



FLUVANNA COUNTY
BUILDING AND PROGRAM FEASIBILITY
STUDY AND ASSESSMENT

September 9, 2019



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Introduction / Executive Summary

The goal of this study is to provide the Fluvanna County Board of Supervisors with an assessment of the condition of the County facilities, program use of the facilities, and a potential future use of existing or acquired facilities and properties.

This study is a comprehensive overview and evaluation of select County properties, including identifying facility deficiencies and recommendations for improvement. A range of facility concepts, considering both long and short term needs has been developed for consideration by the Board of Supervisors. As such, this study is considered to be a benchmark report, developed to provide the Board of Supervisors with information and resources to be able to implement an improvement plan and guide facility maintenance, upgrades, renovations, additions, and/or possible new construction in the future.

The Building and Program Feasibility Study and Assessment is separated into the following sections:

1. Introduction / Executive Summary
2. Department Questionnaire Responses
3. Existing Facility Analysis
4. Facility Options

Crabtree, Rohrbaugh & Associates Report Team

Joshua C. Bower, AIA, LEED AP
Principal | Senior Project Manager
Crabtree, Rohrbaugh & Associates - Architects

Kevin Whitney
Project Manager
Crabtree, Rohrbaugh & Associates - Architect

Craig Kotarski
Principal | Project Manager
Timmons Group – Civil Engineers

John Solarczyk, P.E.
Mechanical Engineer
Pyramid Engineering – Mechanical, Plumbing Electrical Engineers

Eric Haugh, P.E.
Plumbing Engineer
Pyramid Engineering – Mechanical, Plumbing Electrical Engineers

Fluvanna County, Virginia
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Karl Kessler, P.E.
Electrical Engineer
Pyramid Engineering – Mechanical, Plumbing Electrical Engineers

Demographic Overview of Fluvanna County

*data from US Census Bureau (2018)

Population	26,783 (2018 estimates)
Men	45%
Women	55%
White	80.7%
African American	15.3%
Other (less than 1%)	4.0%
Median household income	\$67,964
Persons in poverty (by %)	6.7%
Education – HS diploma or higher	91.7%
Median housing value	\$228,100
Total housing units	10,763
Number of companies	1,857

Buildings and Programs to be assessed as part of this study

Overview: Fluvanna County has performed an exemplary job at maintaining a large number of buildings and campuses for the geographic area and population of similar Counties in Virginia. Unfortunately the large number of aging buildings and geographic distance is going to be an ongoing maintenance and programming challenge to the County. Below is a list of the buildings / properties that were assessed during this study:

Palmyra Campus

Administration Building
County Courthouse
Historic Courthouse
Commissioner of Revenue / Treasurer / Court Support Services
Voter Registrar
Public Works
Commonwealth's Attorney
Probation
2 Story
Weaver Building

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Pleasant Grove Campus

Library
Public Safety Building (Sherriff)
Parks and Recreation

Carysbrook Campus

Social Services
Performing Arts Center
Carysbrook Gym
MACAA
Facilities / Grounds Shop

Fork Union

FUSD
Community Center

School Board Office

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Administration
2. **Current Staff:** 1 County Administrator, 1 Assist. Administrator, 1 Clerk, 1 Admin. Assistant
3. **Projected Staff 5 - 10 years:** 1 Full time County Attorney, 1 Paralegal/Admin within 5 years – 1 Deputy County Administrator in 5-10 years. Deputy County Administrator might not be located within the Administration Suite.
4. **Number of offices and workstations:** 3 offices and 4 workstations
5. **Are the current workstations / offices the best fit for the staff member?** Offices and workstations are adequate. Sound is an issue in the department and throughout the building. Entrance to the suite is awkward and site lines are limited. Access to storage is through the Executive Directors office. Suite space is adequate, the space would best be served with a redesign and possibly acquiring the HR office to create a second means of egress.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** The layout of the suite is not efficient. The suite needs a second means of egress.
7. **What program(s) do you work most closely with?** Finance, Planning, Human Resources and Public Works
8. **What changes can you forecast for your program in the next 5-10 years?** No definite impacts are imminent. Potential for County Attorney / paralegal within 5 years. Seeking to add a Fire Chief/Marshall/Inspector to the Staff.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Yes, public interaction is common. Sight lines are limited from the reception station. Second means of egress is needed for emergency. Staff is requesting a better means of separation from visitors.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the County. Parking at the Palmyra Campus is often problematic. Location is central to other County Departments. Administration and Finance could be located in one larger suite.
11. **What types of storage is required to serve your program?** File storage is adequate. File storage is needed within the suite. 50/50 digital and paper files.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC, Lighting and Power /data is adequate.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Building Official / Inspector
2. **Current Staff:** 4 total staff
3. **Projected Staff 5 - 10 years:** 1 additional inspector within 5 years 1 additional inspector / plan reviewer in 5-10 years
4. **Number of offices and workstations:** 2 offices and 2 workstations
5. **Are the current workstations / offices the best fit for the staff member?** The workstations are adequate for the staff to function. The clerks backs are to the entrance door.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes they are adequate.
7. **What program(s) do you work most closely with?** Zoning and Finance.
8. **What changes can you forecast for your program in the next 5-10 years?** If the Supervisors approve the requirement for property management, there will be a need for an inspector.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** The clerks backs are to the entrance door. Request a modification to the stations and a physical separation from the Public. The Staff does not feel safe accepting cash from the public or delivering it across campus to the Treasurer.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public.
11. **What types of storage is required to serve your program?** Storage is adequate. This department is all digital.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC, lighting, power and data are in good condition.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Combined Courts
2. **Current Staff:** 1 Clerk, 2 Judges, 2 Deputy Clerks.
3. **Projected Staff 5 - 10 years:** Additional 1 full time within 5 years and 2 in 5-10 years
4. **Number of offices and workstations:** 12 workstations
5. **Are the current workstations / offices the best fit for the staff member?** The Clerks station is elevated with no ADA access. Currently utilizing the Jury Room as a Conference Room. The cubicle workstations are not designed for standing.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes the location of stations / offices are convenient for collaboration.
7. **What program(s) do you work most closely with?** Commonwealth Attorney, Sheriff Department, Probation
8. **What changes can you forecast for your program in the next 5-10 years?** A new Judge with Staff will be entering the County. There is currently no additional offices / workstations for the new Judge.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Most interaction with Public is at the Clerk's window. The raised platform causes anxiety among the Public. The clerks are requesting a divider window to protect them from aggressive Public.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public. Parking at the Palmyra campus is limited.
11. **What types of storage is required to serve your program?** The department has enough room for storage. New cases are inputted in digital format.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** Lighting, power, and data are all in good condition. HVAC appears to have control issues and at times can be uncomfortable. The HVAC in the Judge Chambers does not function.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Commonwealth Attorney
2. **Current Staff:** 5 staff – 2 Attorneys and 3 staff
3. **Projected Staff 5 - 10 years:** 1 Attorney and 1 supporting staff within 5 years
4. **Number of offices and workstations:** 5 offices and 1 work area
5. **Are the current workstations / offices the best fit for the staff member?** The offices are adequate. If additional staff was hired there would not be room within the suite. An additional conference room is needed.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** The adjacency of spaces are conducive to a good working environment.
7. **What program(s) do you work most closely with?** Clerk of Courts and Sheriff
8. **What changes can you forecast for your program in the next 5-10 years?** The requirement to review Sheriff Dept cameras may require the need of an additional Attorney. 1 additional person may be needed to address open documents.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Request for a secure lobby for a separation for Public.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public. Parking at the Palmyra campus is limited. This is a good location for victim privacy. Not being connected to the Courthouse does create a security risk to staff.
11. **What types of storage is required to serve your program?** Older files are paper. Newer files are moving digital. The current storage is adequate.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC , lighting, and data are in good condition. Wiring for power is older and is limited for functional use. The building has limited exterior insulation and sealant around the windows. This can make the space uncomfortable when the temperature moves into extremes.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Commissioner of Revenue
2. **Current Staff:** 5 staff – 1 Chief, 2 Deputies, 2 Coordinators
3. **Projected Staff 5 - 10 years:** additional 2 within 5 years and additional 2 in 5-10 years
4. **Number of offices and workstations:** 3 offices and 1 workstation
5. **Are the current workstations / offices the best fit for the staff member?** The offices are adequate.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** The office was recently renovated. The spaces are conducive to a good working environment.
7. **What program(s) do you work most closely with?** Treasurer, Finance, and IT
8. **What changes can you forecast for your program in the next 5-10 years?** No changes are projected.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Some taxpayers visit the office. Most contact is via email or phone calls. There is some concern over aggressive public visiting the office. There is a separation
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public. Parking at the Palmyra campus is limited. The most idea location would be directly adjacent to the Treasurer, Administration and Finance.
11. **What types of storage is required to serve your program?** The department has all digital files.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC, lighting, power, and data are all in good condition.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** CO-OP Ext
2. **Current Staff:** 6 staff – 3 full time and 3 part time
3. **Projected Staff 5 - 10 years:** Staff levels should remain even through the next 10 years
4. **Number of offices and workstations:** 3 offices and 3 workstations
5. **Are the current workstations / offices the best fit for the staff member?** Yes the offices are adequate. The workstations do not permit any privacy against distraction from other activities within the space.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** The one office located outside the suite is a disconnect with the working environment.
7. **What program(s) do you work most closely with?** Parks & Recreation and Schools
8. **What changes can you forecast for your program in the next 5-10 years?** No changes are projected.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Programs are held within the building, at the Library, at the Schools and at Pleasant Grove. The staff feels secure with the interaction.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location should be closer to the center of the County to better serve the public. Location is not conducive for walk-in traffic.
11. **What types of storage is required to serve your program?** 2 outside storage sheds provide the majority of storage. Additional storage may be needed in the future.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC does not heat the space well. Lighting, power, data systems are adequate. Plumbing is an issue in the toilet rooms. Flooring should be replaced.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Court Services (Civil Intake, JV Probation)
2. **Current Staff:** 1 Executive Director, 2 Staff
3. **Projected Staff 5 - 10 years:** No significant changes coming. Current staff levels are expected.
4. **Number of offices and workstations:** 2 offices, 1 workstation
5. **Are the current workstations / offices the best fit for the staff member?** Yes the stations are adequate. Additional conference space is needed.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes the staff interaction and adjacency is adequate. Additional conference space would be requested.
7. **What program(s) do you work most closely with?** Finance, CSA, Schools, Region 10, Social Services, and Sheriff.
8. **What changes can you forecast for your program in the next 5-10 years?** No known changes at this time.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Intake and JV Probation are meetings at the office. Staff feels secure. Panic buttons are located in office with notification to Sheriff Dept. Window from waiting to reception could be more secure.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the County.
11. **What types of storage is required to serve your program?** Currently operating with paper files. Files and office storage is adequate.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** Space was recently renovated – no current concerns.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** CSA
2. **Current Staff:** 1 CSA Coordinator
3. **Projected Staff 5 - 10 years:** 1 full time admin within 5 years, 2 additional part time and 1 full time in 5-10 years.
4. **Number of offices and workstations:** 1 office, 1 storage room, and 1 shared conference room
5. **Are the current workstations / offices the best fit for the staff member?** Yes the stations are adequate. Additional conference space is needed.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes. At this time there is only one staff member.
7. **What program(s) do you work most closely with?** Social Services, Court Services, Region 10, Schools, Finance, Administration, Sheriff Department.
8. **What changes can you forecast for your program in the next 5-10 years?** Trend toward digital records will decrease the need for file storage. Increasing complexity of program and compliance with state requirements will require a significant expansion of this department's staff.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Yes, meetings with vendors and occasional meetings with families. Meetings with vendors are in office, meetings with families are at Social Services. Yes the Staff feels safe with the interaction.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the County. Parking at the Palmyra Campus is often problematic.
11. **What types of storage is required to serve your program?** File storage is adequate. Location is requested to be closer to office space, not in an open area. Trend is moving toward digital files. Any files in physical storage require a secure, locked space not accessible to the public.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC air is too dry. Additional natural light is requested.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Department of Social Services
2. **Current Staff:** 34 staff – 33 full time and 1 part time
3. **Projected Staff 5 - 10 years:** Additional 4 part time and 1 full time within 5 years and 3 full time in 5-10 years
4. **Number of offices and workstations:** 24 offices some are shared with 2 people
5. **Are the current workstations / offices the best fit for the staff member?** Workstations are adequate. Some offices are share making it difficult to have confidential discussion with the public or other departments.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Services are on the second floor and benefits are on the first floor. The second floor is the “preferred” floor creating tension between the two groups. The second floor has a better layout, wider corridors and more natural daylight in the offices.
7. **What program(s) do you work most closely with?** Schools, CSA, Finance, Courts, and Sheriff
8. **What changes can you forecast for your program in the next 5-10 years?** No significant changes are projected.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** 40% of the interaction is via phone, 20% is in person, and 40% is via email. 500-600 persons visit the facility per month. The secure lobby is an improvement. Lack of security with people from the Performing Arts Center is an ongoing issue.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is adequate to provide the needed services. 50% of the services are from Lake Monticello. Many people do not know where Carysbrook is located. Employees would prefer to be closer to locations with food.
11. **What types of storage is required to serve your program?** 3 large file rooms are close to capacity. In the process of converting to digital files. Services continue a heavy use of paper.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC does not heat the space well. Cooling is an issue on the first floor. Geothermal system is not throughout the entire building. The windows are original, non—operational but some do not shut completely. Large windows permit heat gain. The system cannot keep up with the heat from the windows. Lighting is adequate. Wasps and other insects invade the offices. Power and data are adequate.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Economic Development
2. **Current Staff:** 1 Economic Development Coordinator
3. **Projected Staff 5 - 10 years:** 1 part time staff within 5 years, 1 full time staff in 5-10 years.
4. **Number of offices and workstations:** 1 office, 1 shared conference room
5. **Are the current workstations / offices the best fit for the staff member?** Yes the stations are adequate. Additional conference space is needed.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes. At this time there is only one staff member. Concern over distance to Director of Community Development (supervisor). Request a color copier/printer be located closer to department.
7. **What program(s) do you work most closely with?** Community Development, Finance, and Administration.
8. **What changes can you forecast for your program in the next 5-10 years?** The Zions Crossroads water project may have a significant impact on the potential for commercial and residential development on the east end of the County. Increased development would have a direct impact on this Department.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Most meetings with public are offsite. It is difficult to meet with public due to lack of conference space.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the County.
11. **What types of storage is required to serve your program?** File storage is adequate. Storage for giveaways is not adequate and could be expanded.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** Heating is not adequate. Lighting and data are adequate.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Emergency Management
2. **Current Staff:** 4 staff, 1 Chief Deputy, 3 Deputies
3. **Projected Staff 5 - 10 years:** Add 1 Fire Chief and 1 admin within 5 years and 3 additional plus an Assist. Fire Chief in 5-10 years.
4. **Number of offices and workstations:** 1 office, 1 cubicle, 3 dispatch consoles, and data center
5. **Are the current workstations / offices the best fit for the staff member?** The workstations are adequate for the staff to function.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes they are adequate.
7. **What program(s) do you work most closely with?** Sheriff, Dispatch, Public works, DSS and Fire Department.
8. **What changes can you forecast for your program in the next 5-10 years?** Growing population will have an impact in number of calls and need for services. In house property assessment may would require additional staff.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Most interaction is through office visit. Some contact through phone or email. The Staff feels secure.
10. **Is you program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public.
11. **What types of storage is required to serve your program?** Storage is an issue. Additional storage for supplies is needed. Data storage is accomplished digitally, storage is adequate, but there is no room for growth if needed.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC, lighting, power and data are in good condition.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** E-9-1-1
2. **Current Staff:** Total 16 Staff. 1 Director, 1 OPS Coordinator, 1 Supervisor, 4 CTL, 7 full time and 24 Part time Coms.
3. **Projected Staff 5 - 10 years:** 1 additional Com within 5 years and 3 additional Coms in 5-10 years
4. **Number of offices and workstations:** 1 office, 1 cubicle, 3 dispatch consoles, and data center
5. **Are the current workstations / offices the best fit for the staff member?** The workstations are adequate for the staff to function.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes they are adequate.
7. **What program(s) do you work most closely with?** Sheriffs Office
8. **What changes can you forecast for your program in the next 5-10 years?** Growing population will have an impact in number of calls.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** All public contact is through the phone. The Staff feels secure.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public.
11. **What types of storage is required to serve your program?** Storage is adequate. This department is moving to all digital files. The department will continue with VCIN paper files.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC, lighting, power and data are in good condition.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Finance
2. **Current Staff:** 1 Deputy Director, 1 Management Analyst (Budget), 1 Purchasing Officer, 1 Financial Services Specialist (Payroll), 1 Financial Services Technician (Accounts Payable)
3. **Projected Staff 5 - 10 years:** 1 full time within 5 years. Unknown for 5-10 years. This will be dependent on County growth.
4. **Number of offices and workstations:** 5 offices and 5 workstations
5. **Are the current workstations / offices the best fit for the staff member?** Purchasing Officers office should be larger to accommodate meetings with vendors or provide a conference room near department. Financial Services Technician (Accounts Payable) office is too small. Management Analyst office door can be a disruption as random citizens will walk into the space thinking it's an entrance to the suite.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes the suite adjacencies are adequate.
7. **What program(s) do you work most closely with?** County Administration, Human Resources, Treasurer's Office, School Board Office, Sheriff's Office, Emergency Management, Public Works, and Fire and Rescue.
8. **What changes can you forecast for your program in the next 5-10 years?** No known impacts are forthcoming. Efforts are progressing to become a more digital department.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Limited interaction with general public. Most interaction is with vendors or public asking for direction.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the County. Parking at the Palmyra Campus is often problematic. Location is central to other County Departments.
11. **What types of storage is required to serve your program?** File storage is adequate. 50/50 digital and paper files. No need for additional storage at this time.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC is not consistent throughout the suite. Lighting may be too bright for the spaces. Power is adequate, but the outlets could be more accessible within the offices.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** FUSD
2. **Current Staff:** 1 Supervisor, 1 Utility Superintendent, 2 Helpers
3. **Projected Staff 5 - 10 years:** 1 Utility Director and 1 admin assistant within 5 years
4. **Number of offices and workstations:** 2 offices
5. **Are the current workstations / offices the best fit for the staff member?** Yes the offices are adequate.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes the layouts are conducive to an effective working environment.
7. **What program(s) do you work most closely with?** Public Works and Sanitary District
8. **What changes can you forecast for your program in the next 5-10 years?** The Zions Crossroads water project may have a major impact on the operations.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Limited interaction with public. People visit the Public Works building to pay the water bills. Staff is seeking better separation between lobby space and the service counter for safety.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the County.
11. **What types of storage is required to serve your program?** File storage is adequate.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC, Lighting and Power /data is adequate – request upgrade lighting to LED. Roof is in need of repair.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Health Department
2. **Current Staff:** 10-15 staff based on need. Clerical Staff is part time. All other staff are full time.
3. **Projected Staff 5 - 10 years:** No significant changes coming. Current staff levels are expected.
4. **Number of offices and workstations:** 3 offices and 10 workstations
5. **Are the current workstations / offices the best fit for the staff member?** Yes the stations are adequate.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Current stations are conducive for staff interaction in select areas, but configuration blocks the natural daylight from the windows. Stations are spread throughout the space limiting some interaction. Overhead storage is difficult to access at some stations. Med-Tech station should be relocated from the corridor to a private area.
7. **What program(s) do you work most closely with?** Social Services, Schools, Environmental Health.
8. **What changes can you forecast for your program in the next 5-10 years?** Electronic records will change the recording, access and storage needs.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Public interaction includes office visits and visits to the schools. There is a concern for the lack of ability to lockdown the lobby from the remainder of the office.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the County. Carysbrook would also be a good location. Health Department did request to be located closer or adjacent to Social Services.
11. **What types of storage is required to serve your program?** Has your program started converting to digital media? Digital Medical records is in progress. A large storage area is needed for cribs, strollers and other children's equipment. Storage is also needed for paper products near or in the Labs. Refrigerated storage is inadequate. Refrigerated storage is needed in the Labs.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** Additional lighting (both natural and artificial) is needed. Health Department is requesting film be placed on the glass to restrict outside view inside the office space. HVAC is not even across the office suite.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Human Resources
2. **Current Staff:** 1 staff
3. **Projected Staff 5 - 10 years:** additional 2 staff within 5 years. Additional 2 staff in 5-10 years.
4. **Number of offices and workstations:** 1 office
5. **Are the current workstations / offices the best fit for the staff member?** The offices are adequate for the current staff. There is no space for additional staff or interns in the near future.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** The adjacency of spaces are conducive to a good working environment.
7. **What program(s) do you work most closely with?** Finance and County Administrator
8. **What changes can you forecast for your program in the next 5-10 years?** Additional training and benefits administration changes may require a training room.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** There is limited interaction with Public other than job applications. Staff needs to feel comfortable entering in the HR office with minimal visibility and no auditory capability from outside of the office. The largest concern is the office is not soundproof.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public and staff. Parking at the Palmyra campus is limited.
11. **What types of storage is required to serve your program?** Current storage for records is in the basement of the Admin building. There is a concern over the conditions in the basement. Request for a lockable, climate controlled storage area that is adjacent to the department.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC does not handle the extreme temperatures. Lighting, power and connectivity are adequate. Soundproofing is an issue.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** IT Services
2. **Current Staff:** 2 staff
3. **Projected Staff 5 - 10 years:** 2 additional within 5 years and 2 additional in 5-10 years.
4. **Number of offices and workstations:** 2 offices and 1 work area
5. **Are the current workstations / offices the best fit for the staff member?** The offices are adequate. If additional staff was hired there would not be room within the suite.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** The adjacency of spaces are conducive to a good working environment.
7. **What program(s) do you work most closely with?** All County departments except the Sheriff.
8. **What changes can you forecast for your program in the next 5-10 years?** No changes are projected.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** No actual interaction with Public.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public. Parking at the Palmyra campus is limited.
11. **What types of storage is required to serve your program?** All files are digital. No current concerns over storage.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC in server room is not functional. Work room needs additional cooling. Office spaces have good HVAC, lighting, power and data.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Library
2. **Current Staff:** 1 Director, 1 assistant (technical) and 1 assistant (programming), 1 part time assistant, and 8 part time assistants.
3. **Projected Staff 5 - 10 years:** 1-2 additional part time assistants within 5 years and 1 additional part time assistant in 5-10 years.
4. **Number of offices and workstations:** 1 office and 1 shared workroom
5. **Are the current workstations / offices the best fit for the staff member?** The workstations are adequate for the staff to function. If additional staff is hired additional workstations would be needed.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes they are adequate.
7. **What program(s) do you work most closely with?** Parks and recreation and Cooperative Extension
8. **What changes can you forecast for your program in the next 5-10 years?** Growing population will have an impact in number need for services. Increasing Home School students pose a growing need for programs and demand for more staff and operational hours.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** The Staff feels secure inside the building. There is a concern of Staff walking to their cars late at night.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public.
11. **What types of storage is required to serve your program?** Storage is an issue. Additional storage for books, supplies and donations are highly needed.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC controls are not working properly. Some rooms become extremely hot if the doors are closed. Lighting, power, and data are in good condition.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Parks and Recreation
2. **Current Staff:** 3 full time and 1 part time at Pleasant Grove and 2 full time at Community Center. No staff is located at Carysbrook Gym.
3. **Projected Staff 5 - 10 years:** 2 additional staff within the next 5 years.
4. **Number of offices and workstations:** 3 offices and 1 workstation at Pleasant Grove, and 2 workstations at Community Center
5. **Are the current workstations / offices the best fit for the staff member?** The workstations are adequate for the staff to function at Pleasant Grove. Additional office space at the Community Center is needed.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** The yoga room at the Community Center is too small for the function. Additional program space is needed at Pleasant Grove. It is difficult with staff to communicate and interact spread out over several buildings.
7. **What program(s) do you work most closely with?** Public Works, Library, Sheriff Department, and Economic Development
8. **What changes can you forecast for your program in the next 5-10 years?** Growing population will have an impact in number need for services. If a new Parks and Rec center was created, 10 additional staff members would be needed.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** The Staff feels secure in its interaction with the public.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public.
11. **What types of storage is required to serve your program?** Storage is an issue. Pleasant Grove - Additional storage is need for files, supplies, and athletic equipment. Community Center – additional storage is needed for tables and chairs and activity equipment. Carrysbrook Gym – additional storage is needed for athletic equipment and activity supplies.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** Pleasant Grove – HVAC, lighting, power and data are all in good condition. Community Center – HVAC is not working properly and lighting is poor. Carysbrook Gym – heating is excessive and is often not working. No air conditioning making it difficult to schedule programs in the summer.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Planning
2. **Current Staff:** 5
3. **Projected Staff 5 - 10 years:** Additional 2 in Planning, 1 E&S inspector within 5 years. Additional 1 Planner in 5-10 years
4. **Number of offices and workstations:** 5 offices and 2 workstations
5. **Are the current workstations / offices the best fit for the staff member?** E&S and the Code Officer share an office.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Planner office is not located close for interaction. Economic Development Coordinator is not located within the suite. The reception desk has staff with their backs to the door. There is a need for a conference room for meeting with Public or staff meetings.
7. **What program(s) do you work most closely with?** Economic Development, Administration, Finance.
8. **What changes can you forecast for your program in the next 5-10 years?** Storage is currently and issue and will only amplify moving into the future. There is not space within the suite for additional staff.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** The clerks desire for a physical separation between their desks and the public for safety.
10. **Is you program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public. ADA access for the Public to the department is a concern. Parking at the Palmyra campus is limited.
11. **What types of storage is required to serve your program?** Storage is currently and issue and will only amplify moving into the future. Some storage is placed in the basement which has limited climate control and is a distance from the department.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** Windows do not have a good seal. HVAC does not have good control in the suite and some offices get too hot if the door is closed. Lighting is poor. There are not enough power outlets within the suite. Data is hidden in many offices or is in a poor location. Walls have poor sound deadening and transmit noise from space to space.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** School Board Office
2. **Current Staff:** 17 total staff
3. **Projected Staff 5 - 10 years:** Additional 2 administrators within 5 years
4. **Number of offices and workstations:** 15 offices and 2 workstations
5. **Are the current workstations / offices the best fit for the staff member?** The Curriculum Coordinator is in need of a conference room. The office could be split into an office and conference room.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes the office locations are conducive to a good working environment.
7. **What program(s) do you work most closely with?** Administration, Finance and Sheriff Department
8. **What changes can you forecast for your program in the next 5-10 years?** No major changes are in the foreseeable future.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Limited interaction with the Public at the Office. Staff feels safe in the current environment.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public and relatively central location between the schools.
11. **What types of storage is required to serve your program?** Storage is adequate.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC, lighting, power and data are in good condition. The windows and roof were just replaced. The upper portion (office space) of the building is in good condition.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Sherriff
2. **Current Staff:** 36 total staff (5 at Courthouse + 3 SRO at Schools)
3. **Projected Staff 5 - 10 years:** 1 additional investigator and 1 admin at office, 2 additional deputies at courthouse within 5 years.
4. **Number of offices and workstations:** 12 offices within main building, 3 offices have multiple work stations and users (investigations: 3 stations, 3 users; SGT: 2 stations, 4 users; Communication Supervisors: 2 stations, 2 users), additionally there are 2 evidence work stations, 4 patrol work stations, 3 communications work stations, one booking work station, and one magistrate station. Also, 2 work stations in the court house (control room and front door)
5. **Are the current workstations / offices the best fit for the staff member?** The workstations are adequate for the staff to function, however with 3 investigators in one office; it is a bit crowded and can be distracting.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** Yes they are adequate. The layout does pose some concerns with the Public. The Public must walk through the office to access the Magistrate Office. The Interview room is not soundproof.
7. **What program(s) do you work most closely with?** Courts, Commonwealth Attorney, DSS, Schools
8. **What changes can you forecast for your program in the next 5-10 years?** If the Zions Crossroads Water Project show growth there may be a need for a satellite office. We will also need to increase the vehicles allotted to the agency as staffing increase. Also we project a future need to for a powered RV type mobile command post. Also see growth in technology based investigations, additional staffing/equipment/office space may be required.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Yes the Staff feels secure at the Office. The sally port at the Sheriff's Office will increase safety of prisoner transport. Additional lighting is need in prisoner loading area as well.
10. **Is you program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public. Additional customer parking would be beneficial.
11. **What types of storage is required to serve your program?** Storage is adequate. Current shed used may need repair/replacement in 5-10 years. This department is moving to all digital files.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC, lighting, power and data are in good condition. Investigations office has issues in the summer with adequate cooling. Also, evidence room needs an air circulation/ ventilation system to supply adequate clean/fresh air.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Treasurer
2. **Current Staff:** 4 clerks, 1 Deputy, 1 Treasurer
3. **Projected Staff 5 - 10 years:** 2 additional clerks within 5 years and 2 additional clerks in 5-10 years
4. **Number of offices and workstations:** 3 offices and 1 workstation
5. **Are the current workstations / offices the best fit for the staff member?** The offices are adequate. The clerk stations are too narrow for the staff. The money boxes are visible to the public. The counter at the clerk stations is too shallow and narrow.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** The office was recently renovated. The adjacency of spaces are conducive to a good working environment.
7. **What program(s) do you work most closely with?** Commissioner of Revenue, Finance, and School Board
8. **What changes can you forecast for your program in the next 5-10 years?** No changes are projected.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Most interaction with Public is at the Clerk's window. The staff feels safe with this interaction.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the public. Parking at the Palmyra campus is limited. There is a concern over the distance of money transfer from the Permitting Dept. and water bill payment. Treasurer would prefer to have these departments in the same building.
11. **What types of storage is required to serve your program?** The department has enough room for storage, but there is a concern over losing the basement storage to another department. They are in the process of converting to digital files.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC, lighting, power, and data are all in good condition.

Fluvanna County – Facility and Program Study

Program Questionnaire

1. **Name of Program:** Voter Registration
2. **Current Staff:** 1 Exec. Director, 2 assistants, 2 weekly volunteers, 2 board members
3. **Projected Staff 5 - 10 years:** Additional staff is unknown at this time. The no excuse law has not clearly been defined and impact is unknown.
4. **Number of offices and workstations:** 3 full time stations, 1 part time station
5. **Are the current workstations / offices the best fit for the staff member?** Yes the stations are adequate. Additional conference space is needed.
6. **Does your Staff have the most advantageous seating layout for a productive working environment? If not please list your concern(s):** It is difficult to communicate with staff members due to the location of the walls.
7. **What program(s) do you work most closely with?** Public Works, IT, Sheriff
8. **What changes can you forecast for your program in the next 5-10 years?** The no excuse law has not clearly been defined and impact is unknown.
9. **How does the public interact with Staff? Does your Staff feel secure with the current interaction?** Yes, public can visit the office for complaints, register to vote and to vote absentee prior to election. There is a concern over the lack of ability to separate the public from staff. No panic buttons are located within the office.
10. **Is your program located in most advantageous location in the County to serve public? If not, where is the best location?** Location is good central location to serve the County. Parking at the Palmyra Campus is often problematic.
11. **What types of storage is required to serve your program?** File storage is adequate. Location for storage of voting equipment and materials is in the basement of the historic courthouse. There is not adequate space, ventilation or ramp access to this lower level. This is a major issue for the department.
12. **Describe the physical environment of your program space: (HVAC, Lighting, Power)** HVAC is ok. Electrical wiring is beyond its normal lifespan and tends to cause issues. Additional exterior lighting is needed for safety. Building is not on an emergency generator.

Fluvanna County Building and Program Feasibility Study and Assessment

Administration Building

15,604 sf

	Type of Construction/System	Recommendation	Timeframe for Upgrade	10 year Capital Improvement Estimate
Architectural				
Exterior Walls	Brick masonry w/ CMU walls	Maintain through Capital Projects Program	Annual maintenance	\$ -
Windows	Aluminum w/ double pane glass	Maintain through Capital Projects Program	Annual maintenance	\$ -
Exterior Door frames / Hardware	Aluminum /wood	Maintain through Capital Projects Program	Annual maintenance	\$ -
Interior Doors and Frames	hollow metal frame / wood door	Maintain through Capital Projects Program	Annual maintenance	\$ -
Corridors				
Ceilings	Acoustical Ceiling Tile	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU / GWB	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	\$ -
Toilet Rooms	ADA compliant	Maintain through Capital Projects Program	Annual maintenance	\$ -
Offices				
Ceilings	Acoustical Ceiling Tile	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	\$ -
Stairs & Railings	Metal Railings	Maintain through Capital Projects Program	Annual maintenance	\$ -
Roofing	Slate / EPDM	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site				
Site Components	Parking / sidewalks	Limited Shared Parking	Annual maintenance	\$ -
Handicap Parking signs	Installed	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site and Building Envelope Subtotal				\$ 56,000
Mechanical				
HVAC System	Electric Heat Pumps	Maintain through Capital Projects Program	Replace Trane units 5 years	\$ -
Plumbing				
Fixtures	Newer fixtures	Maintain through Capital Projects Program	Annual maintenance	\$ -
Domestic Water System	copper piping	Add backflow preventer	Annual maintenance	\$ -
Hot Water System	copper piping	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sanitary Sewer System	public sanitary system	Maintain through Capital Projects Program	Annual maintenance	\$ -
Piping	cast iron	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rainwater System	exterior gutter and downspout	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sprinkler System				
	n/a			\$ -
Electrical				
Service	1200A /208V/3phase	Replace within 5 years	Replace	\$ -
Emergency Generator	12.5 kw	Replace Generator and Switches	Replace	\$ -
Data Network	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Lighting	2x4 LED	Replace remaining T12 fixtures	Annual Maintenance	\$ -
Site Lighting	Wall packs / Pole Lights	Upgrade to LED	Upgrade	\$ -
Fire Alarm	n/a	Install fire alarm system	Install	\$ -
Wiring Devices	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Video Surveillance	None Observed	n/a	n/a	\$ -
Mechanical, Plumbing and Electrical System Subtotal				\$ 100,040
Total Site and Building Improvement through a 10 year Capital Improvement Plan				\$ 156,040

Mechanical

The building is heated and cooled with electric heat pumps manufactured by both Trane and Lennox. The air handling units are located in the attic and in mechanical closets on the 2nd floor and ducted to diffusers located in the ceiling. Condensing units are located outside. The Lennox units are newer, manufactured around 2014-15. The Trane units are older, manufactured around 2006. The Trane units should be replaced.

A split system serves a small conference room and electric wall heaters are located in a couple of the toilet rooms.

Plumbing

Two domestic water services enter the building. One serves administration and the other serves Health. Gate valves are located on the services. Piping is copper with fiberglass insulation. Water meters are located outside in a meter pit. The system is not protected with a backflow preventer. A backflow preventer should be added.

The sanitary system is connected to the public sewer. Piping is a combination of cast iron and PVC and looks to be in fair condition.

There is not natural gas or propane piped to the building. All equipment is electric.

Domestic hot water is provided by a 4.5kw electric water heater. The water heater is in good condition.

Toilet fixtures in the administration areas consist of kohler, floor mounted tank type water closets; kohler wall mounted urinals with 1.0 gpf sloan flushometers; and kohler wall mounted lavatories with moen single handle 2.2 gpm faucets. Fixtures are in good conditions. Fixtures in the Health Department area are similar, but older. A bottle cooler provides drinking water. A molded stone service sink is located in the first floor toilet room. A shower in the same room has been abandoned. Fixtures in the Health Department area should be replaced and 0.5 gpm aerators should be added to all lavatory faucets.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution system appears to be original to the building and in average to poor condition. The main service is 1200Amps, 208 volts, 3 Phase. The building is also served by a standby generator that provides standby power for a large portion of the building including receptacles and IT equipment.

The existing building lighting is generally in good condition and has been upgraded to LED lamps/drivers. A few storage/mechanical areas require replacement with LED from existing T-12. Emergency lighting

was battery pack style in good condition and spaced per code. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings.

Wiring Devices were in good condition.

There was no fire alarm system installed.

The existing structured cabling system appears to be in good condition, a combination of CAT5/6 and would only require upgrades as required for building architectural alterations.

There were no security systems installed.

There was minimal site lighting provided by building mounted wallpacks/floods in average condition. Upgrade to LED.

Fluvanna County Building and Program Feasibility Study and Assessment

Weaver Building

360 sf

	Type of Construction/System	Recommendation	Timeframe for Upgrade	10 year Capital Improvement Estimate
Architectural				
Exterior Walls	Brick masonry	Repoint select areas + chimney	Annual maintenance	\$ -
Windows	Wood single pane	Repiar / repaint wood	Annual maintenance	\$ -
Exterior Door frames / Hardware	Wood/aluminum	Maintain through Capital Projects Program	Annual maintenance	\$ -
Interior Doors and Frames	wood door & frame	Maintain through Capital Projects Program	Annual maintenance	\$ -
Conference Rooms				
Ceilings	Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	Carpet	Maintain through Capital Projects Program	Annual maintenance	\$ -
Roofing	Slate	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site				
Site Components	Parking / sidewalks	Limited Shared Parking	Annual maintenance	\$ -
Handicap Parking signs	<i>Installed</i>	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site and Building Envelope Subtotal				\$ 7,200
Mechanical				
HVAC System	Elec Furnace / Window AC	Maintain through Capital Projects Program	Annual maintenance	\$ -
Plumbing				
	n/a			
Sprinkler System				
	n/a			\$ -
Electrical				
Service	100A/240-120V/1phase	Maintain through Capital Projects Program	Annual maintenance	\$ -
Emergency Generator	n/a			\$ -
Data Network	n/a			\$ -
Lighting	Florescent	Replace remaining T12 fixtures	Annual Maintenance	\$ -
Site Lighting	Wall packs / Pole Lights	Upgrade to LED	Upgrade	\$ -
Fire Alarm	n/a	Install fire alarm system	Install	\$ -
Wiring Devices	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Video Surveillance	None Observed	n/a	n/a	\$ -
Mechanical, Plumbing and Electrical System Subtotal				\$ -
Total Site and Building Improvement through a 10 year Capital Improvement Plan				\$ 7,200

Mechanical

A window unit provides cooling. Electric fin tube provides heating. There is also a portable heater located in the space along with a portable dehumidifier.

Plumbing

There are no plumbing systems installed in the building.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution is in poor condition. The main service is 100Amps, 240/120 volts, 1 Phase

The existing building lighting is generally in average condition and appears to be T-8 Wraparound fixtures. There is no emergency lighting. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings.

Wiring Devices were in good condition.

There was no fire alarm system installed.

There is a connection to the building for IT service that appears to be fed from another building.

There were no security systems installed.

There is no site lighting.

Fluvanna County Building and Program Feasibility Study and Assessment

2 Story Building

435 sf

	Type of Construction/System	Recommendation	Timeframe for Upgrade	10 year Capital Improvement Estimate
Architectural				
Exterior Walls	Brick masonry	Repoint select areas of brick	Annual maintenance	\$ -
Windows	Wood pane / single glazing	Maintain through Capital Projects Program	Annual maintenance	\$ -
Exterior Door frames / Hardware	Wood door and frame	Maintain through Capital Projects Program	Annual maintenance	\$ -
Interior Doors and Frames	Wood door and frame	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rooms				
Ceilings	Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	Carpet / VCT	Maintain through Capital Projects Program	Annual maintenance	
Toilet Rooms	Not ADA compliant	Maintain through Capital Projects Program	Annual maintenance	\$ -
Stairs & Railings	Wood handrail	Maintain through Capital Projects Program	Annual maintenance	\$ -
Roofing	Asphalt shingles	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site				
Site Components	Parking / sidewalks	Limited Shared Parking	Annual maintenance	\$ -
Handicap Parking signs	Installed	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site and Building Envelope Subtotal				\$ 8,700
Mechanical				
HVAC System	Electric Furnace / Window A/C	Maintain through Capital Projects Program	Annual maintenance	\$ -
Plumbing				
Fixtures	porcelain fixtures	Maintain through Capital Projects Program	Annual maintenance	\$ -
Domestic Water System	copper piping	Add backflow preventer	Annual maintenance	\$ -
Hot Water System	copper piping	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sanitary Sewer System	public sanitary system	Maintain through Capital Projects Program	Annual maintenance	
Piping	cast iron	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rainwater System	exterior gutter and downspout	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sprinkler System				
	n/a			\$ -
Electrical				
Service	100A/240-120V/1phase	Maintain through Capital Projects Program	Annual maintenance	\$ -
Emergency Generator	n/a			\$ -
Data Network	n/a			\$ -
Lighting	Florescent	Replace remaining T12 fixtures	Annual Maintenance	\$ -
Site Lighting	Wall packs / Pole Lights	Upgrade to LED	Upgrade	\$ -
Fire Alarm	n/a	Install fire alarm system	Install	\$ -
Wiring Devices	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Video Surveillance	None Observed	n/a	n/a	\$ -
Mechanical, Plumbing and Electrical System Subtotal				\$ -
Total Site and Building Improvement through a 10 year Capital Improvement Plan				\$ 8,700

Fluvanna County Building and Program Feasibility Study and Assessment

Commissioner of Revenue / Treasurer / Court Services

3,431 sf

	Type of Construction/System	Recommendation	Timeframe for Upgrade	10 year Capital Improvement Estimate
Architectural				
Exterior Walls	Brick masonry	Maintain through Capital Projects Program	Annual maintenance	\$ -
Windows	Double pane / aluminum frame	Maintain through Capital Projects Program	Annual maintenance	\$ -
Exterior Door frames / Hardware	Aluminum /wood	Maintain through Capital Projects Program	Annual maintenance	\$ -
Interior Doors and Frames	Hollow metal frame / wood door	Maintain through Capital Projects Program	Annual maintenance	\$ -
Corridors				
Ceilings	Acoustical Ceiling Tile	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU / GWB	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	\$ -
Toilet Rooms	ADA compliant	Maintain through Capital Projects Program	Annual maintenance	\$ -
Offices				
Ceilings	Acoustical Ceiling Tile	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	\$ -
Stairs & Railings	Metal Railings	Maintain through Capital Projects Program	Annual maintenance	\$ -
Roofing	Slate	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site				
Site Components	Parking / sidewalks	Limited Shared Parking	Annual maintenance	\$ -
Handicap Parking signs	Installed	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site and Building Envelope Subtotal				\$ 34,310
Mechanical				
HVAC System	Electric Heat Pumps	Maintain through Capital Projects Program	Annual maintenance	\$ -
Plumbing				
Fixtures	New fixtures	Maintain through Capital Projects Program	Annual maintenance	\$ -
Domestic Water System	CPVC piping	Maintain through Capital Projects Program	Annual maintenance	\$ -
Hot Water System	CPVC piping	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sanitary Sewer System	public sanitary system	Maintain through Capital Projects Program	Annual maintenance	\$ -
Piping	PVC	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rainwater System	exterior gutter and downspout	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sprinkler System				
	n/a			\$ -
Electrical				
Service	225A/208v/3phase	Maintain through Capital Projects Program	Replace	\$ -
Emergency Generator	12.5 kw	Maintain through Capital Projects Program	Replace	\$ -
Data Network	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Lighting	2x4 LED / T12	Upgrade T12 to LED	Annual Maintenance	\$ -
Site Lighting	Wall packs / Pole Lights	Upgrade to LED	Upgrade	\$ -
Fire Alarm	n/a	Install fire alarm system	Install	\$ -
Wiring Devices	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Video Surveillance	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Mechanical, Plumbing and Electrical System Subtotal				\$ 34,310
Total Site and Building Improvement through a 10 year Capital Improvement Plan				\$ 68,620

Mechanical

The building was renovated in 2018. Three Lennox units are located in the attic and feed diffusers in the ceiling.

Inline exhaust fans are located in the attic to exhaust the toilet rooms. There is also an exhaust fan located on the exterior building wall.

A window air conditioner is located in the basement. The hot water baseboard heat has been abandoned in the basement. There is no longer heat in the basement.

The oil boiler has been abandoned.

Plumbing

A 2" galvanized water service enters the building then is reduced to CPVC. Some of the galvanized water piping has been replaced with CPVC.

Sanitary waste and vent piping is PVC and in fair condition.

Plumbing fixtures consist of Kohler floor mounted flushometer water closets and drop-in lavatories in the first floor toilet rooms. Tank type water closets and wall mounted lavatories in the basement. A stainless steel sink in the lunch room and molded stone service sink in the janitor's closet. Fixtures are in fair condition. 0.5 gm aerators should be installed on the lavatory faucets.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution system is in average to poor condition. The main service is 225Amps, 208 volts, 3 Phase. The building is also served by a standby generator that provides standby power for the whole building.

The existing building lighting is in good condition and was upgraded during the recent renovation to LED troffers and architectural LED troffers. There were occupancy sensors in the basement, but not the complete building. A few storage/mechanical areas require replacement with LED from existing T-12. Emergency lighting was battery pack style in good condition and spaced per code. Occupancy sensors should be considered for installation throughout the building where not currently installed for control of the existing interior lighting systems for energy savings. Replace existing fluorescent lighting with LED.

Wiring Devices were in good condition.

There was no fire alarm system installed.

The existing structured cabling system was in good condition, CAT6.

There were panic station/buttons installed at the clerk stations and associated panic lights. There is a video surveillance system installed in the building, interior and exterior.

There was minimal site lighting provided by building mounted wallpacks/floods in average condition. Upgrade to LED.

Fluvanna County Building and Program Feasibility Study and Assessment

Public Works

903 sf

	Type of Construction/System	Recommendation	Timeframe for Upgrade	10 year Capital Improvement Estimate
Architectural				
Exterior Walls	Brick masonry	Repoint select areas	Annual maintenance	\$ -
Windows	Single pane - wood windows	Maintain through Capital Projects Program	Annual maintenance	\$ -
Exterior Door frames / Hardware	Aluminum /wood	repair / paint windows + trim	Annual maintenance	\$ -
Interior Doors and Frames	Hollow metal frame / wood door	Maintain through Capital Projects Program	Annual maintenance	\$ -
Corridors				
Ceilings	Acoustical Ceiling Tile	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU / GWB	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	\$ -
Toilet Rooms	Not ADA Compliant	upgrade for efficiency and compliance	Annual maintenance	\$ -
Offices / conference room				
Ceilings	Acoustical Ceiling Tile / Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU / GWB	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	\$ -
Stairs & Railings	Metal Railings	Maintain through Capital Projects Program	Annual maintenance	\$ -
Roofing	Slate / EPDM	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site				
Site Components	Parking / sidewalks	Limited Shared Parking	Annual maintenance	\$ -
Handicap Parking signs	Installed	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site and Building Envelope Subtotal				\$ 9,030
Mechanical				
HVAC System	Oil fired furnace	Near the end of its usable life	Replace in 5-10 years	\$ -
Plumbing				
Fixtures	Older toilet fixtures	Older fixtures in fair condition	Replace for efficiency	\$ -
Domestic Water System	CPVC/PEX/Copper piping	Replace galvanized piping	Annual maintenance	\$ -
Hot Water System	CPVC/PEX/Copper piping	Replace galvanized piping	Annual maintenance	\$ -
Sanitary Sewer System	public sanitary system	Maintain through Capital Projects Program	Annual maintenance	\$ -
Piping	PVC	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rainwater System	exterior gutter and downspout	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sprinkler System				
	n/a			\$ -
Electrical				
Service	200A/240-120v/1 phase	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Emergency Generator	n/a			\$ -
Data Network	installed throughout	CAT 5 is installed throughout	Replace w/ CAT 6	\$ -
Lighting	T8 2x4	Upgrade to LED / install emergency	Annual Maintenance	\$ -
Site Lighting	Wall packs / Pole Lights	Upgrade to LED	Upgrade	\$ -
Fire Alarm	n/a	Install fire alarm system	Install	\$ -
Wiring Devices	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Video Surveillance	n/a			\$ -
Mechanical, Plumbing and Electrical System Subtotal				\$ 9,030
Total Site and Building Improvement through a 10 year Capital Improvement Plan				\$ 18,060

Mechanical

An oil fired furnace provides heat and cooling. The condenser is located outside on grade. The oil tank is located outside above grade. Ductwork is located in the crawl space. The system is operational but old and should be replaced. The oil tank is rusting and should be replaced.

Plumbing

Domestic water piping is a combination of galvanized steel, copper and PEX tubing. A filter is located on the service. The galvanized piping should be replaced.

Sanitary waste and vent is a combination of cast iron and PVC and in fair condition.

Plumbing fixtures consist of a floor mounted tank type water closet, wall hung lavatory and bottled water cooler. Plumbing fixtures are in fair condition.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution is in good condition. The main service is 200Amps, 240/120 volts, 1 Phase fed from exterior 200A enclosed circuit breaker. The panel does not have a main circuit breaker. Romex wiring was observed and could be a code violation if running above the accessible ceilings.

The existing building lighting is generally in average condition, T-8 recessed troffers. These should be replaced with LED. There is no emergency lighting. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings. Replace the existing lighting with LED type for energy savings.

Wiring Devices were in average condition.

There was no fire alarm system installed.

The existing structured cabling system, CAT-5 appears to be in good condition and would only require upgrades as required for building architectural alterations.

There were no security systems installed.

There is no site lighting.

Fluvanna County Building and Program Feasibility Study and Assessment

Commonwealth Attorney

3,010 sf

	Type of Construction/System	Recommendation	Timeframe for Upgrade	10 year Capital Improvement Estimate
Architectural				
Exterior Walls	Brick masonry	Repoint select areas	Annual maintenance	\$ -
Windows	Single pane - wood windows	Maintain through Capital Projects Program	Annual maintenance	\$ -
Exterior Door frames / Hardware	Aluminum /wood	repair / paint windows + trim	Annual maintenance	\$ -
Interior Doors and Frames	Hollow metal frame / wood door	Maintain through Capital Projects Program	Annual maintenance	\$ -
Corridors				
Ceilings	Acoustical Ceiling Tile	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU / GWB	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	
Basement	Concrete	water damage throughout	mediate water damage	
Toilet Rooms	Not ADA Compliant	upgrade for efficiency and compliance	Annual maintenance	\$ -
Offices / conference room				
Ceilings	Acoustical Ceiling Tile / Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU / GWB	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	\$ -
Stairs & Railings	Metal Railings	Maintain through Capital Projects Program	Annual maintenance	\$ -
Roofing	Slate / EPDM	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site				
Site Components	Parking / sidewalks	Limited Shared Parking	Annual maintenance	\$ -
Handicap Parking signs	Installed	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site and Building Envelope Subtotal				\$ 30,100
Mechanical				
HVAC System	Oil fired furnace	Near the end of its usable life	Replace in 5-10 years	\$ -
Plumbing				
Fixtures	Older toilet fixtures	Older fixtures in fair condition	Replace for efficiency	\$ -
Domestic Water System	CPVC/PEX/Copper piping	Replace galvanized piping	Annual maintenance	\$ -
Hot Water System	CPVC/PEX/Copper piping	Replace galvanized piping	Annual maintenance	\$ -
Sanitary Sewer System	public sanitary system	Maintain through Capital Projects Program	Annual maintenance	
Piping	PVC	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rainwater System	exterior gutter and downspout	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sprinkler System				
	n/a			\$ -
Electrical				
Service	200A/240-120v/1 phase	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Emergency Generator	n/a			\$ -
Data Network	installed throughout	CAT 5 is installed throughout	Replace w/ CAT 6	\$ -
Lighting	T8 2x4	Upgrade to LED / install emergency	Annual Maintenance	\$ -
Site Lighting	Wall packs / Pole Lights	Upgrade to LED	Upgrade	\$ -
Fire Alarm	n/a	Install fire alarm system	Install	\$ -
Wiring Devices	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Video Surveillance	n/a			\$ -
Mechanical, Plumbing and Electrical System Subtotal				\$ 30,100
Total Site and Building Improvement through a 10 year Capital Improvement Plan				\$ 60,200

Mechanical

An electric furnace heats and cools the building. The condenser is located outside on grade. Ductwork is run in the basement and feeds floor registers. The system is in good condition.

The original oil fired equipment has been removed, but the oil lines remain inside the building.

Plumbing

A 1" galvanized steel water service enters the building. Service is decreased to ¾" pex. A backflow preventer is not installed on the service. Water distribution piping is pex and is in good condition.

Sanitary waste and vent piping is PVC and in good condition.

Plumbing fixtures consist of floor mounted tank type water closets, drop-in counter lavatories, a stainless steel kitchen sink, and a bottled water cooler. Fixtures are in good condition.

An 40 gallon, 4.5 kw electric water heater provides hot water. The water heater is in good condition.

Upgrades to the plumbing system are not needed.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution is in good condition. The main service is 200Amps, 240/120 volts, 1 phase.

The existing building lighting is generally in good condition, incandescent decorative fixtures. Consider LED lamps for these fixtures where not already in place. There is no emergency lighting. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings.

Wiring Devices were in average condition.

There was no fire alarm system installed.

The existing structured cabling system, CAT6 is in good condition.

There were no security systems installed.

There is no site lighting.

Fluvanna County Building and Program Feasibility Study and Assessment

Voter Registrar

933 sf

	Type of Construction/System	Recommendation	Timeframe for Upgrade	10 year Capital Improvement Estimate
Architectural				
Exterior Walls	Brick masonry	Repoint select areas / remove vines	Annual maintenance	\$ -
Accessibility	ADA ramp at entrance	Ramp does not meet accessibility	Replace ramp	
Windows	Single pane - wood windows	Maintain through Capital Projects Program	Annual maintenance	\$ -
Exterior Door frames / Hardware	Aluminum /wood	repair / paint windows + trim	Annual maintenance	\$ -
Interior Doors and Frames	wood door + frames	Maintain through Capital Projects Program	Annual maintenance	\$ -
Corridors				
Ceilings	Acoustical Ceiling Tile/ Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU / GWB	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	
Toilet Rooms	Not ADA Compliant	upgrade for efficiency and compliance	Annual maintenance	\$ -
Offices / conference room				
Ceilings	Acoustical Ceiling Tile / Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU / GWB	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	\$ -
Stairs & Railings	Metal Railings	Maintain through Capital Projects Program	Annual maintenance	\$ -
Roofing	Asphalt shingles	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site				
Site Components	Parking / sidewalks	Limited Shared Parking	Annual maintenance	\$ -
Handicap Parking signs	Installed	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site and Building Envelope Subtotal				\$ 9,330
Mechanical				
HVAC System	Propane Furnace	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Plumbing				
Fixtures	Older toilet fixtures	Older fixtures in fair condition	Replace for efficiency	\$ -
Domestic Water System	Galvanized + polyb	Replace galvanized piping	Annual maintenance	\$ -
Hot Water System	Galvanized + polyb	Replace galvanized piping	Annual maintenance	\$ -
Sanitary Sewer System	public sanitary system	Maintain through Capital Projects Program	Annual maintenance	
Piping	PVC	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rainwater System	exterior gutter and downspout	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sprinkler System				
	n/a			\$ -
Electrical				
Service	100A/240-120v/1phase	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Emergency Generator	n/a			\$ -
Data Network	installed throughout	CAT 5 is installed throughout	Replace w/ CAT 6	\$ -
Lighting	T8 2x4	Upgrade to LED / install emergency	Annual Maintenance	\$ -
Site Lighting	Wall packs / Pole Lights	Upgrade to LED	Upgrade	\$ -
Fire Alarm	n/a	Install fire alarm system	Install	\$ -
Wiring Devices	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Video Surveillance	n/a			\$ -
Mechanical, Plumbing and Electrical System Subtotal				\$ 9,330
Total Site and Building Improvement through a 10 year Capital Improvement Plan				\$ 18,660

Mechanical

A propane furnace located in the basement provides heating and cooling. The condenser and propane tanks are located outside on grade. Ductwork runs through the basement crawl space to floor and ceiling diffusers. There is a dehumidifier location in the basement.

Plumbing

Sanitary waste and vent piping is cast iron and in fair condition.

Domestic water piping is galvanized and transitions to polybutylene. The water piping should be replaced. Existing gate valves should be replaced with ball valves.

Plumbing fixtures consist of a floor mounted tank type toilet, pedestal lavatory and bottled water cooler. Fixtures are in fair condition.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution is in average condition. The main service is 100Amps, 240/120 volts, 1 Phase. The panel does not have a main circuit breaker. Romex wiring was observed in the basement and could be a code violation if running above the accessible ceilings.

The existing building lighting is generally in average condition, T-8 recessed troffers. These should be replaced with LED. There is no emergency lighting. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings. Replace the existing lighting with LED type for energy savings.

Wiring Devices were in average condition.

There was no fire alarm system installed.

There appeared to be a CAT5 system, possibly fed from another building.

There were no security systems installed.

There is no site lighting.

Fluvanna County Building and Program Feasibility Study and Assessment

Courthouse

26,084 sf

	Type of Construction/System	Recommendation	Timeframe for Upgrade	10 year Capital Improvement Estimate
Architectural				
Exterior Walls	Brick masonry w/ CMU walls	Maintain through Capital Projects Program	Annual maintenance	\$ -
Windows	Aluminum w/ double pane glass	Maintain through Capital Projects Program	Annual maintenance	\$ -
Exterior Door frames / Hardware	Aluminum /HM	Maintain through Capital Projects Program	Annual maintenance	\$ -
Interior Doors and Frames	hollow metal frame / wood door	Maintain through Capital Projects Program	Annual maintenance	\$ -
Corridors				
Ceilings	Acoustical Ceiling Tile	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU / GWB	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT/CPT/CT	Maintain through Capital Projects Program	Annual maintenance	
Toilet Rooms	ADA compliant	Maintain through Capital Projects Program	Annual maintenance	\$ -
Offices /Courtrooms/Conf. Rooms				
Ceilings	Acoustical Ceiling Tile	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Painted CMU	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	VCT	Maintain through Capital Projects Program	Annual maintenance	\$ -
Stairs & Railings	Metal Railings	Maintain through Capital Projects Program	Annual maintenance	\$ -
Roofing	Slate / EPDM	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site				
Site Components	Parking / sidewalks	Limited Shared Parking	Annual maintenance	\$ -
Secure Parking	Parking / sidewalks	Limited Shared Parking	Annual maintenance	
Handicap Parking signs	Installed	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site and Building Envelope Subtotal				\$ 260,840
Mechanical				
HVAC System	Oil fired boiler / AC Chiller	Maintain through Capital Projects Program	Replace boiler within 5 years	\$ -
Plumbing				
Fixtures	Newer fixtures	Maintain through Capital Projects Program	Annual maintenance	\$ -
Domestic Water System	copper piping	Add backflow preventer	Annual maintenance	\$ -
Hot Water System	copper piping	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sanitary Sewer System	public sanitary system	Maintain through Capital Projects Program	Annual maintenance	
Piping	cast iron	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rainwater System	exterior gutter and downspout	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sprinkler System				
	fully sprinklered	maintain through capital projects program	Annual maintenance	\$ -
Electrical				
Service	2000A/208v/3phase	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Emergency Generator	230kw	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Data Network	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Lighting	2x4 LED	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Site Lighting	Wall packs / Pole Lights	Upgrade to LED	Upgrade	\$ -
Fire Alarm	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Wiring Devices	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Video Surveillance	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Mechanical, Plumbing and Electrical System Subtotal				\$ 260,840
Total Site and Building Improvement through a 10 year Capital Improvement Plan				\$ 521,680

Mechanical

Oil fired boilers provide heat to the building and are most likely original. The boilers are operational, but should be replaced in the next few years being that they are nearing the end of their life expectancy.

The oil tank is located outside below grade.

An exterior chiller mounted on grade provides cooling to the building. The unit is in good condition.

The air handling unit is around 19 years old and has been continuously maintained. It looks to be in relatively good condition, but like the boilers is nearing the end of its life expectancy.

Liebert units with condensers on the roof serve the records area.

One of the diffusers in the clerks office has plastic over it to restrict the air flow. The system needs balanced in that area.

Plumbing

A 3 domestic water service enters the building. A backflow preventer is located on the service. Water pressure is around 100 psi. Distribution piping is copper. Piping is insulated. Ball valves are provided for shutoff.

Plumbing Fixtures consist of floor mounted flushometer water closets, wall mounted washdown urinals, drop-in lavatories with 1.5 gpm aerators. A stainless steel drop-in sink with gooseneck faucet is located in the lunch room. Stainless steel combination water closet / lavatories are located in the holding cells. Floor drains are located in the gang toilet rooms. Fixtures are in good condition. 0.5 gpm aerators should be installed on the public lavatories.

A 119 gallon, 18 kw electric water heater provides hot water to the building. A master mixing valve tempers water to less than 120 degrees. A circulator pump circulates hot water throughout the building.

Fire Protection

The building is fully sprinklered. Most of the sprinklers are recessed pendant sprinklers. Institutional sprinklers are located in the holding cells. Some of the public areas have concealed pendant sprinklers.

A 6" fire service enters the building and then reduces to 4". A double check backflow preventer is located on the service.

Electrical

The existing electrical distribution system is in good condition. The main service is 2000Amps, 208 volts, 3 Phase. The building is also served by a 230kW Diesel standby generator that provides standby power for a large portion of the building including receptacles and IT equipment. The branch circuit panelboards have spare capacity.

The existing building lighting is generally in good condition and has been upgraded to LED lamps/drivers. A few storage/mechanical areas require replacement with LED from existing T-12. Emergency lighting was battery pack style and fixtures fed from the generator transfer switch in good condition and spaced per code. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings in spaces where security is not an issue.

Wiring Devices were in good condition.

There is a Pyrotechnics Fire alarm system installed with Horns/Strobes and smoke detectors in storage rooms. System is in good condition.

The existing structured cabling system, CAT5 based, appears to be in good condition and would only require upgrades as required for building architectural alterations.

The courtrooms have dedicated sound systems. There is a whole building PA system in satisfactory condition.

There is an access control system with Proximity Card readers.

A whole building video surveillance system is installed, interior and exterior.

There was minimal site lighting provided by building mounted wallpacks/floods in average condition. Upgrade to LED.

Fluvanna County Building and Program Feasibility Study and Assessment

Historic Courthouse

1,731 sf

	Type of Construction/System	Recommendation	Timeframe for Upgrade	10 year Capital Improvement Estimate
Architectural				
Exterior Walls	Brick masonry	Repoint select areas of brick	Annual maintenance	\$ -
Windows	Wood pane / single glazing	Maintain through Capital Projects Program	Annual maintenance	\$ -
Exterior Door frames / Hardware	Wood door and HM frame	Maintain through Capital Projects Program	Annual maintenance	\$ -
Interior Doors and Frames	Wood door and frame	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rooms				
Ceilings	Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	Carpet / wood	Maintain through Capital Projects Program	Annual maintenance	
Toilet Rooms	n/a			\$ -
Stairs & Railings	Wood handrail	Maintain through Capital Projects Program	Annual maintenance	\$ -
Roofing	Slate	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site				
Site Components	Parking / sidewalks	Limited Shared Parking	Annual maintenance	\$ -
Handicap Parking signs	Installed	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site and Building Envelope Subtotal				\$ 17,310
Mechanical				
HVAC System	Electric Heat Pumps	Maintain through Capital Projects Program	Annual maintenance	\$ -
Plumbing				
Fixtures	porcelain fixtures	Maintain through Capital Projects Program	Annual maintenance	\$ -
Domestic Water System	copper piping	Add backflow preventer	Annual maintenance	\$ -
Hot Water System	copper piping	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sanitary Sewer System	public sanitary system	Maintain through Capital Projects Program	Annual maintenance	
Piping	cast iron	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rainwater System	exterior gutter and downspout	Maintain through Capital Projects Program	Annual maintenance	\$ -
Sprinkler System				
	n/a			\$ -
Electrical				
Service	200A/240-120v/1phase	Maintain through Capital Projects Program	Annual maintenance	\$ -
Emergency Generator	n/a			\$ -
Data Network	n/a			\$ -
Lighting	Florescent	Replace remaining T12 fixtures	Annual Maintenance	\$ -
Site Lighting	Wall packs / Pole Lights	Upgrade to LED	Upgrade	\$ -
Fire Alarm	n/a	Install fire alarm system	Install	\$ -
Wiring Devices	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Video Surveillance	None Observed	n/a	n/a	\$ -
Mechanical, Plumbing and Electrical System Subtotal				\$ 17,310
Total Site and Building Improvement through a 10 year Capital Improvement Plan				\$ 34,620

Mechanical

The building is heated and cooled with three electric heat pumps manufactured by Lennox and Armstrong. The two Lennox units are new, manufactured in 2017 and 2018. The Armstrong Unit is older.

There are 5 portable dehumidifiers located in the basement. Moisture is an issue in the basement.

Plumbing

A 3/4" copper water service enters the building.

The sanitary system is connected to the public sewer.

There is not natural gas or propane piped to the building. All equipment is electric.

Domestic hot water is provided by a 20 gallon, 2.0 kw Ruud electric water heater. The water heater is in fair condition.

Toilet fixtures consist of a single toilet room located in the basement with a floor mounted tank type water closet; a wall mounted lavatory with a two handle faucet. An enameled cast iron service sink is located in the basement also. There is a second and third toilet room in the basement which the water closets were removed and only a lavatory remains in each. Fixtures are in fair condition.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution is in average condition. The main service is 200Amps, 240/120 volts, 1 Phase. The main service disconnect is located in a toilet room and is a National Electrical Code violation.

The existing building lighting is generally in average to poor condition and appears to be T-12 Wraparound fixtures and incandescent. The Historical fixtures in the courtroom area are in good condition. There is no emergency lighting. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings.

Wiring Devices were in average condition.

There was no fire alarm system installed.

There was no IT system observed, it's possible the building may be covered by wireless from another building.

There were no security systems installed.

There was minimal building mounted site lighting in average condition.

Fluvanna County Building and Program Feasibility Study and Assessment

Probation

550 sf

	Type of Construction/System	Recommendation	Timeframe for Upgrade	10 year Capital Improvement Estimate
Architectural				
Exterior Walls	Brick masonry	Repoint select areas of brick	Annual maintenance	\$ -
Windows	Wood pane / single glazing	Maintain through Capital Projects Program	Annual maintenance	\$ -
Exterior Door frames / Hardware	Wood door and HM frame	Maintain through Capital Projects Program	Annual maintenance	\$ -
Interior Doors and Frames	Wood door and frame	Maintain through Capital Projects Program	Annual maintenance	\$ -
Rooms				
Ceilings	Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Walls	Plaster	Maintain through Capital Projects Program	Annual maintenance	\$ -
Flooring	Carpet	Maintain through Capital Projects Program	Annual maintenance	\$ -
Toilet Rooms	n/a			\$ -
Roofing	Slate	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site				
Site Components	Parking / sidewalks	Limited Shared Parking	Annual maintenance	\$ -
Handicap Parking signs	Installed	Maintain through Capital Projects Program	Annual maintenance	\$ -
Site and Building Envelope Subtotal				\$ 5,500
Mechanical				
HVAC System		Maintain through Capital Projects Program	Annual maintenance	\$ -
Plumbing				
	n/a			\$ -
Sprinkler System				
	n/a			\$ -
Electrical				
Service	100a/240-120v/1phase	Maintain through Capital Projects Program	Annual maintenance	\$ -
Emergency Generator	n/a			\$ -
Data Network	Cat 5 network	replace with CAT 6 cabling	Annual maintenance	\$ -
Lighting	Florescent	Replace remaining T12 fixtures	Annual Maintenance	\$ -
Site Lighting	Wall packs / Pole Lights	Upgrade to LED	Upgrade	\$ -
Fire Alarm	n/a	Install fire alarm system	Install	\$ -
Wiring Devices	installed throughout	Maintain through Capital Projects Program	Annual Maintenance	\$ -
Video Surveillance	None Observed	n/a	n/a	\$ -
Mechanical, Plumbing and Electrical System Subtotal				\$ 5,500
Total Site and Building Improvement through a 10 year Capital Improvement Plan				\$ 11,000

Mechanical

The building is heated by an oil fired Ruud furnace located on the landing of the second floor stair. A window air conditioning unit provides cooling. Equipment is in fair condition. An above ground, exterior oil tank provides oil for the furnace. The tank is in fair condition and should be painted to prevent any further corrosion to the tank.

Plumbing

There are no plumbing systems installed in the building.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution is in average condition. The main service is 100Amps, 240/120 volts, 1 Phase

The existing building lighting is generally in poor-average condition, T-12 Wraparound fixtures. These should be replaced with LED. There is no emergency lighting. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings. Replace the existing lighting with LED type for energy savings.

Wiring Devices were in average condition.

There was no fire alarm system installed.

CAT 5, There were no IT systems observed, may be wired from another building.

There were no security systems installed.

There building mounted exterior site lighting, consider replacement with LED.

Mechanical

A geothermal system provided heating and cooling to the building. Two air handling units are located on the roof. One serves the social services area, the other serves performing arts. The unit that serves the performing arts is being replaced. The units are close to the roof edge and a method of fall protection should be installed to meet code.

Ductwork is located above the ceilings. There is also ductwork on the roof. This ductwork will need reinsulated as the weather is deteriorating the existing insulation.

A thermostat on each floor controls temperature to the space.

In the administration office, there are diffusers located in the ceiling, but the ductwork was never extended to the diffusers.

Fan coil units in addition to the ceiling diffusers are located in the offices on the exterior walls. The occupants reported white dust when some of the fan coil units kicked on. A few of the offices that were added did not have any supply diffusers. Most of the offices do not have return diffusers in the office and the return is located in the corridor. This causes problems when office doors are closed.

The system could not keep up with the humidity last summer, but it was an extremely wet summer. The owners added dehumidifiers to help control humidity.

Modifications to the existing system should be made to provide adequate supply and return to all spaces. The system should be re-balanced.

Plumbing

A 2" PVC water service enters the building. A water filter is located at the service. Pressure is reduced to 56 psi. Distribution piping is a combination of copper and CPVC and in good condition. A water line runs from this building to serve an adjacent building.

Sanitary waste and vent piping is PVC and transitions to cast iron before existing the building. Piping is in good condition. A sump pump is located in the mechanical room and is in fair condition.

Plumbing fixtures consist of floor mounted flushometer water closets, wall mounted urinals, wall mounted lavatories, and stainless steel drop-in sinks. Exposed wall hydrants are located at various locations around the building exterior. Plumbing fixtures are in good condition. Insulation needs added to the lavatories that are required to be ADA compliant. 0.5 gpm aerators should be added to the lavatory faucets to meet code. ASSE 1070 mixing valves should be added at the lavatories used for public handwashing to meet code.

Hot water is provided by a 50 gallon, 4.5 kw electric water heater. The water heater is in good condition. A circulator pump circulates hot water throughout the building. It looks like the motor on the pump was recently replaced.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution system is in good condition. The main service is 800 Amps, 208 volts, 3 Phase. Branch circuit panelboards had little to no spares.

The existing building lighting is generally in average-poor condition with T-8 troffer fixtures and Par type incandescent downlights. Emergency lighting was battery pack style in good condition and but additional units required to meet current building codes in most cases. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings. Provide lighting upgrades to LED for energy savings.

Wiring Devices were in good-average condition but sparse. Provide GFI in toilet rooms. Provide Tamper-Proof receptacles in childcare areas.

There was no fire alarm system installed. This could be a code violation depending on building occupancy.

The existing structured cabling system is CAT5 and appears to be in good condition and would only require upgrades as required for building architectural alterations.

Push button door release was provided at the building entrance. A 30-Day DVR recorder was observed, but according to staff, it does not work. 3 Exterior security cameras were observed.

There was minimal site lighting provided by building mounted wallpacks/floods in average condition. Upgrade to LED.

Mechanical

An oil boiler provides steam to radiators located throughout the building. The radiators in the gym storage areas have been disconnected.

Steam radiators in the MAACA space are served from the same system. There isn't a way to control the heat in this area and the space was very warm. The space has its own air conditioning unit controlled by a thermostat mounted on the wall.

A chemical feed system is located in the basement but is not plugged in.

The entire HVAC system should be replaced.

Plumbing

Water service is polybutylene and transitions to 1" PEX. Water distribution is PEX and in good conditions. A water filter is located at the service. An RPZ backflow preventer is located on the boiler make-up water line as required by code.

Sanitary waste and vent piping is PVC and in fair condition.

Plumbing fixtures consist of floor mounted tank type water closets, wall mounted urinals, wall mounted lavatories, and both an electric water cooler and a bottled water cooler. Fixtures are in fair condition, but should be replaced when the building is renovated. Floor drains are located in the toilet rooms.

Two of the three toilet rooms in the MAACA space are used for storage. These spaces have a shower, water closet and lavatory that has either been disconnected or removed.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution system is in average condition. The main service is 400Amps, 240 volts, 1 Phase.

The existing building lighting is generally in average to poor condition in the general spaces consisting of T8 LED tube fixtures and Incandescent. The Gym fixtures have been replaced with LED High-Bay fixtures in good condition, but the lighting levels seemed low. Emergency lighting was battery pack style but was sparse. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings.

Wiring Devices were in poor condition and sparse.

There was no fire alarm system installed.

The existing structured cabling system appears to be CAT5 in the MACCA area and may need upgraded.
No IT was observed in the Gym.

There were no security systems installed.

There was minimal site lighting provided by carriage style pole fixtures. Upgrade to LED.

Mechanical

An oil boiler provide heat to the building through radiators. The oil tank is located outside on grade and is in good condition. There is no air conditioning in the building, but there are ceiling fans located in the garage area. An air filtration system is also located at the ceiling of the garage.

Plumbing

An air compressor is located in the garage. Air piping is copper.

Plumbing fixtures consist of a floor mounted flushometer water closet, a wall mounted lavatory and portable eyewash. Fixture are in fair condition.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution system is in good condition. The main service is 400 Amps, 208 volts, 3 Phase. Branch circuit panelboards had little to no spares.

The existing building lighting is generally in good condition with LED strip lighting. No Emergency lighting was installed. Consider occupancy sensors in areas where safety is not a concern for energy savings.

Wiring Devices were in good condition.

There was no fire alarm system installed.

The existing structured cabling system is CAT5 and appears to be in good condition and would only require upgrades as required for building architectural alterations.

No security systems were observed.

There was minimal site lighting provided by building mounted wallpacks/floods in average condition. Consider replacing with LED.

Mechanical

The community room is heated and cooled with two heat pumps. One is located in a storage room and the other on the roof.

Classrooms have indoor air conditioning units mounted at the ceiling with the condensers located directly outside the classroom. Refrigerant piping is run exposed out through the exterior wall. Equipment is in fair condition.

A window air conditioner is located in the basement.

Plumbing

A 2" water service enters the building. Water distribution piping is CPVC and PVC.

Kitchen equipment consists of a 6 burner gas range, range hood, 3 bowl sink, icemaker with filter, hand sink and prep table with sink. The equipment is in good condition.

Sanitary waste and vent piping is a combination of cast iron and PVC and in fair condition. A grease interceptor is located above slab in the basement. The interceptor is in good condition.

A 1,000 gallon above ground propane tank serves the building. The tank is in good conditions. Distribution piping inside the building is black steel and in good condition.

Plumbing fixtures consist of both floor mounted flushometer and tank type water closets, wall hung urinals, drop-in counter lavatories and wall hung lavatories and an enameled cast iron service sink. Fixtures are in fair to poor condition and should be replaced. There are floor drains in the gang toilet rooms that are in fair condition. An enameled cast iron drop-in sink is located in one of the classrooms and is in very poor condition.

An instantaneous gas water heater provides hot water. The water heater is in good condition.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution system is in average condition. The main service is mounted on the exterior of the building, 800Amps, 208 volts, 3 Phase, minimal spare space available. The building is also served by a standby generator that provides standby power for a large portion of the building including receptacles and IT equipment.

The existing building lighting is generally in average to poor condition, a combination of T-8, T-12 and incandescent lamps. Consider full upgrade to LED. Emergency lighting was battery pack style. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings.

Wiring Devices were in good condition but sparse.

There was no fire alarm system installed.

The existing structured cabling system is CAT6 and appears to be in good condition and would only require upgrades as required for building architectural alterations.

There were no security systems installed.

There was minimal site lighting provided by building mounted wallpacks/floods in average condition.

There was minimal LED building mounted site lighting.

Mechanical

The building is cooled by a mini-split system located in the room. The condensing unit is located outside on a pad. The unit is relatively new and is manufactured by Carrier.

Plumbing

There are no plumbing systems installed in the building.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution is in poor condition. The main service is 100Amps, 240/120 volts, 1 Phase

The existing building lighting is generally in average condition and appears to be T-8 Wraparound fixtures. There is no emergency lighting. Occupancy sensors should be considered for installation throughout the building for control of the existing interior lighting systems for energy savings.

Wiring Devices were in good condition.

There was no fire alarm system installed.

There is a connection to the building for IT service that appears to be fed from another building.

There were no security systems installed.

There is no site lighting.

Mechanical

Electric baseboard provides heat to the two restrooms. Mechanical exhaust is not provided.

Plumbing

Plumbing fixtures consist of floor mounted, tank type water closets; wall mounted urinals; wall mounted lavatories. Fixtures are in fair condition.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution is in poor condition. The main service is 60 Amps, 240/120 volts, 1 Phase

The existing building lighting is generally in average condition with T-8 Wraparound fixtures. There is no emergency lighting. The building is provided with Occupancy sensors control.

Wiring Devices – average condition.

There was no fire alarm system installed.

There are no IT systems.

There were no security systems installed.

There is no site lighting.

Mechanical

Split system heatpump units are installed in the restrooms. Furnaces provide heating and cooling throughout the building. Condensing units are located on grade in the back of the building. There is an old boiler room in the mech room that has been abandoned. Steam unit heaters have also been abandoned in place. No ventilation air is being provided through the furnaces.

Plug-in type dehumidifiers are located in the basement.

Heat pumps between the classrooms in the "white building" provide heating and cooling to those rooms. Duct work is new. There are window unit air conditioners installed in the classrooms which aren't used. Fin tube along the wall that has been abandoned. This finned tube was part of the old steam system. The corridors outside the classrooms are not heated.

Plumbing

Galvanized water piping has been replaced with PEXa and insulated with elastomeric foam. The existing copper piping remained. New well equipment has been installed outside. The old well equipment in the mechanical room has been abandoned.

1-1/2" galvanized pipe serves the "white building". There have been no upgrades to the "white building" plumbing systems.

A new 50 gallon electric water heater has been installed. A 3 gallon electric water heater is installed in the basement.

Plumbing fixtures consist of 1.6 gallon floor mounted flushometer type water closets and 2.2 gpm drop in lavatories. Fixtures are not ADA compliant. There are flood drains in the gang toilet rooms.

Gutters and downspouts provide most of the roof drainage, but there were a couple roof drains located throughout.

Fire Protection

The building is not sprinklered.

Electrical

The existing electrical distribution system is in good-poor condition. The main service is 1000Amps, 208 volts, 3 Phase in good condition. There are newer branch circuit panelboards fed from the main service entrance panel in good condition. There are other panels that appear original to the building due for replacement.

The existing building lighting is generally in average condition and consisted of T-8 Troffers and Wraparounds. It is not clear if these have been upgraded to LED or not. A few storage/mechanical areas require replacement with LED from existing T-12. Emergency lighting was battery pack style in good condition but not spaced per code. Occupancy sensors should be considered for installation throughout

the building for control of the existing interior lighting systems for energy savings. Upgrade the existing lighting to LED.

Wiring Devices were in average to poor condition and sparse.

There was no fire alarm system installed.

The existing structured cabling system appears to be in satisfactory condition, CAT5E based.

There is an Aiphone door entry intercom system installed at the main entrance. There is a video surveillance system, but it is not clear if it is operating.

There was minimal site lighting provided by building mounted metal halide wallpacks/floods in average condition. Upgrade to LED.

Building and Program Feasibility Study and Assessment

Fluvanna County

OPTION	1	2	3	4	5	6	7
Cost Range	\$2.1mil - \$2.6mil	\$6.2mil - \$7.4mil	\$10.5mil - \$12.5mil	\$12.9mil - \$15.6mil	\$13.8mil - \$16.5mil	\$13.8mil - \$16.5mil	\$22.4mil - \$26.8mil
M A I N T A I N	School Board	No Change	No Change		No Change		
	COR - Treasurer - Court Svcs	No Change					
	Two Story Building (By COR)	No Change	No Change	No Change	No Change	No Change	No Change
	Registrar	No Change					
	Public Works	No Change					
	Weaver Building	No Change	No Change	No Change	No Change	No Change	No Change
	Historic Courthouse	No Change	No Change	No Change	No Change	No Change	No Change
	Probation (Old IT)	No Change					
	Commonwealth's Attorney	No Change					
	Administration - Health Dept						
	Courthouse	No Change	No Change	No Change	No Change	No Change	
	Public Safety	No Change	No Change	No Change	No Change	No Change	No Change
	Library	No Change	No Change	No Change	No Change	No Change	No Change
	Parks & Rec (PG)	No Change	No Change	No Change	No Change	No Change	No Change
	Social Services						
	Performing Arts Center	No Change	No Change	No Change	No Change	No Change	No Change
	Facilities/Grounds Shop	No Change	No Change	No Change	No Change	No Change	No Change
	Gymnasium						
MACAA							
Community Center (P&R - Coop)	No Change	No Change	No Change	No Change		No Change	
FUSD	No Change	No Change	No Change	No Change	No Change	No Change	
R E V E N T O E		Administration	Court Support Svcs (Old Admin)	Court Support Svcs (Old Admin)	Court Support Svcs (Old Admin)	Court Support Svcs (Old Admin)	School Board Office (Old Admin)
		Social Services	Social Services	Social Services	Social Services	P&R (Intergen) - Coop Ext (Old DSS)	Social Services
		Health Dept - MAACA	Health Dept - MACAA	Health Dept - MACAA	Health Dept - MACAA		Health Dept - MACAA
		Gymnasium	Gymnasium	Gymnasium	Gymnasium	Gymnasium	Gymnasium
							Administration (Old Courthouse)
N E W				School Board (at PG)		School Board (at PG)	
			Administration (at PG)	Administration (at PG)	Administration (at PG)	Administration (at PG)	
					DSS - Health - MACAA (at PG)	DSS - Health - MACAA (at PG)	New Courthouse (at PG)
C L O S E				School Board		School Board	School Board
			COR - Treasurer - Court Svcs	COR - Treasurer - Court Svcs	COR - Treasurer - Court Svcs	COR - Treasurer - Court Svcs	COR - Treasurer - Court Svcs
			Public Works	Public Works	Public Works	Public Works	Public Works
			Commonwealth's Attorney	Commonwealth's Attorney	Commonwealth's Attorney	Commonwealth's Attorney	Commonwealth's Attorney
			Registrar	Registrar	Registrar	Registrar	Registrar
				Community Center	Community Center		

Fluvanna County
 Building and Program Feasibility Study and Assessment

Study Option 1 **Maintain Buildings with Capital Improvement Plan**

Palmyra Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Administration Building	15,604	Administration, Finance, HR, Health Dept., IT, Planning, Inspections, CSA Economic Dev.			\$156,040.00	Maintain with CIP (costs for 10 year period)
Weaver Building	360	Conference Room			\$7,200.00	Maintain with CIP (costs for 10 year period)
Two Story Building	435				\$8,700.00	Maintain with CIP (costs for 10 year period)
COR / Treasurer / Court Serv.	3,431	Treasurer, Commissioner of Revenue, Court Services			\$68,620.00	Maintain with CIP (costs for 10 year period)
Public Works	903	Public Works			\$18,060.00	Maintain with CIP (costs for 10 year period)
Commonwealth Attorney	3,010	Commonwealth Attorney			\$60,200.00	Maintain with CIP (costs for 10 year period)
Registrar	933	Registrar			\$18,660.00	Maintain with CIP (costs for 10 year period)
Judicial Center	26,084	Circuit Court, J&DR, Support Offices			\$521,680.00	Maintain with CIP (costs for 10 year period)
Historic Courthouse	1,731	Registrar Storage			\$34,620.00	Maintain with CIP (costs for 10 year period)
Probation Building	550	Probation			\$11,000.00	Maintain with CIP (costs for 10 year period)
53,041				Subtotal	\$904,780.00	

Pleasant Grove Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Library	17,843	Library			\$178,430.00	Maintain with CIP (costs for 10 year period)
Public Safety Building	10,023	Sheriff, 911 Call Center			\$100,230.00	Maintain with CIP (costs for 10 year period)
Parks & Recreation	3,000	Parks & Recreation / Museum			\$60,000.00	Maintain with CIP (costs for 10 year period)
30,866				Subtotal	\$338,660.00	

Fork Union	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
FUSD	3,897	Water / Sewer			\$77,940.00	Maintain with CIP (costs for 10 year period)
Fork Union Community Center	13,140	COOP Ext , Parks & Rec			\$131,400.00	Maintain with CIP (costs for 10 year period)
17,037				Subtotal	\$209,340.00	

Carysbrook Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Social Services	18,408	Social Services			\$184,080.00	Maintain with CIP (costs for 10 year period)
Gymnasium	15,320	Parks & Rec			\$153,200.00	Maintain with CIP (costs for 10 year period)
MACAA	4,004	MACAA			\$40,040.00	Maintain with CIP (costs for 10 year period)
Facilities Building	3,600	Maintenance Shop			\$36,000.00	Maintain with CIP (costs for 10 year period)
Performing Arts Center	5,153	Performing Arts Stage & Seating			\$51,530.00	Maintain with CIP (costs for 10 year period)
33,728				Subtotal	\$464,850.00	

School Board Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
School Board Office	27,722	Fluvanna Administration			\$277,220.00	Maintain with CIP (costs for 10 year period)
27,722				Subtotal	\$277,220.00	

Total Potential 10 Year Cost Range for Option 1 \$2,194,850.00 to \$2,633,820.00

Fluvanna County
Building and Program Feasibility Study and Assessment

Study Option 2

Additions, Renovations, and Maintain Buildings with Capital Improvement Plan

Palmyra Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Administration Building	1,900	Administration (include HR)	\$120.00		\$228,000.00	Renovate / Relocate within building
	1,738	Finance	\$120.00		\$208,560.00	Renovate / Relocate within building
	416	IT Services	\$120.00		\$49,920.00	Renovate / Relocate within building
	2,203	Planning / Inspections / Econ Dev / Comm Dev	\$120.00		\$264,360.00	Renovate / Relocate within building
	216	CSA	\$120.00		\$25,920.00	Renovate / Relocate within building
	405	Emergency Management	\$120.00		\$48,600.00	Renovate / Relocate within building
	1,887	Basement / former Fire Dept.	\$120.00		\$226,440.00	Renovate / Relocate within building
	1,429	Environment Health	\$0.00		\$71,450.00	Renovate / Relocate within building
	781	Court Services (Courthouse facing)	\$120.00		\$39,050.00	Renovate and relocate from COR/Treasurer Bldg
	1,200	Corridors	\$80.00		\$96,000.00	Renovate / Relocate within building
	12,175			Subtotal	\$1,258,300.00	

Weaver Building	360	Conference Room			\$7,200.00	Maintain with CIP (costs for 10 year period)
Two Story Building	435				\$8,700.00	Maintain with CIP (costs for 10 year period)
COR / Treasurer / Court Serv.	3,431	Treasurer, Commissioner of Revenue + open space vacated by CS			\$34,310.00	Relocate Court Services to Admin Bldg + CIP (10yr)
Public Works	903	Public Works			\$18,060.00	Maintain with CIP (costs for 10 year period)
Commonwealth Attorney	3,010	Commonwealth Attorney	\$120.00		\$141,020.00	Renovate basement into offices / conference space + CIP
Registrar	933	Registrar			\$18,660.00	Maintain with CIP (costs for 10 year period)
Judicial Center	26,084	Circuit Court, J&DR, Support Offices		\$200.00	\$452,168.00	Addition for Judge Offices + CIP
Historic Courthouse	1,731	Registrar Storage			\$3,462.00	Relocate Registrar storage to basement of Admin + CIP
Probation Building	550	Probation			\$11,000.00	Maintain with CIP (costs for 10 year period)
	36,887			Subtotal	\$683,580.00	

Pleasant Grove Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Library	17,843	Library			\$178,430.00	Maintain with CIP (costs for 10 year period)
Public Safety Building	10,023	Sheriff, 911 Call Center			\$100,230.00	Maintain with CIP (costs for 10 year period)
Parks & Recreation	3,000	Parks & Recreation / Museum			\$60,000.00	Maintain with CIP (costs for 10 year period)
	30,866			Subtotal	\$338,660.00	

Fork Union	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
FUSD	3,897	Water / Sewer			\$77,940.00	Maintain with CIP (costs for 10 year period)
Fork Union Community Center	13,140	COOP Ext , Parks & Rec			\$131,400.00	Maintain with CIP (costs for 10 year period)
	17,037			Subtotal	\$209,340.00	

Carysbrook Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Social Services	18,408	Social Services	\$120.00		\$2,208,960.00	Renovate and convert offices into workstations
Gymnasium	15,320	Parks & Rec			\$612,800.00	Renovate HVAC to replace heating & add air conditioning
MACAA	4,004	MACAA			\$520,520.00	Renovate and convert to MACAA admin space & Health Dept.
Facilities Building	3,600	Maintenance Shop			\$36,000.00	Maintain with CIP (costs for 10 year period)
Performing Arts Center	5,153	Performing Arts Stage & Seating			\$51,530.00	Maintain with CIP (costs for 10 year period)
	33,728			Subtotal	\$3,429,810.00	

School Board Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
School Board Office	27,722	Fluvanna CPS Administration			\$277,220.00	Maintain with CIP (costs for 10 year period)
	27,722			Subtotal	\$277,220.00	

Total Potential Project Cost Range for Option 2 \$6,196,910.00 to \$7,436,292.00

Fluvanna County
Building and Program Feasibility Study and Assessment

Study Option 3 New Construction, Renovation, and Maintain Buildings with Capital Improvement Plan

Palmyra Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Administration Building - Convert to Courts	2,878	Commonwealth Attorney	\$120.00		\$345,360.00	Renovate for Commonwealth Attorney
	2,559	Judge Offices	\$120.00		\$307,080.00	Renovate for Judge Offices - Secure walkway to JC
	2,000	Secure corridor to Judicial Center		\$160.00	\$320,000.00	Secure corridor from Offices to JC
	1,738	Open Space	\$120.00		\$3,476.00	Open space for future program
	517	Probation	\$120.00		\$1,034.00	Relocated from building
	1,884	Basement / former Fire Dept.	\$120.00		\$226,080.00	Renovate for conditioned County storage
	780	Court Services	\$120.00		\$93,600.00	Relocated from COR/Treasurer/CS Building
	900	Corridors	\$80.00		\$72,000.00	
	13,256			Subtotal	\$1,368,630.00	

Weaver Building	360	Conference Room			\$7,200.00	Maintain with CIP (costs for 10 year period)
Two Story Building	435				\$8,700.00	Maintain with CIP (costs for 10 year period)
COR/ Treasurers Office	3,431	Close				Close
Public Works	903	Close				Close
Commonwealth Attorney	3,010	Close				Close
Registrar	933	Close				Close
Judicial Center	26,084	Circuit Court, J&DR, Support Offices			\$260,840.00	Maintain with CIP (costs for 10 year period)
Historic Courthouse	1,731	Registrar Storage			\$34,620.00	Relocate Registrar storage to former COR/Tres Bldg + CIP
Probation Building	550	Close				Close
	36,887			Subtotal	\$311,360.00	

Pleasant Grove Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Library	17,843	Library			\$178,430.00	Maintain with CIP (costs for 10 year period)
Public Safety Building	10,023	Sheriff, 911 Call Center			\$100,230.00	Maintain with CIP (costs for 10 year period)
Parks & Recreation	3,000	Parks & Recreation / Museum			\$60,000.00	Maintain with CIP (costs for 10 year period)
		Administration, Finance, HR, IT Services, Planning, Inspections, Econ Dev, Treasurer, Comm of Revenue, Environmental Health, Emergency Mgmt, CSA, Auditorium, Public Works				
New Administration Building	24,020			\$190.00	\$4,563,800.00	New Building at Pleasant Grove site
	54,886			Subtotal	\$4,902,460.00	

Fork Union	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
FUSD	3,897	Water / Sewer			\$77,940.00	Maintain with CIP (costs for 10 year period)
Fork Union Community Center	13,140	Parks & Rec			\$131,400.00	Maintain with CIP (costs for 10 year period)
	17,037			Subtotal	\$209,340.00	

Carysbrook Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Social Services	18,408	Social Services	\$120.00		\$2,208,960.00	Renovate and convert offices into workstations
Gymnasium	15,320	Parks & Rec	\$40.00		\$612,800.00	Renovate HVAC to replace heating & add air conditioning
MACAA	4,004	MACAA	\$130.00		\$520,520.00	Renovate and convert to MACAA admin space & Health Dept.
Facilities Building	3,600	Maintenance Shop			\$36,000.00	Maintain with CIP (costs for 10 year period)
Performing Arts Center	5,153	Performing Arts Stage & Seating			\$51,530.00	Maintain with CIP (costs for 10 year period)
	33,728			Subtotal	\$3,429,810.00	

School Board Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
School Board Office	27,722	Fluvanna CPS Administration			\$277,220.00	Maintain with CIP (costs for 10 year period)
	27,722			Subtotal	\$277,220.00	

Total Potential Project Cost Range for Option 3 \$10,498,820.00 to \$12,598,584.00

Fluvanna County
Building and Program Feasibility Study and Assessment

Study Option 4 New Construction, Renovation, and Maintain Buildings with Capital Improvement Plan

Palmyra Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Administration Building - Convert to Courts	2,878	Commonwealth Attorney	\$120.00		\$345,360.00	Renovate for Commonwealth Attorney
	2,559	Judge Offices	\$120.00		\$307,080.00	Renovate for Judge Offices - Secure walkway to JC
	2,000	Secure corridor to Judicial Center		\$160.00	\$320,000.00	Secure corridor from Offices to JC
	1,738	Open Space	\$120.00		\$3,476.00	Open space for future program
	517	Probation	\$120.00		\$1,034.00	Relocated from building
	1,884	Basement / former Fire Dept.	\$120.00		\$226,080.00	Renovate for conditioned County storage
	780	Court Services	\$120.00		\$93,600.00	Relocated from COR/Treasurer/CS Building
	900	Corridors	\$80.00		\$72,000.00	
	13,256			Subtotal	\$1,368,630.00	

Weaver Building	360	Conference Room			\$7,200.00	Maintain with CIP (costs for 10 year period)
Two Story Building	435				\$8,700.00	Maintain with CIP (costs for 10 year period)
COR/ Treasurers Office	3,431	Close				Close
Public Works	903	Close				Close
Commonwealth Attorney	3,010	Close				Close
Registrar	933	Close				Close
Judicial Center	26,084	Circuit Court, J&DR, Support Offices			\$260,840.00	Maintain with CIP (costs for 10 year period)
Historic Courthouse	1,731	Registrar Storage			\$34,620.00	Relocate Registrar storage to former COR/Tres Bldg + CIP
Probation Building	550	Close				Close
	36,887			Subtotal	\$311,360.00	

Pleasant Grove Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Library	17,843	Library			\$178,430.00	Maintain with CIP (costs for 10 year period)
Public Safety Building	10,023	Sheriff, 911 Call Center			\$100,230.00	Maintain with CIP (costs for 10 year period)
Parks & Recreation	3,000	Parks & Recreation / Museum			\$60,000.00	Maintain with CIP (costs for 10 year period)
		Administration, Finance, HR, IT Services, Planning, Inspections, Econ Dev, Treasurer, Comm of Revenue, Environmental Health, Emergency Mgmt, CSA, Auditorium, Public Works, School Board Office				
New Administration Building	38,500			\$190.00	\$7,315,000.00	New Building at Pleasant Grove site
	69,366			Subtotal	\$7,653,660.00	

Fork Union	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
FUSD	3,897	Water / Sewer			\$77,940.00	Maintain with CIP (costs for 10 year period)
Fork Union Community Center	13,140	COOP Ext , Parks & Rec			\$131,400.00	Maintain with CIP (costs for 10 year period)
	17,037			Subtotal	\$209,340.00	

Carysbrook Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Social Services	18,408	Social Services	\$120.00		\$2,208,960.00	Renovate and convert offices into workstations
Gymnasium	15,320	Parks & Rec	\$40.00		\$612,800.00	Renovate HVAC to replace heating & add air conditioning
MACAA	4,004	MACAA	\$130.00		\$520,520.00	Renovate and convert to MACAA admin space & Health Dept.
Facilities Building	3,600	Maintenance Shop			\$36,000.00	Maintain with CIP (costs for 10 year period)
Performing Arts Center	5,153	Performing Arts Stage & Seating			\$51,530.00	Maintain with CIP (costs for 10 year period)
	33,728			Subtotal	\$3,429,810.00	

School Board Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
School Board Office	27,722	Close				Close
	27,722			Subtotal	\$0.00	

Total Potential Project Cost Range for Option 4 \$12,972,800.00 to \$15,567,360.00

Fluvanna County
Building and Program Feasibility Study and Assessment

Study Option 5

New Construction, Renovation, and Maintain Buildings with Capital Improvement Plan

Palmyra Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Administration Building - Convert to Courts	2,878	Commonwealth Attorney	\$120.00		\$345,360.00	Renovate for Commonwealth Attorney
	2,559	Judge Offices	\$120.00		\$307,080.00	Renovate for Judge Offices - Secure walkway to JC
	2,000	Secure corridor to Judicial Center		\$160.00	\$320,000.00	Secure corridor from Offices to JC
	1,738	Open Space	\$120.00		\$3,476.00	Open space for future program
	517	Probation	\$120.00		\$1,034.00	Relocated from building
	1,884	Basement / former Fire Dept.	\$120.00		\$226,080.00	Renovate for conditioned County storage
	780	Court Services	\$120.00		\$93,600.00	Relocated from COR/Treasurer/CS Building
	900	Corridors	\$80.00		\$72,000.00	
	13,256			Subtotal	\$1,368,630.00	

Weaver Building	360	Conference Room			\$7,200.00	Maintain with CIP (costs for 10 year period)
Two Story Building	435				\$8,700.00	Maintain with CIP (costs for 10 year period)
COR/ Treasurers Office	3,431	Close				Close
Public Works	903	Close				Close
Commonwealth Attorney	3,010	Close				Close
Registrar	933	Close				Close
Judicial Center	26,084	Circuit Court, J&DR, Support Offices			\$260,840.00	Maintain with CIP (costs for 10 year period)
Historic Courthouse	1,731	Registrar Storage			\$34,620.00	Relocate Registrar storage to former COR/Tres Bldg + CIP
Probation Building	550	Close				Close
	36,887			Subtotal	\$311,360.00	

Pleasant Grove Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Library	17,843	Library			\$178,430.00	Maintain with CIP (costs for 10 year period)
Public Safety Building	10,023	Sheriff, 911 Call Center			\$100,230.00	Maintain with CIP (costs for 10 year period)
Parks & Recreation	3,000	Parks & Recreation / Museum			\$60,000.00	Maintain with CIP (costs for 10 year period)
New Administration Building	24,020	Administration, Finance, HR, IT Services, Planning, Inspections, Econ Dev, Treasurer, Comm of Revenue, Environmental Health, Emergency Mgmt, CSA, Auditorium, Public Works		\$190.00	\$4,563,800.00	New Building at Pleasant Grove site
New DSS / Health / MACAA	32,300	Dept of Social Services, MACAA, and Health Department		\$190.00	\$6,137,000.00	New Building at Pleasant Grove site
	87,186			Subtotal	\$11,039,460.00	

Fork Union	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
FUSD	3,897	Water / Sewer			\$77,940.00	Maintain with CIP (costs for 10 year period)
Fork Union Community Center	13,140	COOP Ext , Parks & Rec			\$131,400.00	Maintain with CIP (costs for 10 year period)
	17,037			Subtotal	\$209,340.00	

Carysbrook Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Social Services	18,408	Open space for future program			\$184,080.00	Maintain with CIP (costs for 10 year period)
Gymnasium	15,320	Parks & Rec	\$40.00		\$612,800.00	Renovate HVAC to replace heating & add air conditioning
MACAA	4,004	Open space for future program			\$40,040.00	Maintain with CIP (costs for 10 year period)
Facilities Building	3,600	Maintenance Shop			\$36,000.00	Maintain with CIP (costs for 10 year period)
Performing Arts Center	5,153	Performing Arts Stage & Seating			\$51,530.00	Maintain with CIP (costs for 10 year period)
	33,728			Subtotal	\$924,450.00	

School Board Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
School Board Office	27,722	Fluvanna CPS Administration			\$277,220.00	Maintain with CIP (costs for 10 year period)
	27,722			Subtotal		

Total Potential Project Cost Range for Option 5 \$13,853,240.00 to \$16,623,888.00

Fluvanna County
Building and Program Feasibility Study and Assessment

Study Option 6

New Construction, Renovation, and Maintain Buildings with Capital Improvement Plan

Palmyra Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Administration Building - Convert to Courts	2,878	Commonwealth Attorney	\$120.00		\$345,360.00	Renovate for Commonwealth Attorney
	2,559	Judge Offices	\$120.00		\$307,080.00	Renovate for Judge Offices - Secure walkway to JC
	2,000	Secure corridor to Judicial Center		\$160.00	\$320,000.00	Secure corridor from Offices to JC
	1,738	Open Space	\$120.00		\$3,476.00	Open space for future program
	517	Probation	\$120.00		\$1,034.00	Relocated from building
	1,884	Basement / former Fire Dept.	\$120.00		\$226,080.00	Renovate for conditioned County storage
	780	Court Services	\$120.00		\$93,600.00	Relocated from COR/Treasurer/CS Building
	900	Corridors	\$80.00		\$72,000.00	
	13,256			Subtotal	\$1,368,630.00	

Weaver Building	360	Conference Room			\$7,200.00	Maintain with CIP (costs for 10 year period)
Two Story Building	435				\$8,700.00	Maintain with CIP (costs for 10 year period)
COR/ Treasurers Office	3,431	Close				Close
Public Works	903	Close				Close
Commonwealth Attorney	3,010	Close				Close
Registrar	933	Close				Close
Judicial Center	26,084	Circuit Court, J&DR, Support Offices			\$260,840.00	Maintain with CIP (costs for 10 year period)
Historic Courthouse	1,731	Registrar Storage			\$34,620.00	Relocate Registrar storage to former COR/Tres Bldg + CIP
Probation Building	550	Close				Close
	36,887			Subtotal	\$311,360.00	

Pleasant Grove Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Library	17,843	Library			\$178,430.00	Maintain with CIP (costs for 10 year period)
Public Safety Building	10,023	Sheriff, 911 Call Center			\$100,230.00	Maintain with CIP (costs for 10 year period)
Parks & Recreation	3,000	Parks & Recreation / Museum			\$60,000.00	Maintain with CIP (costs for 10 year period)
New Administration Building	38,500	Administration, Finance, HR, IT Services, Planning, Inspections, Econ Dev, Treasurer, Comm of Revenue, Environmental Health, Emergency Mgmt, CSA, Auditorium, Public Works, School Board Office		\$190.00	\$7,315,000.00	New Building at Pleasant Grove site
New DSS / Health / MACAA	32,300	Dept of Social Services, MACAA, and Health Department		\$190.00	\$6,137,000.00	New Building at Pleasant Grove site
	101,666			Subtotal	\$13,790,660.00	

Fork Union	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
FUSD	3,897	Water / Sewer			\$77,940.00	Maintain with CIP (costs for 10 year period)
Fork Union Community Center	13,140	COOP Ext , Parks & Rec			\$131,400.00	Maintain with CIP (costs for 10 year period)
	17,037			Subtotal	\$209,340.00	

Carysbrook Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Social Services	18,408	Open space for future program			\$184,080.00	Maintain with CIP (costs for 10 year period)
Gymnasium	15,320	Parks & Rec	\$40.00		\$612,800.00	Renovate HVAC to replace heating & add air conditioning
MACAA	4,004	Open space for future program			\$40,040.00	Maintain with CIP (costs for 10 year period)
Facilities Building	3,600	Maintenance Shop			\$36,000.00	Maintain with CIP (costs for 10 year period)
Performing Arts Center	5,153	Performing Arts Stage & Seating			\$51,530.00	Maintain with CIP (costs for 10 year period)
	33,728			Subtotal	\$924,450.00	

School Board Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
School Board Office	27,722	Close				Close
	27,722			Subtotal		

Total Potential Project Cost Range for Option 6 \$16,604,440.00 to \$19,925,328.00

Fluvanna County
Building and Program Feasibility Study and Assessment

Study Option 7 New Construction, Renovation, and Maintain Buildings with Capital Improvement Plan

Palmyra Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Administration Building	15,604	School Board Office	\$120.00		\$1,872,480.00	Renovate into School Board Office
	15,604			Subtotal	\$1,872,480.00	

Weaver Building	360	Conference Room			\$7,200.00	Maintain with CIP (costs for 10 year period)
Two Story Building	435				\$8,700.00	Maintain with CIP (costs for 10 year period)
Treasurers Office	3,431	Treasurer, Commissioner of Revenue, Court Services	\$120.00		\$411,720.00	Renovate and convert into Registrar and Storage
Public Works	903	Public Works			\$18,060.00	Maintain with CIP (costs for 10 year period)
Commonwealth Attorney	3,010	Commonwealth Attorney			\$60,200.00	Maintain with CIP / Close Building
Registrar	933				\$18,660.00	Maintain with CIP / Close Building
Judicial Center - Convert to Admin Bldg	1,030	Administration	\$120.00		\$123,600.00	Renovate and combine w/ Finance - Relocate to JC
	1,020	Finance	\$120.00		\$122,400.00	Renovate and combine w/ Admin - Relocate to JC
	400	IT Services	\$120.00		\$48,000.00	Renovate - relocate to JC
	1,494	Planning / Inspections	\$120.00		\$179,280.00	Renovate and combine w/ Econ Dev/Env Health - relocate to JC
	100	CSA	\$120.00		\$12,000.00	Renovate - relocate to JC
	240	Emergency Management	\$120.00		\$28,800.00	Renovate - relocate to JC
	3,000	Auditorium	\$120.00		\$360,000.00	Renovate courtroom into shared auditorium
	1,280	Environment Health	\$0.00		\$64,000.00	Renovate and combine w/ Planning & Insp / Econ Dev
	2,100	Corridors	\$80.00		\$168,000.00	
	2,500	Storage	\$80.00		\$200,000.00	
	3,000	Registrar / Storage / Workroom	\$120.00		\$360,000.00	Renovate and relocate to JC
	22,236			Subtotal	\$2,190,620.00	

Historic Courthouse	1,731	Registrar Storage			\$34,620.00	Relocate Registrar storage to former JC + CIP
Probation Building	550	Probation			\$11,000.00	Maintain with CIP (costs for 10 year period)
	49,753			Subtotal	\$4,426,860.00	

Pleasant Grove Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Library	17,843	Library			\$178,430.00	Maintain with CIP (costs for 10 year period)
Public Safety Building	10,023	Sheriff, 911 Call Center			\$100,230.00	Maintain with CIP (costs for 10 year period)
Parks & Recreation	3,000	Parks & Recreation / Museum			\$60,000.00	Maintain with CIP (costs for 10 year period)
New Courthouse Building	38,625	Circuit Court, J&DR, Court Services, Commonwealth Attorney, Storage, Clerk of Courts, Victim Witness		\$250.00	\$9,656,250.00	New Building at Pleasant Grove site
	69,491			Subtotal	\$9,994,910.00	

Fork Union	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
FUSD	3,897	Water / Sewer			\$77,940.00	Maintain with CIP (costs for 10 year period)
Fork Union Community Center	13,140	COOP Ext , Parks & Rec			\$131,400.00	Maintain with CIP (costs for 10 year period)
	17,037			Subtotal	\$209,340.00	

Carysbrook Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
Social Services	18,408	Social Services	\$120.00		\$2,208,960.00	Renovate and convert offices into workstations
Gymnasium	15,320	Parks & Rec	\$40.00		\$612,800.00	Renovate HVAC to replace heating & add air conditioning
MACAA	4,004	MACAA	\$130.00		\$520,520.00	Renovate and convert to MACAA admin space & Health Dept.
Facilities Building	3,600	Maintenance Shop			\$36,000.00	Maintain with CIP (costs for 10 year period)
Performing Arts Center	5,153	Performing Arts Stage & Seating			\$51,530.00	Maintain with CIP (costs for 10 year period)
	33,728			Subtotal	\$3,429,810.00	

School Board Campus	Area (sf)	Programs	Renovation	Addition	Probable Costs	Comments
School Board Office	27,722	Fluvanna CPS Administration			\$277,220.00	Maintain with CIP (costs for 10 year period)
	27,722			Subtotal	\$277,220.00	

Total Potential Project Cost Range for Option 7 \$22,401,240.00 to \$26,881,488.00

ANTICIPATED LIFESPAN OF BUILDING COMPONENTS

COMPONENTS

Site Work

Landscaping-----	10-50 years
Building walkways-----	20-30 years
Water lines-----	30-50 years
Fire lines-----	30-50 years
Water supply system-----	30 years
Sewer lines-----	30-50 years
Sewage disposal system-----	15 years
Site electrical-----	50 years
Storm drainage-----	20-30 years
Perimeter fencing-----	15-20 years
Parking and bus loop-----	20 years
Play and athletic fields-----	30 years
Playground equipment-----	15 years

Foundation

Basic-----	50+ years
Special (fill, piling)-----	50+ years

Substructure

Slab on grade-----	50+ years
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Superstructure

Floor-----	50 years
Roof (steel)-----	50 years
Roof (wood)-----	30 years

Exterior Closure

Exterior wall (masonry)-----	50+ years
Exterior wall (wood/EIFS)-----	5-30 years
Exterior trim-----	20-30 years
Exterior soffits-----	20-30 years
Windows/frames-----	20-30 years
Doors/frames-----	20 years

Roofing

Roof structure-----	50+ years
Built-up roofing-----	20-30 years
Shingle roofing-----	25-30 years
Metal roofing-----	30 - 40years
Single ply roofing-----	10-20 years
Roof insulation (batt)-----	50 years
Roof insulation (rigid)-----	20-30 years
Roof drains-----	20-30 years
Skylights-----	20-30 years

Interior walls (paint)----- 7-10 years

Interior walls (structure)-----	30 years
Vinyl wall covering-----	15 years
Interior doors-----	30 years
Interior door hardware-----	15-20 years
Terrazzo flooring-----	50+ years

Interior Construction

Wood flooring-----	30-50 years
Resilient flooring-----	15-20 years
Ceramic tile-----	50+ years
Carpet-----	10-15 years
Ceiling (plaster, wallboard)-----	50+ years
Acoustical ceiling tile-----	20-25 years

Specialties

Casework-----	20-25 years
Chalkboards-----	20-25 years
Toilet accessories-----	15-20 years
Lockers-----	20 years
Kitchen equipment-----	20 years
Fire extinguishers-----	15-20 years
Window treatment-----	15-20 years
Stage systems-----	15-20 years
Auditorium seating-----	25-30 years
Moveable partitions-----	25-30 years

HVAC

Heating Plant

Steam systems-----	30-40 years
Boilers (cast iron, steel)-----	40-50 years
Burners-----	20 years
Safety relief valves-----	30 years
Expansion tanks-----	40 years
Gas/propane fuel system-----	40 years
Oil fuel systems-----	40 years
Stacks/breeching-----	50+ years
Fuel oil pumps-----	30 years
Water recirc. Pumps-----	30 years
Auto. Temp controls-----	25-30 years
Pneumatic air compressors-----	15 years
Refrigerant dryers-----	10-15 years
Louvers-----	40 years
Dampers-----	20 years
Fin tube radiation-----	35 years
Cast iron radiators-----	50+ years
Unit ventilators-----	25-30 years

FLUVANNA COUNTY

Building and Program Feasibility Study and Assessment

ANTICIPATED LIFESPAN OF BUILDING COMPONENTS

COMPONENTS

Cooling

Central a/c system ----- 30 years
Window a/c units ----- 5-15 years

Air Distribution/ Exhaust

Ductwork, diffusers, grilles ----- 40-50 years
Ceiling fans ----- 20-25 years

PLUMBING

Sanitary

Cast iron piping ----- 35 years
PVC piping ----- 50+ years
Sewage ejector pumps ----- 50+ years
Neutralization basins ----- 50+ years

Storm water

Storm water piping ----- 50+ years
Downspouts ----- 30 years
Gutters ----- 50+ years
Sump pumps ----- 30 years

Domestic Cold Water

HVAC make-up water ----- 50+ years
Galvanized water piping ----- 30 years
Copper water piping ----- 50+ years
Backflow prevention ----- 20-25 years
Constant pressure pumps ----- 30 years
Hydro pneumatic tanks ----- 30 years

Domestic Hot Water

Gas-fired storage ----- 10-15 years
Electric-fired storage ----- 10-15 years
Steam fired storage ----- 25-30 years
Water to water source ----- 50+ years
Expansion loops ----- 50+ years
Temperature mixing valves ----- 15-20 years
Recirculation pumps ----- 15-20 years

Insulation

Hot and cold piping ----- 50+ years
Equipment ----- 50+ years

Natural Gas System

Natural or low pressure ----- 50+ years
Meter or pressure regulator ----- 50+ years

Fire Protection

Standpipes (wet/dry) ----- 50+ years
Sprinklers ----- 50+ years

Plumbing Fixtures

Toilets, urinals ----- 25-50 years
Service sinks, mop receptors ----- 40-50 years
Water coolers ----- 10-20 years

ELECTRICAL

Power and Distribution

Power supply ----- 30-35 years
Service ----- 30-35 years
Distribution panels ----- 25-30 years
Transformers ----- 20 years
Wiring ----- 30-35 years
Receptacles ----- 30-35 years

Lighting

Security lighting ----- 20-25 years
Parking areas ----- 20-25 years
Interior Fixtures ----- 20-26 years

Life-safety Systems

Battery pack ----- 10-15 years
Exit signs ----- 20-25 years
Egress lighting ----- 20-25 years

Fire Alarm System

Main panel ----- 20-25 years
Remote annunciator ----- 20-25 years
Detection system ----- 20-25 years

Communications

Public address system ----- 20 years
Speakers/call buttons ----- 20-25 years
Clocks/bells ----- 20-25 years
Telephone system ----- 20 years
Television system ----- 35-40 years
Technology wiring ----- 15-20 years
Security alarm ----- 15-20 years



OPTION 3

**NEW ADMINISTRATION BUILDING
FLUVANNA COUNTY**



**CRABTREE ROHRBAUGH & ASSOCIATES
ARCHITECTS**

250 WEST MAIN ST, SUITE 200 - CHARLOTTESVILLE VA 22902
434-975-7262 www.cra-architects.com





OPTION 4



**CRABTREE ROHRBAUGH & ASSOCIATES
ARCHITECTS**

250 WEST MAIN ST, SUITE 200 - CHARLOTTESVILLE VA 22902
434-975-7262 www.cra-architects.com

**NEW ADMINISTRATION BUILDING
FLUVANNA COUNTY**





OPTION 5

**NEW ADMINISTRATION BUILDING
FLUVANNA COUNTY**



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OPTION 4

**NEW ADMINISTRATION BUILDING
FLUVANNA COUNTY**



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