wall	09	Natural ventilation is provided by an electric motor-driven louver at the north end of the greenhouse.The age of the motor is unknown; however, no issues regarding performance were noted.	Fair	2010	6	20	14	Replace motor at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No																																							
	18	ELECTRICAL SYSTEMS																																																						
	19	D501005 House Panels	Misc. Breaker Panels	10	Breaker Panel "H2" (50 A) is present. Manual motor controls and switches for louver and fans are adjacent to the breaker panel. The breaker and motor controls are assumed to be original.	Fair	1973	43	50	7	Replace breaker panel and manual motor controls at end of service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	Yes	No	Yes	No			1	\$7,000	EA	\$7,000	0%	15%	15%	\$10,000						\$10,000																							
	20	D502002 Branch Wiring & Devices	Wiring	x	Wiring throughout the facility is assumed to be copper. Devices include all house voltage switches and outlets. The wiring is assumed to be original.	Fair	1973	43	100	57	Replace or upgrade wiring as required.Wiring projects, unless for a specific application, would not be expected to occur over the next ten years. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	N/A	No	Yes	No																																							
	21	PROFESSIONAL SERVICES																																																						
	22	P100008 Seismic Review / Structural Investigation	Further Study	x	No seismic work has been completed on this building.	Not Applicable	N/A	N/A	15	2	It is recommended that a seismic study be undertaken to determine whether upgrades are required to meet the current building code.	Study	Not Applicable	N/A	N/A	N/A	N/A			1	\$2,000	EA	\$2,000	0%	0%	15%	\$3,000		\$3,000																											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Greenhouses 7



Photo 01



Photo 02

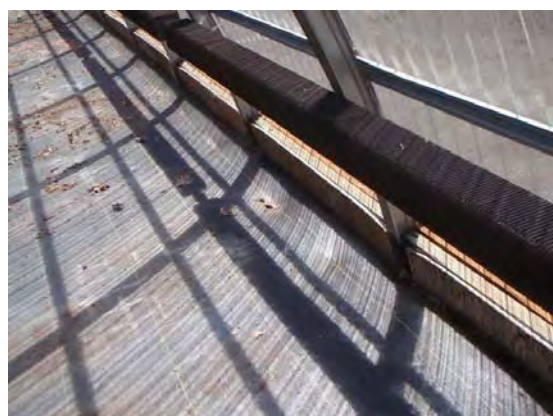


Photo 03

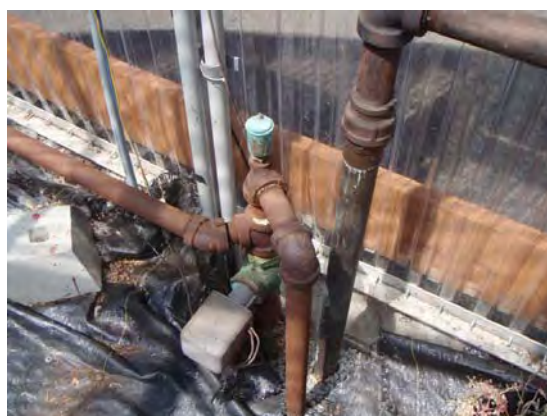


Photo 04



Photo 05



Photo 06

Beacon Hill Yard Greenhouses 7



Photo 07



Photo 08



Photo 09



Photo 10

Appendix A46

**Building 53 – Beacon Hill Greenhouse #8
500 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 8, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

Greenhouse #8 / Potting Shed is comprised of a wood and concrete framed building with a steel framed greenhouse attached. Heating to the greenhouse is provided by a forced air natural gas fired furnace and is both passively and mechanically vented. The age of the building is unknown.

PROPERTY STATISTICS

Gross Floor Area (ft2):	6,242
Building Value:	\$1,466,870
Target FCI:	0.025
Current FCI:	0.027

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	Review seismic requirements.

Building Code Review

Built under what code:	Unknown, should be confirmed.
Deficiencies observed:	N/A
Recommendations:	None

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

Energy Efficiency

Upgrade recommendations:	Upgrade heating system (refer to 2014 Ripple Rock Engineering Mechanical Systems Report)
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We identified recommendations of approximately \$47,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B10 Superstructure - Repair the rot on the sill plate / roof overhang of the north portion of the potting shed
- B201010 Exterior Cladding - Replace the plywood at the end of service life.
- B201010 Exterior Coatings - Repaint CMU and plywood on exterior to maintain appearance and to maximize the life expectancy.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 8, 100 Cook Street, Victoria

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Energy Assessment by Fortis BC, dated, June 26, 2014
- HVAC System Study by Ripple Rock Engineering, dated December 2, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 8, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	15,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	25,000	0	0	0	0	0	0	38,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	4,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	10,000	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	15,000	28,000	0	0	4,000	10,000	0	0	38,000	0

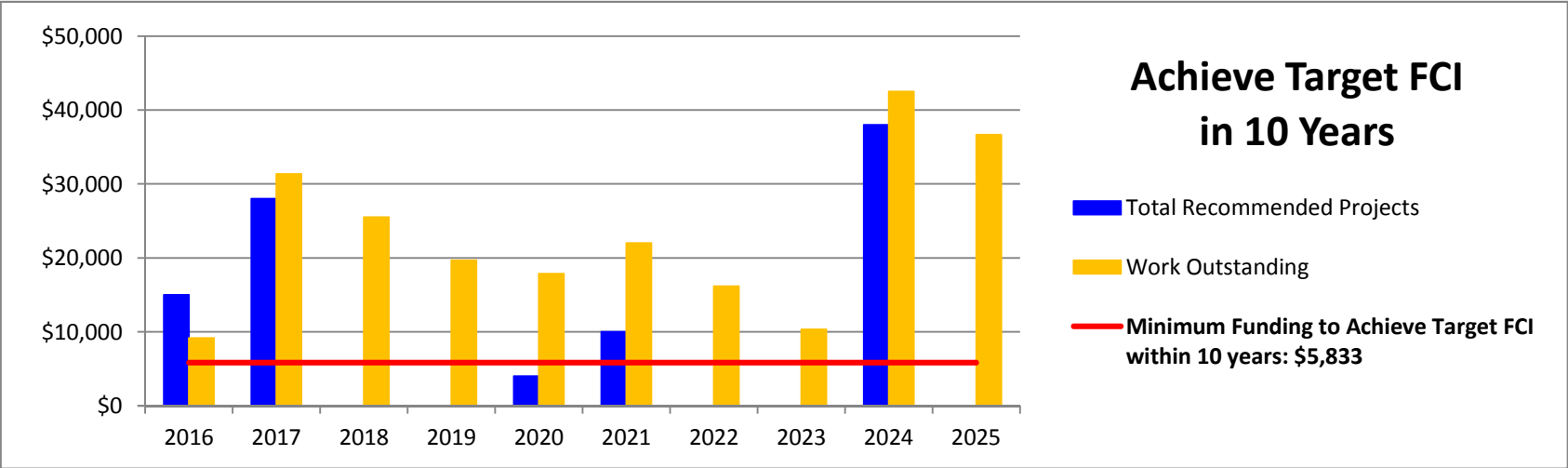
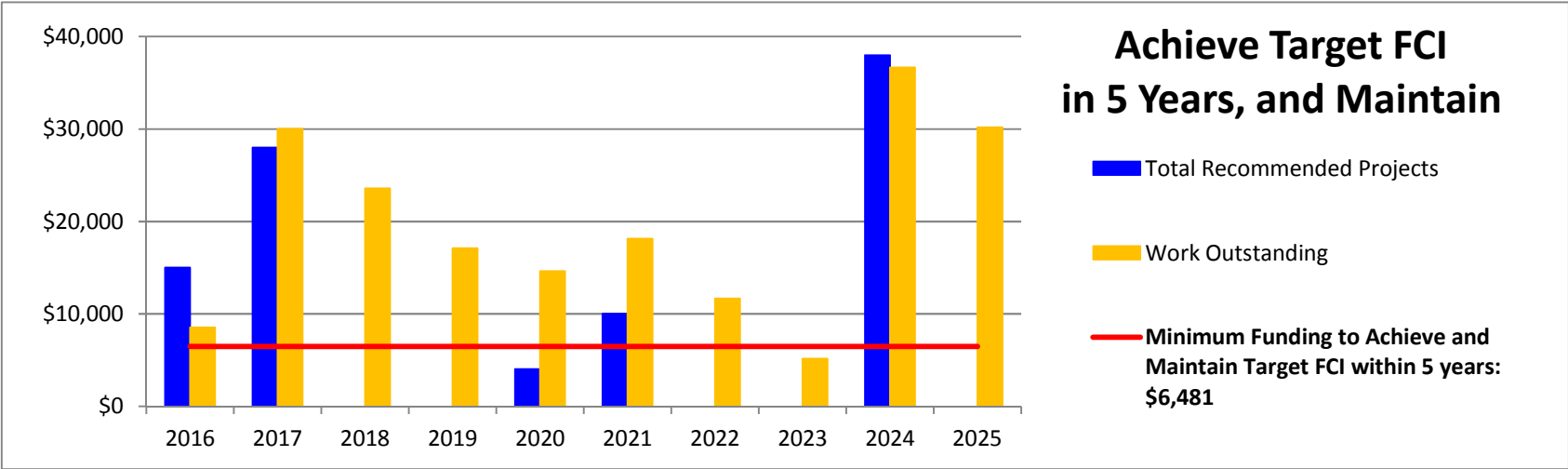
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$6,481

Work outstanding	8,519	30,038	23,557	17,076	14,595	18,115	11,634	5,153	36,672	30,191
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Minimum Funding to Achieve Target FCI within 10 years: \$5,833

Work outstanding	9,167	31,334	25,502	19,669	17,836	22,003	16,170	10,337	42,505	36,672
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 8, 100 Cook Street, Victoria



Start Yr.
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Greenhouses 8, 100 Cook Street, Victoria

BLDG	Row	Component		Condition Assessment				Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$15,000	\$28,000	\$0	\$0	\$4,000	\$10,000	\$0	\$0	\$38,000	\$0		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations	Concrete Foundation		The foundation appears to be cast-in-place concrete strip footing with above-grade concrete foundation walls. No evidence of major settlement or heaving was reported or observed.The age of the structure is unknown and has been estimated.	Fair	1975	41	100	59	The foundation is expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	Yes	No																				
	3	SUPERSTRUCTURE																																			
	4	B10 Superstructure	Above-Grade Wood and Concrete	01 and 02	The superstructure is a combination of concrete masonry units (CMU) and wood framed walls (potting shed). The roof is supported by wood joists.Evidence of structural deterioration (rot) was observed on the sill plate of the north potting shed walls, and framing was damaged on the east end of the overhang roof.The age of the superstructure is unknown and has been assumed.	Fair	1975	41	100	1	Interior protected structural components are expected to last the life of the building.An allowance has been included to make repairs to the rot on the sill plate / roof overhang of the north portion of the potting shed, if deemed necessary by the recommended Structural Assessment (see Professional Services, below). Costs may require adjustment (up or down) depending on the findings of the assessment.	Repair Allowance	2 - Restore Functionality	No	Yes	Yes	No	1	\$10,000	LS	\$10,000	15%	10%	15%	\$15,000	\$15,000											
	5	F101001 Metal Building Systems	Structure	03	The above-grade structural portion of the greenhouse is comprised of steel framing.The age of the greenhouse is unknown and has been assumed.	Fair	1975	41	100	59	The structural steel is expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No																				
	6	ENVELOPE																																			
	7	Above-Grade Walls																																			
	8	B201010 Exterior Cladding	Plywood Siding	04	Plywood siding encloses three sides of the north portion of the potting shed.The age of the siding is unknown and has been assumed.	Fair	1975	41	50	9	Replace the plywood at the end of service life.Depending on the findings of the structural review, the plywood (and framing) may need replacement during repairs to the sill plates. This budget and timing may require adjustment depending in the nature of the repairs.	Replacement	3 - Future Renewal	Yes	Yes	No	No	4172	\$5	SF	\$20,860	0%	10%	15%	\$27,000										\$27,000		
	9	B202099 Other Exterior Windows	Roof and Walls	05	Two ply sheet polyethylene forms the roof, side walls and gable end walls of the greenhouse.The age of the polyethylene sheet is unknown and has been assumed.	Fair	2010	6	10	4	Replace two-ply sheet polyethylene at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																				
	10	B203001 Doors	Swing Doors	06	A wood swing door is present on the west elevation and a similar door is provided on the interior, dividing the south portion of the potting shed into separate rooms.The age of the doors is unknown and has been assumed.	Fair	1975	41	50	9	Replace doors at end of service life. Replace weatherstripping (exterior door) and complete minor repairs and adjustment as part of maintenance.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No																				
	11	B201010 Exterior Coatings	Paint	02	The exterior of the CMU and plywood walls are painted. The majority of paint has worn from the CMU substrate.The age of the paint is unknown and has been assumed.	Fair	2000	16	15	2	Repaint CMU and plywood on exterior to maintain appearance and to maximize the life expectancy.	Replacement	3 - Future Renewal	Yes	No	No	No	5572	\$3	SF	\$16,716	0%	10%	15%	\$22,000		\$22,000										
	12	Roofs																																			
	13	B3010 Roof Coverings	Roof	07	The potting shed north overhang roof appears to be a fiberglass-type corrugated sheet product in fair-to-poor condition.The age of the overhang roof is unknown and has been assumed.	Good	1990	26	30	2	Replace the overhang roof at the end of service life. It is recommended to replace with a metal product to maximize the service life.	Replacement	3 - Future Renewal	No	Yes	No	No	215	\$8	SF	\$1,720	15%	15%	15%	\$3,000		\$3,000										
	14	B3010 Roof Coverings	Roof	08	The potting shed is covered with corrugated metal roof.The age of the metal roof is unknown and has been assumed.	Good	2005	11	40	29	Replace the roof at the end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No																				
	15	B301005 Gutters and Downspouts	Eaves Trough and Downspouts	08	Roof drainage is managed via a prefinished metal eaves trough and downspouts.The age of the eaves troughs and downspouts is unknown and has been assumed.	Fair	2005	11	25	13	Replace eaves troughs and downspouts at the end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	16	INTERIORS																																			
	17	C301005 Wall / Ceiling Finishes	Throughout North and South Portions of the Potting Shed.	09	Interior walls are either of painted concrete masonry units or plywood, and the ceiling is of exposed wood ceiling joists. The date of last painting is unknown and has been assumed.	Fair	2000	16	20	6	Repaint interior walls and ceiling when need for refreshed appearance exists. A recommendation for repainting has been included within the timeline of this report.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	3500	\$2	SF	\$7,000	0%	15%	15%	\$10,000					\$10,000							
	18	C302099 Other Floor Finishes	Concrete Floors	10	The majority of floors are unfinished concrete and are in serviceable condition.The age of the floors is unknown and has been assumed.	Fair	1975	41	100	59	Budget for selective / localized concrete repair.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No																				
	19	MECHANICAL SYSTEMS																																			
	20	HVAC Systems																																			
	21	D302003 Furnaces	Forced Air	11	An "American Standard Freedom 80" natural gas furnace (model AU140C960K4) in the south portion of the potting shed. The unit delivers tempered air into the greenhouse and is controlled by manual thermostat.	Good	2005	11	20	9	Replace furnace at end of service life.Consider a high efficiency unit at the time of replacement, as per the recommendations in the 2014 Ripple Rock Engineering report.	Replacement	3 - Future Renewal	N/A	N/A	No	No	1	\$4,000	EA	\$4,000	0%	10%	15%	\$6,000									\$6,000			
	22	D304008 Air Handling Units	Air Intake	x	An electric supply air fan is present to pressurize the two-ply polyethylene sheet roof and walls.The age of the fan is unknown and has been assumed.	Good	2005	11	20	17	Replace fan at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	23	D304007 Exhaust Systems	Exhaust Fans - Small	12	Two fractional horsepower circulating fans are present to bring air to the rear of the greenhouse.The age of the fans is unknown and has been assumed.	Good	2000	16	20	4	Replace fans at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	24	Plumbing Systems																																			
	25	D202003 Domestic Water Equipment - Tanks	Electric Hot Water Heating Tank	13	A single small capacity GSW electric hot water storage tank provides domestic hot water to the south side of the potting shed. Corrosion was observed on the seams of the tank.The age of the tank is unknown and has been assumed.	Fair	2008	8	10	2	Replace DHW tank at end of service life.Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No																				
	26	G3010 Water Supply	Backflow Prevention	14	A backflow preventer is present on the water supply lines at the fertilizer feed system.The age of the device is unknown and has been assumed.	Good	2010	6	25	19	Replace backflow preventer at the end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	27	G3010 Water Supply	Water Entry	15	The water service enters the greenhouse, the north side of the potting shed and into the south side of the building via copper piping / standpipes.The age of the plumbing is unknown and has been assumed.	Fair	1975	41	50	9	Replace copper piping at the time of failure.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	28	D209001 Special Piping Systems	Fertilizer Feed	15	PVC piping delivers water to the fertilizer feed system. "Osmatic SuperDos30" for distribution to plants.The age of the feed system is unknown and has been assumed.	Good	2010	6	20	14	Replace fertilizer feed system at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	29	Other Mechanical Systems																																			
	30	B201005 Exterior Louvers and Screens	Walls	x	Natural ventilation is provided by curtain hand cranks at the side walls of the structure.The age of the hand cranks is unknown and has been assumed.	Fair	2000	16	30	14	Replace hand cranks at end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	31	D201004 Sinks	Washing Station	16	A washing station comprising a sink and cabinet is present in the south portion of the potting shed, adjacent to the greenhouse.The age of the washing station is unknown and has been assumed.	Fair	1975	41	30	5	Replace cabinet and sink at end of service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$3,000	EA	\$3,000	0%	15%	15%	\$4,000				\$4,000								
	32	ELECTRICAL SYSTEMS																																			
	33	D501005 House Panels	Misc. Breaker Panels	17 and 18	Breaker Panel "Potting Shed" (40 A) and "H4" (30 A) are present in the potting shed and greenhouse for lighting and plug loads.The age of the breaker panels is unknown and has been assumed.	Good	1975	41	50	9	Replace breaker panels at end of service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	N/A	N/A	Yes	No	2	\$1,500	EA	\$3,000	15%	15%	15%	\$5,000									\$5,000			
	34	D502002 Branch Wiring & Devices	Wiring	x	Wiring throughout the facility is assumed to be copper. Devices include all house voltage switches and outlets.The age of the wiring is unknown and has been assumed.	Good	1975	41	100	59	Replace or upgrade wiring as required.Wiring projects, unless for a specific application, would not be expected to occur over the next ten years. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	N/A	N/A	Yes	No																				
	35	D502002 Interior Lighting Equipment	Fluorescent	19	Interior lighting is primarily T8 fluorescent fixtures in strip lights.The age of the lighting is unknown and has been assumed.	Fair	2000	16	30	14	Upgrade interior light fixtures to LED units or lamps.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	N/A	N/A	No	12	\$400	EA	\$4,800	0%	15%	15%	\$7,000												
	36	PROFESSIONAL SERVICES																																			
	37	P100008 Seismic Review / Structural Investigation	Further Study	x	No seismic work has been completed on this building.	Not Applicable	N/A	N/A	15	2	It is recommended that a seismic study be undertaken to determine whether upgrades are required to meet the current building code. Further, a structural review of the deterioration on the wood framed sill plate / damage roof overhang framing would be prudent to determine the extent of structural repairs needed.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,000	EA	\$2,000	0%	0%	15%	\$3,000		\$3,000										

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Greenhouses 8



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Yard Greenhouses 8



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Beacon Hill Yard Greenhouses 8



Photo 13

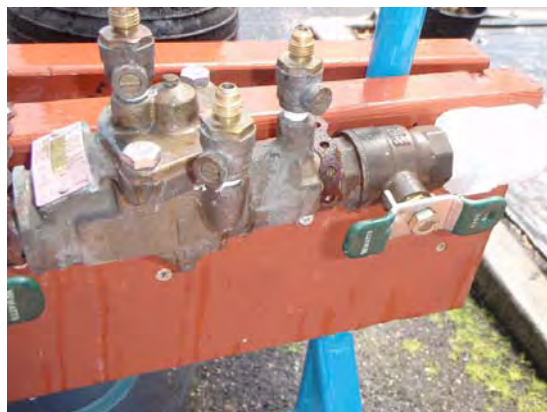


Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Beacon Hill Yard Greenhouses 8



Photo 19

Appendix A47

**Building 54 – Maintenance Garage and
Workshops - 500 Douglas Street,
Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Maintenance Garage and Workshops Building, 100 Cook Street, Victoria**

PROPERTY DESCRIPTION

The "Maintenance Garage and Workshops" building is comprised of a single storey structure constructed primarily of concrete on a concrete slab-on-grade. The building contains a variety of automotive shop equipment. It is our assumption that the building was constructed in 1972.

PROPERTY STATISTICS

Gross Floor Area (ft2):	2,000
Building Value:	\$824,000
Target FCI:	0.025
Current FCI:	0.036

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1970
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	N/A
Recommendations (and cost estimate):	Equipment and some areas are not accessible; however, due to the nature of the operations within the building, barrier-free considerations may not be needed.

It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Maintenance Garage and Workshops Building, 100 Cook Street, Victoria

Energy Efficiency

Upgrade recommendations: Upgrade heating system per the Nursery Building (refer to 2014 Ripple Rock Engineering Mechanical Systems Report)

We identified recommendations of approximately \$137,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B10 Superstructure - Budget for above grade concrete repair (budget pending structural investigation)
- B2010 Exterior Walls - Plywood Siding - Replace siding
- B203004 Overhead Garage Doors - Replace Garage Doors
- B301002 Slope Roof - Metal - Replace Roof
- C301005 Wall / Ceiling Finishes - Repair / Repaint Wall and Ceiling Finishes

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Thermographic Scan Report by Emery Electric, dated April 2014
- Energy Assessment by Fortis BC, dated, June 26, 2014
- HVAC System Study by Ripple Rock Engineering, dated December 2, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Maintenance Garage & Workshop, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	30,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	6,000	0	59,000	0	0	11,000	6,000	0
4a - Discretionary Renewal (Upgrade)	0	0	21,000	0	0	0	0	7,000	0	0
4b - Discretionary Renewal (Aesthetic)	16,000	0	0	0	0	0	0	0	0	0
Not Applicable	0	5,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	46,000	5,000	27,000	0	59,000	0	0	18,000	6,000	0

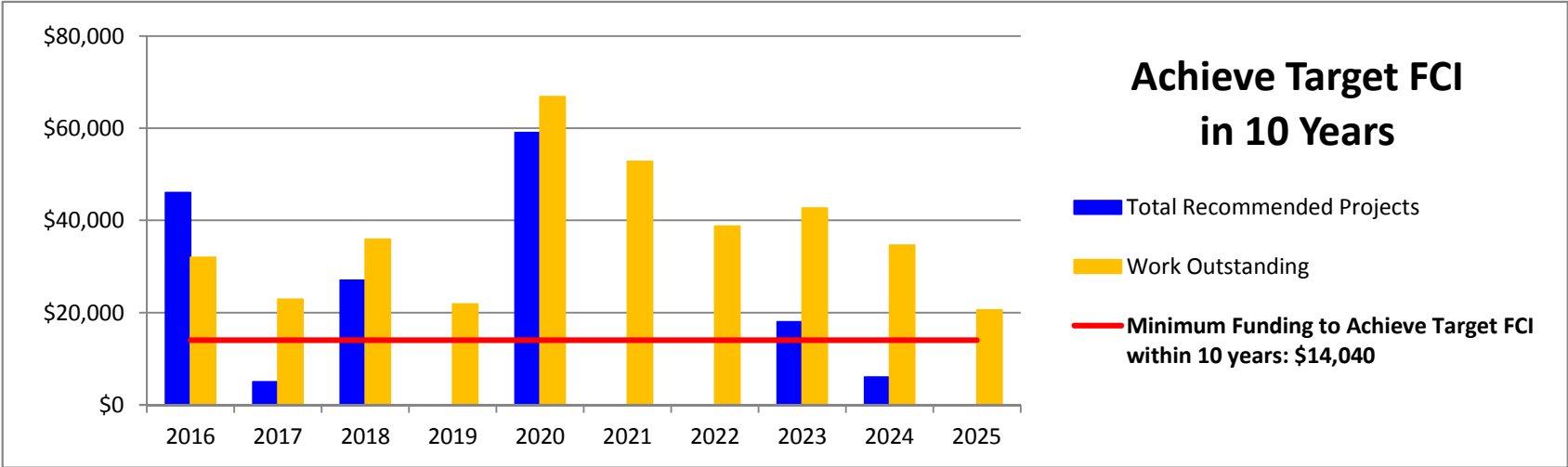
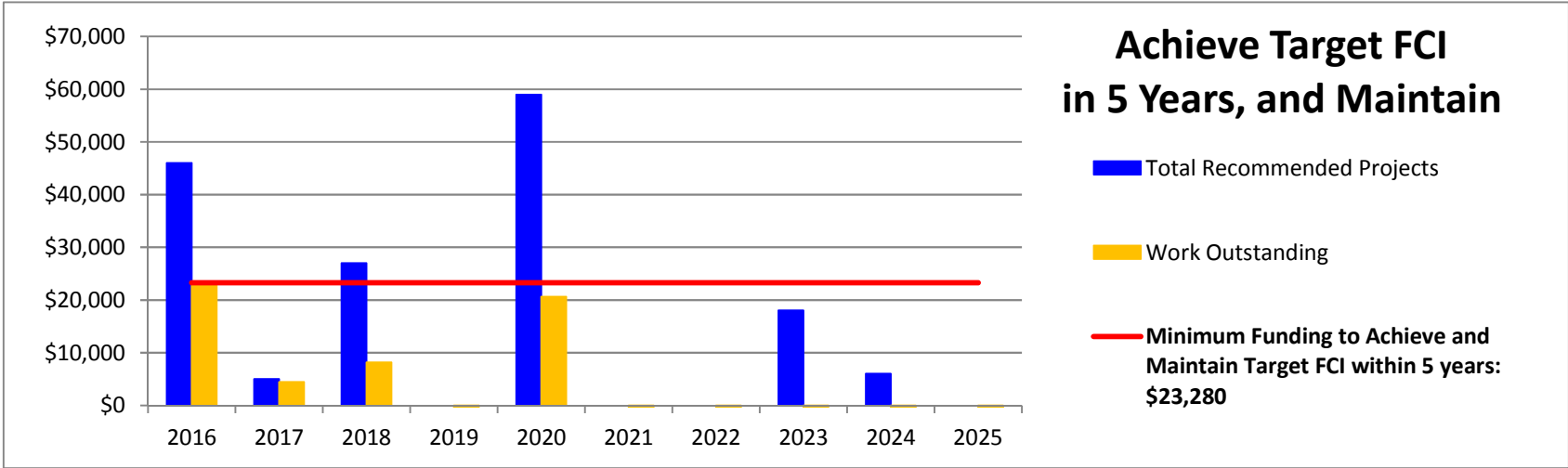
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$23,280

Work outstanding	22,720	4,440	8,160	-15,120	20,600	-2,680	-25,960	-31,240	-48,520	-71,800
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Minimum Funding to Achieve Target FCI within 10 years: \$14,040

Work outstanding	31,960	22,920	35,880	21,840	66,800	52,760	38,720	42,680	34,640	20,600
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Maintenance Garage & Workshop, 100 Cook Street, Victoria



Start Yr:
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Maintenance Garage & Workshop, 100 Cook Street, Victoria

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation					Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to E.O. or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										\$46,000	\$5,000	\$27,000	\$0	\$59,000	\$0	\$0	\$18,000	\$6,000	\$0			
	1	Substructure																																				
	2	A10 Foundations	Concrete Foundation	x	The foundation is assumed to be cast-in-place concrete strip footings. No evidence of major settlement or heaving was reported or observed.	Fair	1972	44	100	15	The foundation is expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a- Discretionary Renewal (Upgrade)	N/A	N/A	Yes	No																					
	3	Superstructure																																				
	4	B10 Superstructure	Above-Grade Concrete and Steel	1 and 2	The superstructure is cast-in-place concrete framed with steel infill walls with parging on the interior and exterior faces. The roof is supported by steel strapping.Large cracks were noted above wall openings in the workshop portion of the building. Damage / spalling was also observed in one of the garage infill walls and northwest exterior walls. Corrosion on the steel may indicate the presence of water ingress.	Fair	1972	44	100	1	Interior protected structural components are expected to last the life of the building; however, where damage has occurred or corrosion is evident, a structural review is warranted. An allowance for a structural investigation has been included (see Professional Services, below) and a restoration budget, largely dependent on the findings of the investigations, has also been accounted for (this budget will fluctuate).	Repair Allowance	2 - Restore Functionality	No	Yes	Yes	Yes	1	\$20,000	EA	\$20,000	15%	10%	15%	\$30,000	\$30,000												
	5	Envelope																																				
	6	Above-Grade Walls																																				
	7	B2010 Exterior Walls - Plywood Siding	Rear Elevation	3	Painted plywood with integrated double wood swing doors (six doors) clads the rear elevation of the building.	Poor	1972	44	30	3	Replace plywood siding and doors at end of service life. Consider selecting a more durable / permanent cladding system and doors at time of replacement.	Replacement	4a- Discretionary Renewal (Upgrade)	Yes	Yes	No	No	880	\$15	SF	\$13,200	20%	10%	15%	\$21,000			\$21,000										
	8	B201010 Exterior Coatings	Paint Coating on Exterior Walls	3	The paint coating on the plywood has faded, exposing areas of plywood; however, the paint remains in acceptable condition on the concrete surfaces.	Poor	2000	16	10	3	Paint plywood and doors to maintain appearance and to maximize the life expectancy. Refresh paint elsewhere during plywood painting.	Replacement	3 - Future Renewal	Yes	Yes	No	No	2140	\$2	SF	\$4,280	0%	10%	15%	\$6,000			\$6,000										
	9	B203001 Exterior Doors	Steel Swing Door	4	A steel swing door in a steel frame is present on the west elevation.	Fair	1972	44	40	5	Replace door at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a- Discretionary Renewal (Upgrade)	No	No	No	No																					
	10	B203004 Overhead Garage Doors	Exterior Walls	4	Metal overhead doors are present at individual bays.	Fair	1972	44	25	5	Replace overhead doors at end of service life.	Replacement	3 - Future Renewal	Yes	Yes	No	No	10	\$1,000	EA	\$10,000	15%	10%	15%	\$15,000				\$15,000									
	11	Roofs																																				
	12	B301002 Slope Roof - Metal	Roof	5	A corrugated metal roof covers the entire foot print of the building. A translucent polycarbonate-type material has been retrofitted into the roofing panels to permit the entry of natural light.	Fair	1972	44	40	5	Replace metal roofing assembly at end of service life.	Replacement	3 - Future Renewal	No	Yes	Yes	No	4293	\$7	SF	\$30,051	15%	10%	15%	\$44,000					\$44,000								
	13	B301005 Gutters and Downspouts	Roof Eave	6	Roof drainage is managed via prefinished metal eaves troughs and downspouts discharging to below-grade drains. The age of the eaves troughs and downspouts is unknown - estimated to have been installed in 2000.	Fair	2000	16	30	5	Replace eaves troughs and downspouts at the end of service life. It is recommended to complete this item in conjunction with the roof replacement. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																					
	14	B301006 Roof Openings - Skylights	Roof	7	A skylight of unknown construction and age is installed over the roof.	Fair	2000	16	30	5	Replace the skylight at end of service life. It would be prudent to replace in conjunction with the roofing membrane assembly. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No																					
	15	Interiors																																				
	16	C301005 Wall / Ceiling Finishes	Throughout Building	8 and 9	Interior walls are either of cast concrete, plywood or parging. Ceiling is open steel structure or gypsum. The interior wall and ceiling finishes were generally in poor condition.	Fair	1972	44	20	1	Repaint interior walls when need for refreshed appearance exists. The budget has been assumed to coincide with foreseeable structural repairs.	Replacement	4b- Discretionary Renewal (Aesthetic)	Yes	No	No	No	2952	\$4	SF	\$11,808	0%	15%	15%	\$16,000	\$16,000												
	17	C302099 Other Floor Finishes	Concrete Floors	10	The floors throughout the building are unfinished concrete and are in serviceable condition.	Fair	1972	44	30	15	Budget for selective / localized concrete repair. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	4a- Discretionary Renewal (Upgrade)	Yes	Yes	No	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000													
	18	Mechanical Systems																																				
	19	HVAC Systems																																				
	20	D302003 Furnaces	Workshop	11	An American Standard "Freedom 80 Single Stage" ceiling-mounted natural gas furnace is installed in the main workshop area of the building. The exposed duct work delivers tempered air around the workshop and is controlled by a programmable thermostat.	Fair	2005	11	20	9	Replace furnace at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,000	EA	\$4,000	0%	10%	15%	\$6,000									\$6,000				
	21	D304007 Exhaust Systems	Roof Top Exhaust	x	A roof-mounted exhaust fan is present to provide mechanical ventilation to the workshop (date of fan is unknown and is assumed).	Fair	1993	23	20	5	Replace fan motor at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No																					
	22	Plumbing Systems																																				
	23	G3010 Water Supply	Water Entry	12	The water service enters the building through a 3/4" diameter pipe located on the south wall (to supply the pressure washer). It is our understanding that the water service branches off from the Administration Building (date of service is unknown and is assumed).	Fair	1993	23	50	27	Replace copper piping at the time of failure. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a- Discretionary Renewal (Upgrade)	Yes	No	No	No																					
	24	Electrical Systems																																				
	25	D501005 House Panels	Misc. Breaker Panels	13	Various breaker panels, splitters and disconnect present for lighting, plug loads and the generator. Various ages of panels were noted from original to year 2010.	Fair	2010	6	35	8	Replace house panels at end of service life or as deemed necessary by IR scans. An allowance for older panel replacement has been included in the capital plan.	Replacement	3 - Future Renewal	Yes	No	Yes	No	4	\$2,000	EA	\$8,000	0%	10%	15%	\$11,000									\$11,000				
	26	D502002 Branch Wiring & Devices	Replacement	x	Wiring throughout the facility is assumed to be copper. Devices include all house voltage switches, outlets and lighting fixtures (age unknown - expected to be 1993).	Fair	1993	23	50	27	Replace or upgrade wiring as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes, as required.	No	Yes	No																					
	27	D502002 Interior Lighting Equipment	Upgrade Interior Lighting	14	Interior lighting is primarily T8 fluorescent fixtures (age unknown - expected to be 1993).	Fair	1993	23	20	8	Upgrade interior light fixtures to LED units or lamps.	Upgrade	4a- Discretionary Renewal (Upgrade)	Yes	No	No	No	26	\$200	EA	\$5,200	0%	10%	15%	\$7,000									\$7,000				
	28	D509099 Other Specialty Electrical Systems	Communications	15	A DSC 3G3070 alarm system phone line and DSC Power 632 alarm is present (age unknown - expected to be 2010).	Good	2010	6	10	4	Upgrade alarm system / communications at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																					
	29	Fire and Life Safety Systems																																				
	30	D403001 Fire Extinguishing Devices	Fire Extinguishers	16	Fire extinguishers located on walls in various places throughout the building are inspected annually.	Good	2014	2	7	5	Replace as needed after annual inspection. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																					
	31	Professional Services																																				
	32	P100001 Structural Condition Assessment / Seismic Review	Further Study	x	A structural assessment is needed when perceived damage to the structure is known, especially where the damage could have a direct impact on the life of the building and occupants within.	Not Applicable	N/A	N/A	15	2	Conduct a structural assessment of the building, with focus on the visual damage of walls, to assist with determining the extent of required repairs.	Study	Not Applicable	No	N/A	Yes	Yes	1	\$4,000	LS	\$4,000	0%	0%	15%	\$5,000		\$5,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Maintenance Garage & Workshops



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Yard Maintenance Garage & Workshops



Photo 07

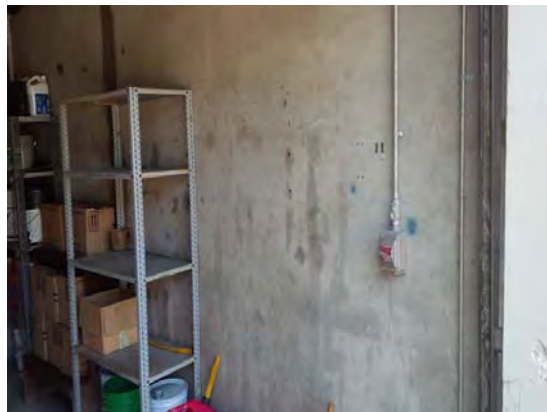


Photo 08

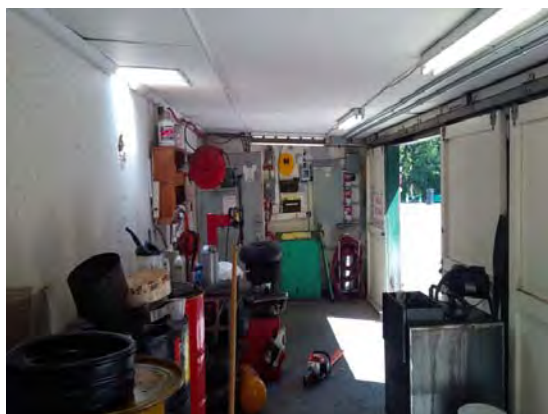


Photo 09



Photo 10



Photo 11



Photo 12

Beacon Hill Yard Maintenance Garage & Workshops



Photo 13

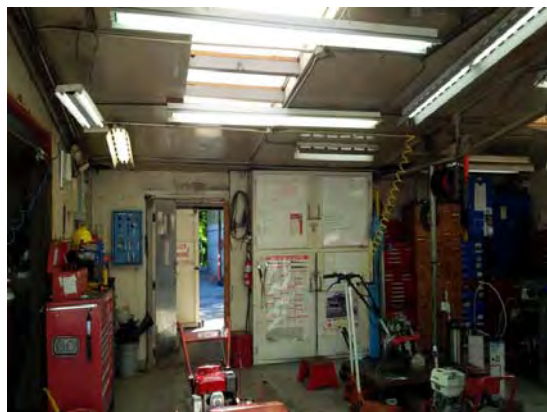


Photo 14



Photo 15



Photo 16

Appendix A48

**Building 55 – Nursery Attached to
Greenhouses - 500 Douglas Street,
Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Beacon Hill Yard Nursery Attached to Greenhouses 1 & 2, 100 Cook Street, Victoria**

PROPERTY DESCRIPTION

The "Nursery Attached to Greenhouses 1&2" was constructed in two sections, with the first portion being the office, locker room and potting bench area constructed in 1967, and the south portion being the boiler room, constructed approximately in 1972.

PROPERTY STATISTICS

Gross Floor Area (ft2):	9,981
Building Value:	\$2,934,414
Target FCI:	0.025
Current FCI:	0.036

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1965 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Most areas
Access throughout building:	Most areas
Access to washrooms:	N/A
Recommendations (and cost estimate):	Equipment and some areas are not accessible. It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	Upgrade heating system per the Nursery Building (refer to 2014 Ripple Rock Engineering Mechanical Systems Report)
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The City of Victoria

Facility Condition Assessment and Capital Plan

Beacon Hill Yard Nursery Attached to Greenhouses 1 & 2, 100 Cook Street, Victoria

We identified recommendations of approximately \$11,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B301002 Roofing - Low Sloped Membrane System SBS - Replace roof
- D302002 Hot Water Boilers - Upgrade boiler plant to a higher efficiency system
- D303002 Hydronic Heat - Upgrade heating system
- F105002 Building Automation Systems - Upgrade heating system controls to an automated system
- D401003 Motor Control Centers - Replace motor controls for exhaust fans

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Architectural Drawings by Clive D. Campbell, dated December 1967
- Thermographic Scan Report by Emery Electric, dated April 2014
- Energy Assessment by Fortis BC, dated, June 26, 2014
- HVAC System Study by Ripple Rock Engineering, dated December 2, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Nursery Attached to Greenhouses 1 & 2, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	105,000	0	0	0	0
3 - Future Renewal	0	0	0	0	0	16,000	16,000	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	5,000	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	4,000	7,000	0	6,000	0	0	0	0
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	0	4,000	7,000	0	127,000	21,000	0	0	0

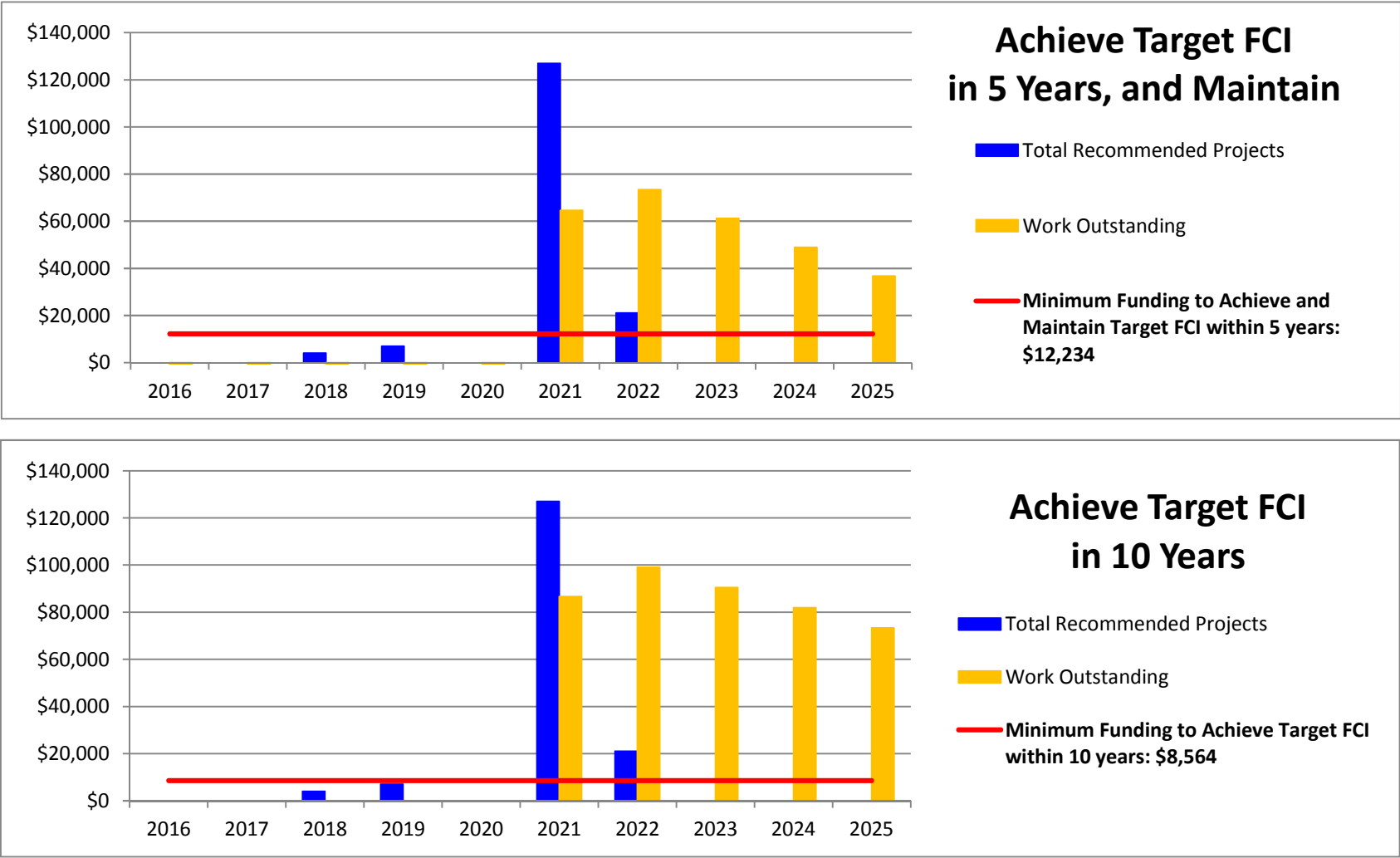
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$12,234

Work outstanding	-12,234	-24,468	-32,703	-37,937	-50,171	64,595	73,360	61,126	48,892	36,658
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Minimum Funding to Achieve Target FCI within 10 years: \$8,564

Work outstanding	-8,564	-17,128	-21,692	-23,256	-31,820	86,616	99,052	90,488	81,924	73,360
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Nursery Attached to Greenhouses 1 & 2, 100 Cook Street, Victoria



Start Yr.
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Beacon Hill Yard Nursery Attached to Greenhouses 1 & 2, 100 Cook Street, Victoria

BLDG	Row	COMPONENT			CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
	1	SUBSTRUCTURE																																					
	2	A10 Foundations	Concrete Foundation	x	The foundation is shown to be cast-in-place concrete strip footings on the supplied architectural drawing. No evidence of major settlement or heaving was reported or observed.	Fair	1967	49	100	51	The foundation is expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	Yes	No																						
	3	SUPERSTRUCTURE																																					
	4	B10 Superstructure	Above-Grade Wood and Concrete	01	The superstructure consists of concrete masonry units (CMU) on the exterior and interior infill walls. The roof is supported by painted wood joists. The roof sheathing is exposed to the interior and is constructed of plywood that has been painted. The boiler room ceiling is covered with gypsum board. Review possible leakage into mechanical room during roofing inspection.	Fair	1967	49	100	51	Interior protected structural components are expected to last the life of the building, including the exterior CMU walls. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	Not Applicable	No	Yes	Yes	No																						
	5	ENVELOPE																																					
	6	Above-Grade Walls																																					
	7	B201008 Exterior Fascia and Trim	Exterior Walls	01	The building is adorned with painted wood fascia / trim at the top of the concrete masonry unit wall (date unknown - assumed age).	Good	1995	21	40	19	Repaint wood elements conjunction with exterior coatings program (building wide painting). Replace wood fascia at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No	95																					
	8	B201010 Exterior Coatings	Paint Coating on Concrete Walls	01	The interior CMU walls are also the exterior cladding and wall structure (painted on interior and exterior).	Good	2005	11	15	4	Repaint CMU on exterior to maintain appearance and to maximize the life expectancy.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	950	\$5	SF	\$4,750	0%	10%	15%	\$7,000														
	9	B203001 Exterior Doors (Wood)	Exterior Walls	02	Three painted solid wood doors are present on the exterior walls of the building. The paint is peeling from the substrate.	Poor	1967	49	40	3	Replace doors with metal doors to increase security and longevity. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	Yes	No	No	3	\$1,000	EA	\$3,000	0%	10%	15%	\$4,000														
	10	Roofs																																					
	11	B301002 Roofing - Low Sloped Membrane System SBS	Main Roof	03	The roof is an exposed 2-ply SBS roofing membrane assembly. Excessive blisters and ridging was observed in the cap sheet. Sagging of the gypsum was observed. The age of the roof is unknown and has been assumed.	Fair	2000	16	25	7	Replace SBS roofing system at end of service life. Retain roofing contractor to investigate / repair blisters and possible leakage into the mechanical room. This maintenance would be likely be covered under the operations budget and therefore, has not been included in the capital plan.	Replacement	3 - Future Renewal	Yes	Yes	No	No	1000	\$12	SF	\$12,000	0%	10%	15%	\$16,000														
	12	INTERIORS																																					
	13	C102001 Interior Doors and Windows	Throughout Building	04	Exterior residential style doors and windows have been installed between the potting area and the office. The age of the doors and windows are unknown, but appear contemporary, and have been assumed.	Good	2010	6	40	34	Interior windows and doors are expected to last the life of the building. No major capital expenditures are expected to be required over the next ten years.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																						
	14	C103005 Lockers	Locker Room	05	Steel lockers are present in the locker room. The age of the lockers is unknown and has been assumed.	Good	1993	23	75	52	Lockers are expected to last the life of the building. No major capital expenditures are expected to be required over the next ten years.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No																						
	15	C301005 Wall / Ceiling Finishes	Throughout Building	06	Interior walls are of concrete masonry units, and the ceiling is of painted plywood or gypsum board in the mechanical room (unknown date of last painting). The ceiling was sagging in the mechanical room.	Fair	2005	11	20	6	Repaint interior walls and ceiling when need for refreshed appearance exists. A recommendation for repainting has been included within the timeline of this report. Review the ceiling for moisture intrusion from possible roof leakage or humidity levels in the mechanical room.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2307	\$2	SF	\$4,614	0%	10%	15%	\$6,000														
	16	C302099 Other Floor Finishes	Concrete Floors	07	The majority of floors are unfinished concrete and are in serviceable condition.	Fair	1967	49	75	21	Budget for selective / localized concrete repair. No major capital expenditures are expected to be required over the next ten years.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No																						
	17	E2010 Fixed Furnishings	Throughout Building	08	A work bench for potting up plants is present.	Fair	1967	49	50	11	Replace millwork at end of service life. No major capital expenditures are expected to be required over the next ten years.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No	1	\$2,000	SF	\$2,000	0%	10%	15%	\$3,000														
	18	MECHANICAL SYSTEMS																																					
	19	HVAC Systems																																					
	20	D302002 Hot Water Boilers	Boiler Room - Ground Floor	09	There are five Burnham gas fired water boilers that provide heating water to the greenhouses with radiant heating.	Fair	1997	19	25	6	Replace the heating boilers with a single high efficiency heat pump, as per the 2014 Ripple Rock Engineering mechanical report. This would result in a cost savings on equipment and operational spending.	Replacement	2b - Exceeded Service Life	No	No	Yes	No	1	\$30,000	EA	\$30,000	15%	10%	15%	\$44,000														
	21	D302001 HVAC	Expansion Tank	10	One expansion tank is for the heating boiler system located in the main mechanical room.	Good	2010	6	35	29	Replace the expansion tank at the end of its lifespan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$2,000	EA	\$2,000	0%	10%	15%	\$3,000														
	22	D302002 Hot Water Boilers	Circulating Pumps, small frac. Hp	11	Hot water recirculating pumps of various sizes used to recirculate hydronic hot water. The age of the pumps is unknown and has been assumed.	Fair	1997	19	10	6	Replace hot water recirculating pumps at end of service life.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	7	\$600	EA	\$4,200	0%	10%	15%	\$6,000														
	23	D303002 Hydronic Heaters	Hanging Unit Heater	12	Space heating is delivered through a ceiling-mounted hot water heater.	Fair	1967	49	25	6	Replace the hot water heater at end of service life. The cost to replace the heater is expected to arrive below the threshold value of the report. No major capital expenditures are expected to be required over the next ten years.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	1	\$1,500	LS	\$1,500	0%	10%	15%	\$2,000														
	24	D303002 Hydronic Heat	Hydronic piping	13	Hydronic heat is delivered through steel piping to radiant baseboard heaters and suspended fan/coil units.	Fair	1967	49	40	6	Replace radiant and convective heater piping. Consider replacing the heating boilers' water delivery system with a single high efficiency heat pump, as per the 2014 Ripple Rock Engineering mechanical report. This would result in a cost savings on equipment and operational spending.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$28,000	LS	\$28,000	0%	10%	15%	\$36,000														
	25	F105002 Building Automation Systems	BAS/DDC	14	The HVAC system is controlled by a basic thermostat system and manual switches, not a central building automation system.	Fair	1967	49	25	6	Upgrade entire system to automated building management system.	Upgrade	2b - Exceeded Service Life	No	No	Yes	No	1	\$13,000	EA	\$13,000	15%	10%	15%	\$19,000														
	26	Plumbing Systems																																					
	27	G3010 Water Supply	Backflow Prevention	15	Backflow preventers are present on the water supply lines and inspections appear current. The age of the backflow preventer is unknown and has been assumed.	Good	1997	19	30	21	Replace backflow preventers as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																						
	28	G3010 Water Supply	Water Entry	16	The water service enters the building through a 1" diameter pipe located in the boiler room. Piping varies in age as equipment has been upgraded (i.e., expansion tank replacement). The age has been assumed.	Good	2010	6	50	27	The water service enters the building through a 1" diameter pipe located in the boiler room. Piping varies in age as equipment has been upgraded (i.e., expansion tank replacement). The age has been assumed.	Replacement	3 - Future Renewal	N/A	N/A	No	No																						
	29	ELECTRICAL SYSTEMS																																					
	30	D401003 Motor Control Centers	Replacement	17	Motor controls for exhaust fans in Greenhouses 1 and 2.	Fair	1967	49	25	6	Replace motor control centers at end of reliable service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$9,000	EA	\$9,000	0%	10%	15%	\$12,000														
	31	D501005 House Panels	Misc. Breaker Panels	18	Breaker Panel H (200 A) and Panel H3 (30 A) present in the mechanical room / nursery for lighting and plug loads.	Good	1967	49	50	6	Replace breaker panels at end of service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	Yes	No	Yes	No	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000														
	32	D502002 Branch Wiring & Devices	Replacement	x	Wiring throughout the facility is copper. Devices include all house voltage switches and outlets.	Good	1967	49	100	51	Replace or upgrade wiring as required. Wiring projects. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No																						
	33	D502002 Outdoor Lighting Equipment	LED Upgrade	19	A pole-mounted small high intensity discharge (HID) exterior light. The lighting was upgraded - assumed to be 1993 vintage.	Fair	1993	23	23	2	Upgrade exterior lights to LED fixtures. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	Yes	No	No	No																						
	34	D502002 Interior Lighting Equipment	Upgrade Interior Lighting	20	Interior lighting is primarily T8 fluorescent fixtures in strip lights or compact fluorescent bulbs. The lighting was upgraded - assumed to be 1993 vintage.	Fair	1993	23	30	7	Upgrade interior light fixtures to LED units or lamps. It is likely that the fixtures can remain in place and retrofit LED bulbs can be installed.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	12	\$300	EA	\$3,600	0%	10%	15%	\$5,000														
	35	D509099 Other Specialty Electrical Systems	Communication s	21 and 22	A DSC 3G3070 alarm system phone line and OSC Power 632 alarm is present. The age of the equipment is unknown and has been assumed.	Good	2010	6	10	4	Upgrade alarm system / communications at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																						
	36	FIRE AND LIFE SAFETY SYSTEMS																																					
	37	D403001 Fire Extinguishing Devices	Fire Extinguishers	23	Fire extinguishers located on walls in various places throughout the building are inspected annually.	Good	2015	1	7	6	Replace as needed after annual inspection. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																						

BLDG	Row	COMPONENT		CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																		
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical life cycle or Action interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$0	\$0	\$4,000	\$7,000	\$0	\$127,000	\$21,000	\$0	\$0	\$0																					
	38	PROFESSIONAL SERVICES																																																						
	39	P100008 Seismic Review / Structural Assessment	Further Study	x	No seismic work has been completed on this building.	Not Applicable	N/A	N/A	15	1	It is recommended that a Seismic Review is undertaken. It is assumed this scope of work would be completed in conjunction with the reviews on Greenhouses 1 & 2. Costs have not been carried forward into the cash flow tables.	Study	Not Applicable	N/A	N/A	N/A	N/A				0%																																			

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Nursery Attached to Greenhouses 1 & 2



Photo 01

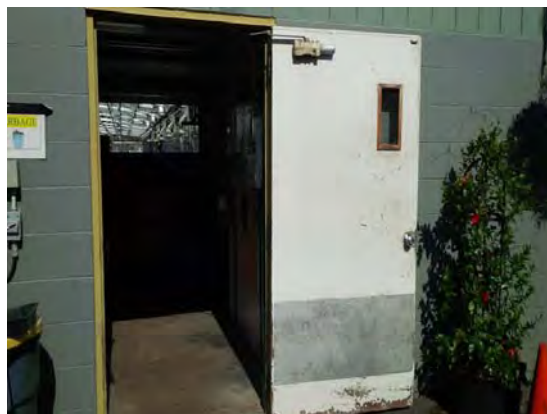


Photo 02



Photo 03

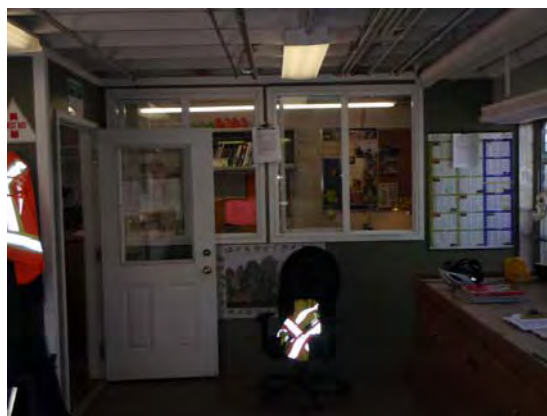


Photo 04

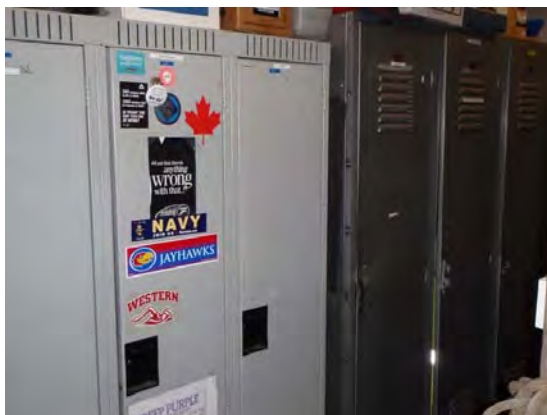


Photo 05



Photo 06

Beacon Hill Yard Nursery Attached to Greenhouses 1 & 2



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Beacon Hill Yard Nursery Attached to Greenhouses 1 & 2



Photo 13



Photo 14



Photo 15

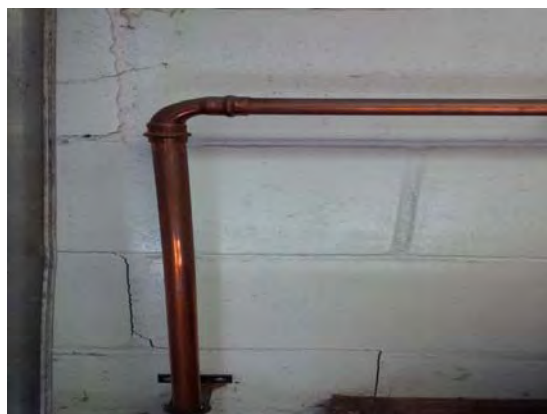


Photo 16



Photo 17



Photo 18

Beacon Hill Yard Nursery Attached to Greenhouses 1 & 2



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23

Appendix A49

**Building 56 – Repair Shop Attached to
Administration Building
500 Douglas Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Beacon Hill Yard Repair Shop Attached to Administration Building, 100 Cook Street, Victoria**

PROPERTY DESCRIPTION

The "Repair Shop Attached to the Administration Building" is comprised of a single storey structure constructed primarily of concrete masonry units on a concrete slab-on-grade. The building serves as a work shop. A lean-to style greenhouse has been installed against the south wall and is comprised of a wood frame structure with polycarbonate panels on the walls and sloped roof. The greenhouse is heated, and contains power and ventilation. It is our understanding that the building was constructed in 1972 and the greenhouse was added in the early 2000s.

PROPERTY STATISTICS

Gross Floor Area (ft2):	2,497
Building Value:	\$439,472
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	None
Recommendations:	Undertake Seismic Review

Building Code Review

Built under what code:	NBC 1970
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	N/A
Recommendations (and cost estimate):	None

Energy Efficiency

Upgrade recommendations:	Upgrade lighting .
	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Repair Shop Attached to Administration Building, 100 Cook Street, Victoria

We identified no major capital recommendations over the next five years.

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Thermographic Scan Report by Emery Electric, dated April 2014
- Energy Assessment by Fortis BC, dated, June 26, 2014
- HVAC System Study by Ripple Rock Engineering, dated December 2, 2014

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Repair Shop Attached to Administration Building, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	35,000	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	13,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	6,000	0	0	13,000	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	3,000	0	0	19,000	0	0	48,000	0	0

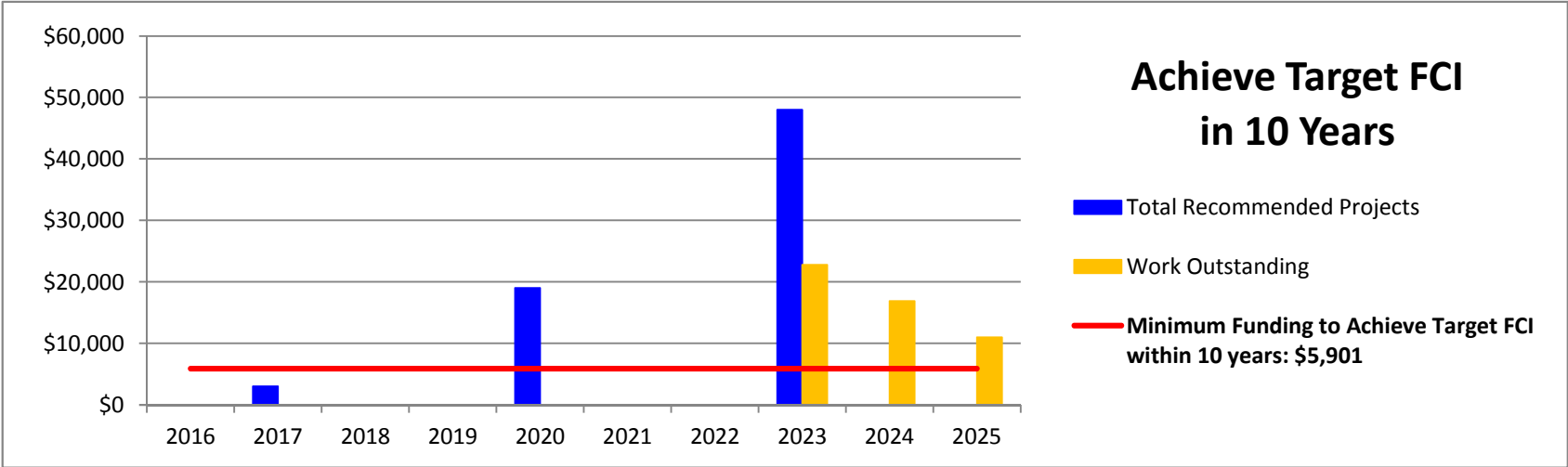
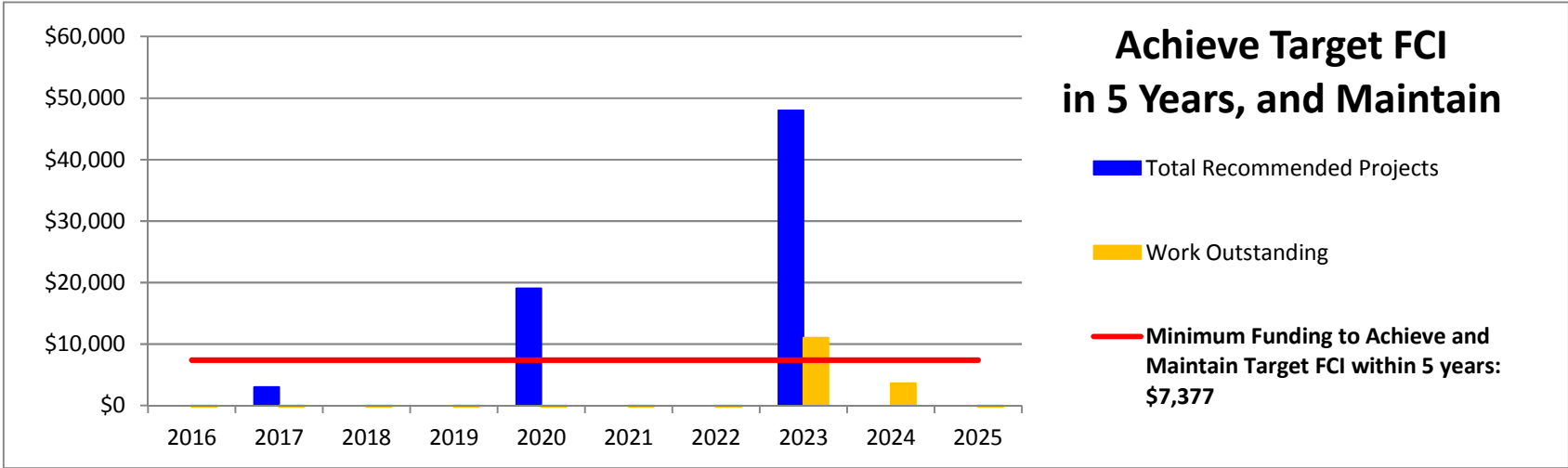
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$7,377

Work outstanding	-7,377	-11,753	-19,130	-26,507	-14,883	-22,260	-29,637	10,987	3,610	-3,767
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Minimum Funding to Achieve Target FCI within 10 years: \$5,901

Work outstanding	-5,901	-8,803	-14,704	-20,605	-7,507	-13,408	-19,309	22,789	16,888	10,987
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Repair Shop Attached to Administration Building, 100 Cook Street, Victoria



BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation					If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																			
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	Quantity	Unit Rate				Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$0	\$3,000	\$0	\$0	\$19,000	\$0	\$0	\$48,000	\$0	\$0																					
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations	Concrete Foundation	x	The foundation is assumed to be cast-in-place concrete strip footings. No evidence of major settlement or heaving was reported or observed.The greenhouse foundation is comprised of a concrete pony wall.	Not Reviewed	1972	44	100	15	The foundation is expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables. The pony wall is the exception, which appeared to be only partially supporting a greenhouse post at the west end. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	N/A	N/A	Yes	No																																							
	3	SUPERSTRUCTURE																																																						
	4	B10 Superstructure	Above-Grade Wood and Concrete	01, 02, and 03	The superstructure consists of concrete masonry units (CMU) on the exterior and interior infill walls. The roof is supported by painted wood beams and steel posts. The plywood roof sheathing is exposed to the interior and has been painted.The lean-to greenhouse is a wood structure with twin-walled polycarbonate infill panels with metal flashings.No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1972	44	100	5	Interior protected structural components are expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables. Replace the polycarbonate panels and flashings at the end of service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	Yes	No	1	\$2,000	EA	\$2,000	0%	10%	15%	\$3,000					\$3,000																										
	5	ENVELOPE																																																						
	6	Above-Grade Walls																																																						
	7	B201010 Exterior Coatings	Paint Coating on Concrete Walls	04	The interior painted CMU walls are also the exterior cladding and wall structure (year of painting assumed to be 2005). No deterioration of the concrete was evident.	Fair	2005	11	10	5	Repaint concrete to maintain appearance and to maximize the life expectancy.Replace sealant joints during painting program and wall openings and pipe penetrations. Costing includes sealant work.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	Yes	No	No	1020	\$4	SF	\$4,080	0%	10%	15%	\$6,000					\$6,000																										
	8	B202001 Windows	Aluminum Framed Windows	05	Original aluminum framed windows with single glazing are installed on the south exterior walls.	Fair	1972	44	20	5	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) with Low E coatings and argon fill.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	45	\$60	EA	\$2,700	15%	10%	15%	\$4,000					\$4,000																										
	9	B203001 Exterior Doors	Steel Swing Doors	06	A set of double steel swing doors in a steel frame is present on the west elevation.	Fair	1972	44	40	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No																																							
	10	B203004 Overhead Garage Doors	Overhead Steel Door	07	A steel overhead door is present at the south bay of the building. The door is a manually operated unit.	Fair	1972	44	25	5	Replace the overhead door at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No																																							
	11	Roofs																																																						
	12	B301002 Roofing - Low Sloped Membrane System SBS	Main Roof	08	The roof is an exposed 2-ply SBS roofing membrane assembly (age unknown and has been assumed).	Fair	1999	17	25	8	Replace SBS roofing system at end of service life.	Replacement	3 - Future Renewal	No	Yes	No	No	2000	\$12	SF	\$24,000	15%	10%	15%	\$35,000								\$35,000																							
	13	INTERIORS																																																						
	14	C301005 Wall / Ceiling Finishes	Throughout Building	9	Interior walls are constructed of concrete masonry units and the ceiling is of painted plywood (unknown date of last painting and has been assumed).	Fair	2004	12	20	8	Repaint interior walls and ceiling when need for refreshed appearance exists. A recommendation for repainting has been included within the timeline of this report.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	4950	\$2	SF	\$9,900	0%	10%	15%	\$13,000								\$13,000																							
	15	C302099 Other Floor Finishes	Concrete Floors	10 and 11	The floors throughout the repair shop and greenhouse are unfinished concrete and are in serviceable condition.	Fair	1972	44	30	15	Budget for selective / localized concrete repair. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	Yes	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000																															
	16	MECHANICAL SYSTEMS																																																						
	17	HVAC Systems																																																						
	18	D302002 Hot Water Boilers	Circulating Pump - small fractional Hp	12 and 13	A hot water recirculating pump is used to recirculate hydronic hot water to the in-floor greenhouse loop and a second pump recirculates heating water to the hanging water heaters. The age of circulation pumps vary.	Fair	1993	23	10	5	Replace hot water recirculating pumps at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																																							
	19	D303002 Hydronic Heaters	Hanging Unit Heater	14	Heating is delivered through ceiling-mounted hot water heaters (unknown age and has been assumed; one unit installed in each bay).	Fair	1993	23	25	5	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables	Replacement	3 - Future Renewal	Yes	No	No	No																																							
	20	D303002 Hydronic Heaters	In-floor Heating	15	Heating to the greenhouse is delivered through in-floor heating piping. The age of the system is unknown and has been assumed.	Fair	2010	6	30	24	Replace in-floor hydronic heating system at the end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No																																							
	21	D304007 Exhaust Systems - Upper Floor	Roof Top Exhaust	16	A roof-mounted exhaust fan is present to provide mechanical ventilation to the repair shop. The year of installation is taken to be 1993 (assumed age).	Fair	1993	23	20	2	Replace fan motor at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																																							
	22	D304008 Air Handling Units	Blower	17 and 18	A utility blower is provided for fresh air to the repair shop. Via ducting, installed along the length of the building.	Fair	1988	28	30	2	Replace the blower at the end of its lifespan (ducting is assumed to remain serviceable for the life of the building). Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																																							
	23	Plumbing Systems																																																						
	24	G302001 Storm Sewer Piping	Piping	19	Storm sewer collection piping was ABS, where visible. The age of plumbing retrofit has been taken to be 1993, the year when mechanical upgrades were undertaken on the Administration Building.	Fair	1993	23	50	27	Complete localized repairs as may be necessary as the building ages.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No																																							
	25	ELECTRICAL SYSTEMS																																																						
	26	O502002 Branch Wiring & Devices	Replacement	20	Wiring throughout the building is assumed to be copper. Devices include all house voltage switches, outlets.	Good	1972	44	75	31	Replace or upgrade wiring as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes, as required.	No	Yes	No																																							
	27	O502002 Outdoor Lighting Equipment	LED Upgrade	21	1993-vintage wall mounted small high intensity discharge (HID) exterior lights (age has been assumed).	Fair	1993	23	23	2	Upgrade exterior lights to LED fixtures. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No																																							
	28	O502002 Interior Lighting Equipment	Upgrade Interior Lighting	22	1993-vintage interior lighting is primarily T8 fluorescent fixtures (age has been assumed).	Fair	1993	23	20	5	Upgrade interior light fixtures to LED units or lamps.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	20	\$200	EA	\$4,000	0%	10%	15%	\$6,000					\$6,000																										
	29	O503008 Security Systems	Alarm System	23	A key pad connected to the Administration Building alarm system is present at the entrance door to the repair shop (age unknown and has been assumed).	Good	2010	6	20	14	Upgrade security system at end of service life. The cost to replace the alarm system has been considered in the capital plan for the Administration Building and therefore, has not been included in the capital plan for the repair shop.	Replacement	3 - Future Renewal	No	No	No	No																																							
	30	O509099 Other Specialty Electrical Systems	Rain Water Gauge	24	A Texas Instruments rain water measuring device located on the roof (age unknown and has been assumed).	Good	2010	6	15	9	Upgrade rain water gauge at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables	Replacement	3 - Future Renewal	No	No	No	No																																							
	31	FIRE AND LIFE SAFETY SYSTEMS																																																						
	32	D403001 Fire Extinguishing Devices	Fire Extinguishers	x	Fire extinguishers located on walls in various places throughout the building are inspect annually.	Good	2015	1	7	6	Replace as needed after annual inspection. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables	Replacement	3 - Future Renewal	N/A	N/A	No	No																																							
	33	PROFESSIONAL SERVICES																																																						
	34	P100008 Seismic Review	Further Study	x	No seismic work has been completed on this building.	Not Applicable	N/A	N/A	15	2	It is recommended that a seismic study be undertaken to determine whether upgrades are required to meet the current building code.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,500	EA	\$2,500	0%	0%	15%	\$3,000			\$3,000																												

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Repair Shop Attached to Admin Building



Photo 01



Photo 02

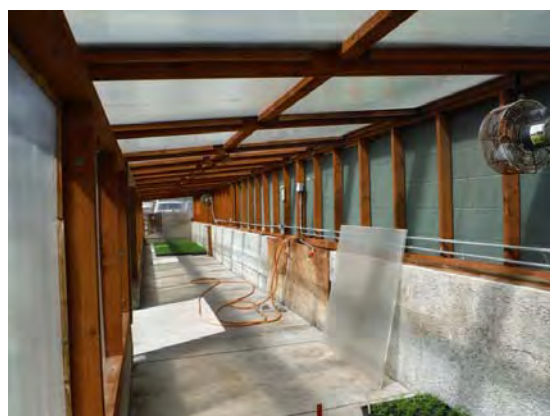


Photo 03



Photo 04

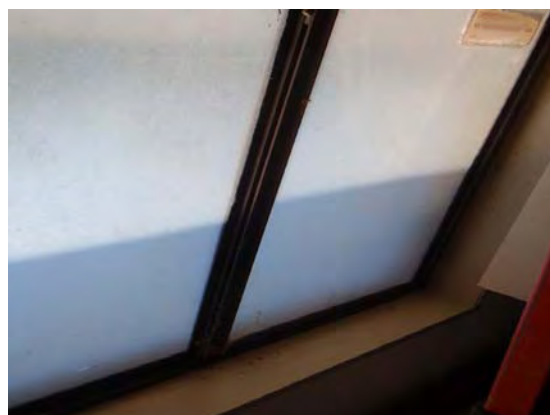


Photo 05

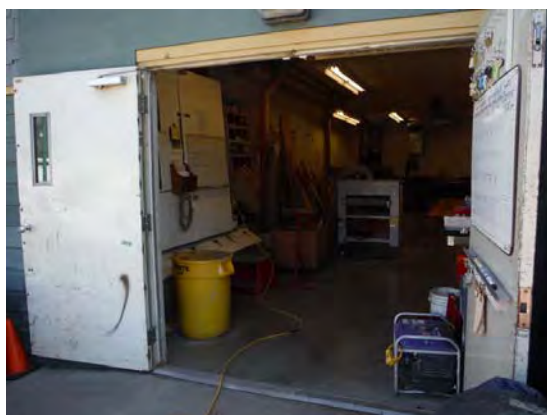


Photo 06

Beacon Hill Yard Repair Shop Attached to Admin Building



Photo 07

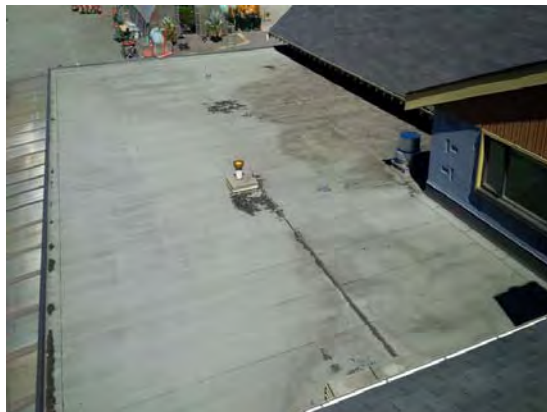


Photo 08



Photo 09

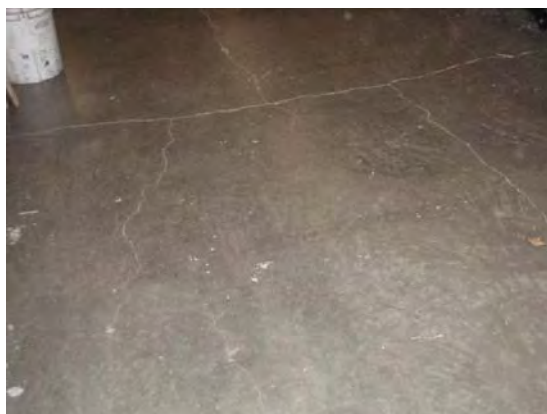


Photo 10

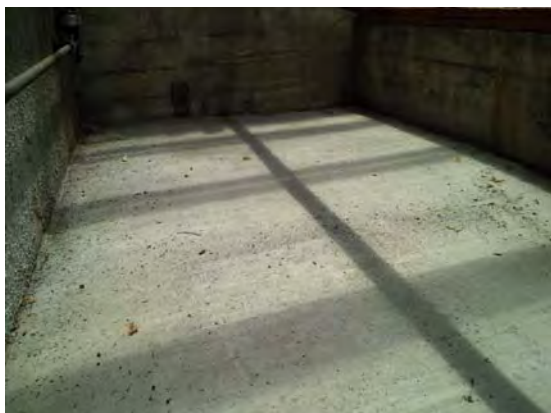


Photo 11



Photo 12

Beacon Hill Yard Repair Shop Attached to Admin Building



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Beacon Hill Yard Repair Shop Attached to Admin Building



Photo 19

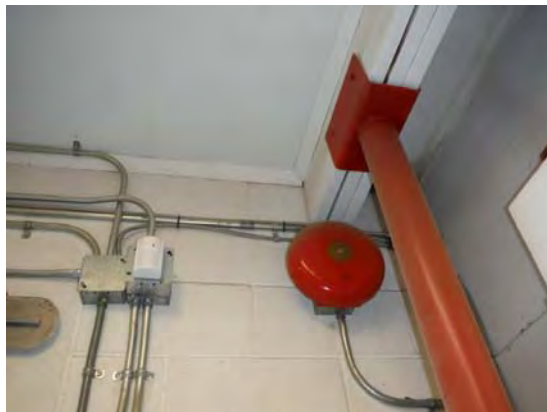


Photo 20



Photo 21

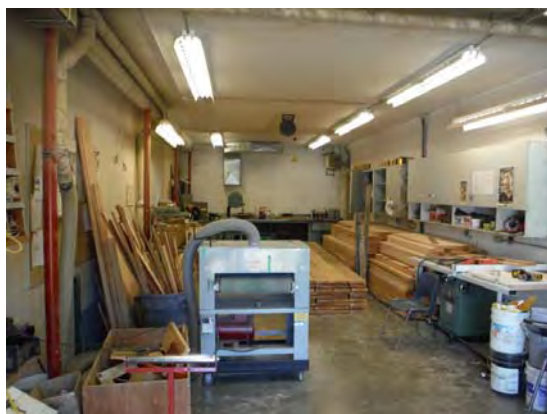


Photo 22



Photo 23



Photo 24

Appendix A50

**Building 57 – Small Tools Building
500 Douglas Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Small Tools Building, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

The "Small Tools Building" is comprised of a single storey structure constructed primarily of concrete masonry units on a concrete slab-on-grade. The building serves as a lunch room and washroom facility, staff lockers, an office and storage. It is our understanding that the building was constructed in 1967.

PROPERTY STATISTICS

Gross Floor Area (ft2):	1,824
Buidling Value:	\$321,024
Target FCI:	0.025
Current FCI:	0.034

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1965
Deficiencies observed:	None.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No
Access throughout building:	No
Access to washrooms:	No
Recommendations (and cost estimate):	Some rooms are not accessible; however, due to the nature of the operations within the building, barrier-free considerations may not be needed.
	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Small Tools Building, 100 Cook Street, Victoria

Energy Efficiency

Upgrade recommendations: Consider replacing the windows and doors with higher performing fenestration, and insulating the walls and roof.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified no major capital recommendations over the next five years.

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We were provided with and we reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Architectural Drawing (Sheet 1 of 2) by Clive D. Campbell Architect, dated October 1966

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Small Tools Building, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	11,000	0	0	0	0	0	0
3 - Future Renewal	0	0	0	10,000	0	13,000	0	0	3,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	16,000	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	7,000	0	0	0	10,000
Not Applicable	0	16,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	16,000	0	21,000	0	36,000	0	0	3,000	10,000

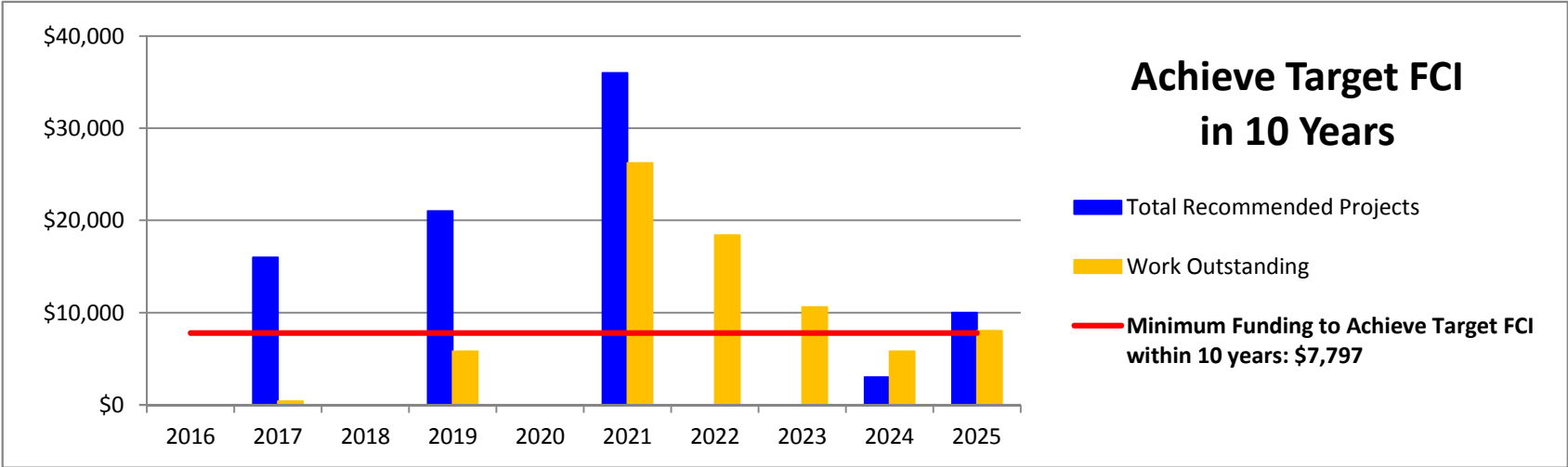
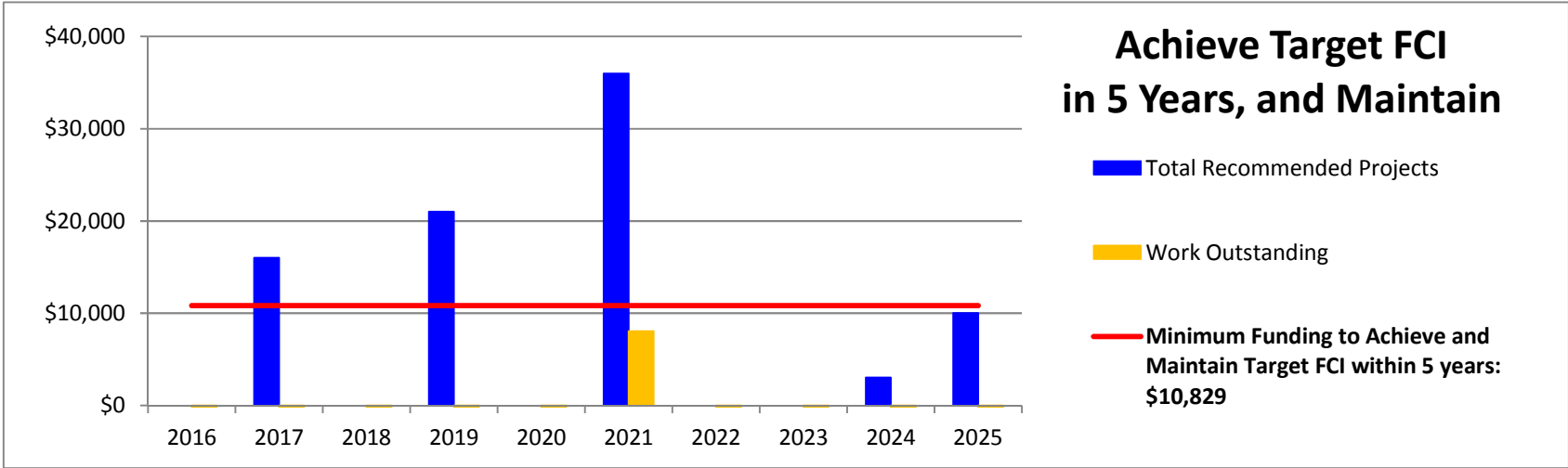
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$10,829

Work outstanding	-10,829	-5,658	-16,487	-6,316	-17,145	8,026	-2,803	-13,633	-21,462	-22,291
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Minimum Funding to Achieve Target FCI within 10 years: \$7,797

Work outstanding	-7,797	405	-7,392	5,810	-1,987	26,215	18,418	10,620	5,823	8,026
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Small Tools Building, 100 Cook Street, Victoria



BLDG	Row	Component			Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	1	Substructure																																			
	2	A10 Foundations	Concrete Foundation	x	The foundation is shown to be cast-in-place concrete strip footings on the supplied architectural drawing. No evidence of major settlement or heaving was reported or observed.	Not Applicable	1967	49	100	51	The foundation is expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	Yes	No																				
	3	Superstructure																																			
	4	B10 Superstructure	Above-Grade Wood and Concrete	01 and 02	The superstructure consists of concrete masonry units (CMU) on the exterior and interior infill walls. The roof is supported by painted wood joists. The underside of the roof sheathing is exposed to the interior and is constructed of painted plywood.Evidence of structural distress was observed on the interior of the CMU over the window openings. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage; however, some areas of localized sagging of the plywood roof sheathing was observed.	Fair	1967	49	100	2	Interior protected structural components are expected to last the life of the building. An allowance has been included to make repairs to the plywood ceiling and horizontal cracks above the windows, if deemed necessary by the recommended Structural Assessment (see Professional Services, below). Costs may require adjustment (up or down) depending on the findings of the assessment.	Repair Allowance	Not Applicable	No	Yes	Yes	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000		\$13,000										
	5	Envelope																																			
	6	Above-Grade Walls																																			
	7	B201010 Exterior Coatings	Paint Coating on Concrete Walls	03	The interior painted CMU walls are also the exterior cladding and wall structure.An opening in the south wall, possibly an air intake, has been closed off but is not fully sealed.	Fair	2005	11	15	4	Repaint CMU on exterior to maintain appearance and to maximize the life expectancy.Replace sealant joints during painting program and at wall openings and pipe penetrations. Costing includes sealant work, where installed.Create permanent weather-tight seal at abandoned penetration on south wall.	Replacement	3 - Future Renewal	Yes	No	No	No	1467	\$5	SF	\$7,335	0%	10%	15%	\$10,000												
	8	B202001 Windows	Wood Framed Windows	04	Original wood framed windows with single glazing are installed on the north and west elevations. Metal head flashings have been retroactively installed to improve shelter to the windows.	Fair	1967	49	30	4	Replace wood framed windows with new insulated glass units (IGUs) with Low E coatings and argon fill.	Replacement	2b- Exceeded Service Life	Yes	Yes	No	No	10	\$750	EA	\$7,500	15%	10%	15%	\$11,000												
	9	B203001 Exterior / Interior Doors (Steel)	East Elevation / Interior Partitions	05	Single and double steel swing doors in steel frames are present on the east elevation and between some of the interior partitions.	Fair	1967	49	40	10	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4b- Discretionary Renewal (Aesthetic)	Yes	No	No	No	8	\$800	EA	\$6,400	15%	10%	15%	\$10,000											\$10,000	
	10	B203001 Exterior Doors (Wood)	Electrical Room	06	A set of painted solid wood doors is present at the electrical room. The paint is peeling from the substrate.	Poor	1967	49	30	4	Replace doors with metal doors to increase security and longevity. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.The cost to replace the doors is expected to arrive at less than the threshold value of the report and therefore, no budgets have been included in the Capital Plan.	Replacement	4b- Discretionary Renewal (Aesthetic)	Yes	Yes	No	No																				
	11	Roofs																																			
	12	B301002 Roofing - Low Sloped Membrane System SBS	Main Roof	07	The roof is an exposed 2-ply SBS roofing membrane assembly. The age of the roof is unknown and has been assumed.	Good	2004	12	25	13	Replace SBS roofing system at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No	1824	\$12	SF	\$21,888	15%	10%	15%	\$32,000												
	13	B301002 Slope Roof - Metal	Metal Clad Overhang Roof	08	Sloped, corrugated metal roofing protects the doors and façade on the east elevation. The age of the metal roof is unknown and has been assumed.	Good	2004	12	40	28	Replace metal roofing panels at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No																				
	14	B301005 Gutters and Downspouts	Eaves Trough and Downspouts	09	Roof drainage is managed via a prefinished metal eaves trough and downspouts discharging to below-grade drains. The age of the eaves troughs and downspouts is unknown - estimated to have been installed prior to 2004.	Fair	2004	12	25	13	Replace eaves troughs and downspouts at the end of service life. It is recommended to complete this item in conjunction with the roof replacement. No major capital expenditures are expected to be required over the next ten years.	Replacement	3 - Future Renewal	N/A	N/A	No	No	76	\$6	LF	\$456	0%	10%	15%	\$1,000												
	15	Interiors																																			
	16	C11 Washrooms	Refurbishment	10 and 11	A washrooms is located on the north end of the building, containing a porcelain sink, urinal and toilet. Flooring is a liquid-applied coating type resilient product. The washroom appears to be original to construction. The age of the washroom is unknown and has been assumed.	Fair	1967	49	30	6	General refurbishment of washrooms at the end of service life. As the washroom is performing adequately for its age, the allowance included in the capital plan is considered discretionary.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$6,000	LS	\$6,000	0%	10%	15%	\$8,000											\$8,000	
	17	C103005 Lockers	Locker Room	12	Steel lockers are present in the locker room.The age of the lockers is unknown and has been assumed.	Good	1993	23	75	52	Lockers are expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																				
	18	C301005 Wall / Ceiling Finishes	Throughout Building	13	Interior walls are either of concrete masonry units or gypsum board, and the ceiling is of painted plywood (unknown date of last painting - assumed).	Fair	2004	12	20	6	Repaint interior walls and ceiling when need for refreshed appearance exists. A recommendation for repainting has been included within the timeline of this report.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2600	\$2	SF	\$5,200	0%	15%	15%	\$7,000											\$7,000	
	19	C302099 Other Floor Finishes	Concrete Floors	14	The majority of floors are unfinished concrete and are in serviceable condition.	Fair	1967	49	100	51	Budget for selective / localized concrete repair.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No																				
	20	C302004 Resilient Floor Finishes	Kitchenette and Washroom	15	Liquid-applied resilient flooring / coating is present in the washroom and kitchenette.	Fair	1967	49	50	6	Replace coating at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$4,000	SF	\$4,000	0%	10%	15%	\$6,000											\$6,000	
	21	E109005 Unit Kitchens	North End of Building	16	A kitchenette containing a fridge, cabinets and two single sinks is present in a staff room at the north end of the building.	Fair	2000	16	15	6	General refurbishment of the kitchen at the end of service life. As the kitchen is performing adequately for its age, the allowance included in the capital plan is considered discretionary.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$6,000	SF	\$6,000	0%	10%	15%	\$8,000											\$8,000	
	22	Mechanical Systems																																			
	23	HVAC Systems																																			
	24	D304007 Exhaust Systems	Exhaust Fan	17	An exhaust fan is present in the washroom to circulate air. The age of the exhaust fan is unknown and has been assumed.	Fair	1993	23	20	2	Replace fan at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No																				
	25	Plumbing Systems																																			
	26	D202003 Domestic Water Equipment - Tanks	Electric Hot Water Heating Tank	18	A single 43L, 1,500 W GSW electric hot water storage tank provides domestic hot water for the kitchenette and washroom.	Fair	2008	8	12	4	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																				
	27	G302001 Sanitary Sewer Piping	Piping	19	Sanitary collection piping was ABS, where visible. The age of plumbing retrofit has been taken to be 1993, the year when mechanical upgrades were undertaken on the Administration Building.	Fair	1993	23	50	27	Complete localized repairs as may be necessary as the building ages.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No																				
	28	G3010 Water Supply	Distribution Piping	20	Primarily copper domestic water distribution piping in the kitchenette and washroom. The piping is expected to be a mix of original and partially upgraded.	Fair	1967	49	50	11	Maintain a contingency for capital repairs or partial replacement of valves or piping during kitchenette and washroom upgrades.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No																				
	29	Electrical Systems																																			
	30	D501005 House Panels	Misc. Breaker Panels	21	A 60 A breaker panel and switch present in the electrical room for lighting, heating, ventilation and plug loads. The panel was upgraded - assumed to be 1993 vintage.	Good	1993	23	50	32	Replace house panel at end of service life or as deemed necessary by IR scans. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No																				
	31	D502002 Branch Wiring & Devices	Replacement	x	Wiring throughout the facility is copper. Devices include all house voltage switches and outlets.	Good	1967	49	100	51	Replace or upgrade wiring as required. Wiring projects, unless for a specific application, would not be expected to occur. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No																				
	32	D502002 Interior Lighting Equipment	Upgrade Interior Lighting	22	Interior lighting is primarily T8 fluorescent fixtures in strip lights or compact fluorescent bulbs. The lighting was upgraded - assumed to be 1993 vintage.	Fair	1993	23	40	17	Upgrade interior light fixtures to LED units or lamps. It is likely that the fixtures can remain in place and retrofit LED bulbs can be installed. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	20	\$300	EA	\$6,000	0%	10%	15%	\$8,000												
	33	D503008 Security Systems	Digital Door Controller	23	A Kantech KT-400 Door Controller is located in the electrical room (age unknown and has been assumed).	Good	2010	6	15	9	Upgrade door controller at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,000	EA	\$2,000	0%	10%	15%	\$3,000											\$3,000	
	34	D509005 Electric Heating	Radiant and Convective Heaters	24 and 25	Electric baseboard heat with ceiling-mounted electrical unit heaters are used exclusively to heat the building (age unknown and has been assumed).	Fair	1972	44	30	6	Replace electric heating in conjunction with kitchen and washroom upgrades.	Replacement	3 - Future Renewal	Yes	No	No	No	6	\$800	LS	\$4,800	0%	10%	15%	\$7,000											\$7,000	
	35	D509099 Other Specialty Electrical Systems	Communications	26	A DSC 3G3070 alarm system phone line located in the electrical room (age unknown).	Good	2010	6	15	9	Upgrade alarm communications at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																				

BLDG	Row	COMPONENT		CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	36	FIRE AND LIFE SAFETY SYSTEMS																																				
	37	D403001 Fire Extinguishing Devices	Fire Extinguishers	27	Fire extinguishers located on walls in various places throughout the building are inspected annually.	Good	2015	1	7	6	Replace as needed after annual inspection. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																					
	38	PROFESSIONAL SERVICES																																				
	39	P100008 Seismic Review / Structural Assessment	Further Study	x	No seismic work has been completed on this building. Horizontal cracks observed in the CMU above window openings.	Not Applicable	N/A	N/A	15	2	It is recommended that a Seismic Review is undertaken, including review of potential structural deterioration observed in the CMU.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,500	EA	\$2,500	0%	0%	15%	\$3,000		\$3,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Small Tools Building

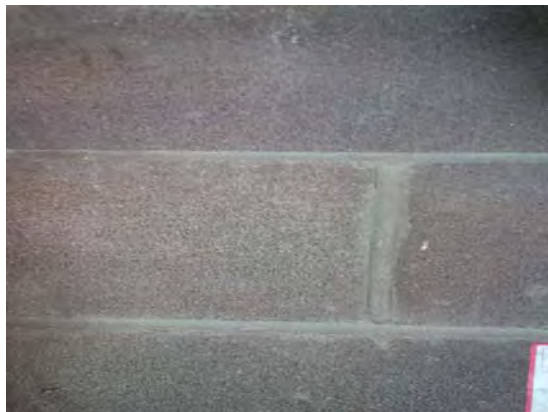


Photo 01

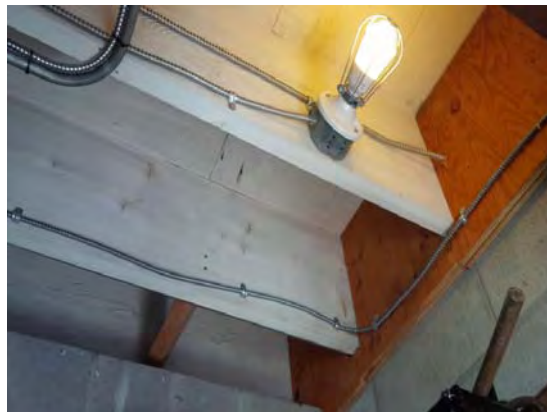


Photo 02

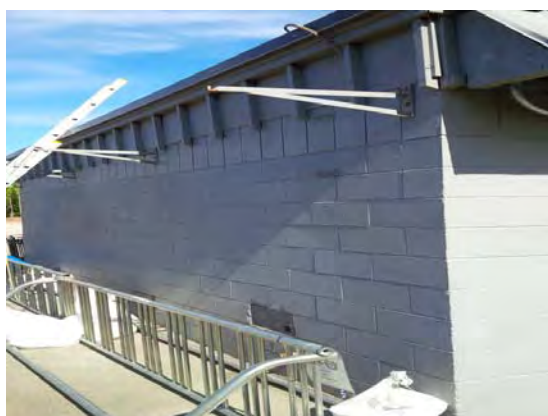


Photo 03



Photo 04



Photo 05

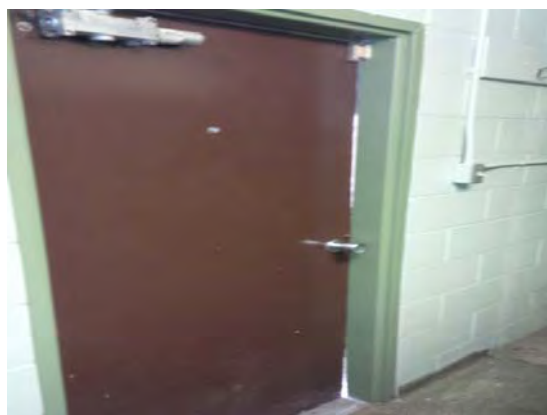


Photo 06

Beacon Hill Yard Small Tools Building



Photo 07



Photo 08

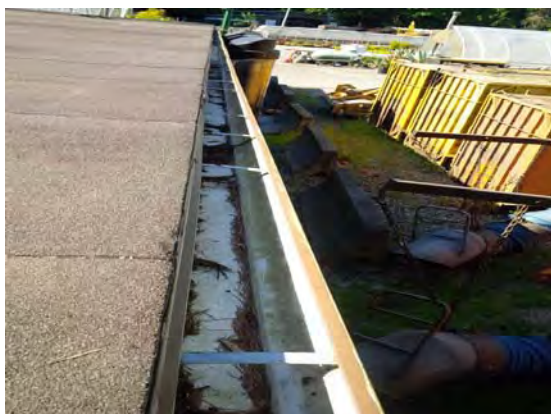


Photo 09



Photo 10



Photo 11



Photo 12

Beacon Hill Yard Small Tools Building

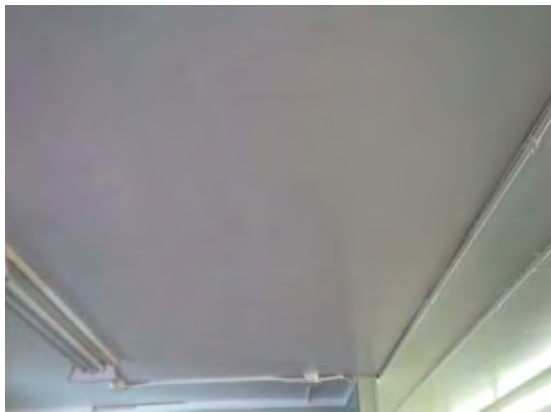


Photo 13

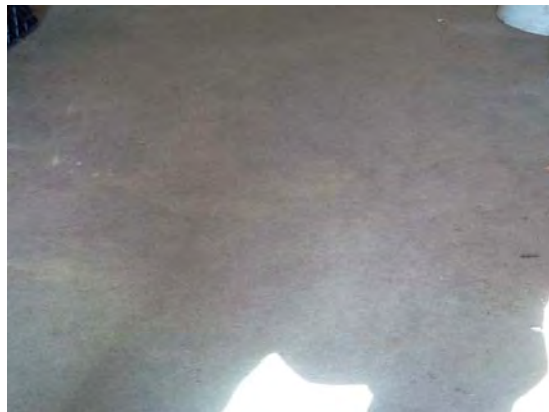


Photo 14



Photo 15



Photo 16



Photo 17

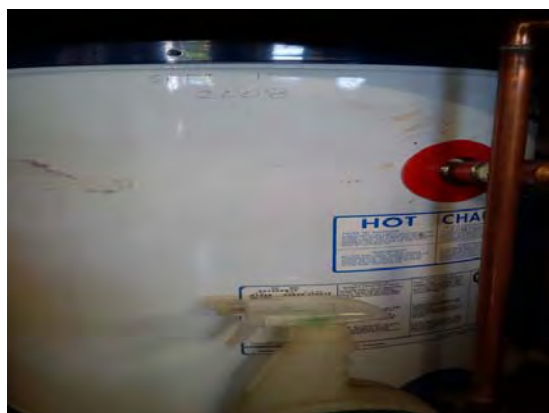


Photo 18

Beacon Hill Yard Small Tools Building



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Beacon Hill Yard Small Tools Building



Photo 25



Photo 26



Photo 27

Appendix A51

**Building 58 – Tire Shed - 500 Douglas
Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Tire Shed, 100 Cook Street, Victoria

PROPERTY DESCRIPTION

The "Tire Shed" is comprised of an open-air structure constructed primarily of wood framing on a concrete pony wall above-grade. The building serves as a tire storage facility. The age of the building is unknown and therefore, the year new was estimated to be 1972.

PROPERTY STATISTICS

Gross Floor Area (ft2):	2,000
Building Value:	\$352,000
Target FCI:	0.025
Current FCI:	0.009

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1970
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	N/A
Recommendations (and cost estimate):	The enclosed room is not accessible; however, due to the nature of the operations within the building, barrier-free considerations may not be needed.
	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Tire Shed, 100 Cook Street, Victoria

Energy Efficiency

Upgrade recommendations:

Upgrade interior lights to LED to reduce energy consumption and maintenance costs (bulb and ballast replacement).

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified no major capital recommendations over the next five years.

PROJECT TEAM

The visual reviews were completed on June 11, 2015 by Jordan Bowie. We began with an interview with available city facilities staff whom has been on site for 1 year. During our review of the building, we were accompanied by personnel who provided access to all areas of the building, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- None

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Tire Shed, 100 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	3,000	0	0	0	0	0	0	0	0	6,000
4a - Discretionary Renewal (Upgrade)	7,000	0	0	0	6,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	10,000	3,000	0	0	6,000	0	0	0	0	6,000

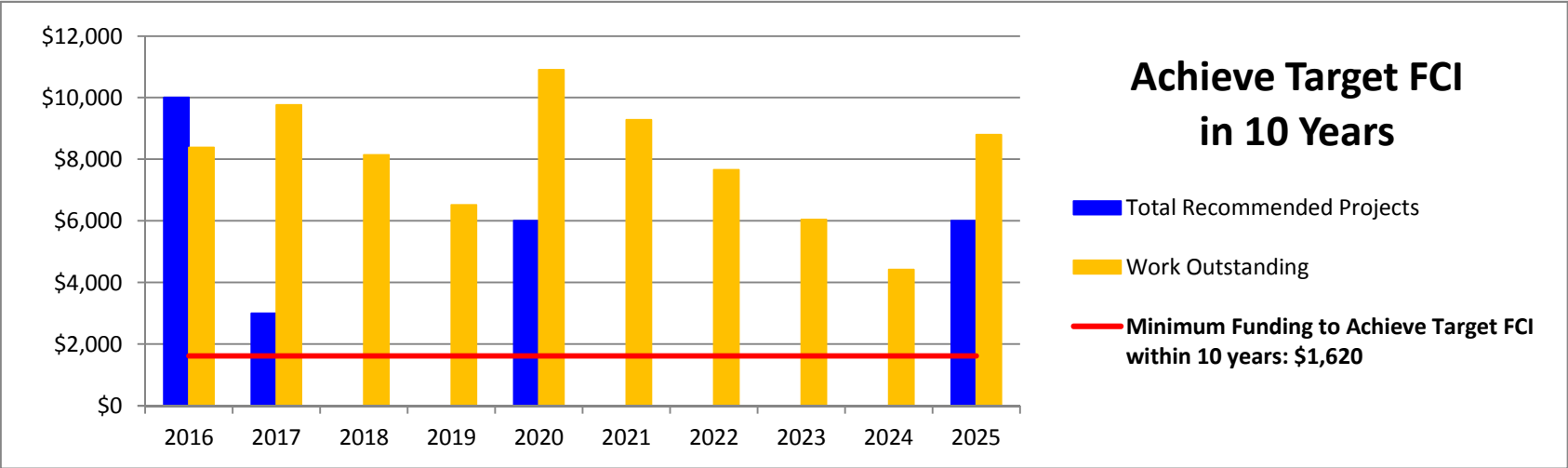
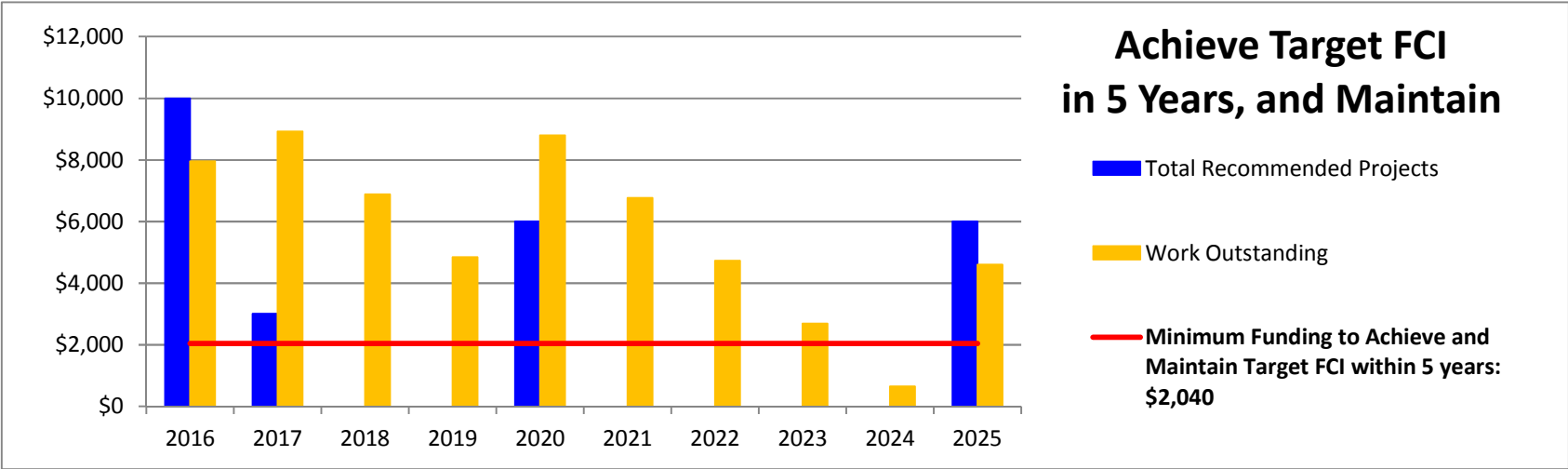
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$2,040

Work outstanding	7,960	8,920	6,880	4,840	8,800	6,760	4,720	2,680	640	4,600
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Minimum Funding to Achieve Target FCI within 10 years: \$1,620

Work outstanding	8,380	9,760	8,140	6,520	10,900	9,280	7,660	6,040	4,420	8,800
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Yard Tire Shed, 100 Cook Street, Victoria



BLDG	Row	COMPONENT			CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																			
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2015	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$10,000	\$3,000	\$0	\$0	\$6,000	\$0	\$0	\$0	\$0	\$0	\$6,000																				
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations	Concrete Foundation	x	The foundation is assumed to be cast-in-place concrete strip footings. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1972	44	100	56	The foundation is expected to last the life of the building. No major capital expenditures are expected to be required over the next ten years.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No																																							
	3	SUPERSTRUCTURE																																																						
	4	B10 Superstructure	Above-Grade Wood and Concrete	01 and 02	The superstructure consists of a concrete pony walls on the perimeter with wood framed exterior walls above. The roof is supported by steel posts and wood beams.No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1972	44	100	56	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required to the over the next ten years.	Replacement	Not Applicable	Yes	Yes	Yes	No																																							
	5	ENVELOPE																																																						
	6	Above-Grade Walls																																																						
	7	B201010 Exterior Cladding	Corrugated Fiberglass Siding	01	Corrugated fiberglass siding installed on the exterior perimeter of the building. Cracks were observed in some of the siding.	Poor	1972	44	40	1	Replace the corrugated siding at the end of service life. It would be prudent to replace the siding in conjunction with any required structural repairs on the exterior walls.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	875	\$6	SF	\$5,250	0%	10%	15%	\$7,000	\$7,000																														
	8	B201010 Exterior Cladding	Plywood Siding	03	Plywood siding encloses the tire compressor and tires. The paint finish has peeled from the siding.	Fair	1972	44	10	10	Repaint the plywood from the maintenance budget. Replace the plywood at the end of service life.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No	734	\$6	SF	\$4,404	0%	10%	15%	\$6,000										\$6,000																					
	9	B203001 Exterior Doors	Swing Door	04	A wood swing door is present on the west elevation.	Fair	1972	44	40	5	Replace door at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No																																							
	10	Roofs																																																						
	11	B301002 Slope Roof - Metal	Main Roof	x	A single sloped metal roof covers the shed. The age of the roof is unknown and has been assumed.	Fair	1995	21	40	19	Replace metal roofing assembly at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No	2200	\$8	SF	\$17,600	15%	10%	15%	\$26,000																															
	12	INTERIORS																																																						
	13	C302099 Other Floor Finishes	Concrete Floors	5	The floors throughout the shed are unfinished concrete and are in serviceable condition. A patch of settled concrete, creating a tripping hazard was observed at the west end of the shed.	Fair	1972	44	30	1	Budget for selective / localized concrete repair.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	1	\$2,000	EA	\$2,000	0%	10%	15%	\$3,000	\$3,000																														
	14	ELECTRICAL SYSTEMS																																																						
	15	D502002 Branch Wiring & Devices	Replacement	x	Wiring throughout the building is assumed to be copper and original.	Fair	1972	44	75	31	Replace or upgrade wiring as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes, as required.	No	Yes	No																																							
	16	D502002 Interior Lighting Equipment	Upgrade Interior Lighting	06	Interior lighting is primarily T8 fluorescent fixtures (age unknown).	Fair	1993	23	20	5	Upgrade interior light fixtures to LED units or lamps.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	10	\$400	EA	\$4,000	0%	10%	15%	\$6,000					\$6,000																										
	17	PROFESSIONAL SERVICES																																																						
	18	P100008 Seismic Review / Structural Investigation	Further Study	x	No seismic work has been completed on this building.	Not Applicable	N/A	N/A	15	2	It is recommended that a seismic study be undertaken to determine whether upgrades are required to meet the current building code.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,000	EA	\$2,000	0%	0%	15%	\$3,000		\$3,000																													

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Yard Tire Shed



Photo 01



Photo 02

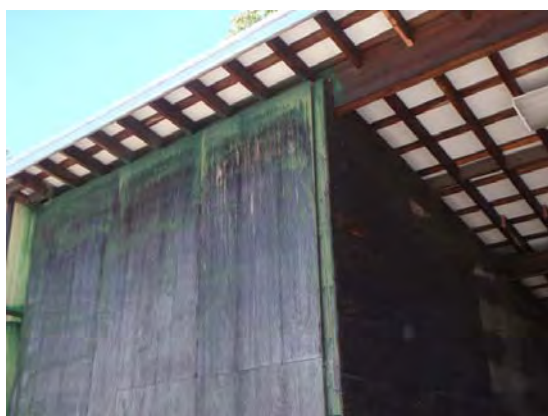


Photo 03



Photo 04

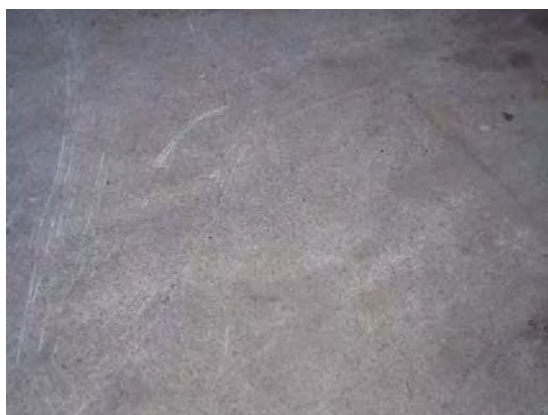


Photo 05



Photo 06

Appendix A52

**Building 59 – Public Washroom – Cook
and Dallas - 2 Cook Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Cook & Dallas PW, 2 Cook Street, Victoria

PROPERTY DESCRIPTION

The Cook @ Dallas public washroom is a single storey concrete masonry unit building, constructed in 1971, with a low sloped roof. The building is provided with basic plumbing and electrical services.

PROPERTY STATISTICS

Gross Floor Area (ft2): 150
 Building Value: \$176,400
 Target FCI: 0.025
 Current FCI: 0.017

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1970 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes, however, the washroom facilities lack the required turning radius and accessible fixtures required in the current Building Code.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

Energy Efficiency

Upgrade recommendations:	None. The electrical system was upgraded approx. 3 years ago to use energy efficient bulbs/ballasts with sensors.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Cook & Dallas PW, 2 Cook Street, Victoria

We identified recommendations of approximately \$25,000 over the next five years with no major projects over \$15,000.

PROJECT TEAM

The visual reviews were completed on July 9, 2015 by Byron McElgunn. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. Access was provided to all required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Cook and Dallas Floor Plans, Dated 2009

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Cook & Dallas PW, 2 Cook Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	3,000	0	0	0	0	3,000	4,000	9,000	0
4a - Discretionary Renewal (Upgrade)	0	4,000	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	3,000	3,000	3,000	3,000	3,000	43,000	3,000	3,000	3,000	3,000
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	3,000	13,000	3,000	3,000	3,000	43,000	6,000	7,000	12,000	3,000

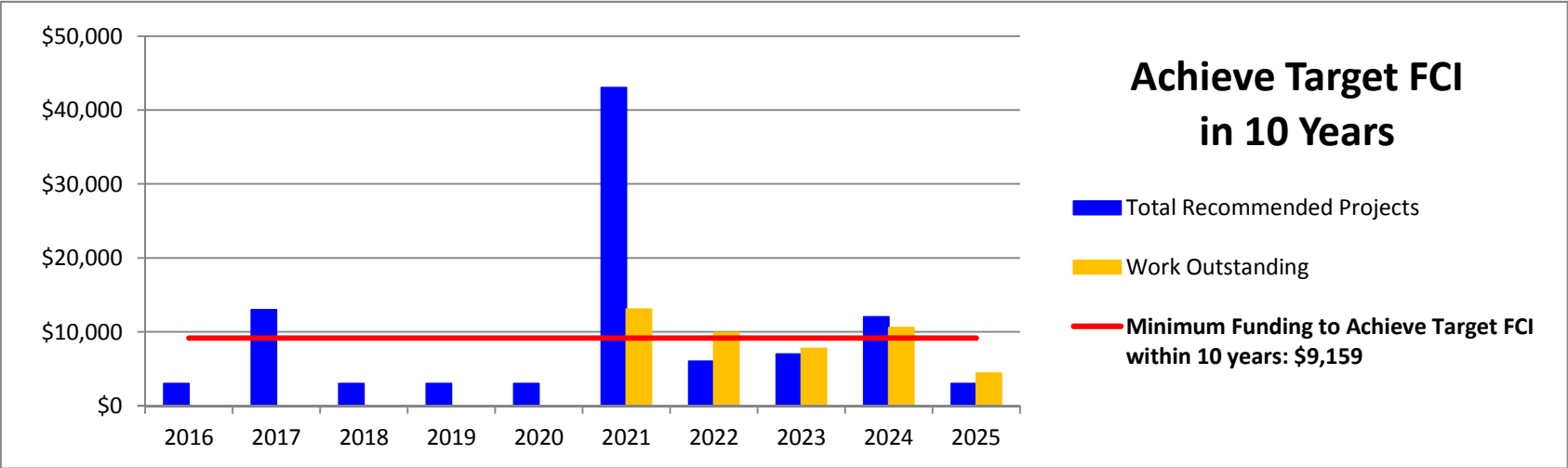
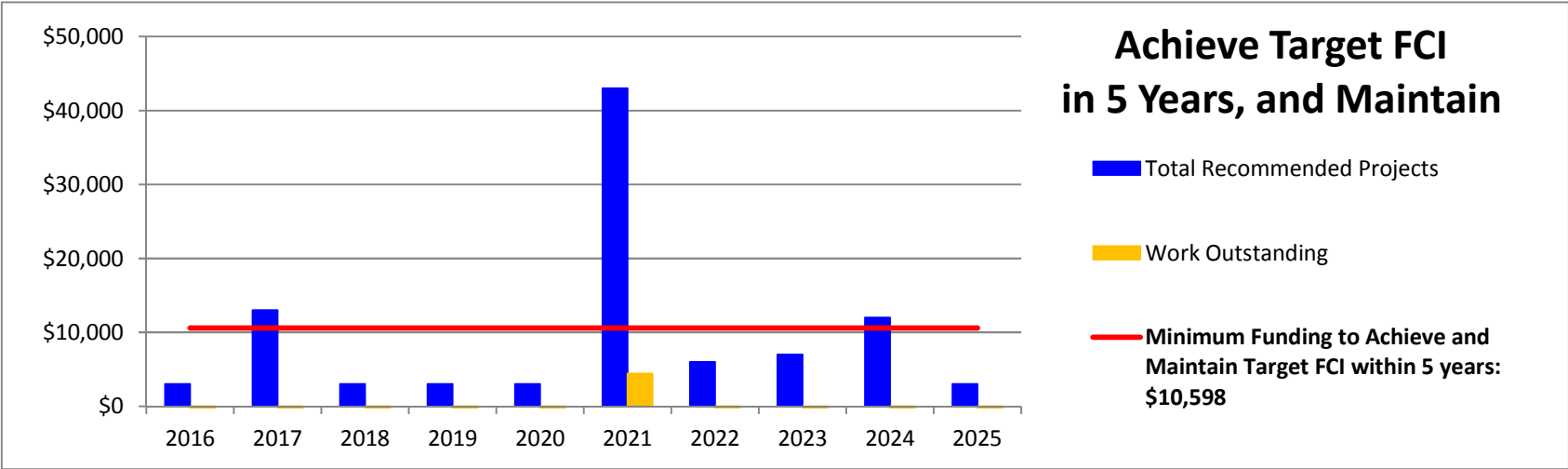
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$10,598

Work outstanding	-7,598	-5,197	-12,795	-20,393	-27,992	4,410	-188	-3,787	-2,385	-9,983
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Minimum Funding to Achieve Target FCI within 10 years: \$9,159

Work outstanding	-6,159	-2,318	-8,477	-14,636	-20,795	13,046	9,887	7,728	10,569	4,410
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Cook & Dallas PW, 2 Cook Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Cook & Dallas PW, 2 Cook Street, Victoria

BLDG	Row	Component			Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to GO for Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$3,000	\$13,000	\$3,000	\$3,000	\$3,000	\$43,000	\$6,000	\$7,000	\$12,000	\$3,000				
	1	SUBSTRUCTURE																																					
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1971	45	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																		
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1971	45	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0																		
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1971	45	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0																		
	5	SUPERSTRUCTURE																																					
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting dimensional wood roof joists. The CMU walls typically showed limited evidence of cracking. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1971	45	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0																		
	7	ENVELOPE																																					
	8	Above-Grade Walls																																					
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. The CMUs are supported by shelf angles at window and door locations.Minimal cracking of exterior walls was noted.	Fair	1971	45	20	8	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	375	\$7	SF	\$2,438	0%	15%	15%	\$4,000							\$4,000							
	10	B201008 Exterior Soffits	Repair	03	The soffits are painted plywood complete with a continuous 2" vent strip. No issues with this item were noted.	Fair	1971	2	25	9	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	85	\$3	SF	\$213	0%	15%	15%	\$1,000														
	11	B201010 Exterior Coatings	CMU Paint	02	Some flaking of the paint on the exterior CMU walls was noted. The age of this assembly is unknown and has been assumed.	Fair	2014	2	5	2	Paint/seal the exterior face of all above grade exterior CMU walls.	Replacement	3 - Future Renewal	No	Yes	No	No	375	\$5	SF	\$1,875	0%	15%	15%	\$3,000	\$3,000						\$3,000							
	12	B201011 Joint Sealant	Replace	X	There are sealant joints located around the building fenestration. Sealant is in various stages of deterioration.	Fair	1971	45	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No	0	\$6	LF	\$0	0%	15%	15%															
	13	B202001 Punched Windows	Replace	04	Three aluminum framed punched windows are utilized at this facility. The windows employ opaque corrugated plastic glazing, metal screens with wooden louvers on the exterior. It is assumed that the window assembly will last beyond the scope of this report, however a contingency has been provided for the replacement of the wood louvers.	Fair	1971	45	30	2	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	40	\$60	SF	\$2,400	0%	15%	15%	\$4,000	\$4,000													
	14	B203001 Exterior Solid Doors	Replacement	X	Hollow metal doors with metal frames are installed throughout the building.	Fair	1971	45	25	7	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No	3	\$350	EA	\$1,050	0%	15%	15%	\$2,000														
	15	Roofs																																					
	16	B301002 Roofing - Low Sloped Membrane System SBS	Replacement	05	The roof is an exposed 2-ply modified bitumen membrane, fully-adhered to the roof deck. The roof drains by an internal drain located at the front of the roof. No leaks were reported or observed. The age of this assembly is unknown and has been assumed.	Fair	2005	11	20	9	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	225	\$25	SF	\$5,625	10%	15%	15%	\$9,000								\$9,000						
	17	INTERIORS																																					
	18	C103002 Toilet and Bath Accessories, Rehab	Replacement	06	The washrooms each contain a toilet (or a toilet and a urinal), a lavatory with cold water faucet, hand dryer, toilet partitions, quarry floor tile, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from the frequent use.	Fair	1971	45	25	6	Renovate public washrooms including fixtures and finishes. Wall finish is not included with this item.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$15,000	LS	\$30,000	0%	15%	15%	\$40,000						\$40,000								
	19	C301005 Wall Finishes - Painted CMU	Washrooms	07	The interior finish through the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Fair	1991	25	1	1	Repaint interior walls on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	475	\$4	SF	\$1,663	0%	15%	15%	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000					
	20	C302001 Floor Finishes - Quarry Tile	Washrooms - Replacement	08	Quarry tiled floor is located throughout the building with the exception of the mechanical room. Tile has become chipped and cracked at various locations. The age of this assembly is unknown and has been assumed.	Fair	1991	25	30	5	Replace quarry tile at the end of its service life. (Tile replacement in bathrooms included in bathroom rehab).Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																		
	21	C303003 Ceiling Finishes - Paint	Washrooms	09	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. The age of this assembly is unknown and has been assumed.	Fair	1991	25	20	5	Repaint ceilings (Repainting in bathrooms is included in bathroom rehab). Costs associated with this item are covered under the Wall Finishes - Paint and have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																		
	22	MECHANICAL SYSTEMS																																					
	23	Plumbing Systems																																					
	24	G3010 Water Supply	Mechanical Room	X	No backflow preventer was observed during the review.	Fair	1971	45	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000														
	25	D202001 Pipes and Fittings	Water Supply	10	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Piping within the building is a combination of galvanized and copper piping.	Not Reviewed	1971	45	40	20	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000														
	26	D2030 Sanitary Waste / G3020 Sanitary Sewer	Piping - Replacement	10	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Not Reviewed	1971	45	35	20	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000														
	27	ELECTRICAL SYSTEMS																																					
	28	D502002 Lighting Equipment - Interior	Fixtures	09	Lighting fixtures typically consist of ceiling mounted fluorescent fixtures with magnetic ballast. These fixtures are hooked up to a motion sensor for the washrooms and are switch operated in the mechanical room. The age of this assembly is unknown and has been assumed.	Fair	2012	4	25	21	Replace fixtures at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$500	LS	\$500	0%	15%	15%	\$1,000														
	29	D502002 Lighting Equipment	Branch Wiring	X	No issues with the branch wiring were noted.	Not Reviewed	1971	45	25	20	Replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000														
	30	SITE																																					
	31	G204001 Fencing and Gates	Privacy Screen	11	A 5' high wood privacy screen is provided at the washroom entrances. The boards are supported by metal cross members and columns. The age of this assembly is unknown and has been assumed.	Good	2005	11	20	10	Replace outdoor privacy screens at the end of service life. Periodic painting assumed to be part of general maintenance.Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	LS	\$1,000	0%	15%	15%	\$2,000														
	32	PROFESSIONAL SERVICES																																					
	33	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1971	45	15	2	It is recommended that a seismic review be conducted prior to any major renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,500	LS	\$2,500	0%	0%	15%	\$3,000		\$3,000												

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Cook & Dallas Comfort Station



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

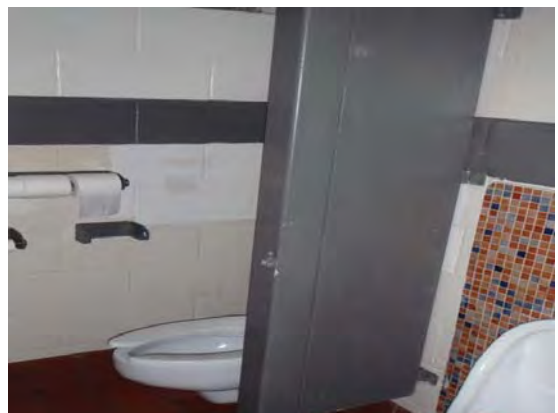


Photo 06

Cook & Dallas Comfort Station



Photo 07



Photo 08



Photo 09

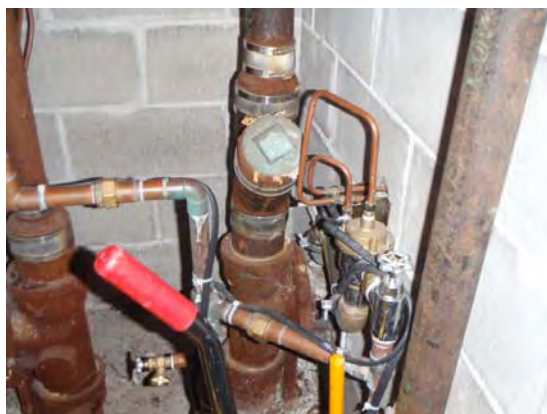


Photo 10

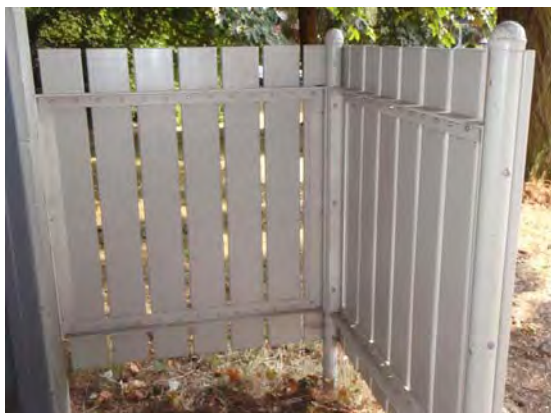


Photo 11

Appendix A53

**Building 60 – Public Washroom –
Gonzales Park - 1790 Ross Street
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Gonzales Park PW, 1790 Ross Street, Victoria

PROPERTY DESCRIPTION

The Gonzales Park public washroom is a single storey concrete masonry unit building, constructed in 1965, with a low sloped roof. The building is provided with basic plumbing, heating and electrical services.

PROPERTY STATISTICS

Gross Floor Area (ft2): 480
 Building Value: \$411,600
 Target FCI: 0.025
 Current FCI: 0.012

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1960 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No
Access throughout building:	N/A
Access to washrooms:	No, the entrance to the washrooms are not flush to the ground to enter one must step up into the building. Also, the washroom facilities lack the required turning radius and accessible fixtures required in the current Building Code.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

Energy Efficiency

Upgrade recommendations:	Upgrade lighting.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Gonzales Park PW, 1790 Ross Street, Victoria

We identified recommendations of approximately \$43,000 over the next five years with no major projects over \$15,000

PROJECT TEAM

The visual reviews were completed on July 9, 2015 by Byron McElgunn. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. Access was provided to all required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Gonzales Bay Park Washroom Floor Plans, Dated 2009

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Gonzales Park PW, 1790 Ross Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	5,000	0	0	0	6,000	5,000	0	10,000	27,000	0
4a - Discretionary Renewal (Upgrade)	0	5,000	4,000	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	4,000	4,000	4,000	4,000	4,000	71,000	4,000	4,000	4,000	4,000
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	9,000	12,000	8,000	4,000	10,000	76,000	4,000	14,000	31,000	4,000

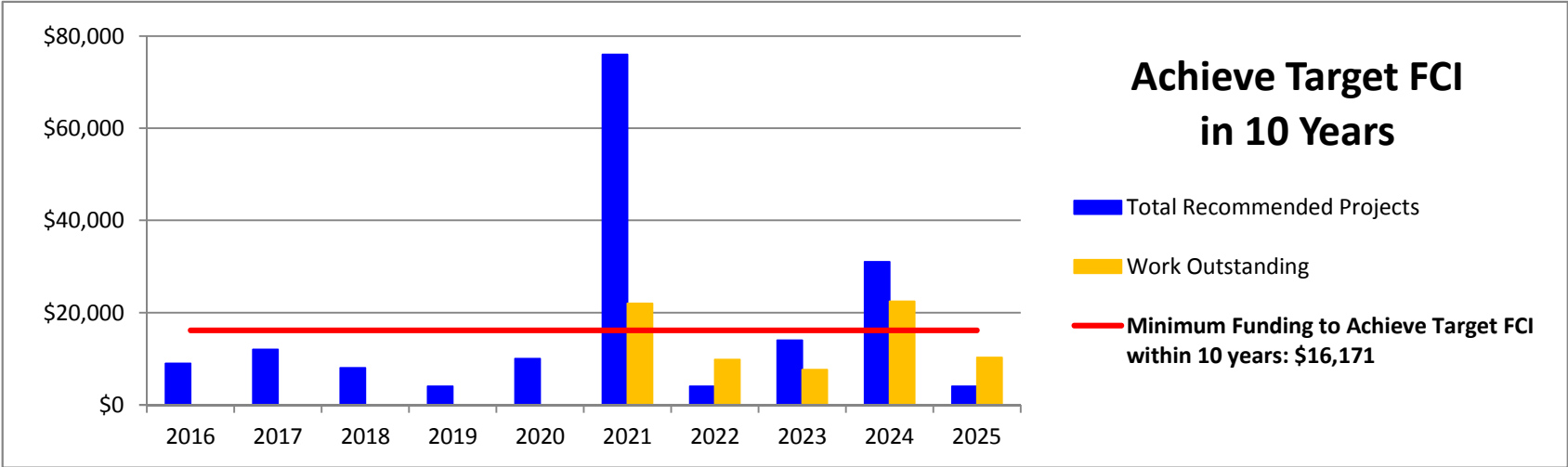
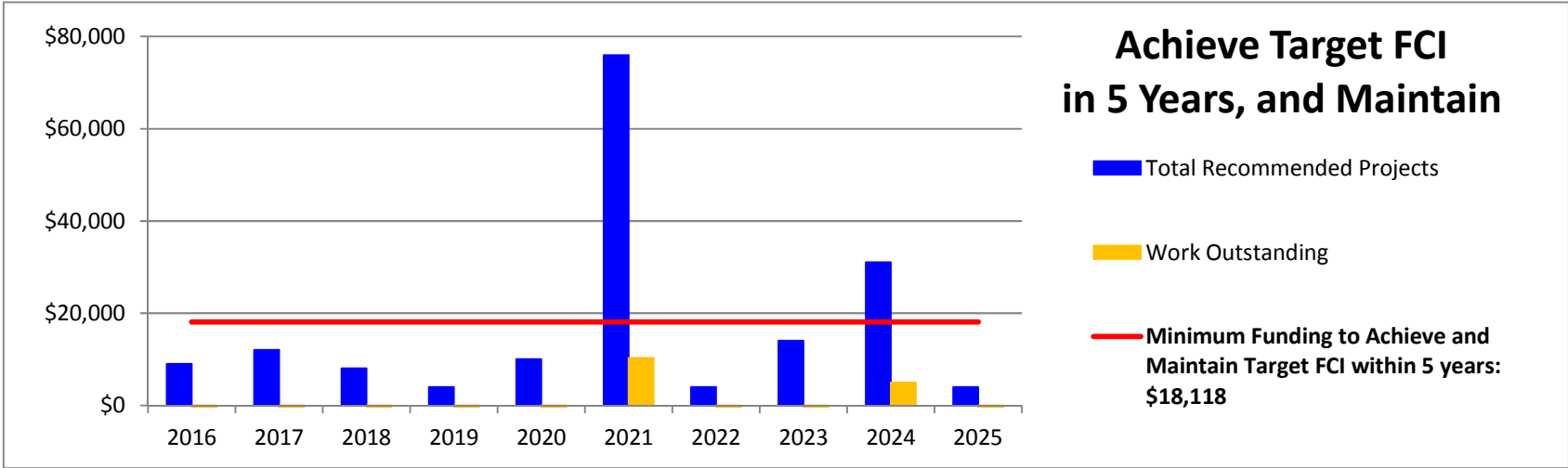
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$18,118

Work outstanding	-9,118	-15,237	-25,355	-39,473	-47,592	10,290	-3,828	-7,947	4,935	-9,183
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Minimum Funding to Achieve Target FCI within 10 years: \$16,171

Work outstanding	-7,171	-11,342	-19,513	-31,684	-37,855	21,974	9,803	7,632	22,461	10,290
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Gonzales Park PW, 1790 Ross Street, Victoria



BLDG	Row	Component			Condition Assessment				Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2015	Typical Life Cycle or Action Interval	Est. Time Remaining to EOY or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	1	Substructure																																			
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1965	51	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1965	51	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0																
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1965	51	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0																
	5	Superstructure																																			
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting dimensional wood roof joists. No cracking of the exterior CMU walls was observed. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1965	51	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0																
	7	Envelope																																			
	8	Above-Grade Walls																																			
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. The CMUs are supported by shelf angles at window and door locations.Minimal cracking of the exterior walls was noted.	Fair	1965	51	20	15	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	800	\$7	SF	\$5,200	0%	15%	15%	\$7,000												
	10	B2010 Exterior Walls - Stone Cladding	Front Wall - Repair	03	The front wall of the facility is CMU walls with natural stone veneer. No issues with the stone cladding were observed. This line item will not fall within the 10 year study period.	Fair	1965	51	50	20	Localized stone replacement and mortar repointing.Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No	91	\$7	SF	\$592	0%	15%	15%	\$1,000												
	11	B201008 Exterior Soffits	Repair	04	The soffits are painted plywood. No issues with this item were noted.	Fair	1965	51	25	7	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	425	\$3	SF	\$1,063	0%	15%	15%	\$2,000												
	12	B201010 Exterior Coatings	CMU Paint	05	Some flaking of the paint on the exterior CMU walls was noted. The age of this assembly is unknown and has been assumed.	Fair	2010	6	5	1	Paint/seal the exterior face of all above grade exterior CMU walls..	Replacement	3 - Future Renewal	No	Yes	No	No	800	\$4	SF	\$3,200	0%	15%	15%	\$5,000	\$5,000					\$5,000						
	13	B201011 Joint Sealant	Replace	X	There are sealant joints located around the building fenestration. Sealant is in various stages of disrepair.	Fair	1965	51	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No	90	\$6	LF	\$540	0%	15%	15%	\$1,000												
	14	B202001 Punched Windows	Replace	06	Four aluminum framed punched windows are utilized at this facility. The windows employ opaque corrugated plastic glazing, metal screens with wooden louvers on the exterior.	Fair	1965	51	30	2	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	55	\$60	SF	\$3,300	0%	15%	15%	\$5,000		\$5,000										
	15	B203001 Exterior Solid Doors	Replacement	07	Hollow metal doors with metal frames are employed at the washrooms and mechanical rooms. No issues with this item were noted.	Fair	1965	51	25	7	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No	3	\$350	EA	\$1,050	0%	15%	15%	\$2,000												
	16	Roofs																																			
	17	B301002 Roofing - Low Sloped Membrane System SBS	Replacement	08	The roof is an exposed modified bitumen membrane, fully-adhered to the roof deck. The roof drains by an internal drain located at the rear of the building. Degranulation and blistering of the roof membrane was observed. The age of this assembly is unknown and has been assumed.	Fair	2000	16	20	9	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	900	\$20	SF	\$18,000	10%	15%	15%	\$27,000									\$27,000			
	18	B301006 Roof Openings Skylights	Replacement	09	Replace domed skylights at the end of their service life. The age of this assembly is unknown and has been assumed.	Fair	2000	16	15	5	Replace skylights at end or service life (40"x40" insulated units)	Replacement	3 - Future Renewal	No	Yes	Yes	No	5	\$800	EA	\$4,000	0%	15%	15%	\$6,000					\$6,000							
	19	B102099 Other Roof Construction - Suspended Access System	Roof Safety Anchors	10	There is one fixed roof mounted anchor utilized at the building. No records of inspections and testing were provided. No deformations or distress, nor any significant corrosion of the exposed elements of the anchors was noted. It is assumed that the anchors will last the life of the building.	Fair	1965	51	50	25	Replace roof safety anchors at the end of their service life. The cost of a visual review of each anchor and sample load testing should be done as part of maintenance.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	EA	\$1,000	0%	15%	15%	\$2,000												
	20	Interiors																																			
	21	C103002 Toilet and Bath Accessories, Rehab	Replacement	11	The washrooms each contain 2 toilets (or a toilet and 2 urinals), a lavatory with cold water faucet, hand dryer, toilet partitions, 2 change stalls, quarry floor tile, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from frequent use.	Fair	1965	51	25	6	Renovate public washrooms including fixtures and finishes, not including painted CMU walls.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$25,000	LS	\$50,000	0%	15%	15%	\$67,000						\$67,000						
	22	C301005 Wall Finishes - Painted CMU	Washrooms	12	The interior finish through the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Fair	2012	4	1	0	Repaint interior walls. (Repainting in washrooms is included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	900	\$3	SF	\$2,700	0%	15%	15%	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000		
	23	C302001 Floor Finishes - Quarry Tile	Washrooms - Replacement	13	Quarry tiled floor is located throughout the building with the exception of the mechanical room. Tile has become chipped and cracked at various locations. The age of this assembly is unknown and has been assumed.	Fair	1985	31	30	5	Replace quarry tile at the end of its service life. (Tile replacement in washrooms included in bathroom rehab)	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																
	24	C302001 Floor / Wall Finishes - Ceramic Tile	Urinal Platform	14	Ceramic tile is utilized as the floor and wall finish at the urinal platform. The tile has become chipped and cracked at some locations. The age of this assembly is unknown and has been assumed.	Fair	1985	31	30	5	Replace ceramic tile at the end of its service life. (Tile replacement in washrooms included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No				\$0																
	25	C303003 Ceiling Finishes - Paint	Washrooms	15	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. The age of this assembly is unknown and has been assumed.	Fair	1985	31	20	5	Repaint ceilings (Repainting in washrooms is included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																
	26	Mechanical Systems																																			
	27	HVAC Systems																																			
	28	D305002 Unit Heaters - Electric	Replacement	16	The building is heated with three wall mounted electrical baseboard heaters. The heaters located in the washrooms/change rooms are provided with a metal screen. The age of this assembly is unknown and has been assumed.	Fair	2000	16	20	4	Replace unit heaters at the end of their service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	3	\$150	EA	\$450	0%	15%	15%	\$1,000												
	29	Plumbing Systems																																			
	30	G3010 Water Supply Room	Mechanical Room	X	No backflow preventer was observed during the review.	Not Reviewed	1965	51	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000												
	31	D202001 Pipes and Fittings	Water Supply	17	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Piping within the building is a combination of galvanized and copper piping.	Fair	1965	51	40	15	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000												
	32	D2030 Sanitary Waste / G3020 Sanitary Sewer	Piping - Replacement	17	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Not Reviewed	1965	51	35	15	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000												
	33	Electrical Systems																																			
	34	D501003 Main & Secondary Switchgear	Replacement	18	The main disconnect is rated 200A, 120/208V, single phase. The main switchboard is 200A.	Fair	1965	51	25	8	Replace distribution switches.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$7,500	LS	\$7,500	0%	15%	15%	\$10,000								\$10,000				
	35	D401003 Main Switchgear	IR Scanning	X	The switchgear is located in the mechanical room.	Fair	1965	51	5	3	Conduct Infra-red (IR) scan on major switchgear.	Study	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000			\$4,000									

BLDG	Row	COMPONENT			CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOY or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
	36	D502002 Lighting Equipment - Interior	Fluorescent Replacement	19	Interior lighting fixtures typically consists ceiling mounted fluorescent fixtures with magnetic ballast. These fixtures are connected to a motion sensor for the washrooms and are switch operated in the mechanical room. The age of this assembly is unknown and has been assumed.	Fair	2005	11	25	14	Replace fixtures at end of service life.Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$500	LS	\$500	0%	15%	15%	\$1,000														
	37	D502002 Lighting Equipment - Exterior	Exterior Soffit	20	Exterior lighting fixtures consists of soffit mounted HID lights. It is recommended that the HID lights be replaced with more energy efficient LED fixtures. The age of this assembly is unknown and has been assumed.	Fair	2005	11	25	14	Upgrade fixtures to LED type at end of service life.Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	Yes	No	Yes	No	1	\$1,000	LS	\$1,000	0%	15%	15%	\$2,000														
	38	D502002 Lighting Equipment	Branch Wiring	X	No issues with the branch wiring were noted.	Not Reviewed	1965	51	25	11	Replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	EA	\$15,000	0%	15%	15%	\$20,000														
	39	PROFESSIONAL SERVICES																																					
	40	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1965	51	15	2	It is recommended that a seismic review be conducted prior to any major renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,500	LS	\$2,500	0%	0%	15%	\$3,000		\$3,000												

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Parks Facilities Gonzales Park



Photo 01



Photo 02



Photo 03

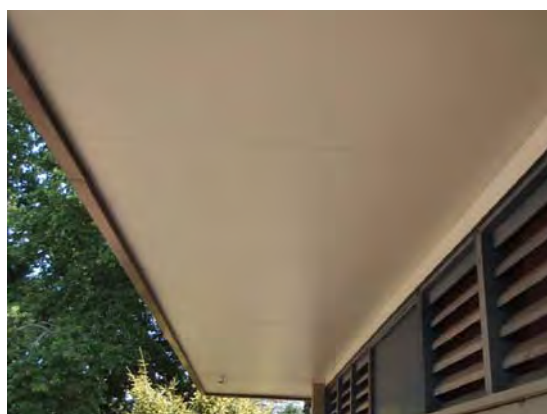


Photo 04



Photo 05



Photo 06

Parks Facilities Gonzales Park



Photo 07



Photo 08



Photo 09



Photo 10

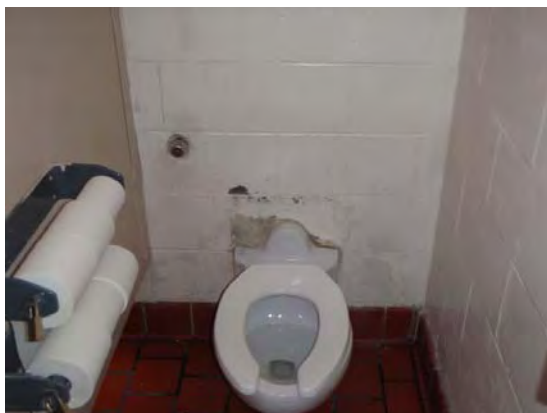


Photo 11



Photo 12

Parks Facilities Gonzales Park

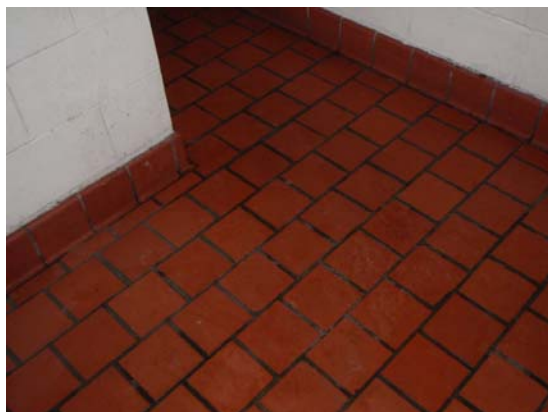


Photo 13



Photo 14



Photo 15

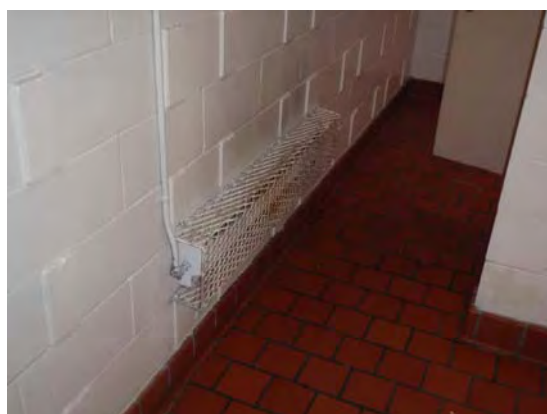


Photo 16



Photo 17



Photo 18

Parks Facilities Gonzales Park



Photo 19



Photo 20

Appendix A54

**Building 61 – Public Washroom –
Holland Point - 545 Dallas Road, Victoria,
BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Holland Point PW, 545 Dallas Road, Victoria

PROPERTY DESCRIPTION

The Holland Point public washroom is a single storey concrete masonry unit building, constructed in 1965, with a low sloped roof. The building is provided with basic plumbing services (no electrical).

PROPERTY STATISTICS

Gross Floor Area (ft2): 150
 Building Value: \$88,200
 Target FCI: 0.025
 Current FCI: 0.034

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1960 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	N/A
Access to washrooms:	Yes, however, the washroom facilities lack the required turning radius and accessible fixtures required in the current Building Code.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

Energy Efficiency

Upgrade recommendations:	Upgrade lighting.
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We identified recommendations of approximately \$10,000 over the next five years with no major projects over \$15,000

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Holland Point PW, 545 Dallas Road, Victoria

PROJECT TEAM

The visual reviews were completed on July 9, 2015 by Byron McElgunn. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. Access was provided to all required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Holland Park Floor Plans, Dated 2012

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Holland Point PW, 545 Dallas Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	3,000	0	0	0	0	3,000	9,000	0	0	0
4a - Discretionary Renewal (Upgrade)	0	4,000	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	3,000	7,000	0	0	0	3,000	9,000	0	0	0

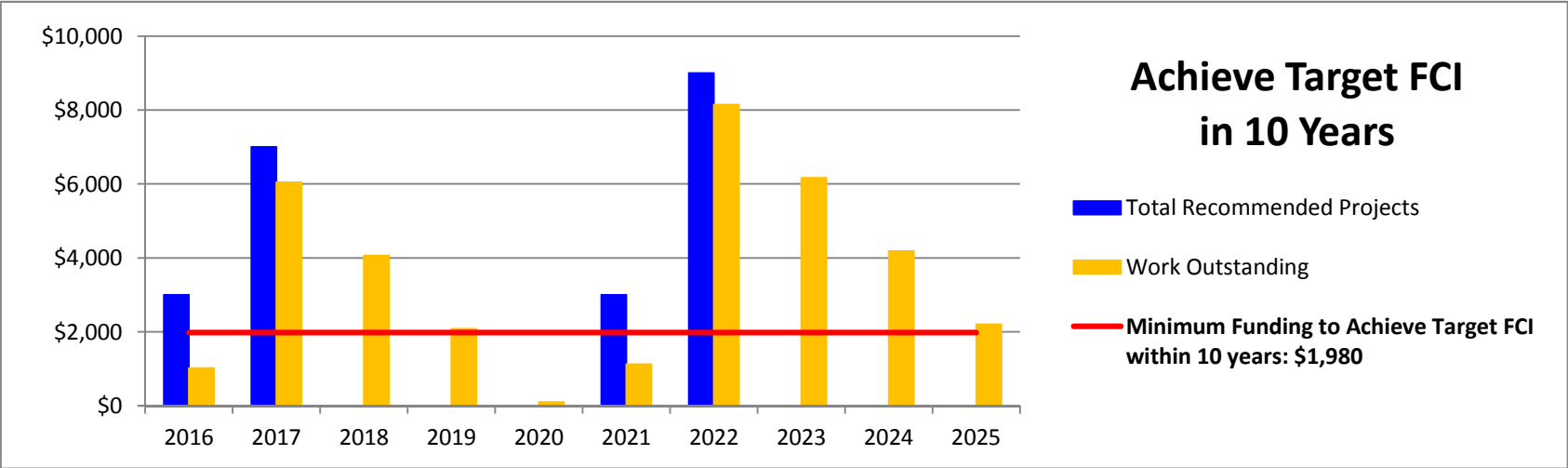
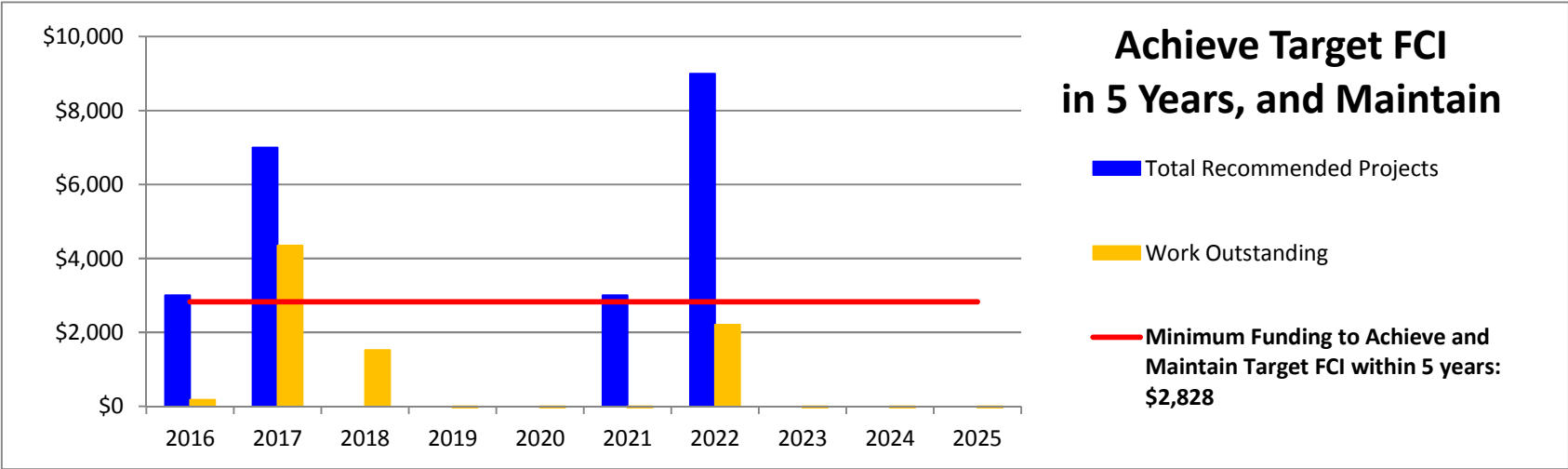
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$2,828

Work outstanding	172	4,344	1,516	-1,311	-4,139	-3,967	2,205	-623	-3,451	-6,279
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Minimum Funding to Achieve Target FCI within 10 years: \$1,980

Work outstanding	1,021	6,041	4,062	2,082	103	1,123	8,144	6,164	4,185	2,205
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Holland Point PW, 545 Dallas Road, Victoria



Start Yr
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Holland Point PW, 545 Dallas Road, Victoria

BLDG	Row	Component			Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
	1	SUBSTRUCTURE																																					
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1965	51	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																		
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1965	51	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0																		
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1965	51	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0																		
	5	SUPERSTRUCTURE																																					
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting dimensional wood roof joists. The CMU walls typically showed limited evidence of cracking. There was no evidence or reports of long-term leakage.	Fair	1965	51	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0																		
	7	ENVELOPE																																					
	8	Above-Grade Walls																																					
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. The CMUs are supported by shelf angles at window and door locations. No cracking of the exterior walls were noted.	Fair	1965	51	20	15	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	375	\$7	SF	\$2,438	0%	15%	15%	\$4,000														
	10	B201008 Exterior Soffits	Repair	03	The soffits are painted plywood complete with a continuous 2" vent strip. No issues with this item were noted.	Fair	1965	5	25	5	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	85	\$3	SF	\$213	0%	15%	15%	\$1,000														
	11	B201010 Exterior Coatings	CMU Paint	04	Some flaking and mechanical damage of the paint was noted on exterior CMU walls.	Fair	2011	5	5	1	Paint/seal the exterior face of all above grade exterior CMU walls.	Replacement	3 - Future Renewal	No	Yes	No	No	375	\$4	SF	\$1,650	0%	15%	15%	\$3,000	\$3,000					\$3,000								
	12	B201011 Joint Sealant	Replace	X	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Fair	1965	51	10	1	Replace sealant between dissimilar materials, around windows and doors.	Replacement	2b - Exceeded Service Life	No	Yes	No	No	85	\$6	LF	\$510	0%	15%	15%	\$1,000														
	13	B202001 Punched Windows	Replace	05	Three aluminum framed punched windows are utilized at this facility. The windows employ opaque corrugated plastic glazing, metal screens with wooden louvers on the exterior.	Fair	1965	51	30	2	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	40	\$60	SF	\$2,400	0%	15%	15%	\$4,000		\$4,000												
	14	B203001 Exterior Solid Doors	Replacement	06	Hollow metal doors with metal frames are used at all exterior locations.	Fair	1965	51	25	7	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No	3	\$350	EA	\$1,050	0%	15%	15%	\$2,000														
	15	Roofs																																					
	16	B301002 Roofing - Low Sloped Membrane System SBS	Replacement	07	The roof is an exposed modified bitumen membrane, fully-adhered to the roof deck. The roof drains by an internal drain located at the rear of the building. No leaks were reported or observed. The age of this assembly is unknown and has been assumed.	Fair	2000	16	20	7	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	225	\$25	SF	\$5,625	10%	15%	15%	\$9,000							\$9,000							
	17	B301006 Roof Openings- Skylights	Solar Tube	08	A small solar tube style skylight is located in the mechanical room for natural lighting. Some debonding of the SBS at the skylight was noted, however, no leaks were noted around the assembly. The age of this assembly is unknown and has been assumed.	Fair	2000	16	15	7	Skylight replacement to coincide with roof replacement. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$400	EA	\$400	0%	15%	15%	\$1,000														
	18	INTERIORS																																					
	19	C103002 Toilet and Bath Accessories, Rehab	Replacement	09	The washrooms each contain a toilet (or a toilet and a urinal), a lavatory with cold water faucet, toilet partitions, quarry floor tile, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from the frequent use.	Fair	1965	51	25	6	Renovate common washrooms including fixtures and finishes. Wall paint is not included with this item.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$15,000	LS	\$30,000	0%	15%	15%	\$40,000						\$40,000								
	20	C301005 Wall Finishes - Paint CMU	Washrooms	10	The interior wall finish through the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Fair	2015	1	1	1	Repaint interior washroom walls on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	450	\$4	SF	\$1,800	0%	15%	15%	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000				
	21	C302001 Floor Finishes- Quarry Tile	Washrooms - Replacement	11	Quarry tiled floor is located throughout the building with the exception of the mechanical room. Tile has become chipped and cracked at various locations. The age of this assembly is unknown and has been assumed.	Fair	1985	31	30	5	Replace quarry tile at the end of its service life. (Tile replacement in washrooms included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																		
	22	C303003 Ceiling Finishes - Paint	Washrooms	12	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. Costing for this item have been included with the Wall Finishes. The age of this assembly is unknown and has been assumed.	Fair	2015	1	1	1	Repaint ceilings (Repainting in washrooms is included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																		
	23	MECHANICAL SYSTEMS																																					
	24	Plumbing Systems																																					
	25	G3010 Water Supply	Mechanical Room	X	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. The water service is metered, equipped with a bypass and backflow preventer.	Fair	1965	51	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000														
	26	D202001 Pipes and Fittings	Water Supply	13	Piping within the building is a combination of galvanized and copper piping. No issues with this item have been reported.	Fair	1965	51	40	15	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000														
	27	D2030 Sanitary Waste / G3020 Sanitary Sewer	Piping - Replacement	X	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No issues with this item have been reported.	Not Reviewed	1965	51	35	15	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000														
	28	SITE																																					
	29	G204001 Fencing and Gates	Privacy Screen	14	A 5' high wood privacy screen is provided at the washroom entrances. The boards are supported by metal cross members and columns. No issues with this item were noted. The age of this assembly is unknown and has been assumed.	Good	2010	6	15	10	Replace outdoor privacy screens at the end of service life. Periodic painting assumed to be part of general maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	LS	\$1,000	0%	15%	15%	\$2,000														
	30	PROFESSIONAL SERVICES																																					
	31	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building. It is recommended that a seismic review be conducted prior to any major renovation.	Not Applicable	1965	51	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,000	LS	\$2,000	0%	0%	15%	\$3,000		\$3,000												

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Parks Facilities Holland Point CS



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

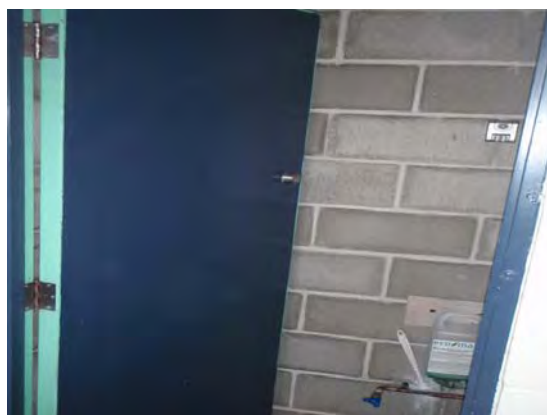


Photo 06

Parks Facilities Holland Point CS



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Parks Facilities Holland Point CS



Photo 13



Photo 14

Appendix A55

**Building 62 – Public Washroom –
Hollywood Park - 1700 Fairfield Road,
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Hollywood Park PW, 1700 Fairfield Road, Victoria

PROPERTY DESCRIPTION

The Hollywood Park public washroom is a single storey concrete masonry unit building, constructed in 1966, with a low sloped roof. The building is provided with basic plumbing, heating and electrical services.

PROPERTY STATISTICS

Gross Floor Area (ft2): 700
 Building Value: \$335,748
 Target FCI: 0.025
 Current FCI: 0.015

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	It is recommended that a seismic review be completed as part of any significant renovation.

Building Code Review

Built under what code:	None provided.
Deficiencies observed:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	N/A
Access to washrooms:	Yes, however, the washroom facilities lack the required turning radius and accessible fixtures required in the current Building Code.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

Energy Efficiency

Upgrade recommendations:	Upgrade lighting.
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We identified recommendations of approximately \$45,000 over the next five years with no major projects over \$15,000

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Hollywood Park PW, 1700 Fairfield Road, Victoria

PROJECT TEAM

The visual reviews were completed on July 9, 2015 by Byron McElgunn. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. Access was provided to all required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Hollywood Park Floor Plans, Dated 2009

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Hollywood Park PW, 1700 Fairfield Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	5,000	0	0	0	0	5,000	0	7,000	39,000	6,000
4a - Discretionary Renewal (Upgrade)	3,000	5,000	0	0	4,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	5,000	5,000	5,000	5,000	5,000	72,000	5,000	5,000	5,000	5,000
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	13,000	13,000	5,000	5,000	9,000	77,000	5,000	12,000	44,000	11,000

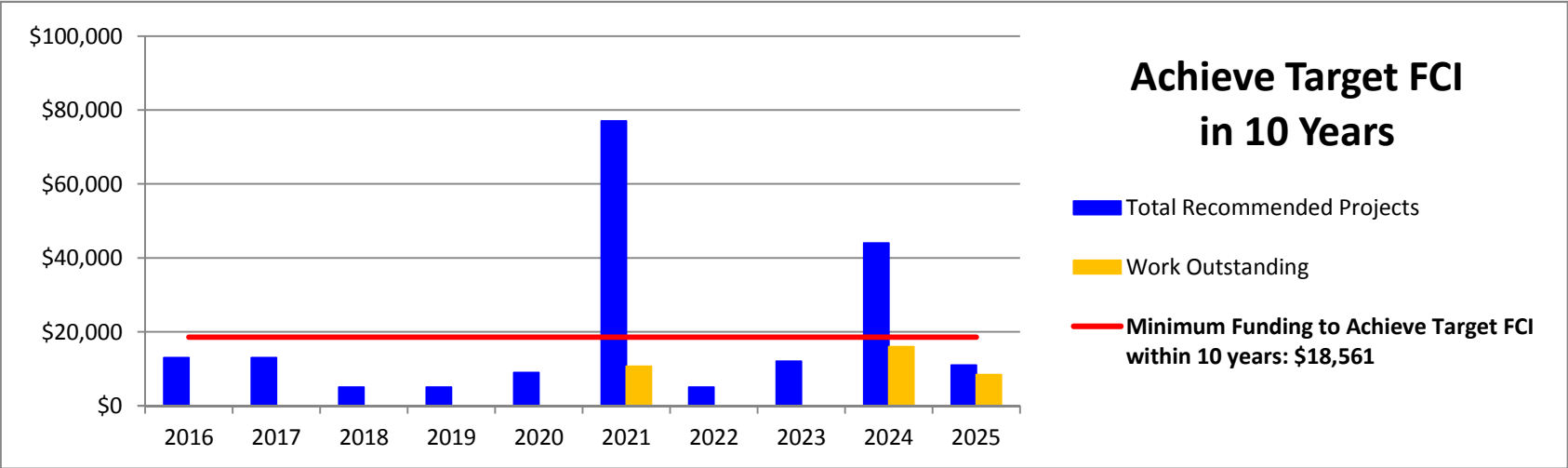
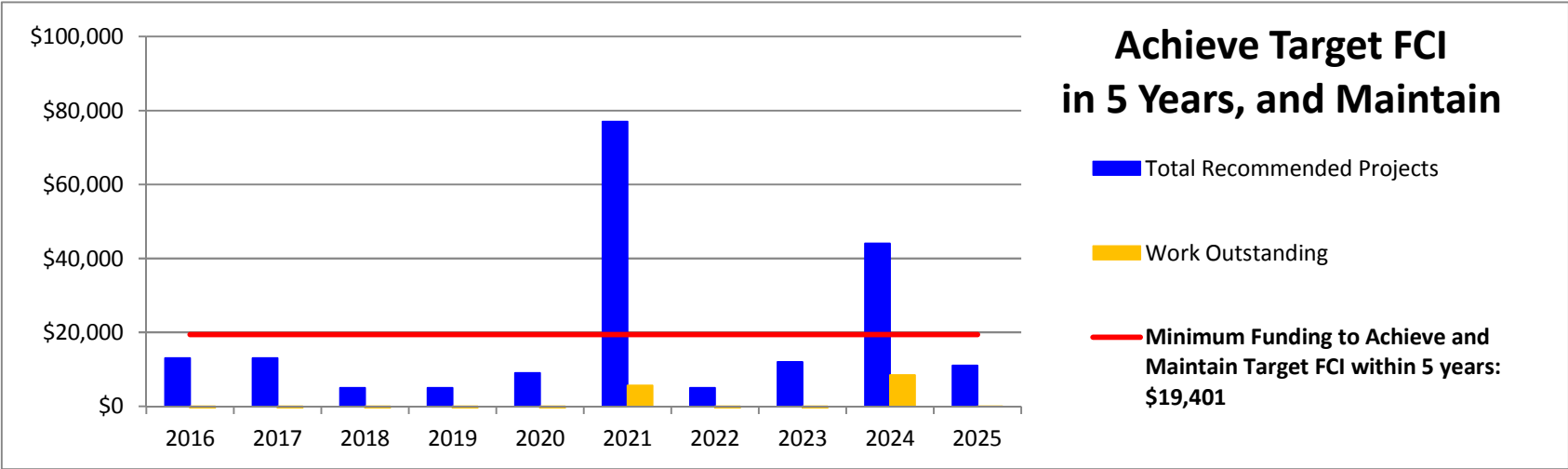
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$19,401

Work outstanding	-6,401	-12,801	-27,202	-41,603	-52,004	5,596	-8,805	-16,206	8,394	-7
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Minimum Funding to Achieve Target FCI within 10 years: \$18,561

Work outstanding	-5,561	-11,121	-24,682	-38,243	-47,803	10,636	-2,924	-9,485	15,954	8,394
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Hollywood Park PW, 1700 Fairfield Road, Victoria



Start Yr

2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Hollywood Park PW, 1700 Fairfield Road, Victoria

BLDG	Component		Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	Row	ID	Location / Type	Photo	Description & History	Cond/Ren	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
																										\$13,000	\$13,000	\$5,000	\$5,000	\$9,000	\$77,000	\$5,000	\$12,000	\$44,000	\$11,000
	1	SUBSTRUCTURE																																	
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1966	50	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	Yes	No	Yes	No				\$0														
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1966	50	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0														
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1966	50	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0														
	5	SUPERSTRUCTURE																																	
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting dimensional wood roof joists. Some cracking of the exterior CMU walls was observed. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1966	50	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0														
	7	ENVELOPE																																	
	8	Above-Grade Walls																																	
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. The CMUs are supported by shelf angles at window and door locations. We noted some minor cracking and mechanical damage of the exterior walls.	Fair	1966	50	20	8	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No		775	\$7	SF	\$5,038	0%	15%	15%	\$7,000						\$7,000			
	10	B2010 Exterior Walls - Stone Cladding	Front Wall - Repair	03	The front wall of the facility is CMU walls with natural stone cladding. No issues with the stone cladding were observed.	Fair	1966	50	50	8	Localized stone replacement and mortar repointing. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No		91	\$7	SF	\$592	0%	15%	15%	\$1,000									
	11	B201008 Exterior Soffits	Repair	04	The soffits are painted plywood with a continuous 2" vent strip. No issues with this item were noted. The age of this assembly is unknown and has been assumed.	Fair	2005	11	25	14	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		510	\$3	SF	\$1,275	0%	15%	15%	\$2,000									
	12	B201010 Exterior Coatings	CMU Paint	02	Minimal flaking of the paint was noted on exterior CMU walls. The age of this assembly is unknown and has been assumed.	Fair	2010	6	5	1	Paint/seal the exterior face of all above grade exterior CMU walls..	Replacement	3 - Future Renewal	No	Yes	No	No		775	\$4	SF	\$3,100	0%	15%	15%	\$5,000	\$5,000					\$5,000			
	13	B201011 Joint Sealant	Replacement	X	Sealant joints located around the building fenestration. The sealant is in various stages of disrepair.	Fair	1966	50	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No		125	\$6	LF	\$750	0%	15%	15%	\$1,000									
	14	B202001 Punched Windows	Replacement	05	Two aluminum framed punched windows are utilized at this facility. The windows employ opaque corrugated plastic glazing, metal screens with wooden louvers on the exterior.	Fair	1966	50	30	2	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No		56	\$60	SF	\$3,360	0%	15%	15%	\$5,000		\$5,000							
	15	B203001 Exterior Solid Doors	Replacement	06	Hollow metal doors with metal frames are employed at the washrooms and mechanical rooms. No issues with this item were noted.	Fair	1966	50	25	9	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No		3	\$350	EA	\$1,050	0%	15%	15%	\$2,000									
	16	B203004 Overhead Garage Doors - Single	Gardener's Room - Replacement	07	A single overhead door services the Gardener's Room at the rear of the building. The door is provided with a ceiling mounted motor.	Fair	1966	50	25	9	Replace single overhead garage doors and associated motor and hardware at the end of its service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$1,200	EA	\$1,200	0%	15%	15%	\$2,000									
	17	Roofs																																	
	18	B301002 Roofing - Low Sloped Membrane System SBS	Replacement	08	The roof is a modified bitumen membrane, fully-adhered to the roof deck. The roof drains by an internal drains located within the building footprint. No leaks were reported or observed. The age of this assembly is unknown and has been assumed.	Fair	2005	11	20	9	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No		1225	\$20	SF	\$24,500	10%	15%	15%	\$36,000								\$36,000	
	19	B301006 Roof Openings- Skylights	Flat Roof - Replacement	09	A domed skylight, complete with metal screen, is installed in each washroom. The age of this assembly is unknown and has been assumed.	Fair	2005	11	17	9	Replace skylights at end of service life (40"x40" insulated units).	Replacement	3 - Future Renewal	No	Yes	Yes	No		2	\$800	EA	\$1,600	0%	15%	15%	\$3,000								\$3,000	
	20	B102099 Other Roof Construction - Suspended Access System	Roof Safety Anchors	10	There are two fixed roof mounted roof anchor utilized at the building. No records of inspections and testing were provided. No deformations or distress, nor any significant corrosion of the exposed elements of the anchors was noted.	Fair	1966	50	14	25	Replace roof safety anchors at the end of their service life. The cost of a visual review of each anchor and sample load testing should be done as part of maintenance.	Replacement	3 - Future Renewal	No	No	No	No		2	\$1,000	EA	\$2,000	0%	15%	15%	\$3,000									
	21	INTERIORS																																	
	22	C103002 Toilet and Bath Accessories, Rehab	Replacement	11	The washrooms each contain 4 toilets (or 2 toilets and 2 urinals), a lavatory with cold water faucet, hand dryer, toilet partitions, quarry floor tile, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from the frequent use.	Not Applicable	1966	50	25	6	Renovate common washrooms including fixtures and finishes. Painting of washroom walls not included in the price.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No		2	\$25,000	LS	\$50,000	0%	15%	15%	\$67,000						\$67,000			
	23	C301005 Wall Finishes - Painted CMU	Washrooms	12	The interior finish through the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Not Applicable	2012	4	1	1	Repaint washroom walls on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		1250	\$3	SF	\$3,750	0%	15%	15%	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
	24	C302001 Floor Finishes - Quarry Tile	Washrooms - Replacement	13	Quarry tiled floor is located throughout the building with the exception of the mechanical room. Tile has become chipped and cracked at various locations.	Not Applicable	1986	30	30	5	Replace quarry tile at the end of its service life. (Tile replacement in washrooms included in bathroom rehab)	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No					\$0													
	25	C302001 Floor / Wall Finishes - Ceramic Tile	Urinal Platform	14	Ceramic tile is utilized as the floor and wall finish at the urinal platform. The tile has become chipped and cracked at some locations.	Not Applicable	1986	30	30	5	Replace ceramic tile at the end of its service life. (Tile replacement in washrooms included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No					\$0													
	26	C303003 Ceiling Finishes Paint	Washrooms	15	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted.	Not Applicable	1986	30	20	5	Repaint ceilings (Repainting in bathrooms is included in bathroom rehab). Costs associated with this item are covered within the Wall Finishes item and have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No					\$0													
	27	MECHANICAL SYSTEMS																																	
	28	HVAC Systems																																	
	29	D305002 Unit Heaters - Electric	Replacement	17	The Gardener's Room is supplied with an electric baseboard heater complete with wall mounted thermostat. The age of this assembly is unknown and has been assumed.	Fair	2005	11	20	10	Replace unit heaters at the end of their service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		1	\$200	EA	\$200	0%	15%	15%	\$1,000									
	30	Plumbing Systems																																	
	31	G3010 Water Supply Room	Mechanical Room	X	No backflow preventer was observed during the review.	Fair	1966	50	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No		1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000									
	32	D202001 Pipes and Fittings	Water Supply	18	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Piping within the building is a combination of galvanized and copper piping.	Fair	1966	50	40	15	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No		1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000									
	33	D202003 Domestic Water Equipment - Tanks	Mechanical Room	19	There is a 5-Gallon electric hot water heater located in the mechanical room. Hot water is not provided to the washrooms only the mechanical room.	Good	2012	4	10	6	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000									
	34	D2030 Sanitary Waste / G3020 Sanitary Sewer		18	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Not Reviewed	1966	50	35	15	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes		1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000									
	35	D201000 Plumbing Fixtures - Sink	Mechanical Room	20	Kitchenette cabinet, counter and sink has been provided in the mechanical room. This sink is provided with hot and cold water. The sink basin and faucets are broken and can no longer serve its required function. The age of this assembly is unknown and has been assumed.	Poor	1990	26	25	1	Replace fixtures at the end of their service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No		1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000	\$3,000								
	36	ELECTRICAL SYSTEMS																																	
	37	D501003 Main & Secondary Switchgear	Replacement	21	The GE meter feeds a 50k at 120/208V main distribution panel. The distribution panel supplies power for the building.	Fair	1966	50	25	11	Replace distribution switches.	Contingency	3 - Future Renewal	Yes	No	Yes	No		1	\$7,500	LS	\$7,500	0%	15%	15%	\$10,000									

BLDG	Row	Component		Condition Assessment							Lifecycle Data				Recommendation				If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost				Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Parks Facilities Hollywood Park CS



Photo 01



Photo 02



Photo 03

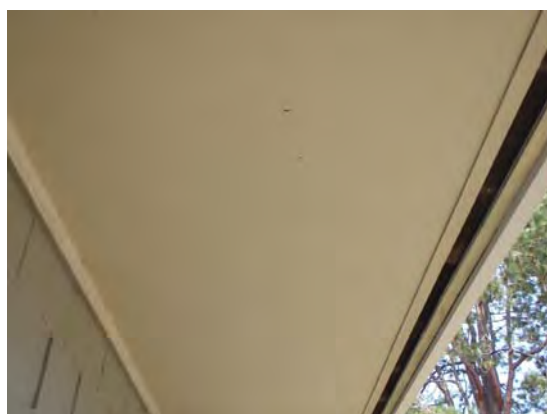


Photo 04



Photo 05



Photo 06

Parks Facilities Hollywood Park CS



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11

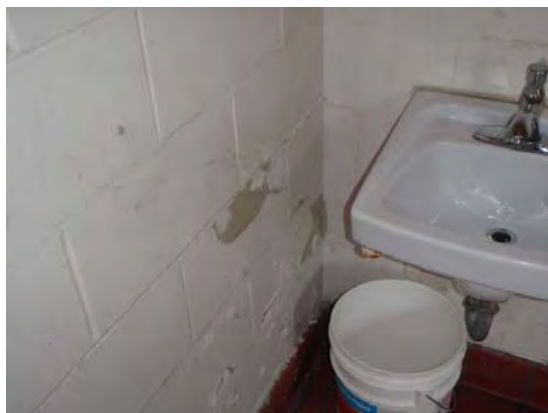


Photo 12

Parks Facilities Hollywood Park CS

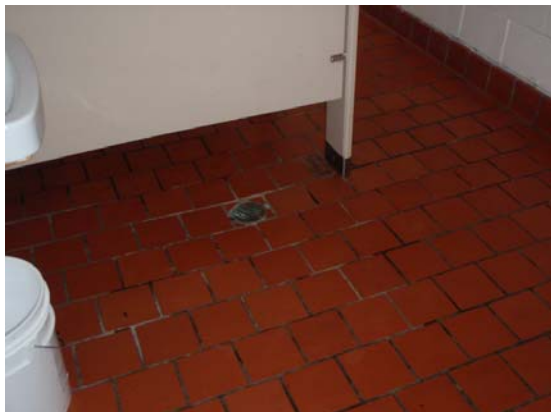


Photo 13



Photo 14

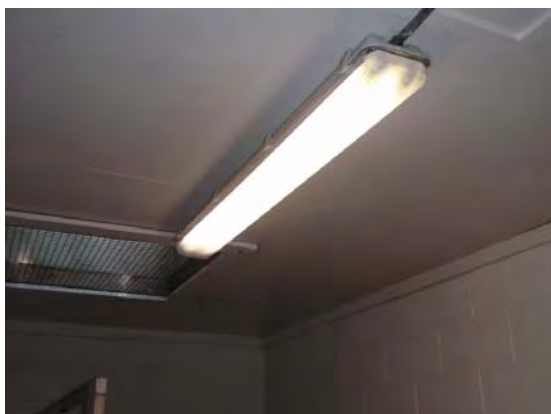


Photo 15



Photo 16



Photo 17



Photo 18

Parks Facilities Hollywood Park CS



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23

Appendix A56

**Building 63 – Public Washroom – Irving
Park - 240 Menzies Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Irving Park PW, 420 Menzies Street, Victoria

PROPERTY DESCRIPTION

The Irving Park public washroom is a single storey concrete masonry unit building, constructed in 1965, with sloped metal roof. The building is provided with basic plumbing, heating, and electrical services.

PROPERTY STATISTICS

Gross Floor Area (ft2):	440
Building Value:	\$253,428
Target FCI:	0.025
Current FCI:	0.024

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1960 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	N/A
Access to washrooms:	Yes, however, the washroom facilities lack the required turning radius and accessible fixtures required in the current Building Code.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

Energy Efficiency

Upgrade recommendations:	Upgrade lighting.
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We identified recommendations of approximately \$37,000 over the next five years with no major projects over \$15,000

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Irving Park PW, 420 Menzies Street, Victoria

PROJECT TEAM

The visual reviews were completed on July 9, 2015 by Byron McElgunn. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. Access was provided to all required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Irving Park Floor Plans, Dated 2009

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Irving Park PW, 420 Menzies Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	6,000	0	0	0	0	0	13,000	0	10,000
4a - Discretionary Renewal (Upgrade)	0	4,000	0	0	4,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	4,000	4,000	4,000	4,000	4,000	57,000	4,000	4,000	4,000	4,000
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	4,000	17,000	4,000	4,000	8,000	57,000	4,000	17,000	4,000	14,000

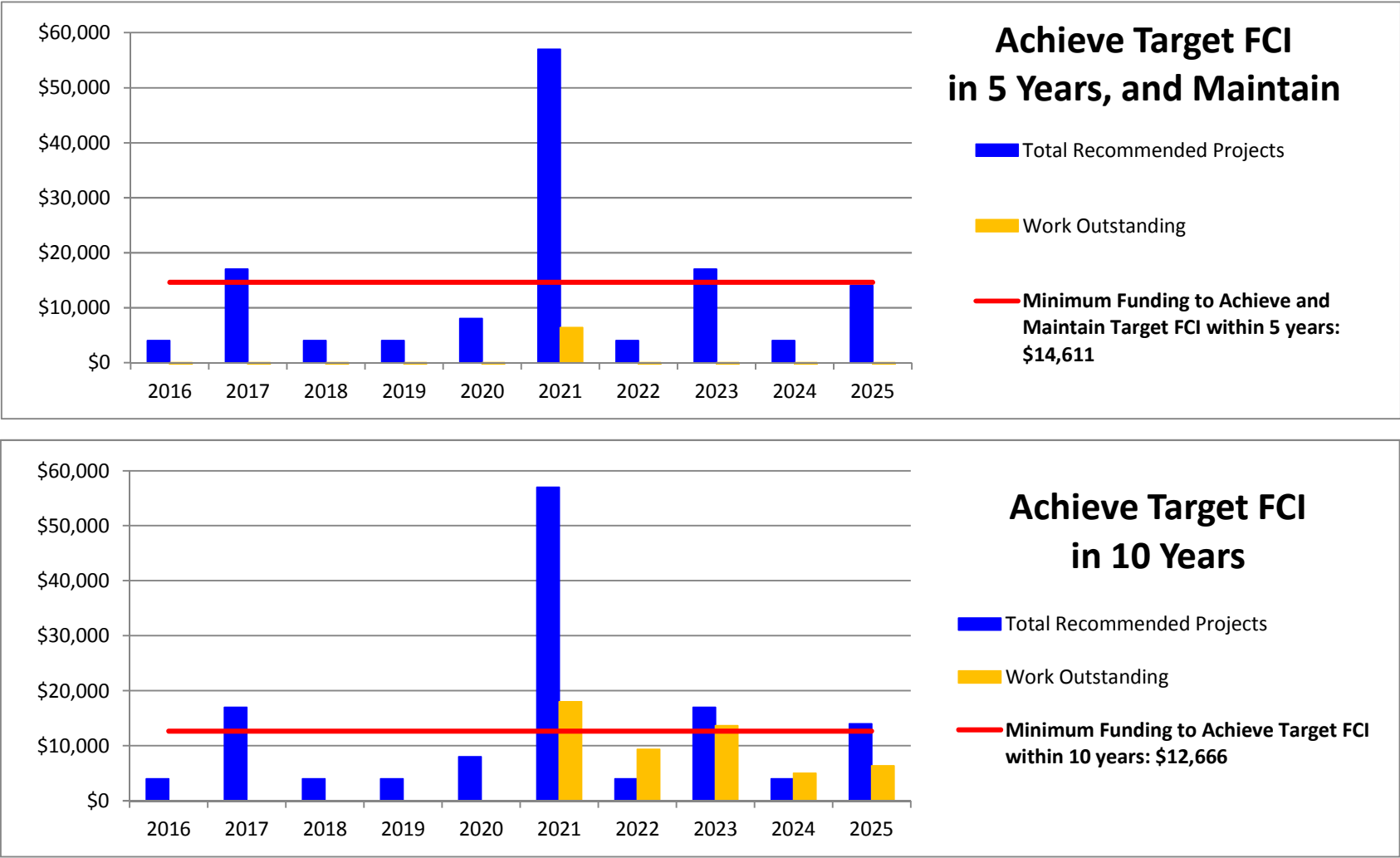
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$14,611

Work outstanding	-10,611	-8,221	-18,832	-29,443	-36,054	6,336	-4,275	-1,886	-12,496	-13,107
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Minimum Funding to Achieve Target FCI within 10 years: \$12,666

Work outstanding	-8,666	-4,333	-12,999	-21,666	-26,332	18,001	9,335	13,669	5,002	6,336
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Irving Park PW, 420 Menzies Street, Victoria



BLDG	Row	Component		Condition Assessment				Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Span or Action Interval	Est. Time to Replace or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$4,000	\$17,000	\$4,000	\$4,000	\$8,000	\$57,000	\$4,000	\$17,000	\$4,000	\$14,000		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1965	51	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. Concrete slab is typically covered with tile and is only exposed in the mechanical room. No evidence of major settlement or heaving was reported or observed.	Fair	1965	51	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0																
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1965	51	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0																
	5	SUPERSTRUCTURE																																			
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting wood roof trusses. The CMU walls showed some evidence of cracking. There was no evidence or reports of long-term leakage.	Fair	1965	51	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0																
	7	ENVELOPE																																			
	8	Above-Grade Walls																																			
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. The CMUs are supported by shelf angles at window and door locations. Cracking and mechanical damage was noted on the exterior walls.	Fair	1965	51	20	8	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	800	\$7	SF	\$5,200	0%	15%	15%	\$7,000								\$7,000				
	10	B2010 Exterior Walls - Concrete Masonry Units (CMU) - Screen Walls	Washroom Screen Walls	03	Each washroom is provided with a screen wall that is immediately adjacent to the entrances of the washroom. Cracking and mechanical damage of the CMU screen walls was noted.	Fair	1965	51	20	7	Localized masonry unit replacement, as required, and mortar repointing. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	180	\$7	SF	\$1,170	0%	15%	15%	\$2,000												
	11	B201008 Exterior Soffits	Repair	04	The sloped roof has painted plywood soffits. No issues with this item were noted. The age of this assembly is unknown and has been assumed.	Fair	2006	10	25	15	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	150	\$3	SF	\$375	0%	15%	15%	\$1,000												
	12	B201010 Exterior Coatings	CMU Paint	05	Some flaking and mechanical damage of the paint was noted on exterior CMU walls. The age of this assembly is unknown and has been assumed.	Fair	2011	5	5	2	Paint/seal the exterior face of all above grade exterior CMU walls.	Replacement	3 - Future Renewal	No	Yes	No	No	1000	\$4	SF	\$4,000	0%	15%	15%	\$6,000		\$6,000							\$6,000			
	13	B201011 Joint Sealant	Replace	06	There are sealant joints located around the building fenestration. Sealant is in various stages of disrepair.	Fair	1965	51	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No	120	\$6	LF	\$720	0%	15%	15%	\$1,000												
	14	B202001 Punched Windows	Replace	07	Four aluminum framed punched windows are utilized at this facility. The windows employ opaque corrugated plastic glazing with exterior metal screens. The windows located at the front (east) and rear (west) of the building are covered with plywood.	Fair	1965	51	30	2	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	40	\$60	SF	\$2,400	0%	15%	15%	\$4,000		\$4,000										
	15	B203001 Exterior Solid Doors	Replacement	08	Hollow metal doors with metal frames are employed at the washrooms and mechanical rooms. No issues with this item were noted.	Fair	1965	51	25	7	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	Yes	No	3	\$350	EA	\$1,050	0%	15%	15%	\$2,000												
	16	Roofs																																			
	17	B301002 Sloped Roof - Metal Panel	Replacement	09	The roof consists of sloped prefinished metal panels with exposed fasteners. No leaks were reported or observed. The age of this assembly is unknown and has been assumed.	Fair	2005	11	40	30	Replace metal roof at end of its service life.	Replacement	3 - Future Renewal	No	Yes	Yes	No	725	\$15	SF	\$10,875	10%	15%	15%	\$16,000												
	18	INTERIORS																																			
	19	C102001 Standard Interior Doors	Replacement	10	There are 2 interior doors that service the storage and utilities rooms. The doors are not accessible by the public and in various stages of disrepair.	Fair	1965	51	25	2	Cost for replacing interior swing doors. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	\$100	EA	\$200	0%	15%	15%	\$1,000												
	20	C103002 Toilet and Bath Accessories, Rehab	Replacement	11	The washrooms each contain 2 toilets (or a toilet and a urinal), a lavatory with cold water faucet, hand dryer, toilet partitions, quarry floor tile, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from the frequent use.	Not Applicable	1965	51	15	6	Renovate common washrooms including fixtures and finishes.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$20,000	LS	\$40,000	0%	15%	15%	\$53,000												
	21	C301005 Wall Finishes - Painted CMU	Washrooms	12	The interior finish through the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Not Applicable	2012	4	1	0	Repaint interior CMU walls on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	760	\$3	SF	\$2,280	0%	15%	15%	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000		
	22	C302001 Wall Finishes - Ceramic Tile	Men's Washroom	13	Ceramic tile is located on the wall immediately adjacent to the urinal. No issues with the tile were noted. The age of this assembly is unknown and has been assumed.	Not Applicable	1985	31	30	2	Replace ceramic tile at the end of its service life. (Tile replacement in washrooms included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No				\$0																
	23	C302001 Floor Finishes - Quarry Tile	Washrooms - Replacement	14	Quarry tiled floor is located throughout the building with the exception of the mechanical room. Tile has become chipped and cracked at various locations. The age of this assembly is unknown and has been assumed.	Not Applicable	1985	31	30	2	Replace quarry tile at the end of its service life. (Tile replacement in bathrooms included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																
	24	C303003 Ceiling Finishes - Paint	Washrooms	15	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. The age of this assembly is unknown and has been assumed.	Not Applicable	1985	31	20	2	Repaint interior ceilings (Repainting in washrooms is included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																
	25	MECHANICAL SYSTEMS																																			
	26	HVAC Systems																																			
	27	G305002 Unit Heaters - Electric	Washrooms - Replacement	16	Replace electric baseboard heaters located in the washrooms. The heaters are provided with metal screens. The age of this assembly is unknown and has been assumed.	Fair	2000	16	20	4	Replace unit heaters at the end of their service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$150	EA	\$300	0%	15%	15%	\$1,000												
	28	Plumbing Systems																																			
	29	G3010 Water Supply	Mechanical Room	X	No backflow preventer was observed during the review.	Fair	1965	51	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000												
	30	G202001 Pipes and Fittings	Water Supply	17	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Piping within the building is a combination of galvanized and copper piping.	Fair	1965	51	40	12	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000												
	31	G2030 Sanitary Waste / G3020 Sanitary Sewer	Piping - Replacement	17	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Not Reviewed	1965	51	35	12	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000												
	32	ELECTRICAL SYSTEMS																																			
	33	D501003 Main & Secondary Switchgear	Replacement	18	The Westinghouse meter feeds a Square D main distribution panel rated 60A at 120/208V. The distribution panel supplies power to the building.	Fair	1965	51	25	10	Replace distribution switches.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$7,500	LS	\$7,500	0%	15%	15%	\$10,000										\$10,000		
	34	D401003 Main Switchgear	IR Scanning	X	The switchgear is located in the mechanical room.	Fair	1965	51	5	5	Conduct infra-red (IR) scan on major switchgear	Study	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000												
	35	D502002 Lighting Equipment - Interior	Fluorescent Replacement	19	Interior lighting fixtures typically consist of ceiling mounted fluorescent fixtures with magnetic ballast. These fixtures are connected to a motion sensor for the washrooms and are switch operated in the mechanical rooms. The age of this assembly is unknown and has been assumed.	Fair	2012	4	25	20	Replace fixtures at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$750	LS	\$750	0%	15%	15%	\$1,000												
	36	D502002 Lighting Equipment	Branch Wiring	X	No issues with the branch wiring were noted.	Not Reviewed	1965	51	25	11	Replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	EA	\$15,000	0%	15%	15%	\$20,000												
	37	PROFESSIONAL SERVICES																																			
	38	F100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1965	51	15	2	It is recommended that a seismic review be conducted prior to any major renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,500	LS	\$2,500	0%	0%	15%	\$3,000			\$3,000									

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Parks Facilities Irving Park CS



Photo 01



Photo 02

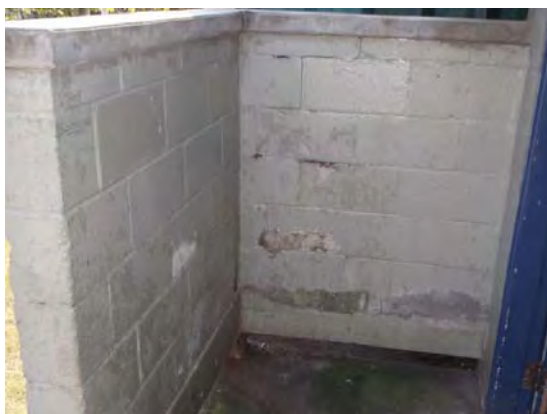


Photo 03



Photo 04



Photo 05



Photo 06

Parks Facilities Irving Park CS



Photo 07



Photo 08



Photo 09

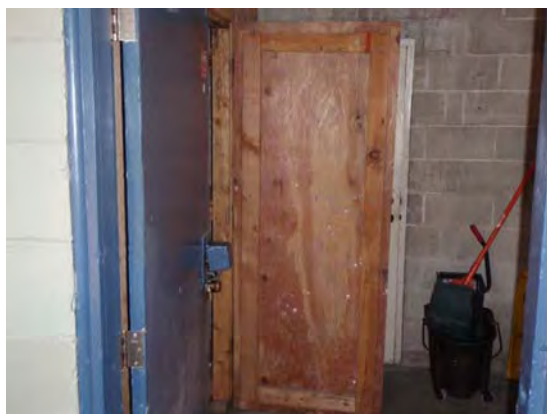


Photo 10



Photo 11



Photo 12

Parks Facilities Irving Park CS



Photo 13



Photo 14



Photo 15

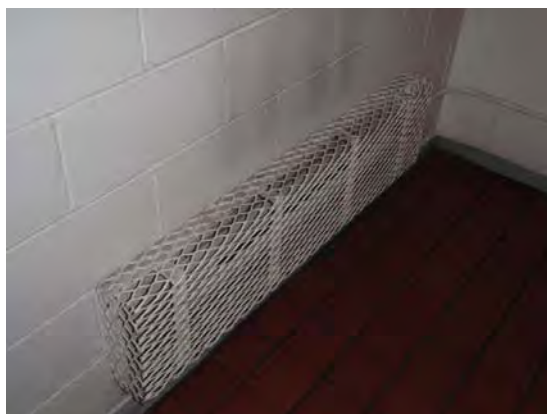


Photo 16



Photo 17



Photo 18

Parks Facilities Irving Park CS



Photo 19

Appendix A57

**Building 64 – Public Washroom –
MacDonald Park Fieldhouse and
Washrooms
211 Simcoe Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Parks Facilities - MacDonald Park Fieldhouse and Washrooms, 211 Simcoe Street, Victoria**

PROPERTY DESCRIPTION

The MacDonald Park Fieldhouse and Washroom facility is a single storey concrete masonry unit building, constructed in 1990, with a sloped roof. The building consists of 4 Change rooms that are serviced by 2 Washrooms/showers, 2 Public Washrooms and Storage and Equipment rooms.

PROPERTY STATISTICS

Gross Floor Area (ft2):	3,100
Building Value:	\$632,688
Target FCI:	0.025
Current FCI:	0.120

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1985 British Columbia Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	None.

Energy Efficiency

Upgrade recommendations:	Upgrade lighting. Insulate building envelope assemblies.
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The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - MacDonald Park Fieldhouse and Washrooms, 211 Simcoe Street, Victoria

We identified recommendations of approximately \$152,000 over the next five years with the following major projects over \$15,000

- B301002 Roofing - Sloped Roof - Asphalt Shingle - Replace
- D502002 Lighting Equipment - Interior - Replace

PROJECT TEAM

A visual review was completed on July 9 by Byron McElgunn (MH) and a mechanical review was performed on August 6 by Paul Rutten (MH). We were accompanied by Mike Israel of the City of Victoria who provided access to all the required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- MacDonald Park Fieldhouse Floor Plans, Dated 2012

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - MacDonald Park Fieldhouse and Washrooms, 211 Simcoe Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	8,000	0	0	0	0	0	0	0	0	0
3 - Future Renewal	64,000	4,000	5,000	8,000	35,000	0	6,000	10,000	10,000	14,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	5,000	5,000	5,000	5,000	5,000	45,000	13,000	5,000	5,000	5,000
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	77,000	12,000	10,000	13,000	40,000	45,000	19,000	15,000	15,000	19,000

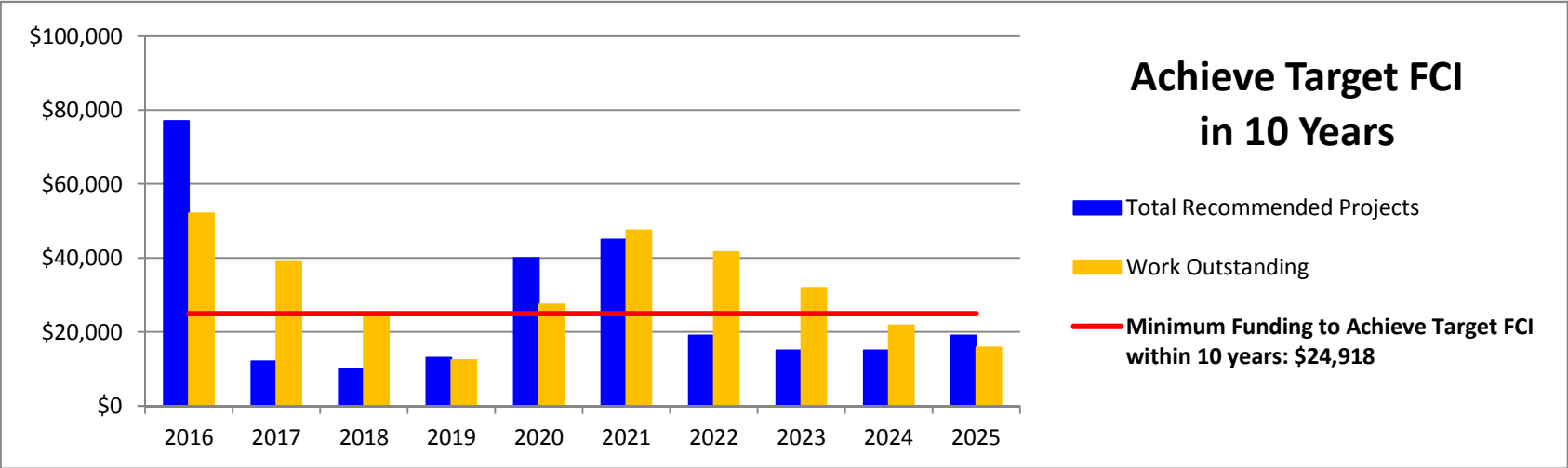
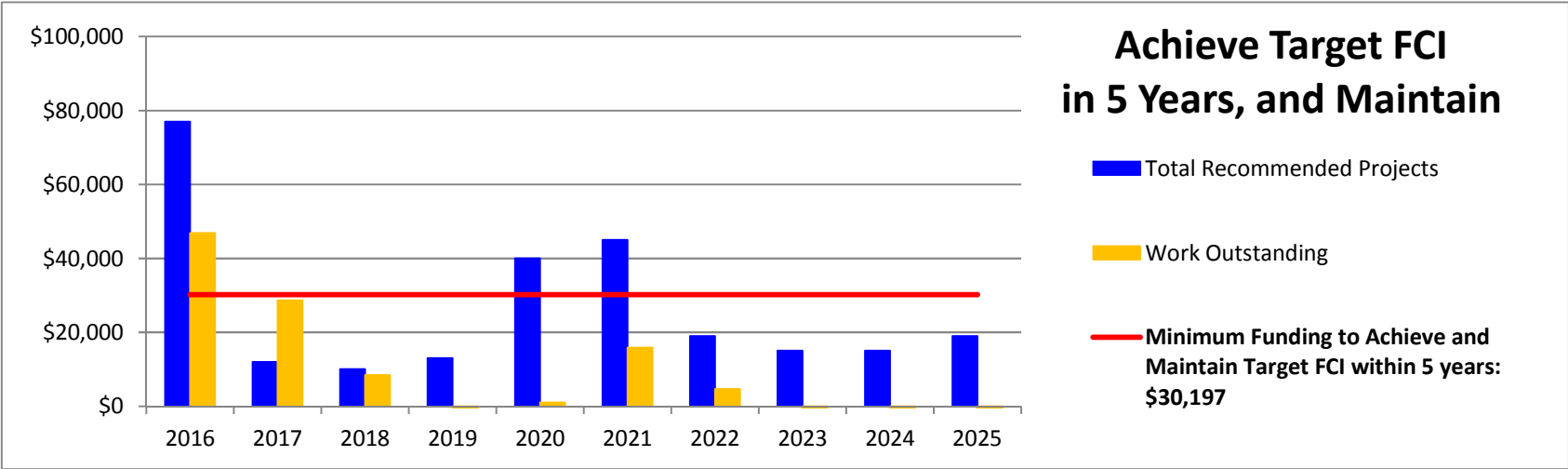
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$30,197

Work outstanding	46,803	28,606	8,409	-8,789	1,014	15,817	4,620	-10,577	-25,774	-36,971
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Minimum Funding to Achieve Target FCI within 10 years: \$24,918

Work outstanding	52,082	39,163	24,245	12,327	27,409	47,490	41,572	31,654	21,735	15,817
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - MacDonald Park Fieldhouse and Washrooms, 211 Simcoe Street, Victoria



Start Yr
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - MacDonald Park Fieldhouse and Washrooms, 211 Simcoe Street, Victoria

BLDG	Row	Component			Condition Assessment						Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to Initiating EOP or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025					
	1	SUBSTRUCTURE																																						
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1990	26	50	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																			
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1990	26	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0																			
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1990	26	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0																			
	5	SUPERSTRUCTURE																																						
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting dimensional wood roof trusses. A wood framed catwalk is installed adjacent to the attic space to provide a staging area for filming equipment.. Minimal damage of the exterior CMU walls was noted. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1990	26	50	11	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0																			
	7	ENVELOPE																																						
	8	Above-Grade Walls																																						
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Lower Level Exterior Walls - Replacement	02	The exterior walls are painted split faced concrete masonry units. Some minor cracking and mechanical damage of the exterior walls was noted.	Good	1990	26	20	11	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	1880	\$7	SF	\$12,220	0%	15%	15%	\$17,000															
	10	B2010 Exterior Walls - Wood Cladding	Upper Walls and Gable Ends - Replacement	03	Ship lapped wood cladding with battens is provided at gable ends and at the upper east attic wall. Some minor cupping and cracking of the wood was noted.	Fair	1990	26	20	10	Replace existing cladding at the end of its service life.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	800	\$5	SF	\$4,000	10%	15%	15%	\$6,000												\$6,000			
	11	B201008 Exterior Soffits Wood	Repair	04	The soffits are painted tongue and groove wood with a continuous 2" vent strip. No issues with the soffits were noted.	Good	1990	6	25	8	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	450	\$3	SF	\$1,125	0%	15%	15%	\$2,000															
	12	B201010 Exterior Coatings - CMU - Paint	CMU Walls	02	Paint has been installed to the outside face of the CMU walls. No issues with this item were noted. The age of this assembly is unknown and has been assumed.	Fair	2010	6	15	8	Repaint the exterior face of all above grade exterior CMU walls.	Replacement	3 - Future Renewal	No	Yes	No	No	1880	\$4	SF	\$7,520	0%	15%	15%	\$10,000										\$10,000					
	13	B201010 Exterior Coatings - Wood Cladding - Paint	Wood Framed Attic Walls	05	The paint appeared to be cracking and peeling off the wood cladding at several locations on the building. The age of this assembly is unknown and has been assumed.	Fair	2010	6	10	3	Repaint wood cladding on an as required basis.	Replacement	3 - Future Renewal	No	Yes	No	No	800	\$4	SF	\$3,200	0%	15%	15%	\$5,000			\$5,000												
	14	B201011 Joint Sealant	Replacement	X	There are sealant joints located around the building fenestration. Sealant is in various stages of deterioration.	Fair	1990	26	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No	193	\$6	LF	\$1,158	0%	15%	15%	\$2,000															
	15	B202001 Windows - Glass Block	Change rooms - Replacement	06	Glass block windows are provided for the change rooms and are located on the east and west elevations. No damage to the interior or exterior of the glass blocks was noted.	Good	2015	1	8	7	Replace damaged glass blocks and repoint mortar joints on an as required basis.	Contingency	3 - Future Renewal	No	No	No	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000											\$3,000				
	16	B203001 Exterior Solid Doors	Replacement	07	Hollow metal doors with metal frames are used at all exterior locations.	Good	1990	26	25	7	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	No	Yes	Yes	No	6	\$350	EA	\$2,100	0%	15%	15%	\$3,000											\$3,000				
	17	B203004 Overhead Garage Doors - Single	Equipment & Storage Room - Replacement	08	Overhead door are located at both the Storage and Equipment Rooms. The storage room door is motor operated and the equipment room door is manual. No issues with the doors were noted.	Fair	1990	26	25	5	Replace single overhead garage doors and associated motor and hardware at the end of its service life.	Replacement	3 - Future Renewal	No	No	No	No	2	\$1,500	EA	\$3,000	0%	15%	15%	\$4,000											\$4,000				
	18	Roofs																																						
	19	B301002 Roofing - Sloped Roof - Asphalt Shingle	Main Roof - Replacement	09 / 10	There are two roof areas that make up the full roof area over the building. The main hip roof, which covers the majority of the area, is supplemented with a shed style roof over the east side of the building. Venting is achieved through roof vents and the soffit. Shingle degradation and cupping can be seen throughout. Damage to the shingles at the south end of the east roof requires patching to mitigate risk of water ingress.	Fair	1990	26	30	1	Replace shingles, building paper, vents, and associated flashings on sloped roof at the end of its service life.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No	3860	\$10	SF	\$38,600	10%	15%	15%	\$57,000	\$57,000														
	20	B301005 Gutters and Downspouts	Replacement	09	Each roof area is provided with a concealed gutter and downspouts. The replacement of these items should coincide with the replacement of the roof assembly.	Fair	1990	26	30	1	Replace gutters and downspouts at the end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	260	\$6	LF	\$1,560	0%	15%	15%	\$3,000	\$3,000														
	21	B102099 Other Roof Construction - Roof Platform	East Elevation - Repair	11	A wood framed platform is located above the sloped roof on the east elevation. Access to this is provided from the attic space through a small door in the upper east building wall. The perimeter of the platform is provided with guardrails. No issues with this item was noted.	Fair	1990	26	5	4	Make repairs to the wood framed platform and access door on an as required basis.	Contingency	3 - Future Renewal	No	No	No	No	1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000											\$4,000				
	22	INTERIORS																																						
	23	C102001 Interior Doors - Typical	Throughout - Replacement	12	Hollow metal doors with metal frames are used throughout the building. No issues with the doors were noted.	Fair	1990	26	30	15	Replace doors at end of service life. Paint doors and frames, complete minor repairs and adjustment as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	7	\$200	EA	\$1,400	0%	15%	15%	\$2,000															
	24	C102001 Interior Doors - Chain Link	Shower Room - Replacement	13	The entrance to each shared shower room is controlled by a chain link swing door. No issues with the door were noted.	Fair	1990	26	30	15	Replace chain link swing doors and associated hardware at the end of its service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	4	\$175	EA	\$700	0%	15%	15%	\$1,000															
	25	C103002 Toilet and Bath Accessories -Rehab	Public Washroom - Replacement	14 / 15	The washrooms each contain 2 toilets (or a toilet and 2 urinals), a lavatory with cold water faucet, hand dryer, toilet partitions. Washroom finishes include painted CMU walls, painted plywood ceiling and bare concrete floors. The fixtures, while in working order, are showing signs of wear from the frequent use.	Fair	1990	26	25	6	Renovate public washrooms on an as required basis. Interior paint not included with this item.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$15,000	LS	\$30,000	0%	15%	15%	\$40,000											\$40,000				
	26	C103002 Toilet and Bath Accessories, Rehab	Shower Room - Replacement	16 / 17	The shower/washrooms each contain a wall mounted toilet, urinal, toilet partitions and lavatory with hot and cold water. The shower/washroom is only accessible when the change room is in use. No issues were noted with this item.	Good	1990	26	25	11	Renovate shower/washrooms on an as required basis.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$25,000	LS	\$50,000	0%	15%	15%	\$67,000															
	27	C301005 Wall Finishes - Painted CMU	Washrooms	18	The interior finish for the public washrooms is paint. The remainder of the interior walls are unpainted CMU. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Fair	2012	1	1	1	Repaint interior walls on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1125	\$3	SF	\$3,375	0%	15%	15%	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000				
	28	C301005 Wall Finishes - Ceramic Tile	Shower Room - Replacement	19	The shower room utilizes ceramic tile as it's wall finish. No chips or cracks in the tile were noted.	Good	1990	26	20	11	Replace ceramic tile at the end of its serviceable life. This item is included with the Shower Room Rehabilitation.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																			
	29	C302001 Floor Finishes - Athletic Rubber Flooring	Change Rooms - Replacement	16	Athletic rubber flooring has been installed in the change room areas of the fieldhouse including the adjacent hallways. No issues with the flooring were noted.	Good	1990	26	30	15	Replace rubber flooring at the end of its serviceable life.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1300	\$4	SF	\$5,200	0%	15%	15%	\$7,000															
	30	C302001 Floor Finishes - Sealed Concrete	Public Washrooms	X	Sealed concrete flooring is used in the public washrooms. The concrete is cracked and chipped in several locations.	Fair	1990	26	30	7	Re seal concrete flooring with a non-slip coating on an as required basis. This item is included in the public washroom rehabilitation.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																			
	31	C303003 Ceiling Finishes - Paint	Washrooms	X	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. The age of this assembly is unknown and has been assumed.	Fair	2010	6	5	9	Repaint ceilings in public washrooms on an as required basis. This item is included in the public washroom rehabilitation.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																			
	32	C303003 Ceiling Finishes - Paint	Throughout	19	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted.	Fair	1990	26	20	7	Repaint ceilings in garage and lunch room on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1900	\$3	SF	\$5,700	0%	15%	15%	\$8,000											\$8,000				

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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - MacDonald Park Fieldhouse and Washrooms, 211 Simcoe Street, Victoria

BLDG	Row	Component		Condition Assessment						Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																	
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2015	Typical Use Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
	33	E109007 Athletic, Recreational and Therapeutic Equipment	South Storage Room	X	A contingency has been included for the replacement of non-permanent athletic and recreational equipment located throughout the facility.	Not Applicable	1990	26	30	11	Replace furnishing and equipment at end of service life.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000																														
	34	MECHANICAL SYSTEMS																																																						
	35	HVAC Systems																																																						
	36	D304008 Air Handling Units	Attic space	20	There are two basic air handler units with electric reheat and economizers located in the attic space. AHUs supply conditioned air to change rooms.	Good	1990	26	35	9	Replace the air handling units at the end of their lifespan.	Replacement	3 - Future Renewal	No	No	No	No		2	\$3,500	EA	\$7,000	0%	15%	15%	\$10,000										\$10,000																				
	37	D304007 Exhaust Systems	<200 cfm	21	The bathrooms appear to be equipped with individual exhaust fans (not directly accessible).	Not Reviewed	1990	26	25	1	Replace exhaust fans at end of service life.	Contingency	3 - Future Renewal	Yes	No	No	No		1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000	\$4,000																													
	38	D302099 Heat Generating Systems	Baseboard heaters	22	Electric baseboard heaters provide heat to perimeter areas. Some heaters are damaged and in poor condition.	Fair	1990	26	35	2	Replace baseboard heaters as required.	Contingency	3 - Future Renewal	Yes	No	No	No		1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000		\$4,000																												
	39	F105002 Building Automation Systems	AHU control	23	The building interior environment is largely controlled by conventional thermostats.	Fair	1990	26	30	4	Replace or upgrade climate controls.	Upgrade	3 - Future Renewal	No	No	No	No		1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000				\$4,000																										
	40	Plumbing Systems																																																						
	41	D202001 Pipes and Fittings	Hot and Cold water distribution	24	Piping is copper where observed and typically insulated.	Good	1990	26	40	20	Complete localized repairs to water distribution piping and valves as required.	Contingency	3 - Future Renewal	No	No	No	No		1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000																														
	42	D202003 Domestic Water Equipment - Tanks	Mechanical Room	25	The building is equipped with two GSW electric hot water heaters (5 and 6 gal, 2003) for interior offices and janitors sink, and two John Wood 100 gal electric water heaters (1993).	Fair	2003	13	12	1	Replace electric DHW heaters at end of service life.	Replacement	2b- Exceeded Service Life	Yes	No	Yes	No		4	\$1,500	EA	\$6,000	0%	15%	15%	\$8,000	\$8,000																													
	43	G303003 Water & Sewer	Waste water piping	x	Waste water piping appears to be primarily cast iron and PVC where visible. No issues observed or reported.	Good	1990	26	50	24	Replace sanitary and storm water piping as required.	Contingency	3 - Future Renewal	Yes	No	No	No		1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000																														
	44	G3010 Water Supply	Main water entry	26	A 1" line serves the building, with backflow preventers installed on individual elements but no premise backflow preventer noted.	Good	1990	26	30	10	Replace backflow preventers and water entry line in existing mechanical room as required.	Replacement	3 - Future Renewal	No	No	No	No		1	\$5,500	LS	\$5,500	0%	15%	15%	\$8,000										\$8,000																				
	45	D201000 Plumbing Fixtures	Washrooms	27	The facility is equipped with two complete change rooms with showers, wall basins, toilets and urinals. The facility also has a janitorial sink. Fixtures appear to be largely original.	Good	1990	26	35	11	Replace plumbing fixtures at the end of their service life.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$27,000	LS	\$27,000	0%	15%	15%	\$36,000																														
	46	ELECTRICAL SYSTEMS																																																						
	47	D501003 Main & Secondary Switchgear	Replacement	28	The main disconnect is a Commander 200 amp switch with Sylvania sub-panels. Disconnect appears to be original equipment.	Good	1990	26	45	19	Repleace main distribution switch and distribution panels as deemed necessary by regular IR Scans.	Replacement	3 - Future Renewal	No	No	No	No		1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000																														
	48	D502002 Lighting Equipment	Interior	29	Interior lighting is primarily 2x4 fluorescent T-8 fixtures.	Good	1990	26	25	5	Replace or upgrade interior lighting to T-5 or LED lamps and fixtures.	Upgrade	3 - Future Renewal	Yes	No	No	No		1	\$20,000	LS	\$20,000	0%	15%	15%	\$27,000					\$27,000																									
	49	D502002 Lighting Equipment	Exterior, building mounted	30	Building mounted (soffit) lighting is primarily incandescent or halogen flood lights.	Good	1990	26	25	5	Upgrade exterior lights to LED or replace at end of service life.	Upgrade	3 - Future Renewal	Yes	No	No	No		1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000					\$4,000																									
	50	D502099 Other Lighting and Branch Wiring	Wiring	31	Branch wiring appears to be copper where reviewed and most field devices appear to be original. Explosion proof light switch and light fixture appear to be redundant and direct like-for-like replacement is not forecast to be needed.	Good	1990	26	50	24	Replace branch wiring and devices as required.	Contingency	3 - Future Renewal	Yes	No	No	Yes	No		1	\$40,000	LS	\$40,000	0%	15%	15%	\$53,000																													
	51	PROFESSIONAL SERVICES																																																						
	52	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1990	26	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A		1	\$2,500	LS	\$2,500	0%	0%	15%	\$3,000		\$3,000																												

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

MacDonald Park Fieldhouse and Washroom



Photo 01

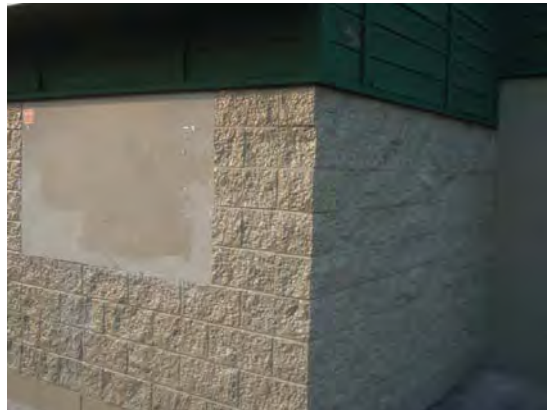


Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

MacDonald Park Fieldhouse and Washroom



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11

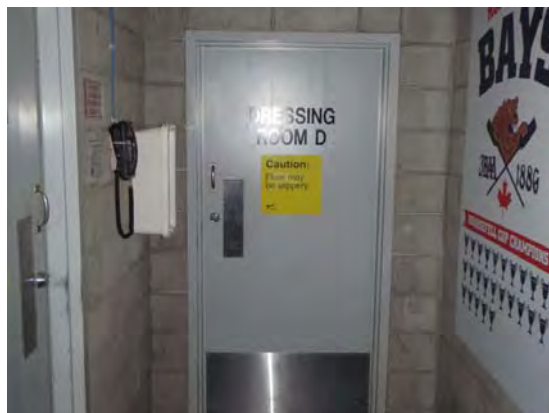


Photo 12

MacDonald Park Fieldhouse and Washroom

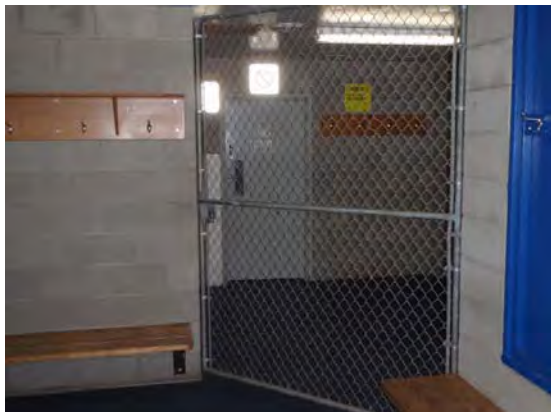


Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

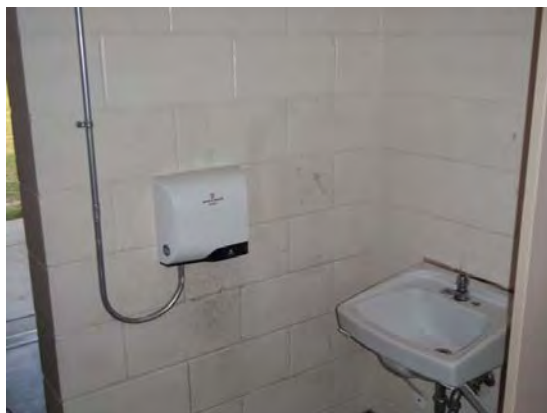


Photo 18

MacDonald Park Fieldhouse and Washroom



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

MacDonald Park Fieldhouse and Washroom



Photo 25



Photo 26



Photo 27



Photo 28

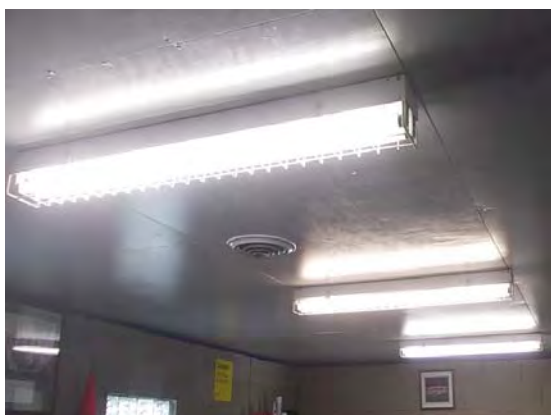


Photo 29



Photo 30

MacDonald Park Fieldhouse and Washroom



Photo 31

Appendix A58

**Building 65 – Public Washroom –
Memorial Crescent - Dallas Road &
Memorial Crescent, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Parks Facilities - Memorial Crescent PW, Dallas Road and Memorial Crescent, Victoria**

PROPERTY DESCRIPTION

The Memorial Crescent public washroom is a single story concrete masonry unit building, constructed in 1971, with a low sloped roof. The building is provided with basic plumbing services but not electrical.

PROPERTY STATISTICS

Gross Floor Area (ft2): 150
 Building Value: \$316,344
 Target FCI: 0.025
 Current FCI: 0.009

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1970 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	N/A
Access to washrooms:	Yes, however, the washroom facilities lack the required turning radius and accessible fixtures required in the current Building Code.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

Energy Efficiency

Upgrade recommendations:	None, this building has basic plumbing and does not have lighting or heating services.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Memorial Crescent PW, Dallas Road and Memorial Crescent, Victoria

We identified recommendations of approximately \$24,000 over the next five years with no major projects over \$15,000

PROJECT TEAM

The visual reviews were completed on July 9, 2015 by Byron McElgunn. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. Access was provided to all required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Ross Bay Cemetery Public Washroom Floor Plans, Dated 2012

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Memorial Crescent PW, Dallas Road and Memorial Crescent, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	3,000	0	0	0	0	16,000	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	4,000	0	0
4b - Discretionary Renewal (Aesthetic)	3,000	3,000		3,000	3,000	43,000	3,000	3,000	3,000	3,000
Not Applicable	0	0	0	0	6,000	0	0	0	0	0
Total in 2015 dollars	3,000	6,000	0	3,000	9,000	43,000	19,000	7,000	3,000	3,000

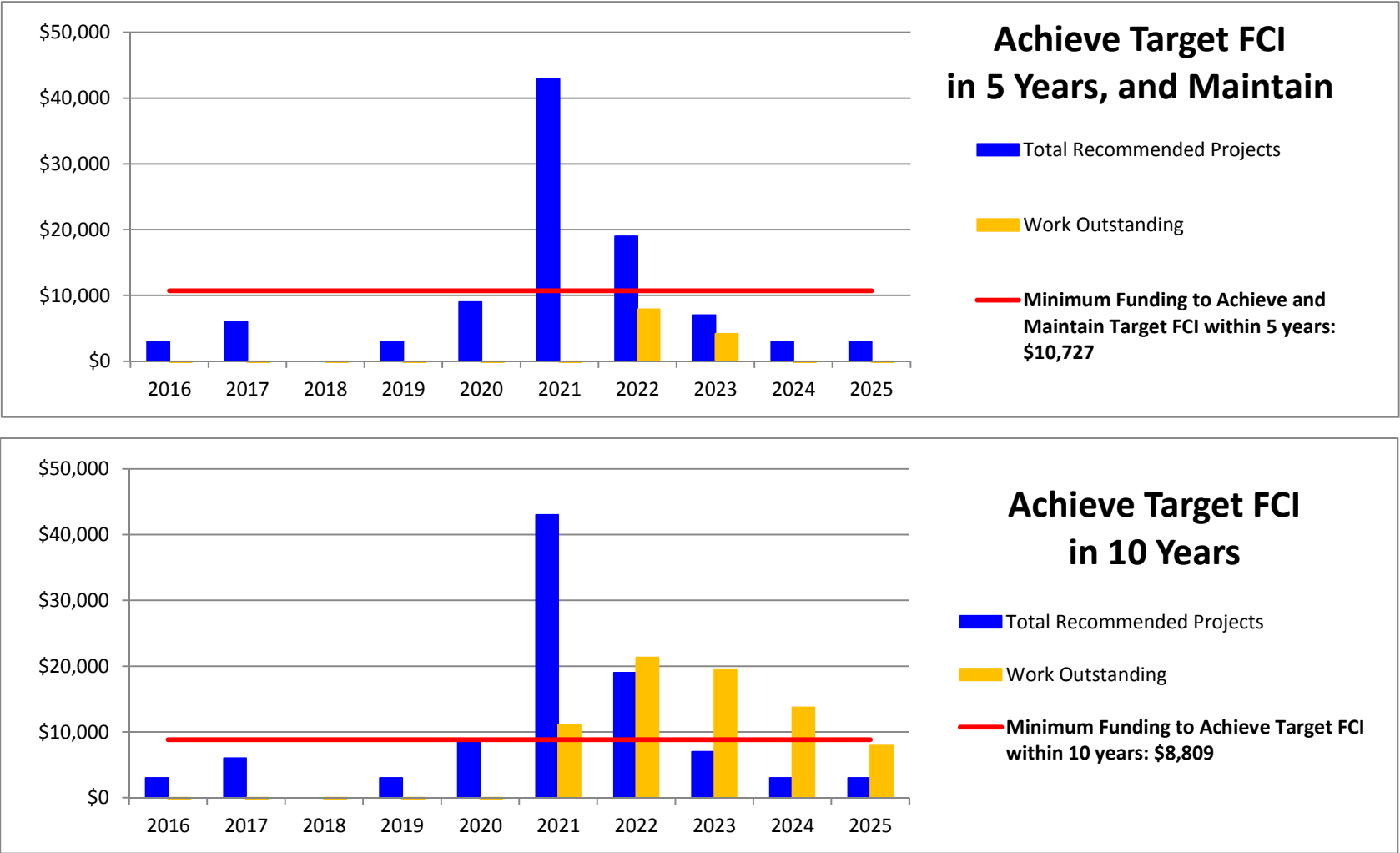
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$10,727

Work outstanding	-7,727	-12,455	-23,182	-30,909	-32,637	-364	7,909	4,181	-3,546	-11,273
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Minimum Funding to Achieve Target FCI within 10 years: \$8,809

Work outstanding	-5,809	-8,618	-17,427	-23,237	-23,046	11,145	21,336	19,527	13,718	7,909
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Memorial Crescent PW, Dallas Road and Memorial Crescent, Victoria



Start Yr
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Memorial Crescent PW, Dallas Road and Memorial Crescent, Victoria

BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																	
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$3,000	\$6,000	\$3,000	\$3,000	\$9,000	\$43,000	\$19,000	\$7,000	\$3,000	\$3,000																					
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1971	45	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																																			
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1971	45	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0																																			
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1971	45	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0																																			
	5	SUPERSTRUCTURE																																																						
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting dimensional wood roof joists. The CMU walls typically showed limited evidence of cracking. There was no evidence or reports of long-term leakage.	Fair	1971	45	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0																																			
	7	ENVELOPE																																																						
	8	Above-Grade Walls																																																						
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. The CMUs are supported by shelf angles at window and door locations. Minimal cracking of the exterior walls was noted.	Fair	1971	25	20	7	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	400	\$7	SF	\$2,600	0%	15%	15%	\$4,000							\$4,000																								
	10	B201008 Exterior Soffits	Repair	03	The soffits are painted plywood complete with a continuous 2" vent strip. The paint is peeling on the soffits exposing the bare plywood below. The age of this assembly is unknown and has been assumed.	Poor	1991	25	25	2	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	85	\$3	SF	\$213	0%	15%	15%	\$1,000																															
	11	B201010 Exterior Coatings	CMU Paint	02	Some flaking and mechanical damage of the paint was noted on exterior CMU walls. The age of this assembly is unknown and has been assumed.	Fair	2012	4	5	2	Paint/seal the exterior face of all above grade exterior CMU walls.	Replacement	3 - Future Renewal	No	Yes	No	No	400	\$4	SF	\$1,760	0%	15%	15%	\$3,000		\$3,000					\$3,000																								
	12	B201011 Joint Sealant	Replace	04	There are sealant joints located around the building fenestration. Sealant is in various stages of disrepair. The age of this assembly is unknown and has been assumed.	Fair	1991	25	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No	85	\$6	LF	\$510	0%	15%	15%	\$1,000																															
	13	B202001 Punched Windows	Replace	05	Three aluminum framed punched windows are utilized at this facility. The windows employ opaque corrugated plastic glazing with interior metal screens with wooden louvers on the exterior.	Fair	1971	45	30	8	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	40	\$60	SF	\$2,400	0%	15%	15%	\$4,000							\$4,000																								
	14	B203001 Exterior Solid Doors	Replacement	X	Hollow metal doors with metal frames are used at the washroom and mechanical rooms. The paint finish of the doors and frames is peeling and showing signs of damage.	Fair	1971	45	25	7	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No	3	\$350	EA	\$1,050	0%	15%	15%	\$2,000																															
	15	Roofs																																																						
	16	B301002 Roofing - Low Sloped Membrane System SBS	Replacement	06	The roof is an exposed modified bitumen membrane, fully-adhered to the roof deck. The roof drains by an internal drain located at the rear of the building. Some degradation of the cap sheet was noted. No leaks were reported or observed. The age of this assembly is unknown and has been assumed.	Fair	2000	16	20	7	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	225	\$25	SF	\$5,625	10%	15%	15%	\$9,000							\$9,000																								
	17	INTERIORS																																																						
	18	C103002 Toilet and Bath Accessories, Rehab	Replacement	07	The washrooms each contains a toilet (or a toilet and a urinal), a lavatory with cold water faucet, toilet partitions, quarry floor tile, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from the frequent use.	Not Applicable	1971	45	25	6	Renovate common washrooms including fixtures and finishes.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$15,000	LS	\$30,000	0%	15%	15%	\$40,000							\$40,000																								
	19	C301005 Wall Finishes - Painted CMU	Washrooms	08	The interior finish through the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Not Applicable	2012	4	1	1	Repaint interior walls.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	450	\$4	SF	\$1,800	0%	15%	15%	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000																					
	20	C302001 Wall Finishes - Ceramic Tile	Men's Washroom	09	Ceramic tile is located on the wall immediately adjacent to the urinal. No issues with the tiles were noted. The age of this assembly is unknown and has been assumed.	Not Applicable	1991	25	30	2	Replace ceramic tile at the end of its service life. (Tile replacement in washrooms included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No				\$0																																			
	21	C302001 Floor Finishes - Quarry Tile	Washrooms - Replacement	10	Quarry tiled floor is located throughout the building with the exception of the mechanical room. The tile has become chipped and cracked at various locations. The age of this assembly is unknown and has been assumed.	Not Applicable	1991	25	30	2	Replace quarry tile at the end of its service life. (Tile replacement in washrooms included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																																			
	22	C303003 Ceiling Finishes - Paint	Washrooms	11	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. The age of this assembly is unknown and has been assumed.	Not Applicable	1991	25	20	2	Repaint ceilings in garage and lunch room. (Repainting in washrooms is included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																																			
	23	MECHANICAL SYSTEMS																																																						
	24	Plumbing Systems																																																						
	25	G3010 Water Supply	Mechanical Room	X	No backflow preventer was observed during the review.	Not Reviewed	1971	45	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000																															
	26	D202001 Pipes and Fittings	Water Supply	12	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Piping within the building is a combination of galvanized and copper piping.	Fair	1971	45	40	15	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000																															
	27	D2030 Sanitary Waste / G3020 Sanitary Sewer	Piping - Replacement	12	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Fair	1971	45	35	15	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000																															
	28	SITE																																																						
	29	G204001 Fencing and Gates	Privacy Screen	13	A 5' high wood privacy screen is provided at the washroom entrances. The boards are supported by metal cross members and columns. The age of this assembly is unknown and has been assumed.	Good	2005	11	20	9	Replace outdoor privacy screens at the end of service life. Periodic painting assumed to be part of general maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	LS	\$1,000	0%	15%	15%	\$2,000																															
	30	PROFESSIONAL SERVICES																																																						
	31	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1971	45	15	5	It is recommended that a seismic review be conducted prior to any major renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000						\$6,000																									

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Parks Facilities Memorial Crescent CS



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Parks Facilities Memorial Crescent CS

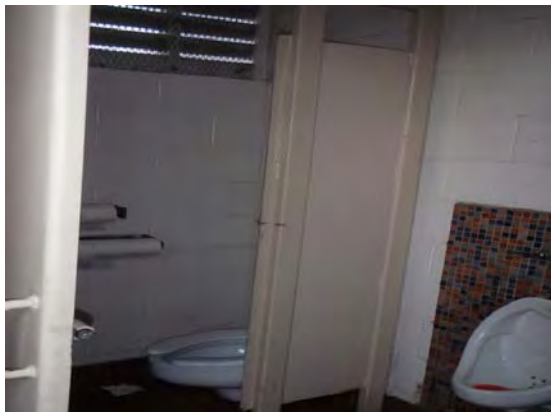


Photo 07



Photo 08

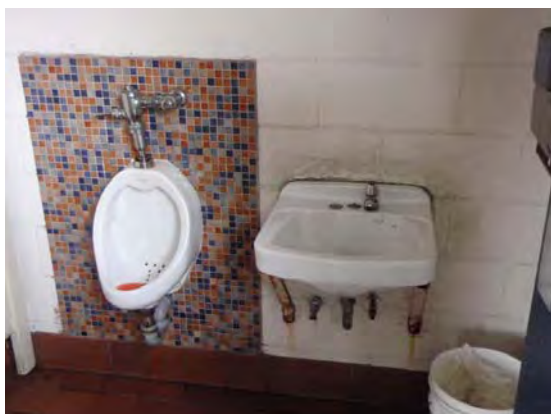


Photo 09



Photo 10



Photo 11

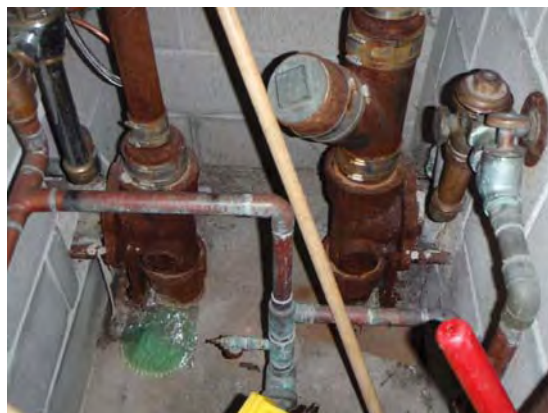


Photo 12

Parks Facilities Memorial Crescent CS



Photo 13

Appendix A59

**Building 66 – Public Washroom –
Nursery Way - Cook Street & Nursery
Road, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Parks Facilities - Nursery Way PW, Cook Street and Nursery Road, Victoria**

PROPERTY DESCRIPTION

The Nursery Way public washroom is a single storey concrete masonry unit building, constructed in 1965, with a low sloped roof. The building contains 2 change rooms, 2 public washrooms and a mechanical room and is provided with basic plumbing, heating and electrical services.

PROPERTY STATISTICS

Gross Floor Area (ft2):	860
Building Value:	\$418,068
Target FCI:	0.025
Current FCI:	0.014

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1960 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	N/A
Access to washrooms:	Yes, however, the washroom facilities lack the required turning radius and accessible fixtures required in the current Building Code.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

Energy Efficiency

Upgrade recommendations:	Upgrade lighting. Insulate building envelope assemblies.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Nursery Way PW, Cook Street and Nursery Road, Victoria

We identified recommendations of approximately \$44,000 over the next five years with no major projects over \$15,000

PROJECT TEAM

The visual reviews were completed on July 9, 2015 by Byron McElgunn. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. Access was provided to all required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Nursery Way Washroom Floor Plans, Dated 2012

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Nursery Way PW, Cook Street and Nursery Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	6,000	0	8,000	0	37,000	6,000	6,000	9,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	4,000	0	7,000	0	0	0
4b - Discretionary Renewal (Aesthetic)	4,000	4,000	4,000	4,000	4,000	57,000	4,000	4,000	4,000	4,000
Not Applicable	0	0	0	0	6,000	0	0	0	0	0
Total in 2015 dollars	4,000	10,000	4,000	12,000	14,000	94,000	17,000	10,000	13,000	4,000

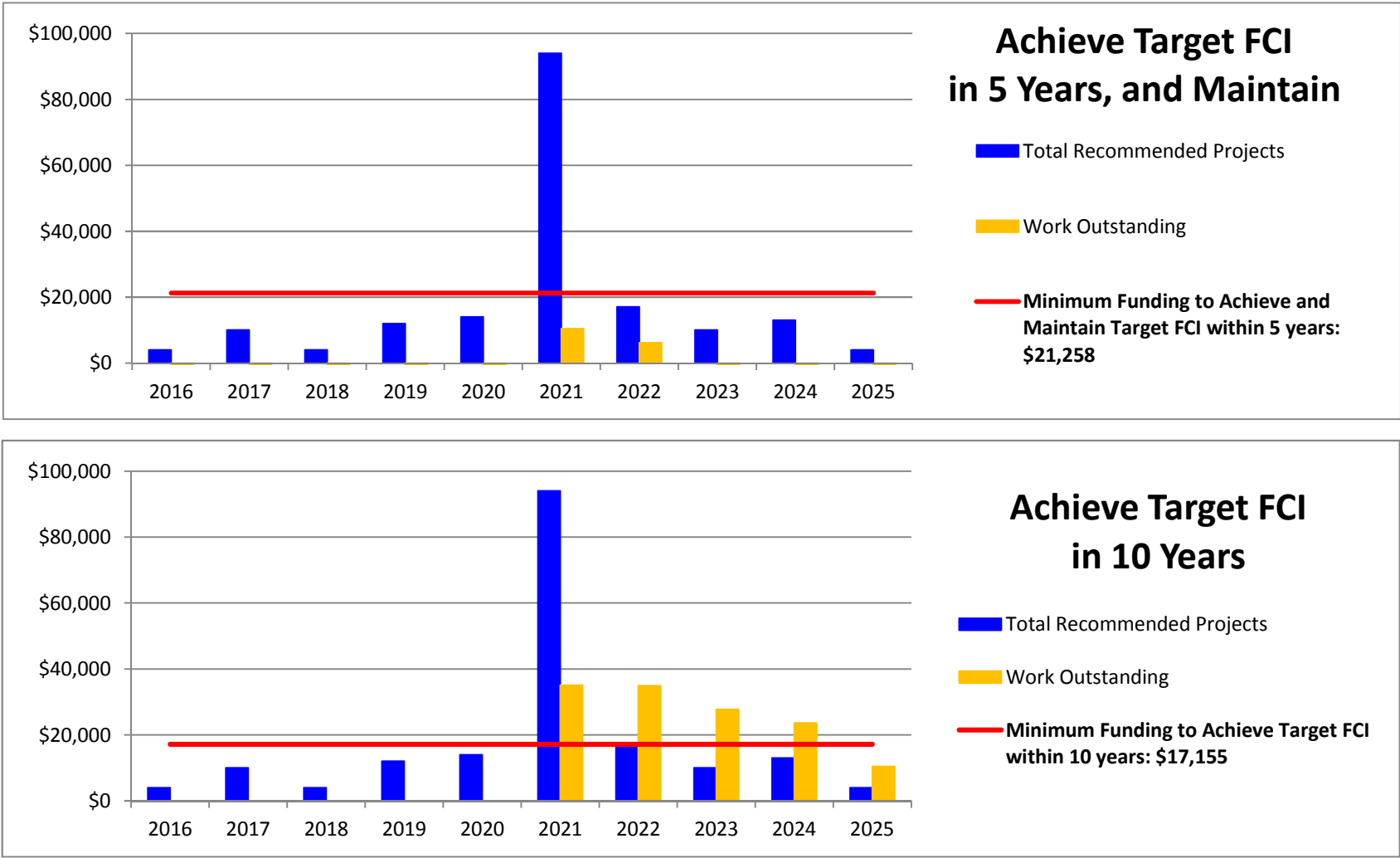
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$21,258

Work outstanding	-17,258	-28,516	-45,774	-55,032	-62,290	10,452	6,194	-5,064	-13,322	-30,581
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Minimum Funding to Achieve Target FCI within 10 years: \$17,155

Work outstanding	-13,155	-20,310	-33,464	-38,619	-41,774	35,071	34,916	27,761	23,607	10,452
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Nursery Way PW, Cook Street and Nursery Road, Victoria



2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Nursery Way PW, Cook Street and Nursery Road, Victoria

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																				
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle Action Interval	Est. Time Remaining to EOQ or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total In 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$4,000	\$10,000	\$4,000	\$12,000	\$14,000	\$94,000	\$17,000	\$10,000	\$13,000	\$4,000																					
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1965	51	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																																			
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1965	51	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0																																			
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1965	51	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0																																			
	5	SUPERSTRUCTURE																																																						
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting dimensional wood roof joists. The CMU walls typically showed limited evidence of cracking. There was no evidence or reports of long-term leakage.	Fair	1965	51	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0																																			
	7	ENVELOPE																																																						
	8	Above-Grade Walls																																																						
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. The CMUs are supported by shelf angles at window and door locations. There was limited evidence of cracking or mechanical damage on the exterior walls.	Fair	1965	51	20	9	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	1000	\$7	SF	\$6,500	0%	15%	15%	\$9,000										\$9,000																					
	10	B201008 Exterior Soffits	Repair	03	The soffit for the flat roof consists of painted plywood with a continuous 2" vent strip. The age of this assembly is unknown and has been assumed.	Fair	1990	26	25	8	A budget has been provided for repainting all soffits and completing localized repairs to soffits.	Replacement	3 - Future Renewal	No	No	No	No	400	\$4	SF	\$1,600	0%	15%	15%	\$3,000									\$3,000																						
	11	B201010 Exterior Coatings	CMU Paint	04	Some flaking and mechanical damage of the paint was noted on exterior CMU walls. The age of this assembly is unknown and has been assumed.	Fair	2012	4	5	2	Paint/seal the exterior face of all above grade exterior CMU walls..	Replacement	3 - Future Renewal	No	Yes	No	No	1000	\$4	SF	\$4,000	0%	15%	15%	\$6,000	\$6,000								\$6,000																						
	12	B201011 Joint Sealant	Replace	X	Sealant joints located around the building fenestration. The sealant is in various stages of disrepair. The age of this assembly is unknown and has been assumed.	Fair	1990	26	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No	120	\$6	LF	\$720	0%	15%	15%	\$1,000																															
	13	B202001 Punched Windows	Replace	05	Four aluminum framed punched windows are utilized at this facility. The windows employ opaque corrugated plastic glazing with exterior metal screens. The windows located at the front and rear of the building are covered with plywood.	Fair	1965	51	30	7	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	40	\$60	SF	\$2,400	0%	15%	15%	\$4,000									\$4,000																						
	14	B203001 Exterior Solid Doors	Replacement	06	Hollow metal doors with metal frames are used at all exterior locations. Some damage to the door/frame finish was noted.	Fair	1965	51	25	8	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	No	Yes	Yes	Yes	5	\$350	EA	\$1,750	0%	15%	15%	\$3,000									\$3,000																						
	15	Roofs																																																						
	16	B301002 Roofing - Low Sloped Membrane System SBS	Replacement	07	The roof is a modified bitumen membrane, fully-adhered to the roof deck. The roof drains by an internal drain located at the rear of the building. Some minor degradation of the cap sheet was noted, however, no leaks were reported or observed. The age of this assembly is unknown and has been assumed.	Fair	2000	16	20	6	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	1250	\$20	SF	\$25,000	10%	15%	15%	\$37,000									\$37,000																						
	17	B102099 Other Roof Construction - Anchors	Roof Safety Anchors	08	There are two fixed roof mounted roof anchor utilized at the building. No records of inspections and testing were provided. No deformations or distress, nor any significant corrosion of the exposed elements of the anchors was noted.	Fair	1965	51	14	25	Replace roof safety anchors at the end of their service life. The cost of a visual review of each anchor and sample load testing should be done as part of maintenance.	Replacement	3 - Future Renewal	No	No	No	No	2	\$1,000	EA	\$2,000	0%	15%	15%	\$3,000																															
	18	INTERIORS																																																						
	19	C103002 Toilet and Bath Accessories, Rehab	Refurbishment	09	The washrooms each contain 2 toilets (or a toilet and a urinal), a lavatory with cold water faucet, toilet partitions, hand dryer, quarry floor tile, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from the frequent use.	Fair	1965	51	25	6	Renovate common washrooms including fixtures and finishes.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$20,000	LS	\$40,000	0%	15%	15%	\$53,000									\$53,000																						
	20	C103002 Washrooms/Changing Rooms	Refurbishment	10	The washrooms / change rooms, located at the front of the building are being used for storage. The rooms are provided with a wood changing bench, toilet and partitions, lavatory and shower area. The finishes are showing signs of wear and mechanical damage.	Fair	1965	51	25	11	Renovate change rooms, water closet, and shower area when room is reclaimed for original purpose.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2	\$25,000	EA	\$50,000	0%	15%	15%	\$67,000																															
	21	C301005 Wall Finishes - Painted CMU	Washrooms / Change rooms - Replacement	11	The interior finish used predominantly throughout the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Fair	2015	1	1	1	Repaint public washroom walls on an as required basis. (Repainting of changerooms is included in changeroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	700	\$3	SF	\$2,380	0%	15%	15%	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000																					
	22	C302001 Floor Finishes - Quarry Tile	Washrooms / Change rooms - Replacement	12	Quarry tiled floor is located throughout the building with the exception of the mechanical room and shower area. The tile has become chipped and cracked at various locations. The age of this assembly is unknown and has been assumed.	Fair	1990	26	30	3	Replace quarry tile at the end of its service life. (Tile replacement included in washroom or changeroom rehabilitation)	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																																			
	23	C302001 Floor / Wall Finishes - Ceramic Tile	Change room - Replacement	13	Ceramic tile is utilized as the floor and wall finish in the shower area of the change rooms. The tile has become chipped and cracked at some locations. The age of this assembly is unknown and has been assumed.	Fair	1990	26	30	4	Replace ceramic tile at the end of its service life. (Tile replacement included in washroom or changeroom rehabilitation)	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No				\$0																																			
	24	C303003 Ceiling Finishes - Paint	Washrooms / Change rooms - Replacement	14	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. The age of this assembly is unknown and has been assumed.	Fair	1990	26	20	3	Repaint ceilings (Repainting of interior areas is included in washroom or changeroom rehabilitation)	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																																			
	25	MECHANICAL SYSTEMS																																																						
	26	HVAC Systems																																																						
	27	D305002 Unit Heaters - Electric	Mechanical Room - Replacement	15	Replace electric baseboard heater located in the mechanical room. The heater is wall mounted above the electrical panel.	Fair	2005	11	20	10	Replace unit heaters at the end of their service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$150	EA	\$150	0%	15%	15%	\$1,000																															
	28	Plumbing Systems																																																						
	29	G3010 Water Supply	Mechanical Room	X	No backflow preventer was observed during the review.	Fair	1965	51	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000																															
	30	D020001 Pipes and Fittings	Water Supply	16	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Piping within the building is a combination of galvanized and copper piping.	Fair	1965	51	40	15	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000																															
	31	D020003 Domestic Water Equipment - 30 Gal Tank	Mechanical Room	17	There is a 30 Gallon, 3000W electric hot water heater located in the mechanical room. This tank supplies hot water the utility sink in the mechanical room.	Good	2011	5	10	5	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000																															
	32	D020003 Domestic Water Equipment - 100 Gal Tank	Mechanical Room	18	There is a 100 Gallon, 6000W electric hot water heater located in the mechanical room. This tank supplied hot water the showers in the change rooms. The age of this assembly is unknown and has been assumed.	Good	2005	11	15	4	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program.	Replacement	3 - Future Renewal	No	No	No	No	1	\$5,500	EA	\$5,500	0%	15%	15%	\$8,000									\$8,000																						
	33	D02030 Sanitary Waste / G3020 Sanitary Sewer	Repair	16	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Not Reviewed	1965	51	35	11	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000																															
	34	D0201000 Plumbing Fixtures	Mechanical Room	19	Kitchenette cabinet, counter and sink has been provided in the mechanical room. This sink is provided with hot and cold water. The age of this assembly is unknown and has been assumed.	Fair	1995	21	25	7	Replace fixtures at the end of their service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000									\$3,000																						
	35	ELECTRICAL SYSTEMS																																																						
	36	D501003 Main & Secondary Switchgear	Replacement	20	Via a GE meter the main 400A electrical disconnect feeds a distribution panel rated 150A at 120/208V. The distribution panel supplies power to the building.	Fair	1965	51	25	11	Replace distribution switches.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$7,500	LS	\$7,500	0%	15%	15%	\$10,000																															
	37	D401003 Main Switchgear	IR Scanning	X	The switchgear is located in the mechanical room.	Fair	1965	51	5	5	Conduct Infra-red (IR) scan on major switchgear	Study	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000									\$4,000																						
	38	D502002 Lighting Equipment - Interior	Fluorescent Replacement	21	Interior lighting fixtures typically consist of ceiling and flush mounted fluorescent fixtures with magnetic ballast. These fixtures are hooked up to a motion sensor for the washrooms and change rooms are switch operated in the mechanical room. The age of this assembly is unknown and has been assumed.	Fair	2005	11	25	14	Replace fixtures at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$1,800	LS	\$1,800	0%	15%	15%	\$3,000																															
	39	D502002 Lighting Equipment - Exterior	Exterior Soffit	22	There are exterior soffit mounted HID light fixtures located around the building. It is recommended that the HID lights be replaced with more energy efficient LED fixtures. The age of this assembly is unknown and has been assumed.	Fair	2005	11	25	14	Upgrade fixtures to LED type at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	Yes	No	Yes	No	1	\$1,500	LS	\$1,500	0%	15%	15%	\$2,000																															
	40	D502002 Lighting Equipment	Branch Wiring	X	No issues with the branch wiring were noted.	Not Reviewed	1965	51	25	15	Replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	EA	\$15,000	0%	15%	15%	\$20,000																															
	41	FIRE AND LIFE SAFETY SYSTEMS																																																						
	42	D403001 Fire Extinguishing Devices	Mechanical Room	X	A portable dry chemical type fire extinguishers is located in the mechanical room. The age of this assembly is unknown and has been assumed.	Good	2012	4	7	3	Replace/recharge at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	150	Ea	\$300	0%	15%	15%	\$1,000																															

Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Nursery Way PW, Cook Street and Nursery Road, Victoria

BLDG	Row	Component		Condition Assessment					Lifecycle Data				Recommendation					Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
		ID	location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle Action Interval	Est. Time Remaining to End of Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																								
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All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Parks Facilities Nursery Way CS



Photo 01



Photo 02



Photo 03

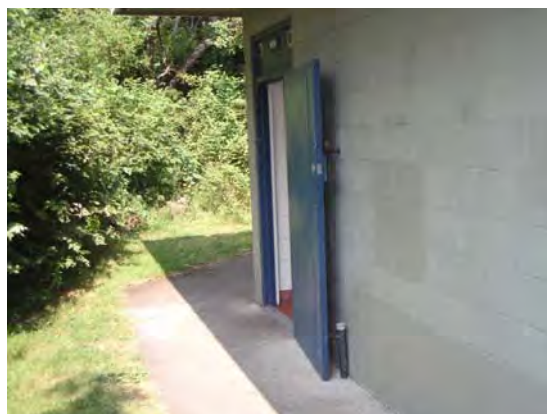


Photo 04



Photo 05

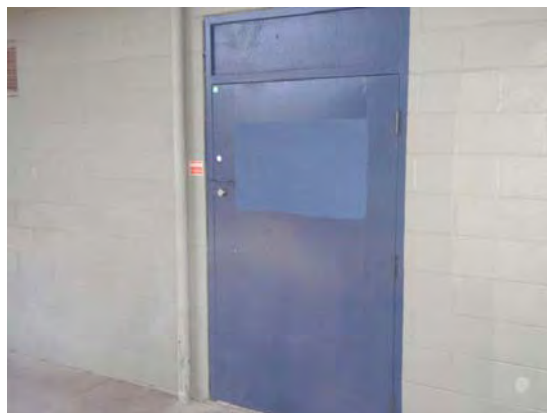


Photo 06

Parks Facilities Nursery Way CS

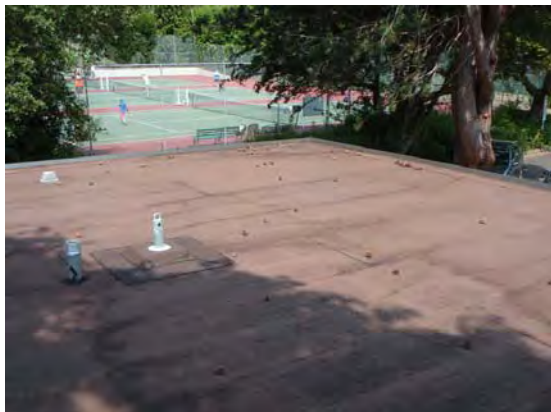


Photo 07



Photo 08

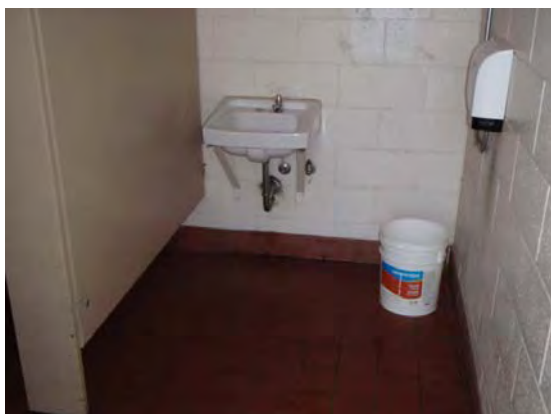


Photo 09

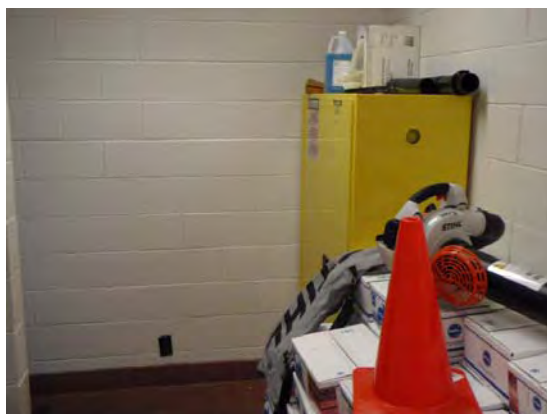


Photo 10

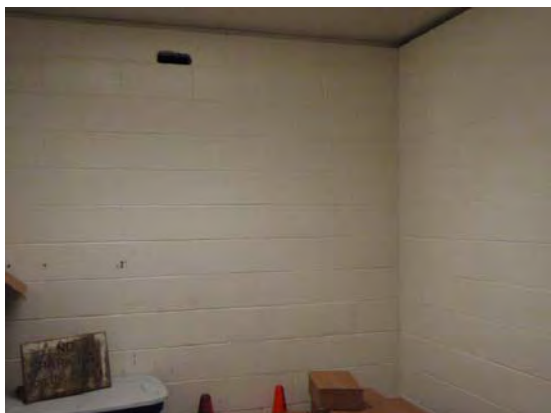


Photo 11



Photo 12

Parks Facilities Nursery Way CS



Photo 13



Photo 14



Photo 15

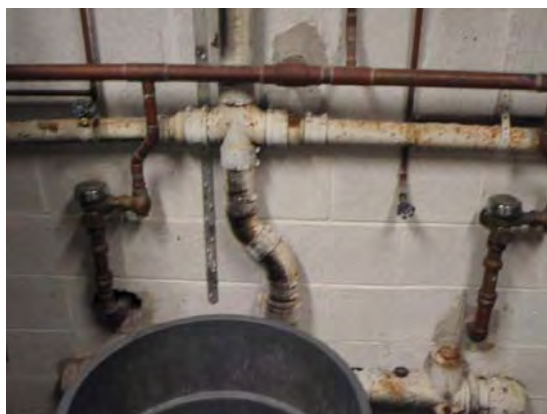


Photo 16

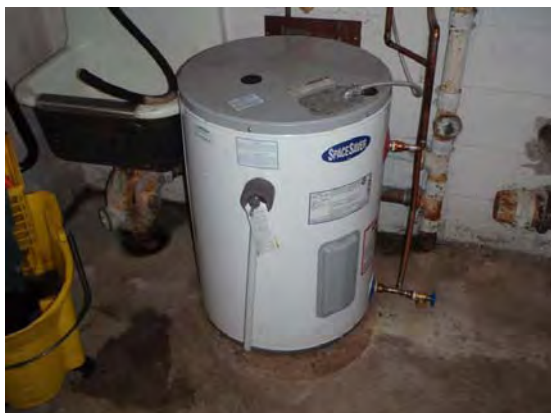


Photo 17



Photo 18

Parks Facilities Nursery Way CS

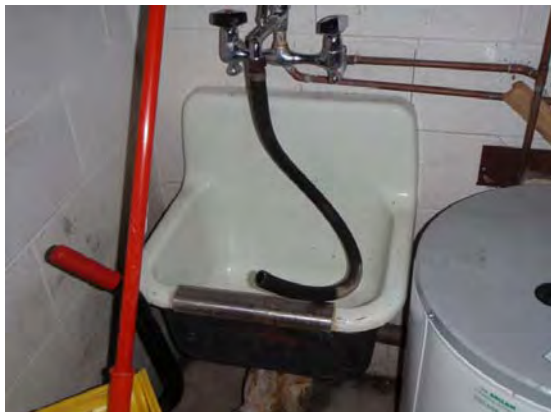


Photo 19



Photo 20

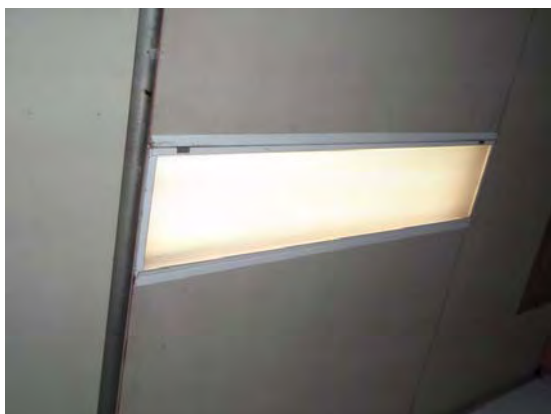


Photo 21



Photo 22

Appendix A60

**Building 67 – Public Washroom –
Oaklands Park - 1550 Kings Road,
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Oaklands Park PW, 1550 Kings Road, Victoria

PROPERTY DESCRIPTION

Oaklands Park public washroom is a single storey concrete masonry unit building, constructed in 1965, with a low sloped roof. The building is comprised of 2 change rooms, 2 public washrooms and a mechanical room and is provided with basic plumbing, heating and electrical services.

PROPERTY STATISTICS

Gross Floor Area (ft2): 860
 Building Value: \$411,600
 Target FCI: 0.025
 Current FCI: 0.022

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1960 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes, however, the washroom facilities lack the required turning radius and accessible fixtures required in the current Building Code.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

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Parks Facilities - Oaklands Park PW, 1550 Kings Road, Victoria

Energy Efficiency

Upgrade recommendations: Upgrade lighting.

We identified recommendations of approximately \$56,000 over the next five years with no major projects over \$15,000

PROJECT TEAM

The visual reviews were completed on July 9, 2015 by Byron McElgunn. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. Access was provided to all required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Oaklands Park Washroom Floor Plans, Dated 2009

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
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Parks Facilities - Oaklands Park PW, 1550 Kings Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	9,000	0	0	17,000	37,000	14,000	3,000	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	3,000	4,000	0	0	4,000	0	0
4b - Discretionary Renewal (Aesthetic)	4,000	4,000	4,000	4,000	4,000	57,000	4,000	4,000	4,000	4,000
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	4,000	16,000	4,000	7,000	25,000	94,000	18,000	11,000	4,000	4,000

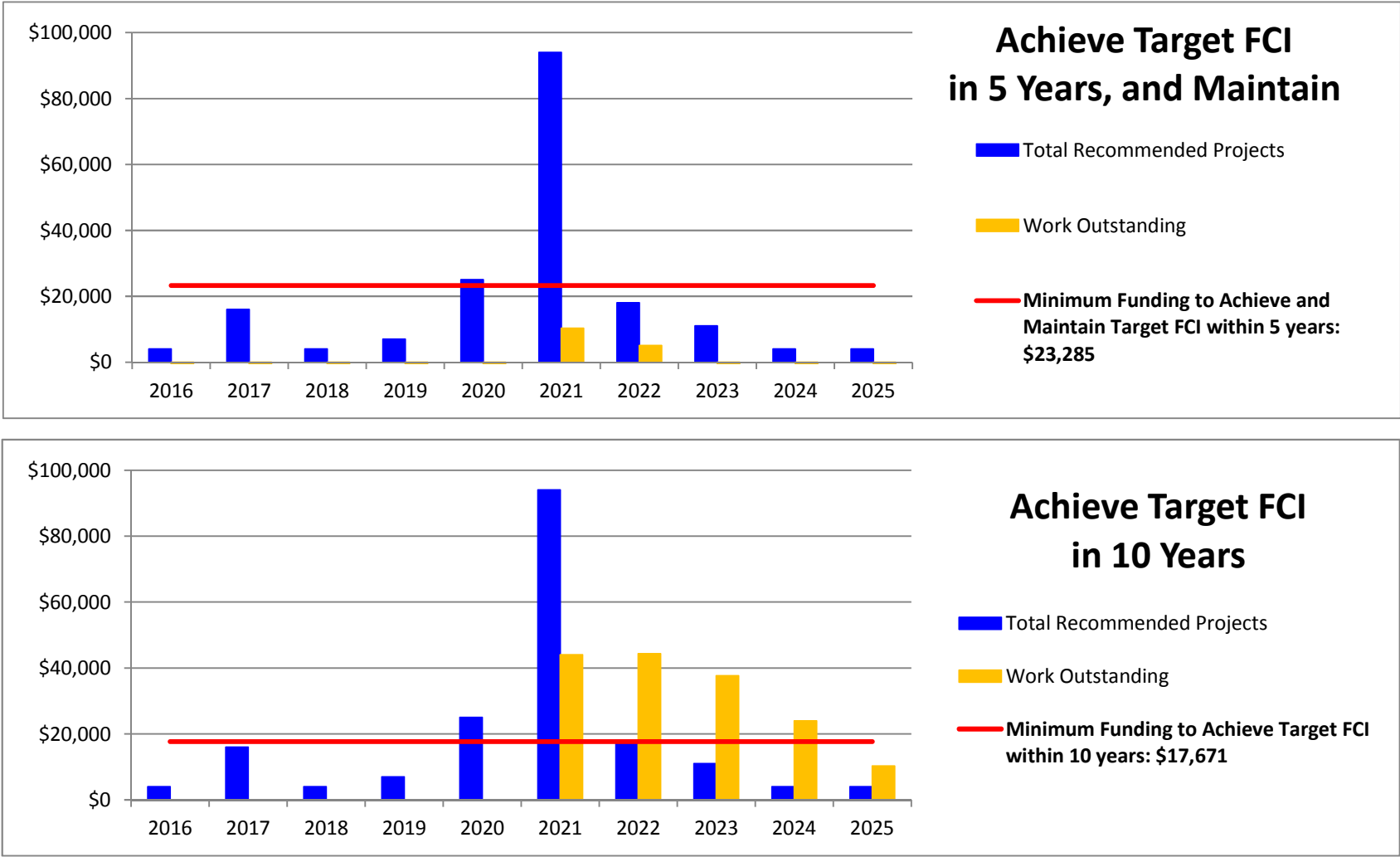
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$23,285

Work outstanding	-19,285	-26,570	-45,855	-62,140	-60,425	10,290	5,005	-7,280	-26,565	-45,850
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Minimum Funding to Achieve Target FCI within 10 years: \$17,671

Work outstanding	-13,671	-15,342	-29,013	-39,684	-32,355	43,974	44,303	37,632	23,961	10,290
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Oaklands Park PW, 1550 Kings Road, Victoria



Start Yr:
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Oaklands Park PW, 1550 Kings Road, Victoria

BLDG	Row	Component			Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to ED or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										\$4,000	\$16,000	\$4,000	\$7,000	\$25,000	\$94,000	\$18,000	\$11,000	\$4,000	\$4,000			
	1	Substructure																																				
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1965	51	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																	
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1965	51	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0																	
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1966	50	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0																	
	5	Superstructure																																				
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting dimensional wood roof joists. Some cracking of the exterior CMU walls was noted. There was no evidence or reports of long-term leakage.	Fair	1965	51	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0																	
	7	Envelope																																				
	8	Above-Grade Walls																																				
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. The CMUs are supported by shelf angles at window and door locations. Some cracking and mechanical damage was noted on the exterior walls. The age of this assembly is unknown and has been assumed.	Fair	1990	26	20	5	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	1000	\$7	SF	\$6,500	0%	15%	15%	\$9,000					\$9,000								
	10	B201008 Exterior Soffits	Repair	03	The soffit for the flat roof consists of painted plywood with a continuous 2" vent strip. The age of this assembly is unknown and has been assumed.	Fair	1990	26	25	8	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	400	\$3	SF	\$1,000	0%	15%	15%	\$2,000													
	11	B201010 Exterior Coatings	CMU Paint	02	Some flaking and mechanical damage of the paint was noted on exterior CMU walls. The age of this assembly is unknown and has been assumed.	Fair	2012	4	5	2	Paint/seal the exterior face of all above grade exterior CMU walls.	Replacement	3 - Future Renewal	No	Yes	No	No	1000	\$4	SF	\$4,000	0%	15%	15%	\$6,000		\$6,000				\$6,000							
	12	B201011 Joint Sealant	Replace	X	There are sealant joints located around the building fenestration. Sealant is in various stages of disrepair. The age of this assembly is unknown and has been assumed.	Fair	1990	26	10	5	Replace sealant between dissimilar materials, around windows and doors. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No	120	\$6	LF	\$720	0%	15%	15%	\$1,000													
	13	B202001 Punched Windows	Replace	04	Four aluminum framed punched windows are utilized at this facility. The windows employ opaque corrugated plastic glazing with exterior metal screens. All the windows for this building have been covered with painted plywood.	Fair	1965	51	30	8	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	40	\$60	SF	\$2,400	0%	15%	15%	\$4,000									\$4,000				
	14	B203001 Exterior Solid Doors	Replacement	05	Hollow metal doors with metal frames are utilized at all exterior locations. There is some minor damage to the paint finish on the doors and frames.	Fair	1965	51	25	8	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	No	Yes	Yes	No	5	\$350	EA	\$1,750	0%	15%	15%	\$3,000									\$3,000				
	15	Roofs																																				
	16	B301002 Roofing - Low Sloped Membrane System SBS	Replacement	06 / 07	The roof is a modified bitumen membrane, fully-adhered to the roof deck. The roof drains by an internal drain located at the front of the building. Degradulation of the cap sheet, evidence of ponding water and accumulation of debris was noted, however, no leaks were reported or observed. The age of this assembly is unknown and has been assumed.	Fair	1995	21	25	6	Replace and re-slope roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	1250	\$20	SF	\$25,000	10%	15%	15%	\$37,000						\$37,000							
	17	B102099 Other Roof Construction - Anchors	Roof Safety Anchors	08	There is a fixed roof mounted anchor utilized at the building. No records of inspections and testing were provided. No deformations or distress, nor any significant corrosion of the exposed elements of the anchors was noted.	Fair	1965	51	14	25	Replace roof safety anchors at the end of their service life. The cost of a visual review of each anchor and sample load testing should be done as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	EA	\$1,000	0%	15%	15%	\$2,000													
	18	Interiors																																				
	19	C103002 Toilet and Bath Accessories, Rehab	Refurbishment	09	The washrooms each contain 2 toilets (or a toilet and a urinal), a lavatory with cold water faucet, toilet partitions, hand dryer, quarry floor tile, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from the frequent use.	Fair	1965	51	25	6	Renovate common washrooms including fixtures and finishes.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$20,000	LS	\$40,000	0%	15%	15%	\$53,000						\$53,000							
	20	C103002 Washrooms/Change Rooms	Refurbishment	10	The change rooms, located at the front of the building are, to some capacity, being used for storage. The rooms are provided with a wood changing bench, toilet and partitions, lavatory and shower area. The finishes are showing signs of wear and mechanical damage.	Fair	1965	51	25	12	Renovate change rooms, water closet, and shower area when room is reclaimed for original purpose.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2	\$25,000	EA	\$50,000	0%	15%	15%	\$67,000													
	21	C301005 Wall Finishes - Painted CMU	Washrooms / Change rooms - Replacement	11	The interior finish used predominantly throughout the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Fair	2012	4	1	1	Repaint public washrooms on an as required basis. (Repainting of changerooms is included in changeroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	700	\$3	SF	\$2,380	0%	15%	15%	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000		
	22	C302001 Floor Finishes - Quarry Tile	Washrooms / Change rooms - Replacement	12	Quarry tiled floor is located throughout the building with the exception of the mechanical room and shower area. The tile has become chipped and cracked at various locations.	Fair	1965	51	30	3	Replace quarry tile at the end of its service life. (Tile replacement is included in washroom / changeroom rehab)	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																	
	23	C302001 Floor / Wall Finishes - Ceramic Tile	Change room Shower Area - Replacement	13	Ceramic tile is utilized as the floor and wall finish in the shower area of the change rooms. The tile has become chipped and cracked at some locations.	Fair	1965	51	30	3	Replace ceramic tile at the end of its service life. (Tile replacement is included in washroom / changeroom rehab)	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No				\$0																	
	24	C303003 Ceiling Finishes - Paint	Washrooms / Change rooms - Replacement	14	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted.	Fair	1965	51	20	9	Repaint ceilings (This item is included in washroom / changeroom rehab)	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																	
	25	Mechanical Systems																																				
	26	HVAC Systems																																				
	27	D305002 Unit Heaters - Electric	Replacement	15	Replace the electric baseboard heater located in mechanical room. The age of this assembly is unknown and has been assumed.	Fair	2005	11	20	9	Replace unit heaters at the end of their service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$150	EA	\$150	0%	15%	15%	\$1,000													
	28	Plumbing Systems																																				
	29	G3010 Water Supply	Mechanical Room	X	No backflow preventer was observed during the review.	Fair	1965	51	40	5	Replace or install new backflow preventer in existing water entry room.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$5,500	EA	\$5,500	0%	15%	15%	\$8,000					\$8,000								
	30	D202001 Pipes and Fittings	Water Supply	16	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Piping within the building is a combination of galvanized and copper piping.	Fair	1965	51	40	11	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000													
	31	D202003 Domestic Water Equipment - 30 Gal Tank	Mechanical Room	17	There is a 30 Gallon, 3000W electric hot water heater located in the mechanical room. This tank supplies hot water the utility sink in the mechanical room.	Good	2008	8	10	2	Replace tanks at the end of its service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,000	EA	\$2,000	0%	15%	15%	\$3,000		\$3,000											
	32	D202003 Domestic Water Equipment - 100 Gal Tank	Mechanical Room	18	There is a 100 Gallon, 6000W electric hot water heater located in the mechanical room. This tank supplied hot water the showers in the change rooms. The age of this assembly is unknown and has been assumed.	Fair	2008	8	15	7	Replace tanks at the end of its service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$6,000	EA	\$6,000	0%	15%	15%	\$8,000							\$8,000						
	33	D2030 Sanitary Waste / G3020 Sanitary Sewer		19	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Not Reviewed	1965	51	35	11	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000													
	34	D201000 Plumbing Fixtures	Mechanical Room	20	Kitchenette cabinet, counter and sink has been provided in the mechanical room. This sink is provided with hot and cold water. The age of this assembly is unknown and has been assumed.	Fair	1995	21	25	4	Replace fixtures at the end of their service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000				\$3,000									
	35	Electrical Systems																																				

BLDG	Row	Component		Photo	Condition Assessment			Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																					
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to Complete Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
	36	D501003 Main & Secondary Switchgear	Replacement	21	Via a GE meter the 150A main electrical disconnect feeds a distribution panel rated 200A at 120/208V. The distribution panel supplies power for the building.	Fair	1965	51	25	11	Replace distribution switches.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$7,500	LS	\$7,500	0%	15%	15%	\$10,000																															
	37	D401003 Main Switchgear	IR Scanning	X	The switchgear is located in the mechanical room.	Fair	1965	51	5	5	Conduct Infra-red (IR) scan on major switchgear	Study	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000					\$4,000																										
	38	D502002 Lighting Equipment - Interior	Fluorescent Replacement	22	Interior lighting fixtures consists of flush mounted fluorescent fixtures with magnetic ballast as well as ceiling mounted incandescent fixtures. These fixtures are hooked up to a motion sensor for the washrooms and change rooms and are switch operated in the mechanical room. The age of this assembly is unknown and has been assumed.	Fair	2010	6	25	19	Replace fixtures at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$1,800	LS	\$1,800	0%	15%	15%	\$3,000																															
	39	D502002 Lighting Equipment	Branch Wiring	X	No issues with the branch wiring were noted.	Not Reviewed	1965	51	25	11	Replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	EA	\$15,000	0%	15%	15%	\$20,000																															
	40	FIRE AND LIFE SAFETY SYSTEMS																																																						
	41	D403001 Fire Extinguishing Devices	Mechanical Room	X	A portable dry chemical type fire extinguishers is located in the mechanical room.	Fair	2012	4	7	3	Replace/recharge at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	150	Ea	\$300	0%	15%	15%	\$1,000																															
	42	PROFESSIONAL SERVICES																																																						
	43	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1965	51	15	2	It is recommended that a seismic review be conducted prior to any major renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,500	LS	\$2,500	0%	0%	15%	\$3,000		\$3,000																													

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Oaklands Community Centre



Photo 01



Photo 02

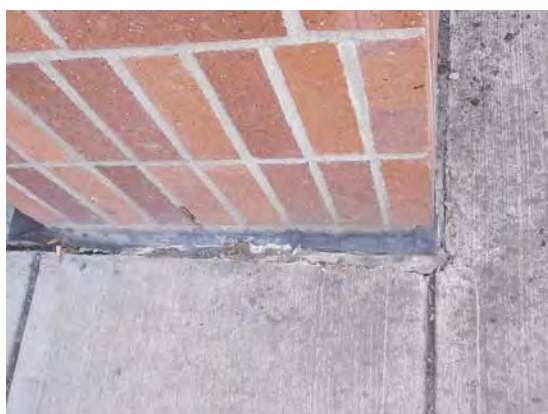


Photo 03

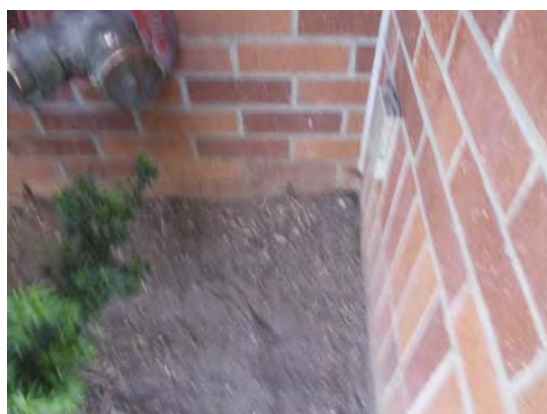


Photo 04



Photo 05



Photo 06

Oaklands Community Centre

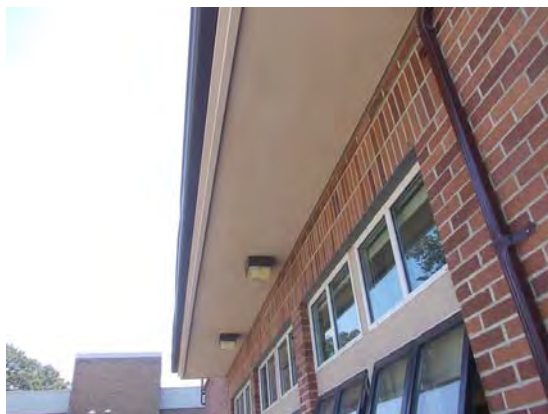


Photo 07



Photo 08



Photo 09



Photo 10

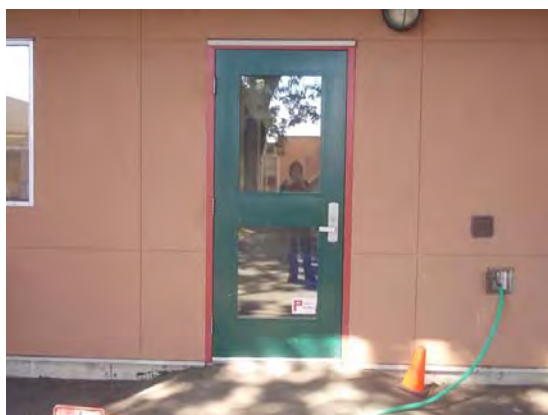


Photo 11



Photo 12

Oaklands Community Centre



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

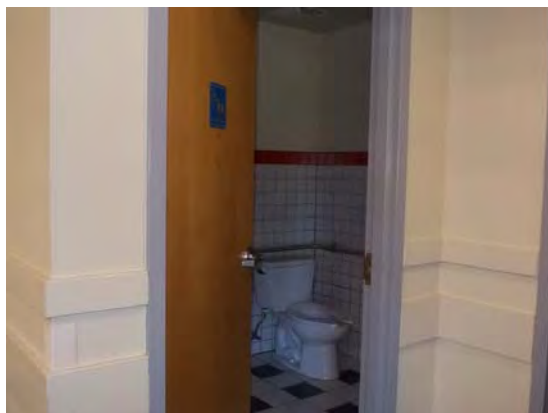


Photo 18

Oaklands Community Centre



Photo 19



Photo 20



Photo 21



Photo 22

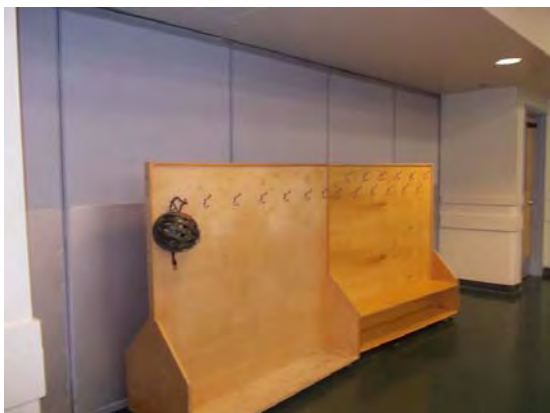


Photo 23

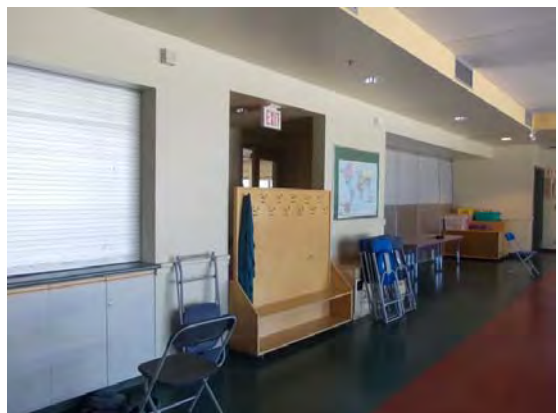


Photo 24

Oaklands Community Centre



Photo 25

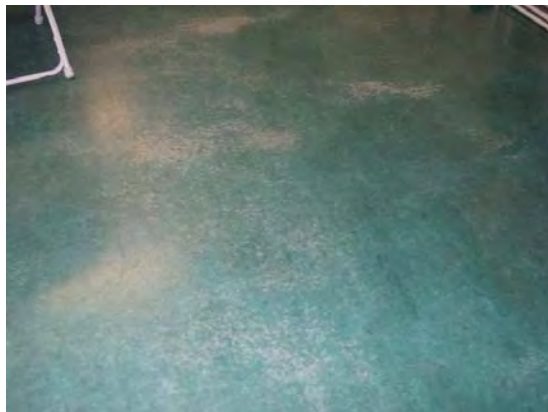


Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Oaklands Community Centre



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Oaklands Community Centre



Photo 37

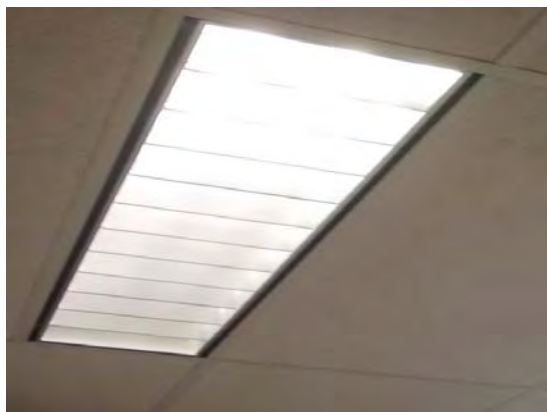


Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Oaklands Community Centre



Photo 43

Appendix A61

**Building 68 – Public Washroom –
Pemberton Park - 1850 Richardson
Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Parks Facilities - Pemberton Park PW, 1950 Richardson Street, Victoria**

PROPERTY DESCRIPTION

Pemberton Park public washroom is a single storey concrete masonry unit building, constructed in 1965, with a low sloped roof. The building is comprised of 2 public washrooms, a change room, a concession stand and a mechanical room. This building is provided with basic plumbing, heating and electrical services.

PROPERTY STATISTICS

Gross Floor Area (ft2): 860
 Building Value: \$411,600
 Target FCI: 0.025
 Current FCI: 0.015

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1960 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	N/A
Access to washrooms:	Yes, however, the washroom facilities lack the required turning radius and accessible fixtures required in the current Building Code.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

Energy Efficiency

Upgrade recommendations:	Upgrade lighting. Insulate building envelope assemblies.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Pemberton Park PW, 1950 Richardson Street, Victoria

We identified recommendations of approximately \$73,000 over the next five years with the following major projects over \$15,000

- B301002 Roofing - Low Sloped Membrane System SBS - Replacement

PROJECT TEAM

The visual reviews were completed on July 9, 2015 by Byron McElgunn. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. With the exception of the east change room access to all areas of the building were available during the review.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Pemberton Park Washroom Floor Plans, Dated 2009

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Pemberton Park PW, 1950 Richardson Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	6,000	37,000	0	0	0	6,000	12,000	3,000	8,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	4,000	6,000	4,000	0	3,000	0
4b - Discretionary Renewal (Aesthetic)	4,000	4,000	4,000	4,000	4,000	57,000	4,000	4,000	4,000	4,000
Not Applicable	0	0	0	0	6,000	0	0	0	0	0
Total in 2015 dollars	4,000	10,000	41,000	4,000	14,000	63,000	14,000	16,000	10,000	12,000

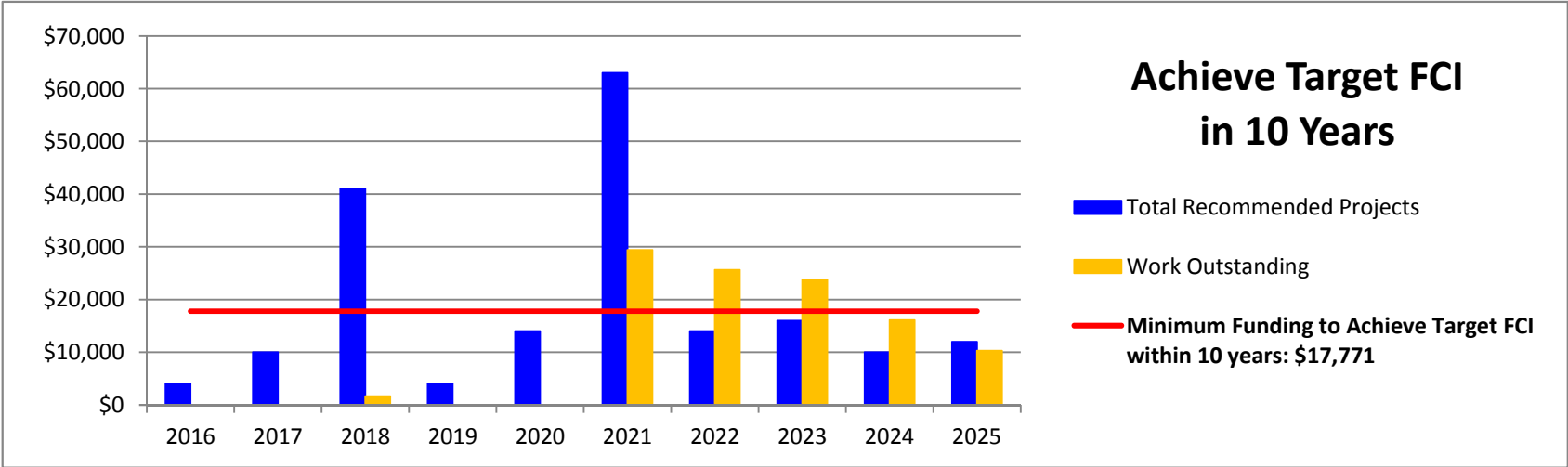
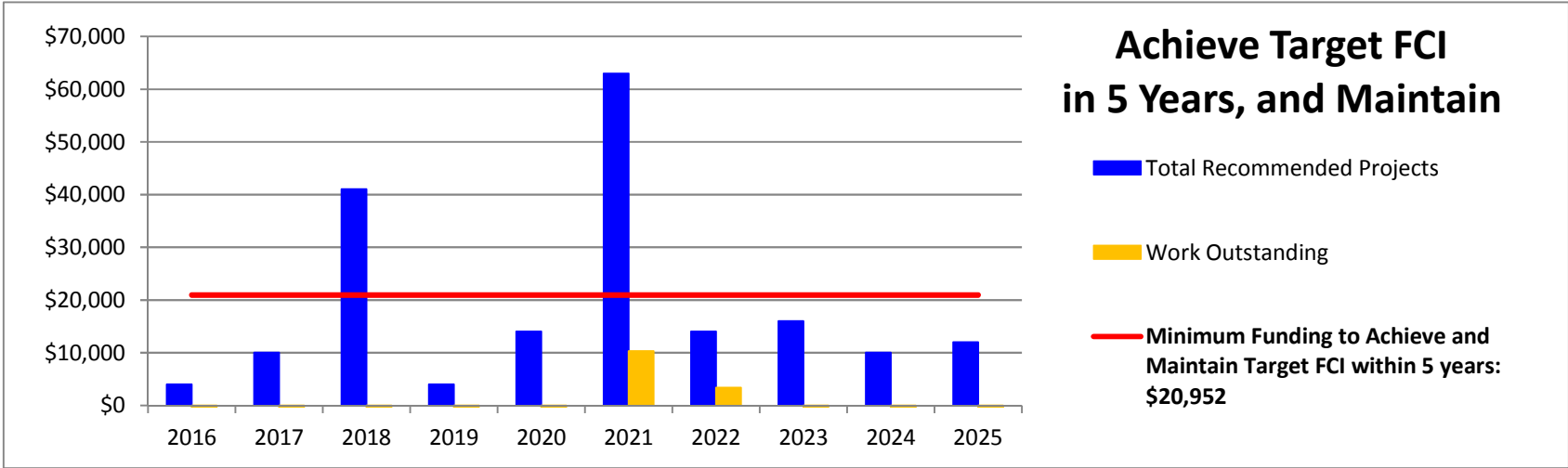
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$20,952

Work outstanding	-16,952	-27,903	-7,855	-24,807	-31,758	10,290	3,338	-1,613	-12,565	-21,517
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Minimum Funding to Achieve Target FCI within 10 years: \$17,771

Work outstanding	-13,771	-21,542	1,687	-12,084	-15,855	29,374	25,603	23,832	16,061	10,290
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Pemberton Park PW, 1950 Richardson Street, Victoria



Start Yr
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Pemberton Park PW, 1950 Richardson Street, Victoria

BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOJ or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	1	SUBSTRUCTURE																																				
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1965	51	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																	
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1965	51	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	N/A	Yes	No				\$0																	
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1965	51	10	11	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	N/A	Yes	No				\$0																	
	5	SUPERSTRUCTURE																																				
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting dimensional wood roof joists. The CMU walls typically showed limited evidence of cracking. There was no evidence or reports of long-term leakage.	Fair	1965	51	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	N/A	N/A	Yes	No				\$0																	
	7	ENVELOPE																																				
	8	Above-Grade Walls																																				
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. The CMUs are supported by shelf angles at window and door locations. Some mechanical damage was noted on the exterior walls.	Fair	1965	26	20	8	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	1000	\$7	SF	\$6,500	0%	15%	15%	\$9,000								\$9,000					
	10	B201008 Exterior Soffits	Repair	03	The soffit for the flat roof consists of painted plywood with a continuous 2" vent strip. No issues with the soffit were noted. The age of this assembly is unknown and has been assumed.	Fair	1990	4	25	7	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	400	\$3	SF	\$1,000	0%	15%	15%	\$2,000													
	11	B201010 Exterior Coatings	CMU Paint	02	Some flaking and mechanical damage of the paint was noted on exterior CMU walls. The age of this assembly is unknown and has been assumed.	Fair	2012	4	5	2	Paint/seal the exterior face of all above grade exterior CMU walls..	Replacement	3 - Future Renewal	No	Yes	No	No	1000	\$4	SF	\$4,000	0%	15%	15%	\$6,000		\$6,000						\$6,000					
	12	B201011 Joint Sealant	Replace	X	Sealant joints located around the building fenestration. The sealant is in various stages of disrepair. The age of this assembly is unknown and has been assumed.	Fair	1990	26	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No				\$0																	
	13	B202001 Punched Windows	Replace	04	Four aluminum framed punched windows are utilized at this facility. The windows employ opaque corrugated plastic glazing with exterior metal screens. All the windows for this building have been covered with painted plywood.	Fair	1965	51	30	7	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	40	\$60	SF	\$2,400	0%	15%	15%	\$4,000							\$4,000						
	14	B203001 Exterior Solid Doors	Replacement	05	Hollow metal doors with metal frames are used at all exterior locations. The paint on the doors/frames is beginning to fade and chip in some locations.	Fair	1965	51	25	12	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	No	Yes	Yes	No	5	\$350	EA	\$1,750	0%	15%	15%	\$3,000													
	15	B203004 Overhead Doors	Concession - Replacement	06	The west change room has been converted to a concession for the adjacent baseball field. A wood framed pass-through window has been created to service this room. The door is painted plywood and locks into place at the interior. The age of this assembly is unknown and has been assumed.	Fair	2000	16	8	8	Replace overhead concession pass-through door at the end of it's service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,000	EA	\$2,000	0%	15%	15%	\$3,000									\$3,000				
	16	Roofs																																				
	17	B301002 Roofing - Low Sloped Membrane System SBS	Replacement	07	The roof is a modified bitumen membrane, fully-adhered to the roof deck. The roof drains by an internal drain located at the front of the building. Some degradation and cracking of the cap sheet was observed. The age of this assembly is unknown and has been assumed.	Fair	2000	16	20	3	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	1250	\$20	SF	\$25,000	10%	15%	15%	\$37,000			\$37,000										
	18	B102099 Other Roof Construction - Anchors	Roof Safety Anchors	08	There are two fixed roof mounted roof anchor utilized at the building. No records of inspections and testing were provided. No deformations or distress, nor any significant corrosion of the exposed elements of the anchors was noted.	Fair	1965	51	14	25	Replace roof safety anchors at the end of their service life. The cost of a visual review of each anchor and sample load testing should be done as part of maintenance.	Replacement	3 - Future Renewal	No	No	No	No	2	\$1,000	EA	\$2,000	0%	15%	15%	\$3,000													
	19	INTERIORS																																				
	20	C103002 Toilet and Bath Accessories, Rehab	Refurbishment	09	The washrooms each contain 2 toilets (or a toilet and a urinal), a lavatory with cold water faucet, toilet partitions, hand dryer, quarry floor tile, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from the frequent use.	Fair	1965	51	25	6	Renovate common washrooms including fixtures and finishes.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$20,000	EA	\$40,000	0%	15%	15%	\$53,000							\$53,000						
	21	C103002 Washrooms/Change Rooms	Refurbishment	10	The change rooms, located at the front of the building are, to some capacity, being used for storage/concession. The rooms are provided with a wood changing bench, toilet and partitions, lavatory and shower area. The finishes are showing signs of wear and mechanical damage.	Fair	1965	51	25	11	Renovate change rooms, water closet, and shower area when room is reclaimed for original purpose.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2	\$25,000	EA	\$50,000	0%	15%	15%	\$67,000													
	22	C301005 Wall Finishes - Painted CMU	Washrooms / Change rooms - Replacement	11	The interior finish used predominantly throughout the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Fair	2015	1	1	1	Repaint interior walls. (Repainting in changerooms is included in changeroom rehab)	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	700	\$3	SF	\$2,380	0%	15%	15%	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000		
	23	C302001 Floor Finishes - Quarry Tile	Washrooms / Change rooms - Replacement	12	Quarry tiled floor is located throughout the building with the exception of the mechanical room and shower area. The tile has become chipped and cracked at various locations. The age of this assembly is unknown and has been assumed.	Fair	1990	26	30	3	Replace quarry tile at the end of its service life. (Tile replacement is included in washroom / changeroom rehab)	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																	
	24	C302001 Floor / Wall Finishes - Ceramic Tile	Change room - Replacement	13	Ceramic tile is utilized as the floor and wall finish in the shower area of the change rooms. The tile has become chipped and cracked at some locations. The age of this assembly is unknown and has been assumed.	Fair	1990	26	30	3	Replace ceramic tile at the end of its service life. (Tile replacement is included in washroom / changeroom rehab)	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No				\$0																	
	25	C303003 Ceiling Finishes - Paint	Washrooms / Change rooms - Replacement	14	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. The age of this assembly is unknown and has been assumed.	Fair	1990	26	20	4	Repaint ceilings on an as required basis. (This item is included in washroom / changeroom rehab)	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																	
	26	MECHANICAL SYSTEMS																																				
	27	HVAC Systems																																				
	28	D305002 Unit Heaters	Electrical Heaters	15	Replace the electric baseboard heaters located in the public washrooms, change rooms and mechanical room. The heaters located in the washrooms are provided with a protective metal screen. The age of this assembly is unknown and has been assumed.	Fair	2005	11	20	9	Replace unit heaters at the end of their service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	5	\$150	EA	\$750	0%	15%	15%	\$1,000													
	29	Plumbing Systems																																				
	30	G3010 Water Supply	Mechanical Room	X	No backflow preventer was observed during the review.	Fair	1965	51	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000													
	31	D202001 Pipes and Fittings	Water Supply	16	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Piping within the building is a combination of galvanized and copper piping.	Not Reviewed	1965	51	40	15	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000													
	32	D202003 Domestic Water Equipment - 30 Gal Tank	Mechanical Room	17	There is a 30 Gallon, 3000W electric hot water heater located in the mechanical room. This tank supplies hot water the utility sink in the mechanical room.	Good	2015	1	10	9	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,000	EA	\$2,000	0%	15%	15%	\$3,000									\$3,000				
	33	D202003 Domestic Water Equipment - 100 Gal Tank	Mechanical Room	18	There is a 100 Gallon, 6000W electric hot water heater located in the mechanical room. This tank supplied hot water the showers in the change rooms.	Good	2011	5	15	10	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program.	Replacement	3 - Future Renewal	No	No	No	No	1	\$6,000	EA	\$6,000	0%	15%	15%	\$8,000										\$8,000			
	34	D2030 Sanitary Waste / G3020 Sanitary Sewer		16	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Not Reviewed	1965	51	35	11	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000													

BLDG	Row	COMPONENT		Photo	CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	35	D201000 Plumbing Fixtures - Mechanical Room	Mechanical Room	19	Kitchenette cabinet, counter and sink has been provided in the mechanical room. This sink is provided with hot and cold water. The age of this assembly is unknown and has been assumed.	Fair	1995	21	25	6	Replace fixtures at the end of their service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$4,500	LS	\$4,500	0%	15%	15%	\$6,000						\$6,000						
	36	D201000 Plumbing Fixtures - Drinking Fountain	Rear Exterior Wall	20	Stainless steel drinking fountain located at the rear of the building. The age of this assembly is unknown and has been assumed.	Fair	2000	16	25	9	Replace fixtures at the end of their service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$1,800	LS	\$1,800	0%	15%	15%	\$3,000								\$3,000				
	37	ELECTRICAL SYSTEMS																																			
	38	D501003 Main & Secondary Switchgear	Replacement	21	Via a GE meter the 150A main electrical disconnect feeds a distribution panel rated 200A at 120/208V. The distribution panel supplies power for the building.	Fair	1965	51	25	11	Replace distribution switches. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$7,500	LS	\$7,500	0%	15%	15%	\$10,000												
	39	D401003 Main Switchgear	IR Scanning	X	The switchgear is located in the mechanical room.	Fair	1965	51	5	5	Conduct Infra-red (IR) scan on major switchgear	Study	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000					\$4,000							
	40	D502002 Lighting Equipment - Interior	Fluorescent Replacement	22	Interior lighting fixtures consists of flush mounted fluorescent fixtures with magnetic ballast as well as ceiling mounted incandescent fixtures. These fixtures are hooked up to motion sensors throughout the building. The age of this assembly is unknown and has been assumed.	Fair	2005	11	25	14	Replace fixtures at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000												
	41	D502002 Lighting Equipment	Branch Wiring	X	No issues with the branch wiring were noted.	Not Reviewed	1965	51	25	11	Replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	EA	\$15,000	0%	15%	15%	\$20,000												
	42	FIRE AND LIFE SAFETY SYSTEMS																																			
	43	D403001 Fire Extinguishing Devices	Mechanical Room	23	A portable dry chemical type fire extinguishers is located in the mechanical room. The age of this assembly is unknown and has been assumed.	Good	2012	4	7	3	Replace/recharge at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	150	Ea	\$300	0%	15%	15%	\$1,000												
	44	PROFESSIONAL SERVICES																																			
	45	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1965	51	15	5	It is recommended that the building seismic upgrades be completed as part of any significant renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000					\$6,000							

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Parks Facilities Pemberton Park CS



Photo 01



Photo 02

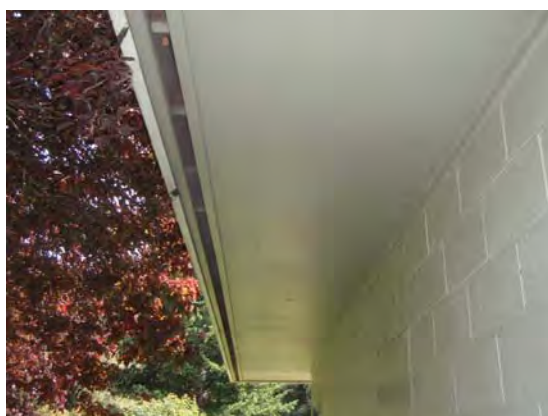


Photo 03

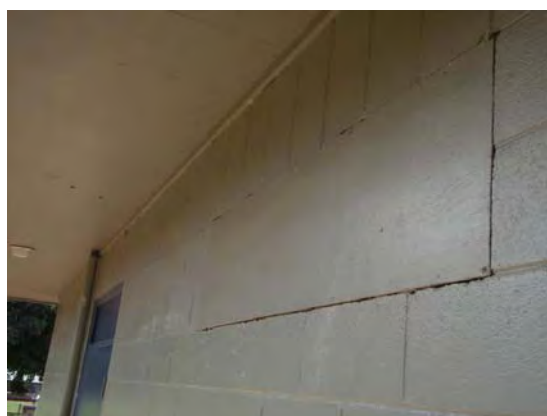


Photo 04

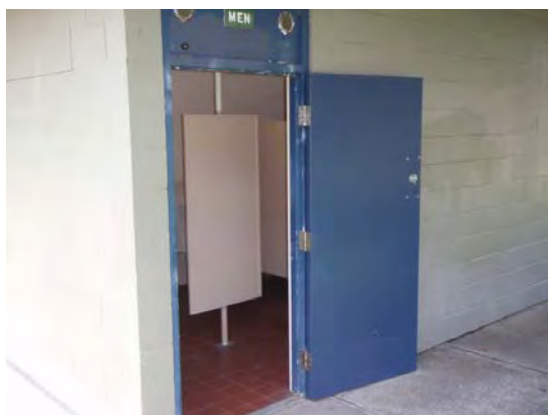


Photo 05



Photo 06

Parks Facilities Pemberton Park CS



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11

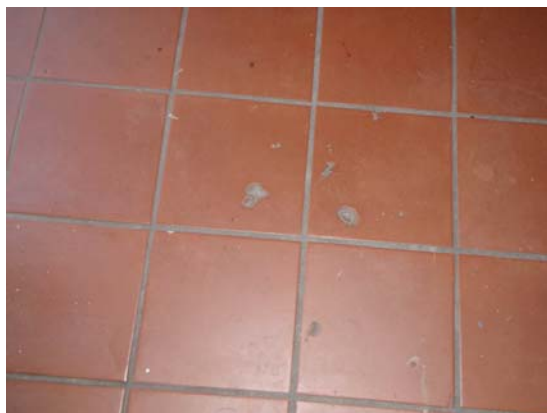


Photo 12

Parks Facilities Pemberton Park CS

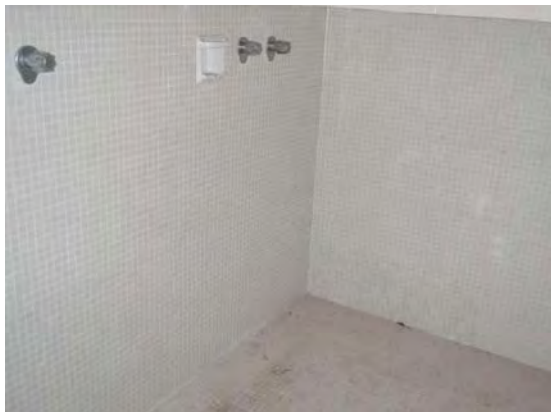


Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Parks Facilities Pemberton Park CS



Photo 19



Photo 20



Photo 21

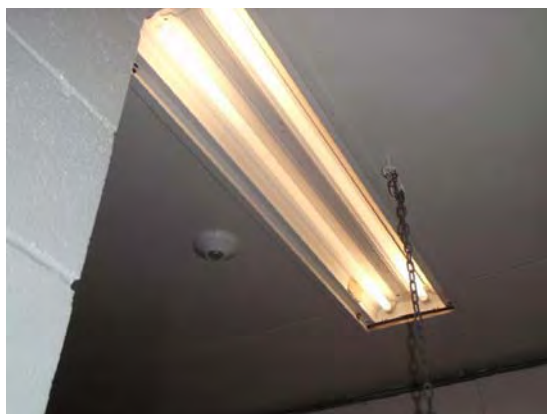


Photo 22



Photo 23

Appendix A62

**Building 69 – Public Washroom –
Railyard Park - 80 Regatta Landing,
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Railyard Park PW, 80 Regatta Landing, Victoria

PROPERTY DESCRIPTION

The Railyards public washroom is a single storey concrete masonry unit building, constructed approximately in 2004. The building is provided with a butterfly style roof with standing seam metal roof panels located over SBS underlayment. The building is simple and made up of 2 public washrooms and a central mechanical room. Basic plumbing, heating and electrical services are provided.

PROPERTY STATISTICS

Gross Floor Area (ft2):	420
Building Value:	\$246,960
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	N/A
Recommendations:	The building was constructed post 1998 and is assumed to meet the seismic requirements contained within.

Building Code Review

Built under what code:	2004 British Columbia Building Code
Deficiencies observed:	None
Recommendations:	None

Accessibility Review

Access into building:	Yes
Access throughout building:	N/A
Access to washrooms:	Yes, the facilities were also provided with the required turning radius and appropriate accessible fixtures.
Recommendations (and cost estimate):	None

Energy Efficiency

Upgrade recommendations:	Upgrade lighting. Insulate building envelope assemblies.
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We identified recommendations of approximately \$31,000 over the next five years with no major projects over \$15,000

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Railyard Park PW, 80 Regatta Landing, Victoria

PROJECT TEAM

The visual reviews were completed on August 6, 2015 by Byron McElgunn and Paul Rutten. We were accompanied by Mike Israel of the City of Victoria who provided access to all the required areas of the building.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

No reference documents were provided for review.

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Railyard Park PW, 80 Regatta Landing, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	0	8,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Not Applicable	0	0	0	0	6,000	0	0	0	0	0
Total in 2015 dollars	5,000	5,000	5,000	5,000	11,000	5,000	5,000	5,000	13,000	5,000

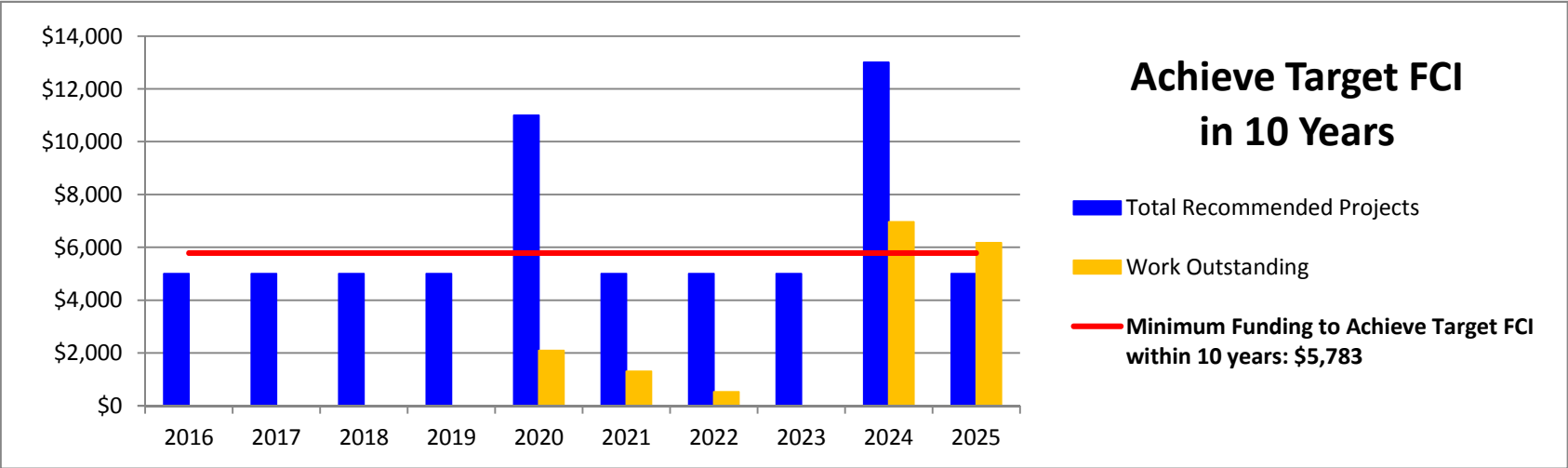
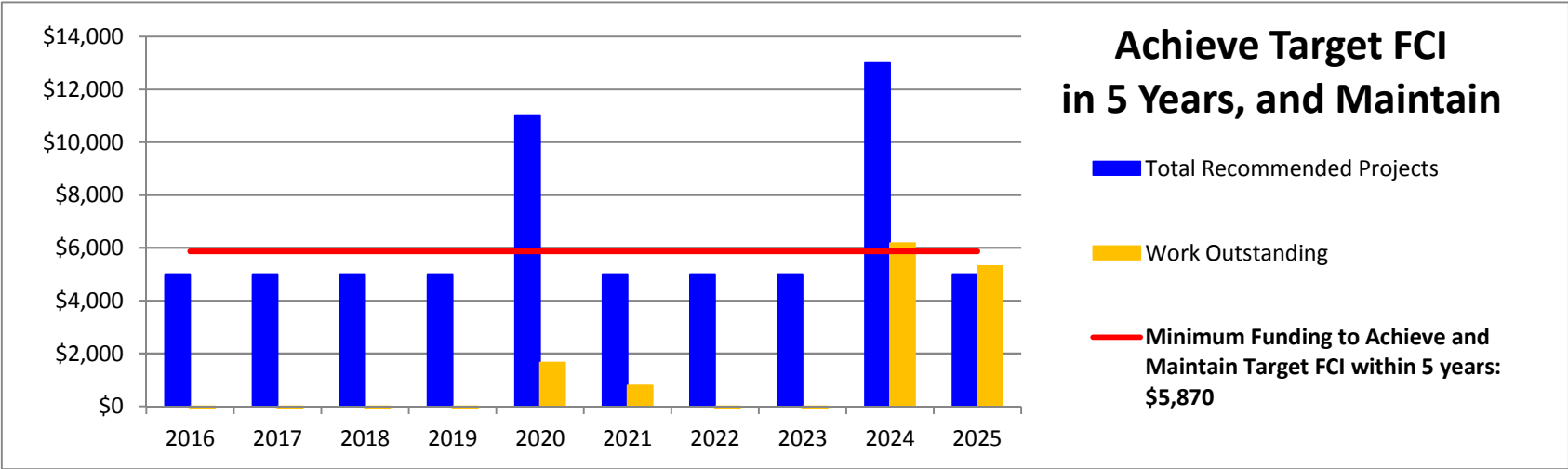
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$5,870

Work outstanding	-870	-1,739	-2,609	-3,478	1,652	783	-87	-956	6,174	5,304
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Minimum Funding to Achieve Target FCI within 10 years: \$5,783

Work outstanding	-783	-1,565	-2,348	-3,130	2,087	1,304	522	-261	6,957	6,174
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Railyard Park PW, 80 Regatta Landing, Victoria



2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Railyard Park PW, 80 Regatta Landing, Victoria

BLDG	Row	Component		Condition Assessment						Lifecycle Data			Recommendation				Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Asset Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contin- gency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$5,000	\$5,000	\$5,000	\$5,000	\$11,000	\$5,000	\$5,000	\$5,000	\$13,000	\$5,000		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations	Repair	X	The foundations, footings and wall, are cast in place concrete. The foundation wall extends above the planter on the north and is stepped to adjust to the change in grade. No evidence of major settlement or heaving was reported or observed.	Fair	2004	12	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	2004	12	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	N/A	Yes	No				\$0																
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	2004	12	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	N/A	Yes	No				\$0																
	5	SUPERSTRUCTURE																																			
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting the wood framed sloped roof assembly. A centrally located interior CMU wall provides intermittent support for the roof assembly. No issues with the CMU walls were noted. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	2004	12	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	N/A	N/A	Yes	No				\$0																
	7	ENVELOPE																																			
	8	Above-Grade Walls																																			
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are made up of rough faced concrete masonry units. There is no paint or sealer located on the exterior face of the CMU. No issues with this item were observed.	Good	2004	12	20	9	Localized masonry unit replacement, as required, and mortar repointing. Consideration could be given to coating the exterior walls with a sealer.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	900	\$7	SF	\$5,850	0%	15%	15%	\$8,000										\$8,000		
	10	B2010 Exterior Walls - Wood Trim	Windows - Replacement	03	Stained wood trim is located around all the clerestory windows. No discoloration or deterioration was noted.	Good	2004	12	20	7	Replace existing wood trim at the end of its service life. Stain and complete minor repairs as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	160	\$2	LF	\$240	0%	15%	15%	\$1,000												
	11	B201008 Exterior Soffits	Washroom Entrance - Repair	04	The soffit for the washroom entrance utilizes painted perforated panels. No issues for this item were noted.	Good	2004	12	25	12	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	40	\$4	SF	\$160	0%	15%	15%	\$1,000												
	12	B201011 Joint Sealant	Replacement	X	Sealant joints located around the building fenestration. The sealant is in various stages of disrepair.	Good	2004	12	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No	200	\$6	LF	\$1,200	0%	15%	15%	\$2,000												
	13	B202001 Punched Windows	Replacement	05	Clerestory windows are vinyl framed window assemblies with obscure glazing. The windows are dual paned argon filled units and are located in the wood framing above the CMU walls. On the east elevation the windows are sloped to mirror the roof line. No issues with this item were noted.	Good	2004	12	30	20	Replace windows at the end of their serviceable life.	Replacement	3 - Future Renewal	No	Yes	No	No	110	\$60	SF	\$6,600	0%	15%	15%	\$9,000												
	14	B203001 Exterior Solid Doors - Typical	Replacement	06	Hollow metal doors with metal frames are used at all exterior locations.	Good	2004	12	25	12	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No	3	\$350	EA	\$1,050	0%	15%	15%	\$2,000												
	15	B203098 Other Exterior Specialty Doors - Metal Screen Swing Door	Washroom Entrance - Replacement	07	The entrance to the public washrooms utilizes a metal screen swing door to limit after hours access to the facility. The screen appears in generally good condition with no issues observed. Some minor rusting of the hinges was noted	Good	2004	12	25	12	Replace metal screen doors and associated hardware at the end of its service life. Paint and complete minor repairs and adjustment as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$250	EA	\$250	0%	15%	15%	\$1,000												
	16	Roofs																																			
	17	B301002 Roofing - Sloped Roof - Metal Panel	Main Roof - Replacement	08	The main roof employs standing seam metal panels over a modified bitumen roofing membrane. The butterfly roof is drained via a central trough that directs water to the internal drain located at the west of the building. Organic matter has begun to accumulate on the panels and in the trough. It is recommended that debris be cleared from the roof to ensure proper drainage.	Good	2004	12	40	30	Replace complete roof assembly including SBS underlayment, associated flashings, and standing seam metal roof panels at the end of its service life. Intermittent repairs and maintenance of the trough as part of maintenance.	Replacement	3 - Future Renewal	No	Yes	Yes	No	470	\$30	SF	\$14,100	10%	15%	15%	\$21,000												
	18	INTERIORS																																			
	19	C103002 Toilet and Bath Accessories - Rehab	Washroom - Replacement	09	The washrooms each contain 2 toilets (or a toilets and a urinal), a lavatory with cold water, hand dryer and toilet partitions. The fixtures appear to be in good working order with minimal damage.	Good	2004	12	25	15	Replace washroom fixtures at the end of its service life.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2	\$8,000	LS	\$16,000	0%	15%	15%	\$22,000												
	20	C301005 Wall Finishes - Painted CMU	Throughout - Replacement	10	The interior finish throughout the building is paint. No issues with this item were noted.	Good	2004	2015	1	1	Repaint common walls (Repainting in washrooms is included in bathroom rehab).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1225	\$3	SF	\$3,675	0%	15%	15%	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
	21	C303003 Ceiling Finishes - Painted Plywood	Throughout - Replacement	11	The underside of the plywood roof sheathing acts as the interior ceiling finish. The plywood and adjacent roof joists are painted. No issues with this item were noted.	Good	2004	12	20	10	Repaint washroom ceilings on an as required basis. This item is included with the washroom replacement.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																
	22	MECHANICAL SYSTEMS																																			
	23	HVAC Systems																																			
	24	D305002 Unit Heaters - Electric	Utilities Room - Replacement	12	The public washrooms each utilize a baseboard heater located on the exterior wall. The heaters are provided with a metal screen for protection. No issues with this item were noted.	Good	2004	12	20	8	Replace unit heaters at the end of their service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$200	EA	\$400	0%	15%	15%	\$1,000												
	25	D304007 Ventilation Systems	Washroom Exhaust - Replacement	11	The public washrooms are each provided with a ceiling mounted ventilation system that exhausts air through the roof assembly. Doghouse style exhaust vents are provided roof level for the system.	Fair	2004	12	12	2	Replace bathroom exhaust units at the end of its service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$750	EA	\$1,500	0%	15%	15%	\$2,000												
	26	Plumbing Systems																																			
	27	G3010 Water Supply	Utilities Room	X	No backflow preventer was observed during the review.	Not Reviewed	2004	12	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000												
	28	D202001 Pipes and Fittings	Water Supply	13	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Though not observed it is assumed that piping within the building is a combination of galvanized and copper piping.	Not Reviewed	2004	12	40	15	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000												
	29	D202003 Domestic Water Equipment - Tanks	Mechanical Room	13	There is a 5-Gallon electric hot water heater located in the mechanical room. Hot water is only provided to the mop sink located in the mechanical room. The serial number of the tank was not readable, therefore, the tank is assumed original to the building.	Good	2004	12	10	1	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	EA	\$1,000	0%	15%	15%	\$2,000												
	30	D2030 Sanitary Waste / G3020 Sanitary Sewer	Repair	X	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Not Reviewed	2004	12	35	25	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000												
	31	D201000 Plumbing Fixtures	Utilities Room	14	A mop sink has been provided in the mechanical room. No issues with this item were noted.	Fair	2004	12	25	14	Replace fixtures at the end of their service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000												
	32	ELECTRICAL SYSTEMS																																			
	33	D502002 Lighting Equipment - Interior	Interior Replacement	15	Interior lighting fixtures consist of wall and ceiling mounted fluorescent fixtures with magnetic ballast. These fixtures are provided with a metal screen and are hooked up to a motion sensor for the washrooms.	Good	2004	12	25	14	Replace fixtures at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000												
	34	D502002 Lighting Equipment - Exterior	Exterior Wall - Replacement	16 / 17	There are wall mounted HID and incandescent light fixtures located on the exterior wall of the building. It is recommended that the HID lights be replaced with more energy efficient LED fixtures.	Good	2004	12	25	14	Upgrade fixtures to LED type at end of service life.	Upgrade	3 - Future Renewal	Yes	No	Yes	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000												
	35	D502002 Lighting Equipment	Branch Wiring	X	No issues with the branch wiring were noted.	Not Reviewed	2004	12	25	14	Replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	EA	\$15,000	0%	15%	15%	\$20,000												

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																				
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
	36	FIRE AND LIFE SAFETY SYSTEMS																																																						
	37	D509002 Emergency Lighting and Power	Emergency Lighting - Replacement	18	Battery operated twin beam emergency lights have been provided in each public washroom. The fixtures are complete with a metal screen to prevent tampering.	Good	2004	12	20	8	Replace lights at the end of their service life. Costs associated with this item are included with wall painting and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No	2	\$200	EA	\$400	0%	15%	15%	\$1,000																															
	38	PROFESSIONAL SERVICES																																																						
	39	P100008 Building Code Evaluation	Further Study	X	No major code deficiencies in the existing building were visually identified.	Not Applicable	2004	12	15	5	It is assumed that all major future renovations will be made to the requirement set forth in the British Columbia Building Code.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000					\$6,000																										

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

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Parks Facilities Railyard Park CS



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

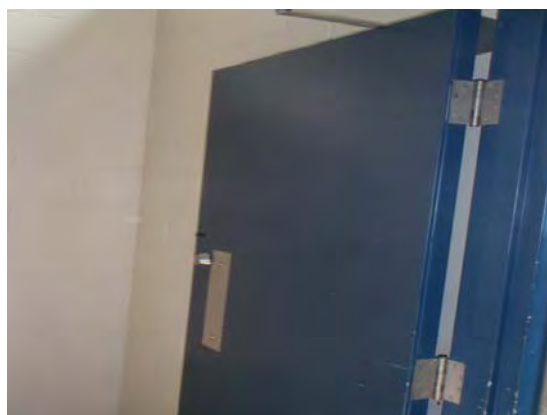


Photo 06

Parks Facilities Railyard Park CS



Photo 07



Photo 08

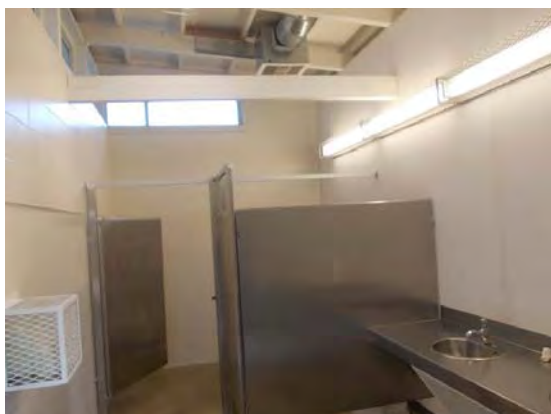


Photo 09



Photo 10



Photo 11



Photo 12

Parks Facilities Railyard Park CS



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

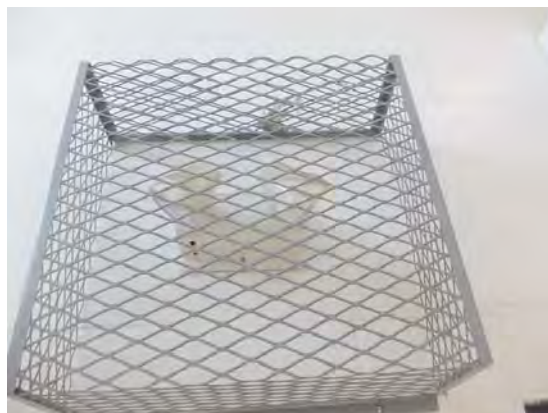


Photo 18

Appendix A63

**Building 70 – Ross Bay Cemetery Service
Building - 1516 Fairfield Rd, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Park Facilities - Ross Bay Cemetery Maintenance Building**

PROPERTY DESCRIPTION

Constructed in approximately 1981, the Ross Bay Cemetery Maintenance Building is a single storey structure. It includes a storage garage, restroom, and office. The supporting structure is concrete block on slab on grade. The flat roof is wood framed. There is a wood-frame lean-to at the back of the building used to store equipment and supplies. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft ²):	720
Building Value:	\$162,000
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1980
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	None. This is not a public building.

Energy Efficiency

Upgrade recommendations:	Lighting. Discretionary upgrade.
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We identified no major capital recommendations over the next five years.

The City of Victoria
Facility Condition Assessment and Capital Plan
Park Facilities - Ross Bay Cemetery Maintenance Building

PROJECT TEAM

The visual reviews were completed on June 19, 2015 by Brian Benson. Access to the building and some background was provide by Mike Barron.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents for general background and to inform ourselves about the layout and construction:

- VFA Asset Detail Report

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Park Facilities - Ross Bay Cemetery Maintenance Building

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	4,000	0	0	0	0	4,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	10,000	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	3,000	7,000	0	0	0	0
Not Applicable	5,000	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	5,000	0	0	0	7,000	17,000	0	0	0	4,000

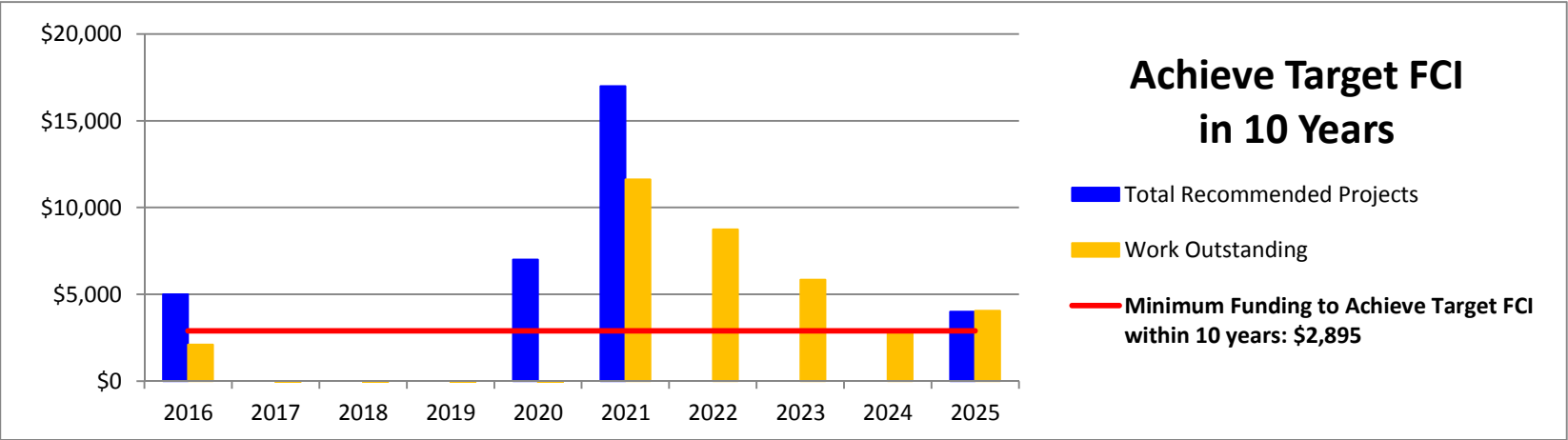
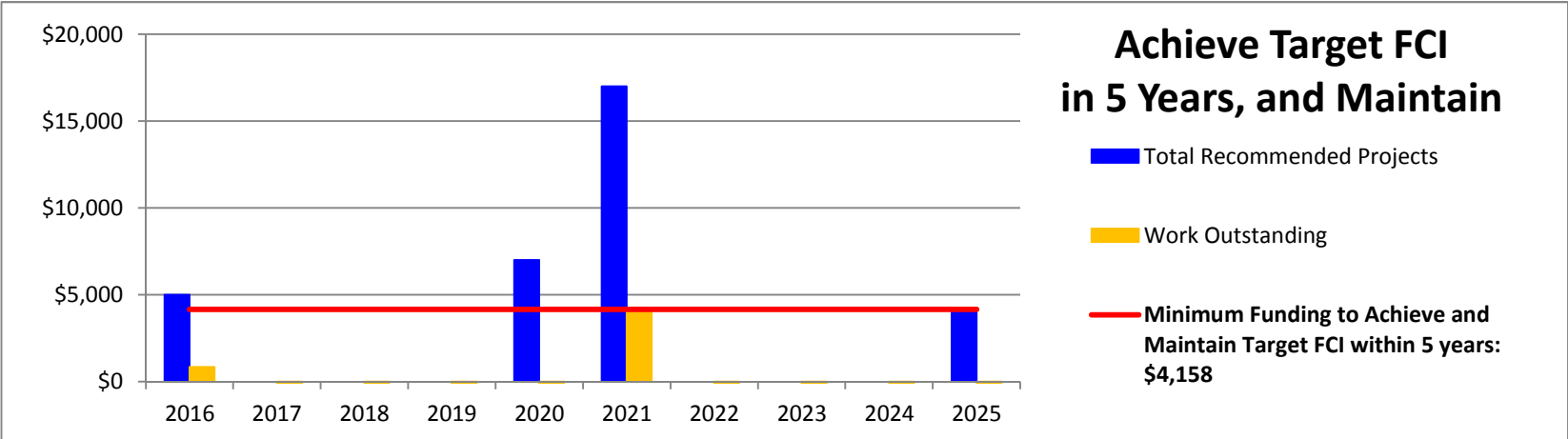
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$4,158

Work outstanding	842	-3,317	-7,475	-11,633	-8,792	4,050	-108	-4,267	-8,425	-8,583
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Minimum Funding to Achieve Target FCI within 10 years: \$2,895

Work outstanding	2,105	-790	-3,685	-6,580	-2,475	11,630	8,735	5,840	2,945	4,050
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The City of Victoria
Facility Condition Assessment and Capital Plan
Park Facilities - Ross Bay Cemetery Maintenance Building



2016	The City of Victoria Facility Condition Assessment and Capital Plan Park Facilities - Ross Bay Cemetery Maintenance Building																																					
	BLDG	Row	COMPONENT			CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
			ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																											\$5,000	\$0	\$0	\$0	\$7,000	\$17,000	\$0	\$0	\$0	\$4,000		
		1	SUBSTRUCTURE																																			
		2	A10 Foundations		2	The foundations are reinforced concrete with slab on grade. No problems reported or observed.	Good	1981	35	100	65	No major capital expenditures required in the next 10 years.			Not Applicable								\$0															
	I	3	A103006 Foundation Drainage			Unknown. No problems reported.	Not Reviewed		0	15		No major capital expenditures are expected over the next 10 years. Undertake periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.			Not Applicable							\$0																
		4	SUPERSTRUCTURE																																			
		5	B10 Superstructure	General	3	The superstructure is a concrete block walls with wood frame flat roof. Some reinforcing of the wood frame roof has been done to accomodate installation of roof anchors for fall protection system. There was no evidence of settlement, cracking, or other evidence of structural distress was observed or reported. damage.	Good	1981	35	100	65	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required in the next 10 years.			Not Applicable								\$0															
		6	ENVELOPE																																			
		7	Above-Grade Walls																																			
		8	B2010 Exterior Walls - Concrete Block		4	Exterior walls are split-faced concrete block. Low exposure due to mansard roof. No problems reported or observed.	Good	1981	35	50	20+	No major capital expenditures required in the next 10 years.			Not Applicable								\$0															
		9	B201008 Exterior Soffits		5	Soffits are painted wood with perimeter ventilation strip. No problems reported or observed.	Good	1981	35	50	15	No major capital expenditures required in the next 10 years. Costs for this item are below the threshold provided and have not been carried into the cash flow tables.			Not Applicable								\$0															
		10	B201010 Exterior Coatings			Repaint trim and soffits.	Fair		0	5	5	Repaint wood elements, trim and soffits in approx. 5 years. Cost also below budget threshold and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No		1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000					\$4,000						
		11	B202001 Windows	Aluminum Frame	6	Windows are single glazed. rebate mounted aluminum framed units.	Fair	1981	35	30	6	Budget for replacement of windows within next 6 years. Specify new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. Due to low exposure and minimal occupancy there is some discretion as to timing of overall replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		3	\$1,000	EA	\$3,000	0%	10%	15%	\$4,000					\$4,000						
		12	B203001 Exterior Solid Doors		7	2 insulated metal doors installed on the on building plus an overhead garage door.	Fair	1981	35	30	6	Although has exceeded typical service life, condition and exposure provides some discretion as to actual timing. Budget for replacement in 6 years but there is some discretion with respect to timing of actual replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		3	\$1,500	EA	\$4,500	0%	10%	15%	\$6,000					\$6,000						
		13	Roofs																																			
		14	B301001 Slope Roof		9	Perimeter of roof area clad in sloped sheet metal (mansard-style). Appears original. No problems reported or observed.	Good	1981	35	50	15	No major capital expenditures required over the next 10 years on protected wall assemblies.			Not Applicable						1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000										
		15	B301002 Flat Roof		10	Flat roof assembly is waterproofed with a conventional 2-ply SBS membrane. Minor ponding observed but generally good condition.	Good	2010	6	25	19	No major capital expenditures required over the next 10 years on protected wall assemblies. Costs for this item have not been carried into the cash flow tables.			Not Applicable					720	\$15	LF	\$10,800	0%	10%	15%	\$14,000											
		16	INTERIORS																																			
		17	C301005 Gypsum Board Wall Finishes	Paint		Interior walls of office and washroom are painted gypsum board. Remainder of walls are exposed concrete. Timing of last painting is unknown but in fair condition.	Fair	1981	35	20	6	Budget for repainting in approx. 6 years. Due to low occupancy there is some discretion as to timing of repainting.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No		1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000					\$3,000						
		18	C302004 Resilient Floor Finishes			Resilient sheet vinyl has been used in the washroom and office. Likely to be original.	Fair	1981	35	15	6	Budget for new flooring in approx. 6years. Due to low occupancy there is some discretion as to timing of replacement.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No		720	\$7	SF	\$4,860	0%	10%	15%	\$7,000					\$7,000						
		19	C303003 Gypsum Board Ceiling Finishes	Paint		Most of ceiling is exposed except in office and washroom.	Fair	1981	35	20	6	Repainting should be done at same time as walls. The costs associated with this scope of work have been included in C301005 Gypsum Board Wall Finishes.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No				\$0																
		20	MECHANICAL SYSTEMS																																			
		21	HVAC Systems																																			
		22	D304007 Ventilation Systems	Washroom		Exhaust fan provided in washroom.	Good	1981	35	17	6	Budget for replacement in approx. 6 years. Some discretion as to timing. Costs for this item are below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No				\$0																
		23	Plumbing Systems																																			
		24	G3010 Water Supply			Water for domestic service is provided by copper piping. Some appears to have been replaced during replacement of water tank. No problems reported or observed.	Good	1981	35	40	15	Although approaching typical service life there is no indication that it needs to be replaced in the near future. Complete localized repairs as may be necessary as the building ages. No major capital expenditures required over the next 10 years on protected wall assemblies. Costs for this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No		1	\$1,000	LS	\$1,000	0%	10%	15%	\$2,000											
		25	D202003 Domestic Water Equipment - Tanks			Facility has a Spacesaver electric heated domestic hot water storage tank. (Capacity 45.4L). Installed in 2014.	Good	2014	2	12	10	Replace at end of service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.			Not Applicable							\$0																
		26	D2030 Sanitary Waste / G3020 Sanitary Sewer			Limited review. The sanitary systems is installed below washroom. Most concealed but no problems reported.	Good	1994	22	35	13	Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No		1	\$1,000	LS	\$1,000	0%	10%	15%	\$2,000											
		27	D2040 Rain Water Drainage / G3030 Storm Sewer			Roof is drained via an internal drain (copper spun) that is connected to ABS piping down to city connection. Assumed to have been replaced at time of roof. No problems reported or observed.	Good	2010	6	35	19	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. Cost also below budget threshold.	Repair Allowance	3 - Future Renewal	Yes	No	No	No		1	\$1,000	LS	\$1,000	0%	10%	15%	\$2,000											
		28	D201000 Plumbing Fixtures			Facility is provided with one washroom that contains a sink, toilet and urinal. Ages of each appears to vary. No problems reported or observed.	Good	1981	35	25	10	Budget for replacement of all fixtures in 10 years. We would recommend replacing when they no longer are operable. Fixtures may last longer.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000									\$4,000		
		29	D3098 Electric Baseboard Heating			Building is heated by baseboard heating. Appears to be original units. No problems reported or observed.	Good	1981	35	40	15	Although original do not experience heavy usage. Budget for gradual replacement on as required basis. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. Cost also below budget threshold.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$1,000	LS	\$1,000	0%	10%	15%	\$2,000											
		30	ELECTRICAL SYSTEMS																																			
		31	D501003 Main & Secondary Switchgear			Unable to locate panel in building. Switches and outlets are original and panel is likely original. No problems reported or observed.	Good	1981	35	40	20+	No replacement required in the next 10 years. With proper maintenance may survive age of the building. Regular cleaning (every 5 years) and infrared scanning is recommended. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No				\$0																
		32	D502002 Lighting Equipment			Predominantly fluorescent lights. Appear to be original. No problems reported or observed.	Good	1981	35	25	15	Will not be as energy efficient as current lighting systems. Not heavily used so there is some discretion with respect to timing of replacement. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. Cost also below budget threshold.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$1,500	LS	\$1,500	0%	10%	15%	\$2,000											
		33	D502002 Lighting Equipment	Outdoor		Single light bowl on building. Appears to be original. No problems reported or observed.	Good	1981	35	50	15	Replace at end of service life. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. Cost also below budget threshold.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$1,500	LS	\$1,500	0%	10%	15%	\$2,000											
		34	PROFESSIONAL SERVICES																																			
		35	P100008 Seismic Review / Structural Assessment	Further Study	x	No seismic work has been completed on this building. Horizontal cracks observed in the CMU above window openings.	Not Applicable	N/A	N/A	15	1	It is recommended that a Seismic Review is undertaken, including review of potential structural deterioration observed in the CMU.	Study	Not Applicable	N/A	N/A	N/A	N/A		1	\$4,000	EA	\$4,000	0%	0%	15%	\$5,000	\$5,000										

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Ross Bay Cemetery Service Building



Photo 01



Photo 02

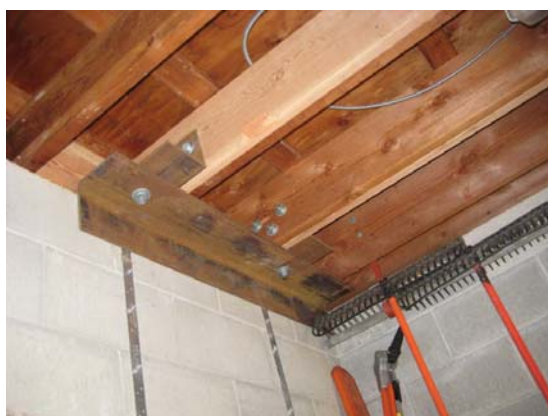


Photo 03



Photo 04



Photo 05



Photo 06

Ross Bay Cemetery Service Building

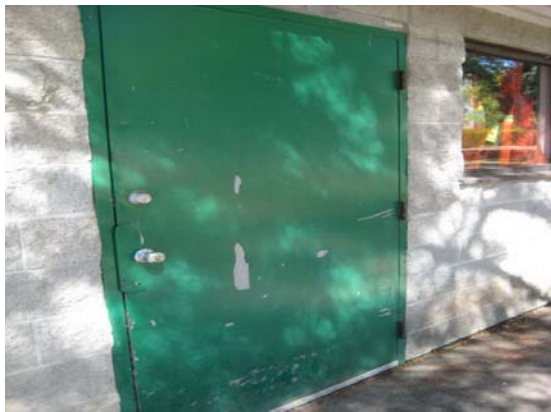


Photo 07



Photo 08



Photo 09

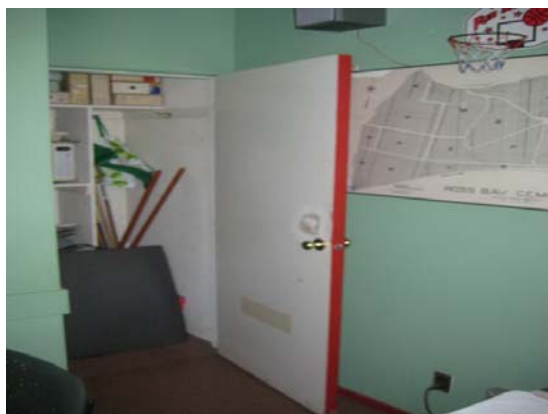


Photo 10



Photo 11



Photo 12

Ross Bay Cemetery Service Building



Photo 13



Photo 14



Photo 15

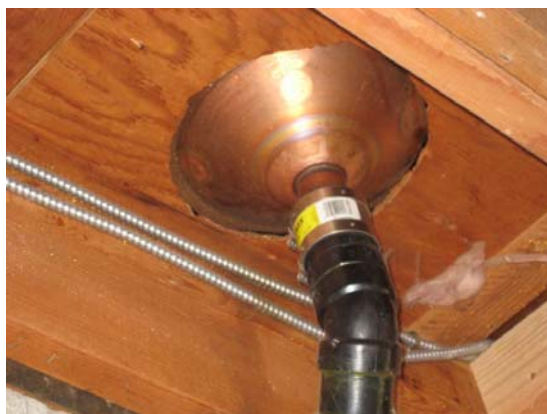


Photo 16



Photo 17



Photo 18

Ross Bay Cemetery Service Building



Photo 19



Photo 20



Photo 21

Appendix A64

**Building 71 – Public Washroom –
Stadacona Park - 1490 Pandora Avenue,
Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan - Draft Report****Parks Facilities - Stadacona Park PW, 1490 Pandora Avenue, Victoria**

PROPERTY DESCRIPTION

Stadacona Park public washroom is a single storey concrete masonry unit building constructed in 1973. The building has curved exterior walls and built out triangular beams supporting the low sloped roof. The building consists of 2 public washrooms, through the rear of the building you can access the Office, Storage and Utility rooms. This building is provided with plumbing, heating and electrical services.

PROPERTY STATISTICS

Gross Floor Area (1050
Building Value:	\$519,204
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1970 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	N/A
Access throughout building:	N/A
Access to washrooms:	Yes the building had a zero threshold entrance and was supplied with a dedicated accessible stall in both washrooms. It appeared that adequate space was provided for the turning radius and accessible fixtures were used.
Recommendations (and cost estimate):	None

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Facility Condition Assessment and Capital Plan - Draft Report
Parks Facilities - Stadacona Park PW, 1490 Pandora Avenue, Victoria

Energy Efficiency

Upgrade recommendations: Upgrade lighting.
Insulate building envelope assemblies.

We identified recommendations of approximately \$41,000 over the next five years with no major projects over \$15,000

PROJECT TEAM

The visual reviews were completed on July 9, 2015 by Byron McElgunn. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. We were able to access all required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Stadacona Park Washroom Floor Plans, Dated 2009

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Stadacona Park PW, 1490 Pandora Avenue, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	9,000	0	0	36,000	3,000	9,000	15,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	4,000	0	0	3,000	0	0	0
4b - Discretionary Renewal (Aesthetic)	5,000	5,000	5,000	5,000	5,000	5,000	85,000	12,000	5,000	5,000
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	5,000	8,000	14,000	9,000	5,000	41,000	91,000	21,000	20,000	5,000

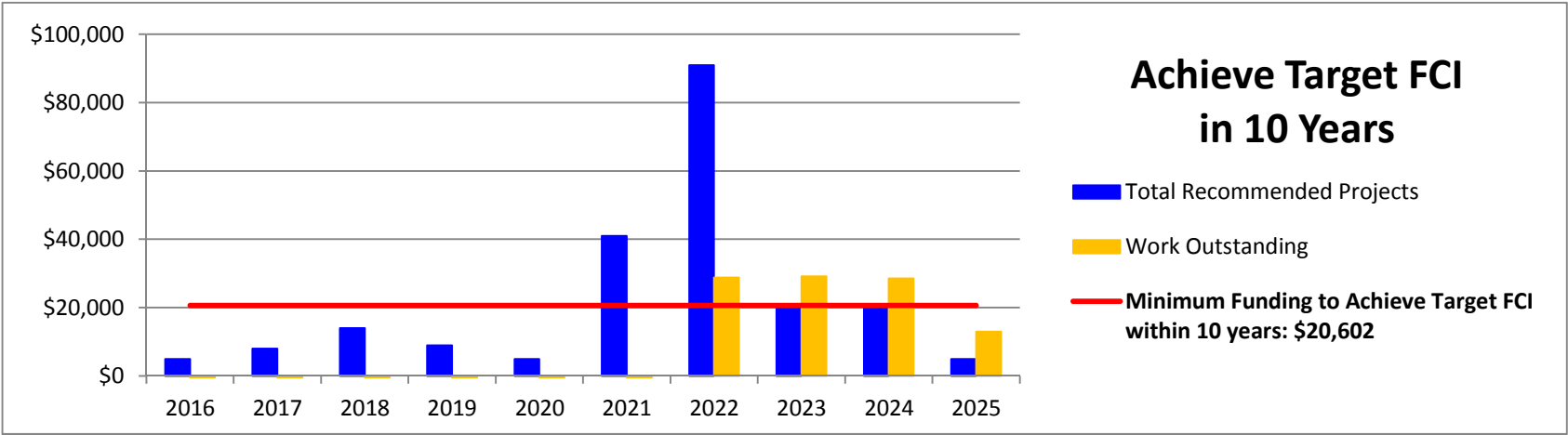
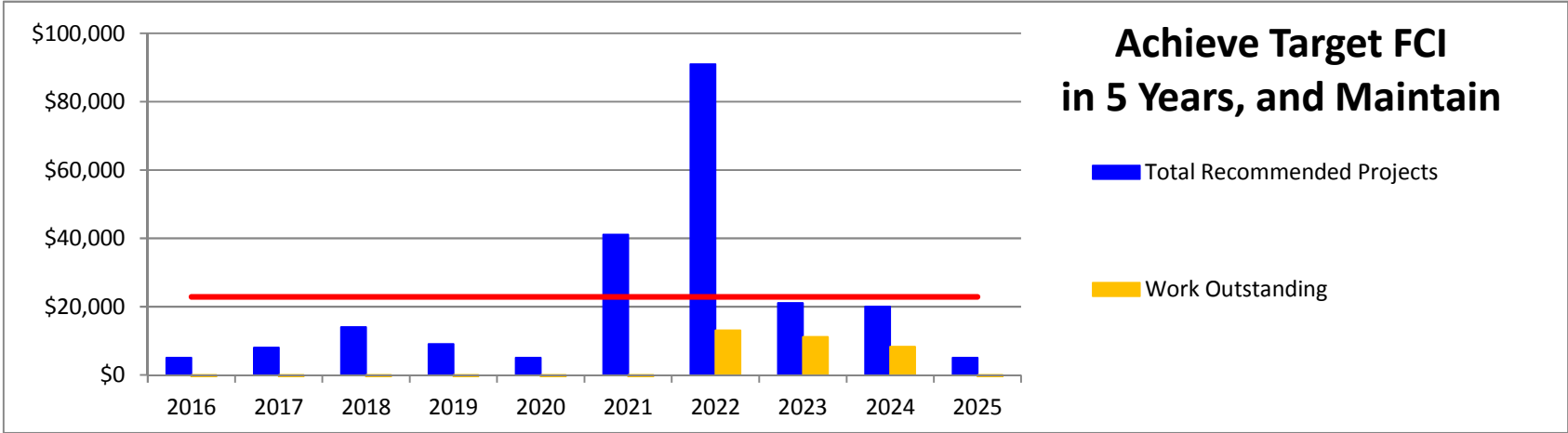
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$22,860

Work outstanding	-17,860	-32,720	-41,580	-55,440	-73,300	-55,160	12,980	11,120	8,260	-9,600
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Minimum Funding to Achieve Target FCI within 10 years: \$20,602

Work outstanding	-15,602	-28,204	-34,806	-46,408	-62,010	-41,612	28,786	29,184	28,582	12,980
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Stadacona Park PW, 1490 Pandora Avenue, Victoria



2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Stadacona Park PW, 1490 Pandora Avenue, Victoria

BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation				Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age as of 2016	Typical Life Cycle or Action Interval	Ex. Time Remaining to OQ or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$5,000	\$8,000	\$14,000	\$9,000	\$5,000	\$41,000	\$91,000	\$21,000	\$20,000	\$5,000		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1973	43	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1973	43	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	N/A	Yes	No				\$0																
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1973	43	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	N/A	Yes	No				\$0																
	5	SUPERSTRUCTURE																																			
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting wood joist and built out beams. Some minor cracking and mechanical damage of the exterior CMU walls was observed. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1973	43	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	N/A	N/A	Yes	No				\$0																
	7	ENVELOPE																																			
	8	Above-Grade Walls																																			
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. We noted some minor cracking and mechanical damage of the exterior walls.	Fair	1973	43	20	9	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	1675	\$7	SF	\$10,888	0%	15%	15%	\$15,000									\$15,000			
	10	B2010 Exterior Walls - Painted Plywood Cladding	Built Out Columns	03	Built out triangular columns extend out over the north and south walls. These beams are vented and clad with painted plywood. This cladding also acts as the soffit.	Fair	1973	43	20	7	Replace existing cladding with painted pressure treated plywood cladding.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	200	\$10	SF	\$2,000	0%	15%	15%	\$3,000								\$3,000				
	11	B201010 Exterior Coatings - CMU Paint	CMU Walls	02	Minimal flaking of the paint was noted on exterior CMU walls. The age of this assembly is unknown and has been assumed.	Fair	2014	2	5	3	Paint/seal the exterior face of all above grade exterior CMU walls.	Replacement	3 - Future Renewal	No	Yes	No	No	775	\$4	SF	\$3,100	0%	15%	15%	\$5,000								\$5,000				
	12	B201010 Exterior Coatings - Plywood Paint	Built Out Columns	03	No issues with this item were noted. The age of this assembly is unknown and has been assumed.	Fair	2014	2	5	3	Paint the underside and end wall of built out faux beam.	Replacement	3 - Future Renewal	No	Yes	No	No	600	\$4	SF	\$2,400	0%	15%	15%	\$4,000								\$4,000				
	13	B201011 Joint Sealant	Replacement	X	Sealant joints located around the building fenestration. The sealant is in various stages of disrepair.	Fair	1973	43	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No				\$0																
	14	B202001 Punched Windows	Replacement	04	Aluminum framed triangular punched windows are utilized continuously on the north and south elevations of the building. The windows employ opaque corrugated plastic glazing, metal screens.	Fair	1973	43	30	12	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	95	\$55	SF	\$5,225	0%	15%	15%	\$7,000												
	15	B203001 Exterior Solid Doors - Typical	Replacement	05	Hollow metal doors with metal frames are used at all exterior locations.	Fair	1973	43	25	11	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No	3	\$500	EA	\$1,500	0%	15%	15%	\$2,000												
	16	B203004 Overhead Garage Doors - Single	Storage Room - Replacement	06	Single overhead door that services the Storage Room at the rear of the building. The door does is manual and does not use a motor.	Fair	1973	43	25	8	Replace single overhead garage doors and associated hardware at the end of its service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000												
	17	B203098 Other Exterior Specialty Doors - Chain Link Swing Doors	Washrooms - Replacement	07	The public washrooms utilizes chain link swing doors. The chain link appears in good condition, however, some rusting of the hinges and by the locking mechanism was noted.	Fair	1973	43	22	8	Replace chain link swing doors and associated hardware at the end of its service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	\$175	EA	\$350	0%	15%	15%	\$1,000												
	18	Roofs																																			
	19	B301002 Roofing - Low Sloped Membrane System - SBS	Main Roof - Replacement	08	The main roof employs a modified bitumen membrane roofing assembly. The roof is drained via 3 internal drains located at equal intervals in the roof. Evidence of water ponding and degradation of the cap sheet was noted. Organic matter was noted on the roofs from the adjacent trees. It is recommended that debris be cleared from the roof to ensure proper drainage. The age of this assembly is unknown and has been assumed.	Fair	1995	21	25	6	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	1220	\$20	SF	\$24,400	10%	15%	15%	\$36,000							\$36,000					
	20	B102099 Other Roof Construction - Suspended Access System	Main Roof - Roof Safety Anchors	09	There are two fixed roof mounted roof anchor utilized at the building. No records of inspections and testing were provided. No deformations or distress, nor any significant corrosion of the exposed elements of the anchors was noted.	Fair	1973	43	14	25	Replace roof safety anchors at the time of roof replacement. The cost of a visual review of each anchor and sample load testing should be done as part of maintenance.	Replacement	3 - Future Renewal	No	No	No	No	2	\$1,000	EA	\$2,000	0%	15%	15%	\$3,000												
	21	INTERIORS																																			
	22	C103002 Toilet and Bath Accessories - Rehab	Washroom - Replacement	10 / 11	The washrooms each contain 4 toilets (or 2 toilets and 2 urinals), 2 lavatories with cold water, hand dryer, toilet partitions, liquid applied membrane flooring, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from the frequent use.	Fair	1973	43	25	7	Renovate washroom including fixtures and finishes.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	2	\$30,000	LS	\$60,000	0%	15%	15%	\$80,000								\$80,000				
	23	C301005 Wall Finishes - Painted CMU	Service Areas - Replacement	X	The interior finish in the service areas is paint. The paint is showing mechanical damage in some isolated areas.	Fair	2005	11	15	8	Repaint walls in service areas on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1000	\$3	SF	\$3,000	0%	15%	15%	\$4,000								\$4,000				
	24	C301005 Wall Finishes - Painted CMU	Washrooms - Replacement	12	The interior finish in the washrooms is paint. No issues with this item were noted.	Fair	2012	4	1	1	Repaint washroom walls on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1250	\$3	SF	\$3,750	0%	15%	15%	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000		
	25	C303003 Ceiling Finishes - Painted Plywood	Office and Mechanical Rooms - Replacement	13	Ceiling finish throughout the building is painted plywood panels located on the underside of the built out triangular beams. No issues with the finish was noted.	Fair	1973	43	20	8	Repaint ceilings in garage and lunch room. (Repainting in washrooms is included in washroom replacement).	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	650	\$3	SF	\$1,950	0%	15%	15%	\$3,000								\$3,000				
	26	MECHANICAL SYSTEMS																																			
	27	HVAC Systems																																			
	28	D305002 Unit Heaters - Electric	Utilities Room - Replacement	16	The Utilities Room is supplied with one baseboard heater complete with wall mounted thermostat. The age of this assembly is unknown and has been assumed.	Fair	2000	16	20	5	Replace unit heaters at the end of their service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$200	EA	\$200	0%	15%	15%	\$1,000												
	29	D305002 Unit Heaters - Gas Fired	Office - Replacement	17	The Office is supplied with one wall mounted gas fired unit heater. The unit exhausts through the exterior wall with B-Vent complete with metal protection screen. The age of this assembly is unknown and has been assumed.	Fair	2000	16	20	5	Replace unit heaters at the end of their service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$200	EA	\$200	0%	15%	15%	\$1,000												
	30	Plumbing Systems																																			
	31	G3010 Water Supply	Utilities Room	X	No backflow preventer was observed during the review.	Fair	1973	43	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000												
	32	D202001 Pipes and Fittings	Water Supply	18	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Piping within the building is a combination of galvanized and copper piping.	Fair	1973	43	40	15	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000												
	33	D202003 Domestic Water Equipment - Tanks	Utilities Room	19	There is a 5-Gallon electric hot water heater located in the mechanical room. Hot water is not provided to the washrooms only the mechanical room.	Good	2008	8	10	2	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	EA	\$1,000	0%	15%	15%	\$2,000												
	34	D2030 Sanitary Waste / G3020 Sanitary Sewer	Repair	18	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Not Reviewed	1973	43	35	15	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000												
	35	D201000 Plumbing Fixtures	Utilities Room	X	Kitchenette cabinet, counter and sink has been provided in the mechanical room. This sink is provided with hot and cold water.	Fair	1973	43	25	7	Replace fixtures at the end of their service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000								\$3,000				
	36	ELECTRICAL SYSTEMS																																			
	37	D501003 Main & Secondary Switchgear	Replacement	20	The incoming electrical service feeder via a GE meter feeds a main distribution panel rated 100A at 120/208V. The distribution panel supplies power to the building.	Fair	1973	43	25	11	Replace distribution switches.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$7,500	LS	\$7,500	0%	15%	15%	\$10,000												
	38	D401003 Main Switchgear	IR Scanning	X	The switchgear is located in the office.	Fair	1973	43	5	4	Conduct Infra-red (IR) scan on major switchgear	Study	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000							\$4,000					
	39	D502002 Lighting Equipment - Interior	Interior Replacement	21	Interior lighting fixtures consist of ceiling mounted fluorescent fixtures with magnetic ballast as well as incandescent fixtures. These fixtures are hooked up to a motion sensor for the washrooms and are switch operated in the non-public rooms. The age of this assembly is unknown and has been assumed.	Fair	2005	11	25	14	Replace fixtures at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000												

Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Stadacona Park PW, 1490 Pandora Avenue, Victoria

BLDG	Row	COMPONENT		Photo	CONDITION ASSESSMENT			LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age to 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to LOL or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
																										\$5,000	\$8,000	\$14,000	\$9,000	\$5,000	\$41,000	\$91,000	\$21,000	\$20,000	\$5,000
	40	D502002 Lighting Equipment - Exterior	Exterior Soffit	22	There are wall mounted HID light fixtures and ceiling mounted fluorescent fixtures at the exterior of the building. It is recommended that the HID lights be replaced with more energy efficient LED fixtures. The age of this assembly is unknown and has been assumed.	Fair	2005	11	25	14	Upgrade fixtures to LED type at end of service life.	Upgrade	3 - Future Renewal	Yes	No	Yes	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000										
	41	D502002 Lighting Equipment	Branch Wiring	X	No issues with the branch wiring were noted.	Not Reviewed	1973	43	25	11	Replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	EA	\$15,000	0%	15%	15%	\$20,000										
	42	FIRE AND LIFE SAFETY SYSTEMS																																	
	43	D403001 Fire Extinguishing Devices	Replacement	X	Portable dry chemical type fire extinguishers are located in the storage room. The age of this assembly is unknown and has been assumed.	Fair	2012	4	7	3	Replace/recharge at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	150	Ea	\$150	0%	15%	15%	\$1,000										
	44	PROFESSIONAL SERVICES																																	
	45	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1973	43	15	2	It is recommended that a seismic review be conducted prior to any major renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,500	LS	\$2,500	0%	0%	15%	\$3,000		\$3,000								

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Parks Facilities Stadacona Park CS



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Parks Facilities Stadacona Park CS



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Parks Facilities Stadacona Park CS



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Parks Facilities Stadacona Park CS



Photo 19



Photo 20

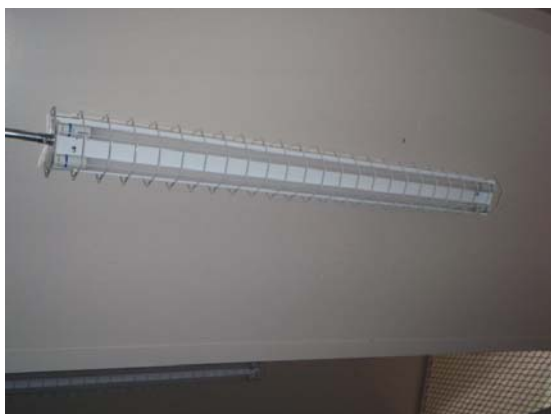


Photo 21

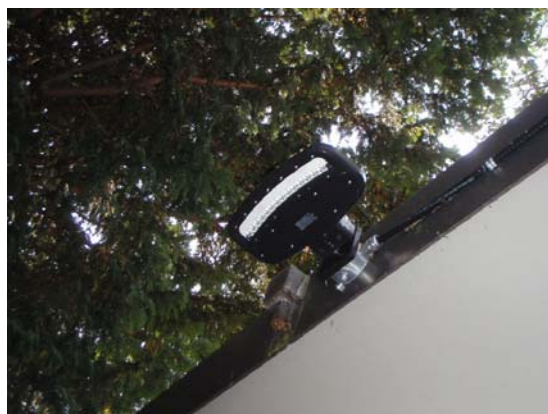


Photo 22

Appendix A65

**Building 72 – Topaz Park Fieldhouse &
Washroom - 3000 Glasgow Avenue,
Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Parks Facilities - Topaz Park Fieldhouse & Washrooms, 3000 Glasgow Avenue, Victoria**

PROPERTY DESCRIPTION

The Topaz Park Fieldhouse & Washroom building is a single storey concrete masonry unit building, constructed in 1965. The building is provided with a sloped standing seam metal and cedar shake roof assembly. The building contains 2 public washrooms located at the east of the building, 4 change rooms occupying the majority of the building area and a mechanical, storage and referee's room. Plumbing, heating, electrical services and ventilation are provided.

PROPERTY STATISTICS

Gross Floor Area (ft2):	3,000
Building Value:	\$1,406,611
Target FCI:	0.025
Current FCI:	0.024

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1960 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	No, washroom and shower areas, servicing the changerooms, do not have the necessary fixtures and are separated by a curb.
Access to washrooms:	Yes, the facilities were also provided with the required turning radius and appropriate accessible fixtures.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Topaz Park Fieldhouse & Washrooms, 3000 Glasgow Avenue, Victoria

Energy Efficiency

Upgrade recommendations: Upgrade lighting.

We identified recommendations of approximately \$114,000 over the next five years with the following projects over \$15,000

- D502002 Lighting Equipment - Interior - Replace

PROJECT TEAM

A visual review was completed on July 9 by Byron McElgunn (MH) and a mechanical review was performed on August 6 by Paul Rutten (MH). We were accompanied by Mike Israel of the City of Victoria who provided access to all the required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Topaz Park Fieldhouse Floor Plans, Dated 2012
- Architectural Drawings by Clive D. Campbell Dated 1965
- Roof Addition Drawings by Graphvette Dated 1989

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Topaz Park Fieldhouse & Washrooms, 3000 Glasgow Avenue, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	4,000	0	14,000	0	0	0	4,000	0	0	0
3 - Future Renewal	0	12,000	6,000	0	56,000	62,000	0	3,000	0	0
4a - Discretionary Renewal (Upgrade)	0	8,000	0	0	0	0	3,000	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	3,000	7,000	0	40,000	0	0	120,000	0
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	4,000	24,000	23,000	7,000	56,000	102,000	7,000	3,000	120,000	0

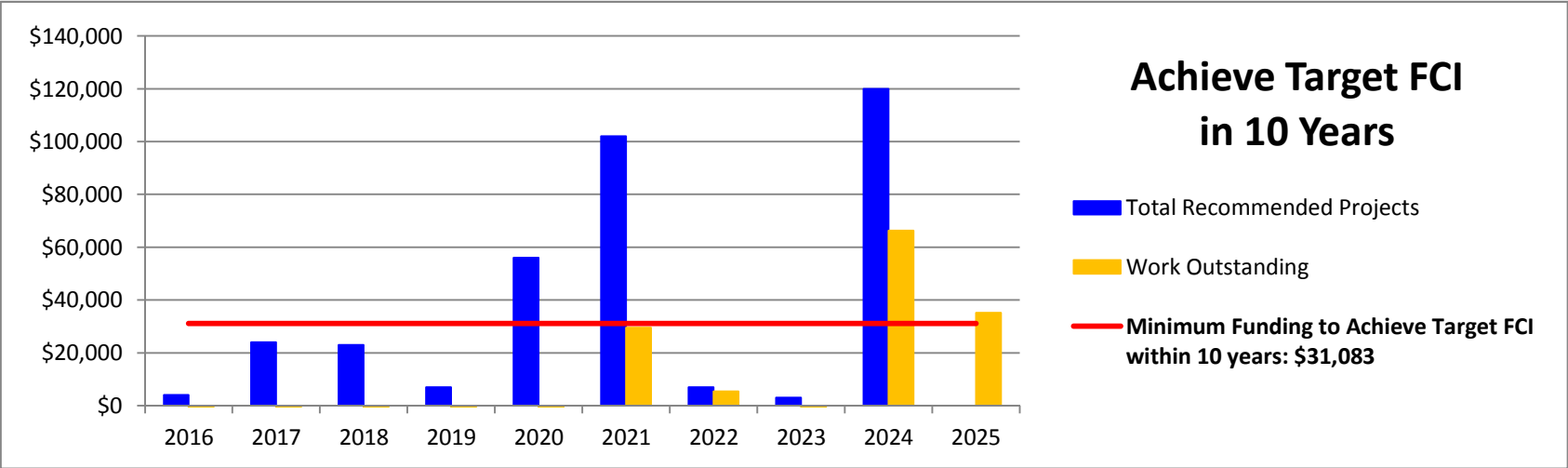
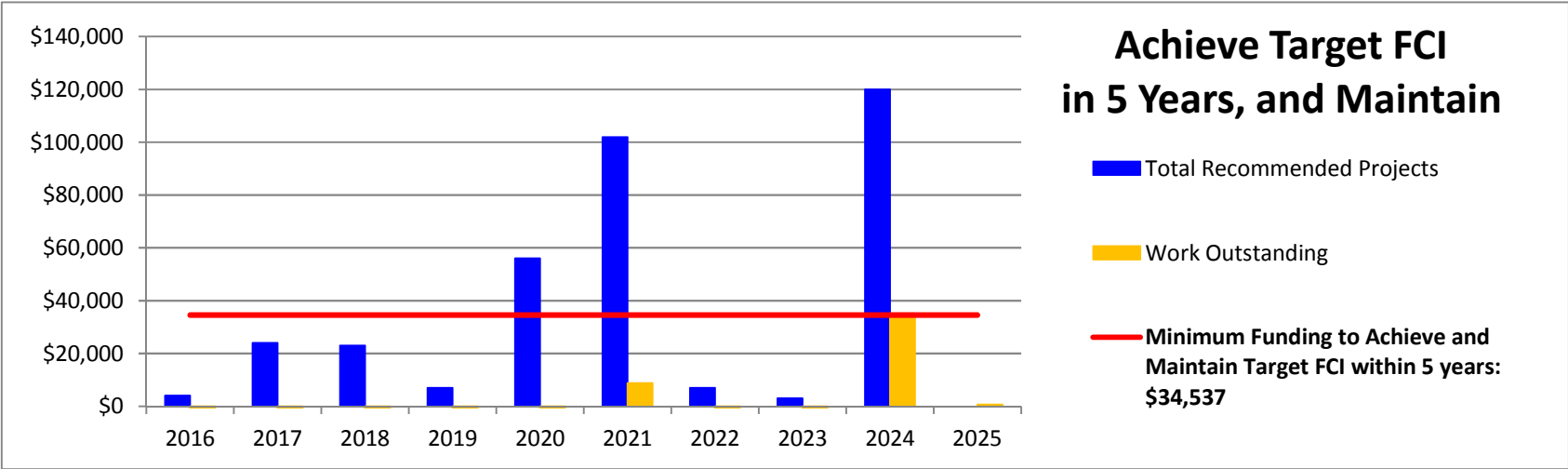
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$34,537

Work outstanding	-30,537	-41,074	-52,612	-80,149	-58,686	8,777	-18,760	-50,298	35,165	628
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Minimum Funding to Achieve Target FCI within 10 years: \$31,083

Work outstanding	-27,083	-34,167	-42,250	-66,334	-41,417	29,499	5,416	-22,668	66,249	35,165
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Topaz Park Fieldhouse & Washrooms, 3000 Glasgow Avenue, Victoria



Start Yr
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Topaz Park Fieldhouse & Washrooms, 3000 Glasgow Avenue, Victoria

BLDG	Row	Component		Photo	Condition Assessment			Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
																										\$4,000	\$24,000	\$23,000	\$7,000	\$56,000	\$102,000	\$7,000	\$3,000	\$120,000	\$0
	1	SUBSTRUCTURE																																	
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1965	51	50	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0														
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1965	51	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0														
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1965	51	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0														
	5	SUPERSTRUCTURE																																	
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting the original wood joist roof assembly. The central roof addition is made up of wood trusses and is supported by wood framed walls. Minimal damage of the exterior CMU walls was noted. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1990	26	50	11	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0														
	7	ENVELOPE																																	
	8	Above-Grade Walls																																	
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Lower Level Exterior Walls - Replacement	02	The exterior walls are made up of painted concrete masonry units. Some minor cracking and mechanical damage of the exterior walls was noted.	Fair	1965	51	20	11	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No		2125	\$7	SF	\$13,813	0%	15%	15%	\$19,000									
	10	B2010 Exterior Walls - Wood Cladding	Gable Ends - Replacement	03	Wood shingle cladding is installed at the gable ends of the upper roof. The cladding is made up of a combination of the original cedar shakes, that match the existing roof, and cementitious shingle cladding installed in conjunction with the roof addition. No issues with the wood cladding were noted.	Fair	1965	51	20	7	Replace all cladding at the gable ends with cementitious cladding at the end of its service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	Yes	No		350	\$5	SF	\$1,750	10%	15%	15%	\$3,000						\$3,000			
	11	B201008 Exterior Soffits - Wood	Repair	04	The underside of the roof sheathing acts as the finished surface for the soffit. The plywood and adjacent roof joists are painted. No issues with this item were noted. The age of this assembly is unknown and has been assumed.	Fair	1995	21	25	8	A budget has been provided for repainting all soffits and completing localized repairs to soffits.	Replacement	3 - Future Renewal	No	No	No	No		800	\$3	SF	\$2,000	0%	15%	15%	\$3,000						\$3,000			
	12	B201010 Exterior Coatings - CMU - Paint	CMU Walls	05	Paint has been applied to the outside face of the CMU walls. No issues with this item were noted. The age of this assembly is unknown and has been assumed.	Fair	2012	4	5	2	Paint the exterior face of all above grade exterior CMU walls.	Replacement	3 - Future Renewal	No	Yes	No	No		2125	\$4	SF	\$8,500	0%	15%	15%	\$12,000		\$12,000							
	13	B201010 Exterior Coatings - Wood Cladding - Paint	Wood Framed Attic Walls	03	The original wood shakes are not painted or stained, the newer cladding located on the end walls is painted. No issues with this item were noted.	Fair	1989	27	30	3	Paint or stain the wood cladding on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	Yes	No	No		350	\$4	SF	\$1,540	0%	15%	15%	\$3,000			\$3,000						
	14	B201011 Joint Sealant	Replacement	X	There are sealant joints located around the building fenestration. Sealant is in various stages of disrepair.	Fair	1965	51	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No		175	\$6	LF	\$1,050	0%	15%	15%	\$2,000									
	15	B202001 Windows - Interior Clerestory	Change rooms - Replacement	06 / 07	Originally the public washrooms and change rooms were provided with clerestory windows, however, since the upper roof addition these windows no longer receive exterior light. The units are wood framed and have obscure plastic glazing with exterior metal screen. Currently a large number of the windows have had their glazing removed and have been boarded up.	Fair	1965	51	5	5	Re-glazing the windows wouldn't be recommended as they are no longer functioning. Ultimately the openings should be framed in and permanently boarded up. These alterations will be covered under the maintenance budget and a cost will not be carried over into the tables.	Contingency	4a - Discretionary Renewal (Upgrade)	No	No	No	No		640	\$0	LS	\$0	0%	15%	15%										
	16	B203001 Exterior Solid Doors	Replacement	08	Hollow metal doors with metal frames are used at all exterior locations. The age of this assembly is unknown and has been assumed.	Fair	1989	27	25	15	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	No	Yes	Yes	No		8	\$350	EA	\$2,800	0%	15%	15%	\$4,000									
	17	B203004 Overhead Garage Doors - Single	Equipment & Storage Room - Replacement	09	An overhead door is located at the Storage room. The door is manually operated and does not have a motor. No issues with the doors were noted. The age of this assembly is unknown and has been assumed.	Fair	1989	27	25	5	Replace single overhead garage doors and associated hardware at the end of its service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No		1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000									
	18	Roofs																																	
	19	B301002 Roofing - Sloped Roof - Metal Panel	Upper Roof - Replacement	10 / 11	The upper roof, located down the middle of the structure, is clad with prefinished standing seam metal panels. This roof was a later addition installed over an existing flat roof and roof mounted HVAC equipment. The roof is vented through large louver vents located at the gable ends. No issues with this item were noted.	Fair	1990	26	30	14	Replace metal panel roof assembly at the end of its serviceable life.	Replacement	3 - Future Renewal	Yes	Yes	Yes	No		1350	\$15	SF	\$20,250	10%	15%	15%	\$30,000									
	20	B301002 Roofing - Sloped Roof - Cedar Shingle	Lower Roof - Replacement	10 / 11	The original sloped shingle roof is located over the remainder of the building. The shingles are cupping and starting to show signs of deterioration. The northeast corner of the complex has debris build up from the adjacent trees. The age of this assembly is unknown and has been assumed.	Fair	1989	27	30	6	Remove debris from cedar roof and conduct repairs as required to prolong lifecycle. Remove the existing cedar shingle roof and replace with standing seam metal roof, to match the upper roof, at the end of its service life.	Upgrade	3 - Future Renewal	Yes	Yes	Yes	No		2500	\$15	SF	\$37,500	10%	15%	15%	\$55,000						\$55,000			
	21	B301005 Gutters and Downspouts	Replacement	X	The perimeter of the building is provided with a concealed gutter system and downspouts.	Fair	1965	51	30	5	The replacement of these items should coincide with the replacement of the roof assembly. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		260	\$3	LF	\$884	0%	15%	15%	\$2,000									
	22	INTERIORS																																	
	23	C102001 Interior Doors - Typical	Throughout - Replacement	12	Wood doors and frames are installed throughout the building. No issues with the doors were noted.	Fair	1965	51	30	15	Replace doors at end of service life. Paint doors and frames, complete minor repairs and adjustment as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		4	\$125	EA	\$500	0%	15%	15%	\$1,000									
	24	C103002 Toilet and Bath Accessories - Public Washroom Rehab	Public Washroom - Replacement	13 / 14	The washrooms each contain 2 toilets (or a toilet and 2 urinals), 2 stainless steel lavatories with cold water faucet, hand dryer, toilet partitions. Washroom finishes include ceramic tile floor finish, painted CMU and ceramic tile wall and painted plywood ceiling. The fixtures are in fair condition, however, the finishes are showing mechanical damage from use and vandalism.	Fair	1965	51	25	6	Renovate public washrooms on an as required basis. Finishes are included in the line items below.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No		2	\$15,000	LS	\$30,000	0%	15%	15%	\$40,000						\$40,000			
	25	C103002 Toilet and Bath Accessories - Change Room Rehab	Change Room - Replacement	15 / 16	The change rooms are equipped with a large change area, shower room and washroom. The change room is equipped with wood benches, wall mounted hangers, painted plywood ceiling, and liquid applied membrane floor. The shower room has ceramic tile floor and wall. The washroom contains a wall mounted toilet, urinal, toilet partitions and lavatory with hot and cold water. No issues were noted with this item.	Good	1965	51	25	9	Renovate shower/washrooms on an as required basis. Flooring in the change room is not included with this item because of the lifecycle requirements.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No		4	\$22,500	LS	\$90,000	0%	15%	15%	\$120,000								\$120,000	
	26	C301005 Wall Finishes - Painted CMU	Typical - Replacement	17 / 18	The interior finish through the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Fair	2012	4	5	3	Repaint interior walls on an as required basis. This item is included in the Change room / Washroom replacement.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No					\$0													
	27	C301005 Wall/Floor Finishes - Ceramic Tile	Public Washrooms & Change Room - Replacement	19 / 20	The shower room utilizes ceramic tile as the floor and wall finish. Localized chipping and cracking of the tile were noted. The age of this assembly is unknown and has been assumed.	Good	1995	21	10	11	Replace ceramic tile at the end of its serviceable life. This item is included in the Chage Room replacement.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No					\$0													

2016	The City of Victoria																																				
	Facility Condition Assessment and Capital Plan																																				
	Parks Facilities - Topaz Park Fieldhouse & Washrooms, 3000 Glasgow Avenue, Victoria																																				
BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$4,000	\$24,000	\$23,000	\$7,000	\$56,000	\$102,000	\$7,000	\$3,000	\$120,000	\$0		
	28	C302001 Floor Finishes - Liquid Applied	Change Room - Replacement	21	A liquid applied floor membrane is installed at the change rooms. Some gouges, chips and cracking can be found throughout. The age of this assembly is unknown and has been assumed.	Fair	1995	21	15	4	Install new liquid applied membrane flooring on an as required basis. Repairs to the existing flooring will be covered under maintenance.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1200	\$4	SF	\$4,800	0%	15%	15%	\$7,000					\$7,000							
	29	C303003 Ceiling Finishes - Paint	Throughout - Replacement	22	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. The age of this assembly is unknown and has been assumed.	Fair	1995	21		20	7	Repaint interior ceilings on an as required basis. This item is included in the Change Room / Washroom replacement.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0															
	30	MECHANICAL SYSTEMS																																			
	31	HVAC Systems																																			
	32	D302002 Hot Water Boilers	Primary and DHW	23	Two Lochinvar gas-fired, on-demand boilers provide both space heating and domestic hot water for the building.	Good	2012	4	25	21	Replace the heating boilers at the end of their lifespan.	Replacement	3 - Future Renewal	Yes	No	No	Yes	2	\$24,000	EA	\$48,000	0%	15%	15%	\$64,000												
	33	D302005 Auxiliary Equipment	Expansion Tank	24	One steel expansion tank serves the boiler and DHW loops. The age of this assembly is unknown and has been assumed.	Fair	1965	51	40	7	Replace the expansion tank at the end of its lifespan.	Replacement	2b- Exceeded Service Life	No	No	No	Yes	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000						\$4,000						
	34	D302002 Hot Water Boilers	Circulating Pumps, small frac. Hp	25	Approx. 5 Grundfos circulating pumps distribute hot water for heat and DHW. The age of this assembly is unknown and has been assumed.	Good	2012	4	8	5	Replace hot water recirculating pumps at end of service life (recirculation on same level).	Replacement	3 - Future Renewal	No	No	No	No	5	\$550	EA	\$2,750	0%	15%	15%	\$4,000				\$4,000								
	35	D302002 Hot Water Boilers	Hydronic loop	26	One heat exchanger and one air separator (Bell + Gossett) provide tempered water to the DW mixing valves. The age of this assembly is unknown and has been assumed.	Good	2012	4	30	26	Replace heat exchangers at end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$2,500	EA	\$5,000	0%	15%	15%	\$7,000												
	36	F105002 Building Automation Systems	AHU, boiler control	X	The building interior environment is largely controlled by conventional thermostats.	Fair	1965	51	30	2	Install a building automation system for environmental control and VFD for AHU control.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$6,000	LS	\$6,000	0%	15%	15%	\$8,000		\$8,000										
	37	D304008 Air Handling Units	Ceiling, boiler room	27	There is one Recold air handling unit with heating coil located in the boiler room that provides all space heating requirements for the building.	Fair	1965	51	35	3	Replace the air handling unit at the end of its lifespan.	Replacement	2b- Exceeded Service Life	No	No	No	No	1	\$10,000	EA	\$10,000	0%	15%	15%	\$14,000			\$14,000									
	38	D304007 Exhaust Systems	<200 cfm	28	The bathrooms appear to be equipped with individual exhaust fans (not directly accessible). The age of this assembly is unknown and has been assumed.	Not Reviewed	1965	51	25	1	Replace exhaust fans at end of service life.	Contingency	2b- Exceeded Service Life	Yes	No	No	No	1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000	\$4,000											
	39	Plumbing Systems																																			
	40	G3010 Water Supply	Main water entry	29	A 1" line serves the building and the boiler feed; backflow preventers are installed. The age of this assembly is unknown and has been assumed.	Good	2012	4	30	25	Replace backflow preventers and water entry line in existing boiler room as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$5,500	LS	\$5,500	0%	15%	15%	\$8,000												
	41	D202001 Pipes and Fittings	Hot and Cold water distribution	30	Piping is copper where observed and typically insulated, with mixing valves providing tempered water to showers. Many mixing valves are recent. The age of this assembly is unknown and has been assumed.	Good	2012	4	40	20	Complete localized repairs to water distribution piping and valves as required.	Contingency	3 - Future Renewal	No	No	No	No	1	\$19,000	LS	\$19,000	0%	15%	15%	\$26,000												
	42	D202003 Domestic Water Equipment - Tanks	Boiler room	31	One Squire hot water storage tank (approx. 300 liter) located in the boiler room. The age of this assembly is unknown and has been assumed.	Good	2012	4	30	25	Replace DHW storage tank at end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000												
	43	G303003 Water & Sewer	Waste water piping	32	Waste water piping appears to be primarily cast iron and PVC where visible. No issues observed or reported.	Good	1956	60	50	11	Replace sanitary and storm water piping as required.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000												
	44	ELECTRICAL SYSTEMS																																			
	45	D501003 Main & Secondary Switchgear	Replacement	33	The main disconnect is a Taylor-Electric 100 amp switch with Square D sub-panels. Disconnect appears to be original equipment. The age of this assembly is unknown and has been assumed.	Fair	1965	51	45	6	Replace main distribution switch and distribution panels as deemed necessary by regular IR Scans.	Replacement	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000					\$7,000							
	46	D502002 Lighting Equipment	Interior	34	Interior lighting is primarily 2x4 and 2x2 fluorescent T-12 fixtures. The age of this assembly is unknown and has been assumed.	Fair	1965	51	25	5	Replace or upgrade interior lighting to T-5 or LED lamps and fixtures.	Upgrade	3 - Future Renewal	Yes	No	No	No	1	\$39,000	LS	\$39,000	0%	15%	15%	\$52,000				\$52,000								
	47	D502002 Lighting Equipment	Exterior, building mounted	35	Building mounted lighting is primarily incandescent flood lights. The age of this assembly is unknown and has been assumed.	Fair	1965	51	25	3	Upgrade exterior lights to LED or replace at end of service life.	Upgrade	3 - Future Renewal	Yes	No	No	No	1	\$4,500	LS	\$4,500	0%	15%	15%	\$6,000			\$6,000									
	48	D502099 Other Lighting and Branch Wiring	Wiring	X	Branch wiring appears to be copper where reviewed and most field devices appear to be original.	Good	1965	51	50	11	Replace branch wiring and devices as required.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$45,000	LS	\$45,000	0%	15%	15%	\$60,000												
	49	D503002 Telecommunications Systems	Wi-Fi	36	A Cisco Wi-Fi system on the roof provides wide-area network access for the immediate park area. The age of this assembly is unknown and has been assumed.	Good	2012	4	25	21	Replace Internet equipment as required.	Contingency	3 - Future Renewal	No	No	No	No	1	\$3,500	LS	\$3,500	0%	15%	15%	\$5,000												
	50	PROFESSIONAL SERVICES																																			
	51	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1965	51	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$3,000	LS	\$3,000	0%	0%	15%	\$4,000		\$4,000										

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Topaz Park Fieldhouse & Washrooms



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Topaz Park Fieldhouse & Washrooms



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11

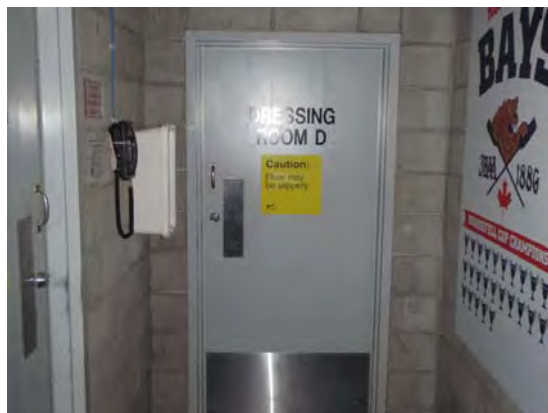


Photo 12

Topaz Park Fieldhouse & Washrooms

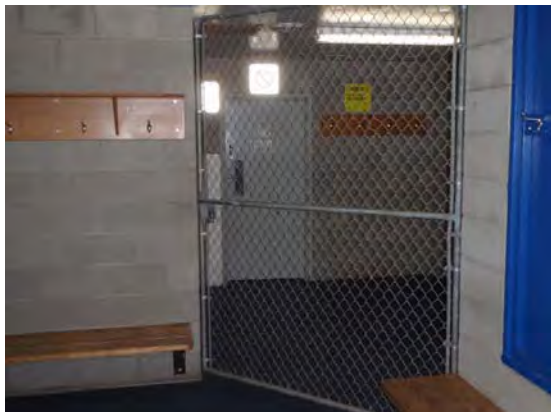


Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

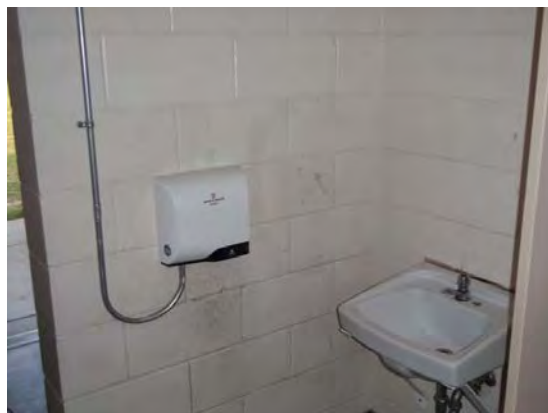


Photo 18

Topaz Park Fieldhouse & Washrooms



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Topaz Park Fieldhouse & Washrooms



Photo 25



Photo 26



Photo 27



Photo 28

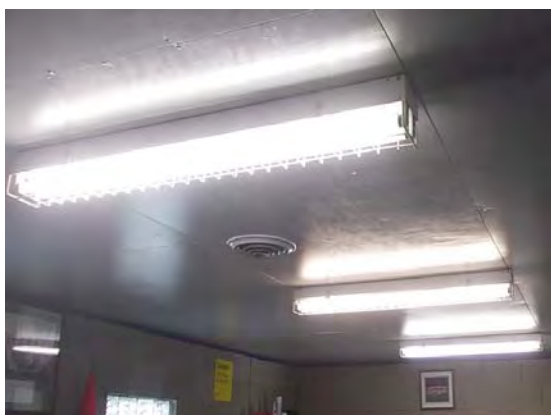


Photo 29



Photo 30

Topaz Park Fieldhouse & Washrooms



Photo 31

Appendix A66

**Building 73 – Public Washroom – Topaz
Park Service Building and Washroom
3000 Glasgow Avenue, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Parks Facilities - Topaz Park Service Building and Washroom, 3000 Glasgow Avenue, Victoria**

PROPERTY DESCRIPTION

The Topaz Park Service Building and Washroom is a 1.5 storey concrete masonry unit building, constructed in 1996. The upper level storage room is built into the roof trusses of the sloped cedar shake roof assembly. The building consists of two public washrooms, an office and a workshop. The building is provided with plumbing, heating and electrical facilities. Electrical services for the lighting of the adjacent sports field is located in this building as well.

PROPERTY STATISTICS

Gross Floor Area (ft2):	1,560
Building Value:	\$825,240
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1992 British Columbia Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	N/A
Access to washrooms:	Yes, the facilities were also provided with the required turning radius and appropriate accessible fixtures.
Recommendations (and cost estimate):	None

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Topaz Park Service Building and Washroom, 3000 Glasgow Avenue, Victoria

Energy Efficiency

Upgrade recommendations: Upgrade lighting.

We identified recommendations of approximately \$50,000 over the next five years with no major projects over \$15,000.

PROJECT TEAM

A visual review was completed on July 9 by Byron McElgunn (MH) and a mechanical review was performed on August 6 by Paul Rutten (MH). We were accompanied by Mike Israel of the City of Victoria who provided access to all the required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Topaz Park Maintenance/Comfort Station Floor Plans, Dated 2009
- Architectural Drawings by Chow and Fleischauer Architects Dated 1996
- Mechanical Drawings by Keen Engineering Co. Dated 1996
- Electrical Drawings by McKay Electrical Drafting Services Dated 1996

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - PW Topaz Park Service Building and Washroom, 3000 Glasgow Avenue, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	3,000	10,000	3,000	59,000	18,000	0	10,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	12,000	0	0
4b - Discretionary Renewal (Aesthetic)	6,000	6,000	6,000	6,000	6,000	6,000	33,000	13,000	6,000	6,000
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	6,000	10,000	9,000	16,000	9,000	65,000	51,000	25,000	16,000	6,000

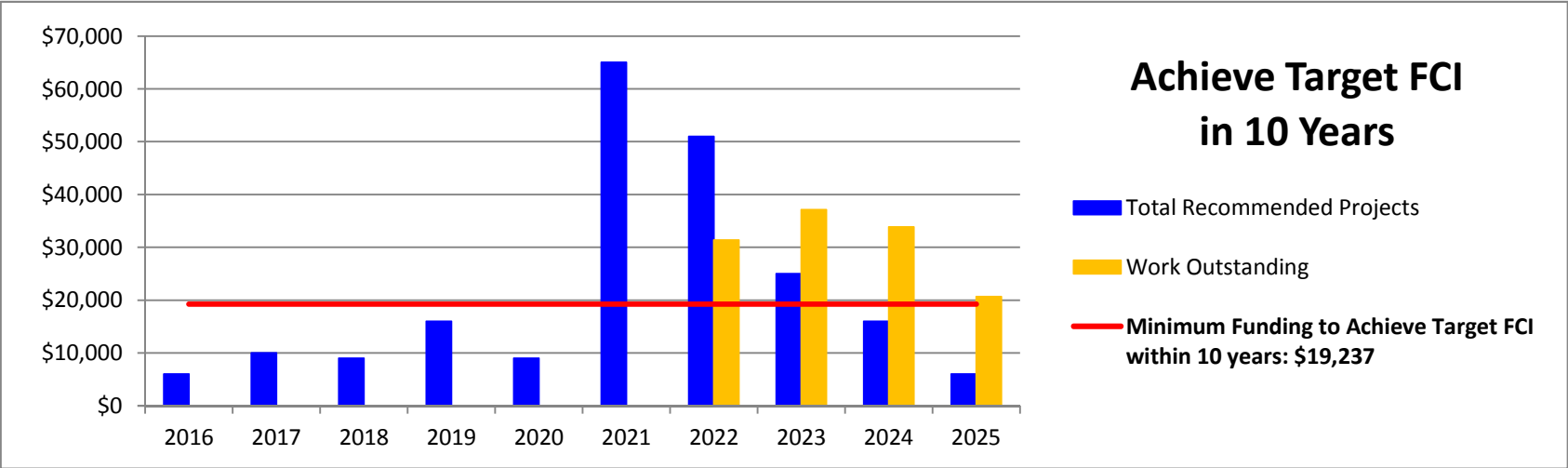
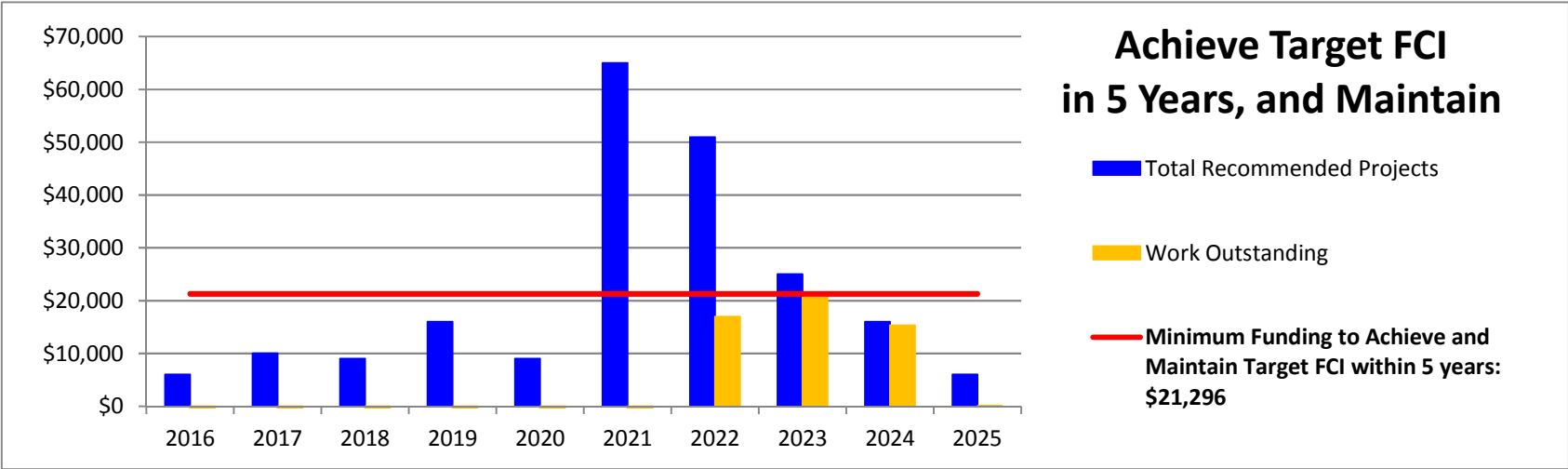
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$21,296

Work outstanding	-15,296	-26,592	-38,888	-44,185	-56,481	-12,777	16,927	20,631	15,335	39
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Minimum Funding to Achieve Target FCI within 10 years: \$19,237

Work outstanding	-13,237	-22,474	-32,711	-35,948	-46,185	-421	31,342	37,105	33,868	20,631
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - PW Topaz Park Service Building and Washroom, 3000 Glasgow Avenue, Victoria



2016	The City of Victoria Facility Condition Assessment and Capital Plan Parks Facilities - PW Topaz Park Service Building and Washroom, 3000 Glasgow Avenue, Victoria																																				
	BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
			ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																					\$6,000	\$10,000	\$9,000	\$16,000	\$9,000	\$65,000	\$51,000	\$25,000	\$16,000	\$6,000							
		1	SUBSTRUCTURE																																		
		2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1996	20	50	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0															
		3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1996	20	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	N/A	Yes	No				\$0															
		4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1996	20	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	N/A	Yes	No				\$0															
		5	SUPERSTRUCTURE																																		
		6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting wood roof trusses. The roof trusses create a large attic space, over the Work Shop, that is utilized for storage. A central wood framed tower extends out through the sloped roof. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1996	20	50	11	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	N/A	N/A	Yes	No				\$0															
		7	ENVELOPE																																		
		8	Above-Grade Walls																																		
		9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Replacement	02 / 03	The exterior walls are made up of standard sized CMU's and bricks. The bricks are a combination of rough and smooth faced and are located between each course of CMU's. Some cracking and efflorescence of the exterior walls were noted.	Fair	1996	20	20	7	Localized masonry unit replacement and mortar repointing, as required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No			1725	\$7	SF	\$11,213	0%	15%	15%	\$15,000						\$15,000			
		10	B201008 Exterior Soffits - Wood	Repair	04	The soffits are painted tongue and groove wood with a continuous 2" vent strip. No issues with the soffits were noted.	Good	1996	3	25	11	A budget has been provided for repainting all soffits and completing localized repairs to soffits.	Replacement	3 - Future Renewal	Yes	Yes	No	No			625	\$3	SF	\$1,875	0%	15%	0%	\$3,000									
		11	B201010 Exterior Coatings - CMU - Paint	CMU Walls	02 / 03	The CMUs and bricks are red in colour, however, the colour is integral to the bricks. No sealant or paint on the CMU's were noted and the masonry is efflorescing. The age of this assembly is unknown and has been assumed.	Fair	2013	3	5	4	Seal the exterior face of all above grade exterior CMU walls.	Replacement	3 - Future Renewal	Yes	Yes	No	No			1725	\$4	SF	\$6,900	0%	15%	15%	\$10,000								\$10,000	
		12	B201011 Joint Sealant	Replacement	X	There are sealant joints located around the building fenestration. Sealant is in various stages of disrepair.	Fair	1996	20	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	No	No				\$0															
		13	B202001 Punched Windows	Replace	05 / 06	Aluminum framed punched windows are found in the dormers of the building. The windows employ single paned opaque corrugated plastic glazing. No issues with the windows were noted.	Fair	1996	20	30	8	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No			3	\$2,000	LS	\$6,000	0%	15%	15%	\$8,000							\$8,000		
		14	B203001 Exterior Solid Doors	Replacement	07	Hollow metal doors with metal frames are used at all exterior locations.	Fair	1996	20	25	15	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	No	Yes	Yes	No			6	\$350	EA	\$2,100	0%	15%	15%	\$3,000									
		15	B203004 Overhead Garage Doors - Single	Work Shop - Replacement	08	A motor operated overhead door services the work shop. No issues with the doors were noted.	Fair	1996	20	25	7	Replace single overhead garage doors, motor and associated hardware at the end of its service life.	Replacement	3 - Future Renewal	No	No	No	No			1	\$2,000	EA	\$2,000	0%	15%	15%	\$3,000						\$3,000			
		16	Roofs																																		
		17	B301002 Roofing - Sloped Roof - Cedar Shake	Main Roof - Replacement	09	The main upper cedar shake roof has a 8 in 12 slope and takes up much of the overall roof area. The central tower and dormers have the same slope. The shakes are cupping and beginning to show signs of deterioration.	Fair	1996	20	30	6	Remove the existing cedar shake roof and replace with an asphalt shingle roof at the end of its service life.	Replacement	3 - Future Renewal	No	Yes	Yes	No			1925	\$10	SF	\$19,250	10%	15%	15%	\$29,000						\$29,000			
		18	B301002 Roofing - Sloped Roof - Cedar Shake	Over Soffit - Replacement	09	The cedar shingle roof located over the soffits has a much smaller slope than that of the main roof. From site visits and the supplied drawings it appears that this roof has an approximate slope of 3 in 12. According to the BCBC the minimum slope required for this type of roof is 1 in 3 (4 in 12). Therefore any future replacement will require a change in roofing type (asphalt shingles or sloped metal). The shakes are cupping and beginning to show signs of deterioration.	Fair	1996	20	30	6	Remove the existing cedar shake roof and replace with an asphalt shingle roof at the end of its service life.	Upgrade	3 - Future Renewal	No	Yes	Yes	No			625	\$10	SF	\$6,250	10%	15%	15%	\$10,000						\$10,000			
		19	B301004 Roof - Flashing and Trim	Repair	05	The fascia board and trim located around the windows at the dormers is becoming discoloured, flaking and peeling. Though typically the underlying wood appears to not be damaged, in some areas, it is starting to show signs of deterioration.	Fair	1996	20	25	3	Repaint fascia board, window and dormer trim. Replace all damaged wood as required.	Replacement	3 - Future Renewal	No	Yes	No	No			375	\$5	LF	\$1,875	0%	15%	15%	\$3,000			\$3,000						
		20	B301005 Gutters and Downspouts	Sloped Roof - Replacement	X	The perimeter of the building is provided with a concealed gutter system and downspouts. No issues with this item were noted.	Fair	1996	20	30	6	The replacement of this item should coincide with the replacement of the roof assembly. Costs associated with this item have been included in the sloped roof replacement.	Replacement	3 - Future Renewal	Yes	No	No	No				\$0															
		21	INTERIORS																																		
		22	C102001 Interior Doors - Typical	Throughout - Replacement	10	Wood doors and frames are used throughout the building. No issues with the doors were noted.	Fair	1996	20	30	15	Replace doors at end of service life. Paint doors and frames, complete minor repairs and adjustment as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No			2	\$200	EA	\$400	0%	15%	15%	\$1,000									
		23	C102001 Interior Doors - Chain Link	Work Shop - Replacement	10	Secure Storage is provided with a sliding chain link door. The door is manually operated. No issues with this item were noted.	Fair	1996	20	30	15	Replace chain link door, adjacent chain link fence and associated hardware at the end of its service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No			1	\$500	LS	\$500	0%	15%	15%	\$1,000									
		24	C103002 Toilet and Bath Accessories - Rehab	Public Washroom - Replacement	11 / 12	The washrooms each contain 2 toilets (or a toilet and urinal), a lavatory with cold water faucet, hand dryer and toilet partitions. The toilets and flush valves have been recently replaced (July 2015). The remaining fixtures, while in working order, are showing signs of wear from the frequent use.	Fair	1996	20	25	7	Renovate public washrooms fixtures at the end of their service life.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No			2	\$10,000	LS	\$20,000	0%	15%	15%	\$27,000							\$27,000		
		25	C301005 Wall Finishes - Painted CMU	Public Washrooms	13	The interior finish in the public washrooms is paint. The paint is showing signs of mechanical damage. The age of this assembly is unknown and has been assumed.	Fair	2015	1	1	1	Repaint interior walls on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			1375	\$3	SF	\$4,125	0%	15%	15%	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000
		26	C301005 Wall Finishes - Painted CMU	Throughout	13	The interior finish through the building is paint. No issues with this item were noted.	Fair	1996	20	20	8	Repaint interior walls on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			1550	\$3	SF	\$4,650	0%	15%	15%	\$7,000							\$7,000		
		27	C302001 Floor Finishes - Liquid Applied Membrane	Washrooms	14	The public washrooms have been provided with liquid applied membrane flooring and a floor drain. Numerous patches from previous repairs were noted in the washrooms. Bare concrete can be seen at some locations.	Fair	1996	20	30	3	Install new liquid applied membrane flooring at the end of it's service life. Repairs to the existing surface are to be made under the maintenance budget. This item is included in Public Washroom Replacement.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No						\$0													
		28	C303003 Ceiling Finishes - Paint	Washrooms	15	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. The age of this assembly is unknown and has been assumed.	Fair	2015	1	1	1	Repaint office ceiling on an as required basis. Painting of washroom ceilings is included in the Public Washroom Replacement. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			200	\$4	SF	\$800	0%	15%	15%	\$2,000									
		29	MECHANICAL SYSTEMS																																		
		30	HVAC Systems																																		
		31	D302059 Heat Generating Systems	Baseboard Heaters	16	The washroom and utility areas are heated by baseboard heaters. There is no central heating system.	Good	1996	20	30	11	Replace baseboard heaters at end of service life.	Replacement	3 - Future Renewal	No	No	No	No			1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000									
		32	D304007 Ventilation Systems	Exhaust	17	The utility area is ventilated by a single axial fan, while each washroom has a dedicated fan (not visible or reviewed).	Good	1996	20	25	5	Replace all exhaust fans at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No			3	\$550	EA	\$1,650	0%	15%	15%	\$3,000					\$3,000				
		33	Plumbing Systems																																		
		34	D202001 Pipes and Fittings	Hot and Cold water distribution	X	Piping is copper where observed and typically insulated.	Good	1996	20	40	20	Complete localized repairs to water distribution piping and valves as required.	Contingency	3 - Future Renewal	No	No	Yes	No			1	\$15,000	LS	\$15,000	10%	15%	15%	\$22,000									
		35	D201000 Plumbing Fixtures	Washrooms	18	The facility is equipped with two public washrooms with wall basins, toilets and urinals. The facility also has a janitorial sink. New motion sensor flush valves were recently installed.	Good	1996	20	35	15	Replace plumbing fixtures at the end of their service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No			1	\$19,000	LS	\$19,0													

Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - PW Topaz Park Service Building and Washroom, 3000 Glasgow Avenue, Victoria

BLDG	Row	Component		Condition Assessment						Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2015	Typical Util. Life or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	36	D302002 Domestic Hot Water	Hot water tank	19	A Rheem-Ruud electric hot water tank (114 liter) provides hot water to the washrooms.	Fair	1996	20	12	2	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000													
	37	G3010 Water Supply	Main water entry	X	A 1" line serves the building, with backflow preventers installed (not visible or reviewed).	Not Reviewed	1996	20	30	11	Replace backflow preventers and water entry line as required.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$5,500	LS	\$5,500	0%	15%	15%	\$8,000													
	38	G303003 Water & Sewer	Waste water piping	X	Waste water piping appears to be primarily cast iron and PVC where visible. No issues observed or reported.	Good	1996	20	50	30	Replace sanitary and storm water piping as required.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$12,000	LS	\$12,000	0%	15%	15%	\$16,000													
	39	Other Mechanical Systems																																				
	40	D306004 Air Compressor	Air King	20	A 10 gal (approx.) industrial style air compressor is used for equipment maintenance (date taken from nameplate).	Good	1988	28	35	8	Replace air compressor at the end of its lifespan.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000							\$4,000						
	41	ELECTRICAL SYSTEMS																																				
	42	D501003 Main & Secondary Switchgear	Replacement	21	The main disconnect is a Cutler-Hammer 600 volt, 200 amp switch with sub-panels.	Good	1996	20	45	25	Replace main distribution switch and distribution panels as deemed necessary by regular IR scans.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000													
	43	D502002 Lighting Equipment	Interior	22	Interior lighting is primarily 2x4 fluorescent T-8 fixtures.	Good	1996	20	25	6	Replace or upgrade interior lighting to T-5 or LED lamps and fixtures.	Upgrade	3 - Future Renewal	Yes	No	No	No	1	\$12,000	LS	\$12,000	0%	15%	15%	\$16,000							\$16,000						
	44	D502002 Lighting Equipment	Exterior, building mounted	23	Building mounted lighting is primarily incandescent soffit flood lights.	Good	1996	20	25	6	Upgrade exterior lights to LED or replace at end of service life.	Upgrade	3 - Future Renewal	Yes	No	No	No	1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000							\$4,000						
	45	D502099 Other Lighting and Branch Wiring	Wiring	X	Branch wiring appears to be copper where reviewed and most field devices appear to be original.	Good	1996	20	50	30	Replace branch wiring and devices as required.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$40,000	LS	\$40,000	0%	15%	15%	\$53,000													
	46	D502099 Other Lighting and Branch Wiring	Field Lighting control	24	The building is equipped with 347 volt lighting contactors for controlling outdoor field lighting.	Good	1996	20	35	15	Replace field lighting contactors as required.	Contingency	3 - Future Renewal	No	No	No	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000													
	47	D501004 Interior Distribution Transformers	Lighting transformer	25	There is a 600/375 MTC transformer that provides step-down voltage for the field lighting system.	Good	1996	20	40	20	Replace the transformers at the end of their lifespan.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	EA	\$10,000	0%	15%	15%	\$14,000													
	48	D503008 Security Systems	Motion and heat detectors	26	A monitored DSC security panel provides electronic security and limited fire protection.	Good	1996	20	25	11	Replace security system at end of service life.	Contingency	3 - Future Renewal	No	No	No	No	1	\$3,500	LS	\$3,500	0%	15%	15%	\$5,000													
	49	D503002 Telecommunications Systems	Wi-Fi	27	A Cisco Wi-Fi system in the attic provides wide-area network access for the immediate park area. The age of this assembly is unknown and has been assumed.	Good	1996	20	25	11	Replace internet equipment as required.	Contingency	3 - Future Renewal	No	No	No	No	1	\$3,500	LS	\$3,500	0%	15%	15%	\$5,000													
	50	PROFESSIONAL SERVICES																																				
	51	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1996	20	15	2	It is recommended that a seismic review be conducted prior to any major renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$3,000	LS	\$3,000	0%	0%	15%	\$4,000		\$4,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Parks Facilities

Topaz Park Service Building & Washroom



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

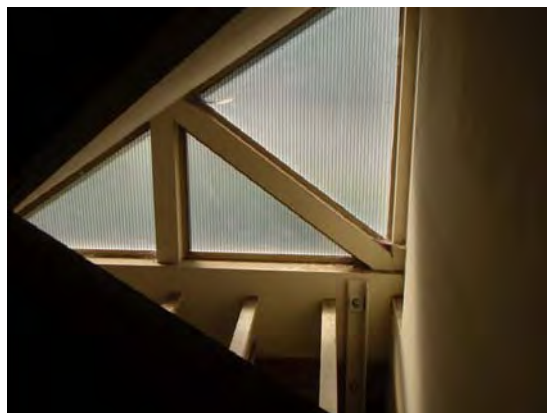


Photo 06

Parks Facilities Topaz Park Service Building & Washroom

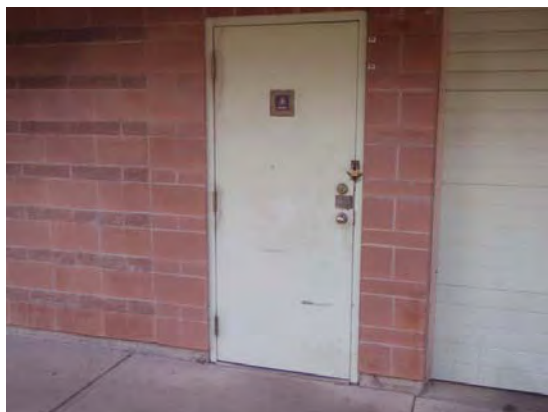


Photo 07

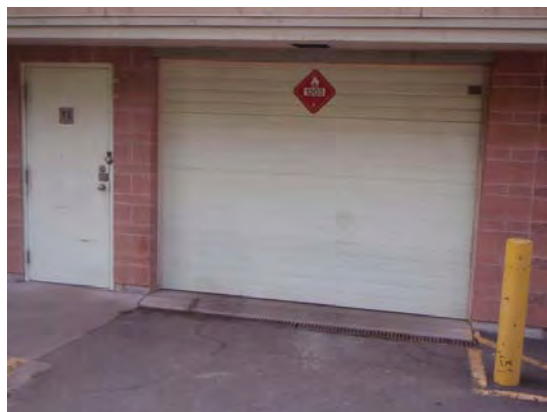


Photo 08



Photo 09

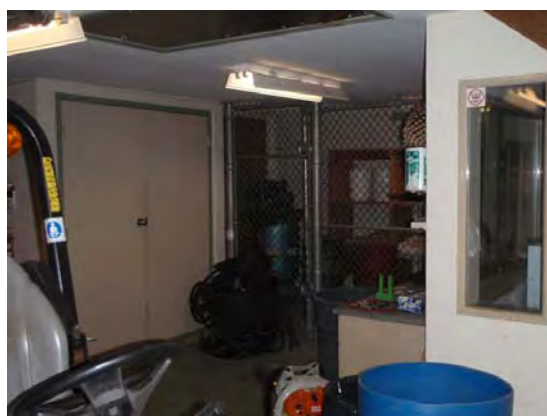


Photo 10

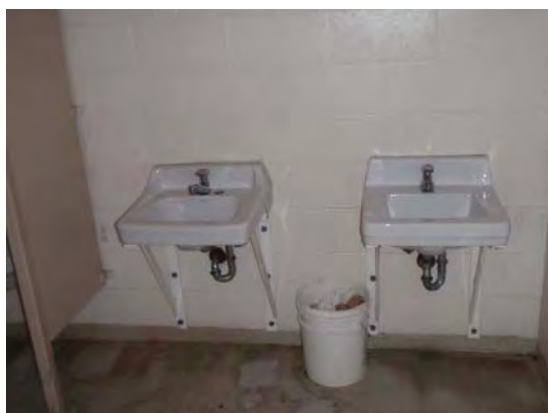


Photo 11



Photo 12

Parks Facilities Topaz Park Service Building & Washroom



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Parks Facilities Topaz Park Service Building & Washroom



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Parks Facilities

Topaz Park Service Building & Washroom



Photo 25



Photo 26



Photo 27

Appendix A67

**Building 74 – Public Washroom – Vic
West Park - 155 Wilson Street
Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Vic West Park PW, 155 Wilson Street, Victoria

PROPERTY DESCRIPTION

The Vic West Park public washroom is a single storey concrete masonry unit building, constructed in 1965, with a low sloped roof. The building is provided with basic plumbing, heating and electrical services.

PROPERTY STATISTICS

Gross Floor Area (ft2): 860
 Building Value: \$418,068
 Target FCI: 0.025
 Current FCI: 0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1960 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes, however, the washroom facilities lack the required turning radius and accessible fixtures required in the current Building Code.
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation.

Energy Efficiency

Upgrade recommendations:	Upgrade lighting.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Vic West Park PW, 155 Wilson Street, Victoria

We identified recommendations of approximately \$60,000 over the next five years with no major projects over \$15,000

PROJECT TEAM

The visual reviews were completed on June 30, 2015 by Byron McElgunn and Chris Raudoy. The review was setup with the Mike Israel of the City of Victoria who provided the required keys for interior access. Access was provided to all required areas of the building.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report, Dated 2007
- Vic West Washroom Floor Plans, Dated 2009

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Vic West Park PW, 155 Wilson Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	6,000	10,000	37,000	0	10,000	6,000	0
4a - Discretionary Renewal (Upgrade)	0	0	3,000	0	4,000	3,000	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	18,000	4,000	4,000	4,000	4,000	4,000	57,000	4,000	4,000	4,000
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	18,000	7,000	7,000	10,000	18,000	44,000	57,000	14,000	10,000	4,000

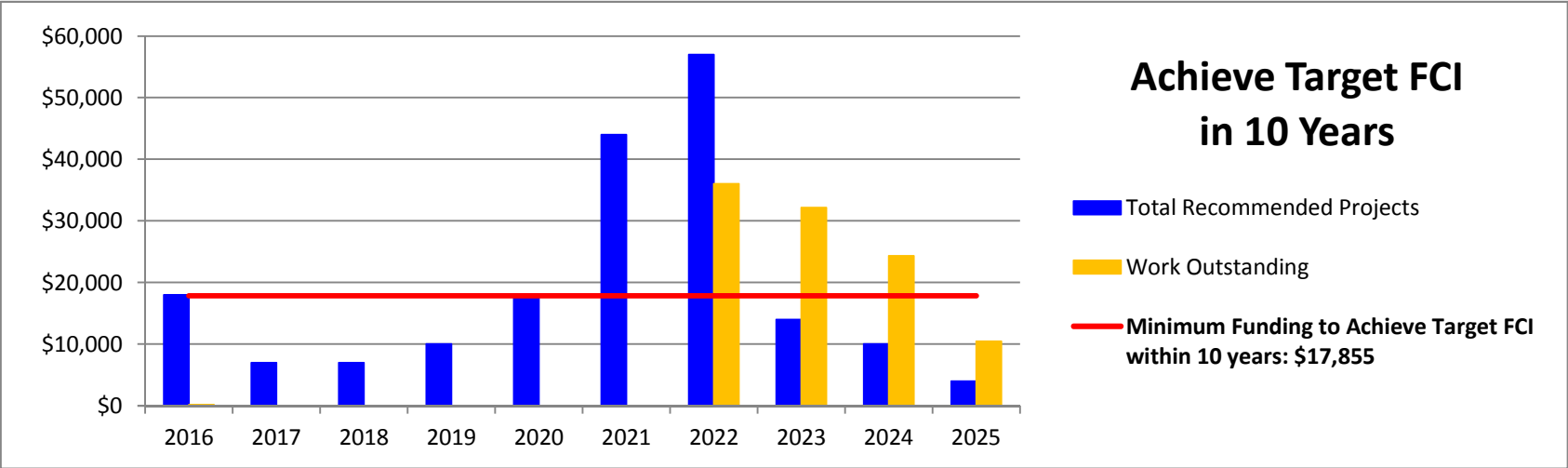
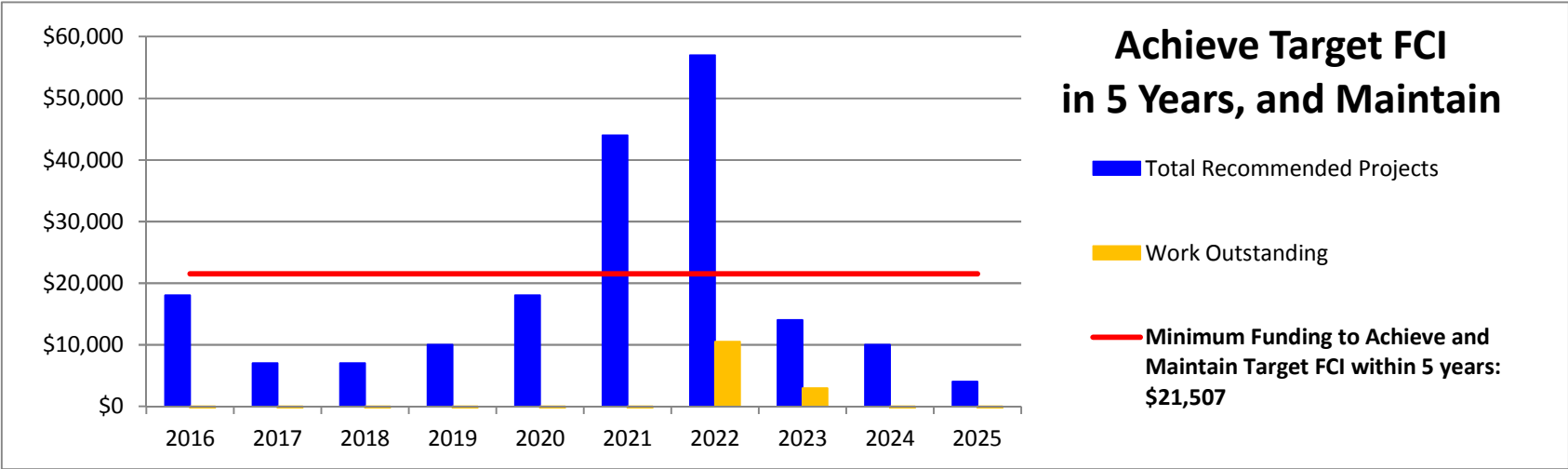
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$21,507

Work outstanding	-3,507	-18,014	-32,521	-44,028	-47,535	-25,041	10,452	2,945	-8,562	-26,069
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Minimum Funding to Achieve Target FCI within 10 years: \$17,855

Work outstanding	145	-10,710	-21,564	-29,419	-29,274	-3,129	36,016	32,161	24,307	10,452
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The City of Victoria
Facility Condition Assessment and Capital Plan
Parks Facilities - Vic West Park PW, 155 Wilson Street, Victoria



Start Yr
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Parks Facilities - Vic West Park PW, 155 Wilson Street, Victoria

BLDG	Component		Condition Assessment								Lifecycle Data			Recommendation					Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	Row	ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										\$18,000	\$7,000	\$7,000	\$10,000	\$18,000	\$44,000	\$57,000	\$14,000	\$10,000	\$4,000			
	1	SUBSTRUCTURE																																				
	2	A10 Foundations	Repair	X	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1965	51	100	50	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0																	
	3	A1030 Slab on Grade	Repair	X	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1965	51	5	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No				\$0																	
	4	A103006 Foundation Drainage	Camera Inspection	X	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1965	51	10	10	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	Yes	No				\$0																	
	5	SUPERSTRUCTURE																																				
	6	B10 Superstructure	General	01	The superstructure consists of concrete masonry units supporting the engineered roof trusses. Cracking at the mortar joints of the concrete masonry unit interior walls were noted. The exterior CMU walls typically showed limited evidence of cracking. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1965	51	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No				\$0																	
	7	ENVELOPE																																				
	8	Above-Grade Walls																																				
	9	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Exterior Walls	02	The exterior walls are concrete masonry units with a painted finish at the interior and exterior. The CMUs are supported by shelf angles at window and door heads. We noted some minor cracking and mechanical damage of the exterior walls.	Fair	1965	36	20	8	Localized masonry unit replacement, as required, and mortar repointing.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	1100	\$7	SF	\$7,150	0%	15%	15%	\$10,000								\$10,000					
	10	B201008 Exterior Soffits	Repair	03	The soffits are painted plywood complete with a continuous 2" vent strip. No issues with the soffit were noted. The age of this assembly is unknown and has been assumed.	Fair	1980	11	25	6	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	375	\$3	SF	\$938	0%	15%	15%	\$2,000													
	11	B201010 Exterior Coatings	CMU Paint	02	Some cracking of exterior mortar joints and flaking of the paint was noted on exterior CMU walls. The age of this assembly is unknown and has been assumed.	Fair	2005	11	5	4	Paint/seal the exterior face of all above grade exterior CMU walls.	Replacement	3 - Future Renewal	No	Yes	No	No	1100	\$4	SF	\$4,400	0%	15%	15%	\$6,000				\$6,000					\$6,000				
	12	B201011 Joint Sealant	Replace	X	Sealant joints located around the building fenestration. The sealant is in various stages of disrepair.	Fair	1965	51	10	1	City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No	150	\$6	LF	\$900	0%	15%	15%	\$2,000													
	13	B202001 Punched Windows	Replace	04	Two aluminum framed punched windows are utilized at the washrooms. The windows employ obscure, corrugated plastic glazing and are covered with a metal screen.	Fair	1965	51	30	3	Replace windows at the end of their serviceable life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No	25	\$65	SF	\$1,625	0%	15%	15%	\$3,000			\$3,000										
	14	B203001 Exterior Solid Doors	Replacement	05	Hollow metal doors with metal frames are used at all exterior locations.	Fair	1965	51	25	11	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	No	Yes	Yes	No	5	\$350	EA	\$1,750	0%	15%	15%	\$3,000													
	15	B203004 Overhead Garage Doors	Replacement	06	A single overhead door services the Garage at the south side of the building. The door is provided with a ceiling mounted motor. The age of this assembly is unknown and has been assumed.	Fair	2000	16	10	5	Replace overhead garage doors as well as associated hardware and motor.	Replacement	3 - Future Renewal	No	Yes	Yes	No	1	\$7,000	EA	\$7,000	0%	15%	15%	\$10,000					\$10,000								
	16	Roofs																																				
	17	B301002 Roofing - Low Sloped Membrane System SBS	Replacement	07	The roof is a modified bitumen membrane, fully-adhered to the roof deck. The roof drains by an internal drain located at the front of the building. Some minor delamination of the membrane was noted at the seams. The age of this assembly is unknown and has been assumed.	Fair	2005	11	20	6	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	Yes	Yes	No	1250	\$20	SF	\$25,000	10%	15%	15%	\$37,000						\$37,000							
	18	B102099 Other Roof Construction - Suspended Access System	Roof Safety Anchors	07	There is one fixed roof mounted roof anchor utilized at the building. No records of inspections and testing were provided. No deformations or distress, nor any significant corrosion of the exposed elements of the anchors was noted.	Fair	1965	51	14	25	Replace roof safety anchors at the end of their service life. The cost of a visual review of each anchor and sample load testing should be done as part of maintenance. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	EA	\$1,000	0%	15%	15%	\$2,000													
	19	INTERIORS																																				
	20	C103002 Toilet and Bath Accessories, Rehab	Replacement	08	The washrooms each contain toilets (or a toilet and a urinal), a lavatory with cold water faucet, hand dryer, toilet partitions quarry floor tile, painted CMU walls and painted plywood ceiling. The fixtures, while in working order, are showing signs of wear from frequent use.	Fair	1965	51	25	6	Renovate common washrooms including fixtures and finishes.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No	2	\$20,000	LS	\$40,000	0%	15%	15%	\$53,000							\$53,000						
	21	C301005 Wall Finishes - Painted CMU	Washrooms	09	The interior finish through the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this assembly is unknown and has been assumed.	Fair	2010	6	1	1	Repaint public washroom walls on a yearly basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	875	\$3	SF	\$2,625	0%	15%	15%	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000		
	22	C301005 Wall Finishes - Painted CMU	Service Areas	10	The interior finish through the building is paint. It was noted that the paint has begun to flake and peel off the walls in some areas. The age of this finish is unknown and has been assumed.	Fair	1990	26	20	1	Repaint service area walls on an as required basis.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1725	\$3	SF	\$5,175	0%	15%	15%	\$7,000	\$7,000												
	23	C302001 Floor Finishes - Quarry Tile	Replacement	11	Quarry tiled floor is located throughout the building with the exception of the mechanical room. Tile has become chipped and cracked at various locations. The age of the assembly is unknown and has been assumed.	Fair	1990	26	30	1	Replace quarry tile in the garage and lunch rooms. (Tile replacement in washrooms included in bathroom rehab)	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	450	\$11	SF	\$4,950	0%	15%	15%	\$7,000	\$7,000												
	24	C303003 Ceiling Finishes - Paint	Paint	12	All interior areas utilize a painted wood panel ceiling. No issues with the wood ceiling finish were noted. The age of the finish is unknown and has been assumed.	Fair	1990	26	20	1	Repaint ceilings in garage and lunch room. (Repainting in washrooms is included in washroom wall painting). Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	450	\$3	SF	\$1,350	0%	15%	15%	\$2,000													
	25	MECHANICAL SYSTEMS																																				
	26	HVAC Systems																																				
	27	D305002 Unit Heaters	Mechanical and Lunch Rooms	13	Wall mounted electric unit heaters complete with thermostats have been provided in the Office and mechanical room. The age of these assemblies are unknown and have been assumed.	Fair	2000	16	25	9	Replace at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	2	\$750	EA	\$1,500	0%	15%	15%	\$2,000													
	28	Plumbing Systems																																				
	29	G3010 Water Supply	Mechanical Room	X	No backflow preventer was observed during the review.	Fair	1965	51	40	5	Replace or install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000													
	30	D202001 Pipes and Fittings	Water Supply	14	The water service enters the building through a 1 inch diameter pipe located in the mechanical room. Piping within the building is a combination of galvanized and copper piping.	Not Reviewed	1965	51	40	11	Complete localized repairs as may be necessary as the building ages.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$5,000	EA	\$5,000	0%	15%	15%	\$7,000													
	31	D202003 Domestic Water Equipment - Tanks	Mechanical Room	15	There is a 5-Gallon electric hot water heater located in the mechanical room. Hot water is not provided to the washrooms only the mechanical room.	Good	2011	5	10	5	Replace tank at end of anticipated service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,000	EA	\$1,000	0%	15%	15%	\$2,000													
	32	D2030 Sanitary Waste / G3020 Sanitary Sewer		16	The sanitary systems are concealed and not accessible for visual review. It is our understanding that PVC and cast-iron pipe is used for waste and venting. No problems have been reported.	Not Reviewed	1965	51	35	11	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	Yes	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000													
	33	D201000 Plumbing Fixtures	Mechanical Room	17	Kitchenette cabinet, counter and sink has been provided in the mechanical room. This sink is provided with hot and cold water. The age of this assembly is unknown and has been assumed.	Fair	1990	26	25	6	Replace fixtures at the end of their service life.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000						\$3,000							
	34	ELECTRICAL SYSTEMS																																				

BLDG	Row	COMPONENT		CONDITION ASSESSMENT							LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2015	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax and Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
	35	D501003 Main & Secondary Switchgear	Replacement	18	Electrical service originates into a Square D main electrical disconnect rated 200A. Via a Westinghouse meter the main electrical disconnect feeds a Square D distribution panel rated 200A at 120/208V. The distribution panel supplies power for lighting, heat and power outlets.	Fair	1965	51	25	11	Replace distribution switches.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000														
	36	D401003 Main Switchgear	IR Scanning	19	The switchgear is located in the mechanical room.	Fair	1965	51	5	5	Conduct Infra-red (IR) scan on major switchgear	Study	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000					\$4,000									
	37	D502002 Lighting Equipment - Interior	Fixtures	20	Interior lighting fixtures typically consists ceiling mounted fluorescent fixtures with magnetic ballast. These fixtures are connected to a motion sensor for the washrooms and are switch operated in the mechanical and gardener's room. The age of this assembly is unknown and has been assumed.	Good	2005	11	25	14	Replace fixtures at end of service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1	\$9,500	LS	\$9,500	0%	15%	15%	\$13,000														
	38	D502002 Lighting Equipment	Branch Wiring	X	No issues with the branch wiring were noted.	Not Reviewed	1965	51	25	11	Replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000														
	39	FIRE AND LIFE SAFETY SYSTEMS																																					
	40	D403001 Fire Extinguishing Devices	Throughout	X	Portable dry chemical type fire extinguishers are located in the storage and lunch rooms. The age of these ubits are unknown and has been assumed.	Fair	2012	4	7	3	Replace/recharge at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	150	Ea	\$300	0%	15%	15%	\$1,000														
	41	PROFESSIONAL SERVICES																																					
	42	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1965	51	15	2	It is recommended that a seismic review be conducted prior to any major renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,500	LS	\$2,500	0%	0%	15%	\$3,000		\$3,000												

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Vic West Park Comfort Station



Photo 01



Photo 02

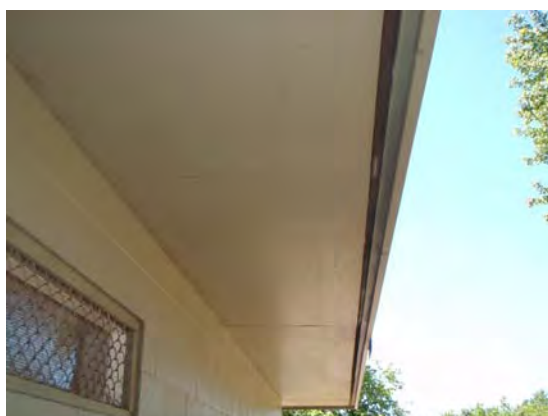


Photo 03



Photo 04



Photo 05



Photo 06

Vic West Park Comfort Station



Photo 07

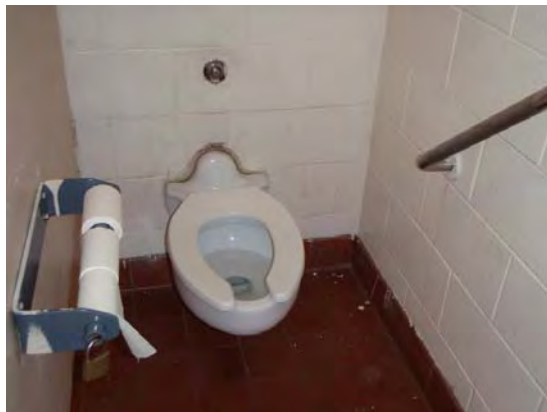


Photo 08

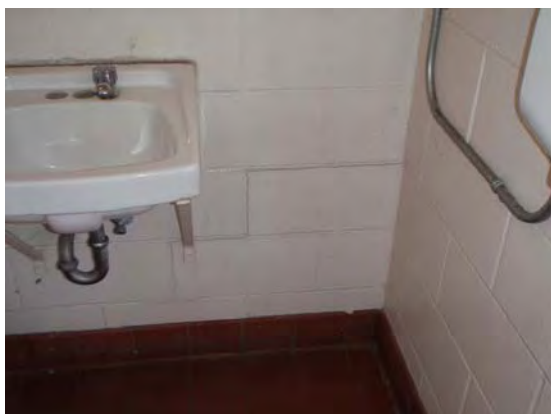


Photo 09



Photo 10



Photo 11

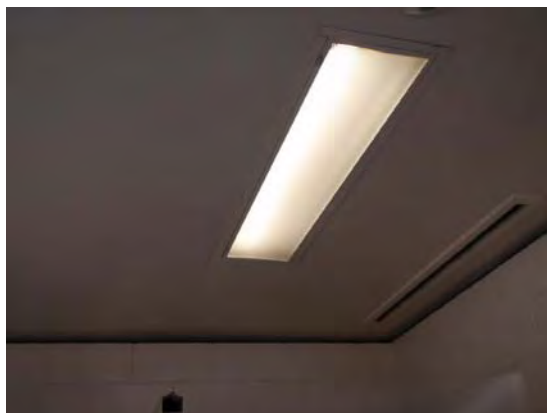


Photo 12

Vic West Park Comfort Station



Photo 13

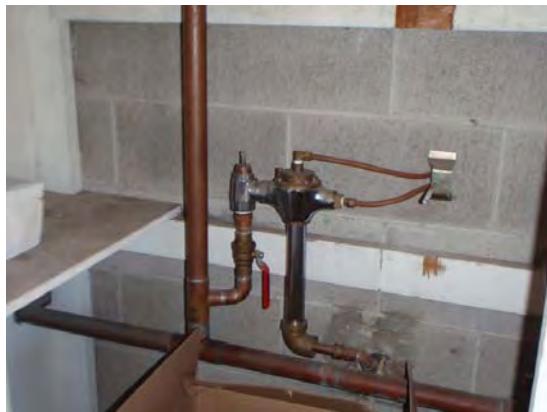


Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Vic West Park Comfort Station



Photo 19



Photo 20

Appendix A68

**Building 76 – Fire Hall #2 – 650 Michigan
Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Protection Services - Fire Hall #2, 650 Michigan Street, Victoria

PROPERTY DESCRIPTION

"Fire Station #2" is a two storey wood framed structure comprised of an apparatus bay, dormitories and living facilities, operational offices and a museum. The majority of the mechanical and electrical equipment is housed in mechanical rooms off the apparatus bay and in the high ceiling space above the apparatus bay. The facility was constructed circa 1997 and the majority of the building elements are original to construction.

PROPERTY STATISTICS

Gross Floor Area (ft2):	9,795
Building Value:	\$2,644,650
Target FCI:	0.025
Current FCI:	0.025

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1992 BCBC
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No
Access throughout building:	No
Access to washrooms:	No
Recommendations (and cost estimate):	This is not a public building. It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Protection Services - Fire Hall #2, 650 Michigan Street, Victoria

Energy Efficiency

Upgrade recommendations: Renew energy audit to include updated building envelope and mechanical / electrical recommendations.

We identified recommendations of approximately \$171,400 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B2010 Exterior Walls - Stucco - Repaint Stucco
- C301005 Wall / Ceiling Finishes - Repaint Interior Walls / Ceilings
- D503009 Other Communications Systems - Upgrade Communications System (Dispatch)

PROJECT TEAM

The visual reviews were completed on July 3, 2015 by Jordan Bowie. The report was co-authored by Paul Rutten. During our review of the building, we were provided access to a sampling of representative areas of the facility, as requested. We were unable to access the pitched roof and small flat roof section due to access restrictions.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- 1997 Drawing Set
- 2007 VFA
- 2012 Electrical IR Report

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Protection Services - Fire Hall #2, 650 Michigan Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	20,000	6,000	0	0	0	0	0	0	0	0
3 - Future Renewal	3,000	36,000	14,000	0	11,000	152,000	122,000	0	8,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	19,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	12,600	12,600	12,600	12,600	12,600	12,600	12,600	12,600	12,600
Not Applicable	12,000	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	35,000	54,600	26,600	12,600	42,600	164,600	134,600	12,600	20,600	12,600

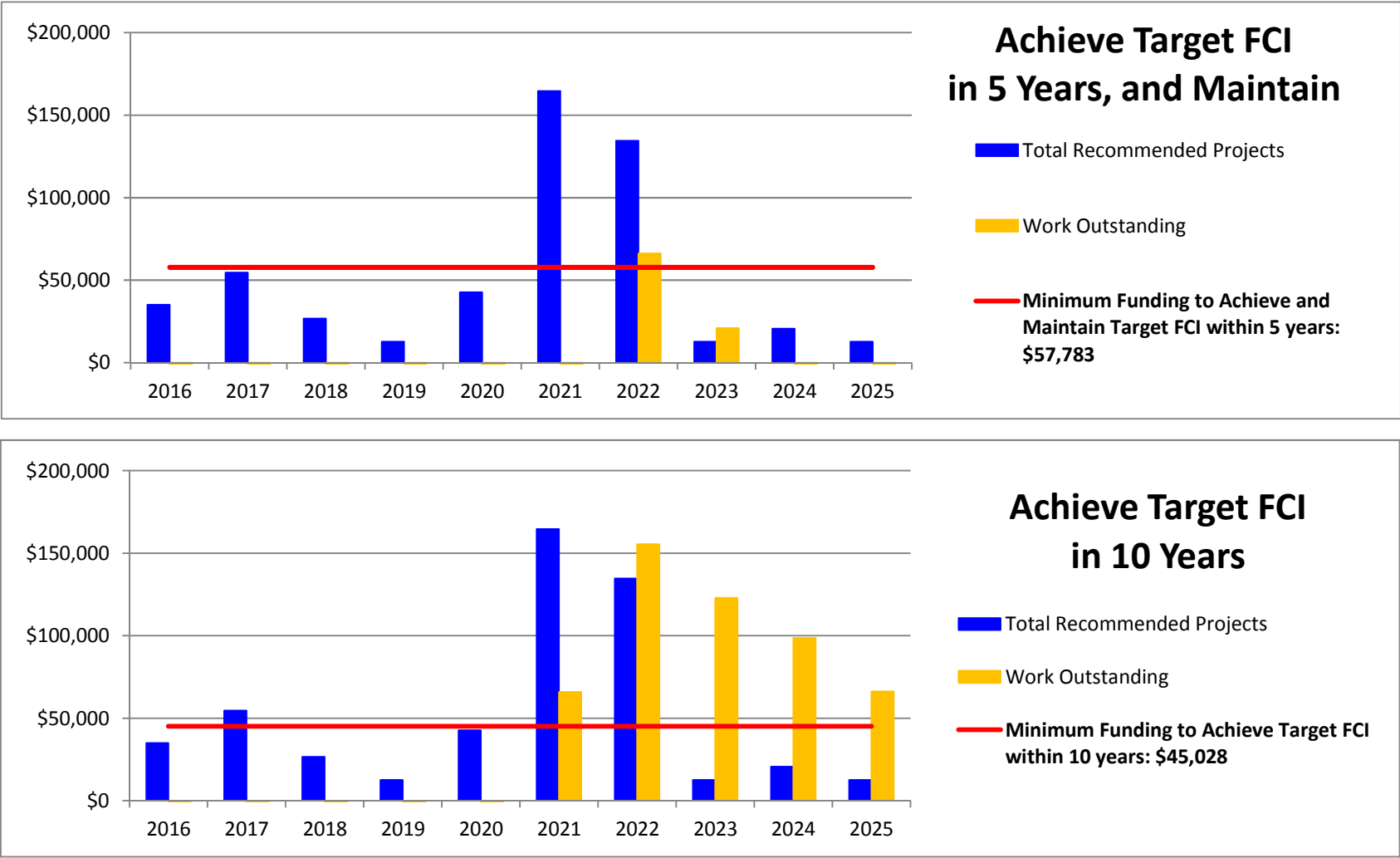
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$57,783

Work outstanding	-22,783	-25,967	-57,150	-102,334	-117,517	-10,700	66,116	20,933	-16,251	-61,434
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Minimum Funding to Achieve Target FCI within 10 years: \$45,028

Work outstanding	-10,028	-457	-18,885	-51,314	-53,742	65,830	155,401	122,973	98,545	66,116
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The City of Victoria
Facility Condition Assessment and Capital Plan
Protection Services - Fire Hall #2, 650 Michigan Street, Victoria



BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	1	SUBSTRUCTURE																																				
	2	A10 Foundations	Concrete Foundation	01 and 02	The foundation below grade is comprised of cast-in-place concrete strip footings, as are above grade exposed foundation walls. A concrete slab on grade is installed as the main floor; however, the slab is mainly concealed by flooring. The apparatus bay floor is of exposed concrete slab on grade. No evidence of major settlement or heaving was reported or observed.	Good	1997	19	75	10	The foundation is expected to last the life of the building.Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No																					
	3	SUPERSTRUCTURE																																				
	4	B10 Superstructure	General	03	The superstructure is comprised of wood framed building supported on a concrete foundation. The apparatus bay roof is supported by exposed timber framing.	Good	1997	19		100	81	Interior protected structural components are expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	Not Applicable	N/A	N/A	No	No																				
	5	C201002 Exterior Stair Construction	Painted Metal Stairs	04	A set of painted metal stairs are present at the rear elevation to access the upper deck (and act as a secondary means of egress from the dorms). Corrosion was observed on the treads / landings of the stairs.	Good	1997	19	75	56	Clean and paint surface rust with corrosion inhibiting paint. Repaint stairs in conjunction with exterior coatings, below trim, soffits, windows, etc.).This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	N/A	N/A	No	No																					
	6	ENVELOPE																																				
	7	Above-Grade Walls																																				
	8	B2010 Exterior Walls - Brick	Exterior Walls	05	Approximately half of the exterior walls are clad with brick veneer. The brick veneer walls are supported on the foundation wall at ground level and on steel shelf angles at the second floor and over wall penetrations (windows / doors). Peeling paint was noted on the underside of the shelf angles.	Good	1997	19	75	56	Undertake localized brick replacement and mortar repointing as required from the operations budget.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables. City staff confirmed that sealant work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																					
	9	B2010 Exterior Walls - Stucco	Exterior Walls	06	The remainder of the exterior walls and the soffits are clad with a concealed barrier stucco assembly. The exterior of the stucco appears to have been painted since original construction.	Good	1997	19	75	5	The stucco assembly is expected to remain serviceable for the life of the building.Should the City wish to paint the exterior for a refreshed appearance, a budget has been included in the capital plan. It should be noted that a breathable exterior grade paint must be used for this application to avoid compromising the drying capabilities of the stucco.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	3175	\$4	SF	\$12,700	12%	15%	15%	\$19,000					\$19,000								
	10	B201008 Exterior Fascia and Trim	Exterior Walls	07	The building is adorned with painted wood fascia, trim and soffit moldings.	Good	1997	19	40	21	Repaint wood elements conjunction with exterior coatings program (building wide painting). Sectional replacement of trim and fascia may be needed from time to time; however, this would be considered an operations expenditure. No major capital expenditures are expected to be required over the next ten years.	Replacement	3 - Future Renewal	N/A	N/A	No	No																					
	11	B201010 Exterior Coatings	Exterior Cladding	06 and 07	All exterior wall wood trim, fascia, steel shelf angles, windows, doors, soffits and metal railings / stairs have been painted. The building's façade features sealed, naturally finished wood windows and entrance door.Flaking was observed on the undersides of steel shelf angles and on some windows.	Fair	1997	19	10	1	Repaint / stain exterior paintable elements on a cyclical basis to maintain appearance and preserve the integrity of the materials (excluding stucco). Observe proper substrate preparation such as grinding corrosion from steel prior to painting.	Repair Allowance	2b - Exceeded Service Life	Yes	Yes	No	No	1	\$6,500	LS	\$6,500	12%	15%	15%	\$10,000	\$10,000												
	12	B202001 Windows	Exterior Walls	08	The windows are double glazed insulated glazing units in wood frames. Some windows contain single hung operable vents to allow for natural ventilation, while others are of fixed construction.	Fair	1997	19	30	20	Replace windows at end of service life. Replacement localized failed IGUs from the maintenance budget. Repaint windows as part of exterior coatings budget (above).This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	480	\$80	SF	\$38,400	12%	15%	15%	\$57,000													
	13	B202002 Swing Doors - Wood w/ Glazing	Balcony and Patio Doors	09	A set of single and double wood swing doors with double glazed vision lites are located at the patio and upper deck.	Good	1997	19	30	11	Replace swing doors at end of service life. Repaint doors as part of exterior coatings budget (above).This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	Yes	No	3	\$1,000	LS	\$3,000	12%	15%	15%	\$5,000													
	14	B203001 Exterior Steel Doors	Exterior Walls	10	Painted single swing steel doors in steel frames are present on the north and east elevations, for apparatus bay egress and at entrances to service rooms.	Good	1997	19	40	21	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Repaint doors as part of exterior coatings budget (above).This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																					
	15	B203001 Exterior Solid Wood Doors	Front Entrance / Museum	11	A stained solid wood door with double glazed sidelites in wood frames is present at the front entrance to the building, and a double door of similar construction is present at the façade of the museum. The front doors is protected under a pronounced overhang.	Good	1997	19	40	21	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Restain doors as part of exterior coatings budget (above).This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																					
	16	B203004 Overhead Garage Doors	Apparatus Bay	12	Steel overhead doors with glazed panels are present the apparatus bay (three doors with electric motors).	Good	1997	19	40	21	Replace overhead doors at end of service life. Motor replacement is assumed to be considered in the operations budget as motors and doors have differing life cycles.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	N/A	N/A	No	No																					
	17	Roofs																																				
	18	B301002 Roofing - Low Sloped Membrane System SBS	Roof	x	A small portion of the roof is low-sloped and protected with an exposed 2-ply SBS roofing membrane assembly.	Fair	1997	19	25	6	Replace SBS roofing system at end of service life. It is recommended to complete this item in conjunction with the shingle roof replacement.	Replacement	3 - Future Renewal	No	Yes	No	No	170	\$20	SF	\$3,400	12%	15%	15%	\$6,000					\$6,000								
	19	B301002 Roofing - Roof Deck	Upper Deck	13	A PVC sheet membrane protects the upper floor deck. The surface of the membrane appeared to be wearing.	Fair	1997	19	20	6	Replace PVC membrane at end of service life. We recommend installing a more durable membrane in this location more suited for use over occupied space.	Replacement	3 - Future Renewal	No	Yes	No	No	190	\$15	SF	\$2,850	12%	15%	15%	\$5,000					\$5,000								
	20	B201007 Deck Railings	Upper Deck	13	Painted surfaced-mounted steel railings are installed at the outer perimeter of the upper deck.Corrosion of the anchor plates was observed.	Good	1997	19	40	22	Clean and paint surface rust with corrosion inhibiting paint. Repaint railings in conjunction with stairs painting.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																					
	21	B301002 Pitched Roof Shingles	Asphalt Shingles	14	The main roof over the building is finished with asphalt shingles. The fascia is painted wood.	Fair	1997	19	25	6	Replace shingles, building paper and vents at end of service life.	Replacement	3 - Future Renewal	No	Yes	No	No	8500	\$7	SF	\$59,500	10%	15%	15%	\$87,000					\$87,000								
	22	B301005 Gutters and Downspouts	Pitched Roof Eaves	07	Roof drainage is managed via prefinished metal eaves troughs and downspouts discharging to below-grade drains.	Fair	1997	19	30	6	Replace eaves troughs and downspouts at the end of service life. It is recommended to complete this item in conjunction with the roof replacement.	Replacement	3 - Future Renewal	No	No	No	No	283	\$8	LF	\$2,264	12%	15%	15%	\$4,000					\$4,000								
	23	INTERIORS																																				
	24	C11 Washrooms / Changing Rooms	Upper and Lower Floors	15 and 16	Washrooms are located on both floors and are comprised of a powder room on the main floor, and two separate facilities with showers on the upper floor. Washrooms are typically fitted with laminate counter tops and steel partitions.Change rooms with steel lockers are present adjacent to the dorms.	Good	1997	19	30	11	General refurbishment of washrooms at the end of service life. Lockers are expected to remain serviceable for the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No	1	\$10,000	LS	\$10,000	12%	15%	15%	\$15,000													
	25	C102001 Interior Doors	Throughout Building	17	Interior painted metal and wood doors are present throughout the building.	Good	1997	19	75	56	Doors are expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No																					
	26	C103002 Kitchens	Main Floor	18	A commercial style kitchen is present on the main floor. Fixtures provided includes stainless steel counters and laminate-type cabinets.	Good	1997	19	30	11	Replace counters and cabinets as the need for cosmetic upgrades exists. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No	1	\$10,000	LS	\$10,000	12%	15%	15%	\$15,000													
	27	C301005 Wall / Ceiling Finishes	Throughout Building	19	Interior walls and ceilings are primarily of painted gypsum board on the throughout the building.	Fair	1997	19	20	5	Repaint interior walls on a cyclical program every five years, phased over five years.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	21029	\$2	SF	\$42,058	12%	15%	15%	\$63,000		\$12,600	\$12,600	\$12,600	\$12,600	\$12,600	\$12,600	\$12,600	\$12,600	\$12,600			

BLDG	Row	Component			Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$35,000	\$54,600	\$26,600	\$12,600	\$42,600	\$164,600	\$134,600	\$12,600	\$20,600	\$12,600		
	28	C302099 Ceiling Finishes	Main Floor	20	Acoustic tiles are installed on ceilings of some rooms on the main floor.	Good	1997	19	75	56	Replace acoustic 2x4 ceiling tiles during subsequent interior renovations. Otherwise, tiles are expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No																				
	29	C302004 Resilient Floor Finishes	Various Locations - Floors	21	Sheet vinyl flooring is installed throughout the building, with the exception of the lobby, museum, apparatus bay and some service rooms. Deterioration at the seams was noted in the locker room.	Good	1997	19	40	21	Replace vinyl sheet flooring at the end of service life. Repair seams, where debonded, from the operations budget.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No																				
	30	C302099 Other Flooring and Floor Finishes	Lobby / Reception	22	Parquet floor is installed at the front entrance to the building.It is our understanding that the wood has been refinished in the last five years.	Good	1997	19	30	11	Replace parquet flooring at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	No	No	No	No	377	\$8	SF	\$3,016	12%	15%	15%	\$5,000												
	31	C302099 Other Flooring and Floor Finishes	Museum	23	Paving stones are installed on the museum floor.	Good	1997	19	75	56	The paving stones are expected to remain serviceable for the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No																				
		E2010 Fixed Furnishings	Throughout Building	24	Various wood millwork and display cases are present throughout the main floor.	Good	1997	19	40	21	Replace millwork at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No																				
	33	MECHANICAL SYSTEMS																																			
	34	HVAC Systems																																			
	35	D302002 Hot Water Boilers	Boiler Room - Ground Floor	25	There is one Slat Fin gas fired water boiler. The boiler serves most space heating requirements. No service problems reported.	Good	1997	19	25	7	Replace the heating boiler at the end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$25,000	EA	\$25,000	12%	15%	15%	\$38,000							\$38,000					
	36	D302001 HVAC	Expansion Tank	26	Two expansion tanks for the heating and DHW water are located in the main mechanical room.	Good	1997	19	30	11	Replace the expansion tanks at the end of its lifespan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$1,500	EA	\$3,000	12%	15%	15%	\$5,000												
	37	D302002 Hot Water Boilers	Circulating Pumps, small frac. Hp	27	Hot water recirculating pumps of various sizes used to recirculate hydronic hot water and domestic hot water.	Good	1997	19	10	1	Replace hot water recirculating pumps at end of service life.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	3	\$550	EA	\$1,650	12%	15%	15%	\$3,000	\$3,000											
	38	D302009 Steam Generators	Steam rooms	28	Three steam generators provide steam for the saunas.	Good	1997	19	15	2	Replace steam generators at end of service life.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	3	\$1,200	EA	\$3,600	12%	15%	15%	\$6,000		\$6,000										
	39	D303002 Hydronic Heaters	Radiant and Convective Heaters	29	Hydronic heat is delivered through radiant baseboard heaters around the building perimeter, and suspended fan/coil units.	Good	1997	19	30	11	Replace radiant and convective heaters at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$46,000	LS	\$46,000	12%	15%	15%	\$69,000												
	40	D303002 Radiant Heaters	Apparatus Bay	30	Four ceiling mounted, gas-fired radiant heaters are located in the apparatus bay.	Good	1997	19	30	11	Replace radiant heaters at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	4	\$7,000	LS	\$28,000	12%	15%	15%	\$42,000												
	41	D304007 Exhaust Systems - Supply	Make up air	x	One supply air fan provides make-up air for exhaust systems.	Good	1997	19	30	11	Replace fan motors and individual components as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	12%	15%	15%	\$3,000												
	42	D304007 Exhaust Systems - Fans	Apparatus bay ceiling fans	x	Two ceiling fans provide air circulation in the apparatus bay.	Good	1997	19	30	11	Replace fan motors and individual components as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	12%	15%	15%	\$3,000												
	43	D304007 Exhaust Systems - Kitchen	Hood over stove	31	One self-powered hood fan over the stove provides exhaust.	Good	1997	19	25	5	Replace kitchen hood fan at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	12%	15%	15%	\$3,000					\$3,000							
	44	D304007 Exhaust Systems - Apparatus Bay	Vehicle Exhaust System	32	Roof and wall-mounted exhaust fans connected to a Nedermann carbon monoxide removal system is present in the apparatus bay.	Good	1997	19	25	6	Replace fan motors and individual components as required.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	2	\$12,000	EA	\$24,000	12%	15%	15%	\$36,000						\$36,000						
	45	D305001 Unit Ventilators	HRVs	33	Two Flair heat recovery ventilators provide exhaust from washrooms and common areas and return air to the fresh air supply	Good	1997	19	25	6	Replace HRVs at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$2,500	EA	\$5,000	12%	15%	15%	\$8,000						\$8,000						
	46	F105002 Building Automation Systems	BAS/DDC	34	The HVAC system is controlled by a KMC central building automation system.	Good	1997	19	22	9	Replace individual BAS components as needed. Upgrade entire system at end of reliable service life.	Contingency	3 - Future Renewal	No	No	Yes	No	1	\$5,000	Ea	\$5,000	12%	15%	15%	\$8,000								\$8,000				
	47	Plumbing Systems																																			
	48	D202003 Domestic Water Equipment - Tanks	Hot water heater	35	One gas fired AO Smith, 81 US gal domestic water heater provides hot water for washrooms and kitchen.	Good	2011	5	12	7	Replace tank at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																				
	49	G3010 Water Supply	Water Entry and Backflow Prevention	36	A 6" water entry provides domestic and fire-fighting water to the building. Backflow preventers are present and inspections appear current.	Good	1997	19	30	11	Replace backflow preventers as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	5	\$1,500	EA	\$7,500	12%	15%	15%	\$12,000												
	50	D2030 Sanitary Waste / G3020 Sanitary Sewer	Piping	x	Sanitary and storm water collection piping was largely cast iron or ABS, where visible.	Good	1997	19	50	31	Complete localized repairs as may be necessary as the building ages.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$71,000	LS	\$71,000	10%	15%	15%	\$104,000												
	51	G3010 Water Supply	Distribution Piping	x	Primarily copper domestic water distribution piping throughout the building.	Good	1997	19	45	26	Maintain a contingency for capital repairs or partial replacement of valves or piping.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$31,000	LS	\$31,000	12%	15%	15%	\$46,000												
	52	D201000 Plumbing Fixtures	Washrooms, kitchen	37	Plumbing fixtures consistent with a large change room, shower, sauna and washroom, two public washrooms, and a residential-style kitchen. Also includes utility sinks and janitors sink.	Good	1997	19	25	16	Replace plumbing fixtures at the end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$39,000	LS	\$39,000	12%	15%	15%	\$58,000												
	53	G302003 Lift Stations and Pumping Stations	Sump pumps	38	A duplex sump pump located in an outdoor catchment basin provides drainage from apparatus bay.	Good	1997	19	20	2	Replace sump pumps at end of reliable service life.	Replacement	3 - Future Renewal	No	No	No	No	2	\$1,000	Ea	\$2,000	12%	15%	15%	\$3,000		\$3,000										
	54	Other Mechanical Systems																																			
	55	E109005 Kitchen Appliances	Standard Kitchens	39	The light commercial-grade kitchen consists of one gas stove, electric fridge, and Moyer Diebel dishwasher.	Good	1997	19	25	7	Replace kitchen appliances at the end of lifespan as required.	Contingency	3 - Future Renewal	Yes	No	No	No	3	\$2,000	LS	\$6,000	12%	15%	15%	\$9,000							\$9,000					
	56	D306004 Air Compressors	Shop compressor	40	A ~30 gal upright air compressor provides air for vehicle servicing, etc.	Good	1997	19	30	11	Replace air compressor at the end of lifespan as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	No	No	1	\$2,500	LS	\$2,500	12%	15%	15%	\$4,000												
	57	E101004 Laundry Equipment	Clothing	41	One large commercial front-load washer and one set of residential washer and dryer provide laundry service for outerwear and uniforms.	Good	1997	19	22	3	Replace laundry appliances at the end of lifespan as required.	Contingency	3 - Future Renewal	Yes	No	No	No	3	\$3,000	EA	\$9,000	12%	15%	15%	\$14,000			\$14,000									
	58	E102001 Miscellaneous Common Fixed and Moveable Equipment	Hose Dryer	42	One industrial-grade hose dryer cabinet.	Good	1997	19	30	11	Replace hose dryer at the end of lifespan																										

BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	68	D503009 Other Communications Systems	Radio and Antennae	50	The dispatch service equipment is comprised of a computer system and radio with roof-mounted antennae.	Fair	1997	19	20	2	Upgrade communications system (dispatch).	Upgrade	3 - Future Renewal	No	No	No	No	1	\$20,000	LS	\$20,000	12%	15%	15%	\$30,000		\$30,000											
	69	D503009 Other Communications Systems	PA system	51	The building is equipped with a public address and music system.	Fair	1997	19	25	5	Upgrade public address system.	Upgrade	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	12%	15%	15%	\$8,000					\$8,000								
	70	D503009 Other Communications Systems	Door intercom	52	The building is equipped with an intercom at public entrances.	Fair	1997	19	20	2	Upgrade door intercom system.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	LS	\$1,500	12%	15%	15%	\$3,000		\$3,000											
	71	FIRE AND LIFE SAFETY SYSTEMS																																				
		D401002 Sprinkler Water Supply and Piping	Wet and dry sprinkler system	53	A wet pipe sprinkler protects all of the building except for the apparatus bay, which is protected by a dry system.	Good	1997	19	40	21	Maintain a contingency for capital repairs or partial replacement of sprinkler equipment or piping.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$25,000	LS	\$25,000	12%	15%	0%	\$25,000													
	73	G409003 Emergency Power Generation	Emergency Generators	54	Two McGraw-Edison 17.5 kw generators with Onan diesel engines provide emergency power.	Good	1997	19	40	21	Replace or conduct major overhaul of the emergency generator at the end of its anticipated lifespan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	2	30000	EA	\$60,000	12%	15%	15%	\$89,000													
	74	G409003 Emergency Power Generation	Transfer Switches	55	The automatic generator control and two Simson-Maxwell transfer switches are located in the main electrical room.	Good	1997	19	35	16	Replace the automatic transfer switches and generator power control at the end of its lifespan.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	15000	LS	\$15,000	12%	15%	15%	\$23,000													
	75	D509002 Emergency Lighting and Power	Emergency Lighting and Exit Signage	x	Emergency lighting and exit signage located in some rooms throughout the facility.	Good	1997	19	20	1	Replace emergency lights and exit signs, on an as-needed basis.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$2,000	LS	\$2,000	12%	15%	15%	\$3,000	\$3,000												
	76	PROFESSIONAL SERVICES																																				
	77	P100002 Seismic Review	Further Study	x	Seismic reviews are necessary tools for building owners who operate post-disaster designated structures.	Not Applicable	N/A	N/A	15	1	Conduct a seismic review to determine whether the building is Building Code-compliant.	Study	2b - Exceeded Service Life	No	N/A	N/A	N/A	1	\$10,000	LS	\$10,000	0%	0%	15%	\$7,000	\$7,000												
	78	P100002 Building Envelope Condition Assessment	Further Study	x	Building Envelope Condition Assessment (BECA) is a comprehensive study to evaluate the performance and condition of the roofing, wall, window / door assemblies of a building. A BECA is a prudent stage in a building envelope rehabilitation or renewals program to assist with determining scope and magnitude of the project, prior to design and tendering.	Not Applicable	N/A	N/A	15	1	Conduct a BECA to review the condition prior to undertaking any major repair or renewals projects.	Study	Not Applicable	No	N/A	N/A	N/A	1	\$10,000	LS	\$10,000	0%	0%	15%	\$12,000	\$12,000												

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Fire Hall #2



Photo 01

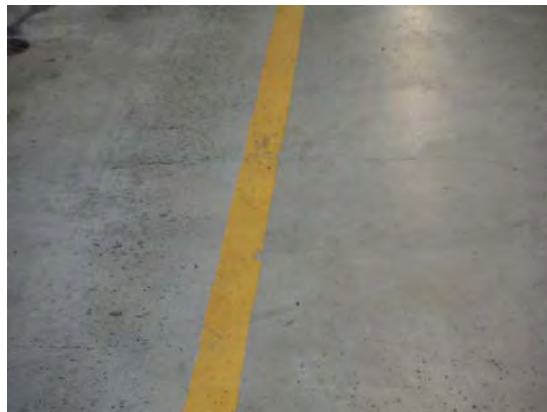


Photo 02



Photo 03



Photo 04

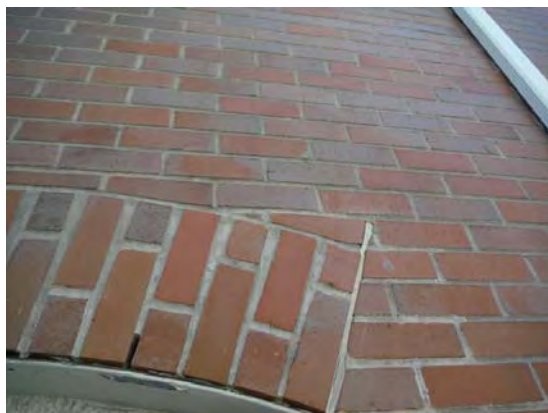


Photo 05



Photo 06

Fire Hall #2



Photo 07



Photo 08



Photo 09

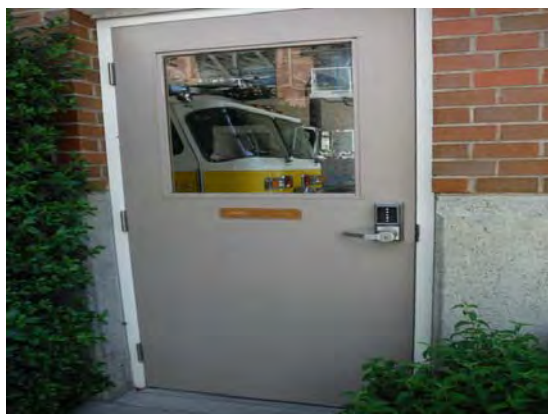


Photo 10



Photo 11

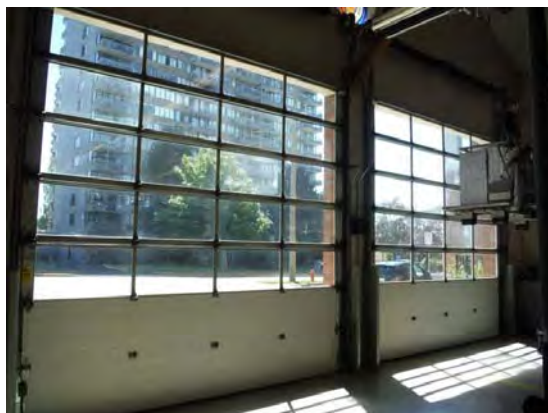


Photo 12

Fire Hall #2

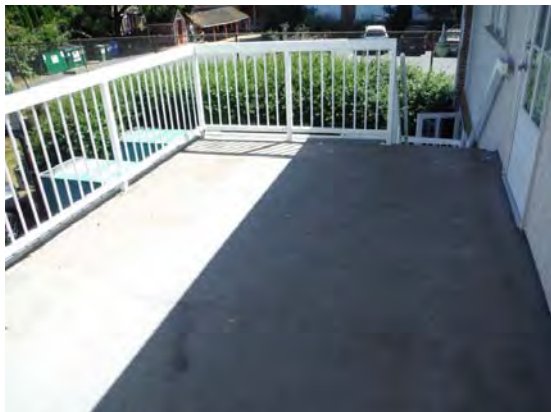


Photo 13



Photo 14



Photo 15

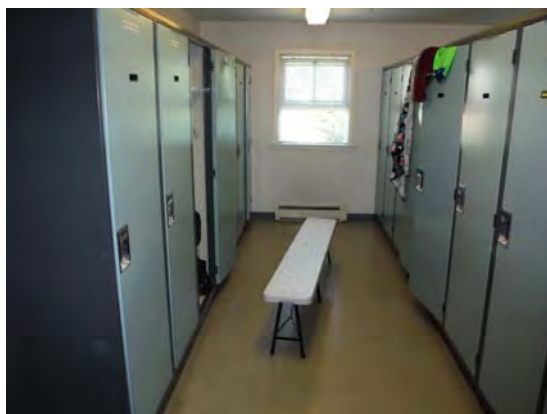


Photo 16

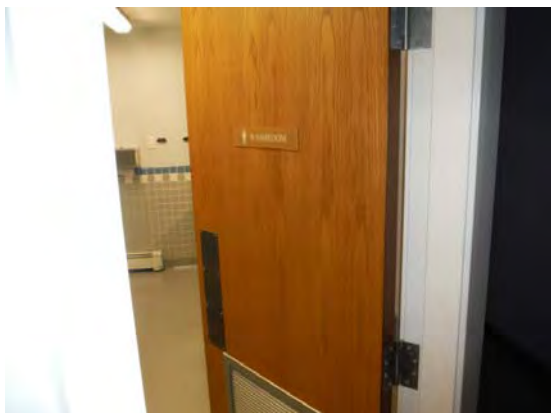


Photo 17



Photo 18

Fire Hall #2



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Fire Hall #2



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Fire Hall #2



Photo 31



Photo 32



Photo 33

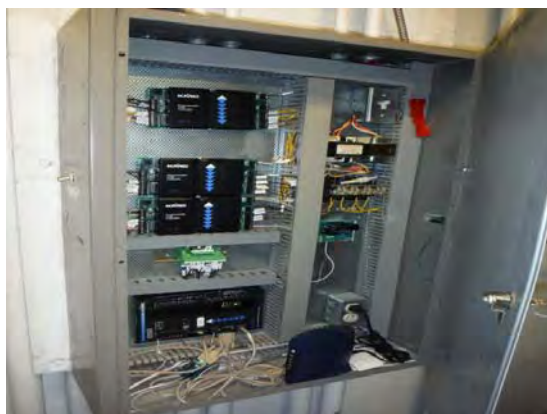


Photo 34



Photo 35



Photo 36

Fire Hall #2



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Fire Hall #2



Photo 43



Photo 44

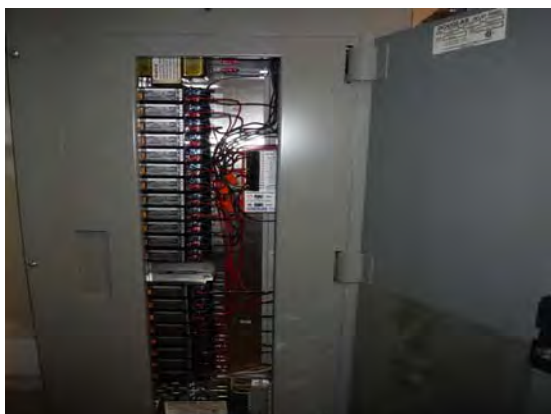


Photo 45



Photo 46



Photo 47

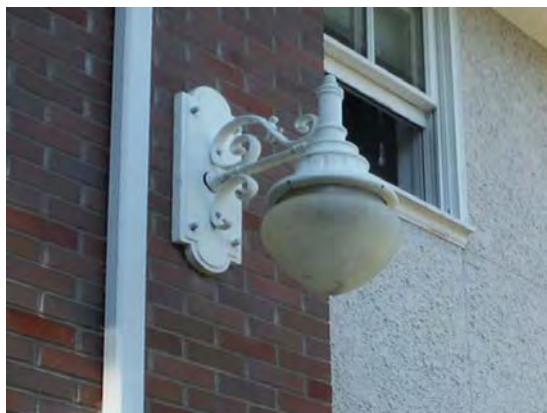


Photo 48

Fire Hall #2

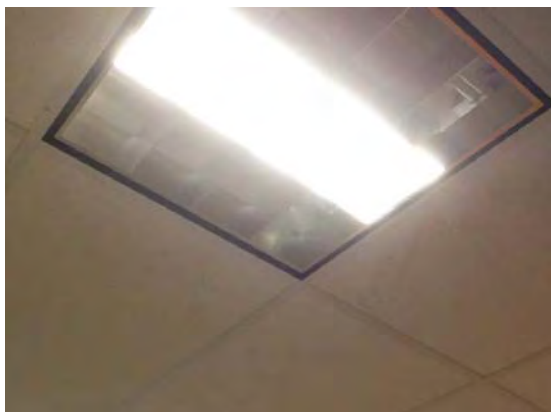


Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54

Fire Hall #2



Photo 55

Appendix A69

**Building 77 – Fire Hall #3 - 740 Bay
Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Protection Services - Fire Hall #3, 740 Bay Street, Victoria

PROPERTY DESCRIPTION

"Fire Station #3" is a single storey structure comprised of an apparatus bay, dormitories and living facilities, operational offices and a hose drying tower. The majority of the mechanical and electrical equipment is housed in the basement, adjacent to the fitness centre. A separate training tower exists in the rear compound. The original facility was constructed circa 1972 with a major renovation project undertaken in 2007.

PROPERTY STATISTICS

Gross Floor Area (ft ²):	5,900
Building Value:	\$1,593,000
Target FCI:	0.025
Current FCI:	0.145

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	Seismic upgrades completed in 2006. Upgrades assumed to meet current code requirements.
Recommendations:	None

Building Code Review

Built under what code:	1970 National Building Code
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No
Access throughout building:	No
Access to washrooms:	No
Recommendations (and cost estimate):	This is not a public building. It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	Renew energy audit to include updated building envelope and mechanical / electrical recommendations.
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The City of Victoria
Facility Condition Assessment and Capital Plan
Protection Services - Fire Hall #3, 740 Bay Street, Victoria

We identified recommendations of approximately \$273,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B201010 Exterior Coatings - Repaint Exterior Walls
- C301005 Wall and Ceiling Finishes - Repaint Interior Walls
- D302002 Hot Water Boilers - Replace Hot Water Boiler
- D303002 Hydronic Heaters - Replace Radiant and Convective Heaters
- D303002 Hydronic Heat - Replace Radiant and Convective Heating Piping
- F105002 Building Automation Systems - Upgrade Entire System to Automated Building

PROJECT TEAM

The visual reviews were completed on July 3, 2015 by Jordan Bowie. The report was co-authored by Paul Rutten. During our review of the building, we were provided access to a sampling of representative areas of the facility, as requested. We were unable to access the roof of the original hose tower due to the height from adjacent roof areas.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- 1972 Drawing Set
- 1999 Vehicle Exhaust Drawings
- 2006 Renovation Drawings
- 2006 Seismic Upgrade Drawings
- 2015 Access Control Documents
- 2004 Energy Audit
- 2007 VFA
- 2010 Security Assessment
- 2012 Physical Security Commentary
- 2012 Electrical IR Report

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Protection Services - Fire Hall #3, 740 Bay Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	7,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	68,000	0	117,000	10,000	12,000	0	0	0	0	0
3 - Future Renewal	17,000	0	0	26,000	0	13,000	6,000	36,000	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	53,000	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	92,000	4,000	121,000	40,000	16,000	70,000	10,000	40,000	4,000	4,000

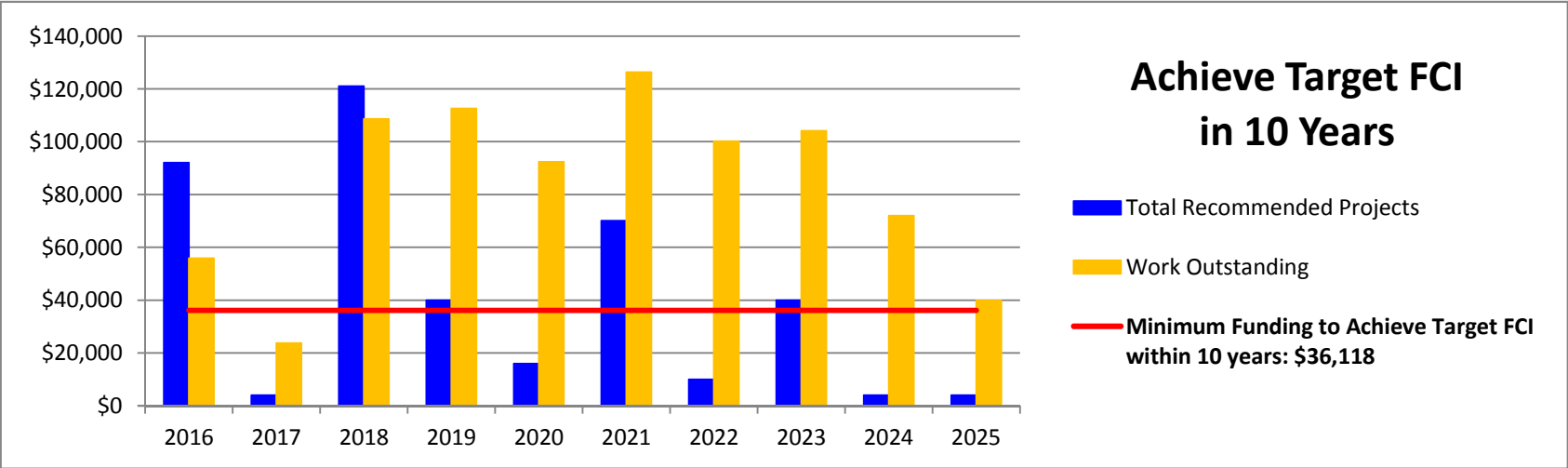
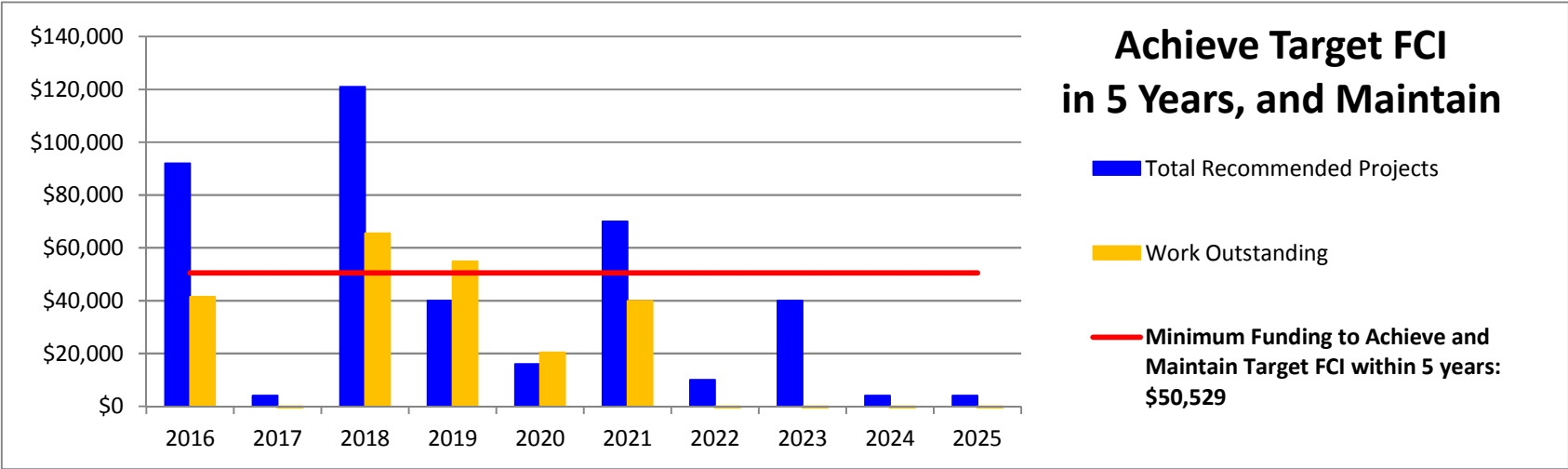
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$50,529

Work outstanding	41,471	-5,058	65,413	54,883	20,354	39,825	-704	-11,233	-57,763	-104,292
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Minimum Funding to Achieve Target FCI within 10 years: \$36,118

Work outstanding	55,883	23,765	108,648	112,530	92,413	126,295	100,178	104,060	71,943	39,825
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The City of Victoria
Facility Condition Assessment and Capital Plan
Protection Services - Fire Hall #3, 740 Bay Street, Victoria



BLDG	Row	Component			Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Mjr or Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	1	Substructure																																			
	2	A10 Foundations	Basement Concrete Foundation	01 and 02	The foundations are cast-in-place concrete strip footings and foundation walls, as visible from the basement level. A concrete slab on grade is installed throughout the basement. The main floor is supported by exposed steel posts in the basement. No evidence of major settlement or heaving was reported or observed.	Fair	1972	44	75	5	The foundation is expected to last the life of the building. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No																				
	3	B201007 Hand Railings	Stairs	03 and 04	Painted metal railings are present on both sets of stairs. The railings were in fair condition, with the exception of the wall-mounting bracket connection (loose) on the above-grade stairs.	Fair	1972	44	75	31	Railings are expected to last the life of the building. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables. Painting of railings should be completed in conjunction with the building exterior painting program. Repair railing connection as a maintenance item.	Replacement	3 - Future Renewal	N/A	N/A	No	No																				
	4	C201002 Exterior Stair Construction	Concrete Stairs	04 and 05	Cast-in-place concrete stairs provide access from the rear of the building to the basement. An above grade concrete staircase on the west elevation, accessing the dorms, is also present.	Fair	1972	44	75	31	The stairs are expected to last the life of the building.Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables. No major capital expenditures are expected to be required over the next ten years.	Repair Allowance	Not Applicable	N/A	N/A	No	No																				
	5	Superstructure																																			
	6	B10 Superstructure	General	06, 07 and 08	The superstructure is comprised of concrete masonry walls. The roof in the apparatus bay is supported with steel posts and timber framing. It is our understanding that seismic upgrades were undertaken in 2006-2007.	Good	2006	10	75	65	Interior protected structural components are expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	Not Applicable	N/A	N/A	Yes	No																				
	7	Envelope																																			
	8	Above-Grade Walls																																			
	9	B2010 Exterior Walls - Concrete Masonry Units	Exterior Cladding	09	The majority of the building is clad with painted concrete masonry units. Degradation of the mortar on the chimney was observed. Sealant joint failure on the east elevation was evident.	Fair	1972	44	75	1	The normal life concrete masonry units should exceed 75 years. An allowance has been included for short term repairs to the exterior walls / chimney.City staff confirmed that sealant work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	1	\$5,000	LS	\$5,000	12%	15%	15%	\$8,000	\$8,000											
	10	B2010 Exterior Walls - Stucco	Exterior Cladding	10	The secondary cladding on the exterior walls is stucco. The stucco is in good condition where observed.	Good	1972	44	75	56	The normal life conventional stucco should exceed 75 years.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No																				
	11	B201010 Exterior Coatings	Exterior Cladding	11	All exterior wall materials have been painted. Bubbling and peeling of the hose tower exterior paint was observed, which is likely due to the vapour drive from the moist air within the tower. The last year of painting was taken to be 2010.	Fair	2010	6	10	4	Repaint exterior walls at the end of service life. Ensure that only a breathable paint is applied to avoid trapping moisture between the paint and the exterior wall cladding.An allowance to investigate the moisture issues in the hose tower has been included in the Professional Services section, below.	Replacement	3 - Future Renewal	Yes	Yes	No	No	5724	\$3	SF	\$17,172	12%	15%	15%	\$26,000				\$26,000								
	12	B202001 Windows - Original	Exterior Walls	12	An original single glazed aluminum framed window is located at the front entrance to the building.Aluminum framed jalousie windows are present in the hose tower.	Fair	1972	44	30	6	Replace the original windows with new thermally-broken window with insulated glass units (IGUs) with Low E coatings and argon fill.The allowance to replace the windows has been included in the vestibule glazing replacement below.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No																				
	13	B202001 Windows - Replacement	Exterior Walls	13	The majority of the windows are double glazed insulated glazing units in thermally broken aluminum frames. Most windows contain awning-style operable vents to allow for natural ventilation. Windows were largely replaced during a 2007 renovation project.	Fair	2007	9	30	21	Replace aluminum framed windows with new thermally-broken windows frames and insulated glass units (IGUs) with Low E coatings and argon fill. Replacement localized failed IGUs from the maintenance budget.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	80	\$120	SF	\$9,600	12%	15%	15%	\$15,000												
	14	B202002 Storefront Assembly	Front Entrances	14	Aluminum framed storefront-type single glazed doors comprising a vestibule is present for pedestrian access into the front of the building. The assembly includes single glazed sloped glazing.	Fair	1972	44	30	6	Replace the vestibule with new energy efficient double paned insulated glazing units and thermally broken frames. This budget includes the cost to replace the original windows.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	Yes	No	258	\$120	SF	\$30,960	12%	15%	15%	\$46,000					\$46,000							
	15	B203001 Exterior Solid Wood Doors	Exterior Walls	15	Painted solid wood doors in steel frames are present on exterior walls (north and west elevations).	Fair	1972	44	30	6	Replace doors with more energy efficient materials including double paned, insulated glazing units. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes	No	No	3	\$1,500	EA	\$4,500	12%	15%	15%	\$7,000					\$7,000							
	16	B203004 Overhead Garage Doors	Exterior Walls	16	Five metal overhead doors with glazed panels are present at apparatus bays. One of the doors appears to have been replaced; however, the year of installation for all five doors is unknown. An electric motor is provided for each door.As the installation dates of the doors varies, an average year of 2000 has been selected as the age of overhead doors.	Good	2000	16	30	14	Replace overhead doors at end of service life. Replacement of motors has been assumed to be an operational cost as doors and motors fail independently from each other.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No	5	\$3,000	EA	\$15,000	12%	15%	15%	\$23,000												
	17	Roofs																																			
	18	B301002 Roofing - Low Sloped Membrane System SBS	Main Roof and Hose Tower	17	The roof is an exposed 2-ply SBS roofing membrane assembly. This type of membrane covers the majority of the upper and lower roofs, including the hose tower. The age of the roofing membrane assembly and flashing was unknown and was assumed to have been installed in 2007.	Fair	2007	9	25	16	Replace SBS roofing system at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No	5105	\$20	SF	\$102,100	12%	15%	15%	\$152,000												
	19	B301002 Sloped Roof - Wood	Hose Tower Sloped Roof	17	Channel lap, painted wood siding has been installed at the top on the hose tower on the west elevation. We were informed that this material will be upgraded with a metal roofing-type material in the next year.	Poor	1972	44	40	1	Replace wood with low-maintenance metal roofing assembly as scheduled in 2016.	Replacement	3 - Future Renewal	No	Yes	No	No	1	\$4,000	EA	\$4,000	12%	15%	15%	\$6,000	\$6,000											
	20	B301006 Roof Openings Skylights	Main Roof	18	Double glazed skylights in metal clad vinyl frames are installed on the main roof. The skylights are operable (electrical operators) to allow air ventilation through the ceiling of the building.	Fair	2007	9	25	16	Replace skylights at end of service life. It would be prudent to replace in conjunction with the roofing membrane assembly.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	Yes	No	No	3	\$800	EA	\$2,400	12%	15%	15%	\$4,000												
	21	Interiors																																			
	22	C11 Washrooms / Changing Rooms	Main Floor	19	Three washrooms are located throughout the building: one powder room and two regular washrooms with showers/steam shower, sinks and a urinal. Washrooms are fitted with laminate counter tops with porcelain sinks, porcelain urinals, porcelain toilets and steel partitions.	Good	2007	9	20	11	General refurbishment of millwork at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$7,000	LS	\$7,000	12%	15%	15%	\$11,000												
	23	C102001 Interior Doors	Throughout Building	20	Painted wood doors are present throughout the building at offices, service rooms and bathrooms. The assumed age of the doors is 2007, when renovations were undertaken.	Good	2007	9	50	31	Doors are expected to last the life of the building.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No																				
	24	C103002 Kitchens	Residential Kitchen	21	A residential-style kitchen is present on the main floor. Equipment provided includes laminate-surfaced counters and cupboards. The kitchen was upgraded in 2007.	Good	2007	9	20	11	Replace millwork / cupboards. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$15,000	LS	\$15,000	12%	15%	15%	\$23,000												
	25	C301005 Wall and Ceiling Finishes	Throughout Building	22	Interior walls are primarily of painted gypsum board and exposed painted concrete masonry units in the apparatus bays.	Good	2007	9	15	6	Repaint interior walls when the need for a refreshed appearance exists. Painting has been included as a five-year phased approach, undertaken every five years.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	6000	\$2	SF	\$12,000	12%	15%	15%	\$18,000		\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000			
	26	C302004 Resilient Floor Finishes	Various Locations - Floors	23 and 27	Sheet vinyl flooring is installed throughout the building, mainly in corridors, washrooms, kitchen, lounge and dorms. The flooring was installed during the 2007 renovation project.	Good	2007	9	30	21	Replace vinyl sheet flooring at the end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1812	\$10	SF	\$18,120	12%	15%	15%	\$27,000												
	27	C302099 Other Floor Finishes	Apparatus Bay and Basement Floors	25	The Apparatus Bay and basement floors are finished with concrete and are in serviceable condition.	Fair	1972	44	30	15	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No																				
	28	Mechanical Systems																																			
	29	HVAC Systems																																			
	30	D302002 Hot Water Boilers	Boiler Room - Ground Floor	26	There are two Burnham gas fired water boilers. Excluding an electric plenum heater for the gym, the boilers serve all space heating requirements. No service problems reported.	Fair	1972	44	40	1	Replace the heating boilers with a single high efficiency, condensing unit.	Replacement	2b - Exceeded Service Life	No	No	Yes	No	1	\$30,000	EA	\$30,000	12%	15%	15%	\$45,000	\$45,000											

BLDG	Row	COMPONENT		CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																		
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
	31	D302001 HVAC	Expansion Tank	27	One expansion tank is for the heating boiler system located in the main mechanical room.	Fair	1972	44	35	1	Replace the expansion tanks at the end of its lifespan.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$2,000	EA	\$2,000	12%	15%	15%	\$3,000	\$3,000																														
	32	D302002 Hot Water Boilers	Circulating Pumps, small frac. Hp	28	Three hot water recirculating pumps of various sizes used to recirculate hydronic and domestic hot water.	Good	2007	9	10	1	Replace hot water recirculating pumps at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$550	EA	\$1,650	12%	15%	15%	\$3,000	\$3,000																														
	33	D302009 Steam Generators	Steam room	29	One steam generator provides steam for the steam shower.	Good	2007	9	15	6	Replace steam generator at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,200	EA	\$1,200	12%	15%	15%	\$2,000																															
	34	D303002 Hydronic Heaters	Radiant and Convective Heaters	30	Hydronic heat is delivered through radiant baseboard heaters around the building perimeter, and suspended fan/coil units.	Fair	1972	44	35	3	Replace radiant and convective heaters at end of service life.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	1	\$50,000	LS	\$50,000	12%	15%	15%	\$75,000				\$75,000																											
	35	D303002 Hydronic Heat	Hydronic piping	31	Hydronic heat is delivered through steel piping to radiant baseboard heaters and suspended fan/coil units.	Fair	1972	44	40	3	Replace radiant and convective heater piping.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$28,000	LS	\$28,000	12%	15%	15%	\$42,000				\$42,000																											
	36	D304007 Exhaust Systems - Supply	Make up air	32	Two supply air fans provide make-up air for the basement gym and boiler room.	Fair	1972	44	30	4	Replace fan motors and individual components as required.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	2	\$2,000	EA	\$4,000	12%	15%	15%	\$6,000				\$6,000																											
	37	D304007 Exhaust Systems - Kitchen	Hood over stove	33	One self-powered Nutone hood fan over the stove provides exhaust.	Good	2007	9	25	16	Replace kitchen hood fan at end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	12%	15%	15%	\$3,000																															
	38	D304007 Exhaust Systems - Apparatus Bay	Vehicle Exhaust System	34	Ceiling mounted exhaust fans connected to a Nedermann carbon monoxide removal system is present in the apparatus bays.	Good	1999	17	25	8	Replace fan motors and individual components as required.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	2	\$12,000	EA	\$24,000	12%	15%	15%	\$36,000								\$36,000																							
	39	D305001 Exhaust systems	Rooftop, High bay wall	35	Two rooftop and one sidewall Greenheck fans provide exhaust from washrooms, apparatus bay, and boiler room.	Fair	1972	44	25	5	Replace exhaust fans at end of service life.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	3	\$2,500	EA	\$7,500	12%	15%	15%	\$12,000						\$12,000																									
	40	F105002 Building Automation Systems	BAS/DDC	36	The HVAC system is controlled by a basic thermostat system, not a central building automation system.	Fair	1972	44	22	1	Upgrade entire system to automated building management system.	Upgrade	2b - Exceeded Service Life	No	No	Yes	No	1	\$13,000	EA	\$13,000	12%	15%	15%	\$20,000	\$20,000																														
	41	D304008 Air Handling Units	Make-up Air Unit	37	An Eng A 83 MBTUH make-up air unit (MUA) is located on the roof. The unit provides conditioned make up air to administrative areas, living quarters and kitchen.	Good	2007	9	21	13	Replace or substantially overhaul MUA at end of reliable service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$26,000	EA	\$26,000	12%	15%	15%	\$39,000																															
	42	Plumbing Systems																																																						
	43	D202003 Domestic Water Equipment - Tanks	Hot water heaters	38	One gas John Woods 284 liter (2005) and one Ruud 60 Imp gal (potentially original construction) electric domestic water heaters provides hot water for washrooms and kitchen.	Fair	2005	11	12	1	Replace tanks at the end of its service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No																																							
	44	G3010 Water Supply	Water Entry and Backflow Prevention	39	A 6" water entry provides domestic and fire-fighting water to the building. Backflow preventers are present and inspections appear current.	Good	2007	9	30	21	Replace backflow preventers as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$1,500	EA	\$4,500	12%	15%	15%	\$7,000																															
	45	D2030 Sanitary Waste / G3020 Sanitary Sewer	Piping	40	Sanitary and storm water collection piping was largely cast iron or ABS, where visible.	Good	1972	44	50	15	Complete localized repairs as may be necessary as the building ages.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$30,000	LS	\$30,000	12%	15%	15%	\$45,000																															
	46	G3010 Water Supply	Distribution Piping	41	Primarily copper domestic water distribution piping throughout the building.	Good	1972	44	45	11	Maintain a contingency for capital repairs or partial replacement of valves or piping.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	LS	\$15,000	12%	15%	15%	\$23,000																															
	47	D201000 Plumbing Fixtures	Washrooms, kitchen	42	Plumbing fixtures consistent with a large change room, shower, steam shower and washroom, and a residential-style kitchen. Also includes utility sinks and janitors sink.	Good	2007	9	25	16	Replace plumbing fixtures at the end of service life.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$28,000	LS	\$28,000	12%	15%	15%	\$42,000																															
	48	Other Mechanical Systems																																																						
	49	E109005 Kitchen Appliances	Standard Kitchens	43	The residential-grade kitchen consists of one gas stove, generic fridge, and KitchenAid fridge and dishwasher.	Good	2007	9	20	11	Replace kitchen appliances at the end of lifespan as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	4	\$1,500	LS	\$6,000	12%	15%	15%	\$9,000																															
	50	D306004 Air Compressors	Shop compressor	44	Approximately 30 gal, 3hp DVAir upright air compressor provides air for vehicle servicing, etc.	Good	1972	44	30	4	Replace air compressor at the end of lifespan as required.	Contingency	2b - Exceeded Service Life	No	No	No	No	1	\$2,500	LS	\$2,500	12%	15%	15%	\$4,000				\$4,000																											
	51	E101004 Laundry Equipment	Clothes	45	One set of Whirlpool residential washer and dryer provide laundry service for uniforms.	Good	2007	9	22	13	Replace laundry appliances at the end of lifespan as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	2	\$2,000	EA	\$4,000	12%	15%	15%	\$6,000																															
	52	ELECTRICAL SYSTEMS																																																						
	53	D501003 Main & Secondary Switchgear	Replacement	46	The main disconnect is a Westinghouse rated at 225A, 120/208V, three phase.	Good	1972	44	45	6	Replace distribution switches at end of service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$3,000	LS	\$3,000	12%	15%	15%	\$5,000							\$5,000																								
	54	D501005 Distribution Panels	Replacement	47	Secondary distribution and breaker panels are located in the main electrical room.	Good	1972	44	40	6	Replace house panels at end of service life, or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	12%	15%	15%	\$8,000							\$8,000																								
	55	D502009 Branch Wiring & Devices	Replacement	x	Wiring throughout the facility is copper. Devices include all house voltage switches, outlets.	Good	1972	44	50	11	Replace or upgrade wiring as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$53,000	LS	\$53,000	12%	15%	15%	\$79,000																															
	56	D503008 LAN, TV, Telephone	Infrastructure Cabling	48	The facility is served by extension LAN, telephone, and TV cabling with termination panels and boxes in the electrical room.	Good	2007	9	30	21	Upgrade low-voltage cable infrastructure as required.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	12%	15%	15%	\$8,000																															
	57	D401003 Motor Control Centers	Replacement	49	Telemechanique motor controls (HOA) are present for the three major exhaust fans.	Good	2007	9	25	16	Replace motor control centers at end of reliable service life or as deemed necessary by IR scans.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$500	EA	\$1,500	12%	15%	15%	\$3,000																															
	58	D502002 Outdoor Lighting Equipment	LED Upgrade	50	Exterior lighting is primarily HPS or incandescent flood lights. Some new LED parapet flood lights present.	Fair	2007	9	25	7	Complete upgrade of exterior lights to LED fixtures.	Upgrade	3 - Future Renewal	Yes	No	No	No	5	\$750	EA	\$3,750	12%	15%	15%	\$6,000							\$6,000																								
	59	D502002 Interior Lighting Equipment	Upgrade Interior Lighting	51	Lighting is primarily T8 fluorescent 4' strip fixtures, and some incandescent in utility areas.	Good	2007	9	25	16	Replace or upgrade interior light fixtures to T-5 or LED units or lamps.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	Yes	No	No	No	60	\$350	LS	\$21,000	12%	15%	15%	\$32,000																															
	60	D503009 Other Communications Systems	Radio and Antennae	52	The dispatch service equipment is comprised of a computer system and radio with roof-mounted antennae.	Good	2007	9	20	11	Upgrade communications system (dispatch).This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	No	No	No	No	1	\$15,000	LS	\$15,000	12%	15%	15%	\$23,000																															
	61	D503009 Other Communications Systems	PA system	53	The building is equipped with a public address and music system.	Good	2007	9	25	16	Upgrade public address system.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Upgrade	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	12%	15%	15%	\$8,000																															
	62	D503008 Security Systems	Access control	54	The building is equipped with a Kantech card access system at four doors.	Excellent	2015	1	20	19	Upgrade door intercom system.This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,00																																					

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Fire Hall #3



Photo 01



Photo 02



Photo 03

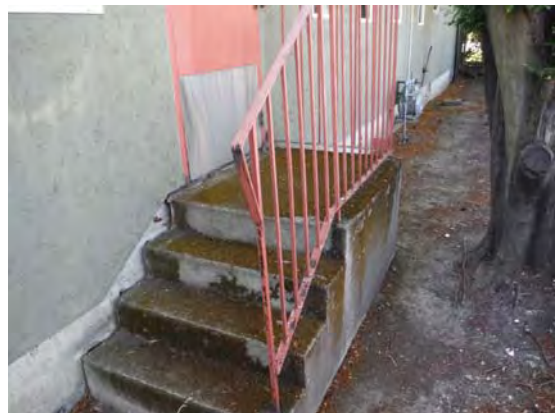


Photo 04



Photo 05

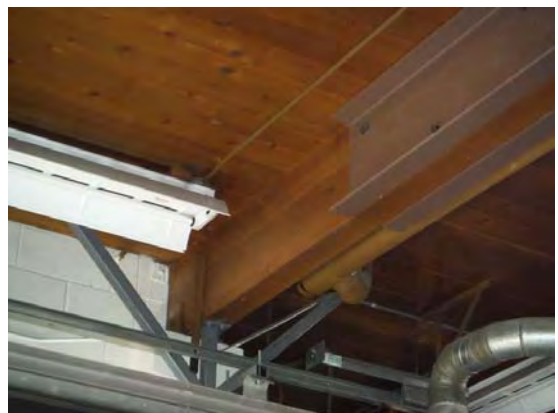


Photo 06

Fire Hall #3

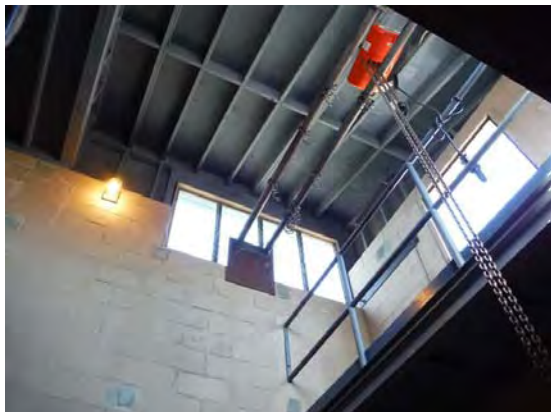


Photo 07



Photo 08

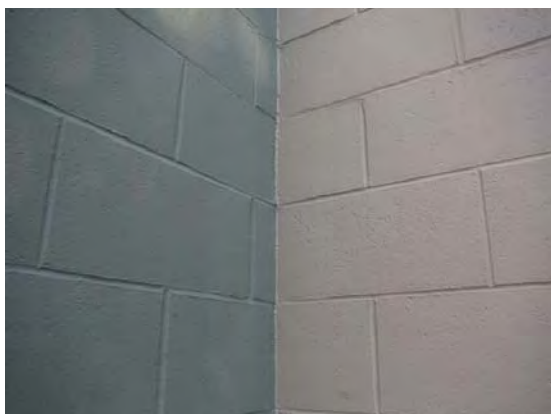


Photo 09

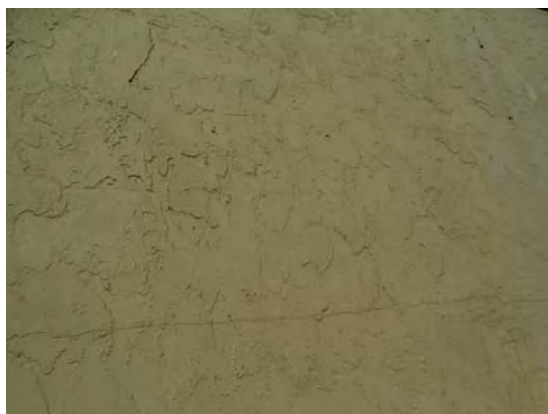


Photo 10



Photo 11



Photo 12

Fire Hall #3



Photo 13



Photo 14

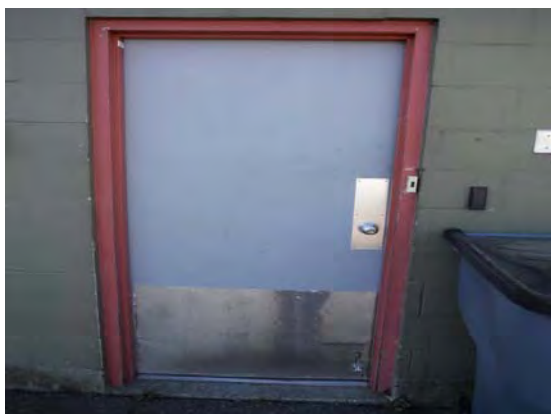


Photo 15



Photo 16



Photo 17



Photo 18

Fire Hall #3

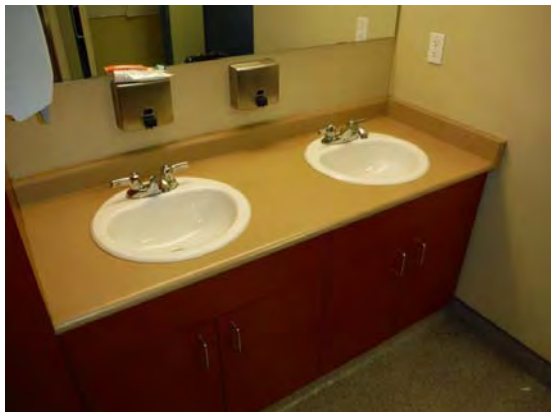


Photo 19

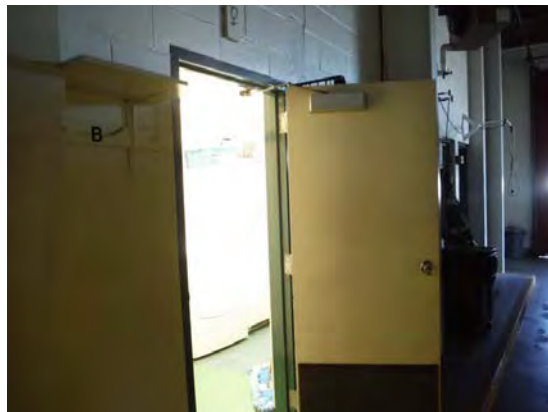


Photo 20



Photo 21



Photo 22

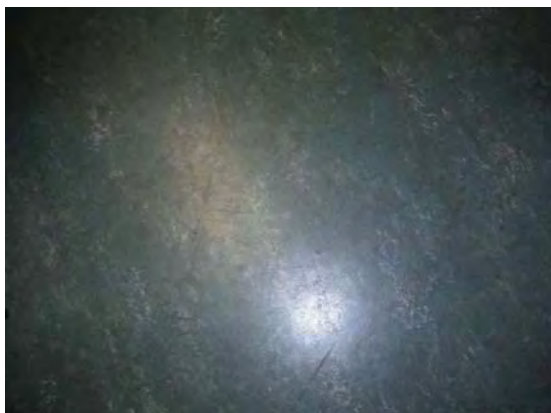


Photo 23

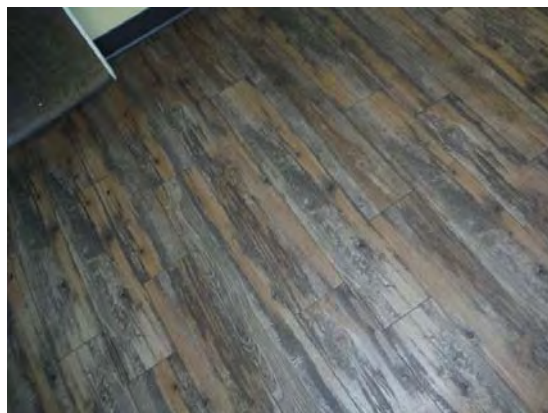


Photo 24

Fire Hall #3



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Fire Hall #3



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Fire Hall #3



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Fire Hall #3



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Fire Hall #3



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54

Fire Hall #3



Photo 55



Photo 56



Photo 57

Appendix A70

**Building 78 – Bridge Street Storage
(Island Saw) - 2920 Bridge St, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Public Works Yard - Bridge Street Storage (Island Saw), 417 Garbally Road, Victoria**

PROPERTY DESCRIPTION

The building consists of a two storey wood frame and cinder block building with a low sloped roof. The lower levels have garages, shops and offices while the upper levels have storage space and a self-contained apartment. Currently the building is used for storage only.

PROPERTY STATISTICS

Gross Floor Area (ft2):	11200
Building Value:	\$1,579,200
Target FCI:	0.025
Current FCI:	0.056

REPORT OVERVIEW

We identified Priority 1 - Immediate expenditures totalling \$13,000 as follows:

-C303003 Gypsum Board Ceiling Finishes - The ceiling of the garage and shop is a fire rated gypsum ceiling. Penetrations were noted throughout this assembly that cause discontinuities in the fire separation.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1985
Deficiencies observed:	C303003 Gypsum Board Ceiling Finishes - The ceiling of the garage and shop is a fire rated gypsum ceiling. Penetrations were noted throughout this assembly that cause discontinuities in the fire separation.
Recommendations:	Repair ceiling finishes to provide continuous fire separations.
	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes.
Access throughout building:	Level 1 only.
Access to washrooms:	No.

The City of Victoria**Facility Condition Assessment and Capital Plan****Public Works Yard - Bridge Street Storage (Island Saw), 417 Garbally Road, Victoria**

Recommendations (and cost estimate):

This building is a service building. It is assumed that accessibility is not required. It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:

The building is currently used for storage. An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$357,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B10 Superstructure - masonry repairs
- B2010 Exterior Walls – Brick - Painting and sealant replacement
- B301002 Roofing - Low Sloped Membrane System SBS - replacement
- C302005 Carpeting - replacement
- C3010 Interior Finishes - gypsum ceiling repairs at fire separation
- D304008 Air Handling Units - replacement

PROJECT TEAM

The visual reviews were completed on July 3, 2015 by Chris Raudoy a of Morrison Hershfield Ltd. During our review of the building, we were accompanied by Chaz Whipp, who provided access to a sampling of representative areas of the facility, as requested.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Management Report, dated 2013

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard - Bridge Street Storage (Island Saw), 417 Garbally Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	11,000	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	55,000	22,000	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	44,000	129,000	29,000	0	0	0	13,000
4a - Discretionary Renewal (Upgrade)	0	17,000	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	4,000	16,000	4,000	4,000	37,000	4,000	4,000	4,000	4,000	4,000
Not Applicable	0	14,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	59,000	80,000	4,000	48,000	166,000	33,000	4,000	4,000	4,000	17,000

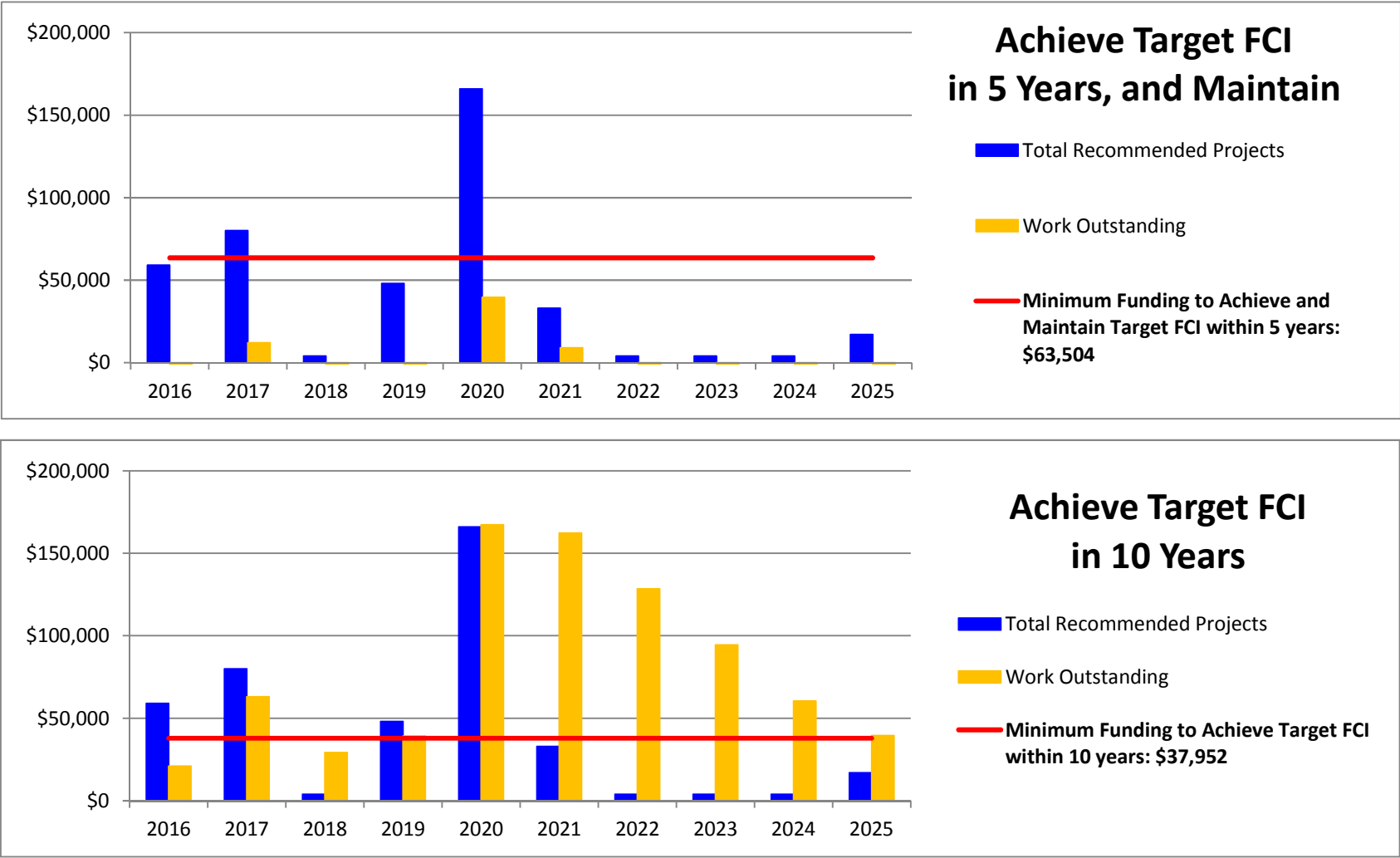
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$63,504

Work outstanding	-4,504	11,992	-47,512	-63,016	39,480	8,976	-50,528	-110,032	-169,536	-216,040
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Minimum Funding to Achieve Target FCI within 10 years: \$37,952

Work outstanding	21,048	63,096	29,144	39,192	167,240	162,288	128,336	94,384	60,432	39,480
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The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard - Bridge Street Storage (Island Saw), 417 Garbally Road, Victoria



start Yr 2016		The City of Victoria Facility Condition Assessment and Capital Plan Public Works Yard - Bridge Street Storage (Island Saw), 417 Garbally Road, Victoria																																	
BLDG	Row	COMPONENT		Photo	CONDITION ASSESSMENT			LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
																										\$59,000	\$80,000	\$4,000	\$48,000	\$166,000	\$33,000	\$4,000	\$4,000	\$4,000	\$17,000
	1	SUBSTRUCTURE																																	
	2	A10 Foundations	Foundations Repair	x	The foundations are cast-in-place concrete as visible at grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1961	55	100		The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No					\$0													
	3	A1030 Slab on Grade	Slab on Grade Repair	x	The floor is concrete slab-on-grade. We noted normal, isolated, cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1961	55	100	5	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No					\$0													
	4	A103006 Foundation Drainage	Foundation Drainage	x	The perimeter drainage system was not exposed for review. No reports of perimeter drainage issues were made by facility staff.	Not Reviewed	1961	55	10	1	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	N/A	N/A	Yes	No					\$0													
	5	SUBSTRUCTURE																																	
	6	A Substructure	Below Grade Construction	1	There are isolated areas of below grade space at the Bridge Street exit. There were no reports of water ingress issues at this location.	Not Applicable	1961	55	50		The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No					\$0													
	7	SUPERSTRUCTURE																																	
	8	B10 Superstructure		1 & 2	The superstructure of the building consists of a concrete masonry units and wood framing. Cracking in the concrete masonry units was noted, typically along mortar joints.		1961	55	50	2	If properly maintained the superstructure is expected to last the life of the building. A contingency has been included to repoint the concrete masonry units where required.	Repair Allowance	2b - Exceeded Service Life	Yes	Yes	Yes	Yes	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000		\$22,000								
	9	B10 Superstructure	Entrance Canopy	2			1961	55	50	2	If properly maintained the superstructure is expected to last the life of the building. Reroofing of this canopy will be required. Costing associated with this work have been included in B301002 Roofing - Low Sloped Membrane System SBS.	Repair Allowance	2b - Exceeded Service Life	Yes	Yes	Yes	Yes					\$0													
	10	ENVELOPE																																	
	11	Above-Grade Walls																																	
	12	B2010 Exterior Walls - Brick		1 & 2	The walls are constructed using concrete masonry units. The majority of the walls have been painted. Cracking in the mortar joints was noted.	Poor	1997	19	10	1	If properly maintained the superstructure is expected to last the life of the building. A contingency has been included for localized mortar repointing and painting.	Repair Allowance	2b - Exceeded Service Life	Yes	Yes	Yes	Yes	1	\$50,000	LS	\$50,000	0%	10%	15%	\$64,000	\$55,000									
	13	B201011 Joint Sealant	Exterior Sealant - Installation and Replacement	3	Sealant has been installed at some service penetrations. Sealant is typically not installed at window/door penetrations. No information was available regarding when the last sealant replacement program was completed. No leaks were reported by building staff.	Poor	1997	19	8	1	Replace sealant between dissimilar materials. Install sealant around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables. Consideration should be given to coordinating sealant installation at windows and doors with replacement plans.	Repair Allowance	2b - Exceeded Service Life	Yes	No	No	No					\$0													
	14	B202001 Punched Windows	Typical Windows	4	The majority of the existing windows are metal framed (non-thermally broken) assemblies with double pane glazing. The date of these windows was not confirmed.	Fair	1997	19	30	11	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1250	\$55	SF	\$68,750	10%	20%	15%	\$105,000										
	15	B202002 Storefront Assembly	Entrance Door	5	A automatic sliding entrance door has been installed at the main entrance. The date of these windows was not confirmed.	Fair	1997	19	30	11	Replace storefront system.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	144	\$75	SF	\$10,800	10%	10%	15%	\$16,000										
	16	B203001 Exterior Solid Doors	Entrance Doors	4	Two solid metal exit doors are present. These doors appeared to be in serviceable condition.	Fair	1997	19	30	11	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$1,000	EA	\$2,000	0%	10%	15%	\$3,000										
	17	B203004 Overhead Garage Doors	Overhead Garage Door	5	An overhead garage door is present into the garage area.	Fair	1997	19	20	5	Replace overhead door at the end of its service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	EA	\$10,000	0%	10%	15%	\$13,000				\$11,000						
	18	Roofs																																	
	19	B301002 Roofing - Low Sloped Membrane System SBS		6	The roofs (main roof and canopy roof) are exposed two-ply SBS membrane, fully-adhered to the roof deck. The roof drains via internal drains. No leaks were reported or observed.	Fair	1997	19	25	5	Replace roofing system including flashings, sealants, etc. as required (including eyebrow canopies).	Replacement	3 - Future Renewal	No	No	No	No	6100	\$12	SF	\$73,200	10%	10%	15%	\$102,000					\$89,000					
	20	B301004 Roof	Flashing and Trim - Replacement	x	Metal flashings area present on parapet wall areas and roof to wall interfaces.	Fair	1997	19	25	5	Replace parapet flashings with roof replacement work. The cost associated with this work has been included in the relevant roof replacement work.	Replacement	3 - Future Renewal	N/A	No	No	No					\$0													
	21	B301006 Roof Openings - Skylights	Main Roof	7	Four domed skylights are present on the main roof.	Fair	1997	19	25	5	Replace skylights at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	4	\$500	EA	\$2,000	0%	10%	15%	\$3,000					\$3,000					
	22	INTERIORS																																	
	23	C102001 Standard Interior Doors		x	Interior doors are present throughout the building. Doors were typically in good condition. Depending on the building use fire rated doors may be required in some locations. If the building use is changed a review of the fire separation requirements should be completed.	Fair	1997	19	50		The doors are expected to last the life of the building. Budgets for repainting the doors have been included in C3010 Interior Finishes.		4b - Discretionary Renewal (Aesthetic)	N/A	N/A	No	No					\$0													
	24	C103008 Counters and C103009 Cabinets	Kitchen Counters and Cabinets	8	Kitchen counters and cabinets have been installed in the kitchen on the second floor.	Fair	1997	19	20	5	Replace cabinets and counters at the end of service life. This category does not include appliances.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$4,000	EA	\$4,000	0%	10%	15%	\$6,000					\$5,000					
	25	C103002 Toilet and Bath Accessories, Rehab		9 & 10	Two bathroom facilities are present. On the ground floor a bathroom with a toilet and sink is present. On level 2 a bathroom with a toilet, sink and shower is present. Both bathrooms were out of service.	Poor	1997	19	20	2	Renovate washrooms, including: fixtures and finishes. Both bathrooms are currently out of service.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$7,500	LS	\$15,000	0%	10%	15%	\$19,000		\$17,000								
	26	C101004 Interior Guardrails and Stairs	Second Floor Guardrails and Stairs	x	Stairs with metal railings provide access from levels 1 to 2. These assemblies do not appear to meet current code requirements.	Fair	1997	25	30	2	Replace guard with new assembly when required. Review and confirm existing assembly meet BCBC and WCB requirements.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$5,000	LF	\$5,000	0%	10%	15%	\$7,000		\$6,000								
	27	C3010 Interior Finishes		x	The interior walls consist of painted and unpainted concrete masonry units, painted gypsum and painted and unpainted plywood. The condition of the finishes varied throughout the building.	Fair	1997	19	5	1	Repaint interiors as required. As requested by the City a phased 5 year painting cycle has been included.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	0%	15%	\$23,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	
	28	C302004 Resilient Floor Finishes		11	Resilient floor finishes have been installed in the kitchen and hallway of the second floor. This flooring appeared to be in good condition.	Fair	1997	19	30	11	Replace flooring at the end of its service life.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$5,000	SF	\$5,000	0%	10%	15%	\$7,000										
	29	C302005 Carpeting		12	Carpeting has been installed in various rooms on the first and second floors. This flooring appeared to be in good condition.	Fair	1997	19	20	5	Replace flooring at the end of its service life.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$25,000	SF	\$25,000	0%	10%	15%	\$32,000					\$28,000					
	30	C303003 Gypsum Board Ceiling Finishes		13	The ceiling of the garage and shop is a fire rated gypsum ceiling. Penetrations were noted throughout this assembly that cause discontinuities in the fire separation.	Poor	1997	19	20	2	Patch and replace gypsum ceilings as required. Seal penetrations as required.	Repair Allowance	1 - Immediate	No	No	No	Yes	1	\$10,000	SF	\$10,000	0%	10%	15%	\$13,000		\$11,000								
	31	C303004 Ceiling		14	Acoustic tiles have been used in some areas. These tiles were noted to be missing and damaged in a number of locations.	Poor	1997	19	20	2	Replace damaged and missing ceiling tiles.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$5,000	SF	\$5,000	0%	10%	15%	\$7,000		\$6,000								
	32	MECHANICAL SYSTEMS																																	
	33	HVAC Systems																																	
	34	D305002 Unit Heaters		15	Gas fired unit heaters are present in the shop area, ceiling mount.	Fair	1997	19	25	4	Replace at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000					\$6,000					
	35	D304008 Air Handling Units	Roof	16	A York roof top gas fired make up air unit is present. Electric base board heaters are present in the finished areas.	Fair	1997	19	25	4	Replace the makeup air units at the end of their lifespan.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$30,000	EA	\$30,000	0%	10%	15%	\$38,000				\$38,000						
	36	D3																																	

2016	The City of Victoria Facility Condition Assessment and Capital Plan Public Works Yard - Bridge Street Storage (Island Saw), 417 Garbally Road, Victoria																																				
	BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the building security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
			ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																					\$59,000	\$80,000	\$4,000	\$48,000	\$166,000	\$33,000	\$4,000	\$4,000	\$4,000	\$17,000							
		41	D2030 Sanitary Waste Water and Storm Water	Storm and Sewer Piping	19	Storm water from the roofs (including gutters) is internally drained. Storm and sewer piping is primarily cast and PVC where reviewed. No issues reported. The age of the system is unknown and has been assumed. It is assumed that various upgrades have been taken throughout the life of the building.	Good	1961	55	50	10	The piping is expected to last the life of the building. A contingency budget has been included for partial replacement of failed sections.	Contingency	3 - Future Renewal	Yes	No	Yes	No		1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000									\$6,000	
		42	D20100 Plumbing Fixtures	Sink in Garage Area	20	A sink is present in the garage area. This system is not fully functional.	Poor	1961	55	20	5	Replace sink at the end of its service life.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000					\$3,000					
		43	ELECTRICAL SYSTEMS																																		
		44	D501003 Main & Secondary Switchgear	Electrical Room	21	The feeder provides power to a Main Fusible Switchgear. The main switchgear is rated 1200 A, 120/208 V. The switchgear services the main building and also remote structures. The age of the system is unknown and has been assumed. No issues associated with power distribution were reported by facility staff.	Good	1997	19	35	16	Replace distribution switches.	Replacement	3 - Future Renewal	No	No	Yes	No		1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000										
		45	D501005 Panels		22	There are various Cutler-Hammer and FPE (StabLok) subpanel boards installed throughout the building complex to serve lighting, power and mechanical loads. The age of the system is unknown and has been assumed.	Good	1997	19	35	16	Replace house panels at end of service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No		1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000										
		46	D502002 Interior Lighting	Interior Lighting Replacement	23	Interior lighting is predominantly provided by a combination of parabolic and surface mounted fluorescent fixtures (appear to be T-12). Some incandescent flood lights and wall scones present. The lighting appeared to be of various ages. Facility staff confirmed that lighting is replaced on an as required basis as part of the ongoing maintenance. No issues associated with the lights were reported.	Good	1997	19	25	6	Upgrade light fixtures to LED systems as they are replaced.	Upgrade	3 - Future Renewal	Yes	No	No	No		1	\$25,000	LS	\$25,000	0%	15%	15%	\$34,000					\$29,000					
		47	D502002 Lighting Equipment	Exterior Lighting Replacement	x	Exterior lighting is provided by wall mounted packs on the building. Pole mounted packs are present on the road way areas. These assemblies have not been included as the are considered site fixtures. The lighting appeared to be of various ages. Facility staff confirmed that lighting is replaced on an as required basis as part of the ongoing maintenance. No issues associated with the lights were reported.	Good	1997	19	30	5	Replace or upgrade outdoor bollard lights with new LED fixtures at end of service life.	Upgrade	3 - Future Renewal	Yes, as required.	No	No	No		1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000					\$12,000					
		48	D503008 Security Systems	Proxy Card System	24	Main man doors equipped with Kantech prox card readers, and motion detectors are present throughout the facility. The age of this system is unknown. No issues were reported.	Good	1997	19	20	5	Replace security entry readers at end of service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No					\$0														
		49	D503008 Communication System	Communication System - Upgrade	25	Telephone and internet main cable and termination boxes are located in the upstairs communication room. Phone switch is Nortel Meridian.	Good	1990	26	35	15	Upgrade communications systems as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Upgrade	3 - Future Renewal	Yes, as required.	No	No	No					\$0														
		50	FIRE AND LIFE SAFETY SYSTEMS																																		
		51	D509002 Emergency Lighting and Power	Emergency Lighting	26	Emergency egress and exit lighting is present throughout the building. These systems are powered by the generator set and automatic transfer switch and emergency battery packs. The age of this system is unknown and has been assumed.	Good	1997	19	25	9	Replace emergency lights with LED-type. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable											\$0												
		52	PROFESSIONAL SERVICES																																		
		53	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.		1961	103	15	2	It is recommended that the building seismic remediation be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A		1	\$7,000	EA	\$7,000	0%	0%	15%	\$9,000		\$9,000								
		54	P100008 Building Code Evaluation	Further Study		The existing building does not meet current code requirements.		1961	103	15	2	It is recommended that the a full code review be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A		1	\$4,000	EA	\$4,000	0%	0%	15%	\$5,000		\$5,000								

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Bridge Street Storage (Island Saw)

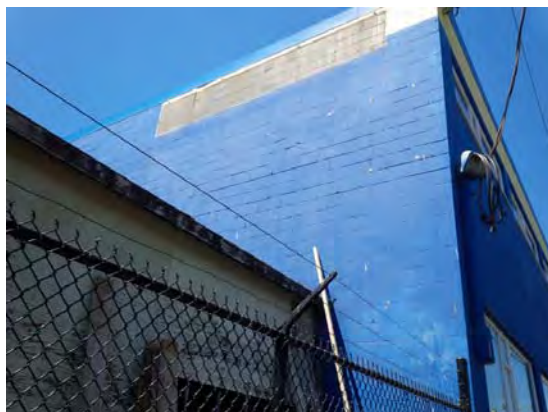


Photo 01

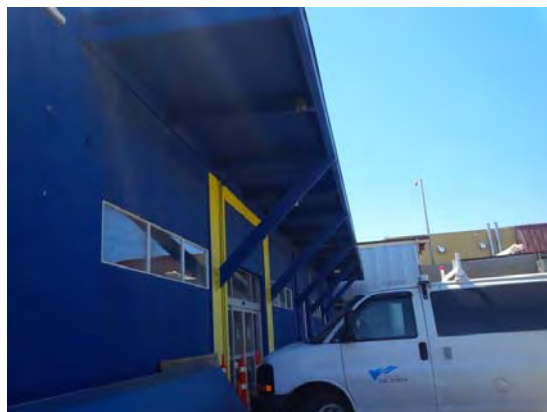


Photo 02



Photo 03



Photo 04

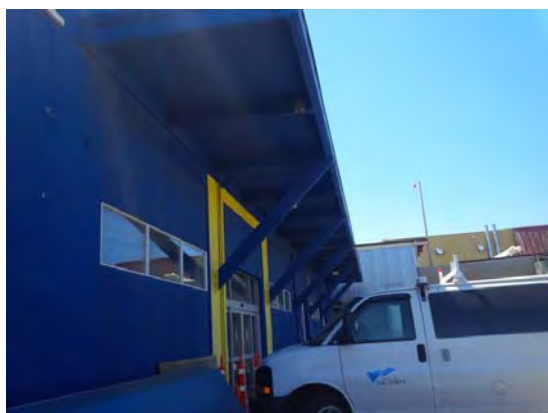


Photo 05

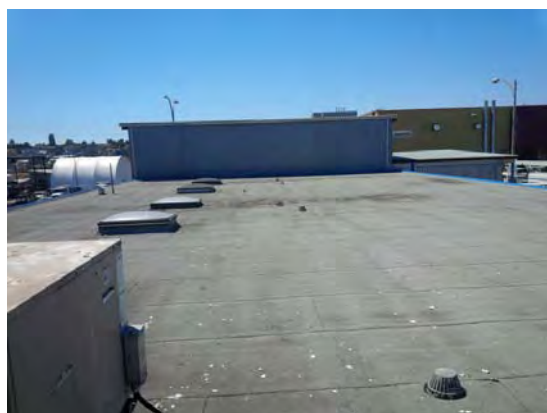


Photo 06

Bridge Street Storage (Island Saw)

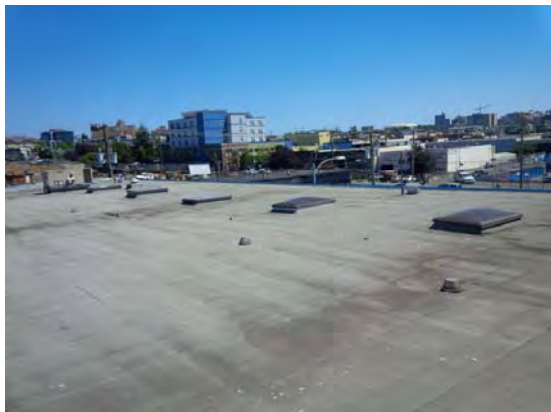


Photo 07



Photo 08



Photo 09

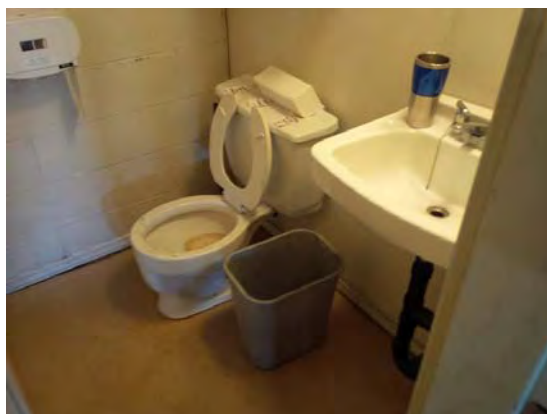


Photo 10



Photo 11



Photo 12

Bridge Street Storage (Island Saw)



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Bridge Street Storage (Island Saw)



Photo 19



Photo 20



Photo 21



Photo 22

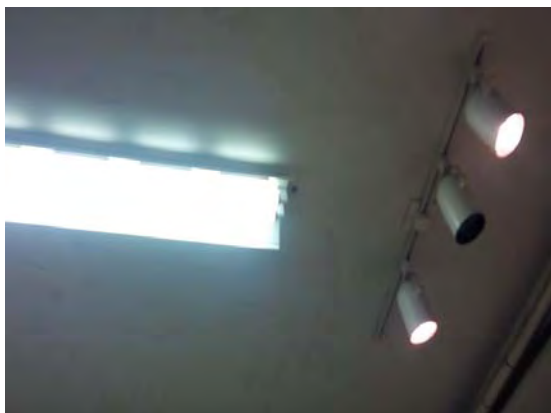


Photo 23



Photo 24

Bridge Street Storage (Island Saw)



Photo 25



Photo 26

Appendix A71

**Building 79 – Public Works – Garbage
Transfer Station - 417 Garbally Road,
Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Public Works - Garbage Transfer Station, 417 Garbally Road, Victoria**

PROPERTY DESCRIPTION

The Garbage Transfer station consists of a structural steel superstructure and a small single storey shed that houses the system controls. The building was build circa 1980.

The small single story shed was considered a site feature and has not been included in this report.

PROPERTY STATISTICS

Gross Floor Area (ft2):	600
Building Value:	\$141,000
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1980
Deficiencies observed:	None.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Open air structure. No access into control area.
Access throughout building:	Open air structure. No access into control area.
Access to washrooms:	Not applicable.
Recommendations (and cost estimate):	This building is a service building. It is assumed that accessibility is not required.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Garbage Transfer Station, 417 Garbally Road, Victoria

Energy Efficiency

Upgrade recommendations: None.

We identified recommendations of approximately \$10,000 over the next five years. None of these projects are over \$15,000

PROJECT TEAM

The visual reviews were completed on August 10, 2015 by Chris Raudoy a of Morrison Hershfield Ltd.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2008
- * Master Planning Study for Garbaly Public Works Yard, Number 10 Architectural Group, dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Garbage Transfer Station, 417 Garbally Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	4,000	0	0	0	0	4,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
4 - Discretionary Renewal	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	3,000	0	0	0	0	0
Total in 2015 dollars	0	3,000	0	0	7,000	0	0	0	0	4,000

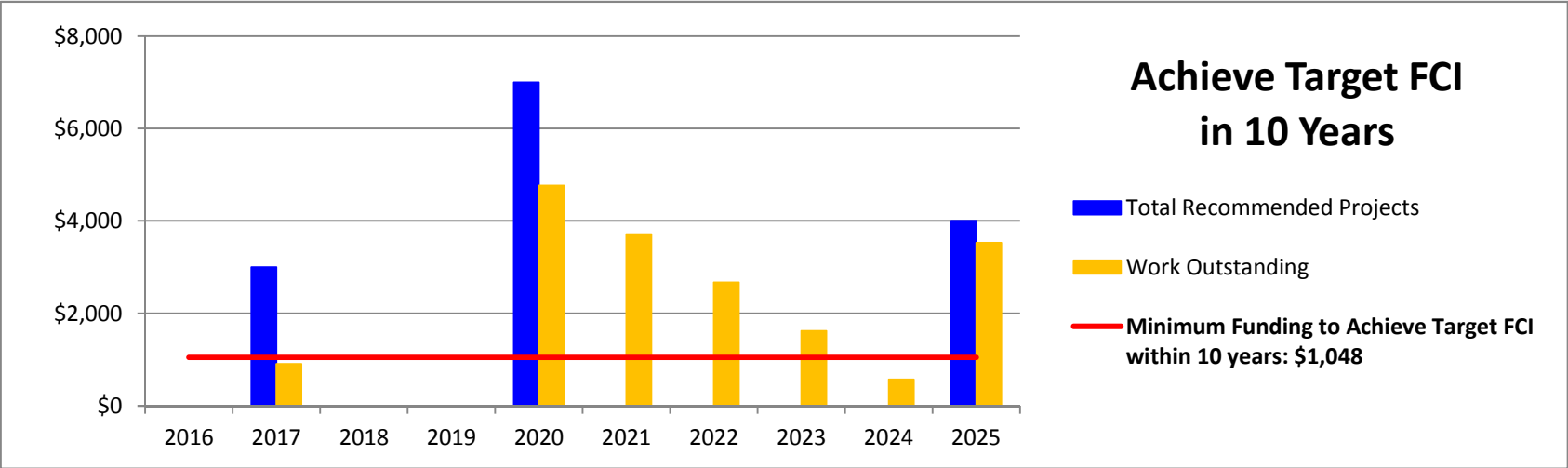
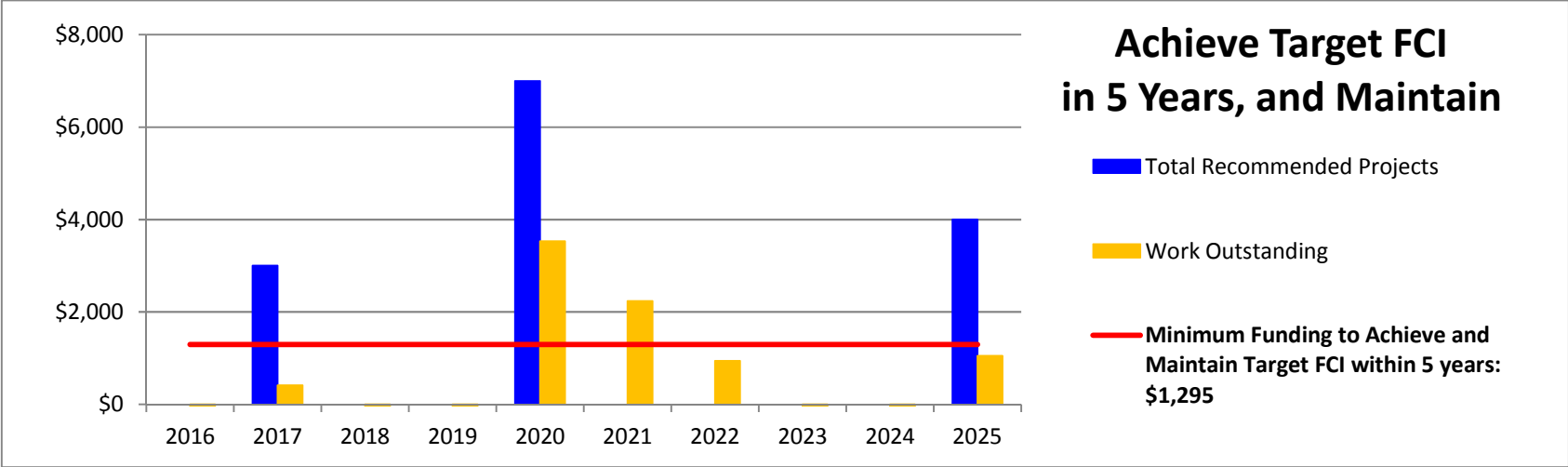
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$1,295

Work outstanding	-1,295	410	-885	-2,180	3,525	2,230	935	-360	-1,655	1,050
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Minimum Funding to Achieve Target FCI within 10 years: \$1,048

Work outstanding	-1,048	905	-143	-1,190	4,763	3,715	2,668	1,620	573	3,525
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Facility Condition Assessment and Capital Plan
Public Works - Garbage Transfer Station, 417 Garbally Road, Victoria



2016		The City of Victoria Facility Condition Assessment and Capital Plan Public Works - Garbage Transfer Station, 417 Garbally Road, Victoria																																			
BLDG	Row	COMPONENT		CONDITION ASSESSMENT						LIFECYCLE DATA				RECOMMENDATION				OPINION OF PROBABLE COST				Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10						
		ID	Name / Type	Photo	Description & History	Condition	When was last inspected / reviewed	Age in 2016	Years to end of service life	Est. Time to replace or major repair	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of this facility?	Can the current condition adversely affect the buildings security or safety?	Internal Comments and Guidelines	Quantity	Unit Rate	Unit											Subtotal Repair or Replacement Cost	Consult	Contingency	5% Tax & Project Costs	Total in 2015 Dollars	
																																					2016
	1	SUBSTRUCTURE																																			
	2	A10 Foundations	Foundations Repair	1	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was reported or observed.	Good		0	100				Not Applicable	N/A	N/A	Yes	No					\$0															
	3	A1010 Sub on Grade and Concrete Pad	Exterior Sub on Grade and Concrete Pad	1	The exterior floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good		0	50	50			Repair Allowance	Not Applicable	N/A	N/A	Yes	No					\$0														
	4	SUPERSTRUCTURE																																			
	5	B10 Superstructure	General	1 & 2	The superstructure consists of structural steel frame construction.	Good		0	100				Not Applicable	N/A	N/A	Yes	No					\$0															
	6	ENVELOPE																																			
	7	Above-Grade Walls																																			
	8	B2000 Exterior Walls		3	Claadding consists of corrugated metal panels.	Good	1980	36	30	5			Not Applicable	N/A	N/A	No	No			1	\$2,000	EA	\$2,000	0%	10%	15%	\$3,000										
	9	B3000 Exterior Walls		4 & 5	Pyewood cladding is present on the control room. Metal windows and a wood door are present. Interior finishes within this space area limited to vinyl flooring and plywood. The roof is a sloped assembly with asphalt shingles. This structure is used as the control room. For the purpose of this study it is considered to be a site feature.	Fair	1980	36	15	2			Not Applicable	N/A	N/A	No	No					\$0															
	10	B104000 Fencing and Gates		3	Exterior metal fencing has been provided at the exterior garbage dump area. The age of these assemblies was unknown and has been assumed. These assemblies provide full protection for the open pit areas below.	Good	2000	16	30	14			Replacement	3 - Future Renewal	Yes	No	No	No			1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000									
	11	PLUMBING																																			
	12	B101000 Slope Roof	Metal	2	The roof consists of sloped prefinished metal panels with exposed fasteners. No roofing underlayment is present.	Good	1980	36	50	14			Replacement	3 - Future Renewal	Yes	No	No	No			600	\$20	SF	\$12,000	0%	10%	15%	\$16,000									
	13	PLUMBING SYSTEMS																																			
	14	B101000 Water Supply	Mechanical Room	6	The water service enters the building through a 3 inch diameter pipe.	Fair	1980	36	40	4			Replacement	3 - Future Renewal	No	No	Yes	No			1	\$1,500	EA	\$1,500	0%	10%	15%	\$2,000									
	15	ELECTRICAL SYSTEMS																																			
	16	B101000 Panels	Replacement	4	Electrical services originate into a main panel (50A, 120V). This panel supply the lighting and power outlets.	Fair	1980	36	30	5			Replacement	3 - Future Renewal	No	No	Yes	No			1	\$1,000	EA	\$1,000	0%	10%	15%	\$4,000									
	17	B101000 Lighting Equipment - Exterior	Fluorescent Replacement	2	Exterior lighting fixtures consists of 100 fixtures. The date of installation for these fixtures was unknown and has been assumed.	Fair	2005	11	25	14			Replacement	3 - Future Renewal	Yes	No	Yes	No			1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000									
	18	B101000 Lighting Equipment	Branch Wiring	4	No issues with the branch wiring were noted.	Not Reviewed	1980	36	30	10			Replacement	3 - Future Renewal	Yes	No	Yes	No			1	\$1,000	EA	\$1,000	0%	10%	15%	\$4,000									
	19	PROFESSIONAL SERVICES																																			
	20	P1000000 Seismic Review	Further Study	4	No seismic work has been completed on this building.	Not Applicable	1960	51	15	2			Study	Not Applicable	N/A	N/A	N/A	N/A			1	\$2,000	LS	\$2,000	0%	0%	15%	\$3,000	\$3,000								
All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.																																					

Garbage Transfer Station



Photo 01



Photo 02



Photo 03

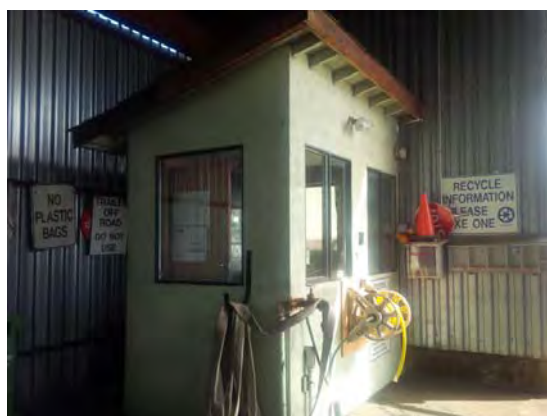


Photo 04

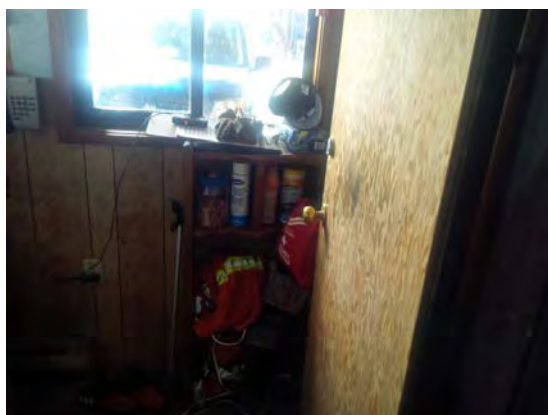


Photo 05

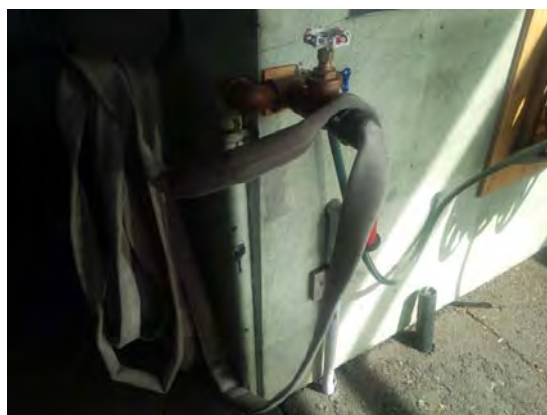


Photo 06

Appendix A72

**Building 80 – Public Works – Gas Pump
Shelter - 417 Garbally Road, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Gas Pump Shelter, 417 Garbally Road, Victoria

PROPERTY DESCRIPTION

The Gas Pump shelter was constructed in 1991. The shelter consists of a structural steel canopy and houses four gas pumps underneath.

PROPERTY STATISTICS

Gross Floor Area (ft2): 225
 Building Value: \$212,400
 Target FCI: 0.025
 Current FCI: 0.00

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures. We recommend that the following items be reviewed under a separate scope.

-The gas station includes four fuel pump stations, once for each of the following: Bio Diesel, Diesel, Gasoline and Natural Gas. Each of these grades is supplied by underground storage tanks. The following issues have been reported:

- * The existing single walled tanks do not meet code requirements.
- * The existing single walled piping does not meet code requirements.
- * Under- dispenser pumps.
- * Inventory control.
- * Leak detection.
- * Spill containment in the product transfer station.

Refer to Genivar, November 2013 Code Compliance and Life Cycle Report for further information. Complete recommendations made by Genivar in the November 2013 Code Compliance and Life Cycle Report.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1992
Deficiencies observed:	See above. City staff confirmed this would be reviewed under a separate scope.
Recommendations:	Implement required changes referenced in the Genivar, November 2013 Code Compliance and Life Cycle Report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Gas Pump Shelter, 417 Garbally Road, Victoria

Accessibility Review

Access into building:	N/A - Open air structure
Access throughout building:	N/A - Open air structure
Access to washrooms:	N/A - Open air structure
Recommendations (and cost estimate):	N/A - Open air structure

Energy Efficiency

Upgrade recommendations:	None.
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We identified recommendations of approximately \$48,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

-B301002 Roofing - Metal Roofing

PROJECT TEAM

The visual reviews were completed on August 10, 2015 by Chris Raudoy a of Morrison Hershfield Ltd.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2007
- * Master Planning Study for Garbaly Public Works Yard, Number 10 Architectural Group, dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Gas Pump Shelter, 417 Garbally Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	7,000	33,000	0	0	0	6,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	8,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	8,000	0	7,000	33,000	0	0	0	6,000	0

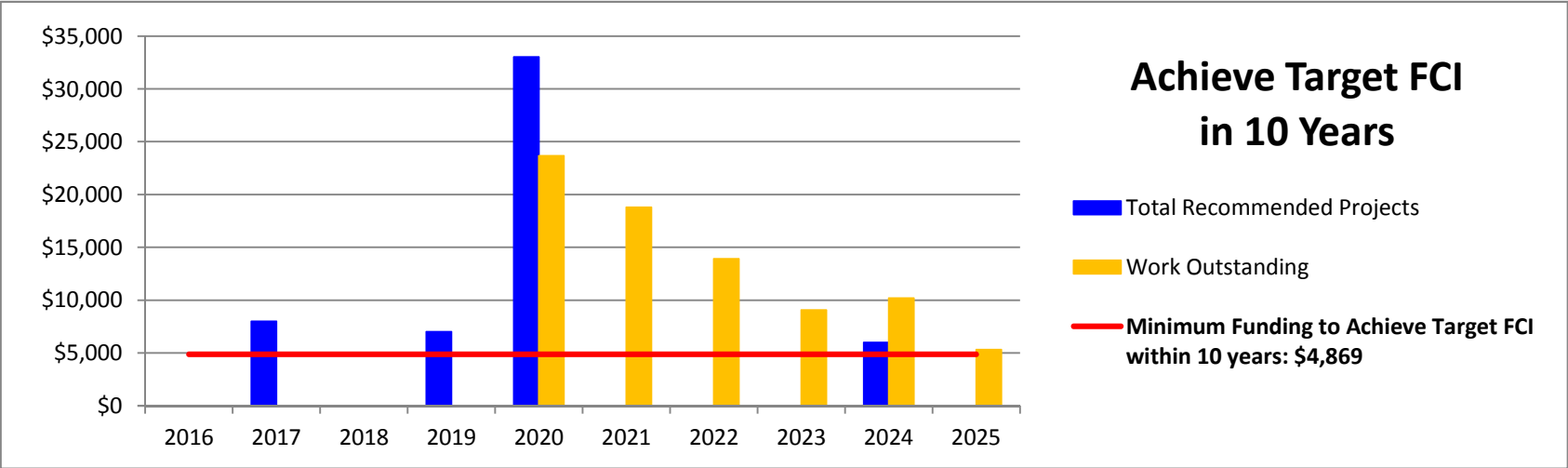
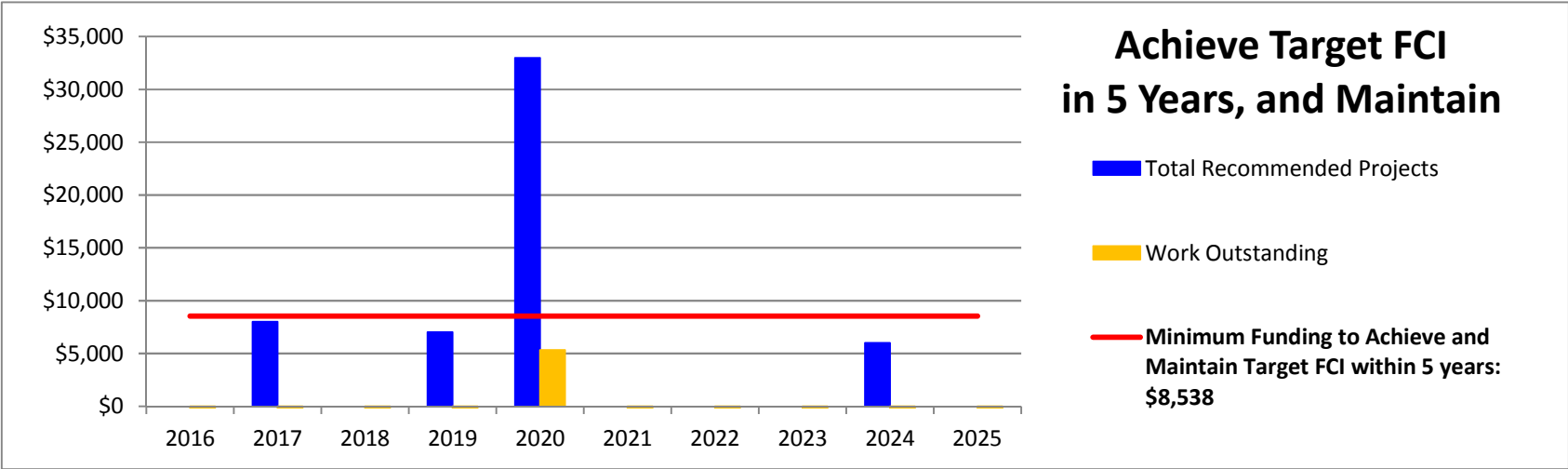
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$8,538

Work outstanding	-8,538	-9,076	-17,614	-19,152	5,310	-3,228	-11,766	-20,304	-22,842	-31,380
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Minimum Funding to Achieve Target FCI within 10 years: \$4,869

Work outstanding	-4,869	-1,738	-6,607	-4,476	23,655	18,786	13,917	9,048	10,179	5,310
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The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Gas Pump Shelter, 417 Garbally Road, Victoria



2016		The City of Victoria Facility Condition Assessment and Capital Plan Public Works - Gas Pump Shelter, 417 Garbally Road, Victoria																																			
BLDG	Row	COMPONENT		Photo	CONDITION ASSESSMENT			LIFECYCLE DATA				RECOMMENDATION			Can this work be phased over multiple years?	If recommended work not completed can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type		Description & History	Condition	% New vs. Last Major Action	Age in 2016	Type and Cycle of Replacement	Estimated Remaining Life	Cost Estimate to EOP or Major Renewal	Recommendation	Type	Priority					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
	1	SUBSTRUCTURE																																			
	2	A1030 Slab on Grade and Concrete Pad	Exterior Slab on Grade and Concrete Pad	1	The exterior floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Fair	1990	26	10	50		Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0															
	3	SUPERSTRUCTURE																																			
	4	B01 Superstructure	General	2	The superstructure consists of reinforced concrete slabs with steel columns and beams supporting steel joists. No evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1990	26	100			The structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Not Applicable	Not Applicable	N/A	N/A	Yes	No				\$0															
	5	ENVELOPE																																			
	6	Above-Grade Walls																																			
	7	B20103 Exterior Coatings	Coating on Metal	3	Coating have been installed on the exposed metal components.	Fair	1990	26	30	4		Repair metal components as required to avoid corrosion.	Repair Allowance	3- Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000					\$7,000						
	8	Roofs																																			
	9	B301002 Roofing - Metal Roofing	Canopy Roof	4	The main roof is a sloped metal assembly. No leaks were reported or observed. Some areas of staining on the underside of the steel decking were observed.	Fair	1990	26	25	5		Replace roofing system including flashings, sealants, etc. as required.	Replacement	3- Future Renewal	Yes	No	Yes	No	225	\$75	SF	\$16,875	10%	20%	15%	\$26,000					\$26,000						
	10	B301004 Roof	Soffit and Fascia	5	Metal and vinyl cladding have been installed at the fascia areas. This cladding is assumed to be original to the building.	Fair	1990	26	25	5		The metal soffit and fascia material is expected to last the life of the building. It is assumed this work would be completed in conjunction with the metal roof replacement work.	Replacement	3- Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000					\$7,000						
	11	B301004 Roof	Flashing - Replacement	5	Metal flashings are present around the perimeter of the building.	Fair	1990	26	25	5		Replace parapet flashings with roof replacement work. The cost associated with this work has been included in the relevant roof replacement work.	Replacement	3- Future Renewal	Yes	No	No	No				\$0															
	12	Plumbing Systems																																			
	13	B3010 Water Supply	Distribution piping	x	Domestic water distribution piping throughout the building is present at the wash station.	Good	1990	26	50	15		Maintain a contingency for capital repairs or partial replacement of valves or piping.	Contingency	3- Future Renewal	Yes, as required.	No	Yes	No	1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000											
	14	Other Mechanical Systems																																			
	15	B109001 Compressor	Air compressor	x	Pneumatic compressor supplied compressed air.	Good	1990	26	30	9		Replace compressor at the end of its lifespan.	Replacement	3- Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000										\$6,000	
	16	F104002 Liquid and Gas Storage Tanks	Gas Pump Infrastructure	6	The gas station includes four fuel pump stations, once for each of the following: Bio Diesel, Diesel, Gasoline and Natural Gas. Each of these grades is supplied by underground storage tanks. The following issues have been reported: * The existing single walled tanks do not meet code requirements. * The existing single walled piping does not meet code requirements. * Under-dispenser pumps. * Inventory control. * Leak detection. * Spill containment in the product transfer station. Refer to Genivar, November 2013 Code Compliance and Life Cycle Report for further information.	Good	1990	26	25	1		Complete recommendations made by Genivar in the November 2013 Code Compliance and Life Cycle Report. City staff confirmed this work would be completed through a separate budget. Costs associated with this project have been taken from the Genivar in the November 2013 Code Compliance and Life Cycle Report. Costs have not been carried forward into the cash flow tables.	Repair Allowance	1- Immediate	No	Yes	Yes	Yes	1	\$385,000	LS	\$385,000	0%	15%	15%	\$510,000											
	17	ELECTRICAL SYSTEMS																																			
	18	B502002 Outdoor Lighting	Exterior Lighting	7	Eight HID fixtures are present on the underside of the canopy. The age of these assemblies is unknown and has been assumed.	Good	2010	6	25	19		Upgrade exterior lights to LED fixtures.	Upgrade	3- Future Renewal	Yes (2 years assumed)	No	No	No	8	\$250	LS	\$2,000	0%	10%	15%	\$3,000											
	19	B503008 Communications Systems	Phone	x	Telephone cabling is present for the communication system.	Good	1990	26	35	10		Replace phone infrastructure at end of useful service life. City staff confirmed this was an operational item and has not been carried into the cash flow tables.	Upgrade	Not Applicable	No	No	No	No				\$0															
	20	PROFESSIONAL SERVICES																																			
	21	P100008 Seismic Review	Further Study		No seismic work has been completed on this building. Issues may be present due to the lack of cross bracing.	Not Applicable	1990	26	25	2		A seismic review should be completed to confirm if the current structure is in conformance with current building code requirements.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,000	EA	\$2,000	0%	0%	15%	\$3,000			\$3,000								
	22	P100008 Building Code Re-evaluation	Further Study		A further code review of the gas storage tanks and infrastructure is recommended.	Not Applicable	1990	26	35	2		A review of the gas tanks and infrastructure should be completed prior to replacement to confirmed requirements. If repair work is delayed for any period of time an assessment should be completed to confirm what temporary measures are required.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000		\$5,000				\$5,000			\$5,000								
All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.																																					

Gas Pump Shelter

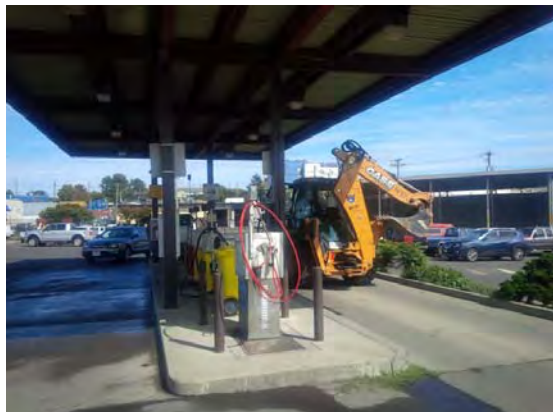


Photo 01



Photo 02



Photo 03



Photo 04

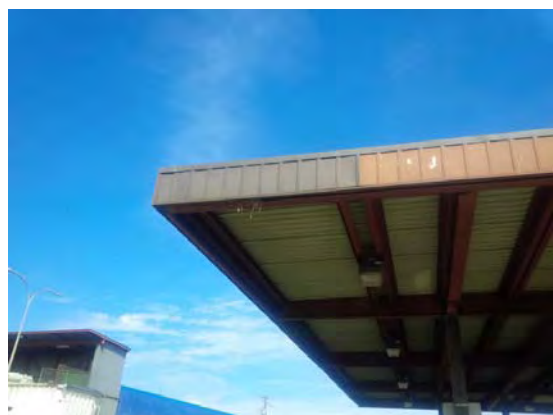


Photo 05



Photo 06

Gas Pump Shelter



Photo 07

Appendix A73

**Building 81 – Public Works – Masonry
Block Building (beside Stores)
417 Garbally Road, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Public Works - Masonry Block Building Beside Stores, 417 Garbally Road, Victoria**

PROPERTY DESCRIPTION

This building consists of a single storey masonry block building with a low sloped roof assembly. Based on the information provided we understand the building was built circa 1965.

PROPERTY STATISTICS

Gross Floor Area (ft2):	200
Building Value:	\$35,200
Target FCI:	0.025
Current FCI:	0.114

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1965 or as local jurisdiction dictated at the time.
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

The City of Victoria

Facility Condition Assessment and Capital Plan

Public Works - Masonry Block Building Beside Stores, 417 Garbally Road, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$9,000 over the next five years. None of these projects are over \$15,000

PROJECT TEAM

The visual reviews were completed on April 1, 2015 by Chris Raudoy a of Morrison Hershfield Ltd.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2007
- * Master Planning Study for Garbaly Public Works Yard, Number 10 Architectural Group, dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Masonry Block Building Beside Stores, 417 Garbally Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	4,000	0	0	0	0	0	0
3 - Future Renewal	0	0	0	5,000	0	4,000	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	0	0	9,000	0	4,000	0	0	0	0

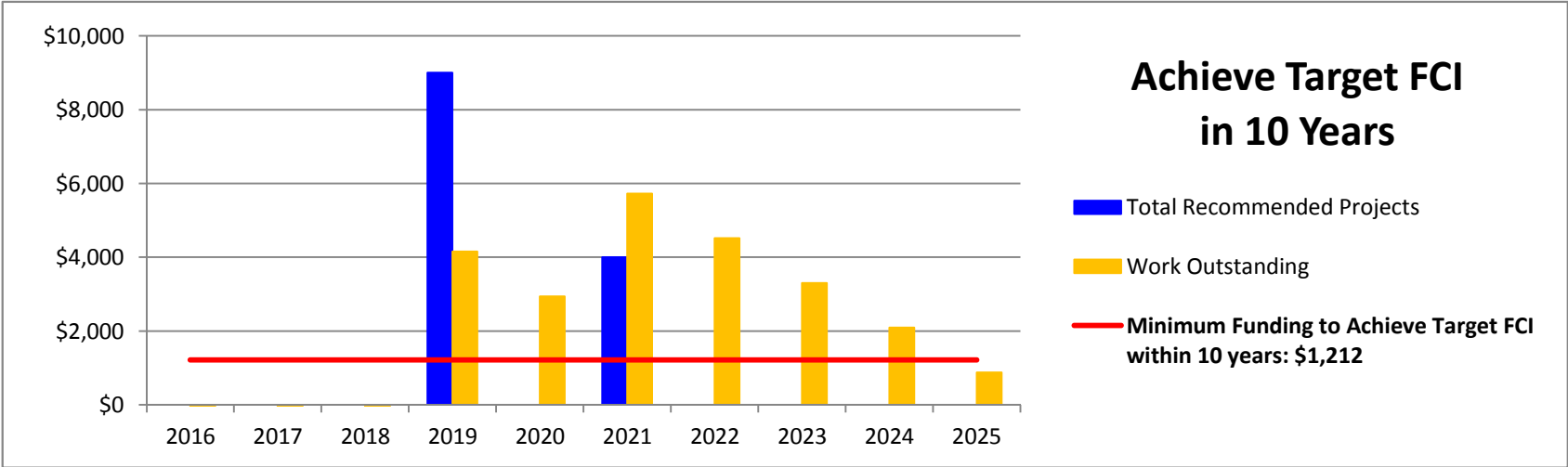
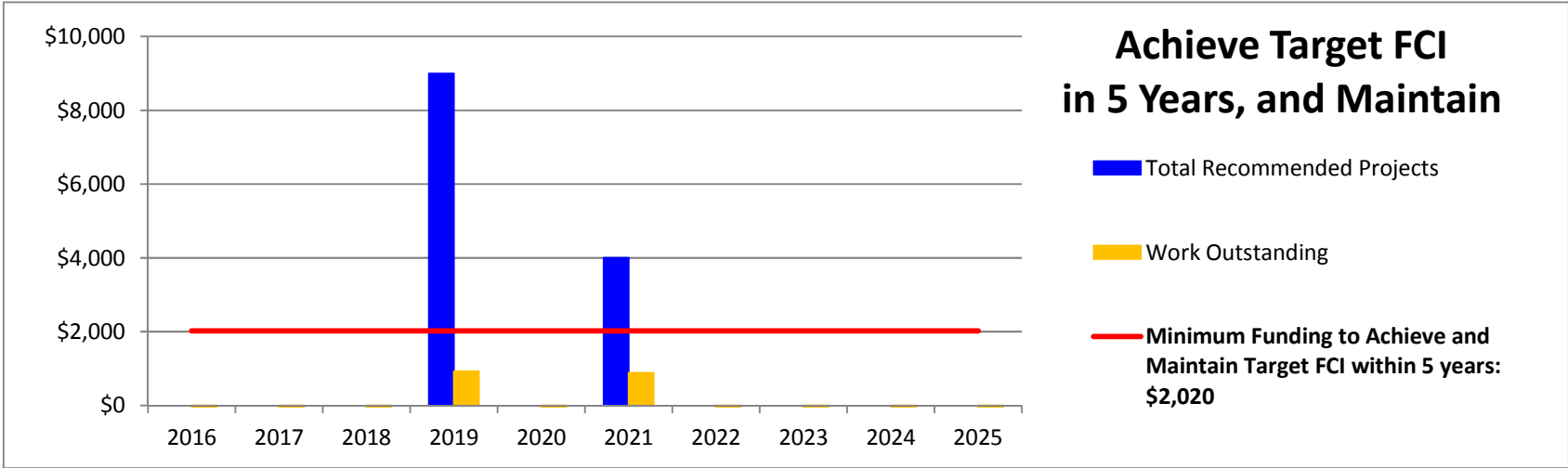
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$2,020

Work outstanding	-2,020	-4,040	-6,060	920	-1,100	880	-1,140	-3,160	-5,180	-7,200
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Minimum Funding to Achieve Target FCI within 10 years: \$1,212

Work outstanding	-1,212	-2,424	-3,636	4,152	2,940	5,728	4,516	3,304	2,092	880
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The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Masonry Block Building Beside Stores, 417 Garbally Road, Victoria



PART IV 2016		The City of Victoria Facility Condition Assessment and Capital Plan Public Works - Masonry Block Building Beside Stores, 417 Garbally Road, Victoria																																		
BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10				
		ID	Location / Type	Photo	Description & History	Condition	Year Built or Last Major Action	Age in 2016	Type / Material or Action Required	Est. Time to Repair or Replace or Major EOC or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete, can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the building's security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																										\$0	\$0	\$0	\$9,000	\$0	\$4,000	\$0	\$0	\$0	\$0	\$0
	1	SUBSTRUCTURE																																		
	2	A1030 Slab on Grade	Slab on Grade	1 & 2	The floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Fair	1970	46	20	10	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable	Yes	No	Yes	No			EA	\$0															
	3	SUPERSTRUCTURE																																		
	4	B10 Superstructure	General	3 & 4	The superstructure consists of reinforced concrete slabs on single wyth 8" concrete block walls and a wood framed roof. Cracking in the masonry blocks was noted. Furthermore, locations where the masonry blocks are terminated below grade were noted. Areas of cracking were observed in the mortar joints. There was no evidence or reports of long term leakage that would lead us to expect concealed structural damage.	Fair	1970	46	50	10	The structural components are expected to last the life of the building. No major capital expenditures are expected to be required. Locations where the masonry blocks are terminated below grade should be reviewed for water ingress. Cost associated with the crack repair work fall below the threshold provided and have not been carried into the cash flow tables. Coating has been provided in B203100 Exterior Coatings, for this work.		Not Applicable	N/A	N/A	No	No	1	\$1,000	EA	\$1,000	0%	10%	15%	\$2,000											
	5	ENVELOPE																																		
	6	Above Grade Walls																																		
	7	B203100 Exterior Coatings	Concrete Block Walls	4 & 5	The concrete block wall has been painted in some areas, but not all. The timeline of the last painting program was unknown and has been assumed.	Fair	2000	16	20	4	Repair exterior walls as required. Repair cracking in the masonry and replace sealant joints where required during repainting program. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	2b- Exceeded Service Life	Yes	No	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000			\$4,000								
	8	B203001 Punched Windows	Window	5	One window is present. This window is a metal framed assembly. This window is assumed to be original to the building.	Fair	1970	46	35	5	Replace aluminum framed windows with new thermally-breakers, insulated glass units (IGU) (ie Low E coatings and argon fill). Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3- Future Renewal	No	No	No	No	1	\$1,000	EA	\$1,000	0%	10%	15%	\$2,000											
	9	B203001 Exterior Door	Exterior Doors	6	A single metal framed pressed steel door is present at the main entrance. This door is assumed to be original to the building.	Fair	1970	46	50	10	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	2b- Exceeded Service Life	No	No	No	No	1	\$1,000	EA	\$1,000	0%	10%	15%	\$2,000											
	10	B203004 Overhead Garage Doors	Staff/Meeting Garage	7	A single overhead style garage door is present in this area. No information was available regarding the age of these doors. The have been assumed to be original to the building.	Fair	1970	46	50	6	Replace roll up door at the end of its service life.	Replacement	3- Future Renewal	No	No	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000				\$4,000							
	11	Roofs																																		
	12	B201002 Roofing- Low Sloped Membrane System SBS	Roof	7	The main roof is a low sloped wood framed assembly with a 2 ply SBS membrane installed. The timeline of the last roof replacement program was unknown and has been assumed. The existing roof is drained via rain water leaders to grade.	Fair	1995	21	25	4	Replace the existing roofing system including flashings, sealants, etc. as required.	Replacement	3- Future Renewal	No	No	Yes	No	240	\$15	SF	\$3,600	0%	10%	15%	\$5,000			\$5,000								
	13	INTERIORS																																		
	14	C2030 Interior Finishes	Interior	7	Basic interior finishes are included.	Fair	1970	46	50	10	Replace interior finishes at end of life cycle. Replacement cycle is subjective and should be reviewed at end of service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a- Discretionary Renewal (Upgrade)	No	No	No	No	1	\$500	EA	\$500	0%	10%	15%	\$1,000											
	15	ELECTRICAL SYSTEMS																																		
	16	D201009 Other Service and Distribution	Interior Power	x	Interior power is provided via outlets. These outlets are feed from distribution panels in the adjacent building.	Fair	1970	46	50	10	Replace wiring and outlets as required. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables. Replace house panels at end of service life (this cost is included in the tables for the adjacent building).		Not Applicable	No	No	No	No	1	\$500	EA	\$500	0%	10%	15%	\$1,000											
	17	D202002 Interior Corridor Lighting	Interior Lighting	x	Interior lighting is provided via a single fluorescent light fixture. The timeline of the last light fixture replacement program was unknown and has been assumed.	Fair	1970	46	50	10	Upgrade light fixture at the end of its service life. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a- Discretionary Renewal (Upgrade)	No	No	No	No	1	\$500	EA	\$500	0%	10%	15%	\$1,000											
	18	PROFESSIONAL SERVICES																																		
	19	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.		1970	46	15	2	It is recommended that the building seismic remediation be completed as part of any significant renovation and/or if the occupancy of the building is increased. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$1,000	EA	\$1,000	0%	10%	15%	\$2,000											
All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.																																				

Masonry Block Building Beside Stores



Photo 01

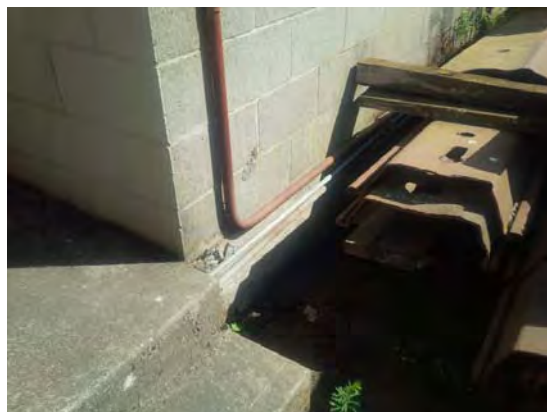


Photo 02

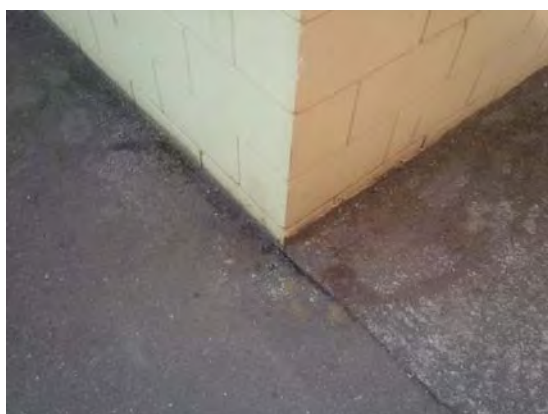


Photo 03



Photo 04



Photo 05

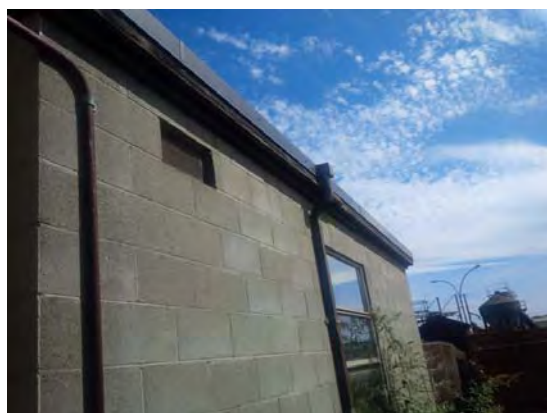


Photo 06

Masonry Block Building Beside Stores



Photo 07

Appendix A74

**Building 82 – Public Works – Paving Plant
417 Garbally Road, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Paving Plant, 417 Garbally Road, Victoria

PROPERTY DESCRIPTION

The paving plant buildings consist of a small trailer type office sitting on an enclosed steel structure. From the information provided we understand the building was built circa 1965 with various upgrades.

PROPERTY STATISTICS

Gross Floor Area (ft2): 273
 Building Value: \$571,000
 Target FCI: 0.025
 Current FCI: 0.007

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None.
Seismic work completed to date:	None.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	Unknown. Various additions present.
Deficiencies observed:	None.
Recommendations:	No major code deficiencies in the existing building were visually identified.
	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No access to level 2.
Access throughout building:	No access to level 2.
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Paving Plant, 417 Garbally Road, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$39,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B301002 Roofing - Low Sloped Membrane System SBS

PROJECT TEAM

The visual reviews were completed on August 10, 2015 by Chris Raudoy a of Morrison Hershfield Ltd.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2007
- * Master Planning Study for Garbally Public Works Yard, Number 10 Architectural Group, dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Paving Plant, 417 Garbally Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	4,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	15,000	0	4,000	0	0	0	4,000	0
4a - Discretionary Renewal (Upgrade)	0	3,000	0	7,000	3,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	10,000	15,000	7,000	7,000	0	0	0	4,000	0

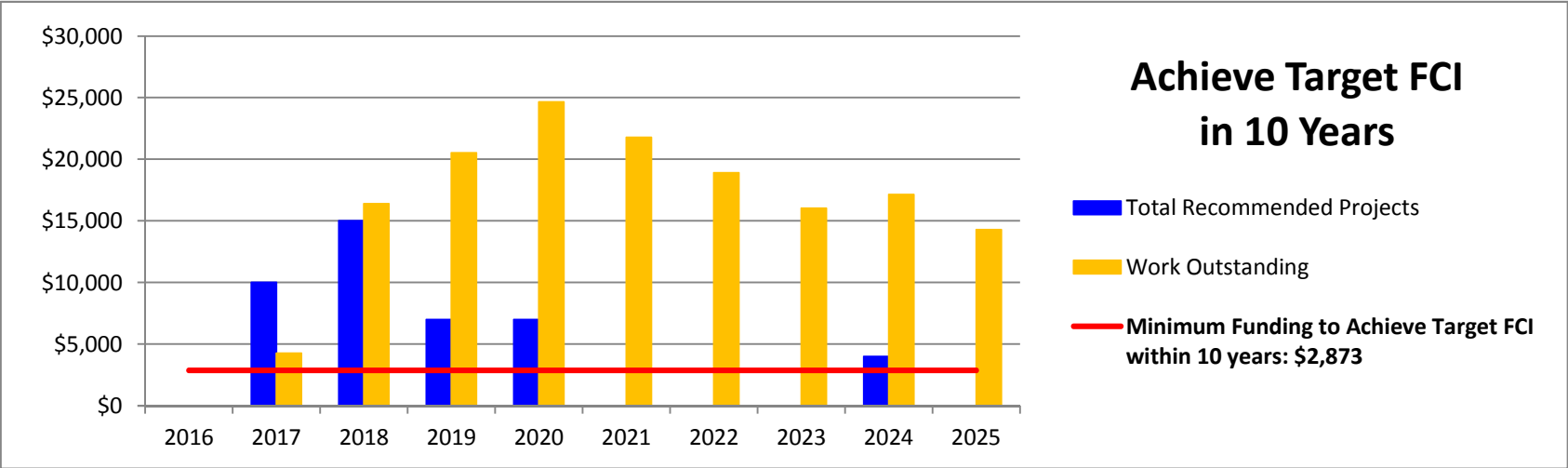
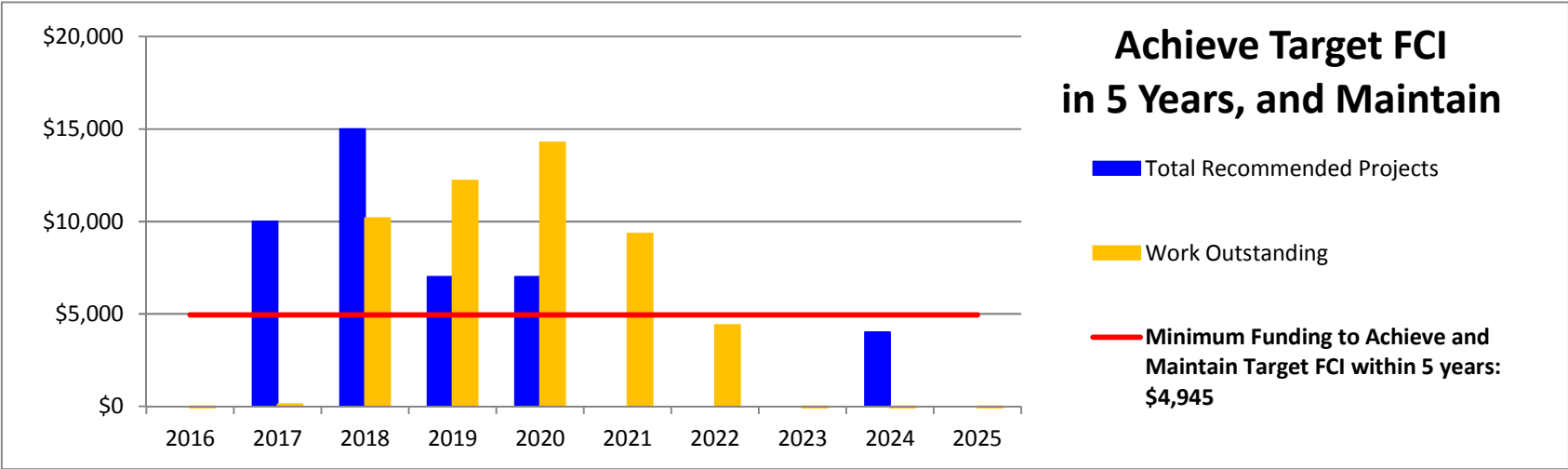
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$4,945

Work outstanding	-4,945	110	10,165	12,220	14,275	9,330	4,385	-560	-1,505	-6,450
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Minimum Funding to Achieve Target FCI within 10 years: \$2,873

Work outstanding	-2,873	4,255	16,383	20,510	24,638	21,765	18,893	16,020	17,148	14,275
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The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Paving Plant, 417 Garbally Road, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA				RECOMMENDATION			Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. Review or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to Complete Repair or EOE or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$0	\$10,000	\$15,000	\$7,000	\$7,000	\$0	\$0	\$0	\$4,000	\$0				
	1	SUBSTRUCTURE																																					
	2	A10 Foundations Repair	Foundations	1	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was reported or observed.	Good	1965	51	100	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No						\$0																	
	3	A1030 Slab on Grade and Concrete Pad	Exterior Slab on Grade and Concrete Pad		The exterior floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	1965	51	10	50	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No					\$0																	
	4	SUPERSTRUCTURE																																					
	5	B10 Superstructure	General	1 & 2	The plant office and electrical room consists of a enclosed steel structure containing the electrical and controls services with a small premanufactured trailer sitting on top. The age of this assembly is unknown and has been taken from the documentation provided.		1965	51	100	Structural components are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No						\$0																	
	6	B10 Superstructure	Metal Stairs and Railings	1	Premanufactured metal stairs and railings provide access from the lower floor to the upper office. The age of this assembly is unknown and has been taken from the documentation provided.		1965	51	100	Structural components are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No						\$0																	
	7	ENVELOPE																																					
	8	Above-Grade Walls																																					
	9	B2010 Exterior Walls		1 & 2	Exterior walls consist of painted plywood and prefinished corrugated metal on wood framing. The existing cladding is in need of repair and should be addressed.	Fair	1965	51	5	2	Complete building envelope repairs, including painting and sealant work, as required.	Repair Allowance	2 - Restore Functionality	Yes	Yes	No	No		1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000		\$4,000											
	10	B202001 Windows		3	Three windows (two metal and one vinyl) are present in the office (level 2). Sun shades have been installed over the windows. The age of these assemblies is unknown and has been assumed.	Poor	1990	26	30	4	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGU) c/w Low E coatings and argon fill. Replace overhangs at the time of window replacement, if required.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		3	\$1,000	EA	\$3,000	0%	10%	15%	\$4,000				\$4,000									
	11	B203001 Exterior Solid Doors		4	Three doors are present throughout the building.	Fair	1965	51	50	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of an upgrade.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		3	\$750	SF	\$2,250	0%	10%	15%	\$3,000					\$3,000								
	12	Roofs																																					
	13	B301002 Roofing - Low Sloped Membrane System SBS	Roof	5	The main roof is a low sloped wood framed assembly with a 2-ply SBS membrane installed. The timeline of the last roof replacement program was unknown and has been assumed. This existing roof is damaged due to rain water leaks in its grade.	Fair	1995	21	25	3	Replace the existing roofing system including flashings, sealants, etc. as required. Costing assumed metal decking would be removed and reinstalled.	Replacement	3 - Future Renewal	No	No	Yes	No		400	\$25	SF	\$10,000	10%	15%	15%	\$15,000			\$15,000										
	14	INTERIORS																																					
	15	C3010 Interior Finishes	Walls and Ceiling	6	Interior finishes are limited to painted plywood finishes.	Fair	1995	21	5	2	Repaint interiors as required.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		1	\$2,500	ea	\$2,500	0%	0%	15%	\$3,000		\$3,000											
	16	C3010 Interior Finishes	Flooring	7	The flooring current consists of resilient flooring materials.	Fair	1995	21	25	4	Replace flooring at the end of its service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		1	\$2,500	ea	\$2,500	0%	0%	15%	\$3,000				\$3,000									
	17	ELECTRICAL SYSTEMS																																					
	18	D501005 Panels	Replacement	8	Electrical services originate into a main panel. The main drum is fed from the step up transformer and 100 A dedicated breaker located in Kiosk in the lumber yard. These panels supply the lighting and power outlets. The age of these assemblies is unknown and has been assumed.	Fair	1995	21	30	9	Replace house panels at end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No		1	\$3,000	EA	\$3,000	0%	10%	15%	\$4,000									\$4,000				
	19	D502002 Interior and Exterior Lighting	Replacement	9 & 10	The lighting consist of recessed pendants and pendant type fixtures with T-8 lamps and electric ballasts. The age of these assemblies is unknown and has been assumed.	Fair	1995	21	25	5	Upgrade interior and exterior lighting.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000					\$4,000								
	20	PROFESSIONAL SERVICES																																					
	21	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.	Not Applicable	1965	51	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A		1	\$2,000	LS	\$2,000	0%	0%	15%	\$3,000		\$3,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Public Works - Paving Plant



Photo 01



Photo 02



Photo 03

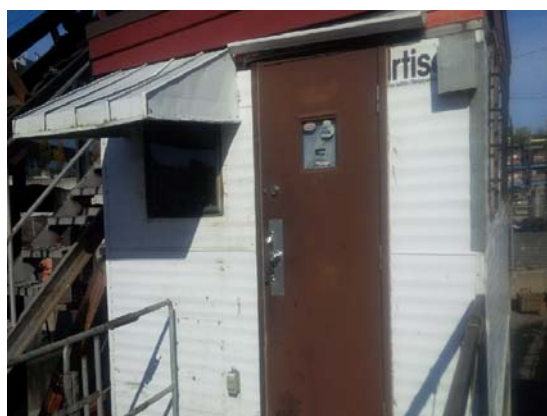


Photo 04



Photo 05

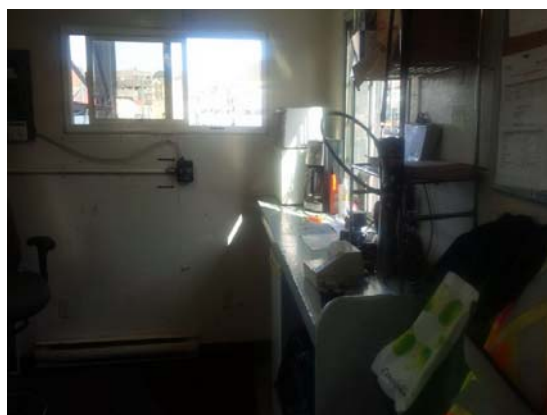


Photo 06

Public Works - Paving Plant

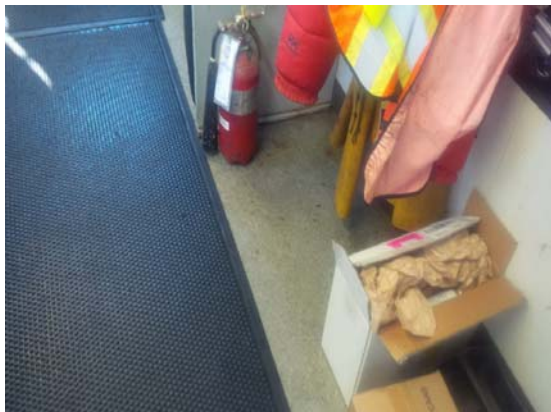


Photo 07



Photo 08

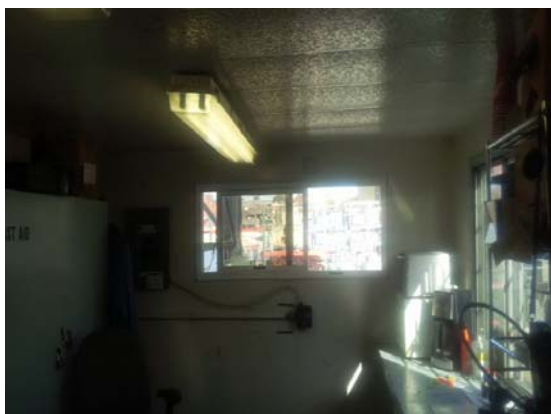


Photo 09



Photo 10

Appendix A75

**Building 83 – Public Works – Small Tools
Building and Storage Shed - 417 Garbally
Road, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Public Works - Small Tools Building & Storage Sheds, 417 Garbally Road, Victoria**

PROPERTY DESCRIPTION

The small tools and storage shed buildings consists of a single storey wood framed structure that houses the tool depot and office (including washroom), exterior storage and sheltered storage. The building was built in 1985.

PROPERTY STATISTICS

Gross Floor Area (ft2):	2,325
Building Value:	\$321,024
Target FCI:	0.025
Current FCI:	0.084

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1985
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes, into tool depot and office.
Access throughout building:	No.
Access to washrooms:	Yes, but washroom does not meet barrier free access requirements.
Recommendations (and cost estimate):	None, this is not a public building. It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Small Tools Building & Storage Sheds, 417 Garbally Road, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$124,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

-B301002 Roofing - Low Sloped Membrane System SBS

PROJECT TEAM

The visual reviews were completed on August 10, 2015 by Chris Raudoy a of Morrison Hershfield Ltd.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2007
- * Master Planning Study for Garbally Public Works Yard, Number 10 Architectural Group, dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Small Tools Building & Storage Sheds, 417 Garbally Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	27,000	0	3,000	82,000	0	0	0	3,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	5,000	0	0	0	0	3,000	8,000
4b - Discretionary Renewal (Aesthetic)	0	0	4,000	0	0	0	4,000	0	0	13,000
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	30,000	4,000	8,000	82,000	0	4,000	0	6,000	21,000

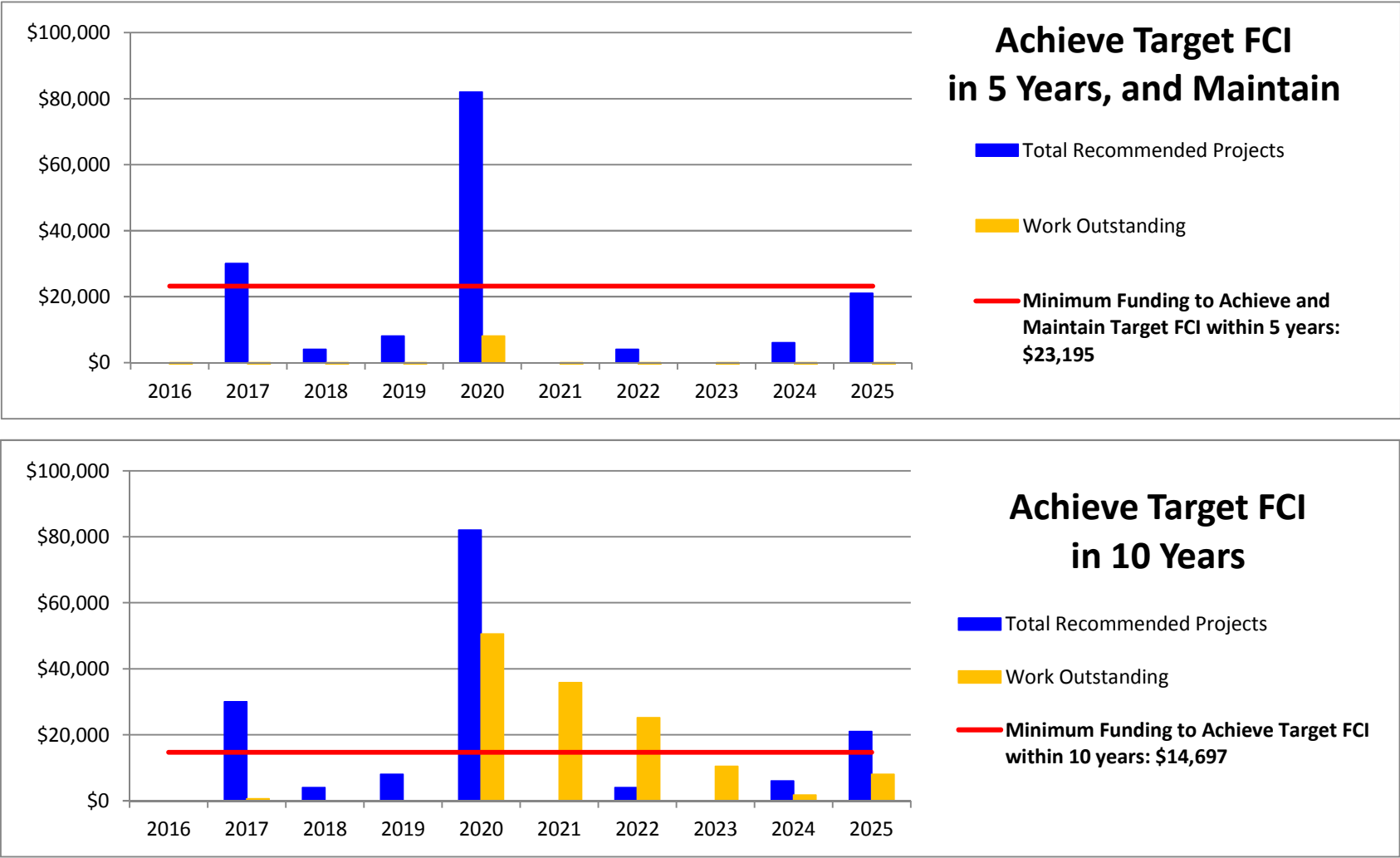
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$23,195

Work outstanding	-23,195	-16,390	-35,585	-50,780	8,026	-15,169	-34,364	-57,559	-74,754	-76,949
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Minimum Funding to Achieve Target FCI within 10 years: \$14,697

Work outstanding	-14,697	605	-10,092	-16,790	50,513	35,815	25,118	10,420	1,723	8,026
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The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Small Tools Building & Storage Sheds, 417 Garbally Road, Victoria



Start Yr: 2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Small Tools Building & Storage Sheds, 417 Garbally Road, Victoria

BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA				RECOMMENDATION				OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									
		ID	Location / Type	Photo	Description & History	Condition	Yr. Began or Last Major Action	Age in 2025	Type of Life Cycle or Action Interval	Est. Time to Complete or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete, can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the building security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																									

Small Tools Building & Storage Sheds



Photo 01



Photo 02



Photo 03

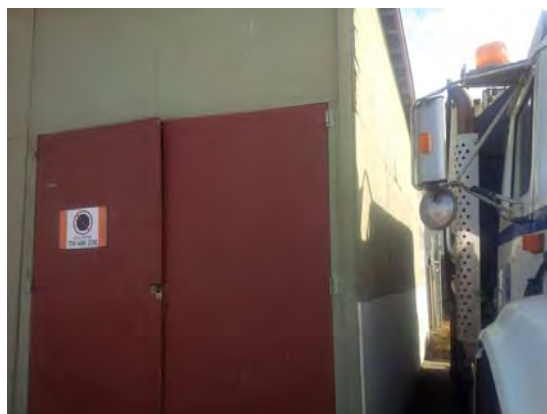


Photo 04



Photo 05

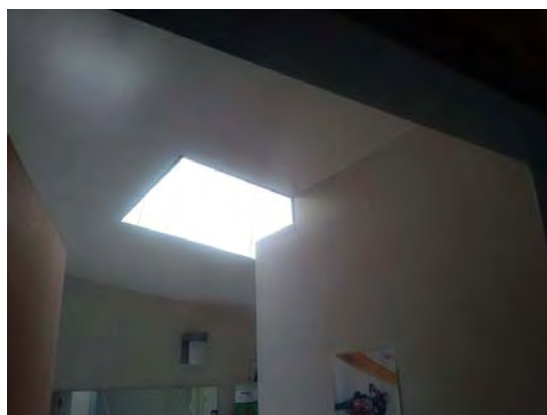


Photo 06

Small Tools Building & Storage Sheds



Photo 07



Photo 08



Photo 09

Appendix A76

**Building 84 – Public Works – Vactor
Waste Site - 417 Garbally Road, Victoria,
BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Vactor Waste Site, 417 Garbally Road, Victoria

PROPERTY DESCRIPTION

The Vactor Waste site was built in 2005 and is an open air steel structure (walls on three sides) which provides shelter for four vehicle bays used to decant waste from trucks.

PROPERTY STATISTICS

Gross Floor Area (ft2):	100,000
Building Value:	\$39,600
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	Building built post 1998 and is assumed to meet current seismic requirements.

Building Code Review

Built under what code:	BCBC 1998.
Deficiencies observed:	None.
Recommendations:	None.

Accessibility Review

Access into building:	Open air structure.
Access throughout building:	Open air structure.
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

Energy Efficiency

Upgrade recommendations:	None.
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We identified no major capital recommendations over the next five years.

PROJECT TEAM

The visual reviews were completed on August 10, 2015 by Chris Raudoy a of Morrison Hershfield Ltd.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Vactor Waste Site, 417 Garbally Road, Victoria

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- * VFA Asset Management Report, dated 2007
- * Master Planning Study for Garbally Public Works Yard, Number 10 Architectural Group, dated

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Vactor Waste Site, 417 Garbally Road, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	0	36,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	0	0	0	0	0	0	0	36,000	0

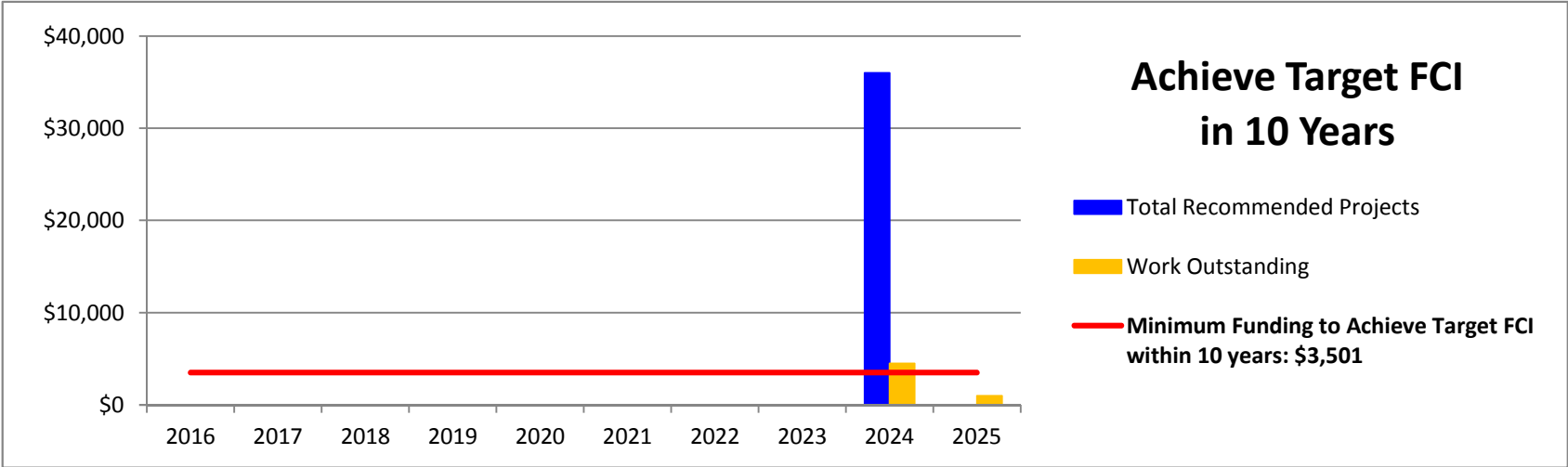
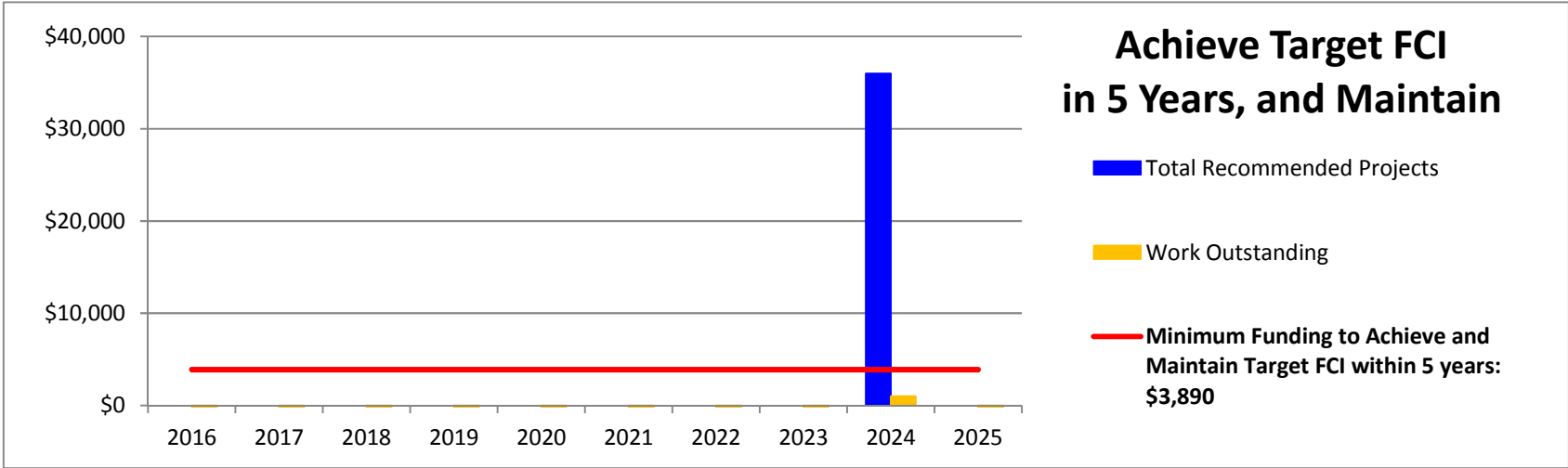
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$3,890

Work outstanding	-3,890	-7,780	-11,670	-15,560	-19,450	-23,340	-27,230	-31,120	990	-2,900
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Minimum Funding to Achieve Target FCI within 10 years: \$3,501

Work outstanding	-3,501	-7,002	-10,503	-14,004	-17,505	-21,006	-24,507	-28,008	4,491	990
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The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works - Vactor Waste Site, 417 Garbally Road, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Adjusted Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	1	SUBSTRUCTURE																																		
	2	A10 Foundations	Foundations Repair	1 & 2	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was reported or observed. Foundation walls extend above grade to create knee walls.	Good	2005	11	100		The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No				\$0															
	3	A1030 Slab on Grade and Concrete Pad	Exterior Slab on Grade and Concrete Pad	1 & 2	The exterior floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	2005	11	50	50	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow table.	Repair Allowance	Not Applicable	N/A	N/A	Yes	No				\$0															
	4	SUPERSTRUCTURE																																		
	5	B10 Superstructure	General	2	The superstructure consists of structural steel frame construction.	Good	2005	11	100		The structure is expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No				\$0															
	6	B10 Superstructure	Metal Stairs and Railings	3	Premanufactured metal stairs and railings provide access on the south elevation.	Good	2005	11	100		Structural components are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	Yes	No				\$0															
	7	ENVELOPE																																		
	8	Above-Grade Walls																																		
	9	B2010 Exterior Walls	Exterior Walls	4	Corrugated metal cladding has been used as the exterior cladding. This cladding has been installed over the steel frame.	Good	2005	11	35	24	Replace cladding panels at the end of its service life.	Replacement	3 - Future Renewal	Yes	Yes	No	No		\$10,000	LS	\$0	0%	0%	15%												
	10	B201010 Exterior Coatings	Coating on Metal	x	Coating have been installed on the exposed metal components.	Good	2005	11	20	9	Repair metal components as required to avoid corrosion.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000									\$13,000		
	11	B201001 Exterior Solid Doors		x	One exterior door is present on the south elevation (exterior to exterior door).	Good	2005	11	35	24	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$750	LS	\$750	0%	10%	15%	\$1,000											
	12	Roofs																																		
	13	B3010 Roof Coverings	Roof	5	The roof consists of metal q-deck installed over the steel framing.	Good	2005	11	20	9	Repace roof at the end of its service life.	Replacement	3 - Future Renewal	No	No	No	No	1200	\$15	SF	\$18,000	0%	10%	15%	\$23,000									\$23,000		
	14	Plumbing Systems																																		
	15	G3010 Water Supply	Distribution piping	x	Domestic water distribution piping throughout the building is present at the wash station.	Good	2005	11	50	39	Maintain a contingency for capital repairs or partial replacement of valves or piping.	Contingency	3 - Future Renewal	Yes, as required.	No	Yes	No	1	\$1,500	LS	\$1,500	0%	10%	15%	\$2,000											
	16	ELECTRICAL SYSTEMS																																		
	17	D502002 Outdoor Lighting	Exterior Lighting	5	HID fixtures are present on the underside of the canopy.	Good	2005	11	25	14	Upgrade exterior lights to LED fixtures.	Upgrade	3 - Future Renewal	Yes (2 years assumed)	No	No	No	2	\$500	Ea	\$1,000	0%	10%	15%	\$2,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Vactor Waste Site



Photo 01



Photo 02

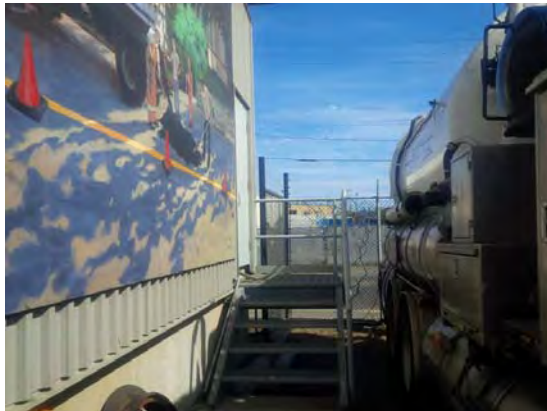


Photo 03



Photo 04

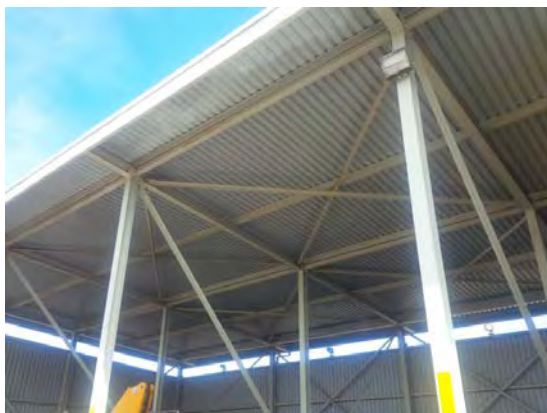


Photo 05

Appendix A77

Building 85 – Royal Athletic Park –
Administration and Baseball Grandstand
1050 Caledonia Street, Victoria, BC

The City of Victoria**Facility Condition Assessment and Capital Plan****Royal Athletic Park - Administration & Baseball Grandstand, 1050 Caledonia Street, Victoria**

PROPERTY DESCRIPTION

The administration and baseball grandstand is of steel and concrete construction built in 1966. The grandstand is a slab on grade structures with a large concrete cantilevered roof extending over the public seating area. Infill walls between columns and shear walls are concrete masonry units. See Photo 1.0 for an overall view of the structure.

PROPERTY STATISTICS

Gross Floor Area (ft2): 3,229
 Building Value: \$1,708,141
 Target FCI: 0.025
 Current FCI: 0.091

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1965 or as local jurisdiction dictated at the time.
Deficiencies observed:	N/A
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No access to this buildings administration offices or grandstand. Vertical transport is via stairs only.
Access throughout building:	Ground level access only.
Access to washrooms:	Washrooms do not meet accessibility requirements. Accessible washroom can be accessed through the soccer grandstands first aid room.

The City of Victoria**Facility Condition Assessment and Capital Plan****Royal Athletic Park - Administration & Baseball Grandstand, 1050 Caledonia Street, Victoria**

Recommendations (and cost estimate):

Consideration could be given to vertical transport to the upper offices. This is not public space.

Upgrade main washrooms to meet accessibility requirements.

It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:

Energy efficiency assessment provided by City Green 2013

- * Lighting upgrades.
- * Replacing windows with higher performing assemblies.
- * Increasing efficiencies of wall heaters.

We identified recommendations of approximately \$456,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B101001 Structural Frame
- B101003 Floor Decks & Slabs (Suspended Slabs)
- B201008 Exterior Soffits
- E201003 Seating (Fixed)

PROJECT TEAM

The visual reviews were completed on August 8th, 2015 by Chris Raudoy, Paul Rutten and Paula Knapp-Fisher. During our review of the building, we were accompanied by Chris Heath who provided access to a sampling of representative areas of the facility, as requested. We were unable to access the roof area of this building due to lack of provided access.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Energy efficiency assessment provided by City Green 2013
- VFA Asset Detail Report - 2007

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Administration & Baseball Grandstand, 1050 Caledonia Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	5,000	0	0	0	0	0	0	0
3 - Future Renewal	0	151,000	0	0	179,000	4,000	16,000	18,000	10,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	85,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	3,000	14,000	3,000	3,000	3,000	3,000	3,000	92,000
Not Applicable	0	16,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	167,000	8,000	14,000	267,000	7,000	19,000	21,000	13,000	92,000

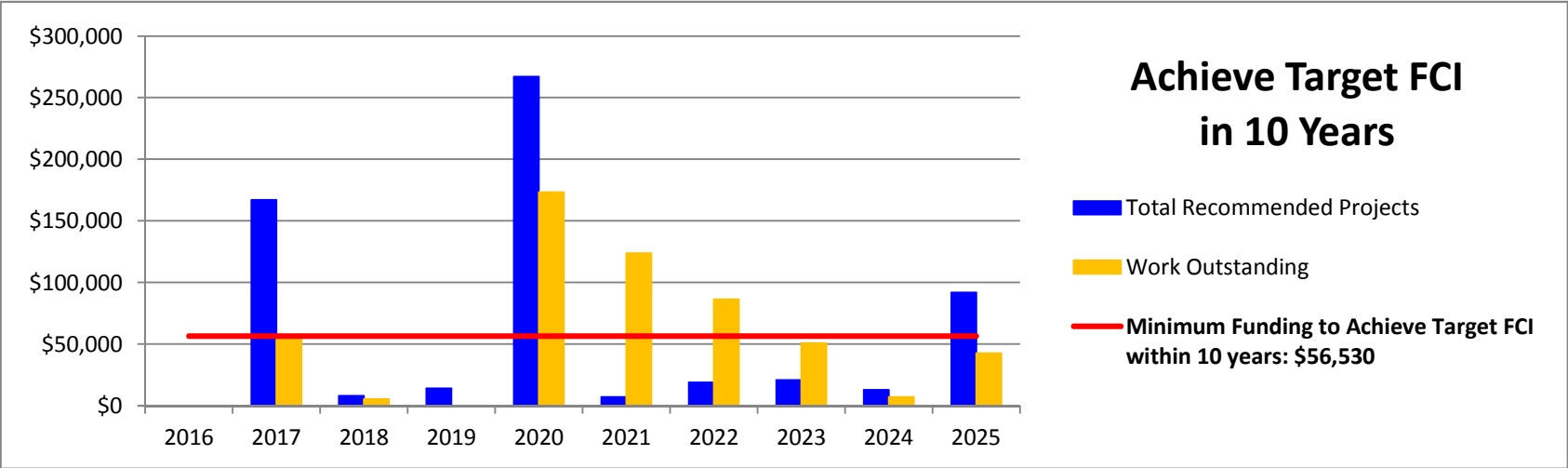
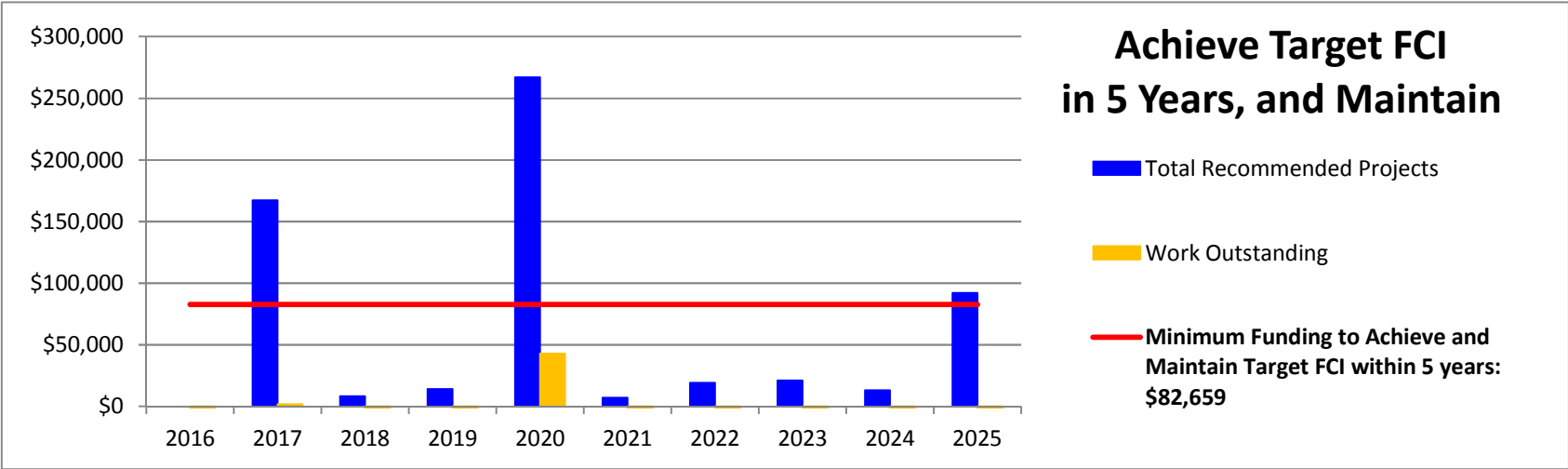
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$82,659

Work outstanding	-82,659	1,681	-72,978	-141,637	42,704	-32,956	-96,615	-158,274	-227,934	-218,593
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Minimum Funding to Achieve Target FCI within 10 years: \$56,530

Work outstanding	-56,530	53,941	5,411	-37,119	173,352	123,822	86,292	50,763	7,233	42,704
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The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Administration & Baseball Grandstand, 1050 Caledonia Street, Victoria



2016 The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Administration & Baseball Grandstand, 1050 Caledonia Avenue, Victoria

BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA				RECOMMENDATION			Can this work be phased over multiple years?	If recommended work not complete, can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the building's security or safety?	OPINION OF PROBABLE COST											Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	W: Year at Last Major Action	Age in 2015	Typical Repair Interval	Est. Time Remaining to Next Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025					
																										\$0	\$167,000	\$8,000	\$14,000	\$267,000	\$7,000	\$19,000	\$21,000	\$13,000	\$92,000					
	SUBSTRUCTURE																																							
	1	A10 Foundations	Foundations - Repair	02	The foundations are assumed to be cast-in-place concrete. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Not Reviewed	1966	50	20	5	The foundation walls are expected to last the life of the building with isolated repairs only. Complete localized crack injection/jacking repair/waterproofing replacement as needed to correct leakage. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No				\$0																			
	3	A1030 Slab on Grade	Slab On grade - Repair	03	The floor is concrete slab-on-grade. As the ground floor interior finishes are finished with other concealing finishes, the condition of the slab was unable to be reviewed at the interior, but appears to be in suitable condition around the floor level of the grandstand. No evidence of major settlement or heaving was reported or observed.	Good	1966	50	20	5	The slab on grade is expected to last the lifetime of the building. Budget for repairs at isolated locations on a periodic basis as floor finishes are renewed, or as exterior spalling occurs. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No				\$0																			
	4	A103006 Foundation Drainage	Perimeter Drainage - Study	x	As drawings of this facility were not available, the presence of a primer drainage system were not able to be confirmed. No noted in-ground connected plumbing was present at this structure. City to confirm.	Not Applicable	1966	50	10	1	Periodic camera inspection. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	No	No				\$0																			
	5	A103006 Foundation Drainage	Perimeter Drainage - Repair	x	As drawings of this facility were not available, the presence of a primer drainage system were not able to be confirmed. No noted in-ground connected plumbing was present at this structure. City to confirm.	Not Applicable	1966	50	10	10	Contingency to remove and replace damaged or failed perimeter weeping tile as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Contingency	3 - Future Renewal	Yes	Yes	No	No				\$0																			
	SUPERSTRUCTURE																																							
	6	B101001 Structural Frame	Cast in Place Concrete - Repair	04	The structural framing of the soccer stadium consists of reinforced concrete slabs on reinforced concrete columns with concrete beams. The roof slab is supported by a central column and cantilevered beam system. The bases of walls, columns and protruding beams are exposed to weathering. A degree of concrete delamination was noted at some of the supporting concrete structures, with some areas of repair noted during the review.	Good	1966	50	20	2	Contingency to complete localized concrete repairs to coincide with suspended slab repairs. Noted areas of concrete delaminations from areas of height should be removed by maintenance staff to avoid safety issues with falling concrete.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No	1	\$20,000	L.S.	\$20,000	10%	10%	15%	\$28,000		\$28,000													
	8	B101001 Structural Frame	Cast in Place Concrete - Roof Level Repair	05	The roof slab is supported by a central column and cantilevered beam system located above the roof deck. From the ground, it was noted a degree of crack and scaling has been performed on the cantilevered beams.	Good	1966	50	20	2	Contingency to complete localized concrete repairs to coincide with suspended slab repairs. Alternate systems could be considered as a protective measure for the supporting roof structures, such as cap flashing, or metal cladding.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No	1	\$20,000	L.S.	\$20,000	10%	10%	15%	\$28,000		\$28,000													
	9	B101001 Floor Decks & Slabs (Suspended Slabs)	Roof Slab - Repair	x	The roof is a suspended slab placed conventionally reinforced concrete protected with a liquid applied waterproofing membrane applied approximately 5 years ago, during which time roof slab concrete repairs were also performed. No access was provided to the roof level to allow for a visual review, however exposed rebar was noted on the soffit side of the suspended slab.	Not Reviewed	2010	6	10	2	Check for delaminations in the roof slab at time of renewal of the liquid applied waterproofing membrane. Perform any necessary repairs as found via chain dragging or hammer tap survey.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No	1	\$20,000	LS	\$20,000	10%	10%	15%	\$28,000		\$28,000													
	10	B101001 Floor Decks & Slabs (Suspended Slabs)	Concrete Stairs and Walls - Repair	06	The seating area of the grandstand is a formed and poured in place, reinforced concrete stair structure. Areas of delamination of the floors and walls at guard rail connections were noted during the review. Areas of efflorescence from water ingress was noted in the electrical rooms and plumbing area below. The access stairs to the administration building are also a cast in place structure. Areas of delamination were noted at the top stair tread, and at the central supporting concrete wall.	Good	2010	6	10	5	Check for delaminations in the concrete seating areas, access stairs and surrounding concrete walls. Perform a concrete survey via chain dragging or hammer tap survey. Perform any necessary repairs as required. Install caulk joints at cold joints between concrete pours and intersections of different concrete members.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No	1	\$15,000	LS	\$15,000	10%	10%	15%	\$21,000						\$21,000									
	11	B101001 Floor Decks & Slabs (Suspended Slabs)	Liquid Applied Waterproofing membrane - Renewal	07	The roof is a suspended slab placed conventionally reinforced concrete protected with a liquid applied waterproofing membrane applied approximately 5 years ago, during which time roof slab concrete repairs were also performed. Limited access was provided to the roof level to allow for a visual review, (from ladder height only at administration stairs.)	Not Reviewed	2010	6	10	5	Renew the vehicular/traffic coating to the roof slab.	Replacement	3 - Future Renewal	No	Yes	Yes	No	3648	\$25	SF	\$91,200	10%	10%	15%	\$127,000						\$127,000									
	12	B101001 Floor Decks & Slabs (Suspended Slabs)	Cap Flashing	x	Pin walls extend above the roof level. These walls have not been waterproofed. Significant crack chasing has been undertaken on these walls.	Not Reviewed	2010	6	30	5	Consideration should be given to cladding and cap flashing these walls.	Replacement	3 - Future Renewal	No	Yes	Yes	No	1500	\$30	SF	\$45,000	0%	10%	15%	\$57,000		\$57,000													
	13	B101001 Floor Decks & Slabs (Suspended Slabs)	Expansion Joints - Roof Deck - Repair	08	The garage structure is divided into sections by four construction joints, running front to back of the roof, located approximately at the cantilevered beams. The current treatment of these joints are unknown, but no evidence of leakage was noted to the underside of the slab at control joints. These joints are assumed to have been renewed during the application of the liquid applied membrane in 2010.	Not Reviewed	2010	6	10	2	Contingency for replacement of the expansion joints at the next anticipated renewal of the liquid applied system.	Replacement	3 - Future Renewal	No	Yes	Yes	No	256	\$20	LF	\$5,120	0%	10%	15%	\$7,000		\$7,000													
	14	ENVELOPE																																						
	15	Above Grade Walls																																						
16	B20100 Exterior Walls - Concrete Masonry Brick Units (CMU)	Concrete Masonry	09	The infill walls are solid masonry, with brick at the exterior and concrete block at the interior. The brick veneer walls are supported concrete foundation walls and beams. We note no areas of cracking or loss of mortar joints during the review.	Good	1966	50	20	15	Contingency for localized brick replacement and mortar repointing.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000																
17	B20100 Exterior Walls - Rain screen Stucco	Exterior Stucco - Administration Building - Repair	10	Stucco is installed at the administration building on the second floor north, west and south walls. This appears to have been recently painted.	Good	1966	50	55	5	Contingency to repair face seal stucco system as required.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	120	\$35	SF	\$3,500	0%	15%	15%	\$5,000						\$5,000										
18	B20100 Exterior Walls - Stucco	Exterior Stucco - Administration Building - Replacement	11	Stucco is installed at the administration building on the second floor north, west and south walls. This appears to have been recently painted.	Good	1966	50	65	15	Replace face seal stucco system with rain screen stucco system. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	445	\$55	SF	\$24,475	15%	15%	15%	\$38,000																
19	B201008 Exterior Soffits	Concrete Soffits - Repair	12	Concrete soffits were noted to display areas of rusted rebar due to exposed bars or rebar chairs.	Fair	1966	50	25	5	A budget has been provided for localized repairs to soffits. These soffits should be monitored for potential safety issues caused by falling spalled concrete. Some consideration could be given to painting all soffits to increase the lighting levels under the grandstand.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	Yes	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000						\$26,000										
20	B201010 Exterior Coatings	Exterior Painting, Stucco, Masonry, Wood and Concrete	13	The first and second floor wall areas of the building are a painted brick. This painting appears to have been recently performed. The age of this time has been estimated.	Good	2012	4	20	16	Repaint all walls, concrete, wood and masonry. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	New	3 - Future Renewal	Yes	No	No	No	4000	\$5	SF	\$20,000	0%	10%	15%	\$26,000																
21	B201010 Exterior Coatings	Repaint Service Doors	14	The paint on the doors and door frames of the steel service doors is noted to be peeling. These doors are in need of painting. The age of the last repainting event has been estimated.	Good	2000	16	20	2	Repaint all doors and door frames. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	New	3 - Future Renewal	Yes	Yes	No	No	8	\$200	EA	\$1,600	0%	10%	15%	\$3,000		\$3,000														
22	B201011 Joint Sealant	Joint Sealant - Replacement	15	There are sealant joints at window perimeters and base of wall at the administration access doors. There are no sealants installed at steel service doors. No leaks were reported by building staff. The sealant around the windows appear to have been recently renewed, the age of this item has been estimated.	Good	2014	2	10	8	Replace sealant between dissimilar materials, around windows and doors. Install sealant around steel door frames. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No				\$0																				
23	B202001 Windows	Aluminum Frame - Replacement	16	The window system is aluminum-framed, and includes assemblies combining fixed glazing, and opening operable windows. There were no leaks reported or observed. These windows are not original - the age of these windows has been estimated as the same windows on the soccer stand where a date stamp was able to be observed.	Good	2007	9	20	11	Replace aluminum framed windows with new thermally broken, insulated glass units (IGUs) or Low E coatings and argon fill. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	710	\$120	SF	\$85,200	10%	10%	15%	\$115,000																
24	B203001 Exterior Doors	Steel framed doors - Repair	17	Steel doors service this building. At the ground floors there are steel panelling above the doors. The doors were noted to require painting.	Good	1966	50	55	5	Doors are expected to last the lifetime of the building as long as they are maintained and painted. Contingency provided for replacement of doors due to wear or accidental damage. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000						\$4,000										
25	B203004 Overhead and Roll-up Doors	Overhead Roll up Doors - Concreators Replacement	18	Overhead roll up doors provide over the counter access to the concession stands and bar areas.	Fair	1966	50	55	5	Replace overhead door.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	3	\$11,000	EA	\$33,000	0%	10%	15%	\$42,000						\$42,000										
26	Roofs																																							
27	B101002 Roofing - Low Sloped Membrane System SBS	Low Sloped SBS Roofing - Replacement	19	The roof is an exposed double ply SBS membrane, fully adhered to the roof deck. The roof drains by on in roof drain. We noted areas of sealant failure at flashing junctions at the roof level. The age of this item has been estimated.	Fair	2000	16	25	9	Replace roofing system including flashings, sealants, etc. as required.	Replacement	3 - Future Renewal	No	No	No	No	312	\$25	SF	\$7,800	0%	10%	15%	\$10,000									\$10,000							
28	EXTERIORS																																							
29	B201001 Seating (Fixed)	Grandstand Seating - Repair	20	The seating installed under the grandstand has been included in the assessment of this building. These are painted wood seats that are sheltered from weathering.	Fair	1966	50	55	5	Contingency for the replacement of wood sections of seats as required, and paint.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000						\$26,000										

Start Yr: 2016
The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Administration & Baseball Grandstand, 1050 Caledonia Avenue, Victoria

BLDG	COMPONENT		CONDITION ASSESSMENT								LIFECYCLE DATA		RECOMMENDATION				OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																													
	Row	ID	Location / Type	Photo	Description & History	Condition	No. New or Last Major Action	Age to 2016	Typical Useful Life	Est. Time Remaining to End of Useful Life	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete, can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the building's security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														

Royal Athletic Park Admin & Baseball Grandstand



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

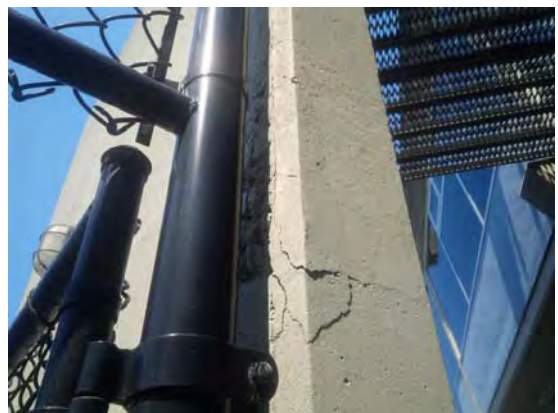


Photo 06

Royal Athletic Park Admin & Baseball Grandstand



Photo 07



Photo 08



Photo 09

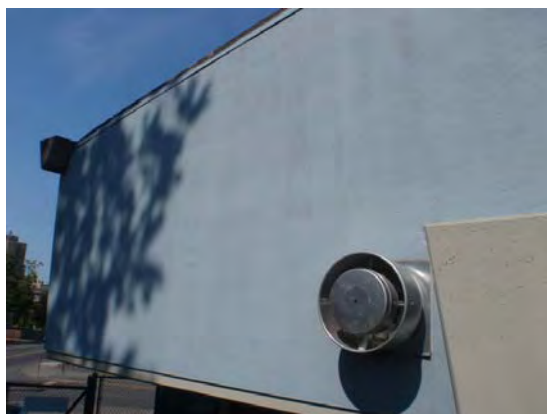


Photo 10



Photo 11



Photo 12

Royal Athletic Park Admin & Baseball Grandstand



Photo 13



Photo 14



Photo 15



Photo 16

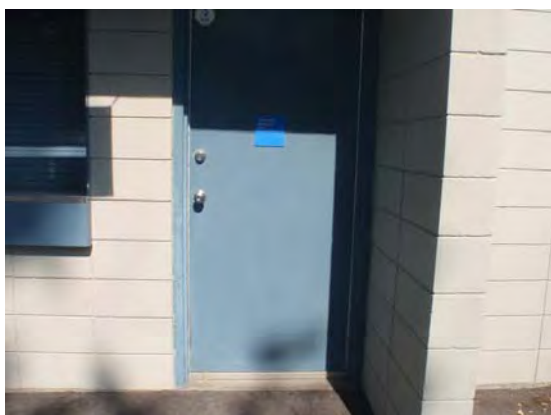


Photo 17



Photo 18

Royal Athletic Park Admin & Baseball Grandstand



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Royal Athletic Park Admin & Baseball Grandstand



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Royal Athletic Park Admin & Baseball Grandstand



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Royal Athletic Park Admin & Baseball Grandstand



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Appendix A78

Building 86 – Royal Athletic Park –
Entrance Pavilion and Box Office
1050 Caledonia Street, Victoria, BC

The City of Victoria**Facility Condition Assessment and Capital Plan****Royal Athletic Park - Entrance Pavillion Box Office, 1014 Caledonia Street, Victoria**

PROPERTY DESCRIPTION

The box office and ticket pavillion was built at the same time as the stadiums in 1966. These "buildings" comprise of an overall concrete roof canopy and two wood panelled booth areas. The booths are not typical construction, as they are formed by solid wood panelling, painted to the interior and exterior, (no wall cavity or insulation present). The booths are slab on grade with a dropped suspended ceiling tile. See Photo 1.0 for an overall exterior view of the building.

PROPERTY STATISTICS

Gross Floor Area (ft2):	144
Building Value:	\$84,110
Target FCI:	0.025
Current FCI:	0.119

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1965 or as local jurisdiction dictated at the time.
Deficiencies observed:	N/A
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No access into the ticket booths, but surrounding areas at grade and accessible.
Access throughout building:	None.
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, this is not a public building.

The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Entrance Pavillion Box Office, 1014 Caledonia Street, Victoria

Energy Efficiency

Upgrade recommendations: Energy efficiency assessment provided by City Green 2013

- * Lighting upgrades.
- * Replacing windows with higher performing assemblies.
- * Increasing efficiencies of wall heaters.

We identified recommendations of approximately \$33,000 over the next five years. None of the projects are over \$15,000.

PROJECT TEAM

The visual reviews were completed on August 8th, 2015 by Chris Raudoy, Paul Rutten and Paula Knapp-Fisher. During our review of the building, we were accompanied by Chris Heath who provided access to a sampling of representative areas of the facility, as requested. We were unable to access the roof area of this building due to lack of provided access.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

City of Victoria - Royal Athletic Park Development - Entrance Pavilion- Sheet A-7 of 9
Energy efficiency assessment provided by City Green 2013
VFA Asset Detail Report - RAP (Box Office) 2007 Inspection.

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Entrance Pavillion Box Office, 1050 Caledonia Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	10,000	10,000	0	0	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	4,000	0	3,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	3,000	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	13,000	14,000	3,000	3,000	0	0	0	0	0

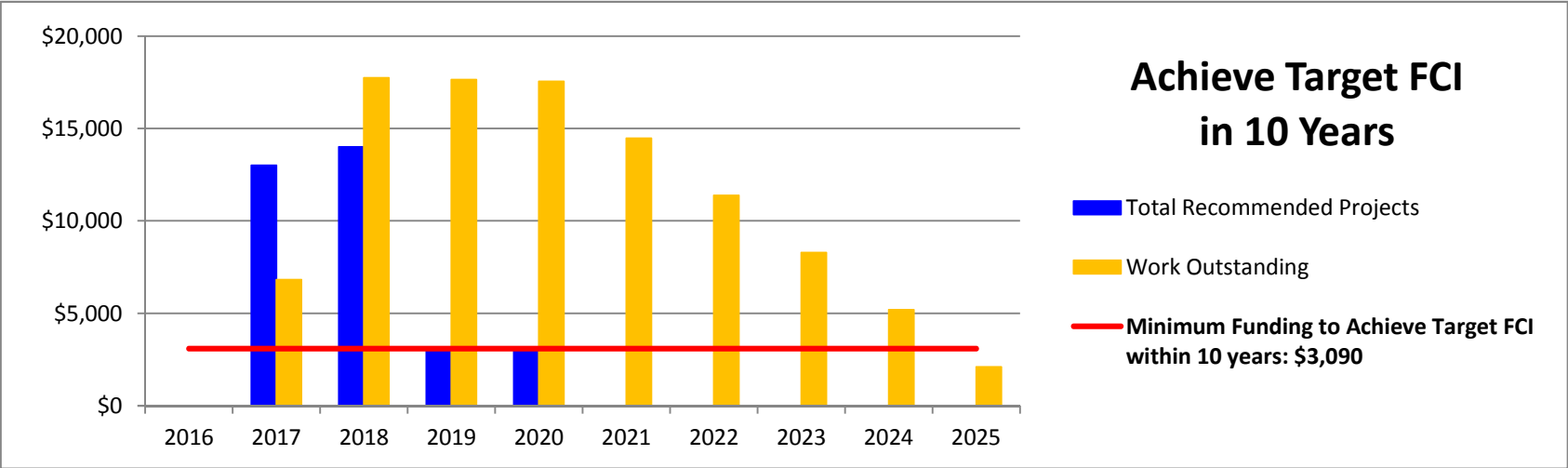
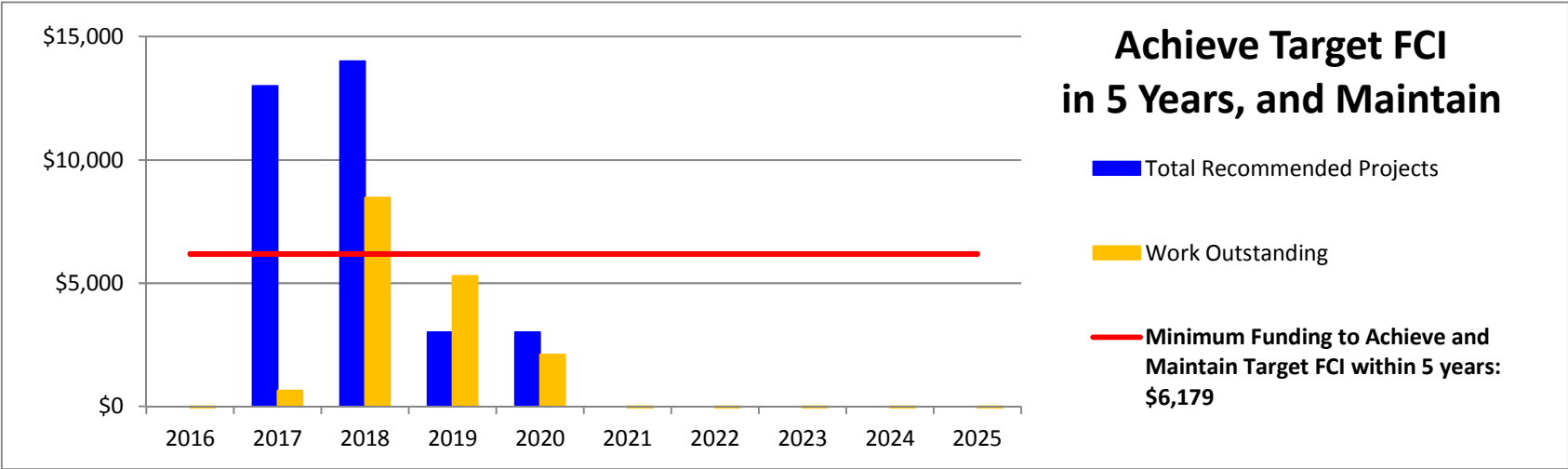
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$6,179

Work outstanding	-6,179	641	8,462	5,282	2,103	-4,077	-10,256	-16,436	-22,615	-28,795
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Minimum Funding to Achieve Target FCI within 10 years: \$3,090

Work outstanding	-3,090	6,821	17,731	17,641	17,551	14,462	11,372	8,282	5,192	2,103
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The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Entrance Pavillion Box Office, 1050 Caledonia Street, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA				RECOMMENDATION			Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10		
		ID	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Adjusted Interval	Est. Time to EO or Wtg to EO or Wtg to Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025						
																									\$0	\$13,000	\$14,000	\$8,000	\$17,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
	1	SUBSTRUCTURE																																						
	2	A10 Foundations	Foundations - Repair	x	The foundations are assumed to be cast-in-place concrete. The footings/foundations of this structure were unable to be observed directly, however, no evidence of major settlement or heaving was reported or observed.	Not Reviewed	1966	50	20	5	The foundation walls are expected to last the life of the building, with isolated repairs only. Complete localized crack injection/parging repair/waterproofing replacement as needed to correct leakage. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No							\$0																
	3	A1030 Slab on Grade	Slab On grade- Repair	02	The floor is concrete slab-on-grade. As the ground floor interior are covered with other concealing finishes, the condition of the slab was unable to reviewed at the interior, but appears to be in suitable condition. No evidence of major settlement or heaving was reported or observed.	Good	1966	50	20	5	The slab on grade is expected to last the lifetime of the building. Budget for repairs at isolated locations on a periodic basis as floor finishes are renewed, or as exterior spalling occurs. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No							\$0																
	4	SUPERSTRUCTURE																																						
	5	B101001 Structural Frame	Cast in Place Concrete - Repair	03	The structural framing of the ticket pavilion consists of reinforced concrete slabs on reinforced concrete columns with concrete beams. The roof slab is supported by a central column and cantilevered beam system. The bases of walls, columns and protruding beams are exposed to weathering. A degree of concrete delamination was noted at some of the supporting concrete structures, with some areas of repair noted during the review.	Good	1966	50	20	5	Contingency to complete localized concrete repairs to coincide with suspended slab repairs. Noted areas of concrete delaminations from areas of height should be removed by maintenance staff to avoid safety issues with falling concrete.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No			1	\$5,000	L.S.	\$5,000	0%	10%	15%	\$7,000					\$7,000								
	6	B101003 Floor Decks & Slabs (Suspended Slabs)	Roof Slab- Repair	04	The roof is a suspended slab conventionally-reinforced concrete. The current finish of the concrete appears to be the original raw concrete finish. During a further review, there is an extent of moss growth on this raw concrete roof that requires removal. No drainage is present and water currently pools at the north low end of the building. The roof was drained via chain for delaminations, none were found at the time in areas that were able to be sounded.	Fair	1966	50	10	5	Clean the roof of any organic growth. Maintain the roof and check for repairs periodically. This roof pools water at the low end of the concrete, and to date appears to not have affected the structure, but this area could use a method of drainage.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No			1	\$5,000	L.S.	\$5,000	0%	10%	15%	\$7,000				\$7,000									
	7	ENVELOPE																																						
	8	Above-Grade Walls																																						
	9	B2010 Exterior Walls - Wood Siding	Wood Walls - Repair	05	Ticket booths (x2) are made up of 2" solid vertical, tongue in groove wood boards. The walls are not a traditional wall system they are made up of wood panels. Ticket booths incorporate the wood panels on the swinging gates(2 per booth) and single access door is present at each booth.	Good	1966	50	10	3	Contingency for localized wood repair as necessary.	Contingency	3 - Future Renewal	Yes	No	No	No			1	\$7,500	L.S.	\$7,500	0%	10%	15%	\$10,000			\$10,000										
	10	B201008 Exterior Soffits	Concrete Soffits - Repair	06	Concrete soffits were noted to display areas of rusted rebar due to exposed bars or rebar chairs.	Fair	1966	50	25	2	A budget has been provided for localized repairs to soffits. These soffits should be monitored for potential safety issues caused by falling spalled concrete. Some consideration could be given to painting all soffits to increase the lighting levels under the ticket pavilion.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	Yes			1	\$7,500	L.S.	\$7,500	0%	10%	15%	\$10,000		\$10,000											
	11	B202001 Windows	Pass through Glazings - Replacement	08	The ticket booth vision and pass through glazing appear to be a single laminate glass pane embedded in sealant in a recess created in the surrounding wood structures. The glazing have been assumed to be original.	Good	1966	50	30	5	Contingency to repair or replace glazing as required.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			1	\$2,000	L.S.	\$2,000	0%	10%	15%	\$3,000				\$3,000									
	12	B201011 Joint Sealant	Joint Sealant- Replacement	x	There are sealant joints at window perimeters. The age of this sealant has been estimated.	Good	2000	16	10	2	Replace sealant between dissimilar materials, around windows and doors. Install sealant around steel door frames. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No			1	\$50	L.S.	\$50	0%	0%	15%	\$1,000													
	13	INTERIORS																																						
	14	C3010 Interior Finishes	Interior Wall Finishes - Painted Wood	9	Interior wall finishes consist of painted wood panels. The age of the last repainting cycle is unknown and has been assumed.	Good	2012	4	5	4	Repaint interior wall areas. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			704	\$2	SF	\$1,408	0%	0%	0%	\$2,000													
	15	C302004 Resilient Floor Finishes	Interior Flooring	10	The interior flooring consists of resilient tiles. This flooring has been assumed to be original to the building.	Fair	1966	50	25	4	Replace flooring with new assemblies. The timing of this work has been scheduled to align with the other interior finish renewal work recommended.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			140	\$15	SF	\$2,100	0%	10%	15%	\$3,000			\$3,000										
	16	C303004 Ceiling	Acoustic Tiles	11	The interior ceiling areas have acoustic tiles installed. These tiles has been assumed to be original to the building.	Fair	1966	50	50	15	It is assumed that the acoustic tiles will last the life of the building. Isolated tile replacements should be completed on an as required basis as part of the buildings ongoing maintenance. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Not Applicable	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			140	\$2	SF	\$280	0%	0%	0%	\$1,000													
	17	MECHANICAL SYSTEMS																																						
	18	HVAC Systems																																						
	19	D305002 Unit Heaters			Unit heaters are present in the rooms.	Fair	1985	31	20	5	Replace at end of service life. Costs associated with this work fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No			1	\$1,000	L.S.	\$1,000	0%	0%	15%	\$2,000													
	20	D304007 Exhaust Systems			A exhaust vent is present in each building.	Fair	1985	31	20	5	Replace at end of service life. Costs associated with this work fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No			1	\$250	EA	\$250	0%	10%	15%	\$1,000													
	21	ELECTRICAL SYSTEMS																																						
	22	D502002 Interior and Exterior Lighting	Replacement	12 and 13	The lighting consist of T-8 lamps and electric ballasts. The age of these assemblies is unknown and has been assumed.	Fair	1966	50	25	3	Upgrade interior and exterior lighting.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000			\$4,000										
	23	PROFESSIONAL SERVICES																																						
	24	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.	Not Applicable	1966	50	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation.	Study	Not Applicable	N/A	N/A	N/A	N/A			1	\$2,000	L.S.	\$2,000	0%	0%	15%	\$3,000		\$3,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Royal Athletic Park Entrance Pavillion Box Office



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

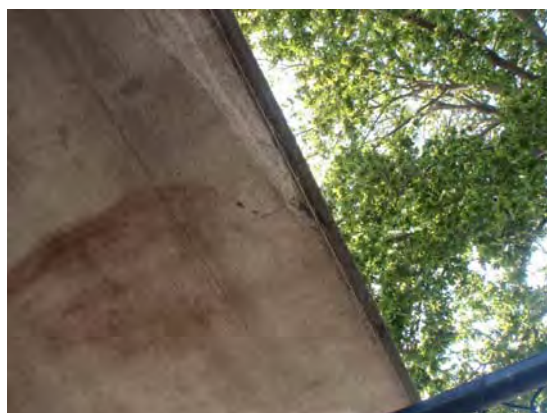


Photo 06

Royal Athletic Park Entrance Pavillion Box Office



Photo 07



Photo 08

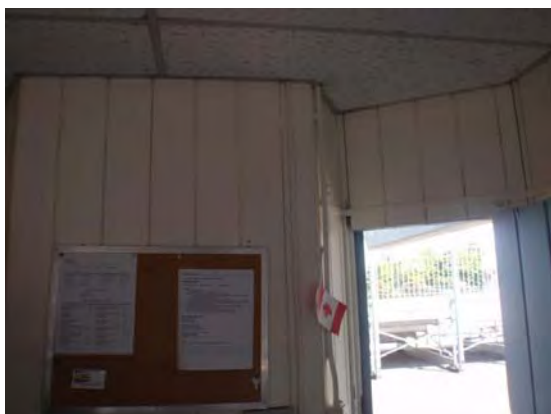


Photo 09



Photo 10



Photo 11

Appendix A79

**Building 87 – Royal Athletic Park –
Soccer Grandstand
1050 Caledonia Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Royal Athletic Park - Soccer Grandstand, 1014 Caledonia Avenue, Victoria**

PROPERTY DESCRIPTION

The soccer grandstand is of steel and concrete construction built in 1966. The grandstand is a slab on grade structures with a large concrete cantilevered roof extending over the public seating area. Infill walls between columns and shear walls are concrete masonry units. See Photo 1.0 for an overall view of the structure.

PROPERTY STATISTICS

Gross Floor Area (ft2):	8,611
Building Value:	\$4,555,219
Target FCI:	0.025
Current FCI:	0.029

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1965 or as local jurisdiction dictated at the time.
Deficiencies observed:	N/A
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No access to this buildings administration offices or grandstand. Vertical transport is via stairs only.
Access throughout building:	Ground level access only to reserved seating.
Access to washrooms:	Accessible - located at ground level (via first aid room).
Recommendations (and cost estimate):	Upgrade main washrooms to meet accessibility requirements.
	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Soccer Grandstand, 1014 Caledonia Avenue, Victoria

Energy Efficiency

Upgrade recommendations: Energy efficiency assessment provided by City Green 2013

- * Lighting upgrades.
- * Replacing windows with higher performing assemblies.
- * Replace existing aerators with .5 GPM aerators in dressing rooms 1-4.
- * Increasing efficiencies of wall heaters.

We identified recommendations of approximately \$310,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B101001 Structural Frame
- B101003 Floor Decks & Slabs (Suspended Slabs)
- B201008 Exterior Soffits
- B203004 Overhead and Roll-up Doors
- E201003 Seating (Fixed)
- G203004 Guardrails and Barriers
- C103002 Toilet and Bath Accessories

PROJECT TEAM

The visual reviews were completed on August 8th, 2015 by Chris Raudoy, Paul Rutten and Paula Knapp-Fisher. During our review of the building, we were accompanied by Chris Heath who provided access to a sampling of representative areas of the facility, as requested. We were unable to access the roof area of this building due to lack of provided access.

Chris Raudoy and Dan Walters of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report - 2007
- City of Victoria - Facilities Architectural Drawing - Level 1
- City of Victoria - Facilities Architectural Drawing - Level 2
- City of Victoria - Facilities Architectural Drawing - Level 2
- Energy efficiency assessment provided by City Green 2013

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Soccer Grandstand, 1050 Caledonia Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	7,000	0	42,000	0	0	0	84,000
3 - Future Renewal	0	0	0	0	0	8,000	3,000	19,000	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	26,000	253,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	6,000	4,000	0	0	0	0	0
Not Applicable	0	5,000	0	0	9,000	0	0	0	0	0
Total in 2015 dollars	0	5,000	0	39,000	266,000	50,000	3,000	19,000	0	84,000

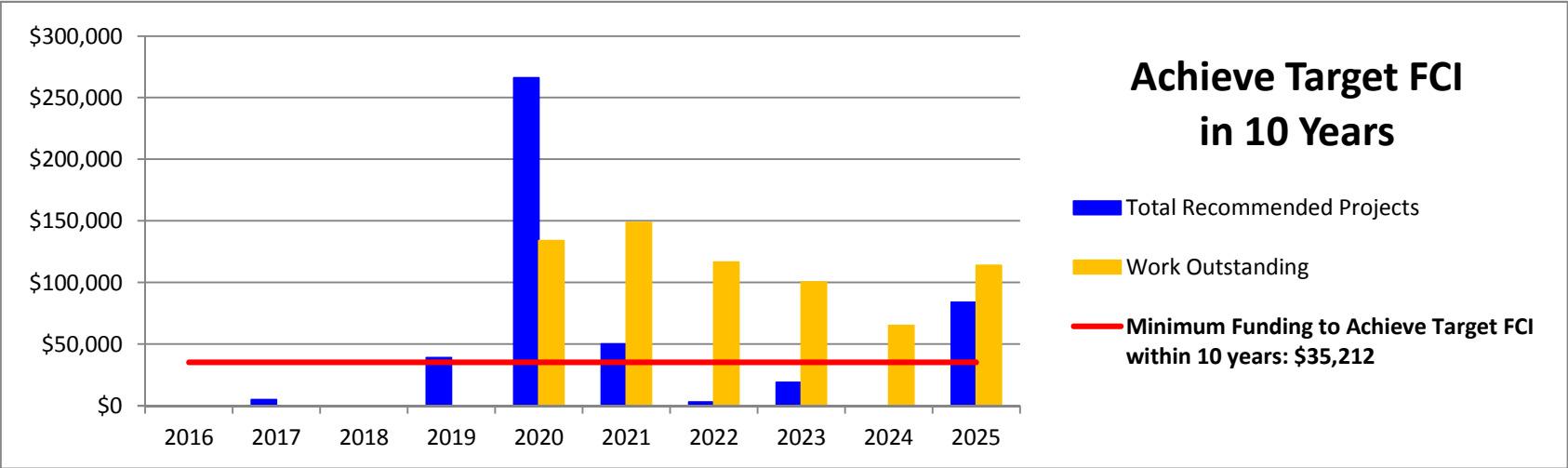
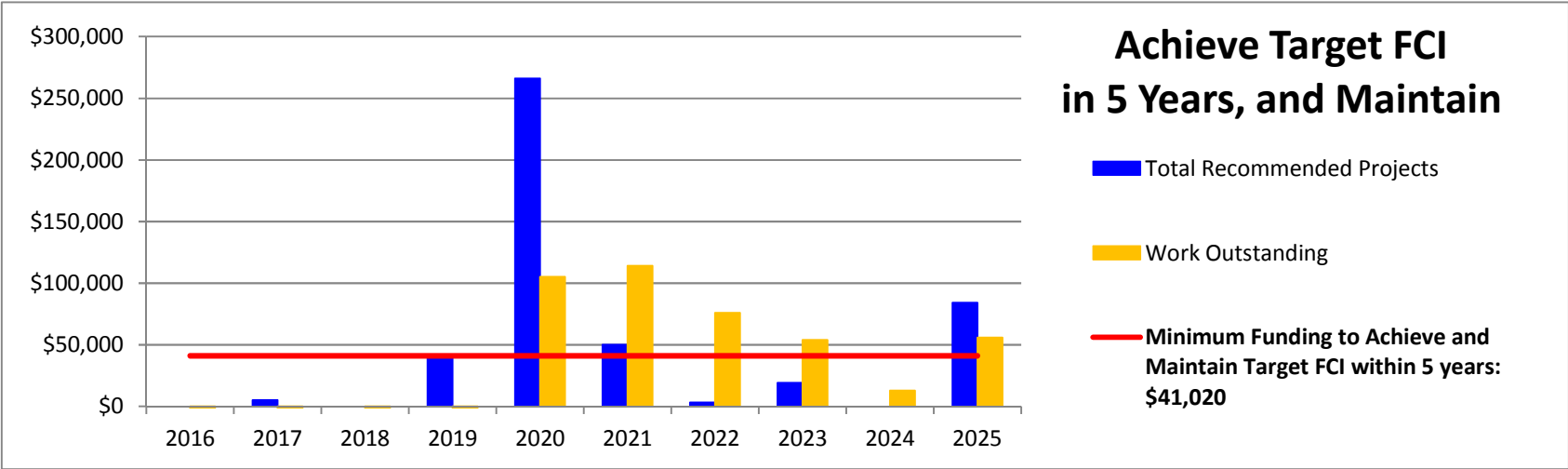
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$41,020

Work outstanding	-41,020	-77,040	-118,060	-120,080	104,900	113,880	75,861	53,841	12,821	55,801
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Minimum Funding to Achieve Target FCI within 10 years: \$35,212

Work outstanding	-35,212	-65,424	-100,636	-96,848	133,940	148,728	116,516	100,304	65,092	113,880
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The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Soccer Grandstand, 1050 Caledonia Street, Victoria



Start Yr.
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Royal Athletic Park - Soccer Grandstand, 1050 Caledonia Avenue, Victoria

BLDG	Row	COMPONENT			CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																		
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOJ or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$0	\$24,000	\$0	\$45,000	\$704,000	\$50,000	\$3,000	\$32,000	\$0	\$88,000																					
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations	Foundations - Repair	x	The foundations are assumed to be cast-in-place concrete. The footing/foundations of this structure were unable to be observed directly, however, no evidence of major settlement or heaving was reported or observed.	Not Reviewed	1966	50	20	5	The foundation walls are expected to last the life of the building, with isolated repairs only. Complete localized crack injection/parging repair/waterproofing replacement as needed to correct leakage. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No					\$0																																		
	3	A1030 Slab on Grade	Slab On grade - Repair	x	The floor is concrete slab-on-grade. As the ground floor interior finishes are finished with other concealing finishes, the condition of the slab was unable to reviewed at the interior, but appears to be in suitable condition around the floor level of the grandstand. No evidence of major settlement or heaving was reported or observed.	Good	1966	50	20	5	The slab on grade is expected to last the lifetime of the building. Budget for repairs at isolated locations on a periodic basis as floor finishes are renewed, or as exterior spalling occurs. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No					\$0																																		
	4	A103006 Foundation Drainage	Perimeter Drainage - Study	x	As drawings of this facility were not available, the presence of a primer drainage system were not able to be confirmed. No noted in-ground connected plumbing was present at this structure. City to confirm.	Not Applicable	1966	50	10	1	Periodic camera inspection. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Study	3 - Future Renewal	No	Yes	No	No					\$0																																		
	5	A103006 Foundation Drainage	Perimeter Drainage - Repair	x	As drawings of this facility were not available, the presence of a primer drainage system were not able to be confirmed. No noted in-ground connected plumbing was present at this structure. City to confirm.	Not Applicable	1966	50	10	10	Contingency to remove and replace damaged or failed perimeter weeping tile as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Contingency	3 - Future Renewal	Yes	Yes	No	No					\$0																																		
	6	SUPERSTRUCTURE																																																						
	7	B101001 Structural Frame	Cast in Place Concrete - Repair	03	The structural framing of the baseball stadium consists of reinforced concrete slabs on reinforced concrete columns with concrete beams. The roof slab is supported by a central column and cantilevered beam system. The bases of walls, columns and protruding beams are exposed to weathering. A degree of concrete delamination was noted at some of the supporting concrete structures, with some areas of repair noted during the review.	Good	1966	50	20	5	Contingency to complete localized concrete repairs to coincide with suspended slab repairs. Noted areas of concrete delaminations from areas of height should be removed by maintenance staff to avoid safety issues with falling concrete.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No			1	\$25,000	L.S.	\$25,000	0%	10%	15%	\$32,000					\$32,000																								
	8	B101001 Structural Frame	Cast in Place Concrete - Roof Level - Repair	x	The roof slab is supported by a central column and cantilevered beam system located above the roof deck. From the ground, it was noted a degree of crack rout and sealing has been performed on the cantilevered beams.	Good	1966	50	20	5	Contingency to complete localized concrete repairs to above roof level support structures. These repairs are to coincide with suspended slab repairs. Alternate systems could be considered as a protective measure for the supporting roof structures, such as cap flashing, or metal cladding.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No			1	\$25,000	L.S.	\$25,000	0%	10%	15%	\$32,000					\$32,000																								
	9	B101003 Floor Decks & Slabs (Suspended Slabs)	Roof Slab - Repair	04	The roof is a suspended slab conventionally-reinforced concrete protected with a liquid applied waterproofing membrane applied approximately 5 years ago, during which time roof slab concrete repairs were also performed. No access was provided to the roof level to allow for a visual review, however exposed rebar was noted on the soffit side of the suspended slab.	Not Reviewed	2010	6	10	5	Check for delaminations in the roof slab at time of renewal of the liquid applied waterproofing membrane. Perform any necessary repairs as found via chain dragging or hammer tap survey.	Repair Allowance	3 - Future Renewal	No	Yes	Yes	No			1	\$30,000	LS	\$30,000	0%	10%	15%	\$38,000					\$38,000																								
	10	B101003 Floor Decks & Slabs (Suspended Slabs)	Concrete Stairs and Walls- Repair	05	The seating area of the grandstand is a formed and poured in place, reinforced concrete stair structure. Areas of delamination of the floors and walls at guard rail connections were noted during the review. Areas of efflorescence from water ingress was noted in the electrical rooms and plumbing area below. The access stairs to the administration building are also a cast in place structure. Areas of delamination were noted at the top stair tread, and at the central supporting concrete wall.	Good	2010	6	10	5	Check for delaminations in the concrete seating areas, access stairs and surrounding concrete walls. Perform a concrete survey via chain dragging or hammer tap survey. Perform any necessary repairs as required. Install caulk joints at cold joints between concrete pours and intersections of different concrete members.	Repair Allowance	3 - Future Renewal	Yes	Yes	Yes	No			1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000					\$26,000																								
	11	B101003 Floor Decks & Slabs (Suspended Slabs)	Liquid Applied Waterproofing Membrane - Renewal	x	The roof is a suspended slabs place conventionally-reinforced concrete protected with a liquid applied waterproofing membrane applied approximately 5 years ago, during which time roof slab concrete repairs were also performed. No access was provided to the roof level to allow for a visual review.	Not Reviewed	2010	6	10	5	Renew the vehicular traffic coating to the roof slab.	Replacement	3 - Future Renewal	No	Yes	Yes	No			11690	\$12	SF	\$140,280	0%	10%	15%	\$178,000					\$178,000																								
	12	B101003 Floor Decks & Slabs (Suspended Slabs)	Cap Flashing	x	Fin walls extend above the roof level. These walls have not been waterproofed. Significant crack chasing has been undertaken on these walls.	Not Reviewed	2010	6	30	5	Consideration should be given to cladding and cap flashing these walls.	Replacement	3 - Future Renewal	No	Yes	Yes	No			4	\$7,000	SF	\$28,000	0%	10%	15%	\$36,000					\$36,000																								
	13	B101003 Floor Decks & Slabs (Suspended Slabs)	Expansion Joints- Roof Deck - Repair	06	The structure is divided into sections by four construction joints, running front to back of the roof, located approximately at the cantilevered beams. The current treatment of these joints are unknown, but no evidence of leakage was noted to the underside of the slab at control joints. These joint are assumed to have been renewed during the application of the liquid applied membrane in 2010.	Not Reviewed	2010	6	10	2	Contingency for replacements the expansion joints at the next anticipated renewal of the liquid applied system. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	Yes	Yes	No			732	\$20	LF	\$14,640	0%	10%	15%	\$19,000		\$19,000																											
	14	ENVELOPE																																																						
	15	Above-Grade Walls																																																						
	16	B2010 Exterior Walls - Concrete Masonry Units (CMU)	Concrete Masonry Units (CMU)	07	The infill walls are solid masonry, with brick at the exterior and concrete block at the interior. The brick veneer walls are supported concrete foundation walls and beams. We noted no areas of cracking or loss of mortar joints during the review.	Good	1966	50	20	15	Contingency for localized brick replacement and mortar repointing.	Contingency	3 - Future Renewal	Yes	No	No	No			1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000																													
	17	B201008 Exterior Soffits	Concrete Soffits - Repair	08	Concrete soffits were noted to display areas of rusted rebar due to exposed bars or rebar chairs.	Fair	1966	50	25	5	A budget has been provided for localized repairs to soffits. These soffits should be monitored for potential safety issues caused by falling spalled concrete. Some consideration could be given to painting all soffits to increase the lighting levels under the grandstand.	Repair Allowance	2 - Restore Functionality	No	Yes	Yes	Yes			1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000					\$19,000																								
	18	B201010 Exterior Coatings	Exterior Painting, Masonry, and Wood	09	The second floor field facing wall areas are a painted wall finish. The remaining areas of the stadium are a raw masonry or concrete finish. The age of this time has been estimated.	Good	2000	16	20	4	Repaint all walls, wood and masonry.	New	3 - Future Renewal	Yes	No	No	No			1500	\$2	SF	\$2,250	0%	10%	15%	\$3,000					\$3,000																								
	19	B201010 Exterior Coatings	Repaint Service Doors	10	The paint on the doors and door frames of the steel service doors is noted to be rusting. These doors are in need of painting. The age of the last repainting event has been estimated.	Good	2000	16	20	4	Repaint all doors and door frames.	New	3 - Future Renewal	Yes	Yes	No	No			10	\$200	EA	\$2,000	0%	10%	15%	\$3,000					\$3,000																								
	20	B201011 Joint Sealant	Joint Sealant- Replacement	11	There are sealant joints at window perimeters. The are no sealants installed at steel service doors. No leaks were reported by building staff. The sealant around the windows appear to have been recently renewed, the age of this item has been estimated.	Good	2014	2	10	8	Replace sealant between dissimilar materials, around windows and doors. Install sealant around steel door frames. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No			1700	\$6	LF	\$10,200	0%	10%	15%	\$13,000								\$13,000																					
	21	B202001 Windows	Aluminum Frame - Replacement	12	The window system is aluminum-framed, and includes assemblies combining fixed glazing, and awning operable windows. There were no leaks reported or observed. These windows are not original - the age of these window has been estimated as the same windows on the baseball stand where a date stamp was able to be observed.	Good	2007	9	20	11	Replace aluminum framed windows with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			710	\$80	SF	\$56,800	10%	10%	15%	\$80,000																													
	22	B203001 Exterior Doors	Steel framed doors - Repair	13	Steel doors service this building. At the ground floors there are steel paneling above the doors. The doors were noted to require painting.	Good	1966	50	55	5	Doors are expected to last the lifetime of the building as long as they are maintained via painting. Contingency provided for replacement of doors due to willful or accidental damage. Cost associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			2	\$500	EA	\$1,000	0%	0%	15%	\$2,000																													
	23	B203004 Overhead and Roll-up Doors	Overhead Roll Up Doors - Concessions - Replacement	14	Overhead roll up doors provide over the counter access to the concession stands and bar areas.	Fair	1966	50	55	5	Replace overhead door.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			4	\$7,500	EA	\$30,000	0%	10%	15%	\$38,000					\$38,000																								
	24	Roofs																																																						

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BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO L or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	25	B301005 Gutters and Downspouts	Drainage System -Replacement	15	The roof is a suspended slabs place conventionally-reinforced concrete protected with a liquid applied waterproofing membrane applied approximately 5 years ago, during which time roof slab concrete repairs were also performed. No access was provided to the roof level to allow for a visual review.	Good	1966	50	60	10	Replace plumbing systems from the roof as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000										\$4,000			
	26	EXTERIORS																																				
	27	E201003 Seating (Fixed)	Grandstand Seating - Repair	16	The seating installed under the grandstand has been included in the assessment of this building. These are painted wood seats that are sheltered from weathering.	Fair	1966	50	55	5	Contingency for the replacement of wood sections of seats as required, and paint.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000						\$26,000							
	28	G203004 Guardrails and Barriers	Guardrails - Repairs	17	Guardrails are installed on top of concrete guard walls around the complex. The rear seats east and west of the building provide a 17" step , reducing the safety wall and rail to 31" at these locations. This area should have he seats removed or the railing height increased.	Fair	1966	50	55	5	Contingency for the replacement of steel rails as required.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000						\$13,000							
	29	INTERIORS																																				
	30	C102001 Standard Interior Doors	Interior Doors	18	Interior doors are present throughout the building providing access to change rooms, storage rooms and offices. These doors are a combination of metal and wood assemblies, all of which are painted. These assemblies are assumed to be original to the building.	Fair	1966	50	60	15	The doors are expected to last the life of the building. Repainting will be required. The cost of repainting these items has been included in C3010 Interior Finishes.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0																	
	31	C103002 Toilet and Bath Accessories	Accessible Washroom	19	An accessible washroom is present in the first aid room. The age of this facility is unknown and has been assumed.	Good	2000	16	20	5	Renovate common washrooms. This includes replacement of the fixtures and flooring. Repainting and ceiling tile repairs are assumed to be completed with the remainder of the building. Costs associated with this work have been included in C3010 Interior Finishes and C303004 Ceiling.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$10,000	LS	\$10,000	10%	10%	15%	\$14,000						\$14,000							
	32	C103002 Toilet and Bath Accessories	Change Rooms	20	Each change room is provided with a washroom facility. These assemblies are assumed to be original to the building.	Fair	1966	50	20	5	Renovate common washrooms. This includes replacement of the fixtures and flooring. Repainting and ceiling tile repairs are assumed to be completed with the remainder of the building. Costs associated with this work have been included in C3010 Interior Finishes and C303004 Ceiling. This category does not include the adjacent shower facilities.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	4	\$20,000	LS	\$80,000	10%	10%	15%	\$112,000						\$112,000							
	33	C103002 Toilet and Bath Accessories	Public Washrooms	21	Two large public washroom facilities are provided, one male and one female.. These assemblies are assumed to be original to the building.	Fair	1966	50	20	5	Renovate common washrooms. This includes replacement of the fixtures and flooring. Repainting and ceiling tile repairs are assumed to be completed with the remainder of the building. Costs associated with this work have been included in C3010 Interior Finishes and C303004 Ceiling.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	2	\$50,000	LS	\$100,000	0%	10%	15%	\$127,000						\$127,000							
	34	C3010 Interior Finishes	Interior Finishes Repaint	22	Interior finishes throughout the building consist of a combination of painted concrete, painted plywood and limited areas of painted gypsum wall board. The age of the last repainting cycle is unknown and has been assumed. Tile wall finishes are present in the public washroom areas. Costs associated with this work have been included in C302001 Tile Finishes.	Fair	2000	16	10	4	Repaint interior finishes as required. This cost includes repainting of interior doors.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000						\$26,000							
	35	C302001 Tile Finishes	Public Washrooms	x	Tiles have been installed on the floors and walls of the change rooms. Some damaged tile sections were noted; however the tile was noted to be in generally good condition.These assemblies appear to be a combination of original to the building and renovation. The age of the renovation work is unknown and has been assumed.	Fair	2000	16	60	15	Replace the tile at the end of its service life. The replacement timeline and scope may be required to be reviewed if interior washroom renovations are being considered. This item falls outside the ten year plan, costs associated with this item hav	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	3200	\$20	SF	\$64,000	0%	10%	15%	\$81,000													
	36	C302001 Tile Finishes	Change Rooms	x	Tiles have been installed on the floors and walls of the washrooms and showers in the change rooms. Some damaged tile sections were noted; however the tile was noted to be in generally good condition.	Fair	1966	50	60	15	Replace the tile at the end of its service life. The replacement timeline and scope may be required to be reviewed if interior washroom renovations are being considered. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1500	\$20	SF	\$30,000	0%	10%	15%	\$38,000													
	37	C302004 Resilient Floor Finishes	Announcers' Booth	x	Resilient flooring has been installed in sections of the announcers room. The age of the flooring installation was unknown and has been assumed.	Good	2010	6	20	14	Replace flooring at the end of its service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	500	\$5	SF	\$2,500	0%	10%	10%	\$4,000													
	38	C302009 Floor Toppings	Kitchen Area	23	A liquid applied epoxy flooring is present in the kitchen and concession areas. The age of the flooring installation was unknown and has been assumed.	Good	2010	6	10	4	Replace flooring at the end of its service life.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	405	\$10	SF	\$4,050	0%	10%	15%	\$6,000						\$6,000							
	39	C302009 Floor Toppings	Mechanical Room	x	A liquid applied flooring membrane is present in the mechanical room area. The age of the flooring installation was unknown and has been assumed.	Good	2010	6	20	14	Replace flooring at the end of its service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	405	\$10	SF	\$4,050	0%	10%	15%	\$6,000													
	40	C303004 Ceiling	Acoustic Tiles	x	Acoutical ceiling tiles are present as a ceiling system in areas of the facility. Some tile were noted to require replacement during the review. The age of this item has been estimated as original.	Fair	1966	50	15	5	Contingency for replacement of acoustic 2x4 ceiling tiles (excluding suspension system)	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000						\$4,000							
	41	MECHANICAL SYSTEMS																																				
	42	HVAC Systems																																				
	43	D302002 Hot Water Boilers	Boiler Room - Ground Floor	24	There are two Lochinvar gas fired water boilers. Excluding some utility spaces, the boilers serve all space heating and DHW requirements. All boiler room equipment appears new and assumed to be circa-2012 as per hot water tank nameplate.	Good	2012	4	30	25	Replace the heating boilers at end of reliable service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	Yes	No	Yes	No	2	\$30,000	EA	\$60,000	0%	10%	15%	\$76,000													
	44	D302002 Hot Water Boilers	Expansion Tanks	25	Two expansion tanks serve the heating boiler system located in the main mechanical room.	Good	2012	4	35	31	Replace the expansion tanks at the end of their lifespan. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	No	No	No	No	2	\$2,500	EA	\$5,000	0%	10%	15%	\$7,000													
	45	D302002 Hot Water Boilers	Circulating Pumps, small frac. Hp	26	Five hot water recirculating pumps of various sizes used to recirculate hydronic and domestic hot water.	Good	2012	4	10	6	Replace hot water recirculating pumps at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	5	\$550	EA	\$2,750	0%	10%	15%	\$4,000						\$4,000							
	46	D303002 Hydronic Heaters	Radiant and Convective Heaters	27	Hydronic heat is delivered through convective baseboard heaters around the upper offices.	Fair	1966	50	35	6	Replace hydronic convective heaters at end of service life.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	1	\$33,000	LS	\$33,000	0%	10%	15%	\$42,000						\$42,000							
	47	D303002 Hydronic Heat	Hydronic piping	28	Hydronic heat is delivered through insulated steel piping to convective baseboard heaters.	Fair	1966	50	40	10	Replace hydronic convective heater piping.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$66,000	LS	\$66,000	0%	10%	15%	\$84,000										\$84,000			
	48	D304007 Exhaust Systems - Kitchen	Concession exhaust	29	Two side-wall mounted exhaust fans provide concession cooktop exhaust. The age of this time has been estimated.	Good	2000	16	25	11	Replace kitchen exhaust fans at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	No	No	No	No	2	\$1,500	EA	\$3,000	0%	10%	15%	\$4,000													
	49	F105002 Building Automation Systems	BAS/DDC	30	The HVAC system is controlled by a Reliable Controls system, and individual pumps have HOA controls. The age of this time has been estimated.	Good	2012	4	22	18	Upgrade/replace automated building management system as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Upgrade	3 - Future Renewal	No	No	Yes	No	1	\$13,000	EA	\$13,000	0%	10%	15%	\$17,000													
	50	D304008 Air Handling Units	Make-up Air Unit	31	Two AHUs on the main floor level provide conditioned (heated) air to the change rooms in the basement level. The age of this time has been estimated.	Good	2012	4	26	22	Replace or substantially overhaul AHUs at end of reliable service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	No	No	No	No	2	\$14,000	EA	\$28,000	0%	10%	15%	\$36,000													
	51	D302099 Heat Generating Systems	Electric heaters	32	Electric fan/coil units provide heat to utility areas. The age of this time has been estimated.	Good	2000	16	35	20	Replace electric space heaters as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000													
	52	D304007 Ventilation Systems	Washroom exhaust fans	33	Each washroom and team room has an exhaust fan that appears to be original (not directly accessible). The age of this time has been estimated.	Not Reviewed	1966	50	25	4	Replace washroom exhaust fans, fractional horsepower.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	6	\$800	EA	\$4,800	0%	10%	15%	\$7,000						\$7,000							
	53	Plumbing Systems																																				
	54	G3010 Water Supply	Water entry, backflow	34	The building 2" water entry has a premise backflow preventer. Individual backflow preventers were also noted on some water appliances and boilers. The age of this time has been estimated.	Good	2000	16	30	14	Replace backflow preventers in existing water entry room. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	No	No	No	No	1	\$8,000	LS	\$8,000	0%	10%	15%	\$11,000													

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Royal Athletic Park - Soccer Grandstand, 1050 Caledonia Avenue, Victoria

BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
\$0	\$24,000	\$0	\$45,000	\$704,000	\$50,000	\$3,000	\$32,000	\$0	\$88,000																												
	55	D202001 Pipes and Fittings	Water distribution	35	Piping is copper or galvanized steel where observed. The age of this time has been estimated.	Good	1966	50	50	11	Complete localized repairs as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$45,000	LS	\$45,000	0%	10%	15%	\$57,000												
	56	D202003 Domestic Water Equipment	Hot Water Heaters	36	There are two domestic hot water storage tanks, assumed to be new with new boilers (labelled 2012).	Good	2012	4	30	26	Replace hot water tanks as required prior to failure or leakage. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	2	\$2,500	LS	\$5,000	0%	10%	15%	\$7,000												
	57	D2030 Sanitary Waste	Piping	37	Waste water piping is PVC or cast iron where reviewed. No issues reported.	Good	1966	50	50	11	Complete localized repairs to waste water piping as may be necessary as the building ages. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$81,000	LS	\$81,000	0%	0%	15%	\$94,000												
	58	D201000 Plumbing Fixtures	Team rooms	38	Washroom fixtures are not original (relatively new) and consist of showers, toilets and wall-mounted basins in five team change rooms. The age of this time has been estimated.	Good	2012	4	28	26	Replace team room plumbing fixtures at the end of their service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$75,000	LS	\$75,000	0%	10%	15%	\$95,000												
	59	D201000 Plumbing Fixtures	Public Washrooms, concession	39	Washroom fixtures are not original but appear older than change rooms, and consist of toilets and wall-mounted basins. Each concession has a stainless steel sink and there is one original janitorial sink. The age of this time has been estimated.	Fair	2000	16	28	11	Replace washroom and concession plumbing fixtures at the end of their service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$75,000	LS	\$75,000	0%	10%	15%	\$95,000												
	60	Other Mechanical Systems																																			
	61	E109005 Commercial Kitchen	Concession equipment	40	Four concession areas, each with cook tops, warming cabinets. The age of this time has been estimated.	Good	2000	16	30	14	Replace concession equipment as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$100,000	LS	\$100,000	0%	10%	15%	\$127,000												
	62	E109003 Walk in Coolers	Beer cooler	41	One walk-in cooler is used for beverages, with condenser unit located above west team room entrance. The age of this time has been estimated.	Good	2000	16	25	11	Replace cooler or major components at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Contingency	3 - Future Renewal	No	No	No	No	1	\$28,000	LS	\$28,000	0%	0%	15%	\$33,000												
	63	E109005 Kitchen Appliances	Stand alone coolers, fridges	42	There are commercial grade fridges, coolers, ice machines and freezers present in the concession and storage areas. The age of this time has been estimated.	Good	2000	16	25	11	Replace concession appliances at the end of lifespan as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$16,000	LS	\$16,000	0%	0%	15%	\$19,000												
	64	E101004 Laundry Equipment	Main floor utility room	43	There is one set of residential-grade front load washer (Whirlpool) and dryer (Bosch). The age of this time has been estimated.	Good	2000	16	20	7	Replace washer and dryers as required. City staff confirmed that this equipment would be replaced as part of the maintenance work.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$1,200	EA	\$2,400	0%	0%	15%	\$3,000								\$3,000				
	65	ELECTRICAL SYSTEMS																																			
	66	D501003 Main & Secondary Switchgear	Replacement	44	The main disconnect is 200 amp, 120/240 volts with Westinghouse and Federal Pioneer sub-panels. Disconnect is not original equipment. Main feed originates in Admin Bldg, main electrical room. The age of this time has been estimated.	Good	2000	16	45	19	Replace main distribution switch and distribution panels as deemed necessary by regular IR Scans. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$23,000	LS	\$23,000	0%	10%	15%	\$30,000												
	67	D501003 Main & Secondary Switchgear	Transformers	45	One 45kVA Polygon step-down transformer is present in the main mechanical room. The age of this time has been estimated.	Good	2000	16	45	19	Replace transformers as deemed necessary by regular IR Scans. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$4,350	LS	\$4,350	0%	10%	15%	\$6,000												
	68	D501003 Main & Secondary Switchgear	Field Lighting controls	46	Musco lighting control panels (mounted on the west elevation of the grandstand exterior) provide switching of outdoor flood lights. The age of this time has been estimated.	Good	2010	6	25	19	Replace outdoor field lighting panels as deemed necessary by regular IR Scans.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$10,000	LS	\$20,000	0%	10%	15%	\$26,000												
	69	D502002 Lighting Equipment	Interior	47	Interior lighting is primarily 2x4 fluorescent T-8 fixtures. The age of this time has been estimated.	Good	2010	6	25	19	Replace or upgrade interior lighting to T-5 or LED lamps and fixtures. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Upgrade	3 - Future Renewal	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	10%	15%	\$26,000												
	70	D502002 Lighting Equipment	Exterior, building mounted	48	Building mounted (soffit) lighting is primarily LED fixtures, with high-intensity flood lights mounted to the grandstand fascia facing the field. The age of this time has been estimated.	Good	2012	4	30	24	Replace exterior LED lights at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	Yes	No	No	No	52	\$650	LS	\$33,800	0%	10%	15%	\$43,000												
	71	D502099 Other Lighting and Branch Wiring	Wiring	49	Branch wiring appears to be copper where reviewed and most field devices appear to be original.	Good	1966	50	50	11	Replace branch wiring and devices as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$45,000	LS	\$45,000	0%	10%	15%	\$57,000												
	72	D503009 Other Communications Systems	PA system	50	The building is equipped with a public address and music system. The age of this time has been estimated.	Good	2000	16	25	8	Upgrade public address system.	Upgrade	3 - Future Renewal	No	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000									\$19,000			
	73	D503008 Security Systems	Security system	51	The building interior is protected by a DSC security system with remote monitoring. The age of this time has been estimated.	Good	2000	16	15	6	Upgrade or replace security system as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,000	EA	\$3,000	0%	10%	15%	\$4,000									\$4,000			
	74	D503002 Telecommunications Systems	Wi-Fi	52	A Cisco Wi-Fi system in the announcer's area provides wide-area network access for the immediate park area. The age of this time has been estimated.	Good	2010	6	25	19	Replace Internet equipment as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Contingency	3 - Future Renewal	No	No	No	No	1	\$3,500	LS	\$3,500	0%	10%	15%	\$5,000												
	75	D503008 Communications Systems	Phone, Internet, Cable TV	53	Telephone and internet main cabling and termination boxes. The age of this time has been estimated.	Good	2000	16	35	19	Replace phone and internet cable infrastructure at end of useful service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Upgrade	3 - Future Renewal	No	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000												
	76	FIRE AND LIFE SAFETY SYSTEMS																																			
	77	D509002 Emergency Lighting and Power	Emergency Lighting	54	Emergency lighting and exit signs are present with battery back-up. The age of this time has been estimated.	Good	2010	6	25	19	Replace or upgrade emergency lighting and signs as required. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$3,500	LS	\$3,500	0%	10%	15%	\$5,000												
	78	PROFESSIONAL SERVICES																																			
	79	P100008 Seismic Review	Further Study		No seismic work has been completed on this building. Issues may be present due to the lack of cross bracing.	Not Applicable	1985	31	25	2	A seismic review should be completed to confirm if the current structure is in conformance with current building code requirements.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$4,000	EA	\$4,000	0%	0%	15%	\$5,000			\$5,000									
	80	P100003 Roof Review	Roof Deck - Membrane and Concrete	x	Perform a concrete survey of the roof deck and a visual review of the roof waterproofing membrane to identify area of delaminated and spalling concrete in need of repair or estimated renewal of the current waterproofing membranes. This study would cover all buildings on the site.	Not Applicable	2011	5	5	5	A roof review should be conducted prior to complete replacement of the roof membrane.	Study	Not Applicable	No	No	Yes	No	1	\$7,500	LS	\$7,500	0%	0%	15%	\$9,000								\$9,000				

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Royal Athletic Park Soccer Grandstand



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

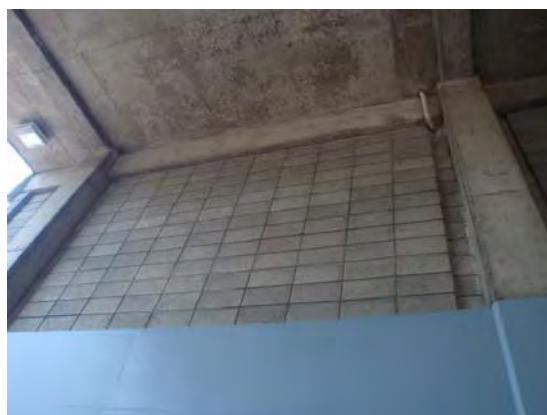


Photo 06

Royal Athletic Park Soccer Grandstand



Photo 07

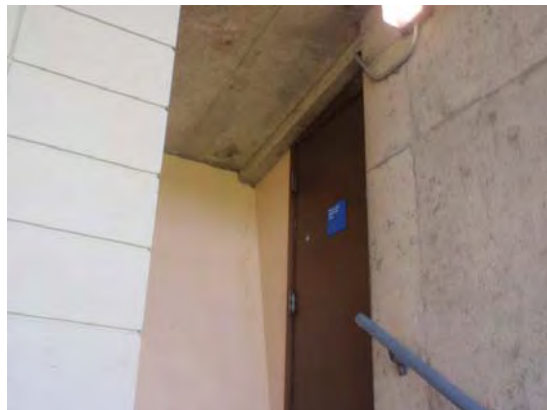


Photo 08

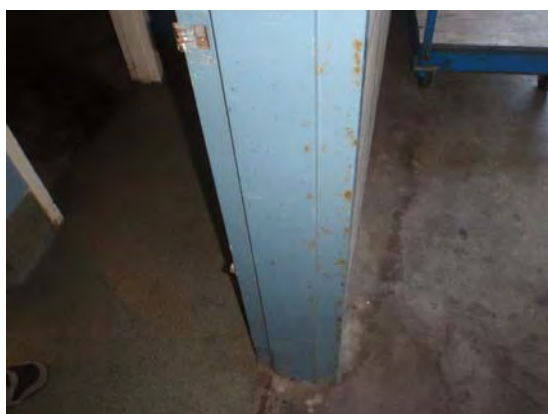


Photo 09



Photo 10



Photo 11



Photo 12

Royal Athletic Park Soccer Grandstand



Photo 13

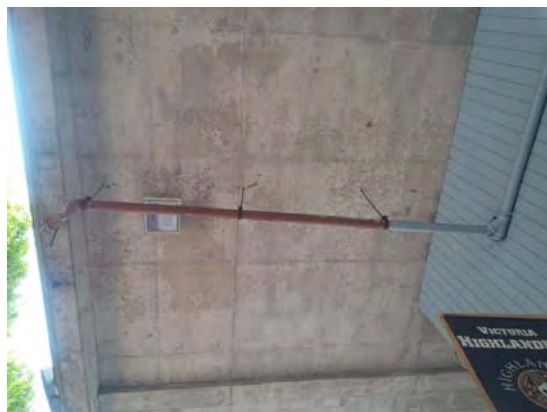


Photo 14



Photo 15



Photo 16

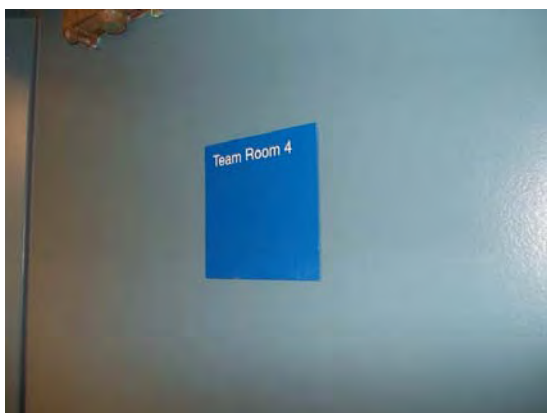


Photo 17



Photo 18

Royal Athletic Park Soccer Grandstand

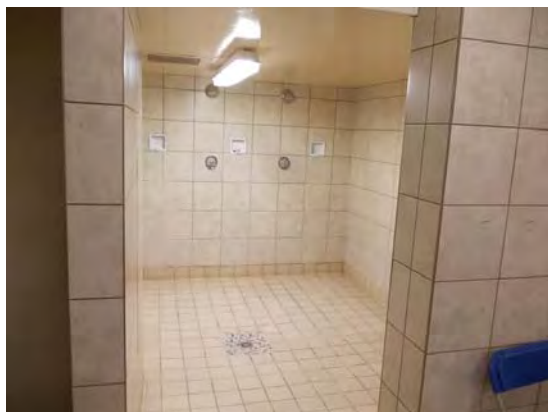


Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Royal Athletic Park Soccer Grandstand



Photo 25



Photo 26



Photo 27



Photo 28

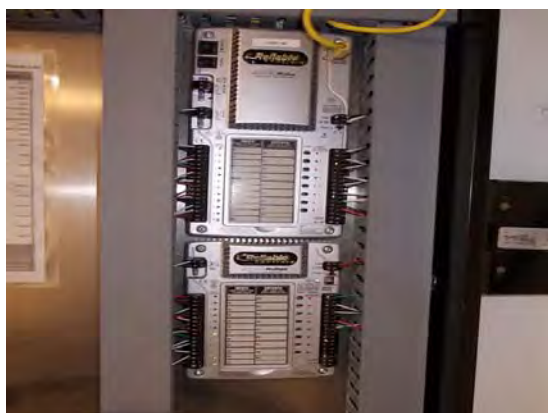


Photo 29



Photo 30

Royal Athletic Park Soccer Grandstand



Photo 31



Photo 32



Photo 33

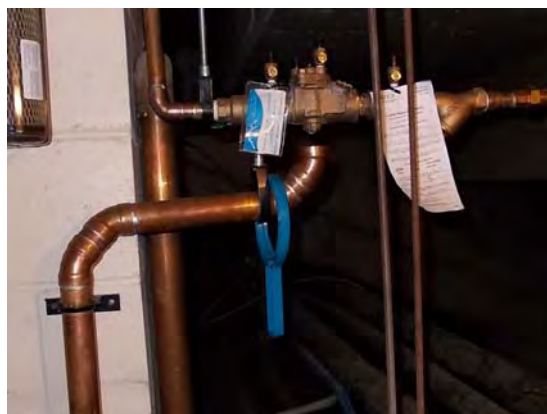


Photo 34



Photo 35



Photo 36

Royal Athletic Park Soccer Grandstand

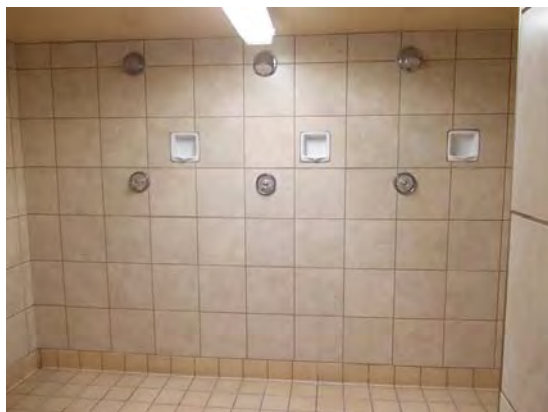


Photo 37

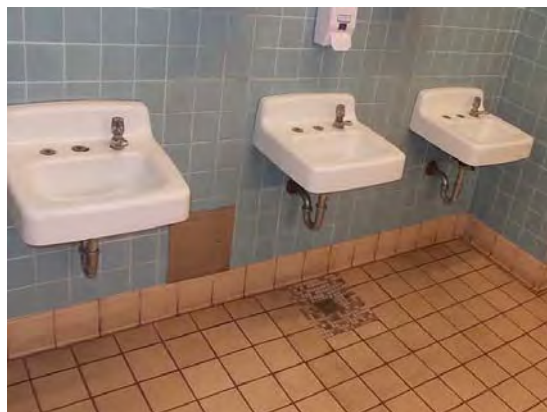


Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Royal Athletic Park Soccer Grandstand



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Royal Athletic Park Soccer Grandstand



Photo 49



Photo 50



Photo 51

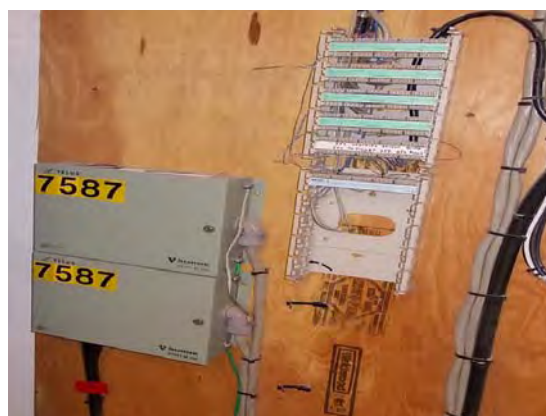


Photo 52



Photo 53

Appendix A80

Building 88 – Royal Athletic Park –
Storage Building (Baseball Grandstand)
1050 Caledonia Street, Victoria, BC

The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Storage Building, 1050 Caledonia Street, Victoria

PROPERTY DESCRIPTION

The storage building, located under the baseball grandstand, is of steel and concrete construction built in 1966.

PROPERTY STATISTICS

Gross Floor Area (ft2):	500
Building Value:	\$88,000
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1965 or as local jurisdiction dictated at the time.
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No
Access throughout building:	No
Access to washrooms:	N/A
Recommendations (and cost estimate):	None, not a public building.

Energy Efficiency

Energy efficiency assessment provided by City Green 2013

Upgrade recommendations:	Lighting upgrades.
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We identified recommendations of approximately \$11,000 over the next five years. None of the projects are over \$15,000.

The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Storage Building, 1050 Caledonia Street, Victoria

PROJECT TEAM

The visual reviews were completed on August 8th, 2015 by Chris Raudoy, Paul Rutten and Paula Knapp-Fisher. During our review of the building, we were accompanied by Chris Heath who provided access to a sampling of representative areas of the facility, as requested. We were unable to access the roof area of this building due to lack of provided access.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- VFA Asset Detail Report - 2007

- Energy efficiency assessment provided by City Green 2013

This report should be reviewed in conjunction with the Objectives, Terms of Reference,

The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Storage Building, 1050 Caledonia Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	4,000	0	7,000	0	0	0	6,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	0	4,000	0	7,000	0	0	0	6,000	0

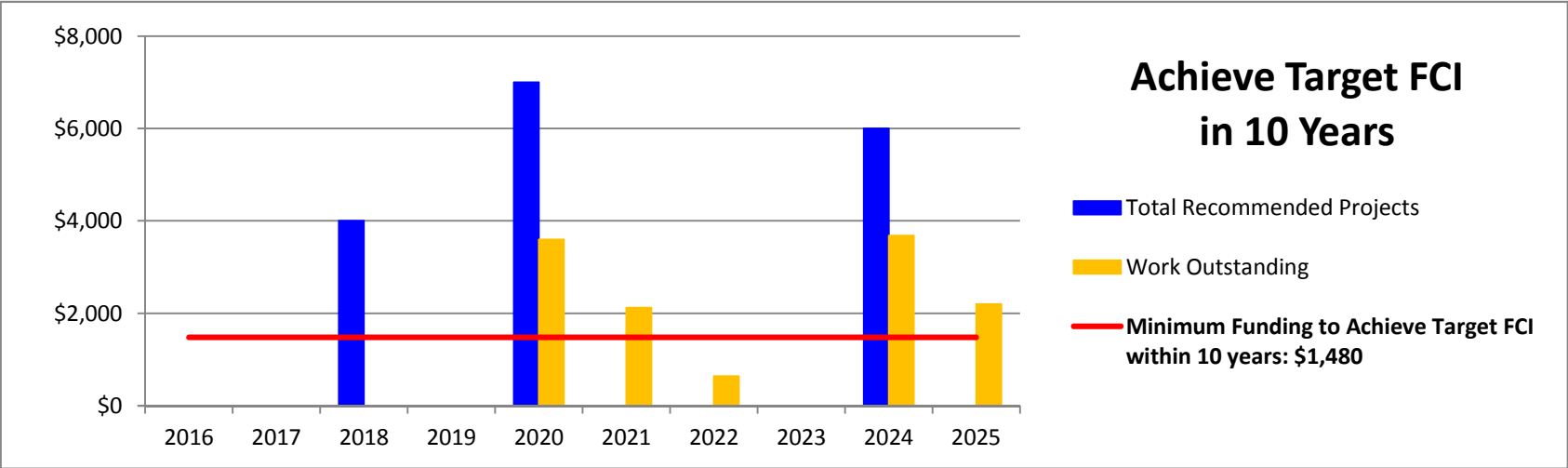
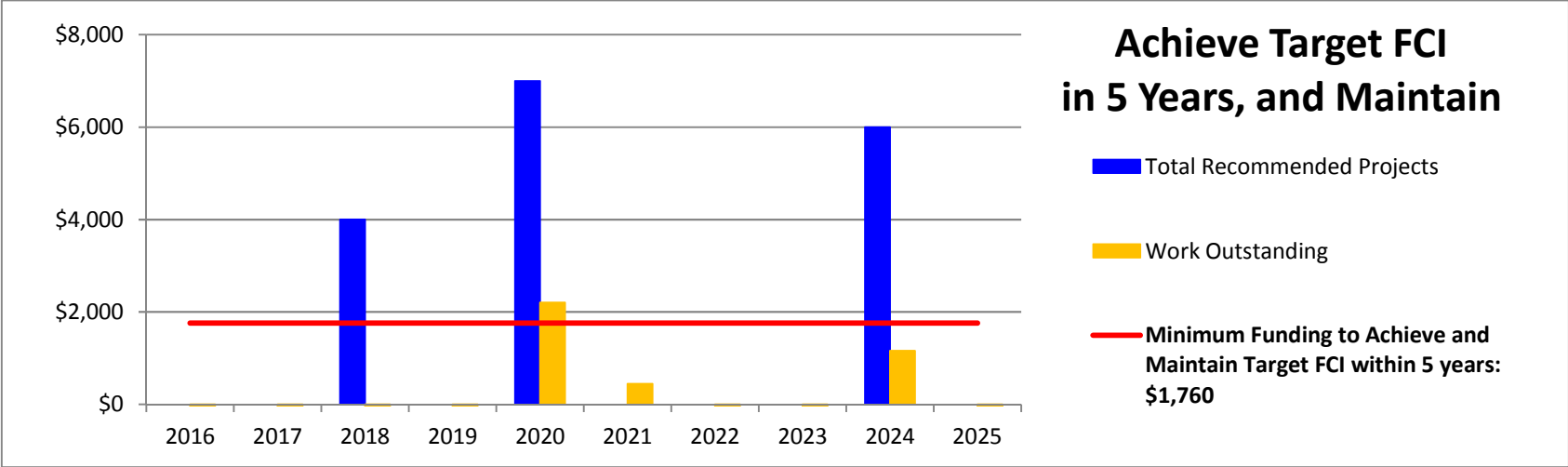
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$1,760

Work outstanding	-1,760	-3,520	-1,280	-3,040	2,200	440	-1,320	-3,080	1,160	-600
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Minimum Funding to Achieve Target FCI within 10 years: \$1,480

Work outstanding	-1,480	-2,960	-440	-1,920	3,600	2,120	640	-840	3,680	2,200
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The City of Victoria
Facility Condition Assessment and Capital Plan
Royal Athletic Park - Storage Building, 1050 Caledonia Street, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA				RECOMMENDATION				Can this be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	W- New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOY or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$0	\$0	\$4,000	\$0	\$7,000	\$0	\$0	\$0	\$6,000	\$0				
	1	SUBSTRUCTURE																																					
	2	A10 Foundations	General	x	The foundations are cast-in-place concrete as visible at grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Good	1966	50	100		The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable	N/A	N/A	N/A	No				\$0																		
	3	A1030 Slab on Grade	General	1	The floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Good	1966	50	5		Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No				\$0																		
	4	SUPERSTRUCTURE																																					
	5	B10 Superstructure	General	2	The superstructure consists of reinforced concrete slabs on reinforced concrete shearwalls and columns. The roof is stepped and forms the bleachers above. Isolated evidence of water ingress through the concrete was visible. No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Fair	1966	50	5		The cast in place concrete structural components are expected to last the life of the building. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables. Maintenance should be completed to route and seal any cracks to prevent further water ingress.	Repair Allowance	3 - Future Renewal	Yes	No	No	No				\$0																		
	6	ENVELOPE																																					
	7	Above-Grade Walls																																					
	8	B2010 Exterior Walls		3	Exterior walls are exposed cast in place concrete.	Fair	1966	50	5		The cast in place concrete structural components are expected to last the life of the building. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No				\$0																		
	9	B203001 Exterior Doors		4	Two exterior doors are present. One provides access to the storage area and one provides access to a hazardous materials closet.	Fair	1966	50	50	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$1,000	EA	\$2,000	0%	10%	15%	\$3,000					\$3,000									
	10	B203004 Overhead Garage Doors		5	Two non motorized exterior overhead garage doors are present on the building. The age of these assemblies is unknown and has been assumed.	Good	2000	16	25	9	Replace residential single overhead garage doors.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$2,000	EA	\$4,000	0%	10%	15%	\$6,000										\$6,000				
	11	Roofs																																					
	12	B3010 Roof		6	The roof is stepped and forms the bleachers above. Isolated evidence of water ingress through the concrete was visible.	Fair	1966	50	5		The cast in place concrete structural components are expected to last the life of the building. Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables. Maintenance should be completed to route and seal any cracks to prevent further water ingress.	Repair Allowance	3 - Future Renewal	Yes	No	No	No				\$0																		
	13	INTERIORS																																					
	14	C3010 Interior Finishes		7	Interior finishes are limited to some areas of painted wall and ceiling. The remainder of the interior consists of exposed concrete slab (underside), walls and floor.	Fair	1966	50	20	5	Budget for repairs at isolated locations on a periodic basis.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000					\$4,000									
	15	MECHANICAL SYSTEMS																																					
	16	HVAC Systems																																					
	17	D305002 Unit Heaters		8	Unit heaters are present in the rooms. The costing for this item falls below the threshold provided. This item has not been carried forward into the cash flow tables.	Fair	1985	31	20	5	Replace at end of service life. Costs associated with this work fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$1,000	LS	\$1,000	0%	0%	15%	\$2,000														
	18	ELECTRICAL SYSTEMS																																					
	19	D502002 Interior and Exterior Lighting	Replacement	9	The lighting consist of T-8 lamps and electric ballasts. The age of these assemblies is unknown and has been assumed.	Fair	1966	50	25	3	Upgrade interior and exterior lighting.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000			\$4,000											
	20	PROFESSIONAL SERVICES																																					
	21	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.	Not Applicable	1966	50	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation. Costing for this item is included in the Soccer Grandstand/Administration Building Report.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,000	LS	\$2,000	0%	0%	15%	\$3,000														

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Royal Athletic Park Storage Building

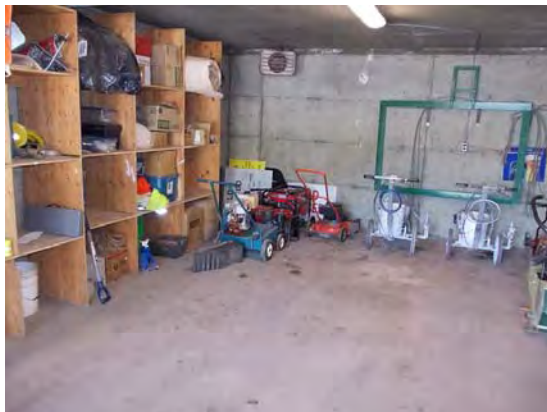


Photo 01



Photo 02



Photo 03

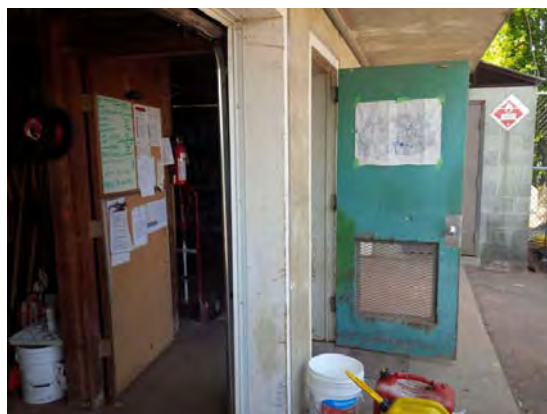


Photo 04

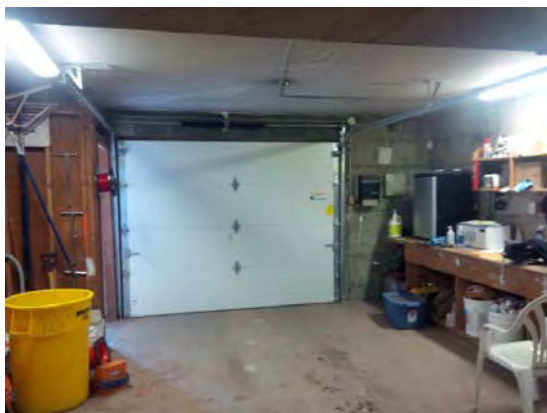


Photo 05



Photo 06

Royal Athletic Park Storage Building



Photo 07



Photo 08



Photo 09

Appendix A81

**Building 92 – Boys and Girls Club
1240 Yates Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Public Works Yard, Storehouse A, 417 Garbally Rd.

PROPERTY DESCRIPTION

The Storehouse A Building is located at 417 Garbally Road in Victoria, British Columbia. The majority of the interior area is used as warehouse and shop space. A small office administration building has been added on the south end. The building is a two storey structure. The warehouse areas are designated heritage structures.

PROPERTY STATISTICS

Gross Floor Area (ft2):	5,000
Building Value:	\$950,000
Target FCI:	0.025
Current FCI:	0.013

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	N/A
Seismic work completed to date:	The building has undergone some seismic bracing work at the wall to floor interfaces. Based on the information provided by Facility staff we understand that this is an ongoing scope of work.
Recommendations:	Consideration should be given to completing a seismic review. Unreinforced masonry is not considered seismically stable.
	A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	Unknown. Main building constructed circa 1912.
Deficiencies observed:	The building has significant deficiencies in the existing building with respect to BCBC compliance. This includes: fire separations between areas, interconnected floor spaces, oversize mezzanine and non-conforming existing.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	First floor areas only.
Access to washrooms:	N/A

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - Boys & Girls Club, 1240 Yates Street, Victoria**

PROPERTY DESCRIPTION

The Boys & Girls Club building is 2 stories in height and has 3 distinct building areas that include a heritage class fire station constructed with brick with a concrete & rock foundation, an office/classroom/shop area, and a gymnasium, all of which are constructed with concrete block walls on cast in place concrete foundations. The gym & office/classroom/ shop area was added onto the fire station 1968.

PROPERTY STATISTICS

Gross Floor Area (ft2):	100,000
Building Value:	\$2,649,120
Target FCI:	0.025
Current FCI:	0.362

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None
Seismic work completed to date:	None
Recommendations:	Conduct a seismic review

Building Code Review

Built under what code:	Addition: NBC 1965
Deficiencies observed:	None
Recommendations:	None

Accessibility Review

Access into building:	Limited
Access throughout building:	Limited
Access to washrooms:	Limited
Recommendations (and cost estimate):	

Energy Efficiency

Upgrade recommendations:

We identified recommendations of approximately \$1,873,800 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B2010 Exterior Walls - Exterior
- B201010 Exterior Coatings
- B202001 Windows - Hand made Heritage wood
- B203001 Exterior Solid double Doors

The City of Victoria

Facility Condition Assessment and Capital Plan

Miscellaneous Buildings - Boys & Girls Club, 1240 Yates Street, Victoria

- B301002 Slope Roof
- C11 Washrooms/Changing Rooms
- C103008 Counters/Cabinets
- C302004 Resilient Floor Finishes
- C302005 Carpeting
- C302 Gymnasium Floor
- C30 Interior Finishes
- C30 Interior Finishes - Gypsum Walls
- C303004 Ceiling - Acoustic Tiles
- D302002 Hot Water Boilers
- D304003 Hot Water Distribution Systems
- D202001 Pipes and Fittings
- D401003 Main Switchgear
- D502002 Lighting Equipment
- D503001 Fire Alarm Systems

PROJECT TEAM

The visual reviews were completed on June 9, 2015 by Craig Labas. We began with an interview with Chaz Whipp.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Drawings prepared by Wagg & Hambleton Architects, dated January 1967

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Boys & Girls Club, 1240 Yates Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	189,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	46,000	122,000	0	0	506,000	0	0	0	0	0
3 - Future Renewal	14,000	81,000	18,000	50,000	232,800	39,800	26,800	26,800	193,800	144,800
4a - Discretionary Renewal (Upgrade)	0	0	31,000	0	577,000	0	16,000	0	0	321,000
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	7,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	60,000	399,000	49,000	50,000	1,315,800	39,800	42,800	26,800	193,800	465,800

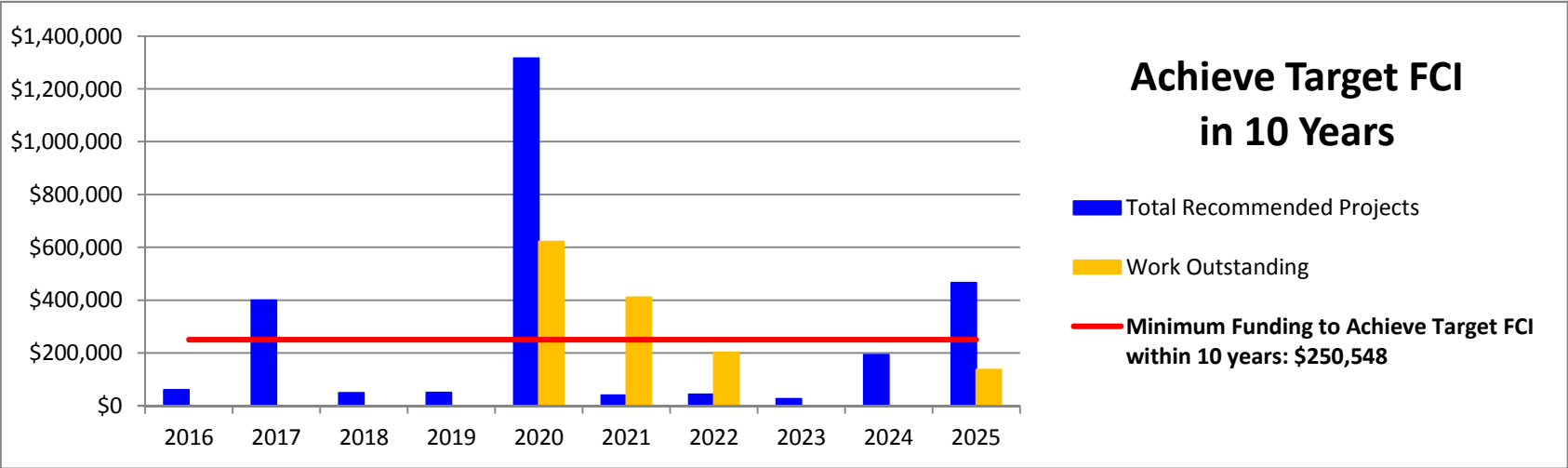
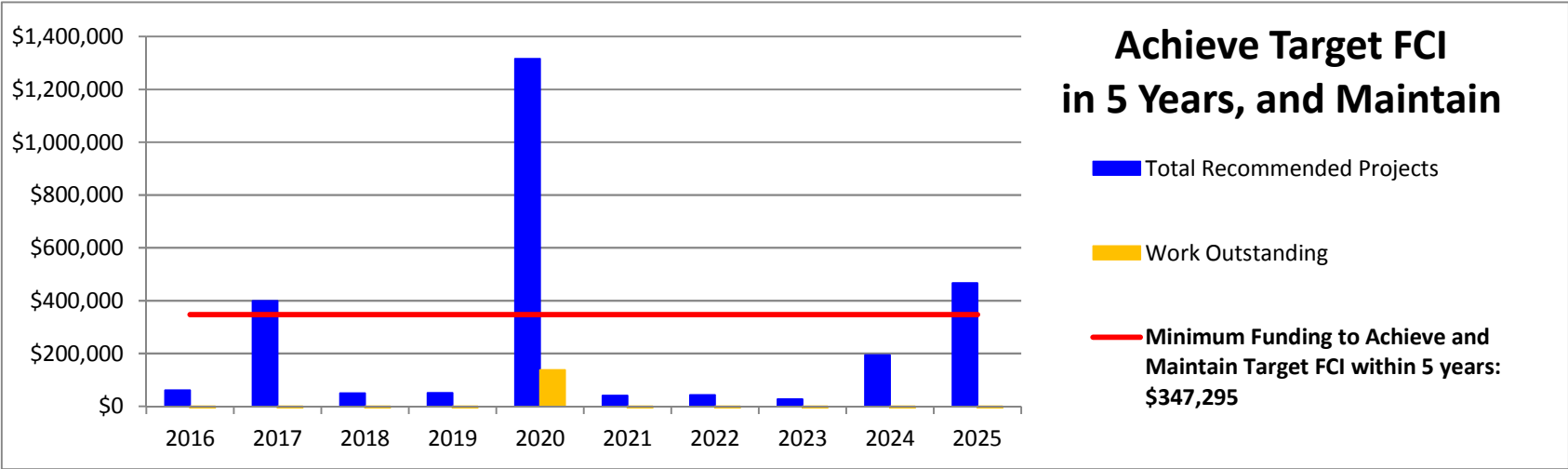
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$347,295

Work outstanding	-287,295	-235,590	-533,885	-831,180	137,325	-170,170	-474,665	-795,160	-948,655	-830,150
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Minimum Funding to Achieve Target FCI within 10 years: \$250,548

Work outstanding	-190,548	-42,095	-243,643	-444,190	621,063	410,315	202,568	-21,180	-77,927	137,325
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The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Boys & Girls Club, 1240 Yates Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Boys & Girls Club, 1240 Yates Street, Victoria

BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10				
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2015	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority					Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
																														\$60,000	\$399,000	\$49,000	\$50,000	\$1,315,800	\$39,800	\$42,800	\$26,800	\$193,800	\$465,800
	1	SUBSTRUCTURE																																					
	2	A10 Foundations	Heritage Fire station	1	The foundations are a mix of rubble stone & concrete. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Good	1899	117	100	20	No evidence of major cracking was noted however landscaping prevented full review. The foundations are expected to last the life of the building. No major capital expenditures are anticipated	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																		
	3	A10 Foundations	Main Building	x	Reinforced masonry block (CMU) piers backed by 4" high x 8" thick reinforced cast in place concrete wall & footing. Masonry block walls extend below grade & supported by 16" footing. The portions of reinforced concrete foundation wall below grade are protected with bituminous dampproofing.	Good	1968	48	100	52	The foundation walls are expected to last the life of the building, with isolated repairs only. No major capital expenditures are anticipated	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																		
		A10 Foundations	Gym	x	Cast in place reinforced concrete foundation wall & footing, reinforced CMU walls plus reinforced concrete piers support the reinforced suspended concrete 2nd floor slab. The portions of reinforced concrete foundation wall below grade are protected with bituminous dampproofing.	Good	1968	48	100	52	The foundation walls are expected to last the life of the building, with isolated repairs only. No major capital expenditures are anticipated	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																		
	5	A1030 Slab on Grade	Slab on grade flooring	x	The main floor is concrete slab-on-grade. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed.	Good	1968	48	100	52	Budget for crack repairs at isolated locations when floor covering is scheduled to be replaced. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																		
	6	A103006 Foundation Drainage	Foundation perimeter drainage	x	Construction drawings show 4" perimeter drains however no cleanout locations were observed. General maintenance and repairs over time are expected.	Not Reviewed	1968	20	30	10	Periodic camera inspection and isolated repairs as required. City staff have confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No				\$0																		
	7	SUPERSTRUCTURE																																					
	8	B101001 Structural Frame	Main Building	x	Reinforced CMU wall & reinforced CMU piers, glulam beams and wood framing.	Good	1968	48	100	52	The superstructure is expected to last the life of the building. No major repairs are expected.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																		
	9	B101001 Structural Frame	Heritage Fire station	x	The heritage fire station exterior walls are constructed with multilayered brick which is consistent with that period of construction. These walls appear to have been painted regularly. Given its age, some mortar joint re-pointing is expected.	Good	1920	96	10	5	A contingency has been provided localized crack repair, as required.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	L.S.	\$5,000	0%	15%	15%	\$7,000				\$7,000										
	10	ENVELOPE																																					
	11	Above-Grade Walls																																					
	12	B2010 Exterior Walls - CMU exposed exterior walls	Main Building & Gym - repair	2	CMU blocks have been used extensively as exterior wall infill to form the non-load bearing exterior walls. The exposed CMU walls are typically painted with an exterior grade paint. CMU walls above grade are either exposed & painted or clad with 4" masonry block skin & 2x6 wood frame wall with 2" of insulation.	Good	1968	48	10	5	Localized mortar repointing.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000				\$14,000										
	13	B2010 Exterior Walls - "Stack Bond" type brick veneer	Main Building & Gym - repair	3	Some brick veneer installed in a "Stack Bond" configuration is present along the Yates Street elevation. This veneer is backed by a 2"x6" wood frame stud wall which provides 2" of insulation.	Good	1968	48	50	25	The brick veneer appears to be in good condition with no obvious signs of failure or distress. This item fall beyond the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	7000	\$75	LS	\$525,000	0%	15%	15%	\$695,000														
	14	B2010 Exterior Walls - Cedar Siding	Main & rear entrances - repair	4	Cedar Siding is present at both front & rear entry doors and along a portion of the 1st floor east elevation. The siding appears to have been painted on a regular basis and is generally free from deterioration; however, some repairs / replacement is required near the rear entrance garage door. Some minor mechanical damage in the form of dents & splinters is present at most locations. Repairs can be made to prolong it service life.	Good	1968	48	15	5	Undertake interim repairs in order to prolong the service life. Replace damaged siding. Replacement of all siding could be considered in 10 years time.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	150	\$35	SF	\$5,250	0%	15%	15%	\$7,000				\$7,000										
	15	B2010 Exterior Walls - Front entrance CMU wall enclosure	Front Entrance wing walls - repair	x	CMU blocks are generally in good condition other than some mechanical damage located at the front, right hand wing wall. Repairs to the damaged CMU blocks are required as soon as possible.	Fair	1968	48	15	2	Remove and replace damaged CMU blocks. Re-point damaged mortar joints as required	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000	\$6,000													
	16	B2010 Exterior Walls - Exterior	Heritage Fire station - repair	5	Multi layered load bearing brick make up the Heritage Fire station's exterior walls. Walls are quite old and are showing signs of failed mortar joints. The wall appears to be free from more serious cracks and failed joints.	Fair	1920	96	25	5	Remove exterior paint and re-point mortar as required.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No	1	\$25,000	LS	\$25,000	0%	15%	15%	\$34,000				\$34,000										
	17	B2010 Exterior Walls - Exterior	Heritage Fire station - repair	6	Parging over west elevation (Yates Street) of Fire Station's brick wall assembly	Fair	1968	48	25	10	Remove and replace when signs of detachment or delamination from brick substrate becomes apparent. Our review was visual only so further investigation via a hammer tap test is recommended to determine if any repairs / replacement is necessary.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,000	LS	\$4,000	0%	0%	15%	\$5,000				\$5,000							\$5,000			
	18	B201008 Exterior Soffits	Main Building & Gym stucco soffit - repair	x	Stucco soffits are present at the underside perimeter of the Gym roof overhang. Our visual review did not identify any loose or missing portions.	Fair	1968	48	35	10	Replacement is recommended.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	320	\$160	LF	\$51,200	15%	15%	15%	\$78,000										\$78,000				
	19	B201008 Exterior Soffits	Main Building roof level stucco band - repair	7	A decorative stucco feature band exists at the east elevation roofline of the Office building area. Our visual investigations did not reveal any damaged or delaminated stucco.	Fair	1968	48	35	10	Replacement is recommended.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$4,500	LS	\$4,000	0%	15%	15%	\$6,000										\$6,000				
	20	B201010 Exterior Coatings	Repaint	x	Exterior of building appears to have been recently repainted. We assume the exterior wall were last repainted in 2005.	Fair	2005	11	10	5	Repaint exterior walls and soffits.	Replacement	3 - Future Renewal	Yes	No	No	No	15000	\$3	SF	\$45,000	0%	15%	15%	\$60,000				\$60,000										
	21	B201011 Joint Sealant	Remove and replace existing joints	x	There are sealant joints at exterior window locations, at cap flashing to concrete or CMU to roof interfaces, at flashing to brick wall reglet locations. Sealants are badly deteriorated where reviewed. No leaks were reported by building staff. The age of these assemblies is unknown and has been assumed.	Poor	1996	20	10	2	Replace sealant between dissimilar materials, around windows and doors and at flashing to brick/CMU/concrete interfaces. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2 - Restore Functionality	Yes	Yes	No	No				\$0																		
	22	B202001 Windows - Wood frame	1st & second floor of admin building - repair	8	First and second floor windows are single glazed wood (Fir) framed windows. All windows in admin area have some degree of overhang protection and city staff have not indicated any instances of water ingress. Windows appear to be original and are in fair condition.	Fair	1968	48	35	10	Replace windows	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	801	\$125	SF	\$100,125	15%	20%	15%	\$159,000										\$159,000				
	23	B202001 Windows - Wood framed	Roof level of Gym - repair	x	Wood framed, single pane windows located at tops of gym wall. 6" overhang provides protection. No obvious signs of frame rot and they appear to continue to perform their intended function even though they are well past their usable service life.	Fair	1968	48	35	10	Replace	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	350	\$125	SF	\$43,750	15%	20%	15%	\$70,000										\$70,000				
	24	B202001 Windows - Wood framed with security mesh	Garage area of admin building - repair	x	Wood framed, single pane windows located at east elevation at "Indoor Car Parking" area. No overhang protection is provided. They appear to continue to perform their intended function even though they are well past their usable service life.	Fair	1968	48	35	10	Replace	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	2	\$2,400	EA	\$4,800	15%	20%	15%	\$8,000										\$8,000				
	25	B202001 Windows - Hand made Heritage wood	Heritage Fire Station - repair	9	Single pane wood (Fir) framed windows appear to be original with some frame repairs made over the years. These windows are in fair condition with some repairs required to sill & mullion components.	Fair	1899	117	35	5	Windows can be repaired to match existing construction. Consult City of Victoria's heritage commission to prior to undertaking repairs.	Repair Allowance	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	10	\$7,500	EA	\$75,000	15%	20%	15%	\$120,000				\$120,000										
	26	B202002 Storefront Assembly	Main entrance	10	Kawneer (Narrow style 190) store front door with twin sealed glazing, non-thermally broken door, side & head lites.	Fair	1968	48	40	12	Door is past its service life but could be useable with some general service. Some frame components are dented and scratched. This item falls beyond the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	Yes	No	66	\$120	SF	\$7,920	15%	15%	15%	\$13,000														
	27	B203001 Exterior Solid double Doors	Gymnasium - repair	11	Solid fir double doors are in poor condition and presently, there are problems with operating hardware.	Poor	1968	48	45	2	Doors are showing signs of wear, dents & scratches. Two of the doors didn't open properly. Replace doors.	Replacement	2 - Restore Functionality	Yes	Yes	Yes	Yes	4	\$2,500	EA	\$10,000	15%	15%	15%	\$16,000	\$16,000													
	28	B203002 Single Exterior Solid Wood Doors with glazing	1st floor	x	All exterior doors appear to be the original doors installed in 1968.	Fair	1968	48	75	27	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. This item falls beyond the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No	3	\$2,500	EA	\$7,500	15%	15%	15%	\$12,000														

Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Boys & Girls Club, 1240 Yates Street, Victoria

BLDG	Row	COMPONENT		CONDITION ASSESSMENT							LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2015	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
		B203002 Single Exterior Solid Wood Doors without glazing	1st floor	x	All exterior doors appear to be the original doors installed in 1968.	Fair	1968	48	75	27	Replace doors at end of service life. This item falls beyond the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No	3	\$2,500	EA	\$7,500	15%	15%	15%	\$12,000														
	30	B203004 Overhead Garage Doors	Single, woodshop entrance	x	8" x 7" standard single metal overhang door with "Liftmaster" 1/2 hp electric garage door opener. The door & tracks appear to be fairly new and in good working order.	Fair	2010	6	20	12	Replace doors and lift motor at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.This item falls beyond the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,400	EA	\$2,400	0%	15%	15%	\$4,000														
	31	Roofs						0												\$0	0%	0%	15%																
	32	B301002 Roofing - Low Sloped Membrane System SBS		12	Conventionally insulated SBS roof assembly with exposed SBS roof membrane. Roof is not original and appears to be 10 - 15 years old	Fair	2002	14	25	11	Replace and reslope insulated roofing system including flashings, sealants, etc. as required. This item falls beyond the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	10340	\$25	SF	\$258,500	15%	15%	15%	\$394,000														
	33	B301002 Slope Roof	Slate clad pitched roof	14	The heritage fire station uses a slate tile clad sloped roof assembly with metal ridge assemblies & hand made wood gutters. Metal ridge assemblies, wood gutters & wood fascia are in very poor shape. Slate roof shingles can be re-used and will last the life of the building.	Poor	1920	96	50	2	Complete localized repairs to metal ridge assemblies, wood gutters and wood fascia. Reuse slate roofing tiles as necessary.	Replacement	2b - Exceeded Service Life	No	Yes	Yes	No	1	\$40,000	LS	\$40,000	15%	15%	15%	\$61,000		\$61,000												
		B301007 - misc. roof assemblies	Gluelam beam facing - repair	14	Roof level glulam beams that support the gym's wood frame roof are showing signs of weather related deterioration on the exterior finish	Fair	1968	48	25	2	Remove and replace any glulam beam facing. Sand and re-finish as required.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	8	\$1,000	EA	\$8,000	0%	15%	15%	\$11,000		\$11,000												
	35	B301006 Roof Openings Skylights	Admin bldg area	15	Insulated, aluminum framed skylights do not appear to have been installed during the original construction. We assume they were last replaced in 2002.	Fair	2002	14	25	11	Replace skylights when SBS roofing is to be replaced. This item falls beyond the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	6	\$1,000	EA	\$6,000	15%	15%	15%	\$10,000														
	36	INTERIORS																																					
	37	C102001 Standard Interior Doors	Solid fir doors & frames - repalce	x	Most doors appear to be from the original 1968 construction and are solid fir. Doors are worn and should be replaced.	Fair	1968	48	35	9	Replace doors. Solid fir doors could be re-finished but cost would be comparable to providing new doors.	Replacement	3 - Future Renewal	Yes	No	No	No	50	\$1,500	LS	\$75,000	0%	15%	15%	\$100,000										\$100,000				
	38	C102001 Standard Interior Doors	Double Doors - repalce	16	Solid and glazed double doors are located at entrances to they fire hall, gym, storage areas and some shop areas. All are worn and showing signs of deterioration	Fair	1968	48	35	9	Replace double doors and frames.	Replacement	3 - Future Renewal	Yes	No	No	Yes	8	\$5,000	EA	\$40,000	0%	15%	15%	\$53,000										\$53,000				
	39	C103002 Toilet and Bath Accessories, Rehab	Men's and Women's - first floor - repalce	17	Men's first floor bathroom has 3 water closets, 3 urinals & 3 sinks but no countertops. The women's washroom contains one sink and one toilet. Floor is painted concrete. All fixtures appear functional.	Fair	1968	48	35	10	Refurbish both men's and women's washroom. Bathroom fixtures appear functional and well maintained.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$65,000	LS	\$65,000	0%	15%	15%	\$86,000											\$86,000			
	40	C103002 Toilet and Bath Accessories, Rehab	Women's - second floor - repalce	18	Bathroom includes one water closet within an enclosure & one sink with small counter.	Fair	1968	48	35	10	Bathroom fixtures appear functional and well maintained.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	15%	15%	\$27,000											\$27,000			
	41	C11 Washrooms/Changing Rooms	Men's - Second floor - repalce	19	2nd floor bathroom, shower & change area facility features 2 sinks, 2 water closets, 2 urnals, a shower room with 6 shower heads. Floor is painted concrete, floor in shower area is tile. Tiled areas in shower is in poor shape and is un-usable	Poor	1968	48	35	2	Renovate shower and bathroom area	Replacement	2 - Restore Functionality	No	No	No	No	1	\$85,000	LS	\$85,000	0%	15%	15%	\$113,000		\$113,000												
	42	C103008 Counters/Cabinets	1st floor - repalce	x	Aging counters and cabinets are located in both library and class rooms and are in fair condition. We assume that these are original to the building. Replacement is recommended.	Fair	1968	48	15	5	Replace counters and cabinets.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000											\$14,000			
	43	C103008 Counters/Cabinets	1st floor - repalce	x	Aging counters and cabinets are located in the pottery room are in poor condition. Replacement is recommended.	Poor	1968	48	15	5	Replace counters and cabinets.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000											\$20,000			
	44	C103008 Counters/Cabinets	2nd floor - repalce	20	Office & admin area cabينات in 2nd floor administration office area are in acceptable condition. Other desks are in poor condition. Area originally designated as "Aux Gym" appears to have been recently renovated to add larger offices with built in cabinetry.	Fair	1968	48	15	15	For complete refurbishment of the larger offices, administration area, including wall finishes & built in cabinetry. This item falls outside of the 10 year plan and costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$35,000	LS	\$35,000	0%	15%	15%	\$47,000														
	45	C202001 Stair Finishes	Stairs - replace	21	Resilient treads and risers are showing age related deterioration.	Poor	1968	48	20	2	Replace resilient treads and risers.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000		\$6,000												
	46	C302004 Resilient Floor Finishes	Replacement	22	Resilient floor finishes are located at hallway, stairwells & landings & some rooms. All of this flooring is badly deteriorated and in need of replacement	Poor	1968	48	20	2	Replacement of resilient flooring throughout.	Replacement	2 - Restore Functionality	Yes	No	No	No	4500	\$10	SF	\$45,000	0%	15%	15%	\$60,000		\$60,000												
	47	C302005 Carpeting	Replacement	23	Aging carpet located throughout.	Poor	1868	148	15	2	Replace carpeting.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	5000	\$7	SF	\$33,750	0%	15%	15%	\$45,000		\$45,000												
	48	C302005 Concrete	Painted Concrete floors	24	Areas of painted concrete floors located on main level. Generally in poor condition.	Poor	1968	48	15	2	Repaint concrete flooring.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	2500	\$3	SF	\$7,500	0%	15%	15%	\$10,000		\$10,000												
	49	C302 Gymnsium Floor	Gymnasium Floor - - repalce	25	Resilient flooring has been installed for the gymnasium floor and is showing signs of advanced levels of deterioration.	Poor	1968	48	25	5	Replace gym flooring.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	4800	\$75	SF	\$360,000	0%	15%	15%	\$477,000											\$477,000			
	50	C30 Interior Finishes	Painted Walls	26	Interior walls consist of painted CMU walls and painted gypsum walls. The gypsum walls are generally in poor shape.	Fair	2010	6	5	5	Repaint interior walls as required including the gym walls. This item has been phased over 5 years.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$65,000	LS	\$65,000	0%	15%	15%	\$86,000											\$17,200	\$17,200	\$17,200	\$17,200
	51	C30 Interior Finishes - Gypsum Walls	Gypsum Walls	x	We understand that the gypsum wall board installed may contain asbestos.	Fair	1968	48	40	5	We recommend that further study be conducted to determine the presence of asbestos containing material. A contingency has been provided for removal and disposal of the affected gypsum wall board.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	Yes	1	\$300,000	LS	\$300,000	15%	15%	15%	\$457,000											\$457,000			
	52	C303003 Gypsum Board Ceiling Finishes	Painted Ceilings	27	Areas of painted gym ceiling located throughout.	Fair	1968	48	5	5	Repaint gypsum ceilings. This item has been phased over 5 years.	Replacement	3 - Future Renewal	Yes	No	No	No	12000	\$3	SF	\$36,000	0%	15%	15%	\$48,000											\$9,600	\$9,600	\$9,600	\$9,600
	53	C303004 Ceiling - Acoustic Tiles	Replacement	x	Aging ceiling tiles located throughout.	Fair	1968	48	20	5	Replace acoustic tiles. Review for asbestos containing materials.	Replacement	3 - Future Renewal	Yes	No	No	No	7500	\$4	SF	\$30,000	0%	15%	15%	\$40,000												\$40,000		
	54	MECHANICAL SYSTEMS																																					
	55	HVAC Systems																																					
	56	D302002 Hot Water Boilers	Primary Heating - replace	28	There are two Burnham oil-fired boilers, modelS PV78WC-TBWN3 and PV79WC-TBWN3 rated at 275 & 299 MBH. These boilers serve the hydronic heating system throughout the gym and admin buildings. No service problems reported.	Fair	1985	31	30	2	Replace the heating boilers at the end of their lifespan with high efficiency gas fired boilers.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$25,000	EA	\$50,000	0%	10%	15%	\$64,000		\$64,000												
	57	D302002 Direct Expansion Systems	Hydronic Heat Expansion Tank Diaphragms - replace	29	Three steel expansion tanks are present in the boiler room ceiling.	Fair	1985	31	35	4	Replace expansion tanks as required.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$2,500	EA	\$7,500	0%	0%	15%	\$9,000											\$9,000			
	58	D304003 Hot Water Distribution Systems	Circulating Pumps, small frac. Hp - replace	30	Two circulating pumps are used to pressurize the hydronic heating system.	Fair	2007	9	10	1	Replace hot water recirculating pumps at end of service life (recirculation on same level).	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$850	EA	\$1,700	0%	10%	15%	\$3,000	\$3,000													
	59	D302002 Hot Water Boilers	Oil tanks - replace	31	Replacing the hot water boilers will require removal of the 2 existing oil tanks	Fair	2007	9	15	7	Tanks would become redundant with a switch to high efficiency gas fired boilers	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	2	\$1,000	EA	\$2,000	0%	0%	15%	\$3,000										\$3,000				
	60	D304007 Exhaust Systems	Kitchen exhaust fan - replace	32	A 115V 15 Amps ventilation fan installed through the heritage fire station exterior wall. This unit services the kitchen hood fan	Good	2007	9	20	11	Replace at end of service life. This item falls outside the ten year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$5,000	EA	\$5,000	15%	10%	15%	\$6,500														
	61	D304007 Exhaust Systems	Misc exhaust fans - replace	33	Fractional horsepower through wall fan at kitchenette and misc bath fans.	Fair	2007	9	20	11	Replace misc. exhaust fans at end of lifespan.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,000	LS	\$3,000	0%	0%																

BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																				
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
	64	Plumbing Systems																																																						
	65	G3010 Water Supply	Main water supply - Backflow Preventer Replacement	36	2" domestic service. A water entry room is not present in this facility, the entry point appears to come from be below grade and into the mechanical room. A PRV exists and appears to have been installed fairly recently. Regular maintenance records are present and backflow valves and other similar replacements likely follows typical recommended service life renewals.	Good	2007	9	35	26	Replace or install new backflow preventer in existing water entry room at suggested renewal cycles	Upgrade	3 - Future Renewal	No	No	No	No	1	\$5,500	EA	\$5,500	0%	0%	15%	\$7,000																															
	66	D202001 Pipes and Fittings	Supply and Waste Lines - Repair	37	Piping is copper where observed and are typically uninsulated. Some pipe is new and some appears to be original so actual remaining life cycle varies	Fair	1968	48	50	3	Complete localized repairs as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	0%	15%	\$18,000			\$18,000																												
	67	D202003 Domestic Water Equipment - Heater	Electric	38	Domestic hot water is generated in one electric water heater of 40 gallons capacity. Tank is located in the mechanical room.DHW tanks are replaced as part of regular maintenance and therefore costs do not appear in this capital plan.	Fair	2007	9	12	3	Replace hot water heater tank at end of anticipated service life.	Contingency	3 - Future Renewal	No	No	No	No	1	\$1,500	EA	\$1,500	0%	0%	15%	\$2,000																															
	68	E109003 Waste Handling Equipment	Grease Trap - Kitchen - Replacement	x	A grease trap services the kitchen drainage.	Good	1977	39	25	1	Replace grease trap as necessary.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,500	EA	\$3,500	0%	10%	15%	\$5,000	\$5,000																														
	69	G303003 Water & Sewer	Sanitary piping	x	Sanitary piping was cast iron or PVC where visible. No issues reported.	Good	1968	48	50	6	Maintain contingency for waste piping repairs.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	10%	15%	\$13,000					\$13,000																										
	70	D201000 Plumbing Fixtures	Misc. fixtures excluding washrooms	39	Various office areas on 2st and 2nd floors have sinks with H&C running water. Sinks and faucets are in good to fair shape depending on use. The pottery sink is in poor condition. There is one drinking fountain.	Fair	2007	9	15	5	Replace fixtures at the end of their service life.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	1	\$3,500	LS	\$3,500	0%	0%	15%	\$5,000				\$5,000																											
	71	ELECTRICAL SYSTEMS																																																						
	72	D401003 Main Switchgear	Square D Company Main Switch - first floor electrical room - replace	40	The main disconnect is a single phase twin 450 amp service and appears to have been regularly maintained. This service supplies power to other secondary panels throughout this facility	Fair	1968	48	45	5	Replace main distribution switches as deemed necessary by regular IR scans.	Replacement	2b - Exceeded Service Life	No	No	Yes	No	1	\$25,000	LS	\$25,000	0%	0%	15%	\$29,000					\$29,000																										
	73	D501005 Panels	Electrical panels - replace	41	There are 6 intermediate distribution panels rated 60A through 200A. Most panels are Some panels may have been added during various renovations	Fair	1985	31	40	9	Replace secondary breaker panels as deemed necessary by regular IR scans.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$12,000	EA	\$12,000	0%	0%	15%	\$14,000								\$14,000																							
	74	D502002 Lighting Equipment	Interior Ceiling Lights - Replacement	42	The ceiling mounted fluorescent lights appear to all be T12s throughout this center. Some are in various states of dis-repair while others are functional. Incandescent wall sconces in stairwells.	Fair	1985	31	25	3	Upgrade for LED or replace at end of service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$15,000	LS	\$15,000	0%	10%	15%	\$19,000			\$19,000																												
	75	D502002 Lighting Equipment	Gym lighting - replace	x	Fluorescent lighting in the gym is old and not typically suitable for modern gymnasium lighting. The lighting system appears operational.	Fair	2000	16	20	3	Upgrade for LED or replace at end of service life.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	0%	15%	\$12,000			\$12,000																												
	76	D503008 Communications Systems	Phone, Internet, Cable TV	43	Telephone and internet main cabling and termination boxes located in 1st floor electrical room. The age of this item is unknown. The Panasonic PBX and voice messaging system appears relatively new.	Good	2007	9	25	16	Replace communication infrastructure at end of service life or as problems dictate.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$10,000	LS	\$10,000	0%	0%	15%	\$12,000																															
	77	D502002 Lighting Equipment	Outdoor light fixtures	44	There are exterior HID light fixtures at each entrance (2) plus at various locations at the rear and side of the Gym building, and at other locations on the east elevation (outside of the indoor car park area).	Fair	2007	9	15	7	Replace exterior lights at end of service life. LED upgrades recommended.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$11,000	LS	\$11,000	0%	0%	15%	\$13,000						\$13,000																									
	78	E109005 Unit Kitchens	Kitchen Stove - Replacement	45	One "Garland" brand 6 burner electric kitchen stove exists at the first floor of the fire hall. Ventilation & fire supression is provided via a thru-wall exhaust vent.	Poor	1985	31	30	1	Replace kitchen stove as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	EA	\$2,500	0%	0%	15%	\$3,000	\$3,000																														
		E109005 Unit Kitchens	Kitchen - dishwasher	46	Dishwasher is of unknown age. It is also unknown if this dishwasher functions.	Fair	1985	31	25	1	Replace kitchen dishwasher as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	EA	\$2,500	0%	0%	15%	\$3,000	\$3,000																														
	80	FIRE AND LIFE SAFETY SYSTEMS																																																						
	81	D503001 Fire Alarm Systems	< 12 zones	47	The building is equipped with smoke and heat detectors connected to an "Edwards E2280 fire alarm system hard wired panel.	Good	1985	31	35	4	Replace the fire alarm panel at the end of its lifespan, including an allowance to replace targeted wiring and devices.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$25,000	LS	\$25,000	0%	0%	15%	\$29,000				\$29,000																											
	82	D509002 Emergency Lighting and Power	Emergency Lighting - Replacement	48	Emergency lighting, exit signes and battery packs are located throughout the center. These are of varying ages.	Good	2007	9	25	16	Replace emergency battery lights with LED-type.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000																															
	83	PROFESSIONAL SERVICES																																																						
	84	P100001 Seismic Review		x	We are not aware of any seismic reviews conducted to date.	Not Applicable	1968	48	10	2	Conduct a seismic review of the building	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000		\$7,000																													

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Boys and Girls Club



Photo 01

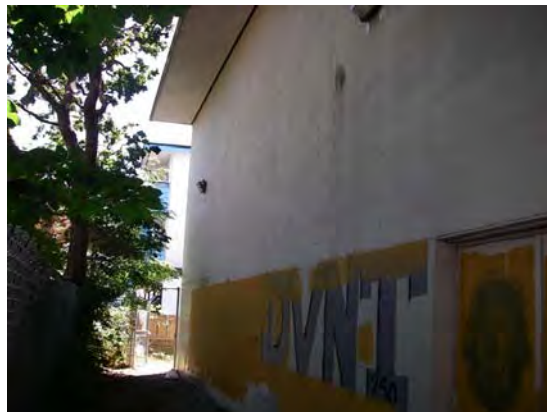


Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Boys and Girls Club



Photo 07



Photo 08



Photo 09

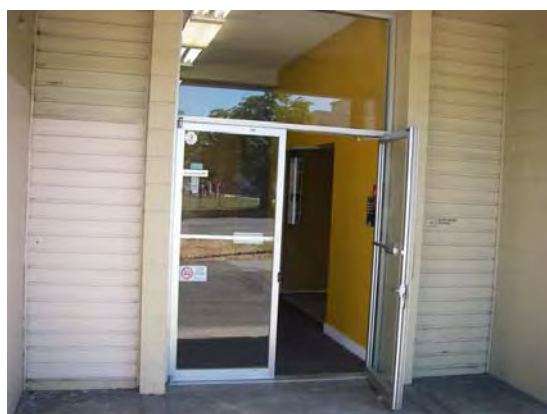


Photo 10



Photo 11



Photo 12

Boys and Girls Club



Photo 13



Photo 14



Photo 15

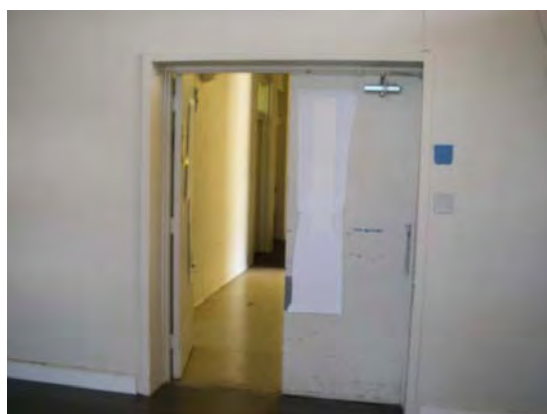


Photo 16

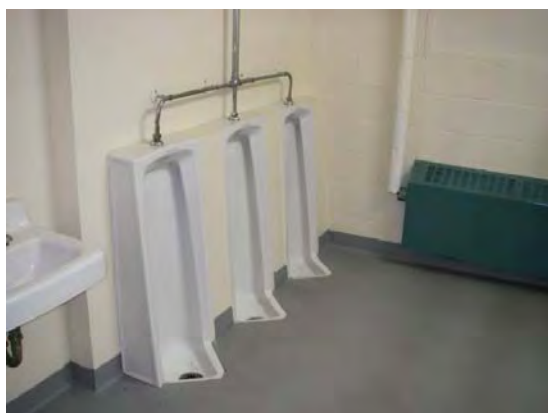


Photo 17

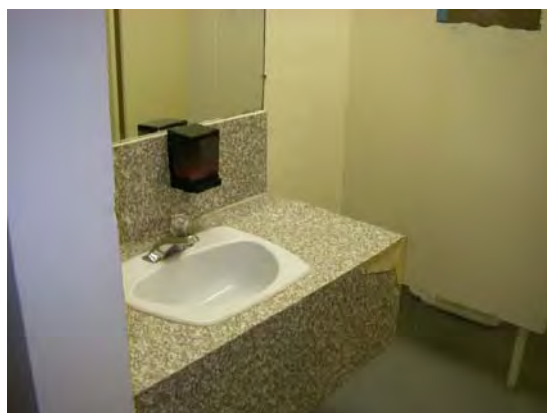


Photo 18

Boys and Girls Club

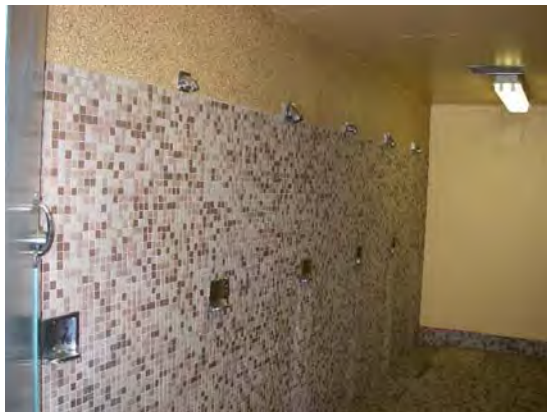


Photo 19



Photo 20

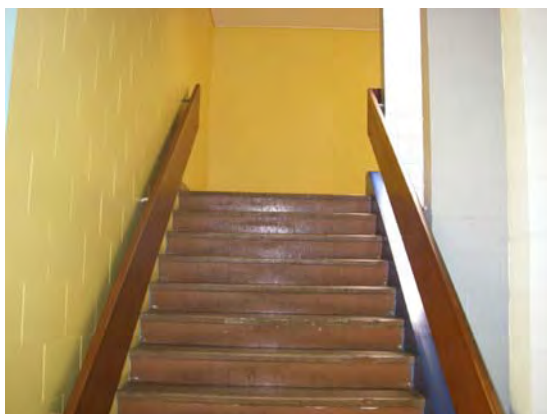


Photo 21



Photo 22



Photo 23

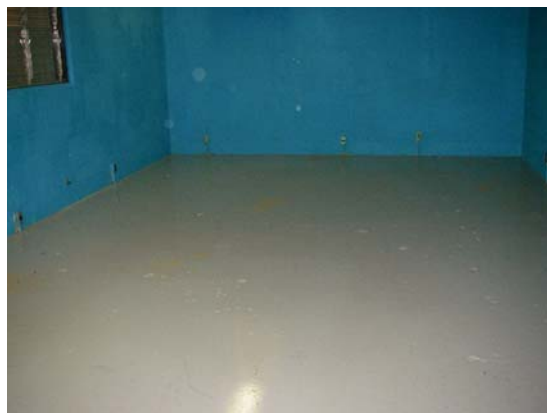


Photo 24

Boys and Girls Club



Photo 25

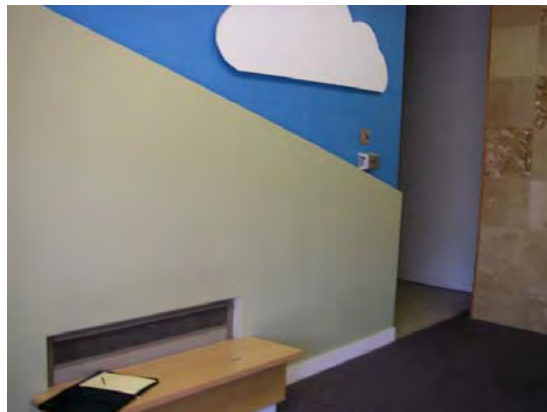


Photo 26

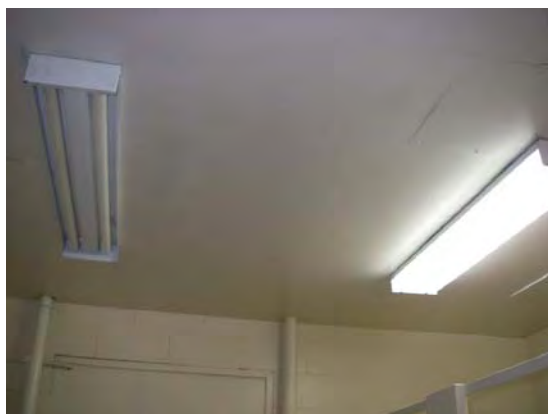


Photo 27



Photo 28



Photo 29



Photo 30

Boys and Girls Club



Photo 31



Photo 32



Photo 33

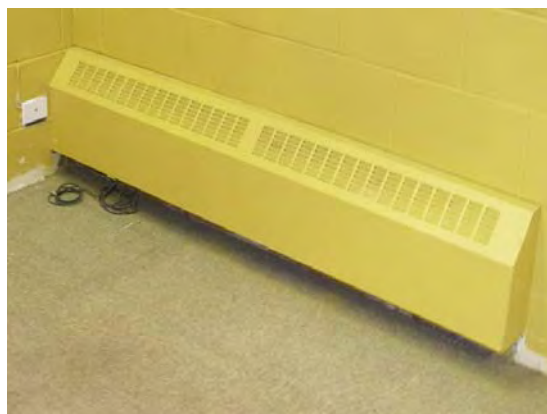


Photo 34



Photo 35

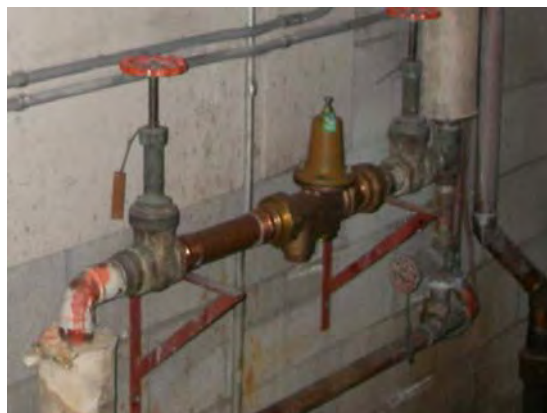


Photo 36

Boys and Girls Club

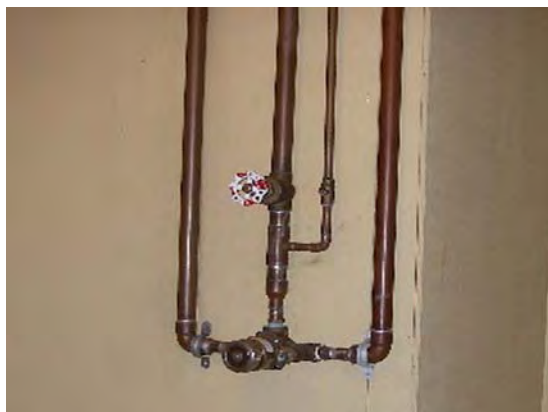


Photo 37



Photo 38



Photo 39



Photo 40



Photo 41

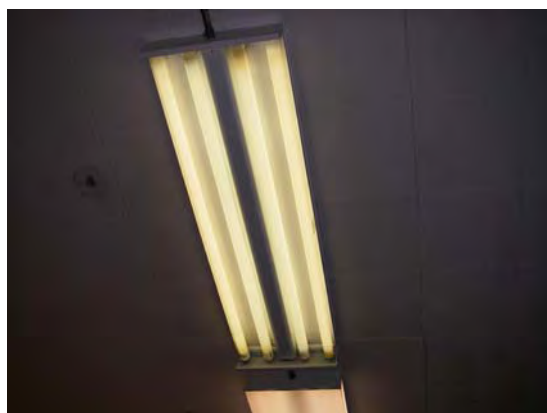


Photo 42

Boys and Girls Club



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Appendix A82

**Building 93 – Clover Point Anglers
Association - 1307 Clover Point,
Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - Clover Point Anglers Association, 1307 Clover Point, Victoria**

PROPERTY DESCRIPTION

Access to building was limited to the exterior. Background information was provided via internet search and discussion with Glen Nuttall who is a member of the Angling Association. The current structure dates back to the 1933. It is a simple single storey wood frame structure. The building is unheated and uninsulated and is currently used to store approx. 25 fishing boats. There are limited services to the building (electricity and water). The roof is covered in cedar shingles. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2):	1,500
Building Value:	\$159,000
Target FCI:	0.025
Current FCI:	0.050

REPORT OVERVIEW

We identified the following Priority 1 - Immediate expenditures in the amount of \$8,000 at this facility

- structural review of foundation beam

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	Unknown
Deficiencies observed:	None
Recommendations:	Wood frame repairs may trigger upgrade requirements. Review when work progresses.
	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - Clover Point Anglers Association, 1307 Clover Point, Victoria**

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	None, this is not a public building. It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	Lighting. Discretionary depending on operational priorities. An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.
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We identified recommendations of approximately \$30,000 over the next five years. None of these projects are over \$15,000

- B301001 Slope Roof

PROJECT TEAM

The visual review of the exterior was complete on August 12th, 2015. We are unable to arrange access to the building. Based on the limited services within the building we do not believe a review of the interior is required.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents for general background and to inform ourselves about the layout and construction:

- <http://acsb.ca/>
- http://www.beaconhillparkhistory.org/contents/appendix_C.htm

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - CP Anglers Association, 1307 Clover Point, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	8,000	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	15,000	4,000	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	3,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	8,000	3,000	0	15,000	4,000	0	0	0	0	0

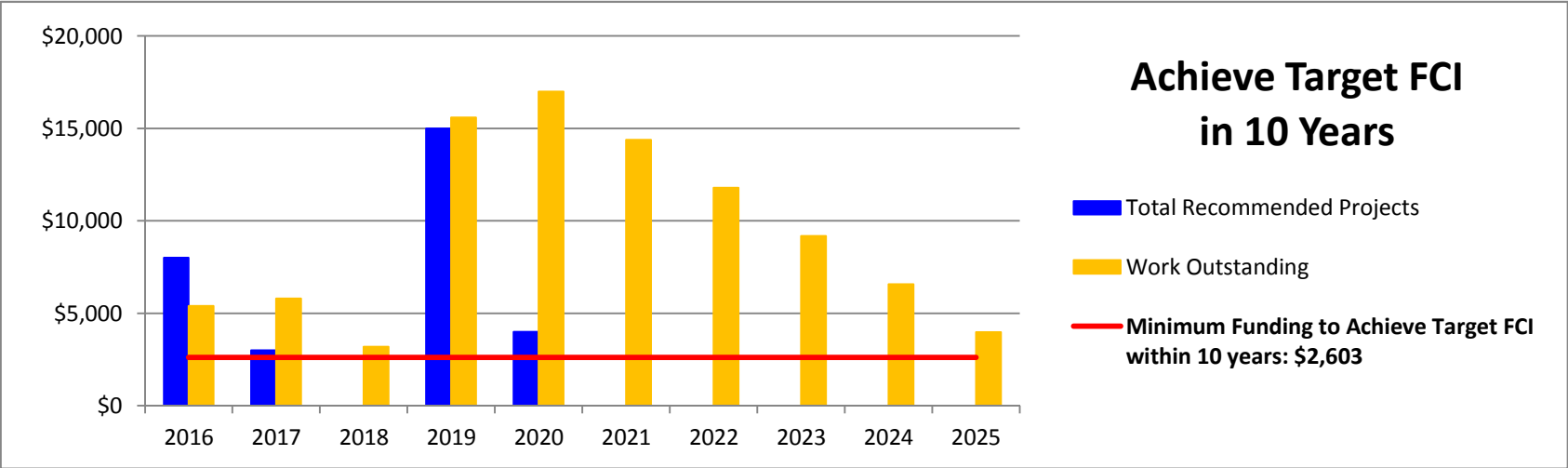
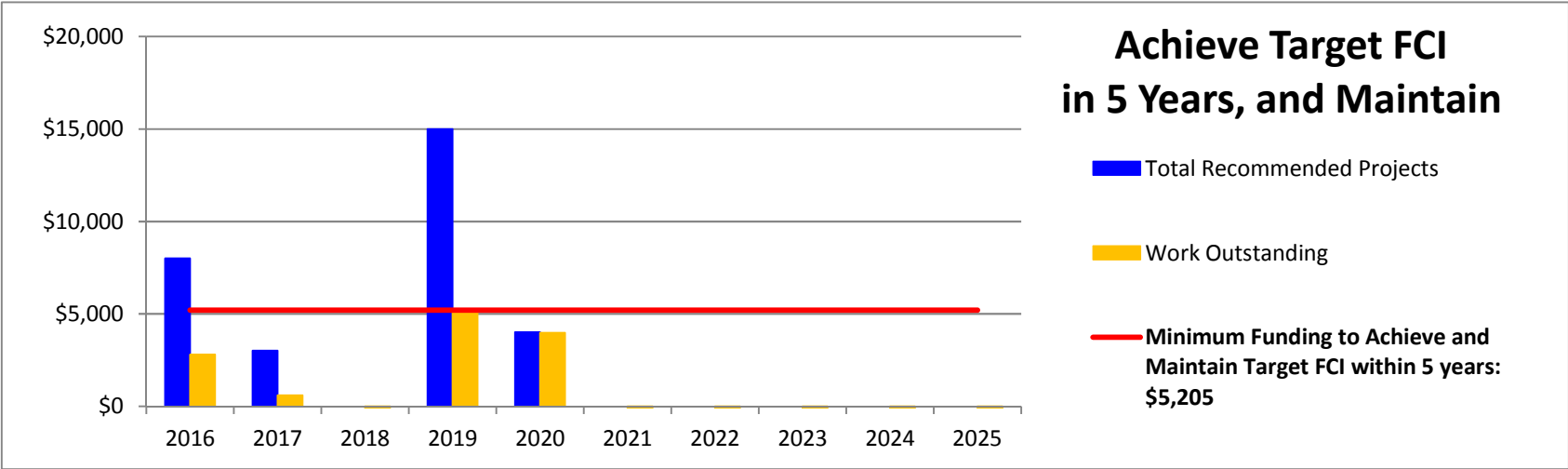
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$5,205

Work outstanding	2,795	590	-4,615	5,180	3,975	-1,230	-6,435	-11,640	-16,845	-22,050
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Minimum Funding to Achieve Target FCI within 10 years: \$2,603

Work outstanding	5,398	5,795	3,193	15,590	16,988	14,385	11,783	9,180	6,578	3,975
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The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - CP Anglers Association, 1307 Clover Point, Victoria



BLDG	Row	Component		Condition Assessment							Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the building's security or safety ?	Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Photo	Description & History	Condition	Yr. Review or Last Major Action	Age in 2016	Typical Life Cycle or Adjusted Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025						
																									\$8,000	\$3,000	\$0	\$15,000	\$4,000	\$0	\$0	\$0	\$0	\$0						
	1	SUBSTRUCTURE																																						
	2	A10 Foundations		2	The building is set on pile foundations with large wooden beams. There was limited opportunity to review but the edge of one beam looked weathered and potentially deteriorated.	Fair	1933	83	100	17	Recommend that the structure of the foundation be reviewed to confirm condition.	Repair Allowance	1 - Immediate	No	Yes	Yes	Yes	1	\$6,000	LS	\$6,000	0%	15%	15%	\$8,000	\$8,000														
	3	SUPERSTRUCTURE																																						
	4	B10 Superstructure	General	3	The building is a simple wood frame building. We were unable to access the building but there was no evidence of settlement, cracking, or other evidence of structural distress was observed.	Good	1933	83	100	17	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required in the next 10 years.		Not Applicable								\$0																			
	5	ENVELOPE																																						
	6	Above Grade Walls																																						
	7	B2010 Exterior Walls - wood siding		4	Exterior walls are clad in wood using a board and batten style. Low exposure due to cedar roof. The age is unknown but with regular painting it could be original. No problems observed.	Good	1933	83	50	5	A contingency for repainting/sealing and isolated cladding replacement has been included.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000				\$4,000											
	8	B201010 Exterior Coatings		5	Each year an elevation is painted by volunteers within the association. No problems observed or reported.	Good	2015	1	20	1	No major capital expenditures required over the next 10 years on protected wall assemblies. Costs for this item are below the threshold provided and have not been carried into the cash flow tables.		Not Applicable								\$0																			
	9	B203001 Exterior Solid Doors		6	Building is provided with a rolling wood door. Age is unknown but no problems reported.	Fair	2000	16	30	14	No major capital expenditures required over the next 10 years on protected wall assemblies. Costs for this item are below the threshold provided and have not been carried into the cash flow tables.		Not Applicable								\$0																			
	10	Roofs																																						
	11	B301001 Slope Roof		7	The roof is covered in cedar shingles. The exact age is not known but it is approaching the end of its service life.	Poor	1970	46	50	4	Recommend replacing in next 4 years. The Association is aware of the need but is being deferred until status of current leasing arrangement is known.	Replacement	3 - Future Renewal	No	Yes	No	No	1	\$10,000	LS	\$10,000	10%	15%	15%	\$15,000				\$15,000											
	12	Plumbing Systems																																						
	13	G3010 Water Supply		X	It was reported that water is provided to the building. The water is used to wash boats. Age is unknown but no problems reported.	Not Reviewed	1990	26	40	15	No major capital expenditures required over the next 10 years on protected wall assemblies. Costs for this item are below the threshold provided and have not been carried into the cash flow tables.		Not Applicable								\$0																			
	14	ELECTRICAL SYSTEMS																																						
	15	D501003 Main & Secondary Switchgear		X	It was reported that electricity is provided to the building. Limited to lights and some sockets. Age of the system is unknown but no problems reported.	Not Reviewed	1990	26	40	20+	No major capital expenditures required over the next 10 years on protected wall assemblies. Costs for this item are below the threshold provided and have not been carried into the cash flow tables.		Not Applicable								\$0																			
	16	PROFESSIONAL SERVICES																																						
	17	F100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.		1980	36	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$2,000	EA	\$2,000	0%	0%	15%	\$3,000		\$3,000													

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Clover Point Anglers Association



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Clover Point Anglers Association



Photo 07

Appendix A83

**Building 95 – Information Center
812 Wharf Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Information Centre, 812 Wharf Street, Victoria

PROPERTY DESCRIPTION

This building is a 3 storey concrete framed structure built in 1931. It originally operated as gas station at street level with service Bays on 2nd floor and parking for 120 cars on the bottom floor. There is a prominent Art Deco Concrete Tower built on the site. It operated as a gas station until 1974 and was taken over by the province in 1975. The facility is currently a commercial operation with as a Tourist Information centre at street level, restaurant on the 2nd floor (Milestones), and a retail unit (Prince of Whales) on the bottom floor. Ownership of the facility was recently assumed by the City of Victoria in April 2015. There is little historical information on the replacement/renewal of capital items prior to the City taking responsibility for the facility. Also, the timing of the alternations following the transfer to the Province is not known but we assume it was in late 1970's or early 1980's. See Photo B 01

PROPERTY STATISTICS

Gross Floor Area (ft2):	100,000
Building Value:	\$847,200
Target FCI:	0.100
Current FCI:	0.084

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	Upgrades have been done to the Tower. Unknown when it was done.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	Various codes.
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Information Centre, 812 Wharf Street, Victoria

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations: Replace windows with new higher performing assemblies.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$129,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B202001 Windows
- D304008 Air Handling Units
- D503001 Fire Alarm Systems

PROJECT TEAM

The visual reviews were completed on August 13th, 2015 by Brian Benson and Paul Rutten.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

None

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Information Centre, 812 Wharf Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	11,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	44,000	0	0	0	0	0	0	0	0
3 - Future Renewal	0	16,000	6,000	7,000	28,000	4,000	27,000	4,000	103,000	8,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	124,000	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	11,000	0	0	0	0	5,000
Not Applicable	0	6,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	11,000	66,000	6,000	7,000	39,000	128,000	27,000	4,000	103,000	13,000

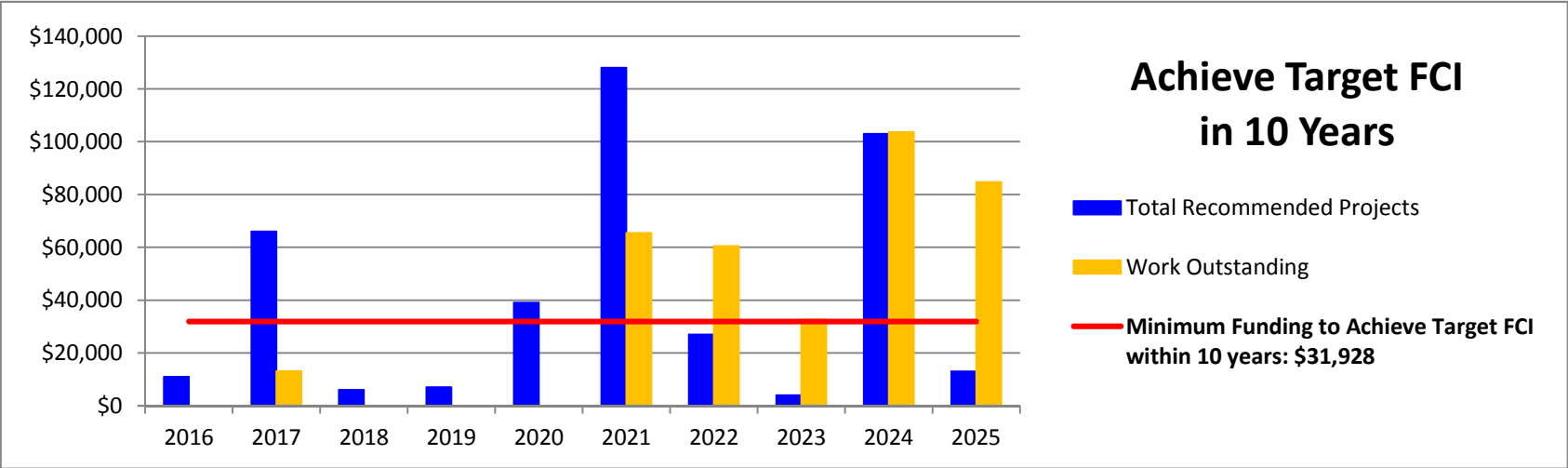
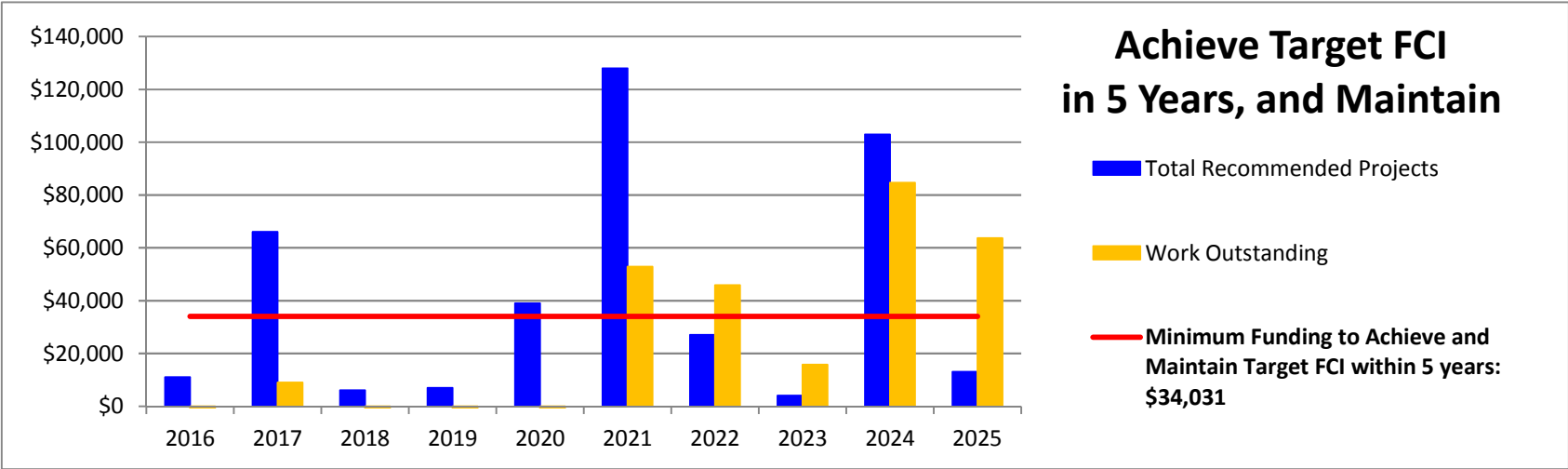
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$34,031

Work outstanding	-23,031	8,938	-19,093	-46,124	-41,156	52,813	45,782	15,751	84,720	63,689
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Minimum Funding to Achieve Target FCI within 10 years: \$31,928

Work outstanding	-20,928	13,144	-12,784	-37,712	-30,640	65,432	60,504	32,576	103,648	84,720
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The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Information Centre, 812 Wharf Street, Victoria



BLDG	Row	COMPONENT			CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security of safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOJ on Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$11,000	\$66,000	\$6,000	\$7,000	\$39,000	\$128,000	\$27,000	\$4,000	\$103,000	\$13,000		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations		2	The foundations are cast-in-place concrete. No evidence of major settlement or heaving was reported or observed.	Good	1931	85	100	25+	The foundations are expected to last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0	0%	0%	15%											
	3	A1030 Slab on Grade			The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	1931	85	100	25+	Slabs are expected to last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									LS	\$0	0%	0%	15%											
	4	A103006 Foundation Drainage			Concealed. No problems reported or observed.	Good	1931	85	30	2	Periodic camera inspection and isolated repairs as required. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									LS	\$0	0%	0%	15%											
	5	SUPERSTRUCTURE																																			
	6	B10 Superstructure	General	3	The superstructure consists of reinforced concrete slabs on reinforced concrete walls and columns. No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Good	1931	85	100	25+	Interior protected structural components are expected to last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0	0%	0%	15%											
	7	B10 Superstructure	Exposed Concrete	4	The main element of exposed concrete is the exterior walls which are painted. Other than some minor cracking no problems reported observed.	Good	1931	85	100	25+	Concrete walls, with on-going maintenance including painting, are expected tp last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									SF	\$0	0%	0%	15%											
	8	B10 Superstructure	Tower	5	The Art Deco-style tower above the Information Centre is formed of concrete that dates back to original construction. The interior of the Tower is hollow. We noted that some seismic upgrades have been done within the interior. We also noted some spalling concrete. It appears that it was related to electrical conduit that was embedded within the concrete at time of original construction. No problems reported or observed.	Good	1931	85	100	25+	Concrete walls, with on-going maintenance including painting, are expected tp last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																								
	9	B201007 Plaza Railings	Steel Plaza Guardrails	6	Steel guard rails are installed at the perimeter of the plaza deck at street level. Age is not known. No problems reported or observed.	Good	1990	26	25	5	Repaint railings in 5 years.	Repair Allowance	4b - Discretionary Renewal (Aesthetic)	Yes	Yes	No	No			200	\$20	LF	\$4,000	0%	10%	15%	\$6,000					\$6,000					
	10	ENVELOPE																																			
	11	Above-Grade Walls																																			
	12	B2010 Exterior Walls - Precast Concrete Panels		7	It appears that the original gas station on the street level was modified following the purchase by the Province. A small section was added to the Information Centre that is clad in concrete panel. No problems observed or noted.	Good	1980	36	50	25+	The normal life of precast concrete panels should exceed 50 years. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable											0%													
	13	B2010 Exterior Walls	Metal Siding	8	The upper exterior walls of the new section of the Information Centre is clad in metal. No problems observed or reported.	Good	1980	36	50	5	The normal life of metal siding should exceed 50 years. Budget for isolated repairs in the next 5 years.	Contingency	3 - Future Renewal	Yes	No	No	No			1	1000	LS	\$1,000	0%	10%	15%	\$2,000										
	14	B2010 Exterior Walls - painted concrete		9	Exposed concrete at the walls is painted. The timing of the last painting is unknown but generally appeared to be in good condition.	Good	1931	85	35	5	Repaint concrete walls in approx. 5 years.	Replacement	3 - Future Renewal	No	Yes	No	No			1	1000	LS	\$1,000	0%	10%	15%	\$2,000										
	15	B202001 Punched Windows	Replace	10	Single glazed steel framed windows. Appear to be original to the building.	Fair	1931	85	30	6	Systems are approaching the end of their service life and have have poor thermal performance. Replace storefront system with new insulated glass units (IGUs) c/w Low E coatings and argon fill in approx. 6 years. This includes attached skylight and glazed canopy system. Depending on operational priorities there is discretion in the timing of the renewal.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No			1	15000	LS	\$15,000	0%	10%	15%	\$19,000						\$19,000				
	16	B202001 Windows	Wood Framed - Milestones	11	Double glazed wood framed windows are installed in Milestones on level 2 and ground floor. Dating on spacer bar indicates they were installed in 1992. No problems reported or observed. Most windows protected by overhang or canopy. May be responsibility of Milestones	Good	1992	24	35	15	Complete replacement of all windows at the end of the anticipated service life. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0														
	17	B202001 Windows	Wood Framed - Milestones	11	Double glazed wood framed windows are installed in Milestones on level 2 and ground floor. Dating on spacer bar indicates they were installed in 1992.	Good	1992	24	15	2	Repaint wood windows.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No			12	\$1,000	LS	\$12,000	0%	10%	15%	\$16,000		\$16,000								
	18	B202002 Storefront Assembly	Street level Info Centre	12	On the addition to the Information centre, the windows are are single glazed aluminum framed units. Age is not known but likely date back to c. 1980. No reports or evidence of leaks.	Fair	1980	36	35	6	Systems are approaching the end of their service life and have have poor thermal performance. Replace storefront system with new insulated glass units (IGUs) c/w Low E coatings and argon fill in approx. 6 years. This includes attached skylight and glazed canopy system and doors. Depending on operational priorities there is discretion in the timing of the renewal.	Replacement	4a - Discretionary Renewal (Upgrade)	No	Yes	No	No			1	75000	LS	\$75,000	10%	10%	15%	\$105,000						\$105,000				
	19	B202002 Storefront Assembly	Dock Level	13	Storefront system installed at dock is double glazed system. Age is unknown. Generally well protected by overhangs. No problems reported or observed. Part of storefront system is part of Milestones Restaurant.	Good	1980		35	15+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																								
	20	B203001 Exterior Solid Doors		14	Insulated metal framed doors at stairwell exits. Age is unknown.	Good	1980	36	25	15+	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.		Not Applicable									EA	\$0	0%	0%	15%											
	21	Roofs																																			
	22	B3010 Roof Coverings - Inverted	Podium/Plaza	15	Section of the exterior plaza appears to be located over Milestone's. Concealed by poured-in-place concrete, we could not confirm the type of membrane used to waterproof the area or the age of the membrane. There are no reports of leaks nor were any observed.	Good	2000	16	35	19	Replace roof membrane at the end of its service life.	Replacement	3 - Future Renewal	Yes	Yes	No	No			5000	\$110	SF	\$550,000	10%	10%	15%	\$766,000										
	23	B301002 Roofing - Low Sloped Membrane System SBS		16	Main roof above visitor centre is waterproofed with a torch-on 2 ply SBS membrane. The platform within the interior of the tower is also waterproofed with a similar membrane to address any incidental water penetration through the openings at the top of the tower. The age of the membranes are unknown but appeared to be in good condition. No problems reported or observed.	Good	2000	16	25	9	Replace roof membrane at the end of its service life.	Replacement	3 - Future Renewal	Yes	Yes	No	No			3200	\$20	SF	\$64,000	10%	10%	15%	\$90,000								\$90,000		
	24	B301004 Flashings & Trim			Metal roofs are present on the south and west elevations over Milestones.	Fair	2000	16	40	14	Replace metal roofing at the end of its service life.	Replacement	3 - Future Renewal	Yes	Yes	No	No			170	\$50	SF	\$8,500	0%	10%	15%	\$11,000										
	25	B301006 Roof Openings - Skylights		17	Skylight system installed over interior stairs at street level. Age is unknown. No reports or evidence of leaks.	Good	2000	16	25	9	Replace skylight at the end of its service life.	Replacement	3 - Future Renewal	No	Yes	No	No			1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000								\$4,000		
	26	INTERIORS																																			
	27	C1 Stairwells		18	Stairs are concrete framed. May have been modified in c. 1980 alterations.	Good	1980	36	15	25+	Stairs are expected to last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0														
	28	C102001 Standard Interior Doors		19	Painted wood doors in steel frames. Age is not known but in good condition. No problems reported or observed.	Good	1990	26	25	15+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0														
	29	C103002 Toilet and Bath Accessories	Public Washrooms - Ground Level	20	Public washrooms are located in bottom level of the building. Access was limited to the Men's room. Includes 4 toilets, 5 urinals and 3 sinks. Appear to have been recently renovated, possibly in the last 5 years.	Good	1990	26	15	15+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0														
	30	C103002 Toilet and Bath Accessories	2nd Level - Staff WC's	21	There are 3 washrooms off of the 2nd level corridor. The handicapped unit includes toilet and sink. The Men's includes 1 toilet, sink and urinal. The Women's includes two toilets and sink. There privacy partition separating toilets.	Good	1990	0	25	15+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																								
	31	C2 Stairwell Fire Doors		22	Metal doors in steel frames. In good condition. No problems reported or observed.	Good	1990	26	30	15+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0														

BLDG	Row	Component			Condition Assessment					Lifecycle Data					Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security of safety ?	Opinion of Probable Cost										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est Time Remaining to EO of Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.					Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025							
																										\$11,000	\$66,000	\$6,000	\$7,000	\$39,000	\$128,000	\$27,000	\$4,000	\$103,000	\$13,000							
	32	C3010 Interior Finishes			Interiors of retail units (Information Centre, Milestones, Prince of Whales) assumed to the responsibility of retail operators. Types and condition varies.	Good	1990	26	5	5	Renew interior wall areas as required. Interior of commercial spaces not reviewed.		Not Applicable											\$0																		
	33	C301005 Gypsum Board Wall Finishes	Lobby/Public WCs/Corridors	23	Walls are typically painted gypsum board. Public areas will require more painting than the service corridors. Generally good condition.	Fair	1990	26	5	5	Budget for repainting of public area walls every 5 years.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000					\$5,000				\$5,000					
	34	C302001 Tile Floor Finishes	Lobby/Public WCs	24	Floors at ground level public lobby and public washrooms are tile. Timing of last replacement is not known but appeared in good condition.	Good	1990	26	30	15+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable											\$0																		
	35	C302005 Corridors Flooring		25	Corridors are finished in vinyl tile or carpeting. Age is unknown but experiences limited public access.	Good	1990	26	10	12+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable											\$0																		
	36	C303004 Ceiling	Acoustic Tiles	26	Corridors are generally finished in acoustic tile.	Good	1990	26	15	25+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable											\$0																		
	37	MECHANICAL SYSTEMS																																								
	38	HVAC Systems																																								
	39	D302002 Hot Water Boilers	Gas-Fired	27	Two high-efficiency direct vent Lochinvar boilers provide the majority of the building hot water. A Lochinvar storage tank (approx 480 liter) provides water storage.	Good	2007	9	25	16	Replace boilers and storage tank at end of reliable service life.	Replacement	3 - Future Renewal	Yes	No	Yes	No				2	\$15,000	EA	\$30,000	0%	10%	0%	\$33,000														
	40	D302002 Hot Water Boilers	Circulating Pumps	28	Approx four Grundfos recirculating pumps distribute hydronic and domestic hot water to the building. Some units dated as new in 2011.	Good	2011	5	8	3	Replace recirc pumps as required at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No				4	\$650	EA	\$2,600	0%	10%	0%	\$3,000				\$3,000										
	41	D302099 Heat Generating Systems	Electric baseboards	29	The Info Center and select perimeter offices have baseboard heaters as supplemental heat, controlled by local wall thermostats.	Good	1990	26	35	11	Replace baseboard heaters at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No				1	\$4,000	LS	\$4,000	0%	10%	0%	\$5,000														
	42	D304008 Air Handling Units	Makeup Air Unit	30	An Eng A air handling unit (6375) provides conditioned air to interior spaces.	Fair	1987	29	30	5	Replace AHU at end of service life.	Replacement	3 - Future Renewal	No	No	No	No				1	\$25,000	EA	\$25,000	0%	10%	0%	\$28,000					\$28,000									
	43	D304008 Air Handling Units	Gas MUA furnaces	31	Three Lennox "Elite" gas fired furnaces located in the main mechanical room provided heated make-up air to building.	Good	2007	9	25	16	Replace gas fired make-up air furnaces at end of the service life.	Replacement	3 - Future Renewal	Yes	No	No	No				3	\$3,200	EA	\$9,600	0%	10%	0%	\$11,000														
	44	D304007 Exhaust Systems	Washroom	32	Two rooftop exhaust fans provide exhaust to public washrooms, and one interior blower exhaust services the sump room.	Good	2000	16	25	9	Replace bathroom exhaust fans at end of service life.	Replacement	3 - Future Renewal	No	No	No	No				3	\$1,400	EA	\$4,200	0%	10%	0%	\$5,000									\$5,000					
	45	D304007 Exhaust Systems	Kitchen	33	Two Greenheck rooftop exhaust fans provide exhaust from each of two kitchen hoods. No issues noted or reported.	Good	2000	16	25	9	Replace kitchen exhaust fans at end of service life.	Replacement	3 - Future Renewal	No	No	No	No				2	\$1,600	EA	\$3,200	0%	10%	0%	\$4,000									\$4,000					
	46	D309002 Refrigeration Systems	Air conditioning units	34	The building is served with four Carrier "Puron" RTUs on the Info Center roof. Exact age of the units could not be determined.	Good	1998	18	25	7	Replace rooftop A/C units at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No				4	\$5,975	EA	\$23,900	0%	10%	0%	\$27,000							\$27,000							
	47	D309002 Refrigeration Systems	Heat pump units	35	The building is served with two Mitsubishi "Mr. Slim" split ductless heat pumps. Exact age of the units could not be determined.	Good	2002	14	25	11	Replace rooftop heat pumps at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No				2	\$6,180	EA	\$12,360	0%	10%	0%	\$14,000														
	48	Plumbing Systems																																								
	49	G3010 Water Supply	Water entry, backflow	36	The building 3" water entry has a older premise backflow preventer and regulator. Individual backflow preventers were also noted on some water appliances and boilers.	Fair	1980	36	30	4	Replace older backflow preventer and regulator in water entry room.	Replacement	3 - Future Renewal	No	No	No	No				1	\$5,500	LS	\$5,500	0%	10%	15%	\$7,000					\$7,000									
	50	D202001 Pipes and Fittings	Water distribution	37	Distribution piping is primarily copper with some galvanized steel where observed.	Good	1980	36	50	14	Complete localized repairs to water distribution system as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No				1	\$75,000	LS	\$75,000	0%	10%	15%	\$95,000														
	51	D202003 Domestic Water Equipment	Hot Water Heaters	38	There is one John Wood electric DHW heater (284 liter). Hot water heaters are considered maintenance items and do not appear in the capital plan	Fair	2007	9	12	3	Replace hot water tank as required prior to failure or leakage.	Replacement	3 - Future Renewal	No	No	No	No				1	\$1,500	LS	\$1,500	0%	10%	15%	\$2,000														
	52	D2030 Sanitary Waste	Piping	39	Waste water piping is a combination of copper, PVC or cast iron where reviewed. No issues reported.	Good	1980	36	50	14	Complete localized repairs to waste water piping as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No				1	\$100,000	LS	\$100,000	0%	10%	15%	\$127,000														
	53	D201000 Plumbing Fixtures	Public Washrooms, kitchenettes	40	Washroom fixtures are not original and consist of toilets and in-counter (public) and wall-mounted (staff) basins. Each tenant kitchenette has a stainless steel sink and there are two janitorial sinks.	Good	2010	6	28	20	Replace washroom and kitchenette plumbing fixtures at the end of their service life.	Replacement	3 - Future Renewal	Yes	No	No	No				1	\$85,000	LS	\$85,000	0%	10%	15%	\$108,000														
	54	D2030 Sanitary Waste / G3020 Sanitary Sewer	Grease trap	41	One in-floor grease trap is located in the lower restaurant kitchen.	Good	2000	16	35	19	Replace grease trap as required.	Repair Allowance	3 - Future Renewal	No	No	No	No				1	\$3,300	LS	\$3,300	0%	10%	0%	\$4,000														
	55	G302003 Lift Stations and Pumping Stations	Sewer sumps	42	There are three sewer catchments, each with a lift pump and one unified Myers Electric control panel with alarms.	Good	2000	16	15	3	Replace lift pump equipment at end of service life.	Contingency	3 - Future Renewal	Yes	No	No	No				3	\$750	LS	\$2,250	0%	10%	0%	\$3,000					\$3,000									
	56	Other Mechanical Systems																																								
	57	D309002 Refrigeration Systems	Rooftop cooling units	43	Two ReerferPlus dry cooling towers are located on the lower roof section adjacent to the outdoor stair.	Good	2000	16	30	14	Replace dry cooling towers end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No				2	\$7,500	EA	\$15,000	0%	10%	0%	\$17,000														
	58	D503006 Clock and Program Systems	Tower clocks	44	Each face of the tower has an internal clock drive.	Good	1990	26	20	6	Replace tower clock movements and digits as required.	Replacement	3 - Future Renewal	Yes	No	No	No				4	\$800	EA	\$3,200	0%	10%	0%	\$4,000								\$4,000						
	59	ELECTRICAL SYSTEMS																																								
	60	D401003 Main Switchgear	Main electrical room	45	One 1600 amp/208v Federal Pioneer main disconnect, four 400 amp secondary disconnects, one 300 amp wharf supply and one 800 amp restaurant supply, and multiple meter bases make up the main service feed. A shunt trip is located on an outside wall of the street level.	Good	1985	31	45	11	Replace or substantially overhaul main distribution switchgear as deemed necessary by Infra-red (IR) scans.	Replacement	3 - Future Renewal	No	No	Yes	No				1	\$135,000	LS	\$135,000	0%	10%	0%	\$149,000														
	61	D501004 Interior Distribution Transformers	Transformer	46	One 75 kVA dry transformer resides in the main electrical room.	Good	1985	31	50	19	Replace transformer as deemed necessary by Infra-red (IR) scans.	Replacement	3 - Future Renewal	No	No	Yes	No				1	\$5,200	EA	\$5,200	0%	10%	0%	\$6,000														

Information Centre



Photo 01



Photo 02

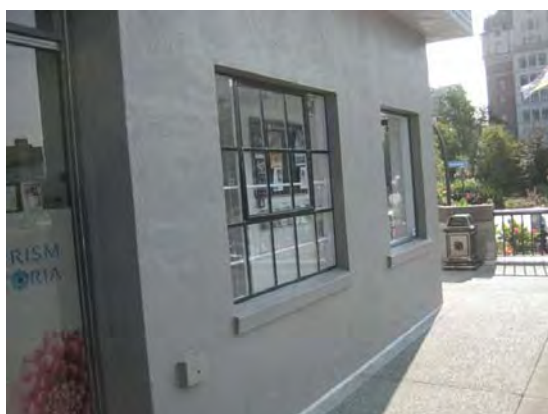


Photo 03

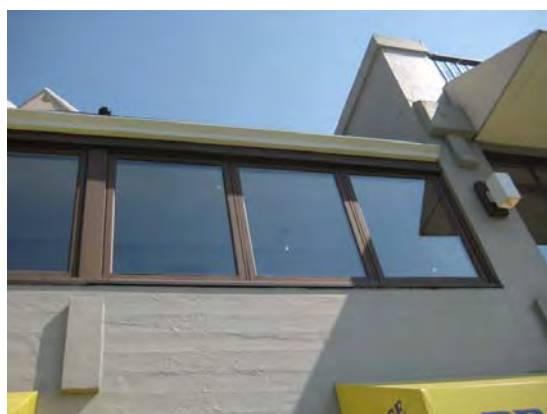


Photo 04



Photo 05



Photo 06

Information Centre



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11

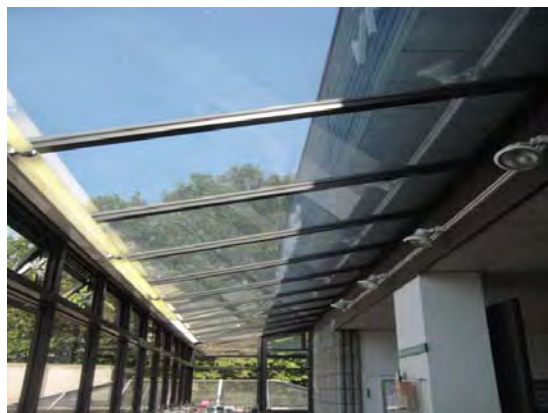


Photo 12

Information Centre



Photo 13



Photo 14

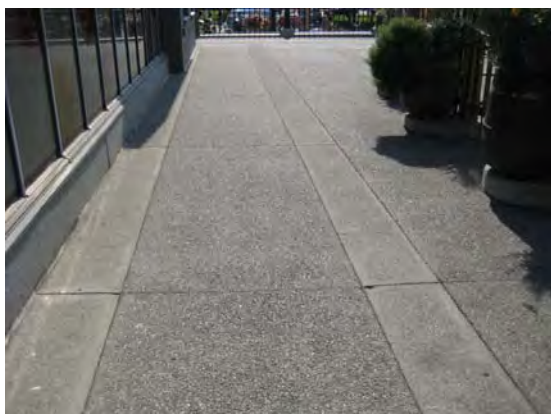


Photo 15



Photo 16



Photo 17



Photo 18

Information Centre



Photo 19



Photo 20

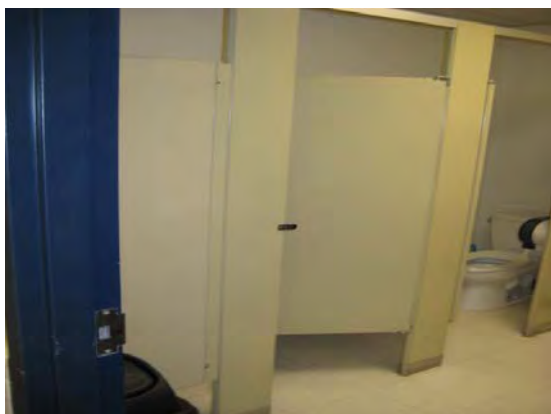


Photo 21

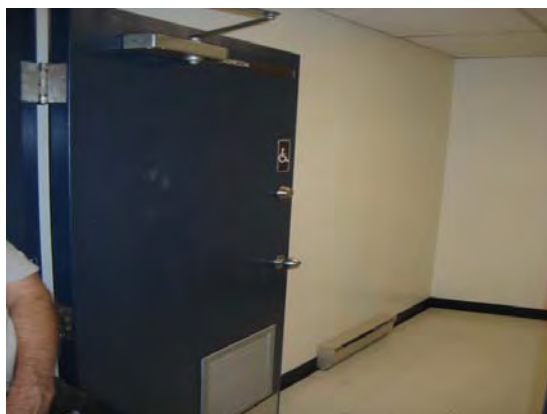


Photo 22

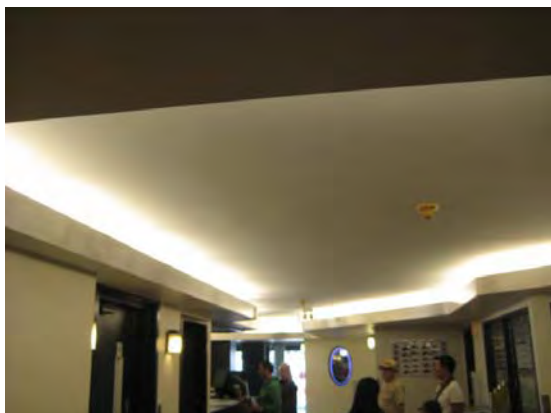


Photo 23



Photo 24

Information Centre



Photo 25

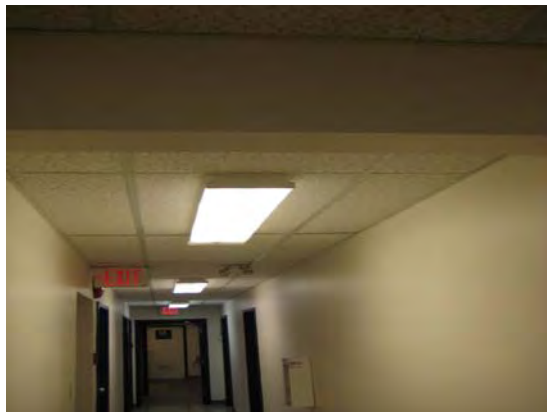


Photo 26



Photo 27



Photo 28



Photo 29



Photo 30

Information Centre



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Information Centre



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Information Centre



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47

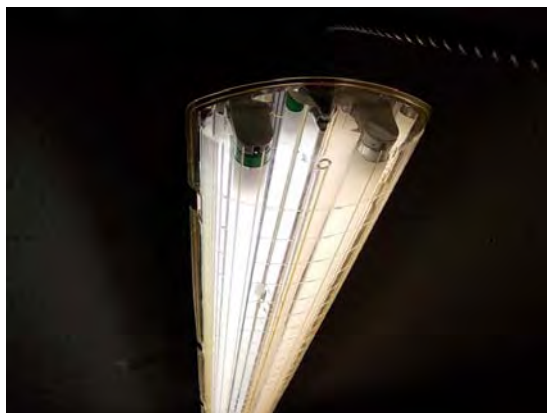


Photo 48

Information Centre



Photo 49

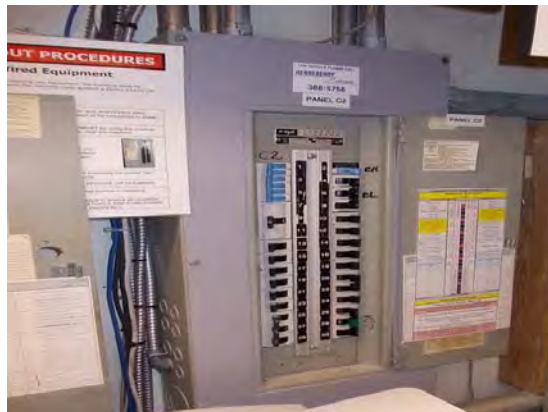


Photo 50



Photo 51

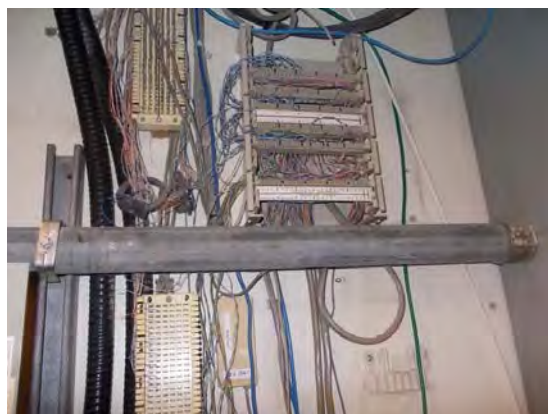


Photo 52



Photo 53



Photo 54

Information Centre



Photo 55



Photo 56

Appendix A84

Building 96 – McPherson Playhouse
3 Centennial Square, Victoria, BC

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - McPherson Playhouse, 3 Centennial Square, Victoria**

PROPERTY DESCRIPTION

The current McPherson Playhouse was constructed in three sections over the last 100 years. The original building is the Pantages Theatre that was constructed in 1913. The addition to original Theater was constructed in 1965. A loading dock was constructed on the north side of the original theater in 2014. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2):	100,000
Building Value:	\$20,680,000
Target FCI:	0.025
Current FCI:	0.009

REPORT OVERVIEW

We identified Priority 1 - Immediate expenditures

- Study of the crack in brick masonry and spalling concrete on south wall of Theatre.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate

None provided.

Seismic work completed to date:

From documents provided we understand that a Seismic upgrade was done in 1996.

Recommendations:

The work complete was prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:

Various.

Theatre was constructed in 1993 under BCBC 1992.

Deficiencies observed:

Within theatre, lack of handrails on stairs, low guardrails.

Recommendations:

Review railings. Based on age may not be viable or practical to supply install these items. Would impact visual experience.

Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:

Yes

Access throughout building:

Lack of access to balcony area.

Access to washrooms:

Yes

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - McPherson Playhouse, 3 Centennial Square, Victoria**

Recommendations (and cost estimate):

Add elevator. Budget of \$500,000 - \$750,000. Facility is likely exempt due to age and heritage status.

It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:

Replace windows with new higher performing assemblies.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$239,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

-D305004 Fin Tube Radiation - replacement of convective radiators.

PROJECT TEAM

The visual reviews were completed on August 13, 2015 by Paul Rutten and Brian Benson. We began with an interview with facility staff. During our review of the building, we were accompanied by facility staff who provided access to a sampling of representative areas of the facility, as requested.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- 1996 - McPherson Theatre Facility Study
- 2012 - McPherson Theatre HVAC Assessment

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - McPherson Playhouse, 3 Centennial Square, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	7,000	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	58,000	115,000	0	0	0	0
3 - Future Renewal	0	0	0	7,000	60,000	6,000	96,000	12,000	26,000	146,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	547,000
4b - Discretionary Renewal (Aesthetic)	19,000	19,000	19,000	19,000	19,000	48,000	19,000	19,000	19,000	19,000
Not Applicable	0	12,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	19,000	38,000	19,000	26,000	137,000	169,000	115,000	31,000	45,000	712,000

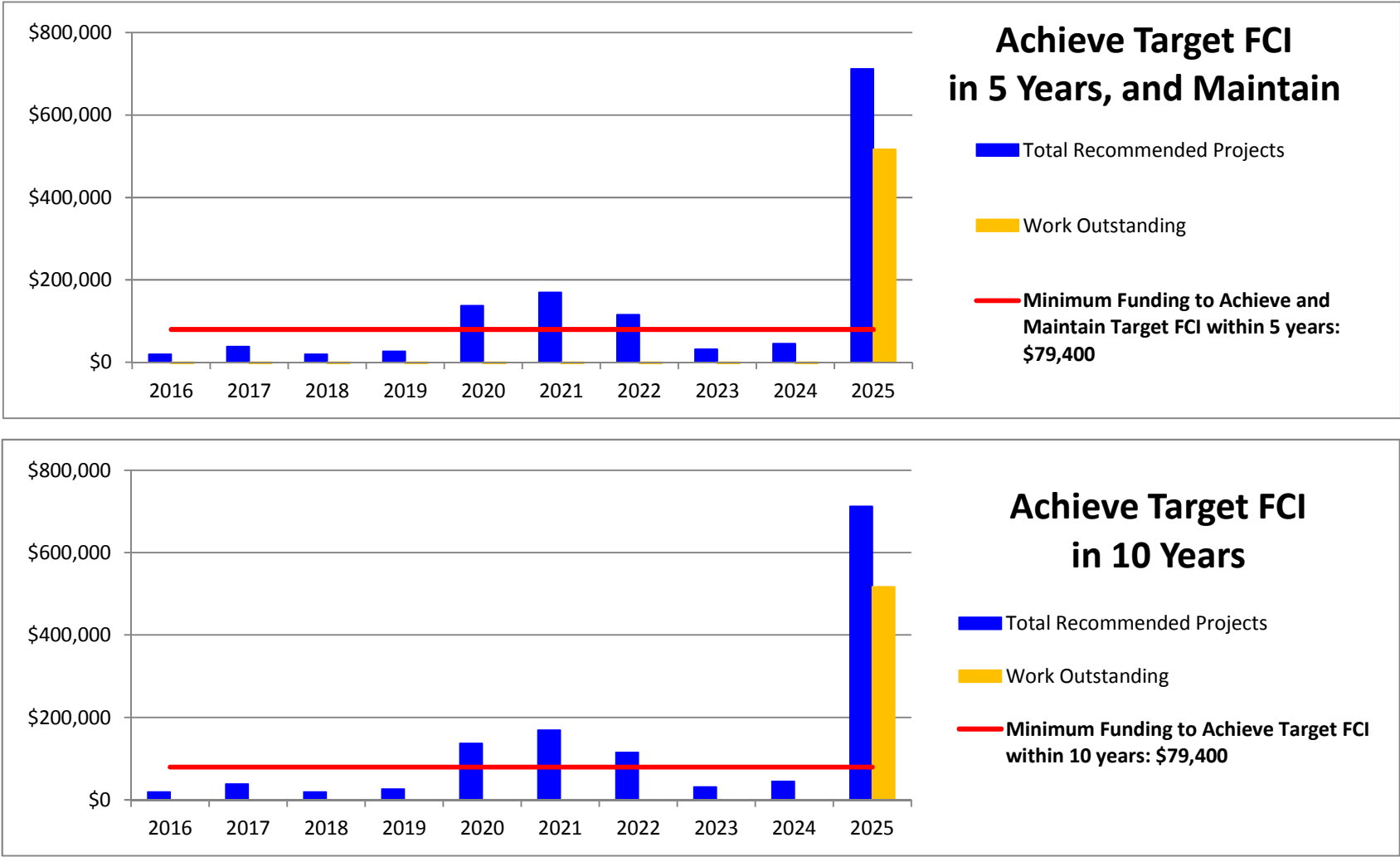
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$79,400

Work outstanding	-60,400	-101,800	-162,200	-215,600	-158,000	-68,400	-32,800	-81,200	-115,600	517,000
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Minimum Funding to Achieve Target FCI within 10 years: \$79,400

Work outstanding	-60,400	-101,800	-162,200	-215,600	-158,000	-68,400	-32,800	-81,200	-115,600	517,000
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The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - McPherson Playhouse, 3 Centennial Square, Victoria



BLDG	Row	COMPONENT			CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security ofrsafety ?	OPINION OF PROBABLE COST									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																		
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$19,000	\$38,000	\$19,000	\$26,000	\$137,000	\$169,000	\$115,000	\$31,000	\$45,000	\$712,000																					
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations		2	The foundations in the 3 sections of the Facility are visible at grade or within the facility. No evidence of major settlement or heaving was reported or observed.	Good	2014	2	100+	25+	The foundations are expected to last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.																																													
	3	A1030 Slab on Grade		3	The floor is concrete slab-on-grade. There was no evidence of major settlement or heaving except at he slab on grade on the recently constructed loading dock, where we noted a wide crack. This should be monitored.	Good	2014	2	5	25+	Budget for repairs at theloading dock in case cracking continues or becomes a larger issue.	Repair Allowance	3 - Future Renewal	No	Yes	No	No				\$0																																			
	4	A103006 Foundation Drainage		X	Concealed. No problems reported or observed.	Good	1913	103	10	5	Periodic camera inspection and isolated repairs as required. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																																											
	5	SUPERSTRUCTURE																																																						
	6	B10 Superstructure	Theatre	4	The superstructure consists of mass masonry and steel columns and beams. No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Good	1913	103	100	25+	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable																																											
	7	B10 Superstructure	Theatre - Cornice and Railing	5	The front of the theatre on Government Street are provided with a cornice and Juliet balconies with guardrails. All were restored in 2014.	Good	2014	2	50	48	No problems reported. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																																											
	8	B10 Superstructure	Addition	6	The addition is a concrete framed structure with concrete columns and concrete slabs and concrete back up wall. No settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Good	1965	51	100	50+	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable																																											
	9	B10 Superstructure	Loading dock	7	The superstructure consists of steel columns and beams on concrete foundation. Aside from cracking in concrete slab, no settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect conce	Good	2014	2	100	95+	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable																																											
	10	ENVELOPE																																																						
	11	Above-Grade Walls																																																						
	12	B2010 Exterior Walls - Brick	Theatre	8 & 9	The walls are solid multi-wyth brick masonry. Review was limited to streetview. We did note a large vertical crack in the mortar joints on the southwall. Also observed spalling concrete at a lintel above a punched window.	Fair	1913	103	20	25+	We recommend a review of brick masonry to determine the cause of the cracking and confirm the condition of the mortar joints. This scope of work has been included in P100008 Masonry Review.	Study	Not Applicable	No	Yes	No	No				\$0																																			
	13	B2010 Exterior Walls - Brick	Addition	10	The walls are clad in brick masonry that are supported on shelf angles anchored to the concrete backup wall. There did not appear to be any weepholes provided at the base of the wall. No problems were reported or observed.	Good	1965	51	50	50+	These wall assemblies are expected to last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																																											
	14	B2010 Exterior Walls - Brick	Addition and Theather	10	The 1965 additions walls are clad in brick masonry that are supported on shelf angles anchored to the concrete backup wall. The original walls are solid multi-wyth brick masonry.	Good	1965	51	20	5	These wall assemblies are expected to last the life of the building. A budget has been included for isoalotted repointing and repair work.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	1	\$40,000	LS	\$40,000	10%	10%	15%	\$56,000					\$56,000																										
	15	B2010 Exterior Walls - Metal Panel	Loading Dock	11	Most of the loading dock is clad in metal panels. No problems reported or observed.	Good	2014	2	35	35+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																																											
	16	B2010 Exterior Walls - Exposed concrete	Theatre	12 & 13	There are 2 sections of exposed concrete walls on the upper sections of north and south elevation of the original theatre. On the south wall we noted sections of spalling concrete and corroded steel reinforcing. Access was not available on the north side. This does not to be part of original construction of the Theatre. When it was actually done and the reason for doing it is not apparent to us from our review.	Fair	2000	16	50	50+	We recommend a more thorough review of concrete sections on both sides of the building. This should be done in conjunction with cracked masonry review. This scope of work has been included in P100008 Masonry Review.	Study	Not Applicable	No	Yes	No	No				\$0																																			
	17	B201008 Exterior Soffits	Main Entrance of Addition	14	The soffit is covered in stucco and in a well protected location. No problems reported or observed.	Good	1965	51	75+	25+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																																											
	18	B202001 Punched Windows - Replacement	Theatre	15 & 16	Most windows on the theatre are those installed at front facing Government St. with some punched windows on the upper south face of the building. They are wood framed units with the street facing windows have stained glass inserts. They appear to be original and likely undergone some restoration in the past. They are slightly recessed into the face of building and are provided some protection from the buildings. They are in generally good condition for their age and appear well maintained. They likely have heritage/historical significance.	Good	1913	103	30	25+	Replace windows at the end of their service life.		Not Applicable																																											
	19	B202001 Punched Windows - Painting	Theatre	15 & 16	Most windows on the theatre are those installed at front facing Government St. with some punched windows on the upper south face of the building. They are wood framed units with the street facing windows have stained glass inserts. They appear to be original and likely undergone some restoration in the past. They are slightly recessed into the face of building and are provided some protection from the buildings. They are in generally good condition for their age and appear well maintained. They likely have heritage/historical significance.	Good	1913	103	10	5	Repaint window frames as required.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	5	\$500	LS	\$2,500	0%	10%	15%	\$4,000					\$4,000																										
	20	B202001 Windows	Addition	17	There are large floor to ceiling windows on the addition section. They are single glazed aluminum-framed windows. They are generally located in well protected locations. There were no leaks reported or observed.	Good	1965	51	20	10	Although almost 50 years there is no compelling need to replace them. If improved thermal performance is required then consideration could be given to upgrading. A discretionary budget has been provided for the replacement of the windows and doors on the addition in year 10 of the cashflow table.	Upgrade	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	4750	\$100	SF	\$475,000	0%	0%	15%	\$547,000										\$547,000																					
	21	B203001 Single Exterior Solid Wood Doors with glazing		18	Wooden doors with glass inserts are located on street level of the theatre. Were installed in 2015.	Good	2015	1	30	29	Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Other than on-going maintenance no major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable						\$50,000	LS	\$0	0%	0%	15%																																
	22	B203004 Overhead Garage Doors	Loading Dock	19	Loading dock is provided with insulate metal panel overhead door. Installed in 2014. No problems reported or observed.	Good	2014	2	25	23	Replace overhead garage doors.		Not Applicable							\$7,000	EA	\$0	0%	0%	15%																															
	23	Roofs																																																						
	24	B3010 Roof Coverings - Inverted	Loading Dock	20	The roof membrane in this area is combination of a protected and conventional roof assembly using a 2 ply SBS membrane. No leaks were reported or observed.	Good	2014	2	25	23	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																																											
	25	B301002 Roofing - Low Sloped Membrane System SBS	Upper - Theatre/Addition	21	The upper roofs are waterproofed with torched on 2 ply SBS membrane and installed in 2010. We did observe that the membrane was experiencing degradation due to on-going guano from seagulls that affects protective granules embedded in the membrane.	Good	2010	6	25	13	It is expected that on going problems associated with seagull guano has reduced the service life of the membrane and replacement is recommended in the next 10 years. For future roofs consideration should be given to a protected roof system which would reduce the exposure of the membrane.	Replacement	3 - Future Renewal	No	Yes	No	No	7160	\$20	SF	\$143,200	0%	0%	15%	\$165,000																															
	26	B301002 Roofing - Low Sloped Membrane System SBS	Lower Theatre Addition	22	The lower roofs are waterproofed with torched on 2 ply SBS membrane and installed in 2005. Problems associated with seagulls is not as severe as the upper roofs.	Good	2005	11	25	10	Replace membrane at end of service life in approx. 10 years. It is expected that on going problems associated with seagull guano will reduce the service life of the roof. For future roofs consideration should be given to a protected roof system which would reduce the exposure of the membrane.	Replacement	3 - Future Renewal	Yes	Yes	No	No	6325	\$20	SF	\$126,500	0%	0%	15%	\$146,000										\$146,000																					
	27	INTERIORS																																																						
	28	C102001 Standard Interior Doors		23	Painted wood doors in steel frames. Ages and styles vary. All new doors installed in dressing room area. No problems reported or observed.	Good	2014	2	25	6	Doors are expected to last the life of the building. However, a budget is provided for some door replacement at heavily used areas and localized repairs in year 6.	Repair Allowance	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	0%	15%	\$6,000					\$6,000																										

Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - McPherson Playhouse, 3 Centennial Square, Victoria

BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security ofrsafety?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	29	C103002 Toilet and Bath Accessories, Rehab		24	Most washrooms have been refurbished over the last 10 years. The exception is balcony level washrooms that date back to 1960's. In generally good condition for its age but is looking dated.	Fair	1965	51	25	6	Renovate common washrooms. We have recommended refurbishment in approx. 6 years but there is discretion in postponing beyond this depending on operational priorities.	Upgrade	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$25,000	LS	\$25,000	0%	0%	15%	\$29,000						\$29,000							
	30	C202001 Stair Finishes		25 & 26	Concrete stairs in lobby and within theatre. Finishes vary depending on location. Main lobby stairs are carpeted. Stairs at back of theatre are painted concrete.	Good	1965	51	100+	50+	Stairs are expected to last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. Finishes addressed in interior budget.		Not Applicable							\$0																		
	31	C3010 Interior Finishes		27-30	Walls are generally painted gypsum board with some select areas of wallpaper. Floors are generally carpeted with exception of washrooms which are tiled. The entrance lobby is polished travertine tiles. The dressing rooms were refurbished in 2014. As one would expect for a public space like this the finishes are generally well maintained and attended to on an on-going basis.	Good	2014	2	5	1	Replace carpeting and wallpaper/painting at end of life cycle. Replacement cycle is subjective and should be reviewed at end of service life. For the purposes of this study we have allocated on annual budget that can be applied to future replacements.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	1	\$150,000	LS	\$150,000	0%	10%	15%	\$190,000	\$19,000	\$19,000	\$19,000	\$19,000	\$19,000	\$19,000	\$19,000	\$19,000	\$19,000	\$19,000			
	32	MECHANICAL SYSTEMS																																				
	33	HVAC Systems																																				
	34	D302002 Hot Water Boilers	Hydronic Heat	31	There are two Laars NeoTherm gas-fired high-efficiency boilers, rated at 813MBtu/hr maximum output. These boilers serve all convective radiators and fan coil units.	Good	2014	2	30	28	Replace the heating boilers at the end of their lifespan.	Replacement	3 - Future Renewal	No	No	Yes	No	2	\$25,000	EA	\$50,000	0%	0%	15%	\$58,000													
	35	D302002 Piping, Valves, Hydronic Heat	Building wide	32	The original hydronic heat piping and air separator (Caleffi 548) in the boiler room have been replace with new. Existing hydronic piping has likely exceded the expected lifespan.	Fair	1965	51	50	6	Replace hydronic piping and valves as required.	Contingency	2b - Exceeded Service Life	Yes	No	No	No	1	\$100,000	LS	\$100,000	0%	0%	15%	\$115,000						\$115,000							
	36	D302005 Auxiliary Equipment	Expansion Tanks	33	There are three Armstrong expansion tanks, two belong to the boiler system and one small (2 gal) unit serves the DHW loop.	Good	2014	2	35	33	Replace the expansion tanks at the end of its lifespan.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$1,200	EA	\$3,600	0%	0%	15%	\$5,000													
	37	D302002 Hot Water Boilers	Circulating Pumps	34	The hydronic and DHW system use approx 13 pumps controlled by independent VFDs.	Good	2014	2	10	8	Replace hot water recirculating pumps at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	13	\$800	EA	\$10,400	0%	0%	15%	\$12,000								\$12,000					
	38	D303001 Chilled Fluid Systems	Receiving area roof	35	An Airmec cooling unit (approx 40 ton) provides chilled fluid (assumed glycol loop) for the main auditorium and dressing room AHU.	Good	2014	2	30	28	Replace the cooling unit at the end of its lifespan. We assume fan components are replaced out of the operating budget.	Replacement	3 - Future Renewal	No	No	No	No	1	\$40,000	EA	\$40,000	0%	0%	15%	\$46,000													
	39	D304008 Air Handling Units	Loading dock roof	36	There is a Trane (not confirmed) modular air handling unit on the new receiving dock roof with heat coil and cooling coils serving the auditorium and dressing area (assumed same as old unit).	Good	2014	2	30	28	Replace auditorium air handling unit at end of lifespan.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$80,000	EA	\$80,000	0%	0%	15%	\$92,000													
	40	D304008 Air Handling Units	Lobby, foyer	37	The existing air handling (2300 cfm) unit appears to be upgraded with new heating/cooling coils. Unit is original to 1965 addition.	Good	2014	2	30	28	Replace lobby/foyer AHU at end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$10,000	EA	\$10,000	0%	0%	15%	\$12,000													
	41	D304007 Exhaust Systems	Utility Exhaust Fans	38	The balcony and auditorium has rooftop utility-type exhaust fans of approx 1200 and 1500 CFM respectively. Exact age of units is not known.	Fair	2000	16	20	4	Replace individual exhaust fans or motors as required.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$1,600	EA	\$3,200	0%	0%	15%	\$4,000				\$4,000									
	42	D304007 Exhaust Systems	Roof exhaust fans	39	The main foyer and lobby, and the projection booth have rooftop exhaust fans of approx 1500 and 800 cfm respectively. Exact age of the units is not known.	Fair	2000	16	20	4	Replace individual exhaust fans or motors as required.	Replacement	3 - Future Renewal	Yes	No	No	No	2	\$1,200	EA	\$2,400	0%	0%	15%	\$3,000				\$3,000									
	43	D304007 Exhaust Systems	Frac. Hp exhaust fans	40	Exhaust fans are located in each washroom and dressing room and janitors closet, and range from 300 to 500 cfm. Exact age of fans unknown.	Good	2000	16	25	7	Replace fraction Hp exhaust fans at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	6	\$500	EA	\$3,000	0%	0%	15%	\$4,000						\$4,000							
	44	D305004 Fin Tube Radiation	Convective rads	41	The stage area and public hallways are heated by convective radiators connected to the heating hot water loop. Original standing radiators in the auditorium are no longer used, however exact age of remaining units is not known.	Fair	1965	51	40	5	Replace convective radiators as required.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	1	\$50,000	LS	\$50,000	0%	0%	15%	\$58,000						\$58,000							
	45	D305005 Electric Heating	Utility areas, loading dock	42	Pendant electric radiant heaters provide heating in some utility areas.	Good	2014	2	20	18	Replace electric radiant heaters as required.	Replacement	3 - Future Renewal	Yes	No	No	No	10	\$400	EA	\$4,000	0%	0%	15%	\$5,000													
	46	D309002 Refrigeration Systems	Heat pump units	43	There are three split-system A/C heat pumps, two Mitsubishi and one Friedrich. The two Mitsubishi systems serve the ticket office and control room. The source of the third unit could not be identified.	Good	2014	2	25	23	Replace split system A/C units at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$4,900	EA	\$14,700	0%	0%	15%	\$17,000													
	47	F105002 Building Automation Systems	BAS/DDC	44	A Reliable Controls system controls HVAC fans and hydronic VFD pumps.	Good	2014	2	25	23	Replace individual BAS components as needed.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$30,000	EA	\$30,000	0%	0%	15%	\$35,000													
	48	Plumbing Systems																																				
	49	D201003 Plumbing fixtures	Washrooms	45	Public, dressing room, and staff washrooms throughout with wall and counter mounted porcelain sinks.	Good	1997	19	25	7	Replace washroom plumbing fixtures, including utility sinks, and servery sinks.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$80,000	LS	\$80,000	0%	0%	15%	\$92,000							\$92,000						
	50	D202001 Pipes and Fittings	Domestic water distribution	46	Piping is copper where observed and typically insulated.	Good	1965	51	50	11	Replace the domestic water piping at the end of its lifespan.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$100,000	LS	\$100,000	0%	0%	15%	\$115,000													
	51	D202003 Domestic Water Heater	Electric DHW heaters	47	The building is equipped with one Rheem Ruard electric hot water heater (65 US gal) and one 5 gal unit. Hot water tank replacement is handled under regular maintenance activities and not represented in the capital plan.	Good	2013	3	12	9	Replace hot water heaters at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	2	\$1,200	EA	\$2,400	0%	0%	15%	\$3,000									\$3,000				
	52	D2030 Sanitary Waste / G3020 Sanitary Sewer	Waste Piping	48	Sanitary sewer piping was cast steel where visible. No issues reported.	Good	1965	51	50	11	Complete localized repairs to waste piping as may be necessary as the building ages.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$100,000	LS	\$100,000	0%	0%	15%	\$115,000													
	53	G3010 Water Supply	Main domestic and fire	49	A copper 4" incoming line was noted to supply fire and DW systems. A premise backflow preventer was not observed on the main DW line.	Fair	1965	51	50	2	Install new backflow preventer in existing water entry room.	Replacement	2 - Restore Functionality	No	No	No	No	1	\$5,500	EA	\$5,500	0%	0%	15%	\$7,000			\$7,000										
	54	G302003 Lift Stations and Pumping Stations	Lower floor sump	50	One sump and duplex lift pump with controller and level alarm serves basement washrooms and sinks.	Not Reviewed	2000	16	7	3	Replace lift pump equipment at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	LS	\$1,500	0%	0%	15%	\$2,000													
	55	Other Mechanical Systems																																				
	56	E109002 Food Service Equipment	Bar, concession	51	There is bar/concession on each of the foyer and lobby floors, containing beverage dispensing equipment and below counter coolers.	Good	2000	16	25	11	Replace the servery/bar equipment as required.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$45,000	LS	\$45,000	0%	0%	15%	\$52,000													
	57	ELECTRICAL SYSTEMS																																				
	58	D501003 Main & Secondary Switchgear	Replacement	52	The main disconnect is rated 1600A, 208V, three phase, manufactured by Cutler Hammer, with sub-panels rated at 450 amps. The system contains special disconnects and external cable connection points used for theatrical performances.	Good	2000	16	40	24	Replace distribution switchgear as deemed necessary by regular IR scans.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$150,000	LS	\$150,000	0%	0%	15%	\$173,000													
	59	D502002 Interior Lighting	Replacement, Upgrade	53	Interior lighting has largely been upgraded to LED lamps as replacements occur. Lighting is a combination of specialty pendants lights (foyer), chandelier-style and valence strips lights (auditorium) and T-8 fluorescent strip lights in utility areas.	Good	2010	6	20	14	Upgrade or replace light fixtures as required.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$140,000	LS	\$140,000	0%	0%	15%	\$161,000													
	60	D503004 Public Address Systems	Non-theatrical	54	The building is equipped with a public address system not related to theatrical sound equipment (public spaces outside the auditorium).	Good	2010	6	20	14	Replace or upgrade public address system at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$15,000	LS	\$15,000	0%	0%	15%	\$18,000													
	61	D503007 Video Surveillance System	Replacement, Upgrade	55	The building is protected by a CCTV system.	Good	2010	6	25	19	Replace CCTV security system at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$25,000	LS	\$25,000	0%	0%	15%	\$29,000													
	62	D503008 Security Systems	Replacement, Upgrade	56	The building is protected by a DSC security system, remotely monitored.	Good	2000	16	25	9	Replace security system at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$20,000	LS	\$20,000	0%	0%	15%	\$23,000									\$23,000				
	63	G402006 Exterior Lighting Fixtures and Controls	Building mounted	57	The building exterior has predominantly newer pendant, soffit and wall mounted LED fixtures. The feature wall lighting on the west elevation is recent LED fixtures.	Good	2010	6	20	14	Upgrade or replace exterior lighting as required.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$10,000	LS	\$10,000	0%	0%	15%	\$12,000													

Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - McPherson Playhouse, 3 Centennial Square, Victoria

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security ofrsafety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOY or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	64	FIRE AND LIFE SAFETY SYSTEMS																																				
	65	D503001 Fire Alarm Systems	Replace, upgrade	58	The building is equipped with smoke and heat detectors connected to an Edwards EST 2000 addressable and hard-wired two-stage fire alarm panel. There is a remote annunciator in the ticket office.	Good	1992	24	30	11	Replace the fire alarm panel at the end of its lifespan, including an allowance to replace some wiring and devices.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$75,000	LS	\$75,000	0%	0%	15%	\$87,000													
	66	D509002 Emergency Lighting and Power	Replacement	59	There are battery-packed emergency lights and exit signs throughout the building.	Good	2010	6	20	14	Replace the emergency lights and signs at the end of their lifespan.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$12,500	LS	\$12,500	0%	0%	15%	\$15,000													
	67	D401002 Sprinkler Water Supply and Piping	Wet system	60	The building is protected by a wet sprinkler system throughout. The original deluge system and rooftop tank have been de-commissioned. There are no standpipe cabinets in the building.	Good	1965	51	50	11	Maintain a contingency for capital repairs or partial replacement of sprinkler equipment or piping.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	50000	LS	\$50,000	0%	0%	15%	\$58,000													
	68	PROFESSIONAL SERVICES																																				
	69	P100008 Masonry Review	Further Study	X	The walls are solid multi-wyth brick masonry. Review was limited to streetview. We did note a large vertical crack in the mortar joints on the southwall. Also observed spalling concrete at a lintel above a punched window.	Not Applicable	1980	36	15	2	We recommend a review of brick masonry to determine the cause of the cracking and confirm the condition of the mortar joints. This scope of work has been included in P100008 Masonry Review.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	EA	\$5,000	0%	0%	15%	\$6,000		\$6,000											
	70	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.	Not Applicable	1980	36	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$5,000	EA	\$5,000	0%	0%	15%	\$6,000		\$6,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

McPherson Playhouse



Photo 01



Photo 02



Photo 03

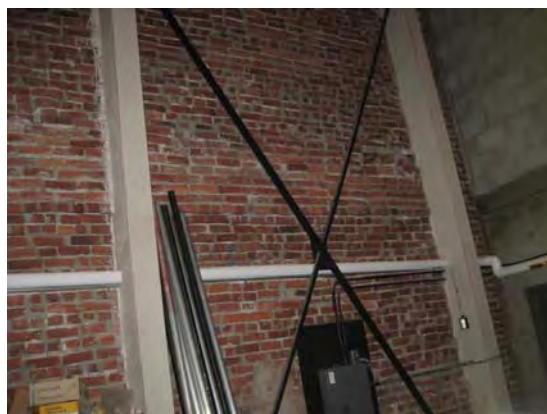


Photo 04



Photo 05

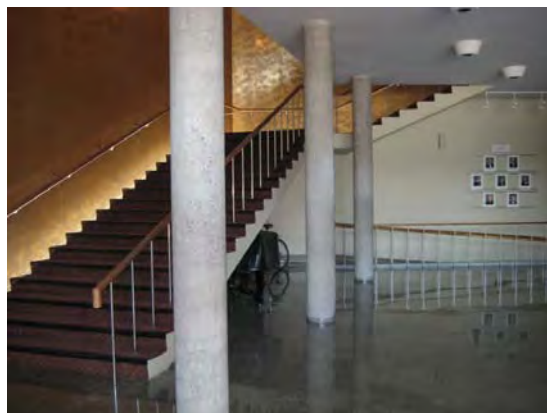


Photo 06

McPherson Playhouse



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

McPherson Playhouse



Photo 13



Photo 14



Photo 15



Photo 16

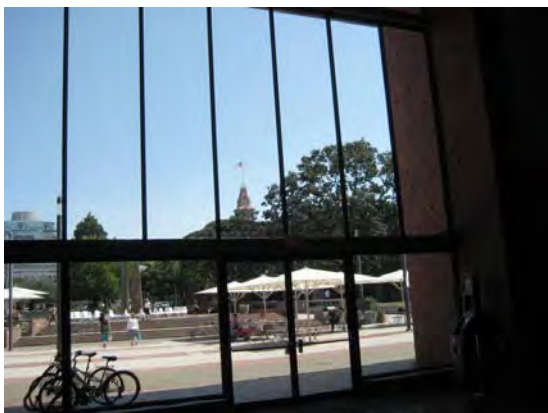


Photo 17



Photo 18

McPherson Playhouse

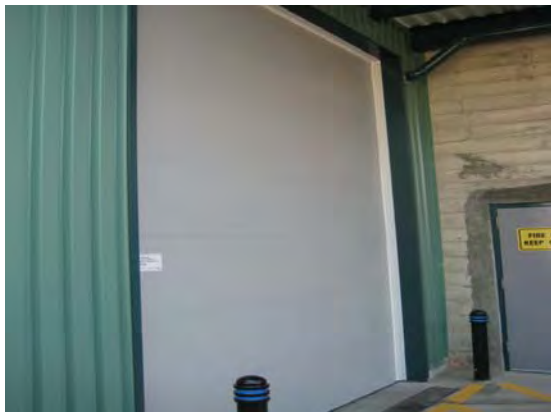


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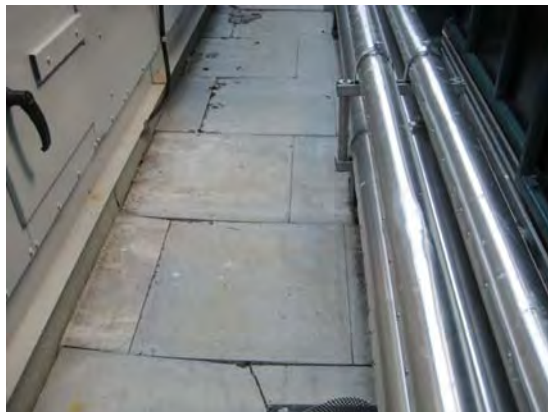


Photo 20

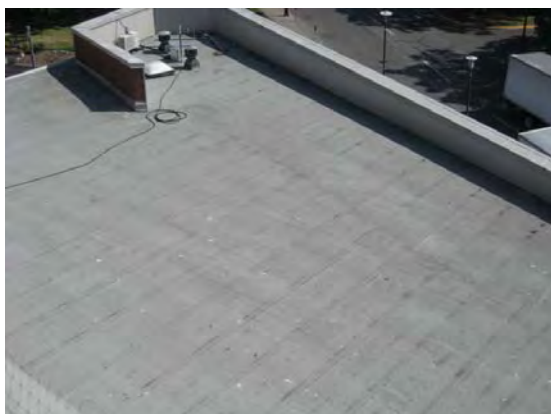


Photo 21



Photo 22

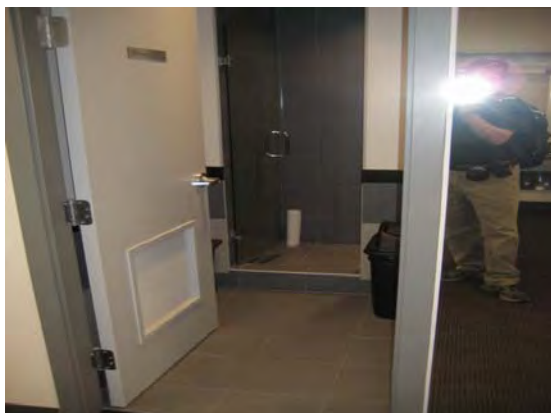


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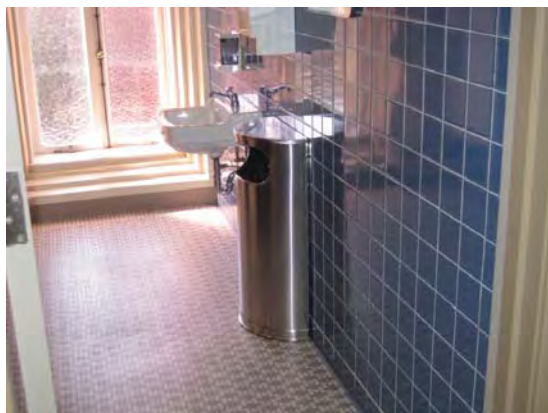


Photo 24

McPherson Playhouse

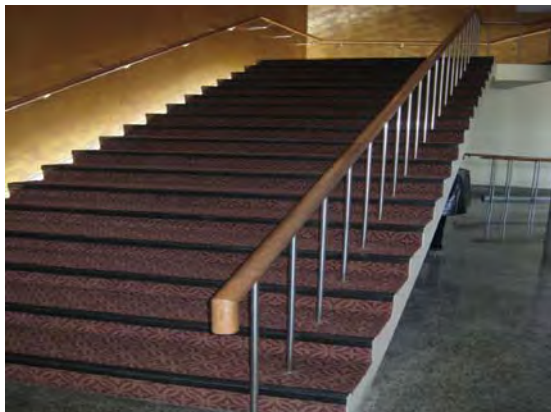


Photo 25



Photo 26

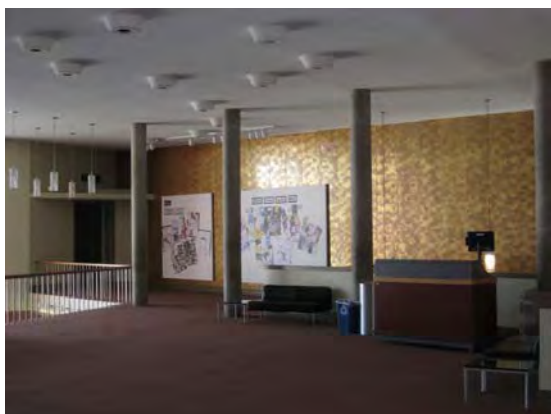


Photo 27

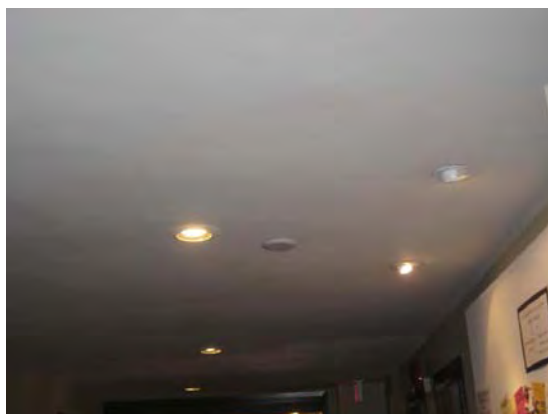


Photo 28



Photo 29



Photo 30

McPherson Playhouse



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

McPherson Playhouse



Photo 37



Photo 38



Photo 39

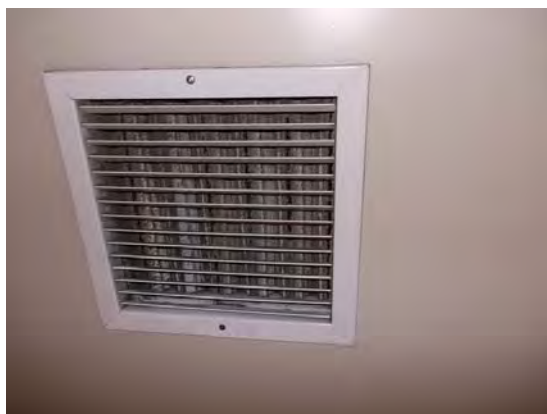


Photo 40

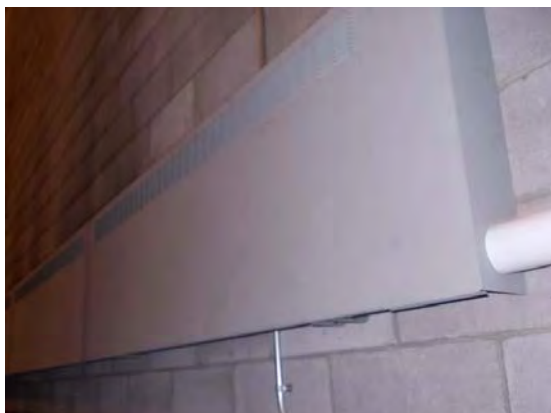


Photo 41



Photo 42

McPherson Playhouse



Photo 43

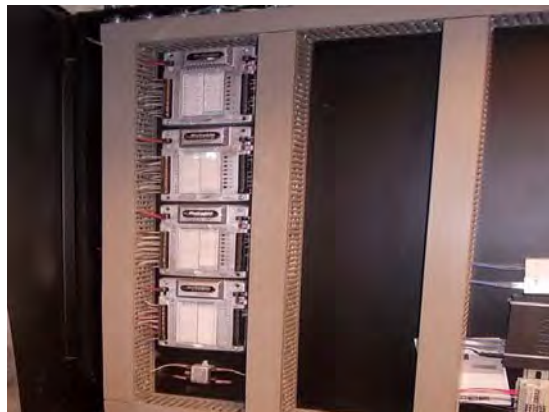


Photo 44



Photo 45

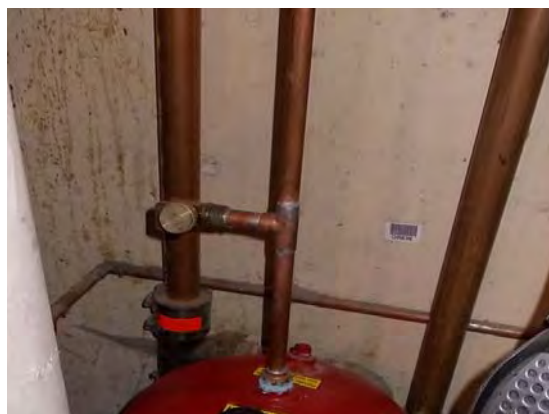


Photo 46



Photo 47



Photo 48

McPherson Playhouse



Photo 49



Photo 50



Photo 51

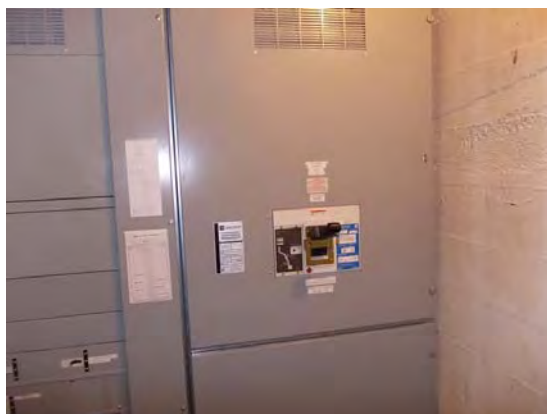


Photo 52



Photo 53

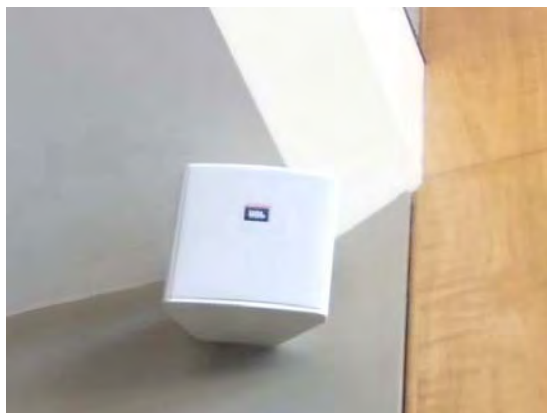


Photo 54

McPherson Playhouse



Photo 55



Photo 56



Photo 57



Photo 58



Photo 59



Photo 60

APPENDICES B1 – B12:
Building Reports – Private Facilities on City Owned Land

Appendix B1

**Building 14 – Victoria Curling Club
1952 Quadra Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Curling Club, 1952 Quadra Street, Victoria

PROPERTY DESCRIPTION

The Curling Club was constructed in 1952 and contains of a curling rink, coffee shop/bar, kitchen, change rooms and an admiration office. The exterior walls consist of painted concrete masonry units with a combination of sloped and low sloped roofing.

PROPERTY STATISTICS

Gross Floor Area (ft2):	36,400
Building Value:	\$7,875,000
Target FCI:	0.025
Current FCI:	0.096

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1941
Deficiencies observed:	Guards at emergency exits, lack of fire separation
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No
Access throughout building:	No
Access to washrooms:	No
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Upgrade recommendations: Insulate exterior walls and roof.
Lighting. Discretionary depending on operational priorities.

- B10 Repairs to Cracked CMU
- B101 Exterior Stair Construction
- B2010 Exterior Walls - Brick - Replace
- B2010 Exterior Walls - Cedar Shingle
- B203001 Exterior Solid Doors
- B301002 Slope Roof
- D302002 Hot Water Boilers
- D302002 Hydronic heating
- F105002 Building Automation Systems
- D304007 Ventilation Systems
- D304008 Air Handling Units
- D201000 Plumbing Fixtures
- G3010 Water Supply
- G309099 Other Special Mechanical Systems - Ice Making Equipment
- D502002 General Lighting
- D503001 Fire Alarm Systems
- P100001 Mechanical and Electrical Re-design - Study

The visual reviews were completed on April 22, 2015 by Scott Williams and Chris Raudoy. During our review of the building, we were accompanied by Mike Israel who provided access to a sampling of representative areas of the facility, as requested.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

**The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Curling Club, 1952 Quadra Street, Victoria**

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Building Condition Assessment, prepared by RJC, dated May 30, 2012
- Architectural drawings numbered 1 to 11, dated May 1, 1952
- Drawings of proposed alterations to main floor, dated December 18, 1952
- Drawings of proposed additional washroom, dated April 1972
- Floor plan of proposed renovations and alterations, prepared by Greenbank Designs, Plan No. 1, dated Sept. 10, 1966
- Sections off plan for renovation, prepared by Greenbank Designs, Plan No. 2, dated Sept. 10, 1966

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Curling Club, 1952 Quadra Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	24,000	53,000	0	0	248,000	0	0	0	0	0
2b - Exceeded Service Life	13,000	81,000	83,000	0	155,000	0	0	67,000	0	0
3 - Future Renewal	12,000	19,000	27,000	104,000	1,306,000	302,000	0	101,000	70,000	3,000
4a - Discretionary Renewal (Upgrade)	0	47,000	0	0	0	12,000	186,000	0	0	265,000
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	40,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	49,000	240,000	110,000	104,000	1,709,000	314,000	186,000	168,000	70,000	268,000

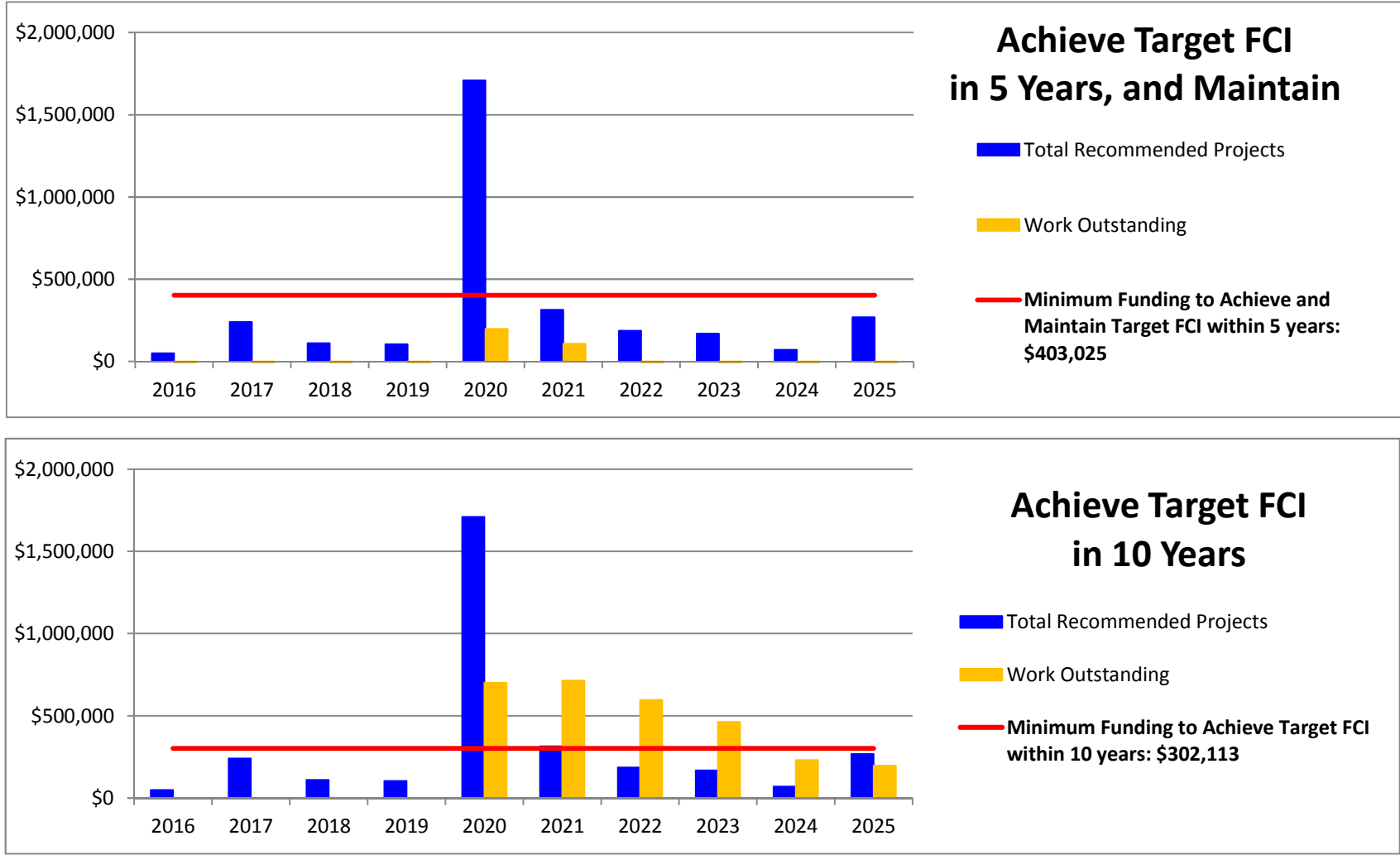
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$403,025

Work outstanding	-354,025	-517,050	-810,075	-1,109,100	196,875	107,850	-109,175	-344,200	-677,225	-812,250
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Minimum Funding to Achieve Target FCI within 10 years: \$302,113

Work outstanding	-253,113	-315,225	-507,338	-705,450	701,438	713,325	597,213	463,100	230,988	196,875
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The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Curling Club, 1952 Quadra Street, Victoria



Start Yr:
2016

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Victoria Curling Club, 1952 Quadra Street, Victoria

BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Useful Life or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contin- gency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$49,000	\$240,000	\$110,000	\$104,000	\$1,709,000	\$314,000	\$186,000	\$168,000	\$70,000	\$268,000		
	1	Substructure																																			
	2	A10 Foundations		1	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was reported or observed. Below grade space exists at the east end of the building.	Good	1952	64	100	36	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No					\$0	0%	0%	15%												
	3	A1030 Slab on Grade		x	The floor is concrete slab-on-grade. No major cracking of the slab was observed. As per the report issued by RJC May 30, 2012, heaving of the slab was reported.	Good	1952	64	100	36	The slab on grade is expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No					\$0	0%	0%	15%												
	4	A103006 Foundation Drainage		x	The foundation drainage was not visible for review.	Not Reviewed	1952	64	10	2	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No					\$0	0%	0%	15%												
	5	Superstructure																																			
	6	B10 Superstructure	General	2	The superstructure consists of concrete block walls, heavy timber wood trusses, wood columns, wood beams and wood joists. The interior wood columns are supported on concrete pedestals and footings. Some "ladder" cracking of the mortar joints for the CMU walls was noted at the southwest corner. Holes in the CMU walls were also noted at wall penetrations. As per report issued by RJC on May 30, 2012 some floor deflection was noted on level 2.	Fair	1952	64	15	5	Conduct repairs to cracked mortar joints and damaged CMUs.	Repair Allowance	2 - Restore Functionality	Yes	Yes	Yes	No			1	\$10,000	LS	\$10,000	0%	20%	15%	\$14,000					\$14,000					
	7	B101 Exterior Stair Construction	Emergency exit stairs on north and south elevations	3	Steel framed emergency exit stairs are located at the north and south ends of the building and are generally in poor condition. Corrosion of metal components observed. Deterioration of attachment of the stairs to the building observed. Guard height at top of stair landing does not meet code requirements. We assume that these exit stairs are original to the building.	Poor	1952	64	40	2	Replace stairs.	Replacement	2 - Restore Functionality	Yes	Yes	Yes	Yes			2	\$10,000	EA	\$20,000	10%	15%	15%	\$30,000		\$30,000								
	8	Envelope																																			
	9	Above-Grade Walls																																			
	10	B2010 Exterior Walls - Brick - Replace	East elevation	4	A brick veneer has been installed on the east elevation for level 1. The brick veneer was replaced at the south end of the east elevation. The year of replacement is unknown. Vertical metal bars have been installed over the brick veneer at the north end of the east elevation, presumably due to failure. The brick veneer has been painted. Sloped brick has been installed at the top of wall and has been sealed to the adjacent stucco.	Poor	1952	64	50	5	Replace failed brick veneer located at the north end of the east elevation.	Replacement	2 - Restore Functionality	No	Yes	Yes	Yes			600	\$65	SF	\$39,000	15%	20%	15%	\$62,000					\$62,000					
	11	B2010 Exterior Walls - Brick - Repoint/Repair	East elevation	x	A brick veneer has been installed on the east elevation for level 1. The brick veneer was replaced at the south end of the east elevation. The year of replacement is unknown. Some deterioration of the mortar joints was observed.	Fair	1952	64	15	5	Repoint mortar joints has required. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No			1	\$1,000	LS	\$1,000	0%	15%	15%	\$2,000										
	12	B2010 Exterior Walls - Brick - Repaint	East elevation	x	The brick veneer has been painted. The paint finish appears to be in good condition. We assume that the brick was repainted in 2010.	Good	2010	6	15	9	Repaint brick veneer.	Replacement	3 - Future Renewal	Yes	Yes	No	No			1200	\$2	SF	\$2,400	0%	15%	15%	\$4,000								\$4,000		
	13	B2010 Exterior Walls - Stucco - Repair	East elevation	5	Stucco parging has been installed over the exterior CMU walls located at the east elevation. Parging also located at the south east and north east corners of the building adjacent to the emergency exit stairs. Delamination of the stucco was observed at the southeast and northeast corners as well as below the windows on the east elevation. We assume the stucco is original to the building.	Fair	1952	64	15	5	A contingency has been provided for the repair of the delaminated stucco.	Repair Allowance	2 - Restore Functionality	Yes	Yes	No	Yes			1	\$6,000	LS	\$6,000	0%	15%	15%	\$8,000					\$8,000					
	14	B2010 Exterior Walls - Stucco - Repaint	East elevation	x	The stucco parging has been painted. The paint finish appear to be in good condition. We assume the stucco walls were repainted in 2010.	Good	2010	6	10	9	Repaint stucco walls.	Replacement	3 - Future Renewal	Yes	Yes	No	No			2000	\$3	SF	\$6,000	0%	15%	15%	\$8,000								\$8,000		
	15	B2010 Exterior Walls - CMU - Repaint	North, south and west elevations	6	Painted exterior CMU walls are located on the south, north and west elevations. Staining of the paint finish was noted at the base of wall on the north elevation. The walls appear to have been repainted in 2010.	Good	2010	6	15	9	Repaint CMU walls.	Replacement	3 - Future Renewal	Yes	No	No	No			6500	\$3	SF	\$19,500	0%	15%	15%	\$26,000								\$26,000		
	16	B2010 Exterior Walls - Cedar Shingle	West elevation	7	Lapped cedar shingle cladding is located on the upper portions of the exterior wall located on the west elevation only. Advanced levels of deterioration of the cedar shingles and trim was observed. We assume that the cedar cladding was installed in 1975.	Poor	1975	41	35	5	Replace cedar shingle cladding with rainscreen system to meet current BC Building Code Requirements.	Replacement	2 - Restore Functionality	Yes	Yes	Yes	Yes			2500	\$45	SF	\$112,500	10%	15%	15%	\$164,000					\$164,000					
	17	B2010 Exterior Walls - Asphalt Shingle Cladding	East elevation	x	Lapped asphalt shingles have been installed for the upper portions of the wall located at the east elevation. We assume that the asphalt shingles were installed in 2005.	Not Reviewed	2005	11	25	14	Replace asphalt shingles with rainscreen system to meet current BC Building Code Requirements. Consideration is to be given to replacing at same time as cedar shingles on the west elevation. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No			1200	\$22	SF	\$26,400	10%	15%	15%	\$39,000										
	18	B201008 Exterior Soffits - Wood Soffits - Repaint	Wood soffits - north and south elevations	8	Wood soffits have been installed for the north and south elevations and we assume they are original to the building.	Fair	1952	64	15	5	A budget has been provided for repainting all soffits and completing localized repairs to soffits.	Replacement	3 - Future Renewal	Yes	No	No	No			1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000					\$3,000					
	19	B201008 Exterior Soffits - Stucco Soffit - Replace	Entrance Canopy	9	The stucco soffit located below the entrance canopy is showing signs of deterioration as a result of previous/current water ingress. Cracking and staining of the stucco was noted. We assume that the soffit is original to the building.	Fair	1952	64	35	2	Replace stucco soffit in conjunction with canopy roof membrane.	Replacement	2 - Restore Functionality	No	Yes	No	No			250	\$25	SF	\$6,250	10%	20%	15%	\$10,000		\$10,000								
	20	B201011 Joint Sealant		x	Sealant joints have been installed around windows and some doors. Where installed, the sealant joints appear to be in good condition; however there are a number or areas where sealant joints are missing such as at wall penetrations, at joints in the CMU walls and at swing door to wall interfaces. We assume that the installed sealant joints were replaced in 2013.	Poor	2013	3	10	1	Install sealant joints between dissimilar cladding materials. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	2 - Restore Functionality	Yes	Yes	No	No					\$0	0%	15%	15%												
	21	B202001 Punched Windows	Replace	10	Vinyl framed windows with slider operables and IGUs. We assume that the windows were replaced in 2000.	Good	2000	16	30	14	Replace windows. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No			350	\$100	SF	\$35,000	10%	15%	15%	\$51,000										
	22	B202001 Punched Windows	Replace	11	There are window openings located on the west elevation where the windows have been removed and painted plywood installed within the rough openings. Deterioration of the plywood was observed. We recommend that the ply wood be replaced with an appropriate material for this type of exposure and properly sealed within the window rough opening.	Poor	1990	26	15	2	Replace plywood. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	2 - Restore Functionality	Yes	Yes	Yes	Yes			1	\$3,000	LS	\$3,000	0%	20%	15%	\$5,000		\$5,000								
	23	B202002 Storefront Assembly	Replacement	12	Storefront window and door assembly is located at the main front entrance. We assume this assembly was replaced in 2005.	Poor	2005	11	25	14	Replace storefront system. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	Yes	No			1	\$13,000	LS	\$13,000	10%	15%	15%	\$19,000										
	24	B203001 Exterior Solid Doors	Replacement	13	There is a combination of wood and metal doors located throughout and all are showing age related deterioration such as corroded hardware, deteriorated door jambs and sill. Some doors appear to be original to the building, while others appear to have been replaced at some point.	Poor	1952	64	25	5	Replace all exterior solid doors.	Replacement	2b - Exceeded Service Life	Yes	Yes	Yes	Yes			17	\$3,500	EA	\$59,500	10%	15%	15%	\$87,000					\$87,000					
	25	B203004 Overhead Garage Doors	Replacement	14	One overhead garage door is located on the west elevation. We assume that this overhead door is original to the building.	Fair	1952	64	25	10	Replace overhead garage door.	Replacement	3 - Future Renewal	No	No	No	No			1	\$2,000	EA	\$2,000	0%	15%	15%	\$3,000									\$3,000	
	26	Roofs																																			
	27	B301002 Roofing - Low Sloped Membrane System - SBS	Replacement	15	The roof is an exposed 2 ply SBS system installed directly onto wood substrate and has been installed for the top portion of the main roof and the flat roofs located at the east and west ends of the building. Missing granules was typically noted due to avian activity and foot traffic. We assume that the membrane was installed in 2005. Maintenance staff indicated that there have been issues with condensation at the underside of the roof assembly within the arena.	Good	2005	11	25	14	Replace roofing system including flashings, sealants, etc. as required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No			21500	\$18	SF	\$387,000	10%	10%	15%	\$539,000										
	28	B301002 Roofing - Low Sloped Membrane System - Tar and Gravel	Front Entrance Canopy - Replacement	x	A tar and gravel roof has been installed for the canopy at the main front entrance. As per the report issued by RJC, the roof membrane is in poor condition and requires replacement. We assume that this roof membrane was installed in 1985.	Poor	1985	31	25	2	Replace existing roof membrane with an SBS membrane system. Repairs to canopy framing to be conducted as required.	Replacement	2b - Exceeded Service Life	No	Yes	Yes	Yes			250	\$20	SF	\$5,000	10%	20%	15%	\$8,000		\$8,000								

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		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Useful Life or Action Interval	Est. Time Remaining to EOI or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contin- gency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025					
																										\$49,000	\$240,000	\$110,000	\$104,000	\$1,709,000	\$314,000	\$186,000	\$168,000	\$70,000	\$268,000					
	29	B301002 Slope Roof	Asphalt Shingle	16	Asphalt shingles on north side of sloped roof were replaced in 2014.	Good	2014	2	25	23	Replace shingles, building paper, vents and flashings. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	5000	\$10	SF	\$50,000	0%	15%	15%	\$67,000															
	30	B301002 Slope Roof	Asphalt Shingle	17	Asphalt shingles on south side of sloped roof were not replaced in 2014. We assume these shingles were replaced in 1990.	Fair	1990	26	25	5	Replace shingles, building paper, vents and flashings.	Replacement	3 - Future Renewal	No	Yes	Yes	No	5000	\$10	SF	\$50,000	0%	15%	15%	\$67,000					\$67,000										
	31	B301005 Gutters and Downspouts	Replacement	18	Gutters and downspouts are showing signs of age related deterioration. We assume that the gutters and downspouts were last replaced in 1990.	Poor	1990	26	30	5	Replace all gutters and downspouts when shingles replaced on south elevation.	Replacement	3 - Future Renewal	No	Yes	No	No	750	\$6	LF	\$4,500	0%	15%	15%	\$6,000					\$6,000										
	32	INTERIORS																																						
	33	C1 Stairwells	Refurbishment	19	Stair finishes consist of a combination of carpet and resilient treads/nosing. The resilient treads and nosing are showing age related deterioration. We assume the stair finishes were replaced 1995.	Poor	1995	21	15	5	We assume that the refurbishment of the stair finishes will be the responsibility of the tenant and we have not provided a cost for replacement/repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	Yes	No	No				\$0	0%	0%	15%																
	34	C10 Change Rooms	Refurbishment	20	Men's and women's change rooms are located on the basements and second levels, respectively. Lockers are constructed of wood. Ceiling finishes consist of ceiling tile with resilient floor finishes. All finishes are showing signs of age related deterioration. We assume the locker rooms were last refurbished in 1990.	Fair	1990	26	12	5	We assume that the refurbishment of the change rooms will be the responsibility of the tenant and we have not provided a cost for replacement/repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0	0%	0%	15%																
	35	C102001 Standard Interior Doors	Replacement	21	Approximately 17 single wood doors and 2 double wood doors with glazing. All appear to be in fair condition.	Fair	1952	64	25	5	We assume that the repair/replacement of the interior doors will be the responsibility of the tenant and we have not provided a cost for replacement/repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0	0%	0%	15%																
	36	C103002 Toilet and Bath Accessories, Rehab	Refurbishment	22	There is a total of 4 bathrooms, one of which is wheelchair accessible. All bathrooms contain fixtures and finishes of varying ages all of which are showing signs of age related deterioration. Floor finishes are predominantly tile with the exception of the bathrooms located in the basement. "Musty" odours in the bathrooms indicated by facility staff. Basement bathrooms are ventilated into adjacent interior space.	Fair	1952	64	15	5	We assume that the refurbishment of the washrooms will be the responsibility of the tenant and we have not provided a cost for replacement/repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	Yes	No				\$0	0%	0%	15%																
	37	C13 Boardroom	Refurbishment	23	Boardroom is located in the basement with carpet and ceiling tiles. Walls consists of wood paneling and painted gypsum wall board. We assume the boardroom was refurbished in 2010.	Good	2010	6	12	10	We assume that the refurbishment of the boardroom will be the responsibility of the tenant and we have not provided a cost for replacement/repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0	0%	0%	15%																
	38	C15 Kitchen	Refurbishment	24	A kitchen is located on the second floor. Finishes consist of resilient flooring with painted gypsum walls and ceiling. Wear of the resilient flooring noted. We assume the kitchen was last refurbished in 1995.	Fair	1995	21	10	5	We assume that the refurbishment of the kitchen will be the responsibility of the tenant and we have not provided a cost for replacement/repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0	0%	0%	15%																
	39	C15 Coffee Shop/Bar	Refurbishment	25	A bar/coffee shop is located in the main floor. Finishes consist of tile floor with cabinets and laminate counter tops. Resilient floor finishes located in freezer/fridge room located adjacent to kitchen. All finishes are showing age related deterioration. We assume the bar/coffee shop was last refurbished in 1990.	Fair	1990	26	10	5	We assume that the refurbishment of the bar/coffee shop will be the responsibility of the tenant and we have not provided a cost for replacement/repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0	0%	0%	15%																
	40	C14 Lobby and Club Rooms	Refurbishment	26	The lobby, located on the main floor and the club rooms located on the second floor have a combination of carpet and laminate flooring. Walls are painted gypsum wall board and single pane glazing separates these spaces from the adjacent curling rink. We assume that these spaces were last refurbished in 2000.	Fair	2000	16	10	5	We assume that the refurbishment of the lobby/club rooms will be the responsibility of the tenant and we have not provided a cost for replacement/repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0	0%	0%	15%																
	41	C17 Manager's Office	Refurbishment	27	The manager's office is located on the main floor. And interior finishes consist of wood paneling on the walls, painted gypsum wall board, carpet and ceiling tiles. We assume that the office was refurbished in 2010.	Good	2010	6	20	5	We assume that the refurbishment of the office will be the responsibility of the tenant and we have not provided a cost for replacement/repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0	0%	0%	15%																
	42	C2 Curling rink	Refurbishment	28	The finishes within the curling rink consist of 2x4 ceiling tiles with a combination of painted CMU walls and gypsum. The drop ceiling is in need of replacement. The painted walls appear to be in fair condition. We assume that the ceiling tiles were last replaced in 1985.	Poor	1985	31	30	5	We assume that the refurbishment of the curling rink will be the responsibility of the tenant and we have not provided a cost for replacement/repairs.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No				\$0	0%	0%	15%																
	43	MECHANICAL SYSTEMS																																						
	44	HVAC Systems																																						
	45	D302002 Hot Water Boilers	Mechanical room	29	Gas fired boilers replaced in 2015 (as reported by facility staff). Boilers not installed at the time of this review.	Good	2015	1	25	24	Replace the heating boiler at the end of their lifespan.	Replacement	2b - Exceeded Service Life	No	No	Yes	No					0%																		
	46	D302002 Hydronic heating	Building wide	30	Steel pipes deliver boiler water to radiator units around the facility. A recent 2012 AME Group report recommends a complete replacement of the heating system.	Fair	1952	64	20	3	Replace hydronic heating system.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$60,000	LS	\$60,000	0%	15%	15%	\$80,000			\$80,000												
	47	D302001 HVAC	Expansion Tank	31	There is one original boiler expansion tank and one small tank for the DHW system.	Fair	1986	30	30	1	Replace the expansion tanks at the end of its lifespan or with major hydronic system upgrade.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$3,000	EA	\$3,000	0%	15%	15%	\$4,000	\$4,000														
	48	D302002 Hot Water Boilers	Circulating Pumps	x	Hot water recirculating pumps of various sizes used to recirculate hydronic hot water.	Fair	1986	30	6	2	Replace hot water recirculating pumps at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	3	\$550	EA	\$1,650	0%	15%	15%	\$3,000		\$3,000													
	49	D302099 Heat Generating Systems	Hot water heaters	32	Domestic hot water is provided by one GSW 30 US gal electric hot water tank (2005) and one John Woods 40 US gal electric hot water tank (age unknown).	Fair	2005	11	10	2	Replace electric hot water tanks.	Replacement	2b - Exceeded Service Life	Yes	No	No	No	2	\$1,000	EA	\$2,000	0%	15%	15%	\$3,000		\$3,000													
	50	D302099 Heat Generating Systems	Baseboard heaters	33	Various electric baseboard heaters throughout the facility provide supplemental space heating.	Good	1986	30	25	6	Replace baseboard heaters at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000					\$7,000										
	51	F105002 Building Automation Systems	BAS/DDC	34	The HVAC system is controlled by a basic thermostats. A central building automation system was recommended in a 2012 AME Group report.	Poor	1952	64	22	5	Upgrade HVAC controls to BAS system at next major HVAC upgrade.	Upgrade	2b - Exceeded Service Life	No	No	Yes	No	1	\$51,000	LS	\$51,000	0%	15%	15%	\$68,000					\$68,000										
	52	D303002 Condenser Units	Walk in Coolers	35	The commercial kitchen is equipped with a Fogel walk-in cooler.	Fair	2000	16	25	9	Replace refrigeration condenser and evaporator as required.	Repair Allowance	3 - Future Renewal	No	No	No	No	1	\$4,500	EA	\$4,500	0%	15%	15%	\$6,000								\$6,000							
	53	D304007 Ventilation Systems	Dehumidifiers	36	One rooftop Munters desiccant (gas dryer) dehumidifier is located on the refrigeration room roof.	Good	2012	4	25	21	Replace or substantially overhaul dehumidifier as required.	Replacement	3 - Future Renewal	No	No	No	No					0%																		
	54	D304008 Air Handling Units	Gas MUA on lounge roof	37	The air handler on the lounge roof is non-operational. A 2012 AME Group report recommends the unit be placed back in service.	Not Reviewed	1986	30	25	1	Replace or repair existing air handling unit as recommended.	Repair Allowance	2 - Restore Functionality	No	No	No	No	1	\$18,000	EA	\$18,000	0%	15%	15%	\$24,000	\$24,000														
	55	D304008 Air Handling Units	AHU, Main floor, proposed	x	A new air handler for the main floor is recommended in a 2012 AME Group report.	Not Applicable		0	25	6	Install new air handling unit as recommended.	New	3 - Future Renewal	No	No	No	No	1	\$49,500	EA	\$49,500	0%	15%	15%	\$66,000						\$66,000									
	56	D304008 Air Handling Units	AHU, Basement, proposed	x	A new air handler for the main floor is recommended in a 2012 AME Group report.	Not Applicable		0	25	6	Install new air handling unit as recommended.	New	3 - Future Renewal	No	No	No	No	1	\$22,000	EA	\$22,000	0%	15%	15%	\$30,000						\$30,000									
	57	D304007 Ventilation Systems	Central Ventilation, proposed	x	The arena area is currently naturally ventilated. A 2012 AME Group report recommends a new ventilation system for the arena, including fans and new ductwork.	Not Applicable		0	30	6	Install new arena ventilation system.	New	3 - Future Renewal	No	No	No	No	1	\$150,000	LS	\$150,000	0%	15%	15%	\$199,000						\$199,000									
	58	D304007 Ventilation Systems	Central Ventilation, proposed	x	The ice making room is currently naturally ventilated. A 2012 AME Group report recommends a new ventilation system for this room.	Not Applicable		0	30	6	Install new ice making room ventilation system.	New	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$5,500	LS	\$5,500	0%	15%	15%	\$8,000						\$8,000									
	59	D304007 Exhaust Systems	Kitchen Hood	38	The commercial kitchen is served with one exhaust hood with fan located externally and vented at roof level.	Not Reviewed	1986	30	30	4	Replace kitchen exhaust fan and ductwork as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$2,500	EA	\$2,500	0%	15%	15%	\$4,000					\$4,000										
	60	D304007 Ventilation Systems	Frac. Hp exhaust fans	x	The washrooms are ventilated by two small exhaust fans.	Fair	1986	30	20	2	Replace washroom exhaust fans, fractional horsepower.	Replacement	2b - Exceeded Service Life	No	No	No	No	2	\$1,000	EA	\$2,000	0%	15%	15%	\$3,000		\$3,000													
	61	Plumbing Systems																																						
	62	D201000 Plumbing Fixtures	Plumbing fixtures	39	Plumbing fixtures include washroom fixtures and kitchen sinks, eyewash in refrigeration room, janitorial sinks and drinking fountains. The age of these assemblies has been assumed.	Fair	1986	30	30	5	Replace plumbing fixtures at the end of their service life. A contingency has been included to replace items as required.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$20,000	LS	\$20,000	0%	15%	15%	\$27,000			\$27,000												
	63	D202001 Pipes and Fittings	Main water distribution	40	Piping is copper where observed and typically insulated as required. Some insulation noted to be missing. Some newer PEX present.	Good	1952	64	40	11	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$63,000	LS	\$63,000	0%	15%	15%	\$84,000															
	64	D202003 Domestic Water Equipment - Tanks	Main boiler room	41	One Allied Engineering Super Hot heat-exchanger hot water tank provides most the DHW needs.	Fair	1986	30	18	1	Replace copper coil heat exchanger water tank.	Replacement	2b - Exceeded Service Life																											

Start Yr:
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Victoria Curling Club, 1952 Quadra Street, Victoria

BLDG	Row	Component		Condition Assessment						Lifecycle Data				Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Useful Life or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost					Consult.	Contin- gency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$49,000	\$240,000	\$110,000	\$104,000	\$1,709,000	\$314,000	\$186,000	\$168,000	\$70,000	\$268,000				
	66	G3010 Water Supply	Main water entry	x	The water service enters the building through a 2-inch diameter pipe without a premise backflow preventer. A 2012 AME Group report recommends upgrading the entry to 6".	Good	1952	64	40	2	Install backflow preventer and upgrade service as required.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$35,000	LS	\$35,000	0%	15%	15%	\$47,000		\$47,000												
	67	G3010 Water Supply	Water Softener	43	One water softener located in the boiler room.	Good	2000	16	25	9	Replace water softener as required.	Replacement	3 - Future Renewal	No	No	No	No	1	\$4,000	EA	\$4,000	0%	15%	15%	\$6,000								\$6,000						
	68	G302004 Sanitary Sewer Treatment Plants	Grease trap	x	No grease trap noted in commercial kitchen.	Not Reviewed	1952	64	35	2	Install grease trap to meet relevant requirements.	New	2 - Restore Functionality	No	No	No	No	1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000	\$4,000													
	69	G303003 Water & Sewer	Sanitary and Stormwater Pumps	44	One permanent lift pump and one temporary pump are present in the mechanical room sump pit.	Not Reviewed	2000	16	20	4	Replace lift pump and controls at end of reliable service life. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,300	EA	\$1,300	0%	15%	15%	\$2,000														
	70	Other Mechanical Systems																																					
	71	D109003 Linen, Trash and Mail Chutes	Central vac	45	A domestic central vac is present in the main mechanical room	Fair	1986	30	25	6	Replace central vac as required.	Replacement	4a - Discretionary Renewal (Upgrade)	No	No	No	No	1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000					\$4,000									
	72	F103002 Sound, Vibration and Seismic Construction	Kitchen restraints	x	The 2012 AME Group report recommend seismic restraints for kitchen equipment.	Not Applicable		0	40	2	Install recommended seismic restraints.	New	3 - Future Renewal	No	No	No	Yes	1	\$6,250	LS	\$6,250	0%	15%	15%	\$9,000		\$9,000												
	73	G309099 Other Special Mechanical Systems	Ice Making System	46	The ice making equipments includes the following components: 1) Compressors (one from 1952 and from 2013), brine pump (needs replacement), chiller (new in 2011).	Good	2010	6	20	1	Replace brine pump in 2016. Plan for compressor and chiller replacement in 15 years (costs of \$50,000).	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$9,000	LS	\$9,000	0%	15%	15%	\$12,000	\$12,000					\$1,230,000								
	74	G309099 Other Special Mechanical Systems	Ice Making - Cooling tower	47	The ice making system uses a Baltimore Air Coil cooling tower for heat dissipation, located on refrigeration plant roof. No issues reported.	Good	2005	11	25	14	Replace or substantially rebuild cooling tower.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$30,000	EA	\$30,000	0%	15%	15%	\$40,000														
	75	G309099 Other Special Mechanical Systems	Commercial Kitchen	48	A fully equipped commercial kitchen is located on the lounge level.	Good	1986	30	40	10	Maintain contingency to replace or substantially upgrade kitchen equipment.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$200,000	LS	\$200,000	0%	15%	15%	\$265,000										\$265,000				
	76	G309099 Other Special Mechanical Systems	Bar Food Service Counters	49	A bar is located adjacent to the second floor lounge and contains server counters and misc equipment.	Good	2005	11	25	12	Maintain contingency to replace or substantially upgrade food service counters, etc. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1	\$50,000	LS	\$50,000	0%	15%	15%	\$67,000														
	77	ELECTRICAL SYSTEMS																																					
	78	D501003 Main & Secondary Switchgear	Replacement	50	The main disconnect is Federal Pioneer equipment rated at 400A and 600V, three phase, with a secondary 480 volt disconnect.	Fair	1986	30	35	8	Replace distribution switches at end of service life or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$50,000	LS	\$50,000	0%	15%	15%	\$67,000								\$67,000						
	79	D501005 Panels	Replacement	51	Secondary distribution and breaker panels are located throughout the facility.	Fair	1956	60	30	8	Replace house panels at end of service life, or as deemed necessary by IR scans.	Replacement	3 - Future Renewal	No	No	No	No	1	\$25,000	LS	\$25,000	0%	15%	15%	\$34,000								\$34,000						
	80	D502002 Branch Wiring & Devices	Replacement	x	Wiring throughout the facility is copper. Devices include all house voltage switches, outlets. Wiring and devices are largely original.	Fair	1956	60	50	8	Replace or upgrade wiring as required.	Contingency	2b - Exceeded Service Life	No	No	Yes	No	1	\$50,000	LS	\$50,000	0%	15%	15%	\$67,000								\$67,000						
	81	D502002 General Lighting	Fluorescent lights	52	Primarily T12 fluorescent fixtures throughout the facility, with some incandescent track lights.	Fair	1986	30	25	4	Replace fluorescent fixtures with T5 or LED at end of service life.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$75,000	LS	\$75,000	0%	15%	15%	\$100,000				\$100,000										
	82	D503008 Public Address system	Upgrade, Replace	53	The arena a public address/music system.	Good	2000	16	25	9	Replace or upgrade public address system at end of reliable service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$10,000	LS	\$10,000	0%	15%	15%	\$14,000									\$14,000					
	83	D503008 LAN, TV, Telephone	Infrastructure cabling	x	The facility is served by telephone, and TV cabling.	Not Reviewed	2000	16	30	14	Upgrade low-voltage cable infrastructure as required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	No	No	1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000														
	84	D502002 Lighting Equipment	Wall mount, exterior	54	Various incandescent or HID flood lights around the building in various stages of deterioration, some broken.	Poor	1956	60	18	2	Replace wall mount outdoor lighting.	Replacement	2 - Restore Functionality	Yes	No	No	Yes	8	\$350	EA	\$2,800	0%	15%	15%	\$4,000		\$4,000												
	85	FIRE AND LIFE SAFETY SYSTEMS																																					
	86	C103011 Firestopping Penetrations	Upgrade	x	A 2012 AME Group report identifies a lack of firestopping at major electrical penetrations.	Not Reviewed		0	50	2	Install electrical systems firestopping as required.	New	3 - Future Renewal	No	No	No	Yes	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000		\$7,000												
	87	D401002 Sprinkler Water Supply and Piping	Wet Sprinkler system	x	The building is not protected by a sprinkler system. A system is recommend in the 2012 AME Group study. Addition of a sprinkler system will possibly require upgrades to the incoming water service size.	Not Applicable		0	45	7	Install wet sprinkler equipment and piping as recommend.	New	4a - Discretionary Renewal (Upgrade)	No	No	No	Yes	1	140000	LS	\$140,000	0%	15%	15%	\$186,000						\$186,000								
	88	D409005 Hood and Duct Fire Protection	Kitchen Hood system	55	The commercial kitchen contains one Kidde dry chemical discharge systems for the exhaust hood.	Good	2005	11	20	9	Replace or upgrade hood system at end of reliable service life.	Replacement	3 - Future Renewal	No	No	No	No	1	4500	EA	\$4,500	0%	15%	15%	\$6,000									\$6,000					
	89	D503001 Fire Alarm Systems	Hard-wired, addressable Fire alarm	x	The facility is protected by the original relay fire alarm. A new addressable system is recommend in a 2012 AME Group assessment.	Poor	1952	64	25	2	Replace the fire alarm panel including some wiring and all devices.	Replacement	2b - Exceeded Service Life	No	No	Yes	Yes	1	\$50,000	LS	\$50,000	0%	15%	15%	\$67,000		\$67,000												
	90	D509002 Emergency Lighting and Power	Emergency Lighting	56	Emergency lighting with battery packs and exit signage located throughout the facility. Exit signs are newer LED style but emergency lights are old.	Fair	1952	64	20	3	Replace older emergency lights.	Replacement	2b - Exceeded Service Life	No	No	No	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000			\$3,000											
	91	PROFESSIONAL SERVICES																																					
	92	P100001 Mechanical and Electrical Re-design	Further Study	x	Based on observations made on site and recommendations included in the 2012 AME Group condition assessment, the mechanical and electrical systems are in need of substantial replacement and upgrade. A complete design review is recommended in advance of any major system changes or renewals.	Poor	1986	30	30	2	Conduct a design review of all mechanical and electrical systems.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000		\$20,000												
	93	P100002 BECA	Further Study	x	Further review of the envelope components to identify any areas of premature deterioration. RJC conducted a visual review of the envelope components in 2012. As identified in the report issued by RJC, some damage to the interior wall components was observed at some window locations.	Not Applicable	2012	4	5	2	Conduct a BECA, which is to include destructive openings, to review the conditions of the building envelope.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$6,000	LS	\$6,000	0%	15%	15%	\$8,000		\$8,000												
	94	P100008 Structural Review	Further Study	x	Further review of the second level floor as outlined in the report issued by RJC.	Not Applicable	1952	64	15	2	It is recommended that a structural review be completed for the second level floor system as identified in the report issued by RJC.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000		\$6,000												
	95	P100008 Seismic Review	Further Study	x	No seismic work has been completed on this building. As outlined in report issued by RJC, there is a lack of seismic restraints for mech/electrical equipment and potential issues raised with front canopy at main entrance.	Not Applicable	1952	64	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000		\$6,000												

Victoria Curling Club

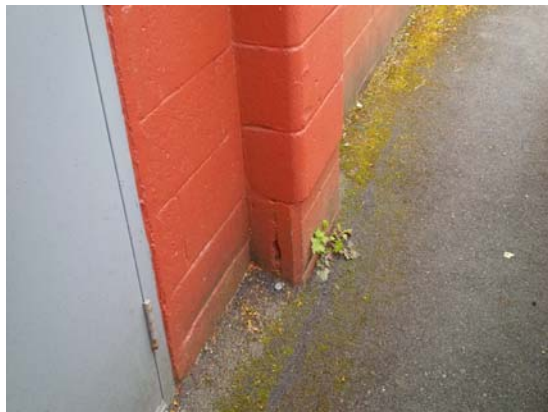


Photo 01



Photo 02



Photo 03



Photo 04

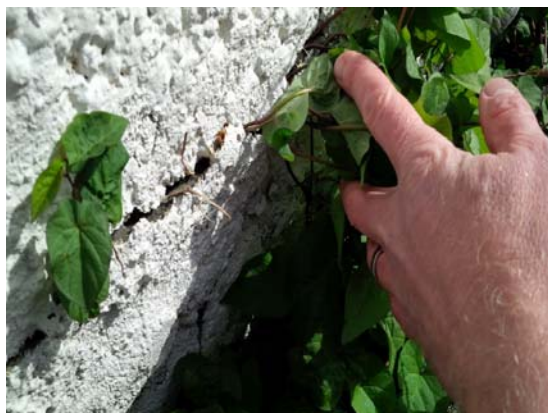


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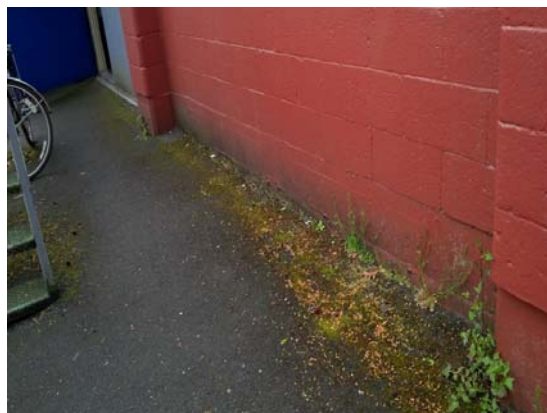


Photo 06

Victoria Curling Club



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Victoria Curling Club



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17

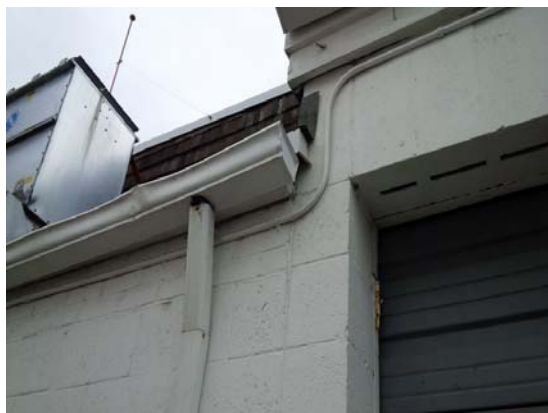


Photo 18

Victoria Curling Club

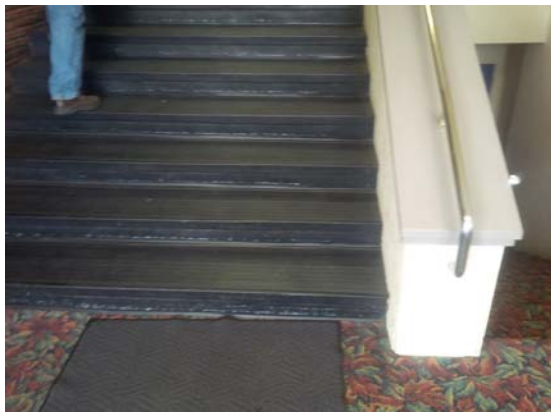


Photo 19



Photo 20



Photo 21

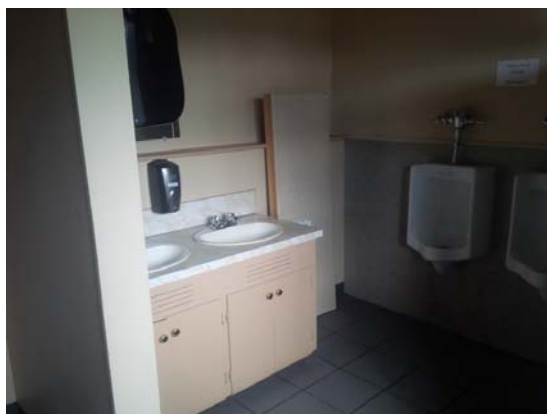


Photo 22



Photo 23

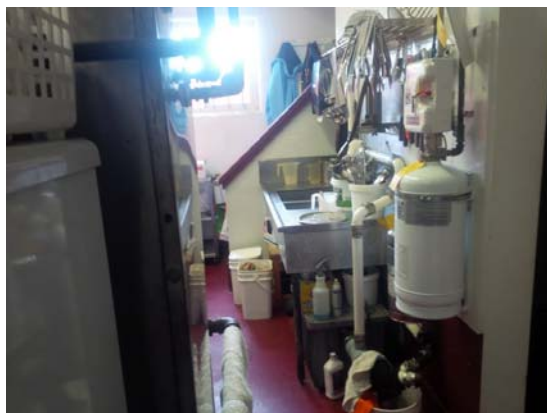


Photo 24

Victoria Curling Club



Photo 25



Photo 26

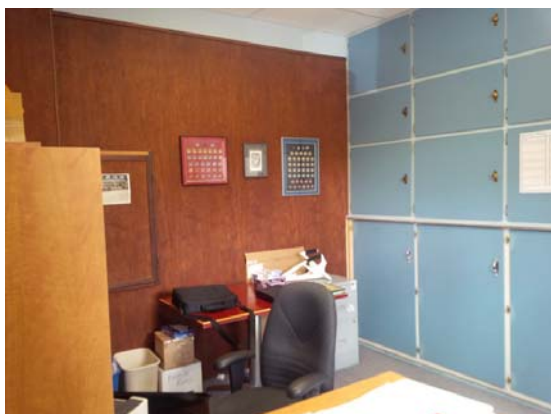


Photo 27



Photo 28



Photo 29



Photo 30

Victoria Curling Club



Photo 31



Photo 32



Photo 33



Photo 34



Photo 35



Photo 36

Victoria Curling Club



Photo 37



Photo 38



Photo 39



Photo 40



Photo 41



Photo 42

Victoria Curling Club



Photo 43



Photo 44



Photo 45



Photo 46



Photo 47



Photo 48

Victoria Curling Club



Photo 49



Photo 50



Photo 51



Photo 52



Photo 53



Photo 54

Victoria Curling Club



Photo 55



Photo 56

Appendix B2

**Building 36 –Children’s Petting Zoo
100 Cook Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Children's Petting Zoo, 500 Douglas Street, Victoria

PROPERTY DESCRIPTION

The Petting Zoo was constructed in 2010. The building is a single storey wood framed structure clad in lapped cementitious siding and houses stables for the animals. The sloped roof is protected with cedar shingles. A large canopy projects from the building at the west elevation.

PROPERTY STATISTICS

Gross Floor Area (ft2):	600
Building Value:	\$123,600
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	We assume that seismic requirements were incorporated into the original construction of the building.
Recommendations:	None

Building Code Review

Built under what code:	2006 BCBC
Deficiencies observed:	None
Recommendations:	The building was constructed post 1998 and is assumed to meet the seismic requirements contained within.

Accessibility Review

Access into building:	Limited
Access throughout building:	Limited
Access to washrooms:	N/A
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	No upgrade recommendations have been provided given the buildings limited use and limited amount of conditioned space.
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We identified no major capital recommendations over the next five years.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Children's Petting Zoo, 500 Douglas Street, Victoria

PROJECT TEAM

The visual reviews were completed on June 22, 2015 by Scott Williams. During our review of the building, we were accompanied by Mike Israel who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2013

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Children's Petting Zoo, 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	600	600	600	600	9,600	4,600
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	0	0	0	600	600	600	600	9,600	4,600

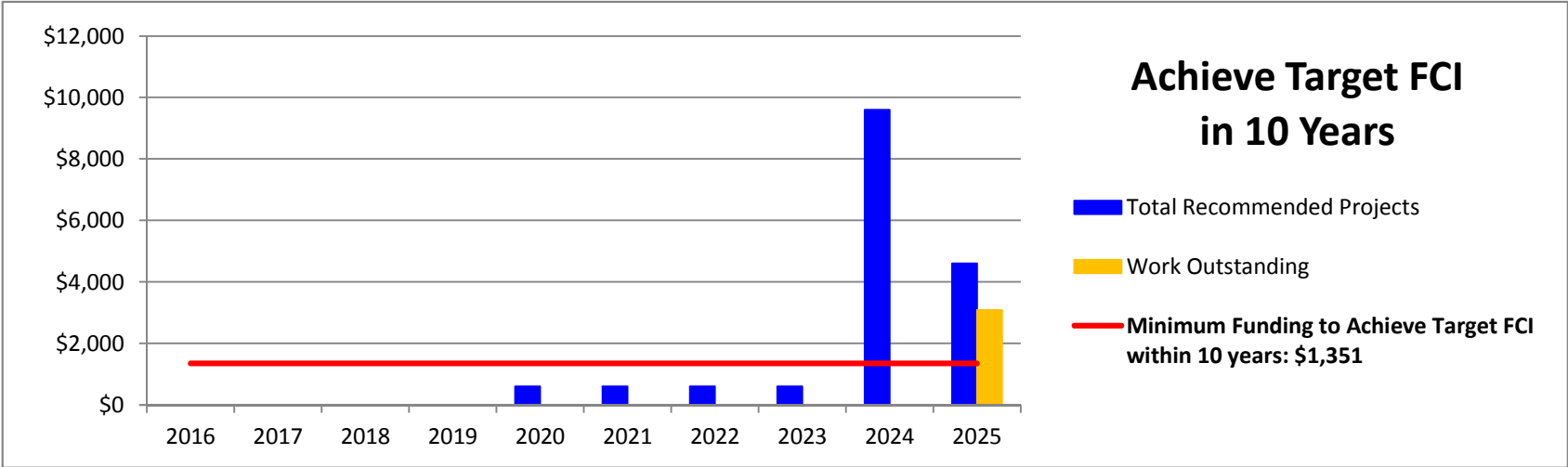
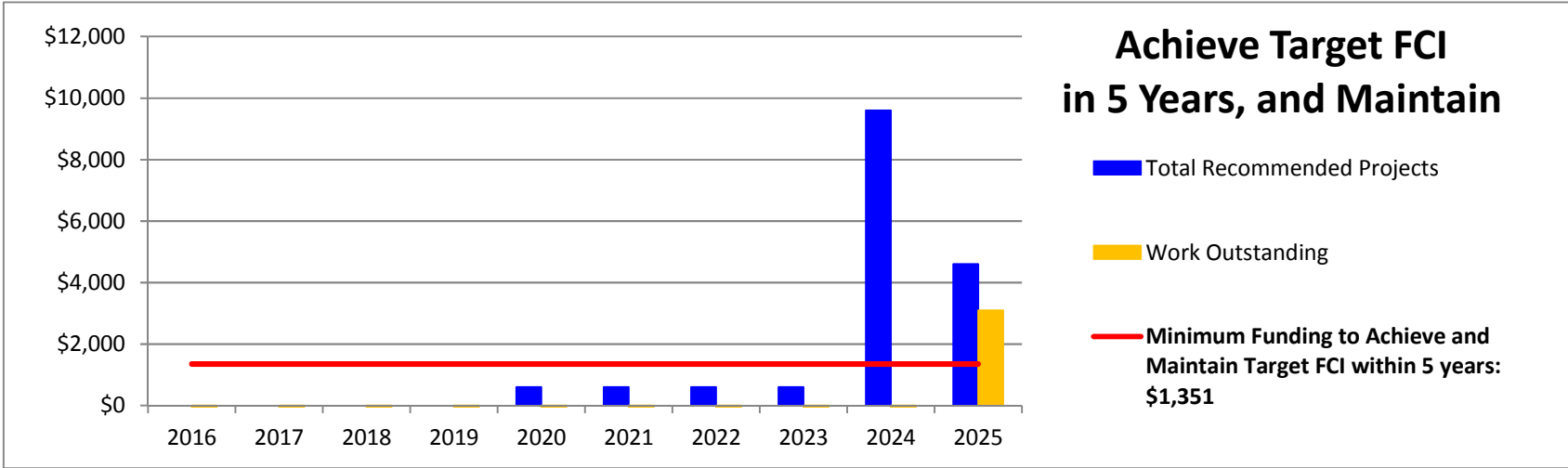
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$1,351

Work outstanding	-1,351	-2,702	-4,053	-5,404	-6,155	-6,906	-7,657	-8,408	-159	3,090
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Minimum Funding to Achieve Target FCI within 10 years: \$1,351

Work outstanding	-1,351	-2,702	-4,053	-5,404	-6,155	-6,906	-7,657	-8,408	-159	3,090
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Children's Petting Zoo, 500 Douglas Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Children's Petting Zoo, 500 Douglas Street, Victoria

BLDG	Row	Component		Condition Assessment						Lifecycle Data			Recommendation				If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10																		
		ID	Location / Type	Photo	Description & History	Condition	Yr. Next or Last Major Action	Age in 2016	Typical Life Cycle in System Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	Quantity	Unit Rate				Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025																					
																										\$0	\$0	\$0	\$0	\$600	\$600	\$600	\$600	\$9,600	\$4,600																					
	1	SUBSTRUCTURE																																																						
	2	A10 Foundations		1	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was reported or observed.	Good	2010	6	100	94	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																																			
	3	A1030 Slab on Grade		x	The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	2010	6	15	10	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No				\$0														\$4,000																					
	4	A103006 Foundation Drainage		x	Gutters and down spouts discharge to perimeter system.	Not Reviewed	2010	6	10	3	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	Yes	No				\$0																																			
	5	SUPERSTRUCTURE																																																						
	6	B10 Superstructure	General	2	The superstructure consists of conventional wood framing with trusses. No settlement, cracking, or other evidence of structural distress was observed or reported.	Good	2010	6	100	94	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0	0%	0%	15%																																
	7	ENVELOPE																																																						
	8	Above-Grade Walls																																																						
	9	B2010 Exterior Walls - Cementitious Siding, Lapped		3	Lapped cementitious cladding has been installed throughout and is in good condition.	Good	2010	6	45	39	Install new cementitious lapped siding. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	1000	\$20	SF	\$20,000	10%	15%	15%	\$30,000																															
	10	B201008 Exterior Soffits		x	Painted plywood soffits.	Good	2010	6	20	10	A budget has been provided for repainting all soffits and completing localized repairs to soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	350	\$4	SF	\$1,400	0%	15%	15%	\$2,000																															
	11	B201010 Exterior Coatings	Repaint Cementitious Cladding	x	Paint finish for cementitious cladding is in good condition.	Good	2010	6	15	9	Repaint all cladding and trim (prep and 2-costs).	Replacement	3 - Future Renewal	Yes	No	No	No	1200	\$3	SF	\$3,600	0%	15%	15%	\$5,000									\$5,000																						
	12	B203001 Exterior Doors	Sliding Barn Doors	x	Sliding barn doors are located at the west side of the building. Doors, tracks and hardware all appear to be in good working order.	Good	2010	6	25	19	Replace doors at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000																															
4000	13	B2 Awning	Replace	4	A retractable canvas awning has been installed at the north end of the building.	Good	2010	6	15	9	Replace awning at end of service life.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,000	EA	\$3,000	0%	15%	15%	\$4,000									\$4,000																						
	14	Roofs																																																						
	15	B301002 Slope Roof	Cedar Shingle	5	The sloped roofs are finished with cedar shingles. The sloped roof assembly is vented via gable vents. The fascia consists of painted wood trim. Roof drainage is managed via aluminum eaves troughs and downspouts discharging to the below grade system.	Good	2010	6	25	19	Replace shingles at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	800	\$10	SF	\$8,000	0%	15%	15%	\$11,000																															
	16	B301005 Gutters and Downspouts		x	Gutters and downspouts are located on the east and west elevations and are in good condition.	Good	2010	6	25	19	Replace gutters and downspouts at the end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	75	\$4	LF	\$300	0%	15%	15%	\$1,000																															
	17	B301006 Roof Openings - Skylights	Plexiglas skylights	6	3 Plexiglas skylights have been installed on the east side of the roof.	Good	2010	6	25	19	Replace skylights at same time as replacement of roof shingles. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	3	\$800	EA	\$2,400	0%	15%	15%	\$4,000																															
	18	INTERIORS																																																						
	19	C102001 Interior gates and stalls		x	Wood picket enclosures with gates have been installed for the animal stalls.	Good	2010	6	25	12	A budget is provided for some replacement and repair of gates and stalls. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	No	No	75	\$40	LF	\$3,000	0%	15%	15%	\$4,000																															
	20	C3010 Interior Finishes	Repaint	x	Repaint plywood walls and ceilings within animal stalls. As per building occupants, these areas were painted in 2015.	Good	2015	1	15	5	Repaint walls and ceilings within animal enclosures. This item has been phased over 5 years.	Replacement	3 - Future Renewal	No	No	No	No	850	\$2	SF	\$1,700	0%	15%	15%	\$3,000						\$600	\$600	\$600	\$600	\$600																					
	21	MECHANICAL SYSTEMS																																																						
	22	Plumbing Systems																																																						
	23	G3010 Water Supply		7	Water for domestic service is provided by a 1/2" water line at the south end of the building. The water service is not equipped with a backflow preventer.	Not Applicable	2010	6	50	1	Install new backflow preventer. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	New	3 - Future Renewal	No	N/A	N/A	N/A	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000																															
	24	D202001 Pipes and Fittings		x	Piping is cast iron where observed.	Good	2010	6	35	25	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan and costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	No	No	1	\$1,000	LS	\$1,000	0%	15%	15%	\$2,000																															
	25	D2030 Sanitary Waste / G3020 Sanitary Sewer		x	The sanitary systems are concealed and not accessible for visual review. We understand that no problems have been reported.	Not Reviewed	2010	6	35	29	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan and costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No	1	\$1,000	LS	\$1,000	0%	15%	15%	\$2,000																															
	26	ELECTRICAL SYSTEMS																																																						
	27	D502002 Interior Lighting	Replacement	8	Interior lighting is limited and consists of ceiling mounted fluorescent and incandescent fixtures.	Good	2010	6	20	14	Upgrade light fixtures. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$750	LS	\$750	0%	15%	15%	\$1,000																															
	28	D503007 Video Surveillance System	Upgrade	9	There are three security cameras located at the petting zoo which relay to the system located in the administration office in the Police Stables.	Good	2010	6	15	9	Upgrade cameras. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	3	\$300	EA	\$900	0%	15%	15%	\$2,000																															
	29	D5 In-floor electric heat	Animal stalls	10	In-floor electric heat with wall mounted control is located in the animal stalls.	Good	2010	6	15	10	The in-floor electric heat is expected to last the life of the building. A contingency has been provided for the replacement of the thermostats. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	No	No	1	\$500	LS	\$500	0%	15%	15%	\$1,000																															
	30	FIRE AND LIFE SAFETY SYSTEMS																																																						
	31	D403001 Fire Extinguishing Devices	Replace	x	Fire extinguishers are located within the petting zoo.	Good	2010	6	7	2	Replace at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	500	LS	\$500	0%	15%	15%	\$1,000																															

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Park Children's Petty Zoo

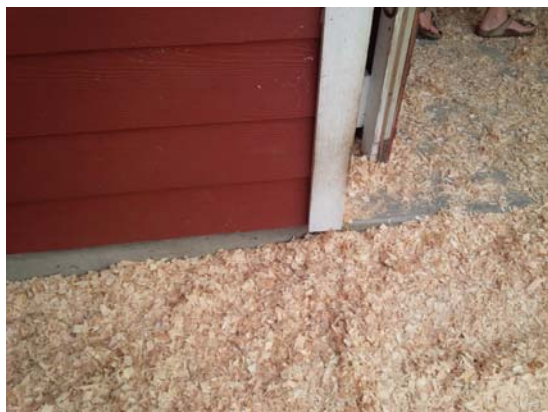


Photo 01

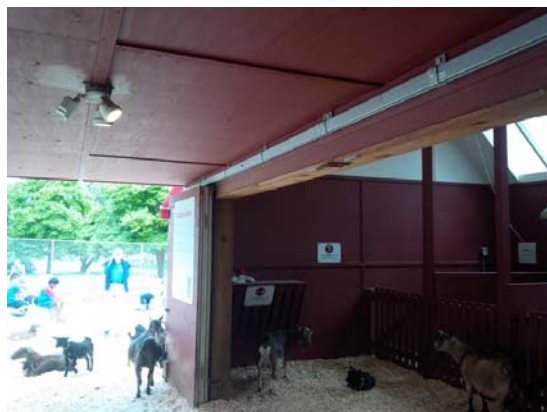


Photo 02



Photo 03



Photo 04



Photo 05

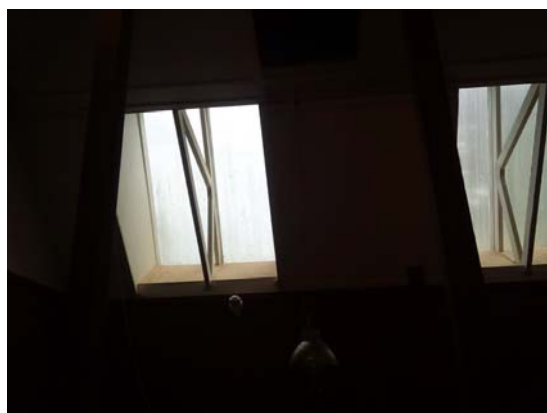


Photo 06

Beacon Hill Park Children's Petty Zoo



Photo 07

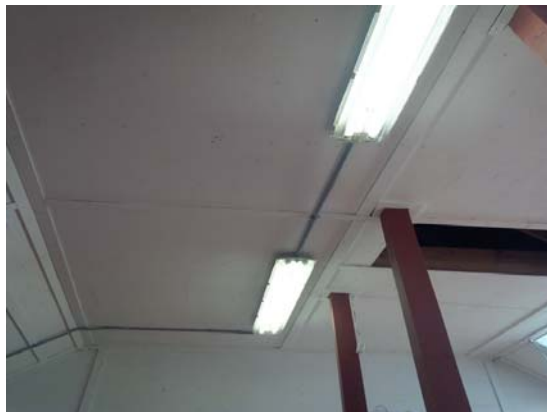


Photo 08



Photo 09



Photo 10

Appendix B3

**Building 37 – Beacon Hill Park –
Children’s Zoo Gazebos – Shelters East
100 Cook Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Beacon Hill Children's Petting Zoo Gazebo's & Shelters (East), 500 Douglas Street, Victoria**

PROPERTY DESCRIPTION

The East Gazebo Shelters were constructed in 2005 and consist of 2 octagonal shaped structures joined at the center via a common door and foyer with a hand washing station located within the foyer. The buildings are clad with wood siding and single paned wood framed windows. The buildings are unheated.

PROPERTY STATISTICS

Gross Floor Area (ft2):	500
Building Value:	\$117,500
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None
Seismic work completed to date:	The building was constructed post 1998 and is assumed to meet the seismic requirements contained within.

Recommendations:	None
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Building Code Review

Built under what code:	1998 BCBC
Deficiencies observed:	None
Recommendations:	None

Accessibility Review

Access into building:	Limited
Access throughout building:	Limited
Access to washrooms:	N/A
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Energy Efficiency

Upgrade recommendations:	No upgrade recommendations have been provided given the buildings limited use and limited amount of conditioned space.
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We identified no major capital recommendations over the next five years.

The City of Victoria

Facility Condition Assessment and Capital Plan

Beacon Hill Children's Petting Zoo Gazebos & Shelters (East), 500 Douglas Street, Victoria

PROJECT TEAM

The visual reviews were completed on June 22, 2015 by Scott Williams. During our review of the building, we were accompanied by Mike Israel who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2007

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Children's Petting Zoo Gazebo's & Shelters (East), 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	400	400	400	3,400	12,400	400
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	0	0	0	400	400	400	3,400	12,400	400

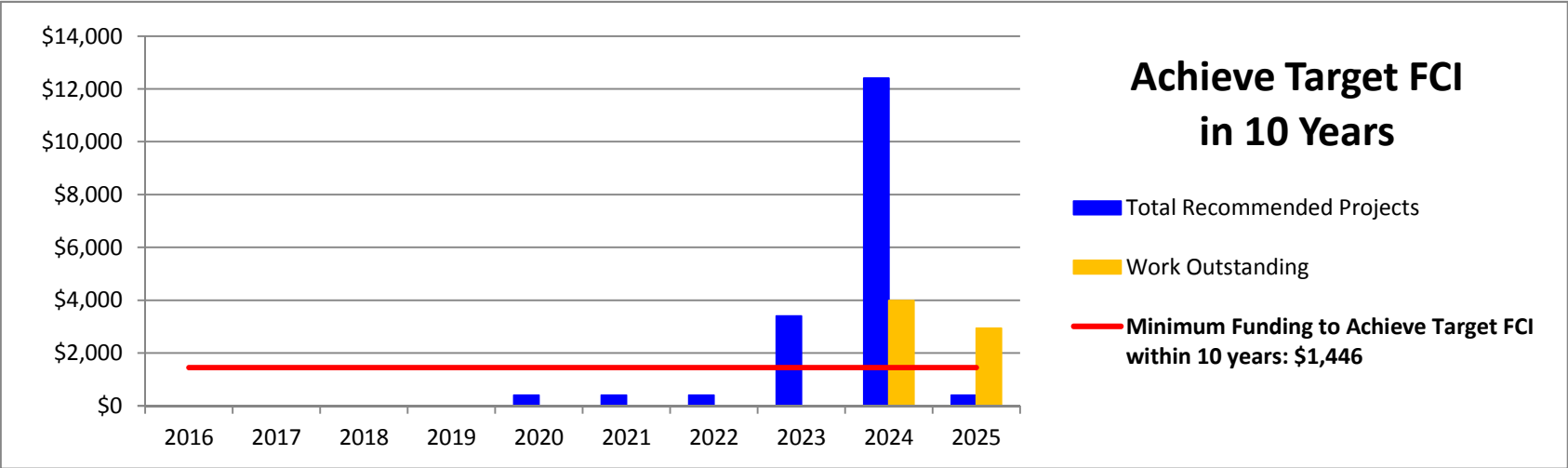
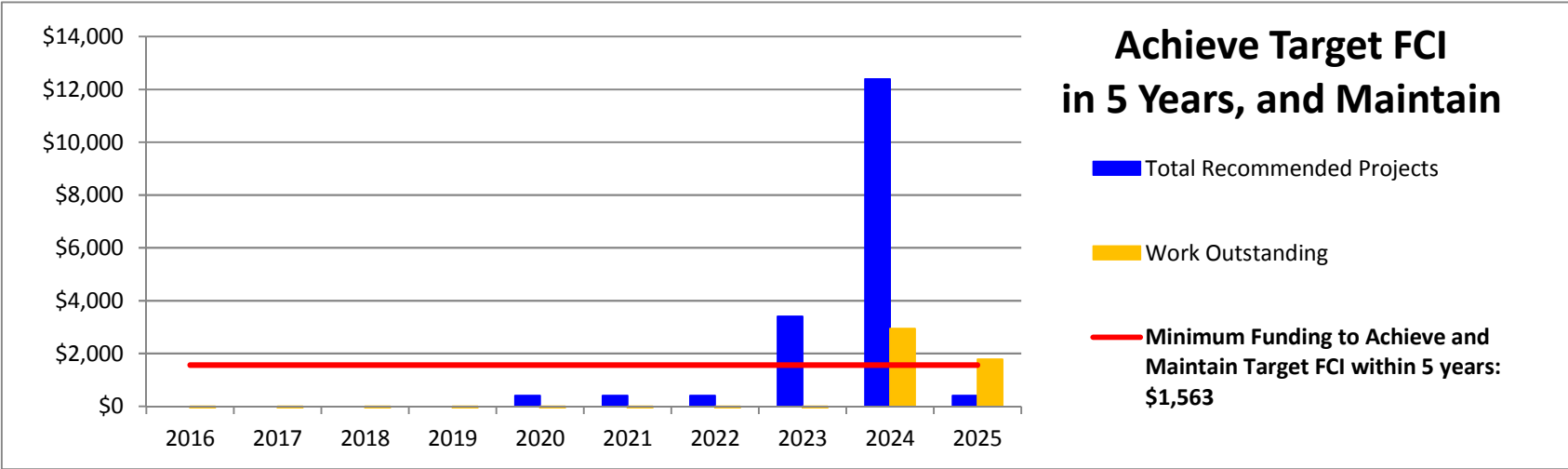
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$1,563

Work outstanding	-1,563	-3,125	-4,688	-6,250	-7,413	-8,575	-9,738	-7,900	2,938	1,775
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Minimum Funding to Achieve Target FCI within 10 years: \$1,446

Work outstanding	-1,446	-2,893	-4,339	-5,785	-6,831	-7,878	-8,924	-6,970	3,984	2,938
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Children's Petting Zoo Gazebos & Shelters (East), 500 Douglas Street, Victoria



BLDG	Row	COMPONENT		CONDITION ASSESSMENT						LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST						Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2026	Typical Life Cycle or Action Interval	Est. Time Remaining to EOY or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contin- gency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																										\$0	\$0	\$0	\$0	\$400	\$400	\$400	\$3,400	\$12,400	\$400	
	3	SUBSTRUCTURE																																		
	2	A10 Foundations		1	The foundations are cast-in-place concrete . The foundation walls that extend above grade have an exposed aggregate finish. No evidence of major settlement or heaving was reported or observed.	Good	2005	11	100	89	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0															
	3	A1030 Slab on Grade		2	The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	2005	11	100	15	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No				\$0															
	4	A103006 Foundation Drainage		x	The foundation drainage was not visible for review.	Not Reviewed	2005	11	10	3	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	N/A	No	No				\$0															
	5	SUPERSTRUCTURE																																		
	6	B10 Superstructure	General	x	The superstructure consists of a conventional wood framed structure. No settlement, cracking, or other evidence of structural distress was observed or reported.	Good	2005	11	100	89	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	No	No	Yes	No				\$0															
	7	ENVELOPE																																		
	8	Above-Grade Walls																																		
	9	B2010 Exterior Walls - Wood Cladding		3	The walls are clad with tongue and groove wood siding. The cladding appears to be in good condition.	Good	2005	11	45	34	Replacement of cladding. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	200	\$40	SF	\$8,000	0%	15%	15%	\$11,000											
	10	B201008 Exterior Soffits		4	Painted plywood soffits with mesh vent strips.	Good	2005	11	25	10	A budget has been provided for repainting all soffits and completing localized repairs to soffits as required. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No	275	\$4	SM	\$1,100	0%	15%	15%	\$2,000											
	11	B201010 Exterior Cladding	Repaint wood cladding	x	Paint finish of the wood cladding is in good condition.	Good	2005	11	15	8	Repaint all wood siding and trim (prep and 2-coats).	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000								\$3,000			
	12	B201011 Joint Sealant		x	There are sealant joints at window penetrations and all appear to be in good condition.	Good	2005	11	10	8	Replace sealant between dissimilar materials, around windows and doors at same time as repainting of cladding and trim. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No				\$0															
	13	B202001 Punched Windows	Replace	5	Wood framed windows with single pane glazing have been installed throughout. All appear to be in fair condition and all have overhang protection.	Fair	2005	11	35	24	Replace windows at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	750	\$75	SF	\$56,250	0%	15%	15%	\$75,000											
	14	B203001 Exterior Solid Doors		6	There a 2 metal clad swing doors located at the south end of the building and appear to be in fair condition.	Fair	2005	11	25	14	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No	2	\$2,500	EA	\$5,000	0%	15%	15%	\$7,000											
	15	Roofs																																		
	16	B301002 Slope Roof	Cedar Shingle	7	Cedar shingles have been installed for the sloped roof. The roof is vented via soffit vent strips. MH notes that the screen for the soffit venting were typically clogged. No water ingress was reported by building operators.	Good	2005	11	25	9	Replace shingles at end of service life.	Replacement	3 - Future Renewal	No	No	Yes	No	500	\$10	SF	\$5,000	0%	15%	15%	\$7,000								\$7,000			
	17	INTERIORS																																		
	18	C103002 Bath Accessories	Sinks and hand dryers	8	2 small sinks and 1 hand dryer are located in the front foyer. All appear to be in good working order.	Good	2005	11	20	9	Replace sinks, fixtures and hand dryer.	Replacement	3 - Future Renewal	No	No	No	No	1	\$3,500	LS	\$3,500	0%	15%	15%	\$5,000								\$5,000			
	19	C1030 Interior Finishes	Wood panel walls and ceiling	9	Wood panel walls and ceiling with paint finish. All appear to be in good condition.	Good	2005	11	20	5	Repaint walls and ceiling. This item has been phased over 5 years.	Replacement	3 - Future Renewal	Yes	No	No	No	750	\$2	SF	\$1,500	0%	15%	15%	\$2,000											
	20	MECHANICAL SYSTEMS																																		
	21	Plumbing Systems																																		
	22	G3010 Water Supply		x	Water for domestic service is provided by a 1/2" domestic city water main. The water supply does not include a backflow preventer.	Not Applicable	2005	11	50	1	Install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	New	4a - Discretionary Renewal (Upgrade)	No	N/A	N/A	N/A	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000											
	23	G202001 Pipes and Fittings		x	Piping is a combination of copper and PEX.	Good	2005	11	30	19	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	Yes	No	1	\$3,000	LS	\$3,000	0%	15%	15%	\$4,000											
	24	G202003 Domestic Water Equipment - Tanks	Replace	10	There is an electric domestic hot water tank located adjacent to the hand washing area. We assume that the domestic hot water tank was replaced in 2008.	Good	2008	8	15	7	Replace tank at end of anticipated service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No				\$0															
	25	G2030 Sanitary Waste / G3020 Sanitary Sewer		x	The sanitary systems are concealed and not accessible for visual review.	Not Reviewed	2005	11	35	24	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	Yes	No	1	\$5,000	LS	\$5,000	0%	15%	15%	\$7,000											
	26	ELECTRICAL SYSTEMS																																		
	27	D402003 Main Switchgear	IR Scanning	x	It does not appear that IR scanning has been conducted.	Not Applicable	2005	11	5	1	Conduct Infra-red (IR) scan on major switchgear. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Study	3 - Future Renewal	No	N/A	N/A	N/A	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000											
	28	D501005 Panels		11	There is 1 distribution panels rated at 100A at 120/208V.	Good	2005	11	35	14	Replace panel at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000											
	29	D5 Electrical Junction Box		12	There is 1 junction box located at the east end of the building.	Good	2005	11	25	14	Replace electrical junction box at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No	1	\$500	EA	\$500	0%	15%	15%	\$1,000											
	30	D502002 Interior Lighting	Replacement	13	Ceiling mounted fluorescent fixtures.	Good	2005	11	20	12	Upgrade light fixtures. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	LS	\$1,500	0%	15%	15%	\$2,000											
	31	FIRE AND LIFE SAFETY SYSTEMS																																		
	32	D403001 Fire Extinguishing Devices	Replace	14	Fire extinguisher is located at main entrance.	Good	2005	11	7	2	Replace at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No	1	500	LS	\$500	0%	15%	15%	\$1,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Park Children's Petty Zoo Gazebos & Shelters (East)



Photo 01



Photo 02

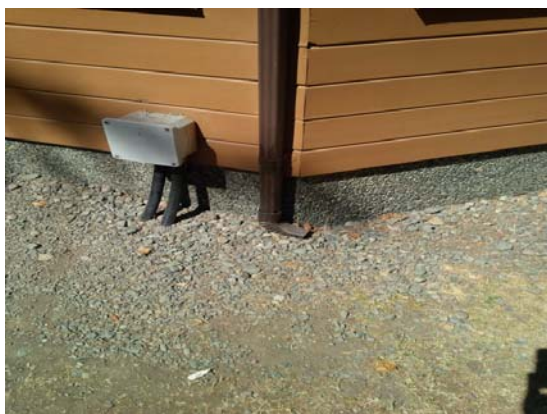


Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Park Children's Petty Zoo Gazebos & Shelters (East)



Photo 07

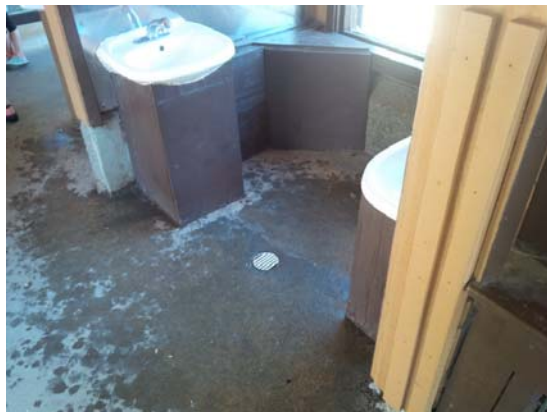


Photo 08

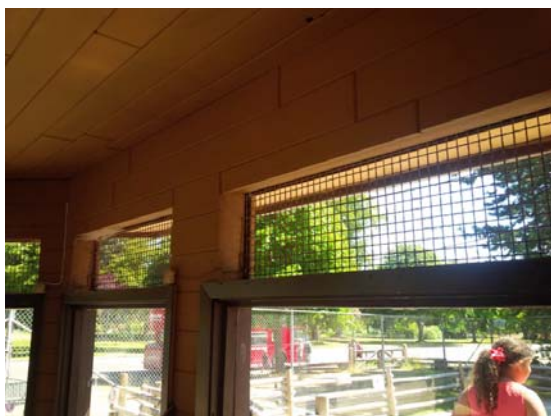


Photo 09



Photo 10



Photo 11

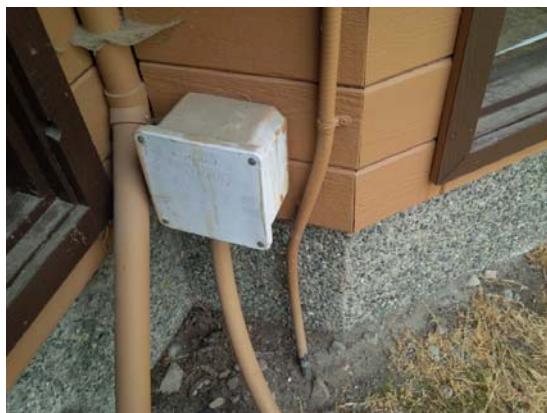


Photo 12

Beacon Hill Park Children's Petty Zoo Gazebos & Shelters (East)



Photo 13



Photo 14

Appendix B4

**Building 38 – Beacon Hill Park –
Children’s Zoo Gazebos – Shelters West
100 Cook Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Beacon Hill Petting Zoo Gazebos & Shelters (West), 500 Douglas Street, Victoria**

PROPERTY DESCRIPTION

The West Gazebo Shelter was constructed in 2005 and consists of a wood framed octagonal shaped structure clad with wood siding and single paned wood framed windows. The building is unheated.

PROPERTY STATISTICS

Gross Floor Area (ft2): 500
 Building Value: \$117,500
 Target FCI: 0.025
 Current FCI: 0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate: None
 Seismic work completed to date: The building was constructed post 1998 and is assumed to meet the seismic requirements contained within.

Recommendations: None

Building Code Review

Built under what code: 1998 BCBC
 Deficiencies observed: None
 Recommendations: None

Accessibility Review

Access into building: No Access
 Access throughout building: No Access
 Access to washrooms: N/A
 Recommendations (and cost estimate): None, this is not a public building.

Energy Efficiency

Upgrade recommendations: No upgrade recommendations have been provided given the buildings limited use and limited amount of conditioned space.

We identified no major capital recommendations over the next five years.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Petting Zoo Gazebos & Shelters (West), 500 Douglas Street, Victoria

PROJECT TEAM

The visual reviews were completed on June 22, 2015 by Scott Williams. During our review of the building, we were accompanied by Mike Israel who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2007

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Petting Zoo Gazebos & Shelters (West), 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	0	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	0	0	0	0	0	0	0	0	0

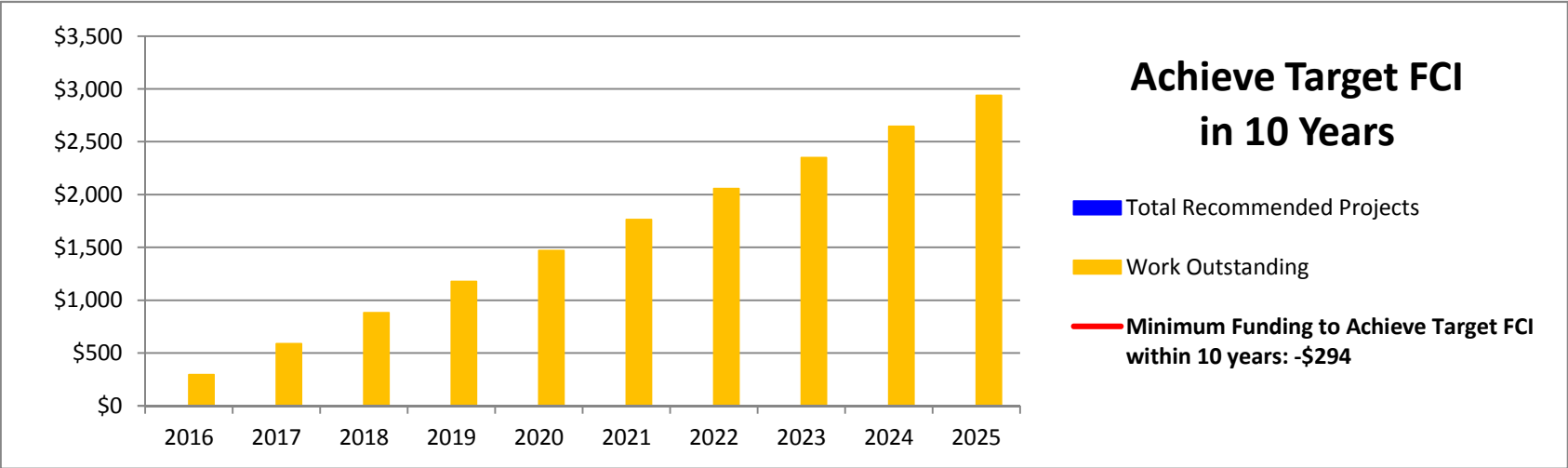
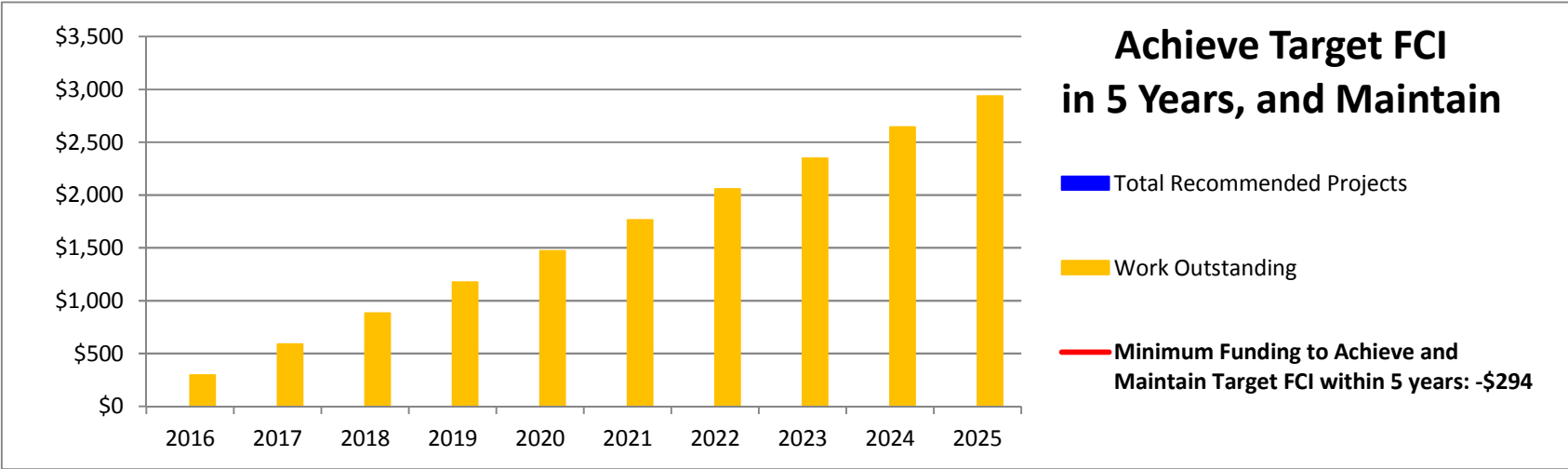
Minimum Funding to Achieve and Maintain Target FCI within 5 years: -\$294

Work outstanding	294	588	881	1,175	1,469	1,763	2,056	2,350	2,644	2,938
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Minimum Funding to Achieve Target FCI within 10 years: -\$294

Work outstanding	294	588	881	1,175	1,469	1,763	2,056	2,350	2,644	2,938
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Petting Zoo Gazebo & Shelters (West), 500 Douglas Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Petting Zoo Gazebos & Shelters (West), 500 Douglas Street, Victoria

BLDG	Row	COMPONENT			CONDITION ASSESSMENT				LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
																										\$0	\$0	\$0	\$0	\$200	\$200	\$200	\$3,200	\$200	\$200			
	1	SUBSTRUCTURE																																				
	2	A10 Foundations		1	The foundations are cast-in-place concrete . The foundation walls that extend above grade have an exposed aggregate finish. No evidence of major settlement or heaving was reported or observed.	Good	2005	11	100	89	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No							\$0														
	3	A1030 Slab on Grade		2	The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	2005	11	100	15	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	Yes	No							\$0														
	4	A103006 Foundation Drainage		x	The foundation drainage was not visible for review.	Not Reviewed	2005	11	10	3	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	N/A	No	No							\$0														
	5	SUPERSTRUCTURE																																				
	6	B10 Superstructure	General	x	The superstructure consists of a conventional wood framed structure. No settlement, cracking, or other evidence of structural distress was observed or reported.	Good	2005	11	100	89	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	No	No	Yes	No							\$0	0%	0%	15%											
	7	ENVELOPE																																				
	8	Above-Grade Walls																																				
	9	B2010 Exterior Walls - Wood Cladding		3	The walls are clad with tongue and groove wood siding. The cladding appears to be in good condition.	Good	2005	11	45	34	Replacement of cladding. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No				125	\$50	SF	\$6,250	0%	15%	15%	\$9,000										
	10	B201008 Exterior Soffits		4	Painted plywood soffits with mesh vent strips. The vent strips are damaged.	Good	2005	11	25	14	A budget has been provided for repainting all soffits and completing localized repairs to soffits. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No				150	\$4	SF	\$600	0%	15%	15%	\$1,000										
	11	B201010 Exterior Coatings	Repaint wood cladding	x	Paint finish of the wood cladding is in good condition.	Good	2005	11	15	8	Repaint all wood siding and trim (prep and 2-coats).	Replacement	3 - Future Renewal	Yes	No	No	No				1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000								\$3,000		
	12	B201011 Joint Sealant		x	There are sealant joints at window penetrations and all appear to be in good condition.	Good	2005	11	10	8	Replace sealant between dissimilar materials, around windows and doors at same time as repainting of cladding and trim. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No							\$0														
	13	B202001 Punched Windows	Replace	5	Wood framed windows with single pane glazing have been installed throughout. All appear to be in good condition and all have overhang protection.	Good	2005	11	35	24	Replace windows at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No				350	\$75	SF	\$26,250	0%	15%	15%	\$35,000										
	14	B203001 Exterior Solid Doors		6	There is 1 metal clad swing door located at the south end of the building and appears to be in good condition.	Good	2005	11	25	14	Replace door at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No				1	\$2,500	EA	\$2,500	0%	10%	15%	\$4,000										
	15	B203001 Screen Doors		7	There a 2 aluminum framed screen doors.	Good	2005	11	25	14	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No				2	\$1,000	EA	\$2,000	0%	0%	15%	\$3,000										
	16	Roofs																																				
	17	B301002 Slope Roof	Cedar Shingle	x	Cedar shingles have been installed for the sloped roof. The roof is vented via soffit vent strips. MH notes that the screen for the soffit venting were typically clogged or damaged. No water ingress was reported by building operators.	Good	2005	11	25	14	Replace shingles at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No				250	\$10	SF	\$2,500	0%	15%	15%	\$4,000										
	18	INTERIORS																																				
	19	C3010 Interior Finishes	Wood panel walls and ceiling	x	Wood panel walls and ceiling with paint finish. All appear to be in good condition.	Good	2005	11	20	5	Repaint walls and ceiling. This item has been phased over 5 years.	Replacement	3 - Future Renewal	Yes	No	No	No				350	\$2	SF	\$700	0%	15%	15%	\$1,000						\$200	\$200	\$200	\$200	\$200
	20	MECHANICAL SYSTEMS																																				
	21	Plumbing Systems																																				
	22	G3010 Water Supply		x	Water for domestic service is provided by a 1/2" domestic city water main. The water supply does not include a backflow preventer.	Not Applicable	2005	11	50	1	Install new backflow preventer in existing water entry room. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	New	4a - Discretionary Renewal (Upgrade)	No	N/A	N/A	N/A				1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000										
	23	D202001 Pipes and Fittings		x	Piping is copper where visible.	Good	2005	11	30	19	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	Yes	No				1	\$2,000	LS	\$2,000	0%	15%	15%	\$3,000										
	24	D2030 Sanitary Waste / G3020 Sanitary Sewer		x	The sanitary systems are concealed and not accessible for visual review.	Not Reviewed	2005	11	35	24	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	Yes	No				1	\$3,500	LS	\$3,500	0%	15%	15%	\$5,000										
	25	ELECTRICAL SYSTEMS																																				
	26	D401003 Main Switchgear	IR Scanning	x	It does not appear that IR scanning has been conducted.	Not Applicable	2005	11	5	1	Conduct Infra-red (IR) scan on major switchgear. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Study	3 - Future Renewal	No	N/A	N/A	N/A				1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000										
	27	D501005 Panels		8	There is 1 distribution panels rated at 100A at 120/240V.	Good	2005	11	35	24	Replace panel at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No				1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000										
	28	D5 Electrical Junction Box		9	There is 1 junction box located at the east end of the building.	Good	2005	11	25	14	Replace electrical junction box at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No				1	\$500	EA	\$500	0%	15%	15%	\$1,000										
	29	D502002 Interior Lighting	Replacement	10	Ceiling mounted halogen light fixtures.	Good	2005	11	20	12	Upgrade light fixtures. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No				1	\$1,500	LS	\$1,500	0%	15%	15%	\$2,000										
	30	D503007 Video Surveillance System	Upgrade	11	There are two security cameras which relay to the system located in the administration office in the Police Stables.	Good	2005	11	15	9	Upgrade cameras. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No				1	\$1,000	LS	\$1,000	0%	15%	15%	\$2,000										
	31	D509005 Electrical Heating	Replace	12	One radiant heater is located at the main front desk and appears to have been recently installed.	Good	2012	4	15	11	Replace heater. This item does not fall within the 10 year study period. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No				1	\$1,000	LS	\$1,000	0%	15%	15%	\$2,000										
	32	FIRE AND LIFE SAFETY SYSTEMS																																				
	33	D403001 Fire Extinguishing Devices	Replace	13	A fire extinguisher is located at the main entrance.	Good	2005	11	7	2	Replace at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No				1	500	LS	\$500	0%	0%	15%	\$1,000										

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Park Children's Petty Zoo Gazebos & Shelters (West)



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Park Children's Petty Zoo Gazebos & Shelters (West)



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Beacon Hill Park Children's Petty Zoo Gazebos & Shelters (West)



Photo 13

Appendix B5

**Building 39 – Beacon Hill Park – Cricket
Pavilion - 100 Cook Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Cricket Pavilion, 500 Douglas Street, Victoria

PROPERTY DESCRIPTION

The Cricket Pavilion was constructed in 1972 and is a two storey structure containing change rooms, bathrooms, two kitchen areas, and a roof deck overlooking the playing field. The wood framed building is clad in a combination of lapped and vertically oriented wood cladding with a sloped roof protected by asphalt shingles.

PROPERTY STATISTICS

Gross Floor Area (ft2): 1,000
 Building Value: \$188,000
 Target FCI: 0.025
 Current FCI: 0.059

REPORT OVERVIEW

We identified Priority 1 - Immediate expenditures totaling \$4,000 as follows:

- The replacement of guardrails at roof deck

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1970 National Building Code
Deficiencies observed:	Climbability of guardrails, lack of illuminated exit signs and smoke detectors.
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Limited
Access throughout building:	Limited
Access to washrooms:	None
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Cricket Pavilion, 500 Douglas Street, Victoria

Energy Efficiency

Upgrade recommendations: Replace windows with thermally broken assemblies, replace exterior door assemblies.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$97,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B203001 Exterior Doors
- C103002 Toilet and Bath Accessories, Rehab
- C11 Washrooms/Changing Rooms and Spa

PROJECT TEAM

The visual reviews were completed on June 29, 2015 by Scott Williams. During our review of the building, we were accompanied by David Billingham, Building Operator, who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- 2007 - BHP (Cricket Pavilion) Facility Assessment by VFA
- Drawings 0054, 0055 and 0056 prepared by the City of Victoria, dated 2009-07-13

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Cricket Pavilion, 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	4,000	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	3,000	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	4,000	0	0	0	0
3 - Future Renewal	0	0	4,000	0	76,000	0	0	45,000	0	19,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	6,000	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	13,000	4,000	4,000	0	76,000	4,000	0	45,000	0	19,000

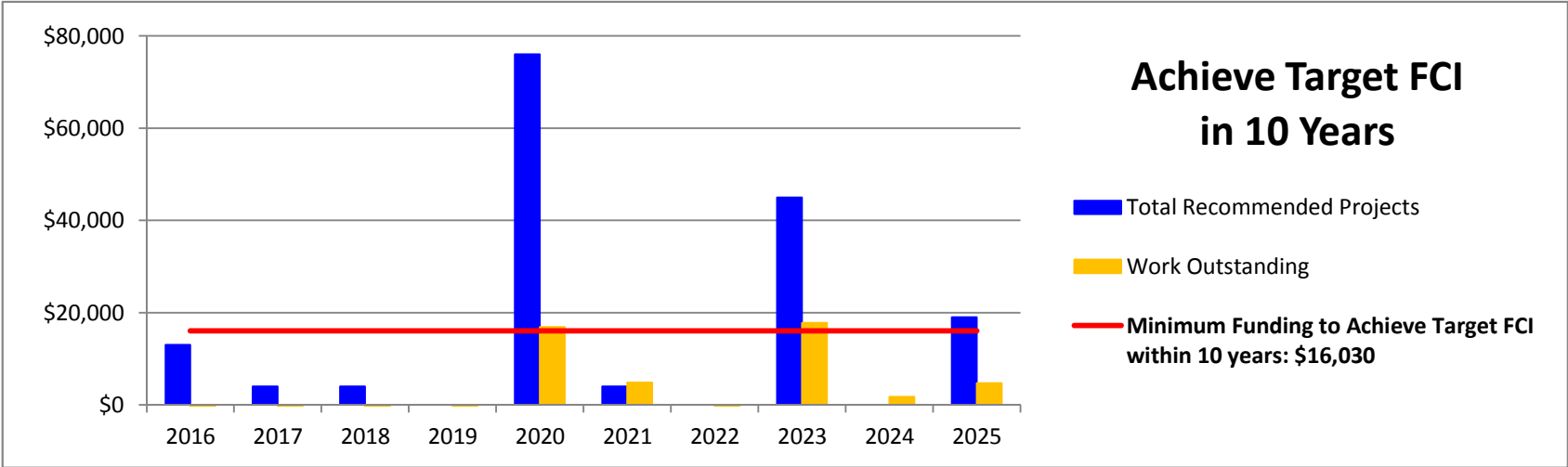
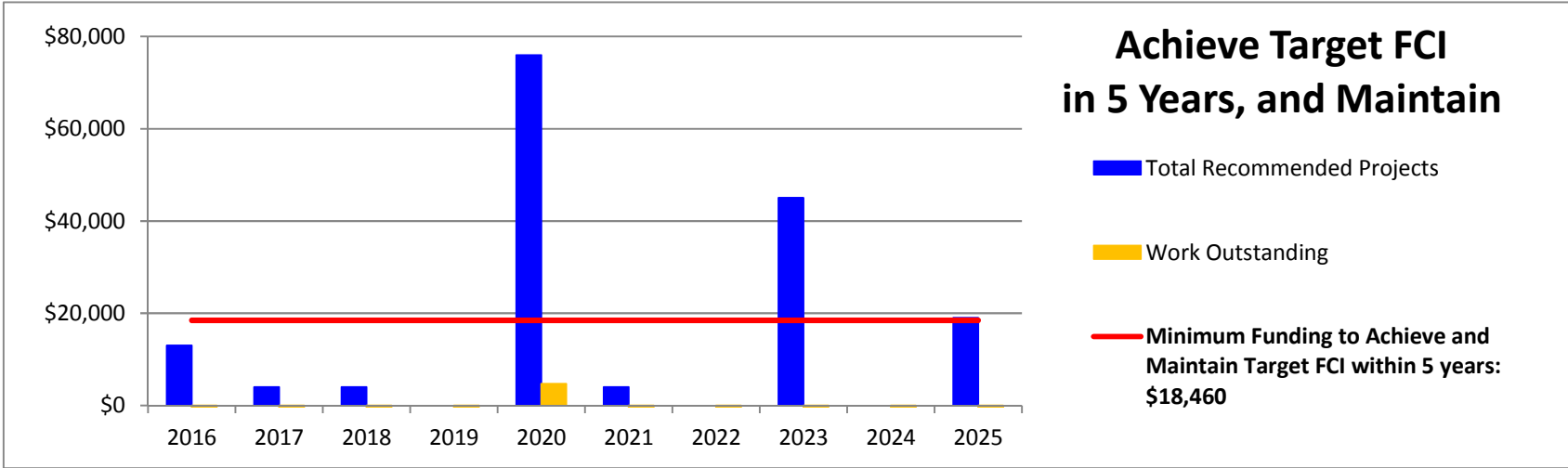
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$18,460

Work outstanding	-5,460	-19,920	-34,380	-52,840	4,700	-9,760	-28,220	-1,680	-20,140	-19,600
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Minimum Funding to Achieve Target FCI within 10 years: \$16,030

Work outstanding	-3,030	-15,060	-27,090	-43,120	16,850	4,820	-11,210	17,760	1,730	4,700
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Cricket Pavilion, 500 Douglas Street, Victoria



2016	The City of Victoria Facility Condition Assessment and Capital Plant Beacon Hill Park Cricket Pavilion, 500 Douglas Street, Victoria																																					
	BLDG	Row	COMPONENT		CONDITION ASSESSMENT					LIFECYCLE DATA			RECOMMENDATION				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	OPINION OF PROBABLE COST								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
			ID	Location / Type	Photo	Description & History	Condition	Yr. Next Ant. Major Action	Age in 2015	Typical Life Cycle or Ant. Interval	Est. Time Remaining to EO, or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																					\$13,000	\$4,000	\$4,000	\$0	\$76,000	\$4,000	\$0	\$45,000	\$0	\$19,000								
		1	SUBSTRUCTURE																																			
		2	A10 Foundations		1	The foundations are cast-in-place concrete as visible from grade and from within crawl space. We noted normal, isolated, narrow cracking. No evidence of major settlement or heaving was reported or observed. Cracking is predominantly at steps in foundation walls.	Good	1972	44	100	56	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.		Replacement	3 - Future Renewal	Yes	No	Yes	No																			
		3	A103006 Foundation Drainage		x	Perimeter drainage system.	Good	1972	44	10	5	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Repair Allowance	3 - Future Renewal	Yes	No	No	No																			
		4	SUPERSTRUCTURE																																			
		5	B10 Superstructure	General	2	The superstructure consists of 2x10 laminated beams and joists with wood framed 2nd stud walls. No settlement or other evidence of structural distress was reported.	Good	1972	44	100	56	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.		Replacement	3 - Future Renewal	Yes	No	Yes	No																			
		6	B101005 Ramps	Ramp located at main front entrance.	3	A ramp exists at the main front entrance leading to the front veranda. A liquid applied coating with slip resistance has been installed onto the ramp surface. The coating appears to be in good condition.	Good	2000	16	15	3	A contingency has been provided to replace coating and conduct repairs as required.		Contingency	3 - Future Renewal	No	No	Yes	Yes	1	\$2,500	LS	\$2,500	0%	15%	15%	\$4,000			\$4,000								
		7	B201007 Roof Deck Walls and Railings	Roof deck located on level 2 overlooking playing field.	4	The roofdeck incorporate a combination of guardwalls and wood picket guardrails. The condition of the guardrail components appear to be in fair condition.A step condition exists that is contrary to current code requirements. Also the opening size between pickets exceeds current code requirements.	Fair	1972	44	30	1	Replace guards and replace with system that meets code requirements.		Replacement	1 - Immediate	No	No	Yes	Yes	30	\$75	LF	\$2,250	15%	15%	15%	\$4,000	\$4,000										
		8	ENVELOPE																																			
		9	Above-Grade Walls																																			
		10	B2010 Exterior Walls - Wood Cladding		5	Cladding consists of a combination of horizontal lapped wood cladding and vertically oriented wood cladding. The cladding appears to be in good condition with only minor amounts of cracking and warping observed.	Good	1972	44	40	15	Replace wood cladding. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.		Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	1700	\$40	SF	\$68,000	10%	15%	15%	\$99,000											
		11	B201008 Exterior Soffits	Panel soffits	6	Panel soffits are located directly above the main front entrance. Panels appear to be in fair condition	Fair	1972	44	20	5	A budget has been provided for repainting all soffits and completing localized repairs. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.		Repair Allowance	3 - Future Renewal	No	No	No	No	300	\$4	SF	\$1,200	0%	15%	15%	\$2,000											
		12	B201008 Exterior Soffits	Painted soffits	7	Painted soffits are located at the roof perimeter for the main sloped roof.	Good	1972	44	20	10	A budget has been provided for repainting all wood soffits. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.		Replacement	3 - Future Renewal	Yes	No	No	No	250	\$4	SF	\$1,000	0%	15%	15%	\$2,000											
		13	B201010 Exterior Coatings	Repaint wood cladding	x	Cladding appears to have been recently repainted.	Good	2008	8	20	10	Repaint wood cladding and trim.		Replacement	3 - Future Renewal	Yes	No	No	No	1700	\$4	SF	\$6,800	0%	15%	15%	\$9,000									\$9,000		
		14	B201010 Exterior Coatings	Concrete Foundation Walls	8	Painted foundation walls at base of wall appear to have recently been repainted.	Good	2008	8	15	7	Repaint all exposed above-grade concrete walls. Painted concrete surfaces tend to need repainting on a more frequent basis than other substrates. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.		Replacement	3 - Future Renewal	Yes	No	No	No	100	\$3	SF	\$300	0%	15%	15%	\$1,000											
		15	B201011 Joint Sealant		x	Sealant joints appear to be in good condition where installed.	Good	2008	8	10	5	Replace sealant between dissimilar materials, around windows and doors. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Replacement	3 - Future Renewal	Yes	No	No	No				\$0															
		16	B202001 Punched Windows	Replace	9	Non-thermally broken aluminum framed windows with IGUs and awning type operable units. The windows appear to be in good condition.	Good	1972	44	30	15	Replace windows. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.		Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	100	\$70	SF	\$7,000	0%	20%	15%	\$10,000											
		17	B202001 Punched Windows	Replace	10	Wire safety glass set in wood frames located on change rooms.	Fair	1972	44	30	15	Replace windows. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.		Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No	15	\$70	SF	\$1,050	0%	20%	15%	\$2,000											
		18	B203001 Exterior Doors	Replace	11	A number of wood doors located throughout allowing access to first and second levels, roof deck and crawl space. All door showing age related deterioration.	Fair	1972	44	20	5	Replace doors as required. A contingency has been provided for replacement of a percentage of the doors.		Study	3 - Future Renewal	Yes	Yes	Yes	No	5	\$2,500	LS	\$12,500	0%	15%	15%	\$17,000					\$17,000						
		19	Roofs																																			
		20	B301002 Low Sloped Membrane System	Other	12	A liquid applied coating has been installed for the roof deck located on level 2. The membrane was replaced approximately 10 years ago. Building staff indicated incidences of water ingress directly below the roof deck. The origin of the leak have not yet been determined.	Fair	2006	10	14	1	Replace existing membrane with a membrane appropriate for roofing applications.		Replacement	2 - Restore Functionality	No	Yes	Yes	No	100	\$15	SF	\$1,500	0%	20%	15%	\$3,000	\$3,000										
		21	B301002 Slope Roof	Asphalt Shingle	13	Asphalt shingles have been installed for main roof. As per building staff, the roof was replace approximately 10 years ago. Small sections of shingles have recently be replaced adjacent to the dormers at the front of the building.	Good	2006	10	30	20	Replace shingles. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.		Replacement	3 - Future Renewal	No	No	Yes	No	750	\$10	SF	\$7,500	0%	15%	15%	\$10,000											
		22	B301002 Veranda	Vinyl	14	Vinyl membrane has been installed for the covered veranda at the main front entrance and was replaced in 2014.	Good	2014	2	15	13	Remove PVC membrane and replace at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.		Replacement	3 - Future Renewal	No	No	No	No	300	\$15	SF	\$4,500	0%	15%	15%	\$6,000											
		23	B301005 Gutters and Downspouts		x	Gutters appear to be in good condition and we have assumed that they were replaced when shingles were replaced.	Good	2006	10	30	20	Replace gutters and downspouts at the end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.		Replacement	3 - Future Renewal	No	No	No	No	125	\$5	LF	\$625	0%	15%	15%	\$1,000											
		24	INTERIORS																																			
		25	C102001 Standard Interior Doors	Wood doors	15	A number of wood doors are located throughout. All appear to be experiencing age related deterioration.	Fair	1972	44	15	4	Doors are expected to last the life of the building. However, a budget is provided for some door replacement. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.		Replacement	3 - Future Renewal	Yes	No	No	No	1	\$1,200	LS	\$1,200	0%	15%	15%	\$2,000											
		26	C103002 Toilet and Bath Accessories, Rehab		16	A men's and women's washroom are located on level 1 and contain aging fixtures and finishes. The exhaust fan in the women's washroom is no longer operational.	Fair	1972	44	15	5	Renovate common washrooms.		Replacement	3 - Future Renewal	Yes	No	Yes	No	2	\$10,000	EA	\$20,000	0%	15%	15%	\$27,000					\$27,000						
		27	C11 Washrooms/Changing Rooms and Spa	Refurbishment	17	2 change rooms with common shower facilities are located on the main floor. The change rooms consist of wood benches with wood paneling for the walls. Showers have tile finishes throughout. All finishes are aging.	Fair	1972	44	25	5	General refurbishment of change rooms and shower facilities.		Replacement	3 - Future Renewal	Yes	No	Yes	No	1	\$15,000	LS	\$15,000	0%	15%	15%	\$20,000					\$20,000						
		28	C201002 Exterior Stair Construction	Exterior wood stairs	18	Wood stairs are located at the west end of the building providing egress for the second level. Some age related deterioration of the stair treads was observed. The guards at the stair landing are climbable and do not meet current code requirements. The concrete pad at the base of the stairs has settled.	Fair	1972	44	25	8	Replace stairs and guards.		Replacement	3 - Future Renewal	Yes	No	No	Yes	1	\$10,000	LS	\$10,000	10%	15%	15%	\$15,000								\$15,000			
		29	C3010 Interior Finishes	Wood panel walls	19	Faux wood paneling has been installed for most wall surfaces and appears to be in good condition.	Good	1972	44	15	15	A contingency has been provided for isolated replacement of wood panel walls. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.		Contingency	3 - Future Renewal	Yes	No	No	No	1	\$4,000	LS	\$4,000	0%	15%	15%	\$6,000											
		30	C301005 Gypsum Board Wall Finishes	Paint	x	Only isolated areas of painted gypsum wall board.	Poor	1995	21	15	3	Repaint interior gypsum wallboard. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.		Replacement	3 - Future Renewal	No	No	No	No	1	\$1,500	LS	\$1,500	0%	15%	15%	\$2,000											
		31	C302004 Resilient Floor Finishes	Main entrance lobby and upstairs kitchen	20	Aging resilient flooring is located in the main lobby on level 1 and in the kitchen on level 2.	Poor	1972	44	15	5	Replace resilient flooring.		Replacement	3 - Future Renewal	Yes	Yes	No	No	350	\$7	SF	\$2,363	0%	15%	15%	\$4,000					\$4,000						
		32	C302005 Carpeting	Stairs and upstairs bar area	21	Aging carpet is located at the main stairs and level 2.	Poor	1972	44	15	6	Replace carpeting.		Replacement	2b- Exceeded Service Life	Yes	No	No	No	500	\$6	SF	\$3,000	0%	15%	15%	\$4,000						\$4,000					
350		33	C303004 Ceiling	Ceiling Tiles	22	Aging ceiling tiles are located on level 1. Number of locations where staining was observed due to past and current water leaks from roof deck above.	Poor	1972	44	15	5	Replace ceiling tiles. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.		Replacement	2b- Exceeded Service Life	No	No	No	No	350	\$3	SF	\$1,050	0%	15%													

Beacon Hill Park Cricket Pavillion



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Park Cricket Pavillion



Photo 07

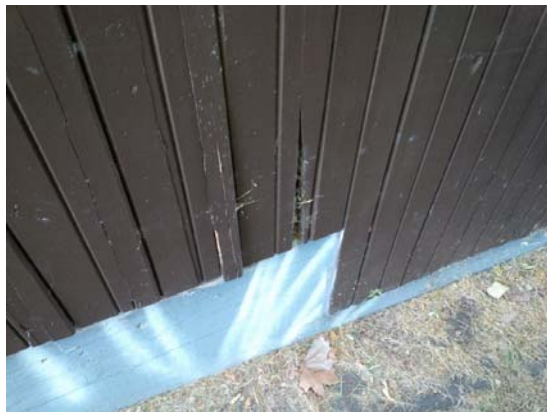


Photo 08



Photo 09



Photo 10

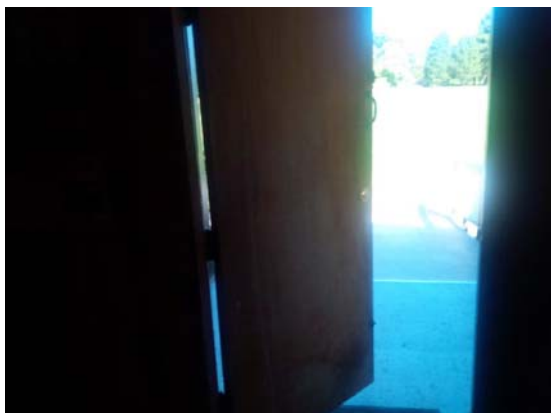


Photo 11

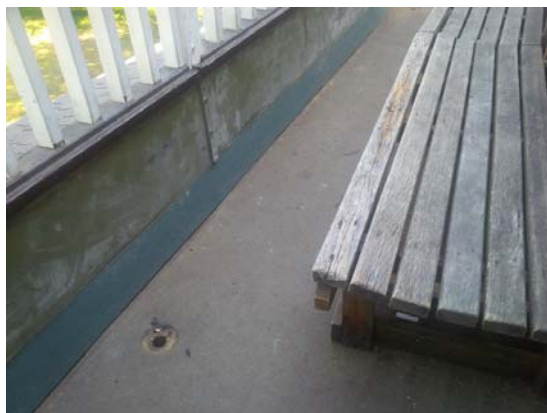


Photo 12

Beacon Hill Park Cricket Pavillion



Photo 13

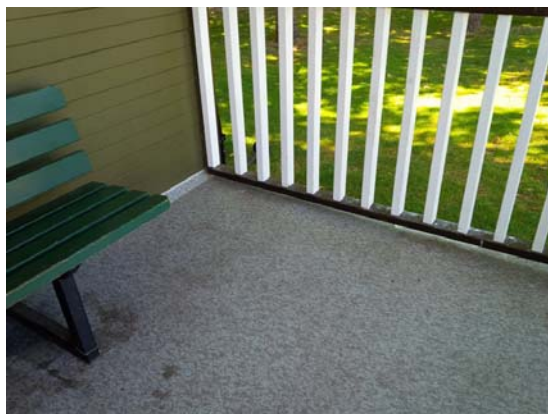


Photo 14

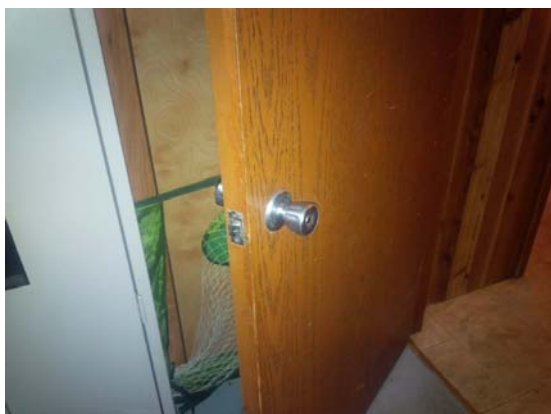


Photo 15



Photo 16

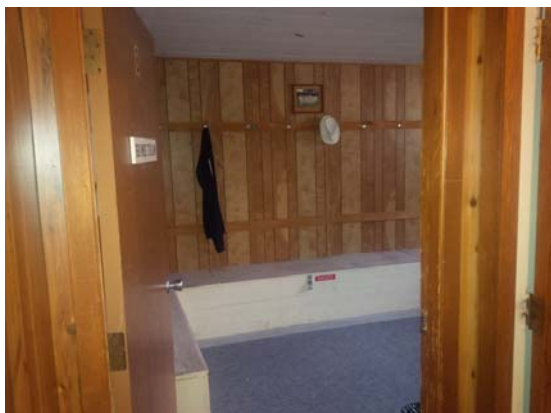


Photo 17

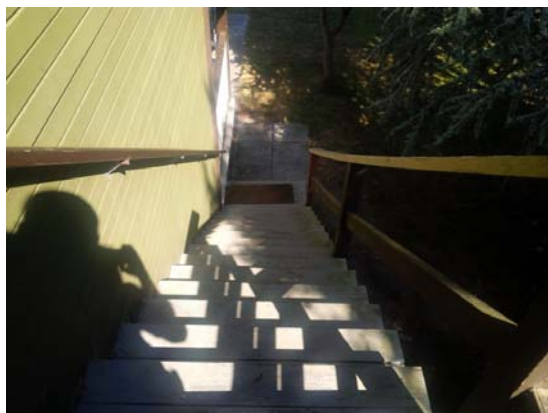


Photo 18

Beacon Hill Park Cricket Pavillion

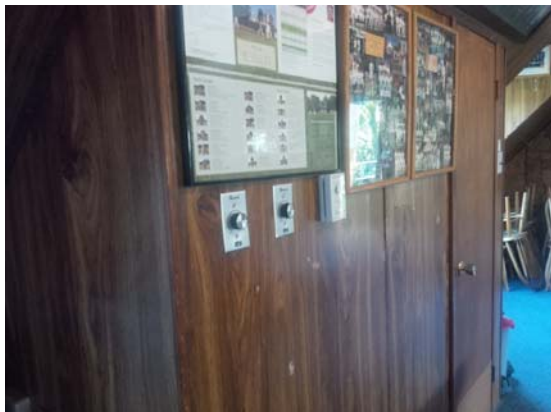


Photo 19

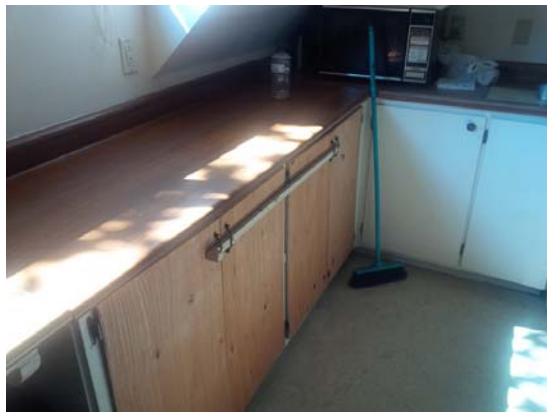


Photo 20

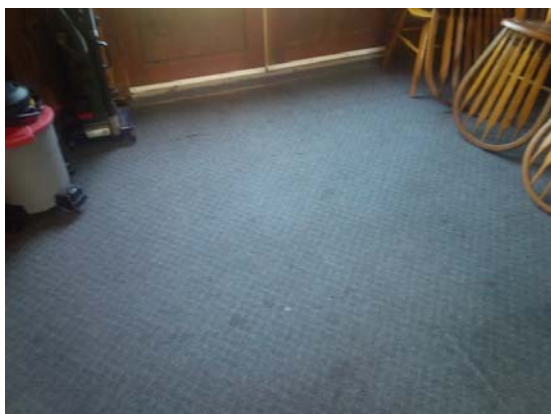


Photo 21



Photo 22

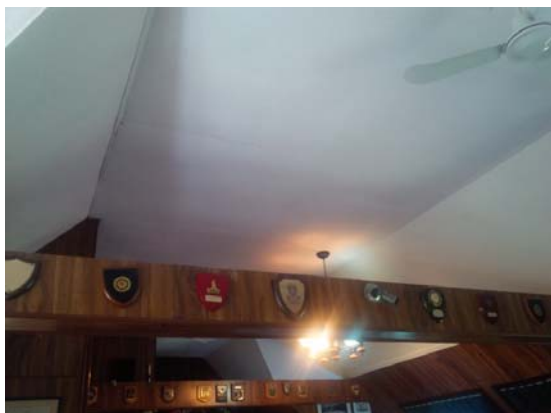


Photo 23



Photo 24

Beacon Hill Park Cricket Pavillion



Photo 25



Photo 26



Photo 27



Photo 28



Photo 29

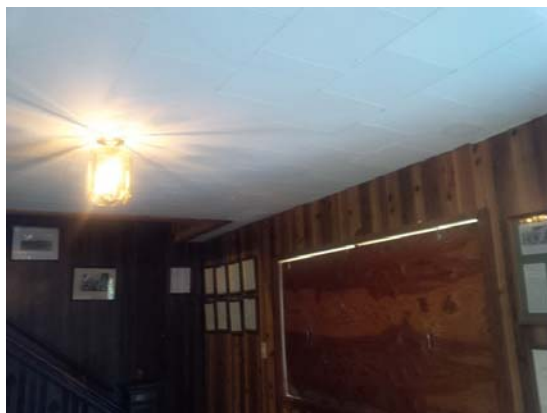


Photo 30

Beacon Hill Park Cricket Pavillion



Photo 31



Photo 32



Photo 33

Appendix B6

**Building 43 – Beacon Hill Park – Police
Stables - 100 Cook Street, Victoria, BC**

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Police Stables, 500 Douglas Street, Victoria

PROPERTY DESCRIPTION

The Police Stables were constructed in 1972 and contain animal stables, and administration office, a staff room and hay loft. The building is of wood frame construction with board and batten cladding and a cedar shingle roof. The building is accessed via 2 sliding barn doors with a wood framed ramp at the north entrance.

PROPERTY STATISTICS

Gross Floor Area (ft2):	1,120
Building Value:	\$132,160
Target FCI:	0.025
Current FCI:	0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	1970 NBC
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Limited - Ramp located at north end of building
Access throughout building:	Limited
Access to washrooms:	N/A
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Police Stables, 500 Douglas Street, Victoria

Energy Efficiency

Upgrade recommendations: An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified no major capital recommendations over the next five years.

PROJECT TEAM

The visual reviews were completed on June 22, 2015 by Scott Williams. During our review of the building, we were accompanied by Mike Israel who provided access to a sampling of representative areas of the facility, as requested.

Chris Raudoy and Dan Walters, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Asset Detail Report, prepared by VFA, dated 2007
- Architectural Drawing No. 2 of 2, dated 2012-06-12

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Police Stables, 500 Douglas Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	0	0	0	0	10,000	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	4,000	0	0	0	0	0	0	10,000	0

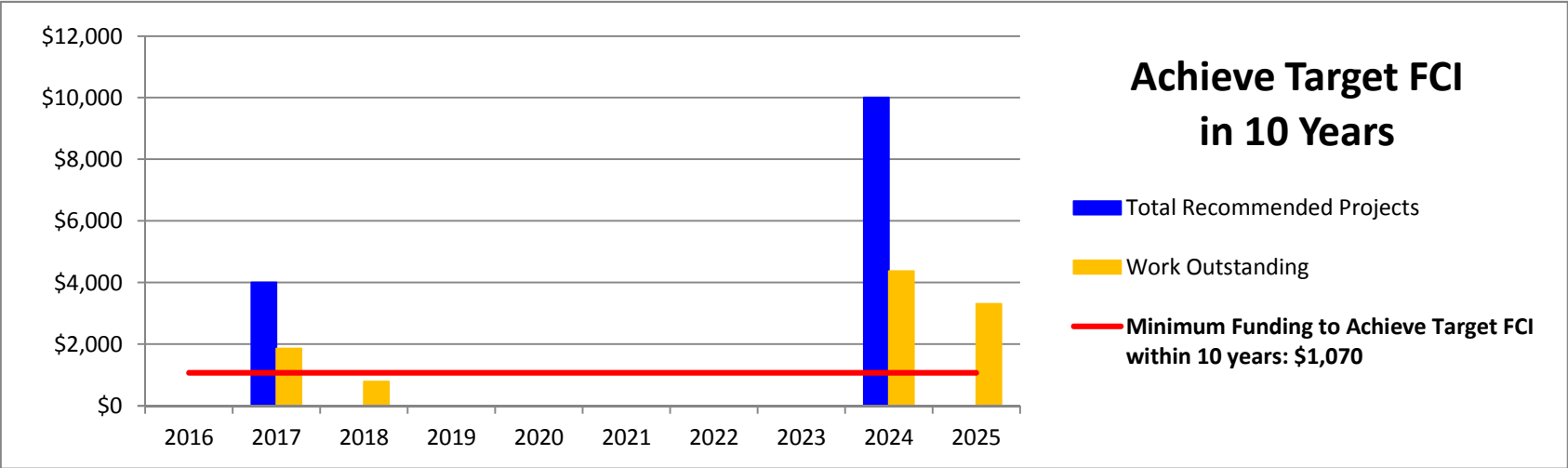
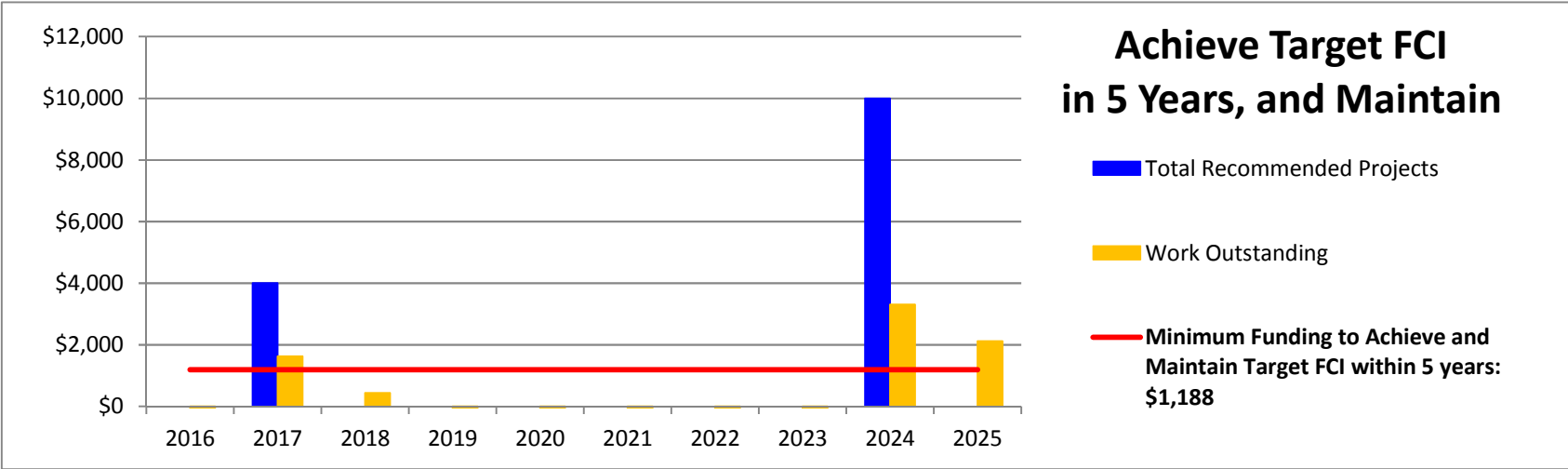
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$1,188

Work outstanding	-1,188	1,623	435	-754	-1,942	-3,131	-4,319	-5,508	3,304	2,116
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Minimum Funding to Achieve Target FCI within 10 years: \$1,070

Work outstanding	-1,070	1,861	791	-278	-1,348	-2,418	-3,487	-4,557	4,374	3,304
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The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Park Police Stables, 500 Douglas Street, Victoria



Start Yr
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Beacon Hill Police Stables, 500 Douglas Street, Victoria

BLDG	Component				Condition Assessment				Lifecycle Data				Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use or the facility ?	Can the current condition adversely affect the buildings security of safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use or the facility ?	Can the current condition adversely affect the buildings security of safety ?					Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
																													2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
																													\$0	\$4,000	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$0
	1	SUBSTRUCTURE																																				
	2	A10 Foundations		1	The foundations are cast-in-place concrete as visible at grade. No evidence of major settlement or heaving was reported or observed.	Good	1972	44	100	56	The foundations are expected to last the life of the building. No major capital expenditures are expected to be required.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																	
	3	A1030 Slab on Grade		x	The floor is concrete slab-on-grade. No evidence of major settlement or heaving was reported or observed.	Good	1972	44	15	10	Budget for repairs at isolated locations on a periodic basis. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	Yes	No	No	No				\$0																	
	4	A103006 Foundation Drainage		x	The presence of foundation drainage was not visible for review; however we assume that foundation drainage exists.	Not Reviewed	1972	44	10	2	Periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Repair Allowance	3 - Future Renewal	No	No	No	No				\$0																	
	5	SUPERSTRUCTURE																																				
	6	B10 Superstructure	General	2	The superstructure consists of 2x4 walls with 2x10 wood floor joists and wood trusses. No settlement, cracking, or other evidence of structural distress was observed or reported.	Good	1972	44	100	56	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No				\$0																	
	7	B101005 Ramps	Ramp located at north entrance.	3	A ramp exists at the main front entrance to the building and consists of wood frame construction with antiskid material on the ramp decking. The ramp appears to the in fair condition.	Fair	1972	44	10	8	A contingency has been provided for isolated repairs and replacement. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	No	No	Yes	Yes			1	\$1,500	LS	\$1,500	0%	15%	15%	\$2,000											
	8	ENVELOPE																																				
	9	Above-Grade Walls																																				
	10	B2010 Exterior Walls - Wood Cladding		4	Painted wood cladding has been installed in a board and batten configuration. The cladding appears to be in good condition; however some moisture related deterioration was observed at the base of wall.	Fair	1972	44	50	15	Replace cladding. Options may be explored regarding isolated repairs at base of wall prior to major replacement. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No			2500	\$35	SF	\$87,500	0%	15%	15%	\$116,000											
	11	B201010 Exterior Coatings	Paint wood cladding and trim	x	Cladding and trims appears to have been recently repainted. We assume that the painting was conducted in 2010.	Good	2010	6	15	9	Repaint all cladding and trim (prep and 2-coats)	Replacement	3 - Future Renewal	Yes	No	No	No			2500	\$3	SF	\$7,500	0%	15%	15%	\$10,000									\$10,000		
	12	B201011 Joint Sealant		x	Joint sealant has not been installed at wall penetrations.	Not Applicable	1972	44	10	9	Replace/install sealant between dissimilar materials, around windows and doors at same time as repainting of cladding and trim. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	New	4a - Discretionary Renewal (Upgrade)	Yes	No	No	N/A				\$0																	
	13	B202001 Punched Windows	Replace	5	Non thermally broken aluminum framed windows with single pane of glass has been installed throughout. Most windows are protected with a wire mesh covering. No problems associated by the windows were indicated by the building occupants.	Fair	1972	44	30	15	Replace windows. Windows seem to be performing as intended. Consideration could be given to replace window at the located of the administration office to improve thermal performance and reduce air leakage. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	Yes	No			60	\$75	SF	\$4,500	0%	15%	15%	\$6,000											
	14	B203001 Exterior Doors	Barn doors	6	Barn doors are located at the south and north ends of the building. Doors are mounted on galvanized tracks. It appears that the tracks were recently replaced. Doors tracks and hardware appear to be in good condition. We assume that barn doors and hardware were replaced in 2005.	Good	2005	11	25	14	Replace doors at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	Yes	No			2	\$2,500	EA	\$5,000	0%	15%	15%	\$7,000											
	15	Roofs																																				
	16	B301002 Slope Roof	Cedar Shingle	7	Sloped cedar shingled roof. Shingles appear to be installed approximately 10 years ago and are in fair condition. The shingles have been installed onto building paper and cross purlins.	Fair	2005	11	25	12	Replace shingles at end of service life. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No			2250	\$10	SF	\$22,500	0%	15%	15%	\$30,000											
	17	INTERIORS																																				
	18	C102001 Standard Interior Doors		8	One wood door has been installed providing access to the administration office.	Fair	1972	44	25	15	The door is expected to last the life of the building. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No			1	\$350	EA	\$350	0%	15%	15%	\$1,000											
	19	C102001 Stall Doors		9	Metal framed slider type doors with metal bars are installed for the animal stalls.	Good	1972	44	50	15	The stall doors are expected to last the life of the building. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No			4	\$1,500	EA	\$6,000	0%	15%	15%	\$8,000											
	20	C3010 Interior Finishes	Repaint		Interior finishes are only located within the administration office. The wall finishes consist of painted plywood. We assume these walls were repainted in 2000.	Fair	2000	16	25	9	Repaint walls within administration office. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No			400	\$2	SF	\$800	0%	15%	15%	\$2,000											
	21	C302004 Resilient Floor Finishes		10	Resilient floor finishes found within the administration office only and showing age related deterioration. We assume the flooring was installed in 1995.	Poor	1995	21	15	2	Replace resilient flooring. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	2b - Exceeded Service Life	No	Yes	No	No			100	\$9	SF	\$900	0%	15%	15%	\$2,000											
	22	C303004 Ceiling	Drop Ceiling	11	Ceiling tiles located in administration office only. We assume the ceiling was installed in 1995.	Fair	1995	21	15	2	Replace 2x4 ceiling tiles (excluding suspension system). Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No			100	\$4	SF	\$400	0%	15%	15%	\$1,000											
	23	MECHANICAL SYSTEMS																																				
	24	D304007 Ventilation Systems	Attic Exhaust	12	An exhaust fan has been installed at the gable end of the attic space.	Fair	1972	44	8	10	Replace or overhaul standard exhaust fan at end of service life. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No			1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000											
	25	Plumbing Systems																																				
	26	G3010 Water Supply		x	Water for domestic service is provided by a half inch line. The water service is not equipped with a backflow preventer.	Not Applicable	1972	44	50	1	Install new backflow preventer for water supply. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Upgrade	4a - Discretionary Renewal (Upgrade)	No	N/A	N/A	N/A			1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000											
	27	D202001 Pipes and Fittings		x	Piping is copper where observed.	Good	1972	44	10	15	Complete localized repairs as may be necessary as the building ages. This item falls outside of the 10 year plan, costs associated with this item have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	Yes	No			1	\$1,500	LS	\$1,500	0%	15%	15%	\$2,000											
	28	D202003 Domestic Water Equipment - Tanks		13	There is a small capacity electric domestic hot water tank located in the attic. We assume that the tank was replaced in 2005.	Fair	2005	11	15	4	Replace tank at end of anticipated service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No				\$0																	
	29	ELECTRICAL SYSTEMS																																				
	30	D401003 Main Switchgear	IR Scanning		It does not appear that IR scanning has been recently conducted.	Not Applicable	1972	44	5	1	Conduct Infra-red (IR) scan on major switchgear. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Study	Not Applicable	No	N/A	N/A	N/A			1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000											
	31	D501005 Panels		14	There is one distribution panels rated at 125A, 120/240 Volts	Fair	1972	44	45	5	Replace panel at end of service life. Replacement is contingent on the results of the IR scan. Costs associated with this item fall below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	No	No	Yes	No			1	\$1,500	EA	\$1,500	0%	15%	15%	\$2,000											
	32	D502002 Interior Lighting	Replacement																																			

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Beacon Hill Park Police Stables

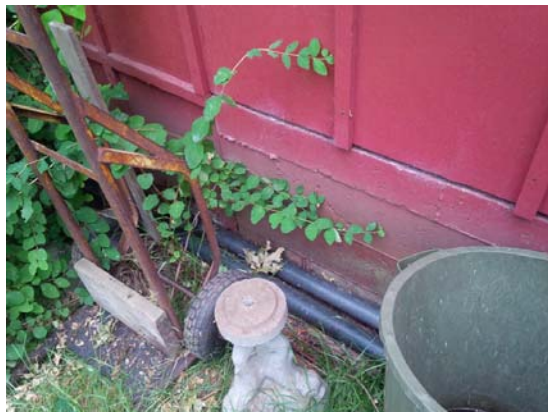


Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Beacon Hill Park Police Stables



Photo 07



Photo 08



Photo 09



Photo 10

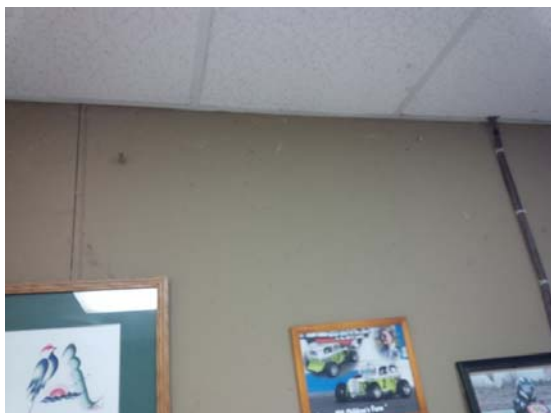


Photo 11



Photo 12

Beacon Hill Park Police Stables



Photo 13



Photo 14

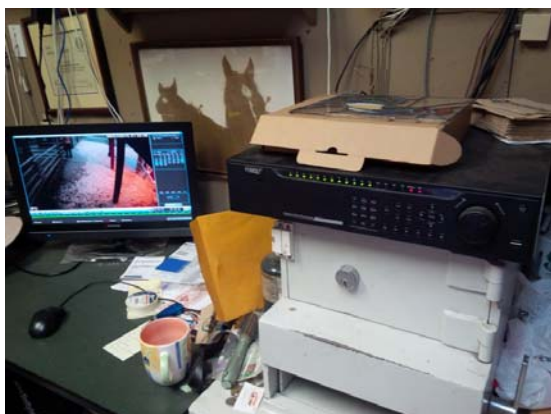


Photo 15



Photo 16

Appendix B7

**Building 89 – Alf Toone House Co-op
1276 Ryan Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - Alf Toone Housing Cooperative, 1276 Ryan Street, Victoria**

PROPERTY DESCRIPTION

The Alf Toone Housing Cooperative at 1276 Ryan Street, was constructed in 1981. It is part of a larger complex consisting of 30 residential units spread amongst 3 sites. This site consists of two blocks of townhouse style units with a total of 7 residences. The wood frame structure is generally a 2-storey multi-level and includes a single bathroom with 2 or 3 bedrooms. The interior and exterior of residences are in generally good condition and well maintained. The board has been proactive in dealing with maintenance and renewals since complex was originally constructed. They are in the 35th year of a 50 year lease with the City of Victoria. Replacement of large capital items such as replacement of windows and wood siding is being deferred pending a decision on extending the lease. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2):	7,000
Building Value:	\$1,155,000
Target FCI:	0.025
Current FCI:	0.023

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1980.
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No
Access throughout building:	No
Access to washrooms:	No
Recommendations (and cost estimate):	None. Not public building

The City of Victoria

Facility Condition Assessment and Capital Plan

Miscellaneous Buildings - Alf Toone Housing Cooperative, 1276 Ryan Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$211,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B2010 Exterior Walls - Cedar Siding
- B201010 Exterior Coatings
- B202001 Windows

PROJECT TEAM

The visual reviews were completed on August 14, 2015 by Brian Benson. We began with an interview with Alan Poole, current Co-op President and has lived in the complex for more than 20 years. Mr. Poole accompanied us during our review of the buildings and provided access to Units 7 and 3 as part of our sampling of representative suites of the complex.

Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- None

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Alf Toone Housing Cooperative, 1276 Ryan Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	26,000	1,500	0	52,500	0	1,500	0	1,500	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	113,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	7,000	0	7,000	0	7,000	0	7,000	0	7,000
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	37,000	1,500	7,000	165,500	7,000	1,500	7,000	1,500	7,000

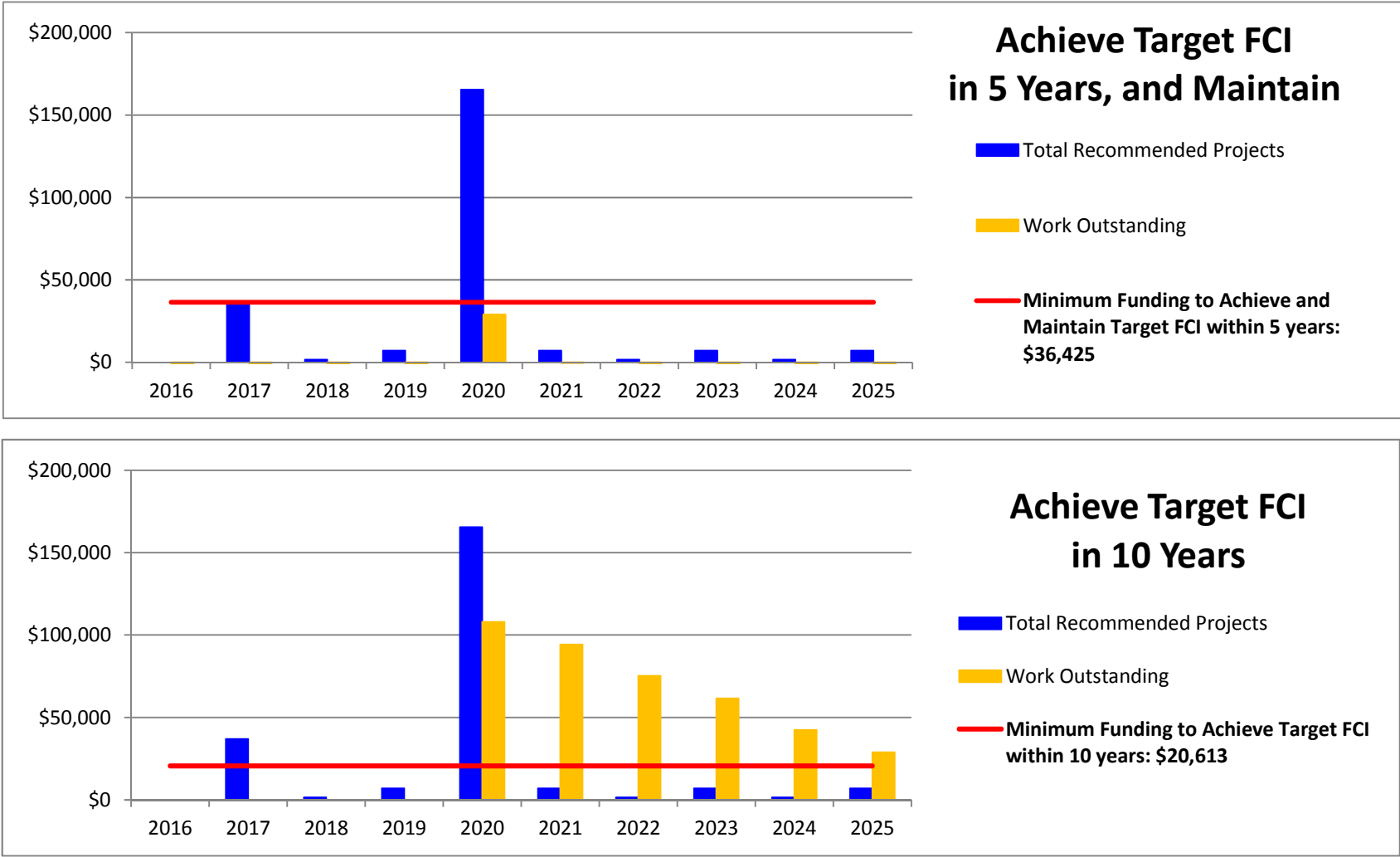
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$36,425

Work outstanding	-36,425	-35,850	-70,775	-100,200	28,875	-550	-35,475	-64,900	-99,825	-129,250
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Minimum Funding to Achieve Target FCI within 10 years: \$20,613

Work outstanding	-20,613	-4,225	-23,338	-36,950	107,938	94,325	75,213	61,600	42,488	28,875
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The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Alf Toone Housing Cooperative, 1276 Ryan Street, Victoria



Start Yr
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Miscellaneous Buildings - Alf Toone Housing Cooperative, 1276 Ryan Street, Victoria

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr. New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$0	\$37,000	\$1,500	\$7,000	\$165,500	\$7,000	\$1,500	\$7,000	\$1,500	\$7,000		
	1	Substructure																																			
	2	A10 Foundations		2	The foundations are cast-in-place concrete as visible at grade. Most units have crawlspaces. Size and access depends on configuration of building and/or site. No evidence of major settlement or heaving was reported or observed.	Good	1981	35	100	65	The foundations are expected to last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	3	A103006 Foundation Drainage		X	Concealed. No problems reported or observed.	Good	1981	35	10	10	Periodic camera inspection and isolated repairs as required. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	4	Envelope																																			
	5	Above-Grade Walls																																			
	6	B2010 Exterior Walls - Cedar Siding		3	Siding is original and has been regularly painted (every 10 years). Most walls are protected by roof overhangs and in generally good condition. The more exposed walls are showing signs of weathering.	Fair	1981	35	25	5	Remove weathered cedar siding and replace with new or alternate (i.e cementitious siding or other) in the next 5 years. 20% replacement assumed. Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of complete replacement.	Replacement	3 - Future Renewal	Yes	Yes	No	No	2000	\$20	SF	\$40,000	0%	10%	15%	\$51,000					\$51,000							
	7	B201008 Exterior Soffits		4	Soffits are cedar siding with ventilation strip. Original but well protected and maintained.	Good	1981	35	25	15	No action, other than repainting at the same time as walls. Budget included in wall coating budget.	Replacement	3 - Future Renewal	Yes	No	No	No				\$0																
	8	B201010 Exterior Coatings	Stain/paint Cedar Siding	X	This is regularly maintained since the complex was constructed.	Good	2008	8	10	2	Restain all cedar siding, trim and soffit (prep and 2-coats). Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of painting.	Replacement	3 - Future Renewal	Yes	Yes	No	No	10000	\$2	SF	\$20,000	0%	10%	15%	\$26,000	\$26,000											
	9	B202001 Windows	Aluminum Frame	5	The window system is an aluminum-framed double glazed units (1/4" spacer) that date back to original construction, and includes sliding doors at the back of each unit. There were no leaks reported or observed. Some seals have failed and have been replaced as required. Generally the windows are installed in protected locations. Windows are approaching the end of their service life and are not as thermally efficient as current units.	Fair	1981	35	25	5	Windows are approaching the end of their service life. Replace aluminum framed windows in 5 years with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of complete replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes (to seals)	No	No	49	\$1,500	EA	\$73,500	10%	10%	15%	\$103,000					\$103,000							
	10	B203001 Exterior Solid Doors		6	Each unit provide with a wooden entrance door and door to a storage area. Located in well protected locations. Np problems reported or observed.		1981	35	25	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of complete replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	15	\$500	EA	\$7,500	0%	10%	15%	\$10,000					\$10,000							
	11	Roofs																																			
	12	B301002 Slope Roof		7	The sloped roofs are covered with asphalt shingles. Last shingle replacement undertaken in 2009. No problems reported or observed.	Good	2009	7	25	18	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	13	B301005 Gutters and Downspouts		8	Roof drainage is managed by aluminum gutters at the roof edge and then drained via downspouts that discharge to the perimeter drainage. No problems reported or observed.	Good	2009	7	25	18	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	14	B301006 Roof Openings - Skylights		9	4 level units are provided with skylights that were last replaced in 2009. No problems reported or observed.	Good	2009	7	25	18	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	15	Interiors																																			
	16	C1 Stairwells		10	Stairs are wood framed and generally finished with carpet.	Good	1981	35	100	65	Stair framing typically last life of building.No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	17	C102001 Standard Interior Doors		11	Hollow core wood solid and bifold doors. Most are newer types and replacement done at same time as bathroom and kitchen renovations (over last 5 years).	Good	2015	1	25	24	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	18	C1030 - Fittings		12	Over the last 5 years most of the bathrooms and kitchens have been renovated including new cabinets and plumbing fixtures. Unit 7 on this site is one of the last to be renovated and is scheduled to be done in the next year.	Good	2015	1	15	14	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	19	C301005 Gypsum Board Wall Finishes	Paint	13	Walls of residences are finished with painted gypsum board. Painting responsibility of occupant. Co-op primes wall before new occupant moves in as part of maintenance. Turnover varies year to year.	Good	2015	1	20	1	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	20	C3020 Floor Finishes	Replacement	14	Floor finishes are a combination of linoleum (kitchen, bath, entrance), carpet or laminate in living areas with carpet on stairs. Replacement is phased (2 per year) within complex and typically done every 15 years.	Good	2015	1	15	1	Budget for replacement of floor finishes an average of 1 units every second year over the next 10 years	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	5000	\$6	SF	\$30,000	0%	0%	15%	\$35,000	\$7,000		\$7,000		\$7,000		\$7,000		\$7,000		\$7,000		
	21	C303003 Gypsum Board Ceiling Finishes	Paint	15	Most ceilings textured gypsum wallboard.	Good	2015	1	20	20	Repainting done as required at tenant turnover. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	22	Mechanical Systems																																			
	23	HVAC Systems																																			
	24	D304007 Ventilation Systems		16	Fans provided in bathroom and in kitchens (above stove). Replaced at the same time as bathroom and kitchen renovations that started 5 years ago which are almost complete. No problems reported or observed.	Good	2015	1	20	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	25	Plumbing Systems																																			
	26	G3010 Water Supply		X	Water is for domestic service is provided by copper piping and enters the units within the crawlspace. Generally concealed but no problems reported or observed.	Good	1981	35	40	5	Although approaching end of service line no indication that it should be replaced in the near future. Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	27	D202003 Domestic Water Equipment - Tanks		17	There is an electric domestic hot water storage tank in each. Access to the tanks is difficult because of the washer/dryers but they appear to have 50 Gal. capacity. The age of the tanks was unknown and has been assumed.	Good	2010	6	8	2	Because access is difficult tanks are proactively replaced every 8 years. Replacement is gradual and for this site assume 50% replacement over next 10 years	Replacement	3 - Future Renewal	Y	N	N	N	4	\$1,200	EA	\$4,800	0%	0%	15%	\$6,000		\$1,500		\$1,500		\$1,500		\$1,500		\$1,500		
	28	D2030 Sanitary Waste / G3020 Sanitary Sewer		18	Limited review due to interior finishes but where observable it is a combination of ABS and steel piping. No problems reported or observed.	Good	1981	35	40	10+	Although approaching the end of a typical life cycle no indication that complete replacement is required. Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	29	D2040 Rain Water Drainage / G3030 Storm Sewer		X	Concealed services. Age is unknown but assumed to be original. No problems reported or observed.	Good	1981	35	40	10+	Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	30	D201000 Plumbing Fixtures		19	There is a stainless steel sink in kitchen. Each unit has one bathroom which includes a toilet, sink and tub. Replacement of these items has been completed at the same time as kitchen and bathroom renovations have been done over the last 5 years.	Good	2015	1	25	20	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	31	D3098 Electric Baseboard Heating		20	Building is heated by baseboard heating. Appear to be original units. No problems reported or observed.	Good	1981	35	40	10+	Although approaching the end of their service life the fixtures are operational. Budget for gradual replacement/repairs. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	32	Electrical Systems																																			
	33	D501003 Main & Secondary Switchgear	Replacement	21	Each block of townhouses on site are provided with central electrical room. The main is rated at 400A, 120/240V, single/three phase (Westinghouse -NEB401). Each townhouse unit is individually metred. Within each unit is a 200A electrical panel (Nova - NL-40).	Good	1981	35	50	15+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. With proper maintenance may survive age of the building. Regular cleaning (every 5 years) and infrared scanning is recommended.		Not Applicable								\$0																

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
	34	D502002 Interior Lighting	Replacement	22	Within individual units lighting is variety of style and vintages (pot, globe, wall mount. Upgrades usually responsibility of residents.	Good	1981	35	20	10+	No major capital expenditures required in the next 10 years. Cost falls under budget threshold. Costs for this item have not been carried into the cash flow tables.		Not Applicable																							
	35	D502002 Lighting Equipment	Outdoor	23	Each unit has a light at entrance and back door. Most appear to be original.	Fair	1981	35	25	6	Replace at end of service life. Cost falls under budget threshold and have not been carried into the cash flow tables.		Not Applicable																							
	36	FIRE AND LIFE SAFETY SYSTEMS																																		
	37	D503001 Fire Alarm Systems		24	Units are provided with smoke alarms. Regularly inspected.	Good	2005	11	25	14	No major capital expenditures required in the next 10 years. Cost falls under budget threshold and have not been carried into the cash flow tables.		Not Applicable																							
	38	PROFESSIONAL SERVICES																																		
	39	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.		1980	36	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$3,000	EA	\$3,000	0%	0%	15%	\$4,000		\$4,000									

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Alf Toone Housing Co-Op 1276 Ryan Street



Photo 01



Photo 02

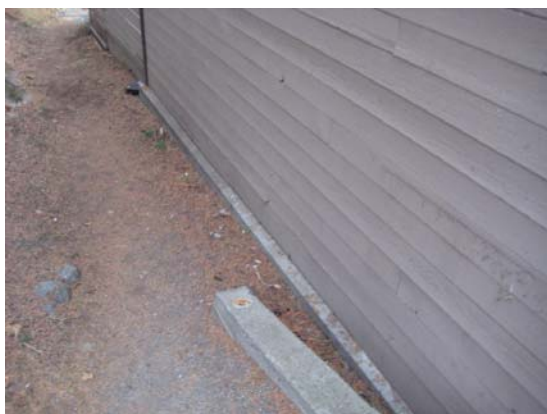


Photo 03



Photo 04



Photo 05



Photo 06

Alf Toone Housing Co-Op 1276 Ryan Street



Photo 07



Photo 08



Photo 09



Photo 10

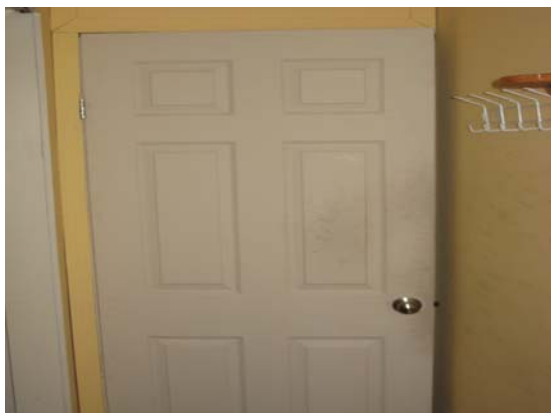


Photo 11

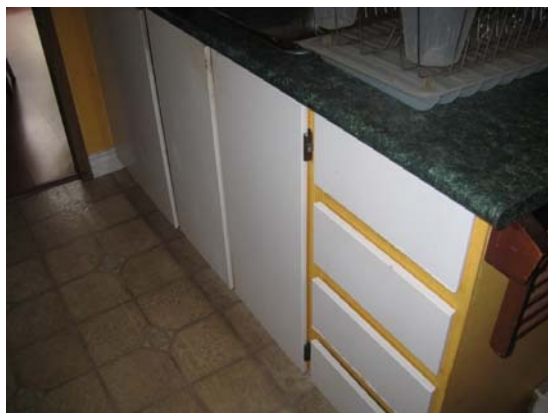


Photo 12

Alf Toone Housing Co-Op 1276 Ryan Street



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Alf Toone Housing Co-Op 1276 Ryan Street



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Appendix B8

**Building 90 – Alf Toone House Co-op
1281 Ryan Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - Alf Toone Housing Cooperative, 1281 Ryan Street, Victoria**

PROPERTY DESCRIPTION

The Alf Toone Housing Cooperative at 1281 Ryan Street, was constructed in 1981. It is part of a larger complex consisting of 30 residential units spread amongst 3 sites. This site consists of three blocks of townhouse style units with a total of 11 residential units. The wood frame structure is generally a 2-storey multi-level building and includes a single bathroom with 2 or 3 bedrooms. The interior and exterior of residences are in generally good condition and well maintained. The board has been proactive in dealing with maintenance and renewals since complex was originally constructed. They are in the 35th year of a 50 year lease with the City of Victoria. Replacement of large capital items such as replacement of windows and wood siding is being deferred pending a decision on extending the lease. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2):	11,000
Building Value:	\$1,815,000
Target FCI:	0.025
Current FCI:	0.021

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures

The following provides an overview of the visual seismic, building code, accessibility and energy

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1980.
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No
Access throughout building:	No
Access to washrooms:	No
Recommendations (and cost)	None. Not public building

The City of Victoria

Facility Condition Assessment and Capital Plan

Miscellaneous Buildings - Alf Toone Housing Cooperative, 1281 Ryan Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$304,200 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B2010 Exterior Walls - Cedar Siding
- B201010 Exterior Coatings
- B202001 Windows
- B203001 Exterior Solid Doors

PROJECT TEAM

The visual reviews were completed on August 14, 2015 by Brian Benson. We began with an interview with Alan Poole, current Co-op President and has lived in the complex for more than 20 years. Mr. Poole accompanied us during our review of the buildings and provided access to Units 11 and 8 as part of our sampling of representative suites of the complex.

Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to

- None

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Alf Toone Housing Cooperative, 1281 Ryan Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	37,600	0	1,600	71,000	1,600	0	1,600	0	1,600
4a - Discretionary Renewal (Upgrade)	0	0	0	0	176,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	7,000	0	7,000	0	7,000	0	7,000	0	7,000
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	48,600	0	8,600	247,000	8,600	0	8,600	0	8,600

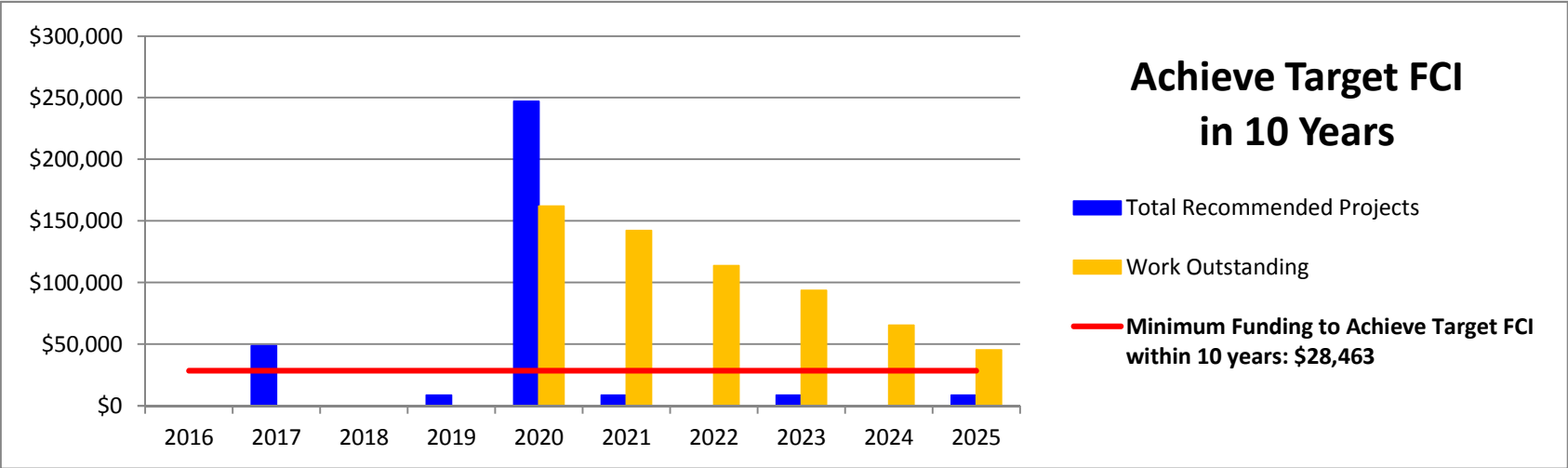
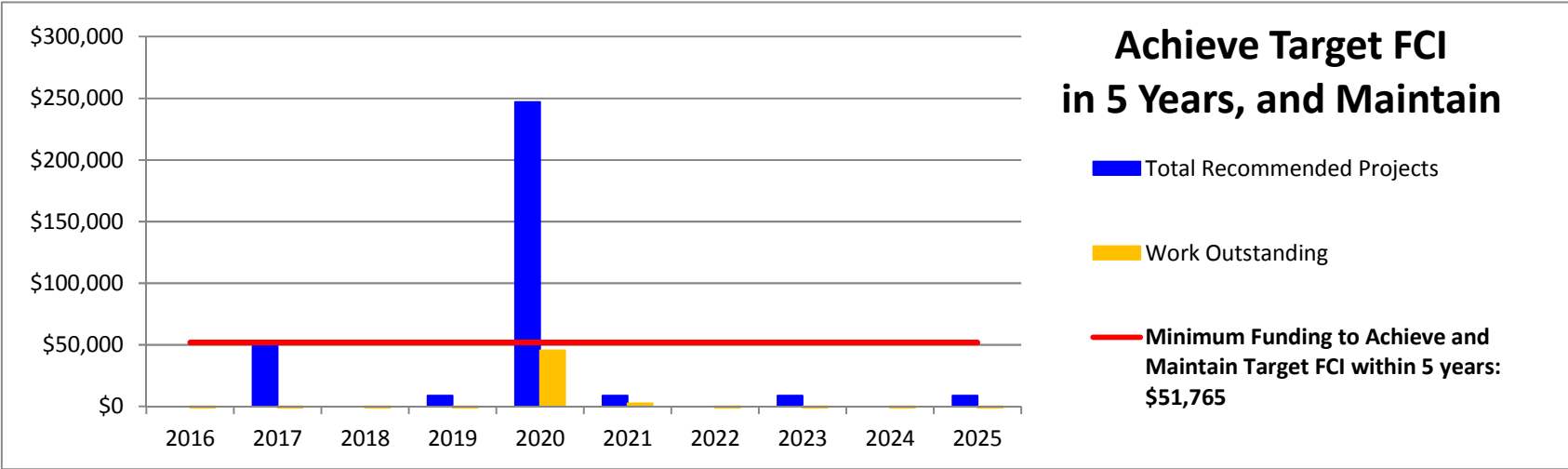
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$51,765

Work outstanding	-51,765	-54,930	-106,695	-149,860	45,375	2,210	-49,555	-92,720	-144,485	-187,650
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Minimum Funding to Achieve Target FCI within 10 years: \$28,463

Work outstanding	-28,463	-8,325	-36,788	-56,650	161,888	142,025	113,563	93,700	65,238	45,375
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The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Alf Toone Housing Cooperative, 1281 Ryan Street, Victoria



BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EO or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
																										\$0	\$48,600	\$0	\$8,600	\$247,000	\$8,600	\$0	\$8,600	\$0	\$8,600		
	1	SUBSTRUCTURE																																			
	2	A10 Foundations		2	The foundations are cast-in-place concrete as visible at grade. Most units have crawlspaces. Size and access depends on configuration of building and/or site. No evidence of major settlement or heaving was reported or observed.	Good	1981	35	100	65	The foundations are expected to last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	3	A103006 Foundation Drainage		X	Concealed. No problems reported or observed.	Good	1981	35	10	10	Periodic camera inspection and isolated repairs as required. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	4	ENVELOPE																																			
	5	Above-Grade Walls																																			
	6	B2010 Exterior Walls - Cedar Siding		3	Siding is original and has been regularly painted (every 10 years). Most walls are protected by roof overhangs and in generally good condition. The more exposed walls are showing signs of weathering.	Fair	1981	35	25	5	Remove weathered cedar siding and replace with new or alternate (i.e cementitious siding or other) in the next 5 years. 20% replacement assumed. Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of complete replacement.	Replacement	3 - Future Renewal	Yes	Yes	No	No	2800	\$20	SF	\$56,000	0%	10%	15%	\$71,000					\$71,000							
	7	B201008 Exterior Soffits		4	Soffits are cedar siding with ventilation strip. Original but well protected and maintained.	Good	1981	35	25	15	No action, other than repainting at the same time as walls. Budget included in wall coating budget.	Replacement	3 - Future Renewal	Yes	No	No	No			SF	\$0	0%	0%	15%													
	8	B201010 Exterior Coatings	Stain/paint Cedar Siding	X	This is regularly maintained since the complex was constructed.	Good	2008	8	10	2	Restain all cedar siding, trim and soffit (prep and 2-coats). Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of painting.	Replacement	3 - Future Renewal	Yes	Yes	No	No	14000	\$2	SF	\$28,000	0%	10%	15%	\$36,000		\$36,000										
	9	B202001 Windows	Aluminum Frame	5	The window system is an aluminum-framed double glazed units (1/4" spacer) that date back to original construction, and includes sliding doors at the back of each unit. There were no leaks reported or observed. Some seals have failed and have been replaced as required. Generally the windows are installed in protected locations. Windows are approaching the end of their service life and are not as thermally efficient as current units.	Fair	1981	35	25	5	Windows are approaching the end of their service life. Replace aluminum framed windows in 5 years with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of complete replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes (to seals)	No	No	77	\$1,500	EA	\$115,500	10%	10%	15%	\$161,000					\$161,000							
	10	B203001 Exterior Solid Doors		6	Each unit provide with a wooden entrance door and door to a storage area. Located in well protected locations. No problems reported or observed.		1981	35	25	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of complete replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	23	\$500	EA	\$11,500	0%	10%	15%	\$15,000					\$15,000							
	11	Roofs																																			
	12	B301002 Slope Roof		7	The sloped roofs are covered with asphalt shingles. Last shingle replacement undertaken in 2009. No problems reported or observed.	Good	2009	7	25	18	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	13	B301005 Gutters and Downspouts		8	Roof drainage is managed by aluminum gutters at the roof edge and then drained via downspouts that discharge to the perimeter drainage. No problems reported or observed.	Good	2009	7	25	18	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	14	B301006 Roof Openings - Skylights		9	4 level units are provided with skylights that were last replaced in 2009. No problems reported or observed.	Good	2009	7	25	18	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	15	INTERIORS																																			
	16	C1 Stairwells		10	Stairs are wood framed and generally finished with carpet.	Good	1981	35	100	65	Stair framing typically last life of building.No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	17	C102001 Standard Interior Doors		11	Hollow core wood solid and bifold doors. Most are newer types and replacement done at same time as bathroom and kitchen renovations (over last 5 years).	Good	2015	1	25	24	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	18	C1030 - Fittings		12	Over the last 5 years most of the bathrooms and kitchens have been renovated including new cabinets and plumbing fixtures. Unit 7 on this site is one of the last to be renovated and is scheduled to be done in the next year.	Good	2015	1	15	14	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	19	C301005 Gypsum Board Wall Finishes	Paint	13	Walls of residences are finished with painted gypsum board. Painting responsibility of occupant. Co-op primes wall before new occupant moves in as part of maintenance. Turnover varies year to year.	Good	2015	1	20	1	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	20	C3020 Floor Finishes	Replacement	14	Floor finishes are a combination of linoleum (kitchen, bath, entrance), carpet or laminate in living areas with carpet on stairs. Replacement is phased (1 per year) within complex and typically done every 15 years.	Good	2015	1	15	1	Budget for replacement of floor finishes an average of 1 units every 2nd year.		4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No	5000	\$6	SF	\$30,000	0%	0%	15%	\$35,000		\$7,000		\$7,000		\$7,000		\$7,000		\$7,000		
	21	C303003 Gypsum Board Ceiling Finishes	Paint	15	Most ceilings textured gypsum wallboard.	Good	2015	1	20	20	Repainting done as required at tenant turnover. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	22	MECHANICAL SYSTEMS																																			
	23	HVAC Systems																																			
	24	D304007 Ventilation Systems		16	Fans provided in bathroom and in kitchens (above stove). Replaced at the same time as bathroom and kitchen renovations that started 5 years ago which are almost complete. No problems reported or observed.	Good	2015	1	20	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	25	Plumbing Systems																																			
	26	G3010 Water Supply		X	Water is for domestic service is provided by copper piping and enters the units within the crawlspace. Generally concealed but no problems reported or observed.	Good	1981	35	40	5	Although approaching end of service line no indication that it should be replaced in the near future. Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	27	D202003 Domestic Water Equipment - Tanks		17	There is an electric domestic hot water storage tank in each. Access to the tanks is difficult because of the washer/dryers but they appear to have 50 Gal. capacity. Because access is difficult tanks are proactively replaced every 8 years. The age of these systems are unknown and have been assumed.	Good	2010	6	8	2	Because access is difficult tanks are proactively replaced every 8 years. Replacement is gradual and for this site assume 50% replacement over next 10 years.	Replacement	3 - Future Renewal	Y	N	N	N	5	\$1,200	EA	\$6,000	0%	10%	15%	\$8,000		\$1,600		\$1,600		\$1,600		\$1,600		\$1,600		
	28	D2030 Sanitary Waste / G3020 Sanitary Sewer		18	Limited review due to interior finishes but where observable it is a combination of ABS and steel piping. No problems reported or observed.	Good	1981	35	40	10+	Although approaching the end of a typical life cycle no indication that complete replacement is required. Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	29	D2040 Rain Water Drainage / G3030 Storm Sewer		X	Concealed services. Age is unknown but assumed to be original. No problems reported or observed.	Good	1981	35	40	10+	Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	30	D201000 Plumbing Fixtures		19	There is a stainless steel sink in kitchen. Each unit has one bathroom which includes a toilet, sink and tub. Replacement of these items has been completed at the same time as kitchen and bathroom renovations have been done over the last 5 years.	Good	2015	1	25	20	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	31	D3098 Electric Baseboard Heating		20	Building is heated by baseboard heating. Appear to be original units. No problems reported or observed.	Good	1981	35	40	10+	Although approaching the end of their service life the fixtures are operational. Budget for gradual replacement/repairs. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0																
	32	ELECTRICAL SYSTEMS																																			

Start Yr:
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Alf Toone Housing Cooperative, 1281 Ryan Street, Victoria

BLDG	Row	Component		Condition Assessment					Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOJ or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
	33	D501003 Main & Secondary Switchgear	Replacement	21	Each block of townhouses on site are provided with central electrical room. The main is rated at 400A, 120/240V, single/three phase (Westinghouse -NEB401). Each townhouse unit is individually metered. Within each unit is a 200A electrical panel (Nova - NL-40).	Good	1981	35	50	15+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. With proper maintenance may survive age of the building. Regular cleaning (every 5 years) and infrared scanning is recommended.		Not Applicable									\$0														
	34	D502002 Interior Lighting	Replacement	22	Within individual units lighting is variety of style and vintages (pot, globe, wall mount. Upgrades usually responsibility of residents.	Good	1981	35	20	10+	No major capital expenditures required in the next 10 years. Cost falls under budget threshold. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	35	D502002 Lighting Equipment	Outdoor	23	Each unit has a light at entrance and back door. Most appear to be original.	Fair	1981	35	25	6	Replace at end of service life. Cost falls under budget threshold and have not been carried into the cash flow tables.		Not Applicable									\$0														
	36	FIRE AND LIFE SAFETY SYSTEMS																																		
	37	D503001 Fire Alarm Systems		24	Units are provided with smoke alarms. Regularly inspected. The age of these systems are unknown and have been assumed.	Good	2010	6	25	19	No major capital expenditures required in the next 10 years. Cost falls under budget threshold and have not been carried into the cash flow tables.		Not Applicable									\$0														
	38	PROFESSIONAL SERVICES																																		
	39	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.		1980	36	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A		1	\$3,000	EA	\$3,000	0%	0%	15%	\$4,000		\$4,000								

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Alf Toone Housing Co-Op 1281 Ryan Street



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Alf Toone Housing Co-Op 1281 Ryan Street



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Alf Toone Housing Co-Op 1281 Ryan Street

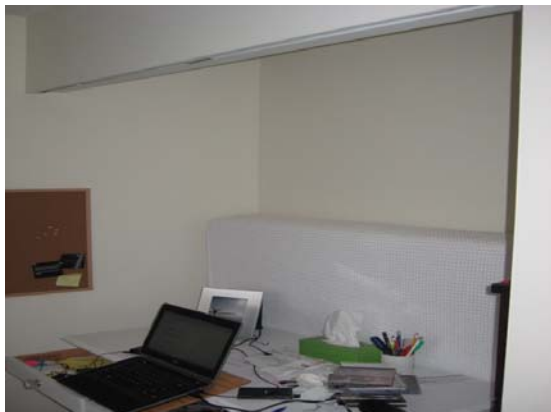


Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Alf Toone Housing Co-Op 1281 Ryan Street



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Appendix B9

**Building 91 – Alf Toone House Co-op
2750 Mt. Stephen Ave, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - Alf Toone Housing Cooperative, 2750 Mt. Stephen Avenue, Victoria**

PROPERTY DESCRIPTION

The Alf Toone Housing Cooperative at 2750 Mt. Stephen Street, was constructed in 1981. It is part of a larger complex consisting of 30 residential units spread amongst 3 sites. This site consists of three blocks of townhouse style units with a total of 12 residential units. The wood frame structure is generally a 2-storey multi-level building and includes a single bathroom with 2 or 3 bedrooms. The interior and exterior of residences are in generally good condition and well maintained. The board has been proactive in dealing with maintenance and renewals since complex was originally constructed. They are in the 35th year of a 50 year lease with the City of Victoria. Replacement of large capital items such as replacement of windows and wood siding is being deferred pending a decision on extending the lease. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft ²):	12,000
Building Value:	\$2,145,000
Target FCI:	0.025
Current FCI:	0.019

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1980.
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	No
Access throughout building:	No
Access to washrooms:	No

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - Alf Toone Housing Cooperative, 2750 Mt. Stephen Avenue, Victoria**

Recommendations (and cost estimate):

None. Not public building

Energy Efficiency

Upgrade recommendations:

Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$330,200 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B2010 Exterior Walls - Cedar Siding
- B201010 Exterior Coatings
- B202001 Windows
- B203001 Exterior Solid Doors
- C3020 Floor Finishes

PROJECT TEAM

The visual reviews were completed on August 14, 2015 by Brian Benson. We began with an interview with Alan Poole, current Co-op President and has lived in the complex for more than 20 years. Mr. Poole accompanied us during our review of the buildings and provided access to Units 1 and 2 as part of our sampling of representative suites of the complex.

Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- None

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Alf Toone Housing Cooperative, 2750 Mt. Stephen Avenue, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	40,000	0	2,000	76,000	2,000	0	2,000	0	2,000
4a - Discretionary Renewal (Upgrade)	0	0	0	0	192,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	7,600	0	7,600	0	7,600	0	7,600	0	7,600
Not Applicable	0	5,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	52,600	0	9,600	268,000	9,600	0	9,600	0	9,600

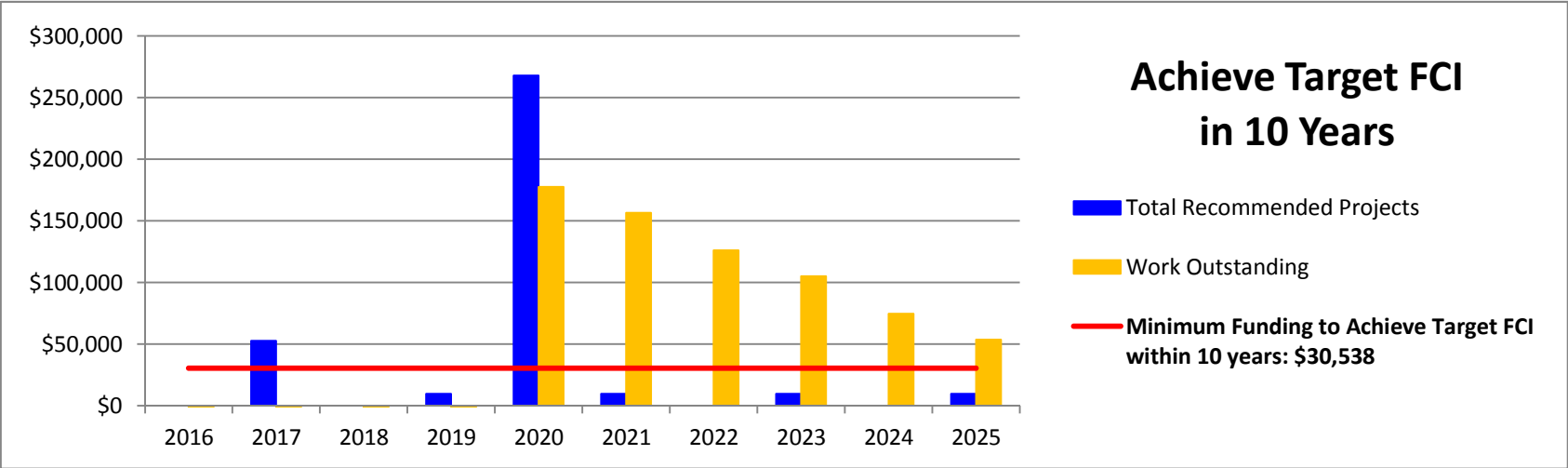
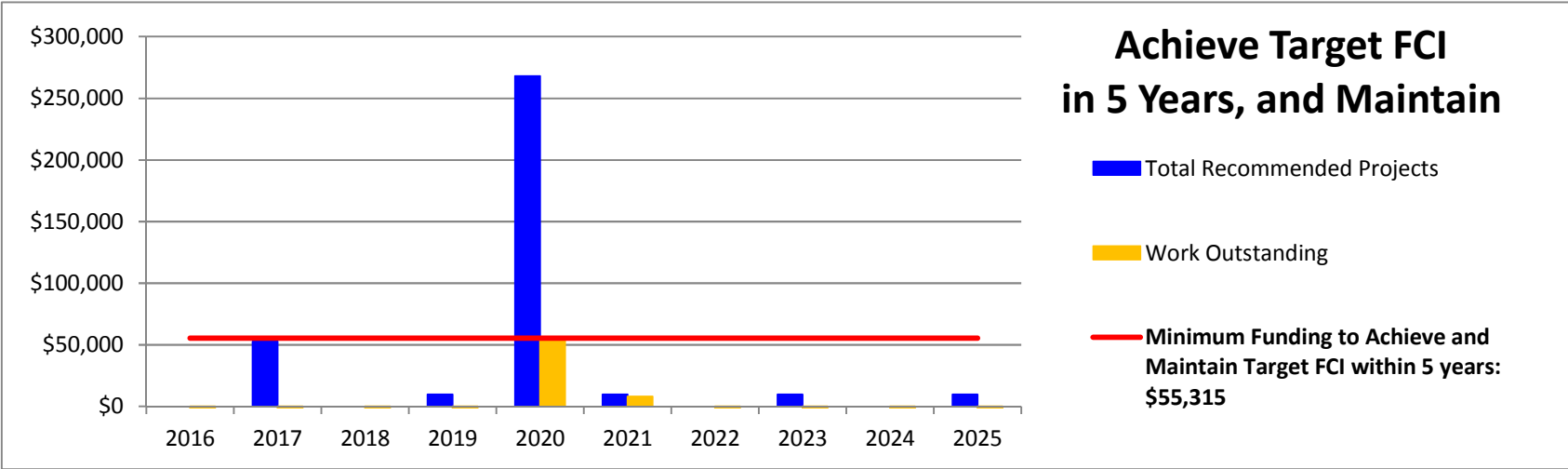
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$55,315

Work outstanding	-55,315	-58,030	-113,345	-159,060	53,625	7,910	-47,405	-93,120	-148,435	-194,150
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Minimum Funding to Achieve Target FCI within 10 years: \$30,538

Work outstanding	-30,538	-8,475	-39,013	-59,950	177,513	156,575	126,038	105,100	74,563	53,625
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The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Alf Toone Housing Cooperative, 2750 Mt. Stephen Avenue, Victoria



BLDG	Row	Component			Condition Assessment				Lifecycle Data			Recommendation			Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical life span or Action Interval	Est. Yrs. Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity					Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	
																										\$0	\$52,600	\$0	\$9,600	\$268,000	\$9,600	\$0	\$9,600	\$0	\$9,600	
	1	Substructure																																		
	2	A10 Foundations		2	The foundations are cast-in-place concrete as visible at grade. Most units have crawlspaces. Size and access depends on configuration of building and/or site. No evidence of major settlement or heaving was reported or observed.	Good	1981	35	100	65	The foundations are expected to last the life of the building. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	3	A103006 Foundation Drainage		X	Concealed. No problems reported or observed.	Good	1981	35	10	10	Periodic camera inspection and isolated repairs as required. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	4	Envelope																																		
	5	Above-Grade Walls																																		
	6	B2010 Exterior Walls - Cedar Siding		3	Siding is original and has been regularly painted (every 10 years). Most walls are protected by roof overhangs and in generally good condition. The more exposed walls are showing signs of weathering.	Fair	1981	35	25	5	Remove weathered cedar siding and replace with new or alternate (i.e cementitious siding or other) in the next 5 years. 20% replacement assumed. Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of complete replacement.	Replacement	3 - Future Renewal	Yes	Yes	No	No			3000	\$20	SF	\$60,000	0%	10%	15%	\$76,000					\$76,000				
	7	B201008 Exterior Soffits		4	Soffits are cedar siding with ventilation strip. Original but well protected and maintained.	Good	1981	35	25	15	No action, other than repainting at the same time as walls. Budget included in wall coating budget.	Replacement	3 - Future Renewal	Yes	No	No	No					\$0														
	8	B201010 Exterior Coatings	Stain/paint Cedar Siding	X	This is regularly maintained since the complex was constructed.	Good	2008	8	10	2	Restain all cedar siding, trim and soffit (prep and 2-coats). Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of painting.	Replacement	3 - Future Renewal	Yes	Yes	No	No			15000	\$2	SF	\$30,000	0%	10%	15%	\$38,000	\$38,000								
	9	B202001 Windows	Aluminum Frame	5	The window system is an aluminum-framed double glazed units (1/4" spacer) that date back to original construction, and includes sliding doors at the back of each unit. There were no leaks reported or observed. Some seals have failed and have been replaced as required. Generally the windows are installed in protected locations. Windows are approaching the end of their service life and are not as thermally efficient as current units.	Fair	1981	35	25	5	Windows are approaching the end of their service life. Replace aluminum framed windows in 5 years with new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of complete replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	Yes (to seals)	No	No			84	\$1,500	EA	\$126,000	10%	10%	15%	\$176,000					\$176,000				
	10	B203001 Exterior Solid Doors		6	Each unit provide with a wooden entrance door and door to a storage area. Located in well protected locations. Np problems reported or observed.		1981	35	25	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. Due to low exposure on remaining siding and uncertainty about lease beyond 50 years there is some discretion as to the timing of complete replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			25	\$500	EA	\$12,500	0%	10%	15%	\$16,000					\$16,000				
	11	Roofs																																		
	12	B301002 Slope Roof		7	The sloped roofs are covered with asphalt shingles. Last shingle replacement undertaken in 2009. No problems reported or observed.	Good	2009	7	25	18	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	13	B301005 Gutters and Downspouts		8	Roof drainage is managed by aluminum gutters at the roof edge and then drained via downspouts that discharge to the perimeter drainage. No problems reported or observed.	Good	2009	7	25	18	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	14	B301006 Roof Openings - Skylights		9	4 level units are provided with skylights that were last replaced in 2009. No problems reported or observed.	Good	2009	7	25	18	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
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	16	C1 Stairwells		10	Stairs are wood framed and generally finished with carpet.	Good	1981	35	100	65	Stair framing typically last life of building.No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	17	C102001 Standard Interior Doors		11	Hollow core wood solid and bifold doors. Most are newer types and replacement done at same time as bathroom and kitchen renovations (over last 5 years).	Good	2015	1	25	24	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	18	C1030 - Fittings		12	Over the last 5 years most of the bathrooms and kitchens have been renovated including new cabinets and plumbing fixtures. Unit 7 on this site is one of the last to be renovated and is scheduled to be done in the next year.	Good	2015	1	15	14	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	19	C301005 Gypsum Board Wall Finishes	Paint	13	Walls of residences are finished with painted gypsum board. Painting responsibility of occupant. Co-op primes wall before new occupant moves in as part of maintenance. Turnover varies year to year.	Good	2015	1	20	1	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	20	C3020 Floor Finishes	Replacement	14	Floor finishes are a combination of linoleum (kitchen, bath, entrance), carpet or laminate in living areas with carpet on stairs. Replacement is phased (1 per year) within complex and typically done every 15 years.	Good	2015	1	15	1	Budget for replacement of floor finishes an average of 1 units every 2nd year.		4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			5000	\$6	SF	\$30,000	0%	10%	15%	\$38,000	\$7,600			\$7,600		\$7,600		\$7,600	
	21	C303003 Gypsum Board Ceiling Finishes	Paint	15	Most ceilings textured gypsum wallboard.	Good	2015	1	20	20	Repainting done as required at tenant turnover. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	22	Mechanical Systems																																		
	23	HVAC Systems																																		
	24	D304007 Ventilation Systems		16	Fans provided in bathroom and in kitchens (above stove). Replaced at the same time as bathroom and kitchen renovations that started 5 years ago which are almost complete. No problems reported or observed.	Good	2015	1	20	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	25	Plumbing Systems																																		
	26	G3010 Water Supply		X	Water is for domestic service is provided by copper piping and enters the units within the crawlspace. Generally concealed but no problems reported or observed.	Good	1981	35	40	5	Although approaching end of service line no indication that it should be replaced in the near future. Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	27	D202003 Domestic Water Equipment - Tanks		17	There is an electric domestic hot water storage tank in each. Access to the tanks is difficult because of the washer/dryers but they appear to have 50 Gal. capacity. Because access is difficult tanks are proactively replaced every 8 years. The age of these systems is unknown and has been assumed.	Good	2010	6	8	2	Because access is difficult tanks are proactively replaced every 8 years. Replacement is gradual and for this site assume 50% replacement over next 10 years.	Replacement	3 - Future Renewal	Y	N	N	N			6	\$1,200	EA	\$7,200	0%	10%	15%	\$10,000		\$2,000		\$2,000		\$2,000		\$2,000	
	28	D2030 Sanitary Waste / G3020 Sanitary Sewer		18	Limited review due to interior finishes but where observable it is a combination of ABS and steel piping. No problems reported or observed.	Good	1981	35	40	10+	Although approaching the end of a typical life cycle no indication that complete replacement is required. Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	29	D2040 Rain Water Drainage / G3030 Storm Sewer		X	Concealed services. Age is unknown but assumed to be original. No problems reported or observed.	Good	1981	35	40	10+	Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	30	D201000 Plumbing Fixtures		19	There is a stainless steel sink in kitchen. Each unit has one bathroom which includes a toilet, sink and tub. Replacement of these items has been completed at the same time as kitchen and bathroom renovations have been done over the last 5 years.	Good	2015	1	25	20	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	31	D3098 Electric Baseboard Heating		20	Building is heated by baseboard heating. Appear to be original units. No problems reported or observed.	Good	1981	35	40	10+	Although approaching the end of their service life the fixtures are operational. Budget for gradual replacement/repairs. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0														
	32	Electrical Systems																																		

BLDG	Row	Component			Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Useful Life or Action Interval	Est. Time Remaining to EO, or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	33	D501003 Main & Secondary Switchgear	Replacement	21	Each block of townhouses on site are provided with central electrical room. The main is rated at 400A, 120/240V, single/three phase (Westinghouse -NEB401). Each townhouse unit is individually metred. Within each unit is a 200A electrical panel (Nova - NL-40).	Good	1981	35	50	15+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. With proper maintenance may survive age of the building. Regular cleaning (every 5 years) and infrared scanning is recommended.		Not Applicable									\$0															
	34	D502002 Interior Lighting	Replacement	22	Within individual units lighting is variety of style and vintages (pot, globe, wall mount. Upgrades usually responsibility of residents.	Good	1981	35	20	10+	No major capital expenditures required in the next 10 years. Cost falls under budget threshold. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0															
	35	D502002 Lighting Equipment	Outdoor	23	Each unit has a light at entrance and back door. Most appear to be original.	Fair	1981	35	25	6	Replace at end of service life. Cost falls under budget threshold and have not been carried into the cash flow tables.		Not Applicable									\$0															
	36	FIRE AND LIFE SAFETY SYSTEMS																																			
	37	D503001 Fire Alarm Systems		X	Units are provided with smoke alarms. Regularly inspected. The age of these systems is unknown and has been assumed.	Good	2010	6	25	19	No major capital expenditures required in the next 10 years. Cost falls under budget threshold and have not been carried into the cash flow tables.		Not Applicable									\$0															
	38	PROFESSIONAL SERVICES																																			
	39	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.		1980	36	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$4,000	EA	\$4,000	0%	0%	15%	\$5,000	\$5,000											

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Alf Toone Housing Co-Op 2750 Mt. Stephen Ave.



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05

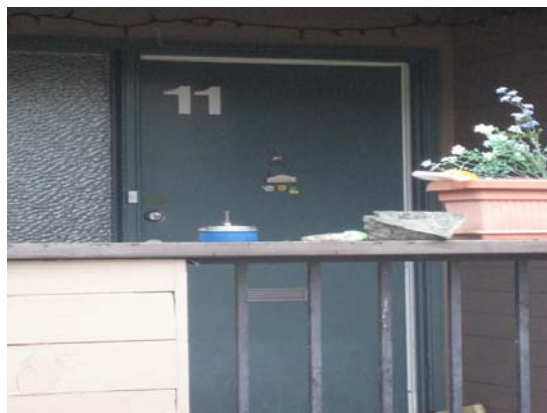


Photo 06

**Alf Toone Housing Co-Op
2750 Mt. Stephen Ave.**



Photo 07



Photo 08



Photo 09



Photo 10

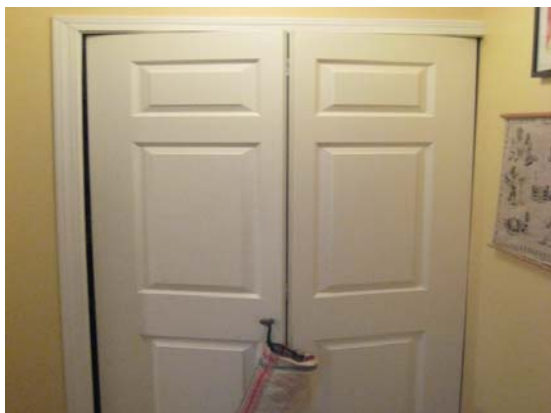


Photo 11

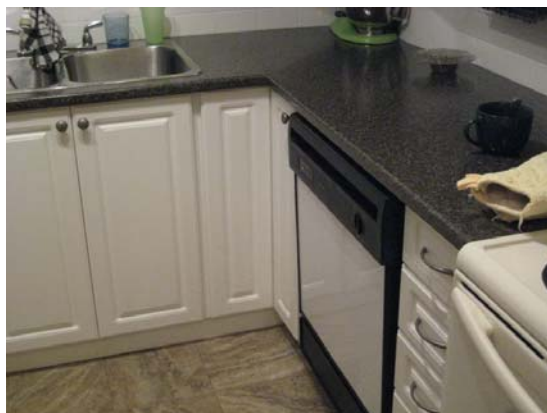


Photo 12

Alf Toone Housing Co-Op 2750 Mt. Stephen Ave.



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

**Alf Toone Housing Co-Op
2750 Mt. Stephen Ave.**



Photo 19

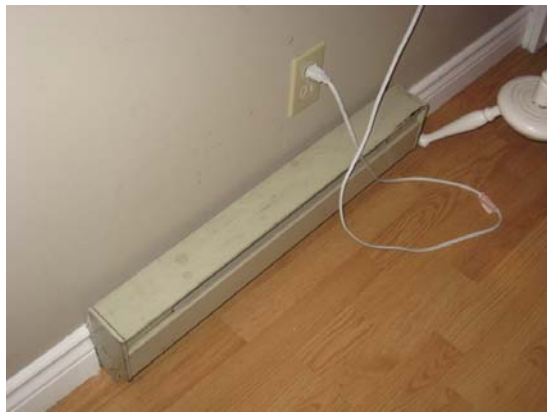


Photo 20



Photo 21



Photo 22



Photo 23

Appendix B10

**Building 94 – CP Lawn Bowling Club
720 Belleville Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - CP Lawn Bowling Club, 720 Belleville Street, Victoria**

PROPERTY DESCRIPTION

Constructed in approximately 1982, the current CP Lawn Bowling Club is a single storey wood frame structure (1375 sf). A wood frame storage shed (300 sf) was constructed in 1984. A kitchen extension was added to the main club house in approximately 1994. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2):	1,675
Building Value:	\$314,900
Target FCI:	0.025
Current FCI:	0.048

REPORT OVERVIEW

We identified Priority 1 - Immediate expenditures totaling \$12,000 as follows:

- Investigation and repairs to pressure treated below grade foundation.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1980
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria

Facility Condition Assessment and Capital Plan

Miscellaneous Buildings - CP Lawn Bowling Club, 720 Belleville Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$54,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B202001 Windows

PROJECT TEAM

The visual reviews were completed on June 16, 2015 by Brian Benson. We began with an interview with Wayne who has been involved with the club for the last 5 years. Wayne also provided access to all areas of the facility.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

- Arch/Struct/Mech drawings for original construction (1981) and Kitchen (1993).

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - CP Lawn Bowling Club, 720 Belleville Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	12,000	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	3,000	0	0	0	0	0
3 - Future Renewal	0	0	0	10,000	0	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	19,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	6,000	0	0	0	0	0
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	12,000	4,000	0	10,000	28,000	0	0	0	0	0

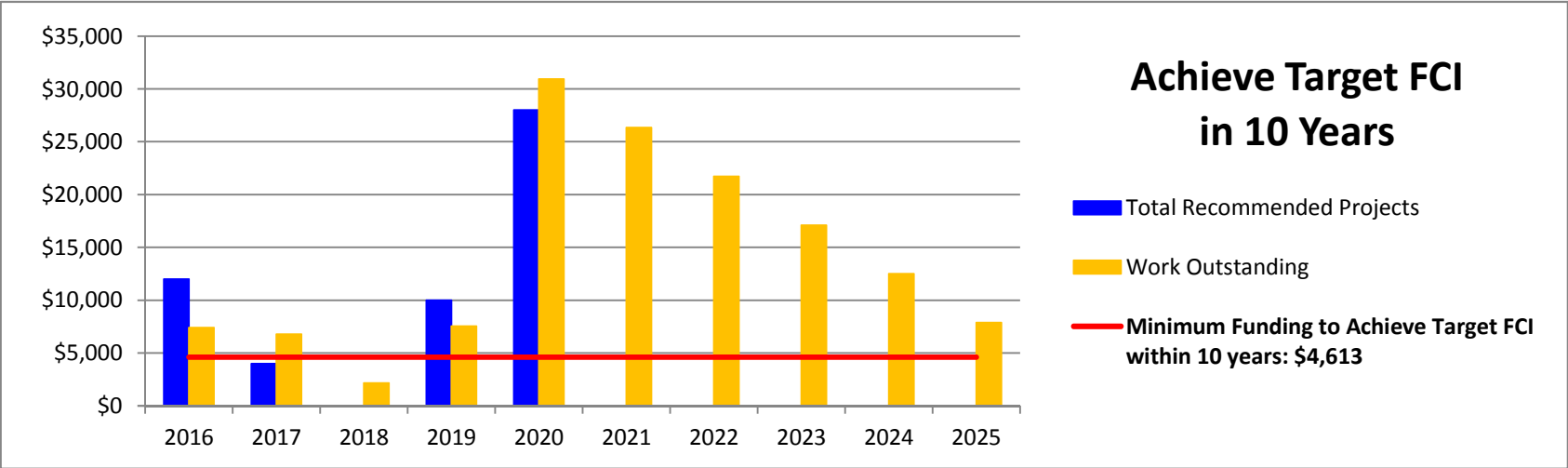
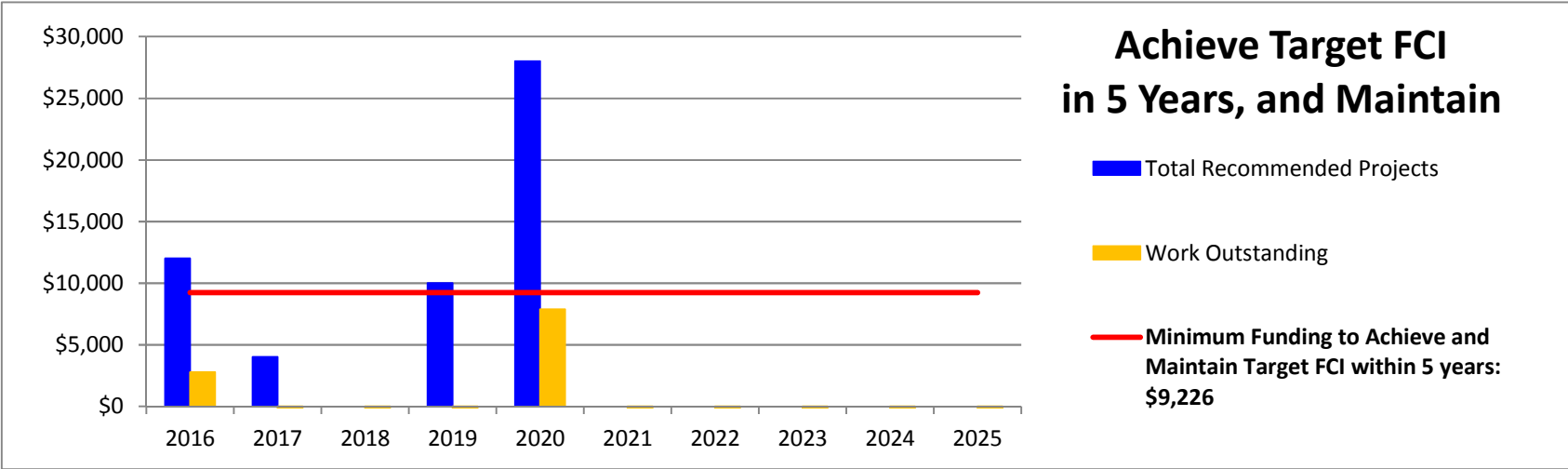
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$9,226

Work outstanding	2,775	-2,451	-11,677	-10,902	7,873	-1,353	-10,579	-19,804	-29,030	-38,255
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Minimum Funding to Achieve Target FCI within 10 years: \$4,613

Work outstanding	7,387	6,775	2,162	7,549	30,936	26,324	21,711	17,098	12,485	7,873
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The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - CP Lawn Bowling Club, 720 Belleville Street, Victoria



Start Yr:
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - C.P. Lawn Bowling Club, 720 Belleville Street, Victoria

BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	1	Substructure																																				
	2	A10 Foundations		2	The foundations are pressure treated wood. In the crawlspace under the kitchen, temporary repairs were recently undertaken by the membership to the foundation walls to address sagging in the floors. While the issue of sagging has been addressed, deterioration in the foundation remains and requires repairs to wood framing. It appears that source of moisture appears to be from poor below grade drainage but this needs to be confirmed.	Poor	2015	1	100		Undertake a more detailed review of crawlspace to confirm the extent of deterioration and to identify the source of below grade moisture penetration that has led to the deterioration.	Repair Allowance	1 – Immediate	No	Yes	No	No			1	\$10,000	LS	\$10,000	0%	0%	15%	\$12,000	\$12,000										
	3	A103006 Foundation Drainage		3	Problems noted above may be associated with foundation drainage.						Recommended action and budget addressed above. Following repairs budget for periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.											\$0																
	4	Superstructure																																				
	5	B10 Superstructure		4	The superstructure is a wood frame construction including the foundation which has been constructed using pressure treated lumber. The roof is an engineered truss system. Other than the issues noted in the foundation, there was no other evidence of settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Good	1982	34	100	66	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required. No major capital expenditures required in the next 10 years.		Not Applicable										\$0															
	6	Envelope																																				
	7	Above-Grade Walls																																				
	8	B2010 Exterior Walls - Cedar Siding		5	Walls are clad in wood siding in cedar in a board and batten style and appeared to be in good condition. Walls generally have low exposure due to overhangs. It was noted that one section of rim board at was partially covered with dirt. This should be reviewed and corrected as part of maintenance activities.	Good	1982	34	50	18	Due to low exposure may last longer than estimated remaining life. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0															
	9	B201008 Exterior Soffits	Cedar	6	Soffits are painted wood with ventilation strip.	Good	1982	34	50	18	The budget for painting the soffits is included in the one provided for the cedar siding wall. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0															
	10	B201010 Exterior Coatings			Repaint cladding, trim and soffits on club house and shed. Unknown when last painted but in good condition.	Good	2000	16	20	4	Repaint siding and trim and soffits when required.	Replacement	3 - Future Renewal							1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000			\$10,000								
	11	B202001 Windows	Aluminum Frame	7	The windows are double glazed aluminum-framed units. They appear to be original. No leaks were reported or observed. Windows are generally well protected by roof overhang.	Fair	1982	34	30	5	Budget for replacement of windows in 5 years. Specify new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. Due to low exposure and low occupancy there is some discretion as to the timing of the overall replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No			9	\$1,500	EA	\$13,500	10%	10%	15%	\$19,000				\$19,000							
	12	B203001 Exterior Solid Doors		8	Insulated metal doors installed on the shed. Low exposure. Protected by roof overhang.	Good	1984	32	25	5	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance.	Replacement	2b - Exceeded Service Life	Yes	No	No	No			1	\$2,000	LS	\$2,000	0%	10%	15%	\$3,000				\$3,000							
	13	B203001 Double Insualted metal doors with glazing inserts.		9	There are 2 sets of insulated metal doors on the main clubhouse. Age is unknown but appear to be about 5 years old.	Good	2011	5	35	30	Replace doors at end of service life. Replace weatherstripping and complete minor repairs and adjustment as part of maintenance. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0															
	14	Roofs																																				
	15	B301002 Slope Roof		10	The sloped roofs is covered with asphalt shingles. The exact age of the shingles is not known but based on our review they appeared to be at least 10 years old. Attic is insulated and vented to the exterior via the soffit and vents within the roof. From grade, we noted accumulation of moss, particularly in the shaded areas. The attic was accessed and there was no evidence of moisture penetration or deterioration of the roof framing members.	Good	2005	11	25	14	Based on current condition budget for replacement of the roof shingles in 14 years. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable							1	\$12,000	LS	\$12,000	0%	10%	15%	\$16,000											
	16	B301005 Gutters and Downspouts		11	Roof drainage is managed via aluminium eavestroughs and downspouts that discharge to the perimeter drainage.	Good	2005	11	25	14	Replace gutters and downspouts at the same time as roof. No action required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable							1	\$2,500	LS	\$2,500	0%	10%	15%	\$4,000											
	17	Interiors																																				
	18	C103002 Toilet and Bath Accessories, Rehab		12	Washroom are provided with partitions between toilets/urinals.	Good	1982	34	15	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0															
	19	C103009 Cabinets/Counters		13	Cabinets are combination of wood and particle wood. Counters in kitchen and washrooms are plastic laminate. Appear to be original.	Good	1982, 1994	34	20	15	Although they appear dated they are functional and in good condition. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0															
	20	C11 Washrooms/Changing Rooms and Spa		14	Changing room provided with metal lockers and benches.	Good	1982	34	25	15	No major capital expenditures required in the next 10 years.		Not Applicable										\$0															
	21	C301005 Gypsum Board Wall Finishes	Paint	15	Interior walls are painted gypsum board.	Excellent	2015	1	5	5	Repaint interior as required.	Replacement	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No			1	\$4,000	LS	\$4,000	0%	10%	15%	\$6,000				\$6,000							
	22	C302004 Resilient Floor Finishes		16	Resilient sheet vinyl has been used throughout facility.	Excellent	2015	1	15	14	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0															
	23	C303003 Gypsum Board Ceiling Finishes	Paint	17	Ceilings are painted gypsum board	Excellent	2015	1	20	19	No major capital expenditures required in the next 10 years. Cost associated with this item falls below the threshold provided and have not been carried into the cash flow tables.		Not Applicable										\$0															
	24	Mechanical Systems																																				
	25	HVAC Systems																																				
	26	D304007 Ventilation Systems	Washroom /Kitchen exhaust	18	Exhaust fans provided in Washrooms and in kitchen. All are operational.	Fair	1994	22	17	5	Based on age, replace exhaust fans in approx. 5 years. Due to low usage there is discretion with respect to timing of replacement. Cost associated with this item falls below the threshold provided and have not been carried into the cash flow tables.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No						\$0															
	27	Plumbing Systems																																				
	28	G3010 Water Supply		19	Water for domestic service is provided by copper piping and enters the building through the crawl space. Installed when kitchen addition was constructed. No problems reported or observed.	Good	1994	22	40	15	Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years.		Not Applicable										\$0															
	29	D202003 Domestic Water Equipment - Tanks	electric-kitchen	20	There is a Spacesaver electric heated domestic hot water storage tank located in the kitchen (Capacity 25 gal).	Good	2014	2	12	10	Replace at end of service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	3 - Future Renewal	No	No	No	No						\$0															
	30	D2030 Sanitary Waste / G3020 Sanitary Sewer		21	Sanitary sewer outflow from the site is a combination of ABS and cast iron. The sanitary systems is located in crawlspace. Would have been upgraded at time of kitchen addition. Most concealed but no problems reported.	Good	1994	22	35	15	Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0															
	31	D2040 Rain Water Drainage / G3030 Storm Sewer			Visible storm drains are PVC. Although concealed assumed to be connected to city services. No problems reported or observed.	Good	1982	34	35	20	Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0															
	32	D201000 Plumbing Fixtures		22	There is a stainless steel sink in kitchen. Men's WC is provided with 1 toilet, 1 urinal, 1 sink. Women's WC is provided with 2 toilets and 1 sink. Appear to be original.	Good	1982	34	25	20	Although exceeded service life fixtures experience low usage and are operational. Complete localized repairs/replacement as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable										\$0															

BLDG	Row	Component		Photo	Condition Assessment				Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate					Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
	33	D3098 Electric Baseboard Heating		23	Building is heated by baseboard heating. Appears to be original units. No problems reported or observed.	Good	1982	34	40	15	Although original do not experience heavy usage. Budget for gradual replacement or repairs on as required basis. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0															
	34	ELECTRICAL SYSTEMS																																			
	35	D501003 Main & Secondary Switchgear		24	The main disconnect is rated 200A (Sylvania A4032N) The mainpanel is 200A, 120/208V (NOVA NL4-042). No problems reported or observed.	Good	1982	34	25	25	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. With proper maintenance may survive age of the building. Regular cleaning (every 5 years) and infrared scanning is recommended. No major capital expenditures required in the next 10 years.		Not Applicable																								
	36	D502002 Lighting Equipment		25	Predominantly fluorescent lights. Appear to be original. No problems reported or observed.	Good	1982	34	25	15	Will not be as energy efficient as current lighting systems. Not heavily used so there is some discretion with respect to timing of replacement.No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																								
	37	D502002 Lighting Equipment	Outdoor	26	Recessed lights in soffits. Using energy efficient bulbs.	Fair	1982	34	25	15	Replace at end of service life. No major capital expenditures required in the next 10 years. Cost associated with this item falls below the threshold provided and have not been carried into the cash flow tables.		Not Applicable																								
	38	FIRE AND LIFE SAFETY SYSTEMS																																			
	39	D509002 Emergency Exit Signs		27	Installed at exit doors. Signs appear to be glow in the dark.	Fair	1982	34	25	5	Replace signage as required. Cost associated with this item falls below the threshold provided and have not been carried into the cash flow tables.	Replacement	3 - Future Renewal	Yes	No	No	No		1	\$500	LS	\$500	0%	0%	15%	\$1,000											
	40	PROFESSIONAL SERVICES																																			
	41	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.	Not Applicable	1980	36	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A		1	\$3,000	EA	\$3,000	0%	0%	15%	\$4,000		\$4,000									

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Clover Point Lawn Bowling Club



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Clover Point Lawn Bowling Club



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Clover Point Lawn Bowling Club



Photo 13

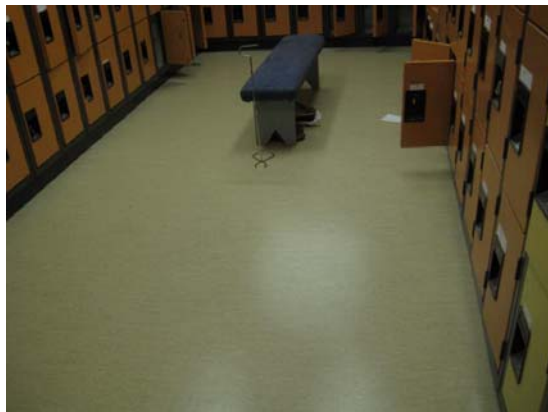


Photo 14



Photo 15



Photo 16

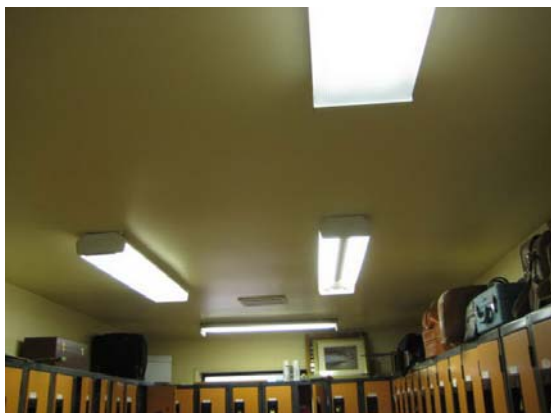


Photo 17



Photo 18

Clover Point Lawn Bowling Club



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Clover Point Lawn Bowling Club

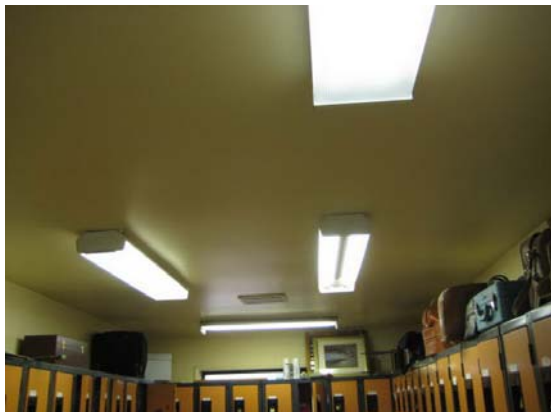


Photo 25



Photo 26



Photo 27

Appendix B11

**Building 97 – Vic West Lawn Bowling
Club - 155 Wilson Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - Victoria West Lawn Bowling Club, 155 Wilson Street, Victoria**

PROPERTY DESCRIPTION

Constructed in approximately 1977, the current Victoria West Lawn Bowling Club is a single storey wood frame structure built on a reinforced concrete foundation with a slab on grade. There is also wood frame storage shed (approx. 650 sf) presumably constructed at the same time. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft²): 3,000
 Building Value: \$564,000
 Target FCI: 0.025
 Current FCI: 0.004

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures.

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	NBC 1977
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria

Facility Condition Assessment and Capital Plan

Miscellaneous Buildings - Victoria West Lawn Bowling Club, 155 Wilson Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$11,000 over the next five years. None of these projects are over \$15,000.

PROJECT TEAM

The visual reviews were completed on June 18, 2015 by Brian Benson. Access to the building and background information on the facility was provided by Don Ruggles. He has been active member of club for many years.

Dan Walters of Morrison Hershfield Ltd. reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

We reviewed the following documents and selected drawings for general background and to inform ourselves about the layout and intended construction:

Architectural/Structural/Electrical drawings (1976) from original construction.

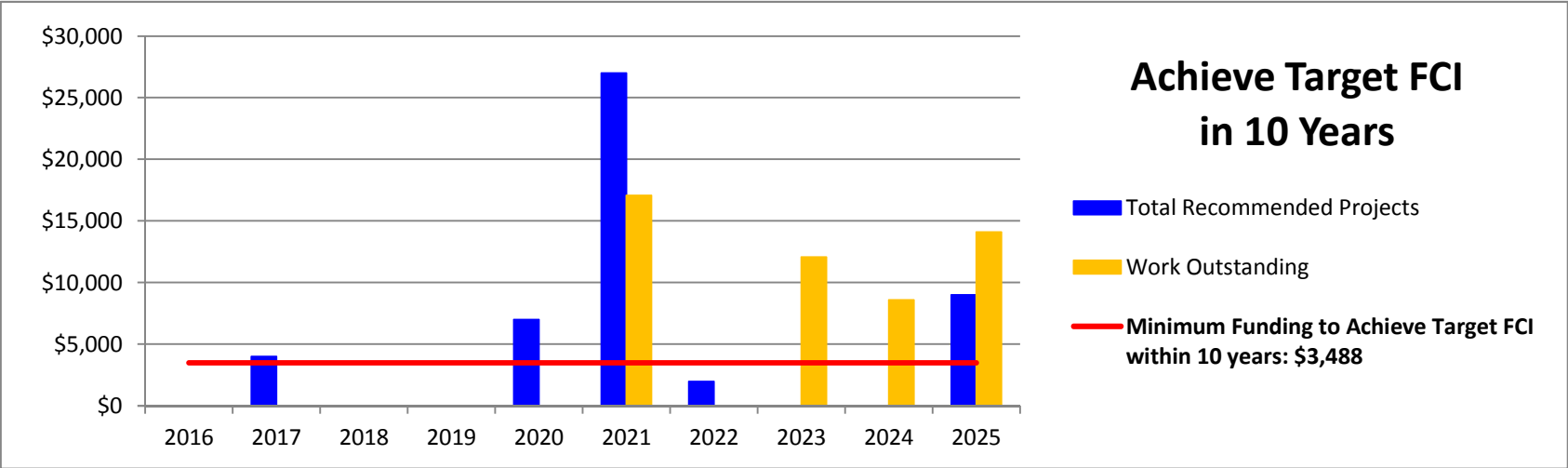
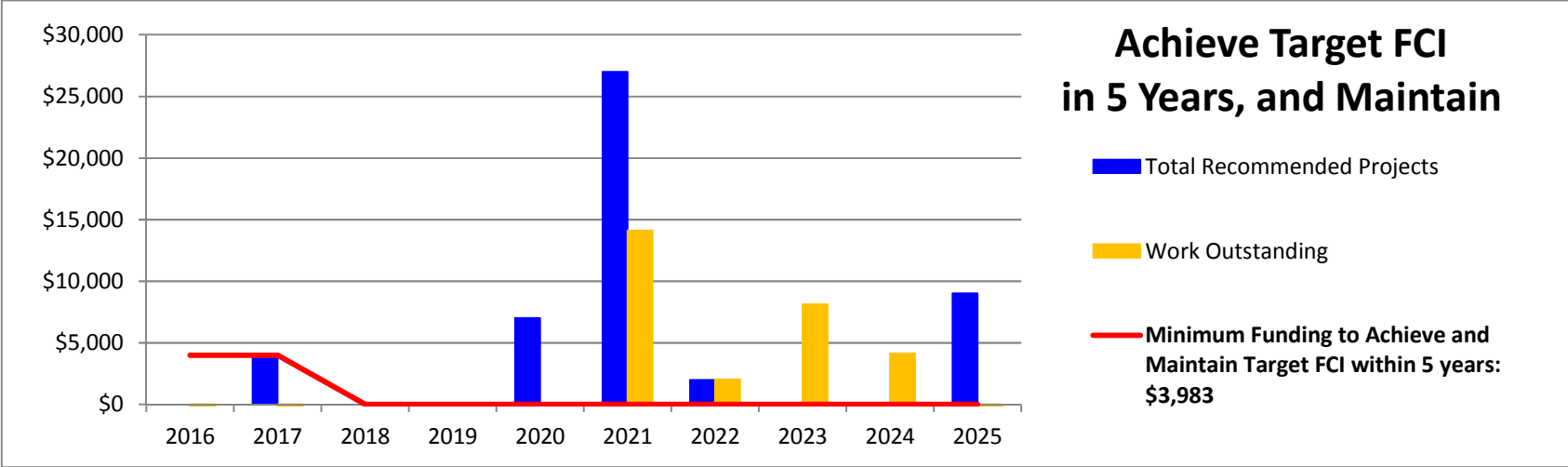
This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Victoria West Lawn Bowling Club, 155 Wilson Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	1,977	0	0	0
3 - Future Renewal	0	0	0	0	7,000	17,000	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	0	10,000	0	0	0	9,000
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	0	0	0	0	0	0
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	4,000	0	0	7,000	27,000	1,977	0	0	9,000
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$3,983							0	50		
Work outstanding	-3,983	-3,967		-11,933	Shingle cladd	14,100	2,012	8,110	4,127	-3,983
Minimum Funding to Achieve Target FCI within 10 years: \$3,488							0			
Work outstanding	-3,488	-2,975	-6,463	-9,951	-6,439	17,074	0	12,075	8,588	14,100

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Victoria West Lawn Bowling Club, 155 Wilson Street, Victoria



Start Yr 2016		The City of Victoria Facility Condition Assessment and Capital Plan Miscellaneous Buildings - Victoria West Lawn Bowling Club, 155 Wilson Street, Victoria																																	
BLDG	Row	COMPONENT		CONDITION ASSESSMENT				LIFECYCLE DATA				RECOMMENDATION				OPINION OF PROBABLE COST										Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	W. Review Last Major Action	Age in 2016	Typical Life Cycle or Actual Observed	Est. Time Remaining to EOL or Major Action	Recommendation	Type	Priority	Can this work be phased over multiple years?	If recommended work not complete can the rate of deterioration be expected to increase?	Will a failure in this system lead to a loss of use of the facility?	Can the current condition adversely affect the buildings security or safety?	Quantity	Unit Rate	Unit	Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
	1	SUBSTRUCTURE																							\$0	\$4,000	\$0	\$0	\$7,000	\$27,000	\$0	\$0	\$0	\$9,000	
	2	A10 Foundations		2	The foundations are reinforced concrete with a concrete slab on grade. No problems observed or reported.	Good	1977	39	100	50	Concrete foundations are expected to last the life of the building. No major capital expenditures required over the next 10 years.		Not Applicable								\$0														
	3	A103006 Foundation Drainage		X	Unknown. No problems reported or observed.	Not Reviewed	1977	39	15		No major capital expenditures are expected over the next 10 years. Undertake periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable							\$0															
	4	SUPERSTRUCTURE	General	3	The superstructure is a wood frame construction. There was no evidence of settlement, cracking, or other evidence of structural distress observed or reported. There was no evidence or reports of long term leakage that would lead us to expect concealed structural damage.	Good	1977	39	100	50	Interior protected structural components are expected to last the life of the building. No major capital expenditures required over the next 10 years.		Not Applicable								\$0														
	5	B10 Superstructure																																	
	6	ENVELOPE																																	
	7	Above-Grade Walls																																	
	8	B2010 Exterior Walls Cedar shingle siding		4	Cedar shingle cladding appears to be original. It was last painted in 2012. It is generally well protected by roof overhangs. The exception is the upper rear wall which is exposed and from the ground looked weathered.	Fair	2012	4	10	6	Cladding like cedar shingle in low exposure locations can last for extended periods. We recommend budgeting for partial replacement of the upper wall in approx. 6 years.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000						\$7,000				
	9	B2010 Exterior Walls Cedar shingle siding - replacement		4	Cedar shingle cladding appears to be original. It was last painted in 2012. It is generally well protected by roof overhangs. The exception is the upper rear wall which is exposed and from the ground looked weathered.	Fair	1977	39	50	11	No major capital expenditures required over the next 10 years on protected wall assemblies. Costs for this item have not been carried into the cash flow tables.		Not Applicable								0%														
	10	B201008 Exterior Soffits	Cedar	5	Wood soffits with perimeter ventilation. No problems reported or observed.	Good	1977	39	50	20	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								0%														
	11	B201010 Exterior Coatings		X	Shingle cladding painted in 2012. Other than exposed upper wall, painted cladding and trim is in good condition.	Fair	2012	4	10	6	Budget for repainting exterior cedar cladding.	Repair Allowance	3 - Future Renewal	Yes	Yes	No	No	1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000						\$10,000				
	12	B202001 Windows	Aluminum Frame	6	The windows are single glazed aluminum-framed units that date back to original construction. No leaks were reported or observed. Windows are generally well protected by roof overhang.	Fair	1977	39	30	6	Budget for replacement of windows in 6 years. Specify new thermally broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. Due to low exposure and minimal occupancy there is some discretion as to timing of overall replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	5	\$1,500	EA	\$7,500	0%	10%	15%	\$10,000						\$10,000				
	13	B203001 Exterior Doors		7	Exterior doors are insulated metal doors. There are double doors with glazed inserts on the club building and single doors on the storage shed. There is also an overhead garage door on the shed.	Good	1977	39	25	10	Replace doors in approx. 10 years. Although they have exceeded typical service life, condition and exposure provides some discretion as to actual timing.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No	5	\$1,500	EA	\$7,500	0%	0%	15%	\$9,000									\$9,000	
	14	Roofs																																	
	15	B301002 Slope Roof	Asphalt Shingle	8	The sloped roof is covered with asphalt shingles. The shingles were last replaced in 2009. Access to the attic was not available but it is understood to be insulated. There is also venting to the exterior via the soffit and vents within the roof. There was no evidence of moisture penetration or deterioration of the roof framing members in the shed. No problems were reported or observed.	Good	2009	7	25	18	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0														
	16	B301005 Gutters and Downspouts	Low Rise Res.	9	Roof drainage is managed via aluminum gutters and then drained via downspouts that discharge to the city storm services. No problems reported or observed.	Good	2009	7	25	18	Typically replaced when roof is being replaced.No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0														
	17	INTERIORS																																	
	18	C102001 Standard Interior Doors	Frames	10	Hollow core wood doors installed in the interior of the building. No problems reported or observed.	Good	1977	39	25	15	No major capital expenditures required over the next 10 years.		Not Applicable								\$0														
	19	C103002 Toilet and Bath Accessories,		11	Washroom are provided with partitions between toilets/urinals. Low usage has extended service life. Low usage has contributed to good condition.	Good	1977	39	15	15	No major capital expenditures required over the next 10 years.		Not Applicable								\$0														
	20	C103009 Cabinets/Counters		12	Wood cabinets installed in kitchen and plastic laminate counter tops in kitchen and bathrooms. All appear to be original. Low usage has contributed to good condition.	Good	1977	39	35	15	Although cabinets and counters appear dated they are functional and in good condition. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable							\$0															
	21	C103005 Wall Finishes		13	Walls are finished in a combination of wood or painted gypsum board. No problems reported or observed.	Good	2010	6	5	5	Repair interior walls as required.	Contingency	3 - Future Renewal	Yes	No	No	No	1	\$5,000	LS	\$5,000	0%	10%	15%	\$7,000					\$7,000					
	22	C202004 Resilient Floor Finishes		14	Floors with resilient flooring. Do not appear to be original but in generally good condition with assumed age of 10 years. No problems reported or observed.	Good	2009	7	20	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable							\$0															
	23	C303003 Ceiling Finishes		15	Ceiling in hall area finished with wood. Kitchen and washrooms are finished with painted gypsum board.	Good	1977	39	20	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable							\$0															
	24	MECHANICAL SYSTEMS																																	
	25	HVAC Systems																																	
	26	D304007 Ventilation Systems	Washroom /Kitchen exhaust	16	There are fans in the washrooms and kitchen. All are operable. Fans in washroom are older vintage but operable.	Fair	1977	39	17	6	Replace kitchen and bathroom fans in 6 years. Cost associated with this item falls below the threshold provided and have not been carried into the budget.	Replacement	3 - Future Renewal	Yes	No	No	No	1	\$500	LS	\$500	0%	10%	15%	\$1,000										
	27	Plumbing Systems																																	
	28	G3010 Water Supply		X	Water for domestic service is provided by city services. Distribution provided by copper piping. Limited review due to finishes but no problems reported. It is understood to be original.	Good	1977	39	40	15	Although exceeded typical life cycle no indication that complete replacement is required. Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0														
	29	D202003 Domestic Water Equipment - Tanks		17	There are 2 domestic electric hot water storage tanks in the building. One supplies hot water for washrooms; the other supplies water to kitchen. Capacity for each hot water tank is approx. 25 Gal. Access was limited to the washroom tank, which appears to be almost 20 years old. The age of the other tank could not be confirmed.	Good	1995	21	15	6	Replace at end of service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.	Replacement	Not Applicable	Yes	No	No	No				\$0														
	30	D2030 Sanitary Waste / G3020 Sanitary Sewer		18	Limited review because of finishes but where observed it is a combination of steel and ABS and is connected to City services. No problems reported or observed.	Good	1977	39	50	15	Complete localized repairs as may be necessary as the building ages. No major capital expenditures required over the next 10 years.		Not Applicable								\$0														
	31	D2040 Rain Water Drainage / G3030 Storm Sewer		X	Concealed and unable to review. No reports of problems.	Good	1977	39	50	15	Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0														
	32	D201000 Plumbing Fixtures		19	Stainless steel sink in kitchen; 2 sinks, 1 toilet, 1 urinal in men's washroom; 2 sinks and 2 toilets in women's washroom. Some of the fixtures appear to be original. Others replaced as required. No problems reported or observed.	Good	1977	39	25	15	Although exceeded service life fixtures experience low usage and are operational. Budget for gradual replacement/repairs.No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0														
	33	D3098 Electric Baseboard Heating		20	Baseboard heaters installed throughout facility. No problems reported or observed.	Good	1977	39	30	15	Although exceeded service life fixtures experience low usage and are operational. Budget for gradual replacement/repairs.No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0														
	34	ELECTRICAL SYSTEMS																																	
	35	D501003 Main & Secondary Switchgear	Replacement	21	The main panel is rated 400A, 120/240V, single/three phase. There are also 2 subpanels rated at 225A. No problems reported or observed.	Good	1977	39	25	20+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. With proper maintenance may survive age of the building. Regular cleaning (every 5 years) and infrared scanning is recommended.		Not Applicable								\$0														
	36	D502002 Lighting Equipment	Indoor	22	Lighting is primarily fluorescent style. Appear to be original with some possible replacement.	Good	1977	39	25	15	Not as energy efficient as current lighting systems. Not heavily used so there is some discretion with respect to timing of replacement. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0														
	37	D502002 Lighting Equipment	Outdoor	23	Limited exterior lighting on buildings. Various style and vintage. No problems reported or observed.	Good		0	25	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable								\$0														
	38	FIRE AND LIFE SAFETY SYSTEMS																																	
	39	D100002 Emergency Exit Signs		24	Illuminated exit signs installed at exits. Age is not known but no problems observed.	Good		0	25	20+	No major capital expenditures required over the next 10 years. Costs for this item are below the threshold provided and have not been carried into the cash flow tables.		Not Applicable								\$0														
	40	PROFESSIONAL SERVICES																																	
	41	P100008 Seismic Review	Further Study		No seismic work has been completed on this building.		1980	36	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	1	\$3,000	EA	\$3,000	0%	0%	15%	\$4,000		\$4,000								

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Vic West Lawn Bowling Club



Photo 01



Photo 02

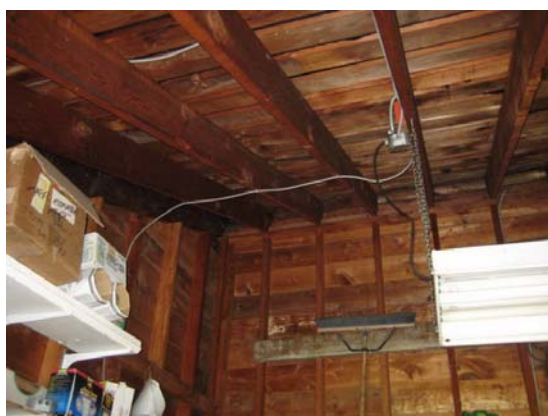


Photo 03



Photo 04



Photo 05



Photo 06

Vic West Lawn Bowling Club



Photo 07



Photo 08



Photo 09

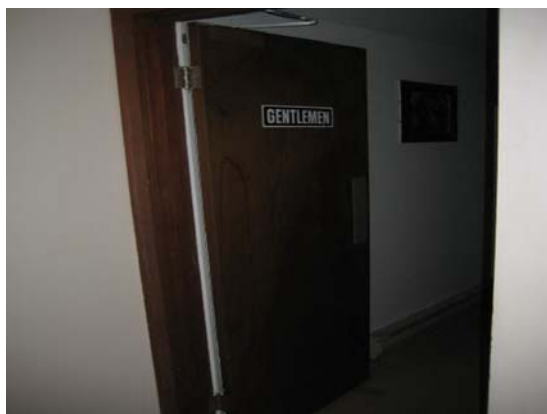


Photo 10



Photo 11



Photo 12

Vic West Lawn Bowling Club



Photo 13



Photo 14

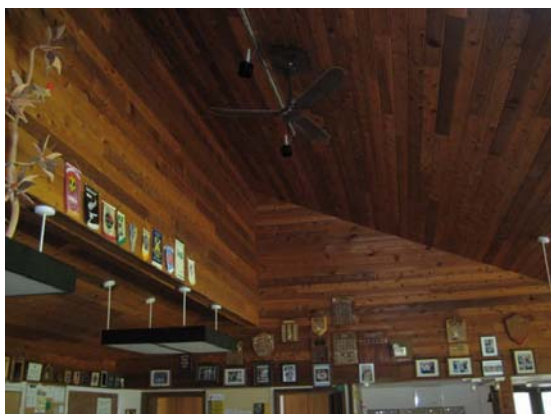


Photo 15



Photo 16



Photo 17



Photo 18

Vic West Lawn Bowling Club



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Appendix B12

**Building 98 – Victoria Lawn Bowling Club
100 Cook Street, Victoria, BC**

The City of Victoria**Facility Condition Assessment and Capital Plan****Miscellaneous Buildings - Victoria Lawn Bowling Club, 100 Cook Street, Victoria**

PROPERTY DESCRIPTION

Constructed sometime in the early 1980's, the current Victoria Lawn Bowling club is a single storey wood frame structure constructed over a partial basement/crawlspace. There are also two wood frame storage sheds on the property. See Photo 1.0.

PROPERTY STATISTICS

Gross Floor Area (ft2): 2,700
 Building Value: \$507,600
 Target FCI: 0.025
 Current FCI: 0.000

REPORT OVERVIEW

We found no safety concerns requiring immediate expenditures

The following provides an overview of the visual seismic, building code, accessibility and energy efficiency reviews completed.

Seismic Review

Updated cost estimate	None provided.
Seismic work completed to date:	None reported.
Recommendations:	The building was completed prior to 1998. Consideration should be given to completing a seismic review. A seismic review will be required to be completed as part of any significant renovation and/or if the occupancy of the building is increased.

Building Code Review

Built under what code:	BCBC 1980.
Deficiencies observed:	None
Recommendations:	Complete a full code evaluation as part of any significant renovation and/or if the occupancy of the building is increased.

Accessibility Review

Access into building:	Yes
Access throughout building:	Yes
Access to washrooms:	Yes
Recommendations (and cost estimate):	It is recommended that an accessibility study be completed as part of any significant renovation and/or if the occupancy of the building is increased.

The City of Victoria

Facility Condition Assessment and Capital Plan

Miscellaneous Buildings - Victoria Lawn Bowling Club, 100 Cook Street, Victoria

Energy Efficiency

Upgrade recommendations: Lighting. Discretionary depending on operational priorities.

An Energy Audit will identify potential energy savings that can be realized through building upgrades. The value of this study would be dependent on the scope of work being proposed to be completed and the future use of the building. It is recommended that an energy audit be completed as part of any significant renovation and/or if the occupancy of the building is increased.

We identified recommendations of approximately \$67,000 over the next five years. The following is a summary of the major projects (over \$15,000) we believe will be required over the next five years, and elements whose condition is unknown and/or where further investigation is recommended:

- B202001 Windows

PROJECT TEAM

The visual reviews were completed on June 18, 2015 by Brian Benson. We began with an interview with Jackie McClean and Chris Jones who are active organizers in the club.

Dan Walters and Chris Raudoy, of Morrison Hershfield reviewed the report for technical content and for compliance with the contract requirements.

REFERENCE DOCUMENTS/INFORMATION

No documents have been provided to us to review.

This report should be reviewed in conjunction with the Objectives, Terms of Reference, Limitations, and Methodology described in the main body of the report.

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Victoria Lawn Bowling Club, 720 Belleville Street, Victoria

We recommend budgeting for these major projects by priority and year as follows:

Priority	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
1 – Immediate	0	0	0	0	0	0	0	0	0	0
2 - Restore Functionality	0	0	0	0	0	0	0	0	0	0
2b - Exceeded Service Life	0	0	0	0	0	0	0	0	0	0
3 - Future Renewal	0	0	0	0	10,000	0	0	0	0	0
4a - Discretionary Renewal (Upgrade)	0	0	0	0	47,000	0	0	0	0	0
4b - Discretionary Renewal (Aesthetic)	0	0	0	0	6,000	0	0	0	0	0
Not Applicable	0	4,000	0	0	0	0	0	0	0	0
Total in 2015 dollars	0	4,000	0	0	63,000	0	0	0	0	0

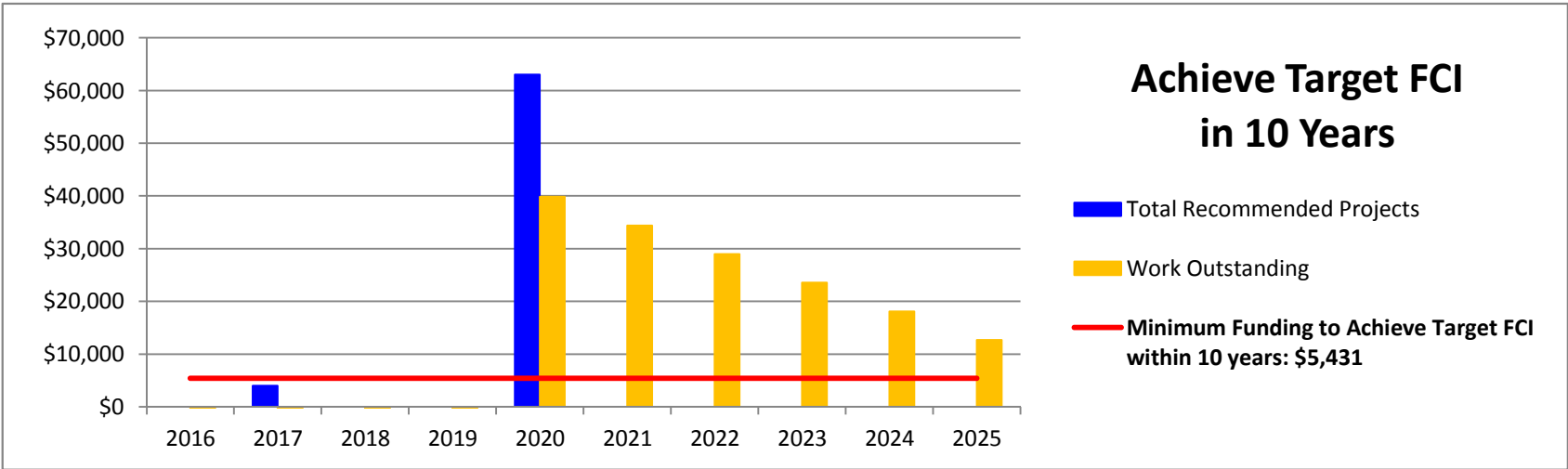
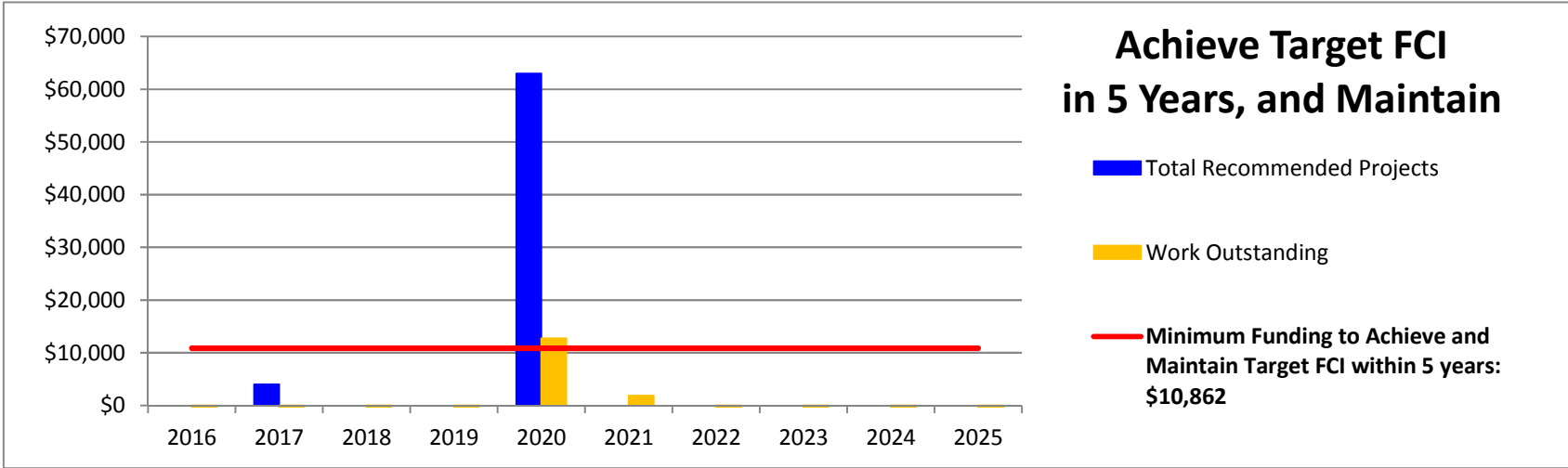
Minimum Funding to Achieve and Maintain Target FCI within 5 years: \$10,862

Work outstanding	-10,862	-17,724	-28,586	-39,448	12,690	1,828	-9,034	-19,896	-30,758	-41,620
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Minimum Funding to Achieve Target FCI within 10 years: \$5,431

Work outstanding	-5,431	-6,862	-12,293	-17,724	39,845	34,414	28,983	23,552	18,121	12,690
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The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Victoria Lawn Bowling Club, 720 Belleville Street, Victoria



Start Yr
2016

The City of Victoria

Facility Condition Assessment and Capital Plan

Miscellaneous Buildings - Victoria Lawn Bowling Club, 720 Belleville Street, Victoria

BLDG	Row	Component			Condition Assessment					Lifecycle Data			Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost								Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type	Photo	Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOJ or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025			
	1	Substructure																																				
	2	A10 Foundations		2	The foundations are reinforced concreted. There is a partial basement/crawlspace under the main club area. No problems reported or observed.	Good	1980	36	100	64	Concrete foundations are expected to last life of building. No major capital expenditures required in the next 10 years.		Not Applicable										0%															
	3	A103006 Foundation Drainage		X	Concealed. No problems reported or observed.	Good	1980	36	15	15	Undertake periodic camera inspection and isolated repairs as required. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable									0%																
	4	Superstructure																																				
	5	B10 Superstructure	General	3	The superstructure is a wood frame construction. The roof is an engineered truss system. There was no evidence of settlement, cracking, or other evidence of structural distress was observed or reported. There was no evidence or reports of long-term leakage that would lead us to expect concealed structural damage.	Good	1980	36	100	64	Interior protected structural components are expected to last the life of the building. No major capital expenditures are expected to be required.		Not Applicable										0%															
	6	Envelope																																				
	7	Above-Grade Walls																																				
	8	B2010 Exterior Walls - Cedar Siding		4	Walls are clad in horizontal cedar siding. Walls generally have low exposure due to overhangs. Cladding appears to be original. While the siding is weathered it is still functional	Good	1980	36	10	5	Budget for repair and repainting of the exterior cladding.	Contingency	3 - Future Renewal	Yes	Yes	No	No		1	\$7,500	LS	\$7,500	0%	10%	15%	\$10,000					\$10,000							
	9	B201008 Exterior Soffits	Cedar	5	Soffits are cedar siding with ventilation strip.	Good	1980	36	50	14	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									0%	0%															
	10	B202001 Windows	Aluminum Frame	6	The windows are double glazed non-thermally broken aluminum-framed units. They appear to be original. Some of the IGU's have failed and have been replaced as required. Approx. 1 IGU/year is repalced. No leaks were reported or observed. Many windows are generally well protected by roof overhang.	Fair	1980	36	30	5	Budget for replacement of windows in approx. 5 years. Specify new thermally-broken, insulated glass units (IGUs) c/w Low E coatings and argon fill. Due to low exposure and minimal occupancy there is some discretion as to timing of overall replacement.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		18	\$1,500	EA	\$27,000	0%	10%	15%	\$35,000					\$35,000							
	11	B203001 Exterior Solid Doors		7	Insulated metal doors installed on club portion of the building. Wooden doors for the basement and sheds. Low exposure. Protected by roof overhang.	Fair	1980	36	25	5	Replace doors in approx. 5 years. Although they have exceeded typical service life, condition and exposure provides some discretion as to actual timing.	Replacement	4a - Discretionary Renewal (Upgrade)	Yes	No	No	No		6	\$1,500	EA	\$9,000	0%	10%	15%	\$12,000					\$12,000							
	12	Roofs																																				
	13	B301002 Slope Roof		8	The sloped roof of the main club is covered with asphalt shingles. The exact age of the shingles is not known but based on our review they appeared to be at least 10 years old. Attic is insulated and vented to the exterior via the soffit and vents within the roof. The attic was accessed and there was no evidence of moisture penetration or deterioration of the roof framing members. The sloped roofs of the sheds are waterproofed with an SBS membrane. No problems reported or observed.	Good	2005	11	25	14	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
	14	B301005 Gutters and Downspouts		9	Roof drainage is managed via concealed gutters on the main roof and then drained via downspouts that discharge to the perimeter drainage. No problems reported or observed.	Good	2005	11	25	14	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
	15	Interiors																																				
	16	C103002 Toilet and Bath Accessories, Rehab		10	Washroom are provided with partitions between toilets/urinals. Low usage has extended service life. Low usage has contributed to good condition.	Good	1980	36	25	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
		C103009 Kitchen Cabinets/Counters		11	Particle board cabinets and plastic laminate counter tops. Cabinets painted about 4 years ago. Low usage has contributed to good condition.	Good	2011	36	20	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
	18	C11 Washrooms/Changing Rooms		12	Changing room provided with metal lockers and benches. Low usage has extended service life. Low usage has contributed to good condition.	Good	1980	36	25	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
	19	C301005 Gypsum Board Wall Finishes		13	Interior walls are painted gypsum board. Painting completed as required by membership.	Good	2011	5	5	5	Repaint interior as required.	Contingency	4b - Discretionary Renewal (Aesthetic)	Yes	No	No	No		1	\$4,000	LS	\$4,000	0%	10%	15%	\$6,000					\$6,000							
	20	C302004 Floor Finishes		14	Flooring is a combination of tile (WC & entrance), Carpet, and resilient flooring (kitchen, locker rooms) Exact age is unknown but at least 10 years old. Low usage has contributed to good condition.	Good	2005	11	15	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
	21	C303003 Gypsum Board Ceiling Finishes		15	Ceilings are painted gypsum board	Good	2015	5	20	15	No major capital expenditures required in the next 10 years. Cost associated with this item falls below the threshold provided and have not been carried into the budget.		Not Applicable									\$0																
	22	Mechanical Systems																																				
	23	HVAC Systems																																				
	24	D304007 Ventilation Systems	Washroom /Kitchen exhaust	16	Exhaust fan provided in WC's and in kitchen. Age is unknown but operational.	Good	2010	6	15	9	No major capital expenditures required in the next 10 years. Cost associated with this item falls below the threshold provided and have not been carried into the budget.		Not Applicable									\$0																
	25	Plumbing Systems																																				
	26	G3010 Water Supply		17	Water for domestic service is provided by copper piping and enters the building through the basement. Assumed to be original. No problems reported or observed.	Good	1980	36	40	15	Although approaching end of service line no indication that it should be replaced in the near future. Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
	27	D202003 Domestic Water Equipment - Tanks	electric-kitchen	18	There is a electric heated domestic hot water tank (Rheem 415, 170L capacity) located in basement. Age is unknown but assumed to be at least 5 years old.	Good	2010	6	12	6	Replace at end of service life. City staff confirmed that this work would be completed through the facility maintenance program. Costs associated with this work have not been included in the cash flow tables.		Not Applicable									\$0																
	28	D2030 Sanitary Waste / G3020 Sanitary Sewer		19	Limited review due to interior finishes but where observable it is a combination of ABS and steel piping. No problems reported or observed.	Good	1980	36	35	15	Although exceeded typical life cycle no indication that complete replacement is required. Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
	29	D2040 Rain Water Drainage / G3030 Storm Sewer		X	Concealed services. Age is unknown but assumed to be original. No problems reported or observed.	Good	1980	36	35	15	Complete localized repairs as may be necessary as the building ages. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
	30	D201000 Plumbing Fixtures		20	There is a stainless steel sink in kitchen. Men's WC is provided with 1 toilet, 2 urinal, 2 sinks. Women's WC is provided with 2 toilets and 1 sink. Replacement done as required.	Good	1980	36	25	15	Although exceeded service life fixtures experience low usage and are operational. Budget for gradual replacement/repairs. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
	31	D3098 Electric Baseboard Heating		21	Building is heated by baseboard heating. Appearto be original units. No problems reported or observed.	Good	1980	36	40	15	Although exceeded service life fixtures experience low usage and are operational. Budget for gradual replacement/repairs.No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																
	32	Electrical Systems																																				
	33	D501003 Main & Secondary Switchgear	Basement	22	The main panel is rated 225A panel (Westinghouse) located in the basement. 2 sub-panels 70A & 100A No problems reported or observed.	Good	1980	36	50	20+	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables. With proper maintenance may survive age of the building. Regular cleaning (every 5 years) and infrared scanning is recommended.		Not Applicable									\$0																
	34	D502002 Lighting Equipment		23	Combination of flourescent and globe lights. Appear to be original. No problems reported or observed.	Good	1980	36	25	15	Not as energy efficient as current lighting systems. Not heavily used so there is some discretion with respect to timing of replacement. No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable									\$0																

Start Yr:
2016

The City of Victoria
Facility Condition Assessment and Capital Plan
Miscellaneous Buildings - Victoria Lawn Bowling Club, 720 Belleville Street, Victoria

BLDG	Row	Component		Photo	Condition Assessment				Lifecycle Data				Recommendation				Can this work be phased over multiple years ?	If recommended work not complete can the rate of deterioration be expected to increase ?	Will a failure in this system lead to a loss of use of the facility ?	Can the current condition adversely affect the buildings security or safety ?	Opinion of Probable Cost									Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
		ID	Location / Type		Description & History	Condition	Yr New or Last Major Action	Age in 2016	Typical Life Cycle or Action Interval	Est. Time Remaining to EOJ or Major Action	Recommendation	Type	Priority	Quantity	Unit Rate	Unit					Subtotal Repair or Replacement Cost	Consult.	Contingency	15% Tax & Project Costs	Total in 2015 Dollars	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025				
																										\$0	\$4,000	\$0	\$0	\$63,000	\$0	\$0	\$0	\$0	\$0				
	35	D502002 Lighting Equipment	Outdoor	24	Recessed lights in soffits and flood lights.	Good	1980	36	25	15	No major capital expenditures required in the next 10 years. Costs for this item have not been carried into the cash flow tables.		Not Applicable																										
	36	FIRE AND LIFE SAFETY SYSTEMS																																					
	37	D509002 Emergency Exit Signs	Exits	25	Installed at exit doors. No problems reported or observed. Age is unknown but are operational.	Good	2005	11	25	14	Replace at the end of their service life. Costs for this item are below the threshold provided and have not been carried into the cash flow tables.	Contingency	3 - Future Renewal	Yes	No	No	No	No		1	500	LS	\$500	0%	10%	15%	\$1,000												
	38	PROFESSIONAL SERVICES																																					
	39	P100008 Seismic Review	Further Study	X	No seismic work has been completed on this building.		1980	36	15	2	It is recommended that the building seismic upgrades be completed as part of any significant renovation and/or if the occupancy of the building is increased.	Study	Not Applicable	N/A	N/A	N/A	N/A	N/A		1	\$3,000	EA	\$3,000	0%	0%	15%	\$4,000		\$4,000										

All quantities are approximate only for capital budgeting purposes, and would require confirmation prior to obtaining any quotes for work.

Victoria Lawn Bowling Club



Photo 01



Photo 02



Photo 03



Photo 04



Photo 05



Photo 06

Victoria Lawn Bowling Club



Photo 07



Photo 08



Photo 09



Photo 10



Photo 11



Photo 12

Victoria Lawn Bowling Club



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18

Victoria Lawn Bowling Club



Photo 19



Photo 20



Photo 21



Photo 22



Photo 23



Photo 24

Victoria Lawn Bowling Club



Photo 25

APPENDIX C:
Glossary of Terms

Glossary of Terms

The following is a list of terms and abbreviations which may have been used in the report produced for the noted project. All of the terms and abbreviations used are standard within the industry, but the glossary may be of some aid for those not familiar with construction terms.

Air Barrier:	An assembly of one or more materials, including joints, that prevents the continuous passage of air, and whatever it contains, between different environments under a difference of pressure.
Ampere (A):	The unit of measurement of electric current. The greater the amperage, the larger the size of the conductor required to carry the current.
Annunciator Panel:	A lighted panel that provides information about the location of an activated fire alarm in a building, typically located near the main entrance of a building.
Backflow Preventer:	A device used in plumbing systems to prevent potentially contaminated water from moving back into the clean water supply.
Bitumen:	The term covering numerous mixtures of hydrocarbons such as those found in asphalt and mineral pitch.
Built-Up Roof:	Waterproof membrane constructed of multiple felt layers mopped down with bitumen.
Caulking:	Material with widely different chemical compositions used to make a seam or joint air-tight or watertight.
CCTV:	Closed Circuit Television, a video camera system that transmits video images to specific monitors as opposed to broadcasting the signal over air waves. Typically used in security applications.
CFM:	Cubic feet per minute, the common unit of air flow measurement.
Cladding:	Any material that covers an interior or exterior wall.
Control Joint:	Also Movement Joint, a continuous joint in a structure or element, used to regulate the amount of cracking and separation resulting from relative movement.
Condenser:	A device used to remove heat from refrigerating equipment by circulating hot refrigerant gas through coils in the unit and blowing outdoor air across the coils with a fan. Cooling the gas causes it to condense back into a liquid.
Cooling Tower:	A device used to cool condenser water in a chiller by evaporation. Condenser water is sprayed into the top of the cooling tower. The droplets fall through the tower as air is blown upward through the tower, partly evaporating the droplets, which cools the remaining water. Water leaving the cooling tower is typically 10 degrees cooler than when it entered.
Delamination:	A separation along a plane parallel to a surface.
Direct expansion:	A refrigeration method in which an air cooling coil contains refrigerant rather than a secondary coolant glycol or brine.

Drip Edge:	A projection detailed to direct water run-off away from the wall or window face below.
Efflorescence:	Deposits of salt, usually white, due to the migration of salt-laden (in solution) water through concrete or masonry units.
EPDM:	Synthetic rubber membrane usually applied in single-ply applications.
Exhaust Air:	Air mechanically removed from a building to reduce the concentration of moisture, cooking odours and other contaminants from the building.
Fan Coil Unit:	A device consisting of a fan and water coil that can heat an area by circulating hot water through the coil and cool by circulating chilled water through the coil.
Fire Detector:	A fire alarm system component which senses the presence of a possible fire through the presence of smoke particles or heat (i.e. smoke detector, heat detector).
Flashing:	A thin waterproof sheet material, flexible or rigid, used to direct water out of, or away from, the structure.
Glazing:	A generic term for the transparent, or sometimes translucent, material in a window or door. Often, but not always, glass.
Glazing Bead:	A molding or stop around the inside of a frame to hold the glass in place.
Glazing Unit:	That part of a window which includes more than one glazing layer sealed around the outside edge to prevent air or moisture from entering the airspace and eliminating dirt and condensation between glazings.
Heat Exchanger:	A device used to heat a fluid or gas with another fluid or gas without the two streams coming in direct contact with each other and mixing. For example a radiator heats air using hot water. The air and water circulate through the heat exchanger (the radiator) but do are prevented from coming in contact with each other by the radiator.
Heat Pump:	A mechanical device designed to provide both winter heating and summer cooling.
HID:	High Intensity Discharge, a generic term for mercury, vapour, metal halide and high pressure sodium light fixtures. Light in these fixtures is produces by an electric arc between two electrodes.
House Panelboard:	A panelboard which supplies power to common area loads
Hydronic Heating:	A means of heating a space through the use of hot water circulated through heating coils or a radiator in the space
Initiating Device:	A fire alarm system component which initiates a fire alarm (i.e. pull station).
Inverted Roof:	Where the roof membrane is located below the insulation and ballast (also Protected Membrane Roof).
Joist:	One of several parallel, horizontal and relatively closely spaced concrete, wood or steel members directly supporting a floor or roof slab or deck.
kVA:	Kilo-Volt-Ampere, the unit used to measure apparent power. This is what is charged by the utility.

kW:	Kilowatt, the unit used to measure real power. This is power that is actually used by the customer.
Lintel:	A horizontal structural support above an opening in a wall.
Makeup Air:	Fresh, outdoor air that is mechanically introduced to a building to make up for the air removed from buildings by exhaust systems.
Panelboard:	A component of an electrical distribution system which divides an electrical power feed into subsidiary circuits, while providing a protective fuse or circuit breaker for each circuit all contained in a common enclosure.
Pre-Formed Insulation:	Insulation that has been fabricated at the factory to conform to the shape of pipe fittings such as elbows, or to equipment such as valves and pumps. Usually designed to be easily removable so it can be removed from equipment for servicing and then re-installed when the work is complete.
Refractory:	A ceramic insulating material used in boilers and similar equipment because it can withstand very high temperatures.
Retaining Wall:	A wall constructed to hold back earth, water or other backfill.
Riser:	Pipes or ductwork used to transport water, effluent, air or service cables vertically through a multi-storey building for distribution of services.
Roof Structural Deck:	An elevated platform consisting of a variety of materials such as wood planks or metal pans, often supported by structural joists, beams and columns made of steel or wood, all structurally designed to support loads such as a roofing system.
Scaling:	A degradation of the surface of a concrete element, consisting of local flaking or peeling away of the near-to-surface sand and cement portion of hardened concrete or mortar.
Sealant:	A flexible material used on the inside (or outside) of a building to seal gaps in the building envelope in order to prevent uncontrolled air infiltration and exfiltration.
Sealed Units:	Two pieces (lites) of glass sealed around the perimeter, increasing the thermal resistance of the window.
Shear Wall:	A wall that resists horizontal forces applied in the plane of the wall, usually due to wind or seismic effects (also Flexural Wall).
Signaling Device:	A fire alarm system component which visually or audibly alarms (i.e. bell, strobe).
Slab-on-Grade:	A concrete floor slab placed directly on compacted fill and deriving its support from this fill (also Slab-on-Ground).
Spall:	A fragment of concrete or masonry detached from a larger mass by a blow, weather action, internal pressure, or efflorescence within the mass (sub flourescence).
Stucco:	A finish consisting of cement plaster, used for coating exterior building surfaces.
Switchboard:	A board or panel equipped with apparatus for controlling the operation of a system of electric circuits.

Terminal Board:	An insulating base on which terminals for wires or cables have been mounted
Thermographic Scanning:	Also known as infra-red scanning. A photograph that detects hot spots of electrical equipment or temperature differences at building surfaces.
Tuckpointing:	Also Repointing, the process of removing deteriorated mortar from the joints of masonry and replacing it with new mortar.
Uninterruptable Power Supply (UPS):	A power electronic device primarily used as a back up power source for computers and computer networks to insure on-going operation in the event of a power failure. Sophisticated units also have power conditioning and power monitoring features.
Vapour Barrier:	A material or combination of materials having a high resistance to water vapour diffusion, used to separate a high water vapour pressure environment from a low water vapour pressure environment.
Vent:	An opening placed in a facing wall or window assembly to promote circulation of air within a cavity behind the facing, usually to encourage drying of the cavity and/or to moderate the pressure across the facing.
Volt (V):	A unit of potential energy equal to the potential difference between two points on a conductor carrying a current of 1 ampere.
VRLA:	Valve Regulated Lead-Acid, low maintenance batteries which use much less battery acid than traditional lead-acid batteries typically used in UPS applications.
Weather-strip:	A strip of material placed around an operating window or door to reduce air leaks.
Weephole:	An opening placed in a wall or window assembly to permit the escape of liquid water from within the assembly. Weepholes can also act as vents.
Weeping Tiles:	Drainage pipes placed at the base of foundation walls.



**Governance and Priorities Committee Report
For the October 22, 2015 Meeting**

To: Governance and Priorities Committee **Date:** October 15, 2015
From: Brad Dellebuur, Assistant Director of Transportation, Engineering and Public Works
 and Katie Hamilton, Director of Citizen Engagement and Strategic Planning
Subject: Summary of North Park Co-Design Community Workshop

RECOMMENDATION

1. That Council endorse the neighbourhood's recommendation that the paving along Cook Street from Pandora Avenue to Caledonia Avenue be deferred pending approval of a new cycling network in 2016.
2. That Council direct staff to provide support for a visioning exercise that may be used to inform the community's Local Area Plan.

EXECUTIVE SUMMARY

The pavement along Cook Street from Pandora Avenue to Caledonia Avenue is deteriorating and requires a new asphalt surface. As part of the upgrades to the pavement, the City took a complete streets approach and examined what other improvements could be made to coincide with the upgrades to Cook Street.

A co-designed approach to engage the community on what improvements they would like to see was introduced. The North Park Neighbourhood Association, the Greater Victoria Placemaking Network and the Fernwood Community Association designed the engagement process with support from City staff where needed. A workshop, walking tour, survey and ideas board were used to solicit ideas for improvements to the corridor from the community.

The results of the community workshop resulted in some common themes for improvements for the corridor. The most common theme that emerged from the feedback collected was the need for a crosswalk at North Park Street and Cook Street. Other common requested features included landscaped centre medians, more bike racks, slower traffic speeds, widened sidewalks, and more trees or greenery along the corridor.

The feedback collected this spring resulted in four potential designs for the corridor which were developed by residents and community leaders in collaboration with the City. The designs were shared in early September and the community was asked to identify their preferred option for the corridor through an online survey or at the on-street open house in the North Park neighbourhood. The design most preferred by the community was a hybrid of various treatments incorporating a gateway feature on a landscaped median at each end of the corridor and a pedestrian crosswalk providing a safe, accessible crossing on Cook Street at North Park Street.

Following the engagement the City met with the community associations and heard that while the process was considered a success, the community organizations had a desire for a larger conversation about their neighbourhood's future and how the investment could support the broader vision for the community. The community representatives explained to City staff in a letter (Appendix B) that they would like to defer investment and move forward with a visioning exercise that will help shape the future of their neighbourhood, best direct City spending and which could

inform the Local Area Plan for their community.

The Cook Street corridor has also been identified as a potential priority corridor for the proposed bicycle network which also warrants consideration around the timing of paving.

Due to the community's desire to plan the corridor through a larger planning process and Cook Street becoming a possible cycling corridor, it's recommended to delay repaving. The road surface along Cook Street will not suffer any negative impacts if the work is delayed. The investment can be directed to other roads which are in need of repaving.

Respectfully submitted




Brad Dellebuur
Acting Assistant Director,
Transportation and Parking
Services



Katie Hamilton
Director,
Citizen Engagement and
Strategic Planning

Report accepted and recommended by the City Manager:


October 16, 2015

Date:

PURPOSE

The purpose of this report is to update Council on the co-design workshop and engagement process that took place in partnership with the North Park Neighbourhood Association, Fernwood Community Association, and the Greater Victoria Placemaking Network and to determine next steps for the repaving of the Cook Street corridor from Pandora Avenue to Caledonia Avenue.

BACKGROUND

The pavement along Cook Street from Pandora Avenue to Caledonia Avenue is deteriorating and requires new asphalt. The resurfacing created an opportunity to approach a City maintenance project through a more holistic 'complete streets' approach and simultaneously integrate other aspects which the community would like to see along the corridor.

Members from the North Park Neighbourhood Association, the Fernwood Community Association and the Greater Victoria Placemaking Network partnered with the City to co-design an engagement approach in order hear from a wide variety of community members. The team designed the engagement process with support from the City where needed.

Process

Part 1 – North Park Co-Design Workshop

The team determined the best way to hear from residents was through a workshop, ideas board posted along the corridor and an online survey. A workshop was held in late May engaging 46 community members, including a walking tour through the area planned for paving to share how it currently functions and being to explore what improvements could be made.

Following the walking tour, participants broke out into a workshop and explored what amenities and features would add value to the community. Topics discussed included how to improve movement (walking, biking, driving, riding), how to improve street space (comfort, look, feel), how to improve village identity (image, brand, recognition), and how to improve the business and social environments in North Park.

For those unable to attend the workshop an online survey was available for three weeks during May and June. 26 completed surveys were received.

To promote both the online survey, the community workshop as well as engage people as they walk by, an ideas board was placed along the corridor where people could provide immediate feedback, which the City collected and included in the received feedback.



What We Heard- Community Workshop:

During the workshop the most common responses provided around the types of improvements the community would like to see along the Cook Street corridor included:

- A crosswalk at North Park Street and Cook Street
- Creating a focus point or central village area
- Banner poles at entrances or along corridor
- More bike racks (some specific locations named, but most just asking for more bike racks in general – with some already being installed at 1516 Cook St)
- More trees, shrubs, planters, green space
- Public spaces, benches
- Wider sidewalks
- Traffic calming measures
- Colour, brickwork and style wherever possible
- More pedestrian crossings
- Street treatments around sidewalks and crosswalks

What We Heard – Online Survey:

The online survey was available for three weeks during May and June and followed the same questions that were asked of the participants in the workshop. 26 online surveys were completed with the greatest number of participants between 25 and 39 years old and residents of either the North Park or Fernwood community. This is consistent with the North Park community's age demographic as nearly two thirds of the community is an adult between 25-64 years old.

How old are you?



The online survey responses were very similar to the in-person feedback received and included the following common themes around improvements:

- Better/safer crossings
- More bike racks
- More bike lanes
- More green space
- Better lighting
- Wider sidewalks
- More benches
- Banners and signs
- Art and public spaces

Part 2 – Community Open House

Following the workshop, City staff, the North Park Neighbourhood Association, the Fernwood Community Association and the Greater Victoria Placemaking Network developed four potential design options to be shared with the community based on the ideas generated by the community. (See Appendix A for detailed design options).

The four design options were:

- Option A: A two crosswalk connection – this option included a new crosswalk with sidewalk improvements at North Park Street and Cook Street and the enhancement of the existing crosswalk at Grant Street.
- Option B: Centre medians with trees – this option included five traffic calming centre medians with trees and greenery along the corridor.
- Option C: Gateway features with crosswalk – this option included gateway features at either end of the corridor with a tree in each as well as a new crosswalk at North Park and Cook Street (without the sidewalk concrete upgrades of Option A)
- Option D: Widened sidewalks – this option included wider sidewalks for increased accessibility and shorter pedestrian crossings at crosswalks or side streets.

The designs were shared with the community through a drop-in open house, ideas board online and through a survey. 73 individuals attended the open house and 11 surveys were completed.

What We Heard

Participants at the open house were asked to identify their preferred design option (A,B,C or D).

The most preferred option was Option C, the gateway feature and crosswalk, which was preferred by 49 people that attended the open house. The other options were as follows:

- Option B (centre medians with trees) – 17 people preferred this design option
- Option D (wider sidewalks) – 4 people preferred this design option
- Option A (two crosswalk connection) – 3 people preferred this design option

An additional "What We Heard" features board was also on display at the open house where participants could identify what types of standalone amenities they preferred regardless of what option they chose. The most preferred feature the community would like to see implemented are crosswalks. The next most preferred feature the community would like to see implemented is a pavement treatment with neighbourhood branding at the intersection of North Park and Cook Street. The next highest preference was for medians with trees along the corridor followed by gateway features at either end of the corridor.

Online Survey

The online survey saw limited numbers with only 11 completed in their entirety. The most preferred design option was the centre median with trees option. The survey ran for two and half weeks and had 20 participants; however, not all participants completed the entire survey. The same design options were presented with the following results:

- Option B (centre medians with trees) – 5 people preferred this design option
- Option A (two crosswalk connection) – 3 people preferred this design option
- Option C (gateway feature and crosswalk) – 3 people preferred this design option
- Option D (wider sidewalks) – 4 people preferred this design option



ISSUES AND ANALYSIS

Following the public engagement process the City met with the North Park Neighbourhood Association, the Greater Victoria Placemaking Network, the Fernwood Community Association to share the feedback that was received and determine next steps for presenting the findings and recommendation to City Council. The community representatives shared that while the process was considered a success and an important first step for the area, they felt the need for a larger conversation about their neighbourhood's future.

The community representatives submitted a formal letter (Appendix B) stating that they would like to defer investment along Cook Street until a visioning exercise for the area has been completed. If the visioning exercise occurs near the time Local Area Planning begins and is still relevant for North Park, the feedback will be used to inform the Local Area Plan. The sequencing for Local Area Planning is under development and will be presented to Council on October 29.

The Cook Street corridor has been identified as a potential priority corridor of the proposed bicycle network. If selected, paving is proposed to be deferred to align with the implementation of the cycling corridor. The feedback collected this spring and the input from the visioning exercise will be shared with the consulting team working on the network to inform the conceptual design for the Cook Street corridor if selected to be part of the cycling network.

OPTIONS & IMPACTS

Option 1: Delay repaving to align with proposed cycling network and community visioning exercise (recommended)

Delaying the paving project will enable the City to be responsive to the community's feedback and request for a larger visioning exercise.

Postponing planned road work will enable the paving project to be incorporated as part of a larger complete streets and cycling network strategy.

Option 2: Move ahead with proposed road work and integrate the community's preferred – Option C (not recommended)

The City could proceed with repaving Cook Street as part of the operational plan for 2015 / 2016. This option would cause additional disruptions and financial implications as road work would potentially have to be done twice if the Cook Street corridor is approved as a priority corridor within the bicycle network.

It would also be unresponsive to the community's request to delay the project so that it can be considered as part of a larger vision for the area.

Staff recommend Option 1 to support holistic planning and to empower the community to shape their neighbourhood.

2015-2018 Strategic Plan

Delaying repaving along Cook Street until the bicycle network is determined will allow the City and community to "Strive for Excellence in Planning and Land Use."

Postponing improvements along Cook Street and assisting residents with a larger visioning exercise will help "Engage and Empower the Community" to work towards their identified vision for their neighbourhood.

Impacts to 2015-2018 Financial Plan

No additional revenues are required in 2016. The road work planned for Cook Street will be transferred to another corridor in need of upgrades and Cook Street will become a priority for a future year.

Official Community Plan Consistency Statement

Delaying the Cook Street corridor paving project also supports Goal 15.14 in the City's Official Community Plan to "incorporate community development objectives into citywide and local area planning processes" as well as Goal 15.19.2 which "seeks input from participants in designing how they participate".

CONCLUSION

The co-designed workshop and engagement event was a successful first step for the community associations in realizing the larger goals for the urban village along Cook Street. While the process was to be built out as part of a paving project in 2015/2016, the community members told staff they want to be bold and think big when it comes to their community's path forward.

The feedback already received as part of this process is not lost as it's clear that accessibility, community gathering spaces, neighbourhood identity and safer pedestrian crossings are priorities for the community. The design option most preferred by participants is the hybrid design option that includes both gateway features as well as a crosswalk (Option C). A crosswalk at North Park Street and Cook Street was also the top recommendation from the workshop.

Due to the community's desire to plan the corridor through a larger planning process, and Cook Street becoming a possible cycling corridor, it's recommended to delay until once a community visioning exercise has been completed. The road surface along Cook Street will not suffer any negative impacts if the work is delayed. The investment can be directed to other roads which are in need of repaving.

RECOMMENDATION

1. That Council endorse the community's recommendation that the paving along Cook Street from Pandora Avenue to Caledonia Avenue be deferred until the report to identify and implement a world-class cycling network in Victoria is approved by Council.
2. That Council provide staff support for a visioning exercise that may be used to inform the community's Local Area Plan.

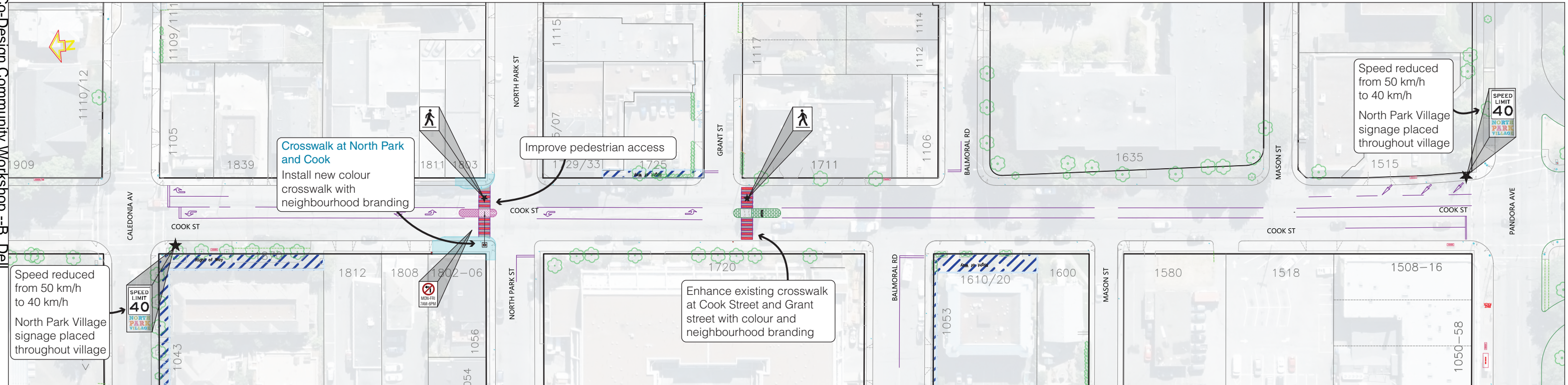
List of Attachments

Appendix A: Design Concepts

Appendix B: Letter from the Community

North Park Village Street Renewal

Option A: Two Crosswalk Connection



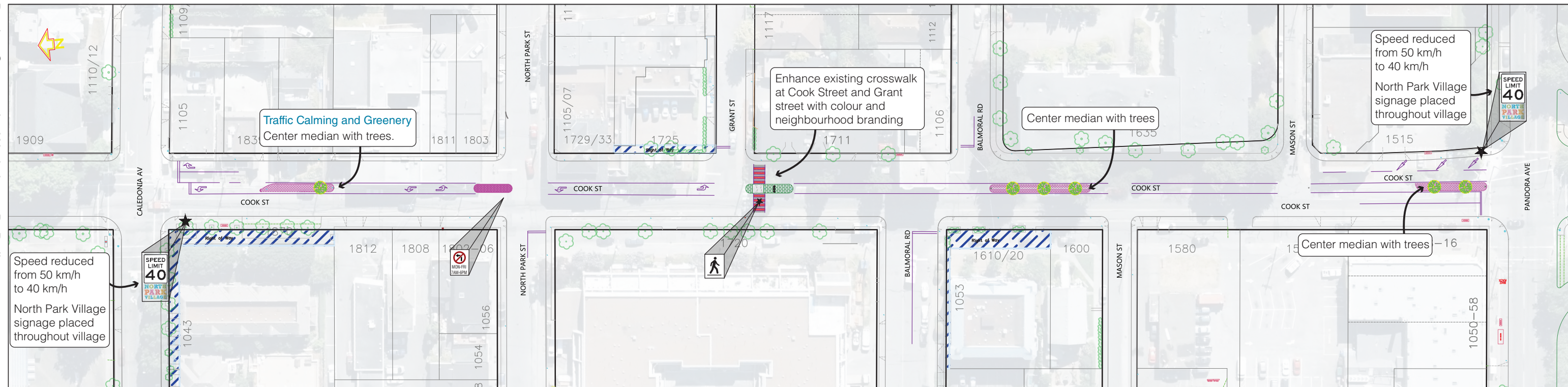
Option A Includes:

- Crosswalk with center median, stamped and coloured asphalt, overhead sign and lighting
- No left turn from Cook Street southbound to North Park Street (Mon–Fri, 7 a.m.–6 p.m.)
- Sidewalk widening at north east and north west corner
- Improvements and upgrades to crosswalk at Grant Street and Cook Street
- Speed reduced from 50 km/h to 40 km/h
- North Park Village signage placed throughout village



North Park Village Street Renewal

Option B: Center Median and Trees



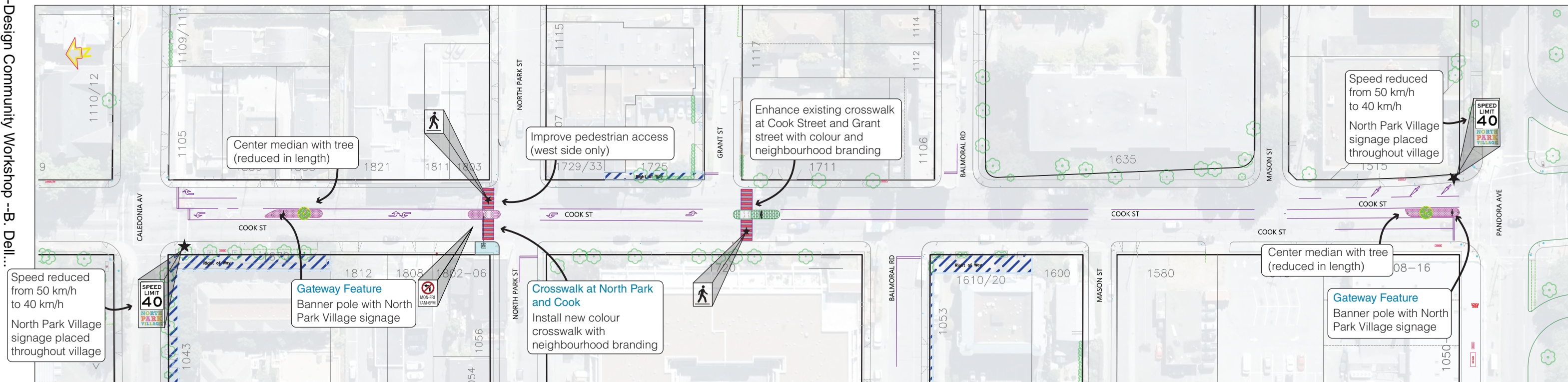
Option B Includes:

- Traffic calming center medians
- No left turn from Cook Street southbound to North Park Street (Mon–Fri, 7 a.m.–6 p.m.)
- Increased greenery along the Cook Street corridor with median trees
- Speed reduced from 50 km/h to 40 km/h
- North Park Village signage placed throughout village



North Park Village Street Renewal

Option C: Gateway Features and Crosswalk



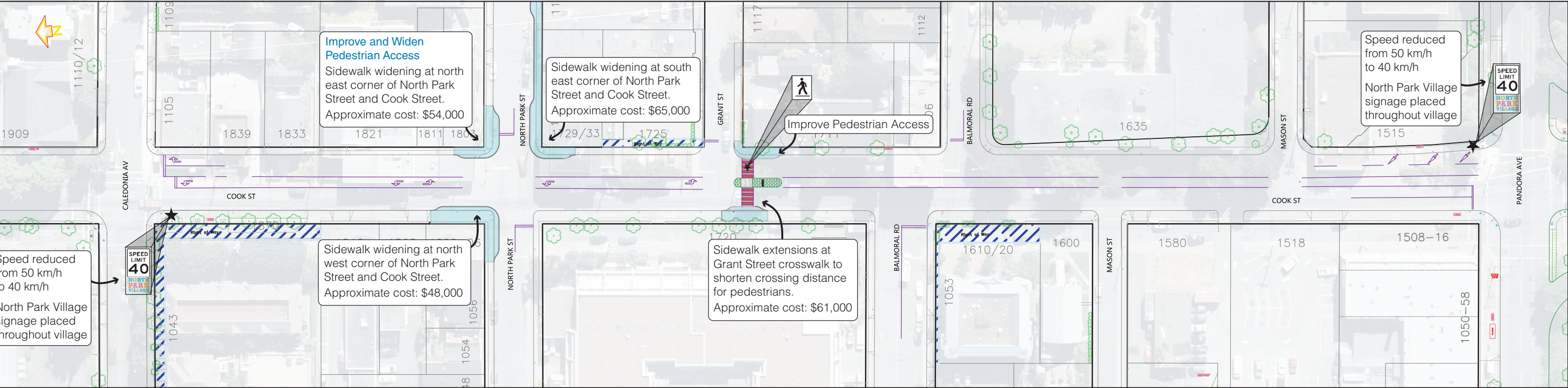
Option C Includes:

- Gateway banner poles with North Park Village branding
- Traffic calming medians
- Increased greenery along the Cook Street corridor with median tree
- Speed reduced from 50 km/h to 40 km/h
- North Park Village signage placed throughout village



North Park Village Street Renewal

Option D: Widen Sidewalks

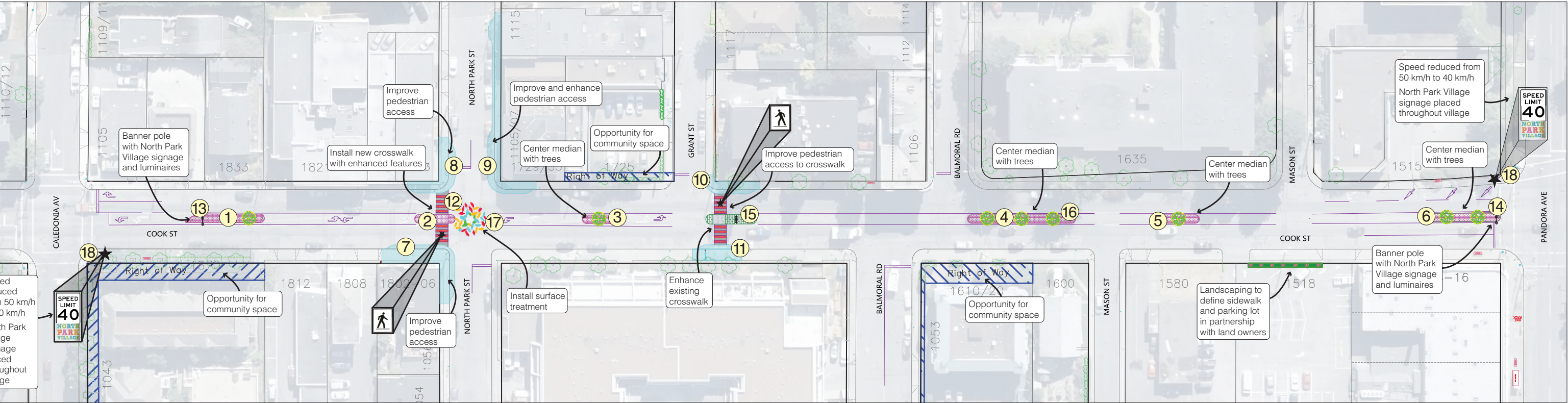


Option D Includes:

- Due to the cost of these features, only two of the four displayed sidewalk improvements in Option D can be constructed as part of this project and residents are being asked to identify their preferred options
- Improved sidewalks for increased accessibility
- Wider sidewalks to shorten pedestrian crossings at sidewalks and/or side streets
- Speed reduced from 50 km/h to 40 km/h
- North Park Village signage placed throughout village



What We Heard... North Park Village Street Renewal



Amenities

<p>1</p> <p>Amenity Type: Median with trees</p> <p>Description: Traffic calming center medians with trees</p> <p>Comments:</p>	<p>2</p> <p>Amenity Type: Median</p> <p>Description: Traffic calming center median</p> <p>Comments:</p>	<p>3</p> <p>Amenity Type: Median with trees</p> <p>Description: Traffic calming center medians with trees</p> <p>Comments:</p>	<p>4</p> <p>Amenity Type: Median with trees</p> <p>Description: Traffic calming center medians with trees</p> <p>Comments:</p>	<p>5</p> <p>Amenity Type: Median with trees</p> <p>Description: Traffic calming center medians with trees</p> <p>Comments:</p>	<p>6</p> <p>Amenity Type: Median with trees</p> <p>Description: Traffic calming center medians with trees</p> <p>Comments:</p>	<p>7</p> <p>Amenity Type: Sidewalk Improvements</p> <p>Description: Widening sidewalks for greater accessibility and increased safety</p> <p>Comments:</p>	<p>8</p> <p>Amenity Type: Sidewalk Improvements</p> <p>Description: Widening sidewalks for greater accessibility and increased safety</p> <p>Comments:</p>	<p>9</p> <p>Amenity Type: Sidewalk Improvements</p> <p>Description: Widening sidewalks for greater accessibility and increased safety</p> <p>Comments:</p>
<p>10</p> <p>Amenity Type: Sidewalk Improvements</p> <p>Description: Widening sidewalks for greater accessibility and increased safety</p> <p>Comments:</p>	<p>11</p> <p>Amenity Type: Sidewalk Improvements</p> <p>Description: Widening sidewalks for greater accessibility and increased safety</p> <p>Comments:</p>	<p>12</p> <p>Amenity Type: Pedestrian Crosswalk</p> <p>Description: Safer crossings and increased accessibility for pedestrians</p> <p>Comments:</p>	<p>13</p> <p>Amenity Type: Gateway Feature</p> <p>Description: Signage or banners with community branding</p> <p>Comments:</p>	<p>14</p> <p>Amenity Type: Gateway Feature</p> <p>Description: Signage or banners with community branding</p> <p>Comments:</p>	<p>15</p> <p>Amenity Type: Decorative Banner Pole</p> <p>Description: Banner pole with community branding</p> <p>Comments:</p>	<p>16</p> <p>Amenity Type: Decorative Light Banner Pole</p> <p>Description: Banner pole with lights and community branding</p> <p>Comments:</p>	<p>17</p> <p>Amenity Type: Pavement Treatment</p> <p>Description: Placemaking feature with community branding created with resident feedback</p> <p>Comments:</p>	<p>18</p> <p>Amenity Type: 40 km/h Road Sign</p> <p>Description: Reduced speed limits along Cook Street between Caledonia and Pandora</p> <p>Comments:</p>

North Park Neighbourhood Association
Fernwood Community Association
Greater Victoria Placemaking Network

October 9, 2015

To: Julie Potter
Manager, Citizen Engagement
City of Victoria

Re: North Park Cook Street Redesign project

As you are aware, our organizations have been working closely with you and your team since the spring to design and implement a public input process regarding the repaving of a segment of the Cook Street corridor. The goal of this process was to engage with the community to identify options for beginning to revitalize the North Park Village segment of Cook Street as part of this repaving work.

The first opportunity for public input occurred at a May 2015 workshop. This gathering was well-attended by a robust cross section of people from our organizations. It was an invigorating opportunity to begin to envision what our village could become over the long-term – a revitalized village corridor complete with gathering places, active transportation links, improved safety, and a softening of the urban landscape – and provided ample options for consideration in the short-term.

The second opportunity for input was earlier this month, when community members were invited to comment on a condensed list of options and short-term revitalization scenarios. At the same time that the City was analyzing the results of this second event, our organizations gathered around a table with pizza to discuss whether to appeal to the City for additional funds to achieve a greater degree of revitalization.

What emerged at our pizza meeting, and in spite of a clearly outlined process on your part, was the sense that we were putting the cart before the horse. We felt that spending the allotted funds without finalizing the long-term vision was not the best way forward, and that with a bit of extra effort guided by a collaborative team (e.g. urban planners, architects, artists, designers, businesses, residents, City staff and others) we could quickly crystalize the vision that emerged at the May 2015 workshop.

We expressed this perspective to you immediately following our pizza meeting and are very pleased to learn that you and your team are supportive. It is our hope that we can quickly and efficiently assemble a collaborative team, finalize the vision and then get the repaving/revitalization work back on the roster right away.

In the meantime we wish to convey our sincere thanks to the City for allowing us to work together so closely on this important project. This co-design approach to engagement is refreshing and capitalizes on the strong connections and skill sets we have within our respective organizations and communities.

Regards,
Jenny Farkas (representing the North Park Neighbourhood Association, the Fernwood Community Association and the Greater Victoria Placemaking Network)



Governance and Priorities Committee Report

For the meeting of October 22, 2015

To: Governance and Priorities Committee **Date:** October 9, 2015
From: Susanne Thompson, Director, Finance
Subject: Draft 2016-2020 Financial Plan

RECOMMENDATIONS

That Council:

1. Receive this report for information and consideration on November 26, 2015
2. Direct staff to bring forward bylaws outlining solid waste and water utility user fee increases to the November 26 Council meeting for consideration of first, second and third readings.

On November 26, 2015 staff will recommend that Council:

1. Direct staff to bring forward the Five-year Financial Plan Bylaw, 2016 for first reading prior to commencing public consultation.
2. Approve transferring \$500,000 of assessment growth (non-market change) revenue to the Buildings and Infrastructure Reserve and direct staff to bring forward options for the use of the remainder once public consultation has been completed.
3. Direct staff to bring forward options for the use of 2015 surplus once public consultation has been completed.
4. Direct staff to bring forward options for funding supplementary budget requests once public consultation has been completed.
5. Approve an additional tax increase for capital, if any, and outline for which projects in Appendix A
6. Allocate \$2,818,000 of the annual gas tax funding to the Storm Drain Brick Main project and direct staff to bring forward options for the allocation of the remainder once public consultation has been completed.
7. Approve the direct-award grants as outlined in this report.

EXECUTIVE SUMMARY

The draft 2016 Financial Plan was developed based on Council's direction for a maximum tax increase of inflation plus 1% as well as the City's Financial Sustainability Policy as the guiding document for budget development. Inflation for Victoria is currently 1.2% (August). Budgets were developed to maintain existing services and service levels; staff's recommendations to Council on service level changes are presented as supplementary budget requests for Council's

consideration.

Council sets objectives for the City through the Strategic Plan and aligns service levels and allocates funding through the annual financial planning process to achieve those objectives. The purpose of this report is to introduce the draft 2016 Financial Plan for Council's review and fulsome discussion.

The second year of the implementation of the new financial planning process focussed on improving metrics, shifting the timeline to have a substantially completed financial plan before the beginning of the year, and further aligning with the 2015-2018 Strategic Plan. Furthermore, added to the financial plan are metric summary sheets for each department showing "how much we do", "how well we do it" and "is anyone better off". In addition, there are new summary sheets for each capital project area outlining guiding principles and documents, current status of assets, and proposed investments. The intent of these summaries is to provide a snap-shot overview of the number of assets in each area, what investments have already taken place, as well as the condition of the assets. These will continue to be improved upon as more information is gathered and metrics are refined.

The draft Financial Plan outlines the budgets for approximately 200 services and over 200 capital projects as well as key initiatives for each department. From the provision of clean water, garbage collection and emergency services to parks and recreation programs, community planning and land use development, first rate City services are the foundation for building a safe, healthy and sustainable community. Among the key initiatives is a review of the City's development cost charges (DCCs), which have not been updated since 2005. DCCs provide a funding source for capital projects relating to development. The capital plan proposes:

- Active Transportation projects such as Pandora Avenue and Johnson Street corridor bike lanes, and Heron Cove and Raymur Point Bridges along the David Foster Harbour Pathway;
- Complete Streets projects including rehabilitation of four residential streets;
- A number of park and playground upgrades including Vic West Park and Stevenson Park;
- facility upgrades for City facilities such as Victoria Conference Centre, parkades and VicPD headquarters; and
- Underground infrastructure upgrades for the City's water, sewer and stormwater systems.

The capital plan also proposed a neighbourhoods budget of \$185,000 for placemaking projects, with a potential for a participatory budgeting opportunity for a portion of this budget.

Council's review and discussion of all the proposed budgets is still required. As presented to Council, the draft operating budget totals \$221 million and the draft capital budget totals \$51 million for 2016. The proposed budgets would result in the following increases:

- A property tax increase of \$2.8 million or 2.31% (1.03% for operating, 0.14% for Greater Victoria Public Library, and 1.14% for Victoria Police based on what was submitted in the 2015 financial plan for 2016)
- A water utility user fee increase of \$333,000 or 2.16%; the majority of this increase (1.10%) is due to the Capital Regional District's bulk water rate.
- A solid waste user fee increase of \$47,700 or 1.67%; this increase is due to an increase in the CRD's tipping fee as well as inflationary cost increases.

The proposed public consultation will build on the tools used during the 2015 financial planning process. The new financial plan format will continue to be the foundation for meaningful engagement and community feedback. Improved budget information, using visuals and plain

language, will be provided to the community through a variety of tools aimed to increase reach and understanding of the financial planning process. Through the Financial Plan, Council will be able to articulate the value the community receives for their tax dollars.

The draft Financial Plan is being introduced to Council at today's meeting and will provide an overview of the overall budget. The Financial Plan is scheduled to be presented in detail to Council for review and consideration throughout November. Following the completion of the detailed presentations, Council direction is sought on assessment growth (non-market change) revenue, 2015 surplus, supplementary requests, allocation of gas tax funding, and direct-award grants. To enable rate increases for the water and solid waste utilities to be in place for January 1, 2016, it is recommended that those rate bylaws be brought to Council on November 26, 2015 for first three readings.

Once Council's initial review is complete, and before commencing public consultation, it is recommended that first reading of the financial plan bylaw be given, signalling to the public that Council has reviewed the plan and given preliminary approval. A separate report will be brought to Council in November outlining participatory budgeting opportunities for the 2016 budget.

Upon completion of the public consultation, Council will have an opportunity to consider the feedback and make changes to the financial plan before giving final approval prior to May 15 as required by legislation. A summary of the public input will be included in the final financial plan itself. Tax notices will be sent out once the financial plan and tax rate bylaws have been adopted by Council.

PURPOSE

The purpose of this report is to introduce the draft 2016 Financial Plan for Council's consideration and recommend first reading of the 2016 Five Year Financial Plan Bylaw prior to commencing public consultation.

BACKGROUND

Section 165 of the *Community Charter* requires that a financial plan be approved annually following public consultation as required by section 166. The financial plan must be approved before the tax rate bylaw is approved, and before May 15 as required by section 197.

Three policies guide the financial planning process: Financial Sustainability Policy; Reserve Fund Policy; and Revenue and Tax Policy.

This is the second year of the implementation of a new financial planning process moving from an expense based budget that focused primarily on the dollars allocated to each department toward one with an emphasis on priorities, outlining services and capital projects including costs, revenues and benefits of each. The new format enables the City to better demonstrate the value tax and rate payers receive for their dollars. Greater emphasis is also being placed on staff and community involvement in the planning process.

At the June 18, 2015 Governance and Priorities Committee meeting, staff outlined the lessons learned developing and implementing the new financial planning process for 2015 and sought Council direction on the 2016 financial planning process. Building upon the foundational information developed for the 2015 financial plan, the approved focus for the 2016 financial planning process is to improve the metrics, further align the Financial Plan with the Strategic Plan, and change the timeline with a goal to have an substantially complete financial plan before the end of 2015 to enable staff to start implementing Council's direction at the beginning of 2016.

The public consultation for the 2016 financial plan will use a similar approach to 2015 involving a survey and a Town Hall/e-Town Hall meeting. The process will build upon the tools and information now in place.

In November, a separate report to the Governance and Priorities will outline participatory budgeting opportunities.



Approximately 70 staff from across the organization continued to be involved in compiling the information for the financial plan and detailed reviews of all departmental budget submissions have been completed by staff.

Work continued on implementing the “Great Ideas” identified by staff during the 2015 financial planning process. Some examples include: providing all employees with email accounts, implementing the Development Tracker, improving public hearing notices, and implementing online payments for dog licencing. This is an ongoing dialogue and staff will be encouraged to provide continuous feedback where “Better is Possible” and how we can provide better value and service to the community.

The budget process is one of continuous improvement and will be enhanced each year. Through the financial planning process, Council will set service levels and allocate funding based on input from staff across the organization as well as input from the community. Staff will seek Council's feedback to ensure the financial plan and process meet Council's expectations.

Council passing 1st reading to the financial plan bylaw indicates preliminary approval of the financial plan and signals to the public that Council has had an opportunity to review the draft. Once the public feedback has been considered, Council can make adjustments to the financial plan before final approval and adoption of the bylaw in April 2016.

ISSUES & ANALYSIS

Operating Budget

Overview

The draft 2016 operating budget totals \$221 million, which is a net increase of \$2.8 million over the 2015 budget resulting in a proposed overall tax increase of 2.31%: 1.02% for City operating, 0.14% for Greater Victoria Public Library, and 1.14% for Police.

As part of the 2015-2018 Strategic Plan, Council set a target maximum tax increase of inflation plus one percent. Inflation is currently (August) 1.2% for Victoria, which means that the draft increase is slightly higher (0.11% or \$129,000) than this target. Should Council wish to reduce this increase to the target 2.1%, it is recommended that assessment growth property tax revenue be used.

This draft assumes that the budget request from VicPD is at the same level as submitted for the 2016 year in the 2015-2019 Financial Plan. The Police Board is scheduled to approve the police budget on October 20, 2015 and a joint meeting for the Board, Township of Esquimalt and City of Victoria is scheduled for November 4, 2015.

The draft financial plan maintains services at current services levels. The main cost drivers are salary increases, hydro rate increases, water costs (assuming the CRD bulk water rate increase is 2%), and software maintenance agreements. These increases have been offset in part by increased development and construction permit revenues, recreation revenues, a new revenue for operating fees from Fortis BC, and increased Provincial Government payments-in-lieu of taxes.

No tax increase for the capital budget has been factored in at this point. As per the Financial Sustainability Policy, staff will outline potential projects for Council's consideration should Council

wish to levy an additional tax increase for capital budget funding. These potential projects are outlined in Appendix A.



The following table outlines the full-time equivalent (FTE) position count for 2014 to 2016:

	Restated 2014 FTE	Restated 2015 FTE	Approved Changes	Final 2015 FTE	Draft 2016 FTE	2015 to 2016 Change
Citizen Engagement and Strategic Planning	39.65	39.65	20.00	59.65	59.65	0.00
City Manager's Office	1.00	1.00		1.00	1.00	0.00
Deputy City Manager	-	2.00		2.00	2.00	0.00
Arts, Culture & Events	7.00	7.00		7.00	7.00	0.00
Human Resources	11.00	10.00		10.00	10.00	0.00
Legislative and Regulatory Services	24.28	21.28		21.28	21.28	0.00
Real Estate	1.00	1.00	1.00	2.00	2.00	0.00
Engineering	294.97	294.97	1.75	296.72	296.72	0.00
Finance	63.21	63.21		63.21	63.21	0.00
Legal Services	4.00	4.00		4.00	4.00	0.00
Parks, Recreation and Facilities	149.48	149.48		149.48	149.48	0.00
Sustainable Planning and Community Development	42.43	42.43		42.43	42.43	0.00
Victoria Conference Centre	16.62	14.62		14.62	14.62	0.00
Victoria Fire Department	123.09	123.09		123.09	123.09	0.00
Total	777.73	773.73	22.75	796.48	796.48	-

Note: 2014 and 2015 FTEs have been restated to reflect departmental reorganizations where employees shifted between departments

The 2015 financial planning process resulted in a reduction of four FTEs.

During 2015, Council approved the following new positions resulting in the addition of 22.75 FTEs:

- An inter-disciplinary team of 3 FTEs to assist in delivering the City's Strategic Plan;
- An additional 1.75 FTEs to increase sidewalk maintenance
- A new parking ambassador model of 17 FTEs; and
- A real estate function of 1 FTE

A Business Hub will also require an additional FTE funded from the \$250,000 allocation for Economic Development.

With the addition of these positions, the full-time employee equivalent count, excluding VicPD, is 796.48. The City has numerous part-time and casual employees in addition to those who are full-time, resulting in a headcount of approximately 1,000.

It is anticipated that future years will require additional resources as a result of additional inventory related to capital projects, developer amenity contributions, as well as expected growth. Proposed 2016 capital projects are estimated to result in a need for approximately one additional FTE in 2017. As longer-term planning is improved upon, staff will be able to provide better future estimates to inform Council's decision-making and are including these considerations in reports to Council.

The following table summarizes the property tax increase for 2016:

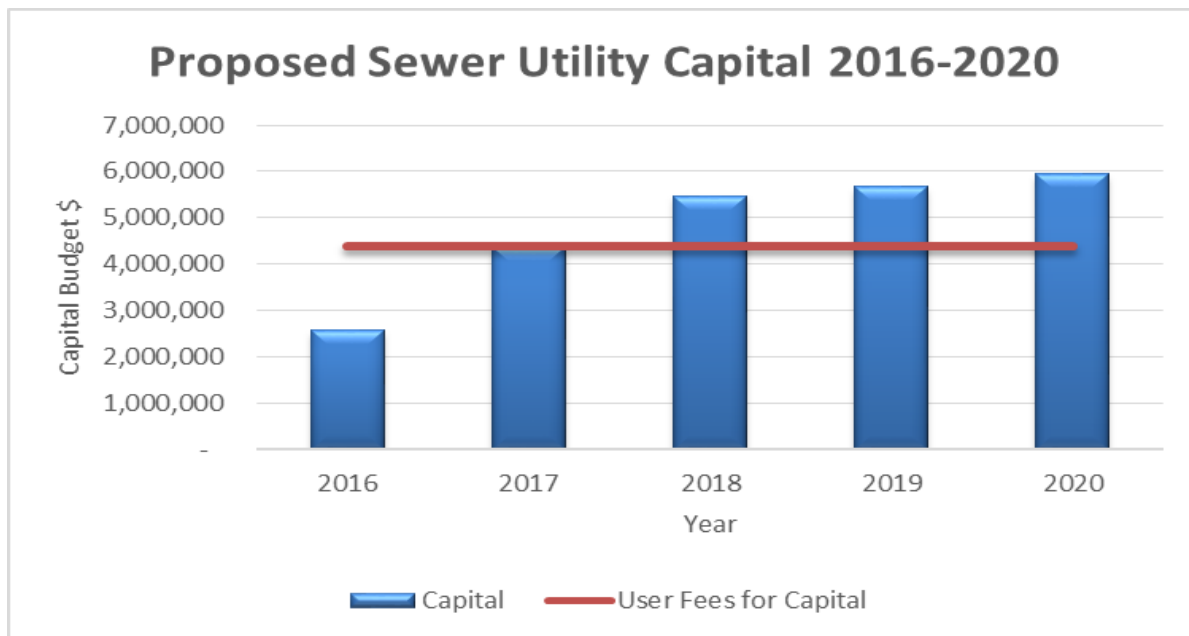
City Operations	Tax Increase	
	\$	%
Salaries and benefits	\$ 1,900,000	
Water and hydro	148,900	
Software licences and maintenance	133,300	
Reduced traffic fine revenue	121,000	
New revenue - Fortis operating fees	(192,000)	
Increased payments in lieu of taxes	(431,600)	
Increased property lease revenue	(60,000)	
Increased building, electrical and plumbing permit revenue	(240,000)	
Increased development permit revenue	(120,000)	
Increase recreation revenues	(151,000)	
Other changes	135,566	
	\$ 1,244,166	1.02%
Library (2016 estimate in 2015 Financial Plan)	168,519	0.14%
Police (2016 estimate in 2015 Financial Plan)	1,392,214	1.14%
Total draft property tax increase	\$ 2,804,899	2.31%

Utilities

The proposed Water Utility budget results in a user fee revenue increase of 333,000 or 2.16% as outlined in the following table:

Cost Driver	Amount	% Increase
CRD Bulk Water	\$ 170,000	1.10%
Salaries, materials and equipment	123,000	0.80%
Capital investment	40,000	0.26%
	<u>\$ 333,000</u>	<u>2.16%</u>

The proposed Sewer Utility budget focuses on investment in areas that are not impacted by the Capital Regional District's sewage treatment project. Some of the sewer infrastructure investment is dependent on the location of a treatment facility; these projects total approximately \$34.6 million and are anticipated to be implemented over a 15-year period starting in 2017. This work will be delayed until a decision has been made on that facility. As a result, no revenue increase is proposed. The budget proposes putting aside funding (approximately \$1.4 million for 2016) in the sewer utility reserve for the projects that are being delayed. Should Council not wish to do so, the revenue budget could be reduced by approximately 20%. However, the recommendation is to transfer that revenue into reserve to smooth out the impact of these projects in later years. The following graph shows the capital spending amounts as bars and the funding line, if funding is transferred to reserves, as the straight line:



The Solid Waste program proposes a user fee revenue increase of \$47,700 or 1.67% as outlined in the following table:

Cost Driver	Amount	% Increase
Salaries, materials and equipment	45,000	1.57%
CRD Tipping Fees	9,700	0.34%
Other revenues	(7,000)	-0.24%
	<u>47,700</u>	<u>1.67%</u>

2016 is the first year for the City's Stormwater Utility. The funding for majority of the Utility's costs are covered by a stormwater user fee. However, \$1.25 million, representing the cost of City rights-of-way, continues to be funded by property taxes. The user fee funding is approximately \$4.7 million and is simply a shift from property taxes to a user fee; there is no overall increase in revenue as a result of this shift. A separate report on rate adjustments will be brought to Council for consideration. These adjustments do not result in increased revenue for the Stormwater Utility as they simply reallocate the local frontage component within the overall fee.

	2015	2016	Change
Stormwater Fees	10,333	4,735,878	4,725,545
Property taxes	121,635,023	116,909,478	(4,725,545)
	<u>121,645,356</u>	<u>121,645,356</u>	<u>-</u>

Greater Victoria Public Library (GVPL)

The City's share of the GVPL's operating and facility maintenance budget request, as submitted as part of their five-year plan in 2015, is \$4.7 million, which is an increase of approximately \$168,000 over 2015. The 2016 budget request is anticipated to be slightly less than what was submitted in the five-year plan and the new numbers will be incorporated into the City's financial plan once the Library Board has given approval. The Library Board will consider the 2016 provisional budget request on October 20, 2015 and the budget will be submitted to each municipality by October 31, 2015. The final budget will be submitted in March 2016.

On June 18, 2015 Council requested that the Library Board notify the City of their preferred option for a library branch in James Bay upon completion of their strategic planning process scheduled for September. This process has concluded and the Library Board will receive the results at their October 20, 2015 meeting. It is anticipated that the City will be notified subsequent to that meeting. Once, the preferred option is known, the intention is to include this information as part of the public consultation on the City's draft financial plan.

The City has the option to lease space in the Capital Park development and this potential new branch could be opened in 2017. The City would be responsible for all capital costs associated with a new branch as well as ongoing lease payments. The operating costs would be shared among all member municipalities based on the operating agreement formula; the City's share is approximately 30%.

A new branch could be between 3,500 and 7,500 square feet. The following table outlines the range of budget impact to the City:

Type of Cost	Range of Cost
Capital Cost - one-time	\$850,000 - \$1,600,000
Lease costs - ongoing	\$120,000 - \$300,000
Operating costs - ongoing	Approximately \$110,000

The capital improvements are equivalent to a 0.7%-1.3% tax increase and the ongoing operating costs are equivalent to a tax increase of 0.2%-0.35%. In addition to the forthcoming request from the Library Board, the City is facing a number of significant capital funding needs including Fire Station No. 1, Crystal Pool and Fitness Centre, and Point Ellice Bridge.

Assessment Growth (Non-Market Change)

As per the Financial Sustainability Policy, the first \$500,000 of new property tax revenue resulting from new construction is transferred to reserve. The draft financial plan includes this amount plus \$60,000 previously approved by Council for the real estate function. However, any assessment growth revenue above \$560,000 has not been factored in. A conservative early estimate, based on information provided by BC Assessment, is \$650,000. However, this is based on incomplete information this early in the year and this amount will likely change before it is finalized in March 2016. In 2015, Council approved transferring \$500,000 into the Buildings and Infrastructure Reserve, funded a number of items related to the strategic plan and public feedback, and used the remaining \$1 million to lower the overall property tax increase. For 2016, Council could consider using this revenue to fund supplementary requests, fund additional capital projects or other strategic plan items, address feedback from public consultation, transfer additional funds to reserve, or reduce taxes. The current reserve contribution to the Buildings and Infrastructure Reserve is \$5.3M plus the proposed addition of \$500,000 for a total of \$5.8 million in 2016; the estimated balance at the end of 2015 is \$28 million. The preliminary non-market change amount is equivalent to an approximate 0.53% tax reduction.

The following table outlines the uses of assessment growth revenue for the last four years:

2012		2013		2014		2015	
Reduce Property Tax Increase	\$250,000	Buildings and Infrastructure Reserve	\$108,000	Reduce Property Tax Increase	\$868,845	Reduce Property Tax Increase	\$1,000,000
Buildings and Infrastructure Reserve	\$75,000			Buildings and Infrastructure Reserve	\$500,000	Buildings and Infrastructure Reserve	\$500,000
Total	\$325,000	Total	\$108,000	Total	\$1,368,845	Community Garden Volunteer Grants	\$36,000
						Interdisciplinary Team	\$300,000
						Downtown Community Centre Funding	\$50,000
						Increase Community Centre Funding	\$100,000
						Solid Waste Garbage Collection and Waste Separation	\$55,000
						Village Centre Beautification (Banners)	\$10,000
						Traffic Calming	\$100,000
						Sidewalk Maintenance Upgrades	\$80,000
						Real Estate Function	\$101,000
						Total	\$2,332,000

2015 Surplus

Per the Financial Sustainability Policy, prior year surplus can be used for one-time expenditures and/or be transferred to infrastructure reserves. Since the 2015 year is not yet complete and the amount of the 2015 surplus is not finalized, no surplus has been included in the draft financial plan. It is proposed that a decision on the use of the 2015 surplus be made once the consultation on the draft Financial Plan is complete. The following table outlines the surplus allocation for the past four years:

2011		2012		2013		2014	
Victoria's 150th Celebration	\$150,000	Buildings and Infrastructure Reserve	\$1,228,387	Additional staffing to expedite planning applications	\$350,000	Expediate Local Area Plans	\$200,000
Customer Service Strategy	\$180,000			Active transportation projects	\$124,559	Victoria Housing Reserve	\$750,000
Buildings and Infrastructure Reserve	\$520,900			Buildings and infrastructure Reserve	\$2,800,000	Buildings and infrastructure Reserve	\$500,000
UBCM Conference	\$100,000					Centennial Square Washroom Upgrades	\$125,000
Twin City Delegates	\$65,000					Accessibility Capital Fund	\$250,000
Total	\$1,015,900	Total	\$1,228,387	Total	\$3,274,559	Emergency Management	\$250,000
						Storage-Homeless Persons' Belongings	\$45,000
						UBCM Conference Hosting	\$155,000
						VCAN Support	\$1,100
						VCAN Support 2016 - First 6 Months	\$900
						Island Transformations	
						Railway Crossing Study	\$4,000
						Western Canada Music Awards Grant	\$25,000
						Concrete and Brick Pavers Intersection Maintenance	\$37,000
						Parks Master Plan	\$250,000
						Dallas Road Split Rail Fencing	\$125,000
						Strategic Plan Grants (unspent 2014 Greenways)	\$25,000
						Strategic Plan Grants - additional funding	\$36,164
						Strategic Objectives Account (unallocated)	\$109,318
						Total	\$2,888,482

A conservative early estimate of the 2015 surplus is \$1 million. The final number is likely to be different than this estimate.

Five-Year Operating Budget

To develop the future years of the five-year operating budget a number of assumptions have been incorporated including: no changes to services or service levels; collective agreement increases; known cost increases, such as hydro, at already announced rates; and unknown cost increases (the majority) at an inflationary factor of 2%.

The following table outlines the estimated impact to tax and rate payers. These estimates do not include any tax increases for the capital budget; per the Financial Sustainability Policy, Council

will consider such increases each year based on proposed projects. These estimates were calculated based on 2015 assessed property values and 2015 estimated water usage.

	2016	2017	2018	2019	2020
<u>Estimated Average Residential</u>					
Property Taxes (\$518,000 assessed value)	\$53	\$62	\$54	\$62	\$59
Water Utility - 80 units	7	13	7	10	10
Sewer Utility - 80 units	-	-	-	-	-
Solid Waste - 120 litre bin	3	6	4	4	4
Stormwater Utility	-	9	12	12	9
	\$63	\$90	\$77	\$88	\$82
Estimated Increase	2.05%	2.76%	2.30%	2.57%	2.34%
	2016	2017	2018	2019	2020
<u>Estimated Typical Small Business</u>					
Property Taxes (\$500,000 assessed value)	\$160	\$188	\$163	\$188	\$179
Water Utility - 80 units	7	13	7	10	10
Sewer Utility - 80 units	-	-	-	-	-
Stormwater Utility	-	8	5	5	5
Business Licence	-	-	-	-	-
	\$167	\$209	\$175	\$203	\$194
Estimated Increase	2.19%	2.60%	2.12%	2.41%	2.25%

Supplementary Operating Budget Requests

The following table summarizes the supplementary budget requests; additional details on each are attached as Appendix B:

Description	2016 Ongoing	2016 One-time	2017 One-time
Cultural Plan		\$116,000	
Additional Sidewalk Power-washing	\$15,000		
Traffic Orders	\$8,000		
Broad Street Mall Repairs		\$15,000	\$20,000
Parks Overnight Sheltering Support and Clean-up	\$313,000		
Senior Parks Planner	\$103,000		
Arboriculture	\$128,500		
Real Estate – consulting studies		\$100,000	
Total	\$567,500	\$191,000	

The public consultation process may result in additional funding needs. Possible funding sources are 2015 surplus, non-market change revenue or an additional tax increase. It is recommended that Council consider these requests along with feedback from public consultation on the draft Financial Plan.

Capital Budget

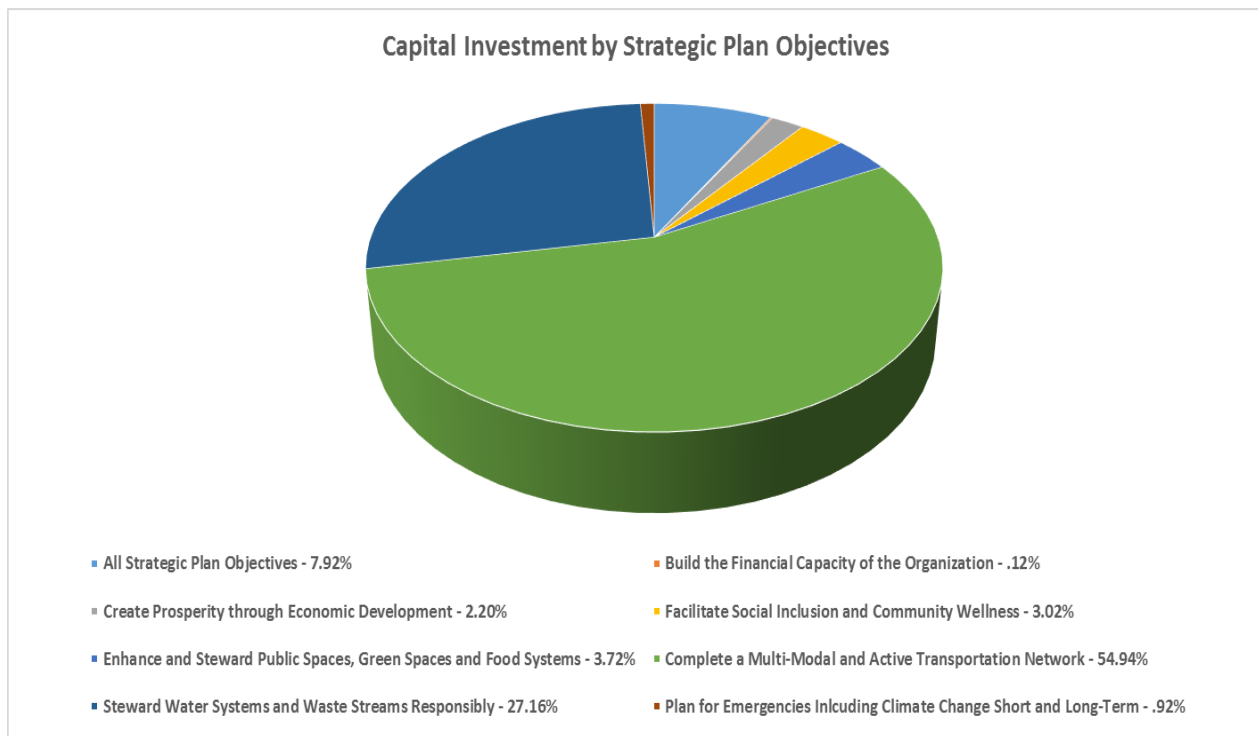
Overview

The draft capital budget for 2016 totals \$51 million, which is larger than the typical \$30-35 million primarily due to the Johnson Street Bridge replacement (\$16.3 million).

For 2016, each capital project has been aligned with the 2015-2018 Strategic Plan as follows:

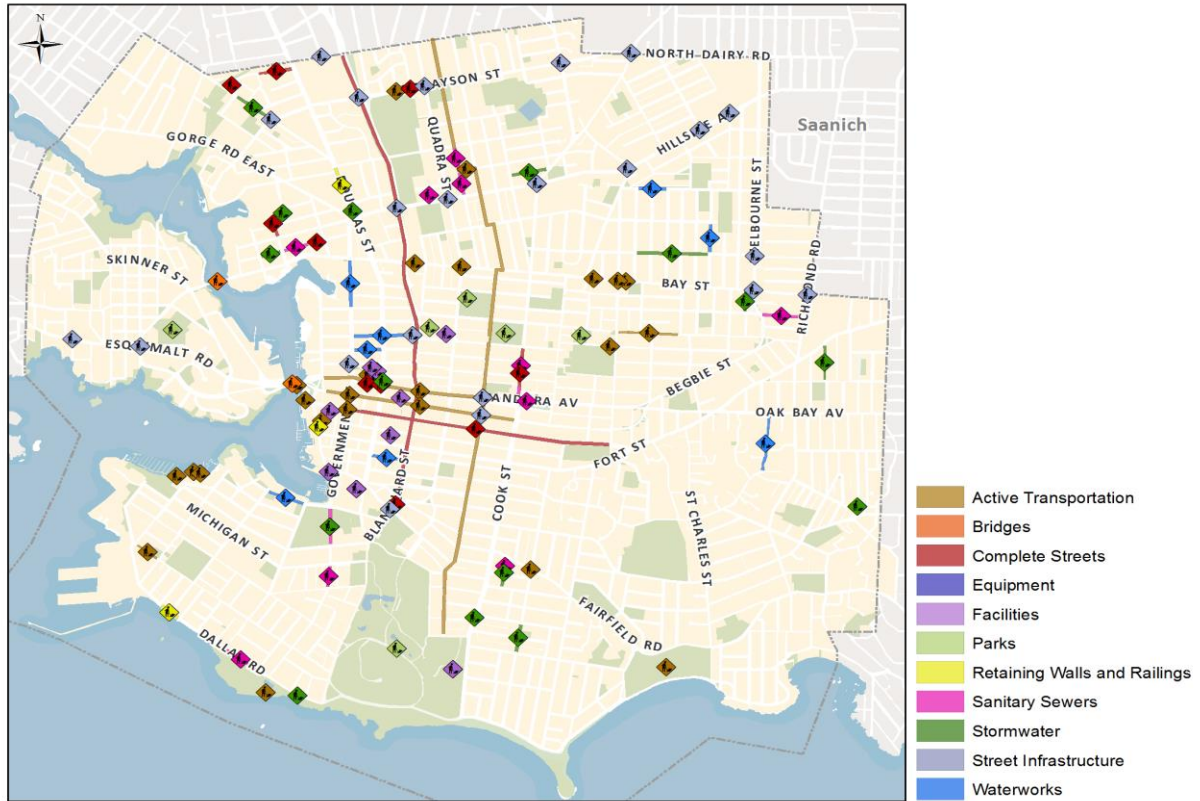
- **Complete a Multi-Modal and Active Transportation Network:** Infrastructure for all active modes of transportation including bike lanes, crosswalks, bus shelters, sidewalks, pathways, roads, bridges, retaining walls, street and traffic lights
- **Facilitate Social Inclusion and Community Wellness:** Recreation and community centre buildings and infrastructure and “Great Neighbourhoods” funding
- **Enhance and Steward Public Spaces, Green Spaces and Food Systems:** Park upgrades and infrastructure, playgrounds, upgrades to City facilities and street infrastructure such as benches, cluster lamps and railings
- **Steward Water Systems and Waste Streams Responsibly:** Water, Sewer and Stormwater Infrastructure projects
- **Plan for Emergencies Including Climate Change Short and Long-term:** Energy conservation projects, and emergency management equipment
- **Create Prosperity through Economic Development:** Parkade upgrades, Victoria Conference Centre upgrades, and seasonal animation
- **Build the Financial Capacity of the Organization:** Strategic review of City facility use and public program delivery
- **All Strategic Plan Objectives:** Equipment, which includes vehicles, information technology and various equipment replacements

The following chart outlines the capital spending by strategic plan objective:



Each project has also been mapped to provide a geographic picture of where the planned capital investment is proposed to take place.

2016 Draft Capital Projects:



Each budget request includes both the capital cost and the ongoing additional operating costs and FTE requirement. The ongoing operating costs have been incorporated into the appropriate future years in the operating budget.

The annual capital investment needs are determined through asset master plans and condition assessments. Asset master plans outline the level of funding that is considered sustainable to maintain current service levels and the priorities for infrastructure investment.

The capital budget funding levels have reached sustainable levels for some assets (water), some are close to sustainable levels (storm drains), some projects are shaped through consultation with the community (park upgrades), some have funding levels that fall short of industry-recommended replacement schedules (playgrounds) and some require additional analysis to determine the required funding levels (facilities, sewer, and street infrastructure such as street and traffic lights).

Identified as a priority in the 2015-2018 Strategic Plan, a Parks Master Plan will be developed in 2016. This plan will identify priority areas for parks investment and will inform future capital plans.

A facilities condition assessment was completed in 2015 and a report will be brought to Council in October that outlines the full scope of City-owned facilities, as well as estimated future

investment costs. This assessment will be used to inform priorities for facility upgrades, which will be incorporated into future financial plans. The 2016 capital plan only includes the “must-do” projects as identified through the facilities assessment process.

The sewer master plan was put on hold by staff until a decision is made regarding sewage treatment, however it is scheduled to take place in 2016. The City continues to upgrade its aging sewer infrastructure that is not impacted by a future sewage treatment facility; however, it is anticipated that additional annual funding will be required.

The pavement management plan indicates that additional funding is needed to maintain existing service levels. Over the last number of years, funding has increased for this asset group and Appendix A outlines a number of projects for Council’s consideration should Council wish to implement a tax increase for the capital budget. Staff continue to investigate alternative rehabilitation strategies, such as thin asphalt overlays, and mill and fill replacements, to achieve more upgrades within available funding.

Capital plan funding levels are determined through policy decisions, taking into account the City’s risk tolerance. Historically, Council has increased property taxes for capital projects that address deferred maintenance for roads, facilities and storm drains. Since 1999, Council has increased annual capital budget funding through property taxes from \$2.5 million to over \$10 million. As per the Financial Sustainability Policy, additional funding decisions through an increase in property taxes, will be considered by Council based on proposed projects identified by staff. For 2016, potential deferred maintenance projects are outlined in Appendix A. Each year from 2013 to 2015 a 1.25% property tax increases was levied for the capital budget. This level of increase takes a conservative approach in reaching sustainable funding levels; an alternate option for Council’s consideration would be to spread the increases over a longer time-period to balance taxpayer affordability while being aware of the risk.

Historically, the City’s capital plan has been funded by a combination of property taxes, utility user fees, grants, debt and reserves. Approximately one third of the City’s typical \$30-\$35 million capital budget is funded from reserves for investments such as vehicle and equipment replacements, remediation of City properties, and some building upgrades. Larger projects, such as a bridge replacement or construction of an arena, have primarily been funded through debt and grants.

The proposed capital budget includes projects that are underway but will not be completed before year-end. The funding for these projects must be carried forward from 2015. The budgets for these projects will be updated to reflect remaining amounts once year-end has been completed.

Reserves and Debt

The City's Reserve Fund Policy was updated in 2015, including a methodology for determining target balances. Work is currently underway to determine funding needs for facilities, fleet and street infrastructure. Upon completion of this work, target balances for each reserve will be calculated according to the approved methodology and will inform future capital budgets. The following table outlines the estimated year-end reserve fund balances.

Capital Reserves

Description	Balance Dec 31, 2014	2015 Budget Contribution	2015 Projected Expenditure	Projected Balance Dec 31, 2015	Draft 2016 Budget Contribution	Draft 2016 Budget Expenditure	Draft Projected Balance Dec 31, 2016
Equipment & Infrastructure							
Police							
Police Vehicles, Equipment & Infrastructure	2,200,182	1,000,000	1,566,000	1,634,182	1,000,000	1,188,664	1,445,518
Police Emergency Response Team	238,616			238,616			238,616
City							
VCC Equipment and Infrastructure	673,182		250,000	423,182		423,182	-
City Equipment	7,016,893	1,602,500	1,654,820	6,964,573	1,602,500	632,534	7,934,539
City Vehicles & Heavy Equipment	5,830,881	1,500,000	2,965,000	4,365,881	1,555,000	1,694,500	4,226,381
City Buildings & Infrastructure	38,623,986	6,263,393	16,570,349	28,317,030	5,887,211	1,076,118	33,128,123
Parking Services Equipment and Infrastructure	5,523,579	807,540	1,737,000	4,594,119	320,975	544,000	4,371,094
Multipurpose Equipment and Infrastructure	675,018	112,500		787,518	114,750	35,000	867,268
Recreation Facilities Equipment and Infrastructure	945,022			945,022			945,022
Archives Equipment	49,728			49,728			49,728
Strategic Planning Initiatives	143,532		143,532	-			-
Artificial Turf Field	706,150		520,000	186,150			186,150
Gas Tax	8,439,766	3,200,000	1,260,000	10,379,766	3,428,000	7,288,000	6,519,766
Water Utility Equipment and Infrastructure	8,488,272	1,850,000		10,338,272	1,850,000	1,000,000	11,188,272
Sewer Utility Equipment and Infrastructure	20,614,264	1,680,536		22,294,800	1,825,623		24,120,423
	100,169,070	18,016,469	26,666,701	91,518,838	17,584,059	13,881,998	95,220,899
Economic Development	743,626			743,626			743,626
Tax Sale Lands Fund	7,201,808	50,000	2,015,400	5,236,408	50,000		5,286,408
Parks and Greenways Acquisition Fund	2,297,832		500,000	1,797,832			1,797,832
Debt Reduction	25,319,981	3,409,187		28,729,168	3,471,573		32,200,741
Local Amenities Reserve	522,121			522,121			522,121
Development Cost Charges	8,457,604		53,000	8,404,604		54,060	8,350,544
Downtown Core Area Public Realm Improvement	58,090			58,090			58,090
	144,770,133	21,475,656	29,235,101	137,010,688	21,105,632	13,936,058	144,180,262

Operating Reserves

Description	Balance Dec 31, 2014	2015 Budget Contribution	2015 Projected Expenditures/ Commitments	Projected Balance Dec 31, 2015	Draft 2016 Budget Contribution	Draft 2016 Budget Expenditure	Draft Projected Balance Dec 31, 2016
Financial Stability Reserves							
City	2,022,096	282,000	211,700	2,092,396	100,000	539,000	1,653,396
Police	1,065,188			1,065,188			1,065,188
Fiscal Reserve							
Insurance Claims	3,780,040			3,780,040			3,780,040
Working Capital Fund	3,885,046			3,885,046			3,885,046
Victoria Housing Reserve	1,901,083	1,000,000	1,975,725	925,358	250,000		1,175,358
Dockside Affordable Housing	239,614			239,614			239,614
Climate Action Reserve	505,768	90,000		595,768	90,000		685,768
Art in Public Places	436,960	135,000	95,000	476,960	135,000	375,000	236,960
Heritage Buildings Seismic Upgrades	19,363			19,363			19,363
	13,855,157	1,507,000	2,282,425	13,079,732	575,000	914,000	12,740,732

The City currently has \$65.3 million in outstanding debt, with additional authorized but yet to be issued debt of approximately \$15.8 million for the Johnson Street Bridge. According to the Financial Sustainability Policy, debt servicing charges should be kept at a maximum of 7% of the prior year's property tax levy. Currently, there is approximately \$3.4 million of budget room for debt servicing, which is transferred to the Debt Reduction Reserve. There are some smaller debt

issuing falling off in 2023; however, the next significant debt issue to retire is in 2032. The following table outlines the current debt issues, year of retirement and the annual debt servicing costs.

Final Year	Issue	Description	Total
2022	102	Burnside Gorge Community Centre	221,701
	102	City Hall Accessibility	220,817
2023	103	Parkades	173,594
	105	Parkades	178,094
2024	105	Crystal Gardens	340,359
2025	110	Parkades	493,694
2031	115	Johnson Street Bridge Replacement (CMHC)	743,241
2033	79	Multipurpose Arena	360,514
2033	80	Multipurpose Arena	390,514
2034	81	Multipurpose Arena	390,514
2034	130	Johnson Street Bridge Replacement	1,475,097

Allocation of Annual Gas Tax Funding

The City receives annual funding from the Federal Government through their gas tax program. The expected amount for 2016 is \$3.4 million. Each year, amounts received are transferred to the City's Gas Tax Reserve which Council approves allocations from through the annual capital plan. The majority of the projects funded through the gas tax reserve to-date have been storm drain infrastructure projects. In 2015, Council allocated \$7.75 million over five years to implement new bike lanes in five priority areas as well as \$1 million for the David Foster Harbour Pathway implementation and \$2.2 million for the LED streetlight replacement project. With the expected amount for 2016, the gas tax funding available is \$6.5 million.

The City is required to report annually through the Union of BC Municipalities on which projects have been funded using gas tax and the agreement outlines which types of projects are eligible.

There are a number of capital projects that would qualify for this funding including storm drain projects and David Foster Harbour Pathway. It is proposed that the Storm Drain Brick Main project continues to be funded through gas tax and that the remaining funding be allocated upon completion of the public consultation process.

20-Year Capital Plan

In the development of the capital plan and as a result of a detailed review of all capital budget submissions, it came to light that there was a lack of information about the future year deliverables for a number of projects; examples of those are discussed below. The focus for the 2017-2036 Capital Plan will be to incorporate new information gathered throughout 2016 to address this information gap.

For many capital investments, such as water, stormwater, sidewalks and complete streets projects, longer-term asset master plans identify the priority order of renewals for a number of years. Those plans also indicate the estimated funding for those renewals. For these investments, ongoing budgets have been included in the 20-year capital plan.

For facilities, the future years show as "TBD" (to-be-determined) because a long-term plan that accounts for the strategic opportunities and functional requirements relating to City-owned

buildings does not yet exist. Work on this plan is underway and upon completion will inform the 2017 capital plan.

The City is embarking on a Parks Master Plan which will inform future priority setting for parks projects. Therefore, budgets for future year park projects are labeled "TBD".

For others, such as Gate of Harmonious Interest and Ship Point retaining wall, condition assessments and design work taking place in 2015 will determine the extent of the work required and budgets for the renewal investments can be developed once the condition assessments have been completed and will be incorporated into the capital plan at that point.

It can be difficult to determine the exact funding needs far into the future; therefore all future year amounts are best estimates only. The goal for 2017 is to improve upon these estimates using information gathered during 2016.

Outstanding Council Motions

Earlier in 2015, Council requested information regarding the net proceeds for business licencing. The total revenue generated from business licences is approximately \$1.36 million. The costs, including overhead, are approximately \$400,000 leaving a net of approximately \$950,000. Policing costs have not been factored into the City's costs.

Council also passed the following motion in relation to Vic High School sports facility refurbishment:

Matching grant of up to \$250,000 subject to:

- a. Community consultation for the project by School District 61 or its designate
- b. Council approval of the final design of the project
- c. Entering into a joint use agreement between the City and School District 61

This grant has not yet been factored into the 2016-2020 Financial Plan. As per Council direction, the funding for this project will be considered once all terms of the Council motions have been addressed.

2015-2018 Strategic Plan Funding

The majority of action items within the Strategic Plan are fully funded. However, a number of items still require funding as follows:

Action Year	Action	Funding Need
2015	Work with partner agencies and street-involved people to establish increased options for safe and secure storage of the belongings of street-involved people in an area that will not have negative impacts on surrounding neighbours and land uses.	Council allocated \$45,000. Separate report coming to Council identifying additional funding needs.

Action Year	Action	Funding Need
2016	Working toward establishing supervised consumption services, in collaboration with Island Health, VicPD and YES2SCS.	City's funding needs unclear at this point.
2015	Complete and implement Municipal Property Acquisition and Management Strategy.	Council has approved and funded real estate arm. As identified in the report brought to Council approximately \$100,000 of funding for consulting support is needed and has been added as a supplementary request for 2016 for Council's consideration.
2015	Initiate Parks Master Planning process.	Funding has been allocated for the plan. Funding for capital improvements to be determined once plan is complete.
2015	Prioritize "special places" along the David Foster Harbour Pathway and identify funding opportunities	Possible funding source is annual gas tax.
2016	Complete two of the "special places" at Heron Cove and Ship Point, along the David Foster Harbour Pathway corridor.	Possible funding source is annual gas tax.
2015	Identify resources required to develop Arts and Culture Plan, including identifying objectives and purposes of the plan.	A supplementary request of \$76,000 for 2016 is being put forward for Council's consideration.
2016	Complete the Douglas/Blanshard Corridor Master Plan and allocate funds in Financial Plan for quality-of-life infrastructure.	This is part of the Burnside/Gorge local area plan. Funding for quality-of-life infrastructure will be identified once the plan is complete.

Action Year	Action	Funding Need
2016	Build upon input from Parks Master Plan process and hold a placemaking activity at Ship Point to advance a site plan in the Harbour Principles. Consult public on specific design, and allocate money in 2018 capital budget to complete	Funding for capital improvements to be determined once plan is complete.
2016	Identify scope and develop budget strategy for a new Central Library and for a library branch at Capital Park in James Bay.	GVPL Board has just concluded a strategic planning process and is expected to inform the City with the preferred option for a James Bay branch later this fall. Funding for both facilities is yet to be determined.
2016	Move forward with plans for a new fire station.	Cost estimates for the various options are being updated before a report is brought to Council for consideration.

The largest funding needs are expected to relate to facilities, and it is recommended that decisions on these be made once the facilities assessment report including estimated investment needs has been received by Council.

Grants

As directed by Council, grants have been grouped into four categories: direct-award grants, festival investment grants, community garden volunteer coordinator grants, and Strategic Plan grants which include micro-grants.

Council directed staff to include inflationary increases for community and seniors centres operating and youth programming grants. The Victoria Heritage Foundation has requested an 8.25% or \$15,632 increase in funding (letter attached as Appendix C) and the Victoria Civic Heritage Trust is requesting a 2% or \$2,111 increase. All other grant funding is proposed to remain at the 2015 budget level.

In addition to operating and youth programming grants, the City also provides support to community and seniors centres for facility-related costs such as janitorial, lease payments and strata fees. The proposed budgets are the same as the 2015 level. A separate report on support for neighbourhoods, including community and seniors centres, will be brought to Council this fall.

Council also directed staff to consult with impacted organizations regarding proposed changes to the Strategic Plan grants as outlined in a staff report dated September 17, 2015. Upon completion

of the consultation, Council is scheduled to make a decision on potential limits and the grant intake period for Strategic Plan grants will open.

The proposed funding for the direct-award grants is as follows:

Organization	Type of Grant	2015 Amount Paid	2016 Requests	Change
Victoria Civic Heritage Trust	Building Incentive	420,000	420,000	0
Victoria Civic Heritage Trust	Operating	105,550	107,661	2,111
Victoria Heritage Foundation	Operating	189,368	205,000	15,632
Recreation Integration Victoria	Operating	29,435	30,055	620
Victoria Youth Council	Operating	20,000	20,000	0
Quadra Village Community Centre	Operating	50,000	50,600	600
Quadra Village Community Centre	Youth Programming	8,063	8,160	97
Fernwood Community Centre	Operating	50,000	50,600	600
Fernwood Community Centre	Youth Programming	8,063	8,160	97
Vic West Community Association	Operating	50,000	50,600	600
Vic West Community Association	Youth Programming	8,063	8,160	97
Vic West Community Association	Facility (janitorial)	33,118	33,515	397
Fairfield Community Place	Operating	50,000	50,600	600
Fairfield Community Place	Youth Programming	8,063	8,160	97
Fairfield Community Place	Facility (janitorial, recycling, liability insurance)	48,982	49,510	528
Fairfield Community Place	Youth Outreach	15,000	15,000	0
Cook Street Village Activity Centre	Operating	50,000	50,600	600
Cook Street Village Activity Centre	Facility (strata fees)	16,721	16,922	201
Victoria Silver Threads	Operating	50,000	50,600	600
Victoria Silver Threads	Facility (lease)	122,389	122,389	0
Burnside Gorge Community Centre	Operating	50,000	50,600	600
Burnside Gorge Community Centre	Youth Programming	8,063	8,160	97
Burnside Gorge Community Centre	Youth Outreach	10,000	10,000	0
James Bay Community School Centre	Operating	50,000	50,600	600
James Bay Community School Centre	Youth Programming	8,063	8,160	97
James Bay Community School Centre	Facility (janitorial, recycling)	51,433	52,050	617
James Bay New Horizons	Operating	50,000	50,600	600
James Bay New Horizons	Facility (janitorial)	26,036	26,348	312
Oaklands Community Centre	Operating	50,000	50,600	600
Oaklands Community Centre	Youth Programming	8,063	8,160	97
Oaklands Community Centre	Facility (janitorial)	16,077	16,270	193
Cool Aid Downtown Community Centre	Operating	50,000	50,600	600
Blanshard (Hillside Quadra)	Per capita base (0.75 times population)	5,434	5,434	0
Burnside/Gorge	Per capita base (0.75 times population)	4,395	4,395	0
Downtown (incl Harris Green)	Per capita base (0.75 times population)	3,454	3,454	0
Fairfield Gonzales	Per capita base (0.75 times population)	11,869	11,869	0
Fernwood	Per capita base (0.75 times population)	7,069	7,069	0
James Bay	Per capita base (0.75 times population)	8,430	8,430	0
North Jubilee	Per capita base (0.75 times population)	2,288	2,288	0
South Jubilee	Per capita base (0.75 times population)	1,643	1,643	0
North Park	Per capita base (0.75 times population)	2,588	2,588	0
Oaklands	Per capita base (0.75 times population)	5,119	5,119	0
Rockland	Per capita base (0.75 times population)	2,618	2,618	0
Vic West	Per capita base (0.75 times population)	5,104	5,104	0
		1,770,561	1,798,451	27,890

* Note the City provides janitorial services to Quadra Village Community Centre and Fernwood Community Centre and Cook Street Village Activity Centre; no support is provided to Burnside Gorge Community Centre

It is recommended that Council approve the direct-award grants as outlined in the table above.

Public Information and Consultation

The 2015 budget was a big departure from previous years. Many lessons were learned and the City benefited from a lot of feedback and greater involvement from the community in the process. Quality information is the foundation for meaningful engagement and community feedback has identified that it has been the greatest weakness in previous budget consultation activities. To foster meaningful participation in the budget process in the future, clear, accessible information will continue to be generated and shared with the community through a variety of tools aimed to increase reach and understanding of the financial planning process.

Guided by the City's and the International Association of Public Participation's Core Values, the public will be engaged earlier on in the engagement process and will have more time to provide input. Information will be provided in advance of consultation to ensure the community has the information and notice required to provide informed input. Through recent neighbourhood meetings, a number of improved tools for understanding impacts and investment in neighbourhoods, will be introduced. The draft Financial Plan itself will be more accessible to the public through the use of visuals and plain language. Direct impacts of the budget and services provided will be highlighted to ensure the Plan resonates with community members and that the value the community receives for their tax dollars is evident.

Throughout October and November 2016, clear, accessible information on the budget will be shared to provide improved information about the budget, services and the budget process. Infographics will be used to help breakdown complex information into visuals that are more easily understandable and engaging. The current website information will be completely redeveloped to provide budget information in a way in which it resonates with the broad public.

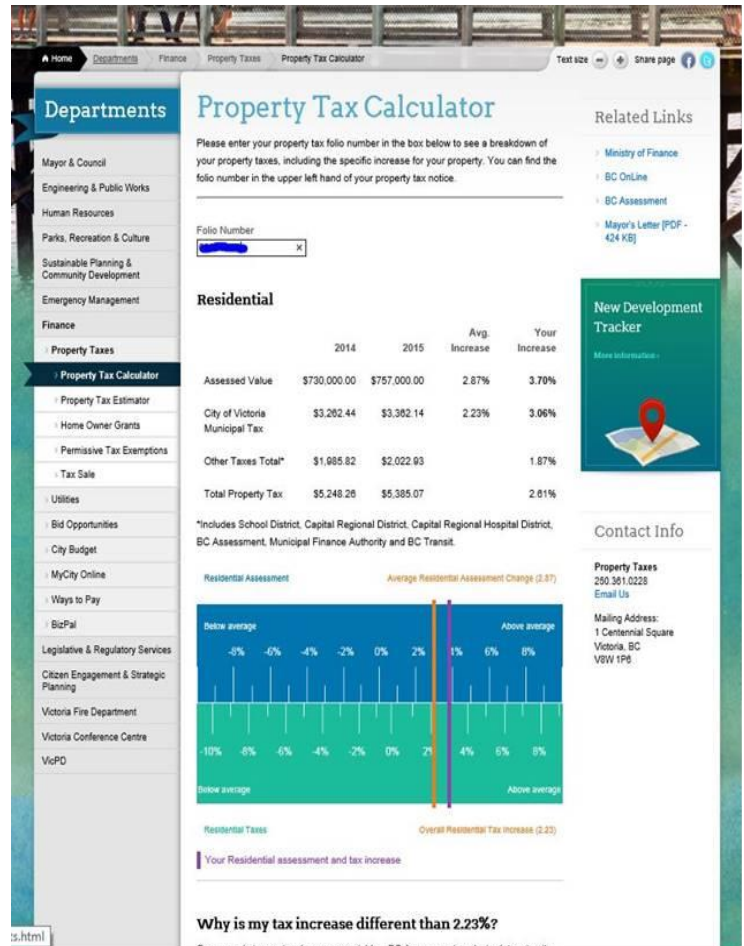
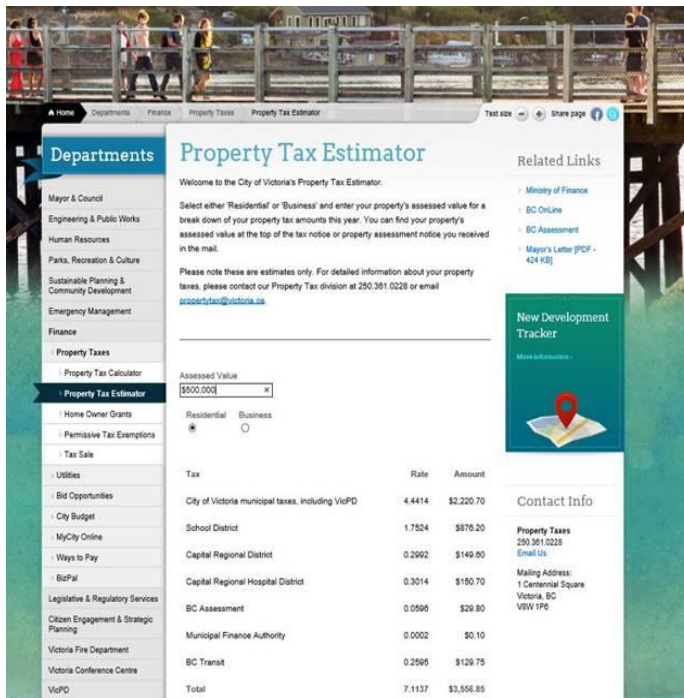
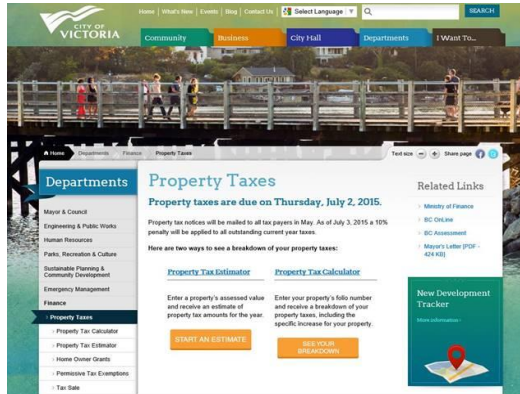
Continuing in 2016, the new tools introduced in 2015 will be used, including an online budget toolkit explaining operating and capital budgets, where funds come from, how they are allocated and what the community receives for their collective investment. The budget toolkit will be available on the City's website in November for community members to print off and use.

A video providing an overview the financial planning process, budget highlights and the services offered will also be created to broaden awareness and understanding around the budget.

An e-town hall will also be offered in January, providing multiple ways for the public to engage in the budget discussion, in both traditional and electronic mediums, and in real-time. Based on our own experience for the 2015 financial planning process, and building on experiences in other municipalities, the e-town hall can make the budget process more accessible by removing barriers to participation and creating opportunities to draw new people into the budget discussions.

Upon conclusion of the consultation period, the process, all feedback and any subsequent changes, will be summarized and included in the financial plan itself to demonstrate the opportunities for public input and the public input received.

The online tax estimator and calculator (example below), launched in the spring of 2015, will continue to enable taxpayers to input their assessed value and see an estimate of what their taxes will be. The calculator will be tailored to both residential and business properties to assist individuals purchasing property to estimate their taxes.



Building on improved information, community members will also be asked to comment on the draft Financial Plan. An online survey and a Town Hall will be used to collect community feedback. An E-Town Hall (example below) will be added to the Town Hall meeting enabling the public to remotely participate in a Town Hall meeting by submitting questions and feedback via email prior to the event as well as live through social media and the City's website. Comments and questions will be read out by a moderator as they come in and individually addressed by subject matter experts.

The screenshot shows a web page titled "e-Town Hall Meetings" for the "2015 Municipal Budget Meeting". The page is part of the City of Nanaimo's website, with a breadcrumb trail: Home > City Hall > City Council > e-Town Hall Meetings. The main heading is "e-Town Hall Meetings" and the sub-heading is "2015 Municipal Budget Meeting".

The text on the page reads: "The City of Nanaimo wants your input on the 2015 Municipal Budget. Join the discussion at 7 p.m. on September 29th. Participation is easy by using any of the following methods of engagement."

The engagement methods listed are:

- In person** - Attend the meeting in the Shaw Auditorium at the Vancouver Island Conference Centre
- Facebook** - The event's wall will be open for your questions and suggestions during the meeting <http://www.nanaimo.ca/goto/fbTownHall>
- Twitter** - Once the meeting is underway, use the hashtag [#NanaimoTH](#)
- Website Submission** - Submit your questions or comments using the online webform <http://www.nanaimo.ca/goto/townhallquestion>
- By Phone** - Once the meeting is underway, dial 250-754-4251 and tell your question to the operator

There is a "Photo Album" section on the right side of the page, featuring a photo of a coastal scene with a lighthouse and a button that says "Send us your picture".

The "Discussion Topic" section states: "What to include in the City's operational and capital budgets is one of the biggest and most important decisions Council and staff make each year. Setting priorities and deciding where and where not to spend money is a challenging task. Provide your input by participating in the meeting using one of the five methods of engagement listed above."

The "Prepare and Participate" section states: "Improve your level of participation by being prepared. Familiarize yourself with the proposed topic using documents made available on the City of Nanaimo's website prior to the meeting beginning."

Links provided at the bottom include:

- [2014-2018 Financial Plan](#)
- [Annual Municipal Report](#)

To ensure community members have an opportunity to review the draft Financial Plan prior to the Town Hall and launch of the survey, electronic copies of the draft Financial Plan will be available online and hard copies will be available for the public to pick up at City Hall and other City facilities. All public feedback will be presented to Council for consideration in February 2016.

During 2015, options for a participatory budgeting process were developed and a separate report will be brought to Council in November for consideration. The approved engagement strategy for the 2015 and 2016 financial planning processes is attached as Appendix D.

Timeline

Council direction on the 2016 financial planning process was provided in June. The following table outlines the remaining timeline for this year's process.

Tentative Dates	Task
Four meetings in November, 2015	Detailed presentations of draft financial plan.
December 10, 2015 Council	First reading of financial plan bylaw.
December/January	Public consultation begins and continues until the third week of January.
Third week of January 2016	Town Hall and e-Town Hall meeting.
February 4, 2016 Governance and Priorities Committee	Present consultation results and seek direction on changes to financial plan.
April 7, 2016 Governance and Priorities Committee	Final report on financial plan including incorporated changes; report on 2015 tax rates. Second and third reading of financial plan bylaw; first, second and third reading of tax bylaw.
April 14, 2016 Council	Second and third reading of financial plan bylaw; first, second and third reading of tax bylaw.
April 28, 2016 Council	Adoption of financial plan bylaw and tax bylaw
May 2016	Seek Council direction on 2017 financial planning process.

2017 Financial Plan

Council direction will be sought in May 2016 on the 2017 financial planning process.

The focus for the 2017 plan will be to improve upon the information provided in the 2016 Financial Plan, specifically the metrics and the capital budget summary sheets. As the asset management software implementation continues, additional inventory and condition assessment information will become available and will be incorporated into future financial plans.

The capital plan will also be informed by the master planning activities for facilities, parks and sewer as well as ongoing condition assessment for assets across the organization.

In addition, further development of the City's budget simulator will take place to expand the use (example below).

Budget Simulator for 2016



CORE CITY SERVICES

Increase the Fire Department Budget expenses budget [Learn more](#)

Should the 2013 budget include an increase to the Fire Department's expense budget? Increases can start at \$1000 and expand to \$15,000. The Fire Department's Budget cannot be decreased.

Your choice

0 15
\$0 -\$15,000

Should the Town release their council meeting minutes and vote records as open data?

[Learn more](#)

The Town currently posts council records in PDF format to our website, www.townopennorth.ca. Releasing this information in a machine-readable format would allow citizens, developers and researchers increased access to the democratic processes of our local government. To set up this release the Town would have to spend \$9000 one time on preparing documents.

NO
\$0 -\$9,000

Would you accept a local tax of \$50 per unit to invest in a new project? If yes, which project?

- ☐ Planting of 5000 trees at \$10,000
- ☐ Development Project with greening a public place or redevelopment of a commercial artery at \$20,000
- ☐ Recycling Project of a church into a cultural center and leisure (rather than leaving an empty church sale for condos) at \$100,000
- ☐ Upgrade major streets and sidewalks of the Borough at \$50,000
- ☐ An innovative project home culture including a modernized library at \$25,000
- ☐ Set up a soccer field synthetic turf at \$50,000
- ☒ No, I do not want any new taxes for a project

REVENUE GENERATING PROJECTS

Should a new parking lot be implemented with a daily rate of \$10 a day?

Our town could accommodate a new parking lot space an abandoned lot which would create \$40,000 in new revenue. The lot would charge a daily rate of \$10 day. Would you like to see a new parking lot in our town?

Your choice

NO
\$0 \$40,000

2015 – 2018 Strategic Plan

The draft Financial Plan was developed in alignment with the 2015-2018 Strategic Plan. This report outlines a number of action items in the strategic plan that require further analysis before funding options can be developed and brought to Council for consideration and inclusion in the financial plan.

Impacts to 2015 – 2018 Financial Plan

The 2016-2020 Financial Plan will replace the current year's plan.

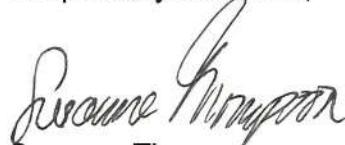
Official Community Plan Consistency Statement

Not applicable.

CONCLUSION

The draft Financial Plan aims to balance high quality service provision with taxpayer affordability. Council's review as well as feedback from the public will further shape the financial plan and will set the service levels for staff to implement.

Respectfully submitted,



Susanne Thompson
Director, Finance



Jason Johnson
City Manager

Report accepted and recommended by the City Manager: _____

Date: _____

October 15, 2015

Attachments:

- Appendix A: List of Deferred Maintenance Projects for Potential Capital Budget Tax Increase
- Appendix B: Supplementary Operating Budget Requests
- Appendix C: Grant Request from Victoria Heritage Foundation
- Appendix D: Engagement Strategy

Appendix A: List of Deferred Maintenance Projects for Potential Capital Budget Tax Increase

Historically, capital budget tax increases have funded deferred maintenance projects for storm drains, streets and facilities. For this year, the proposed list only includes streets projects since the pavement management plan indicates that additional funding for streets is necessary to maintain standards. No facilities or storm drain projects are proposed this year; additional information is being gathered to inform future financial plans.

Residential Streets

Description	Amount	Tax Impact
Alpha Street – Beta to Gamma (Burnside Neighbourhood)	\$450,000	0.37%
Ludgate Street – Bay to John (Burnside Neighbourhood)	\$300,000	0.25%
Meares Street – Cook to east end (Fairfield Neighbourhood)	\$390,000	0.32%
Total	\$1,140,000	0.94%

Major Streets

Description	Amount	Tax Impact
Vancouver Street – Pandora to Balmoral (North Park Neighbourhood)	\$200,000	0.16%
Blanshard/Hillside intersection (Burnside Neighbourhood)	\$200,000	0.16%
Vancouver Street – Southgate to Fairfield (Fairfield Neighbourhood)	\$250,000	0.21%
Southgate Street – Quadra to Vancouver (Fairfield Neighbourhood)	\$250,000	0.21%
Total	\$900,000	0.74%

Appendix B – Supplementary Operating Budget Requests

Cultural Plan

Overview:

This request will enable fulfillment of Council's strategic plan objective to deliver a Cultural Plan.

5 Year Forecast:

	2016	2017	2018	2019	2020
Expenditures					
Contracted Services	116,000	0	0	0	0
Total Expenditures	116,000	0	0	0	0
% Increase		(100.00%)	0.00%	0.00%	0.00%
Net Request	116,000	0	0	0	0

Appendix B – Supplementary Operating Budget Requests

Additional Sidewalks Power-washing During Dry Season

Overview:

Long dry spells without significant rainfall is resulting in dirty sidewalks downtown with lots of bird droppings and resulting smell. It affects the cleanliness and appearance of city's sidewalks. This proactive response will provide extra power wash cleaning when it is needed (June to September).

5 Year Forecast:

	2016	2017	2018	2019	2020
Expenditures					
Equipment Rentals	4,800	4,800	4,800	4,800	4,800
WO Regular Time	10,200	10,200	10,200	10,200	10,200
Total Expenditures	15,000	15,000	15,000	15,000	15,000
% Increase					
Net Request	15,000	15,000	15,000	15,000	15,000

Appendix B – Supplementary Operating Budget Requests

Traffic Orders

Overview:

This budget is used to fund costs of changes to on-street parking regulations (signs/painting) on an annual basis.

Changes in land use can impact traffic patterns, and demands for on-street parking. Having the ability to respond to public requests/inquiries ensures the ongoing safe operation of traffic for all road users (traffic control devices such as stop signs); helps contribute to successful commercial areas/urban villages (on-street parking turnover for customers); and respects/protects the residential integrity of neighbourhood residential areas (providing Residential Parking Only restrictions on low-density residential streets adjacent

Approximately 80 traffic orders were processed in 2015, as well as the reduced speed zones on arterial and downtown streets in Victoria. The five year average spending for traffic orders is \$34,500, however the annual budget for traffic orders is \$26,000. This request is to add \$8000 to the budget to align the budget with the cost requirements for the program.

5 Year Forecast:

	2016	2017	2018	2019	2020
Expenditures					
9211 WO Regular Time	8,000	8,160	8,323	8,490	8,659
Total Expenditures	8,000	8,160	8,323	8,490	8,659
% Increase		2.00%	2.00%	2.00%	2.00%
Net Request	8,000	8,160	8,323	8,490	8,659

Appendix B – Supplementary Operating Budget Requests

Broad Street Mall Repairs

Overview:

The Broad Street Mall, from View Street to Pandora Avenue was constructed in 2000. Sections of the inset concrete and glass design have settled, and bricks are also settling, creating tripping hazards. These sections need to be removed and replaced to restore the original look.

5 Year Forecast:

	2016	2017	2018	2019	2020
Expenditures					
9211 WO Regular Time	15,000	20,000	0	0	0
Total Expenditures	15,000	20,000	0	0	0
% Increase		33.33%	(100.00%)	0.00%	0.00%
Net Request	15,000	20,000	0	0	0

Appendix B – Supplementary Operating Budget Requests

Parks Overnight Sheltering Support and Clean-up

Overview:

Continue with the program that started in July, 2015 of extending the hours of Beacon Hill Park public washrooms and Stadacona Park public washrooms until 2.30 am every morning year round. Static security services will be at each location from 9.30pm to 2.30am to assist with smooth operations and any minor situations that may arise. Port-a-toilets are placed at Topaz Park for use by persons seeking overnight shelter in the park. This request would also fund site clean-up of locations where persons are seeking shelter in parks on a daily basis. Debris and discarded chattels will be cleaned up and disposed of. Two employees will be deployed daily.

5 Year Forecast:

		2016	2017	2018	2019	2020
Expenditures						
9121	WO Outside Equipment Ren	15,000	15,000	15,000	15,000	15,000
9211	WO Regular Time	164,000	164,000	164,000	164,000	164,000
9411	WO Contracted Services	134,000	134,000	134,000	134,000	134,000
Total Expenditures		313,000	313,000	313,000	313,000	313,000
% Increase			0.00%	0.00%	0.00%	0.00%
Net Request		313,000	313,000	313,000	313,000	313,000

Appendix B – Supplementary Operating Budget Requests

Senior Parks Planner

Overview:

The Parks Planning and Design service area delivers design, consultation and project management for an annual average of \$2.3 million in capital expenditures (based on capital budgets from 2010-2015); is responsible for developing plans, strategies and policies to guide investment into and the use of the park and open spaces in the City of Victoria; and, provides comment on all development and other permit applications that impact greenspace, urban forest and other areas of the public realm.

With the growing pressure to reduce the timeline for delivery of development reviews and the growing need to invest in our parks spaces, adding a second Senior Parks Planner will help deliver projects on time and on budget. Approximately 70% of the position's workload is anticipated to be related to permit application review, with the remaining 30% of the time available to undertake projects.

The addition of 1 FTE will allow us to better administer our service delivery to ensure that we assist in meeting the strategic objective of enhancing and stewarding our parks and greenspaces.

From 2012-2014, the average number of development related applications reviewed was approximately 320. This is broken out into several different types of permits.

Rezoning	46
DPs	48
HAP	12
Subdivision	12
BPs	<u>200</u>
TOTAL	318

5 Year Forecast:

		2016	2017	2018	2019	2020
Expenditures						
4016	Salaries - Inside	83,400	85,068	86,769	88,505	90,275
4102	Benefits	19,600	19,992	20,392	20,800	21,216
Total Expenditures		103,000	105,060	107,161	109,304	111,491
% Increase			2.00%	2.00%	2.00%	2.00%
Net Request		103,000	105,060	107,161	109,304	111,491

Appendix B – Supplementary Operating Budget Requests

Arboriculture

Overview:

The Urban Forest Management plan was approved in 2013. Key actions from the management plan included a full inventory of the urban forest. Priority tree removals and pruning will allow for achieving management plan direction, minimize risk of tree failures and maintain and/or increase canopy cover recommendations.

Deliverables include:

- Forest inventory update kept to standard or 17% per year
- Tree assessments on sensitive tree removals
- Emergency response to tree/limb failures
- Pro-active removal and pruning as per inventory recommendations

5 Year Forecast:

		2016	2017	2018	2019	2020
Expenditures						
9211	WO Regular Time	106,500	108,630	110,803	113,019	115,279
9221	WO Overtime	12,000	12,240	12,485	12,734	12,989
9411	WO Contracted Services	10,000	10,200	10,404	10,612	10,824
Total Expenditures		128,500	131,070	133,692	136,365	139,092
% Increase			2.00%	2.00%	2.00%	2.00%
Net Request		128,500	131,070	133,692	136,365	139,092

Appendix B – Supplementary Operating Budget Requests

Real Estate – Consulting Studies

Overview:

To fund consulting services to review the substantial catalogue of land and to establish near term strategic opportunities as outlined in the Urban Systems Report on the implementation of a real estate function within the City of Victoria.

5 Year Forecast:

	2016	2017	2018	2019	2020
Expenditures					
4214 Consulting	100,000	0	0	0	0
Total Expenditures	100,000	0	0	0	0
% Increase		(100.00%)	0.00%	0.00%	0.00%
Net Request	100,000	0	0	0	0

Appendix C – Grant Request from Victoria Heritage Foundation



September 22, 2015

Susanne Thompson
Director of Finance
City of Victoria
#1 Centennial Square
Victoria, BC V8W 1P6

Re: 2016 Grant Funding Request

Dear Ms. Thompson,

The Victoria Heritage Foundation (VHF) was instituted by the City of Victoria in 1983 to manage the City's funding program for Heritage-Designated houses, and it continues to be an important component of the City's Heritage Program. In 36 years, the City of Victoria and VHF have helped to fund over 1,200 projects to stimulate and promote the conservation and maintenance of 364 Heritage-Designated houses.

VHF also undertakes education and outreach projects such as workshops, lectures, our website, walking tour brochures and the award-winning four-volume series *This Old House: Victoria's Heritage Neighbourhoods* in order to further knowledge and awareness of Victoria's built heritage. VHF is able to accomplish much of this work thanks to the contribution of over 1,000 annual volunteer hours. VHF's 2014 Annual Report documents in detail our yearly expenditures and budget allocations. The report was distributed to Mayor and Council and City staff in July. It can also be viewed on our website.

VHF's annual operating grant has remained unchanged at \$189,368 since 2010. As of 2016, demand for grants is expected to exceed our capacity. For 2016 the Victoria Heritage Foundation is requesting **\$205,000**. Factors contributing to the expected shortfall include:

- VHF average project costs have increased 16% (2010-14)
- VHF operating costs (insurance, auditor, office) have increased 11% (2010-14)
- Increased grants for seismic upgrades
- Five Capital Park heritage houses are expected to apply for grants

VHF's work makes a significant contribution to the goals and objectives set out in Victoria's *2015 Strategic Plan 2015-18*. Relevant goals and objectives relating to the Strategic Plan are appended for reference. The VHF Board is currently developing a Strategic Plan that further advances its work consistent with City's Strategic Plan.

We would be happy to answer any questions that you may have. Thank you for your consideration.

Respectfully,

Doug Koch,
Board President

Tara Kaehne, CPA, CA
Treasurer

Brigitte Clark,
Executive Director

cc: Jonathan Tinney, Director of Sustainable Planning & Community Development
Andrea Hudson, Assistant Director, Sustainable Planning & Community Development
Murray Miller, Senior Heritage Planner, non-voting member of VHF
Pamela Madoff, Council liaison to VHF

Victoria Heritage Foundation c/o Victoria City Hall #1 Centennial Square Victoria, BC V8W 1P6
☎ 250 383-4546 ✉ vhf@victoriaheritagefoundation.ca www.victoriaheritagefoundation.ca

Appendix

The work of the Victoria Heritage Foundation contributes to the priorities of Victoria's Strategic Plan 2015-2018 as follows:

Innovate & Lead

- Heritage honours the past, while allowing the future to evolve
- VHF enjoys a high profile and often serves as the first point of contact for heritage-related inquiries
- VHF's award-winning website and GIS map extend the reach of the City's heritage program
- VHF collaborates with neighbourhood groups and other heritage organizations

Engage and Empower the Community

- VHF grants encourage heritage homeowners to undertake appropriate rehabilitation and inspire neighbours to do the same

Strive for Excellence in Planning & Land Use

- Existing historic neighbourhoods make for compact and sustainable land use patterns
- Heritage houses contribute to placemaking in Victoria's distinctive neighbourhoods
- VHF assists City Planners in identifying and researching potential heritage houses

Create Prosperity through Economic Development

- VHF grants leverage significant private investment
- Rehabilitation creates twice as many local skilled jobs as new construction
- Heritage is a cornerstone of sustainable cultural tourism
- Heritage supports tourism - historic hotels and B&Bs, carriage and walking tours
- Heritage houses and streetscapes are desirable locations for film productions

Make Victoria More Affordable

- Heritage houses often include affordable rental units
- Heritage houses may lend themselves to the addition of garden and secondary suites, adding density without destroying the heritage value of the house and neighbourhood
- VHF grants add to the affordability of heritage houses

Facilitate Social Inclusion and Community Wellness

- Heritage contributes to social and cultural well-being
- Attractive pedestrian-friendly streets improve quality of life and promote socialization

Enhance and Steward Public Spaces, Green Spaces and Food Systems

- Heritage neighbourhoods include mature gardens and trees, reinforcing Victoria's reputation as the City of Gardens

Complete a Multi-Modal and Active Transportation Network

- Attractive, walkable neighbourhoods close to town and amenities minimize vehicle use

Nurture Our Arts, Culture and Learning Capital

- Heritage neighbourhoods preserve the valuable legacy of the past
- VHF walking tour brochures promote awareness and appreciation of Victoria's architecture and history

Plan for Emergencies Including Climate Change Short and Long-Term

- The greenest building is the one already built
- VHF promotes educational events on seismic upgrades for heritage houses
- VHF promotes seismic upgrades through increased grant percentage

Appendix D – Approved 2015-2016 Engagement Strategy

The community engagement planned for the 2015 and 2016 budget places significant focus on public awareness, education and involvement around the City's budget more so than in previous years.

Beginning in 2015, a two-phased engagement approach has been approved by Council. The first phase will focus on providing the community clear, accessible information to generate greater awareness and education on the budget. 2015 also includes community involvement in designing and exploring participatory budgeting options for the following year. A substantially improved Financial Plan document and new online tools will better equip community members with the information required to participate in a more collaborative budgeting process during the second phase in 2016.

Our Budget. Shaping the Future Together – Proposed Phase One: 2015

Throughout January and February 2015, clear, accessible information on the budget will be shared to provide improved information about the budget, services and the budget process. The new Financial Plan will outline service levels, actuals and value received for financial investment. Quality information is the foundation for meaningful engagement and has been the greatest weakness in previous consultation activities. To foster meaningful participation in the budget process in future, it is important that greater focus on the information is placed and improved access, through better tools, is provided for greater reach and understanding.

As budget decisions have a profound impact on the daily lives of tax and ratepayers, ranging from garbage collection to parks, to emergency services, engagement will be extensive to ensure all those affected by the conversations are aware of the various opportunities to provide input into the process. Staff will seek out opportunities to go to where the people are to ensure the greatest amount of individuals are engaged and informed.

Several new tools will be introduced in February 2015 including an online budget toolkit explaining operating and capital budgets, where funds come from, how they are allocated and what the community receives for their communal investment. An E-town hall opportunity is proposed for the first time enabling the public to submit questions and feedback through a variety of channels including in person, through the website and using social media. An online tax calculator (example below) will enable taxpayers to input their assessed value and see what their taxes will be is another useful new tool proposed for the coming year. The calculator will be tailored to both residential and business properties to assist individuals purchasing property to determine the difference in taxes.

These new tools will deliver information in a clear and accessible manner as well as encourage interaction through new, innovative channels with diverse audiences. The input solicited from the public about the draft financial plan will be used to inform the 2015 Financial Plan.

In 2015, it is also proposed that the City commence dialogue with the residents and business representatives to explore potential participatory models together and identify what additional information community members feel they require to provide greater input and involvement into the budget process. Based on best practice research being completed now, there are several options that can be explored in 2015 for 2016, including public participation in specific grant fund allocation, investment by neighbourhood or investment by topic areas, such as beautification or active transportation.

Improved budget information and greater exploration of options for participatory budgeting will build a strong foundation on which to introduce participatory elements and process for 2016.

Shape Your City Budget – Proposed Phase Two: 2016

In 2016, the City will be in a position move towards a more collaborative budget process through the introduction of participatory budgeting for a portion of the City's budget.

As a principle of the City's civic engagement strategy, the City's budget is a foundational topic for greater levels of public participation due to its breadth and impact. Involving the public in 2015, to explore and design a participatory process is consistent with the City's Core Values for Public Participation. This in combination with significantly improved budget information and tools has potential for building greater community capacity and understanding of participatory processes, together.

Opportunities for face-to-face workshops and online engagement will be facilitated in order to reach the wide-ranging stakeholders impacted by the decisions being made. The tools introduced in 2015 will be further developed and new tools will continue to be introduced in order to engage the largest amount of the diverse stakeholders impacted by the decisions being made. Best practices from other municipalities will be applied to Victoria such as the introduction of an online budget simulator which has been used in Coquitlam, Regina, Edmonton, Toronto and Montreal. This innovative tool will offer citizens a way to participate in the budget process from the convenience of their homes.

The two-phased engagement strategy will set a new precedent for involving the community in the budget process through clear, accessible information, innovative tools and greater collaboration in the budgeting process.



Governance and Priorities Committee Report

For the Meeting of October 22, 2015

To: Governance and Priorities Committee **Date:** October 9, 2015
From: J. Jenkyns, Deputy City Manager
Subject: Review of Bylaw Enforcement Services

RECOMMENDATION

THAT Council direct staff to bring forward a policy for service reviews, and identify two areas per year to audit.

EXECUTIVE SUMMARY

Earlier this year the City undertook a staff led initiative to engage the City of Vancouver's Internal Audit Team to deliver a value for money audit on the Bylaw Enforcement Services in response to a desire to benchmark this area with best practices; to improve the service delivery; and enhance the connection with the City's overall strategic direction. There are 17 recommendations in the Review. These have been reviewed and discussed internally, and staff concur with both the findings and the recommendations.

Recent staff changes create an opportunity to implement positive improvements by actioning the recommendations from the review, and to better align the service delivery with the City's strategic direction. Recruitment for these vacancies, most significantly, the Manager of Bylaw Services position, will impact the speed of the implementation schedule in the short term. The Manager's foundational involvement with the development of these important fundamentals is considered integral to the success of both the implementation of the changes, as well as the ongoing ownership of them going forward.

PURPOSE

The purpose of this report is to outline the Implementation Plan resulting from the City of Vancouver audit team's findings and recommendations.

BACKGROUND

During the 2015 budget sessions earlier this year, Council expressed concerns around the level of service of the bylaw enforcement function. During those sessions, staff advised Council that a review of the function would occur in 2015 and it was incorporated in the Operational Plan.

7) Facilitate Social Inclusion and Community Wellness								
	Action	Primary Lead	Comments	Q1	Q2	Q3	Q4	
104	Review Bylaw enforcement	LRS	Operational review		Audit June to October	Audit report review		☺

In order to achieve Council's direction, Finance staff approached the City of Vancouver to determine if they had capacity to undertake this review as they have an established internal audit team. Fortunately for the City of Victoria, Vancouver undertook this work on a cost-recovery basis. Staff remain hopeful that Vancouver staff can continue to provide audits of services on an ongoing basis. Given the results of this audit, staff recommend that Council adopt a policy considering undertaking two reviews of City services on an annual basis with the results being provided to Council.

Over time, and with the advent of changing strategic direction, there appears to have been an increased separation between the execution of the Bylaw Enforcement Services function, and the strategic direction of the City at a higher level. In particular, the strategic direction of the "One City" approach along with the overarching value of service to residents, suggests that a demonstrable approach to working with residents to resolve conflicts is a priority. This existing gap produces circumstances that have required increasing attention over time.

ISSUES & ANALYSIS

The Review is attached for reference. It is very thorough, the findings and 17 recommendations are generally concise, and accurate as noted by staff's acceptance of the both the findings and recommendations in each case. They illustrate both existing areas for improvement throughout the function, as well as timelines for implementation. Recognizing the recent staffing changes/vacancies, these timelines are essentially not achievable as outlined. However, the timelines do provide clear insight into sequencing, significance and priority moving forward.

The Implementation Plan noted below reflects the estimated implementation time after the engagement of the new Manager of Bylaw Services. This position is currently being actively recruited. The new Manager will play a leading role in formulating the new approach. While the timelines may need adjusting depending on the circumstances in play at the time, including workload and start date for the new Manager, the overall Implementation Plan mirrors the Vancouver Review by using the established priorities and deliverables to work toward. It is anticipated that this information should also significantly assist the recruitment process because of the clear direction.

Staff have already started implementing the recommendations, and recommendations 7.1 (payments at Public Service Centre), 7.2 (process for cancelling tickets) and 8.1 (suspense account for payments) have already been completed. However, the remaining timelines identified in the review are proposed to be extended by approximately three months in order to hire a new manager who will lead the implementation. It should also be clear, that over-achieving on the timelines will be actively pursued.

IMPLEMENTATION PLAN

Define and Communicate the Bylaw Office's Mandate

1. Recommendation F.1.1 - Define Mandate and Mission
Completion: February 15, 2016
2. Recommendation F.1.2 - Ensure Internal and External Messaging Reflects Mission and Mandate
Completion: February 15, 2016

Review Scope and Focus Enforcement Activities

3. Recommendation F.2.1 - Clearly Established Enforcement Priorities
Completion: March 15, 2016
4. Recommendation F.2.2 - Establish Service Level Objectives for Enforcement Priorities
Completion: March 15, 2016

Enhance Management Oversight of the Bylaw Services Function

5. Recommendation F.3.1 - Ensure Mangers Role Includes Oversight in File Review, Case Management and Performance Management
Completion: March 15, 2016

Establish Metrics To Measure and Drive Performance

6. Recommendation F.4.1 - Establish Comprehensive Performance Metrics
Completion: March 15, 2016

Enhance Accessibility of the Bylaw Office

7. Recommendation F.5.1 - Review Administrative Resources for Improved Phone Coverage
Completion: February 15, 2016
8. Recommendation F.5.2. - Review Operational Requirements for Tracking Field Officers
Completion: March 15, 2016

Standardize Customer Communication Protocols

9. Recommendation F.6.1 - Establish Guidelines for Enhanced Citizen Interaction
Completion: March 15, 2016

Ticket Cancellation Controls

10. Recommendation F.7.1 - Ticket Payments at Public Service Counter Determination
Completion: **Completed**
11. Recommendation F.7.2 - Revise Process for Identifying Cancelled Tickets in System
Completion: **Completed**
12. Recommendation F.7.3 - Clear Approval Process for Ticket Cancellation
Completion: April 15, 2016

Streamline Ticket Issuance and Payment Process

13. Recommendation F.8.1 - Investigate Use of Suspense Account for Payments
Completion: **Completed**
14. Recommendation F.8.2 - Investigate Use of Handheld Ticket Generation Devices
Completion: March 15, 2016
15. Recommendation F. 8.3 - Investigate Online Ticket Payment Option
Completion: March 15, 2106

Improve Integration and Cooperation

16. Recommendation F.9.1 - Establish Internal Communications Protocols for Enhancing Communications Amongst Bylaw Services Staff
Completion: March 15, 2016

Skills and Training


17. Recommendation F.10.1 - Establish Formal Training Plan
Completion: April 15, 2016

CONCLUSIONS

This Review identified areas for improvements throughout the service area, along with providing a clear approach to implementing enhancements. With the commitment of all of the personnel involved in moving this forward, the end result should provide for significant enhancements for the service itself and for those involved in its delivery.

Staff will report back to Council on the progress of the implementation as part of the next quarterly reporting on the Operational Plan.

Respectfully submitted,


Jocelyn Jenkyns
Deputy City Manager

Report accepted and recommended by the City Manager

Date:



October 16, 2015

List of Attachments

City of Vancouver Review of Bylaw and Legislative Services Division



CITY OF VICTORIA
Review of Bylaw and
Licensing Services Division

Distribution:

City of Victoria

Jason Johnson, City Manager
 Jocelyn Jenkyns, Deputy City Manager
 Susanne Thompson, Director of Finance
 Rob Woodland, Director, Legislative & Regulatory Services
 Jo-Ann O'Connor, Manager, Financial Planning

EXECUTIVE SUMMARY

July 14, 2015

The City of Vancouver's Internal Audit Division was engaged by the City of Victoria Finance Department to conduct a value-added audit of the City of Victoria's Bylaw and Licensing Services Division (Bylaw Office). The objective of the audit is to assist City of Victoria management with improving the efficiency and effectiveness of the Bylaw Office and aligning the enforcement approach with Council's expectations for customer service and risk mitigation.

There is an opportunity to position the City of Victoria's Bylaw and Licensing Services Division as a more customer-focused service provider in bylaw enforcement. Defining and communicating the Bylaw Office's mandate, strengthening management oversight, and establishing performance targets would enhance the efficiency and effectiveness of the division. Audit findings and recommendations in this report are categorized as follows: 1) Strategy / Direction, 2) Customer Service Focus, 3) Operational Issues.

The more significant findings and recommendations are:

F.1 Define and communicate the Bylaw Office's mandate

Having a clearly defined and communicated mission and mandate would assist with aligning the Bylaw Office's activities, provide direction for staff's efforts, and enable better decision-making. The Director of Legislative and Regulatory Services will position the Bylaw Office to ensure alignment with the City's overall strategy and focus.

F.3 Enhance management oversight of the Bylaw Office function

Review of current practices in the Bylaw Office revealed an opportunity for improvement in: case file review, prioritization of work, and performance management. The Director, Legislative and Regulatory Services will ensure that the role of the new Manager, Bylaw and Licensing Services includes responsibility for oversight in the above-mentioned areas.

F.4 Establish metrics to measure and drive performance

Current performance metrics for the Bylaw Office consist of a number of statistics relating to the volume of work handled by the division, but do not speak fully to the performance of the division or the quality of service provided. The Manager, Bylaw and Licensing Services will ensure that performance metrics are established that measure the quality of service provided by the Bylaw Office.

These and other audit findings and recommendations are contained in the report.

A handwritten signature in cursive script, appearing to read "Tony Hui".

Tony Hui, CPA, CA, CRMA
 Chief of Internal Audit Division



City of Victoria
Review of Bylaw and Licensing Services Division

A. BACKGROUND

The City of Vancouver's Internal Audit Division was engaged by the City of Victoria Finance Department to conduct a value-added audit of the City of Victoria's Bylaw and Licensing Services Division (Bylaw Office). The objective of the audit is to assist City of Victoria management with improving the efficiency and effectiveness of the Bylaw Office and aligning the enforcement approach with Council's expectations for customer service and risk mitigation.

The Bylaw and Licensing Services Division operates as part of the Legislative and Regulatory Services Department and is responsible for enforcing City of Victoria's bylaws. Staff daily work assignments are focused on three somewhat distinct work activities: parks patrol, public space patrol, complaint response, and business license approvals. Animal control issues, parking enforcement, and moving violations are handled by other departments or external agencies. However, the contract management of the animal control service provider is a responsibility of the Bylaw Office Manager.

The current composition of the Bylaw Office consists of one manager, one clerk, two senior bylaw officers, and three bylaw officers. Auxiliary staff are hired to complement the team's efforts in parks patrols in the summer months. For 2015, funding was obtained to hire two additional officers for April to October. As this funding has not been committed for future years, this may impact the ability of current staff resources to maintain existing service levels.

B. SCOPE

The scope for the audit, as agreed to by management in the City of Victoria Finance Department, included:

- Staffing and structure, including flexibility and hours of work;
- Strategy and approach, including bylaw areas of focus, customer experience, and collaboration with other departments;
- Operational efficiency and adequacy of staff resources; and
- Benchmarking / best practices review.

The following areas were considered out of scope:

- Revenue recognition and financial reporting of bylaw fines;
- Physical security of the Bylaw Office facility; and
- Animal control operations and parking enforcement.

The audit is not designed to detect fraud. Accordingly there should be no such reliance.

Fieldwork for the audit took place in Victoria and Vancouver, B.C., and covered the period of May 25 to July 14, 2015.

C. ACKNOWLEDGEMENT

We would like to thank management and staff from the City of Victoria's Legislative and Regulatory Services Department, including Bylaw and Licensing Services division staff, as well as the Finance Department for their cooperation and assistance.

D. CONCLUSION

There is an opportunity to position the City of Victoria's Bylaw and Licensing Services Division as a more customer-focused service provider in bylaw enforcement. Also, addressing the operational issues identified in this report would enhance the efficiency and effectiveness of the division.

Findings and recommendations have been discussed with appropriate management and responses incorporated in this report.

E. POSITIVE FINDINGS

Positive findings noted include:

- The Bylaw Office has made improvements to working relationships with other departments and agencies, including joint patrols with the Victoria Police Department.
- Bylaw Office staff availability has increased by adopting a new staffing model with increased working hour coverage, including weekends.

F. AUDIT ISSUES, RECOMMENDATIONS AND MANAGEMENT RESPONSES

STRATEGY / DIRECTION

F.1 Define and communicate the Bylaw Office's mandate

The City of Victoria's website states that the goal of Bylaw and Licensing Services "... is not to penalize the citizens of Victoria or visitors to our City but, rather, to achieve voluntary compliance through education and the provision of information in order to preserve the quality of life to which each citizen is entitled." Additionally, the City of Victoria has outlined its strategic approach for 2014 as follows:

Four Themes of Focus:

1. We are "One City";
2. We value our customers and their experience;
3. Our pride to work for the City of Victoria should be evident;
4. "Better is possible" in everything we do.

The Bylaw and Licensing Services Division should have clear departmental mandates that are aligned with the City's overall direction. Interviews with Bylaw staff revealed a lack of understanding of the department's mandate and objectives and a desire for more clarity in this area, as the majority of staff expressed concern that they are unclear on the mandate and are often getting conflicting messages from supervisors and managers.

Staff also raised issues with lack of cohesion on the team, and various interpersonal conflicts that have arisen during the past few years. Having a clearly defined mission and mandate would assist with aligning a team's activities, provide direction for staff's efforts, and enable better decision-making. Communicating the team's mandate to external stakeholders, including other City departments and the general public, would build awareness of the team's activities and could assist in building a more favourable perception of the Bylaw Office. The messaging of the Bylaw Office's webpage is one aspect of external communication that should be considered.

Recommendations:

F.1.1 The Director of Legislative and Regulatory Services should define and document the mandate / mission of the Bylaw and Licensing Services Division and ensure alignment with the City's overall strategy and focus. The revised mandate should then be communicated to all Bylaw staff.

Target completion date: October 31, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.1.2 The Director of Legislative and Regulatory Services should review the current internal and external (e.g. City website) messaging around the role and mandate of the Bylaw and Licensing Services Division and ensure it is updated to reflect the latest mandate.

Target completion date: October 31, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.2 Review the scope and focus of the Bylaw Office's enforcement activities

Bylaw Office staff were surveyed regarding the breakdown of their daily activities through the course of the week. Survey results of the Bylaw Office's enforcement activities are summarized as follows:

Table 1: Bylaw Office Work Breakdown

<u>Work Activity</u>	<u>%</u>
Complaint response (non-public space)	20%
Parks Patrol	21%
Public space patrol	16%
Business license approvals / files	9%
Case file entry	20%
Clerical desk coverage	7%
Other	7%
Total	100%

As shown in the table above, the Bylaw Office's current work focus is heavily weighted on patrol activities; parks and public space patrols comprise approximately a third of available work time.

There are 47 City of Victoria bylaws which have been identified as enforceable by the City's Bylaw Officers.¹ Additionally, 24 of the 47 have been identified as bylaws that are enforceable proactively, i.e. by patrols, while the remainder are enforced on a reactive basis, i.e. by complaint.

Discussion with management indicated that there has not been a recent review of the bylaws in the scope of the Bylaw Office's authority. Review of each bylaw area and prioritization utilizing a risk-based approach given limited resources, would assist in focusing the Office's activities and ensuring alignment with its stated goals and mandate.

Recommendations:

F.2.1 The Director of Legislative and Regulatory Services should ensure that the mandate of the Bylaw Office clearly defines the areas of focus for the Bylaw Office with respect to all 47 enforceable bylaws. A priority ranking based on evaluation against set criteria may be useful to identify critical areas. For example, consideration could be given to those bylaws with a safety-related component, those that link to other City of Victoria strategic objectives, or those with a potential revenue / cost recovery component.

Target completion date: November 30, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.2.2 Given the ranking and prioritization of bylaws outlined in F.2.1, the Director of Legislative and Regulatory Services should ensure that service level objectives for both reactive and proactive enforcement activities are established, communicated to Bylaw Office staff, and periodically reviewed. Shift schedules should also be adjusted to reflect the prioritization of focus areas.

¹ Refer to Appendix A for a complete list of the bylaws enforceable by the Bylaw Office.

Target completion date: November 30, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.3 Enhance management oversight of the Bylaw Office function

Management oversight is a key control to ensuring that the Bylaw Office is on track to meeting its objectives and is aligned with its stated mandate.

Although the role of Manager, Bylaw and Licensing Services was filled for the past several years, the position is currently vacant. Review of current practices in the Bylaw Office indicates an opportunity for improvement in the following management activities:

- Case file review - there is a lack of management review of in-progress and completed case files. In-progress files should be reviewed, at minimum on a sample basis, and backlog of case files monitored. Additionally, completed case files should be reviewed for timeliness and completeness. Given the volume of case files, a risk-based approach where review is focused on high risk types of cases would be useful.
- Prioritization of work - There is no defined criteria for prioritizing complaints received by the Bylaw Office other than assigning a higher importance to safety-related complaints, as determined by senior bylaw staff. Staff are not aware of a target completion time for either higher priority or regular priority complaints.
- Performance management - Bylaw Office staff indicated that regular periodic performance reviews have not been taking place.

Recommendation:

F.3.1 The Director, Legislative and Regulatory Services should ensure that the role of the new Manager, Bylaw and Licensing Services includes responsibility for oversight in the above-mentioned areas. The processes in the above areas should be reviewed, and well defined by the new Manager, Bylaw and Licensing Services.

Target completion date: November 30, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

CUSTOMER SERVICE FOCUS**F.4 Establish metrics to measure and drive performance**

Current performance metrics for the Bylaw Office consist of a number of statistics relating to the volume of work handled by the division, such as number of calls for service, number of investigations, and number of public contacts. These types of metrics do not speak fully to the performance of the division or the quality of service provided.

To emphasize an efficient customer service approach, targets for complaint response should be established. The online form used to report a bylaw violation indicates that complainants should allow three business days for the issue to be assigned for follow-up; however, there is no process in place to track and report on performance against this target. Given varying levels of complexity for different types of bylaw complaints, separate service targets could be established. Additionally, a customer feedback mechanism would also assist in measuring performance and driving continuous improvement.

Recommendations:

F.4.1 The Director, Legislative and Regulatory Services should ensure that performance metrics are established that measure the quality of service provided by the Bylaw Office. Such measures could include complaint response time, file completion / updates, and a measure of customer feedback. Web based and social media options could be considered as tools to enable feedback from citizens.

Target completion date: November 30, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.5 Enhance accessibility of the Bylaw Office

Citizens may contact the Bylaw Office by phone, by fax, by email, or in person during office hours of Monday to Friday 8:00 a.m. to 4:30 p.m.

Phone coverage is typically handled by the Bylaw Office clerk. During scheduled days off, as well as lunch and coffee breaks, a Bylaw Officer, on a rotational basis, is assigned to cover clerical duties including phone coverage. Given the relatively small size of the team, providing phone coverage may not be the most effective use of Bylaw Officers' time. Currently for weekend coverage, the Bylaw Office phone is forwarded to the cell phone of an officer out in the field, as clerical staff are not scheduled to work on the weekend.

Having a dedicated administrative resource that can provide backup phone coverage would assist with providing more consistent and accessible service to customers. Discussions with management in the Finance Department indicated that a planned additional headcount in that area may also be able to serve as a shared administrative resource between Finance, Engineering, and the Bylaw Office.

Accessibility to the Bylaw Office could also be enhanced by revising the requirement for tracking the radio log. Currently, the bylaw clerk manually records the location of officers on patrol, as a safety precaution. Officers use their radios to update their location throughout their shift, which can require numerous updates to the log. While this information may be used to track the officer in the event of an emergency, the police would have to request this information from the clerk. There has not yet been an incident that required this information, but recording the frequent updates diverts the clerk's attention away from customers on the phone or in person.

Another solution such as GPS tracking using smartphone or other similar device may be viable and pose less of an administrative burden. Review of practices of Bylaw Office's in other municipalities revealed that position tracking is not often conducted. Refer to Appendix A for details.

Recommendations:

F.5.1 The Director, Legislative and Regulatory Services and Director of Finance should review the administrative resources in Finance and the Bylaw Office and assign staff to enable better phone coverage for the Bylaw Office during scheduled breaks, vacations, and weekends.

Target completion date: October 31, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.5.2 The Director of Legislative and Regulatory Services should review the operational requirements for tracking bylaw officers in the field and consider available technologies and practices employed by other municipalities.

Target completion date: November 30, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.6 Standardize customer communication protocols

The Bylaw Office has a series of operational procedures covering various topics such as issuing tickets, conducting investigations, impounding property, and other administrative matters. However, there are no procedures or guidelines to assist staff with communicating and interacting with citizens while handling complaints and inquiries.

Management has indicated a desire to move toward a softer approach and higher level of customer service when dealing with complaints and inquiries, including an ability to handle

complaints without the need to redirect to other departments of the City. Establishing written guidelines and protocol to assist staff with their dealings with the public would enable a more consistent and customer-focused approach.

Various methods could be employed to enhance and standardize communication, including:

- Use of handout cards containing bylaw excerpts, which could be distributed to citizens when officers are out on patrol. Some bylaw officers indicated that this was an effective communication tool that they had created out of their own initiative, but this is not currently utilized by all officers.
- Operational procedure documentation that includes guidelines for actively responding to complaints. For example, a standard timeframe to initially respond, and a timeline for providing updates to the citizen, even if the issue has not yet been resolved, would be beneficial. Existing operational procedure guidelines may also require updating to ensure alignment with the office's mandate and focus on quality of service.
- Standardized scripts for handling phone inquiries, and introductory written response for email complaints to ensure consistent messaging.
- Use of bylaw officer uniform, which is a current practice and is key to maintaining an authoritative presence, particularly when performing more proactive duties and working in conjunction with law enforcement. However, an option is to issue a more casual second uniform containing the City emblem for officers that are performing low-risk or non-public facing duties. This casual uniform would still be identifiable as a City officer but may project a more approachable image.

Recommendation:

F.6.1 The Director of Legislative and Regulatory Services should establish written guidelines to assist with Bylaw Officers' interaction with citizens and update existing operational procedures as required. Consideration should be given to but not limited to the methods outlined above.

Target completion date: November 30, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
- ☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
- ☐ Disagree with the recommendation

OPERATIONAL EFFICIENCY AND EFFECTIVENESS

F.7 Strengthen controls relating to ticket cancellations

Additional control over cancellation of bylaw tickets is required as the following control issues were identified:

- The Bylaw Office Clerk can accept payment for bylaw tickets, cancel tickets, and change or close bylaw files in Tempest. Unauthorized changes or cancellations of tickets may go undetected given the lack of segregation of duties in this process.
- According to the Bylaw Office's file maintained by the clerk, there were 18 tickets cancelled in 2014. This number cannot be readily verified in the Tempest system as

cancelled tickets currently are identified by the same code as tickets that are sent to collections. Seventeen of the 18 tickets were manually traced to the Tempest data, but the data also contained 4 more tickets that appeared to be cancellations and were not tracked in the Bylaw Office's file.

- Approvals and business reasons for the cancellation are not always recorded. There is an Officer Cancellation Form for MTI's which the requesting Bylaw Officer is to submit to the Manager; however, this form is not always completed.

Recommendations:

F.7.1 The Director of Finance and Director of Legislative and Regulatory Services should determine whether payment for bylaw tickets could take place at the Public Service Counter, therefore mitigating the above mentioned segregation of duties issues with the handling of payments at the Bylaw Office. If it is deemed necessary to allow customers the option to pay at the Bylaw Office, Tempest access should be limited so that the Bylaw Office clerk cannot cancel or close bylaw case files in the system.

Target completion date: October 31, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.7.2 The Director of Legislative and Regulatory Services should revise the process for identifying tickets as cancelled in the Tempest system. The Tempest team should be engaged to configure a report of cancelled tickets. Additionally, process change should be considered whereby Bylaw Office staff use the void ticket work flow option rather than entering a manual adjustment, to increase traceability of cancellations in Tempest.

Target completion date: November 30, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.7.3 The Director of Legislative and Regulatory Services should reiterate to staff the need to obtain and document approval for ticket cancellation, and establish a process for periodic review of cancelled tickets using Tempest data.

Target completion date: December 31, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
- ☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
- ☐ Disagree with the recommendation

F.8 Streamline ticket issuance and payment process

Bylaw tickets are currently paper-based, and require the issuing bylaw officer to manually fill in the required information such as offender's name and contact information, bylaw section number, and ticketed amount. Since this is a manual process, there is the potential for errors or omission of required information.

Additionally, the current process requires manual entry of ticket information into the MTI (Municipal Ticketing Information) system by the Bylaw Office clerk. Public Service Counter (PSC) staff indicated that there have been issues with customers wanting to pay a ticket at the PSC, but are unable to as the ticket information has not yet been entered into the system. Without the needed information such as bylaw section number, the PSC cannot accept a bylaw ticket payment.

An option is the use of handheld devices similar as those that are employed by parking enforcement staff. However, given current volume of tickets of approximately 300 per year, the implementation cost may not be warranted. Bylaw staff indicated that a project is underway to have Tempest access while in the field, which would enable real-time updating of ticket information and access to cases ticketing information. The ability to update case files while out in the field would also be an improvement to operational efficiency, as the current practice requires staff to input the information upon their return to the office, often several hours later.

Online payment may be a way to mitigate difficulties in accepting in-person payments for bylaw tickets, and provide additional convenience to citizens. The City of Victoria's online payment website currently offers options to pay parking tickets, utility bills, and business licences, but not bylaw tickets specifically. However, inquiry with the Finance department and Bylaw Office staff indicated that online payment may in fact be possible with the current Tempest system setup.

Recommendations:

F.8.1 The Director of Finance should investigate the use of a suspense account to assist PSC staff in accepting payments for tickets that are either not yet entered into the Tempest system or are containing incomplete information. A copy of the ticket could be retained as documentation as well. This would avoid situations where customer payments cannot be accepted or need to be redirected to the Bylaw Office.

Target completion date: November 30, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
- ☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
- ☐ Disagree with the recommendation

F.8.2 The Director of Legislative and Regulatory Services should work with Parking Enforcement to evaluate whether the use of handheld ticket generating devices similar to those employed by Parking Enforcement would be a cost effective solution for the Bylaw Office, given the current volume of bylaw tickets that are issued.

Target completion date: November 30, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.8.3 The Director of Finance and Director of Legislative and Regulatory Services should consult with the IT department to determine whether online payment of bylaw tickets is possible given the current configuration of the system. If it is possible, the website should be amended to clearly indicate that bylaw tickets are payable online. If it is not currently possible, the cost to implement this payment solution should be evaluated and a decision made as to whether this system change should be pursued.

Target completion date: November 30, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
☐ Disagree with the recommendation

F.9 Improve integration and cooperation among Bylaw Office staff

Review of the Bylaw Office's current work processes identified the following opportunities to enhance integration and cooperation among team members:

- Regular staff meetings are not currently taking place. These should be held periodically not only for management to communicate relevant information to staff, but also for staff to share learnings and challenges arising during day-to-day work activities.
- There is a lack of positive feedback and recognition provided to staff for the challenges they face. Customers occasionally send comments via email to the Bylaw Enforcement inbox, which is monitored by a senior bylaw officer. However, these emails are not typically distributed to the team.
- Bylaw Officers only view case files assigned to themselves, which may limit coordination of follow-up in instances where the same or similar issues have been reported by multiple people. Also, in cases where a case is reassigned or no longer requiring follow-up, staff indicated that cases sometimes disappear from an officer's queue without any notification.
- Bylaw Officers maintain their own contacts for other departments and agencies. A standardized contact list for these areas would be beneficial to ensuring that staff have

access to departmental contacts who may potentially be most familiar with issues typically referred by the Bylaw Office.

Recommendation:

F.9.1 The Director of Legislative and Regulatory Services should take steps to improve the integration and coordination of efforts among Bylaw Office staff including: establishing regular staff meetings, taking opportunities to provide positive feedback and recognition to staff, encouraging sharing of information when handling case files, and establishing a reference sheet of key departmental contacts for staff.

Target completion date: November 30, 2015

Management Response:

Please check one:

☒ Agree with the findings

☐ Disagree with the findings

Please check one:

☒ Agree with the recommendation

☐ Disagree with the recommendation

F.10 Review desired skillsets and training requirements for Bylaw Officers

A survey of the seven Bylaw Officers revealed the following bylaw enforcement training completed by staff:

Table 2: Bylaw Officer Training

<u>Training Topic</u>	<u># of officers</u>
Conflict Resolution	5
Violence Prevention	3
Customer Service / Communication	5
Self-defence / Use of force	7
Mental Health issues	3
Crisis intervention	2
First Aid / CPR	6
Safety	5
Bylaw 1	6
Bylaw 2	5
Other *	2

*Other training includes media training, prosecution training, and leadership training.

Not all officers have customer service / communication related training, crisis intervention, or mental health issues related training. Training requirements should support the mandate of the Bylaw Office, including its focus on customer service.

Recommendation:

F.10.1 The Director of Legislative and Regulatory Services establish a formal training plan to ensure that staff have adequate training to perform job duties safely, efficiently and effectively.

Target completion date: December 31, 2015

Management Response:

Please check one:

- ☒ Agree with the findings
- ☐ Disagree with the findings

Please check one:

- ☒ Agree with the recommendation
- ☐ Disagree with the recommendation

APPENDIX A: BYLAW CATEGORY ANALYSIS

	Bylaw	Enforcement Approach	Health/Safety Related*
1	Abandoned Properties Bylaw	Proactive	No
2	Amusement Establishment Control Bylaw	Reactive	No
3	Animal Control Bylaw	External**	Yes
4	Auctioneers Bylaw	Reactive	No
5	Bicycle Courier Bylaw	Proactive	No
6	Blasting (Construction) Operations Bylaw	Reactive	Yes
7	Boulevard Tree Lighting Bylaw	Reactive	No
8	Building Bylaw	Reactive	No
9	Business Licence Bylaw	Proactive	No
10	Commercial Vehicle Licensing Bylaw	Proactive	No
11	Dance (All-Night) Event Bylaw	Proactive	No
12	Dance (Club) Bylaw	Proactive	No
13	Electrical Safety Regulation Bylaw	Reactive	Yes
14	Escort and Dating Bylaw	Proactive	No
15	Fence Bylaw	Reactive	No
16	Fire Prevention and Regulation Bylaw	Reactive	Yes
17	Fireworks Bylaw	Proactive	No
18	Heritage Property Maintenance Standards Bylaw	Reactive	No
19	Highway Access Bylaw	Reactive	No
20	Idling Control Bylaw	Proactive	No
21	Litter Prohibition Bylaw, 1977	Proactive	No
22	Noise Bylaw	Proactive	No
23	Nuisance (Business Regulation) Bylaw	Reactive	No
24	Outdoor Market Bylaw	Proactive	No
25	Parking Lot Bylaw	Reactive	No
26	Parks Regulation Bylaw	Proactive	No
27	Pesticide Use Reduction Bylaw	Reactive	Yes
28	Plumbing Bylaw	Reactive	No
29	Property Maintenance Bylaw	Proactive	No
30	Residential Properties Parking Bylaw	Reactive	No
31	Ross Bay Cemetery Bylaw	Proactive	No
32	Sanitary Sewer and Stormwater Utilities Bylaw	Reactive	No
33	Second Hand Dealers Bylaw	Reactive	No
34	Sidewalk Cafes Regulation Bylaw	Proactive	No
35	Sidewalk, Streets and Boulevard Protection Bylaw	Reactive	No
36	Sign Bylaw	Reactive	No

APPENDIX A (CONT'D): BYLAW CATEGORY ANALYSIS

	Bylaw	Enforcement Approach	Health/Safety Related*
37	Solid Waste Bylaw	Reactive	Yes
38	Street Collections Bylaw, 1977	Proactive	No
39	Street Vendors Bylaw	Proactive	No
40	Streets and Traffic Bylaw	Proactive	Yes
41	Towing and Immobilizing Companies Bylaw	Proactive	No
42	Tree Preservation Bylaw	Proactive	Yes
43	Trees and Insect Control Bylaw	Reactive	No
44	Vehicles For Hire Bylaw	Proactive	No
45	Vending Machine Bylaw	Reactive	No
46	Waterworks Bylaw	Reactive	No
47	Zoning Regulation Bylaw	Reactive	No

*For bylaws indicated as not generally being health / safety related, specific bylaw issues / violations may arise that are in fact health / safety related, and vice versa.

** External agency handles this bylaw area.

APPENDIX B: MUNICIPAL BYLAW OFFICE BENCHMARKING SUMMARY

Category	City of Victoria	Municipality 1	Municipality 2	Municipality 3	Municipality 4	Municipality 5	Municipality 6	Municipality 7
Population served	~ 80,000	~ 500,000	~ 200,000	~ 120,000	~ 35,000	~ 100,000	~ 55,000	~ 85,000
Team composition	8: 1 manager 1 Clerk 2 Senior Bylaw Officers 3 Bylaw Officers 1 Business Licence Inspector	36: 1 Department Head 3 Managers 3 By-law Supervisors 24 Senior By-law Officers 5 By-law Officers	31.5: 20 FTE 11 auxiliary 1 part time	15: 2 Bylaw Supervisors 9 Bylaw Officers 4 Auxiliary staff	3: 2 Bylaw Officers, 1 Senior Bylaw Officer	44 auxiliary staff including Parks Patrol	11 staff + volunteers and pound employees	13: 1 manager,1 Supervisor 5 full time officers and 6 auxiliary staff
Centralized or decentralized model	Somewhat decentralized; parking enforcement, animal control, and traffic/moving violations are handled by other areas.	Centralized	Centralized	Centralized	Centralized	Centralized	Centralized	Somewhat decentralized; split into 2 areas of bylaws.
Bylaw Focus Areas	Business license Noise bylaw Parks regulation Property maintenance Sign bylaw Street vendors bylaw Streets and traffic bylaw Vehicles for hire bylaw Zoning regulation bylaw Animal control, parking enforcement, and traffic/moving violations not covered.	Animal Control Business Licensing Parking & Commercial Vehicle Enforcement Property Use	Animal Control Animal/Bird/Beekeeping Business Licence Commercial Vehicle Licence Dog Licence Drainage, Dyke and Sanitary Sewer System Fire protection & life safety Fireworks Regulation Newspaper Distribution Noise regulation Parking (off-street) regulation Public health protection Solid waste & Recycling regulation Traffic bylaw Water use restriction Warning traffic tickets	Animal Control Business Licences Commercial Vehicles Litter & Desecration Noise Secondary Suites Signs Street & Traffic (Parking) Unsightly Premises Zoning	Animal control Lawn sprinkling regulations Noise complaints Traffic Unlicensed vehicles Untidy premises Zoning	Animal shelter Business licensing Parks patrol Secondary suites Soil deposits	Animal control Business licensing Community policing Noise control Parking Property maintenance Vector control Zoning for commercial vehicles	Animal control Noise complaints Parking Property maintenance
Office service hours	Mon to Fri: 7:00am to 5:30pm; Sat/Sun 7:00am to 4:30pm	Mon to Fri: 8:30am to 4:30pm	Mon to Fri: 8:15am to 5:00pm	Mon to Fri: 8:00am to 9:00pm; Sat/Sun 9:00am to 5:00pm	Mon to Fri: 8:30am to 5:00pm; 7 day a week coverage.	Mon to Fri: 8:30am to 4:45pm; Thurs: 8:30 am to 8:00 pm	Mon to Fri: 8:30am to 4:30pm.	Mon to Fri: 8:30am to 5:00pm
After-hours phone coverage	Voicemail. Weekend calls forwarded to officers on patrol.	Phone calls forwarded to Fire department.	Coverage depending on type of call and time of day: health authority, traffic officers, or RCMP involved.	Voicemail. Directed to call the Police for emergencies or Engineering depending on type of issue. Police or Engineering can call Bylaw staff out for emergencies.	After hours calls go to Police non- emergency line.	Voicemail. Directed to call the Police for emergencies. After hours calls for service may be forwarded to the Animal Shelter which is staffed 24/7. The receptionist will dispatch Bylaw Inspectors working on the weekend.	Voicemail. Directed to call the RCMP for emergencies, or animal shelter as appropriate.	Voicemail. Directed to call the RCMP for emergencies.

APPENDIX B (CONT'D): MUNICIPAL BYLAW OFFICE BENCHMARKING SUMMARY

Category	City of Victoria	Municipality 1	Municipality 2	Municipality 3	Municipality 4	Municipality 5	Municipality 6	Municipality 7
Performance targets or metrics	Metrics related to quantity of work. Informal performance targets.	Time-related metrics using a dashboard. Target response time, file close time are tracked.	Daily ticket targets.	Informal - Supervisors review file loads, tickets written and randomly select files for review of content and completeness.	None.	None.	None.	Focus is on performance plans and reviews.
Park patrol activity?	Yes	Yes, during summer months.	Yes, primarily for animal control issues. Some low level involvement with homeless campers.	Yes, mainly for off leash dog concerns.	Yes.	Yes	Yes, especially during times of dry weather conditions and fire risk.	Yes, parks patrolled daily for homeless activity.
Tracking of officers on patrol	Radio log manually updated by clerk, with each officer radioing in every time they arrive or leave location.	Radio contact.	Traffic officers are tracked through police radio contact and Property Use officers are assigned zones. In the process of exploring GPS tracking.	Not tracked. Each Bylaw Officer has an assigned zone in the City for which they respond to complaints and conduct patrols.	Officers are reachable by cell phone. Do not use GPS tracking on the Officers or their vehicle.	Radio contact. Officers are also reachable by cell phone.	Protocol for checking in at fixed intervals during the day and when the shift is over. If a check-in is missed and there is no response by phone, they City vehicle is dispatched to the last known location.	Officers are not tracked, however some of the vehicles contain GPS units.

Benchmarking Summary Notes:

1. Offices employing a more centralized model are staffed to reflect additional enforcement activities (e.g. parking, animal control).
2. Current office hours and accessibility during after-hours appears in line with other municipalities' models.
3. Tracking of officers in field is generally approached from an operational / scheduling standpoint, rather than a requirement to ensure officer safety.



Governance and Priorities Committee Report

For the Meeting of October 22, 2015

To: Governance and Priorities Committee **Date:** October 16, 2015
From: Mayor Lisa Helps
Subject: Tourism Industry Association of Canada's annual Tourism Congress and Victoria
 Tourism Mission to be held in Ottawa, Ontario on November 29 to December 2, 2015

Recommendation:

- That Council authorizes the attendance and associated costs for Mayor Helps to the Tourism Industry Association of Canada and Victoria Tourism Mission to be held in Ottawa, Ontario, November 29 to December 2, 2015.

The approximate cost for attending is:

Registration	\$785.35
Travel	\$800.00
Accommodation	\$936.00
Meals & Incidentals	\$ 240.00
Cost per person	\$2761.35

Respectfully submitted,

 A handwritten signature in black ink, appearing to be "Lisa Helps".

Mayor Lisa Helps



Governance and Priorities Committee Report

For the Meeting of October 22, 2015

To: Governance and Priorities Committee **Date:** October 16, 2015
From: Margaret Lucas, Councillor
Subject: Tourism Industry Association of Canada annual Tourism Congress and Victoria Tourism Mission to be held in Ottawa on November 29th to December 2nd, 2015

Recommendation:

- That Council authorize the attendance and associated costs for Councillor Margaret Lucas to the Tourism Industry Association of Canada Annual Tourism Industry Congress and Victoria Tourism Mission in Ottawa, Ontario, November 29th to December 2nd.

The approximate cost for attending is:

Registration	\$785.35
Travel	\$800.00
Accommodation	\$936.00
Meals & Incidentals	\$240.00
Cost per person	\$2761.35

Respectfully submitted,

Councillor Margaret Lucas