



HABEEB & ASSOCIATES
ARCHITECTS

FACILITY CONDITION ASSESSMENT

Holbrook Public Library

2 Plymouth Street, Holbrook MA 02343

Sponsored by the Holbrook Library Fund



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FINAL REPORT: October 26, 2023
H&A JN 2317.01

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D E D I C A T E D T O E X C E E D I N G O U R C L I E N T S ' E X P E C T A T I O N S

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Holbrook Library Fund

President

Russell Eckel

Interim Library Director

Michael Long

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Description of scope:

In September 2023 The Holbrook Library Fund commissioned Habeeb & Associates Architects (H&A) to conduct a Facility Condition Assessment of the Holbrook Public Library.

Purpose of report:

This Facility Condition Assessment was developed to address the physical structure and mechanical, electrical, plumbing, and fire protection systems to better understand the maintenance and capital needs of the building. This assessment identifies the deficiencies of the building, including both maintenance repairs and regulatory compliance, with associated costs. The deficiencies are prioritized into immediate, short, and long-term needs that will allow the Holbrook Library to prepare a capital plan to address the annual operating costs and to protect the investment in this building.

Methodology:

This Assessment is based upon visual inspection, review of available documents, and interviews and walkthrough with the President of the Holbrook Library Fund, Russell Eckel, and Interim Director, Mike Long.

The H&A team was provided with construction documents prepared by Haldeman & Goransson Associates dated June 6, 1966, and Accessibility Improvements construction documents prepared by TBA Architects, dated December 16, 2013.

The deficiencies observed were related to the age of building systems and components, usage, newer code requirements, and improvements recommended to provide a comfortable environment suitable for the building occupants and the public.

The tables and photographs included in the Facility Condition Assessment detail the recommendations and associated costs for addressing the deficiencies. Estimated costs for projects to be completed in future years contain escalation factors to account for inflation.



Conclusions:

It is recommended that this Facility Condition Assessment be used in context with the facility goals as defined by The Holbrook Library Fund:

- Protect facilities from premature deterioration.
- Provide upgrades per Massachusetts Architectural Access Board (MAAB) code.
- Determine how use of the building can be expanded.
- Provide a healthier more comfortable building.
- Determine what the opportunities/challenges are for the next few years.



BUILDING DATA

GENERAL INFORMATION:		ARCHITECTURAL COMPONENTS:	
Building:	Holbrook Library	Foundation:	Reinforced concrete.
Address:	2 Plymouth Street, Holbrook, MA	Super Structure:	Concrete masonry units and wood truss roof.
Library Fund President:	Russell Eckel	Floor Structure:	Concrete slab on grade, cast-in-place concrete first floor, wood framed floor at addition and in-fill.
Library Interim Director:	Michael Long	Roof Structure:	The original building has wood trusses. The addition is constructed out of low sloped 2x10 wood joists.
CODE CLASSIFICATION:		Exterior Walls:	The original building consists of painted gypsum wall board on furring on 8" concrete masonry units with 4" brick veneer (no cavity or insulation) exterior walls. The addition is constructed out of insulated, 2x6 wood frame.
Occupancy:	Assembly A-3		
Construction Type:	III-B – Unprotected Combustible		
BUILDING HISTORY:		Roofing:	Asphalt shingles with membrane roof at addition low sloped roof.
Original Building - 1966:	9,520 SF	Window Systems:	Aluminum windows with insulating glass.
Addition - 2014:	660 SF	Exterior Doors	Aluminum storefront, hollow metal with half glass, and fiberglass with half glass.
SITE / BUILDING AREA:		Interior Doors	Wood doors with transparent and painted finishes, some with glass. Also, painted hollow metal doors.
Site Area:	Approximately 0.86 acres	Stairs:	Wood frame covered with rubber risers and treads.
Total Building Area:	10,180 SF.	Interior Walls:	Mostly painted gypsum wall board with some ceramic tile in toilet rooms, some exposed brick and painted concrete and painted concrete masonry units at utility rooms.
Ground Floor Area:	2,395 SF.		
First Floor Area:	7,785 SF	Wall Finishes:	Paint.
SITE COMPONENTS:		Ceiling Finishes:	Acoustic spline ceiling, 2'x4' and 2'x2' acoustic ceiling tiles, and painted concrete.
Parking/Driveways:	Bituminous.	Conveying Systems:	Elevator and dumb waiter.
Walkways:	Concrete.	MECHANICAL / ELECTRICAL COMPONENTS:	
Lighting:	Pole mounted and building surface mounted decorative and security fixtures.	Water Service:	Town water.
Storm Drainage	Drain in areaway.	Domestic Hot Water:	Natural gas water heater – commercial grade.
Sanitary System:	Town Sewer.	Fire Suppression:	None.
Play Areas:	None.	Heating Systems:	Hot water boiler, fin tube radiation.
		Cooling Systems:	Existing air handler and condensing units are inoperable, residential window AC units are in use.
		Electric Service:	Multiple electrical panels throughout building.

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This summary categorizes the recommended capital improvements at the Holbrook Public Library including site elements based on interviews, on site observations, and review of available drawings. The building was constructed in 1966 and an addition comprising an elevator, stair, and staff work area was constructed in 2014. The entire building is approximately 10,180 square feet and comprises a first floor and a lower level area.

This assessment details the capital investment needed for the building due to ageing of the building envelope and systems, removal of hazardous materials, changes in accessibility codes, flooding at the elevator pit, north areaway and multipurpose room, and inoperative environmental systems.

There is an ongoing issue with flooding at the lower level. The lower level egress areaway drain does not function properly which, under heavy rain conditions, results in the flooding of the areaway and multipurpose room. Also, the elevator pit began flooding during the winter months of 2023. The Holbrook Library Fund has received proposals that may remedy these two challenges. It should be determined if the pipe that drains the areaway is obstructed and if the sump pit and pump in the mechanical room that is labelled “Stairwell Pump” is connected to the areaway drain and if it is functional. Further investigation of the area way drain may be required. Adding a roof over the areaway is another option to divert rainwater.

The central air conditioning/ventilation system is currently inoperative and residential window air conditioning units are being utilized. The central system should be replaced to provide the required ventilation levels and humidity control, which is critical in maintaining books and historic documents.

Work items identified by this assessment are assigned a scope category based on urgency, ongoing maintenance, life-cycle costs, and other concerns that compromise the library and community environment. In summary, scopes are categorized by the following descriptions:

Scope 1 – Immediately Necessary / Critical

Scope 2 – Necessary / Not Yet Critical (3-5 years)

Scope 3 – Recommended (6-10 years) and accessibility work items

Refer to Section 4, how to Read This Assessment for detailed Scope descriptions and calculation methodology.



EXECUTIVE SUMMARY

Scope 1 has been assigned to work items that present ongoing maintenance and repair issues that jeopardize the health of the building, and those that create limitations for safe and accessible egress. These include remedy of the flooding issues at the lower level and elevator pit, replacement of the ventilation and air conditioning system, as well as repair of the building envelope to prevent further deterioration and damage. A hazardous materials study would be included in this scope.

Scope 2 addresses other less critical work items that are not immediately necessary, but will continue to deteriorate without maintenance, repair, or replacement. These include replacement of deteriorating windowsills. Also included are work items such as removing spline ceiling which is stained, discolored, and may contain asbestos. Hazardous material abatement must also be included in this scope.

Scope 3 includes accessibility work items that will be required upon a certain threshold of building work. This includes creating accessible unisex toilet rooms in the lower level. Also included are “end of useful life” items that will simply need to be replaced as well as maintenance work items that help contribute to a positive library experience, such as replacing stained carpet, and deep cleaning casework. Also included in this scope is providing additional insulation of the building envelope which would have a positive impact on the interior environment and operating expense of the building.

The Assessment indicates, in current dollars, that a total of over \$1.9million is needed to address the building deficiencies. Of this current dollar total, over \$440,00 is considered Scope 1 needs, approximately \$650,000 is considered Scope 2 needs, and a little under \$880,000 is considered Scope 3 needs. As inflation affects these costs, and mandated wage rates and building materials costs continue to rise, delaying the repairs will increase the costs to complete these repairs.



Category	Scope 1	Scope 2	Scope 3	Total
Building Summary				
1. SITE	2,600	23,647	0	26,247
2. BUILDING ENVELOPE	76,115	6,240	210,392	292,747
3. BUILDING INTERIORS	26,390	451,470	108,745	586,605
4. MECHANICAL	328,900	20,800	526,110	875,810
5. ELECTRICAL	9,750	150,020	34,060	193,830
¹Total:	443,755	652,177	879,307	1,975,239
¹Total Inflated @ 5% and Compounded Annually	489,240	832,361	1,122,243	2,443,845

¹Totals include Soft Costs (30%): Contingency, Administration and A/E Fees.

BUILDING SUMMARY

The *Summary* recaps the *Total* row from the bottom of each category for the subject building, separated into scopes. This is intended to make it easier for the reader to review and compare the overall costs for each of the categories together with the scopes for the subject building.

FACILITY CONDITION ASSESSMENT

The following is a list and brief description of the column and row headings of the Capital Asset Assessment sheets.

Description

The *Descriptions* are the work items identified during our inspection. They usually consist of the building component and its deficiencies; and a recommendation for correcting the deficiency.

Quantity

The number of items: (For example, if the work item is for "unit ventilators replacement" the building in question may have a *Quantity* of 60 unit ventilators to be replaced).

Unit

The *Units* are identified by a two-letter code. The unit codes are as follows:

- SF – Square Foot
- SY – Square Yard
- LF – Linear Foot
- LS – Lump Sum
- EA – Each.

Unit Cost

The *Unit Cost* is the cost of one *Quantity* of a work item. Unit costs are preliminary construction cost estimates only and are generally based on the following references: *Means Square Foot Cost Data*; *Means Construction Costs Data*; in house cost data; professional experience; and information provided by various contractors and suppliers.

Total

The *Total* column is determined by the following equation: $QUANTITY \times UNIT = TOTAL$.

Total with Soft Costs

This assessment provides preliminary construction costs associated with *Soft Costs*. *Soft Costs* generally include a contingency, (typically 10% to 15%) for unforeseen conditions; indirect administrative expenses such as legal costs, printing and advertising (typically 5% to 10%); and architectural and engineering costs (typically 10% to 15%) for a total soft cost estimate. We used a *Soft Cost* of 30% of the *total* cost in this assessment. The *Total with Soft Costs* is determined by the following equation: $TOTAL \times 1.30 = TOTAL \text{ W/ SOFT COST}$.

Some projects may require higher or lower *Soft Costs* depending on the type and extent of project selected. Work items listed are provided as a guide to develop repair and renovation projects with preliminary construction cost estimates. The actual scope of a project could include a combination of work items, i.e. new ceilings and new lighting. Some other projects may require finishes, e.g. painting, which may not necessarily be broken out for that project.

Scope 1 – Immediately Necessary / Critical

- Immediate safety concerns
- Systems that have reached or exceeded life expectancy, presenting ongoing maintenance and repair issues
- Associated damage or higher costs if deferred further

Scope 2 – Necessary/Not Yet Critical (3 to 5 years)

- Predictable deterioration
- Potential downtime
- Long term maintenance cost reduction

Scope 3 – Recommended and accessibility work items (6 to 10 years)

- Sensible improvements to existing conditions
- Overall usability improvement
- Accessibility items required by building codes if a substantial renovation or building addition is performed in the future.

Totals Column (work items)

The *Totals* column is the sum of the *Scopes* columns 1, 2, and 3, for each work item. The *Totals* column also shares the sum of the *Total* row and *Total Inflated* rows at the lower right corner.

Total Row (scopes)

The *Total* row is the sum of the *Scopes* columns 1, 2, 3, and *Totals* column, for each category. The *Total* row and *Total Inflated* rows are totaled at the lower right corner.

Total Inflated Row

The *Total Inflated* row is the sum of the Scopes columns 1, 2, 3, and *Totals* column for each category multiplied by a coefficient to determine the inflated cost at a rate of 5% and compounded annually.

Scope 1 is shown with an inflation factor for work to be performed within a 2 yr period.

Scope 2 is shown with an inflation factor for work to be performed within a 5 yr period.

Scope 3 is shown with an inflation factor for work to be performed within a 10 yr period.

The *Total* row and *Total Inflated* rows are totaled at the lower right corner.

The Assessment is broken into five categories with specific evaluation concerns in each:

1. Site

Storm Drainage
Drives and Walks
Landscaping
Site Improvements
Sanitary System
Accessible Parking and Entrance Approach

2. Building Envelope

Roofs
Exterior Walls
Windows
Exterior Entrances and Doors
Thermal Insulation
Accessible Egress and Ingress
Building Structural System

3. Building Interiors

Floor Finishes
Wall Finishes
Ceiling Finishes
Interior Doors and Exitways
Code Compliance Issues
Accessibility for the Disabled
Hazardous Material Remediation

4. Mechanical

Domestic Hot Water Generation
Cold Water Services
Gas Services
Piping for Plumbing Systems
Plumbing Fixtures
Heat Generation
Cooling System
Piping for Heating Systems
Temperature Controls
Ventilation
Accessible Plumbing Fixtures

5. Electrical

Main Services and Distribution
Convenience Power
Fire Alarm Systems
Lighting Systems
Emergency Lighting Systems
Communications Systems
Computer Network & Technology Systems
Site Lighting
Electrical Features for the Disabled
Security System

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Category	Scope 1	Scope 2	Scope 3	Total
Building Summary		Holbrook Public Library		
1. SITE	2,600	23,647	0	26,247
2. BUILDING ENVELOPE	76,115	6,240	210,392	292,747
3. BUILDING INTERIORS	26,390	451,470	108,745	586,605
4. MECHANICAL	328,900	20,800	526,110	875,810
5. ELECTRICAL	9,750	150,020	34,060	193,830
¹Total:	443,755	652,177	879,307	1,975,239
¹Total Inflated @ 5% Compounded Annually	489,240	832,361	1,122,243	2,443,845

¹Totals include Soft Costs (30%): Contingency, Administration and A/E Fees.

ASSESSMENT

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
1. SITE						HOLBROOK PUBLIC LIBRARY				
1.1 Drives and parking areas: Bituminous paving shows some cracking and aging. Patch cracks and damaged areas of bituminous paving and sealcoat parking area.	1967	388	SY	30.00	11,640	15,132		15,132		15,132
1.2 Parking areas: Restripe parking spaces and walkways.	1967	1	LS	1,000.00	1,000	1,300		1,300		1,300
1.3 Concrete Curbing: Replace damaged concrete curbing.	1967	160	LF	20.00	3,200	4,160		4,160		4,160
1.4 Metal fence enclosure: Replace damaged and rusted chain-link fence at mechanical equipment on west elevation.	N/A	1	LS	1,500.00	1,500	1,950		1,950		1,950
1.5 Concrete: Power wash concrete pad at mechanical equipment to remove moss and dirt.	N/A	100	SF	2.00	200	260		260		260
1.6 Gas Meter: Installing bollards in front of the gas meter is recommended.	N/A	2	EA	500.00	1,000	1,300	1,300			1,300
1.7 Vegetation: Remove vines that are growing on building and into eaves.	N/A	1	LS	500.00	500	650	650			650
1.8 East and West Areaways: Remove debris and vegetation	N/A	1	LS	500.00	500	650	650			650
1.9 Planting Beds: Weed, mulch and restore planting beds at south and west lawns.	N/A	65	SY	10.00	650	845		845		845
¹Total							2,600	23,647	0	26,247
¹Total Inflated @ 5% Compounded Annually							2,867	30,180	0	33,047

¹Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE						HOLBROOK PUBLIC LIBRARY				
2.1 Areaway: The areaway that provides egress from the ground level does not drain properly. Further investigate drainage issue and/or create a roofed and fenced enclosure to protect areaway from rain and trespassing, while still providing egress.	1967	1	LS	30,000.00	30,000	39,000	39,000			39,000
2.2 Areaway: Repaint guardrail/handrail.	1967	1	LS	500.00	500	650	650			650
2.3 Concrete at Foundation: Repair spalling concrete at miscellaneous areas and areaway steps.	1967	300	SF	30.00	9,000	11,700	11,700			11,700
2.4 Window Sills - First floor and areaway windows: Wood on some window sills is decaying. Replace with new composite sills and paint.	1967	6	EA	500.00	3,000	3,900	3,900			3,900
2.5 Decorative wood shutters: Some shutters are rotting. Replace with composite shutters to match existing. (Alternatively, consider removal of all shutters.)	1967	10	EA	250.00	2,500	3,250			3,250	3,250
2.6 Pests: Exterminate animals living in eaves and soffits at miscellaneous locations.	1967	1	LS	2,500.00	2,500	3,250	3,250			3,250
2.7 Wood column base trim, fascias and soffits: Remove and replace rotted wood trim at miscellaneous fascias, soffit, and column base locations and replace with composite trim.	1967	60	LF	30.00	1,800	2,340	2,340			2,340

ASSESSMENT

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE						HOLBROOK PUBLIC LIBRARY				
2.8 Metal handrail: Replace metal handrail at south entry stair and provide MAAB compliant handrails at both sides and middle.	1967	30	LF	60.00	1,800	2,340			2,340	2,340
2.9 Fiberglass exit door: Prep and paint west egress door at stair vestibule and repair broken trim.	2013	1	EA	150.00	150	195	195			195
2.10 Hollow Metal Doors at Areaway: Repair/replace missing trim, provide new weatherstrip, prime and paint.	1967	1,120	SF	6.50	7,280	9,464			9,464	9,464
2.11 Brick at South Stairs: Remove and replace damaged mortar at brick walls at south stairs.	1967	1	LS	3,000.00	3,000	3,900	3,900			3,900
2.12 Drains: Replace damaged downspout boot at south elevation.	N/A	1	EA	200.00	200	260	260			260
2.13 Exit Doors: The south and west exit doors are only 30" wide. Replace pairs with 36" and 24" insulated doors per MAAB.	1967	4	EA	5,000.00	20,000	26,000			26,000	26,000
2.14 West Vestibule: The west vestibule does not have proper interior clearance per MAAB. Enlarge vestibule or pursue variance.	1967	1	LS	15,000.00	15,000	19,500			19,500	19,500
2.15 Wood base trim, fascia and soffits: Prep and paint existing wood trim.	1967	1,400	LF	6.00	8,400	10,920	10,920			10,920
2.16 Stucco gable ends: Prep and paint.	1967	600	SF	8.00	4,800	6,240		6,240		6,240
2.17 Thermal Insulation: Add insulation at ceilings (truss batton chord).	1967	6,000	SF	6.50	39,000	50,700			50,700	50,700

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
2. BUILDING ENVELOPE						HOLBROOK PUBLIC LIBRARY				
2.18 Thermal Insulation: Add insulation at exterior walls of first floor of original building. Furr out wall, add insulation, and provide new painted gypsum wallboard.	1967	3,800	SF	15.50	58,900	76,570			76,570	76,570
2.19 Thermal Insulation: Add insulation at exterior walls of ground floor of original building. Furr out wall, add insulation, and provide new painted gypsum wallboard.	1967	1,120	SF	15.50	17,360	22,568			22,568	22,568
¹Total							76,115	6,240	210,392	292,747
¹Total Inflated @ 5% Compounded Annually							83,917	7,964	342,706	434,587

¹Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

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Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS						HOLBROOK PUBLIC LIBRARY				
3.1 Hazardous Materials Survey: Provide a survey of asbestos containing and hazardous materials and other hazardous materials.	N/A	1	LS	10,000.00	10,000	13,000	13,000			13,000
3.2 Hazardous Materials: Remove hazardous materials.	1967	10,600	SF	25.00	265,000	344,500		344,500		344,500
3.3 Accessible Plumbing Fixtures: Install ADA drinking fountains at Lower Level.	N/A	1	EA	5,000.00	5,000	6,500			6,500	6,500
3.4 Accessible Plumbing Fixtures: Replace first floor non-compliant drinking fountain with an accessible fixture.	1967	1	EA	3,000.00	3,000	3,900		3,900		3,900
3.5 Unisex Toilet Rooms: The Lower Level has two toilet rooms that are not MAAB Compliant. The required fixture count must be confirmed for the lower level and MAAB compliant toilet rooms provided.	1967	2	EA	30,000.00	60,000	78,000			78,000	78,000
3.6 Accessible Unisex Toilet Rooms: The first floor has two toilet rooms that appear to be MAAB compliant except that the existing radiator infringes on the toilet 18" side clearance. Reconfigure radiator to comply with MAAB regulations.	N/A	2	EA	2,000.00	4,000	5,200			5,200	5,200
3.7 Sinks at Workroom: Replace sink and/or modify counter at Work Room, Assistant Director and Staff Break Room with sink with proper counter height, knee space and controls per MAAB.	1967 2014	3	EA	2,000.00	6,000	7,800			7,800	7,800

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS						HOLBROOK PUBLIC LIBRARY				
3.8 Carpet tiles: Replace stained carpet tiles.	N/A	40	EA	12.00	480	624		624		624
3.9 Vinyl base: Replace damaged or delaminated 4" vinyl base.	N/A	24	LF	16.00	384	500		500		500
3.10 Wall board: In miscellaneous areas replace, prep and paint damaged gypsum wall board.	1967	40	SF	18.00	720	936		936		936
3.11 Spline ceilings: Spline ceiling tiles in First Floor library stack areas and Ground Floor corridor are old and damaged. Replace with hung 2' x 2' acoustic ceiling tiles. <i>This does not include possible ACM abatement.</i>	1967	6,300	SF	12.00	75,600	98,280		98,280		98,280
3.12 Acoustic ceiling tiles: Replace 2' x 2' stained tiles.	2014	24	EA	20.00	480	624		624		624
3.13 South vestibule ceiling: Replace existing warped tiles with new 2' x 2' acoustic ceiling tiles and grid.	N/A	135	SF	12.00	1,620	2,106		2,106		2,106
3.14 Toilet Room Locksets: Replace locksets at the two toilet rooms on the first floor so that upon exit they automatically unlock. (Privacy lockset.)	N/A	2	EA	150.00	300	390	390			390
3.15 Door finishes: Clean, prep and refinish transparent finish wood doors at Toilet Rooms and Directors Office.	N/A	3	EA	180.00	540	702			702	702
3.16 Door Kick Plates: Replace or refinish scuffed-up door plates at miscellaneous locations.	N/A	8	EA	50.00	400	520			520	520

ASSESSMENT

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
3. BUILDING INTERIORS						HOLBROOK PUBLIC LIBRARY				
3.17 Casework finishes: Clean, prep and refinish transparent finish at wood casework at book shelving, etc.	N/A	1	LS	3,000.00	3,000	3,900			3,900	3,900
3.18 Round door knobs: Replace all round knobs with levers per MAAB.	1967	8	EA	250.00	2,000	2,600	2,600			2,600
3.19 Carpet: Replace worn carpet in Director's Office.	N/A	160	SF	6.00	960	1,248			1,248	1,248
3.20 Signage: Replace signage throughout building that is not MAAB compliant and add new signs as needed.	1967	50	EA	75.00	3,750	4,875			4,875	4,875
3.21 Crawl Space: Provide a vapor barrier at the floor and at exterior foundation walls and provide ventilation to help mitigate moisture and inhibit mold growth.	2014	1	LS	8,000.00	8,000	10,400	10,400			10,400
¹Total							26,390	451,470	108,745	586,605
¹Total Inflated @ 5% Compounded Annually							29,095	576,203	177,134	782,432

¹Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL						HOLBROOK PUBLIC LIBRARY				
4.1 Elevator: The elevator pit began flooding in 2023 and the elevator is currently not in use. Provide new waterproofing at pit.	2014	1	LS	24,000.00	24,000	31,200	31,200			31,200
4.2 Fire Suppression System: Building lacks a fire suppression system. Though not required by current code, an addition to the building may trigger the need for a sprinkler system.	NA	10,600	SF	20.00	212,000	275,600			275,600	275,600
4.3 Ventilation: Existing mechanical ventilation system appears to be inoperative, building relies on operable windows for ventilation. Repair/ replace mechanical ventilation system for improved indoor air quality and humidity control.	N/A	10,600	SF	5.00	53,000	68,900	68,900			68,900
4.4 Toilet Room Exhaust Fans: Separate exhaust fans should be provided with controls.	NA	4	EA	3,000.00	12,000	15,600	15,600			15,600
4.5 Air Conditioning: The existing AC system is inoperative. Window units are in use. Provide new AC system to provide proper humidity control for sensitive/ historic document storage.	N/A	10,600	SF	15.00	159,000	206,700	206,700			206,700
4.6 Gas Boiler: The boiler was replaced in 2021. Assume boiler replacement in 2041 based on average 20 year life expectancy.	2021	1	ls	25,000.00	25,000	32,500			32,500	32,500

ASSESSMENT

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
4. MECHANICAL						HOLBROOK PUBLIC LIBRARY				
4.7 Perimeter Radiation: Fin tube radiation is provided behind bookcases at the east and west wings and baseboard radiation at the north wing. Future replacement/ end of useful life.	1967	10,600	SF	15.00	159,000	206,700			206,700	206,700
4.8 Boiler Expansion Tank: Expansion tank is older unit but appears in good condition. Future replacement/ end of useful life.	1989	1	EA	1,200.00	1,200	1,560			1,560	1,560
4.9 Pipe Insulation: Repair/replace pipe insulations so that pipe insulation is uninterrupted including at valves and fittings.	NA	1	LS	6,000.00	6,000	7,800		7,800		7,800
4.10 Gas Water Heater: The water heater was replaced in January 2021. Assume water heater replacement in 2031 based on average 10 year life expectancy.	2021	1	EA	7,500.00	7,500	9,750			9,750	9,750
4.11 Sewage Ejector Pumps: Regularly scheduled maintenance required or replacement, assumed pump life of 7 to 10 years.	N/A	2	EA	5,000.00	10,000	13,000		13,000		13,000
4.12 Stairwell Ejector Pump: Pump does not appear to function, which may be related to areaway flooding. Confirm line is functional and repair/ replace pump as required.	N/A	1	EA	5,000.00	5,000	6,500	6,500			6,500
¹Total							328,900	20,800	526,110	875,810
¹Total Inflated @ 5% Compounded Annually							362,612	26,547	856,978	1,246,137

¹Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
5. ELECTRICAL						HOLBROOK PUBLIC LIBRARY				
5.1 Inefficient lighting First Floor: Replace fluorescent and incandescent lights in Stacks north of the Director's Office and vestibules with LED fixtures.	1967	1,500	SF	8.00	12,000	15,600		15,600		15,600
5.2 Inefficient lighting Ground Floor: Replace fluorescent and/or incandescent lights in Multi-Purpose Room, Kitchen & Staff Room, Hall, and Utility Rooms with LED fixtures.	1967	2,000	SF	8.00	16,000	20,800		20,800		20,800
5.3 Building Electric Service: Multiple panels in several locations, exact service capacity indeterminate. Remove wiring and panels abandoned in place. Update system.	Varies	1	LS	40,000.00	40,000	52,000		52,000		52,000
5.4 Building Electric Service: Provide new service for new HVAC equipment.	NA	1	LS	7,500.00	7,500	9,750	9,750			9,750
5.5 Security System: Existing alarm system appears to be functional. Door contacts are in place, no window contacts were observed at first floor, lower level windows (in areaway) have glass break foil tape sensor but no contacts. Update overall system.	Varies	10,600	SF	2.00	21,200	27,560			27,560	27,560
5.6 Fire Alarm Systems: Update system.	Varies	10,600	SF	4.00	42,400	55,120		55,120		55,120
5.7 Emergency Lighting Systems: Battery emergency lighting throughout. Update system.	Varies	1	LS	5,000.00	5,000	6,500		6,500		6,500

ASSESSMENT

Work Item Description	Year Inst.	Qty	Unit	Unit Cost	Total	¹ Total w/ Soft Costs	Scope 1	Scope 2	Scope 3	Totals
5. ELECTRICAL						HOLBROOK PUBLIC LIBRARY				
5.8 Computer Network & Information Technology Systems: Various information technology systems have been abandoned in place. Remove abandoned systems, provide current technology. Provide air conditioning in data closet.	Varies	1	LS	5,000.00	5,000	6,500			6,500	6,500
¹Total							9,750	150,020	34,060	193,830
¹Total Inflated @ 5% Compounded Annually							10,749	191,468	55,480	257,697

¹Total includes Soft Costs (30%): Contingency, Administration and A/E Fees.

SITE AND BUILDING ENVELOPE



1. Front of building.



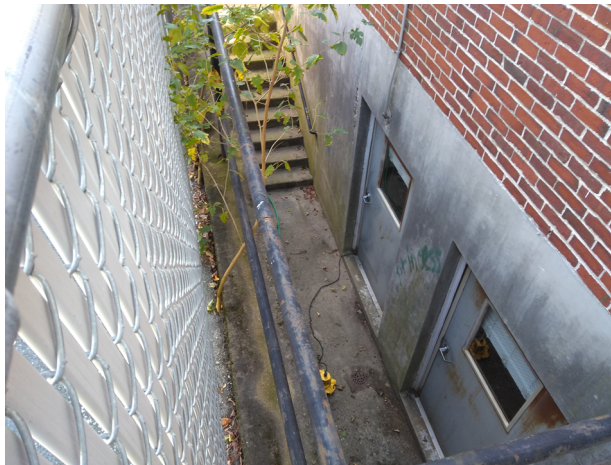
2. Bituminous at parking lot has deep cracks.



3. Concrete curbs are damaged.



4. Chain-link fence enclosing mechanical equipment is damaged.



5. Egress areaway does not drain storm water efficiently.



6. Concrete is spalling and re-bar is exposed on foundation walls in several locations.

EXISTING CONDITIONS PHOTOGRAPHS



7. Wooden windowsills are decaying.



8. Wood shutters are decaying.



9. Exit doors at 30" wide and metal handrail do not meet MAAB requirements.



10. Mortar is damaged at brick wall at south stairs.



11. Animals have gained access to eaves.



12. Paint is peeling at wood surfaces.

INTERIOR



1. Splined acoustic ceiling tiles are stained and delaminating.



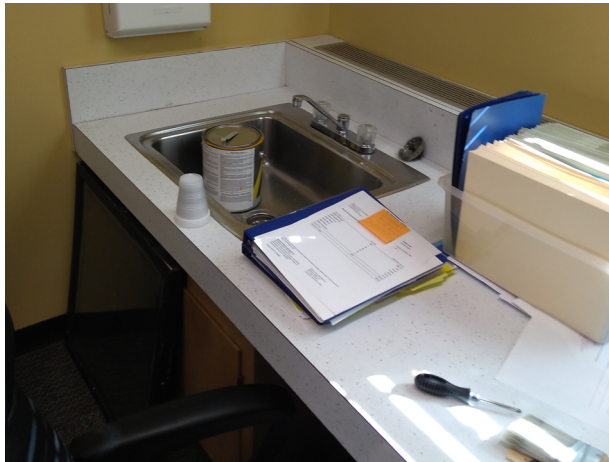
2. Splined acoustic ceiling tiles are damaged, stained, and outdated lighting is inefficient.



3. 2' x 4' acoustic ceiling tiles are warped and sagging.



4. Sink in Work Room is not accessible.



5. Sink in Assistant Director's Office is not accessible.



6. Sink in Kitchen & Staff Room is not accessible.

EXISTING CONDITIONS PHOTOGRAPHS

MECHANICAL



1. Window air conditioning units are not providing adequate cooling.



2. Existing ventilation and HVAC system is inoperative.



3. Existing ventilation and HVAC system is inoperative.



4. Gas boiler replaced in 2021. Assume 20-year maximum life expectancy.



5. Expansion tank is an older unit but appears in good condition.



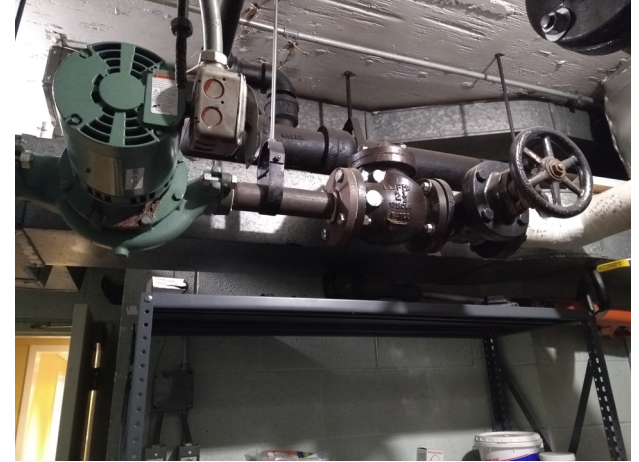
6. Gas water heater was replaced in 2021. Assume 10-year life expectancy.



7. Sewage ejector pump requires regular maintenance or replacement. 7-to-10-year life expectancy.



8. Stairwell ejector pump does not appear to function, may be related to areaway flooding.



9. Continuous pipe insulation is needed including special shapes at joints and valves.

EXISTING CONDITIONS PHOTOGRAPHS

ELECTRICAL



1. Fluorescent light fixtures are inefficient.



2. Outdated light fixture.



3. Multiple electrical panels in several locations.



4. Multiple electrical panels in several locations.



5. Update fire alarm system.



6. Various information technology systems have been abandoned in place.