



MNCPPC Site Plan No. 820170120

**Administration Building and CH1 Site
Improvement Project**

BINDER 1

**REPORTS AND SUPPORTING PROJECT
DOCUMENTATION
2010 – 2018**

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LEISURE WORLD COMMUNITY CORPORATION

MUTUALS

Montgomery Mutual
Mutual 5
Mutual 6A
Mutual 6B
Mutual 6C/Villa Cortese
Mutual 7
Mutual 8
Mutual 9
Mutual 10
Mutual 11

Mutual 12
Mutual 13
Mutual 14
Mutual 15
Mutual 16
Mutual 17A/Fairways South
Mutual 17B/Fairways North
Mutual 18
Mutual 19 A & B
Mutual 20A/The Greens

Mutual 20B/The Greens II
Mutual 21/Turnberry Courts
Mutual 22
Mutual 23/Vantage Point West
Mutual 24/Vantage Point East
Mutual 25/Regency
Mutual 26/Overlook
Mutual 27/Creekside

27 Condos • 1 Co-op • 1 HOA

LEISURE WORLD COMMUNITY CORPORATION BOARD OF DIRECTORS

ADVISORY COMMITTEES

Audit
Budget
Communications
Community Planning
Education and Recreation
Emergency Planning
Energy
Golf and Greens
Government Affairs

ADVISORY COMMITTEES

Health
Insurance
Landscape
Physical Properties
Restaurant
Security and Transportation
Strategic Planning (Special Committee)
Technology (Special Committee)
Tennis and Pickleball

EXECUTIVE COMMITTEE

LEISURE WORLD OF MARYLAND CORPORATION

SECTION 1

FEP-RELATED BOARD OF DIRECTORS RESOLUTIONS# 71, 9/24/13 Administration Building

The Board of Directors authorizes management to proceed with developing the Administration Building, *option 3, new building*, which was presented as part of the July 2013 Facilities Enhancement Project. Management is directed to come back to the Board for initial planning funds.

77, 10/29/13 Administration Building

The Board of Directors reaffirms that the construction of a new administration building will be designed to accommodate space for a bank, a post office, and office space for Montgomery Mutual. Each of these spaces will have rental agreements that cover all the costs related to the space utilized if the cost of construction of the rental space can be justified.

78, 10/29/13 Architects and Construction Contractors

The Board recommends that, due to the complexity and diversity of the projects composing the Facilities Enhancement Program (FEP) planning, design, and construction processes, that Management shall interview and recommend to the Board appropriate architects and construction contractors tailored to the individual projects. These interviews will be conducted with the assistance of the appropriate Advisory Committees. As needed funds are identified, Management will bring requests to the Board for approval.

79, 10/29/13 Administration Building/Clubhouse I

Whereas the Board authorized a new Administration Building with a conceptual project budget of \$5.3 million and a comprehensive plan for the food services wing of Clubhouse I with a conceptual project budget of \$1.0 to \$1.5 million, Management is directed to interview and recommend qualified architects and consultants to produce a master site plan of the Administrative Building/Clubhouse I site area which addresses how these can be part of an overall conceptual site plan, identifies any other options with regard to site design, and, if necessary, considers the phasing of

implementation. The Board authorizes \$50,000 for the preparation of a comprehensive conceptual site plan.

7, 1/28/14 Acceptance of Architectural Firm StreetSense

The LWCC Board of Directors accepts the recommendations of Management and the sponsoring Advisory Committees: Community Planning – New Administration Building; Education & Recreation – Fitness Center Expansion; Restaurant – North Wing of Clubhouse I; and PPD – PPD Customer Service Area Enhancements, to engage the services of the architectural firm, StreetSense, for the planning and design of their respective FEP projects.

#28 4/29/14 Comprehensive Site Plan for Administration Building and Clubhouse I North Wing

To adopt, for further development, Site Plan 3A, as shown in the report (Comprehensive Site Plan for Administration Building and Clubhouse I Facilities Enhancement Plan dated April 29, 2014) locating the new Administration Building on the east side of the parking lot.

#71 11/25/14 Lawn Activities/Access Road/Comprehensive Site Plan

The LWCC Board of Directors resolves that the proposed access road between the new Administration Building and the restaurant section of Clubhouse I, as shown on Site Plan 3A, be eliminated, and that Management and Streetsense be tasked with developing alternative access opportunities for persons with disabilities.

#72 11/25/14 Lawn Activities/Access Road/Comprehensive Site Plan

The LWCC Board of Directors resolves to amend Resolution #79, dated 10/29/13, to increase the amount by \$15,000 from \$50,000 to a total sum of \$65,000, to explore alternate options to improve accessibility of the North Wing of Clubhouse I. Funds to come from the Resales Fund.

#73 11/25/14 Administration Building Design

The LWCC Board of Directors resolves that \$35,000 be allocated from the Resales Fund to complete the programming phase to refine the actual square footage needs for the Administration Building.

#14 2/24/15 Administration Building and North Wing Clubhouse 1

Resolved, that the Board of Directors approves up to \$155,000 to undertake the next phases of civil and geotechnical engineering services to continue the progress of the Administration Building and North Wing of Clubhouse 1 projects. Funds to come from the Resales Fund.

49 6/30/15 Administration Building

Resolved, that the new Administration Building includes a dedicated 1,680 square foot room (which can be divided), as described in the document, "New Administration Building - Meeting Rooms," dated June 8, 2015.

50 6/30/15 Administration Building

Resolved, that two shared meeting rooms, as described in the document, "New Administration Building - Meeting Rooms," dated June 8, 2015, be reduced to one, thereby cutting square footage by approximately 400 square feet.

51 6/30/15 Administration Building

Resolved, CPAC accepts the shared/collaboration small conference rooms as a total of three, a total of 360 square feet, as described in the document, "New Administration Building - Meeting Rooms," dated June 8, 2015.

52 6/30/15 Administration Building

Resolved, that the Communication/Leisure World News Department be included in the new Administration Building, occupying approximately 410 square feet.

(A correction was made to change 400 square feet to 410 square feet.)

70 9/29/15 Administration Building

The LWCC Board of Directors approves all the CPAC recommendations adopted at its September 24, 2015 meeting. The resolution "Administration Building Options B (Bi-Level) and Site Plan B Location" is attached. The Board further authorizes Management to proceed with the development of a site plan reflecting a Parking Lot and Traffic Plan consistent with the attached CPAC recommended plan. (See attached.)

#84 11/24/15 Administration Building Site Plan

Resolved, the LWCC BOD approved the recommendations of the Community Planning and Education and Recreation Advisory Committees to eliminate three of the four shuffleboard courts to provide parking accessible to the Administration Building and North Wing of Clubhouse 1 as shown on the "Administration Building Site Plan – Preliminary Layout – CPAC – November 9, 2015".

#34 6/28/16 Administration Building and Site Plan – Signing Authorization

The Leisure World Community Corporation Board of Directors authorizes the General Manager, Kevin B. Flannery, to sign the site line plat for the new Administration Building.

#39 8/30/16 Authorization for LWMC Signature on Regulatory Documents

The LWCC authorizes the President and Vice President of the Leisure World of Maryland Corporation, as agent for LWCC, to execute on its behalf all applications and permits required by any regulatory agencies and jurisdictions related to the entitlement process, land and site development and building construction for all properties owned by LWCC.

#44 9/27/16 Administration Building and Clubhouse 1 Site Plan Approval

The LWCC BOD approved the Administration Building and Clubhouse 1 Site Plan Version H package (site plan, floor plans and elevations) dated 9/27/16, as recommended by CPAC and endorsed by E&R, Restaurant, S&T and Management, and authorizes submission to MNCPPC for approval.

Further, the LWCC BOD authorizes an amount not to exceed \$258,000 for consultants to complete the regulatory submission process, including architecture and engineering (MEP and FP), civil engineering and

landscape (including stormwater management fees); geotechnical engineer, audio visual engineer and utility expeditor, legal and related filing fees, etc. Funds to come from the FEP (Resales Fund).

#?? 11/28/2017 Administration Building/Clubhouse 1 Site Plan Funding

Resolved, the LWCC BOD authorizes \$48,000 to complete the site plan permit approval through MNCPPC for the Administration Building and Clubhouse 1 Site Improvements project. Funding to come from the Facilities Enhancement Plan Fund (Resales Fund).

#6 2/27/2018 Administration Building/Clubhouse 1 Site Plan Cash Flow

Resolved, the LWCC Board of Directors directs the construction plans related to the Administration Building/Clubhouse 1 site plan to be implemented independently, so that construction related to the Clubhouse 1 exterior can be accomplished in an earlier time period than the construction of the new Administration Building when funds are available.

#14 5/22/2018 Administration Building/Clubhouse 1 Site Plan Approval

Resolved, the LWCC Board of Directors approves the changes to the site plan for the new Administration Building/CH1 Improvements as reflected in Site Plan Alternate A4 dated 5/9/2018, and authorizes Management to submit the final engineered plans to MNCPPC for Site Plan approval.

SECTION 2

**LEISURE WORLD OF MARYLAND
5-YEAR STRATEGIC PLAN**

June 2010

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LEISURE WORLD OF MARYLAND STRATEGIC PLANNING COMMITTEE

INTRODUCTION

The current Strategic Planning Committee of nine Leisure World residents began its work in earnest in January 2009. Only with the cooperation of able, committed, and involved Committee members could a forward-looking, comprehensive, and coherent strategic plan for the Leisure World Community have been completed.

METHODOLOGY

While acknowledging that no one planning model fits all organizations, the Leisure World Strategic Planning Committee operated on the premise that certain basic elements are generally applicable. In that light, the Committee adopted a straightforward and simple approach to providing focus and direction throughout the planning process. The process was organized and executed in three different parts: 1) Where are we now? 2) Where do we want to go? 3) How will we get there?

- A. Where are we now? The Committee conducted a series of exercises that were designed to help characterize Leisure World's present state.**
1. Reviewed/updated the Leisure World of Maryland mission statement
 2. Completed a series of three (3) "envisioning" exercises, requiring the Committee to look to the future (5 to 10 years ahead) and determine what Leisure World of Maryland's future state ought to be:
 - Exercise #1 - Positioning Leisure World for the Future. (Results: Summarized responses to listed questions for subsequent application)
 - Exercise #2 - Where Are We Now? (Results: Selected characteristics that identify LW's present state)
 - Exercise #3 - Analysis of LW's strengths, weaknesses, opportunities, and threats (SWOT): Adopted selected results from Maier and Warner Report for subsequent application.
 3. Combined and prioritized results from Exercises 1, 2, and 3. These summary results helped inform the goals for the strategic plan.

B. Where do we want to go?

In strategizing how to move Leisure World forward, the Committee conducted a series of exercises that included the following:

- Reviewed and updated the mission statement
- Developed the vision statement
- Completed three different envisioning exercises and an assessment of Leisure World's strengths, weaknesses, opportunities, and threats (SWOT)
- Conducted focus group interviews with Leisure World residents, employees, and advisory committee chairs

Recognizing the importance of input from residents and employees, the Committee used focus group interviews as both an appropriate and convenient means to solicit their views and perspectives.

Requests for interested participants were published in the *Leisure World News*. The announcements included the application form they needed to complete and submit. A detailed report of the number of applications received, the number of participants, and the number of focus group interviews conducted, as well as a summary of the interview results appear in the appendix section of this document.

The combined results from each of the sources identified above helped to provide the basis for the Committee's determination of the direction the Community should move. A report of the results from each of the exercises cited above can be found in the appendix section of this document.

C. How will we get there?

1. Construct the strategic plan
 - Define (review/update) the mission and vision (completed)
 - Define/set the goals (completed)
 - Establish priorities and develop action plans (pending)
2. Implement the action plans
 - Assign responsibility
 - Identify person/s by name
3. Monitor execution of the plan
 - Identify and assess outcomes
 - Make changes as necessary
 - Report status of goal achievement

CONSTRUCTION OF THE PLAN

LEISURE WORLD OF MARYLAND 2011-2014 STRATEGIC PLAN

PREFACE

Leisure World of Maryland (LWM) is a private, age-restricted, self-governing, culturally diverse adult community. It is located in a suburban area close to the nation's capital in a safe, secure, attractive environment only a very short distance from the Metro and several shopping centers. LWM has the distinction of being a home-ownership community, offering prospective residents the opportunity to choose from among a variety of styles—low, mid or high-rise apartments, single houses, townhouses, ranch-style and patio homes—at affordable prices.

Now a fully built-out community, LWM currently has a total of 5600 residential units that accommodate a total population of 8500 adults who choose to live independently in an active lifestyle environment.

MISSION: To provide amenities and services that meet the needs and interests of the residents and support their individual growth and self-expression.

COMPETITIVE ADVANTAGE: Provides affordable homeownership in a safe, secure private community, offering the broadest range of amenities and services.

VISION: To be the most desirable and secure active lifestyle adult community in the Mid-Atlantic States.

This plan aims to connect Leisure World's mission and vision by providing a roadmap for moving Leisure World from its present state to the future state we envision—an aim to which all residents and employees in Leisure World contribute through their coordinated efforts over the short and long term. The set of goals that follow have been intentionally defined and serve as the focus of our roadmap.

GOALS:

The goals, which are described below, are organized by strategic area. In this context, "strategic areas" refer to long-term, continuous functions that represent the key areas of activity that Leisure World of Maryland—like most business organizations—needs to perform in order to conduct the activities required to achieve its mission and vision. The goals are broad statements that identify the long-term, continuous actions that connect the vision and mission and define the key activities that need to be performed. The following goals are listed in alphabetical order.

- **Customer (Resident) Goal:** To maintain a safe and secure community, re-evaluate the structure and delivery of services and amenities to ensure that we meet the needs and interests of residents, and to maintain and protect the Community's natural environment.
 - > The "Customer" goal requires Leisure World to ensure that the needs of employed residents—as well as those of retired residents—are taken into account when arranging and scheduling the delivery of services and amenities. The number of employed residents is steadily increasing and the issue, if not addressed, will only become more pressing.
- **Financial Goal:** To strengthen and sustain a sound financial foundation through effective management and use of resources.
 - > The "Financial" goal ensures that the Community will continue to be solvent and it ensures resources for subsidies, reserves, etc. will be allocated based upon how they are prioritized.
- **Internal Business Processes (Operational Goal):** To utilize industry best practices, including state-of-the-art technology for communications and other systems and processes, engage feasibility studies to determine source of service delivery—outsourcing vs. in-house; develop and implement a marketing plan that is designed to inform the public in the Washington Region and throughout the Mid-Atlantic states of Leisure World and all it has to offer; update the Community's aging infrastructure; and maintain/protect the Community's natural environment.
 - > The "Internal Business Processes" goal provides the focus for Leisure World to follow through on some of its long-delayed initiatives; ensures that—through marketing—it will enhance public perception of the Leisure World brand and, through up-to-date technology, and its applications, Leisure World will promote a more efficient and productive work environment. Through benchmarking, Leisure World determines how well it performs in comparison to other adult communities in the surrounding area, as well as the Mid-Atlantic region.
- **Outreach/Involvement/External Community:** To establish a public identity in the external community; extend/expand Leisure World's active involvement in political, legislative, and social issues at the local (neighboring areas), county, and state levels; and utilize benchmarking to determine how well Leisure World performs compared to other adult communities in the area.
 - > The "Market" goal connects Leisure World's internal community and the external community through collaborative projects and demonstrates its interest in matters beyond the confines of its property.
- **People (Employees) Goal:** To maintain (recruit, train/retrain and retain) a highly qualified staff that is innovative, high performing, and committed to helping Leisure World achieve its mission and vision.
 - > The "People" goal compels the Community to value the importance of human capital and ensures that Leisure World will be competitive in attracting and retaining high-quality staff.

IMPLEMENTATION OBJECTIVES/ACTION PLANS: (They are specific actions that lead to implementing our goals, and they must be comprehensive enough to achieve them.)

- The responsibility for developing action plans is generally assigned to the organization's department managers and their staff.
- An action plan must be developed for each goal.
- The action plan must explain who is going to do *what*, by *when*, in *what order*, and at *what cost*.

Note: Included below is an unduplicated account of the issues and concerns LW residents and employees identified during the focus group interview sessions, as well as results from the Committee's envisioning exercises. These items are sorted below by goal area and presented as strategies for consideration during the development of the implementation objectives/action plans. See the appendices section of this document for the results from focus group interviews, the Committee's envisioning exercises, and the SWOT analysis.

Customer (residents):

- Promote organized, informed community involvement and advocacy
- Preserve natural resources/conserve energy
- Promote and increase environmental sensitivity

Financial:

- Balance interest levels for amenities and services with rising delivery costs
- Determine the acceptable level of subsidy allocations
- Expand source of funds for capital improvements
- Prioritize demands for capital outlays
- Seek external funding opportunities, i.e. grant funding, loans, etc.
- Manage increasing maintenance costs (repair or replace?)

People (employees):

- Recruit and retain high quality staff
- Commit the resources necessary to provide training for staff in customer service and technical skill in their area of operation
- Improve internal communication among staff
- Seek opportunities to cross train employees
- Develop management and supervisory skills development

EXECUTING THE PLAN (Identify responsible person/s by either name, position or both.)

MONITORING THE EXECUTION/ASSESSING NECESSARY CHANGES (Identify responsible person/s by either name, position or both.)

APPENDICES

- A. Combined Results from Envisioning Exercises
- B. Results from SWOT (strengths, weaknesses, opportunities and threats) Analysis
- C. Combined Results from Focus Group Interviews (Residents, Employees, and Advisory Committee Chairs)
- D. Demographics: Focus Group Participants (Residents)

APPENDIX B

“Where Do We Want to Go?”
Combined Prioritized Results from SWOT Exercise

1. **Community Safety and Security** (strength)
 - Secure, gated community
2. **Self-Governance** (strength)
 - Governed by homeowners at both Community and Mutual level
 - Managed by a single entity
3. **Diversity** (strength)
 - Age
 - Culture
 - Needs/Interests
 - Services/Amenities
 - Types of homeownership
4. **Facilities/Physical Plant/Equipment** (weakness)
 - Aging infrastructure
 - Technology lag
 - Communications media/systems
5. **External Community/Political Involvement & Advocacy** (weakness)
 - Strength of numbers (large voting population in LW)
 - Political presence
6. **Financial Concerns/Implications**
 - Reserve funding
 - Medical Center

APPENDIX C

STRATEGIES FOR PLAN*

- Amenities
- Services (sustain safety/security)
- Communication (newspaper, newsletters, TV, web)
- Marketing (promotion)
- Sustain environmental sensitivity
- Financial stability
- Technology
- Recruit and maintain high-quality staff
- Increase visibility at county and state level (impact legislation, political systems)
- Political activism/community involvement

*List represents unduplicated, combined results from focus groups interviews and the Committee's envisioning exercises. These results helped to inform the Strategic Plan goals.

Appendix D

Demographics: Focus Group Participants
(LW Residents)

The resident focus groups were:

68%	Female
32%	Male

Average number of years as a Leisure World resident: 5

Participation by age group (data for those who reported age)

55 - 64	24
65 - 74	45
75 - 84	27
85 - 90	5
90 +	4

STRATEGIC PLANNING COMMITTEE

Naomi Lawhorn-Gripper, Chair
Mutual 16

Marian Altman*
Chair, LWCC Executive Committee

Robert Bordley
Mutual 20A

Joyce Brown
Mutual 6C

Marian L. Cain-Hayden
Mutual 27

Lawrence Damsky
Mutual 19B

Shirley Henderson
Mutual 24

Marti Jacobs
Mutual 27

Phil Marks
Mutual 20B

Phyllis Ross
Mutual 6C

*Ex Officio Member

SECTION 3



Leisure World of Maryland Administrative Building

Space needs Assessment and Preliminary Systems Review



A.R. Meyers+Associates Architects, Inc. AIA
Architecture Interiors Planning

ADMINISTRATION BUILDING SPACE NEEDS ASSESSMENT AND PRELIMINARY SYSTEMS REVIEW

An assessment of the Leisure World Administration Building was undertaken by A. R. Meyers + Associates Architects, Inc., with the assistance of Leisure World's senior corporate staff and the various department heads. After completing a survey of the facilities currently available to each department and conducting interviews with each department head, a summary was composed of space needs by department and a departmental space relationship diagram was developed.

The assessment and interviews formed the basis of our space planning initiatives by identifying the current internal relationships and departmental space needs which form the conceptual backbone of this planning.

I. Existing Building Conditions

The existing 1960's building has been well maintained and still presents acceptably to the casual observer. It is, however, quite out of date in almost every way. Most significantly the space requirements of each department have expanded over the years, along with the growth of the Leisure World community. The space available per individual staff member, along with needed equipment and filing space, has been compressed by the growth. This is immediately evident when surveying the existing space utilization throughout the facility. This space deficiency, along with the realization that the mechanical and electrical systems are out-of-date and reflective of a 1960's approach to energy utilization, reinforces the need to reassess this 45-year-old facility in light of current space and energy realities, with a look to the future.

II. Space Planning & Process

These initial studies have yielded a "conceptual" plan which has been reviewed by staff and found to satisfy the projected functional needs of this organization.

The next step in this planning process is to examine, in detail, each proposed work station in every area of the new planning. This may precipitate some minor adjustment to various departments.

The structural, mechanical, electrical and plumbing, and fire suppression studies are needed to validate the economics of construction and of operation. The resultant spaces required to accommodate these systems, and their locations, are very important.

at this time. The results of these studies will be integrated into this preliminary design work.

These detailed adjustments bring a reality to this planning well beyond the initial conceptual stage. The detailed office layouts and the conclusions drawn from the engineering studies will provide the criteria needed to complete the space plans and the architectural façade studies. This will then yield the comprehensive preliminary design.

The plans and elevations, along with a site plan reflecting the needed site engineering changes, form the completed preliminary design.

This graphic data, along with a brief set of outline specifications, will provide a firm basis upon which to initiate the construction documents, which will be the next phase of the work.

III. Building Systems

The structural system is currently a combination steel-frame and exterior wall-bearing structure. This steel frame will be extended into the additional space. The wall-bearing structure will be remodeled to allow larger glazed areas, providing more natural interior illumination and an updated exterior character. The mansard roof and the distinctive tan brick that has been used on the Administration Building and Clubhouse are important architectural characteristics that visually tie these two buildings together. These two elements, along with the scale of the existing architecture will remain an integral part of the Administration Building's updated architectural expression.

The mechanical system rehabilitation provides a number of system options, driven by the desire to be "energy conservative" for both the near- and long-term. We will provide studies for both electric and gas systems (assuming gas to be available). As part of the big picture, consideration will also be given to the economics of solar and geothermal systems.

Important energy conservation concerns will be well served with the detailed selection of the components within a selected system. This will be consistent right down to the selection of a universal light bulb for all the office spaces. This provides maintenance efficiency and respects the need to conserve energy throughout the building. The projected equipment investments, the comparisons of energy consumption and, of course, the anticipated improved quality of the work environment are all serious considerations along the path to the selection of the appropriate "technical package" for this new facility. These studies and selections will be completed early in the construction documents process.

Four floor plans are included for your review:

1. EXISTING FIRST FLOOR PLAN – AS BUILT represents the current space utilization.

2. PROPOSED FIRST FLOOR PLAN – EXISTING FOOTPRINT delineates the current facility (no additional space), reconfigured to accommodate as many of the current functions as possible, incorporating their updated space requirements. This plan evidences the need for additional space, as it does not accommodate a number of the existing functions in their projected 2013 form. Those that are planned in this scheme have certain inefficiencies due to a lack of space for support facilities and have compromised departmental adjacencies. Unaccommodated functions in this plan are: Weichert Realtors, conferencing facilities, staff facilities, files, and, most significantly, expansion space. (All long term planning prudently incorporates expansion space.)

In order to accommodate staff during construction, temporary facilities will be required. Therefore, prior to the start of construction, approximately 12 inter-connected trailers would be installed in the parking lot adjacent to the Administrative Building, to function as temporary office facilities. A half trailer will also reside in the parking lot as a temporary post office. The trailers will occupy a portion of the parking lot (see plan) for approximately nine months. Existing furniture would be moved into these trailers, which will be fully functional with all necessary electrical and phone capabilities. This will leave the building empty, other than the bank-occupied space, providing the contractors full access to the building to complete their work. This single move is much less disruptive than a series of "checkerboard" departmental moves in and out, and significantly more efficient (\$) for the contractor. At the completion of construction, staff will be moved back into their newly renovated and expanded offices.

Please note that we have provided an estimate for this scheme. The cost of these temporary facilities is included in this estimate. Not included in the accompanying estimate for this scheme is the ultimate cost to accommodate the realtor, the necessary additional conferencing spaces, the additional filing space needed throughout this scheme, and finally the future office expansion space. We have a concern that the "cost \$" doesn't fully recognize the inefficiency resulting from these unintegrated facilities.

The time schedule shown on the "time schedule chart" reflects that this entire process will take approximately one year and 5 months (The construction will take eight to nine months). The significant time savings is that there is no interaction with Montgomery County Park and Planning Commission.

3. PROPOSED FIRST FLOOR PLAN – EXISTING FOOTPRINT AND ADDITION accommodates all of the programmed functions and provides for efficient operations

with appropriate adjacency relationships. Additionally, the plan anticipates and accommodates a reasonable amount of future expansion space, which can provide rental income until this space is needed.

Other than the bank, the Existing Footprint and Addition Plan anticipates 12,210 square feet of office space rehabilitation, new finishes, new partitions, new systems furniture and all new building systems. It also provides just over 3,300 square feet of needed additional space, seamlessly integrated into the rehabilitated existing structure, with new systems throughout.

This plan anticipates the replacement of the current mechanical, electrical and plumbing systems with new energy efficient systems, respectful of current code and ADA requirements.

A very serious consideration, as part of our initial planning for expansion, is the phasing of construction in order to enable the administrative organization to continue to operate efficiently during the construction process.

In this plan, the construction of the addition (shell only) will be completed before work begins on the existing building. At this juncture, all staff will be relocated into temporary facilities (the fully functional trailers noted in the previous plan) and will remain there until all construction is completed. Again, this will give the contractor full access to the building, allowing a very efficient construction process. Please see site plan delineating the location of the temporary trailers. These trailers in this scenario will occupy a portion of the parking lot for approximately nine months. After much discussion regarding this process and its various scenarios, the contractor considers this staff relocation scheme the most economical and time efficient method.

The entire construction process is estimated to take nine to 10 months. The construction cost estimate, an addendum to this report, anticipates this shifting of personnel and equipment as a part of the total construction cost. It should be recognized that this scheme, as shown in the time schedule, has considerable interaction with Montgomery County Park and Planning Commission. The total time estimate for this scheme is one year and eight months plus or minus.

4. PROPOSED NEW CONSTRUCTION OF A BUILDING TO REPLACE THE CURRENT FACILITY would provide the most efficient scheme for the administrative staff as they will move directly from their current offices to the new facility with little interruption to their daily work process. The staff would remain in the current building until construction of the new facility is complete and then move into this state-of-the-art, fully functional space. Temporary space (trailers) would not be necessary. Once this move is completed, the current building would be demolished to provide a new parking

area, accommodating approximately 92 cars, close to the same grade level as Club House I.

In the consulting contractor's estimates, this would be the least disruptive in terms of staff and most economically-effective alternative in terms of construction. This scheme negates the need for temporary utilities and temporary office trailers. Another significant benefit resulting from this scheme is a building with a completely new and updated infrastructure.

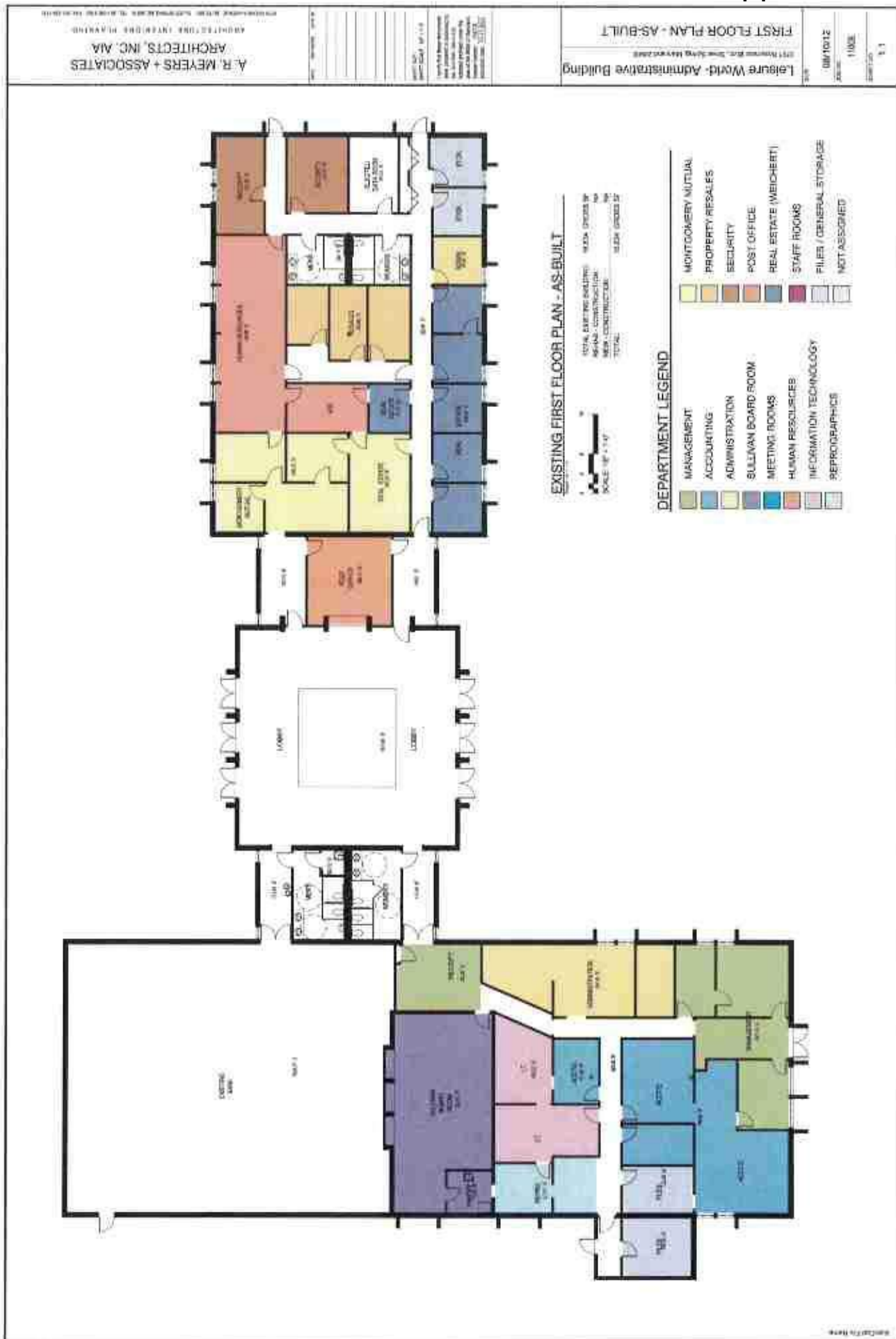
The total length of time required for this scheme is two years three months (see time schedules chart). Although the construction cycle is but three months longer, the review process through Montgomery County Park and Planning Commission takes 12 – 13 months before the initiation of construction.

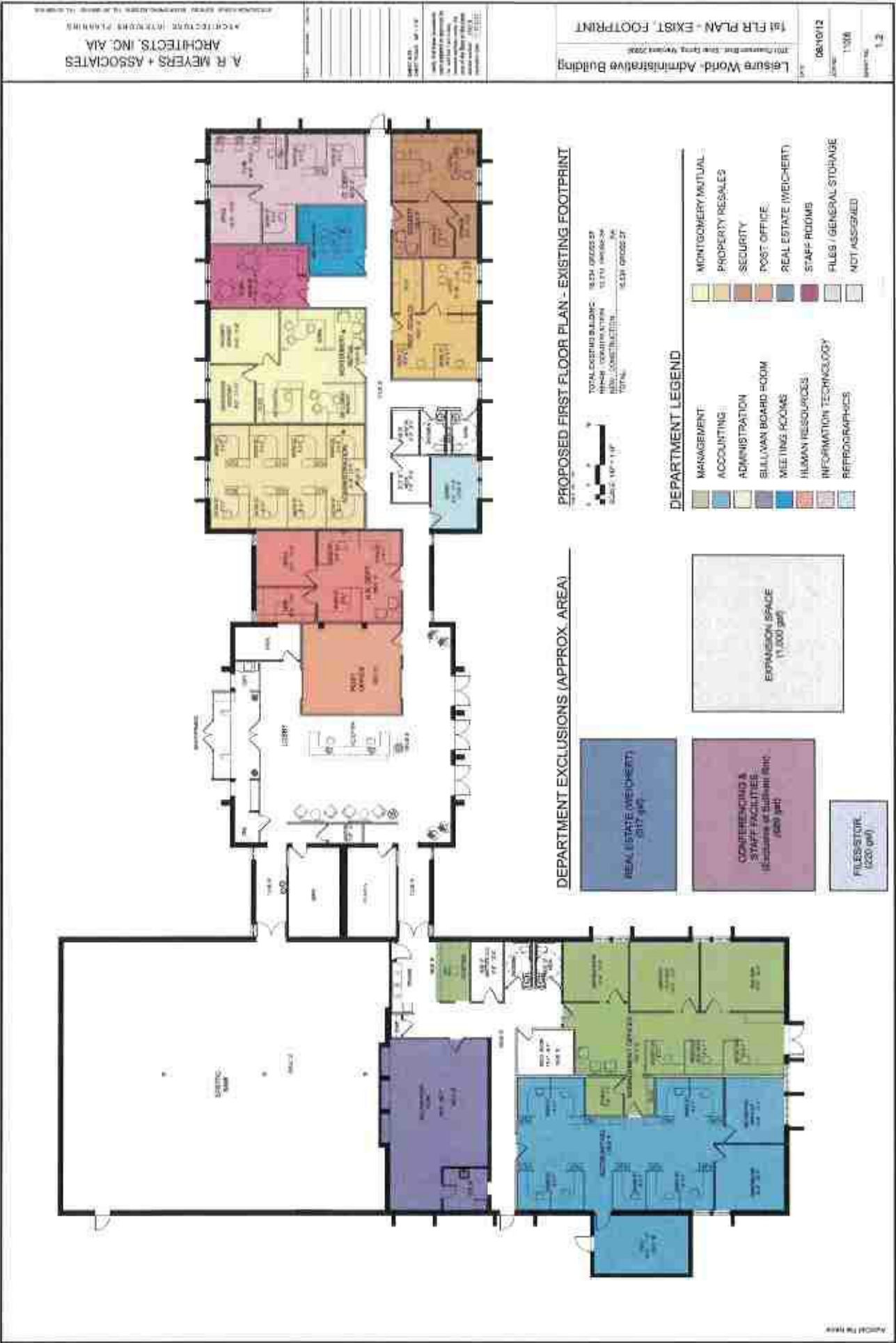
Summary

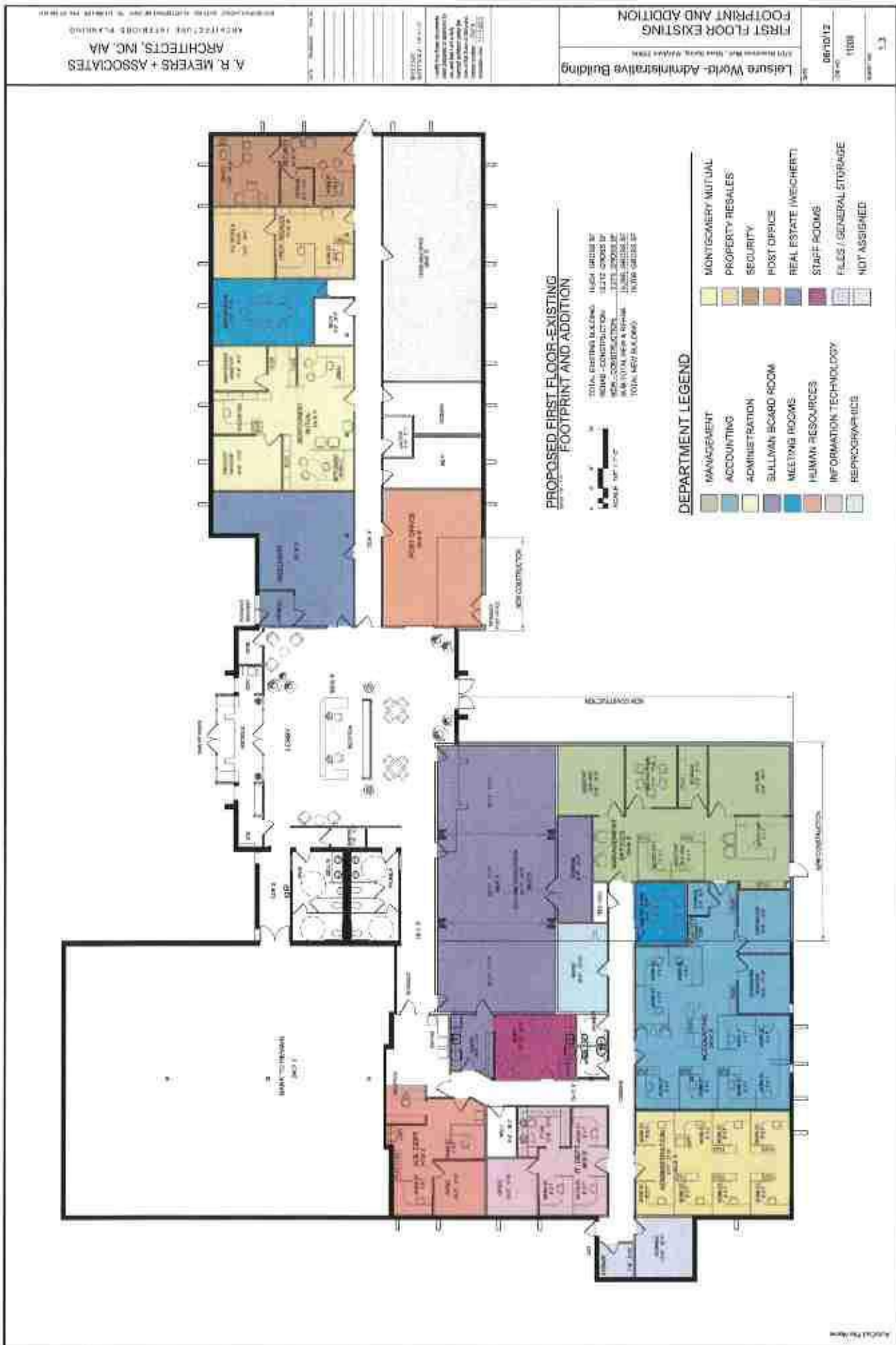
Our ultimate objective is that we produce a fine, updated piece of architecture, well-related to its neighbors in character, scale and detail. Equally important is that the interior space planning provides carefully considered departmental relationships, promoting efficient corporate function. These new offices must provide well-configured, comfortable work spaces which are efficient and encourage communication both internally and with the Leisure World community as a whole.

Attached are:

- 1.1 - Existing First Floor Plan - As-Built
- 1.2 - Proposed First Floor Plan - Existing Footprint
- 1.3 - Proposed First Floor Plan – Existing Footprint and Addition
- 1.4 - Floor Plan of Free Standing New Administration Building – New Construction
- 2.1 - Square Footage Comparison Matrix
- 2.2 - Staff Comparison Matrix
- 3.1 - Time Schedule for Existing Footprint Alteration
- 3.2 - Time Schedule for Existing Footprint and Addition
- 3.3 - Time Schedule for New Construction
- 4.1 - Aerial Photo of Site
- 4.2 - Site Plan – Temporary Trailers/Parking Available
- 4.3 - Site Plan – Free Standing New Building/New Parking Scheme
- 4.4 - Site Plan – New Building Construction Limits/Parking Available
- 5.1 - Construction Cost Comparison
- 5.2 - Three Construction Estimates





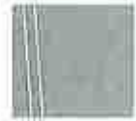




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Sq.Ft. Comparison Matrix

Space/Function:	Existing (As-Built) Sq. Ft.	Proposed - on Existing Footprint	Existing Footprint and Addition	New Construction
	16,634 GSF Existing Footprint		16634 +3,357 (add'n)	
Management / Meet'g Rm / Recept.	737	1,292	1,207	1,436
Administration	449	662	663	819
Accounting	797	1,560	1,287	1,334
IT Department	415	588	469	551
Repro Room	218	137	178	116
Sullivan Room/Meeting Rooms (1-3)	743	632	1,421	975
Montgomery Mutual	536	728	835	1,011
Human Resources	727	548	448	544
Resales	346	417	411	336
Security	381	428	402	488
Weichert/ Real Estate	734	0	602	606
Post Office	306	369	550	602
Pantry	76	76	98	101
Staff Room	0	250	211	525
Small Meeting Rooms	0	177	393	368
Files / Storage	496	0	189	140
Corridors	1,552	1,371	1,620	2,561
Lobby	1,915	1,545	1,861	658
Bathrooms	637	603	639	239
Building Support (MEP)	181	301	207	229
Bank	3,527	3,527	3,527	3,023
Future Expansion Space / Incl. Sq. Ft. Contingency	0	0	1,370	949
Net Program Space	14,773	15,213	16,788	17,590
Building Structure/Walls/	1,861	1,421	921	2,982
Total Gross Sq. Ft.	16,634	16,634	19,709	20,572



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Staff Comparison Matrix

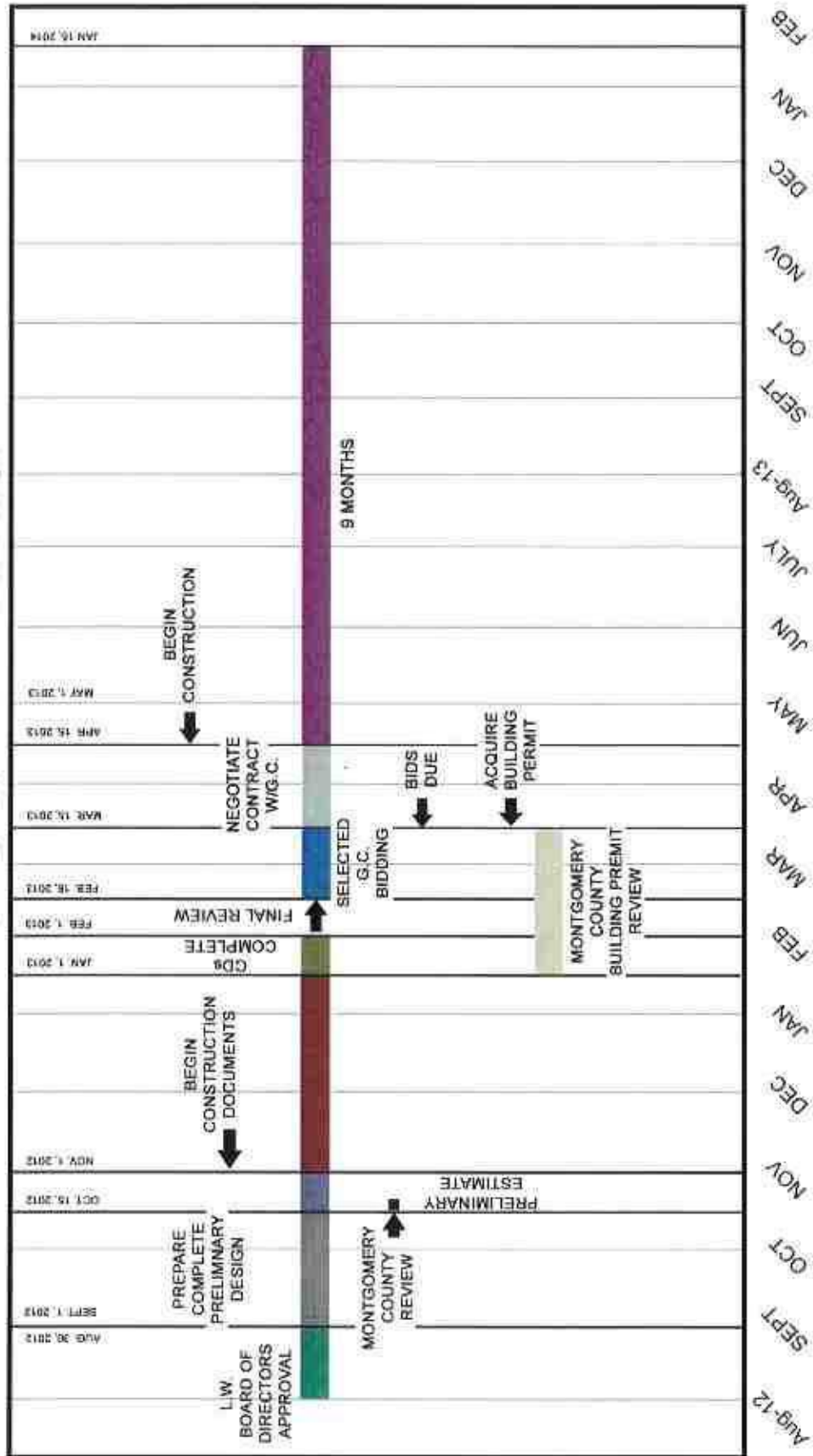
08/10/12

Department	Existing Footprint Alteration		Existing Footprint and Addition		New Construction	
	# of desks	# of Staff	# of desks	# of Staff	# of desks	# of Staff
Management	5	5	5	5	5	5
Administration/Reception*	11	8	10	8	10	8
Accounting	11	11	11	11	11	11
IT Department	4	3	4	3	4	3
Montgomery Mutual	5	5	5	5	5	5
Human Resources	4	4	4	4	4	4
Property Resales	3	3	3	3	3	3
Security	2	2	2	2	2	2
Post Office	1	2	1	2	1	2
Total	46	43	45	43	45	43

*Employees from other departments will rotate to fill the reception desk positions.

**TIME SCHEDULE FOR DESIGN & ENGINEERING - MUNICIPAL PROCESS & CONTRACTOR
BIDDING FOR THE LEISURE WORLD ADMINISTRATION BUILDING**

EXISTING FOOTPRINT ALTERATION

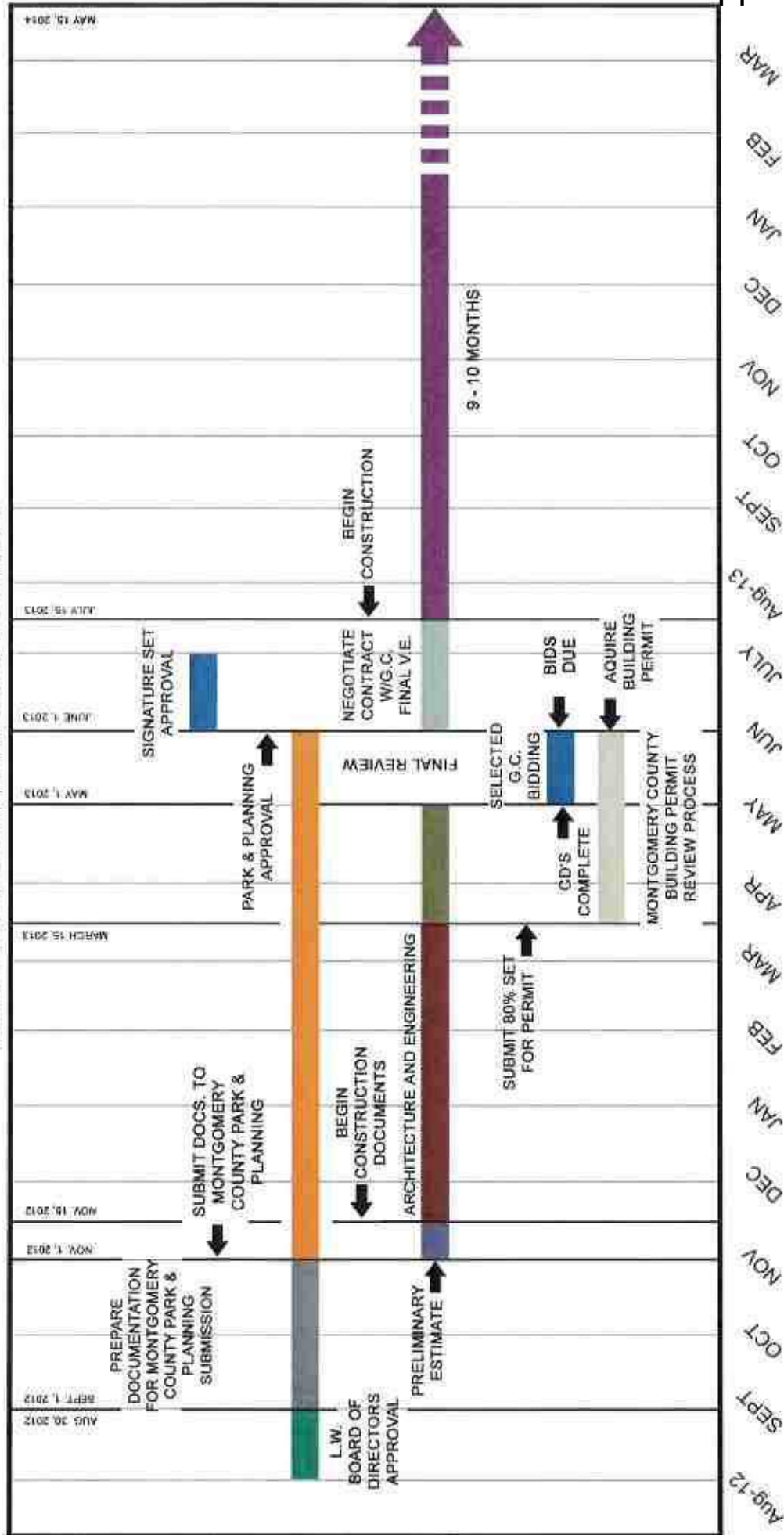


W. M. Mendenhall & Associates, Inc. 10000 10th Ave. SE
Albuquerque, NM 87106-1000

08/10/12

TIME SCHEDULE FOR DESIGN & ENGINEERING - MUNICIPAL PROCESS & CONTRACTOR BIDDING FOR THE LEISURE WORLD ADMINISTRATION BUILDING

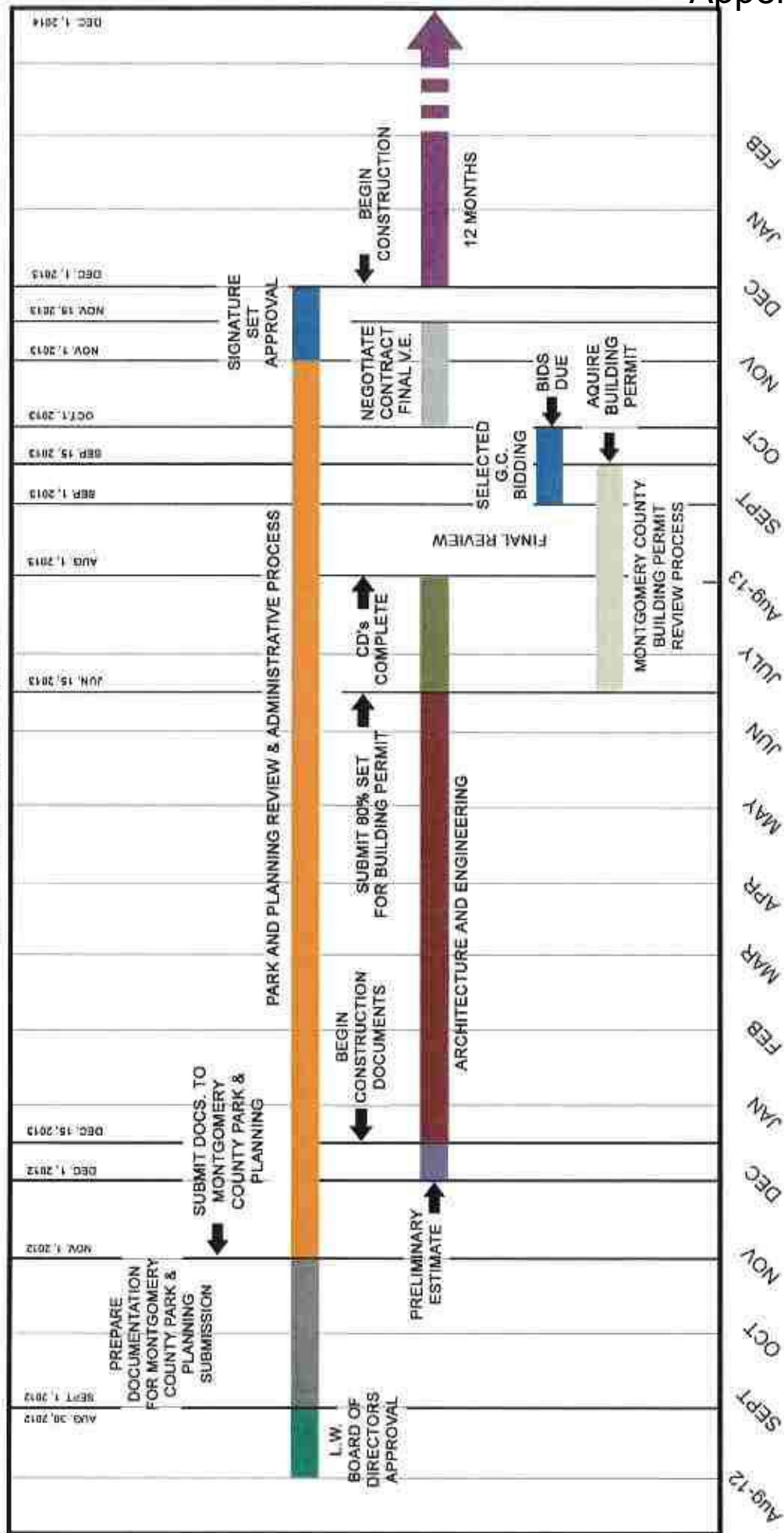
EXISTING FOOTPRINT AND ADDITION



08/10/12

TIME SCHEDULE FOR DESIGN & ENGINEERING - MUNICIPAL PROCESS & CONTRACTOR BIDDING FOR THE LEISURE WORLD ADMINISTRATION BUILDING

NEW CONSTRUCTION



H. M. ASSOCIATES, INC. ARCHITECTS P.C.
Architectural and Planning

08/10/12





SITE PLAN - TEMPORARY TRAILERS / PARKING AVAILABLE



SITE PLAN - FREE-STANDING NEW BUILDING/ NEW PARKING SCHEME

**SITE PLAN - NEW BUILDING CONSTRUCTION LIMITS/ PARKING AVAILABLE**

		EXISTING FOOTPRINT		EXISTING FOOTPRINT AND ADDITION		NEW BUILDING	
CODE	DESCRIPTION	12,210 SF	\$/SF	16,265 SF	\$/SF	20,000 SF	\$/SF
DIV II - DEMOLITION							
02-0800	DEMOLITION	\$24,420	\$2.00	\$46,191	\$3.02	\$0	\$0.00
02-2000	EARTHWORK	\$3,000	\$0.25	\$10,000	\$0.65	\$40,002	\$2.00
02-5000	SITE CONCRETE	\$14,150	\$1.16	\$14,150	\$0.83	\$20,000	\$1.00
02-6000	ASPHALT PAVING	\$0	\$0.00	\$0	\$0.00	\$0	\$0.00
02-9000	LANDSCAPING	\$7,500	\$0.61	\$7,500	\$0.49	\$15,000	\$0.75
03-3000	CONCRETE	\$0	\$0.00	\$28,519	\$1.87	\$168,000	\$8.40
04-2000	MASONRY	\$35,800	\$2.92	\$91,460	\$5.68	\$154,500	\$7.73
05-1000	STRUCTURAL STEEL	\$5,940	\$0.49	\$31,324	\$2.05	\$200,000	\$10.00
05-1000	ROUGH CARPENTRY	\$0	\$0.00	\$11,448	\$0.75	\$15,000	\$0.75
06-4000	ARCHITECTURAL MILLWORK	\$27,263	\$2.23	\$35,173	\$2.30	\$16,000	\$0.80
07-5000	ROOFING	\$230,118	\$18.85	\$273,238	\$17.88	\$220,750	\$11.04
08-1000	DOORS AND FRAMES	\$29,500	\$2.42	\$38,900	\$2.54	\$11,250	\$0.56
08-4000	GLASS & GLAZING	\$120,390	\$9.88	\$137,360	\$8.69	\$446,400	\$22.32
09-2500	DRYWALL	\$79,154	\$6.48	\$80,389	\$5.26	\$116,300	\$5.82
09-3000	CERAMIC TILE	\$51,828	\$4.24	\$51,768	\$3.30	\$9,600	\$0.48
09-6500	RESILIENT FLOORING AND CARPET	\$23,340	\$1.91	\$30,845	\$2.02	\$0	\$0.00
09-9000	PAINTING	\$11,371	\$0.93	\$13,081	\$0.85	\$15,950	\$0.80
09-9999	FINISH ALLOWANCES						
09-9999	LOBBY FINISHES	\$23,550	\$1.93	\$23,560	\$1.54	\$29,920	\$1.50
09-9999	LEISURE WORLD	\$0	\$0.00	\$0	\$0.00	\$580,000	\$29.00
09-9999	POST OFFICE	\$0	\$0.00	\$0	\$0.00	\$19,600	\$0.98
09-9999	REALTOR	\$0	\$0.00	\$0	\$0.00	\$31,200	\$1.56
09-9999	BANK	\$0	\$0.00	\$0	\$0.00	\$141,750	\$7.09
10-2100	TOILET PARTITIONS	\$3,600	\$0.29	\$3,600	\$0.24	\$10,200	\$0.51
10-8000	TOILET ACCESSORIES	\$800	\$0.07	\$800	\$0.05	\$3,000	\$0.15
12-2000	FURNITURE	\$153,000	\$12.53	\$171,000	\$11.10	\$189,000	\$9.45
15-3000	FIRE SPRINKLER	\$42,735	\$3.50	\$53,463	\$3.50	\$75,000	\$3.75
15-4000	PLUMBING	\$51,560	\$4.22	\$51,525	\$3.37	\$75,000	\$3.75
15-5000	MECHANICAL	\$146,520	\$12.00	\$183,300	\$11.59	\$180,000	\$9.00
16-1000	ELECTRICAL	\$146,520	\$12.00	\$183,300	\$11.99	\$220,000	\$11.00
17-1000	TEMP FACILITIES / RELOCATION	\$0	\$0.00	\$0	\$0.00	\$0	\$0.00
						\$0.00	
	SUBTOTALS	\$1,231,849	\$100.89	\$1,571,854	\$102.64	\$3,003,422	\$150.17
						\$0.00	
	CONTINGENCY	\$61,592	\$5.04	\$78,593	\$5.14	\$150,171	\$7.51
	GENERAL CONDITIONS	\$103,475	\$8.47	\$132,036	\$8.64	\$252,287	\$12.61
	GENERAL LIABILITY	\$4,610	\$0.38	\$5,882	\$0.38	\$11,239	\$0.56
	FEE	\$70,076	\$5.74	\$89,418	\$5.65	\$170,856	\$8.54
	GC BOND	\$13,244	\$1.08	\$17,463	\$1.14	\$33,358	\$1.67
BUILDING TOTALS		\$1,484,847	\$123.27	\$1,895,246	\$123.99	\$3,621,344	\$181.07
The following is a list of the additional costs, which are not included in the above budgets, that are required to facilitate the new construction:							
The cost of the trailer rental for the total duration of the renovation work		\$126,999		\$126,999		\$0	
The cost for the labor to relocate the staff from their offices to the temporary trailers		\$9,000		\$9,000		\$0	
The cost for the labor to relocate the staff to their newly renovated office location		\$10,000		\$10,000		\$10,000	
Under Option #3, which is the construction of a new office building in lieu of renovating the existing building, the existing building would be raised and a parking lot would be installed in its place. This total represents the value of this demolition work		\$0		\$0		\$19,000	
Once the demolition of the existing office building, as outlined under Option #3, has been completed, the site will be converted into a combination of parking and landscaped islands. This total represents the cost to complete this work		\$0		\$0		\$165,972	
GRAND TOTALS		\$1,630,846		\$2,041,245		\$3,806,316	



Foulger-Praitt

PROJECT TYPE: RENOVATION
BUDGET: 07/27/12
PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT
PHASE I 4,774 SF
PHASE II 4,725 SF
LOBBY RENOVATION 2,710 SF
TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
DIV II - DEMOLITION										
02-0800	DEMOLITION									
02-0800	PHASE I		4,774	SF	\$2	\$9,548	\$0	\$0	\$0	*****
02-0800	DEMO OF OFFICE SPACE									
02-0800	PHASE II		4,725	SF	\$2	\$0	\$9,452	\$0	\$0	*****
02-0800	DEMO OF OFFICE SPACE									
02-0800	LOBBY AREA DEMOLITION		2,710	SF	\$2	\$0	\$0	\$5,420	\$24,420	*****
	SUBTOTALS									
02-2000	EARTHWORK									
02-2000	FINISH GRADE / LANDSCAPE		1	LS	\$3,000	\$1,000	\$1,000	\$1,000	\$3,000	*****
	SUBTOTALS									
02-5000	SITE CONCRETE									
02-5000	PHASE I		480	SF	\$5	\$2,400	\$0	\$0	\$0	*****
02-5000	ALLOWANCE FOR SITE CONCRETE									
02-5000	PHASE II		350	SF	\$5	\$0	\$1,750	\$0	\$0	*****
02-5000	ALLOWANCE FOR SITE CONCRETE									
02-5000	ALLOWANCE FOR SITE WALLS		200	SF	\$50	\$0	\$10,000	\$0	\$0	*****
	SUBTOTALS								\$14,450	
02-8000	LANDSCAPING									
02-2000	FINISH GRADE / LANDSCAPE		1	LS	\$7,500	\$2,500	\$2,500	\$2,500	\$7,500	*****
	SUBTOTALS									
TOTAL DIV II										
\$49,070										
DIV IV - MASONRY										
04-2000	MASONRY									
04-2000	PHASE I		66	LF	\$100	\$6,600	\$0	\$0	\$0	*****
04-2000	INSTALLATION OF NEW LINTELS FOR WINDOWS									
04-2000	PHASE II		132	LF	\$100	\$0	\$13,200	\$0	\$0	*****
04-2000	INSTALLATION OF NEW LINTELS FOR WINDOWS									
04-2000	PHASE I AND PHASE II									
04-2000	MASONRY PILASTERS		4	EA	\$3,950	\$7,900	\$7,900	\$0	\$0	*****
	SUBTOTALS								\$35,600	
TOTAL DIV IV										
\$35,600										
DIV V - MISC. METALS										
05-1000	STRUCTURAL STEEL									
05-1000	PHASE I		26	LF	\$60	\$1,560	\$0	\$0	\$0	*****
05-1000	INSTALLATION OF NEW LINTELS FOR WINDOWS									
05-1000	PHASE II									
05-1000	INSTALLATION OF NEW LINTELS FOR WINDOWS		73	LF	\$60	\$0	\$4,380	\$0	\$0	*****



Foulger-Pratt

PROJECT TYPE: RENOVATION
BUDGET: 07/27/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT

PHASE I 4,774 SF
PHASE II 4,726 SF
LOBBY RENOVATION 2,710 SF
TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
SUBTOTALS										
TOTAL DIV V										
\$4,940										
\$5,940										
DIV VI - WOOD & PLASTIC										
ARCHITECTURAL MILLWORK										
PHASE I										
06-4000	RECEPTION AREA		12.50	LF	\$225	\$2,813	\$0	\$0		*****
06-4000	BASE CABINETS		25	SF	\$35	\$875	\$0	\$0		*****
06-4000	P-LAM COUNTERTOPS									*****
06-4000	BATHROOM									*****
06-4000	GRANITE VANITY TOPS		2	EA	\$300	\$600	\$0	\$0		*****
PHASE II										
06-4000	IT LAB									*****
06-4000	BASE CABINETS		22.50	LF	\$225	\$0	\$5,063	\$0		*****
06-4000	WALL CABINETS		22.50	LF	\$180	\$0	\$4,050	\$0		*****
06-4000	P-LAM COUNTERTOPS		45	SF	\$35	\$0	\$1,575	\$0		*****
06-4000	STAFF ROOM									*****
06-4000	BASE CABINETS		14.50	LF	\$225	\$0	\$3,263	\$0		*****
06-4000	WALL CABINETS		14.50	LF	\$180	\$0	\$2,610	\$0		*****
06-4000	P-LAM COUNTERTOPS		25	SF	\$35	\$0	\$1,015	\$0		*****
06-4000	CONFERENCE									*****
06-4000	BASE CABINETS		8	LF	\$225	\$0	\$1,800	\$0		*****
06-4000	WALL CABINETS		8	LF	\$180	\$0	\$1,440	\$0		*****
06-4000	P-LAM COUNTERTOPS		16	SF	\$35	\$0	\$560	\$0		*****
06-4000	BATHROOM									*****
06-4000	GRANITE VANITY TOPS		2	EA	\$300	\$0	\$600	\$0		*****
06-4000	LOBBY AREA									*****
06-4000	BATHROOM									*****
06-4000	GRANITE VANITY TOPS		2	EA	\$500	\$0	\$0	\$1,000		*****
SUBTOTALS										
TOTAL DIV VI										
\$27,263										
\$27,263										
DIV VII - THERMAL AND MOISTURE PROTECTION										
ROOFING										
07-5000	PHASE I, PHASE II AND LOBBY AREA									*****
07-5000	NEW ROOFING FOR THE ENTIRE BUILDING		16,437	SF	\$14	\$76,706	\$76,706	\$76,706		*****
SUBTOTALS										
TOTAL DIV VII										
\$230,118										
DIV VIII - DOORS & WINDOWS										
DOORS AND FRAMES										
08-1000										*****



Foulger-Pratt

PROJECT TYPE: RENOVATION
BUDGET: 07/27/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT

PHASE I 4,774 SF
PHASE II 4,726 SF
LOBBY RENOVATION 2,710 SF
TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
08-1000	PHASE I									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		20	EA	\$450	\$9,000	\$0	\$0	\$0	*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		4	EA	\$600	\$2,400	\$0	\$0	\$0	*****
08-1000	INSTALLATION		24	EA	\$125	\$3,000	\$0	\$0	\$0	*****
08-1000	PHASE II									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		21	EA	\$450	\$0	\$9,450	\$0	\$0	*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		1	EA	\$800	\$0	\$800	\$0	\$0	*****
08-1000	INSTALLATION		22	EA	\$125	\$0	\$2,750	\$0	\$0	*****
08-1000	LOBBY AREA									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		4	EA	\$450	\$0	\$0	\$1,800	\$0	*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		0	EA	\$600	\$0	\$0	\$0	\$0	*****
08-1000	INSTALLATION		4	EA	\$125	\$0	\$0	\$500	\$20,500	*****
SUBTOTALS										
08-4000	GLASS & GLAZING									
08-4000	PHASE I									
08-4000	INSTALLATION OF NEW WINDOWS		528	SF	\$40	\$21,120	\$0	\$0	\$0	*****
08-4000	PHASE II									
08-4000	INSTALLATION OF NEW WINDOWS		1,056	SF	\$40	\$0	\$42,240	\$0	\$0	*****
08-4000	LOBBY RENOVATION									
08-4000	FOYER STRUCTURE INCLUDING ROOFING		81	SF	\$80	\$0	\$0	\$6,480	\$0	*****
08-4000	INTERIOR STOREFRONT		510	SF	\$55	\$0	\$0	\$28,050	\$0	*****
08-4000	STOREFRONT DOORS		5	PR	\$4,500	\$0	\$0	\$22,500	\$120,390	*****
SUBTOTALS										
TOTAL DIV VIII										\$149,890
DIV IX - FINISHES:										
09-2500	DRYWALL									
09-2500	PHASE I									
09-2500	NEW INTERIOR WALLS		3,384	SF	\$4	\$13,536	\$0	\$0	\$0	*****
09-2500	ACOUSTICAL CEILINGS		4,774	SF	\$3	\$14,322	\$0	\$0	\$0	*****
09-2500	PHASE II									
09-2500	NEW INTERIOR WALLS		5,562	SF	\$4	\$0	\$22,248	\$0	\$0	*****
09-2500	ACOUSTICAL CEILINGS		4,726	SF	\$3	\$0	\$14,178	\$0	\$0	*****
09-2500	LOBBY AREA									
09-2500	FOYER NEW WALLS		1,330	SF	\$4	\$0	\$0	\$5,320	\$0	*****
09-2500	DRYWALL CEILINGS		1,910	SF	\$5	\$0	\$0	\$9,550	\$0	*****
SUBTOTALS										
09-3000	CERAMIC TILE									
09-3000	PHASE I									
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS AND JANITOR		199	SF	\$8	\$1,592	\$0	\$0	\$0	*****
SUBTOTALS										\$79,154



Foulger-Prait

PROJECT TYPE: RENOVATION
BUDGET: 07/27/12
PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT
PHASE I 4,774 SF
PHASE II 4,726 SF
LOBBY RENOVATION 2,710 SF
TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
09-3000	NEW CERAMIC WALL TILES		918	SF	\$8	\$7,344	\$0	\$0	\$0	*****
09-3000	PHASE II									*****
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS AND JANITOR		169	SF	\$8	\$0	\$1,352	\$0	\$0	*****
09-3000	NEW CERAMIC WALL TILES		774	SF	\$8	\$0	\$6,192	\$0	\$0	*****
09-3000	LOBBY RENOVATION									*****
09-3000	LOBBY FLOORS		1,925	SF	\$12	\$0	\$0	\$23,100		*****
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS		415	SF	\$8	\$0	\$0	\$3,320		*****
09-3000	NEW CERAMIC WALL TILES		1,116	SF	\$8	\$0	\$0	\$8,928	\$51,638	*****
09-6500	SUBTOTALS									
09-6500	RESILIENT FLOORING AND CARPET									*****
09-6500	PHASE I									*****
09-6500	NEW CARPET		508	SY	\$22	\$11,183	\$0	\$0	\$0	*****
09-6500	PHASE II									*****
09-6500	NEW CARPET		506	SY	\$22	\$0	\$11,139	\$0	\$0	*****
09-6500	LOBBY RENOVATION									*****
09-6500	POST OFFICE AT LOBBY		370	SF	\$2.75	\$0	\$0	\$1,018	\$23,340	*****
09-9000	SUBTOTALS									
09-9000	PAINTING									*****
09-9000	PHASE I									*****
09-9000	NEW PAINT		6,766	SF	\$0.50	\$3,384	\$0	\$0	\$0	*****
09-9000	PHASE II									*****
09-9000	NEW PAINT		11,124	SF	\$0.50	\$0	\$5,562	\$0	\$0	*****
09-9000	LOBBY RENOVATION									*****
09-9000	NEW PAINT		2,940	SF	\$0.50	\$0	\$0	\$1,470		*****
09-9000	DRYWALL CEILINGS		1,910	SF	\$0.50	\$0	\$0	\$965	\$11,371	*****
09-9999	SUBTOTALS									
09-9999	FINISH ALLOWANCES									*****
09-9999	LOBBY RENOVATION									*****
09-9999	LOBBY RENOVATION		2,710	SF	\$5	\$0	\$0	\$13,550		*****
09-9999	RECEPTION DESK AT LOBBY		1	EA	\$10,000	\$0	\$0	\$10,000	\$23,550	*****
09-9999	SUBTOTALS									
TOTAL DIV IX										
\$189,243										
DIV XV - SPECIALTIES										
10-2100	TOILET PARTITIONS									*****
10-2100	LOBBY RENOVATION									*****
10-2100	TOILET PARTITIONS		6	EA	\$600	\$0	\$0	\$3,600	\$3,000	*****
10-8000	SUBTOTALS									
10-8000	TOILET ACCESSORIES									*****
10-8000	PHASE I									*****
10-8000	TOILET ACCESSORIES		2	EA	\$100	\$200	\$0	\$0	\$0	*****



Foulger-Pratt

PROJECT TYPE: RENOVATION
BUDGET: 07/27/12
PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT
PHASE I 4,774 SF
PHASE II 4,726 SF
LOBBY RENOVATION 2,710 SF
TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
10-8000	PHASE II									
10-8000	TOILET ACCESSORIES		2	EA	\$100	\$0	\$200	\$0	\$0	*****
10-8000	LOBBY RENOVATION									
10-8000	TOILET ACCESSORIES		2	EA	\$200	\$0	\$0	\$400	\$800	*****
SUBTOTALS										
TOTAL DIV X										\$4,400
DIV XII - FURNISHINGS										
12-2000	FURNITURE									
12-2000	MODULAR FURNITURE FURNISH / INSTALLATION		34	EA	\$4,500	\$76,500	\$76,500	\$0	\$153,000	*****
SUBTOTALS										
TOTAL DIV XII										\$153,000
DIV XV - MECHANICAL										
15-3000	FIRE SPRINKLER									
15-3000	PHASE I									
15-3000	NEW FIRE SPRINKLER		4,774	SF	\$4	\$18,708	\$0	\$0	\$0	*****
15-3000	PHASE II									
15-3000	NEW FIRE SPRINKLER		4,726	SF	\$4	\$0	\$18,541	\$0	\$0	*****
15-3000	LOBBY RENOVATION									
15-3000	NEW FIRE SPRINKLER		2,710	SF	\$4	\$0	\$0	\$9,485	\$42,735	*****
SUBTOTALS										
15-4000	PLUMBING									
15-4000	PHASE I									
15-4000	NEW PLUMBING BATHROOMS		4,774	SF	\$4	\$19,096	\$0	\$0	\$0	*****
15-4000	PHASE II									
15-4000	NEW PLUMBING BATHROOMS		4,726	SF	\$4	\$0	\$18,904	\$0	\$0	*****
15-4000	LOBBY RENOVATION									
15-4000	NEW PLUMBING BATHROOMS		2,710	SF	\$5	\$0	\$0	\$13,550	\$51,550	*****
SUBTOTALS										
15-5000	MECHANICAL									
15-5000	PHASE I									
15-5000	NEW MECHANICAL		4,774	SF	\$12	\$57,288	\$0	\$0	\$0	*****
15-5000	PHASE II									
15-5000	NEW MECHANICAL		4,726	SF	\$12	\$0	\$56,712	\$0	\$0	*****
15-5000	LOBBY RENOVATION									
15-5000	NEW MECHANICAL		2,710	SF	\$12	\$0	\$0	\$32,520	\$146,520	*****
SUBTOTALS										
TOTAL DIV XV										\$240,805
DIV XVI - ELECTRICAL										
16-1000	ELECTRICAL									



FOULGER-PRATT

PROJECT TYPE: RENOVATION
BUDGET: 07/27/12
PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT
PHASE I 4,774 SF
PHASE II 4,726 SF
LOBBY RENOVATION 2,710 SF
TOTALS 12,210

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
16-1000	PHASE I									
16-1000	NEW LIGHTING AND POWER		4,774	SF	\$12	\$57,288	\$0	\$0		*****
16-1000	PHASE II									
16-1000	NEW LAYOUT LIGHT FIXTURE AND POWER		4,726	SF	\$12	\$0	\$56,712	\$0		*****
16-1000	LOBBY RENOVATION		2,710	SF		\$0	\$0	\$32,520	\$146,520	*****
16-1000	NEW LAYOUT LIGHT FIXTURE AND POWER									
	SUBTOTALS									
	TOTAL DIV XVI									\$146,520
5.00%	SUBTOTAL CONTINGENCY					\$426,484 \$21,323	\$490,143 \$24,507	\$315,242 \$15,762		\$1,231,649 \$51,592
8.00%	SUBTOTAL GENERAL CONDITIONS					\$447,787 \$36,023	\$514,551 \$41,172	\$331,004 \$20,480		\$1,293,441 \$103,476
0.33%	SUBTOTAL GENERAL LIABILITY					\$483,610 \$1,596	\$556,023 \$1,834	\$357,484 \$1,160		\$1,396,916 \$4,610
5.00%	SUBTOTAL FEE					\$486,205 \$24,260	\$557,657 \$27,853	\$358,664 \$17,933		\$1,401,528 \$70,078
0.90%	SUBTOTAL GC BOND					\$509,466 \$4,585	\$585,540 \$5,270	\$376,597 \$3,389		\$1,471,603 \$13,244
	BUDGET SUB-TOTAL					\$514,051	\$580,809	\$379,986		\$1,484,847
	TRAILER (12X16 = 720SF) X 12 EA X 4 MO X \$1.65/SF/MO					\$18,989	\$18,989	\$19,046		\$57,024
	POWER, UTILITIES, TELECOMM, AND DATA					\$28,325	\$6,325	\$6,325		\$44,975
	MISC. - Carpentry, Temp Dividers, etc.					\$25,000				\$25,000
	BUDGET SUB-TOTAL					\$581,365	\$618,123	\$407,357		\$1,586,846


FOULGER-PRAIT

PROJECT TYPE: EXPANSION PLAN
BUDGET: 08/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION

PHASE I 4,774 SF
PHASE I ADDITION 2,890 SF
PHASE II 4,726 SF
PHASE II ADDITION 190 SF
LOBBY RENOVATION 2,705 SF
TOTALS: 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
DIV II - DEMOLITION										
02-0800	DEMOLITION									
02-0800	PHASE I									
02-0800	DEMO OF OFFICE SPACE		4,774	SF	\$3	\$14,322	\$0	\$0	\$0	
02-0800	DEMO EXISTING EXTERIOR WALL		1,295	SF	\$6	\$7,775	\$0	\$0	\$0	
02-0800	PHASE II									
02-0800	DEMO OF OFFICE SPACE		4,726	SF	\$3	\$0	\$14,178	\$0	\$0	
02-0800	DEMO EXISTING EXTERIOR WALL		300	SF	\$6	\$0	\$1,800	\$0	\$0	
02-0800	LOBBY AREA DEMOLITION		2,705	SF	\$3	\$0	\$0	\$8,115	\$46,191	
SUBTOTALS										
02-2000	EARTHWORK									
02-2000	FINISH GRADE	1	LS		\$10,000	\$3,333	\$3,333	\$3,333	\$10,000	
SUBTOTALS										
02-5000	SITE CONCRETE									
02-5000	PHASE I									
02-5000	ALLOWANCE FOR SITE CONCRETE	480	SF		\$5	\$2,400	\$0	\$0	\$0	
02-5000	PHASE II									
02-5000	ALLOWANCE FOR SITE CONCRETE	350	SF		\$5	\$0	\$1,750	\$0	\$0	
02-5000	ALLOWANCE FOR SITE WALLS	200	SF		\$50	\$0	\$10,000	\$0	\$14,150	
SUBTOTALS										
02-9000	LANDSCAPING									
02-9000	LANDSCAPE	1	LS		\$7,500	\$2,500	\$2,500	\$2,500	\$7,500	
SUBTOTALS										
TOTAL DIV II										
\$77,841										
DIV III - CONCRETE										
03-3000	CONCRETE									
03-3000	PHASE I - ADDITION									
03-3000	CONCRETE FOOTINGS	10	CY		\$350.00	\$3,500	\$0	\$0	\$0	
03-3000	SLAB ON GRADE	2,890	SF		\$5.00	\$14,450	\$0	\$0	\$0	
03-3000	TURNED DOWN	18	CY		\$350.00	\$6,300	\$0	\$0	\$0	
03-3000	COLUMN FOOTINGS	2	CY		\$350.00	\$700	\$0	\$0	\$0	
03-3000	PHASE II - ADDITION									
03-3000	CONCRETE FOOTINGS	2	CY		\$350.00	\$0	\$810	\$0	\$0	
03-3000	SLAB ON GRADE	190	SF		\$5.00	\$0	\$950	\$0	\$0	
03-3000	TURNED DOWN	4	CY		\$350.00	\$0	\$1,458	\$0	\$0	
03-3000	COLUMN FOOTINGS	1	CY		\$350.00	\$0	\$360	\$0	\$0	
SUBTOTALS										
\$28,519										



PROJECT TYPE:	EXPANSION PLAN	PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION
BUDGET:	Q01/13/12	
		PHASE I 4,774 SF
		PHASE I ADDITION 2,880 SF
		PHASE II 4,726 SF
		PHASE II ADDITION 190 SF
		LOBBY RENOVATION 2,705 SF
		TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
TOTAL DIV IV										
DIV IV - MASONRY										
MASONRY										
04-2000	PHASE I									
04-2000	INSTALLATION OF NEW LINTELS FOR WINDOWS		56	LF	\$100	\$6,600	\$0	\$0		
04-2000	PHASE I - ADDITION									
04-2000	CMU EXTERIOR WALLS		1,296	SF	\$10.00	\$12,960	\$0	\$0		
04-2000	BRICK VENEER		1,296	SF	\$25.00	\$32,400	\$0	\$0		
04-2000	PHASE II									
04-2000	INSTALLATION OF NEW LINTELS FOR WINDOWS		132	LF	\$100	\$0	\$13,200	\$0		
04-2000	PHASE II - ADDITION									
04-2000	CMU EXTERIOR WALLS		300	SF	\$10.00	\$0	\$3,000	\$0		
04-2000	BRICK VENEER		300	SF	\$25.00	\$0	\$7,500	\$0		
04-2000	PHASE I & II									
04-2000	INSTALLATION OF ADDITIONAL PILASTERS		4	EA	\$3,950	\$7,900	\$7,900	\$0	\$91,460	
SUBTOTALS										
TOTAL DIV IV										
DIV V - MISC. METALS										
STRUCTURAL STEEL										
05-1000	PHASE I									
05-1000	INSTALLATION OF NEW LINTELS FOR WINDOWS		26	LF	\$60	\$1,560	\$0	\$0		
05-1000	PHASE I - ADDITION									
05-1000	TEMPORARY SHORING FOR NEW COLUMNS		111	LF	\$20.00	\$2,220	\$0	\$0		
05-1000	BAR JOISTS / EMBEDS / MISC. STEEL / METAL DECK		2,548	SF	\$8.00	\$20,384	\$0	\$0		
05-1000	PHASE II									
05-1000	INSTALLATION OF NEW LINTELS FOR WINDOWS		73	LF	\$60	\$0	\$4,380	\$0		
05-1000	PHASE II - ADDITION									
05-1000	TEMPORARY SHORING FOR NEW COLUMNS		25	LF	\$20.00	\$0	\$500	\$0		
05-1000	BAR JOISTS / EMBEDS / MISC. STEEL / METAL DECK		190	SF	\$12.00	\$0	\$2,280	\$0	\$31,324	
SUBTOTALS										
TOTAL DIV V										
DIV V - MISC. METALS										
ROUGH CARPENTRY										
06-1000	MANSARD ROOF FRAMING									
06-1000	TRUSSES FOR MANSARD ROOF		2,544	SF	\$3	\$6,360	\$0	\$0		
06-1000	PLYWOOD CLADDING FOR MANSARD ROOF		2,544	SF	\$2	\$5,088	\$0	\$0		
SUBTOTALS										
TOTAL DIV V										
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FOULGER-PRATT

PROJECT TYPE: EXPANSION PLAN
BUDGET: 06/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION

PHASE I 4,774 SF
PHASE I ADDITION 2,890 SF
PHASE II 4,726 SF
PHASE II ADDITION 160 SF
LOBBY RENOVATION 2,705 SF
TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
DIV VI - WOOD & PLASTIC										
05-4000	ARCHITECTURAL MILLWORK									
06-4000	PHASE I									
06-4000	IT LAB									
06-4000	BASE CABINETS		30	LF	\$225	\$6,750	\$0	\$0		*****
06-4000	WALL CABINETS		30	LF	\$175	\$5,250	\$0	\$0		*****
06-4000	P-LAM COUNTERTOPS		60	SF	\$35	\$2,100	\$0	\$0		*****
06-4000	RECEPTION AREA									
06-4000	BASE CABINETS		8.50	LF	\$225	\$1,913	\$0	\$0		*****
06-4000	P-LAM COUNTERTOPS		34	SF	\$35	\$1,190	\$0	\$0		*****
06-4000	PANTRY ROOM									
06-4000	BASE CABINETS		26	LF	\$225	\$5,850	\$0	\$0		*****
06-4000	WALL CABINETS		30	LF	\$175	\$5,250	\$0	\$0		*****
06-4000	P-LAM COUNTERTOPS		42	SF	\$35	\$1,470	\$0	\$0		*****
06-4000	BATHROOM									
06-4000	VANITY TOPS		2	EA	\$200	\$400	\$0	\$0		*****
06-4000	PHASE II									
06-4000	CONFERENCE									
06-4000	BASE CABINETS		8	LF	\$225	\$0	\$1,800	\$0		*****
06-4000	WALL CABINETS		8	LF	\$180	\$0	\$1,440	\$0		*****
06-4000	P-LAM COUNTERTOPS		16	SF	\$35	\$0	\$560	\$0		*****
06-4000	BATHROOM									
06-4000	VANITY TOPS		2	EA	\$200	\$0	\$400	\$0		*****
06-4000	LOBBY AREA									
06-4000	BATHROOM									
06-4000	VANITY TOPS		2	EA	\$400	\$0	\$0	\$800		*****
	SUBTOTALS								\$35,173	
	TOTAL DIV VI									\$46,621
DIV VII - THERMAL AND MOISTURE PROTECTION										
07-5000	ROOFING									
07-5000	PHASE I, PHASE II AND LOBBY AREA									
07-5000	NEW ROOFING FOR THE ENTIRE BUILDING		19,517	SF	\$14	\$91,079	\$91,079	\$91,079		*****
	SUBTOTALS								\$273,238	
	TOTAL DIV VII									\$273,238
DIV VIII - DOORS & WINDOWS										
08-1000	DOORS AND FRAMES									



Foulger-Pratt

PROJECT TYPE: EXPANSION PLAN
BUDGET: 08/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION

PHASE I 4,774 SF
PHASE I ADDITION 2,890 SF
PHASE II 4,726 SF
PHASE II ADDITION 190 SF
LOBBY RENOVATION 2,705 SF
TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
08-1000	PHASE I									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		20	EA	\$450	\$9,000	\$0	\$0	\$0	*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		4	EA	\$600	\$2,400	\$0	\$0	\$0	*****
08-1000	INSTALLATION		24	EA	\$125	\$3,000	\$0	\$0	\$0	*****
08-1000	PHASE I ADDITION									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		6	EA	\$450	\$2,700	\$0	\$0	\$0	*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		6	EA	\$600	\$3,600	\$0	\$0	\$0	*****
08-1000	INSTALLATION		6	EA	\$125	\$750	\$0	\$0	\$0	*****
08-1000	PHASE II									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		21	EA	\$450	\$9,450	\$9,450	\$0	\$0	*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		1	EA	\$600	\$600	\$0	\$0	\$0	*****
08-1000	INSTALLATION		22	EA	\$125	\$2,750	\$2,750	\$0	\$0	*****
08-1000	PHASE II ADDITION									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		2	EA	\$450	\$900	\$900	\$0	\$0	*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		2	EA	\$600	\$1,200	\$1,200	\$0	\$0	*****
08-1000	INSTALLATION		2	EA	\$125	\$250	\$250	\$0	\$0	*****
08-1000	LOBBY AREA									
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE		4	EA	\$450	\$1,800	\$0	\$1,800	\$1,800	*****
08-1000	NEW HM DOORS, FRAMES AND HARDWARE		0	EA	\$600	\$0	\$0	\$0	\$0	*****
08-1000	INSTALLATION		4	EA	\$125	\$500	\$0	\$500	\$500	*****
	SUBTOTALS								\$38,900	
08-4000	GLASS & GLAZING									
08-4000	PHASE I									
08-4000	INSTALLATION OF NEW WINDOWS		578	SF	\$40	\$23,120	\$0	\$0	\$0	*****
08-4000	PHASE I ADDITION									
08-4000	INSTALLATION OF NEW WINDOWS		424	SF	\$40	\$16,960	\$0	\$0	\$0	*****
08-4000	PHASE II									
08-4000	INSTALLATION OF NEW WINDOWS		1,058	SF	\$40	\$42,320	\$42,320	\$0	\$0	*****
08-4000	LOBBY RENOVATION									
08-4000	FOYER STRUCTURE INCLUDING ROOFING		81	SF	\$80	\$6,480	\$0	\$6,480	\$6,480	*****
08-4000	INTERIOR STOREFRONT		510	SF	\$55	\$28,050	\$0	\$28,050	\$28,050	*****
08-4000	STOREFRONT DOORS		5	PR	\$4,500	\$22,500	\$0	\$22,500	\$22,500	*****
	SUBTOTALS								\$137,350	
	TOTAL DIV VIII								\$176,250	
DIV IX - FINISHES										
09-2500	DRYWALL									
09-2500	PHASE I									



Foulger-Pratt

PROJECT TYPE: EXPANSION PLAN
BUDGET: 08/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION

PHASE I 4,774 SF
PHASE I ADDITION 2,890 SF
PHASE II 4,725 SF
PHASE II ADDITION 190 SF
LOBBY RENOVATION 2,705 SF
TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
09-2500	NEW INTERIOR WALLS		3,384	SF	\$4	\$13,536	\$0	\$0	\$0	*****
09-2500	ACOUSTICAL CEILINGS		4,774	SF	\$3	\$14,322	\$0	\$0	\$0	*****
09-2500	PHASE I ADDITION									
09-2500	NEW INTERIOR WALLS		1,692	SF	\$4	\$6,768	\$0	\$0	\$0	*****
09-2500	ACOUSTICAL CEILINGS		2,890	SF	\$3	\$8,670	\$0	\$0	\$0	*****
09-2500	PHASE II									
09-2500	NEW INTERIOR WALLS		5,562	SF	\$4	\$0	\$22,248	\$0	\$0	*****
09-2500	LOBBY AREA									
09-2500	FOYER NEW WALLS		1,330	SF	\$4	\$0	\$0	\$5,320	\$0	*****
09-2500	DRYWALL CEILINGS		1,905	SF	\$5	\$0	\$0	\$9,525	\$0	*****
SUBTOTALS										
09-3000	CERAMIC TILE								\$80,388	
09-3000	PHASE I									
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS AND JANITOR		199	SF	\$8	\$1,592	\$0	\$0	\$0	*****
09-3000	NEW CERAMIC WALL TILES		918	SF	\$8	\$7,344	\$0	\$0	\$0	*****
09-3000	PHASE II									
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS AND JANITOR		169	SF	\$8	\$0	\$1,352	\$0	\$0	*****
09-3000	NEW CERAMIC WALL TILES		774	SF	\$8	\$0	\$6,192	\$0	\$0	*****
09-3000	LOBBY RENOVATION									
09-3000	LOBBY FLOORS		1,920	SF	\$12	\$0	\$0	\$23,040	\$0	*****
09-3000	NEW CERAMIC FLOOR TILE BATHROOMS		415	SF	\$8	\$0	\$0	\$3,320	\$0	*****
09-3000	NEW CERAMIC WALL TILES		1,116	SF	\$8	\$0	\$0	\$8,928	\$0	*****
SUBTOTALS										
09-6500	RESILIENT FLOORING AND CARPET								\$51,768	
09-6500	PHASE I									
09-6500	NEW CARPET		508	SY	\$22	\$11,183	\$0	\$0	\$0	*****
09-6500	PHASE I ADDITION									
09-6500	NEW CARPET		321	SY	\$22	\$7,064	\$0	\$0	\$0	*****
09-6500	PHASE II									
09-6500	NEW CARPET		506	SY	\$22	\$0	\$11,139	\$0	\$0	*****
09-6500	PHASE II ADDITION									
09-6500	NEW CARPET		20	SY	\$22	\$0	\$440	\$0	\$0	*****
09-6500	LOBBY RENOVATION									
09-6500	POST OFFICE AT LOBBY		370	SF	\$2.75	\$0	\$0	\$1,018	\$0	*****
SUBTOTALS										
09-9000	PAINTING								\$30,845	
09-9000	PHASE I									
09-9000	NEW PAINT		6,768	SF	\$0.50	\$3,384	\$0	\$0	\$0	*****
09-9000	PHASE I ADDITION									



Foulger-Praitt

PROJECT TYPE: EXPANSION PLAN
BUDGET: 05/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION

PHASE I 4,774 SF
PHASE I ADDITION 2,890 SF
PHASE II 4,726 SF
PHASE II ADDITION 190 SF
LOBBY RENOVATION 2,705 SF
TOTALS 15,285

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
09-9000	NEW PAINT		3,384	SF	\$0.50	\$1,692	\$0	\$0		
09-9000	PHASE II									
09-9000	NEW PAINT		11,124	SF	\$0.50	\$0	\$5,562	\$0		
09-9000	LOBBY RENOVATION									
09-9000	NEW PAINT		2,940	SF	\$0.50	\$0	\$0	\$1,470		
09-9000	DRYWALL CEILINGS		1,905	SF	\$0.50	\$0	\$0	\$953		
	SUBTOTALS								\$13,081	
09-9999	FINISH ALLOWANCES									
09-9999	LOBBY RENOVATION									
09-9999	LOBBY RENOVATION		1	LS	\$13,550	\$0	\$0	\$13,550		
09-9999	RECEPTION DESK AT LOBBY		1	EA	\$10,000	\$0	\$0	\$10,000		
	SUBTOTALS								\$23,550	
	TOTAL DIV IX									\$199,612
DIV XV - SPECIALTIES										
10-2100	TOILET PARTITIONS									
10-2100	LOBBY RENOVATION									
10-2100	TOILET PARTITIONS		6	EA	\$600	\$0	\$0	\$3,600		
	SUBTOTALS								\$3,600	
10-8000	TOILET ACCESSORIES									
10-8000	PHASE I									
10-8000	TOILET ACCESSORIES		2	EA	\$100	\$200	\$0	\$0		
10-8000	PHASE II									
10-8000	TOILET ACCESSORIES		2	EA	\$100	\$0	\$200	\$0		
10-8000	LOBBY RENOVATION									
10-8000	TOILET ACCESSORIES		2	EA	\$200	\$0	\$0	\$400		
	SUBTOTALS								\$800	
	TOTAL DIV X									\$4,400
DIV XII - FURNISHINGS										
12-2000	FURNITURE									
12-2000	MODULAR FURNITURE FURNISH / INSTALLATION		38	EA	\$4,500	\$55,500	\$85,500	\$0		
	SUBTOTALS								\$171,000	
	TOTAL DIV XII									\$171,000
DIV XV - MECHANICAL										
15-3000	FIRE SPRINKLER									
15-3000	PHASE I									
15-3000	NEW FIRE SPRINKLER		4,774	SF	\$3.50	\$16,709	\$0	\$0		
15-3000	PHASE II									



FOULGER-PRATT

PROJECT TYPE: EXPANSION PLAN
BUDGET: 08/13/12

PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION

PHASE I 4,774 SF
PHASE I ADDITION 2,890 SF
PHASE II 4,726 SF
PHASE II ADDITION 190 SF
LOBBY RENOVATION 2,705 SF
TOTALS 15,289

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
15-3000	NEW FIRE SPRINKLER									
15-3000	PHASE II		2,890	SF	\$3.50	\$10,115	\$0	\$0	\$0	*****
15-3000	NEW FIRE SPRINKLER									
15-3000	PHASE II ADDITION		4,726	SF	\$3.50	\$0	\$16,541	\$0	\$0	*****
15-3000	NEW FIRE SPRINKLER									
15-3000	PHASE II		180	SF	\$3.50	\$0	\$630	\$0	\$0	*****
15-3000	LOBBY RENOVATION									
15-3000	NEW FIRE SPRINKLER		2,705	SF	\$3.50	\$0	\$0	\$9,468	\$53,463	*****
SUBTOTALS										
15-4000	PLUMBING									
15-4000	PHASE I									
15-4000	NEW PLUMBING BATHROOMS		4,774	SF	\$4.00	\$19,096	\$0	\$0	\$0	*****
15-4000	PHASE II									
15-4000	NEW PLUMBING BATHROOMS		4,726	SF	\$4.00	\$0	\$18,904	\$0	\$0	*****
15-4000	LOBBY RENOVATION									
15-4000	NEW PLUMBING BATHROOMS		2,705	SF	\$5.00	\$0	\$0	\$13,525	\$51,525	*****
SUBTOTALS										
15-5000	MECHANICAL									
15-5000	PHASE I									
15-5000	NEW MECHANICAL		4,774	SF	\$12.00	\$57,288	\$0	\$0	\$0	*****
15-5000	PHASE I ADDITION									
15-5000	NEW MECHANICAL		2,890	SF	\$12.00	\$34,880	\$0	\$0	\$0	*****
15-5000	PHASE II									
15-5000	NEW MECHANICAL		4,726	SF	\$12.00	\$0	\$56,712	\$0	\$0	*****
15-5000	PHASE II ADDITION									
15-5000	NEW MECHANICAL		180	SF	\$12.00	\$0	\$2,160	\$0	\$0	*****
15-5000	LOBBY RENOVATION									
15-5000	NEW MECHANICAL		2,705	SF	\$12.00	\$0	\$0	\$32,460	\$185,300	*****
SUBTOTALS										
TOTAL DIV XV										\$288,288
DIV XVI - ELECTRICAL										
16-1000	ELECTRICAL									
16-1000	PHASE I									
16-1000	NEW LIGHTING AND POWER		4,774	SF	\$12.00	\$57,288	\$0	\$0	\$0	*****
16-1000	PHASE I ADDITION									
16-1000	NEW LIGHTING AND POWER		2,890	SF	\$12.00	\$34,880	\$0	\$0	\$0	*****
16-1000	PHASE II									
16-1000	NEW LIGHTING AND POWER		4,726	SF	\$12.00	\$0	\$56,712	\$0	\$0	*****
16-1000	PHASE II ADDITION									



PROJECT TYPE: EXPANSION PLAN
BUDGET: 08/13/12
PROJECT: LEISURE WORLD ADM BUILDING - EXISTING FOOTPRINT AND ADDITION
PHASE I 4.7/4 SF

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	PHASE I SUBTOTAL	PHASE II SUBTOTAL	LOBBY AREA SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL
16-1000	NEW LIGHTING AND POWER		180	SF	\$12.00	\$0	\$2,160	\$0		
16-1000	LOBBY RENOVATION									
16-1000	NEW LIGHTING AND POWER		2,705	SF	\$12.00	\$0	\$0	\$32,460		
	SUBTOTALS								\$183,300	
	TOTAL DIV XVI									\$183,300
5.00%		SUBTOTAL CONTINGENCY				\$722,847 \$36,132	\$515,012 \$25,751	\$334,193 \$16,710		\$1,571,852 \$78,593
8.00%		SUBTOTAL GENERAL CONDITIONS				\$758,779 \$60,702	\$540,762 \$43,261	\$350,903 \$28,072		\$1,550,444 \$132,036
0.33%		SUBTOTAL GENERAL LIABILITY				\$819,482 \$2,704	\$584,023 \$1,927	\$378,975 \$1,251		\$1,782,480 \$5,852
5.00%		SUBTOTAL FEE				\$922,185 \$41,109	\$585,950 \$29,299	\$380,226 \$19,011		\$1,798,362 \$89,418
0.93%		SUBTOTAL GC BOND				\$863,285 \$3,029	\$615,248 \$5,722	\$399,237 \$3,713		\$1,877,780 \$17,463
		BUDGET TOTAL				\$871,324	\$620,970	\$402,950		\$1,895,243



FOULGER-PRATT

PROJECT TYPE: New Constr
BUDGET: 07/27/12

PROJECT: NEW LEISURE WORLD BUILDING
GROUND FLOOR 14,000 SF
SECOND FLOOR 8,000 SF
TOTALS 20,000 SF

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	ITEM SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL	COST/SF
DIV II - DEMOLITION									
02-0800 DEMOLITION (SEPARATE COST)									
02-0800	DEMO OF EXISTING OFFICE SPACE		12,210	SF	\$0	\$0	\$0	\$0.00	\$0.00
	SUBTOTALS						\$0		\$0.00
02-2000 EARTHWORK									
02-2000	ROUGH GRADE BUILDING PAD		1,333	SY	\$8	\$10,667			\$8.00
02-2000	FINE GRADE BUILDING PAD		1,333	SY	\$3	\$3,999			\$3.00
02-2000	BACKFILL BUILDING / CURBS		41	CY	\$8	\$336			\$8.00
	SUBTOTALS						\$15,002		\$8.75
02-2000 UTILITIES									
02-2000	WATER SERVICE - ALLOWANCE		1	LS	\$10,000	\$10,000			\$0.00
02-2000	SANITARY SERVICE - ALLOWANCE		1	LS	\$7,500	\$7,500			\$0.00
02-2000	STORMWATER SERVICE - ALLOWANCE		1	LS	\$7,500	\$7,500			\$0.00
	SUBTOTALS						\$25,000		\$1.25
02-5000 SITE CONCRETE									
02-5000	CURB & GUTTER		1,050	LF	\$12	\$12,600			\$0.00
02-5000	SITE SIDEWALKS		1,480	SF	\$5	\$7,400			\$0.00
	SUBTOTALS						\$20,000		\$1.00
02-9000 LANDSCAPING									
02-9000	LANDSCAPE		1	LS	\$15,000	\$15,000			\$0.00
	SUBTOTALS						\$15,000		\$0.75
	TOTAL DIV II							\$75,002	\$3.75
DIV III - CONCRETE									
03-3000 CONCRETE									
03-3000	CONCRETE FOOTINGS		14,000	SF	\$6.00	\$84,000			\$4.20
03-3000	SLAB ON GRADE		14,000	SF	\$4.50	\$63,000			\$3.15
03-3000	ELEVATED SLAB		6,000	SF	\$3.50	\$21,000			\$1.05
	SUBTOTALS						\$168,000		\$8.40
	TOTAL DIV IV							\$168,000	\$8.40
DIV IV - MASONRY									
04-2000 MASONRY									
04-2000	MASONRY SHAFTS		2,400	SF	\$8	\$19,200			\$0.96
04-2000	BUILDING FOUNDATIONS		1,100	SF	\$8	\$8,800			\$0.44
04-2000	PERIMETER BRICK VENEER		5,750	SF	\$22.00	\$126,500			\$6.55
	SUBTOTALS						\$154,500		\$7.75
	TOTAL DIV IV							\$154,500	\$7.75
DIV V - MISC. METALS									
05-1000 STRUCTURAL STEEL									
05-1000	STRUCTURAL STEEL FRAMING		20,000	SF	\$9	\$180,000			\$9.00



Foulger-Praitt

PROJECT TYPE: New Const
BUDGET: 07/27/12

PROJECT: NEW LEISURE WORLD BUILDING
GROUND FLOOR 14,000 SF
SECOND FLOOR 6,000 SF
TOTALS 20,000 SF

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	ITEM SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL	COST/SF
05-5000	MISC STEEL						\$160,000		\$11.00
05-1000	MISC STEEL - BASED ON BUILDING AREA		20,000	SF	\$1	\$20,000			\$1.00
	SUBTOTALS						\$20,000		\$1.00
	TOTAL DIV V							\$200,000	\$10.00
06-1000	ROUGH CARPENTRY								
06-1000	ROUGH CARP - BASED ON BUILDING AREA		20,000	SF	\$1	\$15,000			\$0.75
	SUBTOTALS						\$15,000		\$0.75
	TOTAL DIV VI							\$31,000	\$1.55
	DIV VI - WOOD & PLASTIC								
06-4000	ARCHITECTURAL MILLWORK								
06-4000	BATHROOM VANITIES	4	EA		\$1,500	\$6,000			\$0.30
06-4000	MISC CARPENTRY	1	LS		\$10,000	\$10,000			\$0.50
	SUBTOTALS						\$16,000		\$0.80
	TOTAL DIV VII							\$220,750	\$11.04
	DIV VII - THERMAL AND MOISTURE PROTECTION								
07-5000	ROOFING								
07-5000	MEMBRANE ROOFING / TRIM	20,000	SF		\$11	\$220,000			\$11.00
07-5000	ELEVATOR PIT	1	EA		\$750	\$750			\$0.04
	SUBTOTALS						\$220,750		\$11.04
	TOTAL DIV VIII							\$220,750	\$11.04
	DIV VIII - DOORS & WINDOWS								
08-1000	DOORS AND FRAMES								
08-1000	NEW WOOD DOORS, FRAMES AND HARDWARE	15	EA		\$750	\$11,250			\$0.55
	SUBTOTALS						\$11,250		\$0.55
08-4000	GLASS & GLAZING								
08-4000	BUILDING STOREFRONT	6,900	SF		\$60	\$414,000			\$20.70
08-4000	STOREFRONT ENTRY DOORS	10	EA		\$3,000	\$30,000			\$1.00
08-4000	VANITY MIRRORS	96	SF		\$25	\$2,400			\$0.12
	SUBTOTALS						\$446,400		\$22.82
	TOTAL DIV VIII							\$457,650	\$22.88
	DIV IX - FINISHES								
09-2500	DRYWALL								
09-2500	PERIMETER WALLS	10,800	SF		\$6	\$64,800			\$3.24
09-2500	BUILDING CORE PARTITIONS	4,800	SF		\$5	\$24,000			\$1.20
09-2500	INTERIOR CEILING AREAS	10,000	SF		\$3	\$27,500			\$1.38
	SUBTOTALS						\$116,300		\$5.82
09-3000	CERAMIC TILE								
09-3000	CERAMIC TILE FLOORING	400	SF		\$8	\$3,200			\$0.16
09-3000	CERAMIC WALL TILES	800	SF		\$8	\$6,400			\$0.32



Foulger-Praitt

PROJECT TYPE: New Constr
BUDGET: 07/27/12

PROJECT: NEW LEISURE WORLD BUILDING
GROUND FLOOR 14,000 SF
SECOND FLOOR 6,000 SF
TOTALS 20,000 SF

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	ITEM SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL	COST/SF
DIV IX - SPECIALTIES									
09-6500	RESILIENT FLOORING AND CARPET						\$9,600		\$0.43
09-6500	NEW CARPET (SEE ALLOWANCES)								
SUBTOTALS									
09-9000	PAINTING								
09-9000	PERIMETER WALLS								
09-9000	BUILDING CORE PARTITIONS								
09-9000	INTERIOR CEILING AREAS								
09-9000	INTERIOR DOORS								
SUBTOTALS									
09-9999	FINISH ALLOWANCES								
09-9999	LEISURE WORLD OFFICE FIT-OUT								
09-9999	MAIN LOBBY FINISHES								
09-9999	POST OFFICE								
09-9998	REALTOR								
09-9999	BANK								
SUBTOTALS									
TOTAL DIV IX							\$944,320		\$47.22
DIV X - SPECIALTIES									
10-2100	TOILET PARTITIONS								
10-2100	TOILET PARTITIONS								
10-2100	STND TOILET PARTITIONS								
10-2100	HC TOILET PARTITIONS								
SUBTOTALS									
10-8000	TOILET ACCESSORIES								
10-8000	TOILET ACCESSORIES								
SUBTOTALS									
TOTAL DIV X							\$13,200		\$0.66
DIV XII - FURNISHINGS									
12-2000	FURNITURE								
12-2000	MODULAR FURNITURE FURNISH / INSTALLATION								
SUBTOTALS									
TOTAL DIV XII							\$189,000		\$9.45
DIV XV - MECHANICAL									
15-3000	FIRE SPRINKLER								
15-3000	BASE BUILDING SPRINKLER SYSTEM								
15-3000	ALLOW FOR FIRE PUMP								
SUBTOTALS									
15-4000	PLUMBING								
15-4000	NEW PLUMBING - BASED ON BUILDING AREA								
SUBTOTALS									
TOTAL DIV XV							\$75,000		\$3.75



Foulger-Praitt

PROJECT TYPE: New Contr
BUDGET: 07/27/12

PROJECT: NEW LEISURE WORLD BUILDING
GROUND FLOOR 14,000 SF
SECOND FLOOR 5,000 SF
TOTALS 20,000 SF

CODE	DESCRIPTION	SUB	QUANTITY	UNIT	UNIT COST	ITEM SUBTOTAL	TRADE SUBTOTAL	DIVISION SUBTOTAL	COST/SF
15-5000	MECHANICAL						\$75,000		\$0.75
15-5000	NEW MECHANICAL - BASED ON BUILDING AREA		20,000	SF	\$9.00	\$180,000			\$9.00
	SUBTOTALS						\$180,000		\$9.00
	TOTAL DIV XV							\$330,000	\$16.50
DIV XVI - ELECTRICAL									
16-1000	ELECTRICAL								
16-1000	NEW LIGHTING AND POWER - BASED ON BUILDING AREA		20,000	SF	\$11.00	\$220,000			\$11.00
	SUBTOTALS						\$220,000		\$11.00
	TOTAL DIV XVI							\$220,000	\$11.00
5.00%	SUBTOTAL CONTINGENCY					\$3,003,422	\$3,003,422	\$3,003,422	\$100.17
						\$150,171	\$150,171	\$150,171	\$7.51
3.00%	SUBTOTAL GENERAL CONDITIONS					\$3,153,593	\$3,153,593	\$3,153,593	\$107.48
						\$252,287	\$252,287	\$252,287	\$12.61
0.33%	SUBTOTAL GENERAL LIABILITY					\$3,405,880	\$3,405,880	\$3,405,880	\$116.29
						\$11,239	\$11,239	\$11,239	\$0.46
5.00%	SUBTOTAL FEE					\$3,417,120	\$3,417,120	\$3,417,120	\$116.40
						\$170,856	\$170,856	\$170,856	\$6.54
0.93%	SUBTOTAL GC BOND					\$3,587,976	\$3,587,976	\$3,587,976	\$120.40
						\$33,368	\$33,368	\$33,368	\$1.07
	BUDGET TOTAL					\$3,621,344	\$3,621,344	\$3,621,344	\$121.07

**Leisure World of Maryland Administration Building
Comparison of Projects Costs**

	Existing Footprint	Existing Footprint & Addition	New Building
Site			
Utilities	12,000	67,000	135,000
Landscape	5,000	10,000	20,000
Construction	1,650,000	2,050,000	3,825,000
Design and Engineering			
Architectural	175,000	282,000	317,000
Civil Engineering	25,000	90,000	140,000
Traffic Consultant		6,000	10,000
Soils Engineer		5,000	10,000
Landscape Architect		12,000	15,000
Interior Design	15,000	15,000	15,000
Blueprints & Reproductions	7,000	9,000	10,000
Acoustical Engineer	5,000	5,000	5,000
LEED Consultant	18,000	25,000	25,000
Miscellaneous	3,000	5,000	5,000
Permit Fees			
Water and Sewer	10,000	10,000	10,000
SDC (WSSC System Development Charge)	2,000	20,000	20,000
Development Review Fees		10,000	12,000
Demolition Permit	500	500	500
Transportation Impact Tax		40,000	40,000
Building Permit	16,500	22,000	37,000
Use and Occupancy	1,000	1,000	1,000
DPS Water Resources		10,000	20,000
Fire Marshal	3,000	4,000	5,000
Legal		18,000	30,000
Total Cost	1,948,000	2,716,500	4,707,500
Contingency	292,200 15%	407,475 15%	470,750 10%
Total	2,240,200	3,123,975	5,178,250

ADMINISTRATION BUILDING RENOVATION OPTIONS

Option	Pros	Cons	Flexibility for Future Needs	Potential Disruption During Construction	Time Frame	Cost
RENOVATE WITHIN EXISTING FOOTPRINT	<ul style="list-style-type: none"> •Lowest Cost •Shortest Time Schedule 	<ul style="list-style-type: none"> •All functions housed in the existing building do not fit back into the footprint once standard work space is assigned to employees •Plan excludes Welchert, 220 SF file/storage space, 889 SF meeting space, and future needs space •Loss of \$50,000 per year rental income from Welchert •Work flow is not optimized •Plan is double but not desirable •Loss of 69 parking spaces during construction for temporary trailers 	<p>NO - There is no flex space to accommodate future needs.</p>	<p>HIGH - Temporary office accommodations needed to house staff and operations affected by renovation. Temporary quarters may be trailers in the administration parking lot and/or finding space in other community facilities.</p>	<p>17 months</p> <ul style="list-style-type: none"> •18 mos. drawings/permits/bidding •15 mos. construction 	<p>Approximately \$2.3M</p>
BUILD 3,300 SF ADDITION	<ul style="list-style-type: none"> •Accommodates all functions housed in the existing building •Work flow is optimized •Opportunity at marginal cost to include improved, state of the art meeting space 	<ul style="list-style-type: none"> •Increased costs •Changing the architectural form and exterior appearance of the building •Longer construction time schedule •Loss of 69 parking spaces during construction for temporary trailers 	<p>YES - Approximately 1,000 SF available for future needs. This space can potentially provide rental income until needed.</p>	<p>HIGH - Temporary office accommodations needed to house staff and operations affected by renovation. Temporary quarters may be trailers in the administration parking lot and/or finding space in other community facilities.</p>	<p>20 months</p> <ul style="list-style-type: none"> •10 mos. zoning approval/drawings/permits/bidding •10 mos. construction 	<p>Approximately \$3.2M</p>
BUILD NEW BUILDING IN A DIFFERENT LOCATION	<ul style="list-style-type: none"> •All functions housed in the existing building could be accommodated •Custom facility to optimize operations and services •Less maintenance associated with all new construction •Parking demand more evenly distributed throughout the parking lot •Re-configured parking lot creates 92 parking spaces closer to Clubhouse 1 •Operations and services remain undisturbed until construction is complete •New building and more accessible access to CHI better markets the community 	<ul style="list-style-type: none"> •Highest costs •Longest times schedule •Loss of 126 parking spaces during construction for new building and temporary construction staging •Delay of other projects due to cash flow limitations 	<p>YES - Future needs space could be designed as needed.</p>	<p>LOW - Staff and operations are undisturbed and move only once when construction is complete.</p>	<p>27 months</p> <ul style="list-style-type: none"> •15 mos. zoning approval/drawings/permits/bidding •12 mos. construction •Construction may need to be extended due to cash flow limitations 	<p>Approximately \$5.2M which includes the conversion of the current admin building site into parking spaces.</p>

ADMINISTRATION BUILDING - EXISTING FOOTPRINT OPTION \$2.3M
CASH FLOW ESTIMATE
 2012 - 2019

Priority Rank	Project Cost	2012		2013		2014		2015		2016		2017		2018		2019	
		1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half
(1)	Opening Balance Resales Fund	2,500.0															
(2)	Opening Balance New Sales Fund	132.7															
(3)	Earmarked for Working Cap	(1,350.0)															
	Est. Opening Bal. Available	2,282.7	2,542.7	2,452.7	2,917.7	1,277.7	957.7	857.7	1,187.7	457.7	507.7	632.7	1,352.7	1,852.7	2,352.7	2,852.7	3,352.7
	Est. Resales Revenue	450.0	450.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0
	Transit. to Replacement Res.		(165.0)														
	Est. New Sales Revenue			150.0	100.0	40.0											
	Concept/Feesibility Studies	100.0	(75.0)	(25.0)													
	Admin Bldg	2,300.0	(270.0)	(100.0)	(1,700.0)	(300.0)											
	Golf Course Study	25.0	(25.0)														
	Sloan Room Renovation	90.0	(90.0)														
1	Fitness Center Expansion	1,200.0		(50.0)	(200.0)	(100.0)	(250.0)	(600.0)									
2	Terrace Room Remodeling	90.0		(50.0)	(50.0)												
3	Terrace Room Vestibule	95.0		(25.0)	(70.0)												
4	Golf Course Improvement	1,350.0		(400.0)	(400.0)	(400.0)											
5	Salt Storage Shed	80.0		(20.0)	(60.0)												
6	Clubhouse 1 Vestibule Improvement	50.0		(5.0)	(5.0)												
7	Visitor Center	200.0						(150.0)	(150.0)								
	Adds by Management																
	PPQ Customer Service Renovation	50.0		(50.0)													
	Club 1 Storage (Ceramics Old)	35.0		(15.0)													
	Maryland Room Renovation	200.0			(350.0)												
	Ballroom Renovation	500.0						(100.0)	(400.0)								
	Chesapeake Room Renovation	300.0															
	Renovation to Fitness Center (old)	75.0															
	Expansion of Computer Lab	80.0															
	Art Room - Club 1	75.0															
	Cafe Bistro/Multi Purpose	125.0															
	Est. Closing Bal. Available	5,955.0	2,542.7	2,452.7	2,917.7	1,277.7	957.7	1,187.7	457.7	507.7	632.7	852.7	1,352.7	1,852.7	2,352.7	2,852.7	3,352.7

(1) All amounts are in thousands of dollars.

(2) Resales Fund is loan source to LWMC in an amount not to exceed \$500,000 for working capital. Present loan balance \$350,000.

(3) Resales contributions estimated at \$1,000,000 per year beginning in 2013.

ADMINISTRATION BUILDING - EXISTING FOOTPRINT and ADDITION OPTION \$3.2M
CASH FLOW ESTIMATE
2012 - 2019

Priority Bank	Est. Project Cost	2012		2013		2014		2015		2016		2017		2018		2019	
		1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half
(1)	Opening Balance Resales Fund	2,500.0															
(2)	Opening Balance New Sales Fund	132.7															
(3)	Earmarked for Working Cap.	(350.0)															
	Est. Opening Bal. Available	2,282.7	2,542.7	2,452.7	2,717.7	1,127.7	257.7	157.7	537.7	257.7	107.7	507.7	232.7	452.7	952.7	1,452.7	1,952.7
	Est. Resales Revenue	450.0	450.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0
	Transf. to Replacement Res.		(165.0)														
	Est. New Sales Revenue			150.0	100.0	40.0											
	Concept/Fee/Study Studies	100.0	(75.0)	(25.0)													
	Admin Bldg.	3,200.0	(200.0)	(300.0)	(1,700.0)	(1,000.0)											
	Golf Course Study	25.0	(25)														
	Stair Room Renovation	90.0	(90)														
1	Fitness Center Expansion	1,200.0				(50.0)	(200.0)	(100.0)	(250.0)	(100.0)	(100.0)						
2	Terrace Room Remodeling	90.0				(50.0)	(50.0)										
3	Terrace Room Vestibule	95.0				(70.0)	(25.0)										
4	Golf Course Improvement	1,350.0				(400.0)	(400.0)										
5	Salt Storage Shed	80.0				(60.0)											
6	Clubhouse 1 Vestibule Improvement	5.0				(5.0)											
7	Visitor Center	200.0															
	Adds by Management																
	PPO Customer Service Renovation	50.0				(90.0)											
	Club 1 Storage (Ceramics Old)	16.0				(15.0)											
	Marble Room Renovation	200.0															
	Ballroom Renovation	500.0															
	Chesapeake Room Renovation	300.0															
	Renovation to Fitness Center (old)	75.0															
	Expansion of Computer Lab	80.0															
	Art Room - Club 1	75.0															
	Cafe Bistro/Multi Purpose	125.0															
	Est. Closing Bal. Available	7,855.0	2,542.7	2,452.7	2,717.7	1,127.7	257.7	157.7	537.7	257.7	107.7	507.7	232.7	452.7	952.7	1,452.7	1,952.7

(1) All amounts are in thousands of dollars.

(2) Resales Fund is loan source to LVMC in an amount not to exceed \$500,000 for working capital. Present loan balance \$380,000.

(3) Resales contributions estimated at \$1,000,000 per year beginning in 2013.

ADMINISTRATION BUILDING - NEW BUILDING OPTION \$5.2M
CASH FLOW ESTIMATE
2012 - 2019

Priority Rank	Est Project Cost	2012		2013		2014		2015		2016		2017		2018		2019	
		1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half	1st Half	2nd Half
(1)	Opening Balance Resales Fund	2,500.0															
(2)	Opening Balance New Sales Fund	132.7															
(3)	Earmarked for Working Cap.	(1,350.0)															
(4)	Est. Opening Bal. Available	2,282.7	2,542.7	2,552.7	2,502.7	3,202.7	1,542.7	42.7	127.7	322.7	572.7	322.7	572.7	82.7	377.7	352.7	462.7
(5)	Est. Resales Revenue	450.0	450.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0	500.0
(6)	Transit to Replacement Res.	(165.0)															
(7)	Est. New Sales Revenue			150.0	100.0	40.0											
(8)	Concept/Feasibility Studies		(75.0)	(35.0)													
(9)	Admin Bldg	5,200.0		(1,000.0)	(350.0)	(2,300.0)	(2,000.0)	(900.0)									
(10)	Golf Course Study	25.0		(25)													
(11)	Stem Room Renovation	90.0		(90)													
(12)	Fitness Center Expansion	1,200.0															
(13)	Terrace Room Remodeling	90.0															
(14)	Terrace Room Vestibule	95.0															
(15)	Golf Course Improvement	1,350.0															
(16)	Salt Storage Shed	80.0															
(17)	Clubhouse 1 Vestibule Improvement	5.0															
(18)	Visitor Center	200.0															
(19)	Adas by Management																
(20)	PPD Customer Service Renovation	50.0															
(21)	Club I Storage (Ceramics Old)	15.0															
(22)	Maryland Room Renovation	200.0															
(23)	Ballroom Renovation	500.0															
(24)	Chesapeake Room Renovation	300.0															
(25)	Renovation to Fitness Center (old)	75.0															
(26)	Expansion of Computer Lab	50.0															
(27)	Art Room - Club 1	75.0															
(28)	Café Bistro/Multi Purpose	125.0															
(29)	Est. Closing Bal. Available	9,855.0	2,542.7	2,552.7	2,902.7	3,202.7	1,542.7	42.7	127.7	322.7	572.7	322.7	572.7	82.7	377.7	352.7	462.7

(1) All amounts are in thousands of dollars.

(2) Resales Fund is loan source to LVMC in an amount not to exceed \$50,000 for working capital. Present loan balance \$350,000.

(3) Resales contributions estimated at \$1,000,000 per year beginning in 2013.

SECTION 4

APPENDIX B

RESOLUTIONS APPLICABLE TO COMMUNITY PLANNING
ADVISORY COMMITTEE

October 13, 2012

- # 35 07/30/02 The Community Council approves providing **casements** on Trust property to Montgomery County for the purpose of maintaining the **Storm Water Facilities** of the Leisure World Trust
- #59 10/28/03 The Community Council accepts the recommendation of the Community Planning Advisory Committee and the Architecture and Landscaping Advisory Committee and disapproves the request of the Animal Companion Club to install a **Run and Play area for pets** in Leisure World.
- # 11 03/27/07 The LWCC Board of Directors approves the site plan for **Villa Cortese Building 5**, as presented by IDI.
- # 21 06/26/07 The LWCC Board of Directors agrees that Trust properties may not be used to support or to benefit **a for-profit business that is privately owned and operated by a Leisure World** resident or unit owner. However, if a for-profit entity owned and operated by a Leisure World resident or unit owner is party to a contractual agreement with the Leisure World Community Corporation or its agent, Leisure World of Maryland Corporation, the terms of the contract may take precedence over this rule.
- # 33 9/29/09 To approve **a five-year contract** with options, a fixed price plus an amount per transaction, and sending the RFP to any company that was a party to **a real estate** settlement in the Community in 2008 or 2009, either for a buyer or a seller, plus any other realtor that expresses an interest.
- # 47 11/24/09 That the Board of Directors of the Leisure World Community Corporation authorizes the General Manager to negotiate a contract with **Weichert Realtors** for the purpose of leasing space in the Administration Building to provide an on-site real estate agency, using as guidance the RFP and the response, with final approval by the Executive Committee to the Ad Hoc Committee.
- # 20 3/30/10 To accept the recommendation of the Executive Committee that the **satellite postal facility** be maintained within Leisure World.
- # 34 5/25/10 To authorize the General Manager to explore further with **Main Street Settlements** their interest in renting space for the purpose of providing real estate settlement services in the Administration Building.

- # 28 3/29/11 To approve the recommendation of the Community Planning Advisory Committee, dated March 9, 2011, to consolidate phases 1, 2, 3, and 4 of the **Administration Building renovation** into a single project and authorize the Committee to proceed with architectural and engineering work. In addition, to accept the Executive Committee's recommendation to state "not to exceed" relative to the estimated cost of \$1,750,000, and to designate that funds will come from the Resale Fund.
- # 56 7/26/11 To approve the recommendation of the Community Planning Advisory Committee, as amended by the Executive Committee, as follows:
- "Resolved that the Community Planning Advisory Committee, after due consideration, requests the Board of Directors to authorize Management to spend an amount not to exceed **\$100,000 for architectural services** in conducting feasibility studies and developing preliminary project concepts for long-term improvement plans for Trust facilities."
- # 42 07/31/12 To schedule a Special Meeting of the LWCC Board of Directors on Monday, August 20, 2012, at 1:00 p.m. The sole item on the agenda of this meeting will be the presentation of the three options under discussion at the Community Planning Committee for renovating/developing the Leisure World Administration Building. A question and answer session will follow the presentation.
- # __ 10/02/12 Administration Building Alternatives - Resolved, that LWCC request that the Community Planning Advisory Committee work with Management to explore the feasibility of a mixed-use (residential and commercial) building on Trust property which would provide space to LWMC services and tenants presently located in the Administration Building, or other viable options. A report will be made to the Board of Directors no later than the February 2013 meeting.

ATTACH TO THE CHARTER SUPPORTING DOCUMENTATION FOR:

- #42 7/31/12 Handout/packet given to Board members
- # __ 10/02/12 Report when completed.
-

SECTION 5

ARCHITECTURE + INTERIOR DESIGN

architectural design
interior and design
renovation design
program development
project management
interior design
commercial architecture
sustainable design
3D visualization

CREATIVE

branding
graphic design
web design
photography
video production
advertising
public relations
event design
social media
interactive media

WE DO

PLANNING

ES&E - feasibility studies
design guidelines
site analysis
site masterplan - urban design
landmark design
landscape design
environmental assessment

DEVELOPMENT

feasibility studies
site masterplan
program development
site design
landscape design
landscape design
landscape design
landscape design
landscape design

BROKERAGE+ REAL ESTATE STRATEGY

landlord rep
tenant rep
brokerage
commercial real estate
commercial real estate
commercial real estate
commercial real estate
commercial real estate
commercial real estate
commercial real estate

00

COVER

Piedmont | 3100 Clarendon Boulevard

LEISURE WORLD OF MARYLAND

12/19/13

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① Map
N.T.S.

LEISURE WORLD OF MARYLAND

12/16/13

Context

Master Plan | 3301 N. Leisure World Boulevard

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2.1

Site Plan - Option 1 ① SITE SKETCH - OPTION 1
1" = 100'-0"

Piedmont | 3100 Clarendon Boulevard

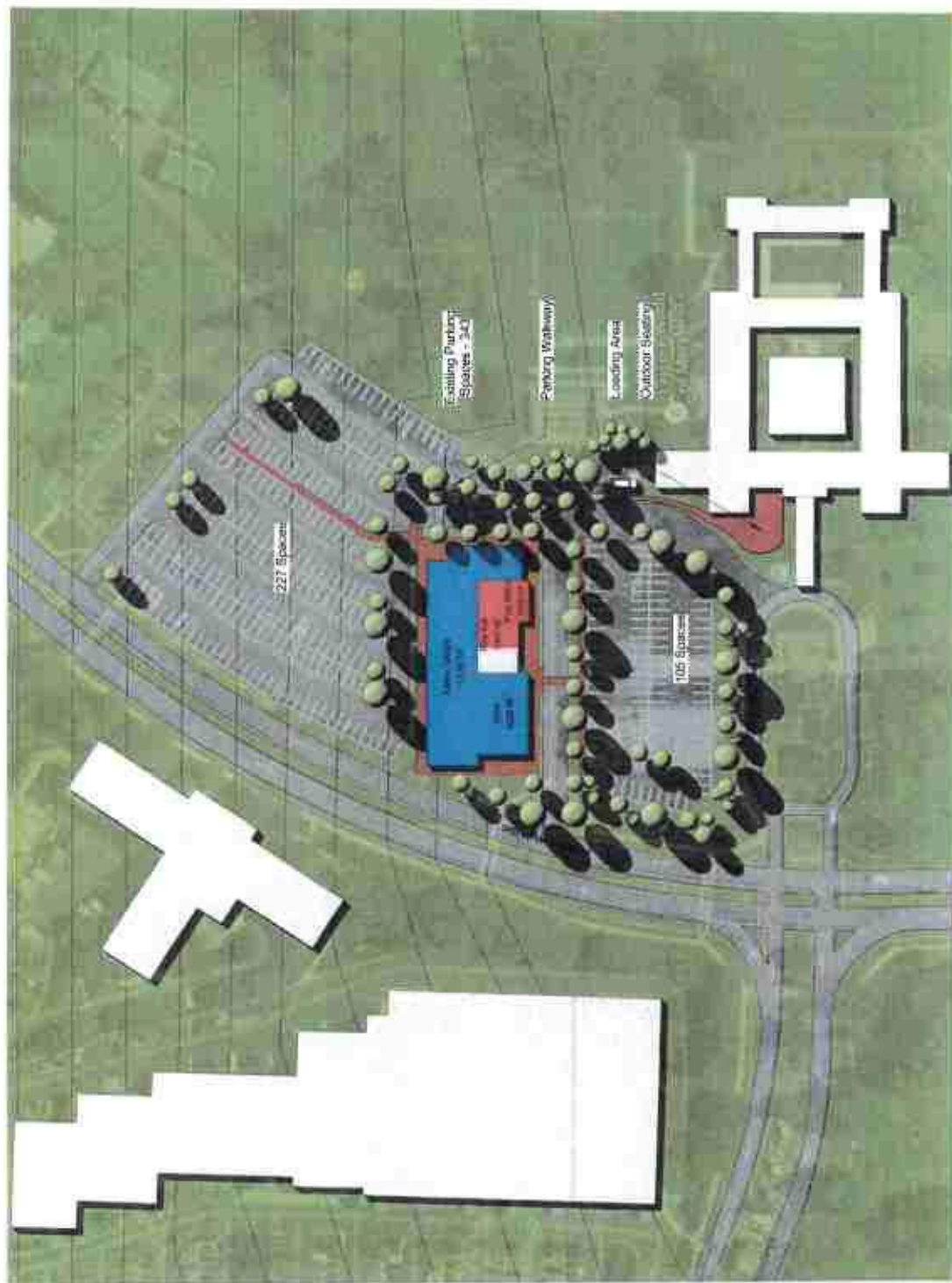
Parking - Option 1 388

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12/18/13

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2.2

Site Plan - Option 2

① SITE SKETCH - OPTION 2
1" = 100'-0"

Master Plan | 3301 N. Leisure World Boulevard

Parking - Option 2 332

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12/10/13

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Norman
Dyck
TBI



2.3

Site Plan - Option 3 ① SITE SKETCH - OPTION 3

1" = 100'-0"

Piedmont | 3100 Clarendon Boulevard

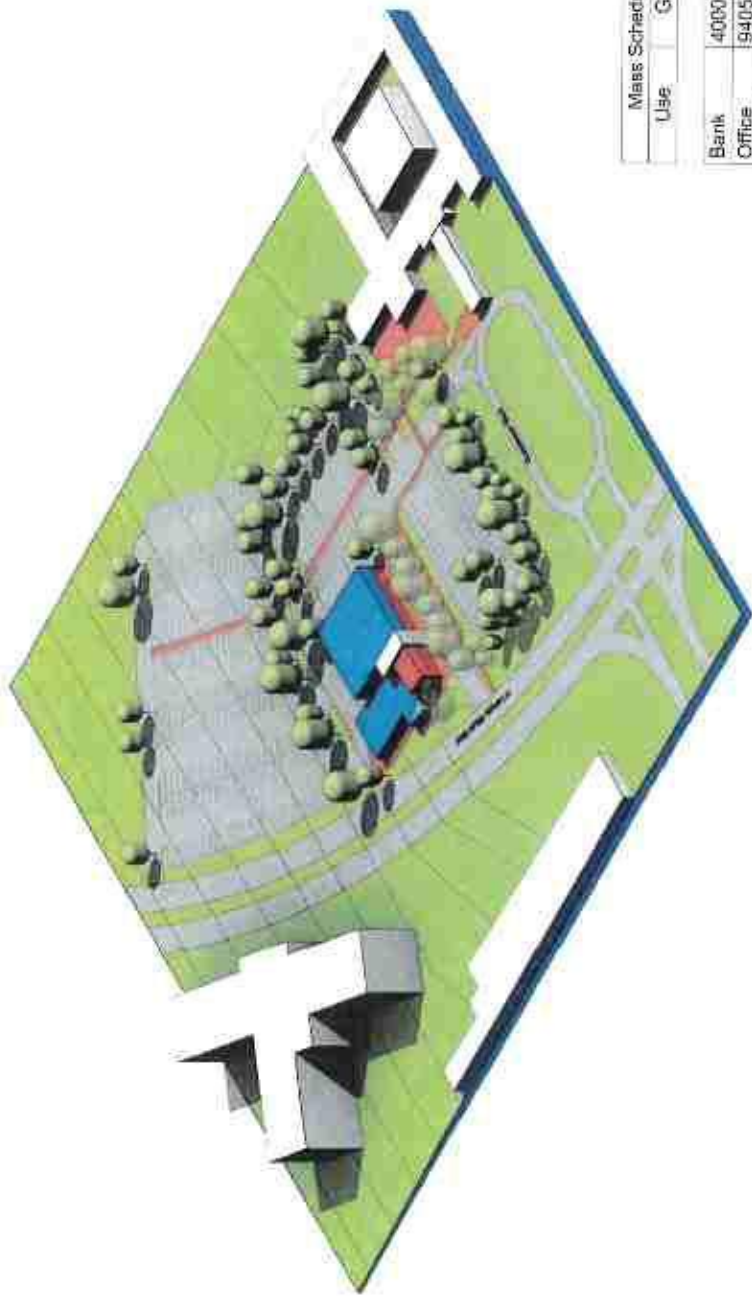
Parking - Option 3: 370

LEISURE WORLD OF MARYLAND

12/18/13

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Mass Schedule - Option 1		
Use		Gross Floor Area
Bank		4000 SF
Office		9405 SF
Post Off		500 SF
Real Est.		500 SF
Retail		3645 SF
Support		1414 SF
		20063 SF

① AXON 1 - OPTION 1

3.1

Axon - Option 1

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① AXON 1 - OPTION 2

3.2

Axon - Option 2

Master Plan | 3301 N. Leisure World Boulevard

LEISURE WORLD OF MARYLAND

12/31/13

Mass Schedule - Option 2		
Use		Gross Floor Area
Admin. Offices	12000 SF	
Bank	4000 SF	
Post Office	2000 SF	
Real Est.	1000 SF	
Support	1000 SF	
		20000 SF

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Mass Schedule - Option 3	
Use	Gross Floor Area

Admin. Offices	12000 SF
Bank	4000 SF
Post Office	2000 SF
Real Estate	1000 SF
Support	1000 SF
	20000 SF

3.3 ① AXON 1 - OPTION 3

Ason - Option 3

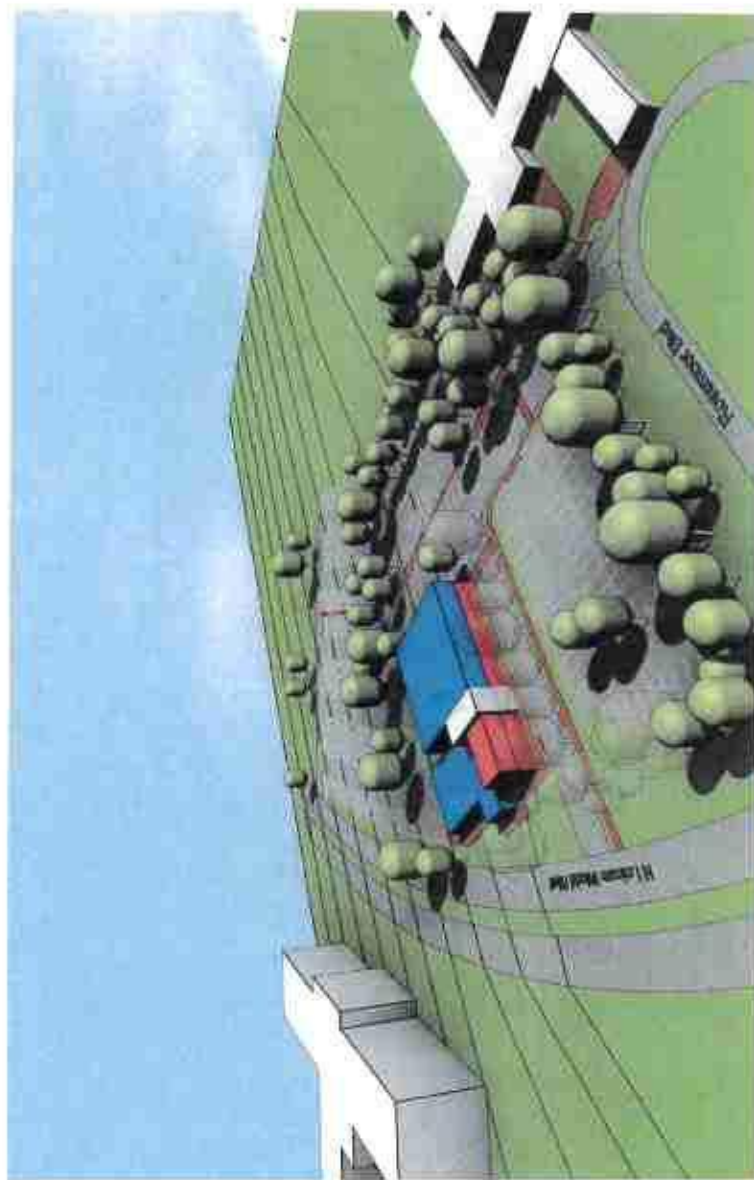
LEISURE WORLD OF MARYLAND

Master Plan | 3301 N. Leisure World Boulevard

12/18/13

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① Aerial - Option 1

4.1

Aerial - Option 1

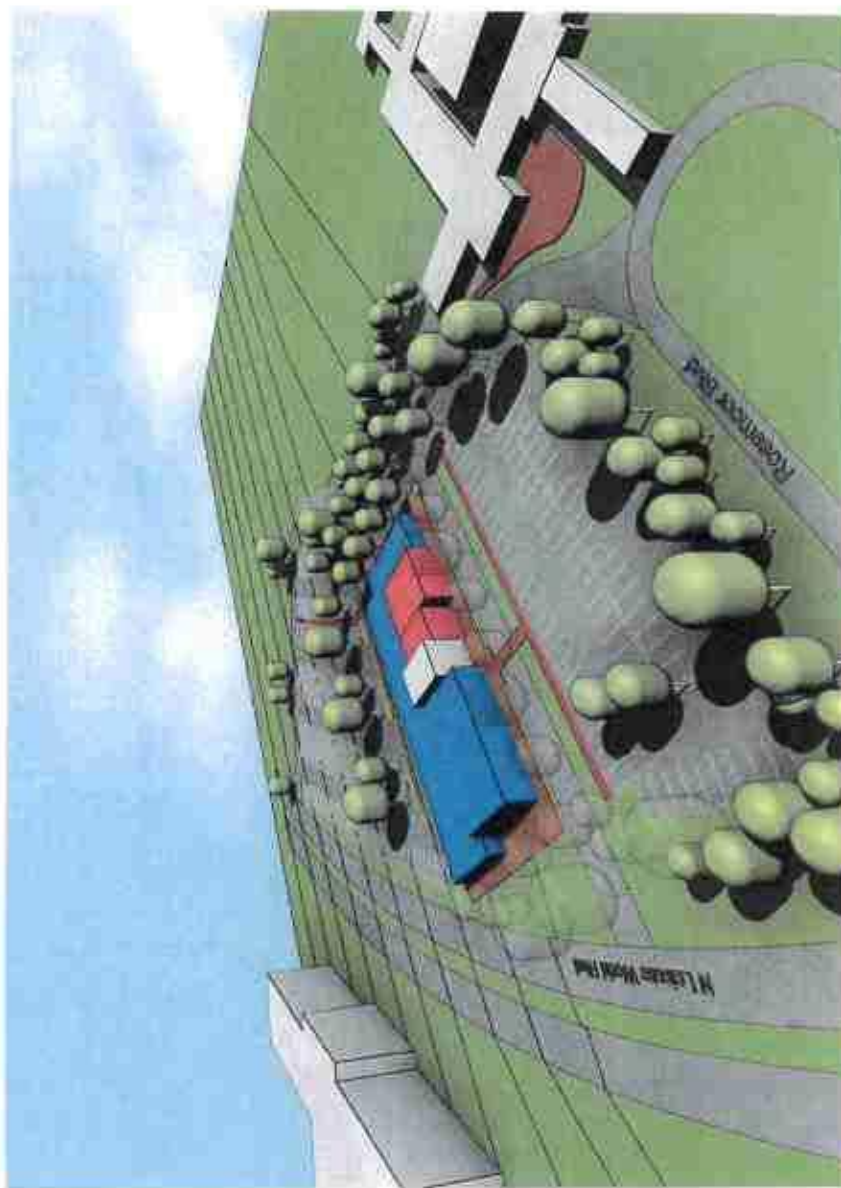
Piedmont | 3100 Clarendon Boulevard

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① Aerial - Option 2

4.2

Aerial - Option 2

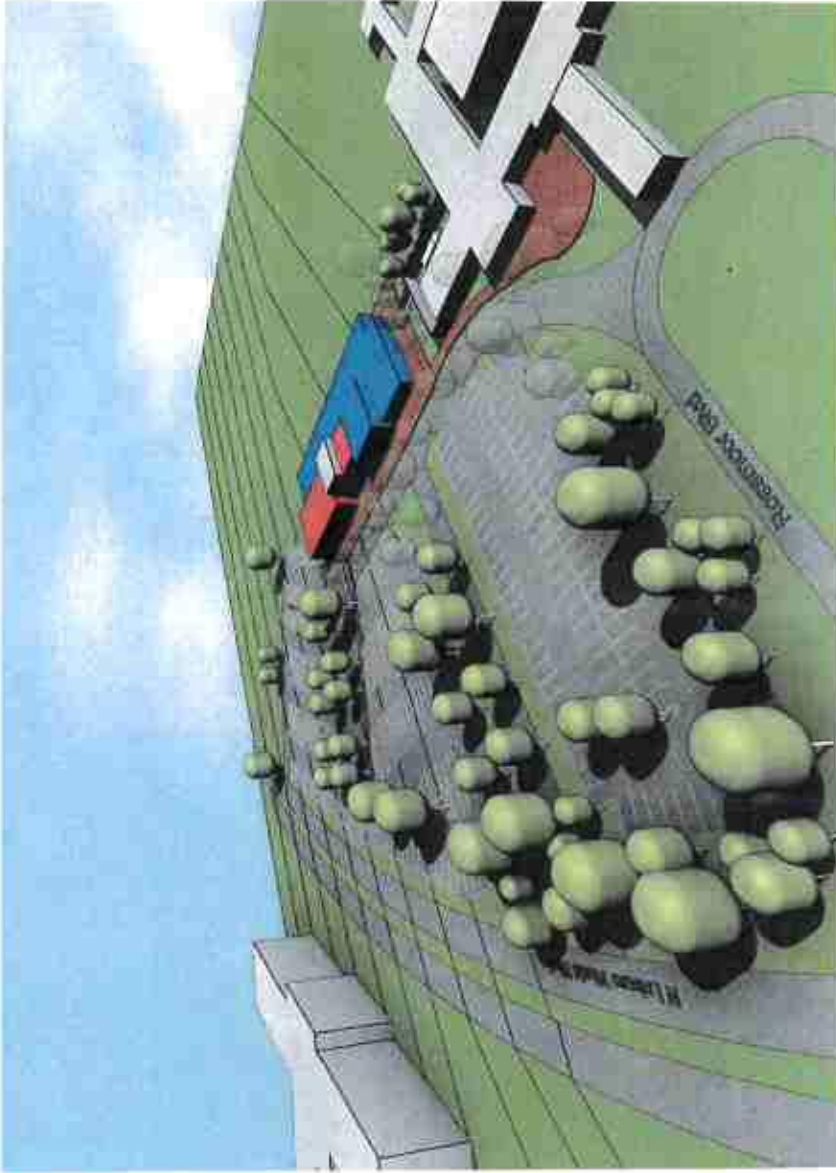
Master Plan | 3301 N. Leisure World Boulevard

LEISURE WORLD OF MARYLAND

12/18/13

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① Aerial - Option 3

4.3

Aerial - Option 3

Master Plan | 3301 N. Leisure World Boulevard

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① Perspective from Street - Opt 2

5.2

Perspective - Option 2

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Master Plan 1 3301 N. Leisure World Boulevard

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① Perspective from Street - Opt 3

5.3

Perspective - Option 3

Master Plan | 3301 N. Leisure World Boulevard

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12/18/13

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SECTION 6

Memorandum for the Record

Date: April 15, 2014

Subject: Leisure World Meeting notes regarding:

- A. Proposed new site plan – administration building and associated parking
- B. Fitness center – outline of advantages and disadvantages of designing a new fitness center attached to the new administration building
- C. Committee's comments – outline of responses to several committees comments and concerns regarding the location, design, and construction of a new Administration building and the associated parking
- D. Lawn Sports – Solution for the relocation of the lawn sports facilities

The following is an outline of items that multiple Leisure World Committees have presented to and/or asked of Streetsense during our recent presentations and meetings with management:

1. Advantages and Disadvantages of each of the proposed site plans for the placement of the new administration building and associated parking (these are also illustrated each scheme page on the attached presentation package):
 - a. Scheme 1 advantages:
 - i. Smaller footprint
 - ii. Prominent location
 - iii. Central to parking
 - iv. Direct adjacency to driveway and entry from Leisure World Blvd.
 - v. Places semi-public uses in prominent position
 - b. Scheme 1 disadvantages
 - i. Expansive, confusing parking and traffic patterns
 - ii. Convoluted loading/trash for clubhouse
 - iii. **Long distance from parking to clubhouse**
 - iv. Plan lacks focal point
 - v. **Expensive (relative) construction**
 - vi. **Bifurcates parking field.**
 - c. Scheme 2 advantages:
 - i. Single story - lower construction cost
 - ii. Edge of building begins to address Clubhouse
 - iii. Prominent location
 - iv. Adjacency to driveway and opportunity to create ceremonial entrance
 - v. Central to parking
 - d. Scheme 2 disadvantage:
 - i. **Bifurcates parking**
 - ii. **Less parking / large building footprint**
 - iii. **No direct relationship with Clubhouse**
 - iv. Convoluted loading / trash
 - v. Semi-public uses become surrounded by less active uses
 - e. Scheme 3 advantages:
 - i. Ceremonial entrance
 - ii. Direct relationship with Clubhouse
 - iii. Clearly visible and cohesive parking
 - iv. Single Story construction will be more cost effective
 - v. Direct connection of Drop-off to driveway / Entrance
 - vi. Semi-public uses in prominent and visible location
 - vii. Ease of access to trash / loading
 - f. Scheme 3 disadvantages:
 - i. Trash / loading in a highly visible location
 - ii. Parking appears unbalanced
 - iii. Driveway misaligned with median break

2. Pros and Cons of locating the Fitness Center within the proposed new Administration Building:
 - a. Advantages
 - i. Constructing a new fitness facility within the new proposed building creates additional community activity and synergy around the primary entrance to the Leisure World Community and community center.
 - ii. The co-tenancy with the restaurants, bank, and post office is supported with good planning principals in community development.
 - iii. Construction costs will be less as the community will be investing in the infrastructure to build the new Administration Building and including the additional square footage will take advantage of building cost economy of scale.
 - iv. Creating a redundancy of fitness centers can alleviate the load from the center in Clubhouse II.
 - v. Good budgeting and proper design principles will still allow a modest renovations and enhancements of the existing fitness center.
 - b. Disadvantages:
 - i. Increases the cost of the new Administration building
 - ii. Creates parking demand on the shared lot
3. Responses to the committees questions and comments presented to Streetsense that were addressed at the joint meeting on April 3rd, 2014:
 - a. Location of the Administration Building
 - i. Move the building North: We agreed and moved the building North to assist with the location of drive isle and roundabout and allows for additional gardens and sidewalk cafe space between the buildings
 - ii. Locating the new Admin close to the existing clubhouse is advisable because; it is good master planning principles to take advantage of the ability to locate these buildings in close proximity for the infrastructure, parking paths, driving paths.
 - iii. We are opening up the community, increasing visibility, community interaction, community center, turning the facilities inside out
 - b. Obstructed views from the Terrace room by the placement of the new Admin building:
 - i. By moving the location of building further north we improve the views from the Terrace Dining Room. We also are creating a layering of spaces so that there are garden views, water feature, etc so that you are not looking at the face of a building.
 - c. Pedestrian safety concerns:
 - i. The placement of the new building and reworking of the travel path, increasing the sidewalk sizes, highlighting the crosswalks, and improved way finding will **increase pedestrian safety**
 - d. Parking
 - i. The parking field adjacent to the clubhouse and restaurants has been increased from 40 spaces to 90 spaces and is considerably closer than any current parking
 - ii. There is an overall increase of 60 spaces by removing the existing building and building a new Admin building per scheme 3
 - iii. We have not changed the size of the parking spaces and have created improved and additional drop off areas adjacent to the restaurants and community facilities
 - iv. We made the roundabout larger and added a second lane for drop off
4. The relocation of the lawn sports displaced by the proposed location of the Admin. Building:
 - a. The lawn sports can be relocated to the east of the new Admin building with minimal disturbance to the golf facilities
 - b. Alternatively they can be relocated on the grounds of Clubhouse II. There is adequate space and the amenities are synergistic with the pool and existing fitness center.

Notice: This document contains confidential and/or proprietary information and shall not be disclosed outside of Streetsense, LLC without prior written agreement.

ARCHITECTURE + INTERIOR DESIGN

architectural design
restaurant design
hotel, store design
prototype development
product adaptation
construction documentation
contract administration
sustainability consulting
3D visualization

CREATIVE

branding
identity
logo development
environmental graphics
packaging
illustration
print collateral
advertising
public relations
web development
social media
interactive media

WE DO

PLANNING

site - master planning
design guidelines
site analysis
feasibility - urban design
architects
site signage - wayfinding
landscape design
municipality outreach

DEVELOPMENT

feasibility studies
due diligence
permit coordination
cost/benefit analysis
design - construction management
value engineering
security services

BROKERAGE+ REAL ESTATE STRATEGY

landlord rep
tenant rep
market research - analysis
custom demand modeling
due diligence
investment sales
regional strategies
international strategies



1

Context

Master Plan | 3301 N. Leisure World Boulevard

① Map
N.T.S.

LEISURE WORLD OF MARYLAND

04/15/14

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2.1

Site Plan - Option 1

1 SITE SKETCH - OPTION 1
1" = 130'-0"

LEISURE WORLD OF MARYLAND

Master Plan 1-3301 N. Leisure World Boulevard

05/15/14

Options One Pros:

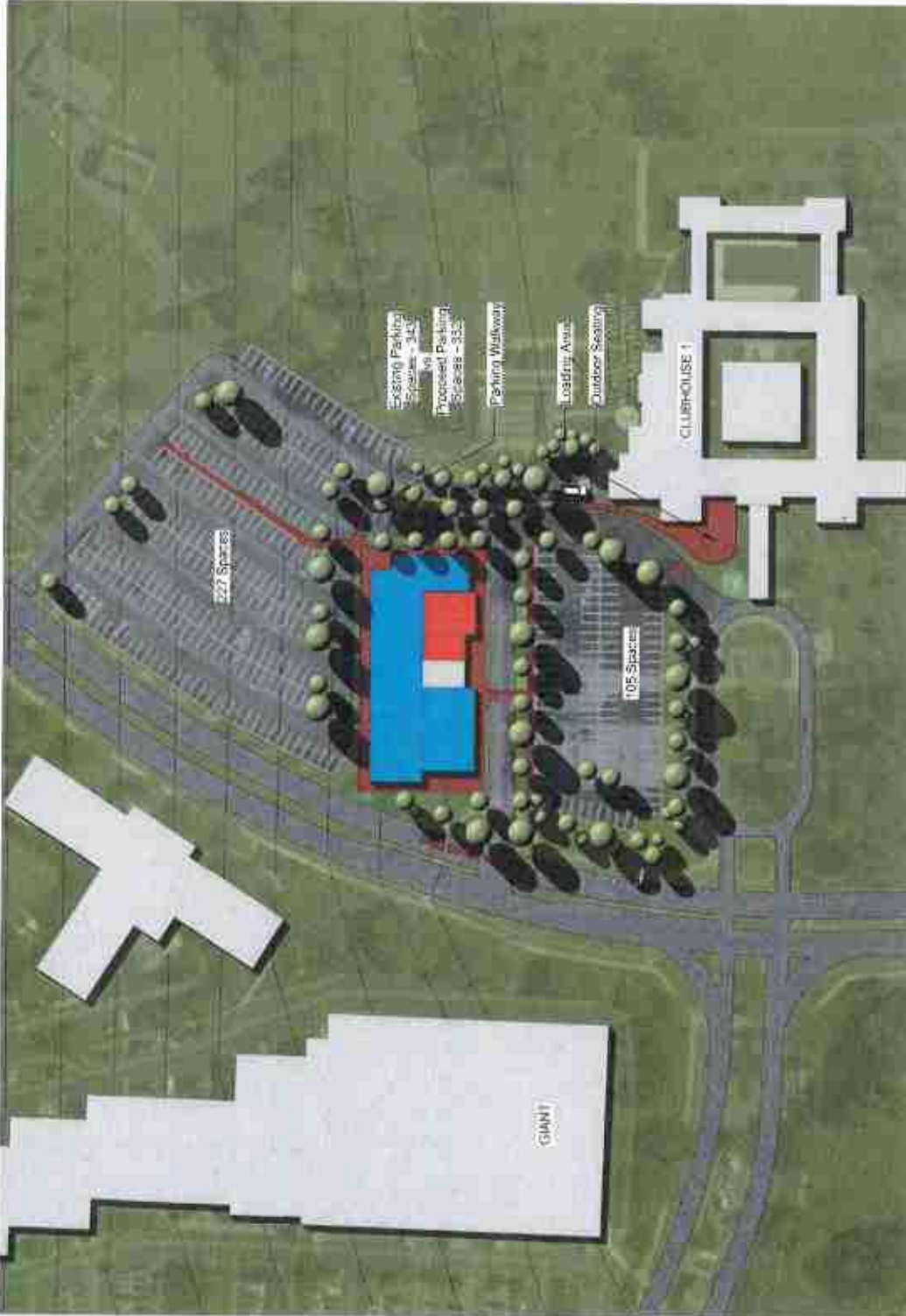
1. Smaller footprint
2. Prominent location
3. Central to parking
4. Direct adjacency to driveway and entry
5. Places semi-public uses in prominent position

Option One Cons:

1. Expensive, unimproved parking
2. Convolved loading/trash for clubhouse
3. Long distance from parking to clubhouse
4. Plan lacks 'look good'
5. Extensive (relative) construction
6. Reduces parking field

Parking - Option 1

388



2.2

Site Plan - Option 2

Master Plan 1 3301 N. Leisure World Boulevard

04/15/14

LEISURE WORLD OF MARYLAND

1 SITE SKETCH - OPTION 2
1" = 100'-0"

Option Two Profile

1. Single story - lower construction cost
2. Edge of building begins to address Clubhouse
3. Prominent location
4. Adjacency to driveway and opportunity to create commercial entrance
5. Control to parking

Option Two Coroll

1. Balustrades parking
2. Less parking / large building footprint
3. No direct relationship with Clubhouse
4. Convulsed loading / trash
5. Semi-public uses becomes sophisticated by less active uses

Parking - Option 2

332

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2.3

Site Plan - Option 3

Master Plan | 3301 N. Leisure World Boulevard

04/15/14

LEISURE WORLD OF MARYLAND

① SITE SKETCH - OPTION 3
1" = 300'-0"**Option Three Pros:**

1. Ceremonial entrance.
2. Direct relationship with Clubhouse
3. Clearly visible and intimate parking
4. Single story construction will be more cost effective
5. Direct connection of Drop-off to driveway / Entrance
6. Semi-public uses in prominent and visible location
7. Ease of access to Valet / Loading

Option Three Cons:

1. Trash / loading in a highly visible location
2. Parking seems unbalanced
3. Driveway misaligned with median break
4. Clubhouse restaurant facing retail facade

Parking - Option 3

386

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1 SITE SKETCH - OPTION 3A
1" = 100'-0"

2.4
Site Plan - Option 3A

LEISURE WORLD OF MARYLAND

Master Plan | 3301 N. Leisure World Boulevard

04/15/24

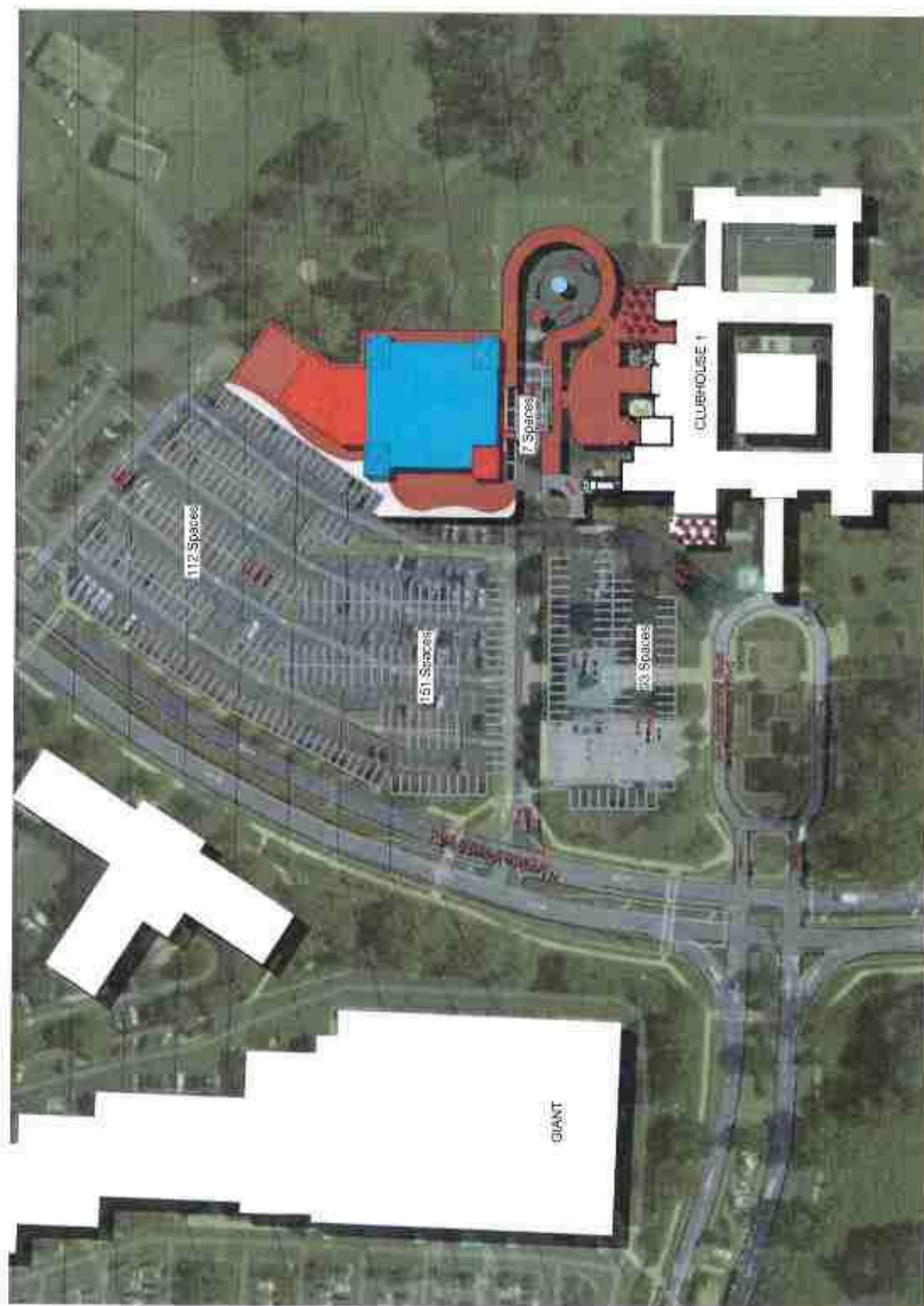
Option Three-A PROS:

- 1. Alignment of driveway with median break.
- 2. Connection / relationship with the Clubhouse.
- 3. Ceremonial entrance / Drop-off
- 4. Single Story construction will be more cost effective.
- 5. Opportunity for vibrant space between buildings.
- 6. Ease of Access / Loading: less prominent.
- 7. Prominence of semi-circular spaces.
- 8. Visibility and access to parking with good balance of landscaping.
- 9. Geometry of drop-off allows for slower traffic without blocking flow - safer for pedestrians.
- 10. Allows for future expansion.
- 11. Semi-public space proximity to formal parking.
- 12. New building inspiration from Clubhouse allows for better views from restaurants.
- 13. Largest increase in parking from all one-story options.

Option Three-A CONS:

- 1. Reduces the access made to the north of the clubhouse.
- 2. Trash / Loading in a visible location.

Parking - Option 3A 370



① SITE SKETCH - OPTION 3A (no trees)
1" = 100'-0"

2.5

Site Plan - Option 3A - No trees

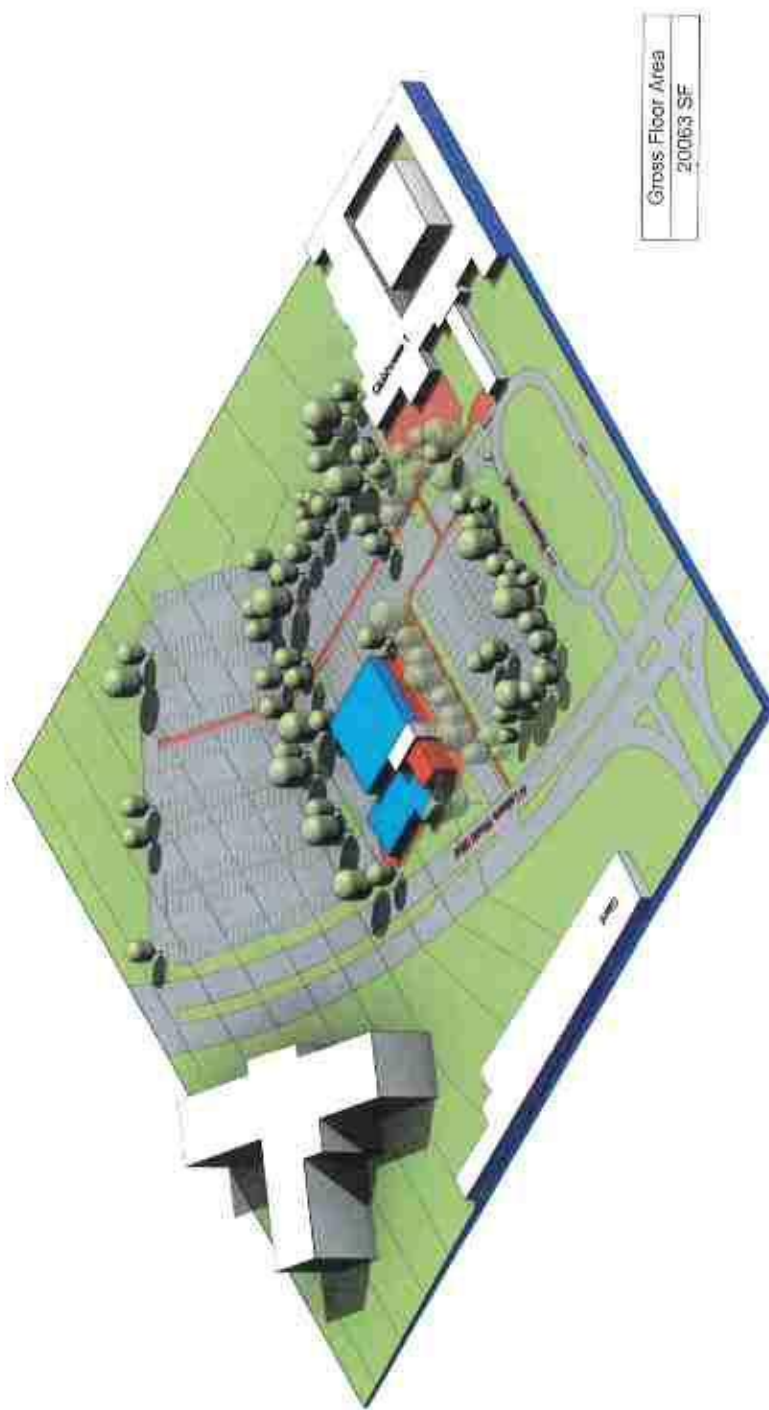
Master Plan | 3301 N. Leisure World Boulevard

LEISURE WORLD OF MARYLAND

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① AXON 1 - OPTION 1

3.1
Axon - Option 1

Master Plan | 3301 N. Leisure World Boulevard

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① AXON 1 - OPTION 2

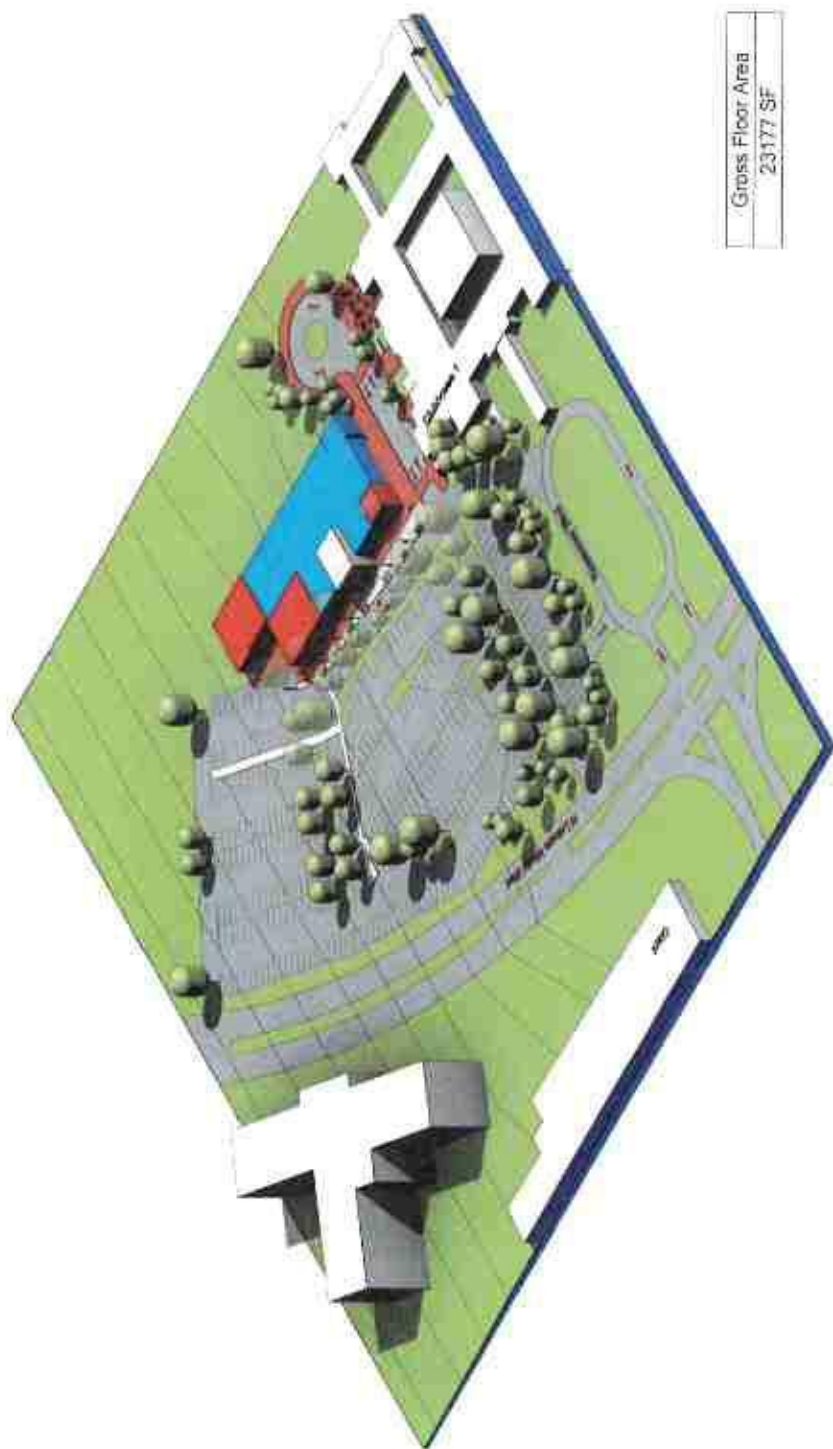
3.2

Axon - Option 2

Master Plan | 3301 N. Leisure World Boulevard

LEISURE WORLD OF MARYLAND

04/15/24



Gross Floor Area
23177 SF

① AXON 1 - OPTION 3

3.3

Axon - Option 3

LEISURE WORLD OF MARYLAND

Master Plan | 3301 N Leisure World Boulevard

04/15/14



Gross Floor Area
20300 SF

① AXON 1 - OPTION 3A

3.4

Axon - Option 3A

LEISURE WORLD OF MARYLAND

Master Plan | 3301 N. Leisure World Boulevard

04/15/14



BENCHES, BOLLARDS
AND PLANTERS



PLANTING BEDS AND
BRICK SIDEWALKS



PLANTING BED
BETWEEN STREET
AND SIDEWALK



PLAZAS WITH
MATERIAL CHANGES
AND LIGHTING



LIGHT POSTS WITH
HANGING PLANTERS



OFFSETS IN
STOREFRONTS



BREAKING FACADES
INTO SMALLER
SECTIONS GIVE A SMALL
TOWN CENTER
ATMOSPHERE



OUTDOOR SEATING

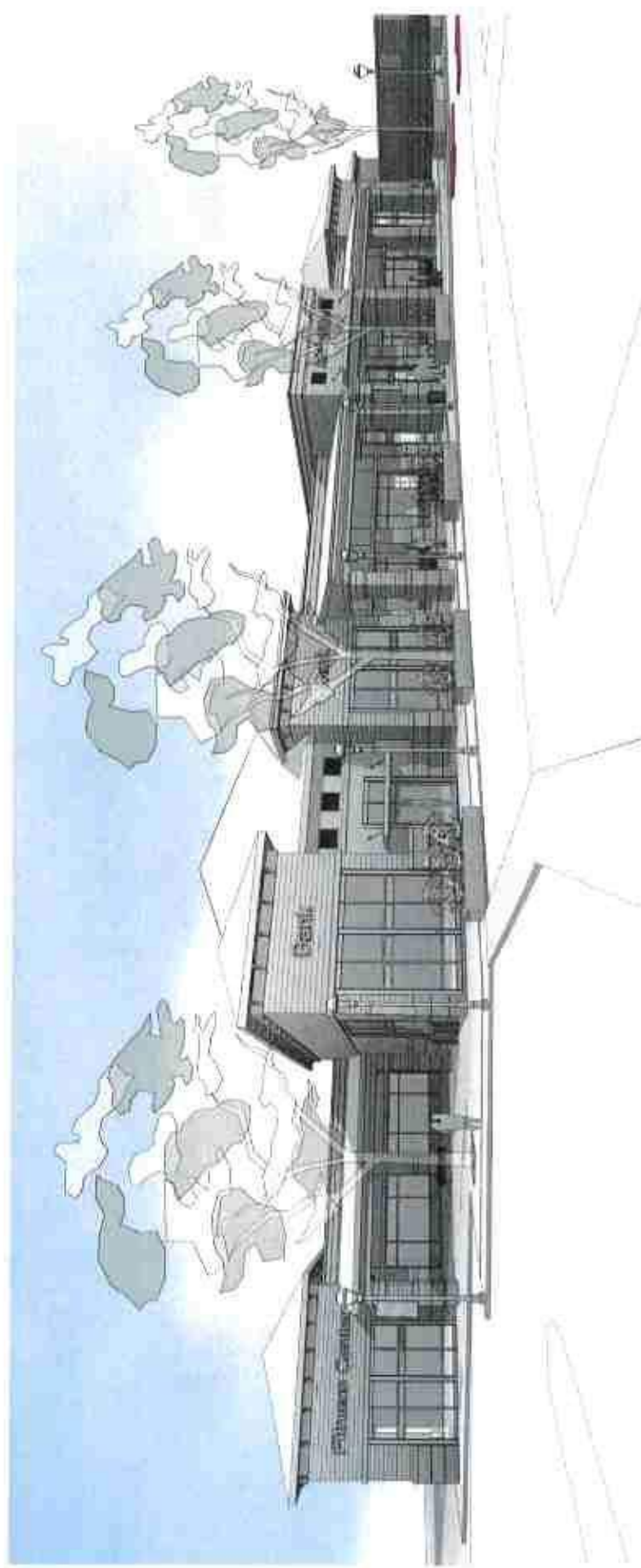
EDGES TREATED WITH
PLANTERS AND
SEATING AREAS
CREATE GATHERING
SPACES

PEDESTRIANS WALK
ALONG RETAIL
SHELTERED FROM
STREET



TREE CRATES,
INTEGRATED WITH
THE PAVING
MATERIALS AND
DESIGN

BENCHES AND TREE
BEDS ALONG WITH
MATERIAL CHANGE
DELINATE SIDEWALK
ZONES



① Perspective St View - Option 3

4.2

Street View - Option 3

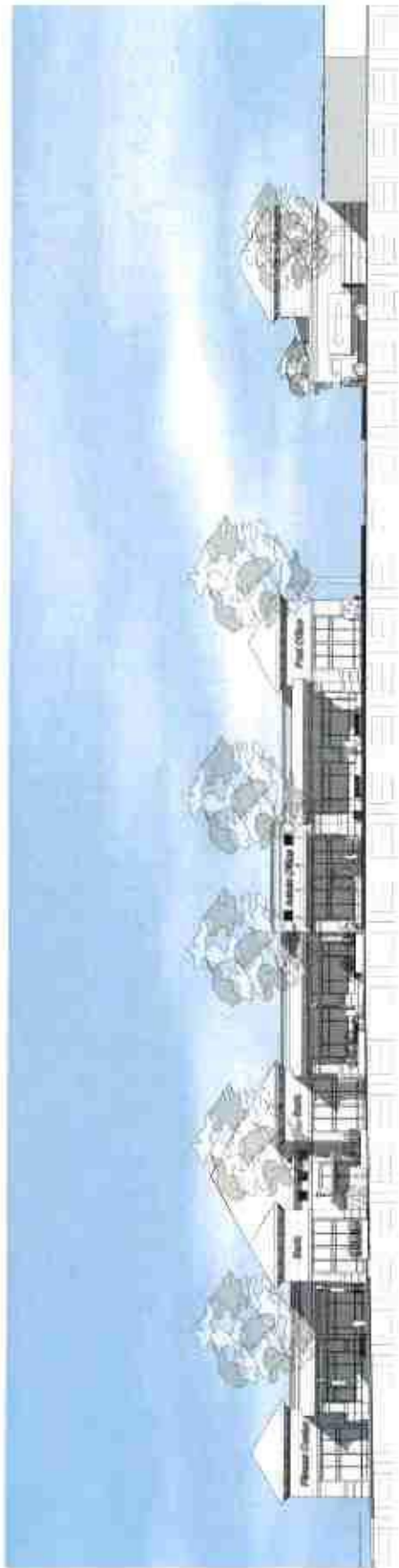
Walter Plun | 3301 N. Leisure World Boulevard

LEISURE WORLD OF MARYLAND

02/20/14

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1 Front Elevation
1" = 32'-0"

4.3

Front Elevation

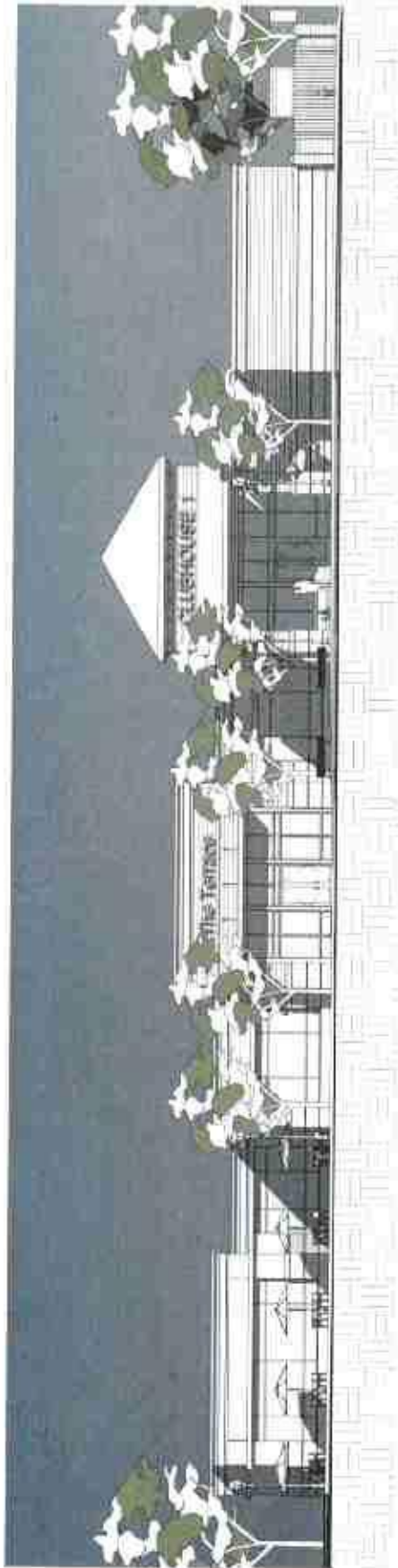
LEISURE WORLD OF MARYLAND

Master Plan | 3301 N. Leisure World Boulevard

06/15/14

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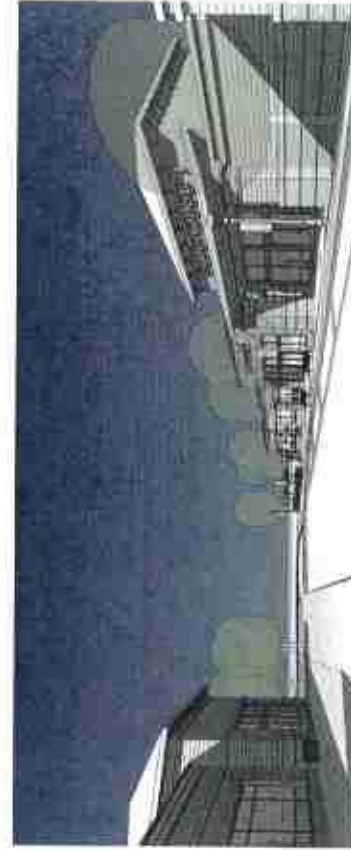
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③ Elevation 1 - Clubhouse
1/26" = 1'-0"



① Clubhouse North View - Option 3



② Clubhouse View - Option 3

4.4

Perspectives / Elevation -
Clubhouse 1

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04/15/14

LEISURE WORLD OF MARYLAND

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SECTION 7

Nicole Gerke

From: Jolene King
Sent: Wednesday, October 29, 2014 6:43 PM
To: Carole Kennon; Nicole Gerke
Cc: Joel Swetlow; Nancy Gordon
Subject: RE: Administration Building Options

Ms. Kennon:

Mr. Tardiff and I consulted Smolen Emr Ilkovitch Architects (SEI) regarding their experience in renovation vs. replacement and to understand how and why school systems or other owners would choose to replace a structure 50 years old or less. I do not recall a written report, just Mr. Tardiff reporting on the visit. The principals of the firm shared that, in their experience, buildings far less than 50 year old are replaced. A critical component of renovation is the requirement to meet all current applicable building, life safety, energy, and ADA codes along with achieving LEED certification. Additionally, the 40 year life cycle cost of new construction is less than a renovation which has higher maintenance and operating costs (based on studies done by teams of experts comprised of architect, civil engineer, structural engineer, M/E/P engineer, environmental engineer, cost estimator, etc.).

This also supported Alan Meyers' statement to CPAC that a renovation has a 20-25 year life and new construction has a 40-50 year life.

This is what I recall.

Jolene King
 Vice President, Assistant General Manager for Facilities and Services
 Leisure World of Maryland Corporation
 3301 N. Leisure World Boulevard
 Silver Spring, MD 20906
 301.598.1380

From: VirtualCarole@aol.com [mailto:VirtualCarole@aol.com]
Sent: Wednesday, October 29, 2014 3:39 PM
To: Jolene King; Nicole Gerke
Cc: Joel Swetlow; Nancy Gordon
Subject: RE: Administration Building Options

Hello Jolene,

If memory serves, sometime back when AR Meyers was on the scene, Bud Tardiff, and you (I think) consulted with a construction and/or architectural firm about whether it was wiser to renovate an older building or build a new one. This was a result of Bud Tardiff's having learned through personal experience that the Montgomery County Schools were tearing down schools newer than the administration building and constructing new ones.

You and he reported at one of our CPAC meetings on this. If this document is in the full report presented at the LWCC BOD meeting yesterday (which I have not yet fully read) just say so. If not, do you have any sense of when you might have done this? Nancy Gordon is researching the CPAC Minutes with Bud's name. If we get nowhere with these efforts, I will call Bud Tardiff.

Thanks a lot, Carole

SECTION 8



**Administration Building
&
Site Plan – Lawn Activities and Access Road
Report**

October 28, 2014

Administration Building and Site Plan – Lawn Activities/Access Road ReportEXECUTIVE SUMMARY**ADMINISTRATION BUILDING: Building New versus Renovate Existing**

The Board of Directors determined there was a need to assess the current administrative operations and accommodations to understand any deficiencies within the existing facility to meet the functional needs of LWMC organization and Community. The objectives for the resulting Administration Building project included in the FEP are:

1. Provide efficient space utilization for improvements to the work environment and work flow
2. Improve building systems to be energy efficient and “green”
3. Allow for flexibility of spaces to accommodate future changes in technology and work systems
4. Allow LWMC to be competitive in the job market to attract highest qualified employees

The Board of Directors reviewed three options (renovate, expand or construct new) and elected to pursue construction of a new Administration Building.

	<u>Renovate</u>	<u>Expansion</u>	<u>New</u>
Total Square Footage	12,210 sf ^{*1}	15,510 sf	20,000 sf
Construction Cost	\$1,667,000	\$2,127,000	\$3,980,000
Construction Duration	9 months	10 months	12 months
Design and Permit Fees	\$281,000	\$589,500	\$727,500
Contingency Fees	\$292,000	\$407,475	\$470,750
Relocation Expenses	\$150,000	\$150,000	\$10,000

*1 Existing Administration Building is 16,643 gross square feet

This report contains a compilation of previously issued information along with any new supporting documentation suggested by the Board of Directors and/or Advisory Committees.

Why Build a New Administration Building versus Renovate the Existing Administration Building?

A.R. Meyers and Streetsense, after assessing current operations and facilities, both determined that new building satisfies all project objectives and is the best investment in the long term for the Community.

A new Administration Building achieves the following objectives:

1. Accommodates all functions and spaces
2. Improves accessibility and maneuverability within the spaces
3. Optimizes operations and services for greater efficiency (form follows function)
4. Provides greatest opportunity for energy efficiency
5. Less risk from unknowns
6. Tighter control over costs
7. No disruption to current operations and services = less impact on residents

Renovation of the existing Administration building does not achieve the following:

1. Does not accommodate functions and spaces even with elimination of Real Estate Offices (~1,000sf) and reduced Bank area (~1,500 sf) (still have +16,000 sf to accommodate needed 18,000sf – 21,000 sf of space)
2. Aesthetics are improved but accessibility and work flow are not optimized to fullest degree (function follows form)
3. Most energy efficient systems may not be accommodated
4. Greater risks from unknowns leads to unexpected cost increases
5. Total disruption to current operations and systems = greater impact to residents

The report contains more information on advantages and disadvantages for both options.

Programming of Renovated and New Administration Building: Why are Meeting Spaces and an Increase in Circulation Necessary?

Streetsense and A.R. Meyers conducted a program survey of LWMC operations and both determined independently that an approximately 20,000 square feet of space is needed to accommodate the functions of the current administration building. Space is lacking in the current building for meeting facilities, adequate circulation space and sufficient support spaces.

A new Administration Building can accommodate a variety of sized meeting spaces that are lacking in the existing building and are necessary and beneficial for administrative operations. A renovation of the existing Administration building would not be able to accommodate these necessary spaces without sacrificing other program elements thus impacting administrative operations.

Small Conference Room:

- Processing new residents by Resales, Security and Montgomery Mutual
- Meetings between Mutual Boards members and Mutual Assistants
- Interviews by Human Resources
- Interviews by Montgomery Mutual
- Private meetings between Supervisors and staff
- Private meetings between Security and families

Large Conference Room:

- Meetings with external consultants – audits, insurance, IT, etc.
- Intradepartmental and departmental staff meetings
- Small Advisory Committee meetings
- Mutual Board meetings
- Training sessions

General Meeting Conference Room:

- Board of Directors meetings
- Executive Committee meetings
- Entire LWMC staff meetings
- Large Advisory Committee meetings
- Large Mutual Board meetings
- Training sessions

The current Administration Building fails to accommodate safe and easy passage through LWMC offices. Given the age and abilities of Leisure World residents, wider than standard corridors need to be installed to allow for passage of ambulatory assistance devices. The report contains further detailed information on space allocation requirements.

COMPREHENSIVE SITE PLAN: Improving Accessibility versus Preserving Existing Amenities

A comprehensive approach for site plan revisions involved with the Administration Building (new or renovated) and renovations to the North Wing of Clubhouse 1 is required to navigate through Montgomery County's Park and Planning Division for permit approval. Streetsense was engaged and produced 3 options for a comprehensive site plan that reviewed possible locations for a new Administration Building and effects on the renovations to the North Wing of Clubhouse 1. The site plan was to address the following objectives:

1. Improve accessibility to the new Administration Building and North Wing of Clubhouse 1
2. Improve distribution of parking, including handicap spaces, in relation to the new Administration Building and North Wing of Clubhouse 1
3. Improve safety of pedestrians and vehicles within the parking area
4. Improve identification of the restaurants to the exterior of Clubhouse 1

Site Plan Option 3 was further developed into Site Plan 3A that proposes an access/drop off road between the new Administration Building and North Wing of Clubhouse 1.

The cost to construct an access road is approximately \$95,000.

It should be noted that without the access road or a new Administration Building, the objective of improving accessibility to Clubhouse 1 is not achieved.

Impacts of Access Road on Lawn Activities

The proposed access/drop off road impacts the current location of the lawn activities – lawn bowling/croquet, bocce and shuffleboard.

<u>Activity</u>	<u>Size</u>	<u>Relocation Costs</u>
Lawn Bowling	120' x 120' Size can be reduced but will not be regulation Reduced size should accommodate croquet	\$164,000 with irrigation
Croquet	85' x 120'	uses lawn bowling court
Bocce	15' x 100'	\$29,000
Shuffleboard	56' x 60' (4 courts) quantity can be reduced	\$72,000 with covered seating

Should Lawn Activities be Maintained as Amenities to Leisure World?

<u>Activity</u>	<u>Usage</u>	<u>Maintenance Costs</u>
Lawn Bowling	12 members; seasonal	\$16,700 - \$18,700 per year
Croquet	casual; seasonal	uses lawn bowling court
Bocce	6-12 players; seasonal	minimal
Shuffleboard	casual; seasonal	minimal

The report contains detailed information previously provided on usage, cost, size and locations for all lawn activities.

Where should Lawn Activities be Relocated if Maintained as Amenities?

Streetsense presented several options for relocation of the lawn activities either in their entirety or in reduced form. However, there is not a location ideal for the specific environmental conditions required for a viable lawn bowling green.

The Education & Recreation Advisory Committee reviewed the various options and recommended at their September 2014 meeting for the access road to remain and the lawn activities (full lawn bowling court, single bocce court, 2 shuffleboard courts and equipment shed) to be relocated to behind the new Administration Building. The cost to relocate and construct a full lawn bowling court, single bocce court, 2 shuffleboard courts and equipment shed is: \$251,000.

Lawn Bowling (Croquet) with irrigation system	\$164,000
Bocce Court	\$29,000
(2) Shuffleboard Courts including covered seating	\$48,000
Equipment Shed	\$10,000

Alternatives to Access Road:

If the lawn activities are determined to be maintained in their current location, alternatives to the proposed access road, in descending degree of benefit, are:

1. an elongated pull off area directly in front of the new Administration Building
2. move the proposed Administration Building further north increasing the area available for a full pull off area
3. relocate or eliminate shuffleboard and bocce to accommodate an access road/drop off area

These alternatives are further evaluated in the report detailing advantages and disadvantages.

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ADMIN	Admin 1
SITE	Site 1

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- Pros/Cons for Administration Building Options
- Construction Cost Comparisons for Administration Building Options
- Renovated Building – Savings from FMRP and FRRP
- New Building – Savings from FMRP and FRRP

Section 2

- Streetsense memo dated 10/21/2014 on Administration Building Renovation versus New Construction

Section 3

- Administration Building Square Footage Comparison
- Industry Standard for Square Footage
- Streetsense Administration Building Diagram A10.01 dated 8/28/2014

Section 4

- Streetsense memo dated 9/4/2014 on Meeting Room Programming
- Sullivan Room/Montgomery Room/General Meeting Room Comparison

Section 5

- Site Plan Options 1-3
- Streetsense memo dated 4/22/2014 on Site Plan Options 1-3

Section 6

- Advisory Committee and Board Comments on Site Plan Options 1-3

Section 7

- Site Plan Option 3A
- Community Planning Advisory Committee comments on Site Plan 3A

Section 8

- Lawn Activities Information
- Streetsense Lawn Activity Proposed Location Sketches
- Lawn Activity Cost Scenarios

Section 9

- E&R Advisory Committee Lawn Activities Site Plan SK-1 dated 8/15/2014

Section 10

- Alternate 3 for Access Road

ADMINISTRATION BUILDING

History:

A Space Needs Assessment and Preliminary Systems Review for the Administration Building was conducted to address the current space and systems deficiencies within the existing facility and to meet the functional needs of LWMC in an improved, energy conservative design. The objectives for the Administration Building project are:

1. Provide efficient space utilization for improvements to the work environment and work flow
2. Improve building systems to be energy efficient and "green"
3. Allow for flexibility of spaces to accommodate future changes in technology and work systems
4. Allow LWMC to be competitive in the job market to attract highest qualified employees

The current Administration Building was designed over 50 years ago when business operations and interaction of functions were much different than today's practices. The existing building is out of date and does not meet today's codes and best practices for office space design. The following issues need to be addressed at a minimum whether a renovation was to occur or not:

1. Upgrades to or installation of life safety systems
2. Improvements to accessibility
3. Proper space allocations per employee
4. Improve or increase energy efficiency
5. Improve work flow efficiency
6. Accommodate missing meeting spaces
7. Accommodate missing support spaces
8. Provide code compliant and comfortable circulation space

The Board of Directors reviewed three options for the Administration Building - renovate, expand or construct new. Refer to Section 1 for detailed information, proposed space plans, and cost estimates for the 3 Administration Building options.

	Option 1 <u>Renovate</u>	Option 2 <u>Expansion</u>	Option 3 <u>New</u>
Total Square Footage	12,210 sf ¹	15,510 sf	20,000 sf
Construction Cost	\$1,667,000	\$2,127,000	\$3,980,000
Construction Duration	9 months	10 months	12 months
Design and Permit Fees	\$281,000	\$589,500	\$727,500
Contingency Fees	\$292,000	\$407,475	\$470,750
Relocation Expenses	\$150,000	\$150,000	\$10,000
Total Costs	\$2,240,200	\$3,123,975	\$5,178,250
Potential Savings – FMRP	\$22,500	\$22,500	\$46,250
Potential Savings – FRRP	\$559,000	\$559,000	\$689,000

*1 Existing Administration Building is 16,643 gross square feet

The Board of Directors elected to proceed with developing a New Administration Building (Resolution #71, 9/24/13). In addition, the Board of Directors confirmed the new building should include space for a bank, post office and Montgomery Mutual office space (Resolution #77, 10/29/2013) – the Real Estate offices were eliminated with this decision.

Recent questions have been raised about how the elimination of the Real Estate office and the reduction of the bank foot prints can provide additional space needed for LWMC operations and obviate the need for a new Administration Building.

Why Build a New Administration Building versus Renovate the Existing Administration Building?

A.R. Meyers and Streetsense, after assessing current operations and facilities and using current industry standards for space allocation, both determined that a new 20,000 square foot building satisfies all project objectives and is the best investment in the long term for the Community.

A new Administration Building achieves the following objectives:

1. All required functions and spaces can be accommodated including any future expansion
2. Greater accessibility and maneuverability within the building without losing program functions
3. Customization of facility to optimize operations and services – more efficient (form follow function)

4. All new systems including building envelope design that directly increase energy efficiency and reduces energy costs can be integrated into design – leads to lower operating costs
5. Longer life cycle of building systems costs lead to lower maintenance costs in the long term
6. Fewer unknowns during construction
7. Tighter control over costs based on fewer unknowns
8. No disruption to resident services - existing operations and services remain undisturbed
9. Improved accessibility and parking in close proximity to buildings – 93 parking spaces on grade with entrance to Clubhouse 1

Construction of a new Administration Building has some disadvantages:

1. Higher initial construction costs
2. Longer time schedule for construction
3. More site area to be improved
4. Changes in traffic pattern

The existing Administration Building is 16,634 square feet total which will not accommodate the approximately 20,000 square feet of space needed for all functions.

Renovation of the existing Administration building does not achieve the following:

1. Inability to accommodate functions and spaces even with elimination of the Real Estate office (~1,000sf) and reduced Bank area (~1,500 sf) (still have +16,000 sf to accommodate needed 18,000sf – 21,000 sf of space)
2. Aesthetics are improved but accessibility and work flow are not optimized to fullest degree (function must follow the exiting form which does not provide the desired work flow)
3. Most energy efficient systems may not be accommodated – structural concerns, available space
4. Greater risks from unknowns leads to unexpected cost increases
 - a. Code compliance can be as much as 40% of the construction costs reducing amount of funding reserved for tangible and aesthetic improvements
 - b. Invasive investigation during design to document as many existing conditions as possible is costly and disruptive to current operations

- c. Risk with abandoning underground ductwork and pipes – can cause issues either during construction or after that may be costly to repair (Note: The Administration Building was originally designed to share a boiler/heating system with Clubhouse 1. This system was abandoned in place and may have repercussions with renovation activities.)
- 5. Total disruption to current operations and systems = greater impact to residents
 - a. Staff and equipment would be moved twice during process
 - b. Potential loss or reduction of certain functions due to moving staff and equipment – post office may have to offer reduced services; offsite storage of documents may not allow access to all information when demanded. (If all functions and operations are required to be maintained, essentially need to recreate the Building elsewhere on site)
- 6. May be required to provide duplicate systems to handle demands of a renovated building – i.e. – may be required to install a 2nd electrical feed to the building to handle demand versus being able to upsize existing electrical system – requires more infrastructure versus reusing existing
- 7. Loss of parking during renovation
- 8. Accessibility to Clubhouse 1 is not improved

Renovation of the existing Administration Building does have some advantages:

- 1. Lowest initial costs (It should be noted that unknowns can significantly impact construction costs)
- 2. Shortest time schedule for construction
- 3. Less site area impacted
- 4. Minimal change in traffic patterns

Refer to Section 2 for a memo from Streetsense on their recommended opinion on constructing a new Administration Building rather than renovate the existing building.

Programming of Renovated and New Administration Building: Why are Meeting Spaces and an Increase in Circulation Necessary?

Streetsense conducted a programming exercise through questions, interviews and surveys to document current staff counts, operational functions, uses of space, lack of spaces to conduct specific functions and an overall understanding of how the Administration Building stakeholders

work and use their spaces. The outcome of the programming exercise is a preliminary programming adjacency plan that outlines all departments and functional spaces required for the new Administration Building and allocate sizes to each space based on industry standards and experience of interior planning by Streetsense. This adjacency plan is the starting point for discussions and feedback from the stakeholders - this is not the final plan layout or size of spaces. As the process progresses, the building size and space allocations are refined and optimized to be efficient as possible. (See Section 3 for programming documentation and preliminary adjacency plan)

Based on Streetsense's programming efforts and knowledge of current good business practices and design, they documented several functional spaces that are lacking in the current administration Building – multi-sized meeting spaces with appropriate technological capabilities, adequate circulation space within office areas, and support spaces for operations. A renovation of the existing Administration building would not be able to accommodate these necessary spaces without sacrificing other program elements thus impacting administrative operations.

(See Section 4 for memorandum from Streetsense)

Rooms that accommodate various types of meetings (private to group) and number of participants (4 to 20) are lacking in the current building. Following are several examples of the variety of meeting types that take place frequently by the Administrative Staff that need proper meeting rooms. Most of the following meetings take place in either the Sullivan Room or at staff desk areas which are not suitable for these types of meetings. Conducting these meetings in Clubhouse 1 presents a series of issues with rooms possibly not being available for unscheduled meetings, no direct access to documents or other staff that may be need to be consulted during the course of conversation, inefficient use of resident's and staff's time to have to go from one building to another to meet.

Small Meeting Space (4-8 people):

- processing of new residents with Resales, Security and Montgomery Mutual
 - new resident process involves several different departments including Resales, Security and Montgomery Mutual, to set up the proper documentation and provide welcoming services to the residents. These meetings are conducted in individuals' offices that are not large enough to comfortably conduct business. Having a small 4 to 6 person conference room centrally located to the various departments involved

in New Resident orientation not only provides a professional atmosphere but also provides a single convenient location for the resident versus making them go from office to office.

- meetings between Mutual Board members and their Mutual Assistant and/or Accountant – currently these meetings are either held at the Mutual Assistants/Accountants desk area among the other staff (not appropriate for discussing confidential matters) or held in the Sullivan Room, if available.
- interviews by Human Resources
- interviews by Montgomery Mutual for prospective new residents
- private meetings between Supervisors and staff
- private meetings between Security and families of residents.

Large Meeting Space (15-20 people, includes guest seating):

- meeting with external consultants – auditors, insurance, IT, etc.
 - the Accounting Department conducts yearly audits by outside consultants that occupy the Sullivan Room thus rendering it unusable for other meetings during audit time. A separate conference room located near the Accounting Department would help facilitate the audit process by having the appropriate parties in close proximity to staff and files as well as not tying up the only conference room available to the other Departments.
- intradepartmental and departmental staff meetings
- small Advisory Committee meetings
- Mutual Board meetings
- training sessions for staff

General Meeting Room (60 to 70 people, includes guest seating):

The Sullivan Room is ineffectual for Executive Committee meetings for the following reasons:

- insufficient to allow for ease of passage around the table while occupied
- sight lines for viewing guests or displayed information is limited
- recording of meetings is hampered
- ability to provide lighting options for presentations is not existent

The Montgomery Room is ineffectual for the Board of Directors meetings for the following reasons:

- insufficient to allow for ease of passage around the table while occupied
- ability to display information in appropriate format is limited
- recording of meetings is hampered
- Streetsense estimates the cost to retrofit with new infrastructure would be in the range of \$200,000. The cost to equip a new appropriately designed conference room would be \$150,000, a \$50,000 savings.

A new executive style conference room can correct all the issues noted above and accommodate the following meetings:

- Board of Directors
- Executive Committee
- LWMC Staff
- large Advisory Committees
- large Mutual Boards
- large group staff training

See Section 4 for a comparison of the Sullivan Room, Montgomery Room and proposed General Meeting Room.

Given the age and abilities of Leisure World residents, wider than standard pathways need to be installed to accommodate safe and easy passage through spaces. Current code requires a minimum of 36" wide for one way accessible corridors and pathways to accommodate wheelchairs and other ambulatory assistance devices. Common corridors are typically 2 way passages and require a minimum width of 5'-0" but good design practices allow for a 6'-0" corridor widths. Space for maneuvering within office suites also needs to be accommodated at 36" wide minimums thus increasing the allowable square footage per space by an average of 15%-20%. All of these requirements are not met in the current Administration Building and must be accommodated in either renovation or new construction. These additional space needs which are necessary for the comfort of the resident population severely limit the ability for a renovated Administration Building to accommodate all the required functional program elements. (See Section 3 for recommended square footage for spaces)

SITE PLAN – LAWN ACTIVITIES AND ACCESS ROAD

History:

A comprehensive approach for site plan revisions involved with the Administration Building (new or renovated) and renovations to the North Wing of Clubhouse 1 is required to navigate through Montgomery County's Park and Planning Division for permit approval. An architectural firm was engaged to produce a comprehensive site plan that reviewed possible locations for a new Administration Building and effects of the renovations to the North Wing of Clubhouse 1 (Resolution #79, 10/29/2013). The site plan was to address the following objectives:

1. Improve accessibility to the new Administration Building and North Wing of Clubhouse 1
2. Improve distribution of parking, including handicap spaces, in relation to the new Administration Building and North Wing of Clubhouse 1
3. Improve safety of pedestrians and vehicles within the parking area
4. Improve identification of the restaurants to the exterior of Clubhouse 1

Site Plan Options:

Streetsense was hired to conduct a comprehensive site plan study based on the objectives stated above (Resolution #7, 1/28/2014). In February 2014, Streetsense produced and presented 3 site plan options for consideration by the Advisory Committees and Board of Directors. (See Section 5 for Site Plan Options 1-3)

The Community Planning, Education & Recreation and Restaurant Advisory Committees reviewed the 3 Site Plan options and, in general, supported Site Plan Option 3 for further development. Based on comments from the various Advisory Committees and Board of Directors (see Section 6 for compilation of comments), Streetsense further refined and presented Site Plan Option 3A for consideration (See Section 7 for site plan).

- Site Plan Option 3A: new 1 story Administration Building located east side of parking lot
 - Advantages
 - Aligns new driveway with existing median break on Leisure World Boulevard
 - Provides connection/relationship to Clubhouse 1
 - Ceremonial entrance and drop off to new Administration Building
 - Single story construction is cost effective

- Opportunity for vibrant space between buildings
- Eases access to loading/trash for Clubhouse 1
- Visibility and access to parking with good balance for landscape
- Geometry of drop-off allows for slower traffic without blocking flow – safer for pedestrians
- Allows for future expansion (Administration Building)
- Separating new Administration Building from Clubhouse allows for better views from restaurant
- Disadvantages
 - Impacts lawn activities area outside Clubhouse 1
 - Loading/trash area is in a visible location
- Walking Distances from Drop Off Point to North Wing of Clubhouse 1 (Terrace Room entrance is used as the point of reference for North Wing)
 - Current configuration of parking lot: 140'-0"
 - Proposed full access road: 40'-0" to 80'-0"
 - Pull off area in front of new Administration Building: 140'-0"
 - Alternatives to drop off location between new Administration Building and full access road: 80'-0" to 140'-0"
- Cost of proposed access road (including curb, gutter and sidewalk) = approximately \$95,000

The Board of Directors agreed under Resolution #28 4/29/2014 for Streetsense to further develop Site Plan Option 3A.

Impact of Access Road on Lawn Activities:

Site Plan 3A proposes an access/drop off road between the new Administration Building and North Wing of Clubhouse 1 to provide alternate access to the restaurants, meeting rooms and pool/lanai areas. The proposed access/drop off road impacts the current location of the lawn activities – lawn bowling/croquet, bocce and shuffleboard.

<u>Activity</u>	<u>Size</u>	<u>Relocation Costs</u>
Lawn Bowls	120' x 120'	\$164,000 with irrigation
	Size can be reduced but will not be regulation	
	Reduced size should accommodate croquet	
Croquet	85' x 120'	uses lawn bowling court
Bocce	15' x 100'	\$29,000
Shuffleboard	56' x 60' (4 courts)	\$72,000 with covered seating
	Quantity can be reduced	

Should Lawn Activities Be Maintained as Amenities to Leisure World?

<u>Activity</u>	<u>Usage</u>	<u>Maintenance Costs</u>
Lawn Bowling	12 members; seasonal	\$16,700 - \$18,700 per year
Croquet	casual; seasonal	uses lawn bowling court
Bocce	6-12 players; seasonal	minimal
Shuffleboard	casual; seasonal	minimal

Note: Casual usage indicates no hard data is collected as there is not a club in Leisure World and play is sporadic in frequency and number of participants.

- Lawn Bowls:
 - Declining membership; currently 12 members, 9 of which are Leisure World residents
 - Frequency of play is irregular
 - Facility used by Maryland Senior Olympics
 - Used by Croquet players
- Bocce:
 - Not an organized group
 - Frequency of play is weekly during season
- Shuffleboard:
 - Not an organized group
 - No hard data on frequency of play (however, can be characterized as rare)
 - Facility used by Maryland Senior Olympics

- Croquet:
 - Newest activity
 - Frequency of play has not been documented
 - Uses lawn bowls court

Refer to Section 8 for information on each lawn activity detailing usage, size, maintenance costs and other items.

Where should Lawn Activities be Relocated if Maintained as Amenities?

Streetsense presented several options for relocation of the lawn activities either in their entirety or in reduced form. Streetsense has stated that the option where all of the lawn activities are relocated in their current sizes does not produce a design based on good planning principals. In other words, Streetsense does not recommend locating all of the activities behind the new Administration Building. Bocce and shuffleboard are the most versatile in relocating due to the smaller sizes and court materials. These activities can be relocated to behind Clubhouse 2 where there is a synergy with the other types of activities taking place. The lawn bowls green is more difficult to relocate due to its size and environmental requirements for the playing surface. A lawn bowls court is maintained similar to golf green. Certain environmental conditions are important to the health of the turf, such as direct sunlight, air movement, etc. While Streetsense identified locations to accommodate a full size lawn bowls court, further consideration must be given to the location's environmental factors. (See Section 8 for information on lawn activity location options).

The Education & Recreation Advisory Committee reviewed the various options and recommended at their September 2014 meeting for the access road to remain and the lawn activities (full lawn bowling court, single bocce court, 2 shuffleboard courts and equipment shed) to be relocated to behind the new Administration Building. The cost to relocate and construct a full lawn bowling court, single bocce court, 2 shuffleboard courts and equipment shed is:

Lawn Bowling (Croquet) with irrigation system	\$164,000
Bocce Court	\$29,000
(2) Shuffleboard Courts including covered seating	\$48,000
<u>Equipment Shed</u>	<u>\$10,000</u>
Total	\$251,000

Refer to Section 9 for Streetsense SK-1 Lawn Activities Plan dated 8/15/2014 outlining E&R's recommendation for location of lawn activities.

Alternatives to Access Road:

If the lawn activities are determined to be maintained in their current location, alternatives to the proposed access road, in descending degree of benefit, are (1) an elongated pull off area directly in front of the new Administration Building, (2) move the proposed Administration Building further north increasing the area available for a full pull off area, and (3) relocate or eliminate shuffleboard and bocce to accommodate an access road/drop off area.

1. Elongated Pull Off Area at new Administration Building :

- a. safe place to drop off people in lieu of using main entrance to Clubhouse 1
- b. walking distance is same as current parking lot configuration – does not improve on accessibility objective
- c. no impact to lawn activities in current location and size
- d. maintains relationship between proposed Administration Building and Clubhouse 1
- e. relatively flat site can be maintained between buildings for ease of walking between buildings
- f. safe distance for vehicles from loading dock access point

2. Move the proposed Administration Building further north to create larger pull off area

- a. safe place to drop off people in lieu of using main entrance to Clubhouse 1
- b. walking distance is improved by approximately 20'-0" for total distance of 120'-0" or possibly less – small improvement on accessibility objective
- c. may impact the current location of the shuffleboard courts – possibly reduce number of courts or eliminate altogether
- d. a series of ramps and steps will most likely be required to make up the difference in grade from the proposed Administration Building to Clubhouse 1
- e. further disengages the relationship between the proposed Administration Building and Clubhouse 1
- f. residents wishing to access both buildings would either have to park twice or have a more arduous walk between the buildings

- g. creates potentially unsafe cross traffic patterns between vehicles and loading dock access point
- 3. Relocate or eliminate shuffleboard and bocce to accommodate an access road/drop off area (See Section 10 for site plan overlay)
 - a. safe place to drop off people in lieu of using main entrance to Clubhouse 1
 - b. walking distance is improved dramatically to access North Wing – total distance can be 40'-0" or less
 - c. impact to shuffleboard and bocce courts
 - d. maintains relationship between proposed Administration Building and Clubhouse 1
 - e. places cars and fumes closer to entrance of Terrace Room which is undesirable per Advisory Committee comments
 - f. creates unsafe cross traffic patterns between vehicles and loading dock access point
 - g. access drop off would be a loop with a tight driving radius

SECTION 1

ADMINISTRATION BUILDING RENOVATION OPTIONS

Option	Pros	Cons	Flexibility for Future Needs	Potential Disruption During Construction	Time Frame	Cost
RENOVATE WITHIN EXISTING FOOTPRINT	<ul style="list-style-type: none"> •Lowest Cost •Shortest Time Schedule 	<ul style="list-style-type: none"> •All functions housed in the existing building do not fit back into the footprint once standard work space is assigned to employees •Plan excludes Weichert, 220 SF file/storage space, 885 SF meeting space, and future needs space •Loss of \$50,000 per year rental income from Weichert •Work flow is not optimized •Plan is feasible but not desirable •Loss of 83 parking spaces during construction for temporary trailers 	<p>NO - There is no flex space to accommodate future needs</p>	<p>HIGH - Temporary offsite accommodations needed to house staff and operations affected by renovation. Temporary quarters may be trailers in the administration parking lot and/or finding space in other community facilities.</p>	<p>17 months</p> <ul style="list-style-type: none"> •8 mos. drawings/permits/bidding •9 mos. construction 	<p>Approximately \$2.3M</p>
BUILD 3,300 SF ADDITION	<ul style="list-style-type: none"> •Accommodates all functions housed in the existing building •Work flow is optimized •Opportunity at marginal cost to include improved state of the art meeting space 	<ul style="list-style-type: none"> •Increased costs •Changing the architectural form and exterior appearance of the building •Longer construction time schedule •Loss of 89 parking spaces during construction for temporary trailers 	<p>YES - Approximately 1,000 SF available for future needs. This space can potentially provide rental income until needed.</p>	<p>HIGH - Temporary offsite accommodations needed to house staff and operations affected by renovation. Temporary quarters may be trailers in the administration parking lot and/or finding space in other community facilities.</p>	<p>20 months</p> <ul style="list-style-type: none"> •10 mos. zoning approval/drawings/permits/bidding •12 mos. construction 	<p>Approximately \$3.2M</p>
BUILD NEW BUILDING IN A DIFFERENT LOCATION	<ul style="list-style-type: none"> •All functions housed in the existing building could be accommodated •Custom facility to optimize operations and services •Less maintenance associated with all new construction •Parking demand more evenly distributed throughout the parking lot •Re-configured parking lot creates 92 parking spaces closer to Clubhouse 1 •Operations and services remain undisturbed until construction is complete •New building and more accessible access to CHI barrier maintains the community 	<ul style="list-style-type: none"> •Highest costs •Longest times schedule •Loss of 128 parking spaces during construction for new building and temporary construction staging •Delay of other projects due to cash flow limitations 	<p>YES - Future needs space could be designed as needed.</p>	<p>LOW - Staff and operations are undisturbed and move only once when construction is complete.</p>	<p>27 months</p> <ul style="list-style-type: none"> •15 mos. zoning approval/drawings/permits/bidding •12 mos. construction •Construction may need to be extended due to cash flow limitations 	<p>Approximately \$5.2M which includes the conversion of the current admin building site into parking spaces</p>

**Leisure World of Maryland Administration Building
Comparison of Projects Costs**

	Existing Footprint	Existing Footprint & Addition	New Building
Site			
Utilities	12,000	67,000	135,000
Landscape	5,000	10,000	20,000
Construction	1,650,000	2,050,000	3,825,000
Design and Engineering			
Architectural	175,000	282,000	317,000
Civil Engineering	25,000	90,000	140,000
Traffic Consultant		6,000	10,000
Soils Engineer		5,000	10,000
Landscape Architect		12,000	15,000
Interior Design	15,000	15,000	15,000
Blueprints & Reproductions	7,000	9,000	10,000
Acoustical Engineer	5,000	5,000	5,000
LEED Consultant	18,000	25,000	25,000
Miscellaneous	3,000	5,000	5,000
Permit Fees			
Water and Sewer	10,000	10,000	10,000
SDC (WSSC System Development Charge)	2,000	20,000	20,000
Development Review Fees		10,000	12,000
Demolition Permit	500	500	500
Transportation Impact Tax		40,000	40,000
Building Permit	16,500	22,000	37,000
Use and Occupancy	1,000	1,000	1,000
DPS Water Resources		10,000	20,000
Fire Marshal	3,000	4,000	5,000
Legal		18,000	30,000
Total Cost	1,948,000	2,716,500	4,707,500
Contingency	292,200 15%	407,475 15%	470,750 10%
Total	2,240,200	3,123,975	5,178,250

8/13/2012



LEISURE WORLD - GEORGIA AVE

NEW VS RENOVATION COMPARISON

		EXISTING FOOTPRINT		EXISTING FOOTPRINT AND ADDITION		NEW BUILDING	
CODE	DESCRIPTION	12,210 SF	\$/SF	15,285 SF	\$/SF	20,000 SF	\$/SF
DIV II - DEMOLITION							
02-0800	DEMOLITION	\$24,420	\$2.00	\$46,191	\$3.02	\$0	\$0.00
02-2000	EARTHWORK	\$3,000	\$0.25	\$10,000	\$0.65	\$40,000	\$2.00
02-5000	SITE CONCRETE	\$14,150	\$1.16	\$14,150	\$0.93	\$20,000	\$1.00
02-6000	ASPHALT PAVING	\$0	\$0.00	\$0	\$0.00	\$0	\$0.00
02-9000	LANDSCAPING	\$7,500	\$0.61	\$7,500	\$0.49	\$15,000	\$0.75
03-3000	CONCRETE	\$0	\$0.00	\$28,519	\$1.87	\$188,000	\$9.40
04-2000	MASONRY	\$35,600	\$2.92	\$91,460	\$5.98	\$154,500	\$7.73
05-1000	STRUCTURAL STEEL	\$5,940	\$0.49	\$31,324	\$2.05	\$200,000	\$10.00
06-1000	ROUGH CARPENTRY	\$0	\$0.00	\$11,448	\$0.75	\$15,000	\$0.75
06-4000	ARCHITECTURAL MILLWORK	\$27,263	\$2.23	\$35,173	\$2.30	\$16,000	\$0.80
07-5000	ROOFING	\$230,118	\$18.85	\$273,238	\$17.85	\$220,750	\$11.04
08-1000	DOORS AND FRAMES	\$29,500	\$2.42	\$38,900	\$2.54	\$11,250	\$0.56
08-4000	GLASS & GLAZING	\$120,390	\$9.86	\$137,350	\$8.99	\$446,400	\$22.32
09-2500	DRYWALL	\$79,154	\$6.48	\$80,389	\$5.20	\$116,300	\$5.82
09-3000	CERAMIC TILE	\$51,828	\$4.24	\$51,768	\$3.39	\$9,600	\$0.48
09-6500	RESILIENT FLOORING AND CARPET	\$23,340	\$1.91	\$30,845	\$2.02	\$0	\$0.00
09-9000	PAINTING	\$11,371	\$0.93	\$13,051	\$0.86	\$15,950	\$0.80
09-9999	FINISH ALLOWANCES						
09-9999	LOBBY FINISHES	\$23,550	\$1.93	\$23,550	\$1.54	\$29,920	\$1.50
09-9999	LEISURE WORLD	\$0	\$0.00	\$0	\$0.00	\$580,000	\$29.00
09-9999	POST OFFICE	\$0	\$0.00	\$0	\$0.00	\$19,600	\$0.98
09-9999	REALTOR	\$0	\$0.00	\$0	\$0.00	\$31,200	\$1.56
09-9999	BANK	\$0	\$0.00	\$0	\$0.00	\$141,750	\$7.09
10-2100	TOILET PARTITIONS	\$3,600	\$0.29	\$3,600	\$0.24	\$10,200	\$0.51
10-8000	TOILET ACCESSORIES	\$800	\$0.07	\$800	\$0.05	\$3,000	\$0.15
12-2000	FURNITURE	\$153,000	\$12.53	\$171,000	\$11.18	\$189,000	\$9.45
15-3000	FIRE SPRINKLER	\$42,735	\$3.50	\$53,463	\$3.50	\$75,000	\$3.75
15-4000	PLUMBING	\$51,550	\$4.22	\$51,525	\$3.37	\$75,000	\$3.75
15-5000	MECHANICAL	\$146,520	\$12.00	\$183,300	\$11.99	\$180,000	\$10.00
15-1000	ELECTRICAL	\$146,520	\$12.00	\$183,300	\$11.99	\$220,000	\$11.00
17-1000	TEMP FACILITIES / RELOCATION	\$0	\$0.00	\$0	\$0.00	\$0	\$0.00
	SUBTOTALS	\$1,231,549	\$100.89	\$1,571,654	\$102.84	\$3,003,422	\$150.17
	CONTINGENCY	\$61,582	\$5.04	\$78,593	\$5.14	\$150,171	\$7.51
	GENERAL CONDITIONS	\$103,475	\$8.47	\$132,038	\$8.64	\$252,287	\$12.61
	GENERAL LIABILITY	\$4,610	\$0.38	\$5,882	\$0.38	\$11,239	\$0.56
	FEE	\$70,076	\$5.74	\$89,418	\$5.85	\$170,856	\$8.54
	GC BOND	\$13,244	\$1.08	\$17,453	\$1.14	\$33,958	\$1.67
BUILDING TOTALS		\$1,484,847	\$123.27	\$1,895,246	\$123.99	\$3,621,344	\$181.07
The following is a list of the additional costs, which are not included in the above budgets, that are required to facilitate the new construction:							
The cost of the trailer rental for the total duration of the renovation work		\$126,999		\$126,999		\$0	
The cost for the labor to relocate the staff from their offices to the temporary trailers		\$9,000		\$9,000		\$0	
The cost for the labor to relocate the staff to their newly renovated office location		\$10,000		\$10,000		\$10,000	
Under Option #3, which is the construction of a new office building in lieu of renovating the existing building, the existing building would be raised and a parking lot would be installed in its place. This total represents the value of this demolition work		\$0		\$0		\$19,000	
Once the demolition of the existing office building, as outlined under Option #3, has been completed, the site will be converted into a combination of parking and landscaped islands. This total represents the cost to complete this work		\$0		\$0		\$155,972	
GRAND TOTALS		\$1,630,846		\$2,041,245		\$3,806,316	
Rounded to the next \$25,000		\$1,650,000		\$2,050,000		\$3,825,000	

Administration Building Option #1: Renovate Existing Footprint

Option #1 Project Description:

Option #1 consists of a reconfiguration of the existing facility – without adding additional space – to accommodate as many of the current functions as possible, incorporating updated space requirements. This option evidences the need for additional space, as it does not accommodate a number of the existing functions in their projected 2013 form. Those functions that are accommodated in this option have certain inefficiencies due to a lack of space for support facilities and have compromised departmental adjacencies. Functions not accommodated in this plan are: Weichert Realtors, conferencing facilities, staff facilities, files and, most significantly, expansion space. (All long term planning prudently incorporates expansion space.)

Option #1 consists of 12,210 square feet of existing office space rehabilitation (not including the bank), including new finishes, new partitions, new furnishings and all new building systems. It requires temporary facilities to accommodate staff and post office during construction (approximately nine (9) months), in the form of interconnected trailers located in the parking lot adjacent to the Administration Building.

Option #1 Cost Estimate:

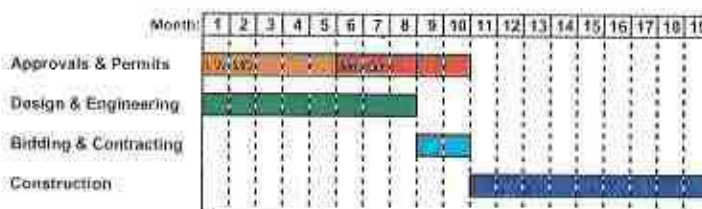
Renovate Existing Footprint

Hard Costs: (Utilities, Landscaping, Construction, Furnishings)	\$1,667,000
Soft Costs: (Architect, Engineers, Permits, Fees, etc.)	\$ 281,000
Other: (15% Contingency)	\$ 292,200

Total Option #1:	\$2,240,200
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Option #1 Time Schedule:

ADMINISTRATION BUILDING - OPTION 1: RENOVATE EXISTING FOOTPRINT



Option #1 Source of Funds:

Facilities Enhancement Reserve

Option #1 Impact on Operating Revenue and/or Expenses:

- Revenue – Permanent loss of rental income from Weichert Realty (\$50,000 per year) unless other acceptable space is provided.
- Revenue – Potential loss of rental income from Weichert Realty (\$37,000) during construction.
- Expenses: Potential reduction in long term operating expenses due to energy efficient construction and building systems.

Option #1 Impact on Resident Services during Construction:

- Loss of on-campus real estate services. Other existing services will be temporarily relocated to trailers (except Bank, which would remain).
- Some disruption to services and inconveniences are anticipated surrounding moving activities and operating from temporary facilities.

Option #1 Impact on LWMC Employees and/or Operations:

- Potential logistical and operational disruption caused by moving office furnishings, equipment, operations and services twice – once into temporary trailers at the start of construction and then back into the renovated / new spaces upon completion of construction.
- Staff may have to temporarily accommodate excess office furnishings and equipment which may not fit in the trailers, in storage during construction.
- Potential long term benefits to employees & operations resulting from improved morale, space efficiency, and work flow.

Option #1 Other / Unique Impacts:

- Facilities Maintenance Reserve – The draft 2014 Facilities Maintenance Plan identifies \$58,600 in maintenance expenses over the years 2015-2018 which are a potential savings, should any of the three renovation options move forward.
- Facilities Replacement Reserve – The draft 2014 Facilities Replacement Plan identifies \$596,900 for major replacements over the years 2015-2025 which are a potential savings should any of the three renovation options move forward.



Administration Building
Option #2: Renovate Existing Footprint & Addition

Option #2 Project Description:

Option #2 consists of 12,210 square feet of existing office space rehabilitation (not including the bank), including new finishes, new partitions, new furnishings and all new building systems. It also provides just over 3,300 square feet of additional space, seamlessly integrated into the rehabilitated existing structure, with new systems throughout. This option accommodates all of the programmed functions and provides for efficient operations with appropriate adjacency relationships. Additionally, the plan anticipates and accommodates a reasonable amount of future expansion space, which can provide rental income until this space is needed.

Option #2 also requires temporary facilities to accommodate staff and post office during construction (approximately nine (9) months), in the form of interconnected trailers located in the parking lot adjacent to the Administration Building.

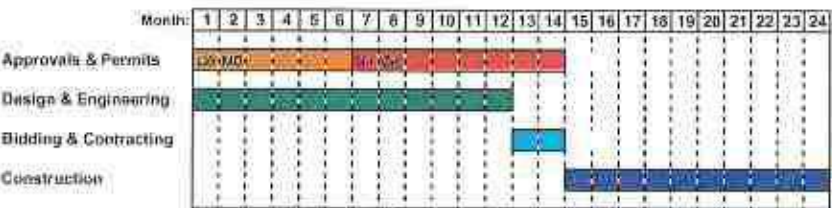
Option #2 Cost Estimate:

Renovate Existing Footprint & Addition

Hard Costs: (Utilities, Landscaping, Construction, Furnishings)	\$2,127,000
Soft Costs: (Architect, Engineers, Permits, Fees, etc.)	\$ 589,500
Other: (15% Contingency)	\$ 407,475
Total Option #2:	\$3,123,975

Option #2 Time Schedule:

ADMINISTRATION BUILDING - OPTION 2: RENOVATE EXISTING FOOTPRINT AND ADDITION



Option #2 Source of Funds:

Facilities Enhancement Reserve

Option #2 Impact on Operating Revenue and/or Expenses:

- Revenue – Potential loss of rental income from Weichert Realty (\$41,000) during construction.

- Revenue - Provides expansion space that can be leased, providing future lease revenue.
- Expenses: Once completed, management anticipates a potential increase in long term utility expenses due to increased area (3,300 SF). The potential for increased utility expenses will depend on the degree to which utility costs associated with the additional space offset potential savings due to use of more energy efficient construction and building systems in the existing space.
- Expenses: Potential reduction in long term operating expenses due to energy efficient construction and building systems.

Option #2 Impact on Resident Services during Construction:

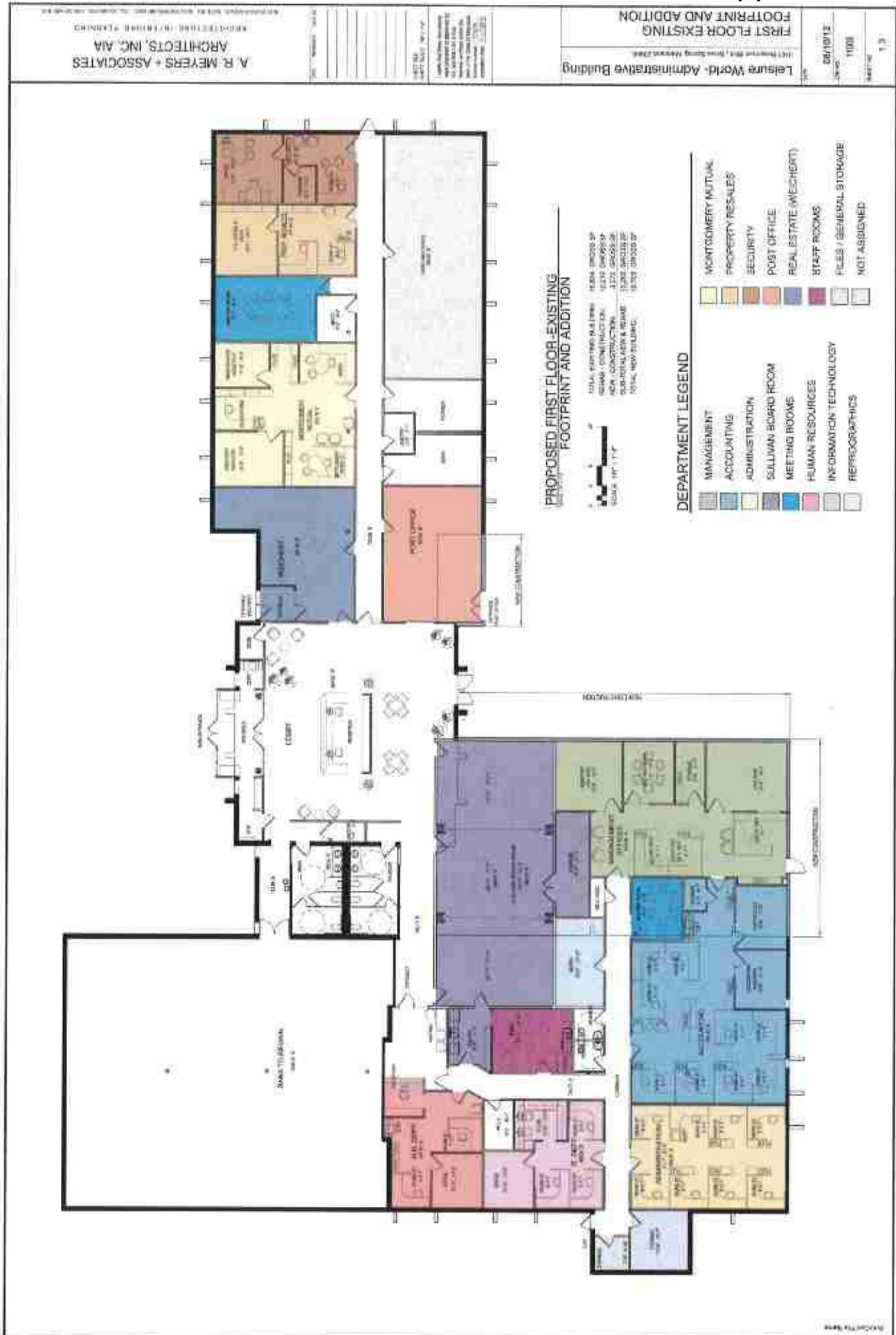
- Temporary loss of on-campus real estate during construction unless other acceptable space is provided. Other existing services will be temporarily relocated to trailers (except Bank, which would remain).
- Some disruption to services and inconveniences are anticipated surrounding moving activities and operating from temporary facilities.

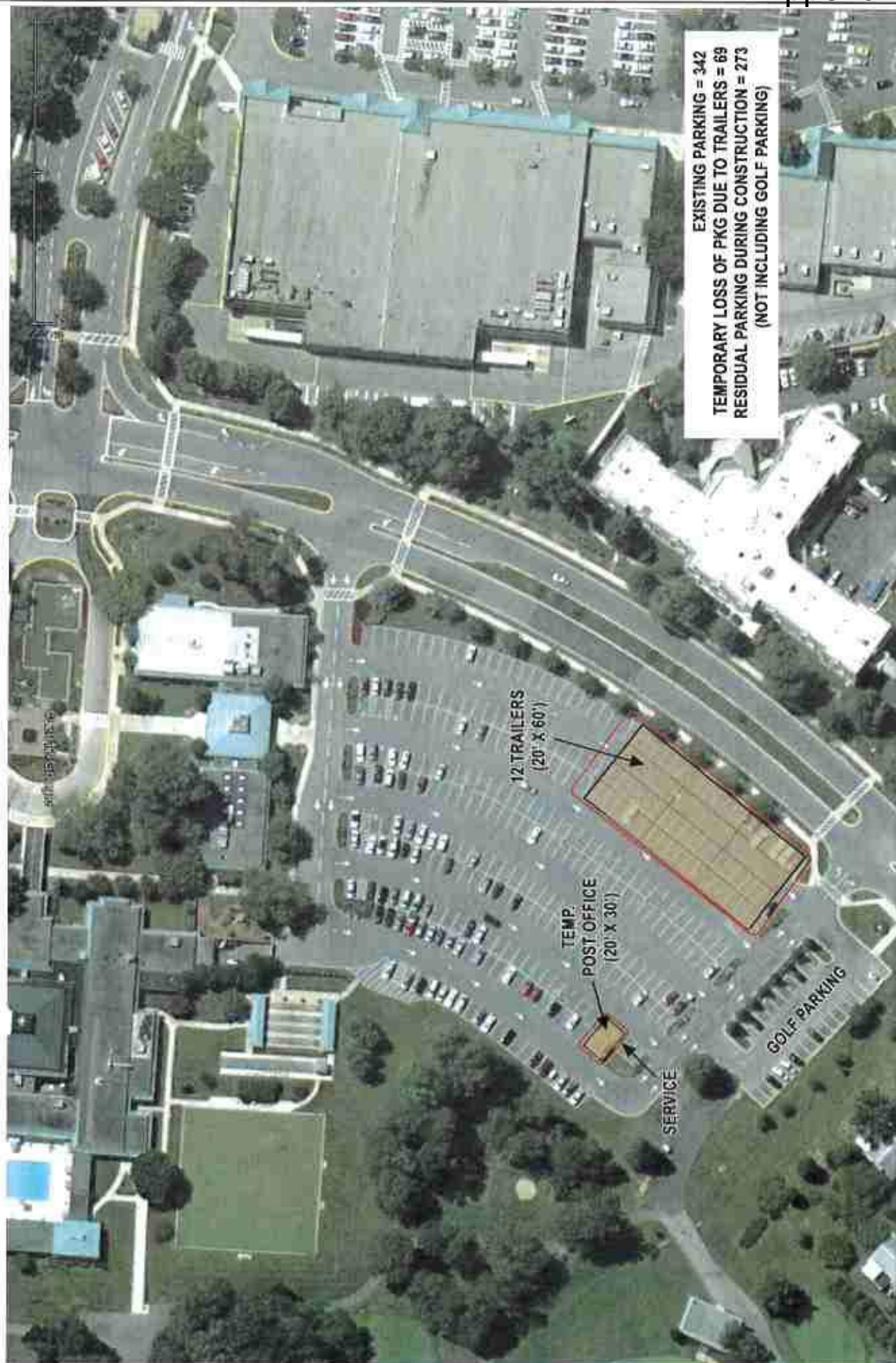
Option #2 Impact on LWMC Employees and/or Operations:

- Potential logistical and operational disruption caused by moving office furnishings, equipment, operations and services twice, once into temporary trailers at the start of construction and then back into the renovated / new spaces upon completion of construction.
- Staff may have to temporarily accommodate excess office furnishings and equipment which may not fit in the trailers, in storage during construction.
- Potential long term benefits to employees & operations resulting from improved morale, space efficiency, and work flow under all three options.

Option #2 Other / Unique Impacts:

- Facilities Maintenance Reserve – The draft 2014 Facilities Maintenance Plan identifies \$58,600 in maintenance expenses over the years 2015-2018 which are a potential savings, should any of the three renovation options move forward.
- Facilities Replacement Reserve – The draft 2014 Facilities Replacement Plan identifies \$596,900 for major replacements over the years 2015-2025 which are a potential savings should any of the three renovation options move forward.



**SITE PLAN - TEMPORARY TRAILERS / PARKING AVAILABLE**

**Administration Building
Option #3: New Building**

Option #3 Project Description:

Option #3 contemplates the construction of a new, 20,000 square-foot administration facility (new finishes, new partitions, new furnishings and new building systems), located on the existing parking lot. Such a facility will accommodate all of the programmed functions, including the bank, and provide for efficient operations with appropriate adjacency relationships. Additionally, the plan anticipates and accommodates a reasonable amount of future expansion space, which can provide rental income until this space is needed. This option will not require temporary facilities for staff and the post office, as they will remain in the current building until construction of the new facility is complete and then move directly into the new space with little disruption to their daily work process.

Under Option #3, the existing Administration Building will be demolished to provide a new parking area, accommodating approximately 92 cars, adjacent to Club House I and at the same grade level as the main entrance to Club House I. The costs of demolition and converting the area into parking spaces are included in the estimate below.

Option #3 Cost Estimate:

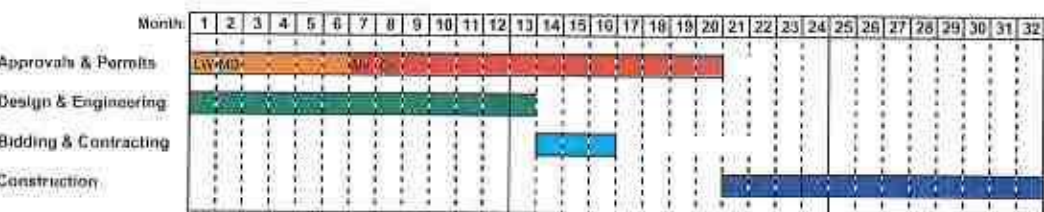
New Building

Hard Costs: (Utilities, Landscaping, Construction, Furnishings)	\$3,980,000
Soft Costs: (Architect, Engineers, Permits, Fees, etc.)	\$ 727,500
Other: (10% Contingency)	\$ 470,750

Total Option #3: **\$5,178,250**

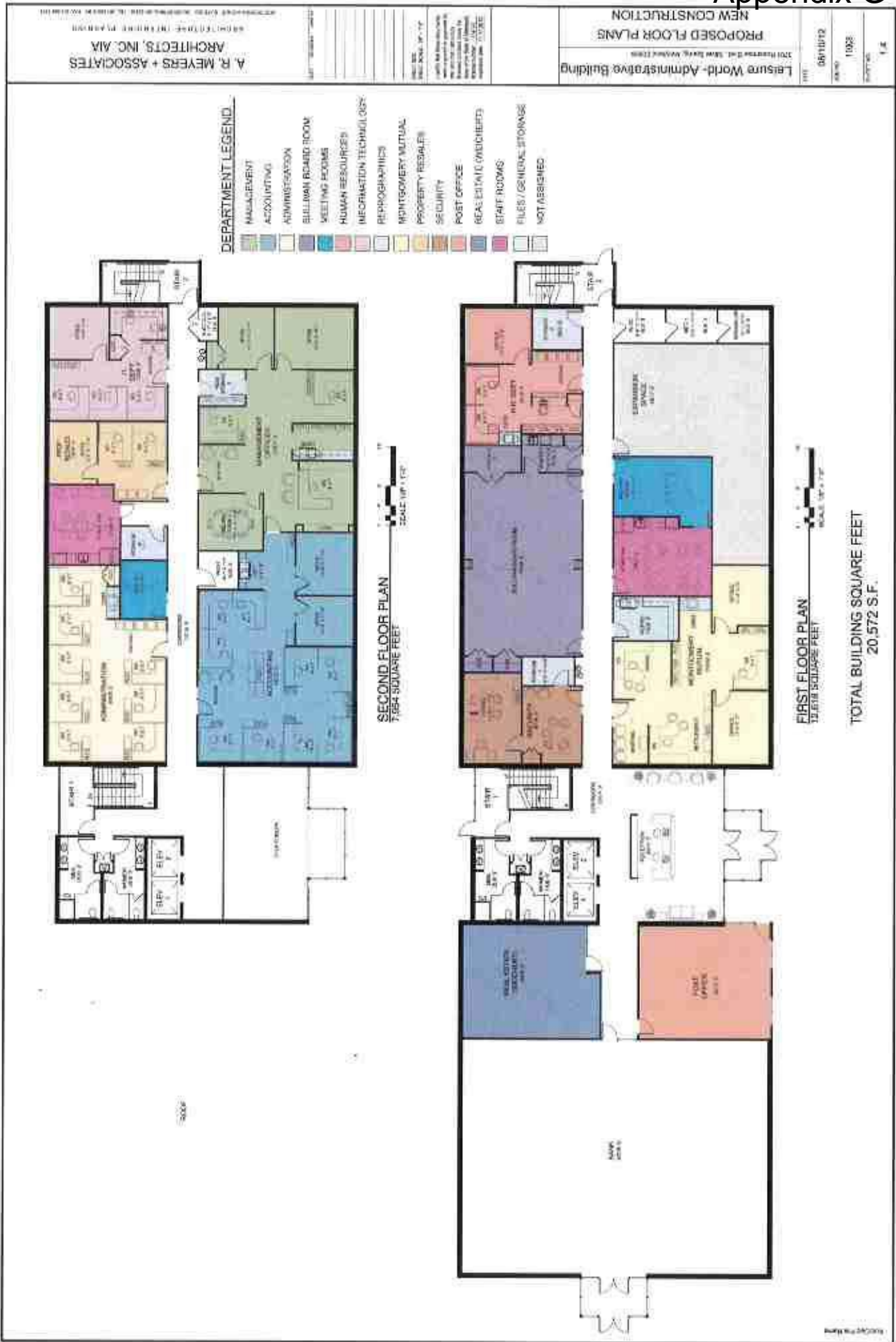
Option #3 Time Schedule:

ADMINISTRATION BUILDING - OPTION 3: NEW BUILDING



Option #3 Source of Funds:

Facilities Enhancement Reserve



SITE PLAN - NEW BUILDING CONSTRUCTION LIMITS/ PARKING AVAILABLE

SAVINGS FROM FACILITIES MAINTENANCE RESERVE AND REPLACEMENT RESERVE PLANS

Project:

Renovated Administration Building

October 28, 2014

Year	Capital/Maintenance / Reserve Potential Non-Expenditures	FMRP	FRRP
2014	No impact		
2015	Flat Roof replacement HVAC/Heat Pump replacement Brick Retaining Wall replacement		\$ 50,000 \$ 40,000 \$ 25,000
2016	Replacement of Doors Flat Roof replacement	\$ 7,500	\$ 50,000
2017	Skylights Flat Roof replacement Carpet flooring	\$ 10,000	\$ 50,000 \$ 35,000
2018	Replacement of Doors Flat Roof replacement Carpet flooring	\$ 5,000	\$ 50,000 \$ 35,000
2019	Brick Retaining Wall replacement		\$ 30,000
2020	HVAC/Heat Pump replacement		\$ 20,000
2022	Parking Lot/Asphalt resurfacing (estimate area of resurface)		\$ 100,000
2024	Replace vinyl exterior windows		\$ 34,000
2025	HVAC/Heat Pump replacement		\$ 40,000

total

Subtotal:

\$ 22,500	\$ 559,000	\$ 581,500
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SAVINGS FROM FACILITIES MAINTENANCE RESERVE AND REPLACEMENT RESERVE PLANS

Project: New Administration Building

October 28, 2014

Year	Capital/Maintenance / Reserve Potential Non-Expenditures	FMRP	FRRP
2014	No impact		
2015	Soffit/Fascia Flat Roof replacement Mansard Copper Roof replacement HVAC/Heat Pump replacement Brick Retaining Wall replacement	\$ 4,750	\$ 50,000 \$ 32,500 \$ 40,000 \$ 25,000
2016	Replacement of Doors Soffit/Fascia Flat Roof replacement Mansard Copper Roof replacement	\$ 7,500 \$ 4,750	\$ 50,000 \$ 32,500
2017	Skylights Soffit/Fascia Flat Roof replacement Mansard Copper Roof replacement Carpet Flooring	\$ 10,000 \$ 4,750	\$ 50,000 \$ 32,500 \$ 35,000
2018	Replacement of Doors Soffit/Fascia Flat Roof replacement Mansard Copper Roof replacement Carpet Flooring	\$ 5,000 \$ 4,750	\$ 50,000 \$ 32,500 \$ 35,000
2019	Soffit/Fascia Brick Retaining Wall replacement	\$ 4,750	\$ 30,000
2020	HVAC/Heat Pump replacement		\$ 20,000
2022	Parking Lot/Asphalt resurfacing (estimate area of resurface)		\$ 100,000
2024	Replace vinyl exterior windows		\$ 34,000
2025	HVAC/Heat Pump replacement		\$ 40,000

Subtotal

total

\$ 46,250	\$ 689,000	\$ 735,250
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SECTION 2

Memorandum for the Record

Date: October 21, 2014

Subject: Leisure World Administration

We understand that there is consideration being given to renovating the existing Administration Building versus building a new structure. We would like to offer a few points that should be understood if the Board elects to move in the direction of renovating the existing structure. They include:

1. Should you elect not to demolish the existing building the amount of parking will remain the same. Implementing the new plan with the new building increases the overall parking field by approximately 60 - 75 more spaces and places those spaces closer to the clubhouse building. It also improves access to the buildings and ADA access and compliance.
2. During the renovation of the building parking will be lost for the material and construction staging of the project.
3. The current building does not meet ADA, Energy, Mechanical and Electrical code compliances. Should you elect to renovate the building all of these items would need to be fixed to be within compliance which is invasive and costly. There will be a loss of space to meet some of the codes such as life safety and ADA. Therefore the required program of space ultimately may not be able to be accommodated within the existing footprint of the building.
4. Specifically the existing building envelope will not meet the 2009 Energy Code Standards. We will be required to bring the building up to code compliance. This would be invasive and costly.
5. 35-40% of the cost of the renovation is relevant to the mechanical infrastructure which is outdated and no longer code compliant. The HVAC systems do not meet the requirements of outside air and energy efficiency. To replace these systems will be quite invasive and costly.
6. The existing structural capacity of the roof and overall building electrical capacity may not be able to accommodate the upgrades in systems required to bring the building into compliance. Upgrading of this base building infrastructure is very expensive, time consuming, and invasive.
7. Renovating a building while occupied requires phasing of the work. This requires additional time to complete the project and extends the general conditions of the project construction cost on average by an added 15%.
8. While renovating a building you will incur additional cost because of the temporary relocation of people. Downed production costs and cost for the physical relocation and infrastructure will be incurred.
9. There are ALWAYS hidden costs that can not be anticipated in a renovation. We could remove a wall and find mold, structural failures, etc. causing time delay and remediation costs.
10. The environment in which offices are designed and the way people function in office space has changed tremendously over the last 10 years let alone 50 years. The spaces in the existing Administration building are inefficient and do not meet today's best practices.
11. There have been studies at length illustrating the benefits of behavior and productivity increase in the design of open office space, collaborative environments, and hierarchical design. The current layouts of the office do not meet any of these new criteria of how offices should be designed. To try and redesign within the current footprint of the Administration building would be very costly and invasive.

SECTION 3

ADMINISTRATION BUILDING SQUARE FOOTAGE COMPARISON (Estimates)

Location	Current SF	Staff	SF/PP	Standard SF	Proposed Staff	3F/PP	Senior Comm SF (Net Access) ¹	Proposed Staff	SF/PP
Office Area:									
Accounting	897	11	82	1,230	11		1,476	11	
Executive Office (1)				240		240	146		186
Enclosed Office (1)				380		180	216		216
Open Office (9)				810		810	972		308
Administration	518	5	112	450	5		540	5	
Open Office (5)				450		90	540		108
Human Resources	819	8	223	510	8		612	8	
Executive Office (1)				240		240	288		288
Enclosed Office (1)				180		180	216		216
Open Office (1)				90		90	108		108
IT/Server	467	3	156	540	3		648	3	
Enclosed Office (3)				540		180	648		216
Management	890	6	138	1,130	7		1,382	7	
Executive Office (2)				480		240	576		288
Enclosed Office (2)				360		180	432		216
Open Office (2)				180		90	216		108
Open Office (1)				90		50	108		108
Security	429	3	143	660	3		792	3	
Executive Office (2)				480		240	576		288
Open Office (2)				180		90	216		108
Risk/Rel	990	3	130	600	3		720	3	
Executive Office (1)				240		240	288		288
Enclosed Office (2)				360		180	432		216
Shared Meeting Rooms									
General (62-70)	837			2,472			2,972		
Large (15-20)	837			1,800		30	2,160		36
Small (4-8)				292		24	360		28
Support Areas									
Mechanical/Electrical ²	1,558			4,911			6,472		
Reception	204			1,496		10%	1,951		13%
Staff Room/Entry	245			440		10	528		12
Storage/Files	86			440		10	528		12
Circulation	958			440		10	528		12
Restrooms	1,748			1,436		10%	1,955		12%
Lobby Area	717			718		3%	978		6%
Lobby Area	2,158			1,752			1,752		
Warm Reception	2,158			1,367		2	1,552		2
Staff (including vestibule) ³				200			200		
Management Mutual	604	5	121	770	5		864	5	
Enclosed Office (3)				540		180	648		216
Open Office (2)				180		90	216		108
Bank (including vestibule) ⁴	3,971			2,900			2,500		
Post Office	343	2	171	500	2		500	2	250
Real Estate	827								
TOTAL	16,634	42	306	17,955	44	408	21,180	44	481

¹ Senior Community Square Footage calculations are preliminary and are refined during the design process to reflect actual space allocations required for the functions of the spaces. Final building

² square footage expected to be 70,000 sq ft or less.

³ square footage does not take into account possible location of equipment on the roof.

⁴ Staff entrance has been reduced from Streetcar's A10.01 dated 8/26/2014 based on non-manned entrance requirement.

⁵ Bank square footage reduced from Streetcar's A10.01 dated 8/26/2014 based on information from Bank of America.

October 28, 2014

Industry Standard Square Footage Basis

<u>Space</u>	<u>Standard SF (Per Person)</u>	<u>Senior Community SF (Increase for Accessibility)</u>
Executive Office	240	288
Enclosed Office	180	216
Open Office	90	108
Small Conference Room (6-8 persons)	24	29
Large Conference Room (10-12 persons)	24	29
Executive Style Conference Room (over 30 persons)	30	36
Corridors/Circulation	10% of overall space	12%
Staff Support Spaces	10 per person	12 per person
Building Support Spaces	10% of overall space	12%
Toilet Rooms	5% of overall space	6%

The drawing consists of two main parts: a detailed floor plan and a site plan. The floor plan shows a building layout with several rooms labeled: Reception, Waiting Area, Exam Rooms, X-ray, and various support spaces. The site plan shows the building's footprint, a large parking lot, and its location relative to surrounding streets and landscaping.

SECTION 4

Memorandum for the Record

Date: September 4, 2014

Subject: Leisure World Administration building meeting room programming

Based on Streetsense's review of the programming survey completed with the Administration Departments and room usage data, there are 2 types of meeting spaces required in the new Administration Building that are not currently accommodated in the existing building.

The current Administration Building lacks a small private meeting / collaboration space to be shared among Departments. Various departments require private meetings and collaboration sessions with staff and/or residents that currently are held wherever space may be available. These private sessions may be between Administrative Assistants and Committee Chairpersons or between Accounting and Banking Regulatory Agencies. The new Administration Building program provides for a small, 4 to 6 person meeting room located near these administrative Departments. Other Departments, such as Resale and Montgomery Mutual, who interact with the public on a more frequent basis, indicate the need for small, private areas within their suites, which have also been accommodated in the programmed space.

The existing Sullivan Room accommodates several different types of meetings ranging from Advisory Committees to Mutual Board Meetings. It also serves as a lunchroom for staff. The size of the room is not conducive to allowing ease of movement between people seated at the conference table and guests seated around the perimeter of the room. Also, the arrangement of the room does not allow for proper projecting and viewing of images or recording of meetings as necessary. The Sullivan Room is approximately 1,000 square feet and based on standards for the type of use should be a minimum of twice the size equaling 2,000 sf.

Streetsense believes a large multi-functional conference room is required for the operation and functions of the administration of Leisure World and should be located in the Administration Building versus elsewhere in the Community. The Administration Building houses all the departments and functions that operate the day by day running of Leisure World. Inclusive of this should be Board of Directors meetings, Advisory Committee meetings and Mutual Board meetings, all of which can be accommodated in a properly sized, arranged, and equipped meeting room in the new Administration Building. Grouping of similar type functions in a single building is an efficient use of space, money, energy, and employee time rather than segregating functions into separate buildings.

Additionally if we just focus on the cost to renovate and equip the existing Sullivan Room or a similarly sized room elsewhere in Leisure World, we would anticipate the cost to reach as much as \$100 per square foot or \$200,000. To accommodate the same size meeting room in the new Administration Building we anticipate the cost to be less than \$75 per square foot realizing over \$50,000 in savings for build out.

SULLIVAN ROOM/ MONTGOMERY ROOM/ GENERAL MEETING ROOM COMPARISONSullivan Room 743 sf

- Used for 30 persons (14-16 seated and 15 guests)
- Includes closet and alcove
- Includes area next to pantry

Montgomery Room 1,440 sf

- Planned for 50 persons (38 seated and 12 guests)
- Includes service area (sink and coffee counter)
- Includes AV closet

Montgomery Room – Adjusted 1,910 sf

- Current Montgomery Room 1,440 sf
- Add for 10 additional persons (60 persons) 290 sf
- Add 2'-0" travel path around occupied table 180 sf

General Meeting Room 2,160 sf

- Accommodates 60-70 persons (38 seated and 22-32 guests)
- Includes service area (sink and coffee counter)
- Includes AV closet
- Includes proper clearance for travel path around occupied table

*Attendance at Board of Directors and Executive Committee Meetings has been growing

SECTION 5



Parking - Option 1 388

2.1

① SITE SKETCH - OPTION 1
1" = 100'-0"

Site Plan - Option 1

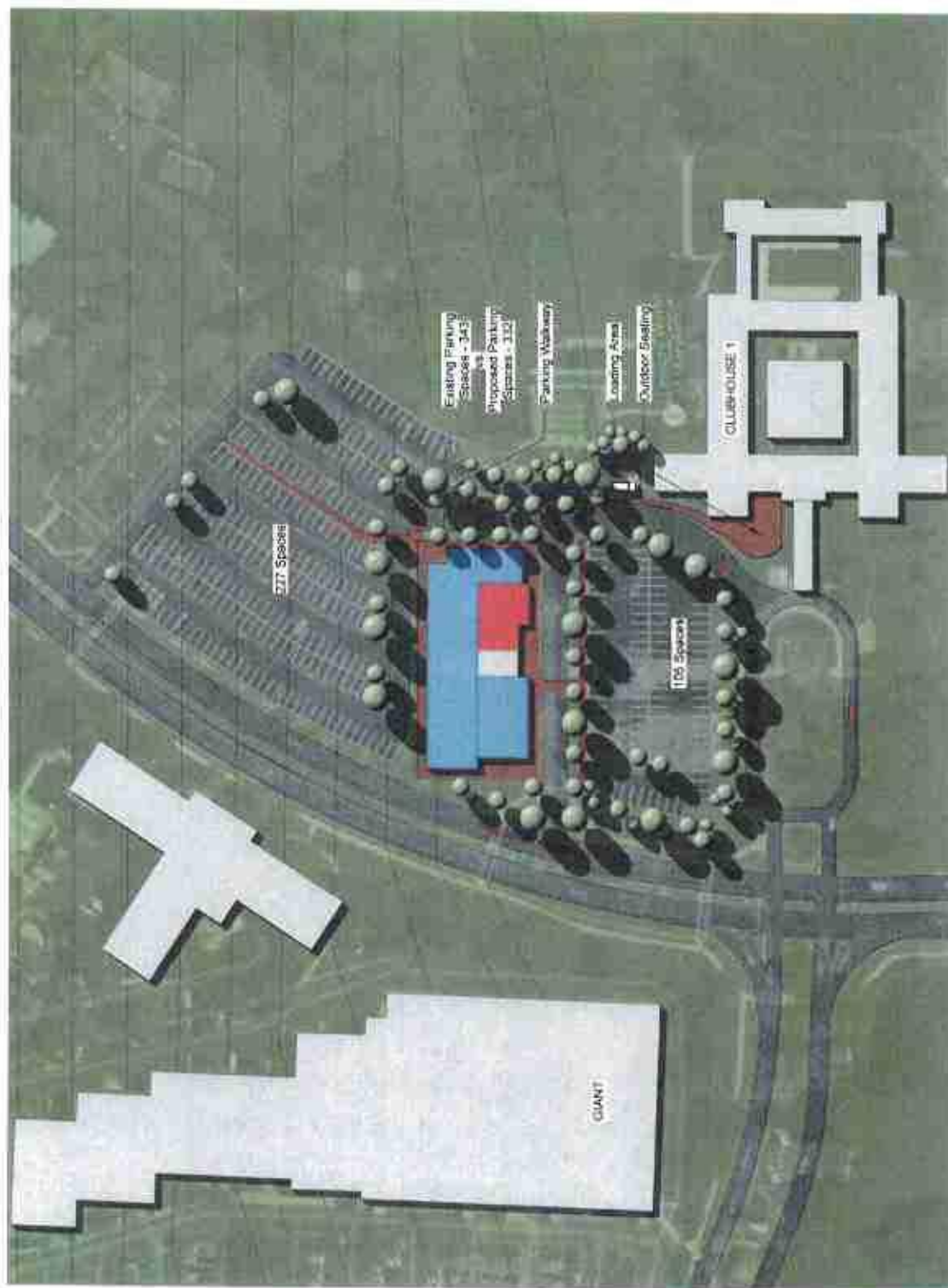
LEISURE WORLD OF MARYLAND

Master Plan | 2301 N. Leisure World Boulevard

02/20/14

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2.2

Site Plan - Option 2

① SITE SKETCH - OPTION 2
1" = 100'-0"

LEISURE WORLD OF MARYLAND

Master Plan | 3301 N. Leisure World Boulevard

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Parking - Option 2 332

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2.3

Site Plan - Option 3
 ① SITE SKETCH - OPTION 3
 1" = 100'-0"

Master Plan | 3301 N. Leisure World Boulevard

LEISURE WORLD OF MARYLAND

02/26/14

Parking - Option 3 354

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Memorandum for the Record

Date: April 22, 2014

Subject: Leisure World Meeting notes regarding:

- A. Proposed new site plan – administration building and associated parking
- B. Fitness center – outline of advantages and disadvantages of designing a new fitness center attached to the new administration building
- C. Committee's comments – outline of responses to several committees comments and concerns regarding the location, design, and construction of a new Administration building and the associated parking
- D. Lawn Sports – Solution for the relocation of the lawn sports facilities

The following is an outline of items that multiple Leisure World Committees have presented to and/or asked of Streetsense during our recent presentations and meetings with management

1. Advantages and Disadvantages of each of the proposed site plans for the placement of the new administration building and associated parking (these are also illustrated each scheme page on the attached presentation package):
 - a. Scheme 1 advantages:
 - i. Smaller footprint
 - ii. Prominent location
 - iii. Central to parking
 - iv. Direct adjacency to driveway and entry from Leisure World Blvd.
 - v. Places semi-public uses in prominent position
 - b. Scheme 1 disadvantages:
 - i. Expansive, confusing parking and traffic patterns
 - ii. Convoluted loading/trash for clubhouse
 - iii. Long distance from parking to clubhouse
 - iv. Plan lacks focal point
 - v. The cost of construction is more due to the 2 story design
 - vi. Bifurcates parking field.
 - c. Scheme 2 advantages:
 - i. Single story - lower construction cost
 - ii. Edge of building begins to address Clubhouse
 - iii. Prominent location
 - iv. Adjacency to driveway and opportunity to create ceremonial entrance
 - v. Central to parking
 - d. Scheme 2 disadvantage:
 - i. Bifurcates parking
 - ii. Less parking / large building footprint
 - iii. No direct relationship with Clubhouse
 - iv. Convoluted loading / trash
 - v. Semi-public uses become surrounded by less active uses
 - e. Scheme 3 advantages:
 - i. Ceremonial entrance
 - ii. Direct relationship with Clubhouse
 - iii. Clearly visible and cohesive parking
 - iv. Single Story construction will be more cost effective
 - v. Direct connection of Drop-off to driveway / Entrance
 - vi. Semi-public uses in prominent and visible location
 - vii. Ease of access to trash / loading
 - f. Scheme 3 disadvantages:
 - i. Trash / loading in a highly visible location
 - ii. Parking appears unbalanced
 - iii. Driveway misaligned with median break

2. Pros and Cons of locating the Fitness Center within the proposed new Administration Building. Locating the fitness center expansion in the new Administration Building is being presented as an opportunity for consideration. There are no known obstructions to the expansion in Clubhouse II.
 - a. Advantages
 - i. Constructing a new fitness facility within the new proposed building creates additional community activity and synergy around the primary entrance to the Leisure World Community and community center.
 - ii. The co-tenancy with the restaurants, bank, and post office is supported with good planning principals in community development.
 - iii. Construction costs will be less as the community will be investing in the infrastructure to build the new Administration Building and including the additional square footage will take advantage of building cost economy of scale
 - iv. Project costs will be less as the community will be investing in 1 site plan approval process versus 2 submissions that saves time and money
 - v. The costs savings would be used for a modest renovation and enhancement of the existing fitness center.
 - vi. Redundancy of fitness centers can alleviate the load from the center in Clubhouse II
 - b. Disadvantages:
 - i. Increases the cost of the new Administration building
 - ii. Creates parking demand on the shared lot
3. Responses to the committees questions and comments presented to Streetsense that were addressed at the joint meeting on April 3rd, 2014:
 - a. Location of the Administration Building
 - i. Move the building North. We agreed and moved the building North to assist with the location of drive aisle and roundabout and allows for additional gardens and sidewalk cafe space between the buildings
 - ii. Locating the new Admin close to the existing clubhouse is advisable because it is good master planning principles to take advantage of the ability to locate these buildings in close proximity for the infrastructure, parking paths, driving paths.
 - iii. We are opening up the community, increasing visibility, community interaction, community center, turning the facilities inside out
 - b. Obstructed views from the Terrace room by the placement of the new Admin building:
 - i. By moving the location of building further north we improve the views from the Terrace Dining Room. We also are creating a layering of spaces so that there are garden views, water feature, etc so that you are not looking at the face of a building.
 - c. Pedestrian safety concerns:
 - i. The placement of the new building and reworking of the travel path, increasing the sidewalk sizes, highlighting the crosswalks, and improved way finding will increase pedestrian safety
 - d. Parking
 - i. The parking field adjacent to the clubhouse and restaurants has been increased from 40 spaces to 90 spaces and is considerably closer than any current parking
 - ii. There is an overall increase of 60 spaces by removing the existing building and building a new Admin building per scheme 3
 - iii. We have not changed the size of the parking spaces and have created improved and additional drop off areas adjacent to the restaurants and community facilities
 - iv. We made the roundabout larger and added a second lane for drop off

4. The relocation of the lawn sports displaced by the proposed location of the access road to Clubhouse I (Terrace Room side):
 - a. The lawn sports can be relocated to the east of the new Admin building with minimal disturbance to the golf facilities
 - b. The lawn sports can be relocated to the southwest corner of Clubhouse I with minimal disturbance to landscaping
 - c. Alternatively they can be relocated on the grounds of Clubhouse II. There is adequate space and the amenities are synergistic with the pool and existing fitness

SECTION 6

Advisory Committee Comments on Site Plan Options 1, 2 and 3 Prepared March 21, 2014

Community Planning Advisory Committee (CPAC):

1. Administration Building should be moved north.
2. Site plan should show traffic flow.
3. Double parking at the Clubhouse and Administration Building is a concern.
4. The committee wants safe pedestrian access.
5. The loading area should be lengthened and made oval, making traffic one way.
6. The 39-space parking area should be maximized.
7. The ingress and egress to the main parking area should be addressed to avoid conflict with left-hand turns and existing intersections.
8. Consideration should be given to installing a drive-in window at bank.
9. Consideration should be given to vistas from restaurants.

RESTAURANT ADVISORY COMMITTEE (RAC):

1. Drop-off Driveway with turn-around
 - a. Concern that the drop-off area will create a backup in traffic
 - b. Safety issues
 - c. Concern that outdoor seating is too close to fumes from vehicles using drop-off and turn-around
2. New parking areas look like a longer walk for the residents
3. To facilitate visitors to the restaurant, it would be advisable to have the services of the Administration Building located closest to the Clubhouse.

Education and Recreation Advisory Committee (E&R):

1. View – Views from the north wing of Clubhouse I should be as bucolic/green as possible. Don't want to be looking at just a street and a building.
2. Two Stories – Administration Building should be two stories to allow for future expansion. Second story could be rented out or used for additional meeting space until needed.
3. Roundabout – Roundabout design should be safe and easily navigable for the resident population. A "parking" lane should be added along the north wing so that traffic will not back-up as people load and unload.
4. Parking – Maximize parking closer to Clubhouse I, especially for handicapped spaces. Parking lot should be designed for safe pedestrian and vehicular traffic. Keep parking spaces width the same size as the existing spaces. Do not use too many trees in the parking lot.
5. Recreational Area – Identify potential alternative locations for the recreational facilities (shuffle board, lawn bowls and bocce) which will be impacted.

Streetsense did not address 2 comments from the Advisory Committees.

1. Community Planning Advisory Committee recommended a drive through window at the bank. In October 2013, the Board of Directors decided to not include a drive through window and therefore, this is not being included in the site and building design.
2. Education & Recreation Advisory Committee recommended a 2 story Administration Building. Because the Education & Recreation Advisory Committee does not have jurisdiction over the new Administration Building, this comment will be forwarded to the Community Planning Advisory Committee for consideration. This recommendation is not included in site and building design at this time.

Board Member Comments on Site Plan Options 1, 2 and 3 Prepared March 21, 2014

Comments shared with Streetsense:

1. What studies have you conducted that show that it is important to our residents that we cluster the office building near Club House 1?
2. Would it not be even more important to our residents to ensure that they have the shortest possible walk to their chosen destination?
3. Why can't, in the event that a resident wishes to visit both buildings, they chose either to park twice in conveniently close spots or if they choose, they can park in a central spot?
4. Why does the option 1 location have Club House 1 and the new building competing for the 74 new spaces?
5. Why does the option 2 location have both buildings competing for the 105 new spaces?
6. Why does option 3 only create 39 new spaces and still have to compete with the new building for the south half of the existing lot?
7. Why do all 3 options reduce parking in the southern half of the existing lot (with trees and a building) while creating a large isolated lot with plenty of parking the furthest possible from the club house?
8. Why do we need 2 drop off areas for Club House 1?
9. In closing, why do we need to abandon one of the most convincing arguments that we should build a new office building rather than renovate the old one? Our population is aging and easy parking access is important!!
10. I am not advocating that we relocate the building adjacent to a mutual in the very extreme north of the large or golf parking areas. However, a location that allows Club House 1 visitors preference for south end parking and office building employees and residents to fully utilize north end parking makes a lot of sense.

The new alternative is actually two initiatives:

A new proposed site for the Admin building

A street with a turn around end that goes by the Terrace Room and would allow for dropping off restaurant customers.

Costs and other concerns e.g...impact on getting approvals, displacement of amenities, and whatever else smart people can think of. Let me suggest that there is a lot more support for a new fitness center than for management's hot buttons- the ballroom and PPD building. However, we recognize that those projects may be small and more easily attainable - fewer or no approvals needed.

Mutual President Comments to Site Plans
Prepared April 7, 2014
(not shared with Streetsense)

From: antonio.marotta79@comcast.net [<mailto:antonio.marotta79@comcast.net>]
Sent: Wednesday, April 16, 2014 10:48 AM
To: Jolene King
Subject: Re: enhance plan

Thanks for taking your time to investigate and answer these questions.

From: "Jolene King" <jking@lwmc.com>
To: "antonio marotta79" <antonio.marotta79@comcast.net>, "Barbara Cronin" <Ba.cronin@comcast.net>
Sent: Monday, April 14, 2014 7:50:03 PM
Subject: RE: enhance plan

Mr. Marotta:

I shared your questions with the Community Planning Advisory Committee. These are all good questions that certainly must be considered. Construction, by its very nature, is messy, noisy, and inconvenient. Those ubiquitous signs of "pardon our progress" are certainly true as the only way to modernize is to go through the inconvenient construction process. Once the board decides on a general location for the new Administration Building, we can then begin to identify potential impacts to parking lot. I think it safe to assume that the general area of the parking lot area will be impacted, making it less convenient. Careful thought will be given to the phasing of the projects in order to minimize potential negative impacts, and we will plan for ways to mitigate those which are unavoidable. There is no impact to the golf course known at this time.

Jolene King
Vice President, Assistant General Manager for Facilities and Services
Leisure World of Maryland Corporation
3301 N. Leisure World Boulevard
Silver Spring, MD 20906
301.598.1380

From: antonio.marotta79@comcast.net [<mailto:antonio.marotta79@comcast.net>]
Sent: Monday, April 07, 2014 3:36 PM
To: Barbara Cronin; Jolene King
Subject: enhance plan

I have a number of questions concerning the enhancement plan.

- 1) Has an Impact study been performed for the new Administration Building and the other projects ?
It is my understanding that an impact study is performed prior to any commitments being made.
- 2) What impact will construction of the new Administrative Building have on parking ?
- 3) What impact will construction have on the restaurant business ?
If parking is reduced on the parking lot due to construction, then less residents will use the restaurant.
- 4) Has any consideration been giving to the timing of the renovation of the restaurants.
If there will be a parking problem during construction of the Administrative Building, then maybe renovation of the restaurants should be done after the new Administration Building is completed.
- 5) Where will the construction workers park their personal cars ?
- 6) What impact will there be to the Golf Course ?

These are questions that I have been asking for months.

I believe that LWCC Board should have asked these questions when the enhancement plan was presented.

SECTION 7



2.4

Site Plan - Option 3A

Master Plan | 3301 N Leisure World Boulevard

04/15/14

LEISURE WORLD OF MARYLAND

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Option Three-A Pro's

1. Alignment of driveway with median break.
2. Connection / relationship with the Clubhouse
3. Commercial entrance / Drop-off
4. Single Story construction will be more cost effective.
5. Opportunity for intimate space between buildings.
6. Ease of trash / Loading docks placement.
7. Provisionance of semi-public spaces.
8. Visibility and access to parking with good balance of landscaping.
9. Geometry of drop-off allows for slower traffic without blocking flow - safer for pedestrians.
10. Allows for future expansion.
11. Semi-public uses proximity to termed parking.
12. New building separation from Clubhouse allows for better views from restaurants.
13. Largest increased parking from all one story options.

Option Three-A Con's:

1. Eliminates the block access to the north of the clubhouse
2. Trash / Loading in a visible location

Parking - Option 3A 370



2015/01/24

Waterfront Plaza | 2301 N. Leisure World Boulevard

Community Planning Advisory Committee Recommendations on Site Plan Option 3A April 14, 2014 Meeting

The Community Planning Advisory Committee took an opportunity to review a draft of Site Plan Option 3A and developed a list of priorities on which to base their review.

The list of priorities is:

- Access
- Parking
- Ambiance

Based on these priorities, the Committee generated a list of comments to be shared with Streetsense:

1. Move the Administration Building north, to the far end of the parking lot, and move the potential expansion to the south end of the Administration Building.
2. Covered walkways (porte-cocheres) between the entrances to the buildings and the drop off/pick up points in the roadways should be adopted across the board.
3. Drop off/pick up lanes should be added to roadways outside all entrances.
4. At the entrance of the Cascade Bistro avoid any conflict with ingress and egress from the adjacent parking lot.
5. Site plan will include provisions for a bus stop (for Leisure World busses) with a covered waiting area located at the Administration Building.

The Committee also made recommendations that were sent to the Restaurant Advisory Committee:

1. Consider outdoor seating at Cascade Bistro and Terrace Room
2. Consider expanding the Terrace Room to the Chesapeake Room and installing a folding door for additional contiguous seating

The Education & Recreation and Restaurant Advisory Committees have not yet commented on Site Plan Option 3A.

SECTION 8

Lawn Activities Information

Lawn Bowls:

The size of the existing lawn bowls court or "green" at 120' x 120' is regulation to hold tournaments sanctioned by Bowls USA and World Bowls. A single game of lawn bowls is played in an area called "rinks" which are generally 20' x 120' in size. A regulation size green accommodates 6 rinks. Multiple rinks are arranged on a green for multiple games to be played at one time. The size of the green allows the rinks to be arranged to have even wear over the surface and/or not have players facing into the sun.

- One large playing field: 120 ft x 120 ft = 14,400 sf
- Storage facility next to court where equipment is locked for the use of club members and guests
- Play is through the organized club and there is a guest fee and membership fee
- They play several times per week from spring through fall as weather permits
- Maryland Senior Olympics held here in fall
- Cost to replace in same location = \$128,000
- Cost to relocate = \$164,000 (includes irrigation system)
- Maintenance cost (mow, edge, water, aerate, fertilize/fungicide/insecticide) = \$16,700 to \$18,700 per year
- Lawn Bowling Membership

<u>Year</u>	<u>Dues</u>	<u>Members</u>	
2003	\$1810	40	Note: dues at \$45pp
2004	\$1755	39	
2005	\$1620	36	
2006	no information		
2007	\$1575	35	
2008	no payment		
2009	\$1530	34	
2010	\$1440	32	
2011	\$1035	23	
2012	\$1150	23	Note: dues raised to \$50pp
2013	\$1000	20	
2014	\$600	12	Note: 9 residents, 3 guests

Usage data was gathered over two weeks and is summarized below:

- One week no activity due to heat and potential rain and the second week 10 players on Tuesday and 13 players on Thursday

Some cost savings options are:

1. Reduce size of green and number of rinks offered - each rink costs approximately \$27,360 to relocate.
2. To accommodate a single game of croquet, the lawn bowl green will need to be 85' x 120' which accommodates 4 lawn bowl rinks and costs approximately \$116,280. A cost comparison of a full regulation size lawn bowl green to a green sized to accommodate croquet is:

Full Size Lawn Bowls Green (with irrigation) = \$164,000
 (120' x 120' = 14,400 sf)

Croquet Sized of Lawn Bowls Green (with irrigation) = \$116,280
 (85' x 120' = 10,200 sf)

Savings = \$47,720

Bocce:

As a single bocce court currently exists at the regulation size, there is no option to reduce the size or quantity. Additional information pertaining to usage and cost of maintenance or relocation is provided in the attached "Clubhouse I Lawn Activities Prepared April 23, 2014".

- One court: 100 ft x 15 ft = 1,500 sf
- Storage facility next to the court with free use of equipment
- Play is casual, meaning there is not an organized group; it has always drawn a small crowd, anywhere from 6-12 participants for several years
- Scheduled (equipment set out) every Wednesday morning at 9am from spring through fall as weather permits
- Cost to replace in same location = \$27,000
- Cost to relocate = \$29,000
- Maintenance costs = minimal

Usage data was gathered over the weeks and is summarized below:

- Bocce is held on Wednesday evenings:
 - One week had 8 players
 - Second week had 2 players

Shuffleboard:

Shuffleboard currently has 4 regulation sized courts with covered seating at each end.

- 4 courts: 60 ft x 14 ft = 840 sf per court (includes walk area around court) x 4 = 3,360 sf
- Covered benches for viewing/participants
- Storage facility next to the courts with free use of equipment
- Play is casual, meaning there is not an organized group; it has never drawn a crowd, there has only been one resident trying to get it started for several years
- Scheduled (equipment set out) on Thursday mornings at 9am from spring through fall as weather permits
- Maryland Senior Olympics held here in fall
- Cost to replace in same location = \$70,000 (includes covered seating)
- Cost to relocate = \$72,000 (includes covered seating)
 - Cost to relocate courts only = \$48,000
- Maintenance Costs = minimal

No usage data was collected on participation as there was no activity observed at the shuffleboard courts.

Some cost saving options are:

1. Reduce number of courts - each court costs approximately \$12,000 to relocate excluding covered seating.
2. Elimination of covered seating saves approximately \$24,000

Croquet:

Croquet is currently played on the lawn bowls green and its court is smaller in size requiring a play area 85' x 105'.

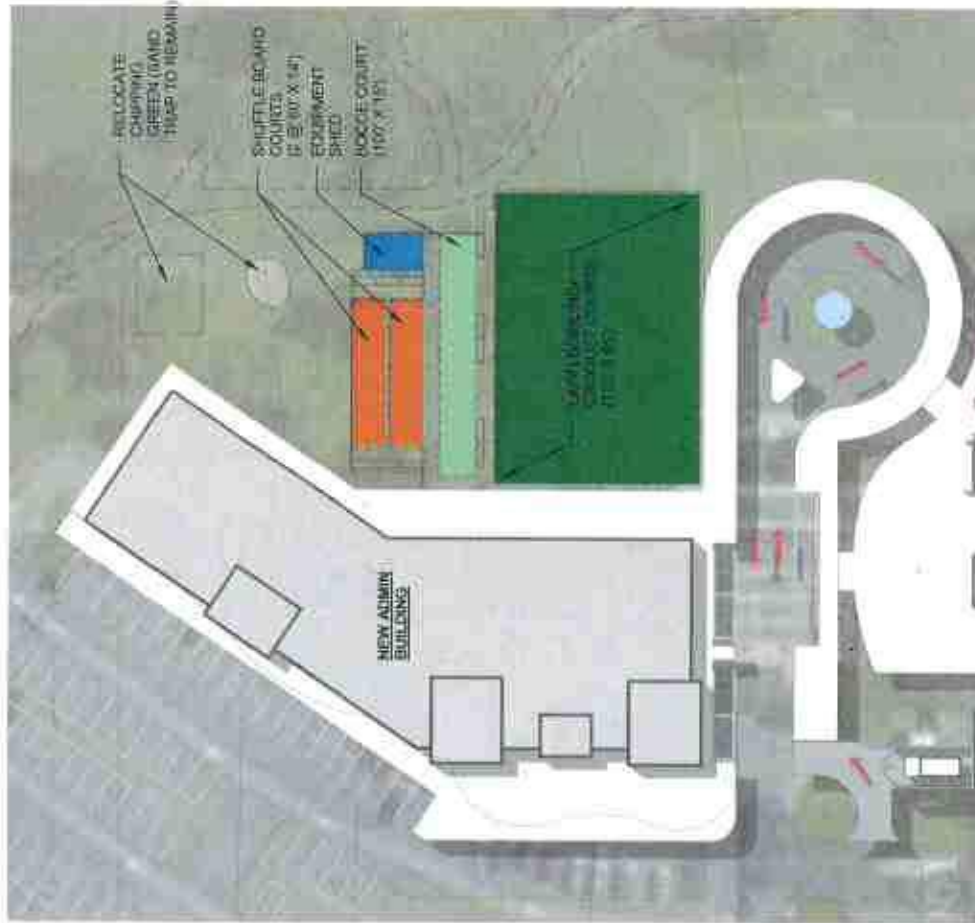
- Currently uses the lawn bowls field: 105 ft x 85 ft = 8,925 sf
- Newest activity to be organized
- Equipment is kept in the locked shed for use of scheduled croquet players only
- Play is casual; there is not an organized group.

- Reserved several times a week through a few residents that are trying to get an official group going, teaching residents how to play
- Cost to construct new separate field = \$106,200 (includes irrigation system)
- Maintenance cost (mow, edge, water, aerate, fertilize/fungicide/insecticide) = \$12,000 per year

No usage data was collected on participation as there was no activity observed for croquet.

A cost savings option to consider is the cost of a lawn bowls green that can accommodate croquet versus a single croquet court.

Lawn Bowls Green (with irrigation) to include croquet (85' x 120' = 10,200 sf)	= \$116,280
Croquet (with irrigation) (85' x 105' = 8,925 sf)	= <u>\$106,200</u>
Savings	= \$10,080



① LAWN ACTIVITIES PLAN - Admin Option 1
1" = 50'-0"

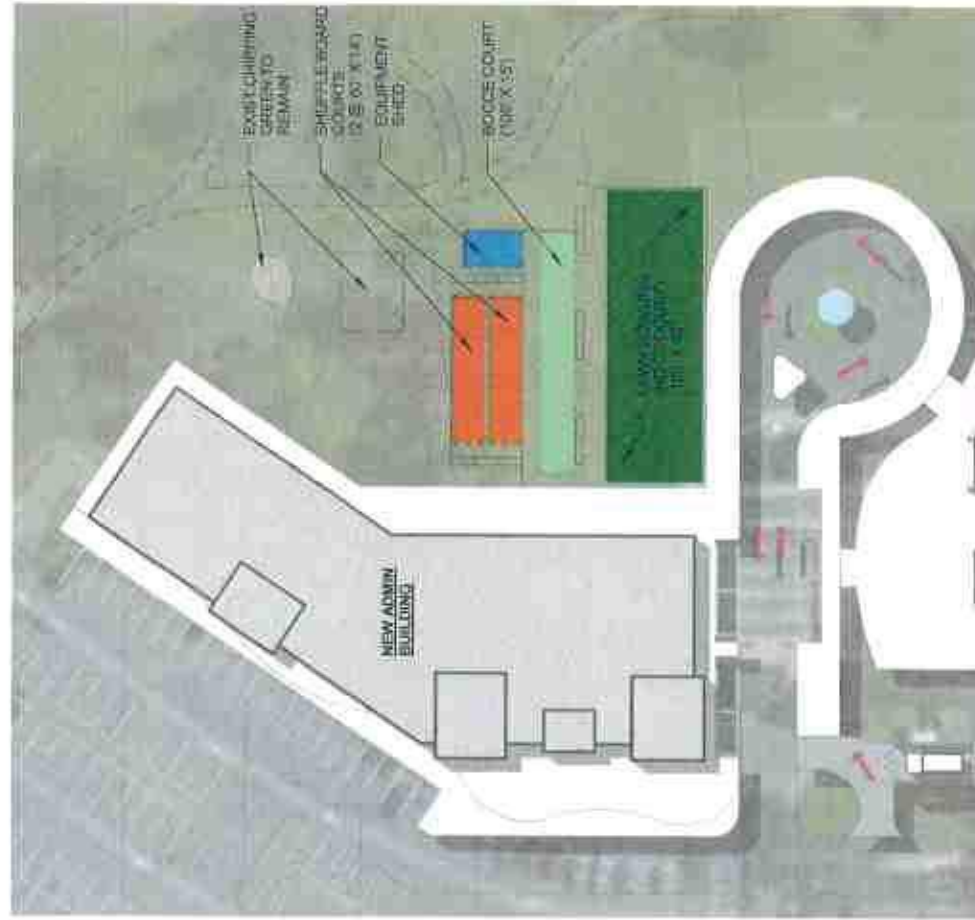
SK-1

Lawn Activities Plan

Administration Building | 3301 N. Leisure World Boulevard

08/15/14

ADMINISTRATION BUILDING - LWM



② LAWN ACTIVITIES PLAN - Admin Option 2
1" = 50'-0"

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① LAWN ACTIVITIES - Admin/Fitness Option 3
1" = 50'-0"

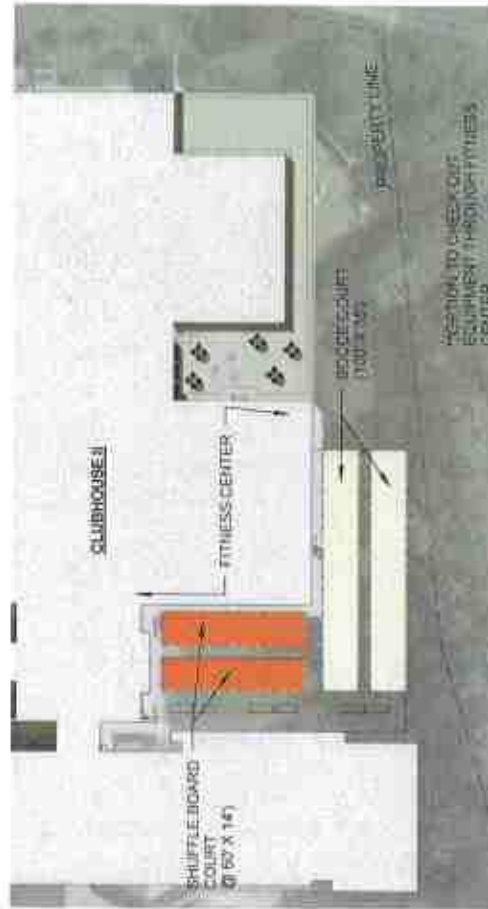
SK-2

Lawn Activities Plan

ADMINISTRATION BUILDING/FITNESS CENTER - LWM

Administration Building | 3301 N. Leisure World Boulevard

08/25/14



② LAWN ACTIVITIES - Admin/Fitness Option 3
1" = 50'-0"

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