



# MARY ERSKINE BUILDING RENOVATION

## GUADALUPE COUNTY APPRAISAL DISTRICT

### DESIGN DEVELOPMENT PHASE

UPDATED MARCH 20, 2026



INTERIM REVIEW / CONCEPT DESIGN. NOT INTENDED FOR BIDDING, PERMITTING OR CONSTRUCTION.  
DEBRA J. DOCKERY, TEXAS ARCHITECT REGISTRATION #11930.

Debra J. Dockery, Architect, P.C.  
118 Broadway, Suite #516, San Antonio, Texas 78205 Phone: 210-225-6130  
[www.debradockeryarchitects.com](http://www.debradockeryarchitects.com)



**MARY ERSKINE BUILDING RENOVATION  
DESIGN DEVELOPMENT PHASE**

**GUADALUPE APPRAISAL DISTRICT  
SEGUIN, TEXAS**

**UPDATED MARCH 20, 2026**

Index

1. Design Development Phase Description
2. Updated Building Code Analysis
3. Updated Project Schedule
4. Updated Opinion of Probable Construction Cost
5. Outline Specifications
6. Mechanical, Electrical and Plumbing Systems Narrative
7. Landscape Narrative
8. Preliminary Plan Review Meeting Notes with the City of Seguin
9. Design Development Phase Drawings

Previously submitted:

Site Survey

Asbestos Containing Materials Report

Fire Flow Analysis

In Progress

Geotechnical Soils Report



## **MARY ERSKINE BUILDING RENOVATION**

### **GUADALUPE APPRAISAL DISTRICT SEGUIN, TEXAS**

**UPDATED MARCH 20, 2026**

#### **DESIGN DEVELOPMENT PHASE DESCRIPTION**

The design development phase for the Mary Erskine Building Renovation seeks to further define the scope of renovation and repair needs, and begin detailed investigation and documentation of existing conditions, opportunities and constraints for the reuse of this historic building to offices for the Guadalupe Appraisal District in Seguin, Texas.

On-site measurements were conducted by Dockery Architecture staff in order to develop electronic base floor plans, building elevations and sections. No existing drawings for the original construction in 1914. Drawings that are known to exist of subsequent renovations are incomplete. Updated existing conditions plans were then used to refine new construction drawings. No major changes have been noted from the preliminary concept layouts.

Sampling and testing for asbestos containing materials (ACM) were conducted by TTL company. The testing uncovered ACM in drywall systems and glued-on ceiling tile at the third floor only. Previous assumptions of possible ACM in vinyl floor tile and mastic, and window caulk were unfounded. The drywall systems occur in stairwells which are not disturbed by the renovation scope. The ceiling tile will need to be abated.

A site topography survey was completed by Cope Engineering. The survey is included in the design development drawings. This survey was needed for the design of the parking lot expansion and the new driveway approach, and to address site drainage issues.

A fire flow test was prepared by Fire Protection Consulting Group. An updated fire flow test showing the volume and pressure available to support fire protection of the building is required for a building permit. A geotechnical soils investigation is underway. This investigation will recommend the site work needed for the parking lot expansion.

During the investigation of existing conditions and removal of some ceiling tiles and floor coverings, it was discovered that floor and roof framing and most wall framing is wood construction. The building code analysis has been updated to reflect the change in construction type, but the building is still compliant with the height and area requirements of the City of Seguin adopted codes.

The construction amount of the project triggers compliance with the City of Seguin site development for parking, sidewalks, fire lanes, storm water detention and landscaping.

Space needs, general floor plan layouts and assumed materials of construction are unchanged from the assessment phase but are re-stated here for convenience.

### **Renovation Program Goals**

- Designate a main public entrance and public service window near public parking and accessible to elevator.
- Provide consolidated public support areas (research and map room, public restrooms, meeting room).
- Relocate departments with public service functions to be conveniently located near the main entrance.
- Designate rooms for Appraisal Review Board (ARB) hearings that can be separated from the rest of the building with separate restrooms and waiting areas.
- Provide Appraiser work stations grouped by appraisal type.
- Centrally locate staff breakroom and restrooms for efficient and convenient access by all staff.
- Secure staff areas from public access areas.
- Review security aspects and improvements
- Provide budget recommendations for needed systems replacements and upgrades.
- Upgrade finishes and systems for a modern appearance.
- Investigate energy saving upgrades such as LED lighting.
- Consider immediate space needs and near future projected growth

### **Observations and Description of Proposed Scope of Work**

#### General

1. Most existing interior walls may remain in the proposed interior reorganization.
2. For many areas where the existing door does not have required ADA clearance, the door may be removed as the spaces become open work stations.
3. There are existing restrooms on the First Floor. The recommendation is to completely remove all fixtures and finishes and replace with a new layout meeting ADA and public accommodation.
4. There are no restrooms on the Second Floor. As this floor will be the main public entry, it is proposed to add restrooms matching the first floor layout below for ease in stacking plumbing piping.
5. The restrooms on the Third Floor will be primarily for staff. These restrooms have ADA compliance issues which are addressed in this renovation.
6. Staff areas are consolidated and secured from public access on the First and Second Floors by walls separating the corridor and with controlled access doors.

Mary Erskine Building Renovation  
Design Development Phase  
Updated March 20, 2026

7. The building has been retrofitted with a fire sprinkler system. Relocation of sprinkler coverage is necessary to accommodate new walls and reconfigured spaces.
8. The HVAC systems, and the internal building power and lighting, telecommunications infrastructure and plumbing systems will be replaced. Service entries appear adequate for the renovation.
9. The elevator was inspected by a third party contacted by the Guadalupe Appraisal District. Noted issues will be addressed.
10. A recent asbestos containing material report indicates limited ACM material. Ceiling tiles and drywall systems on the third floor were the only material identified and will be abated or encapsulated with this project scope.
11. No evidence of water damage was observed. Only isolated areas of stained ceiling tiles were noted and these areas may have been the result of air conditioning condensate leaks. Aerial photos indicate the roofing is likely a TPO system and it does appear to be recent.
12. Camera investigation of plumbing lines from the first floor restrooms to the service mains or was conducted. The lines outside the building have collapsed, most notably at the clean-outs. The amount of damage from the clean-outs did not allow the camera to survey the entire length of the piping to determine the extent of the damage. This scope assumes the entire length of the sewer and water piping from the building to the City of Seguin mains will need to be replaced.

### **Scope of Work for Main Building**

#### Site Work

The front entry curb ramp and door landings exceed the maximum slopes for ADA and will be replaced.

Many areas of the concrete sidewalks to the building are cracked, spalled and uneven.

Rework concrete front entry steps for building code compliant entry.

Additional parking will need to be constructed. Approximately 16 spaces may be retrofitted on the existing concrete paved basketball court. An additional 30 to 35 parking spaces will be needed to meet City of Seguin ordinances of 1 stall for every 300 square feet of building area.

The City of Seguin requires the Owner of a property to install 5' wide concrete sidewalks on all street frontage of the property.

The building is 3 stories and more than 45' in height. A new fire access lane will need to be provided to within 15" and 30' of the building.

On site storm water detention is required.

Remove abandoned swing sets and other playground equipment.

New mechanical system chillers will be installed in the area between the 3-story building and the existing gymnasium.

Existing roof downspouts drain across public sidewalks which can cause slippery, unsafe conditions.

Mary Erskine Building Renovation  
Design Development Phase  
Updated March 20, 2026

Install sidewalk trench drains to divert drainage to grassy areas.

The City of Seguin landscape ordinance requires improvements including sod repair, tree trimming, additional trees and shrubs.

Exterior – Main Building

Clean brick and stone

Provide minor repointing of brick (repair noted in limited areas)

Repaint sheet metal work (downspouts, roof trims)

The existing aluminum windows are replaced with insulated units to reduce HVAC loads and provide better occupant comfort

With the new HVAC chiller / boiler central plant installation, ground floor and roof-top a/c units are removed.

(The main roofing is reported to be recently replaced. No leaks were detected and aerial photos seem to confirm the Main Building roof is more recent.)

Interior – Main Building

The following ADA issues will be addressed with new installation:

Stair handrails are not compliant

Many interior doors lack the required clearance of the push and pull side of the door

All restrooms have various non-compliant issues, but the recommended scope is to completely renovate all restrooms and add restrooms at the Second Level.

Replace all suspended ceilings with 2 x 2 acoustical lay-in systems. (This is necessary for HVAC and Electrical lighting replacement.)

Refinish wood floors

Repaint entire interior

Provide new interior walls as shown in the concept floor plans

Some cracks were noted at the front entry stairs in the joint between the structural concrete stair framing and the infill wall below. These appear to be cracks caused by differential movement of different materials.



DEBRA J. DOCKERY, ARCHITECT, P.C.

118 Broadway, Suite 516

San Antonio, Texas 78205

tel: (210) 225-6130

**GUADALUPE APPRAISAL DISTRICT**

**SPACE NEEDS PROGRAM FOR POSSIBLE RELOCATION TO 216 E. COLLEGE**

Updated 2.06.2026

| Department/ Spaces                       | No. | SPACES                |  | ASF          | COMMENTS  |
|--|-----|-----------------------|--|--------------|---|
|  |     | Min Size of Space ASF |  |              |   |
| <b>SECOND FLOOR MAIN LEVEL</b>           |     |                       |  |              |   |
| Reception space / lobby - 30 x 24        | 1   | 720                   |  | 720          | double size of exist. Add kiosks                        |
| Public service counter - 5 x 30          | 1   | 150                   |  | 150          | 5 windows of which 2 ADA                                |
| Public service staff work stations, 7x30 | 5   | 210                   |  | 1050         | part of service counter                                 |
| Public work room                         | 1   | 600                   |  | 600          | computer terminals for 10, maps, kiosks, 1 work station |
| Public restrooms men, women              | 2   | 200                   |  | 400          |   |
| Public family restroom                   | 1   | 65                    |  | 65           |   |
| Pubic lactation room                     | 1   | 65                    |  | 65           |   |
| Large conference room for up to 50       | 1   | 700                   |  | 700          | locate on Main Level, will also be Board Room           |
| Breakroom / kichenette, seating 15 - 20  | 1   | 500                   |  | 500          | Maybe 1 breakrm on ea level                             |
| Work Room, mail room, supplies           | 1   | 250                   |  | 250          |   |
| <b>ADMINISTRATION</b>                    |     |                       |  |              |   |
| Director of Administration               | 1   | 180                   |  | 180          |   |
| Administration work stations             | 7   | 65                    |  | 455          |   |
| Mapping work stations with printer       | 2   | 100                   |  | 200          |   |
| IT work station                          | 1   | 100                   |  | 100          |   |
| Mechanical                               | 1   | 250                   |  | 250          |   |
| Electrical                               | 1   | 60                    |  | 60           |   |
| MDF and IDF data rooms                   | 1   | 100                   |  | 100          |   |
| Janitor                                  | 1   | 80                    |  | 80           |   |
| <b>NET TO GROSS MAIN LEVEL</b>           |     |                       |  | <b>5,925</b> |   |
| Walls, Hallways, Stairs, Structure       |     |                       |  | 1,668        |   |
| <b>TOTAL GSF MAIN LEVEL</b>              |     |                       |  | <b>7,593</b> |   |
| <b>LOWER LEVEL ARB CENTER</b>            |     |                       |  |              |   |
| ARB check-in                             | 1   | 200                   |  | 200          |   |
| ARB lobby / waiting area                 | 1   | 400                   |  | 400          |   |
| ARB hearing rooms                        | 2   | 660                   |  | 1320         | room for 20 to 30 persons                               |
| ARB level office for tax liasion         | 1   | 190                   |  | 190          |   |
| ARB breakroom                            | 1   | 400                   |  | 400          |   |
| ARB file storage                         | 1   | 300                   |  | 300          |   |

|  |   |     |              |        |
|--|---|-----|--------------|--------|
| ARB level men and women restrooms            | 2 | 250 | 500          |        |
| ARB level family restroom                    | 1 | 65  | 65           |        |
| ARB level lactation room                     | 1 | 65  | 65           |        |
| Training Room                                | 1 | 660 | 660          |        |
| Fitness Center                               | 1 | 770 | 770          |        |
| Mechanical                                   | 1 | 400 | 400          |        |
| Electrical                                   | 1 | 100 | 100          |        |
| MDF and IDF data rooms                       | 1 | 300 | 300          |        |
| Janitor                                      | 1 | 80  | 80           |        |
| Future office for facilities manager         | 1 | 190 | 190          |        |
| General building storage                     | 1 | 300 | 300          |        |
| <b>NET TO GROSS LOWER LEVEL</b>              |   |     | 6,240        |        |
| Walls, Hallways, Stairs, Structure, etc. 45% |   |     | 2,352        |        |
| <b>TOTAL GSF LOWER LEVEL</b>                 |   |     | <b>8,592</b> |        |
| <b>UPPER LEVEL OFFICES AND WORK STATIONS</b> |   |     |              |        |
| <b>APPRAISERS</b>                            |   |     |              |        |
| Chief Appraiser Office                       | 1 | 210 | 210          |        |
| Deputy Chief Appraiser Office                | 1 | 180 | 180          |        |
| Appraiser work stations - residential        | 9 | 65  | 585          |        |
| Appraiser work stations - complex            | 5 | 65  | 325          |        |
| Appraiser work stations - commercial         | 4 | 65  | 260          |        |
| Appraiser Work Stations - agriculture        | 2 | 65  | 130          |        |
| Appraiser work station - land                | 1 | 65  | 65           |        |
| <b>HUMAN RESOURCES</b>                       |   |     |              |        |
| Offices                                      | 3 | 160 | 480          |        |
| Lobby  | 1 | 120 | 120          |        |
| Medium conference room for 15 to 20          | 1 | 660 | 660          |        |
| Small conference room for 5 to 10            | 1 | 300 | 300          |        |
| Collaboration break out rooms for 2 to 4     | 3 | 80  | 240          |        |
| Breakroom / kitchenette, 15 - 20             | 1 | 600 | 600          |        |
| Staff men and women restrooms                | 2 | 200 | 400          |        |
| Staff family restroom                        | 1 | 200 | 200          |        |
| Staff lactation room                         | 1 | 65  | 65           |        |
| Staff shower rooms                           | 2 | 80  | 160          |        |
| Mechanical                                   | 1 | 250 | 250          |        |
| Electrical                                   | 1 | 60  | 60           |        |
| MDF and IDF data rooms                       | 1 | 100 | 100          |        |
| Janitor                                      | 1 | 80  | 80           |        |
| <b>NET TO GROSS UPPER LEVEL</b>              |   |     | 5,470        |        |
| Walls, Hallways, Stairs, Structure, etc. 45% |   |     | 2,066        |        |
| <b>TOTAL GSF UPPER LEVEL</b>                 |   |     | <b>7,536</b> |        |
| <b>TOTAL FOR BUILDING</b>                    |   |     |              | 23,721 |



## MARY ERSKINE BUILDING RENOVATION

### GUADALUPE APPRAISAL DISTRICT SEGUIN, TEXAS UPDATED MARCH 18, 2026

#### BUILDING CODE ANALYSIS INTRODUCTION

The Mary Erskine Building in Seguin, Texas was initially constructed in 1914 for the Seguin Independent School District High School. In subsequent years, the building became an elementary campus and then a vocational/technical school. More recently the building was acquired by a private investor and then acquired by the Guadalupe Appraisal District for its Seguin office headquarters.

The site is a full 4-acre block in the downtown area of Seguin. The original 1914 building is three stories and comprised of former classrooms and offices. Later additions to the campus include a single-story classroom building, a band hall, and combination gymnasium, auditorium with stage, cafeteria and kitchen building. The site currently has 32 parking spaces in a paved lot on the east side and 18 parking spaces on the north. There is a concrete paved basketball court, abandoned swing sets, and evidence of a former athletic track.

The current scope of work includes exterior restoration, interior renovation and site and drainage repairs to the three-story main building, Site work will also include expansion of the available parking with a new paved lot and driveway approach.

The single-story classroom building and the gymnasium building are not a part of the scope for this project. It is anticipated that the gymnasium will be renovated at a future date but the single-story classroom building may be demolished.

#### Existing Conditions

|      |                                    |                 |
|------|------------------------------------|-----------------|
| Area | Main Building Ground Floor         | 8,592 SF        |
|      | Main Building Second / Main Floor  | 7,593 SF        |
|      | Main Building Third Flor           | <u>7,536 SF</u> |
|      |                                    | 23,721 SF       |
|      | NOT IN SCOPE                       |                 |
|      | Single Story Classroom & Band Hall | 4,231 SF        |
|      | Gymnasium/Cafeteria                | 8,162 SF        |
|      | Total For Campus                   | 36,114 SF       |

Mary Erskine Building Renovation  
Design Development Phase  
Updated March 18, 2026

|                  |  |
|------------------|--|
| Date Constructed | Original section - 1914. Additions - assumed 1960's.   |
| Construction     | Concrete foundations, (first floor of Main Building is partially below grade), concrete framed columns, beams, and stair structure, wood framed floor and roof structure, brick veneer on masonry walls, interior plaster and gypsum board walls, original wood flooring in most rooms, suspended acoustical ceilings retrofitted when the building received air conditioning. The three-story building is fire sprinklered. |

### Building Code and Zoning Code Analysis

|                              |  |
|------------------------------|--|
| Authority with Jurisdiction: | City of Seguin, Texas  |
| Current adopted codes:       | International Building Code 2021<br>International Fire Code 2021,<br>International Energy Conservation Code 2021<br>International Plumbing Code 2021<br>International Mechanical Code 2021<br>National Fire Protection Code 2018<br>National Electric Code 2023<br>Seguin Unified Development Code<br>(Per City of Seguin website) |

|                    |                              |
|--------------------|------------------------------|
| Occupancy Type     |                              |
| Current            | Group E Educational          |
| Proposed Occupancy | Group B Civic Administration |

Occupancy Separation Any assembly spaces in a Group B occupancy with more than 50 occupants or more than 750 square feet will be classified as Group A-3, per 303.1.2. There are no rooms with more than 750 square feet or 50 occupants.

Construction Type Type V-B Non-combustible, Sprinklered

Fire Sprinkler Currently Yes

### Analysis based on Group B Occupancy

|                          |              |  |
|--------------------------|--------------|--|
| Area                     | Actual       | Allowable (with fire sprinkler)  |
| Main Building Area       | 23,721 SF    | 36,000 SF  |
| Total Area all buildings | 36,114 SF    | Frontage Increase factor: 100% of perimeter is 30 feet or greater to public way = 75% increase |
| Stories                  | Actual - 3   | Allowed- 3   |
| Height                   | Actual 46 FT | Allowed - 60 FT  |

Mary Erskine Building Renovation  
 Design Development Phase  
 Updated March 18, 2026

**Fire Resistance**

Fire Resistance Ratings for Building Elements - 0 hours

Fire Resistance Ratings, Exterior, greater 30 FT Fire Separation - 0 hours

The Main Building is fire sprinklered, therefore, 1 hour fire rated exit corridors are not required.

(Corridors in non-fire sprinklered Occupancy Group B buildings are required to have 1 hour fire rated construction with 1/3 hour rated doors when the occupant load is more than 30.)

**Occupant Load Based on Assumed Interior Reorganization of Spaces**

| Spaces                      | Area   | Occupant Factor | Occupant Load |
|-----------------------------|--------|-----------------|---------------|
| First Floor                 |        |                 |               |
| ARB Room 104                | 712 SF | 15 net          | 48            |
| ARB Room 120                | 645 SF | 15 net          | 43            |
| Waiting Areas               | 620 SF | 15 net          | 42            |
| Breakroom                   | 515 SF | 15 net          | 35            |
| Health and Fitness Room     | 769 SF | 50 gross        | 16            |
| Training Classroom          | 766 SF | 20 net          | 39            |
| Offices                     | 395 SF | 100 gross       | 4             |
| Storage /Mech               | 500 SF | 300 gross       | <u>3</u>      |
| First Floor Total Occupancy |        |                 | 230           |

| Spaces                       | Area     | Occupant Factor | Occupant Load |
|------------------------------|----------|-----------------|---------------|
| Second Floor                 |          |                 |               |
| Conference Room 202          | 645 SF   | 15 net          | 43            |
| Waiting Areas                | 300 SF   | 15 net          | 20            |
| Breakroom                    | 341 SF   | 15 net          | 23            |
| Offices                      | 2,786 SF | 100 gross       | 30            |
| Storage /Mech                | 264 SF   | 300 gross       | <u>1</u>      |
| Second Floor Total Occupancy |          |                 | 117           |

| Spaces                      | Area     | Occupant Factor | Occupant Load |
|-----------------------------|----------|-----------------|---------------|
| Third Floor                 |          |                 |               |
| Conference Room 313         | 200 SF   | 15 net          | 14            |
| Conference Room 315         | 658 SF   | 15 net          | 44            |
| Breakroom                   | 509 SF   | 15 net          | 34            |
| Offices                     | 3,338 SF | 100 gross       | 37            |
| Storage /Mech               | 174 SF   | 300 gross       | <u>1</u>      |
| Third Floor Total Occupancy |          |                 | 130           |

**Total Building Occupants 477**

**Exit Requirements**

Egress sizing – stairways

First Floor: 230 occupants / 2 stairs \* 0.30 inches = 36 inches minimum, Actual = 62"

Second Floor: 117 occupants + ½ first floor and third floor / 2 stairs \* 0.30 inches = 149 \* 0.3 = 45".  
 Actual 62"

Mary Erskine Building Renovation  
Design Development Phase  
Updated March 18, 2026

Third Floor: 130 occupants / 2 stairs \* 0.30 inches = 20 inches minimum, Actual = 62"

Egress sizing – exit ways:

First Floor 230 occupants \*0.2 inches – 46 inches total exit width. Actual 124"

Second Floor 117 occupants \*0.2 inches – 24 inches total exit width. Actual 216"

third Floor 130 occupants \*0.2 inches – 26 inches total exit width. Actual 124"

Corridor minimum width: 44". Actual – 44 " hallway to elevator

### **Plumbing fixture requirements - 2018 IBC**

Business

Water Closets: 1 per 25 for first 50, then 1 for each 50 thereafter

Lavatories: 1 per 40 for first 80, then 1 for each 80 thereafter

Assume 239 women and 239 men

Fixtures required:

Women- 6 water closets, 5 lavatories

Men – 6 water closets / urinals, 5 lavatories

(For comparison, Assembly spaces without permanent seating require 1 water closet per 125 men, 1 water closet per 65 women and 1 lavatory per 200 persons.)

### **City of Seguin Unified Development Code**

Zoning: Neighborhood Commercial

Parking requirements – Main Building Only

Offices - 1 space per each 300 GSF 23,721 / 300 = 80 parking spaces min

Actual existing – 32 adjacent to Main Building

New parking lot – 32 parking spaces

Revise existing outdoor basketball court for parking - 16 parking spaces

Other City of Seguin Requirements:

5' wide concrete sidewalk contiguous at all street frontage.

26' wide fire access lane between 15' and 30' of building for aerial ladder truck.

Landscape ordinance compliance

(Note: 18 parking spaces exist along the north property line but these are non-conforming per the current City of Seguin ordinances and are required to be removed. Activation of gymnasium, band hall or one-story classroom building will require additional parking.)

GUADALUPE APPRAISAL DISTRICT  
MARY ERSKINE BUILDING RENOVATION  
PROJECT SCHEDULE MAR 20, 2026

| ID | Task Name                                   | Duration | Start        | Finish              | 2nd Half |       |
|----|---|----------|--------------|---------------------|----------|-------|
|    |   |          |              |                     | Qtr 2    | Qtr 3 |
| 1  | <b>PROJECT INITIATION</b>                   | 10 days  | Mon 12/1/25  | Fri 12/12/25        |          |       |
| 2  | EXECUTE OWNER-ARCHITECT AGREEMENT           |          |              |                     |          |       |
| 3  | <b>SITE INVESTIGATIONS AND REPORTS</b>      | 25 days  | Mon 12/15/25 | Fri 1/16/26         |          |       |
| 4  | ENGAGE HAZARDOUS MATERIALS TESTING          |          |              |                     |          |       |
| 5  | GEOTECHNICAL ENGINEER - SOILS REPORT        |          |              |                     |          |       |
| 6  | TOPOGRAPHIC SURVEY OF SITE                  |          |              |                     |          |       |
| 7  | FIRE FLOW TEST                              |          |              |                     |          |       |
| 8  | <b>DESIGN DEVELOPMENT PHASE</b>             | 45 days  | Mon 1/19/26  | Fri 3/20/26         |          |       |
| 9  | PRELIMINARY PLAN REVIEW WITH SEGUIN         |          |              |                     |          |       |
| 10 | ON-SITE MEASUREMENT VERIFICATION            |          |              |                     |          |       |
| 11 | CONSULTANT ON-SITE VERIFICATION             |          |              |                     |          |       |
| 12 | PREPARE DESIGN DRAWINGS                     |          |              |                     |          |       |
| 13 | OUTLINE SPECIFICATIONS                      |          |              |                     |          |       |
| 14 | MATERIAL SELECTIONS                         |          |              |                     |          |       |
| 15 | GAD REVIEW                                  | 20 days  | Mon 3/23/26  | Fri 4/17/26         |          |       |
| 16 | <i>Advertise, Select and On Board CMAR?</i> | 45 days  | Mon 4/20/26  | Fri 6/19/26         |          |       |
| 17 | <b>CONSTRUCTION DOCUMENTS PREP</b>          | 60 days  | Mon 4/20/26  | Fri 7/10/26         |          |       |
| 18 | ARCHITECTURAL DOCUMENTS                     |          |              |                     |          |       |
| 19 | UPDATED FINISHES & COLOR CHART              |          |              |                     |          |       |
| 20 | UPDATE BUILDING AREA CALCULATIONS           |          |              |                     |          |       |
| 21 | STRUCTURAL DOCUMENTS                        |          |              |                     |          |       |
| 22 | MEP DOCUMENTS                               |          |              |                     |          |       |
| 23 | CIVIL DOCUMENTS                             |          |              |                     |          |       |
| 24 | LANDSCAPE DOCUMENTS                         |          |              |                     |          |       |
| 25 | TELECOMM / IT DOCUMENTS                     |          |              |                     |          |       |
| 26 | COMPLETED SPECIFICATIONS                    | 45 days  | Mon 5/1/28   | Sat 7/1/28          |          |       |
| 27 | CD PHASE OPINION OF PROBABLE COST           |          |              |                     |          |       |
| 28 | NEIGHBORHOOD PRESENTATION                   |          |              |                     |          |       |
| 29 | SUBMIT AT 65% COMPLETE                      | 30 days  | Mon 4/20/26  | Fri 5/29/26         |          |       |
| 30 | SUBMIT AT 95% COMPLETE                      | 20 days  | Mon 6/1/26   | Fri 6/26/26         |          |       |
| 31 | OPTIONAL EARLY SITE WORK PERMIT             | 60 days  | Mon 6/29/26  | Fri 9/18/26         |          |       |
| 32 | SUBMIT FINAL REVIEW SET                     | 10 days  | Mon 6/29/26  | Fri 7/10/26         |          |       |
| 33 | GAD FINAL REVIEW                            | 20 days  | Mon 7/13/26  | Fri 8/7/26          |          |       |
| 34 | UPDATE, ORGANIZE AND PDF FINAL DOCS         |          |              |                     |          |       |
| 35 | SUBMIT BUILDING PERMIT AND TDLR             | 5 days   | Mon 8/10/26  | Fri 8/14/26         |          |       |
| 36 | <b>PERMIT REVIEW AND AUTHORIZATION</b>      | 45 days  | Mon 8/17/26  | <b>Fri 10/16/26</b> |          |       |
| 37 | <b>SUB-CONTRACTOR BIDDING PHASE</b>         | 25 days  | Mon 8/17/26  | Fri 9/18/26         |          |       |
| 38 | ASSIST CMAR IF REQUESTED                    |          |              |                     |          |       |
| 39 | PREPARE ANY ADDENDA                         |          |              |                     |          |       |
| 40 | <b>FINAL GMP BY CONSTRUCTION MANAGER</b>    | 10 days  | Mon 9/21/26  | Fri 10/2/26         |          |       |
| 41 | BOARD AWARD OF PROJECT AND NTP              | 10 days  | Mon 10/5/26  | <b>Fri 10/16/26</b> |          |       |
| 42 | <b>CONSTRUCTION ADMINISTRATION</b>          | 200 days | Mon 10/19/26 | Fri 7/23/27         |          |       |

GUADALUPE APPRAISAL DISTRICT  
MARY ERSKINE BUILDING RENOVATION  
PROJECT SCHEDULE MAR 20, 2026

| ID | Task Name   | Duration | Start       | Finish      | 2nd Half |       |
|----|---|----------|-------------|-------------|----------|-------|
|    |   |          |             |             | Qtr 2    | Qtr 3 |
| 43 | ATTEND PRE-CONSTRUCTION MEETING                             |          |             |             |          |       |
| 44 | ATTEND BI-WEEKLY SITE VISITS                                |          |             |             |          |       |
| 45 | REVIEW SUBMITTALS   |          |             |             |          |       |
| 46 | ANSWER RFI'S  |          |             |             |          |       |
| 47 | PREPARE CHANGE ORDERS IF NEEDED                             |          |             |             |          |       |
| 48 | REVIEW MONTHLY PAY APPLICATIONS                             |          |             |             |          |       |
| 49 | REVIEW SPECIAL INSPECTIONS                                  |          |             |             |          |       |
| 50 | COORDINATE WITH COMMISSION AGENT                            |          |             |             |          |       |
| 51 | REVIEW HVAC T&B   |          |             |             |          |       |
| 52 | CONDUCT INITIAL PUNCHLIST                                   | 1 day    | Mon 7/26/27 | Mon 7/26/27 |          |       |
| 53 | CONDUCT FINAL PUNCHLIST                                     | 15 days  | Tue 7/27/27 | Mon 8/16/27 |          |       |
| 54 | <b>POST CONSTRUCTION</b>                                    | 260 days | Mon 7/26/27 | Fri 7/21/28 |          |       |
| 55 | REVIEW CLOSE OUT DOCS & AS-BUILTS                           |          |             |             |          |       |
| 56 | ARRANGE TDLR INSPECTION                                     |          |             |             |          |       |
| 57 | REVIEW FINAL PAY APP FOR RETAINAGE                          |          |             |             |          |       |
| 58 | 1-YEAR WARRANTY WALK-THRU                                   |          |             |             |          |       |
| 59 |   |          |             |             |          |       |
| 60 | NOTE: ALL DURATIONS ARE WORKING DAYS -<br>NOT CALENDAR DAYS |          |             |             |          |       |
| 61 |   |          |             |             |          |       |

|    | A  | B  | C     | D             | E                                 | F            | G                           | H                             | I          |
|----|--|--|-------|---------------|-----------------------------------|--------------|-----------------------------|-------------------------------|------------|
| 1  | Project                                      | Assessment of Mary Erskine Building for Conversion to Guadalupe Appraisal District Offices |       |               |                                   |              |                             |                               |            |
| 2  | Client                                       | Guadalupe County Appraisal District  |       |               |                                   |              |                             |                               |            |
| 3  | Description                                  | Assessment Phase Opinion of Probable Construction Cost                                     |       |               |                                   |              |                             |                               |            |
| 4  | Date   | 3/18/2026  |       |               |                                   |              |                             |                               |            |
| 5  | Provided by                                  | Debra J. Dockery, Architect, P.C.  |       |               |                                   |              |                             |                               |            |
| 6  | <b>OPINION OF PROBABLE CONSTRUCTION COST</b> |  |       |               |                                   |              |                             |                               |            |
| 7  | ELEMENT                                      | ITEM DESCRIPTION   | UNITS | UNIT QUANTITY | UNIT COST<br>MATERIALS &<br>LABOR | BASE COST    | GENERAL<br>CONDITIONS - 18% | INFLATION TO BID<br>DATE - 3% | ITEM TOTAL |
| 8  | SITE WORK                                    |  |       |               |                                   |              |                             |                               |            |
| 9  |  | ADA corrections to front entry curb ramp & landing   | sf    | 330           | \$12.00                           | \$3,960.00   |                             |                               |            |
| 10 |  | Rework front entry steps for upper landing clearance                                       | sf    | 150           | \$125.00                          | \$18,750.00  |                             |                               |            |
| 11 |  | Remove wood frame canopy at west exit door   | sf    | 400           | \$10.00                           | \$4,000.00   |                             |                               |            |
| 12 |  | Site Demolition inc head-in parking removal  | ls    | 1             | \$36,000.00                       | \$36,000.00  |                             |                               |            |
| 13 |  | Drainage improvements at building / trench drains  | lf    | 30            | \$160.00                          | \$4,800.00   |                             |                               |            |
| 14 |  | Storm water detention and retaining wall   | ls    | 1             | \$44,000.00                       | \$44,000.00  |                             |                               |            |
| 15 |  | SwPPP and traffic control  | ls    | 1             | \$26,000.00                       | \$26,000.00  |                             |                               |            |
| 16 |  | Covert existing basketball court to parking  | ls    | 1             | \$25,000.00                       | \$25,000.00  |                             |                               |            |
| 17 |  | New concrete drive   | ls    | 1             | \$9,500.00                        | \$9,500.00   |                             |                               |            |
| 18 |  | New concrete sidewalks around perimeter  | ls    | 1             | \$140,000.00                      | \$140,000.00 |                             |                               |            |
| 19 |  | New concrete curbs   | ls    | 1             | \$14,000.00                       | \$14,000.00  |                             |                               |            |
| 20 |  | New concrete dumpster pad  | ls    | 1             | \$4,500.00                        | \$4,500.00   |                             |                               |            |
| 21 |  | Excavation and sitework for new parking and drives   | ls    | 1             | \$55,000.00                       | \$55,000.00  |                             |                               |            |
| 22 |  | Base and subgrade treatment for site work  | ls    | 1             | \$130,000.00                      | \$130,000.00 |                             |                               |            |
| 23 |  | New asphalt paved parking  | ls    | 1             | \$155,000.00                      | \$155,000.00 |                             |                               |            |
| 24 |  | Provide new metal secured mechanical yard fencing  | lf    | 45            | \$90.00                           | \$4,050.00   |                             |                               |            |
| 25 |  | Building signage and wayfinding  | ls    | 1             | \$15,000.00                       | \$15,000.00  |                             |                               |            |
| 26 |  | Landscape improvements, inc irrigation & preserv   | ls    | 1             | \$150,000.00                      | \$150,000.00 |                             |                               |            |
| 27 |  |  |       |               |                                   |              |                             |                               |            |
| 28 | EXTERIOR                                     |  |       |               |                                   |              |                             |                               |            |
| 29 | WORK   | Provide repointing of missing masonry grout  | ls    | 500           | \$19.00                           | \$9,500.00   |                             |                               |            |
| 30 |  | Clean brick and stone  | sf    | 15300         | \$3.00                            | \$45,900.00  |                             |                               |            |
| 31 |  | Repaint sheet metal work   | lf    | 450           | \$5.00                            | \$2,250.00   |                             |                               |            |
| 32 |  | New west exit door canopy  | sf    | 100           | \$125.00                          | \$12,500.00  |                             |                               |            |
| 33 |  | Replace existing windows with insulated units  | sf    | 3910          | \$160.00                          | \$625,600.00 |                             |                               |            |
| 34 |  | for energy savings   |       |               |                                   |              |                             |                               |            |
| 35 |  |  |       |               |                                   |              |                             |                               |            |
| 36 | INTERIOR                                     |  |       |               |                                   |              |                             |                               |            |
| 37 | WORK   | Add ADA compliant handrails at stairs  | lf    | 720           | \$50.00                           | \$36,000.00  |                             |                               |            |
| 38 | GENERAL                                      | Replace all suspended acoustical ceilings  | sf    | 19000         | \$5.00                            | \$95,000.00  |                             |                               |            |
| 39 |  | Refinish all wood floors   | sf    | 11900         | \$6.50                            | \$77,350.00  |                             |                               |            |
| 40 |  | Remove VCT floors. Provide LVT   | sf    | 7020          | \$6.00                            | \$42,120.00  |                             |                               |            |

|    | A                                     | B   | C     | D             | E                           | F           | G                        | H                          | I          |
|----|---------------------------------------|---|-------|---------------|-----------------------------|-------------|--------------------------|----------------------------|------------|
| 6  | OPINION OF PROBABLE CONSTRUCTION COST |   |       |               |                             |             |                          |                            |            |
| 7  | ELEMENT                               | ITEM DESCRIPTION                                      | UNITS | UNIT QUANTITY | UNIT COST MATERIALS & LABOR | BASE COST   | GENERAL CONDITIONS - 18% | INFLATION TO BID DATE - 3% | ITEM TOTAL |
| 41 |                                       | Repaint all interiors                                 | sf    | 26880         | \$3.00                      | \$80,640.00 |                          |                            |            |
| 42 |                                       | Provide new door hardware for all doors to remain     | ea    | 42            | \$500.00                    | \$21,000.00 |                          |                            |            |
| 43 |                                       | Room signage  | ea    | 77            | \$70.00                     | \$5,390.00  |                          |                            |            |
| 44 |                                       | See MEP for work at all floors                        |       |               |                             |             |                          |                            |            |
| 45 |                                       |   |       |               |                             |             |                          |                            |            |
| 46 | INTERIOR                              |   |       |               |                             |             |                          |                            |            |
| 47 | WORK                                  | New walls for door clearance requirement              | sf    | 275           | \$12.00                     | \$3,300.00  |                          |                            |            |
| 48 | FIRST FLOOR                           | New walls to secure staff areas                       | sf    | 60            | \$12.00                     | \$720.00    |                          |                            |            |
| 49 |                                       | New walls for restrooms                               | sf    | 950           | \$12.00                     | \$11,400.00 |                          |                            |            |
| 50 |                                       | Selective demolition of existing walls, finishes      | sf    | 9060          | \$2.00                      | \$18,120.00 |                          |                            |            |
| 51 |                                       | New doors at restrooms and door clearance relocate    | ea    | 10            | \$1,200.00                  | \$12,000.00 |                          |                            |            |
| 52 |                                       | New ceramic wall tile wainscot in restrooms           | sf    | 800           | \$15.00                     | \$12,000.00 |                          |                            |            |
| 53 |                                       | New ceramic floor tile in restrooms                   | sf    | 580           | \$18.00                     | \$10,440.00 |                          |                            |            |
| 54 |                                       | New toilet accessories                                | ea    | 50            | \$300.00                    | \$15,000.00 |                          |                            |            |
| 55 |                                       | New gypsum ceilings in restrooms                      | sf    | 580           | \$6.00                      | \$3,480.00  |                          |                            |            |
| 56 |                                       | New casework for public breakroom                     | lf    | 10            | \$720.00                    | \$7,200.00  |                          |                            |            |
| 57 |                                       | Repair cracks in plaster at stairs                    | lf    | 30            | \$50.00                     | \$1,500.00  |                          |                            |            |
| 58 |                                       | Repairs for removed items (cap lines, flr slab, clng) | ls    | 1             | \$10,000.00                 | \$10,000.00 |                          |                            |            |
| 59 |                                       |   |       |               |                             |             |                          |                            |            |
| 60 | INTERIOR                              |   |       |               |                             |             |                          |                            |            |
| 61 | WORK                                  | New walls for Admin office                            | sf    | 450           | \$12.00                     | \$5,400.00  |                          |                            |            |
| 62 | SECOND FLOOR                          | New walls to secure staff areas                       | sf    | 260           | \$12.00                     | \$3,120.00  |                          |                            |            |
| 63 |                                       | New walls for restrooms                               | sf    | 950           | \$12.00                     | \$11,400.00 |                          |                            |            |
| 64 |                                       | Selective demolition of existing walls, finishes      | sf    | 8910          | \$2.00                      | \$17,820.00 |                          |                            |            |
| 65 |                                       | Infill walls at removed doors                         | sf    | 50            | \$15.00                     | \$750.00    |                          |                            |            |
| 66 |                                       | New interior doors at new spaces                      | ea    | 10            | \$1,200.00                  | \$12,000.00 |                          |                            |            |
| 67 |                                       | New ceramic wall tile wainscot in restrooms           | sf    | 600           | \$15.00                     | \$9,000.00  |                          |                            |            |
| 68 |                                       | New ceramic floor tile in restrooms                   | sf    | 460           | \$18.00                     | \$8,280.00  |                          |                            |            |
| 69 |                                       | New toilet accessories                                | ea    | 35            | \$300.00                    | \$10,500.00 |                          |                            |            |
| 70 |                                       | New gypsum ceilings in restrooms                      | sf    | 460           | \$6.00                      | \$2,760.00  |                          |                            |            |
| 71 |                                       | New casework for staff breakroom                      | lf    | 10            | \$720.00                    | \$7,200.00  |                          |                            |            |
| 72 |                                       | New public service security windows and counter       | sf    | 160           | \$300.00                    | \$48,000.00 |                          |                            |            |
| 73 |                                       | Repairs for removed items (cap lines, flr slab, clng) | ls    | 1             | \$10,000.00                 | \$10,000.00 |                          |                            |            |
| 74 |                                       |   |       |               |                             |             |                          |                            |            |
| 75 | INTERIOR                              |   |       |               |                             |             |                          |                            |            |
| 76 | WORK                                  | New walls for offices                                 | sf    | 2310          | \$12.00                     | \$27,720.00 |                          |                            |            |
| 77 | THIRD FLOOR                           | New walls for restroom, breakroom                     | sf    | 550           | \$12.00                     | \$6,600.00  |                          |                            |            |

|     | A  | B   | C     | D             | E                           | F              | G                        | H                          | I           |
|-----|--|---|-------|---------------|-----------------------------|----------------|--------------------------|----------------------------|-------------|
| 6   | <b>OPINION OF PROBABLE CONSTRUCTION COST</b> |   |       |               |                             |                |                          |                            |             |
| 7   | ELEMENT                                      | ITEM DESCRIPTION                                      | UNITS | UNIT QUANTITY | UNIT COST MATERIALS & LABOR | BASE COST      | GENERAL CONDITIONS - 18% | INFLATION TO BID DATE - 3% | ITEM TOTAL  |
| 78  |  | Selective demolition of existing walls, finishes      | sf    | 8910          | \$2.00                      | \$17,820.00    |                          |                            |             |
| 79  |  | New interior doors at new spaces                      | ea    | 10            | \$1,200.00                  | \$12,000.00    |                          |                            |             |
| 80  |  | New ceramic wall tile wainscot in restrooms           | sf    | 400           | \$15.00                     | \$6,000.00     |                          |                            |             |
| 81  |  | New ceramic floor tile in restrooms                   | sf    | 300           | \$18.00                     | \$5,400.00     |                          |                            |             |
| 82  |  | New toilet accessories                                | ea    | 28            | \$300.00                    | \$8,400.00     |                          |                            |             |
| 83  |  | New gypsum ceilings in restrooms                      | sf    | 300           | \$6.00                      | \$1,800.00     |                          |                            |             |
| 84  |  | New casework for staff breakroom                      | lf    | 20            | \$720.00                    | \$14,400.00    |                          |                            |             |
| 85  |  | ACM abatement - drywall systems                       | sf    | 3300          | \$12.00                     | \$39,600.00    |                          |                            |             |
| 86  |  | Repairs for removed items (cap lines, flr slab, clng) | ls    | 1             | \$10,000.00                 | \$10,000.00    |                          |                            |             |
| 87  |  |   |       |               |                             |                |                          |                            |             |
| 88  | MEP WORK                                     |   |       |               |                             |                |                          |                            |             |
| 89  | ALL FLOORS                                   | Elevator Repairs                                      | ls    | 1             | \$15,000.00                 | \$15,000.00    |                          |                            |             |
| 90  |  | HVAC central plant inc ductwork / controls            | ls    | 1             | \$1,172,250.00              | \$1,172,250.00 |                          |                            |             |
| 91  |  | Remove existing ductwork and roof top units           | ls    | 1             | \$51,750.00                 | \$51,750.00    |                          |                            |             |
| 92  |  | Electrical, lighting and fire alarm replacement       | ls    | 1             | \$670,000.00                | \$670,000.00   |                          |                            |             |
| 93  |  | Fire sprinler system rework for new layout            | ls    | 1             | \$60,000.00                 | \$60,000.00    |                          |                            |             |
| 94  |  | Interior plumbing systems                             | ls    | 1             | \$534,940.00                | \$534,940.00   |                          |                            |             |
| 95  |  | Replace exterior water and sewer lines                | lf    | 500           | \$175.00                    | \$87,500.00    |                          |                            |             |
| 96  |  |   |       |               |                             | \$4,885,380.00 | \$879,368                | \$172,942                  | \$5,937,691 |
| 97  |  |   |       |               |                             |                |                          |                            |             |
| 98  |  | Does not include work to single story building or gym |       |               |                             |                |                          |                            |             |
| 99  |  |   |       |               |                             |                |                          |                            |             |
| 100 |  |   |       |               |                             |                |                          |                            | \$6,650,214 |
| 101 |  |   |       |               |                             |                |                          |                            | \$6,663,469 |
| 102 |  |   |       |               |                             |                |                          |                            | \$1,738,296 |
| 103 |  |   |       |               |                             |                |                          |                            | \$1,738,296 |
| 104 |  |   |       |               |                             |                |                          |                            | \$8,388,510 |
| 105 |  |   |       |               |                             |                |                          |                            | \$8,388,510 |
| 106 |  |   |       |               |                             |                |                          |                            | \$8,401,765 |

# Mary Erskine Building Renovation

Guadalupe Appraisal District

DESIGN DEVELOPMENT PHASE  
MARCH 2026

OUTLINE SPECIFICATIONS

DEBRA J. DOCKERY, ARCHITECT, P.C.

INTERIM REVIEW. NOT INTENDED FOR BIDDING, PERMITTING OR CONSTRUCTION. DEBRA J. DOCKERY, TEXAS ARCHITECT LICENSE #11930.

**PART I - GUADALUPE APPRAISAL DISTRICT OWNER-CONTRACTOR AGREEMENT AND REQUIREMENTS**

---

**PART II - INFORMATIONAL REPORTS**

Geotechnical Foundation Analysis and Soils Report  
Asbestos Containing Materials Investigation  
Fire Flow Analysis

**PART III - TECHNICAL SPECIFICATIONS - Architectural**

**DIVISION 1 - GENERAL REQUIREMENTS**

011000 Summary of Work

Project information, access to site, work restrictions, and miscellaneous provisions

012100 Allowances

Allowance fund for room signs, exterior signage, dedication plaque, utility connection charges, unforeseen conditions, and other items not known at time of bidding.

012300 Alternates

Additive Bid Alternates separately priced on proposal form. Alternate items have not been identified at this phase.

012500 Substitution Procedure

Conditions and processes for requesting substitution of specified items.

012600 Contract Modification Procedures

Conditions and processes for changes to the contract including minor changes to the work, processing allowances, and changes involving the contract sum or contract time.

012900 Payment Procedures

Format for schedule of values and processes for initial, monthly, substantial completion and final completion pay applications.

013100 Project Management and Coordination

Administrative duties for general project coordination procedures, coordination of administrative and supervisory personnel, requests for information, project meetings, cleaning and protection.

013200 Construction Progress Documentation

Contractor's construction schedule, construction scheduling updates, daily construction reports, and site condition reports

013233 Photographic Documentation

Documenting project progress through photographic media

013300 Submittal Procedures

Administrative duties for coordinating submittals, shop drawings, field quality control, on site deliveries and storage and handling procedures.

Required submittal types, staff rosters, list of subcontractors, construction progress schedule, submittals schedule, compliance submittals, close-out documents and manuals

014000 Quality Requirements

Materials testing and inspections to be performed by Independent Testing Lab, Special Inspections

014200 Reference Standards and Abbreviations

List of abbreviations, schedule of references, and definitions of terms

015000 Construction Facilities and Temporary Controls

Temporary facilities for construction, type and requirement - utilities, field office, storage and sanitation facilities, job site telephone service, fire protection, scaffolds, ladders, hoists, construction fencing and barriers, personnel protection, project sign.

Restrictions for site access, construction traffic, staging and parking areas

015639 Temporary Tree and Plan Protection

Requirements for tree and plant protection and allowable procedures

015650 Trench and Excavation Safety Measures Requirements and  
references for contractor's trench safety program.

016000 Product Requirements

Delivery, storage and handling of material, performance requirements of material and equipment, quality assurance for manufactured items

016010 Color Selections

Product color selection chart

017123 Field Engineering

Establish and maintain project benchmarks, layout information and other survey work.

017300 Execution

Construction layout, installation of the work, cutting and patching, progress cleaning, starting and adjusting, and protection of installed construction

017419 Construction Waste Management

Salvaging, recycling or disposing of nonhazardous construction waste.

017700 Closeout Procedures

Substantial and Final Completion inspection procedures, record documents, operation and maintenance manuals listing

017823 Operation and Maintenance Data

Format for assembling and transmitting operation and maintenance data

017836 Warranties

Format for assembling and transmitting standard and extended product and system warranties

017839 Project Record Documents

Processes for recording as built construction information

017900            Demonstration and Training

Processes for conducting systems operation demonstration and maintenance training of Owner's personnel

**DIVISION 2 - EXISTING CONDITIONS**

024119            Selective Demolition

Removal of selected portions of existing building and site elements

**DIVISION 3 - CONCRETE**

033000            Cast-in-place Concrete

Cast in place concrete for repair of building foundations.

**DIVISION 4 - MASONRY**

040110            Brick Cleaning

Application of cleaning solutions and methods for exterior brick and stone.

040120            Brick Masonry Repointing

Repair of mortar joints on existing exterior brick veneer.

042000            Unit Masonry

Repair of exterior masonry veneer and interior clay tile and concrete masonry units as necessary for new work.

**DIVISION 5 - METALS**

051200            Structural Steel Framing

Description of steel tube and pipe columns for replacement of canopy of west door.

053100            Steel Deck

Description of steel roof decking, wide rib, 1-1/2", 22 gauge galvanized metal decking for canopy replacement.

054000            Cold Formed Metal Framing

Exterior non-load-bearing steel stud wall framing and joist framing for canopy.

055000 Metal Fabrications

Miscellaneous steel supports and trims, lintel angles, fabricated steel trellis and lattice.

055213 Pipe and Tube Railings

Steel hand railings and guard railings at ramps and porches, galvanized at exterior locations

055320 Trench and Access Covers

Trench covers at sidewalk drain boxes

**DIVISION 6 - WOODS & PLASTICS**

061000 Rough Carpentry

Blocking and backing in walls for support of cabinetry and miscellaneous specialties. Plywood panels in MDF and IDF rooms.

062023 Interior Finish Carpentry

Interior wood trims

064116 Plastic Laminate Faced Architectural Casework

Plastic laminate faced cabinetry and solid surface countertops in break rooms.

064661 Simulated Stone Countertops and Bench Seats

Homogenous solid plastic resin countertops, ½" thick material on plywood sub-top, with ½" thick backsplashes of same material

**DIVISION 7 - THERMAL & MOISTURE PROTECTION**

071900 Water Repellents

Clear sealer for exposed concrete floors in mechanical and electrical spaces

072100 Thermal Insulation

Glass fiber sound attenuation insulation at interior walls and ceilings

076200 Sheet Metal Flashing

Replacement of existing downspouts, roof to wall flashing, and other sheet metal trims.

077123 Downspout Adapters

Pre-manufactured downspout adapters for connecting downspouts to storm sewer system

078413 Penetration Firestopping

Fire safing material for use at penetrations in smoke barrier and fire rated walls

078446 Fire-Resistive Joint Systems

Fire rated sealant and backing material for construction joints in smoke barrier and fire rated walls

079000 Joint Sealants

Elastomeric silicone and urethane sealants for exterior and interior joints, acoustical sealants, and joint fillers

**DIVISION 8 - DOORS & WINDOWS**

081113 Metal Doors and Frames

Hollow metal exterior doors and frames for all exterior doors except entry lobby Hollow metal interior door frames for use with wood interior doors

081416 Flush Wood Doors

Plastic laminate faced solid core wood doors for all interior doors, for use in hollow metal door frames

083350 Access Doors

Wall and ceiling access doors for plumbing chases and mechanical equipment

085113 Aluminum Windows

Clear anodized fixed aluminum windows at exterior and interior. Sliding service windows for customer service counter.

087100 Door Hardware

Lock system, exit devices, closers, stops, holders, thresholds, weatherstripping, and miscellaneous finish hardware items., electronic locks for entry doors and telecom rooms.

088000 Glazing

Insulated, Low "E" tinted glass for exterior windows, tempered tinted glass for exterior doors, tempered glass for interior doors.

**DIVISION 9 - FINISHES**

092216 Non-Structural Metal Framing

Metal stud interior wall framing, 3-5/8" and 6", 12 to 20 gauge studs depending on wall height, bridging and bracing requirements

092900 Gypsum Drywall Systems

Gypsum board for interior partitions and restroom ceiling systems, sheathing for exterior walls

093000 Tile

Unglazed and glazed ceramic floor and wall tile for restrooms

095113 Acoustical Panel Ceilings

Suspended acoustical ceiling systems consisting of 2' X 2' U.L. labeled, mineral composition board tiles in pre-finished steel grid, mylar or vinyl faced for kitchen area

096723 Resinous Flooring

Fluid-applied monolithic flooring with epoxy resins for wash down shower floors

096500 Resilient Flooring & Accessories

Rubber base for use in corridors, classrooms, and other general purpose rooms, rubber flooring for fitness equipment room

099100 Painting

Painting and finishing requirements for non-factory-finished exterior and interior surfaces

**DIVISION 10 - SPECIALTIES**

101100 Visual Display Surfaces

Porcelain enamel marker boards and vinyl covered tack boards for installation in conference rooms and public information areas.

101200 Display Cases

Wood display case for lobby

101416 Plaques

Cast bronze dedication plaque, 18" x 24"

101419 Dimensional Letter Signage

Cast aluminum numbers and letters for exterior application, name and address of facility

101423            Panel Signage

Acrylic panel room identification and accessibility signs

102800            Toilet, Bath and Laundry Accessories

Electric hand dryers, soap, towel and tissue dispensers, grab bars, and waste receptacles matching Owner's product requirements

104413            Fire Protection Specialties

Fire extinguishers in semi-recessed cabinets in corridors and where required by fire codes, "Knox" box at exterior doors.

106600            Postal Specialties

Pedestal style ground mounted postal box with lock.

107500            Flagpoles

Ground mounted aluminum flagpoles, 30 feet height, two halyards

**DIVISION 11 - EQUIPMENT**

114520            Kitchen and Laundry Equipment

None currently identified.

**DIVISION 12 - FURNISHINGS**

122113            Horizontal Louver Blinds

Aluminum mini-blinds for all windows

129300            Site Furnishings

Exterior benches, bicycle racks, bollards

**DIVISION 13 - SPECIAL CONSTRUCTION**

None

**DIVISION 14 - CONVEYING SYSTEMS**

132401            Repairs to existing elevator

**DIVISION 32 - EXTERIOR IMPROVEMENTS – ARCHITECTURAL**

321723 Pavement Markings

New pavement paint striping of existing parking stalls.

323119 Decorative Metal Fences and Gates

Steel picket fence, 6'-0" high, rolling vehicle motorized access gates

**STRUCTURAL SPECIFICATIONS OUTLINE – ALPHA CONSULTING ENGINEERS**

**DIVISION 1 - GENERAL REQUIREMENTS**

013410 Structural Engineer: Shop Drawings

Submittals, Shop drawings review stamp, Specialty Engineer

**DIVISION 3 – CONCRETE**

033000 Cast in Place Concrete

Standards: ACI 301, Tolerances ACI 117, Mix Designs: ACI 211 and ACI 318, Concrete: ASTM C94, ready-mixed

**DIVISION 5 - METALS**

051200 Structural Steel Framing

Standards: AISC, AWS, High Strength Bolts: ASTM A325N, Rolled Shapes, Plates and Rods: ASTM A36, (36 KSI yield), Structural Tubes: ASTM A500, (50 KSI yield)

053100 Steel Decking

Standards: SDI, AWS, Metal Deck: ASTM A446, Finish: ASTM A525, Galvanized G90  
Fastening: 5/8 inch, full fusion puddle welds through weld washers at 12 inches o.c.  
Shear Connectors: ASTM A108, Grade 1015 or 1020

**MECHANICAL, ELECTRICAL AND PLUMBING OUTLINE SPECIFICATIONS – CALCULATED LEGACY CONSULTING GROUP, LLC**

**DIVISION 21 – FIRE SUPPRESSION**

210500 Common Work Results for Fire Suppression

Pipe materials, fittings, and valves for relocations of existing fire suppression system to fit new interior spaces.

211313 Wet-Pipe Sprinkler Systems

Automatic wet pipe system renovations will be designed by licensed specialty sprinkler company as a delegated design.

**DIVISION 22 - PLUMBING**

220500 Common Work Results for Plumbing

Basic installation and coordination requirements for all plumbing systems and equipment.

220529 Hangers and Supports for Plumbing Piping and Equipment

Pipe hangars and supports, sleeves, flashing and firestopping.

220553 Identification for Plumbing Piping and Equipment

Nameplates, valve tags, stencil markers and pipe labeling requirements for plumbing piping and equipment.

220700 Plumbing Insulation

Insulation materials, usage classifications and installation requirements for plumbing piping and equipment insulation.

220800 Commissioning of Plumbing

Commissioning scope, objectives, procedures, and contractor responsibilities.

221100 Facility Water Distribution

Water piping material, pressure gages, pressure taps, thermometers, strainers, hose bibbs, hydrants, recess valve boxes, backflow preventers, water hammer arrestors, recirculation pumps, and compression tanks.

221300 Facility Sanitary Sewerage

Sanitary sewer, vent and grease waste piping, grease traps, floor drains, floor sinks, and clean-outs.

223400 Fuel Fired Domestic Water Heaters

Commercial electric storage and instantaneous water heaters and appurtenances.

224000 Plumbing Fixtures

Toilets, urinals, lavatories, sinks, showers and drinking fountains.

**DIVISION 23 – HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC)**

230500 General Mechanical Requirements

Basic installation and coordination requirements for all HVAC systems and equipment.

230514 Variable Frequency Motor Controllers

Requirements for variable frequency motor controllers.

230529 Hangers and Supports for HVAC Piping and Equipment

Piping hangers and supports, inserts, equipment roof curbs, sleeves, flashing and firestopping.

230548 Vibration Controls for HVAC Piping and Equipment

Equipment vibration isolators for mechanical piping and equipment.

230553 Identification for HVAC Piping and Equipment

Nameplates, valve tags, ceiling tacks and pipe labeling requirements for HVAC piping and equipment.

230593 Testing, Adjusting and Balancing for HVAC

Testing, adjusting and balancing requirements for air, chilled water, hot water, and direct expansion systems.

230700 HVAC Insulation

Insulation materials, usage classifications, and installation requirements for HVAC ductwork and piping.

230800 Commissioning of HVAC

Scope, objectives, procedures, and contractor's responsibilities.

230923 Direct Digital Control System for HVAC

Building energy management system design and component requirements

232113 Hydronic Piping

Chilled and hot water piping and condensate drain piping and fittings.

232116 Hydronic Piping Specialties

Flow measuring devices, pressure gauges, pressure gauge taps, thermometers, thermometer supports, test plugs, air vents, air/dirt separators, strainers, pump suction fittings, valves and flow meters for hydronic systems.

232123 Hydronic Pumps

Split coupled vertical inline pumps and filter feeders for use in hydronic systems.

232300 Refrigerant Piping

Refrigerant piping, unions and flanges and valves.

232500 HVAC Water Treatment

Closed system water treatment equipment and chemicals for use in hydronic systems.

233100 HVAC Ducts

Duct materials, fabrication, and usage classifications.

233300 Air Duct Accessories

Dampers, access doors, and flexible duct connections utilized in ductwork.

233400 HVAC Fans

Inline general exhaust fans.

233600 Air Terminal Units

Single duct variable air volume terminal units with electric reheat coils and controls.

233700 Air Outlets and Inlets

Diffusers, registers, grilles and louvers.

236411 Air Cooled Packaged Water Chillers

Scroll type air cooled chillers and controls for use in HVAC cooling systems.

237301 Indoor Central Station Air Handling Units

Fans, coils, filtration, cabinets, dampers and controls for use in vertical central station air handling systems.

238127 Minisplit System Air Conditioners

Wall mounted fan coil unit with direct expansion evaporator coil and supply fan as well as air cooled condensing unit with inverter compressor and controls; suitable for use in Elevator equipment rooms, MDF and IDF rooms.

238200 Convection Heating Units

Electric unit heaters for use in freeze protection environments.

**DIVISION 26 – ELECTRICAL**

260500 General Electrical Requirements

Basic installation and coordination requirements for all electrical systems and equipment.

260519 Low Voltage Power Conductors and Cables

Includes building wire, wiring connectors and connections.

260526 Grounding and Bonding for Electrical Systems

Grounding System resistance: 5 ohms maximum.

260529 Hangers and Supports for Electrical Systems

Conduit support.

260533 Raceway and Boxes for Electrical Systems

Conduit and tubing, wireways, outlet boxes, pull and junction boxes, and handholes.

260553 Identification for Electrical Systems

Label for identification of equipment.

260553 Commissioning of Electrical

Scope, objectives, procedures, and contractor's responsibilities.

262413 Switchboards

Basis of design: Square D, Schneider.

262416 Panelboards

Basis of design: Square D, Schneider.

262726 Wiring Devices

Receptacles, switches, sensors, dimmers and wall plates.

262819 Enclosed Switches

Protection to enclosed equipment.

263553 Surge Protective Devices

Provided at the main point of entrance

265110 Lighting

Illumination that includes emergencies, path of egress, as well as lighting controls, and other exhibition lighting.

266000 Arc Flash, Short Circuit and Protective Device Coordination

Arc flash Study and Labeling, Short Circuit Study, Load Analysis Study, Harmonic Analysis Study, Protective Device, Coordination Study and Device Setting

#### **DIVISION 28 – ELECTRONIC SAFETY AND SECURITY**

283100 Fire Detection and Alarm

New fire alarm devices and equipment.

#### **TECHNOLOGY SPECIFICATIONS – BY OWNER**

#### **DIVISION 27 – COMMUNICATION SYSTEMS**

271000 Structured Cabling System

270543 Underground Pathways from Communication System

274116 Integrated Audiovisual System

#### **DIVISION 28 – ELECTRONIC SAFETY AND SECURITY**

280500 Security System Wiring

#### **CIVIL ENGINEERING OUTLINE SPECIFICATIONS – COPE Engineering**

#### **DIVISION 31 – EARTHWORK**

311000 Site Clearing

312010 Trench Excavation Protection

312300 Excavation and Fill

312323 Flowable Fill

#### **DIVISION 32 - EXTERIOR IMPROVEMENTS**

321216 Hot Mix Asphalt Paving

321313 Portland Cement Concrete Paving

321340 Concrete Paving Joint Sealants

321723 Pavement Marking

323113 Chain Link Fences and Gates

**DIVISION 33 – UTILITIES**

331113 Water Systems  
333100 Sanitary Sewerage  
334100 Storm Sewerage

**LANDSCAPE ARCHITECTURE OUTLINE SPECIFICATIONS – AVA Design Group LLC**

328432 Irrigation System  
329000 Landscape Planting  
329345 Treatment of Existing Trees

**Today's Date:** February 9, 2026  
**Project Name:** Mary Erskine Building Renovation  
**CLCE Project No.:** 25-085  
**Trade / Material Reviewed:** Mechanical, Electrical & Plumbing  
**Architect:** Debra J. Dockery, Architect, P.C.

## **MECHANICAL ITEMS**

### **General**

- 1) Reference preliminary architectural drawings for space configuration and size.
- 2) All new air distribution systems, and refrigerant systems shall be tested, adjusted, and balanced by a NEBB certified TAB firm.
- 3) All new mechanical systems shall be installed per the 2021 International Mechanical Code, the 2021 International Energy Code, and local amendments.
- 4) All new mechanical systems shall be commissioned per IECC 2021 requirements.
- 5) The indoor environmental design criteria is as follows:
  - a. Cooling Set Point: 75°F
  - b. Heating Set Point: 70°F
  - c. Humidity Set Point: 50% RH +/-5%
- 6) The outdoor environmental design criteria are as follows:
  - a. Summer: 100°F DB/78°F WB.
  - b. Ambient condition for air cooled equipment = 105°F.
  - c. Winter: 20°F

### **Assumptions**

- 1) The envelope was assumed to have code minimum R- and U-values.
- 2) Occupancies
  - a. Floor 1 – 75
  - b. Floor 2 – 55
  - c. Floor 3 – 89
- 3) The sizing of the chiller only accounted for the three-story building. It was not sized to account for any future expansion or serving the existing gym and 1-story wing of the current campus.

### **Demolition**

- 1) All existing ductwork shall be demolished on the interior and exterior.
- 2) All existing mechanical equipment, including split systems, rooftop units, and fans shall be removed.
- 3) All existing air devices shall be removed.
- 4) Existing louvers shall be maintained for future outdoor air and exhaust connections.

### **HVAC – Equipment**

- 1) **Air handling unit (one per floor):** Each floor shall be served by one (1) new cooling-only variable air volume Air Handler Unit (AHU). The manufacturer utilized

for the basis of design shall be Aaon. Each AHU shall be a vertical style unit in a dedicated mechanical room. This unit shall have a top supply air discharge and top return air inlet.

- a. Performance data:
  - i. AHU-1
    1. ~7,300 CFM supply air flow.
    2. ~275 MBH total cooling capacity.
  - ii. AHU-2
    1. ~6,800 CFM supply air flow.
    2. ~215 MBH total cooling capacity.
  - iii. AHU-3
    1. ~7,500 CFM supply air flow.
    2. ~270 MBH total cooling capacity.
- b. System shall include the following:
  - i. Filter section, double wall casing with spray foam insulation, chilled water connections, and variable speed direct drive supply fan.
  - ii. Duct mounted smoke detector in return duct and supply duct (furnished and installed by FACS contractor; mechanical contractor shall be responsible for wiring between the FA low voltage relay and HVAC control equipment).
  - iii. Factory microprocessor control system.

## 2) **Single Duct VAVs**

- a. All spaces will be grouped into zones and delivered conditioned air by single duct VAVs with electric reheat. Each floor's AHU will be responsible with delivering ~55°F supply air to the VAV for cooling. If heating is required by the space, the air will be reheated by an SCR electric heat coil at the VAV to 90°F. Temperature sensors in the space will tell the VAV to deliver more or less air, and whether to be in heating or cooling mode. The manufacturer basis of design shall be Price.

## 3) **Air-cooled chiller**

- a. The chilled water shall be made by new air-cooled chillers placed between the existing 3-story building and the existing gym. Two new chillers will be installed on concrete pads on the ground. The chillers shall be modular, inverter-driven scroll compressor chillers. LG shall be the basis of design.
  - i. Performance data (each)
    1. ~40 tons cooler capacity.
    2. 60 GPM flow rate.
    3. Entering water temperature: 57°F.
    4. Leaving water temperature: 42°F.

## 4) **Pumps**

- a. Two variable speed pumps shall circulate the chilled water from the chiller to the air handler. The pump shall be configured in the "variable primary" configuration. The pumps shall be vertical inline pumps, with Grundfos as the basis of design. The pumps shall have an EC motor without a separate VFD.
  - i. Performance data:
    1. ~75 ft of head.
    2. ~75 GPM
    3. 5 HP motor.

- 5) **Pipe accessories**
  - a. New pipe accessories shall be installed in the mechanical room on the first floor to support the chilled water system. These include:
    - i. Chemical feeder for water treatment.
    - ii. Air/Dirt separator.
    - iii. Expansion Tank.
  
- 6) **Mini-Split Air Conditioning Units:** The IDF and electrical rooms shall each be served by a cooling only mini split-unit. The system shall maintain each room at 75°F. These systems shall have the following capacity and configuration requirements:
  - a. Performance data:
    - i. 24 MBH total cooling capacity.
  - b. System shall include the following:
    - i. Wall mounted cassette type fan coil unit mounted above the door frame.
    - ii. Wall mounted wired temperature sensor.
    - iii. Inverter type condensing unit located at ground level on the building exterior.
  
- 7) **General Exhaust Fans:** The restrooms, custodial closets, and fitness rooms shall be served by constant volume exhaust fans.
  - a. Systems shall include the following:
    - i. Inline centrifugal exhaust fans – Suspended inline general exhaust fans with steel construction, service disconnect, EC motor and isolation damper.
    - ii. Constant volume controls integrated into the BAS.

#### **HVAC – Ductwork**

- 1) All new ductwork shall be sheet metal and be fabricated/installed per SMACNA standards.
- 2) The supply, return, and outside air ductwork shall be routed above ceilings where possible to minimize visual impact. Ductwork shall be of rectangular or round single wall galvanized construction. All concealed supply and return air ductwork shall be wrapped with external fiberglass wrap insulation (R-6.0). Where exposed ductwork is installed outdoors, double wall, rectangular ductwork shall be utilized. This ductwork shall have a solid galvanized exterior, 2.0 inch thick fiberglass insulation, and perforated galvanized interior liner.
- 3) All supply duct branch taps shall be high efficiency type and have integral manual volume dampers with standoff locking quadrants.
- 4) The exhaust ductwork shall be routed above ceilings where possible to minimize visual impact. Ductwork shall be of rectangular or round single wall galvanized construction with no insulation.

#### **HVAC – Piping**

- 1) Condensate piping shall be routed to a floor sink drains strategically located throughout the facility. Condensate drain piping for each unit shall be Type L drawn copper tubing and shall be insulated with closed cell elastomeric tubular insulation within the building envelope and shall be protected by aluminum jacketing where exposed to view. No insulation is required on condensate piping located outside the building envelope.

- 2) Refrigerant piping shall be routed between each indoor unit and the respective outdoor unit. Refrigerant piping shall be ASTM B88 type L hard drawn copper tube, cleaned and capped in accordance with ASTM B280, and marked "ACR", with ANSI B16.22 wrought copper or forged brass solder-type fittings. Refrigerant piping shall be insulated with closed cell elastomeric tubular insulation and shall be protected by aluminum jacketing where exposed to view or ambient conditions.
- 3) Hydronic pipe shall be ASTM A53 schedule 40 steel or ASTM B88 type L copper. Piping shall be insulated with ASTM C547 molded glass fiber or ASTM C534 closed cell elastomeric insulation.

### **HVAC – Controls**

- 1) A new BACNET compliant, DDC controls system shall be installed to control all mechanical equipment. Acceptable manufacturers are Automated Logic and Distech.
- 2) The mini-splits unit serving IT and electrical rooms shall be controlled via factory controllers, with the BAS system monitoring space temperature.

### **ELECTRICAL ITEMS**

#### **General**

- 1) Reference architectural schematic drawings for space configuration and size.
- 2) Feeders and branch circuits shall be single conductors installed in raceway systems, except that MC cable shall be permitted where concealed in interior walls and light fixture whips.
- 3) Conductors: Stranded copper wire.
- 4) Panelboards shall include copper bussing and bolt-on type circuit breakers.
- 5) Disconnect switches: Heavy-duty style switches.
- 6) Wiring devices: Specification-grade devices with stainless steel coverplates.
- 7) Electrical systems shall be installed per 2020 National Electrical Code, 2015 International Building Code, 2015 International Energy Conservation Code, and local amendments.
- 8) Fire alarm system shall be installed per 2020 National Electrical Code, 2015 International Fire Code, 2015 National Fire Alarm Code, and local amendments.
- 9) All new electrical systems shall be commissioned per IECC 2015 requirements and local standards.

#### **Demolition**

- 1) All existing lighting shall be removed.
- 2) Existing receptacles are located below recommended ADA elevations. Device locations shall be moved to 18 A.F.F.
- 3) All interior distribution equipment.
- 4) Remove all existing branch circuitry above ceiling. Conduit in walls shall remain to be reused in new work.

#### **Lighting**

- 1) Light fixtures shall use LED light source.
- 2) Light fixtures will match existing to maintain conformity throughout the building.
- 3) Office Areas:
  - a. Provide 2'x4' light fixtures, approximately 1 fixture per 75 s.f.

- b. Provide lighting control by means ceiling mounted occupancy sensors and manual override switches with dimming capabilities located at secure area to provide zoned switching.
- 4) Public Spaces:
  - a. Provide downlights and pendant fixtures.
  - b. Provide lighting control by means ceiling mounted occupancy sensors and manual override switches with dimming capabilities located at secure area to provide zoned switching.
- 5) Stairwells:
  - a. Provide 4-foot linear LED light fixtures at each landing.
  - b. Light fixtures shall be unswitched, with an occupancy sensor to reduce light level by 50% during unoccupied times.
- 6) Toilet rooms:
  - a. Provide LED downlights.
  - b. Provide linear fixture above mirror.
  - c. Lighting control shall be by occupancy sensors on the ceiling with a override switch at the door.
- 7) Electrical/Mechanical Room:
  - a. Provide LED strip fixtures, approximately 1 fixture per 75 s.f., coordinated with equipment layout
  - b. Provide lighting control by means manual switches.
- 8) MDF/IDF Areas:
  - a. Provide 2'x4' light fixtures, approximately 1 fixture per 75 s.f.
  - b. Provide lighting control by means ceiling mounted occupancy sensors and manual override switches with dimming capabilities located at secure area to provide zoned switching.
- 9) Janitors Closet/Fire Riser room:
  - a. Provide (2) LED strip fixtures with optical shields. Suspend fixtures from structure. Lighting control shall be by means of wallbox timer switches.
- 10) Any room types not expressly mentioned in this narrative, lighting needs shall be provided in a manner consistent with the above-mentioned standards as well as common industry practices.
- 11) Exterior Lighting – Provide new LED wall mounted lighting around perimeter of new building and pedestrian pathway lighting at new walking surfaces. Pole mounted lighting for parking and driving areas.

### **Lighting – Emergency/Exit**

- 1) Emergency battery packs shall be provided as the primary source of emergency egress illumination on fixtures throughout the space.
- 2) Provide universal-mount, edge-lit exit signs with integral battery packs throughout the space

### **Power – Distribution Equipment**

- 1) The electrical distribution shall be approximately structured as listed below:
  - a. Electrical Service
    - i. Existing Utility Transformer likely to be sufficient, pending confirmation with utility
  - b. Main Switchboard
    - i. Existing 1200A, 208V Main Switchboard 'MSB' w/ SPD, likely to be insufficient

- ii. Upgrade to 1600A, 208V Main Switchboard to accommodate new mechanical equipment. Additional capacity for future campus upgrades.
- c. Mechanical 170
  - i. New 225A, 208V Panelboard 'L1'
- d. Mechanical 126
  - i. New 225A, 208V Panelboard 'L2'
- e. Level 3
  - i. New 225A, 208V Panelboard 'L3'

### **Power - Receptacles**

- 1) Provide general purpose receptacles and dedicated equipment receptacles as described in the narratives for the respective areas. General purpose receptacles shall be combined on common circuits as per the NEC and common industry practice. Dedicated equipment receptacles shall be circuited independently of other circuits. Dedicated neutrals shall be included for all branch circuits.
  - a. Existing receptacles being relocated to 18 A.F.F. shall be replaced with new devices and wall plates.

### **Power - Equipment**

- 1) Provide conduit, wire, and disconnecting means for equipment connections as described in Mechanical and Plumbing Narratives.

### **Special Systems**

- 1) Provide fire alarm system, complete with visual- and audio-annunciation devices, voice-intelligible speakers, manual pull stations, fire sprinkler system monitoring, and duct-mounted smoke detectors.

## **PLUMBING ITEMS**

### **General**

- 1) Reference preliminary architectural drawings for space configuration and size.
- 2) All new plumbing systems shall be installed per the 2021 International Plumbing Code, the 2021 International Energy Code, and local amendments.
- 3) All new plumbing systems shall be commissioned per IECC 2021 requirements.

### **Demolition**

- 1) All existing plumbing fixtures shall be removed.
- 2) Existing building piping entrances and exits shall be reused.
- 3) All existing plumbing mains and risers shall be reused, and branch piping shall be demolished and resized for new fixtures.
- 4) Existing water heaters shall be removed.

### **Utility Services**

- 1) The existing 2-1/2" domestic water connection and riser shall be re-used for the building domestic water services.
- 2) The existing sanitary connection shall be used, provided it is in good condition. The pipe size shall be verified by the civil engineer.

### **Plumbing – Equipment**

- 1) Domestic Hot Water Systems: One central 80-gallon electric domestic hot water heater shall be installed for the building, serving the restrooms and janitor room. The water heater will have a dedicated hot water recirculation pump.

### **Plumbing Piping – Domestic Hot, Re-circulating, and Cold Water**

- 1) Domestic hot, recirculation, and cold water piping above grade 2-1/2" and larger diameter piping shall be ASTM B88 Type L drawn copper. Fittings shall be wrought copper and bronze sweat fittings and brazed joints using ASME A5.8 BCuP lead free brazing material and AWS A5.31 flux.
- 2) Domestic hot, recirculation, and cold water piping above grade 2" and smaller diameter piping shall be ASTM B88 Type L drawn copper. Fittings shall be wrought copper and bronze sweat fittings and soldered joints using ASME B 32, Grade 95T solder and ASTM B 813 flux.
- 3) Hot water and recirculation piping 1" and smaller diameter shall be insulated with 1" mineral-fiber insulation. Hot water and recirculation piping 1-1/2" and larger diameter shall be insulated with 1-1/2" mineral-fiber insulation.
- 4) A recirculation loop shall be provided in accordance with IECC 2021 requirements.
- 5) Isolation valves shall be provided at all branch and riser lines serving plumbing fixtures or equipment.
- 6) Shock arrestors shall be provided on piping serving flush valves and automatic fixtures.
- 7) Contractor shall provide access to all valves and shock arrestors.

### **Plumbing Piping – Sanitary Waste, Grease Waste and Vent**

- 1) Sanitary drain piping below grade shall be ASTM D1785 Schedule 40 PVC solvent weld.
- 2) Sanitary and vent piping above grade shall be hub less cast iron piping.
- 3) Vent piping shall be consolidated and routed to roof. Vent piping shall be cast iron. Vent routing shall be coordinated with all other trades.

### **Plumbing Piping – Natural Gas (if necessary)**

- 1) Gas piping shall be installed in accordance with NFPA 54.
- 2) Natural gas piping located below grade shall be ASTM D 2513, SDR 11 polyethylene with ASTM D 2683 socket-fusion type or ASTM D 3261 butt-fusion type joints.
- 3) Connection between underground and above ground piping shall be made with a factory fabricated transition service-line riser.
- 4) Natural gas piping located above grade shall be ASTM A53 Grade B Schedule 40 black steel and shall have threaded joints for piping 2 inches and smaller and welded joints for piping 2-1/2 inches and larger.

### **Plumbing Fixtures**

- 1) **Water Closets**: Kohler #K-4325; Sloan111-1.28 ES-S-CP hard wired flush valve, Kohler K-4666-SA toilet seat; Mifab #MC10 carrier.
- 2) **Urinal**: Kohler K-4904-ET; Sloan Regal 186-0.5 ES-S-CP hard wired flush valve; Mifab MC31 series carrier.
- 3) **Lavatories**: Crane #14112-S, 20X18 vitreous china, wall hung. Faucet: Chicago #404-HZ317CP, 4" wrist blade handles.
- 4) **Mop Sink**: Stern Williams HL-2000, 36"x36" with 3" outlet strainer and socket; T&S Brass B-0665-BSTP-RGH, 8" centers, vacuum breaker spout, pail hook, wall brace, integral check stops, lever handles, with (2) 24" high x 36" wide 20 gauge stainless

- steel back panels; T&S Brass B-0654 stainless steel wall bracket; T&S Brass B0618-02, 48" vinyl hose.
- 5) **Wash Fountain:** Bradley LVRD3 for 3 users. Faucet: Kohler K-7515-VS Deck mount faucet with hybrid energy cell and spout mounted temperature adjustment.
  - 6) **Electric Water Cooler:** – Elkay ezH2O vandal resistant bottle filling station and bi-level cooler, non-filtered, refrigerated, all stainless-steel cabinet, 8gph chilled water, five year warranty; Elkay 98324CL cane apron; 1-1/4" brass p-trap; 3/8" full port ball valve stop; Zurn Z-1225 water cooler carrier.
  - 7) **Shower:** Bradley #HN200-EF-SF-SHV=RSD-VS, Recess mounted, 16 gauge stainless steel, EQUA-FLO Pressure balanced mixing valve. Stainless steel flexible hose with in-line backflow preventer and quick disconnect.
  - 8) **Water Supply Box:** IPS Corporation 9000 series ice maker box with brass angle valve. Water supply box to be used for ice machine, refrigerator, and coffee maker connection.
  - 9) **Floor Drains:** J.R. Smith 2005 Series cast iron, flashing flange, integral reversible clamping collar, trap primer connection, vandal resistant screws, and nickel bronze strainer head.
  - 10) **Floor Sinks:** J.R. Smith 3000 Series acid resistant coated sanitary floor sink, flashing flange, integral reversible clamping collar, trap primer connection, acid resistant coated cast iron grate, and aluminum dome bottom strainer.
  - 11) **Restroom Wall Hydrant:** Zurn Z1335, anti-siphon wall hydrant.
  - 12) **Wall Hydrant:** Zurn Z1300, non-freeze, anti-siphon, automatic draining wall hydrant.

## **FIRE PROTECTION ITEMS**

### **General**

- 1) Reference preliminary architectural drawings for space configuration and size.
- 2) All new fire protection systems shall be installed per NFPA 13 and local amendments.

### **Plumbing Piping – Fire Protection**

- 1) Piping shall be schedule 10 black steel with grooved fittings.
- 2) Recessed sprinkler heads shall be used in all areas with ceilings.
- 3) Upright brass sprinkler heads shall be provided where heads are exposed.

**END OF SD NARRATIVE**

## LANDSCAPE NARRATIVE

### Landscape Design Goal:

The landscape architectural criteria for the Mary Erskine Building Renovation, Guadalupe County Appraisal District will focus on the application of the landscape ordinances of City of Seguin.

### Existing Conditions:

The project site is located in north of downtown Seguin. There are trees that exist on site. It appears that the site grade is relatively flat. The landscape design will reflect the necessary trees called for by the respective ordinances.

### Landscape Design:

The landscape architectural design will meet City of Seguin Tree Preservation and Landscape and Irrigation codes. The landscape design will reflect the need to add trees to meet parking lot, buffering and perimeter lot landscaping requirements. An irrigation plan will be developed to support the new plant material.

The Design Development Plan will identify the landscape improvements. City code requires 1 shade tree and 2 shrubs to be planted for every 400 square feet of required landscaping. Fifty percent of the required landscaping shall be located between the front property line and the building. We would anticipate the area from the property line and the building to be addressed due to the parking lot development. Landscape requirements may be reduced but not eliminated per City code. We are estimating 16 trees and 32 shrubs to be planted. We estimated 5 of these trees to be used to meet parking lot requirements. Trees will be native to City of Seguin. Solid sod lawn will be around the building, parking lot area and at the edges of some improvements. Hydromulch seed will be use to vegetate the rest of the site. Should a detention pond be needed, solid sod for the slopes will be designed. New irrigation will be installed at the new trees. Trees will have pop-up bubblers and the plant materials will have drip tubing. Temporary irrigation will be specified for the establishment of lawn areas.



---

## MARY ERSKINE

---

PROJECT: GAD MARY ERSKINE BUILDING RENOVATION

DATE: 03/04/2026

LOCATION: City of Seguin Development Services Center

PEOPLE: DJD Team, Civil, Landscape, Development Services, Fire Marshal and Owner

### SITE WORK

- Remove existing parking lot on E. Krezdorn St. and add ADA accessible sidewalk
- Preferred main driveway on N. River but can be located on E. College St.
- 1 stall per 300 sq ft of building area is the parking minimum
- Civil must add storm water mitigation like a detention pond or pocket pond
- Storm inlets occur on E College and N Milam and N River and E College
- Driveway minimum 100 ft throat length off of College St
- Design team to verify water location for fire sprinklers and verify pressure on system
- Development Services does not want any new utility lines to require trenching in Milam since it's a newly paved
- Submit site plan separately for review

### SIDEWALK

- Replace existing sidewalks on College, River and Krezdorn up to ADA standards. N Milam St. is already updated
- Updating to existing ordinances is required when the construction cost exceeds 50% of the evaluation of a property. Mary Erskine is currently valued at \$3 million per the City of Seguin.
- Sidewalks are 5ft in width
- No buffer is needed if there is a curb and if there is no curb then a buffer is needed

### ZONING

- The Erskine building currently is zoned as Neighborhood Commercial but was never developed

### DUMPSTER

- Existing dumpster location can remain but sidewalk along E. Krezdorn must be updated and meet ADA standards
- Must update driveway
- Must follow Seguin's Dumpster Screening requirements
- It might be easier to move the dumpster location by new parking for easier access

The above does not purport to represent the entirety of all dialogue or discussion. Some dialogue or viewpoints may have been inadvertently omitted. Corrections and comments are requested to be submitted within 10 days, or these notes shall be understood to cover the salient points discussed.



#### GYM, CAFETERIA AND BAND

- Cafeteria and gym must have some markings on doors to let firefighters know there is no one inside that building
- The Cafeteria and Gym will need fire code and utility upgrades before it can be re-occupied. The building exceeds 6,000 sq ft in area. Buildings over 6000 sq ft are required to be fire sprinklered by City of Seguin ordinance.
- Band Building will be used as storage. Probably no sprinklers are needed since the building square footage is less than 6,000 sq ft.

#### FDC

- FDC To remain in the internal courtyard inside the fence and add knox boxes and caps on FDC

#### LANDSCAPE

- The Erskine building gets credits for keeping the heritage trees
- Work on alternate landscape layout and send it to Development Services to look at it preliminary (Leticia)
- Owner wants irrigation for shrubbery and trees

#### FIRE

- Fire lane can be located on College St. – once plans are finished can send them to the fire Marshall to look over
- Current basketball court can be used as a fire line only if an engineer can verify it can withstand a ladder truck

#### ARCH

- Conference rooms over 750 sf or 49 occupants must have 2 exits
- Factor in relocating some sprinkler heads
- Add correct handrails