Town of Garrett Park

Incorporated 1898

To: Mayor and Town Council
From: Barbara B. Matthews, Town Manager
Subject: Town Hall Renovation
Date: November 12, 2024

Background
On December 11, 2023, the Mayor and Town Council discussed and agreed upon a new concept plan for the renovation of Town Hall. As part of the motion to approve on this date, the Town Council authorized obtaining a cost estimate for the selected alternative, now referred to as Option 4 to avoid potential confusion with past iterations. Provided as Attachment 1 are the conceptual/schematic design drawings for Option 4 prepared by Wiedemann Architects. Attachment 2 provides the outline specifications provided by Wiedemann Architects to Axias, LLC (the subconsultant to Wiedemann Architects for cost estimation).

In the intervening months since the Town Council meeting in December 2023, the Town's focus has largely been on the pursuit of grants for the project to close the funding gap between the projected cost of Option 4 and Town funding.

On September 9, 2024, the Mayor and Town Council agreed to move forward with Wiedemann Architects for future design work associated with the renovation of Town Hall. No decision was made on whether to advance Option 4 to a more detailed level of design or if there were elements of this alternative that should be removed. At the conclusion of the September 9, 2024 discussion, Councilmember Paczkowski offered to evaluate Option 4 in the hope of identifying ways to bring down costs.

At the Town Council meeting on October 14, 2024, Councilmember Paczkowski summarized the key points of a document he prepared outlining his thoughts on how the Town should proceed with the renovation of Town Hall. That document is provided as Attachment 3.

As requested by the members of the Town Council on October 14, 2024, Councilmember Paczkowski prepared a more detailed sketch outlining his proposed re-use of the rear building addition shell. It is provided as Attachment 4.

Rear Building Addition – Differing Opinions
In his remarks on October 14, 2024, Councilmember Paczkowski addressed the reconstruction of the rear building addition as set forth in Option 4. He recommended to his colleagues that the existing shell of the rear building be maintained and that the space be totally renovated rather than reconstructing the addition as called for in Option 4.

In November 2023, former Mayor Joanna Welch, Councilmember Stephen Paczkowski, and I held a virtual meeting with Wiedemann Architects during which both approaches to the rear building addition were discussed. Below is a summary of Wiedemann Architects' opinion on renovation versus reconstruction; this information was shared previously with the Mayor and Town Council as part of the December 12, 2023 meeting agenda packet.

As requested by the Town, Wiedemann Architects provided its professional opinion as to whether there would be notable savings by retaining the existing shell of the rear addition. Wiedemann Architects advised that selective demolition is typically more expensive than complete demolition. The existing interior walls of Town Hall would require major modification to accommodate new windows and doors, new interior wall configurations, and sufficient depth for code-compliant insulation of the building envelope. Wiedemann Architects also shared that temporarily supporting the low sloped existing roof, while the exterior walls are being reconstructed, would be difficult. In an email on December 5, 2023, Wiedemann Architects shared these additional thoughts in response to the Town's inquiry about maintaining the existing rear addition:

> *"The current rear addition does not provide any attic storage, sufficient space to allow for HVAC units to be installed outside of the crawl space and does not meet current code requirements. In our professional opinion, weighing the compromises, complications, and risks in retaining a limited portion of the existing rear construction materials, it would be our recommendation to consider new construction for the rear addition."*

Building Foundation

The status of the building foundation has come up during many of the discussions concerning the renovation of Town Hall. Below is information shared previously, which was provided by David Evans, Axias Lead Assessor:

> *"We did enter the below floor void/basement area when we did the condition assessment. We accessed the void from the janitor closet area on the first floor. There were no major defects visible at the areas of the existing building that we noted on the day of the assessment.*
>
> *Couple of caveats on that, from the condition assessment standpoint, we are looking at a general condition and would only be looking for major defects such as subsidence, settlement, water ingress etc. and obviously this only relates to the existing building and not any potential future additions. Regarding the comment "if there are any major concerns about the foundation, or structure of the back additions" – there weren't any concerns regarding the foundation or structure on the day that the condition assessment was completed, but that's not to say if the structure and foundations were further opened up that they would be free from defects, especially given the age of the building and additions. Our assessment was a visual assessment only, we did not complete any opening up, destructive testing etc. Also, given that the floor void is a confined/limited space, we only accessed a relatively limited portion of the basement and not all areas. Further details of the scope regarding the condition assessment are included on Page 5 of the written report."*

It should be noted that the 1990s drawings indicate that remedial work was done to strengthen the flooring and piers were added in the foundation at that time.

Should the Mayor and Town Council wish, a structural engineer could be engaged to investigate whether the foundation and first floor deck would be able to support the new work without substantial remediation. Even with such a structural investigation, the possibility of unforeseen or hidden conditions remains, as it does in all renovation projects.

Email Exchange between former Mayor Welch and Town Resident George Martin

Following the October 14, 2024 Town Council meeting, I reached out to former Mayor Welch and Mr. George Martin for their approval to share their correspondence from November 2023, which was granted by both parties. Mr. Martin is an architect and serves as the chair of the Garrett Park Land Use Advisory Committee.

The email exchange between former Mayor Welch and Mr. Martin concerns both the building foundation as well as alternative approaches to addressing the rear building addition of Town Hall (i.e., renovation versus reconstruction). The email exchange is provided as Attachment 5.

Cost Estimate for Option 4
The January 15, 2024 cost estimate provided by Axias, Inc. for Option 4 totals $2,682,165. As noted on page 4 of the associated report labeled as Attachment 6, the Axias cost estimate does not include associated permitting costs or design and consultant fees; these costs are estimated at approximately $420,000. Please refer to Page 4 of the Axias report for a complete list of estimate exclusions.

The Option 4 cost estimate does not include certain discretionary components, such as an emergency generator and solar panels. The objective was to have a baseline cost estimate given the funding shortage. Additional items such as an emergency generator and/or solar panels could be structured as a bid alternate in a future construction bid package.

Project Funding
Based on the January 15, 2024 cost estimate provided by Axias, Inc. for Option 4 ($2,682,165) and associated design fees and permitting costs of $420,000, the total projected cost of for Option 4 is approximately $3.1 million.

As noted by staff in prior discussions of the Town Hall renovation project, cost estimation at a conceptual project stage is challenging and requires substantial contingencies and multiples that may overstate the eventual cost. Therefore, it is conceivable that the $3.1 million cost figure could be reduced somewhat as more detailed design work is performed and cost estimates are updated. As no detailed design work has been initiated, an estimate of the reduction is not yet possible.

Currently, identified funding for the Town Hall renovation project is $1,998,857.

- Garrett Park was awarded a Maryland Legislative Bond Initiative award in the amount of $300,000 for the Town Hall renovation project based on the project scope set forth in Option 4. The $300,000 in State funding is included in the identified funding figure of $1,998,857.

  While the $300,000 in State funding is approved, the Town is required to submit a capital grants application package to the Maryland Department of General Services to finalize the grant agreement and position the Town for funding disbursement. I have not yet submitted the application package due to the ongoing discussion regarding Option 4 and the project scope. If the project parameters are altered, the State will need to be informed to determine whether the change impacts the Legislative Bond Initiative award. Additionally, one of the forms in the capital grants application package requires me to provide projected start and end dates for both project design and construction.

- Garrett Park has applied for $500,000 in federal funding. Like the Legislative Bond Initiative award, the association federal funding application was based on the project parameters set forth in Option 4. The Town's federal funding request has made its way through the Senate Appropriations Committee, but final approval is not guaranteed until Congress finalizes a new federal budget and the Presidents signs it into law.

At this juncture, the Town has pursued all significant state and federal funding sources for which the project qualifies. Based on the current projected cost of $3.1 million, the Town would have a funding shortfall of $1.1 million without federal funding and a $600,000 shortfall if the requested $500,000 in federal funding is awarded. As noted above, the projected project cost would be refined (and possibly reduced) upon completion of more detailed design work and an updated cost estimate.

As reflected in the final year-end report for FY 2024, the carryover amount for FY 2025 exceeds the budgeted amount by $136,455. At the discretion of the Town Council and considering other capital needs, a portion or all of this amount could be allocated to the Town Hall renovation project.

If no federal funding is awarded, it is unlikely that the funding gap could be closed without bonding. The Town has other capital improvement needs that will need to be addressed in the coming years. Additionally, construction costs tend to increase rather than decrease over time. Should the Town attempt to set aside additional funding for Town Hall over a period of years, increased construction costs may marginalize the benefit of doing so.

As discussed at prior meetings, smaller municipalities such as Garrett Park typically participate in the Maryland Local Government Infrastructure Finance Program bond issuances. At the request of the Town, the State provided a preliminary debt service schedule in February 2024 based on a $1.0 million debt issuance with a bond maturity of 20 years. Based on these assumptions and the economic climate at the time the schedule was prepared, the associated debt service payments totaled approximately $76,000 annually.

Decision Points and Proposed Next Steps
Outlined below are key decision points as well as recommended next steps.

1) Determine whether a structural engineer should be engaged to investigate whether the foundation and first floor deck would be able to support the new work without substantial remediation. As noted earlier in this memo, the possibility of unforeseen or hidden conditions remains even with such a structural investigation.

2) Confirm that Option 4 is the alternative that the Town should move forward with for the renovation of Town Hall. If not, how should it be modified?

3) Once the project elements are confirmed (whether Option 4 as it exists currently or some modification of this alternative), move forward with the Design Development Phase by obtaining a proposal from Wiedemann Architects for Design Development services.

   Design Development documents evolve into the final Construction Documents; they are essentially 50% complete Construction Documents. During this phase, Wiedemann Architects, along with its engineering consultants, would develop more detailed drawings sufficient to obtain a more detailed cost estimate prior to proceeding with the Construction Documents.

   During the Design Development Phase, Wiedemann Architects would also apply to the Maryland Historic Trust for design approval. The Maryland Historic Trust has a formal role in the process given the State funding for the project.

   This stage of the design process would likely take four to five months to complete, plus an additional month for cost estimation. It is anticipated that the cost estimate would be sought from another cost estimating firm that can focus on more detailed documents.

Recommendation
Staff recommends that the Mayor and Town Council discuss the decision points and proposed next steps outlined in this memo and provide direction to staff as to how to proceed with the Town Hall renovation project.

Attachments
- Attachment 1 – Schematic Design drawings for Option 4 prepared by Wiedemann Architects

- Attachment 2 – Outline project specifications four Option 4 prepared by Wiedemann Architects and provided to Axias, Inc. for cost estimation purposes

- Attachment 3 – Councilmember Stephen Paczkowski's thoughts on Town Hall renovation, including recommendation regarding rear building addition

- Attachment 4 – Plan prepared by Councilmember Stephen Paczkowski depicting reuse of Town Hall rear addition shell

- Attachment 5 – Email exchange between former Mayor Joanna Welch and Architect/Town resident George Martin concerning Town Hall renovation

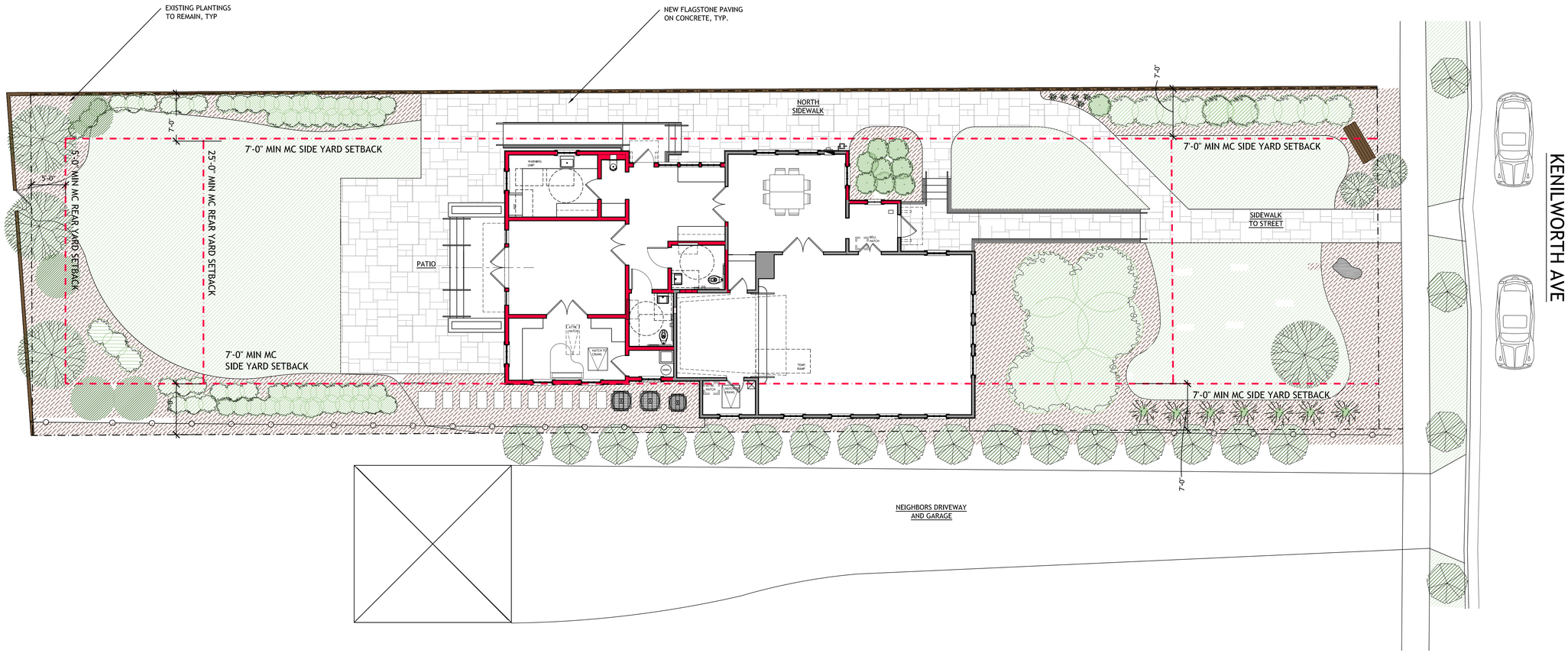
- Attachment 6 – Cost estimate prepared by Axias, Inc. for Renovation Option 4

- Attachment 7 – Garrett Park Town Hall Property Condition Report prepared by Axias, LLC

Attachment 1

BUILDING CALCULATIONS:

R90 LOT AREA	9950 SQ FT
EXISTING BUILDING FIRST FLR TOTAL SQ FT:	2388 SQ FT
PROPOSED BUILDING RENOVATION/ADDITION SQ FT:	2285 SQ FT
LOT COVERAGE	23%



1 / C1.1 SITE PLAN OP 1
SCALE: 1/16" = 1'-0"

WIEDEMANN ARCHITECTS

WIEDEMANN ARCHITECTS LLC
5714 BRADLEY BLVD
BETHESDA, MD 20814
301.652.4022

www.wiedemannarchitects.com

PROJECT

GARRETT PARK TOWN HALL
10814 KENILWORTH AVE
GARRETT PARK, MD
20906

ISSUED

ISSUED FOR COST ESTIMATE
5 JANUARY 2024

© WIEDEMANN ARCHITECTS LLC

PRELIMINARY
NOT FOR CONSTRUCTION

SHEET

C1.1

OP 4

SITE PLAN

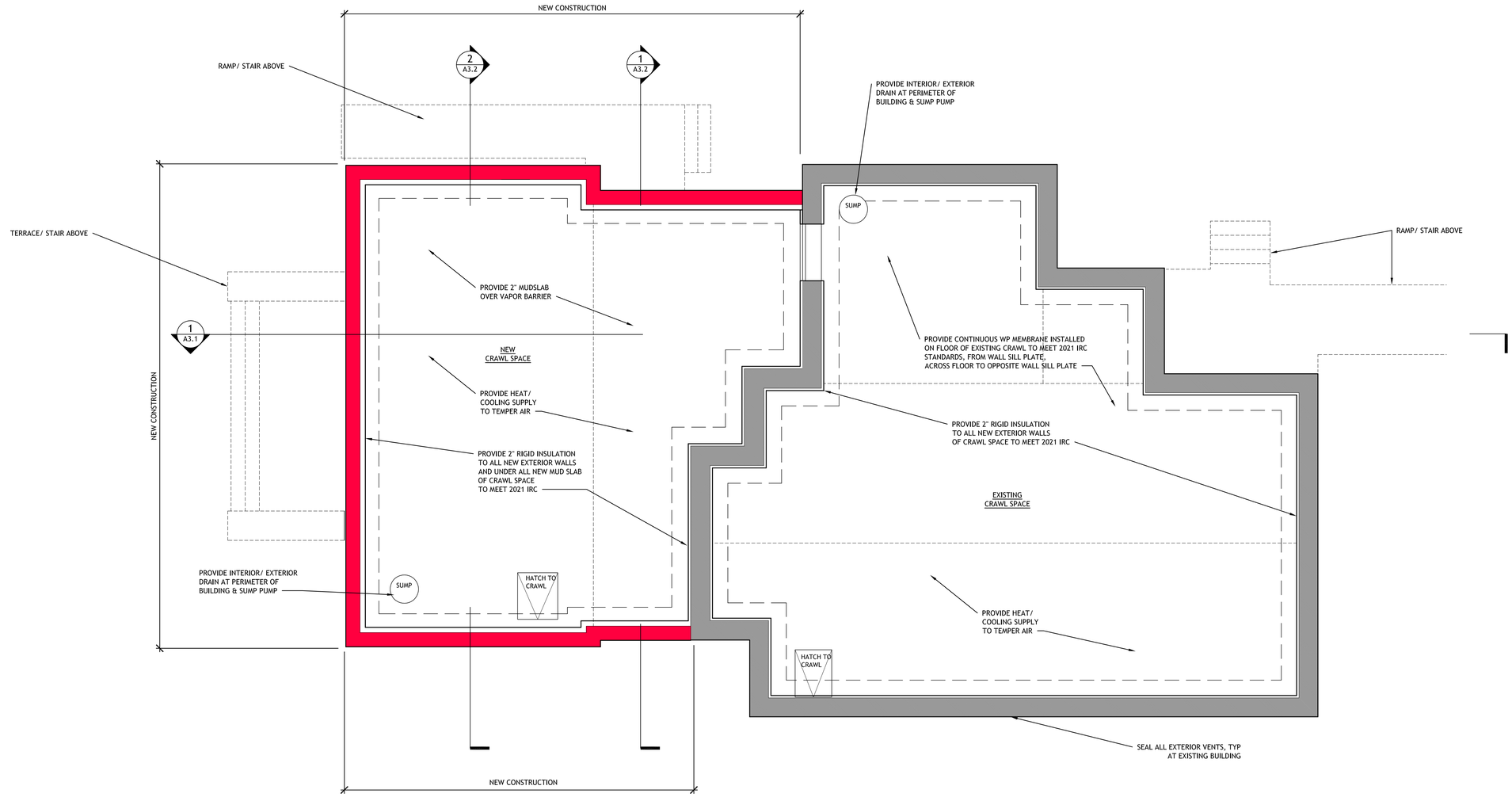
GENERAL NOTES

- NEW SPRINKLER SYSTEM THROUGHOUT
- NEW ALARM SYSTEM
- NEW AV SYSTEM

DRAWING KEY

ORIGINAL CHURCH BUILDING WALLS TO REMAIN

NEW WALLS



1 / A1.0 CRAWL SPACE OP 4
SCALE: 1/4"=1'-0"

WIEDEMANN ARCHITECTS LLC
5714 BRADLEY BLVD
BETHESDA, MD 20814
301.652.4022

www.wiedemannarchitects.com

PROJECT

GARRETT PARK TOWN HALL
10814 KENILWORTH AVE
GARRETT PARK, MD
20906

ISSUED

ISSUED FOR COST ESTIMATE
5 JANUARY 2024

© WIEDEMANN ARCHITECTS LLC

P R E L I M I N A R Y
NOT FOR CONSTRUCTION

SHEET

A1.0

OP 4

CRAWL SPACE

Attachment 1

BUILDING CALCULATIONS:

EXISTING BUILDING TOTAL SQ FOOTAGE: 2388 SQ FT
PROPOSED BUILDING RENOVATION/ADDITION SQ FT: 2285 SQ FT
KITCHEN = 119 SQ FT
MAX KITCHEN 5%= 121 SQ FT

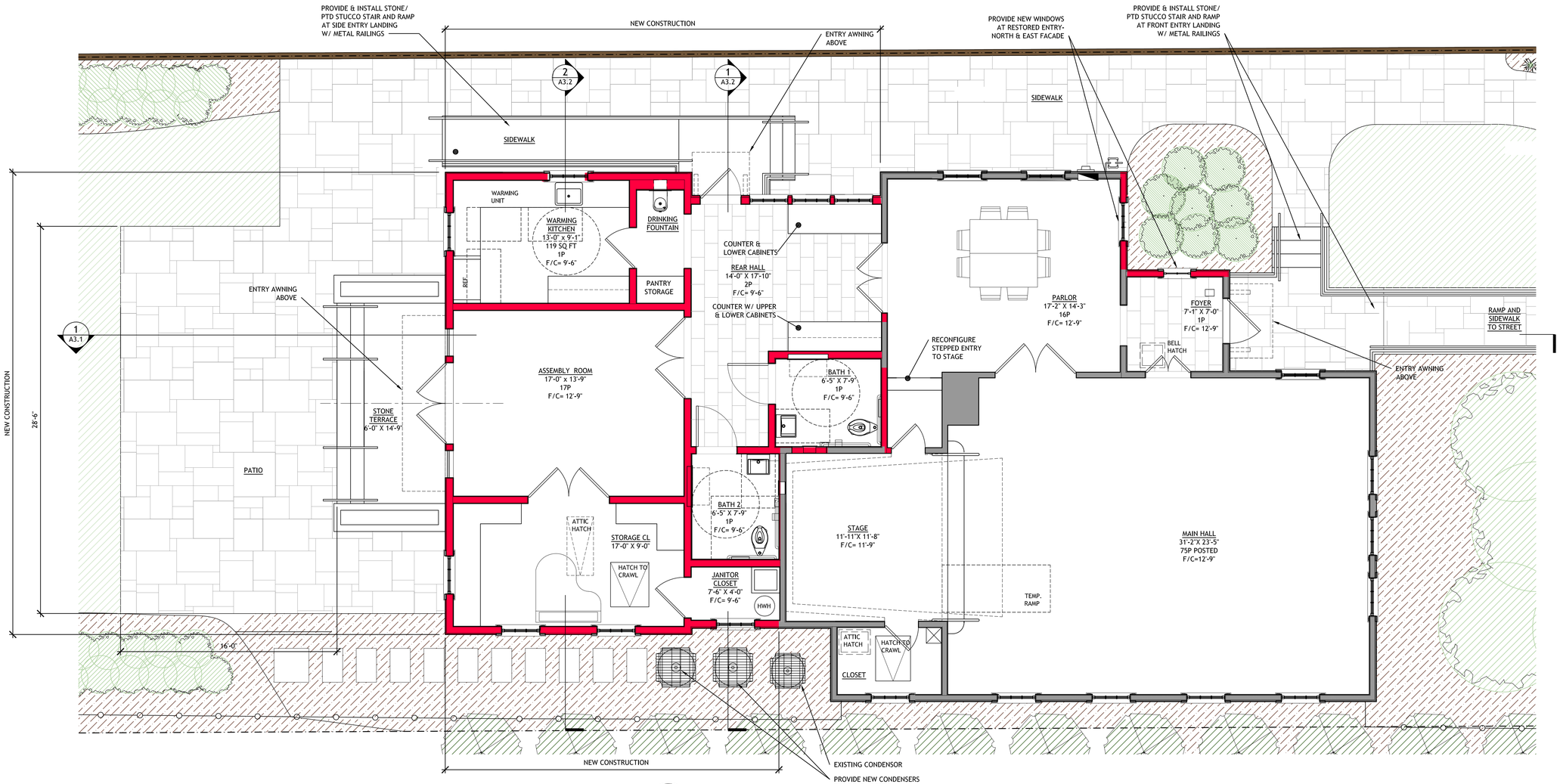
GENERAL NOTES

- NEW SPRINKLER SYSTEM THROUGHOUT
- NEW ALARM SYSTEM
- NEW AV SYSTEM

DRAWING KEY

ORIGINAL CHURCH BUILDING WALLS TO REMAIN

NEW WALLS



1 A1.1 FIRST FLOOR PLAN OP 4
SCALE: NTS

WIEDEMANN ARCHITECTS

WIEDEMANN ARCHITECTS LLC
5714 BRADLEY BLVD
BETHESDA, MD 20814
301.652.4022

www.wiedemannarchitects.com

PROJECT

GARRETT PARK TOWN HALL
10814 KENILWORTH AVE
GARRETT PARK, MD
20906

ISSUED

ISSUED FOR COST ESTIMATE
5 JANUARY 2024

© WIEDEMANN ARCHITECTS LLC

PRELIMINARY
NOT FOR CONSTRUCTION

SHEET

A1.1

OP 4

FIRST FLOOR PLAN

Attachment 1

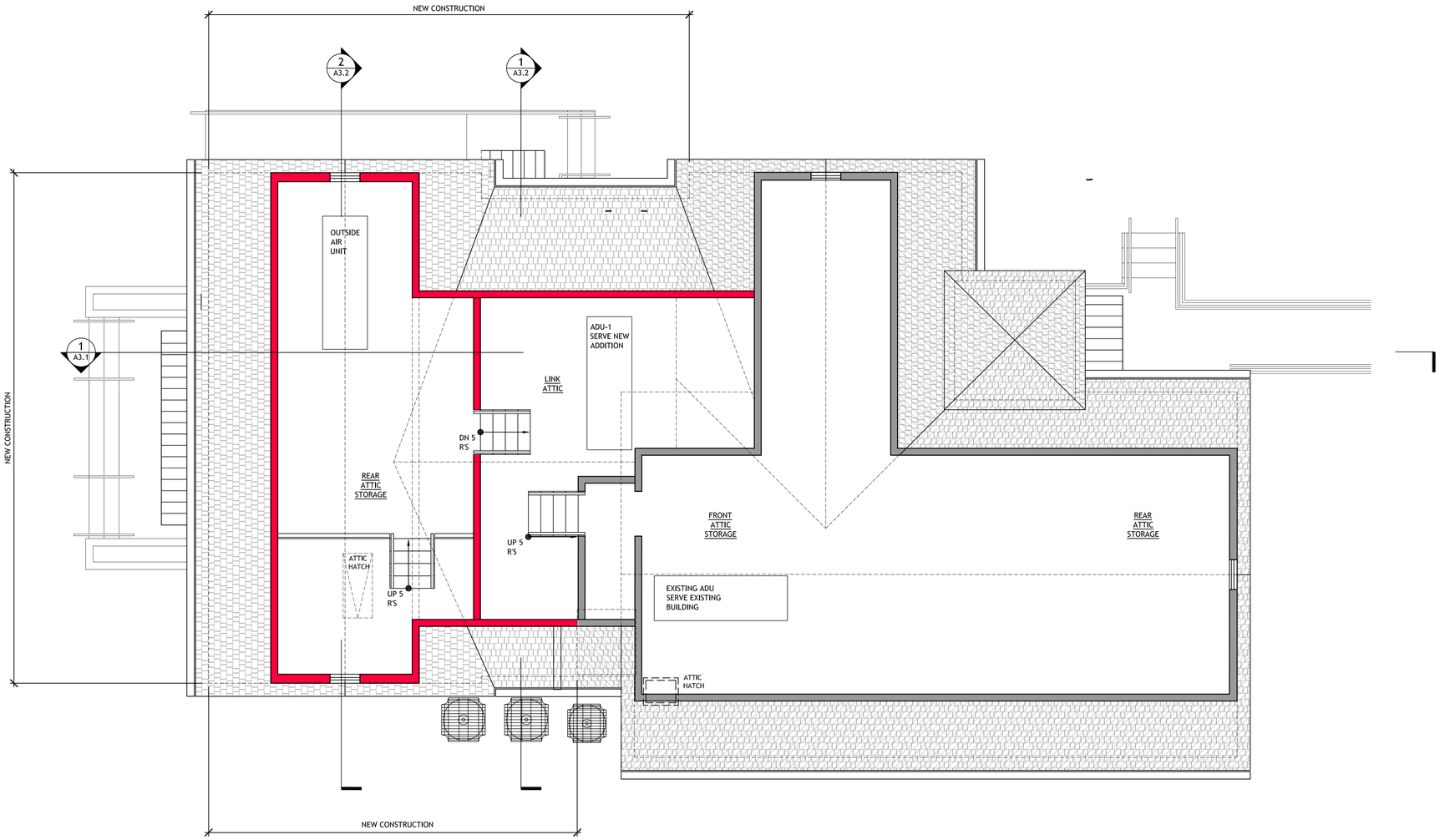
GENERAL NOTES

- NEW SPRINKLER SYSTEM THROUGHOUT
- NEW ALARM SYSTEM
- NEW AV SYSTEM

DRAWING KEY

ORIGINAL CHURCH BUILDING
WALLS TO REMAIN

NEW WALLS



1 / A1.2 ATTIC FLOOR PLAN OP 4
SCALE: 1/4"=1'-0"

WIEDEMANN ARCHITECTS LLC
5714 BRADLEY BLVD
BETHESDA, MD 20814
301.652.4022

www.wiedemannarchitects.com

PROJECT

GARRETT PARK TOWN HALL
10814 KENILWORTH AVE
GARRETT PARK, MD
20906

ISSUED

ISSUED FOR COST ESTIMATE
5 JANUARY 2024

© WIEDEMANN ARCHITECTS LLC

PRELIMINARY
NOT FOR CONSTRUCTION

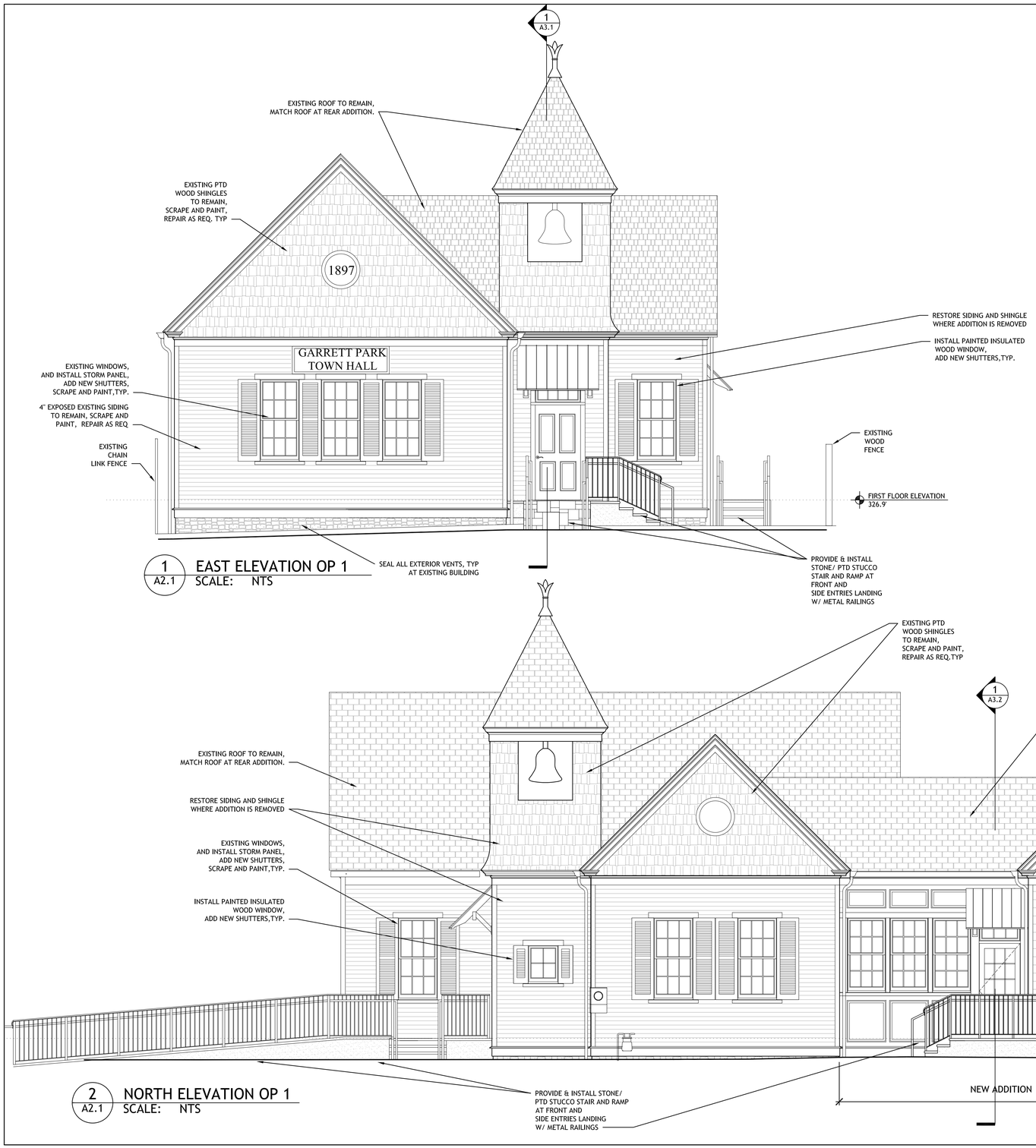
SHEET

A1.2

OP 4

ATTIC FLOOR PLAN

Attachment 1



1 / A2.1 EAST ELEVATION OP 1
SCALE: NTS

2 / A2.1 NORTH ELEVATION OP 1
SCALE: NTS

WIEDEMANN ARCHITECTS LLC
5714 BRADLEY BLVD
BETHESDA, MD 20814
301.652.4022

www.wiedemannarchitects.com

PROJECT

GARRETT PARK TOWN HALL
10814 KENILWORTH AVE
GARRETT PARK, MD
20906

ISSUED

ISSUED FOR COST ESTIMATE
5 JANUARY 2024

© WIEDEMANN ARCHITECTS LLC

PRELIMINARY
NOT FOR CONSTRUCTION

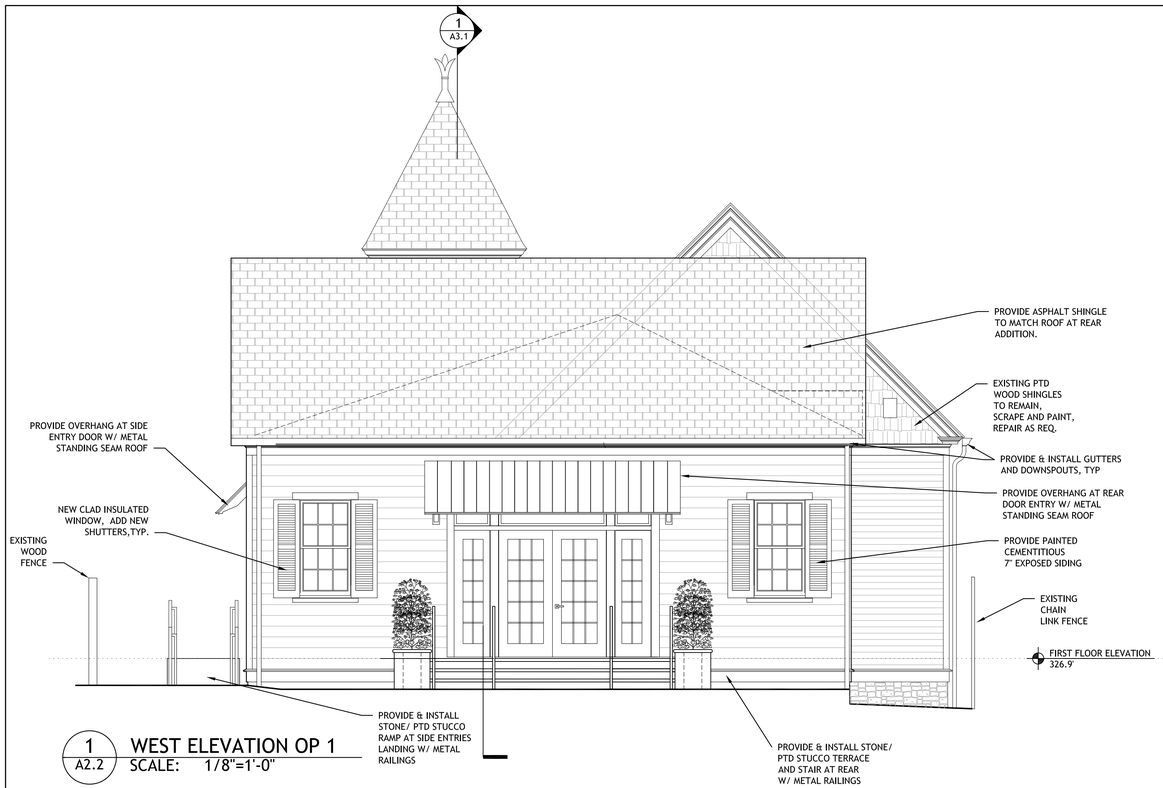
SHEET

A2.1

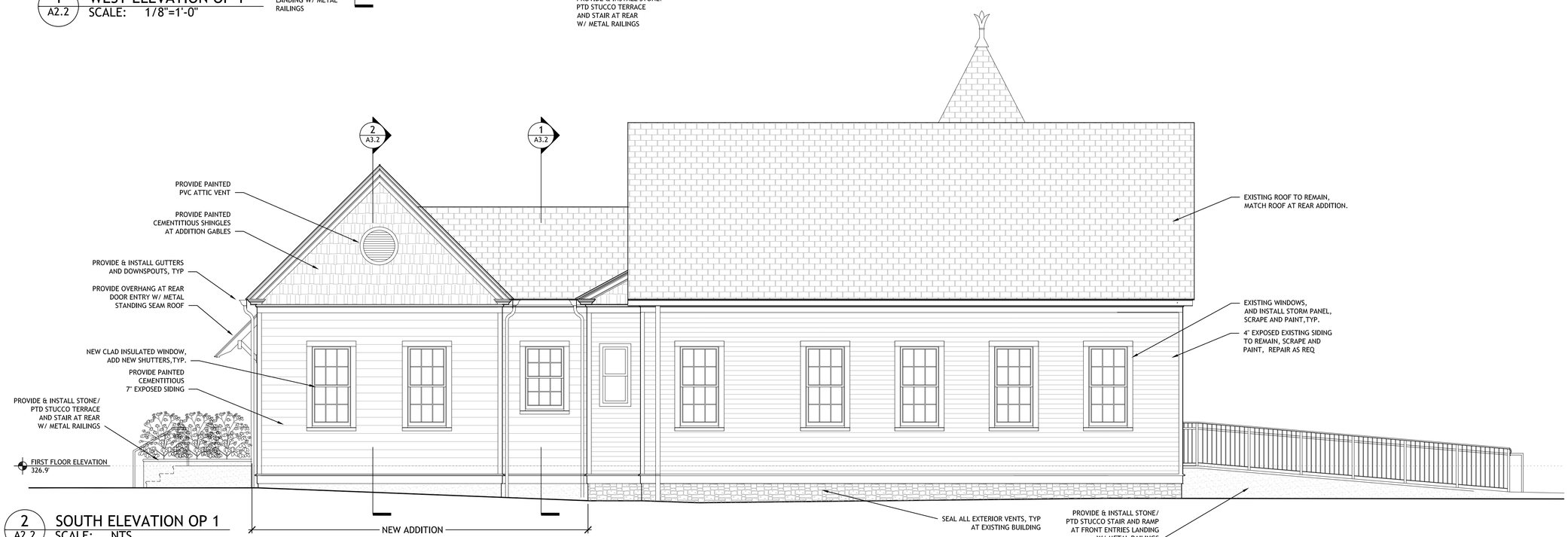
OP 4

ELEVATIONS

Attachment 1



1 A2.2 WEST ELEVATION OP 1
SCALE: 1/8"=1'-0"



2 A2.2 SOUTH ELEVATION OP 1
SCALE: NTS

WIEDEMANN ARCHITECTS LLC
5714 BRADLEY BLVD
BETHESDA, MD 20814
301.652.4022

www.wiedemannarchitects.com

PROJECT

GARRETT PARK TOWN HALL
10814 KENILWORTH AVE
GARRETT PARK, MD
20906

ISSUED

ISSUED FOR COST ESTIMATE
5 JANUARY 2024

© WIEDEMANN ARCHITECTS LLC

PRELIMINARY
NOT FOR CONSTRUCTION

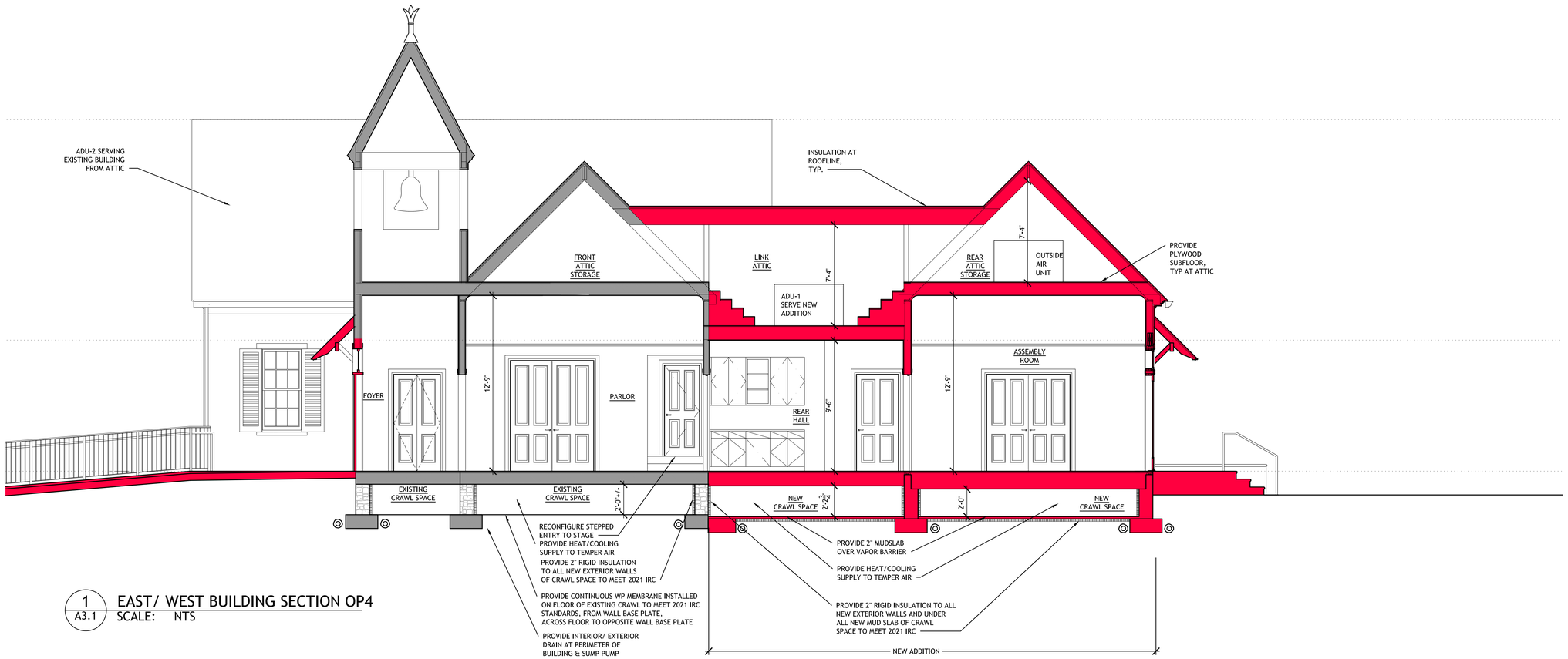
SHEET

A2.2

OP1

ELEVATIONS

Attachment 1



1 / A3.1 EAST/ WEST BUILDING SECTION OP4
SCALE: NTS

1/4"

WIEDEMANN ARCHITECTS

WIEDEMANN ARCHITECTS LLC
5714 BRADLEY BLVD
BETHESDA, MD 20814
301.652.4022

www.wiedemannarchitects.com

PROJECT

GARRETT PARK TOWN HALL
10814 KENILWORTH AVE
GARRETT PARK, MD
20906

ISSUED

ISSUED FOR COST ESTIMATE
5 JANUARY 2024

© WIEDEMANN ARCHITECTS LLC

PRELIMINARY
NOT FOR CONSTRUCTION

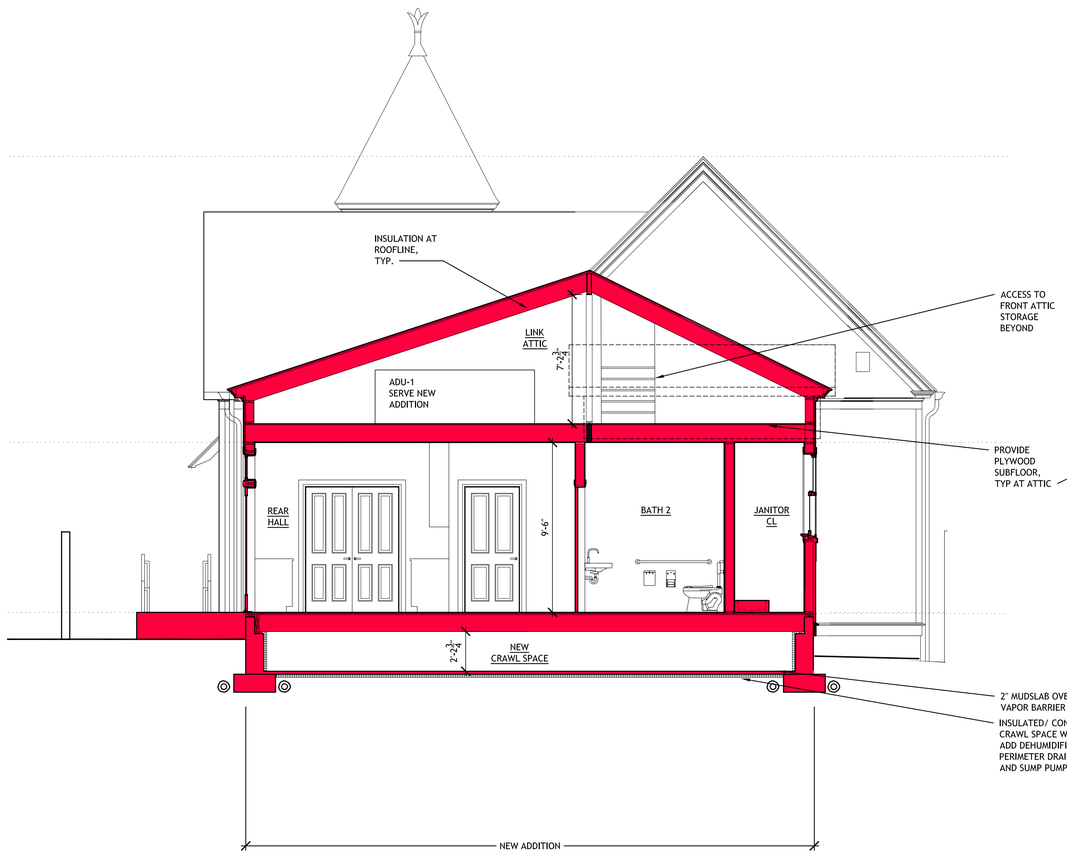
SHEET

A3.1

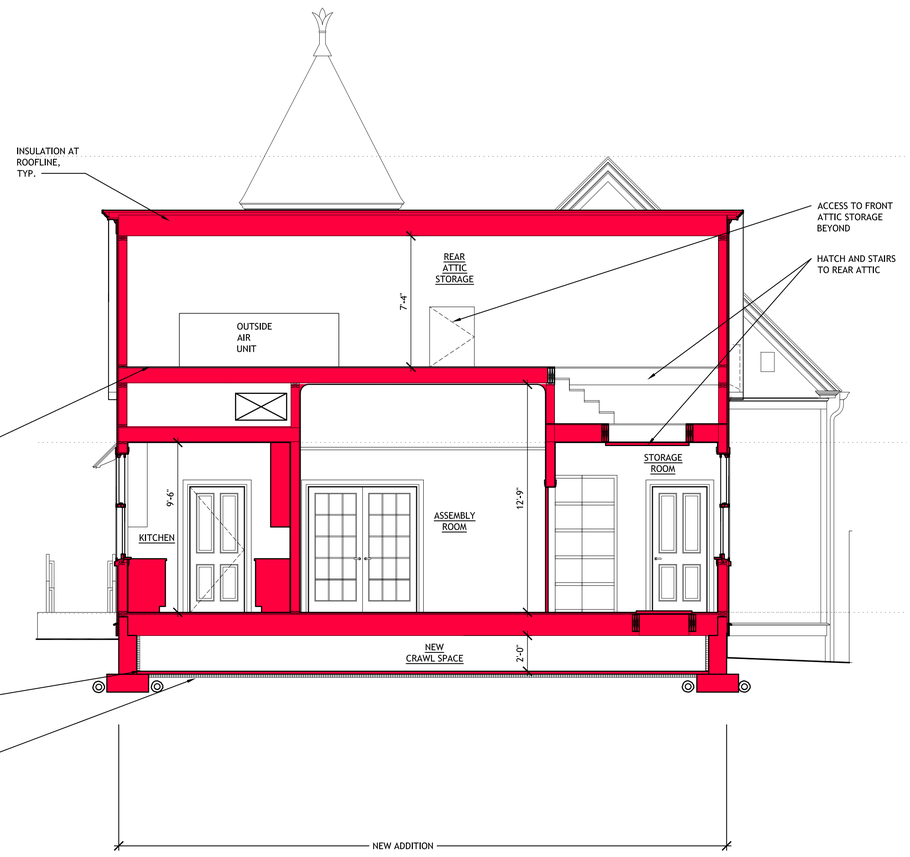
OP 4

SECTIONS

Attachment 1



1 / 3.2 NORTH/SOUTH BUILDING SECTION
SCALE: NTS



2 / 3.2 NORTH/SOUTH BUILDING SECTION THRU ASSEMBLY
SCALE: 1/4"=1'-0"

WIEDEMANN ARCHITECTS LLC
5714 BRADLEY BLVD
BETHESDA, MD 20814
301.652.4022

www.wiedemannarchitects.com

PROJECT

GARRETT PARK TOWN HALL
10814 KENILWORTH AVE
GARRETT PARK, MD
20906

ISSUED

ISSUED FOR COST ESTIMATE
5 JANUARY 2024

© WIEDEMANN ARCHITECTS LLC

PRELIMINARY
NOT FOR CONSTRUCTION

SHEET

A3.2

OP 1

SECTIONS

Attachment 2

OUTLINE PROJECT SPECIFICATIONS FOR GARRETT PARK TOWN HALL

10814 KENILWORTH AVE
GARRETT PARK, MD 20906

ARCHITECT:
WIEDEMANN ARCHITECTS LLC
Gregory Wiedemann FAIA, Principal
Lindsay Field
Bethesda, Maryland
301.652.4022
office@wiedemannarchitects.com

5 January 2024

ISSUED FOR:
AXIAS COST ESTIMATE

GENERAL PROJECT REQUIREMENTS

- General Description of Scope
  - Renovation and addition of the Garrett Park Town Hall shall include extensive repair to the exterior materials of the historic building (replacing siding to match existing where historic material cannot be restored). The front addition will be removed and the exterior of the bell tower, north Foyer window and east window of the Parlor restored. The interior of the original building will be renovated. The additions to the rear of the Parlor Room shall be removed and replaced with a new addition over a new shallow foundation. The new addition will house an assembly room, new kitchen and include 2 new ADA accessible bathrooms, with updated requirements for ADA access. The rear yard will be maintained with the replacements of the patio, walkways and terrace leading from the rear exits to the yard.

- Drawing List
  - C1.0 Site Plan and Zoning Information
  - A1.0 Crawl Space Plan
  - A1.1 First Floor Plan
  - A1.2 Attic Plan
  - A2.1 East and North Elevations
  - A2.2 West and South Elevations
  - A3.1 East/ West Building Section
  - A3.2 North/ South Building Section

- Codes
  - IBC 2021, and all applicable codes and regulations current in late 2024.
  - ADA 2010
  - NFPA

- Shop Drawings/ Mock Ups
  - Cabinetry
  - Windows
  - Doors
  - Sprinkler System Layout
  - HVAC coordination

Attachment 2

Selective Demolition

- Remove all sidewalks, steps, and ramps inside property.
- Remove rear additions beyond Parlor and Rear Stage including footings and foundation walls
- Remove Front addition at northeast corner of existing building.

Utilities

Electrical

- Provide and install outlets and switches per code; add allowance for site lighting
- Light fixtures-see rooms below
- Wire for Cat6 Internet, AV, TV
- Security, Smoke Detection and ADA compliant Alarm
- Upgrade Elec Panel as required

- HVAC
  - New High Efficiency Heat Pump to serve new addition (20 SEER variable speed with variable speed blower with an energy recovery unit (ERV) and dedicated outdoor air system (DOAS), steam humidifier, MERV filter, system per commercial standards.
  - Existing system serving the historic portion shall remain.
- Plumbing
  - Tankless Water Heater located in Janitor's Closet
  - CPVC or Pex supply pipes, PVC waste pipes with cast iron verticals.

General Items

- New Exterior Doors
  - Marvin Clad Ultimate Commercial French Doors w/ ADA sills at new addition
  - Replace Front entry door with New Wood Marvin Door with Single Glaze Transom above to align with existing window trim
- New Windows
  - Marvin single pane wood double hung windows at North Foyer Wall and East Parlor wall where front addition has been removed. Provide energy panel similar to existing windows to remain.
  - Marvin Clad Ultimate Double Hung and Casement at new addition.
- Existing Windows
  - Scrape to bare wood, repair hardware and make operable. Provide hinged interior energy panel to all existing windows to remain.
- Exterior siding
  - Restore front tower façade where front addition is removed, replace siding, shingles, and trim details to match existing.

- Interior Doors
  - 1-3/4" x 7'-0" Trustile four panel with recessed flat panel and ogee trim
- Interior hardware
  - Provide Door Hardware with Baldwin ADA lever and thumb turn at bathrooms.
  - Provide Panic Hardware on egress doors as required
  - Kitchen door shall have pivot hardware, double acting
- Interior Trim
  - All Interior trim to match existing profiles at doors, windows and picture rail
- Painting
  - Strip all existing exterior paint to bare wood and assume replacement of 50% of historic trim/ siding.
  - Strip paint on historic windows and restore the historic windows to fully operational condition.
  - Prime and paint all new and existing painted surfaces on interior and exterior.
  - Exterior Paint shall be Benjamin Moore Aura wood surfaces with primer and two finished coats
  - Interior Paint shall be Benjamin Moore Aura on all drywall/plaster surfaces and water-borne Advance or equal on wood surfaces w/ two finish coats and one undercoat
  - Patch and paint all interior walls, windows, doors and trim
  - Paint all registers, grilles, and vent caps
- Floor to Ceiling heights- see drawings
- Replace Splaine Security System and tie in Sprinkler and water bug detection into monitored security system.
- Install automatic sprinkler System throughout.
- Signage ADA compliant Allowance for Room titles, Braille and Exit maps
- Install Heavy Duty Attic Pull down stair in addition, see drawings
- Install Steel Crawl space access hatch at addition, see drawings
- Add manual shades to all windows
- Exterior Overhangs at all Exterior door entries with standing seam metal roof
- Replace AV system with separate control for Main Hall and Assembly Room

Exterior Hardscape/ Landscape (see drawings)

- New Sidewalks
  - Flagstone (PA select bluestone with thermal surface set over concrete slabs with 2" thermal gauged material for tread and all exposed edges.
- New Ramps/ steps to first floor at Front, and Side entries and Steps at Rear Entry
- Ramp and landings shall be flagstone with decorative painted metal guard and handrails-Julius Blum & Co

- New Stairs shall be bluestone treads and flagstone risers w/ decorative painted metal guard and handrails-Julius Blum & Co
- Bike Rack
- Trash Receptacle storage
- Sod all lawn areas disturbed during construction.
- All other plantings shall be by others.
- Rear Yard: Provide drainage system and sump to manage site drainage; (currently there is a drywell in rear yard w/ with underground drainage pipes). Provide allowance for SWM system

EXTERIOR OF BUILDING

- Foundation
  - NEW concrete foundation at new addition. New crawl space shall be fully encapsulated with mud slab over wp membrane. Walls of crawl space shall be waterproofed and insulated under the slab and inside the perimeter walls. The intention is to provide a dry crawl space that is conditioned and not ventilated to the exterior.
    EXISTING: Parge existing stone perimeter walls and waterproof existing crawl space; close existing vents for conditioned crawlspace. Insulating the walls with rigid insulation per code. Install insulation and waterproof membrane on floor of the existing crawl space.
- Exterior Walls and Trim
  - New walls shall be 7inch exposure Cementitious siding over vented rainscreen on Blueskin WRB over ½" sheathing over 2x6 framed walls typ.
  - Existing Exterior Walls and Trim: Repair 4-inch exposure cedar wood siding and trim; Scrape wood to bare wood
  - Assume 50% replacement of damaged wood siding and trim
  - Paint exterior wood trim and siding with primer and two finish coats typ.
- Provide new exterior shutters at front windows and side:
  - Timberline Shutters Endurian painted shutters as shown with fully operable hinges
- Gutters and Downspouts
  - New painted aluminum 6-inch half round with round downspouts
- Add Exterior painted PVC Louver Round vents at End Gables at Addition to match existing round windows at existing
- All new trim at Grade shall be Azek or Versatex PVC trim to match existing profiles.
- Existing Building Roof to remain, New Roof at addition (all new roofing over Blueskin WRB)
  - Asphalt Shingle to Match front roof

INTERIOR OF BUILDING

Crawlspaces

- Existing Crawl Space
  - Provide 2" rigid insulation to all existing exterior walls and under waterproof membrane installed on floor of existing crawl space to meet 2021 IRC standards. Wrap waterproof membrane continuous from sill plate to sill plate sealing all joints.
  - Interior and exterior perimeter foundation drain and sump pump; drain to daylight
  - Seal all existing vents
  - Add heat and cooling supply to temper air
  - Add dehumidifier in each crawlspace
  - See Foundation for more information

- New Crawl/Basement
  - Provide new crawl space with mud slab
  - Provide 2" rigid insulation to all new exterior walls and under new mud slab of crawl space to meet 2021 IRC standards
  - Interior and exterior perimeter foundation drain and sump pump
  - Add heat and cooling supply to temper air
  - Add dehumidifier in each crawlspace
  - See Foundation for more information

First Floor

- Foyer
  - New Tile Floor, as shown on A1.1
  - Replace trim, match existing.
  - Replace Exterior wood entry door and trim, include panic hardware
  - Add new window north side where front addition has been removed, see plan and elevation.
  - Add annunciator panel for fire alarm system
  - Patch plaster at old door openings

- Main Hall/ Stage
  - Replace all lighting bulbs with LED Bulbs
  - Replace Recessed adjustable lights with Recessed Downlights
  - Sand, Stain, and refinish existing wood floors with Bona HT finish
  - Remove water heater and from closet, install AV equipment
  - Add acoustic panels to Main Hall (provide allowance for acoustic treatment of Assembly Room)
  - Refinish south side stage closet floors and walls
  - Locate new stage entrance in north side stage closet with new stairs, close off existing entrance
  - Replace AV(additional speakers in Main Hall and new in Assembly Room)
  - Repair Interior Historic Doors
  - Repair Historic Windows
  - Remove Carpet, Install new carpet at stage and front and rear steps from stage
  - Add collapsible ADA metal ramp at stage

- Parlor
  - Remove carpet
  - Sand, Stain, and refinish existing wood floors with Bona HT finish
  - Relocate Electrical Panel to north wall of Parlor.
  - Add new window east side where front addition has been removed, see plan and elevation.
  - Repair Historic Windows
  - Repair Interior Historic Doors

- Bathroom 1
  - New ADA bathroom with clearances, guardrails, fixtures, and fittings
  - Porcelain Tile floors with flush threshold at door
  - Ceramic Tile walls to wainscot height
  - Commercial ADA Toilet and Sink, Chrome Fittings
  - Add baby changing area and toddler seat
  - Add Recessed wall mount Paper Towel, TP and Seat cover dispenser, personal hygiene disposal, and coat hook
  - New Interior Door

- Bathroom 2
  - New ADA bathroom with clearances, guardrails, fixtures, and fittings
  - Porcelain Tile floors with flush threshold at door
  - Ceramic Tile walls to wainscot height

  - Commercial ADA Toilet and Sink, Chrome Fittings
  - Add baby changing area and toddler seat
  - Add Recessed wall mount Paper Towel, TP and Seat cover dispenser, personal hygiene disposal, and coat hook
  - New Interior Door

- Rear hall
  - Tile Floors
  - Historical Display Boards, confirm location
  - Water fountain, ADA accessible
  - Pantry cabinet for kitchen storage
  - Upper/ Lower Cabinets w/ countertops; see drawings

- Warming Kitchen
  - Upper and Lower custom Wood Cabinets with a solid surface countertop
  - SS Sink and Faucet
  - Dishwasher
  - Microwave
  - Warming Ovens
  - Refrigerator and Freezer
  - Ice Machine
  - Coffee/ Tea Machines
  - New Interior Door and Pivot Hardware
  - New Wood/ Clad Window
  - New flooring: Tile to match Foyer

- Storage Closet
  - New Select White Oak Floors sanded, stained, and three coats of water-based Bona HT matte finish.
  - Fixed Shelving
  - Steel Access Hatch to Crawl Space
  - New Interior Door
  - New Wood/ Clad Windows
  - Heavy Duty Attic Fold Down Stair

- Assembly Room
  - New Select White Oak Floors sanded, stained, and three coats of water-based Bona HT matte finish.
  - Smart TV Mount

  - New Interior Doors
  - New Wood/ Clad Window

- Janitor Closet
  - Tiled Floor and tiled baseboard
  - Utility sink and faucet
  - New Interior Door
  - New Wood/ Clad Window

Attic

- Existing Attic
  - Provide foam insulation to all roof rafters and sound insulation in floor of existing attic to meet 2021 IRC standards.
  - Existing HVAC system shall remain to serve existing portion of the building.
  - Existing Attic shall be conditioned and protected by automatic sprinkler system

- New Attic
  - Provide foam insulation to all roof rafters and sound insulation in floor of new attic to meet 2021 IRC standards.
  - Provide plywood floor and access to adjoining attic spaces for access to HVAC unit and DOAC unit. All mechanical equipment shall be suspended from roof rafters with vibration isolation.
  - Attics shall be conditioned and protected by automatic sprinkler system.

Attachment 3

Commentary on Garrett Park Town Hall and Capital Budget
Stephen Paczkowski, Town Council - Oct 9, 2024

Fellow Council members, Mayor Keller, and residents:

I continue to have major concerns about the push to throw nearly all of the town's potential capital funding at the Town Hall facility. The town has about $2 million on hold to renovate and transform the Town Hall building and property. That includes $300K from the State of Maryland that has been granted specifically for Town Hall. As we've discussed over the last year, cost estimates for various design options could run from $3 million to $4 million if including all of the soft costs for the needed design services, permitting etc. that create the documents contractors would use for a renovation.

The town hired Wiedemann Architects to develop design concepts that could be cost estimated to get a sense of the scale of the project and how to fund it. That process has been helpful but has led us to a very difficult question. As many of you know, I work on Capital Improvement Planning as a big component of my day job. This Town Hall is one of the most perplexing questions I've had to work with. If the Garrett Park Town Hall was a high earning revenue source, with a fantastic site in the town, and substantial upside to be expected from upgrades (as was the case for Penn Place), I'd be far less perplexed as it'd be more of a no-brainer to throw millions at it. The Town Hall is the opposite on most of those factors that could be a no-brainer if different. It's a difficult, frankly poor, site as it's wedged between 3 residences, and the building is almost on one of the property lines. Even if there wasn't the obvious need to keep events somewhat modest for privacy and noise control for the immediate neighbors, there's little marketability for a meeting space on a lot really geared for a house. Most residents in town have seemed to prefer keeping the facility as a low or no cost community facility, versus seeking to rent it at a higher cost to outside groups. Usually a chapel or meeting hall in a planned community would be built on a corner, or at a crossroads, or the edge of a park or something more befitting a public building versus a residence. The Town Hall that was originally built as a small chapel in the 1890s was built very economically and just wasn't sited in such a way.

Wiedemann Architects ended up providing 3 design concepts that ended up somewhat similar, but with costly additive options like a basement in options 2 and 3 (as requested by the Town). I previously did a cost breakdown of the major cost areas, using Option #1 of the 3 initial designs:

TOWN HALL OPTION 1		RENOVATION- HISTORIC		ADDITION, W/ DEMO		SITE/ CIVIL		PROJECT
construction - direct costs			596,557				309,521	
contingency (adds on)		0.15	89,484	0.15		0.15	46,428	
construction + contingency			686,041		901,936		355,949	1,943,926
Gen Cond (adds on)		0.18	123,487	0.18	162,348	0.18	64,071	349,907
I+B (adds on, incl gen cond)		0.025	20,238	0.025	26,607	0.025	10,500	57,346
Fee (adds on all above)		0.035	29,042	0.035	38,181	0.035	15,068	82,291
TOTALS	now dollars		858,808		1,129,073		445,589	2,433,470
Square Feet			1,450		983		7,567	10,000
$/ sq ft	*now dollars*		*592*		*1,149*		*59*	
$/ sq ft	*2025 dollars*	*0.13*	*669*	*0.13*	*1,298*	*0.13*	*67*	
escalation	2025 dollars	0.13	970,454	0.13	1,275,852	0.13	503,515	2,749,821

Nearly half the build cost ($1.275M) of the total project ($2.75M) was in the rear addition being new construction. This portion is only about 40% of the proposed future floor area, but it houses mostly support spaces like restrooms, a sporadically used warming kitchen, table and chair storage, and supplemental storage that various groups have used at no cost for years. If I was dealing with these kinds of numbers and ratios of useable space and costs vs. support space and cost in my day job, the project would go nowhere. The numbers are no less troubling here on my second job, this volunteer job.

After discussions about the sticker shock of Options 1-3, and moving off of ideas like a full or partial basement for limited access storage, an Option 4 was developed. The main goal for Option 4 was trying to shoehorn in the most desired features, looking for a lower cost. The parallel goal/need for Option 4 was to have a concept design the Town Manager could use for applications for outside funding. Her work on that end led to a $300K grant from the State of Maryland. The Town has applied for $500K in federal funding. The request has made its way through the Senate Appropriations Committee, but final approval isn't guaranteed until a new federal budget is finalized.

As someone who was a Project Planner and Architect on a project that received such federal funding (the Hill Community Center in DC, which is seven blocks from the Capitol and serving a community far larger than the Garrett Park community), I would be pleasantly shocked if Garrett Park received the requested $500K in federal funding. The Garrett Park Town Hall is a very small facility serving a small population. For all intents and purposes, the Town Hall facility, under roof, is a small and flexible multipurpose (meaning no fixed furniture arrangement) meeting space of 700 net square feet, with more than double that net area in support of the meeting space. That's extremely inefficient as a ratio of sellable space, the facility has a fairly limited public use, and we're competing against many other needs that are perhaps more vital

or urgent, in other communities and other states where US Senators' staffs have proposed such funding for the federal budget. I'm not arguing to cancel the ask for $500k, and we should try. Just noting I'd be shocked if we get the funding, and I don't think it's worth waiting for the final answer when we can move a sensible project forward now. If $500K or close to it is granted, that'd be gravy.

Back to Option 4 - The main change from Option 1 was trying to limit the footprint / area of the rear addition in hopes of less area leading to less cost. The cost estimate did go down, but not significantly. The site and existing/historic building portions of the scope remained the same, and the $1.275 million cost for the rear addition was reduced to $1.2 million, for a $70K-ish savings, which is not significant in a project over $3 million overall. Option 4 did include a supplemental meeting space, something I had initially recommended, and taken some heat from the community on. That second room, however, is 233 square feet. It would be quite usable for a committee meeting to happen concurrent with say a fitness class in the main room, but the Town Office renovation also includes a community accessible meeting space for smaller meetings. I had also recommended that meeting space for the Town Office program. A space of just 233 square feet is typically furnished with a somewhat permanent conference table and chairs layout, and is not really useful as flexible meeting space. It wouldn't be very useful for another idea I suggested, which is a 'breakout' room for a subset group of a larger function to use, e.g. a kids room, to augment the main hall for an event like the Town Dinner. The room would need to be probably double that size to be useful in such a fashion, and the Town Dinner is a once a year event. In my day job planning and designing meeting space and restaurants, we often say/hear the phrase "don't design for Easter Sunday". Plus, imagine expecting a dozen or more young children to just behave in a bedroom sized room.

The estimated costs for a Town Hall renovation, still hovering over $3 million when including the costs of professional services to create the documents the contractors would need to build out $2.7 million, are just not a wise spend for the town. Such a spend takes up a substantial portion of the available capital funding for the near future, for a facility that would not bring about a notable increase in functionality or utility for the community. As I've commented previously, an all-in effort to throw every dollar at Town Hall would starve other community spaces of funding for several years at the least. Cambria Park, straddling the pool property, would have to remain in derelict condition for years, as an example. I think the town would better serve its residents with just an aggressive maintenance program on the existing Town Hall layout versus leaving those parks and other places for further decline.

I've heard a few members of the community argue that if Town Hall is invested in heavily, usage would increase markedly. I really don't think Town Hall has potential users turning away because the kitchen counters or bathroom fixtures are 25 years old. I just don't think such a space is an integral part of the lives of more than a small portion of the populace. I'm not a super-user of the facility, but I'm very likely an above average town hall user in GP. I went to 3 events in Town Hall in 2024, not counting my government volunteer work. I doubt I'll be in the building the rest of the year, except for government volunteer work. My generation and the ones behind me just don't have time, and when we do have time to organize events amongst family or friends or a wider slice of the community, an indoor 700 square foot room just doesn't come to the forefront of ideas very often. As an offbeat example to illustrate the point; if the Town Hall was more of a Community Center, and had an space with a golf simulator and lounge for a group to hang out and enjoy time together, perhaps it would be different. I, and other residents that would enjoy something like that would be quickly disregarded by others in town that wouldn't view something like that as an appealing facility. But here we are hurtling toward a $3 million plus room for yoga and tai chi classes, subsidized by the rest of the taxpayers in town that aren't interested in those activities. I would personally use a quality overhaul of the ball field next to the pool 10X, if not 50X more per year than I'd be inclined to go to Town Hall. I'd rather play a sport with friends for the remaining years that I can versus the array of activities Town Hall can work for. In conversations with most any other adults in town my age or younger, there is great enthusiasm for something like a quality field for all ages, and very limited interest for Town Hall.

I will not support spending more than about $2 million on Town Hall. I just don't think the juice is worth the squeeze, it starves other community assets of funding, and I think a more even spread of tax dollars for enjoyable and useful spaces around town is more in line with what the majority of residents want. I would urge the rest of the Town Council to join me in searching for ways to right size a Town Hall spend at around $2 million, so the rest of available funding can improve our active recreation parks spaces and also keep funding streaming toward inevitable infrastructure needs the town will have.

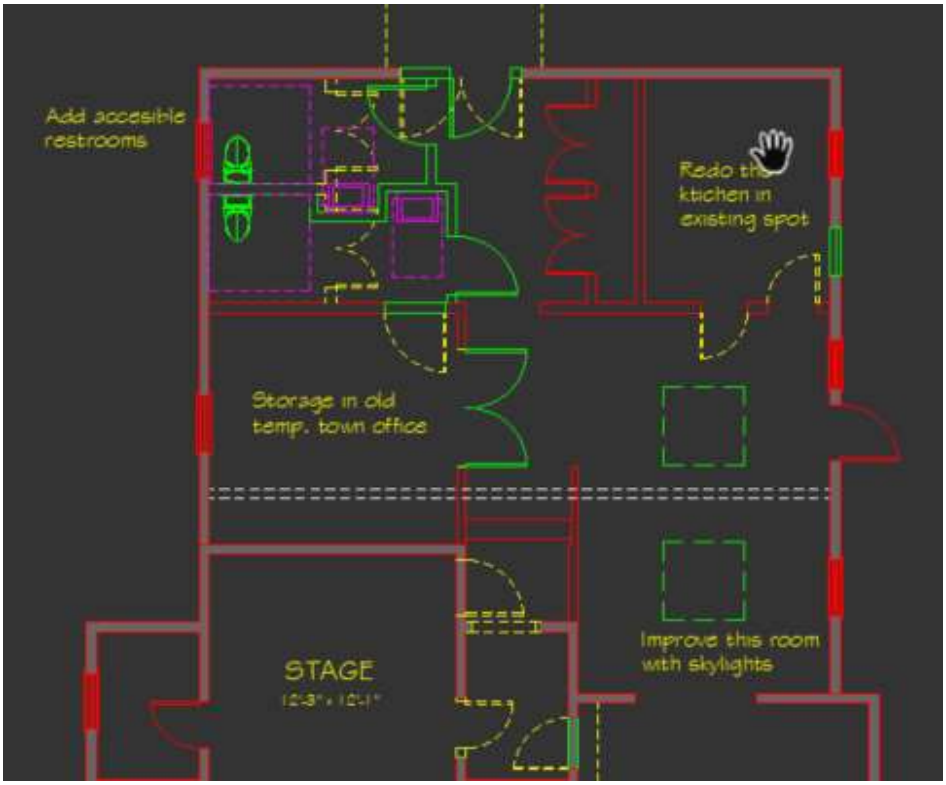
I think we need to look at that available funding (using round numbers, not losing the point in actual amounts to the dollar) as $2 million to get Town Hall done well, and hopefully have it be more appealing for additional types of uses for the community, while also greatly improving Cambria Park and other community spaces. The Cambria Park area alone could need up to $1 million to really (re)do the area properly, and commensurate to the level of funding love given to Town Hall.

Town Hall functions need to be honestly assessed. Prefunction area surrounding meeting spaces is about 1/3 of the net area of the rooms served. That rule of thumb is for larger meeting spaces, like the size of the 10,000 square foot lot of Town Hall, not the 700 square foot, small meeting room. Plans have about 400 square feet of Prefunction area when about 225 square feet might be programmable. Town Hall has more than enough Prefunction space. Storage space for tables, chairs, equipment might be programmed at 10-15% of a space, which would be 70-105 square feet. Plans in Option 4 show about 200 square feet. Some people in town government and the community have pushed for more storage, but without saying what it's for. There could be a need for storage beyond tables and chairs, and I still recommend the piano be stored out of harm's way, but storage shouldn't be added just because some people or some groups might want it. Groups should pay a storage fee, even if modest, like the rental fee. Without such controls, its easy for such storage space to be a collector, like an attic for the town. There has been thoughts of storing Spooky woods and similar seasonal items at town hall, but a great point was made by the CA that such things are far easier to deal with if stored near Porcupine Woods vs. trucking back and forth. Town staff has previously looked at places a shed might be situated for town/ CA owned items. I don't think the town should get into the storage unit business for non-town items at Town Hall, or anywhere else in town. 200 square feet is probably quite reasonable for Town Hall storage. If the town had an existing large space suitable for storage, things might be different. It just doesn't make sense to provide storage at over a thousand bucks per square foot, per the estimating.

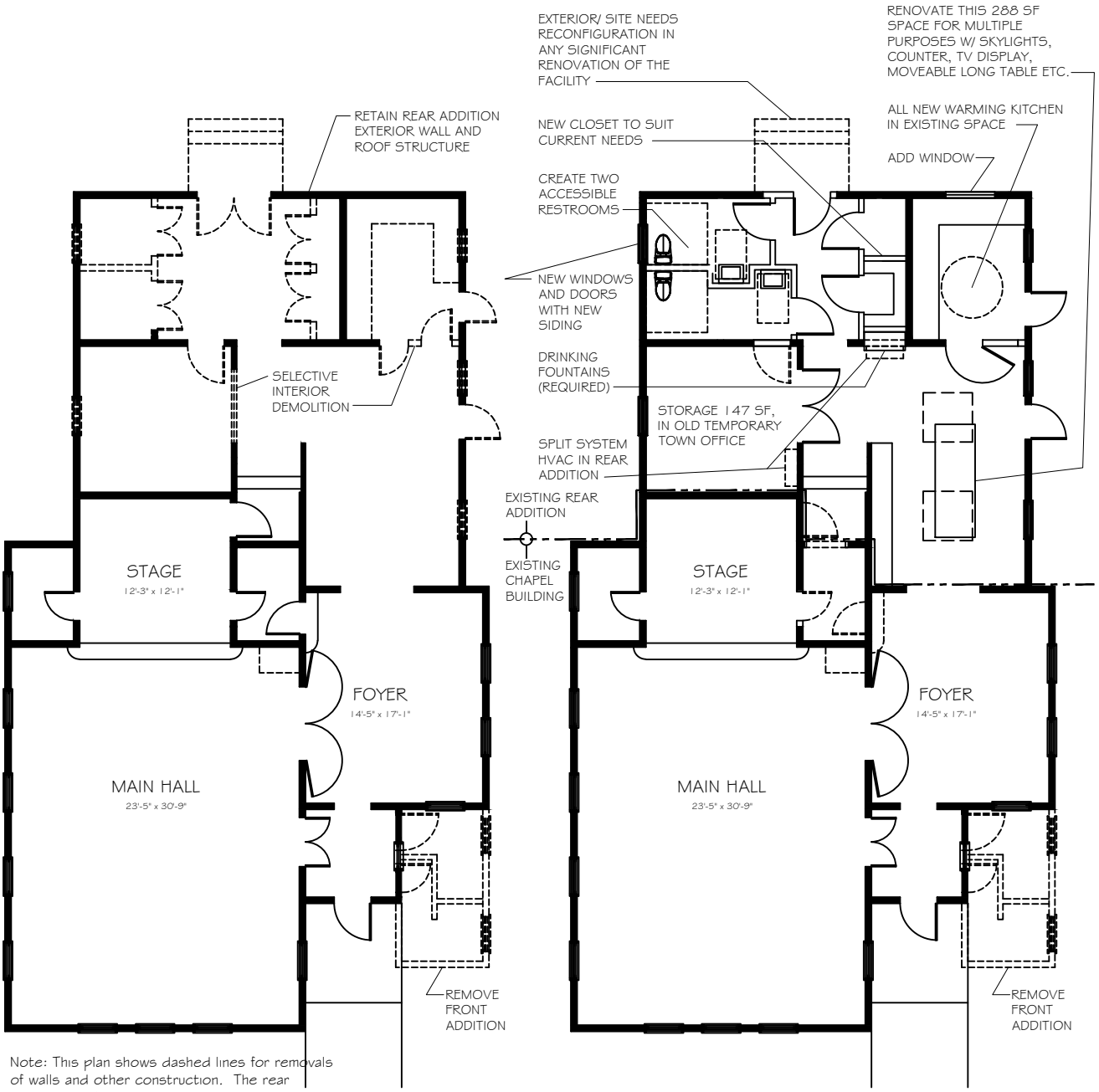
Attachment 3

The big cost driver in the total costs is the new addition in the back. It's estimated near $1,300 per square foot versus the restoration/renovation of the historic building, with a potentially much improved appearance, feel, and historical accuracy running roughly half that at $670 per foot. The disparity in those numbers just doesn't sit well with me. It doesn't make any sense to spend lavishly beyond the main hall, the historic facades, the bell tower etc., and to have that additional spending be mostly on bathrooms, storage, and circulation. It was a mistake to let Wiedemann not study use of the existing shell as an alternate. Most of their assumptions or reasons to not consider reusing the rear addition shell didn't hold up past 1 or 2 questions. The spaces have code compliant height and retooling of wood framed structures of that era is fairly routine. It would be required if the addition was historic building fabric. It's not historic, but it's not a hard addition to deal with unless there's a structural deficiency, water damage, or other surprise lurking that hasn't been seen. If something like that is ever found, the town would have to punt and go new construction. I cannot imagine how the reuse of the rear addition structure couldn't cut the cost for the rear area in half, at the least, if structure is found acceptable after gutting it. With a total gut renovation of that shell, inside and out, many future visitors would end up assuming it was added on totally new. Such savings could also have the upside of a leading into a potential future addition of a larger accessory meeting space of 400 square feet or more, tacked onto the back of the building (if there's funding and demand for such an addition years out from completion of the historic building and a renovation of the rear addition with service spaces in it). Fitting accessible restrooms into the existing back addition could be done by using the room with the double back doors. Storage can continue to leverage the old temporary town office, just with a revamped layout to suit current needs. With this approach, there's a whole lot less demolition and construction, which could mean a whole lot less cost.

In the plan bleow, red is existing, yellow dashed is demo, and green is new. It's a pretty workable retrofit to get accessible restrooms in, and the accessory room we already use is 244 versus the 233 square feet proposed in Option 4, for a whole lot less cost. I'd like to take a half a million dollars or potentially much more in savings and spread that taxpayer contribution to other amenities in town that more residents will use as much or more that Town Hall.



Attachment 4



Note: This plan shows dashed lines for removals of walls and other construction. The rear addition would be gutted to the structure, inside and outside, with all exterior and interior finishes replaced with new. The exposed shell would be reconfigured for plumbing, electrical, mechanical, data, insulation, general repairs, etc..

DEMOLITION PLAN

0' 5' 10' 15'

NORTH

POTENTIAL PLAN- REUSING REAR ADDITION SHELL

0' 5' 10' 15'

NORTH

Existing wall

New wall

Stephen Paczkowski - 11.7.2024

Attachment 5

From: Joanna Welch
To: Barbara Matthews
Subject: Fwd: Garrett Park Town Hall
Date: Wednesday, November 29, 2023 11:43:31 AM

From George Martin, after he reviewed Steve's concept, Greg's concepts, and Greg's email

---

Joanna Welch, Mayor
Town of Garrett Park, Md
Joanna.welch@garrettparkmd.gov
240-893-0197 cell

From: George Martin <marting@me.com>
Sent: Wednesday, November 29, 2023 11:41 AM
To: Joanna Welch <joanna.welch@garrettparkmd.gov>
Subject: Re: Garrett Park Town Hall

Hi Joanna,
Thank you for sending along the information. I was able to review it this morning.

I will limit my comments here to your questions regarding structural soundness and cost effectiveness.

1. "…how possible is it to have a true sense of structural soundness of the foundation of the rear addition?"
The architect at your request can engage a structural engineer to do an investigative report. Such a report would be adequate to determine the structural soundness of the addition as well as its ability to support and accommodate the proposed improvements. However, even with a structural investigation the Town is not entirely immune from any additional costs during construction due to unforeseen or hidden conditions. This is why a generous contingencies line is recommended for any renovation type work - especially of historic structures.

2. "…whether we can use the existing exterior walls at the back of the building"…"is it cost effective to do so?"
If a determination is made that the walls (and I assume roof structure) of the rear addition are sound and able to be reused, this is a possibility. In my experience, there is a false economy in doing do. Walls are not only structural but also; insulated assemblies, water and vapor assemblies, frames for electrical and HVAC systems, etc. The cost of accommodating and retrofitting the existing frame to meet new performative requirements would, in my opinion, be funds ill-spent.

Generally with regard to cost-effectiveness in building, it is best to adopt a life cycle assessment. Maintaining (non-historical) construction as a cost-saving strategy means you are paying to buy the earlier construction's inadequacies, age and failures. While the initial capital cost may appear attractive, over time the cost of maintenance may make it more expensive after as little as a 15-20 year window. My recommendation would be to 1. Preserve the original chapel structure, and 2. Renovate the existing rear addition with all-new construction from (basement) foundation, floor deck, walls and roof.

Attachment 5

George

On Nov 28, 2023, at 4:24 PM, Joanna Welch <joanna.welch@garrettparkmd.gov> wrote:

There are four attachments. The chronology for purposes of this review:

1. GP TH sketch 1 (created by Steve P)
2. GP TH sketch 2 (created by Steve P)
3. GP TH sketch 3 (created by Steve P)
4. The email string below (from Greg Wiedemann)
5. 231122 GPTH options (created by Greg Wiedemann)

The issue Barb and I can't wrap our heads around is structural soundness. Steve P. has been involved in all of this and is a fantastic resource. But I get the impression that he questions Greg's assertion that it would be foolhardy to try to keep the exterior walls at the back of the building. I'm left not knowing who to trust and what to push for.

So, I need help …

- understanding how possible it is to have a true sense of the structural soundness of the foundation under the rear addition – I don't want to assume it's in good shape and then unexpectedly have to dig it all up when we're in the middle of demolition. If we need a new foundation, our decision about how to proceed will be a lot different from if we don't need a new foundation. I'd like to make an informed decision now, and not in response to a surprise.
- finding the truth about whether we can use the existing exterior walls at the back of the building. If we can, is it cost effective to do so? And what does cost effective mean? My analogy is buying cereal – it's cost effective to buy six boxes of Chex when I can get them buy-one-get-one, but that doesn't mean I need six boxes of cereal or that my budget allows me to spend however much it costs to pay for three full-priced boxes in the first place.

Thanks for your help with this. I'm available any time tomorrow, Thursday before noon, and Friday after 11a.

Joanna

Joanna Welch, Mayor
Town of Garrett Park, Maryland
joanna.welch@garrettparkmd.gov

Attachment 5

From: Greg Wiedemann <gwiedemann@wiedemannarchitects.com>
Sent: Wednesday, November 22, 2023 3:51 PM
To: Joanna Welch <joanna.welch@garrettparkmd.gov>
Cc: Barbara Matthews <barbara.matthews@garrettparkmd.gov>; Lindsay Field <lfield@wiedemannarchitects.com>
Subject: FW: Garrett Park Town Hall

With correct email for Mayor Welch.

From: Greg Wiedemann
Sent: Wednesday, November 22, 2023 3:48 PM
To: Joanna Welch <joanna@garrettparkmd.gov>; Barbara Matthews <barbara.matthews@garrettparkmd.gov>
Cc: Lindsay Field <lfield@wiedemannarchitects.com>
Subject: Garrett Park Town Hall

Mayor Welch, Town Council, and Barbara:

I thought our conversation on Friday was illuminating. I believe that the salient questions are (1) is there a substantial savings to retain the existing shell of the rear addition, and (2) is planning for a large Town dinner and having a more open plan/serving area outside the kitchen now a programmatic requirement for the project.

It is my professional opinion that there is no significant savings to retain the walls and roof of the addition, given the fact that the 2 x 4 exterior walls will require modification of the majority of the wall framing. It may, in fact, be more labor intensive than constructing new 2 x 6 exterior walls. Although we think it would be best to rebuild the foundation, the 1990's drawings indicate that remedial work was done to strengthen the flooring and piers were added in the foundation at that time. If the floor is level, it would be physically possible to keep the foundation and first floor deck and rebuild above.

I know you did not authorize us to prepare any drawings, but I though it might assist you in your discussions to have the attached two options. The assumptions we made were that the first-floor deck and foundation could be retained and that some provision of a more open serving area was now an important programmatic element of the project. We attempted to incorporate as much of Stephen's concept as possible, while NOT expanding the footprint. We have developed two options that could be built with existing or new first floor deck AND would allow for the possibility of a basement storage room as an add alternate.

Option 1A attempts to incorporate some of the features of Stephen's concept plan, <u>while maintaining the existing overall footprint</u>.

1. This option assumes that the foundation and first floor deck of the existing

addition is salvageable and would be less expensive than replacing it new. A contractor might weigh in on the probable cost difference.

2. **This option maintains the front addition** and renovates the front addition to accommodate an ADA compliant bathroom.
3. By relocating the rear bathroom, we were able to create a rear hall with counters like Stephen's "open kitchen concept". As I have said before the space would not be a kitchen (since that would violate egress requirements), but it could have counters as shown. The warming kitchen is in its present location, with only a modest extension to the north to achieve a better massing and additional storage in the gable roof section.
4. We reduced the size of the rear meeting room in the original Option 1 to a similarly sized "accessory room" in Stephen's concept and created storage room similar in size to Stephen's concept.
5. This option creates a roofline for the rear addition that will provide additional storage without the need for any basement storage. The new roofline, unlike the present one, will allow for ductwork and a better HVAC system (including an energy recovery fresh air system), and a roof that could support solar panels.

Option 1B attempts to incorporate some of the features of Stephen's concept plan, while maintaining the existing rear addition footprint. This option is slightly smaller in total square feet than Option 1A (or even the existing building) but does have the added cost of restoration of the front façade.

1. This option assumes that the foundation and first floor deck of the existing addition is salvageable and would be less expensive than replacing it new. If it is not cost effective to use the existing, the same design could be built new.
2. **This option removes the front addition** and proposes two new ADA compliant bathrooms in the rear addition. Bath 1 will require some additional structural work with the removal of a portion of the existing construction in that area.
3. By removing the rear access to the stage, we were able to create a rear hall with counters like Stephen's "open kitchen concept", although slightly smaller than the space provided in Option 1A. Again, the space would not be a kitchen (since that would violate egress requirements). The warming kitchen is in its present location, with only a modest extension to the north to achieve a better massing and additional storage in the gable roof section.
4. Like Option 1A, we reduced the size of the rear meeting room to a similarly sized "accessory room" in Stephen's concept and created storage room similar in size to Stephen's concept.
5. Like Option 1A, this option creates a roofline for the rear addition that will provide additional storage without the need for any basement storage. The new roofline, unlike the present one, will allow for ductwork and a better HVAC system, and a roof that could support solar panels.

In my professional opinion, I believe these two options provide a path forward. If it is determined that the foundation and first floor deck are not cost effective to save, they can be built new with the same design. Alternatively, if Town decides to build new and

Attachment 5

add the basement, it could be an add alternate without major changes to the overall design. Either Option1A or Option 1B could have a basement for storage. It would be helpful to know if there is a consensus to remove the front addition and restore the historic character of the front façade.

With regard to the cost of the project, we typically recommend that a contractor prepare a construction estimate after Design Phase documents are prepared and prior to preparing the final construction documents needed for permit and construction. Although we provided Axias with some descriptions of probable scope, cost estimation at the schematic phase requires substantial contingencies and multiples that may overstate the eventual cost. We can certainly have a structural engineer investigate whether the foundation and first floor deck would be able to support the new work without substantial remediation. A general contractor could weigh in on the savings for retaining the existing foundation and first floor deck versus new.

If it would be of assistance to schedule another Zoom meeting next week to explore these matters further, please le me know.

Happy Thanksgiving to all our friends in Garrett Park.

Best,

Greg

Greg Wiedemann, FAIA Principal
WIEDEMANN ARCHITECTS LLC
5714 Bradley Boulevard
Bethesda, MD 20814
301.652.4022 (o)
301.768.2356 (m)
Please note new office address.

<231122 GPTH Options.pdf><GP TH sketch 1 - 231107.pdf><GP TH sketch 2 - 231107.pdf><GP TH sketch 3 - 231114.pdf>

Attachment 6

Garrett Park Town Hall
Town of Garrett Park

Garrett Park, MD

Feasibility Estimate - Option 4

Wiedemann Architects LLC
5272 River Road Suite 610
Bethesda, MD 20816

Axias, Inc.
225 Reinekers Lane, Suite 200
Alexandria, VA 22314

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias
BUILDING VALUE

Table of Contents

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias BUILDING VALUE

Basis of Estimate

Scope of Work:

The project scope includes the renovation of the original Garrett Park Town Hall building and a new addition to the rear of the building. The new addition will include an assembly room, rear hall, new kitchen, storage room, and two ADA restrooms. Improvements will be made to the interior and exterior of the existing building. The site improvement scope includes front and rear yards with new landscaping, stone patio, and stone walkways.

Information provided for preparation of the estimate

Document Title/Reference	Document Dated
❖ Garrett Park Town Hall Feasibility Study Outline Specification (Opt 4) by Wiedemann Architects	5-Jan-24
❖ Garrett Park Town Hall Feasibility Study Drawings (Opt 4) by Wiedemann Architects	5-Jan-24

Source of Cost Data:

The unit pricing reflected in this estimate is based upon a combination of sources that include but not limited to the following: (1) Local historical costs for similar projects of size and location (2) Vendor quotes (3) Industry recognized cost pricing database such as RS Means (4) Estimator Judgment - many of the prices used are the result of first principles estimating; a determination of the actual time required to perform the activity using local labor rates, plus material costs that reflect the typically small quantities required, plus equipment rental costs as applicable. Where pricing books such as RS Means have been used they have only been used as a general guide.

Subcontractor mark-ups have been included in each line item unit price. These markups cover the cost of home office overhead and profit and varies depending on the size of the project.

Mark-Ups

❖ Design Contingency	15.00%
❖ General Conditions	18.00%
❖ Insurances & Bonds	2.50%
❖ Fee	3.50%
❖ Escalation to Mid-Point	13.00%

General Estimate Assumptions:

- ❖ The project will be procured as Design-Bid-Build and will be bid to at least 3 General Contractors, with each trade also competitively bid.
- ❖ The gross square foot area has been measured to the outside face of the exterior walls
- ❖ Estimate assumes no extended working hours or off-hours work is required.
- ❖ Construction duration is assumed to be 12 months with an expected start date of April 1, 2025; 26 months to mid-point
- ❖ Escalation is included to mid-point of construction; 26 months @ 6% per annum
- ❖ Site utilities are assumed to be minimal and limited to connections to city main water and sewer

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias
BUILDING VALUE

Basis of Estimate

Estimate Exclusions:

The following additional project costs are not included in this cost estimate:

- Loose furniture, fixtures and equipment (FF&E)
- Hazardous materials abatement
- Residential type equipment
- Relocation of staff and providing swing space during construction
- Unforeseen conditions
- Non competitive bid conditions
- Sole source specifications of materials or products
- Impact fees and permits
- Design and consultant fees
- Any special site security requirements

Statement qualifying use of this estimate

Axias prepared this estimate using drawings, specifications and other documents prepared by the design team, in addition to having conversations about design intent. We have applied industry-standard approaches and techniques in preparing the estimate, and applied our professional judgment in determining an overall opinion of the reasonable cost of the project. However, we have no control over the procurement strategy of the owner, or the broader impact of the marketplace, therefore cannot and do not guarantee that the lowest bid will not differ from this estimate.

The estimate is based upon the measurement of quantities where possible from the above mentioned documents issued by the design team. For the remainder, parametric measurements were used in conjunction with references from similar project recently estimated by Axias.

Axias has no control over the quality, completeness, intricacy, constructability, or coordination of design documents, or over the amount of funds available for this project. Therefore, Axias is not responsible for design revision costs in the event that the estimate is in excess of the established budget.

Unit pricing shown within the estimate reflects Axias' opinion of construction costs obtainable for the projects location area, on the date of this statement of probable costs. The intention of this estimate is to reflect fair market value for the construction of this project. It is not a prediction of low bid. Pricing is based upon competitive bidding, a minimum of 3 bidders for all subcontracted work, and a minimum of 3 bids from general contractors. If fewer bids are received bid results may be expected to vary.

Garrett Park Town Hall
Town of Garrett Park

Feasibility Estimate - Option 4

Executive Summary

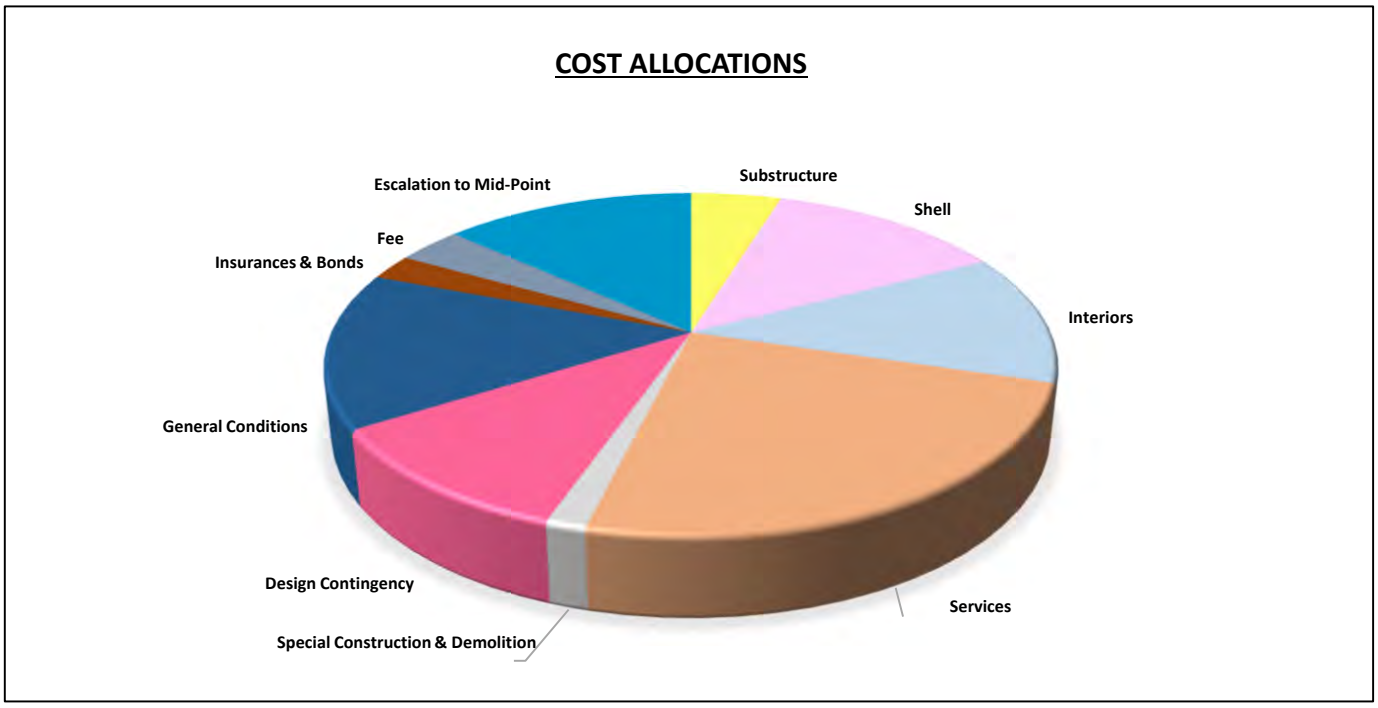
Project Information

Client:	Town of Garrett Park
Project Name:	Garrett Park Town Hall
Project Address:	10841 Kenilworth Ave
	Garrett Park, MD 20906
Architect:	Wiedemann Architects LLC
Design Stage:	Feasibility Estimate - Option 4
Estimated by:	John Adams
Phone:	406-839-7039
Email:	jadams@axiasinc.com
Estimate date:	January 15, 2024

Procurement:	Competitive Bid
Start date:	4/1/2025
Duration:	12 months
Total Gross Area Opt 1:	2,433 GSF
Total Gross Area Opt 2:	3,061 GSF
Total Gross Area Opt 3:	3,328 GSF
Total Gross Area Opt 4:	2,285 GSF

Estimated Construction Costs at Award

Total: Option 4 **$2,682,165** **$1,173.81 /sf**



Garrett Park Town Hall
Town of Garrett Park

Feasibility Estimate - Option 4

January 15, 2024

Cost Summary - Option 4

			TOTAL	$/SF	%
		Gross Area:		*2,285 GSF*	
A10	Foundations		$35,614	$15.59	1%
A20	Basement Construction		$37,733	$16.51	1%
A	**Substructure**		**$73,347**	**$32.10**	**3%**
B10	Superstructure		$66,056	$28.91	2%
B20	Exterior Enclosure		$226,274	$99.03	8%
B30	Roofing		$19,466	$8.52	1%
B	**Shell**		**$311,796**	**$136.45**	**12%**
C10	Interior Construction		$155,466	$68.04	6%
C20	Stairways		$33,250	$14.55	1%
C30	Interior Finishes		$108,221	$47.36	4%
C	**Interiors**		**$296,937**	**$129.95**	**11%**
D20	Plumbing Systems		$113,046	$49.47	4%
D30	Heating, Ventilation & Air Conditioning		$242,454	$106.11	9%
D40	Fire Protection		$36,869	$16.14	1%
D50	Electrical Lighting, Power & Communications		$160,390	$70.19	6%
D	**Services**		**$552,759**	**$241.91**	**21%**
E10	Equipment		$62,750	$27.46	2%
E20	Furnishings		$2,464	$1.08	0%
E	**Equipment & Furnishings**		**$65,214**	**$28.54**	**2%**
F20	Selective Demolition		$36,021	$15.76	1%
F	**Special Construction & Demolition**		**$36,021**	**$15.76**	**1%**
G10	Site Preparation		$33,696	$14.75	1%
G20	Site Improvements		$185,425	$81.15	7%
G30	Site Mechanical Utilities		$53,000	$23.19	2%
G40	Site Electrical Utilities		$40,587	$17.76	2%
G	**Building Sitework**		**$312,708**	**$136.85**	**12%**
	Design Contingency	15.00%	$247,317	$108.24	9%
BUILDING & SITEWORK DIRECT COST BEFORE GC MARK-UPS			**$1,896,098**	**$829.80**	**71%**
	General Conditions	18.00%	$341,298	$149.36	13%
	Insurances & Bonds	2.50%	$55,935	$24.48	2%
	Fee	3.50%	$80,267	$35.13	3%
TOTAL CONSTRUCTION COST BEFORE ESCALATION			**$2,373,598**	**$1,038.77**	**88%**
	Escalation to Mid-Point	13.00%	$308,568	$135.04	12%
ESTIMATED CONSTRUCTION COST AT AWARD			**$2,682,165**	**$1,173.81**	**100%**

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias BUILDING VALUE

Estimate Detail - Option 4

Item Description	Quantity	Unit	Rate	Total
A Substructure				
A10 Foundations				
A1010 Standard Foundations				
Reinforced concrete wall footings, including excavation, backfill, hauling and concrete forms and reinforcement complete	10	CY	$850.00	$8,802
Underpinning of existing foundations	2	CY	$3,500.00	$5,724
Concrete foundation walls - *see A2020 below*				
Allow for tie-in to existing stone foundation	1	LS	$7,500.00	$7,500
Perimeter foundation drainage	96	LF	$20.00	$1,920
A1030 Slab On Grade				
Mud slab to new addition crawlspace	800	SF	$8.00	$6,400
Insulation and vapor barrier under slab	800	SF	$4.50	$3,600
Vapor barrier to existing crawlspace floor	1,112	SF	$1.50	$1,668
Total A10 - Foundations				**$35,614**
A20 Basement Construction				
A2010 Basement Excavation				
Excavate for crawlspace	102	CY	$45.00	$4,590
A2020 Basement Walls				
Concrete crawlspace wall; including forms and reinforcing	13	CY	$1,100.00	$14,667
Parge interior of existing stone crawlspace walls	664	SF	$14.00	$9,296
Insulation and damp proofing to crawlspace walls	960	SF	$8.00	$7,680
Close existing wall vents - allow	1	LS	$1,500.00	$1,500
Total A20 - Basement Construction				**$37,733**
B Superstructure				
B10 Superstructure				
B1010 Floor Construction				
Wood floor framing over new addition crawlspace; complete, including connections and holddowns	970	SF	$15.00	$14,550
Subfloor sheathing; 3/4" thick	970	SF	$4.00	$3,880
Allow for floor framing repairs in existing building; i.e. joist sistering, rot repairs, and tie-in to new addition	1	LS	$5,000.00	$5,000

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Estimate Detail - Option 4

Item Description	Quantity	Unit	Rate	Total
B1020 Roof Construction				
Pre-engineered wood truss framing; includes wood joists, purlins, metal plate connection, exposed lumber, and all accessories	1,164	SF	$15.00	$17,460
Crane/rigging and operator for erection	1	WK	$6,000.00	$6,000
R-49 spray foam insulation to underside of roof	1,164	SF	$6.50	$7,566
Allow for roof framing repairs to existing building; including tie-in to new addition	1	LS	$5,000.00	$5,000
Roof overhang at double entrance door; 13' wide	1	EA	$5,100.00	$5,100
Roof overhang at single exterior door; 5' wide	1	EA	$1,500.00	$1,500
Total B10 - Superstructure				**$66,056**
B20 Exterior Enclosure				
B2010 Exterior Walls				
New Addition				
Scaffolding/lift rental	1,450	SF	$3.00	$4,350
Wood framed exterior walls; 2x6	1,450	SF	$9.00	$13,050
R-20 batt insulation	1,450	SF	$2.00	$2,900
Plywood exterior sheathing	1,450	SF	$2.50	$3,625
Air/vapor barrier (Henry Blueskin)	1,450	SF	$2.00	$2,900
GWB to inside face of exterior walls	1,450	SF	$1.75	$2,538
Fiber cement exterior siding	1,450	SF	$12.00	$17,400
Paint to exterior siding	1,450	SF	$1.75	$2,538
New PVC fascia and trim; including paint	424	LF	$13.50	$5,719
Joint sealants	1,450	SF	$2.00	$2,900
Operable shutters at new windows; including hardware	9	PR	$800.00	$7,200
Louvered vents at gable ends of new addition; 34" diameter	2	EA	$750.00	$1,500
Existing Building				
Scaffolding/lift rental	2,200	SF	$3.00	$6,600
Strip paint from exterior siding	1,100	SF	$6.55	$7,200
Allow for siding/trim repairs	1	LS	$5,580.00	$5,580
Install new cedar siding where necessary; assumed 50% of exterior siding to be replaced	1,100	SF	$24.29	$26,720
Air/vapor barrier (assumed for siding replacement)	1,100	SF	$2.00	$2,200
Scrape and paint exterior fascia and trim	370	LF	$30.79	$11,400
Replace damaged trim with new (assumed 50% of total trim length)	370	LF	$15.00	$5,553
Operable shutters at existing windows; including hardware	13	PR	$800.00	$10,400
Paint to exterior walls	2,200	SF	$2.25	$4,950
Joint sealants	2,200	SF	$2.00	$4,400

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias BUILDING VALUE

Estimate Detail - Option 4

Item Description	Quantity	Unit	Rate	Total
B2020 Exterior Windows				
New Addition: aluminum clad wood, double hung windows				
2'-10" x 5'-4"	6	EA	$1,680.00	$10,080
2'-10" x 4'-7"	1	EA	$1,480.00	$1,480
2'-10" x 5'-10"	2	EA	$1,880.00	$3,760
2'-11" x 1'-6" door transom	4	EA	$930.00	$3,720
2'-0" x 1'-6" door transom	2	EA	$780.00	$1,560
6'-0" x 1'-6" door transom	1	EA	$1,580.00	$1,580
PVC window trim, including paint	183	LF	$13.50	$2,467
Joint sealants	16	EA	$85.00	$1,360
Existing Building				
New wood, double-hung window; 2'-10" x 5'-10"	2	EA	$1,880.00	$3,760
New wood single glazed transom; 3'-4" x 1'-8"	1	EA	$1,110.00	$1,110
Scrape paint, and restore existing windows to operable condition	13	EA	$1,780.00	$23,140
Allow for new wood trim where necessary	75	LF	$15.00	$1,125
Joint sealants	16	EA	$85.00	$1,360
B2030 Exterior Doors				
Door, including frame, finish and hardware, complete				
Aluminum clad wood & glass entry door; double	1	PR	$6,500.00	$6,500
Aluminum clad wood & glass sidelite; 3'-0" x 7'-0"	2	EA	$3,000.00	$6,000
Aluminum clad wood & glass entry door; single	1	EA	$3,250.00	$3,250
Wood entry door at existing building; single	1	EA	$2,400.00	$2,400
Total B20 - Exterior Enclosure				**$226,274**
B30 Roofing				
B3010 Roof Coverings				
Existing roof to remain - Option 4				
Allow for minor roof repairs	1	LS	$5,000.00	$5,000
New Addition Roof				
Asphalt shingle roof assembly; complete, including underlayment, ice/water shield, and drip edge	1,164	SF	$9.00	$10,476
Allow for roof flashing	130	LF	$15.00	$1,950
Aluminum gutters and downspouts	104	LF	$10.00	$1,040
B3020 Roof Openings				
Allow for roof openings/penetrations	1	LS	$1,000.00	$1,000
Total B30 - Roofing				**$19,466**

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias BUILDING VALUE

Estimate Detail - Option 4

Item Description	Quantity	Unit	Rate	Total
C Interiors				
C10 Interior Construction				
C1010 Partitions				
Wood-framed gypboard partitions	1,100	SF	$11.00	$12,100
Rough carpentry allowance	2,285	GSF	$1.25	$2,856
C1020 Interior Doors				
Door, including frame, finish and hardware complete				
Door, single	4	EA	$1,750.00	$7,000
Door, double	3	PR	$3,500.00	$10,500
Crawlspace hatch; 3'-0" x 3'-0"	2	EA	$3,500.00	$7,000
Attic hatch; 2'-0" x 4'-0"	1	EA	$5,000.00	$5,000
Attic hatch; 2'-0" x 2'-0"	1	EA	$3,500.00	$3,500
Bell hatch; 2'-0" x 2'-0"	1	EA	$3,500.00	$3,500
Provide ADA compliant door lever hardware; single	2	EA	$500.00	$1,000
Provide ADA compliant door lever hardware; double	2	PR	$1,000.00	$2,000
Allow for existing door restoration	6	EA	$2,600.00	$15,600
C1030 Fittings				
Toilet accessories - allow	2	EA	$1,000.00	$2,000
Finish carpentry allowance; i.e. interior trim, built-in shelving, wall base, etc.; including restoration of existing	2,285	GSF	$16.00	$36,560
Base cabinet and countertop	36	LF	$575.00	$20,700
Wall cabinets	13	LF	$310.00	$4,030
Built-in storage closet shelving	96	LF	$40.00	$3,840
Allow for fittings; including signage, corner protection, FE/AED cabinets, historical display boards, etc.	2,285	GSF	$8.00	$18,280
Total C10 - Interior Construction				**$155,466**
C20 Stairways				
C2010 Stair Construction				
Poured in place concrete stairs; per LF of nose	60	LF	$100.00	$6,000
Poured in place concrete ramp & landing	100	SF	$25.00	$2,500
Floor mounted stainless steel stair handrail	25	LF	$250.00	$6,250
Wall mounted stainless steel ramp handrail	46	LF	$150.00	$6,900
C2020 Stair Finishes				
Bluestone tile to stair treads and risers	80	SF	$45.00	$3,600
Flagstone tile to ramp/landings	200	SF	$40.00	$8,000
Total C20 - Stairways				**$33,250**

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias BUILDING VALUE

Estimate Detail - Option 4

Item Description	Quantity	Unit	Rate	Total
C30 Interior Finishes				
C3010 Wall Finishes				
Prepare existing walls for new paint	3,258	SF	$0.50	$1,629
Paint to walls	6,908	SF	$1.50	$10,362
Ceramic tile	390	SF	$18.00	$7,020
Allow for fabric-wrapped acoustical panels in Main Hall	1,197	SF	$25.00	$29,925
C3020 Floor Finishes				
Carpet	225	SF	$5.00	$1,125
Porcelain tile	126	SF	$18.00	$2,268
Stone tile	390	SF	$40.00	$15,600
New oak wood flooring; including stain	385	SF	$13.50	$5,198
Sand and refinish existing wood flooring	948	SF	$10.00	$9,480
Porcelain tile base	78	LF	$18.00	$1,404
Wood base included in Finish Carpentry Allowance				
C3030 Ceiling Finishes				
Patch GWB ceiling at new sprinkler runs - allow	1,450	GSF	$4.00	$5,800
Prep and paint existing GWB ceiling	521	SF	$2.50	$1,303
Painted GWB ceiling; including framing	812	SF	$7.00	$5,684
Allow for acoustical ceilings in Main Hall, Assembly Room, & Storage	952	SF	$12.00	$11,424
Total C30 - Interior Finishes				**$108,221**
D20 Plumbing Systems				
D2010 Plumbing Fixtures				
WC water closet, ADA (Bathroom #1 and #2)	2	EA	$2,500.00	$5,000
Lav Lavatory sink, wall-mtd (Bathroom #1 and #2)	2	EA	$1,698.75	$3,398
Stainless Steel Sink, with faucet (Warming Kitchen)	1	EA	$2,132.50	$2,133
Mop sink, with basin (Janitor's closet)	1	EA	$3,815.00	$3,815
Fixture rough-in (connect to existing piping as possible)	6	EA	$556.25	$3,338
Electric Water cooler, dual level (Rear Hall)	1	EA	$3,954.38	$3,954
Dehumidifier, standalone (in each crawlspace)	2	EA	$1,596.25	$3,193
Tankless Hot Water heater (janitor's closet)	1	EA	$2,331.25	$2,331
Rear Yard drainage sump pump	1	EA	$1,853.75	$1,854
4" FD- allow	2	EA	$1,271.25	$2,543
3" FD- allow	2	EA	$996.50	$1,993
D2020 Domestic Water Distribution				
New Water piping, copper L, insulated (cold and hot water distribution)	2,285	GSF	$10.00	$22,850
Water connections for: DW/ Refrigerator/ Ice Machine/ Coffee-Tea Machines	5	EA	$145.63	$728

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias BUILDING VALUE

Estimate Detail - Option 4

Item Description	Quantity	Unit	Rate	Total
D2030 Sanitary Waste & Vent				
Sanitary waste & vent systems, AG	2,285	GSF	$2.50	$5,713
Sanitary waste & vent systems, BG	2,285	GSF	$1.50	$3,428
Dehumidifier indirect condensate to floor (in each crawlspace)	10	LF	$38.40	$384
D2040 Rain Water Drainage				
Install new french drain system at basement perimeter, complete; including drain tile, perforated pipe, drain cover, gravel fill, etc.	289	LF	$100.00	$28,900
Sump pump; including pit	2	EA	$5,000.00	$10,000
D2090 Other Plumbing Systems				
Permit & inspections	2%		$105,552.00	$2,111
Subcontractor's General Conditions	5%		$107,663.04	$5,383
Total D20 - Plumbing Systems				**$113,046**
D30 Heating, Ventilation & Air Conditioning				
D3020 Heat Generating Systems				
Electric Duct steam generator (AHU humidity)	3	EA	$3,815.00	$11,445
Heating water piping to AHUs (reuse existing if possible)	2,285	GSF	$6.00	$13,710
D3030 Cooling Generating Systems				
New refrigerant piping system	2,285	GSF	$4.25	$9,711
D3040 Distribution Systems				
DOAS AHU 5,000 (hhw-refrig), w/ ERW & VFDs	1	EA	$53,125.00	$53,125
Galvanized ductwork	4,113	LBS	$15.16	$62,338
Duct insulation	2,484	SF	$9.34	$23,192
Air Devices	2,285	GSF	$0.75	$1,714
Dampers	2,285	GSF	$0.35	$800
D3050 Terminal Package Units				
Heat Pumps, assume 1000 cfm (High Efficiency, in zones)- VFDs	3	EA	$6,093.75	$18,281
New AC condensers for AHU	3	EA	$3,364.50	$10,094
Concrete pads for condensers	3	EA	$850.00	$2,550
D3060 Controls & Instrumentation				
Controls for equipment and systems	2,285	GSF	$7.00	$15,995
D3080 Systems Testing & Balancing				
Testing and balancing	2,285	GSF	$1.50	$3,428
D3090 Other HVAC Systems & Equipment				
Permit & inspections	2%		$226,381.16	$4,528
Subcontractor's General Conditions	5%		$230,908.79	$11,545
Total D30 - Heating, Ventilation & Air Conditioning				**$242,454**

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias BUILDING VALUE

Estimate Detail - Option 4

Item Description	Quantity	Unit	Rate	Total
D40 Fire Protection				
D4010 Sprinklers				
3" Service Backflow preventer (tap off domestic water main)	1	EA	$4,610.00	$4,610
Allowance for sprinkler system main piping in building addition	2,285	GSF	$1.75	$3,999
Pendent head, with branch piping	16	EA	$579.38	$9,270
Upright head, with branch piping	23	EA	$536.25	$12,334
D4020 Standpipes				
Not Required				
D4030 Fire Protection Specialties				
Fire water booster pump, allow 100 gpm; assumed required	1	EA	$4,212.50	$4,213
D4090 Other Fire Protection Specialties				
Permit & inspections	2%		$34,425.00	$689
Subcontractor's General Conditions	5%		$35,113.50	$1,756
Total D40 - Fire Protection				**$36,869**
D50 Electrical Lighting, Power & Communications				
D5010 Electrical Service & Distribution				
Electrical distribution equipment & feeders allowance	2,285	GSF	$10.00	$22,850
D5020 Lighting & Branch Wiring				
Lighting fixtures (incl. conduit & wiring)	2,285	GSF	$20.00	$45,700
Lighting Switches/Controls (incl. conduit & wiring)	2,285	GSF	$4.00	$9,140
Power devices, receptacles (incl. conduit & wiring)	2,285	GSF	$5.00	$11,425
Mechanical & HVAC equipment	2,285	GSF	$2.00	$4,570
D5030 Communications & Security				
Telecom service conduit allowance	2,285	GSF	$2.00	$4,570
Telecom conduit, tray & raceway allowance	2,285	GSF	$2.00	$4,570
Backbone cabling, racks, panels, misc allowance	2,285	GSF	$2.50	$5,713
Horizontal cabling & terminations allowance	2,285	GSF	$2.35	$5,370
Audio-Visual Systems				
Audio / visual boxes & raceway allowance	2,285	GSF	$2.00	$4,570
Audio / visual cabling allowance	2,285	GSF	$2.00	$4,570
Security				
Access control system	2,285	GSF	$3.00	$6,855
Security CCTV system allowance	2,285	GSF	$2.00	$4,570
Fire alarm system	2,285	GSF	$5.00	$11,425

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias BUILDING VALUE

Estimate Detail - Option 4

Item Description	Quantity	Unit	Rate	Total
D5090 Other Electrical Systems				
Grounding and lightning protection	2,285	GSF	$1.50	$3,428
Allowance for temporary lighting & power	2,285	GSF	$1.50	$3,428
Subcontractor's General Conditions	5%		$152,752.25	$7,638
Total D50 - Electrical Lighting, Power & Communications				**$160,390**
E Equipment & Furnishings				
E10 Equipment				
E1010 Commercial Equipment				
Warming Kitchen Equipment				
Dishwasher	1	EA	$900.00	$900
Microwave	1	EA	$250.00	$250
Warming oven	2	EA	$2,500.00	$5,000
Refrigerator/Freezer	1	EA	$2,400.00	$2,400
Ice machine	1	EA	$500.00	$500
Coffee maker	1	EA	$200.00	$200
E1020 Institutional Equipment				
Allow for temporary ramp at stage	1	EA	$3,500.00	$3,500
AV equipment allowance	1	LS	$50,000.00	$50,000
Total E10 - Equipment				**$62,750**
E20 Furnishings				
E2010 Fixed Furnishings				
Allow for window treatments	329	SF	$7.50	$2,464
E2020 Movable Furnishings				
Excluded				
Total E20 - Furnishings				**$2,464**

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias BUILDING VALUE

Estimate Detail - Option 4

Item Description	Quantity	Unit	Rate	Total
F Special Construction & Demolition				
F20 Selective Demolition				
F2010 Building Elements Demolition				
Remove roof covering, sheathing, and roof structure	902	SF	$9.78	$8,820
Remove interior partitions; including doors	108	LF	$11.00	$1,188
Remove kitchen base cabinets, wall cabinets, and countertop	23	LF	$11.30	$260
Remove kitchen appliances	3	EA	$32.50	$98
Demolish exterior walls; including windows	88	LF	$14.00	$1,232
Demolish floor framing, sheathing, and floor finishes	902	SF	$6.00	$5,412
Demolish porch structure and handrails	1	EA	$520.00	$520
Demolish building foundations - allow	902	SF	$12.00	$10,824
Plumbing demolition	902	GSF	$2.00	$1,804
HVAC demolition	902	GSF	$4.00	$3,608
Electrical demolition	902	GSF	$2.50	$2,255
Hauling and disposal fees - assumed incl. in Gen. Conditions				
F2020 Hazardous Components Abatement				
Excluded - Assumed Not Required				
Total F20 - Selective Demolition				**$36,021**
G Building Sitework				
G10 Site Preparation				
G1010 Site Clearing				
Allow for minor site clearing	1	LS	$7,500.00	$7,500
G1020 Site Demolition and Relocations				
Remove slate walkways and patio	1,600	SF	$3.00	$4,800
Allow for miscellaneous site demolition	1	LS	$2,500.00	$2,500
G1030 Earthwork				
Strip soil at paved areas and building footprint	2,502	SF	$1.50	$3,753
Fine grade paved areas and building footprint	278	SY	$4.00	$1,112
Allow for grading	2,502	SF	$0.50	$1,251
Haul away spoils	93	CY	$30.00	$2,780
Allow for erosion and sediment control for excavations	1	LS	$10,000.00	$10,000
Total G10 - Site Preparation				**$33,696**

Garrett Park Town Hall
Town of Garrett Park
Feasibility Estimate - Option 4

Axias BUILDING VALUE

Estimate Detail - Option 4

Item Description	Quantity	Unit	Rate	Total
G20 Site Improvements				
G2030 Pedestrian Paving				
New bluestone sidewalk and patio; including gravel base and concrete slab	1,695	SF	$57.00	$96,615
G2040 Site Development				
Allow for site specialties; i.e. benches, bike racks, exterior signage, trash receptacles, etc.	1	LS	$25,000.00	$25,000
G2050 Landscaping				
Bed preparation/mulch	3,230	SF	$1.50	$4,845
Topsoil and compost blend; 4" deep	39	CY	$93.50	$3,691
New sod to lawn area	2,637	SF	$2.00	$5,274
Allow for plantings; i.e. trees, shrubs, groundcovers, etc.	1	LS	$50,000.00	$50,000
Total G20 - Site Improvements				**$185,425**
G30 Site Mechanical Utilities				
G3010 Water Supply				
Connect to city main; assumed required	1	EA	$5,000.00	$5,000
G3020 Sanitary Sewer				
Connect to city main; assumed required	1	EA	$6,500.00	$6,500
G3030 Storm Sewer				
Connect to existing manhole; assumed required	1	EA	$6,500.00	$6,500
Rear Yard drainage system	2,500	SF	$6.00	$15,000
Allow for stormwater management system	1	LS	$20,000.00	$20,000
Total G30 - Site Mechanical Utilities				**$53,000**
G40 Site Electrical Utilities				
G4010 Electrical Distribution				
Feeder allowance	50	LF	$311.73	$15,587
G4020 Site Lighting				
Site lighting allowance	1	LS	$25,000.00	$25,000
Total G40 - Site Electrical Utilities				**$40,587**

Attachment 7

Property Condition Review

Garrett Park Town Hall

Property Address:

10814 Kenilworth Avenue
Garrett Park, Maryland, 20896

Prepared for:

WIEDEMANN ARCHITECTS LLC

5272 River Road Suite 610
Bethesda, Maryland 20816

Prepared by:

Axias
Project No. 23-053
September 5, 2023

Axias
BUILDING VALUE

Attachment 7

TABLE OF CONTENTS

Appendices

1.0 EXECUTIVE SUMMARY

Garrett Park Town Hall ('the property'), consists of a former chapel building, purchased by Garrett Park Town Council and repurposed into a town hall in 1968. The building was originally constructed in 1898 with a rear addition completed in 1953. The building was fully rewired in 1994 and subject to a major renovation in late 1998/early 1999.

The property sits within a residential area of Garrett Park, Maryland and is bordered by single family homes to the north and south, Kenilworth Avenue and further homes to the east, and Holy Cross School to the west. The aerial image below details the assumed site boundaries and neighboring properties.

Assessment

On April 27th, 2023, Mr. David Evans, MRICS and Mr. Thomas Hall, MRICS, on behalf of Axias visited the property to observe and document the condition of the building and site components.

During the site visit, Axias was accompanied and assisted by the following:

Contact	Title	Company
Barbara B. Matthews	Town Manager	Town of Garrett Park
Kayla J. Buker	Assistant Town Manager	Town of Garrett Park
George Miller	Senior Maintenance Assistant	Town of Garrett Park

Recent Capital Improvements

The asphalt shingle roof was renewed within the last two years.

Work-in-Progress Capital Improvements

No works were in progress at the time of assessment.

Planned Capital Improvements

It is understood that the building is proposed to be subject to a major interior and exterior renovation, which may also include extension to the rear, and/or below the building into the basement/crawlspace area. This report has been produced as an evaluation of the building in its current configuration and does not consider future alterations.

Capital Requirements

The property generally represents a building that has features typical of its age which has been adequately maintained. We anticipate capital expenditures over the ten-year study period to total **$334,500** in current dollars.

A summary of capital expenditures recommended during the term is provided below.

Year		Expenditures
1	2023	$292,500
2	2024	$0
3	2025	$0
4	2026	$0
5	2027	$0
6	2028	$0
7	2029	$0
8	2030	$20,500
9	2031	$0
10	2032	$28,000
	TOTAL	**$334,500**

Note: Costs are 2023 costs and not inflated.

A summary of the major anticipated capital expenditures is listed below.

Major Near-term Expenditures (Years 1 – 3):

- Undertake multiple small dollar value upgrades to rectify areas of ADA non-compliance.
- Replace the front entrance ramp to comply with ADA requirements.
- Fully renovate the restrooms to comply with ADA requirements.
- Fully renovate the kitchen to comply with ADA requirements.
- Upgrade the existing site lighting.
- Improve site drainage to the rear yard area.
- Improve ventilation, insulation of the sub-floor void and HVAC ductwork and pipework in the basement/crawlspace.
- Replace the EPDM roof covering to the low-slope roof at the rear of the building.
- Refurbish the original sliding sash windows.
- Replace the wood clapboard and shingle siding.
- Undertake modifications to convert HVAC systems to utilize outside air.
- Install new fire detection and alarm system.

Major Mid to Far-Term Expenditures (Years 4-10):

- Cyclical repainting of the building exteriors.
- Replace the HVAC equipment.

2.0 SCOPE OF SERVICES AND LIMITING CONDITIONS

Axias was requested to complete a Summary Level Property Condition Assessment Report and associated Cost Table. This undertaking consisted of developing a listing of the cost, timing and extent of anticipated capital expenditures required for the property over the next ten years (see Appendix A). In order to develop this, we completed the following main tasks:

- Visited the property and completed a cursory level property condition assessment of the site.
- Discussed the building systems and any current and historic issues with the site staff.

This assessment scope was limited in time on-site and is intended to represent a cursory level assessment to identify major expenditures and is not intended to be or take the place of an ASTM 2018-15 compliant assessment of the property. Further details regarding scope and limitations are provided on Axias' project proposal dated April 14, 2023 and authorized by Gregory Wiedemann of Wiedemann Architects LLC, on April 26, 2023

The conclusions, recommendations, and opinions of cost presented in this report are based on a review of available drawings, interviews of persons knowledgeable about the facility, our field observations, and our experience on similar projects. No materials testing of building components was performed, and no structural or capacity calculations were performed to determine the adequacy of the facility's original design. We did not perform any destructive testing, uncover, or expose any system members. It was not the intent of this survey to perform an exhaustive study to locate every existing defect. Observations were made by trained professionals, but there may be defects at the facility, which were not readily accessible, not visible, or otherwise inadvertently overlooked. Other problems may develop with time but were not evident at the time of this visual assessment. Observed building interior areas were selected by the escorts and the observed conditions are presumed to be indicative of areas throughout the subject property. Our comments and conclusions regarding the overall condition of the property are primarily based upon our visual observations of the representative areas and systems accessed during our site visit.

Findings included within this report are based on a visual non-destructive assessment of the subject property and other information reasonably obtained from the current owner and client, including but not limited to readily available drawings and other supporting documentation.

The findings of this report were limited in time on-site, fee, and scope and was not based upon a comprehensive engineering evaluation. This report is not intended to be a complete review of all building elements and systems. This assessment does not warrant or guarantee the performance of any building elements, systems, or components.

Cost Evaluation Methodology

Opinions of cost presented within this report are based upon experience with past costs for similar projects, consulting with local specialty contractors, client provided information, city cost indexes, construction costs developed by construction resources such as RS Means, and assumptions regarding future economic conditions. Actual cost estimates are determined by many factors including but not limited to, choice and availability of materials, choice and availability of a qualified contractor, regional climate zone, quality of existing materials, site compatibility, and access to the subject property and buildings. If any cost items listed are considered critical in decision making regarding this property, we recommend that contractor or supplier quotations be obtained for those items before making final

decisions about this property. Costs within this report have generally been rounded up to the nearest $500, unless otherwise noted and do not include professional fees, design costs, permitting, or inflation.

Costs for work that we consider as normal maintenance for a commercial facility, including items which can be completed for less than $5,000, work normally performed by the on-site maintenance staff, or work which is routinely contracted, are not included in our cost evaluation.

3.0 PROPERTY CONDITION SUMMARY

Accessibility

The property consists of a former chapel building, purchased by Garrett Park Town Council and repurposed into a town hall in 1968. The building was originally constructed in 1898 with a rear addition completed in 1953. The last major renovation project is understood to have been completed in late 1998/early 1999.

The building and rear addition were constructed prior to the ADA standards and are considered grandfathered. The 1999 updates completed only appeared to be partially ADA compliant, and generally the building is non-compliant with ADA requirements.

It is understood that the property is subject to a building-wide renovation project being completed by Wiedemann Architects. As part of this renovation, building accessibility should be improved wherever possible to achieve compliance. The entire building should be assessed, but the primary areas of focus should include level access into the building, clear and level access throughout interior spaces, accessible bathrooms, and an accessible kitchen area. As the building is used as a public space, accessible audio/visual improvements should be investigated to ensure that the building can be utilized by all.

Our cost table includes several updates. The ramp access at the front of the building is not compliant as the slope and cross slopes were excessive, a level surface was not provided, and handrails were not compliant and only installed on one side of the ramp. Costs have been included to replace the ramp in the near-term which are based on removal of the existing pavers and ramp area and access path leading to the street, regrading the ramp to compliant slopes, installing new pavers at the ramp and front path, and installing handrails at the front entrance. Works do not include alterations to the paths at the side and rear of the building.

We recommend that the existing restrooms are renovated and reconfigured to provide accessible bathrooms. The restrooms in their current configuration are cramped and do not provide the required clearances and maneuvering spaces to be fully accessible. We recommend that the restrooms are fully redesigned. Our cost is based on a remodel of the space which will involve the removal of the partition wall dividing the two restrooms, and the partition wall dividing the restroom and lobby area; and installing new partitions further back into the lobby space to provide additional room inside the restrooms. The removal of the wall between the restroom and lobby will require the relocation of the electrical panelboard and cabinet, and HVAC outlet in the base of the wall. Our cost includes the partition demolition and new partition installation, fully stripping out the restrooms, and replacement of all restroom finishes (sanitary fittings, floor finishes, wall and ceiling painting, installation of new doors into the restrooms, installation of restroom accessories, associated plumbing and electrical works, and relocation of the panelboard). The design is based on the assumption that two single user restrooms are to be provided and excludes any associated design costs.

The kitchen in its current configuration is cramped. Maneuvering and reach spaces are not ADA compliant, and kitchen finishes are worn and dated. We recommend that the kitchen is reconfigured to improve ADA access and the usability of the space. Our costs are based on removal of one of the two doors leading into the kitchen and installation of a new, wider, single access door, fully stripping out the existing countertops and cabinetry and wall and floor finishes, and replacing with new cabinetry and wall and floor finishes. The kitchen should be installed so that it complies with ADA maneuverability and

reach requirements. As detailed later in this report, we recommend that the existing fire suppression system in the kitchen is removed, and our costs exclude new appliances.

The stage area was not accessible and has steps to access the stage. Due to the spatial restrictions of the interior space of the building, installation of a permanent ramp is likely not feasible. We recommend that a temporary ramp is purchased and utilized to allow ramped access to the stage area. Costs for the ramp are included within the general allowance for multiple small ADA projects in the cost table.

Finally, during the renovation project, the entire building should be checked against the ADA regulations for other small non-compliance issues. Low dollar cost items such as the replacement of doorknobs for door handles, repositioning receptacles to compliant heights etc. have not been included in this report or cost table, but should be evaluated and rectified if non-compliant during the renovation works.

Site Systems

Site systems at the property consist of grass lawn areas with planted shrubs, bushes, and flowers to the front and rear yard areas. Established trees are planted at the front and rear yard areas.

The front yard on the east elevation is open to the street and a path with stone flags and cementitious grout joints connects the entrance to the city sidewalks. The path runs around the side of the property to the north and extends to a paved patio area at the rear yard at the west. Due to a change in levels, the path slopes upward to the main door entrance. At this location, a painted metal handrail is installed on the left-hand side of the door, facing the building. Access at the rear from the paved patio area is achieved by steps finished with the same stone flags and painted metal handrails.

The building is built close to the site boundaries at the north and south. At these locations, fencing divides the neighboring properties. Fencing to the north is understood to be the responsibility of the Town Hall and consists of 6-foot-high vertical wood plank hit-and-miss fencing panels. At the south, fencing consists of 6-foot-high metal chain link fencing which is understood to belong to the neighboring owner. To the west, a 4-foot-high wood picket fence with gate is installed at the boundary with the adjacent school. The ownership of this fence is also understood to be the responsibility of the Town Hall.

Site lighting is limited to an entrance light at the front entrance above the door, and path lighting and a 15-foot-high metal streetlamp. At the rear of the building next to the fence dividing the property with the school.

During our assessment, it was reported that a small pump station is provided at the rear year area to pump surface water away from the yard areas and into surface water drains. The pump/pump station was not accessible during the assessment.

Landscaping was typically in good condition and grassed areas, vegetation, and trees were well maintained. No works are anticipated but we recommend that regular landscaping works are completed to ensure that the yard areas remain in good condition. Despite the good condition, it was reported that several of the trees in the rear yard area are growing rapidly. Additionally, the roots are rising out of the ground in places and damaging the bottom of the fence panels, requiring regular repairs. The trees should be pruned, and allowances made for yearly fence panel repairs as an operational expense. If the trees continue to grow excessively, consideration should be given to removal of the trees by an arborist.

The path was in a fair condition, but several of the paving flags were cracked and displaced, and missing mortar joints between flags. As noted within the Accessibility section of this report, the ramp is not ADA

compliant. Costs have been included within the Accessibility section of the cost table to regrade the ramp, repave the front access path and ramp, and install new handrails.

Fencing at the yard areas was in a fair to good condition. No major capital expenditures are anticipated but we recommend that fence repairs and re-painting/re-staining works are completed as required as part of routine maintenance activities.

Site lighting was in fair condition but was limited. During the planned renovation works, we recommend consideration is given to sympathetically upgrading the site lighting as part of the works and a cost to complete these works has been included in the near term, with our costs based on replacement of the path lighting, and replacement of wall lights at the main and secondary entrances. The street light at the boundary in the rear yard is in poor condition and was not functional at the time of our assessment. The glass head and bulb were revealing live electrical parts at the lamp head. We assume that the light fitting is owned by the local electricity provider. The ownership of the lamp should be determined, and if this does belong to the local electricity provider, we recommend that they are contacted to repair, or remove the light.

The sump-pump was not observed on the day of our assessment and the yard was clear, but maintenance staff did report that there are some issues with surface water collecting in the rear yard area. To prevent damage to landscaping and the building structure, drainage should be improved to prevent standing water. A cost for further investigations, replacement of the pump, and upgrading of drainage systems has been included in the near term.

Structural Systems

The building pre-dates structural drawings and consequently drawings were not available for review. The following section is based on our on-site observations and review of past renovation drawings. The property consists of a former chapel building originally constructed in 1898 with a rear addition completed in 1953.

The original building consists of a wood frame structure set over a single floor level with sloped roof. Structural wood framing within the walls and roof structure provides the frame for the building and the walls rest on perimeter stone foundation walls, which are assumed to sit on strip footings to stone slabs on compacted earth. The sloped roof is provided with wood rafters which support wood deck boards and an asphalt shingle roof covering. Exterior walls are clad with horizontal painted wood clapboard and painted wood shingle siding.

The rear addition is also a wood framed structure which is set over one level. Exterior wood walls are set on perimeter concrete masonry unit (CMU) foundation walls. The roof consists of a presumed wood low-slope deck which is finished with an ethylene propylene diene monomer (EPDM) roof covering. Exterior walls are clad with horizontal painted wood clapboard siding.

Both areas of the building are provided with a partial basement/crawl space below the first floor level which is accessed via two hatches within the floor structure.

Structural systems were generally in a fair condition. There were no signs of settlement, major cracking, or major structural issues evident during our site assessment, or reported to us. Despite this, we understand that the building will be subject to a large interior remodel and renovation project which will likely involve interior reconfiguration and possibly extension into the basement area. Prior to the renovation works, it is recommended that the position of loadbearing walls is established and recorded prior to any remodeling works. We also recommend that a termite/woodboring insect assessment is completed throughout the building, but in particular to attic and basement crawlspace areas.

During our assessment, it was reported that there are issues in the basement/crawlspace areas with heat loss, stagnant air, and "sweating" HVAC ductwork and plumbing pipes. To resolve this issue, we recommend that the underside of floor deck, and exposed HVAC ductwork and plumbing pipe work is insulated. Vents have been blocked up and building management have installed a temporary fan heater to prevent pipes freezing in winter. Blocking vents will trap moisture and stagnant air in the sub-floor void, which could result in dry rot and wood decay. The fan heater installation is temporary and left running unattended presents a fire risk. We recommend that the existing vents are opened up to encourage sub-floor void ventilation, and all exposed HVAC ductwork and plumbing pipework in the void is insulated. Costs have been included for these works in the near term. Should it be decided that expansion into the basement area is feasible, more extensive renovation works would be required, such as the installation of a concrete slab, and waterproofing the exterior walls etc. Costs for these works have not been included in this report.

Roofing Systems

Roofing systems at the building consist of a combination of sloped and low-slope roof systems. At the original areas of the building, the roof comprises a sloped roof which is formed from wood trusses and rafters. The wood roof structure is boarded with tongue and groove wood decks which then support asphalt shingles. Rolled fiberglass insulation is installed at the ceiling level of the roof between ceiling joists in the attic space. The roof is drained by perimeter gutters and downspouts which are connected into below-ground drainage runs.

A bell tower is provided above the original sloped roof. The tower consists of a small square-sided tower which is topped with a four-slope roof that is clad with asphalt shingles and topped a small painted metal cupola. Gutters are not installed to the tower, and rainwater drains onto the lower sloped roof areas.

Roofing systems at the rear addition consist of a low-slope roof which drains to a fall along the rear façade facing the rear yard. The roof structure at this area was not able to be viewed as the roof was covered by interior ceiling finishes, however, we expect that the roof consists of a wood purlin roof which supports either a wood board deck, or a plywood deck. An ethylene propene diene monomer (EPDM) roof is installed which is assumed to be laid on a layer of rigid insulation. The roof is drained by perimeter gutters and downspouts which are connected into below-ground drainage runs.

The roofing systems at the property were generally in a fair to good condition, dependent on location. The asphalt shingle roof had been replaced, reportedly in the last few years, and is anticipated to remain operational for the remainder of the study period.

The bell tower appeared to be in a fair to good condition and no major works are anticipated. It was noted that the metal cupola to the bell tower has surface corrosion on the metalwork and to improve appearance and prevent deterioration of the metalwork, the cupola should have corrosion removed and be repainted. Costs to complete these works have been included in larger exterior painting works covered in the Exteriors section of this report.

The low-slope roof was not accessed on the day of the assessment but is reportedly in excess of 15 years old and in a poor to fair condition. Based on age, replacement of the roof covering is recommended in the near-term of the study. The cost included is based on full tear-off and replacement with an EPDM or TPO membrane and includes replacement of gutters and downspouts which serve the low-slope roof.

Exterior Elements

The exterior wall systems across the building consist of exposed portions of the perimeter foundation walls which are stone at the original building and painted concrete masonry units (CMU) at the rear addition. Along the perimeters of the walls, vents are installed below grade to provide ventilation to the sub-floor areas. Grade at these areas is held back with semi-circular corrugated metal sheeting installed within the ground.

The exterior walls are primarily finished with horizontal wood clapboard siding which is painted. Plain-sawn vertical and horizontal painted wood trim are installed at window and door reveals, and on the corners of the building. On the gable of each end of the roof, a circular fixed window is provided on the front elevation detailing the construction date, and on the rear elevation a painted wood louvered vent to provide airflow into the attic is installed. At gable areas of the building and on the bell tower, wood shingles/shakes are installed which are painted.

Windows at the building consist of the original wood windows at the original portion and rear addition. Windows are installed in a split vertical sliding sash configuration with single glazed panes installed between painted wood glazing bars. Internally, the original sash locks and sash ropes remain.

Doors consist of a painted paneled wood door at the main front entrance, flush painted wood doors on the side elevations (secondary entrances), and a double wood door on the rear elevation with glazing. Door are all set in painted wood frames and have all been replaced since construction of the main building and rear addition.

Exterior wall systems were generally in a poor to fair condition. Where wood shingle and clapboard siding is installed on exterior elevations, the paint finish has deteriorated in many locations with large areas of cracked, bubbled, and peeling paint visible. As a result of the deteriorated paint finishes, moisture has rotted, cracked, and deteriorated the clapboard and wood shingles in many areas across all façades. We recommend that the existing wood clapboard and wood shingle siding is replaced across all elevations. Based on the age of the building, it is anticipated that old paint may contain lead. Prior to any renovation works, paint should be analyzed by a specialist to establish whether lead-based paints are present. Should lead-based paint be present, the paint should be abated and removed in accordance with the required legislation. Prior to the removal and replacement of any siding across the property, all works should be discussed and approved by the local Historic Building Preservation Committee/Officer and any other relevant authorities to ensure that the works have the appropriate permissions given the historic nature of the building. Costs within our cost table have been increased to account for the historic nature of the building, abatement works, and additional testing and permissions required.

A future cycle for repainting the building has been included in the far-term of the study. Painting works are to include repainting of all siding and wood trim, existing doors, and bell tower and metal cupola. The cost included in the cost table assumes that lead-based paint remediation has already been completed as part of the earlier exterior renovation works.

Windows across the property were generally in a poor to fair condition. Windows are original to construction and in many places have been screwed shut and the original sash cords cut. Many of the windows are not operational. Paint finishes are flaking and putty securing the single-pane glazing has dried out.

As the windows are an important part of the historic fabric of the building, it is recommended that the existing windows are renovated, rather than replaced. Costs have been included in the near term for these works. Works are expected to consist of repairs to reinstate the original sash mechanism and allow

the windows to open and close, replacement of hardware, removal of damaged paint finishes, isolated wood repairs, putty removal and replacement, replacement of any damaged panes of glass, repainting of the windows, and installation of a secondary glazing screen on the inside of each window to provide additional thermal insulation. During the window renovation works it is likely that the window units will have to be removed from their openings and removed from site. Window openings should be secured during the renovation works to ensure the building remains secure and watertight. As with the other exterior works, paint should be tested for the presence of lead, and all appropriate permissions received prior to works starting.

Exterior doors were typically in a fair condition and are anticipated to remain operational. Doors and frames should be painted at the same time as the exterior cladding.

Interior Finishes

The building functions as a Town Hall which hosts regular meetings for the local civic functions, as well as a social venue available for rent to serve receptions, weddings, parties, and performances. The building is set over one level and divided into the following rooms: foyer, lobby, lounge, main hall and stage, and kitchen. Closet spaces are provided as well as two restrooms.

Finishes to the foyer, lobby, lounge, main hall and stage, and pantry consist of painted plaster and painted popcorn-style ceilings with painted wood crown molding, painted gypsum walls with painted wood trims around windows and painted wood baseboards, stained floorboard, carpet covered, and vinyl tile covered floors, and painted wood doors. The kitchen is fitted with perimeter vinyl-covered particleboard floor-mounted casework and countertops with an inset stainless steel single sink.

Finishes to closet spaces consist of painted gypsum ceilings with painted wood crown molding, painted gypsum walls, and painted floorboard or carpeted floors.

Finishes to the restrooms consist of painted gypsum ceilings and walls, and ceramic tile floors with ceramic tile bases. White porcelain restroom fixtures are installed along with vinyl-covered particleboard vanities, wall mounted handrails, and wall-mounted mirrors.

Finishes were in a fair condition generally but dated and worn. The interior of the building is understood to be undergoing a large-scale renovation project. The replacement of interior finishes has therefore been excluded from this report.

Mechanical Systems

Heating and cooling systems to the building consist of two split HVAC systems comprising exterior condensing units and interior furnaces. The gas-fired furnaces are installed within the attic and a closet on the first floor at the rear of the building and the condensing units are located along the south facing elevation. The attic unit is manufactured by Carrier in 2021 and serves the front half of the building, and the closet unit is manufactured by Goodman in 2021 and serves the back half of the building. Conditioned air is distributed from the furnaces to interior areas by rigid metal ductwork which discharges air through diffusers installed on ceilings, walls, and floors. The systems are controlled by wall-mounted digital thermostats and operate independently, without any form of building management system.

Exhaust systems consist of ceiling-mounted fans installed within restroom areas. Natural ventilation is achieved by localized opening of windows and doors and air filtration through the building fabric.

Mechanical systems were generally in a fair to good condition. The HVAC units, in their current configuration, rely on recirculating interior air. To serve the building better when converted, we recommend that the existing units are converted to allow fresh air intake. A cost to complete these works has been included in the near-term and is based on minor ductwork alterations, installation of fresh air intake grills, and installation of dampers and associated controls. Intake grills should be installed on rear or side elevations and be visually unobtrusive. Prior to installation, all relevant permissions should be obtained from the Historic Preservation Officer.

A cost has been included to replace the furnaces and condensing units in the final year of the study period based on age, however, this is a conservative inclusion and units will likely last longer should they be maintained and serviced regularly. Our costs are based on like-for-like replacement of the units. We understand that the building is subject to a large-scale interior renovation project, and should the interior design be significantly altered or extended, the existing mechanical systems may need to be reconfigured or replaced. During the redesign, consideration should be given to linking the systems and installing a basic building management system to reduce energy usage and simplify user operation.

Exhaust systems appeared to be in a fair condition and adequate for the building. We anticipate that and replacement will be of minimal cost and form part of ongoing operational budgets.

Electrical Systems

The electrical service for the property is provided via a utility-owned overhead line at the north of the building. The supply feeds an exterior meter manufactured by Landis+Gyr before running inside the property to the main disconnect and panelboard installed within the lobby area of the building. The power is supplied as single phase at 120/240-volts. The panelboard is manufactured by Square D and has a 200-amp rating. Wiring systems are understood to have been fully replaced in 1994.

A security system manufactured by Splaine is installed which consists of a keypad near the main entrance and control equipment installed within a closet area. The system monitors infrared motion sensors and door contacts, and portions of the fire alarm system (detailed further in the Fire and Life Safety Systems section of this report).

Electrical systems were generally in a fair to good condition. The building was fully rewired in the 1994 renovation and no issues relating to electrical systems were reported during our assessment. We recommend that the installation is tested as part of routine maintenance operations. Capacity of the systems should be assessed if major building changes are made.

The security system appeared to be in a fair condition and operational. No major works are expected; however, should the building be altered or remodeled substantially, the system may require upgrading or replacing, depending on the level of works completed.

Plumbing Systems

Potable water at the site is provided from a water main which enters the building within a closet area. Cold water is distributed to the restrooms and kitchen areas via copper piping. Pressure is maintained from the water supply without the need for booster pumps. Domestic hot water is generated by a 40-gallon electric domestic water heater manufactured by RUUD in 2008. The water heater is installed within a closet room near the stage and serves the bathroom and kitchen areas.

Sanitary systems consist of gravity-fed sewer lines which discharge into municipal sewer systems within the street at the front of the property.

No issues with the potable water supply system were reported during our site assessment. We anticipate that the existing domestic water heater will require replacement during the study; however, given the limited cost we anticipate that the replacement can be completed as an operational expenditure. When replaced, consideration should be given to relocating the water heater closer to the bathrooms/kitchen to reduce hot water lag and free up closet space or installing point of use heaters at the restroom and kitchen areas.

Cleaning and jetting of sanitary lines should be completed as required as part of routine maintenance operations.

Fire and Life Safety Systems

A basic hardwired fire alarm system is installed at the building which consists of smoke detectors which are connected into the security alarm panel installed within the closet area. It is assumed that if activated, the security alarm is activated or automatically dials the local fire department.

Within the kitchen area, a chemical suppression system is installed over the range. The system is connected to a pull alarm and bell which activates the bell and fire suppressant if activated. Throughout the building, wall mounted fire extinguishers are also provided.

Exits are marked with illuminated exit signs and emergency egress lights with backup battery power is provided throughout the building.

The fire alarm system in its current configuration is basic. We recommend that a new hardwired fire detection and alarm system is installed in the near-term. The installation should be completed so that pull stations and horns/strobes are installed so that they are compliant with ADA requirements.

The fire suppression system at the kitchen was in a fair condition and operational. However, as the kitchen is not a commercial kitchen, when the kitchen is remodeled we recommend that the range and range hood suppression systems are removed so that the space can operate strictly as a warming kitchen, limiting cooking activities in the room.

Other than the range hood system, the building is not currently protected by a sprinkler system. Should major upgrades and renovation projects be undertaken at the building, these may trigger a code requirement to install a full sprinkler system. Code requirements should be determined prior to design and renovation works commencing.

Attachment 7

Appendix A

Capital Expenditure Forecast

Attachment 7

Property Name: Garrett Park Town Hall
Address: 10814 Kenilworth Avenue, Garrett Park, MD 20896
Property Age: 1898
Version: Final - 9/5/2023

Axias

Item Number	Description	Estimated Useful Life (EUL)	Remaining Useful Life (RUL)	Quantity	Unit	Unit Cost	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total	Suggested Upgrades
						Year	1	2	3	4	5	6	7	8	9	10		
ACCESSIBILITY																		
1	The building was constructed before ADA standards; however, we have included for rectification of any major accessibility issues below. A general allowance of $7,500 has been included to rectify several low dollar cost items, e.g., replacement of non-compliant door handles, widening of doors, changing of door swings, the provision of a movable stage access ramp etc.			1	ALLOW	$7,500	$7,500										**$7,500**	
2	Replace front entrance ramp. The entrance ramp at the main entrance was not ADA compliant. The slope and cross slopes were excessive, a level paved surface was not provided, and handrails were not compliant and only installed on one side of the ramp. Cost inclusion is based on removal of the existing pavers and ramp area at the main front area, regrading the ramp to compliant slopes, installing new pavers at the ramp and front path, and installing handrails at the front entrance. Works do not include alterations to the paths at the side and rear of the building.	25	1	1	ALLOW	$25,000	$25,000										**$25,000**	
3	Fully renovate and reconfigure restrooms to provide accessible bathrooms. The restrooms in their current configuration are cramped and do not provide the required clearances and maneuvering spaces to be fully accessible. We recommend that the restrooms are fully redesigned. Our cost is based on a remodel of the space which will involve the removal of the partition wall dividing the two restrooms, and the partition wall dividing the restroom and lobby area; and installing new partitions further back into the lobby space to provide additional room inside the restrooms. The removal of the wall between the restroom and lobby will require the relocation of the electrical panelboard and cabinet, and HVAC outlet in the base of the wall. Our cost includes the partition demolition and new partition installation, fully stripping out the restrooms, and replacement of all restroom finishes (sanitary fittings, floor finishes, wall and ceiling painting, installation of new doors into the restrooms, installation of restroom accessories, associated plumbing and electrical works, and relocation of the panelboard). The design is based on the assumption that two single user restrooms are to be provided and excludes any associated design costs.	25	1	2	ALLOW	$22,000	$44,000										**$44,000**	
4	The kitchen in its current configuration is cramped. Maneuvering and reach spaces are not ADA compliant, and kitchen finishes are worn and dated. We recommend that the kitchen is reconfigured to improve ADA access and the usability of the space. Our costs are based on removal of one of the two doors leading into the kitchen and installation of a new, wider, single access door, fully stripping out the existing countertops and cabinetry and wall and floor finishes, and replacing with new cabinetry and wall and floor finishes. The kitchen should be installed so that it complies with ADA maneuverability and reach requirements. Our costs do not include alterations to the existing range hood suppression system and do not include allowances for appliances.	25	1	1	ALLOW	$25,000	$25,000										**$25,000**	
5	The stage area was not accessible and has steps to access the stage. Due to the spatial restrictions of the interior space of the building, installation of a permanent ramp is likely not feasible. We recommend that a temporary ramp is purchased and utilized to allow ramped access to the stage area. Costs for the ramp are included within line item #1 above.			Advisory note													**$0**	
SITE SYSTEMS																		
1	During our site assessment it was reported that several of the trees in the rear yard area are growing rapidly. Additionally, the roots are rising out of the ground in places and damaging the bottom of the fence panels, requiring regular repairs. The trees should be pruned and allowances made for yearly fence panel repairs as an operational expense. If the tree(s) continue to grow excessively, consideration should be given to removal of the tree(s) by an arborist. A cost has been included to remove the single large tree and replant a smaller tree as a suggested upgrade. Suggested Upgrade Costs have not been carried into the project totals.			Advisory note													**$0**	$5,000
2	At the rear yard near the boundary line with the adjacent school, a streetlight is installed. The street light is not functional and the glass head and bulb was missing on the day of our assessment, revealing live electrical parts at the lamp head. We assume that the light fitting is owned by the local electricity provider. The ownership of the lamp should be determined, and if this does belong to the local electricity provider, we recommend that they are contacted to repair, or remove the light.			Advisory note													**$0**	

Attachment 7

Property Name: Garrett Park Town Hall
Address: 10814 Kenilworth Avenue, Garrett Park, MD 20896
Property Age: 1898
Version: Final - 9/5/2023

Axias

Item Number	Description	Estimated Useful Life (EUL)	Remaining Useful Life (RUL)	Quantity	Unit	Unit Cost	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total	Suggested Upgrades
						Year	1	2	3	4	5	6	7	8	9	10		
3	Allowance to upgrade site lighting, wiring, and controls. Allowance is based on installation of new path lighting at entrance path area, and replacement of wall mounted lights at the primary and secondary building entrances. Site lighting to be designed and cleared with Historic Preservation Officer given the historic nature of the building.	15	1	1	ALLOW	$6,500	$6,500											
4	It was reported that a small pump station is provided at the rear yard area to pump surface water away from the yard. The pump was not observed on the day of our assessment and the yard was clear, but maintenance staff did report that there are some issues with surface water collecting in the rear yard area. To prevent damage to landscaping and the building structure, drainage should be improved to prevent standing water. A cost for further investigations, replacement of the pump, and upgrading of drainage systems has been included in the near-term.	25	1	1	ALLOW	$20,000	$20,000										$20,000	
STRUCTURAL SYSTEMS																		
1	Insulate underside of floor deck, and exposed HVAC ductwork and plumbing pipe work. The subfloor void/partial basement area of the building suffers from ventilation and excessive cooling issues. Vents have been blocked up, and building management have installed a temporary fan heater to prevent pipes freezing in winter. Blocking vents will trap moisture and stagnant air in the sub-floor void, which could result in dry rot and wood decay. The fan heater installation is temporary and left running unattended presents a fire risk. We recommend that the existing vents are opened up to encourage sub-floor void ventilation, and all exposed HVAC ductwork and plumbing pipework in the void is insulated. Costs have been included for these works; however, should the basement area be extended or altered as part of the interior remodel, these works may not be necessary.	25	1	2,860	SF	$6	$17,500										$17,500	
ROOFING SYSTEMS																		
1	Replace EPDM membrane on rear low-slope roof assessment. Replacement assumes that this area of roof will remain/building won't be extended, and the replacement area remains the same. Cost based on full tear-off and replacement with an EPDM or TPO membrane and includes replacement of gutters and downspouts.	20	1	1,060	SF	$20	$21,500										$21,500	
EXTERIOR ELEMENTS																		
1	Renovate window (size 22" x 50") and install inner draft screen/secondary glazing at Stage. Refer to report for details regarding historical renovation and anticipated works.	20	1	1	EA	$2,400	$2,500										$2,500	
2	Renovate windows (size 26" x 40") and install inner draft screens/secondary glazing at Restrooms.	20	1	2	EA	$2,400	$5,000										$5,000	
3	Renovate windows (size 30" x 54") and install inner draft screens/secondary glazing at Dining Room, Kitchen, and Storage.	20	1	4	EA	$2,600	$10,500										$10,500	
4	Renovate windows (size 34" x 70") and install inner draft screens/secondary glazing at Family Room, Great Room, and Closet (off Stage).	20	1	11	EA	$2,800	$31,000										$31,000	
5	Renovate window (size 40" x 54") and install inner draft screen/secondary glazing at Office.	20	1	1	EA	$2,700	$3,000										$3,000	
6	Replace historical horizontal wood shiplap siding across building. Refer to written report for historical considerations and lead-based paint recommendations.	50	1	1,990	SF	$25	$50,000										$50,000	
7	Replace historical wood shingles/shakes to gable elevations. Refer to written report for historical considerations and lead-based paint recommendations.	20	1	525	SF	$18	$9,500										$9,500	
8	Repaint entire exterior building façade. Works to include repainting of all siding and wood trim, existing doors, and bell tower and metal cupola. Windows will be repainted as part of their independent renovation projects. Cost is a future cycle of painting so assumes that lead-based paint remediation has already been completed when siding was replaced earlier in the study.	8	1	2,515	SF	$8								$20,500			$20,500	
INTERIOR ELEMENTS																		
1	The building is understood to be undergoing a large-scale renovation project. The replacement of interior finishes has therefore been excluded from this report.			Advisory note													$0	

Attachment 7

Property Name: Garrett Park Town Hall
Address: 10814 Kenilworth Avenue, Garrett Park, MD 20896
Property Age: 1898
Version: Final - 9/5/2023

Axias

Item Number	Description	Estimated Useful Life (EUL)	Remaining Useful Life (RUL)	Quantity	Unit	Unit Cost	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total	Suggested Upgrades
						Year	1	2	3	4	5	6	7	8	9	10		
MECHANICAL SYSTEMS																		
1	Convert the existing HVAC systems to allow both units to utilize outside air. Costs are based on the installation of additional ductwork, air intake grill(s), dampers, and controls.	15	10	2	ALLOW	$2,000	$4,000										**$4,000**	
2	Replace gas furnace and exterior condensing unit (5-ton cooling capacity each) in attic and closet, serving front and back areas of building. Note - cost based on replacing on a like-for-like basis.	15	10	10	TON	$2,800										$28,000	**$28,000**	
ELECTRICAL SYSTEMS																		
1	The building was fully re-wired in renovations undertaken in 1994. The existing installation appears to be satisfactory and is reportedly working without issues. We recommend that the installation is tested as part of routine maintenance operations. Capacity of the systems should be assessed if major building changes are made e.g. extensions etc.			Operations and Maintenance													**$0**	
2	Depending on the level of interior alteration works planned at the property, alterations and circuit modifications are anticipated. The current panelboard is installed on the dividing wall between the restroom and Family Room. Depending on the reconfiguration of interior walls, the panelboard and wiring may need to be repositioned. Costs for these works have not been included in this cost table.			Advisory note													**$0**	
PLUMBING SYSTEMS																		
1	Replace 40-gallon electric domestic water heater, including installation of a drip tray and expansion tank to meet current code requirements. Given the low cost, we anticipate that replacement can be completed from operations and maintenance budgets. Consideration should be given to relocating the water heater closer to the bathrooms/kitchen to reduce hot water lag and free up closet space, or installing point of use heaters at the restroom and kitchen areas.			Operations and Maintenance													**$0**	
2	It is understood that plumbing and sanitary lines were replaced in the 1994 renovation. The current installation is anticipated to last the remainder of the study period and beyond, but sanitary lines should be inspected and cleaned/jetted as required as part of routine maintenance operations.			Operations and Maintenance													**$0**	
FIRE AND LIFE SAFETY																		
1	The building is not currently protected by a sprinkler system, other than a small chemical sprinkler installed at the range hood in the kitchen area. Should major upgrades and renovation projects be undertaken at the building, these will likely trigger a code requirement to install a full sprinkler system. Costs to install a sprinkler system have not been included in this cost table.			Advisory note													**$0**	
2	Remove existing basic fire alarm system and install hardwired fire detection and alarm system. Alarm pull stations and horns/strobes should be installed so that they meet the requirements of the ADA.	15	1	1	ALLOW	$10,000	$10,000										**$10,000**	
					Required Cost (Present)		**$292,500**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$20,500**	**$0**	**$28,000**	**$334,500**	$5,000
					Cost (Inflated @ 3% Per Yr.)		$292,500	$0	$0	$0	$0	$0	$0	$25,212	$0	$36,534	**$354,246**	

NOTES:
1. All costs rounded to nearest $500.
2. Given the age of the building, prior to renovation works, asbestos and lead-based paint testing should be completed to establish if there are any asbestos containing materials or lead-based paint installed.

Attachment 7

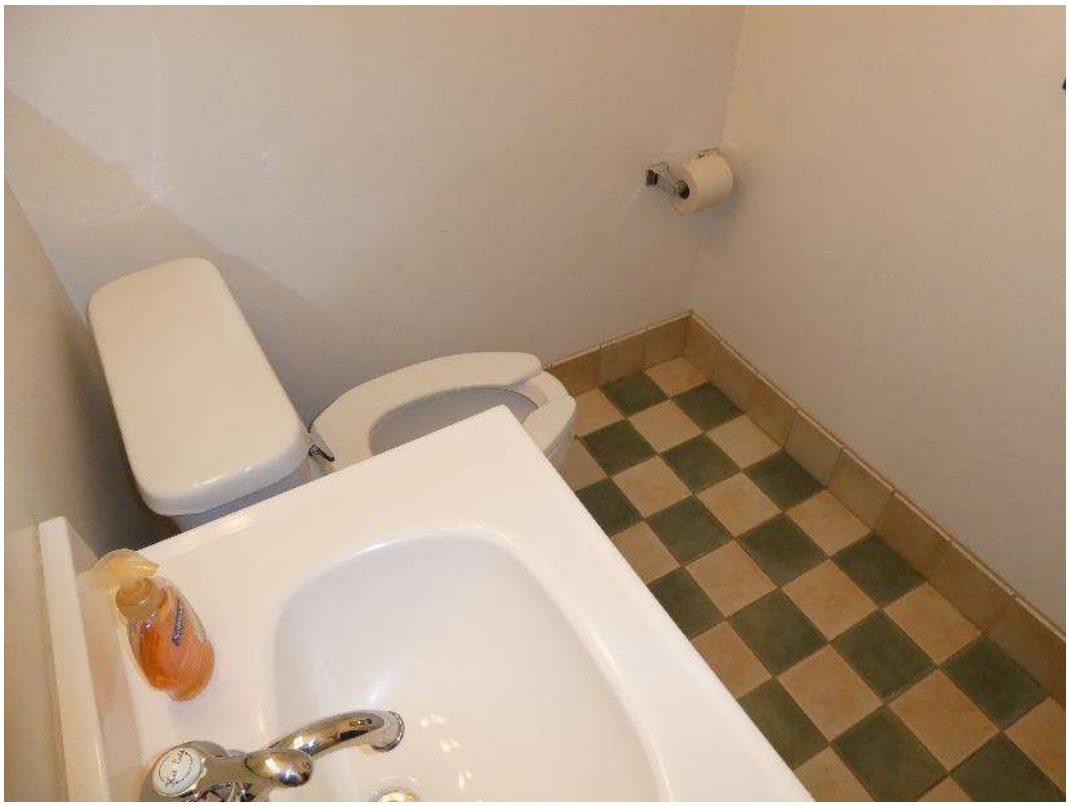
Appendix B

Photographs

Attachment 7

Photograph 1: Ramp at entrance which is not ADA compliant

Photograph 2: Non-compliant restroom



Photograph 3: Non-compliant restroom

Photograph 4: Non-compliant kitchen

Photograph 5: Rear yard area and fencing

Photograph 6: Front yard area

Photograph 7: Rear fence and abandoned/damaged streetlight

Photograph 8: Roof structure of original building, viewed from attic

Photograph 9: Basement/crawlspace

Photograph 10: Blocked sub-floor ventilation

Photograph 11: Low slope and sloped roof systems viewed from rear yead

Photograph 12: Sloped roof systems and bell tower

Photograph 13: Deteriorated paint and wood finishes to exterior

Photograph 14: Deteriorated wood siding

Photograph 15: Damaged windows, viewed from interior areas

Photograph 16: Exterior doors, windows, and siding

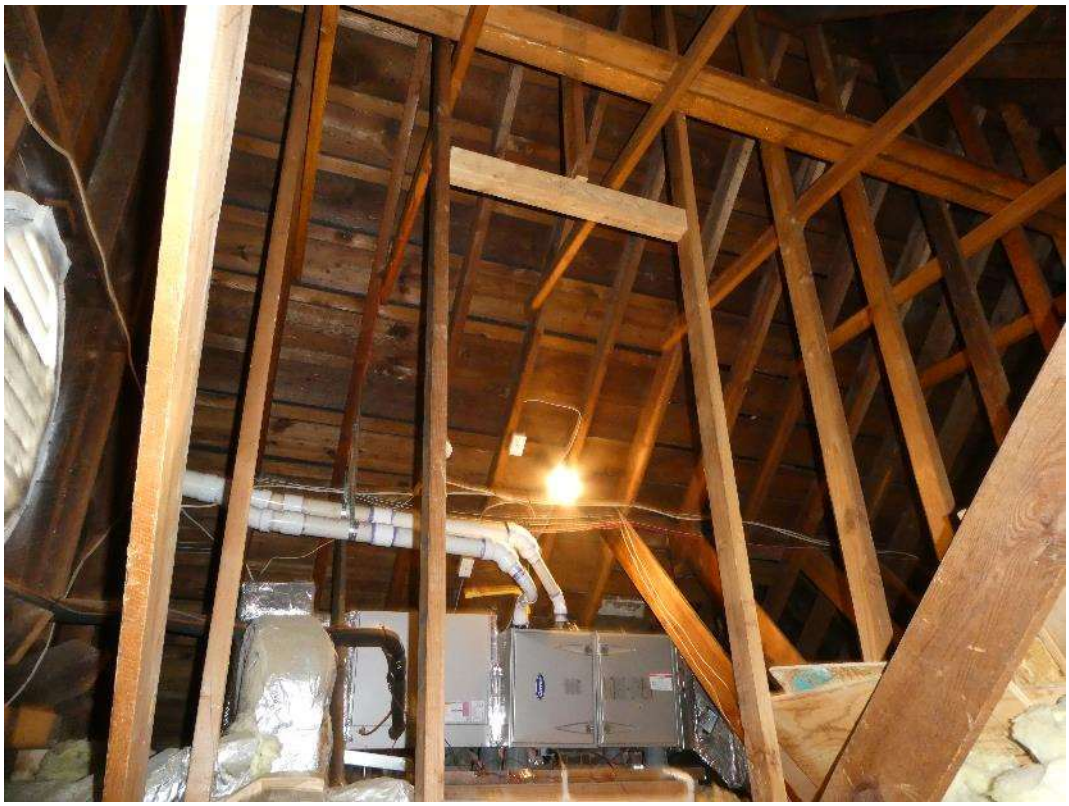
Photograph 17: Deteriorated wood shingles to wall at apex

Photograph 18: Interior finishes to Main Hall

Photograph 19: Finishes to Stage area

Photograph 20: Finishes at rear Lounge area

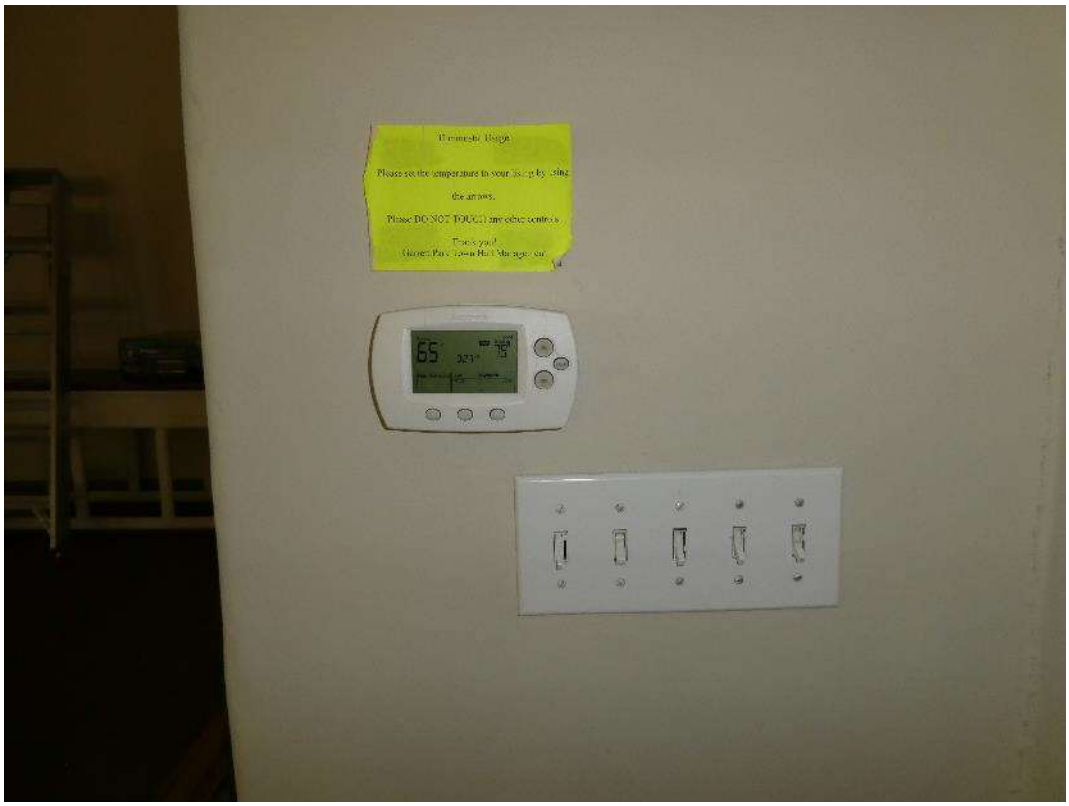
Photograph 21: Gas furnace in closet area serving rear of building



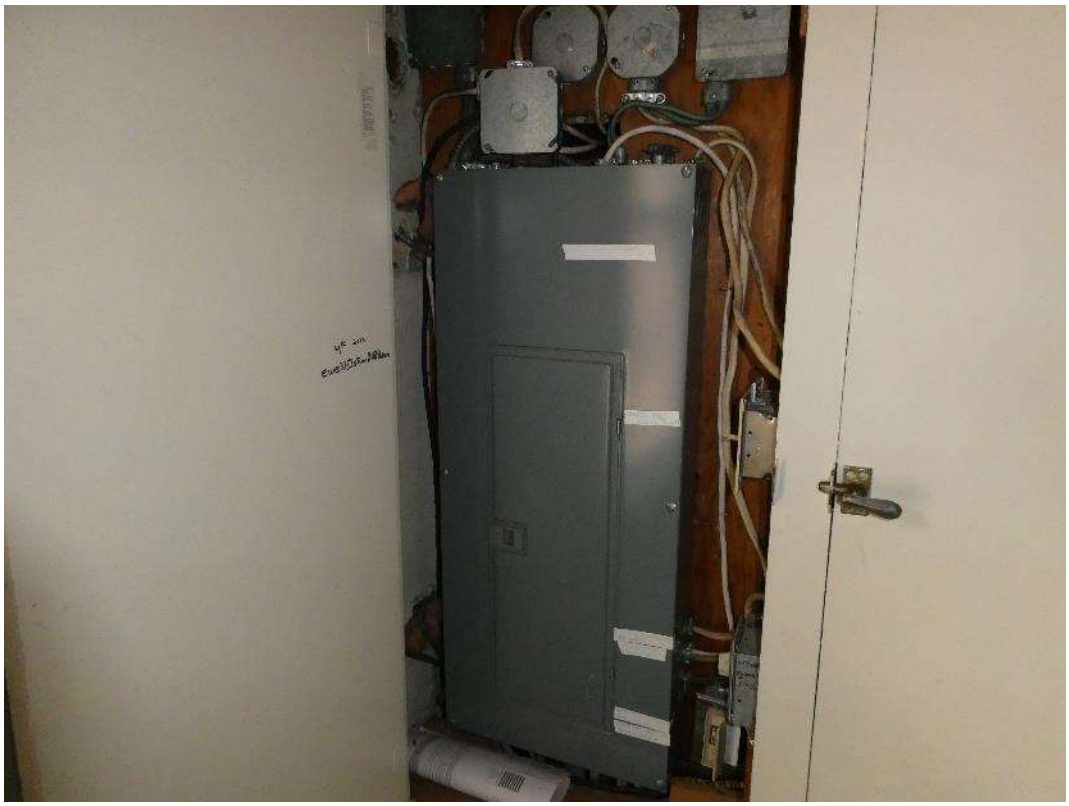
Photograph 22: Gas furnace in attic serving front of building

Photograph 23: Exterior condensing unit

Photograph 24: Exhaust fan in restroom



Photograph 25: Heating and cooling controls



Photograph 26: Electrical panelboard serving building

Photograph 27: Exterior electric meter

Photograph 28: Security system

Photograph 29: Electric domestic water heater

Photograph 30: Fire exit signage and egress lighting

Photograph 31: Smoke detector

Photograph 32: Chemical suppression system above range hood

Photograph 33: Handheld fire extinguisher