

WIDSETH

ARCHITECTS ■ ENGINEERS
SCIENTISTS ■ SURVEYORS



Breezy Point City Hall Facility Assessment

City of Breezy Point
8319 Co Rd 11
Breezy Point, MN 56472

Widseth Project No. 2022-12001

Final Report
04.19.23



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Appendix A

Estimated Budgetary Cost Summary

Executive Summary : Overview

Executive Summary

The material presented in this written report has been formulated for the use of the City of Breezy Point. The purpose of this report is to aid the city in assessing the needs and improvement measures to be taken in accordance with the facility maintenance of the existing facility.

The contents of this report include :

1. Table of contents
2. Descriptive information comprised of text and graphics highlighting specific items where improvements are needed for maintaining this facility.
3. A non-exhaustive cost summary and supporting documentation.

The purpose of this investigation is to create a baseline summary of the facility in an “As-Is” state of current conditions, and to provide recommendations for maintenance planning. Maintenance and planning efforts carried out by the city should not be considered through a narrow lens, instead considering the needs and assets management of the aging facility.

Widseth’s Assignment to Investigate and Report

The City of Breezy Point selected Widseth to conduct a facility study of the existing building, located at 8319 Co Rd 11, Breezy Point, MN. Widseth was chosen to investigate, evaluate, and report on general current conditions of the site, building and mechanical and electrical systems. Upon completion, this information will be organized and consolidated into a facility assessment which includes maintenance, unit costs and a proposed maintenance budget. Costs for facility maintenance and reconstruction change from year to year making adjustments to anticipate costs necessary for future budgetary planning purposes.

To accomplish the investigation Widseth put together a team of professionals including: an architect, interior designer, civil, structural, mechanical and electrical engineer. Together, a tour was conducted of all parts of the building to see first-hand the conditions and use of the overall building, to visually observe how the structure was holding-up physically - both on the interior and exterior, and how the mechanical and electrical systems were operating. Widseth’s team took note of and photographed deficiencies, noncompliant items, where improvements could be addressed, spoke with facility personal and reviewed existing documents. Upon completion of this on-site facilities tour, the team put together this following report, describing the conditions observed. The conditions were broken down by zone and location, and successively by item. Each evaluation is formatted where the deficient item is described, recommendations for future action are provided, and photographic inventory is provided to help the reader understand the depth of the subject matter.

A non-exhaustive cost summary was prepared for the facility study items. This summary is provided to reflect current maintenance needs as well as primary upgrade costs that are required to operate the facility.

Executive Summary : Facility Map and Datasheet



Breezy Point City Hall

8319 Co Rd
Pequot Lakes, MN 56472

- 1) Parcel/ Lot Size:
 - a) 10161079 - .75 Acres
 - b) 10161080 - .28
- 2) City of Breezy Point Zoning:
 - a) Public (P)
- 3) Facility Size:
 - a) 4,400 SF
- 4) Building Construction
 - a) 1995 Original Facility : 4,400 SF

Legend

- Existing Buildings
- Structure Setback
- Right of Way

Facility Assessment: Criteria & Rating

The assessment team evaluated the Breezy Point City Hall based on the following categories:

1. General Physical Conditions: Including exterior envelope (roof, wall, exterior doors & windows, sidewalks & stoops), interior elements and finishes (partition walls, doors, windows, floor finishes, ceiling finishes), and building code / ADA deficiencies.
2. Mechanical / Electrical / Plumbing Conditions: Including HVAC, ventilation, & Plumbing systems

The Comprehensive Cost Assessment presents Data Sheets delineated by a general overview of conditions followed by the specific analysis of individual deficiencies. Each zone or building analysis contains the associated line-item element breakdown. This spreadsheet tool aims to capture existing information such as last known year of replacement and replacement cost along with relevant comments. When applicable, the spreadsheet tool highlights the typical “Useful Life” in terms of years. Current Unit Costs for repair / replacement are provided and shown as current year 2023 values.

The spreadsheet prioritizes these values in categoric terms of “LOW – MEDIUM – HIGH”

- LOW (estimated replacement 10 years or beyond)
- MEDIUM (estimated replacement 5-10 years)
- HIGH (estimated replacement 0-5 years)

This Comprehensive Cost Assessment provides both a general overview and specific highlight of deficiencies (versus listing every item regardless of its condition).

Breezy Point City Hall– Civil Evaluation Summary

Overview of Existing Conditions and Recommendations:

CIVIL NARRATIVE

The Breezy Point City Hall was assessed on January 20th, 2023. The site was examined to identify the quality and condition of the existing civil related items. While not all items could be adequately assessed due to snow, conversations were held with city staff to get a better idea of what items need maintenance or repair.

The parking area for the existing City Hall is approximately 28 years old. Maintenance on this pavement has included periodic crack sealing and patching when necessary. The life expectancy of a bituminous parking lot is around 20-30 years. The pavement is in poor condition, it is considerably cracked and has begun to crumble in certain areas. It is recommended that this parking lot be reclaimed and repaved within the next 5 years. Stormwater drainage was a problem pointed out by city staff. To preserve the life of the recommended pavement, it is recommended that some measures be taken shed the water from the parking lot. A minimalist approach to this would be to grade the parking lot towards small infiltration basins, however the space required to treat runoff in that way may not be available given the existing site conditions. A second option would be to install a series of catch basins in the parking lot. It is recommended that this would take place with the repaving of the parking lot. A stormwater analysis would be required to determine the feasibility of either option.

The sidewalk pavement appears to be in fair condition. Due to snow cover it was difficult to accurately assess the pavement. It is assumed the sidewalk pavement is approximately 28 years old. The life expectancy of concrete sidewalk pavement is around 20-30 years. It is recommended that the sidewalk be replaced in the next 10 years. The City Hall has wood accessibility ramps for two entrances. The condition of these ramps is fair, and city staff has expressed concern about their longevity. There are alternative materials and ADA standards that should be reviewed that can minimize maintenance, enhance safe access and enable the City to become more current with published ADA standards that are in effect today. It is recommended that the access ramps be replaced in the next 5 years.

The sanitary sewer system consists of a gravity sewer line running to a lift station (LS-10), which pumps out to connect to City sanitary sewer. The service line running to the lift station has a bend which does not have a cleanout. No problems have been reported with the sanitary system, however it is recommended that a cleanout is installed on the bend of the service pipe. It is not an immediate concern but should be done within 5 years. The lift station pump life expectancy is approximately 10 years. The City should anticipate this pump will require replacement within 5 years.

The well (UW# 571356) servicing the City Hall is approximately 28 years old. There is a second well on City property servicing the storage building south of City Hall, its age is unknown at this time. Both wells should be analyzed for compliancy. It is recommended that the well pumps be replaced simultaneously in the next 5 to 10 years.

Breezy Point City Hall- Civil Evaluation

1. Parking Area and Stormwater Management

Item Concern:

Priority: High

The parking lot is the original pavement and is approximately 28 years old and is in poor condition. Considerable fatigue cracking has occurred, and the pavement has begun to fall apart. The life expectancy of bituminous pavement is about 20-30 years. Ponding water on pavement can decrease its life expectancy. Lighting appears to be inadequate in the parking area. Lighting improvements would enhance the parking areas safety and accessibility.

Item Recommendation:

- It is recommended that the pavement be reclaimed and repaved in the next 5 years. It is also recommended that measures be taken to enhance stormwater management on the site. The recommended options include grading improvements and infiltration basins or stormwater system installation. A stormwater analysis would be required to determine the feasibility of either option. It is recommended that additional lighting units be added to the parking area.



Photo: Aerial photo depicting the current condition of the parking area.

Breezy Point City Hall- Civil Evaluation

2. Sidewalks and ADA Compliance

Item Concern:

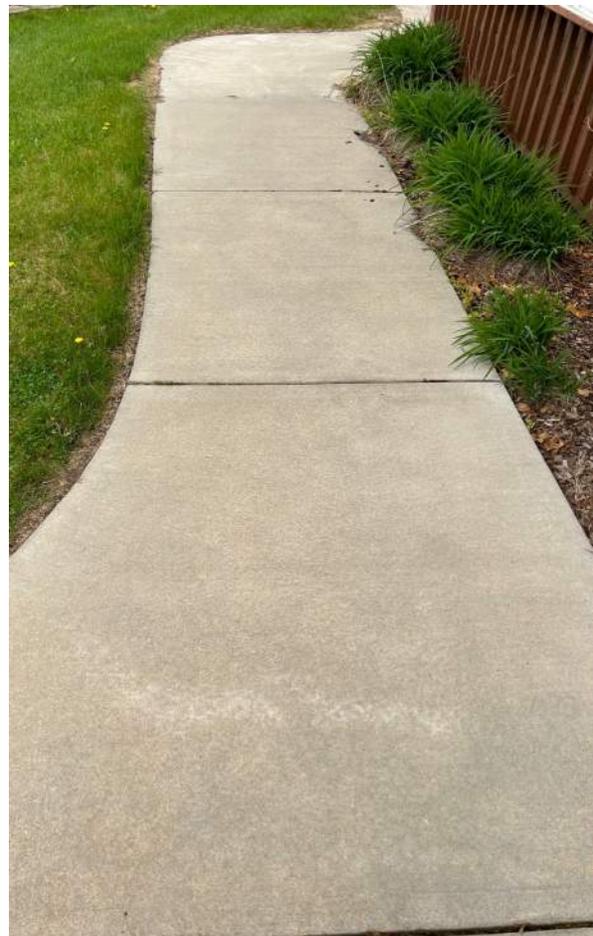
Priority: Medium



The sidewalk pavement is original pavement and appears to be in fair condition. Concrete pavement life expectancy is about 20-30 years. The wooden access ramps are in fair condition and concern has been expressed about their longevity.

Item Recommendation:

- It is recommended that the access ramps material be evaluated for a more maintenance free and ADA compliant alternative and replaced within the next 5 years. It is also recommended that the sidewalk be replaced in the next 10 years.



Photos: Existing conditions of sidewalks and ADA access ramps.

Breezy Point City Hall- Civil Evaluation

3. Sanitary Sewer

Item Concern:

Priority: Medium



The sanitary sewer consists of 6" PVC gravity service pipe leading to a lift station (LS-10). The lift station then pumps to the City sanitary sewer system. The lift station is assumed to be 28 years old . The life expectancy for the lift station pump is approximately 10 years.

Item Recommendation:

- It is recommended that a cleanout be installed at the bend of the sanitary service in the next 5 years. The City should also anticipate that the lift station pump will require replacement within 5 years.



Photos: Approximate sanitary sewer service line and lift station location.

Breezy Point City Hall- Civil Evaluation

4. Water Service/Well

Item Concern:

Priority: Low



The well servicing the City Hall is approximately 28 years old. There is a second well servicing the storage building that's age is unknown. The life expectancy for a well pump is largely dependent on external factors.

Item Recommendation:

- It is recommended that the pumps for both wells be replaced simultaneously in the next 15 years. The City should consider the need for the well servicing the storage building and analyze both wells for compliancy with the Minnesota Department of Health.



Photos: Approximate well location.

Minnesota Unique Well Number		County	Crow Wing	MINNESOTA DEPARTMENT OF HEALTH		Entry Date	
571356		Quad	Pelican	WELL AND BORING REPORT		12/14/1995	
		Quad ID	231C	Minnesota Statutes Chapter 1031		Update Date	
						03/10/2014	
						Received Date	
Well Name	Township	Range	Dir	Section	Subsection	Well Depth	
CITY OF	136	28	W	16	BCCCBD	90 ft.	
Elevation	1242	Elev. Method	7.5 minute topographic map (+/- 5 feet)				Depth Completed
							09/19/1995
Address							
C/W HCR 2 BOX 46 BREEZY POINT MN 56472							
Stratigraphy Information							
Geological Material	From	To (ft.)	Color	Hardness			
CEMENT SAND,	0	17	BROWN				
CLAY,	17	49	BROWN				
FINER SAND	49	75	BROWN				
MED FINE SAND	75	90	BROWN				
Well Hydrofractured? Yes <input type="checkbox"/> No <input type="checkbox"/> From <input type="checkbox"/> To <input type="checkbox"/>							
Casing Type Single casing <input type="checkbox"/> Joint <input type="checkbox"/>							
Drive Shoe? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Above/Below							
Casing Diameter Weight Hole Diameter							
4 in. To 82 ft. lbs./ft. 8.8 in. To 90 ft.							
Open Hole From ft. To ft.							
Screen? <input checked="" type="checkbox"/> Type stainless Make JOHNSON							
Diameter Slot Gauge Length Set							
4 in. 12 ft. 8 ft. 82 ft. 90 ft.							
Static Water Level							
33 ft. land surface Measure 09/19/1995							
Pumping Level (below land surface)							
68 ft. 1 hrs. Pumping at 50 g.p.m.							
Wellhead Completion							
Pileup splitter manufacturer MAASS Model J							
<input type="checkbox"/> Casing Protection <input type="checkbox"/> 12 in. above grade							
<input type="checkbox"/> At-grade (Environmental Wells and Borings ONLY)							
Grouting Information Well Grouted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Specified							
Material Amount From To							
high solids bentonite 0 ft. 34 ft.							
Nearest Known Source of Contamination							
50 feet Direction Septic tank/drain field Type							
Well disinfected upon completion? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No							
Pump <input type="checkbox"/> Not Installed Date Installed 10/12/1995							
Manufacturer's name AERMOTOR							
Model Number HP 2 Volt 230							
Length of drop pipe 63 ft Capacity 50 g.p. Typ. Submersible							
Abandoned Does property have any not in use and not sealed well(s)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
Variance Was a variance granted from the MDH for this well? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No							
Miscellaneous							
First Borehole sand-brown Aquifer Quant. buried							
Last Shot Depth to Borehole ft.							
Located by Minnesota Department of Health							
Locate Method GPS SA OHT (average of 15 meters)							
System UTM - NAD83, Zone 15, Meters X 406662 Y 5161009							
Unique Number Verification Tag on well Input Date 04/02/2002							
Angled Drill Hole							
Well Contractor							
Boart Longyear Drilling 49588 WITUCKI, J							
Licence Business Lic. or Reg. No. Name of Driller							
Minnesota Well Index Report		571356		Printed on 03/29/2023			
				HE-01205-15			

Photos: MDH Well and Boring report for existing well.

Breezy Point City Hall– Architectural Evaluation Summary

Overview of Existing Conditions and Recommendations:

ARCHITECTURAL NARRATIVE

The Breezy Point City Hall building was constructed in 1995. The building construction type consists of a cmu foundation and wood framed walls and roof trusses. The construction of this building resembles that of a residential structure in terms of the construction type, mechanical and electrical systems and other amenities that would be typical for a city hall building.

The exterior cladding of the building consists of half log siding, wood window and door trim, wood decking for the elevated walkways as well as wood spindles for the railings. These materials present the City with a building that requires extensive annual and ongoing maintenance that is costly and necessary to maintain.

The interior finishes consist of carpet, wood base, ceramic tile and vinyl composite tile and they are showing wear and tear, which is typical for a building of this age. Some of these interior finishes are typical of a residential structure and do not hold up to the use that is typical of a public building like a city hall.

The mechanical and electrical systems are functioning well for this building. There are upgrades that can be implemented with this building that would align with a public building and how it is utilized. These upgrades would also provide energy and cost savings that would be realized by the City as the owner and operator of the building.

There are building code and accessibility issues with the building that are in large part due to the fact that this building was constructed without taking codes into consideration during the design and construction. There are elements that can be addressed with little disruption; however, some elements will require an internal remodel in order to accommodate required clearances for accessibility.

Overall, the current state of the Breezy Point City Hall facility is in fair condition, however there are deficiencies that need to be addressed. This building has served the City of Breezy Point well for a number of years; however, serious consideration needs to be had as it relates to the longevity of the continued use of this building into the future. Please refer to the following items that were identified during our on-site walkthrough.

Breezy Point City Hall- Architectural Evaluation

1. Exterior

Item Concern:

Priority: Medium



The Exterior is made up of wood siding and vented soffit. The overall exterior appears to be in fair condition. The wood decking for the ramps are showing heavy wear and should be replaced in the next 5 years. The stair exit from the basement should be protected to keep it from infilling with snow.

Item Recommendation:

- Repair and replace ramp boards as needed
- Construct a roof over the basement stairs



Photos: (Exterior)

Breezy Point City Hall- Architectural Evaluation

2. Roof

Item Concern:

Priority: Low



The existing roof is an asphalt shingle roof and is less than 10 years old. The existing roof drainage system is comprised largely of uncontrolled roof runoff except for several rain gutters over walking paths.

Item Recommendation:

- The shingled roof should be replaced within the next 10 years. Gutters should be installed with extensions to direct the water away from the foundation.



Photos: (Roof)

Breezy Point City Hall- Architectural Evaluation

3. Exterior Doors, Windows and Caulking

Item Concern: Exterior Doors, Windows and Caulking

Priority: High

The aluminum doors and frames are showing wear and are not providing an effective weather barrier. Exterior metal doors are showing heavy wear and the seals are deteriorating. The windows are in fair condition but show signs of condensation. There are several areas that need caulking/re-caulking.

Item Recommendation:

- Exterior doors and windows should be replaced with a high-performance thermal energy efficient system. Remove and/or install new caulking around all building penetrations to prevent water and air infiltration.



Photos: (Window and Doors)

Breezy Point City Hall- Architectural Evaluation

4. Restroom Accessibility

Item Concern: Restroom Accessibility

Priority: High

 The existing restrooms are located on the main floor and are not accessible. The pull side of the doors do not allow 18 " of clearance.

Item Recommendation:

- This restrooms will need to be reconfigured to provide the adequate clearance on the pull side of the doors as defined by the 2020 Minnesota Accessibility Code. This reconfiguration would require a remodel and would impact the overall layout of the interior space of the building, including the relocation of the plumbing fixtures.



Photos: (Women's restroom above and men's restroom below)

Breezy Point City Hall- Architectural Evaluation

5. General Accessibility

Item Concern: General Accessibility and Code Related Issues

Priority: High



The reception desk does not have an ADA accessible counter. Many of the doors do not provide ADA approved hardware. The kitchen does not allow accessibility to counters or the sink. When the council chambers serve as the community room and the doors are locked to the offices a dead-end corridor condition is present. There is non tempered glass present within 3' of a door.

Item Recommendation:

- The reconfiguration of the corridor would require a remodel and would impact the overall layout of the interior space of the building. Cost would be dependent on future design.
- Replace existing hardware with ADA compliant. Remodel to incorporate ADA accessible counter and kitchen area.



Photos: (General Accessibility)

Breezy Point City Hall- Architectural Evaluation

6. Interior Floor Finishes

Item Concern:

Priority: High



The existing floor finishes consist of ceramic tile, carpet, VCT, and concrete in the basement. Ceramic tile and VCT are in fair condition with some areas of high abrasion. The carpet is showing wear and should have proper transitions to adjacent materials. The server room carpet should be replaced with an anti-static material.

Item Recommendation:

- Replace carpet in high traffic areas with durable carpet tile, as well as commercial cleaning of carpet in office areas. Replace transitions where necessary. Replace carpet in server room with anti static carpet.



Photos: (Floor Finishes)

Breezy Point City Hall- Architectural Evaluation

7. Interior Ceiling Finishes

Item Concern:

Priority: Medium

The existing ceiling consists of gypsum board with a popcorn finish. There are several areas that are need repair and repainting.

Item Recommendation:

- Repair and repaint damaged areas of ceiling ad needed.



Photos: (Ceiling Finishes)

Breezy Point City Hall- Architectural Evaluation

8. Interior Gypsum Board Wall Repair and Repainting

Item Concern:

Priority: Medium

Throughout the building, there are walls and ceilings that have damaged gypsum board that need to be repaired and repainted.

Item Recommendation:

- Repair walls and repaint these damaged areas from corner to corner, or along an entire surface to ensure that there is a consistent finished wall or ceiling surface with the same paint sheen.



Photos: (Gypsum Wall Repair)

Breezy Point City Hall- Architectural Evaluation

9. Unconditioned Crawl Spaces

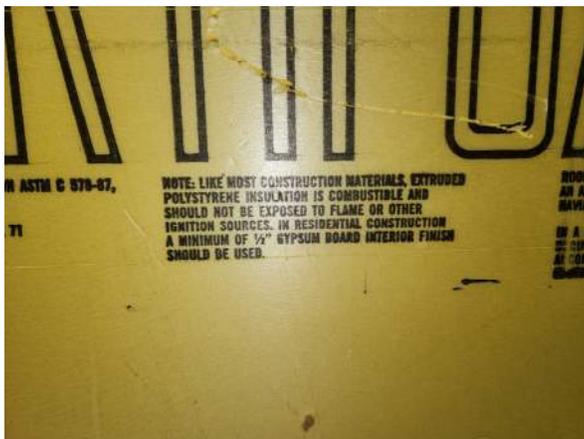
Item Concern:

Priority: High

The crawl spaces are currently not ventilated to the exterior and there is not a soil-gas-retarder to prevent the infiltration of moisture from the ground below. The existing rigid insulation along the interior side of the foundation wall is exposed to the interior.

Item Recommendation:

- Encapsulate the crawl space with a minimum of 6 mil poly vapor barrier along the floor of the crawl space, install gypsum board to the face of the rigid insulation and install vents to the exterior to provide ventilation.



Photos: (Crawl Spaces and Basement)

Breezy Point City Hall– Structural Evaluation Summary

Overview of Existing Conditions and Recommendations:

STRUCTURAL NARRATIVE

Overall, the building was constructed in a manner that is structurally sound. The structure consists of a cmu foundation, wood stud walls, TGI floor joists and pre-engineered wood roof trusses. There is however some instances where there is bearing conditions where structural members are shimmed and do not bear directly on a plate.

Breezy Point City Hall- Structural Evaluation

1. Structural Column

Item Concern:

Priority: High



The existing structural support columns in the crawlspace are not allowed to be shimmed.

Item Recommendation:

- Replace shims with appropriate materials at column locations



Photos: (Photo shows shim on top of support column)

Breezy Point City Hall– Mechanical Evaluation Summary

Overview of Existing Conditions and Recommendations:

MECHANICAL NARRATIVE

The Breezy Point City Hall is served by two residential, up flow furnaces with condensing units and an air exchanger, all located in the lower lever. The furnace serving the southern portion of the building has a zone damper controller. There are two zones, East and West. The furnaces and condensing units were replaced approximately 5 years ago (~2018). ASHRAE estimates a useful life of 15-18 years for furnaces and condensing units. The west side open office space is also served by a mini-split a/c unit. The unit is 20 years old. The furnaces are supplied outdoor air by an air exchanger that dates to 1996. The average life span for an air exchanger is 15-20 years.

The building is served by a private well with pressure tank and city sewer. The 50-gallon electric water heater is 28 years old and appears to be in good condition. Life expectancy of a water heater is 8-12 years. The plumbing fixtures appear to be in good condition.

Breezy Point City Hall- Mechanical Evaluation

1. Uninsulated Ductwork

Item Concern:

Priority: Medium



Staff indicated the building is cold in the winter and warm in the summer. It was observed that the ductwork in the crawlspaces is not sealed or insulated. 2020 Minnesota Energy Code requires a minimum of R-3.3 insulation for ductwork in a similar space.

Item Recommendation:

- Seal duct connections and insulate ductwork in crawlspaces.



Breezy Point City Hall- Mechanical Evaluation

2. Thermostat Location

Item Concern:

Priority: Low

The thermostats for the west side office and the mini-split a/c unit are adjacent to each other. See photo. In the summer, the mini-split a/c unit could be satisfying the thermostat for the furnace, causing the furnace to not supply cooling to the west side offices. This could be a contributing factor to the temperature issues described by the staff.

Item Recommendation:

- Relocate furnace zone thermostat to southwest office.



Breezy Point City Hall- Mechanical Evaluation

3. Code Required Ventilation

Item Concern:

Priority: Medium



The building does not appear to be provided with code required ventilation. Based on area, occupant density, and space usage, approximately 350 cfm of outdoor air should be provided to the space. The current air exchanger is rated to supply 189 cfm at 0.4 esp. Natural ventilation can be used in lieu of mechanical ventilation if the operable windows are 4% of the floor area (natural ventilation is often impractical in the winter).

Item Recommendation:

- Due to the age of the existing air exchanger, it is recommended to install a new energy recovery unit connected to the furnace serving the south portion of the building. Additionally, install a separate new energy recovery unit to serve the north portion of the building. Because the occupancy of this space can vary greatly, this unit could be equipped with variable frequency drives to modulate the amount of outside air based on space carbon dioxide levels. The heating and cooling capacity of each furnace should be evaluated to determine their capability to handle the additional ventilation load.

Breezy Point City Hall- Mechanical Evaluation

4. Restroom Accessibility Remodel

Item Concern:

Priority: High



The restroom layouts do not meet accessibility standards and some of the plumbing fixtures do not meet ADA code.

Item Recommendation:

- Install ADA plumbing fixtures in Restrooms, modify existing plumbing as required by new accessibility compliant layout.

Breezy Point City Hall- Mechanical Evaluation

5. New Central Computer Server System

Item Concern:

Priority: Medium



A new central computer server system would likely require additional HVAC upgrades.

Item Recommendation:

- Install split system, size and type to be determined.

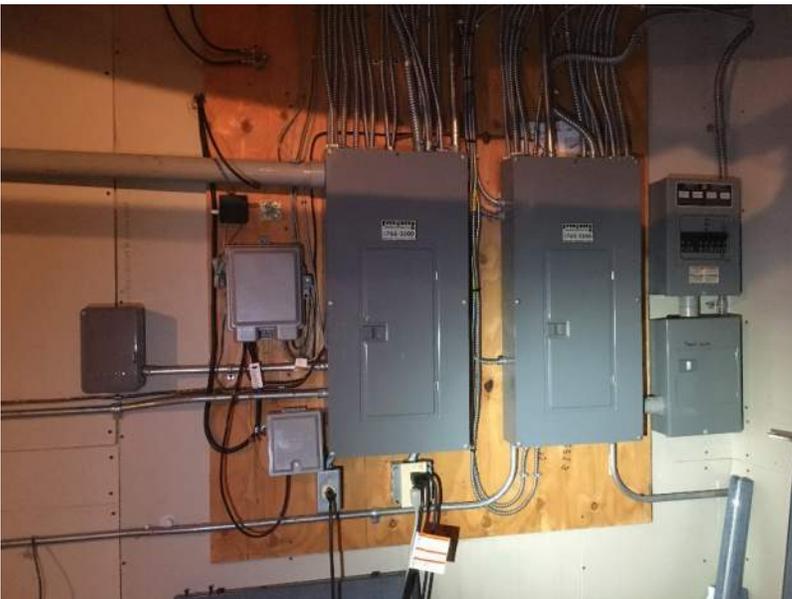
Breezy Point City Hall– Electrical Evaluation Summary

Overview of Existing Conditions and Recommendations:

ELECTRICAL NARRATIVE

The City Hall building is in good electrical condition, overall, and is serviced with a 120/240V, single phase electric service to two 150A panels and one 100A load center. There are 12 available spaces for additional circuits. There is a 60A portable generator connection labeled as a “transfer switch”. All major electrical systems were installed in approximately 1995.

NOTE: In the event that the city elects to move forward with an addition to the existing building, it would most likely be required to upgrade the electrical service rating, which would include removing and replacing the service conductors from the utility transformer to the building and removing and replacing the existing electrical panels with new electrical panel(s) with a higher ampacity rating.



Breezy Point City Hall- Electrical Evaluation

1. Lighting

Item Concern:

Priority: Medium

The lighting in the building is primarily fluorescent type lighting fixtures, with some incandescent type fixtures in the basement. The exterior building mounted fixtures and parking lot lights are metal-halide fixtures. All existing fixtures appear to be functional. LED type lighting fixtures typically consume much lower amounts of electricity. To reduce electrical power usage and save on electrical energy costs, all non-LED light fixtures should be replaced with LED type light fixtures.

Item Recommendation:

- Replace the non-LED lighting fixtures with LED type lighting fixtures.



Photos: (provide caption)

Breezy Point City Hall- Electrical Evaluation

2. Lighting Controls

Item Concern:

Priority: Medium



In most common areas there is no automatic control of the interior lighting fixtures. All interior lighting is controlled with standard switching. Electrical power savings could be realized if the lighting is turned off automatically when there is no occupancy in a designated area after a designated period of time. Occupancy sensors should be installed to facilitate the automatic control.

Item Recommendation:

- Install occupancy sensors for automatic lighting control.

Photos: (provide caption)

Breezy Point City Hall- Electrical Evaluation

3. Electrical Panels

Item Concern:

Priority: Low

The electrical panelboard circuit directories are not up-to-date (total of 2 panels and a load center). There are unidentified circuits, etc. that need to be identified, and others that need to be updated.

Item Recommendation:

- Hire an electrician to verify and/or determine the loads on each circuit in the panelboards and provide a new, complete and up-to-date circuit directory for each panelboard.



Breezy Point City Hall- Electrical Evaluation

4. Centralized Computer System

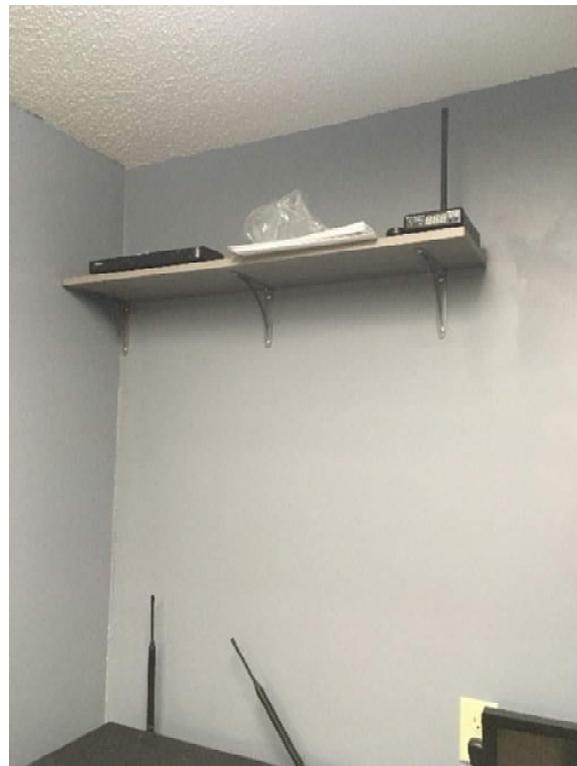
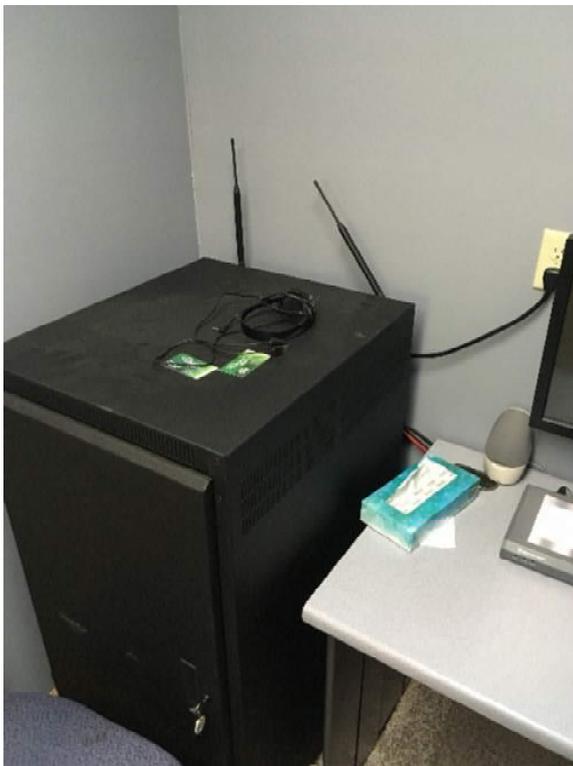
Item Concern:

Priority: Medium

There are some modernization and security concerns regarding the city's current computer storage and management system. A centralized computer system would help with electronic file management and security access for the city's electronic information.

Item Recommendation:

- Hire commercial IT consultant to determine the city's needs and provide a server and rack, and possibly IT support, for a centralized computer system.
- NOTE: Pricing for centralized computer systems is highly variable and can change drastically depending on the city's needs. The pricing given in the budgetary cost estimate is essentially a placeholder and should not be construed as a guarantee.



Photos: (provide caption)

Breezy Point City Hall- Electrical Evaluation

5. Card Access System

Item Concern:

Priority: High



A card access system is desired by the City; the city staff indicated they need to have more physical security for the building.

Item Recommendation:

- Hire commercial security consultant to determine the city's needs and provide a new card access system.
- NOTE: Pricing for card access systems is highly variable and can change drastically depending on the city's needs. The pricing given in the budgetary cost estimate is essentially a placeholder and should not be construed as a guarantee.

Photos: (provide caption)

Breezy Point City Hall- Electrical Evaluation

6. A/V System Upgrade

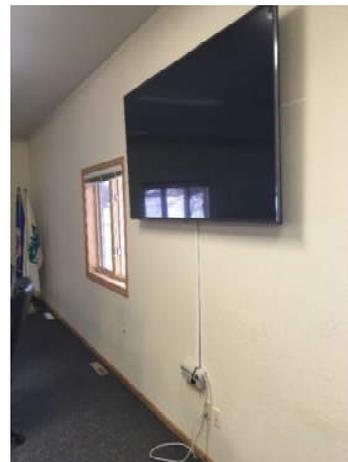
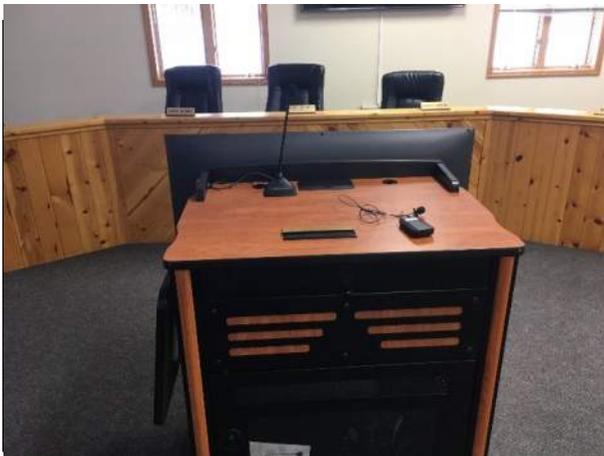
Item Concern:

Priority: Medium

The City indicated that they would like to upgrade their A/V system in the council chambers.

Item Recommendation:

- Hire commercial A/V consultant to determine the city's needs and provide a new A/V system.
- NOTE: Pricing for A/V systems is highly variable and can change drastically depending on the city's needs. The pricing given in the budgetary cost estimate is essentially a placeholder and should not be construed as a guarantee.



Breezy Point City Hall- Electrical Evaluation

5. HVAC Upgrades

Item Concern:

Priority: High



In the event that the City elects to upgrade the existing HVAC system per the mechanical report, there will be related electrical work associated with this task.

Item Recommendation:

- Potential additional dedicated circuits may need to be added, wire and conduit runs, etc.

Photos: (provide caption)

END OF REPORT