

# Agenda

MEETING OF THE  
SAN DIEGO REGIONAL BUILDING AUTHORITY (SDRBA)  
JOINT POWERS AGENCY OF THE COUNTY OF SAN DIEGO &  
THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS)

May 12, 2020

9:00 AM

>>>MEETING WILL BE HELD VIA WEBINAR<<<

Meeting webinar/teleconference instructions can be accessed at the following link:

<https://www.sdmts.com/about-mts-meetings-and-agendas/other-committee>

**ACTION  
RECOMMENDED**

1. ROLL CALL
2. APPROVAL OF MINUTES - October 31, 2019 Approve
3. James R. Mills Building - Adoption of Operating Budget and Capital Improvement Projects for Fiscal Year 2020/2021 Approve  
Action would: (1) Approve the proposed FY 20/21 Operating Budget and authorize the Executive Officer to approve the expenditures in accordance therewith; and (2) Approve the proposed FY 20/21 Capital Improvement Budget and authorize the Executive Officer to approve the expenditure of \$1,281,825 from the Capital Reserve Account; and (3) Approve an increase in the Minimum Rent value to \$2,007,936 annually, effective November 1, 2019, pursuant to Section 3.2.2 of the Amended and Restated Ground Lease DOC # 2011-0225737 and as determined by Jones, Roach & Caringella, Inc. appraisal #2020038 dated April 8, 2020; and (4) Approve the extension of the Property Management Agreement between Colliers International Real Estate Management Services (CA), Inc. and San Diego Regional Building Authority, by exercising the final 3-year option extending the agreement through December 31, 2023.
4. PUBLIC COMMENTS  
Limited to five speakers with three minutes per speaker. If you have a report to present, please give your copies to the Clerk.
5. NEXT MEETING DATE: To be determined.
6. ADJOURNMENT

SAN DIEGO REGIONAL BUILDING AUTHORITY (SDRBA)  
JOINT POWERS AGENCY  
OF THE COUNTY OF SAN DIEGO AND  
THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS)

MINUTES

October 31, 2019

1. Roll Call

Chairman Fletcher called the meeting to order at 2:03 p.m. Authority members present included Mr. Cox, Chairman Fletcher, and Mr. McClellan.

2. Approval of Minutes

Mr. McClellan moved for approval of the minutes of the May 29, 2019, San Diego Regional Building Authority (SDRBA) meeting. Mr. Cox seconded the motion, and the vote was 3 to 0 in favor.

3. Adoption of the San Diego Regional Building Authority Conflict of Interest Code

Rachel Witt, Chief Deputy County Counsel, discussed the proposed adoption of the San Diego Regional Building Authority Conflict of Interest Code. Ms. Witt stated that the Political Reform Act requires each public agency to adopt a Conflict of Interest Code. The San Diego Regional Building Authority is subject to that requirement. Ms. Witt noted that once approved, the Conflict of Interest Code will be submitted to the County Board of Supervisors for final approval.

Action Taken

Mr. Cox moved to adopt the SDRBA Conflict of Interest Code and direct the Clerk to submit it to the County of San Diego Board of Supervisors for approval. Chairman Fletcher seconded the motion, and the vote was 3 to 0 in favor.

4. Amend Capital Improvement Program (CIP) Budget

Marko Medved, County of San Diego Director of General Services and SDRBA Executive Director, provided a brief presentation regarding the amendment to the CIP budget. He stated that the SDRBA approved the budget in May 2019. There are three major projects moving forward including the building HVAC improvements project, parking garage protection project, and the lobby improvement project. Mr. Medved stated that they have received bids on the HVAC improvements project. He noted that the project cost was initially underestimated, and will also require a technical consultant and project manager, which will result in increased costs to the project. The action today would approve an increase to the CIP budget to account for the increased project costs.

Action Taken

Mr. Cox moved to approve an increase to the CIP Budget in the amount of \$491,193. Mr. McClellan seconded the motion, and the vote was 3 to 0 in favor.

5. Public Comments

There were no public comments.

6. Next Meeting Date

The next SDRBA meeting will be determined.

7. Adjournment

The meeting adjourned at 2:07 p.m.

A handwritten signature in black ink, appearing to read "Nathan Fletcher", is written above a horizontal line.

Chairman

Attachment: Roll Call Sheet

## ROLL CALL

ADJOURN 2:07 p.m.

CONFIRMED BY OFFICE OF THE MTS GENERAL COUNSEL

SAN DIEGO REGIONAL BUILDING AUTHORITY (SDRBA)  
JOINT POWERS AGENCY OF THE COUNTY OF SAN DIEGO &  
THE SAN DIEGO METROPOLITAN TRANSIT SYSTEM (MTS)

May 12, 2020

SUBJECT:

JAMES R. MILLS BUILDING – ADOPTION OF OPERATING BUDGET AND CAPITAL  
IMPROVEMENT PROJECTS FOR FISCAL YEAR 2020/2021

RECOMMENDATIONS:

1. Approve the proposed FY 20/21 Operating Budget and authorize the Executive Officer to approve the expenditures in accordance therewith; and
2. Approve the proposed FY 20/21 Capital Improvement Budget and authorize the Executive Officer to approve the expenditure of \$1,281,825 from the Capital Reserve Account; and
3. Approve an increase in the Minimum Rent value to \$2,007,936 annually, effective November 1, 2019, pursuant to Section 3.2.2 of the Amended and Restated Ground Lease DOC # 2011-0225737 and as determined by Jones, Roach & Caringella, Inc. appraisal #2020038 dated April 8, 2020; and
4. Approve the extension of the Property Management Agreement between Colliers International Real Estate Management Services (CA), Inc. and San Diego Regional Building Authority, by exercising the final 3-year option extending the agreement through December 31, 2023.

DISCUSSION:

The James R. Mills Building located at 1255 Imperial Avenue (Mills Building) is owned jointly by the County of San Diego (County) and San Diego Metropolitan Transit System (MTS) through a ground lease, lease, and sublease transaction with the San Diego Regional Building Authority (SDRBA). The SDRBA is a joint powers authority created by the County and MTS to fund, construct, maintain and operate the Mills Building. Under the lease agreements, MTS has sole authority over the trolley infrastructure and station areas, and controls the first-floor retail space and the ninth through tenth floor office areas. The County controls the second through eighth floor office areas. The parking garage is shared proportionately by the County and MTS. County and MTS make arrangements to pay for individual monthly employee parking spaces, and additional revenue is generated from the garage for daily and special event parking, including an agreement with the Padres for 300 spaces during each Padres home game and some Petco Park special events.

The SDRBA has a property management agreement with Colliers International Management Company (Colliers) to handle day-to-day operations and maintenance of the Mills Building. Today's actions would approve the budgets for the Mills Building operations and capital improvement projects for Fiscal Year 2020, authorize an increase to the minimum rent value

pursuant to a method described within the ground lease, and extend the Colliers property management agreement for the final 3-year option.

Mills Building Budget and Overall Expense Overview

The Mills Building Budget is made up of four major categories of expenses and credits:

1. Operating Expenses. This includes expenses related to property management, janitorial, landscaping, security, utilities, parking, and general repairs and maintenance activities for the Mills Building. Under the MTS-County sublease, County pays 75.05% and MTS pays 24.95% of Operating Expenses.
2. Parking Revenue. This is a credit for parking revenue generated from daily parking fees, monthly parking fees for MTS or County employees, the Padres parking lease, and special event parking fees. This credit is used to reduce the required Operating Expense contribution from County and MTS.
3. Direct Owner Expenses. This includes expenses that are solely related to either the County's occupancy or MTS's occupancy. They are not split according to the Operating Expenses proportionate share percentage, but are added to either the County or MTS proportionate shares as appropriate.
4. Capital Improvement Expenses. This includes costs for Mills Building Capital Improvement and major repair projects. Some projects are underway or not yet commenced and may have funding from prior fiscal years. The expenses in the Fiscal Year 2020 budget reflect new projects or additional funding needed to complete projects approved in previous budgets.

Total Mills Building expenses subject to the County/MTS proportionate share allocation are calculated by the following formula:

Line A	Operating Expenses Total
Line B	- <u>Parking Revenue</u>
Line C	<i>Operating Expense Subtotal</i>
Line D	+ <u>Capital Improvement Expenses</u>
Line E	<i>Mills Building Expense Total</i>
Line F	- <u>Reserve Account Usage, if any</u>
Line G	<i>Total Mills Building Expenses Subject to Proportionate Share</i>

The County and MTS annual contributions to Mills Building Expenses are then calculated as follows:

75.05% of Line G	24.95% of Line G
+ <u>County Direct Owner Expenses</u>	+ <u>MTS Direct Owner Expenses</u>
<i>County Total Mills Building Expenses</i>	<i>MTS Total Mills Building Expenses</i>

Two other transactions impact annual Mills Building-related costs for County and MTS.

First, under the original ground lease transaction that allowed the Mills Building to be constructed on MTS-owned land, MTS is entitled to a ground lease rent payment from the County. Pursuant to the procedure defined in Section 3.2.2 of the Amended and Restated Ground Lease DOC # 2011-0225737, an appraiser, Jones, Roach & Caringella, Inc., was hired and determined that the Minimum Rent value beginning on November 1, 2019 was to be \$2,007,936 annually. County's share of the Minimum Rent is equal to 73.4% of the Minimum Rent or \$1,473,825.

Second, County and MTS share expenses related to the debt used to finance construction of the Mills Building in 1989, with County paying 72.39% and MTS paying 27.61% of such costs. The construction was funded through a series of bond transactions, with the most recent being a certificate of participation that refinanced the building debt in 2011 (2011 COPs). The 2011 COPS were completely paid off in November 2019 (i.e., during Fiscal Year 2020). After the COP is paid off the Minimum Rent payment to MTS adjusts effective November 1, 2019.

#### Fiscal Year 2019/20 Operating Budget and Capital Budget

Fiscal Year 2019/2020 (FY 19/20) Operating Budget is projected to end with \$0 in unallocated funds available, and having used \$458,286 of the \$675,000 of reserves in the Operating Account. This is due to a shortfall in parking event revenue due to the Covid-19 pandemic the request to restore the Operating Reserves is found below in TABLE 1: BUDGET SUMMARY.

The Capital Budget is projected to end with \$0 in unallocated funds available this amount does not include the \$200,000 reserve available in the Capital Reserve Account.

#### Fiscal Year 2020/21 Operating Budget

The proposed total budget for Fiscal Year 2020/21 (FY 20/21) totals \$5,080,410 and reflects projected operating expenses, offsetting parking revenue, direct owner expenses, proposed capital improvements, and restoring the Operating Reserves due to a Parking Revenue shortfall.

The proposed FY 20/21 Operating Budget reflects the following:

Line A Operating Expenses Total	\$ 3,295,618
Line B (Less) Parking Revenue	<u>- \$1,006,762</u>
Line C <i>Operating Expense Subtotal</i>	<u>\$2,288,856</u>

For shared operating expenses, the proportionate share distribution is \$1,717,786 (County) and \$571,070 (MTS).

Pursuant to Table 1 Budget Summary below, annual Operating Expenses of \$3,295,618 for Budget year 20/21 have increased by approximately 14% over the annual Operating Expenses for 2019/20. The primary reasons for the increase are statutory wage increases, security contract increases, increased maintenance due to the age of the asset specifically HVAC and plumbing, and increased cleaning (including Covid19 protocol) /window washing.

The projected parking revenue of \$1,006,762 reflects a decrease in event rates and Padres game revenue during FY 20/21 due to the Covid-19 pandemic.

Direct Owner Expenses of \$1,051,443 are allocated as appropriate to MTS or County within their respective cost share amount. For FY 20/21, the distribution in Direct Owner Expenses is \$1,027,414 (County) and \$24,029 (MTS).

A parking revenue shortfall in Fiscal Year 2019/2020 of \$458,286 reduced the Operational Reserves from \$675,000 to \$216,714. The operational reserves will be restored to \$675,000 with a contribution of \$458,286.

Proposed Capital Improvements in FY 20/21 total \$1,281,825 (Attachment B).

Proposed Capital Improvement items for FY 20/21 include, in part: lighting upgrades, upgrade emergency management system; painting fire pump and engineering rooms; hands free faucets, flush valves, and paper towel dispensers; additional funding for ADA elevator interior upgrade and lobby upgrades; consultant report of interior HVAC equipment; re-ducting 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> floors; and a consultant to assess parking structure. .

The proportionate share distribution for the FY 20/21 Capital Improvement Program is \$962,010 (County) and \$319,815 (MTS).

TABLE 1: BUDGET SUMMARY:

Expenses and Parking Revenue	Current Budget FY 2019/2020	Projected Estimated Actuals FY 2019/2020	Proposed Budget FY 2020/2021
Project Operating Expense	\$2,890,677	\$2,987,193	\$3,295,618
Less Parking Revenue	\$(1,603,520)	\$(1,145,234)	\$(1,006,762)
Direct Owner Expenses	\$745,791	\$ 745,791	\$1,051,443
Total Capital Improvements	\$1,241,500	\$1,732,693	\$1,281,825
Restore Operating Reserves due to a Parking Revenue shortfall			\$458,286
SUBTOTALS	\$3,274,448	\$4,320,443	\$5,080,410
Less Drawdown from Capital Account	\$0	\$0	\$0
Less Transfer from Operating Account	\$0	\$0	\$0
Subtotal	\$3,274,449	\$4,320,443	\$5,080,410
Less Direct Owner Expenses for Share	\$(745,791)	\$(745,791)	\$(1,051,443)
Total Opex for Share Calculation	\$2,528,658	\$ 3,574,651	\$4,028,967
<b>Total Cost Shares (Operating Expense, Parking, Capital Improvements and Direct Expenses)</b>			
MTS Share	\$ 650,854	\$ 773,407	\$1,029,256
County Share	\$2,623,594	\$2,992,234	\$4,051,153
Total	\$3,274,448	\$3,765,641	\$5,080,410

The Annual Cost Shares for the MTS \$1,029,256 and County is \$4,051,153 for a total of combined for 2020/21 \$5,080,410.

The FY 2019/20 Projected Estimated Actuals for MTS and County Share Costs increased by the October Board meeting for additional Capital funding totaling \$491,193.

Attachment A: Proposed FY 20/21 Operating Budget and Capital Expenditures.

Attachment B: Proposed FY 20/21 Capital Improvements.

Attachment C: FY 19/20 to FY 20/21 Current vs Proposed Budget

Attachment D: Capital Expenditure Project Summary



Attachment A: Proposed FY 2019-2020  
Operating Budget and Capital Expenditures

James R. Mills Budget 2020-2021

Project Sq. Ft. 183245  
Type: Office

															Square Feet: 183,245		
Acct No		Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Total	County 75.05%	MTS 24.95%	Cost P.S.F.
REVENUE (Ties to Income Schedule)																	
RENT																	
MTS Retail Rent		7,175	7,175	7,175	7,175	7,175	7,175	7,175	7,175	7,175	7,175	7,175	7,175	86,095	64,614.54	21,480.78	0.47
		0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00
TOTAL RENT		7,175	7,175	7,175	7,175	7,175	7,175	7,175	7,175	7,175	7,175	7,175	7,175	86,095	64,614.54	21,480.78	0.47
OPERATING EXP REIMB																	
County Warrant Ofc CAM		131	131	131	131	131	131	131	131	131	131	131	131	1,567	1,176.00	390.96	0.01
Reimbursed Utilities (HHSA) *		21,000	20,999	21,323	20,500	18,500	18,620	18,809	18,000	17,907	17,558	18,700	18,632	230,548	173,026.27	57,521.73	1.26
Trash Removal Reimb (Amart)		129	129	129	129	129	129	129	129	129	129	129	129	1,548	1,161.77	386.23	0.01
TOTAL OPERATING EXP REIMB.		21,260	21,259	21,583	20,760	18,760	18,880	19,069	18,260	18,167	17,818	18,960	18,892	233,663	175,364.05	58,298.91	1.28
PARKING INCOME																	
4405-0001	Parking Padres	0	0	0	0	0	0	0	449,550	0	0	0	0	449,550	337,387.28	112,162.73	2.45
4405-0001	Parking Game Revenue	0	0	0	0	0	0	0	0	0	0	0	0	0	0.00	0.00	0.00
4405-0001	Parking- MTS Monthly Parkin	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	7,000	84,000	63,042.00	20,958.00	0.46
4405-0001	Parking-Daily (Transient)	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	264,000	198,132.00	65,868.00	1.44
4405-0001 (A)	Parking HHSA Monthly Parking *	1,200	1,200	1,200	1,200	1,200	1,200	2,600	2,600	2,600	2,600	2,600	2,600	22,800	17,111.40	5,688.60	0.12
4405-0001	SanDag	80	80	80	80	80	80	80	80	80	80	80	80	960	720.48	239.52	0.01
4405-0001	City of San Diego	450	450	450	450	450	450	450	450	450	450	450	450	5,400	4,052.70	1,347.30	0.03
4405-0001	Retail Tenants	240	240	240	240	240	240	240	240	240	240	240	240	2,880	2,161.44	718.56	0.02
4405-0001(B)	Parking Contribution MTS *	120	120	120	120	120	120	120	120	120	120	120	120	1,440	1,080.72	359.28	0.01
4405-0002	Parking - Coupons	0	0	0	0	0	0	3,500	3,500	3,500	3,500	3,500	3,500	21,000	15,760.50	5,239.50	0.11
4405-1000	Parking - Events	0	0	0	0	0	0	25,000	21,000	15,000	33,080	40,326	20,326	154,732	116,126.37	38,605.63	0.84
TOTAL PARKING INCOME		31,090	31,090	31,090	31,090	31,090	31,090	60,990	506,540	50,990	69,070	76,316	56,316	1,006,762	620,445.86	206,264.15	5.49
OTHER INCOME																	
4801-0000	HHSA Security *	39,400	45,200	45,200	39,400	45,200	45,200	39,400	45,200	45,200	39,400	45,200	45,200	519,196	389,656.36	129,539.32	2.83
4803-0000	MTS WO *	35	6,478	1,510	1,484	1,518	1,337	3,734	1,233	1,393	1,199	1,272	1,396	22,589	16,953.27	5,636.03	0.12
4880-0000	Interest Income	90	90	90	90	90	90	90	90	90	90	90	90	1,080	810.54	269.46	0.01
4890-0000	Other Income/East Village Tax Assesment*	1,139	1,139	1,139	1,139	1,139	1,139	1,139	1,139	1,139	1,139	1,139	1,139	13,670	10,259.34	3,410.67	0.07
4890-0002	Contributions MTS-San Diego Opex *	57,118	57,118	57,118	57,118	57,118	57,118	57,118	57,118	57,118	57,118	57,118	57,118	685,412	514,401.57	171,010.25	3.74
4890-0003	Contributions San Diego County Opex *	171,811	171,811	171,811	171,811	171,811	171,811	171,811	171,811	171,811	171,811	171,811	171,811	2,061,730	1,547,328.18	514,401.57	11.25
4890-0004	Contributions MTS-San Diego-Capital *	26,651	26,651	26,651	26,651	26,651	26,651	26,651	26,651	26,651	26,651	26,651	26,651	319,815	240,021.41	79,793.93	1.75
4890-0005	Contributions-San Diego County-Capital *	80,167	80,167	80,167	80,167	80,167	80,167	80,167	80,167	80,167	80,167	80,167	80,167	962,010	721,988.25	240,021.41	5.25
TOTAL OTHER INCOME		376,411	388,654	383,686	377,860	383,694	383,513	380,110	383,409	383,569	377,575	383,448	383,572	4,585,502	3,441,418.92	1,144,082.64	25.02
TOTAL REVENUE		435,936	448,177	443,533	436,884	440,718	440,657	467,343	915,383	459,900	471,637	485,898	465,954	5,912,022	4,301,843.37	1,430,126.48	32.26
														5,912,022			
Operating Expenses																	
RE Taxes																	
5810	Real Estate Taxes																
Total RE Taxes		0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
Administration																	
5810	Payroll Building Manager	11,735	11,735	11,735	11,735	11,735	11,735	11,735	11,735	11,735	11,735	11,735	11,735	140,818	\$ 105,683.63	\$ 35,134.00	\$ 0.77
5845	Telephone	1,575	1,575	1,575	1,575	1,575	1,575	1,575	1,575	1,575	1,575	1,575	1,575	18,900	\$ 14,184.45	\$ 4,715.55	\$ 0.10

Attachment A: Proposed FY 2019-2020  
Operating Budget and Capital Expenditures

James R. Mills Budget 2020-2021

Project Sq. Ft. 183245  
Type: Office

															Square Feet: 183,245		
Acct No		Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Total	County 75.05%	MTS 24.95%	Cost P.S.F.
5840	Office Supplies/Postage	660	225	660	225	660	225	400	400	300	660	225	225	4,865	\$ 3,651.18	\$ 1,213.82	\$ 0.03
5843	Repairs & Maintenance	42	42	42	42	42	42	42	42	42	42	42	42	500	\$ 375.28	\$ 124.76	\$ 0.00
5805	Management Fees	6,560	6,560	6,560	6,560	6,560	6,560	6,724	6,724	6,724	6,724	6,724	6,724	79,709	\$ 59,821.96	\$ 19,887.51	\$ 0.43
5884	Tenant Relations	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
5890	Other Administrative Expenses	10,700	2,575	7,633	2,575	2,575	2,633	2,575	7,575	2,633	2,575	2,575	2,633	49,257	\$ 36,967.38	\$ 12,289.62	\$ 0.27
Total Administrative		31,272	22,712	28,205	22,712	23,147	22,770	23,051	28,051	23,009	23,311	22,876	22,934	294,049	\$ 220,683.88	\$ 73,365.26	\$ 1.60
General Building																	
5255	Engineers Payroll	15,722	15,722	16,202	15,722	15,722	16,202	15,722	15,722	16,202	15,722	15,722	16,202	190,590	\$ 143,037.60	\$ 47,552.14	\$ 1.04
5690	Repairs & Maintenance	6,630	6,080	5,580	7,330	5,380	5,580	7,330	5,380	5,380	6,630	5,380	5,380	72,060	\$ 54,081.03	\$ 17,978.97	\$ 0.39
5680	Pest Control	7,040	340	1,540	7,040	340	1,540	7,040	3,440	1,540	7,040	340	1,540	38,780	\$ 29,104.39	\$ 9,675.61	\$ 0.21
5667	Painting	600	0	300	600	0	300	600	0	300	600	0	300	3,600	\$ 2,701.80	\$ 898.20	\$ 0.02
5673	Tools & Equipment	300	0	0	300	0	0	300	0	0	300	0	0	1,200	\$ 900.60	\$ 299.40	\$ 0.01
5410-0000	Plumbing	6,928	3,553	4,353	6,193	3,553	4,353	7,953	3,553	12,253	5,353	3,553	5,193	66,791	\$ 50,126.65	\$ 16,664.35	\$ 0.36
5685	Roof	0	0	0	0	0	0	6,800	0	0	0	0	0	6,800	\$ 5,103.40	\$ 1,696.60	\$ 0.04
Total General Building		37,220	25,695	27,975	37,185	24,995	27,975	45,745	28,095	35,675	35,645	24,995	28,615	379,821	\$ 285,055.47	\$ 94,765.28	\$ 2.07
Janitorial																	
5505	Cleaning Contract	37,461	35,861	36,861	35,861	35,861	36,861	37,461	35,861	36,861	35,861	35,861	36,861	437,532	\$ 328,367.77	\$ 109,164.23	\$ 2.39
5515	Cleaning Supplies	7,200	7,200	7,200	7,200	7,200	7,400	7,400	7,400	7,400	7,400	7,400	7,400	87,800	\$ 65,893.90	\$ 21,906.10	\$ 0.48
5230	Refuse Removal	3,380	3,380	3,380	3,380	3,380	3,380	3,481	3,481	3,481	3,481	3,481	3,481	41,166	\$ 30,895.08	\$ 10,270.92	\$ 0.22
5520	Window Washing Contract	5,800	31,950	0	0	0	0	0	0	0	0	0	0	37,750	\$ 28,331.38	\$ 9,418.63	\$ 0.21
Total Janitorial		53,841	78,391	47,441	46,441	46,441	47,641	48,342	46,742	47,742	46,742	46,742	47,742	604,248	\$ 453,488.12	\$ 150,759.88	\$ 3.09
Electrical & Lighting Systems																	
5315	Electrical Supplies	350	200	200	350	200	200	350	200	200	350	200	200	3,000	\$ 2,251.50	\$ 748.50	\$ 0.02
5310	Electrical Repairs & Maintenance	310	310	310	310	310	310	310	310	310	310	310	310	3,720	\$ 2,791.86	\$ 928.14	\$ 0.02
Total Electrical		660	510	510	660	510	510	660	510	510	660	510	510	6,720	\$ 5,043.36	\$ 1,676.64	\$ 0.04
Elevator																	
5455-0000	Elevator Contract	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	2,800	33,600	\$ 25,216.80	\$ 8,383.20	\$ 0.18
5460	Elevator Repair & Maintenance	1,800	1,600	1,800	1,600	2,400	5,800	1,800	1,600	2,000	1,600	2,400	1,600	26,000	\$ 19,513.00	\$ 6,487.00	\$ 0.14
5463	Elevator Telephone Lines	583	583	583	583	583	583	583	583	583	583	583	583	6,996	\$ 5,250.50	\$ 1,745.50	\$ 0.04
Total Elevator		5,183	4,983	5,183	4,983	5,783	9,183	5,183	4,983	5,383	4,983	5,783	4,983	66,596	\$ 49,980.30	\$ 16,615.70	\$ 0.33
HVAC																	
5355	HVAC Contract Service	6,607	6,607	11,222	6,607	6,607	11,222	6,635	6,635	11,250	6,635	16,435	13,650	110,112	\$ 82,639.06	\$ 27,472.94	\$0.60
5365	HVAC Materials & Supplies	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	1,250	15,000	\$ 11,257.50	\$ 3,742.50	\$0.08
5360-0000	HVAC Repairs & Maintenance	4,550	4,550	4,550	4,550	4,550	4,550	4,550	4,550	4,550	4,550	4,550	4,550	54,600	\$ 40,977.30	\$ 13,622.70	\$0.30
5390-0000	HVAC Water Treatment	484	484	484	484	484	484	484	484	484	484	484	484	5,808	\$ 4,358.90	\$ 1,449.10	\$0.03
Total HVAC		12,891	12,891	17,506	12,891	12,891	17,506	12,919	12,919	17,534	12,919	22,719	19,934	185,520	\$ 139,232.76	\$ 46,287.24	\$ 0.98
Landscape & Grounds																	
5555-0000	Landscape Contract	1,905	1,905	2,505	1,905	1,905	5,705	1,905	1,905	2,505	1,905	1,905	2,505	28,460	\$ 21,359.23	\$ 7,100.77	\$ 0.16
5565-0000	Landscape Materials & Supplies	4,300	100	100	1,300	100	100	1,971	100	771	1,300	771	100	11,013	\$ 8,265.26	\$ 2,747.74	\$ 0.06
5560-0000	Landscape Repairs & Maintenance	100	100	100	6,982	100	100	100	100	100	100	100	100	8,082	\$ 6,065.54	\$ 2,016.46	\$ 0.04
Total Landscape		6,305	2,105	2,705	10,187	2,105	5,905	3,976	2,105	3,376	3,305	2,776	2,705	47,555	\$ 35,690.03	\$ 11,864.97	\$ 0.26
Parking Expenses															\$ -		
5618-0000	Operating Expenses (Ace Parking)	13,693	27,693	33,841	13,693	13,693	13,708	21,978	16,508	16,508	33,856	27,498	30,048	262,717	\$ 197,169.11	\$ 65,547.89	\$ 1.43
5645-0003	Parking-Electrical Supplies & Repairs	100	100	100	100	100	100	100	100	100	100	100	100	1,200	\$ 900.60	\$ 299.40	\$ 0.01
5645-0004	Parking- Elevator Expenses	2,093	2,093	3,593	2,093	2,093	3,593	2,093	2,093	3,593	2,093	2,093	3,593	31,116	\$ 23,352.56	\$ 7,763.44	\$ 0.17
5645-0005	Parking Fire/Life/Safety	395	120	120	395	120	120	1,385	320	120	395	120	120	3,730	\$ 2,799.37	\$ 930.64	\$ 0.02
5645-0007	Landscape & Grounds	325	325	325	325	325	325	325	325	325	325	325	325	3,900	\$ 2,926.95	\$ 973.05	\$ 0.02
5645-0008	Pest Control	95	575	95	95	575	95	95	575	95	95	575	95	3,060	\$ 2,296.53	\$ 763.47	\$ 0.02
5645-0010	Parking-Materials & Supplies	50	50	550	50	730	550	50	50	550	50	730	550	3,960	\$ 2,971.98	\$ 988.02	\$ 0.02
5645-0011	Parking-Repairs & Maintenance	600	1,350	350	900	150	150	6,850	600	900	150	150	1,350	13,500	\$ 10,131.75	\$ 3,368.25	\$ 0.07

Attachment A: Proposed FY 2019-2020  
Operating Budget and Capital Expenditures

James R. Mills Budget 2020-2021

Project Sq. Ft. 183245  
Type: Office

															Square Feet: 183,245		
Acct No		Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	Mar 2021	Apr 2021	May 2021	Jun 2021	Total	County 75.05%	MTS 24.95%	Cost P.S.F.
5645-0012	Parking-M&S Parking Equipment	45	45	45	45	45	45	45	45	45	45	45	45	540	\$ 405.27	\$ 134.73	\$ 0.00
5645-0013	Parking-Sweeping & Steam Cleaning	0	0	2,200	0	0	2,200	0	0	2,200	0	0	2,200	8,800	\$ 6,604.40	\$ 2,195.60	\$ 0.05
5645-0014	Parking-Security Contract	19,844	19,844	19,844	19,844	14,056	14,056	14,056	14,056	14,056	19,844	19,844	19,844	209,183	\$ 156,991.62	\$ 52,191.08	\$ 1.14
5645-0015	Electricity- Autopark	4,500	4,400	4,400	4,300	4,300	4,300	4,200	4,200	4,500	4,500	4,400	4,500	52,500	\$ 39,401.25	\$ 13,098.75	\$ 0.29
5645-0016	Water-Autopark	121	0	121	0	121	0	121	0	121	0	121	0	726	\$ 544.86	\$ 181.14	\$ 0.00
Total Parking		41,861	56,595	65,584	41,840	36,308	39,242	51,298	38,872	43,113	61,453	56,001	62,770	594,932	\$ 446,496.24	\$ 148,435.46	\$ 3.25
Security/Fire/Safety																	
5775-0001	SFS- Telephone/Alarm	217	217	2,050	1,642	217	1,210	777	217	1,210	2,482	217	2,050	12,506	\$ 9,385.75	\$ 3,120.25	\$ 0.07
5775-0002	SFS- Contract Service	62,504	61,819	61,819	62,504	61,819	64,204	62,504	61,819	61,819	62,504	61,819	61,819	746,953	\$ 560,588.23	\$ 186,364.77	\$ 4.08
5775-0003	SFS-Materials & Supplies	2,820	4,020	2,095	2,095	3,545	2,095	2,245	3,695	2,245	2,245	3,575	2,245	32,920	\$ 24,706.46	\$ 8,213.54	\$ 0.18
5775-0004	SFS-Permits/Testing	252	252	1,182	252	537	852	275	275	275	275	275	275	4,977	\$ 3,735.24	\$ 1,241.76	\$ 0.03
5775-0005	SFS Repairs & Maintenance	1,500	1,500	1,500	1,500	1,500	1,500	5,670	1,500	1,500	1,500	1,500	1,500	22,170	\$ 16,638.59	\$ 5,531.42	\$ 0.12
Total Security/Fire/Safety		67,293	67,808	68,646	67,993	67,618	69,861	71,471	67,506	67,049	69,006	67,386	67,889	819,526	\$ 615,054.26	\$ 204,471.74	\$ 4.47
Utilities																	
5205	Electricity-Common Area	18,897	25,558	29,685	25,310	21,662	21,130	15,346	16,401	15,993	16,871	15,993	18,055	240,901	\$ 180,796.20	\$ 60,104.80	\$ 1.31
5210	Gas	127	21	33	172	499	1,133	1,224	1,297	1,314	722	545	563	7,650	\$ 5,741.33	\$ 1,908.68	\$ 0.04
5215	Water- Building	4,400	4,300	4,300	4,300	4,100	3,900	3,200	3,300	4,100	4,300	3,800	4,100	48,100	\$ 36,099.05	\$ 12,000.95	\$ 0.26
Total Utilities		23,424	29,879	34,018	29,782	26,261	26,163	19,770	20,998	21,407	21,893	20,338	22,718	296,651	\$ 222,636.58	\$ 74,014.42	\$ 1.62
TOTAL OPERATING EXPENSES		279,950	301,569	297,773	274,674	246,059	266,756	282,415	250,781	264,798	279,917	270,126	280,800	3,295,618	\$ 2,473,361.00	\$ 822,256.59	\$ 17.98
															3,295,618		
Net Operation Income		155,986	146,608	145,760	162,210	194,659	173,901	184,928	664,602	195,102	191,720	215,772	185,154	2,616,404	\$ 1,963,611.40	\$ 652,792.86	\$ 14.28
Capital Expenses															2,616,404		
	Capital	106,819	106,819	106,819	106,819	106,819	106,819	106,819	106,819	106,819	106,819	106,819	106,819	1,281,825	\$ 962,009.66	\$ 319,815.34	\$ 7.00
Total Capital		106,819	106,819	106,819	106,819	106,819	106,819	106,819	106,819	106,819	106,819	106,819	106,819	1,281,825	\$ 962,009.66	\$ 319,815.34	\$ 7.00
Direct Owner Expenses (not calculated on 75/25 split) *																	
5655-1000	HHSA Additional Security & Cleaning Expenses	39,400	45,200	45,200	39,400	45,200	45,200	39,400	45,200	45,200	39,400	45,200	45,200	519,196	\$ 519,195.68		\$ 2.83
5655-2000	County Electric (floors 2-9)	21,000	20,999	21,323	20,500	18,500	18,620	18,809	18,000	17,907	17,558	18,700	18,632	230,548	\$ 230,548.00		\$ 1.26
5655-3000	MTS & 1st Floor Tenants	35	6,478	1,510	1,484	1,518	1,337	3,734	1,233	1,393	1,199	1,272	1,396	22,589		\$ 22,589.30	\$ 0.12
5140	County portion City Maintenance Assessment	1,139	1,139	1,139	1,139	1,139	1,139	1,139	1,139	1,139	1,139	1,139	1,139	13,670	\$ 13,670.00		\$ 0.07
	HHSA Monthly Parking	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	22,000	264,000	\$ 264,000.00		\$ 1.44
	MTS Monthly Parking	120	120	120	120	120	120	120	120	120	120	120	120	1,440		\$ 1,440.00	\$ 0.01
Total Tenant Direct Owner Expenses		83,694	95,936	91,292	84,643	88,477	88,416	85,202	87,692	87,759	81,416	88,431	88,487	1,051,443	\$ 1,027,413.68	\$ 24,029.30	\$ 5.74
Total Direct Owner and Capital		190,513	202,755	198,111	191,462	195,296	195,235	192,021	194,511	194,578	188,235	195,250	195,306	2,333,268	\$ 1,989,423.34	\$ 343,844.64	\$ 12.73
Adjusted Cash Flow after Direct and Capital		-34,527	-56,146	-52,350	-29,251	-636	-21,333	-7,092	470,092	525	3,486	20,523	-10,151	283,136			
															283,136		
															4,347,061		

\* Direct Owners Expenses are not calculated on a split and are charges attributed 100% to either MTS or the County.

Total OPEX Plus Direct Owner Exp

James R. Mills Budget 2019-2020							
© Denotes completed project							
Project	2016/2017	2017/2018	2018/2019	Amended 2018/2019	2019/2020	Amended 2019/2020	Budget 2020/2021
<b>9190 BUILDING IMPROVEMENTS</b>							
EIFS: EXT BLDG, CLOCK TOWER, MECH PLANT SEALING©		\$111,050					
EXTERIOR BUILDING PAINT ©		\$17,000					
EXTERIOR BUILDING TILE RESEAL		\$23,000					
LOBBY ADA SLIDING DOOR INSTALL©	\$17,000						
"New" project LED Platform lighting, 9 AND 10 Floor change can lighting to LED, fire pump room, chiller room and electrical rooms							\$52,000
BUILDING & AUTO PARK, LED LIGHTING RETROFIT & LIGHTING CONTROL PANELS©	\$307,000	\$89,000			\$35,000		
SECURITY CAMERA UPGRADES©		\$20,000					
X RAY & METAL DETECTOR ©		\$42,000					
WATER STATIONS ON 2,3,4,5,6,8,9 ©					\$27,000		
CLOCK TOWER RED WINDOW PAINTING					\$56,500		
CLOCK FACE REFURBISHMENT					\$38,000		
EMERGENCY MANAGEMENT SYSTEM							\$125,000
PAINT FIRE PUMP ROOM							\$6,325
PAINT/FLOORS/CABINETS ENGINEERING OFFICE AND MOVE IN AND OUT FURNITURE							\$26,700
BUILDING RESTROOMS HANDS FREE FAUCETS (42), HANDE FREE FLUSH VALAVES (40) AND PAPER TOWEL DISPENSER (34)							\$45,000
<b>TOTAL 9190 BUILDING IMPROVEMENTS</b>	<b>\$324,000</b>	<b>\$302,050</b>	<b>\$0</b>	<b>\$0</b>	<b>\$156,500</b>	<b>\$0</b>	<b>\$255,025</b>
<b>LOBBY UPGRADES</b>							
COMMON AREA INTERIOR DOOR REPLACEMENT 1st FLOOR and AMART DOORS	\$13,500				\$60,000		
SPACE PLANNER and CONSTRUCTION MANAGEMENT FEES			\$65,000				\$135,000
MANAGEMENT OFFICE FURNITURE,PAINT, CARPET AND MOVE	\$27,000						\$20,000
LOBBY UPGRADE: REMODEL -SECURITY CONSOLE, FLOORING, PAINT		\$245,000	\$0		\$281,000		
ELEVATOR INTERIOR UPGRADE & DOOR FAÇADE FL 1-10 AND ADA		\$75,000	\$0		\$70,000		\$28,000
RESTROOM UPGRADE: ADA COMPLIANCE & INTERIOR FINISHES 1ST FLOOR		\$135,000	\$0		\$184,000		
SOUTH LOBBY DOOR INSTALL and INTERIOR FIRST FLOOR DOORS		\$16,500	\$0				\$55,000
<b>TOTAL LOBBY UPGRADES</b>	<b>\$40,500</b>	<b>\$471,500</b>	<b>\$65,000</b>	<b>\$0</b>	<b>\$595,000</b>	<b>\$0</b>	<b>\$238,000</b>
<b>HVAC Upgrades</b>							
BUILDING ECONOMIZERS / BLDG MAKE UP AIR RETROFIT			\$212,000				
MECHANICAL ENGINEER TO DEVELOP SCOPE and Project manager			\$70,000		\$16,000	\$92,457	
HVAC upgrades 1st FLOOR			\$21,000			\$21,000	
COOLING TOWER REPLACEMENT REPAIRS	\$175,000				\$80,000	\$120,134	
200 TON CHILLER REPLACEMENT	\$135,000				\$165,000	\$19,386	
250 TON CHILLER #2 REPLACEMENT		\$135,000			\$165,000		
REPLACE AHU VALVES FL 2-9		\$25,000				-\$25,000	
CONSULTANT REVIEW OF EXISTING HVAC EQUIPMENT (AHU, VAV'S ETC...) INVENTORY ALL EQUIPMENT AND STATUS							\$120,000
RE-DUCTING 9TH FLOOR©					\$66,999	\$47,860	
CONSTRUCTION MANAGEMENT (PM) FEESHVAC						\$150,150	
INSPECTION FEES HVAC						\$29,000	
CONTINGENCY HVAC						\$78,206	
RE-DUCTING 6, 7 AND 8TH FLOOR							\$217,000
PAINT CHILLER ROOM							\$9,800
HVAC FIRE CONTROL ROOM							\$12,000
<b>TOTAL HVAC UPGRADES</b>	<b>\$310,000</b>	<b>\$160,000</b>	<b>\$303,000</b>	<b>\$0</b>	<b>\$426,000</b>	<b>\$491,193</b>	<b>\$358,800</b>
<b>AUTOPARK IMPROVEMENTS</b>							
AUTO PARK 6TH FI DECK RE-SURFACING - CONSULTANT TO ACCESS PARKING STRUCTURE	\$120,000	\$90,000					\$155,000
AUTO PARK STRIPING & ASPHALT REPAIRS		\$50,000					
AUTO PARK SIGNAGE PROGRAM		\$165,000					
AUTOPARK INTERIOR PAINTING		\$365,000	\$150,000				
AUTO PARK PARKING PAY STATION UPGRADE - Additional funds required for Project manager©			\$106,000	\$160,000	\$34,000		
ADDITIONAL FUNDING FOR AUTO PARK PARKING PAY STATION UPGRADE (MTS AND COUNTY APPROVAL)							
EV Charging stations©					\$30,000		
<b>TOTAL AUTOPARK IMPROVEMENTS</b>	<b>\$120,000</b>	<b>\$670,000</b>	<b>\$256,000</b>	<b>\$160,000</b>	<b>\$64,000</b>	<b>\$0</b>	<b>\$155,000</b>
<b>LANDSCAPE IMPROVEMENT</b>							
LANDSCAPE FENCING©		\$25,000					
MONUMENT - Plaza, upgrade landscape, lighting and way finding)							\$65,000
<b>TOTAL LANDSCAPE IMPROVEMENTS</b>	<b>\$0</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$65,000</b>
<b>FLS UPGRADES</b>							
CODE COMPLIANCE/NEW REGULATIONS FOR PRINGLE SWITCHES			\$30,000				
CALC CARDS FOR FIRE SPRINKLERS©			\$35,000				
FIRE HOSES FOR AUTOPARK©			\$25,000				
ADDITIONAL FLS CODE COMPLIANCE (additional interior signage/evacuation plan per Fire Marshall)			\$25,000				\$25,000
UPGRADE FIRE/LIFE SAFETY CONTROL PANEL							\$185,000
<b>TOTAL FLS UPGRADES</b>	<b>\$0</b>	<b>\$0</b>	<b>\$115,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$210,000</b>
<b>TOTAL BUILDING CAPITAL</b>	<b>\$794,500</b>	<b>\$1,628,550</b>	<b>\$739,000</b>	<b>\$160,000</b>	<b>\$1,241,500</b>	<b>\$491,193</b>	<b>\$1,281,825</b>

**ATTACHMENT C**  
**MILLS BUDGET FY 19-20 TO FY 20-21 COMPARISON: CURRENT VS. PROPOSED**

PROJECT OPERATING EXPENSE CATEGORIES:	2019-2020 (Budget)	2019-2020 (Reforecasted YE)	2020-2021 (Proposed Budget)	DIFFERENCES \$ (Budget to Budget)	DIFFERENCE % (Budget to Budget)	NOTES
RE TAXES	\$ -	\$ -	\$ -			
ADMINISTRATION and ENGINEERING EXPENSE	\$ 255,923	\$ 253,149	\$ 294,049	\$ (38,126)	14.90%	Increase due to PT assistant
GENERAL BUILDING	\$ 325,698	\$ 309,438	\$ 379,821	\$ (54,122)	16.62%	Increase due to R and M -age of asset
JANITORIAL	\$ 507,170	\$ 550,339	\$ 604,248	\$ (97,078)	19.14%	Increase due to additional supplies and day porter / Covid 19
ELECTRICAL & LIGHTING SYSTEM	\$ 13,120	\$ 11,512	\$ 6,720	\$ 6,400	-48.78%	Decrease due to LED project completed
ELEVATORS	\$ 63,996	\$ 69,899	\$ 66,596	\$ (2,600)	4.06%	Increase due to additional OT for entrappements
HVAC SYSTEM	\$ 122,265	\$ 146,477	\$ 185,520	\$ (63,255)	51.74%	Increase due to maint contract for new chillers and cooling tower
LANDSCAPE & GROUNDS	\$ 38,896	\$ 28,853	\$ 47,555	\$ (8,659)	22.26%	Increase due to additional plant material for pots and tree trimming
PARKING EXPENSES	\$ 577,873	\$ 545,782	\$ 594,932	\$ (17,059)	2.95%	Increase due to min. wage increase
SECURITY/FIRE/SAFETY	\$ 706,377	\$ 806,186	\$ 819,526	\$ (113,149)	16.02%	
UTILITIES	\$ 279,360	\$ 265,558	\$ 296,651	\$ (17,291)	6.19%	Increase due to actual utility history
				\$ -		
(equals) TOTAL PROJECT OPERATING EXPENSE	\$ 2,890,677	\$ 2,987,193	\$ 3,295,618	\$ 404,940	14.01%	Increase due to PT admin assistant, HVAC and other repairs due to the age of the asset. Janitorial contract and Security Contract wage increase.
(minus) PROJECT REVENUE (parking income)	\$ 1,603,520	\$ 1,145,234	\$ 1,006,762	\$ (596,758)	-37.22%	
(plus) DIRECT OWNER BILLINGS*	\$ 745,791	\$ 745,791	\$ 1,051,443	\$ 305,652	40.98%	
(equals) OWNERS OPERATING CONTRIBUTION	\$ 2,032,949	\$ 2,587,750	\$ 3,340,299	\$ 1,307,350	64.31%	
(plus) OWNERS CAPITAL PROJECTS CONTRIBUTION + AMENDED	\$ 1,241,500	\$ 1,732,693	\$ 1,281,825	\$ 40,325	3.25%	
Restore Operating Reserves due to a Parking Revenue shortfall	\$ -	\$ -	\$ 458,286			
(equals) ANNUAL OWNER'S EXPENSE	\$ 3,274,449	\$ 4,320,443	\$ 5,080,410	\$ 1,805,961	55.15%	
(minus) CAPITAL RESERVE ACCOUNT DRAW DOWN	\$ -	\$ -	\$ -			
(minus) OPERATING ACCOUNT TRANSFER		\$ -	\$ -			
(equals) TOTAL PROJECTED NET PROJECT EXPENSE	\$ 3,274,449	\$ 4,320,443	\$ 5,080,410	\$ 1,805,961	55.15%	

\*This is SDRBA's monthly parking expenses, County and MTS utility costs and \$22K for City's Padres tax assessment district. There will always be a \$264,000 annual surplus (favorable variance) in the operating account for this billing as the parking paid by the County is not offset by any real expense throughout the year.



## **Attachment "D" - Capital Expenditure Project Summary**

### **Proposed and/or upcoming projects**

1. **LED** – for mechanical rooms, stairwell and can lighting
2. **Paint Fire Pump room** – painted 8 years ago and need to maintain the integrity and prevent rust and erosion.
3. **Paint and carpet engineering office/shop** – Has not been updated in 20 years. Needs a refresh and more efficient layout.
4. **Replace restroom fixtures with hands free devices**
5. **Project Management Fee** – Lobby remodel architect fees
6. **Additional Funds for Elevator upgrade** – due to new cameras and ADA regulations
7. **Additional Funds for Rear lobby door replacement** – increase in cost and changed the original scope of work
8. **Management office** – Furniture
9. **Paint HVAC Chiller room** – pipes need to be painted
10. **HVAC Fire control room** – need to add an A/C unit in the fire control room so panels do not overheat
11. **Consultant** – to review and assess spalling repairs throughout the Autopark Floor 2-6 due to environmental factors. HVAC Consultant need to verify the condition of our ancillary inventory for the building due to the age of the asset/interior equipment
12. **Monument** – update lighting, way finding signage and plant material to enhance security
13. **Reducing 6, 7 and 8<sup>th</sup> floor** – redistributing air flow and replace old duct work.
14. **EMS** – The energy metering and power management needs to be upgraded for the central plant and lighting controls.
15. **Fire Control Panel** – Upgrade panel. As a general rule these are usually upgraded every 10 years in order to be in code compliance and secure the safety of the building.

### **Work in progress:**

1. **Common area doors** – Replacement with sliding doors. In progress
2. **Lobby remodel** – New: flooring, security desk, wall cladding and lighting. In progress
3. **First floor restroom remodel** - Completely new design and interior.in progress
4. **Elevator interior** – Upgrade and refinish. In progress
5. **HVAC upgrades** - Mechanical engineer study recommended chiller one and two replacement and cooling tower replacement. TO BE COMPLETED July 2020.
6. **Auto-park improvements** –Re-stripping and painting the walls white with identifying wayfinding color. Exterior cladding of elevators. In progress

### **Completed**

1. **Auto-park upgrade pay station**- Installation of pay on foot and pay station, card readers and replacement of pedestrian gates.
2. **Pringle switch\*** - Replace 1,600 AMP main switch gear servicing 70% of building.
3. **Arch Flash\*** – Performed thermal scan of all building electrical and completed repairs.
4. **Chiller # 2 compressor\***- Replaced compressor to extend life of HVAC
5. **Water stations**- Replace drinking fountains on floors 2-10.
6. **9th floor duct work** - Repair or replace as needed.
7. **LED retrofit** – Re-wire and change platform lights to LED fixture.
8. **EV Stations** – Install 3 EV charging stations in Autopark