



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Mark Simon • Vice-President – Kevin Graves • Director – Bill Pease • Director – Chris Steele • Director – Marianne Wiesen

Memo

To: Discovery Bay Community Center Committee
From: Fairin Perez, Parks & Landscape Manager
Date: September 10, 2013
Re: Functional Improvements at Existing Community Center Building

The attached budget estimate outlines costs associated with improvements, purchases and staff relocations necessary to utilize the existing Community Center building for recreational opportunities.

This budget is not meant to replace discussions or planning for long term building renovations, additions or replacement. It is provided as a means to initiate and establish recreational programming and show forward progress on our efforts.

- ❖ **Relocating our Parks & Landscape and Water & Wastewater administrative staff would serve two benefits:**
 - 1) The Community Center building would be open and staffed during normal District operating hours. Any after hours or weekend operations or classes could then be filled by Volunteers or Part Time staff.
 - 2) Both Departments could assist with covering building operating costs (based upon actual usage).
- ❖ **The building in its condition today is not fit to offer classes, rentals, meetings or programs.**
 - Staff needs direction on removal and disposal of remaining equipment and miscellaneous items within the building.
 - The room previously known as “Active X” or “Aerobics” is the buildings only fully enclosed space. The flooring in this room is unsafe and is a hazard to the safety of future users. The budget addresses costs to remove the flooring; these costs assume that the existing flooring under the floating aerobic surface is usable with moderate cleaning. Providing a safe flooring would enable programming, rentals and classes in this space.
- ❖ **Minor Exterior modifications and repairs would greatly improve the curbside appeal of the existing facility.**

- ❖ **An allowance for purchase of interior furniture, such as, tables, chairs, storage units and lounge type seating would maximize the types of classes and organizations interested in our facility. This furniture would be reusable in any future Community Center building.**
- ❖ **Current Classes and/or Program Interest – The programs listed below are those in which current discussions are currently taking place with groups and/or individuals wishing to participate in our recreational program. This is not a full list of classes/program/rental opportunities.**
 - Water Aerobics (Current)
 - USTA Junior Tennis with Future Stars 2000's
 - Zumba
 - Swim Team
 - "Exploring Art"
 - Kid's Story Time
 - Adult Gardening
 - Yoga
 - CPR/First Aid
 - Quilting
 - Silver Sneakers (Eligibility status)
 - Kidz Love Soccer

We have also had residents request rental of the facility for memorial services, birthdays or group meetings.



Prepared By: Fairin Perez
 Parks and Landscape Manager
 Date: September 10, 2013

Community Center (Existing) - Functional Improvements Budget Estimate

Relocation of Staff (Parks & Landscape / Water & Wastewater Admin)

Item	Description	Qty	UoM	Unit Cost	Total
1	IT Services (Relocate & Configure Network printers/fax and computers)	1	LS	\$ 680.00	\$ 680.00
2	IT Services (Relocation & Installation of VoIP Mega Path System; including AT&T Fees)	1	LS	\$ 2,234.90	\$ 2,234.90
3	Furniture & File Relocation	16	MH	\$ 27.70	\$ 443.20
4	Electrical & Data Runs	1	Allow	\$ 1,200.00	\$ 1,200.00
5	Temporary Office Framing	1	Allow	\$ 2,500.00	\$ 2,500.00
Total					\$ 7,058.10

Interior Modifications

Item	Description	Qty	UoM	Unit Cost	Total
1	Removal of Remaining Equipment/Misc. Items (Labor)	32	MH	\$ 27.70	\$ 886.40
2	Removal of Aerobics Room Flooring	16	MH	\$ 27.70	\$ 443.20
3	40 Yard Dumpster	1	EA	\$ 480.00	\$ 480.00
4	Strip & Wax Existing Flooring (Aerobics Room)	1	EA	\$ 800.00	\$ 800.00
5	Wall Repairs & Painting (Not entire interior) Labor	32	MH	\$ 27.70	\$ 886.40
6	Paint & Repair Materials	1	Allow	\$ 600.00	\$ 600.00
Total					\$ 4,096.00

Exterior Modifications

Item	Description	Qty	UoM	Unit Cost	Total
1	Painting of Building façade (Labor)	16	MH	\$ 27.70	\$ 443.20
2	Paint & Repair Materials	1	Allow	\$ 450.00	\$ 450.00
3	Irrigation Modification (Shrub Bed @ Entrance)	1	Allow	\$ 1,300.00	\$ 1,300.00
4	Planting (Entrance Shrub bed)	1	Allow	\$ 2,200.00	\$ 2,200.00
Total					\$ 4,393.20

Furniture

Item	Description	Qty	UoM	Unit Cost	Total
1	Interior Furniture (Tables/Chairs/Seating/Storage)	1	Allow	\$ 10,000.00	\$ 10,000.00
Total					\$ 10,000.00

Project Project Total: \$ 25,547.30
 Contingency (10%): \$ 2,554.73
Grand Total \$ 28,102.03



**Existing
Floor Plan**

February 07, 2013
 Scale: 3/16"=1'-0"
 Scale: (Based upon 24"x36" Sheet)

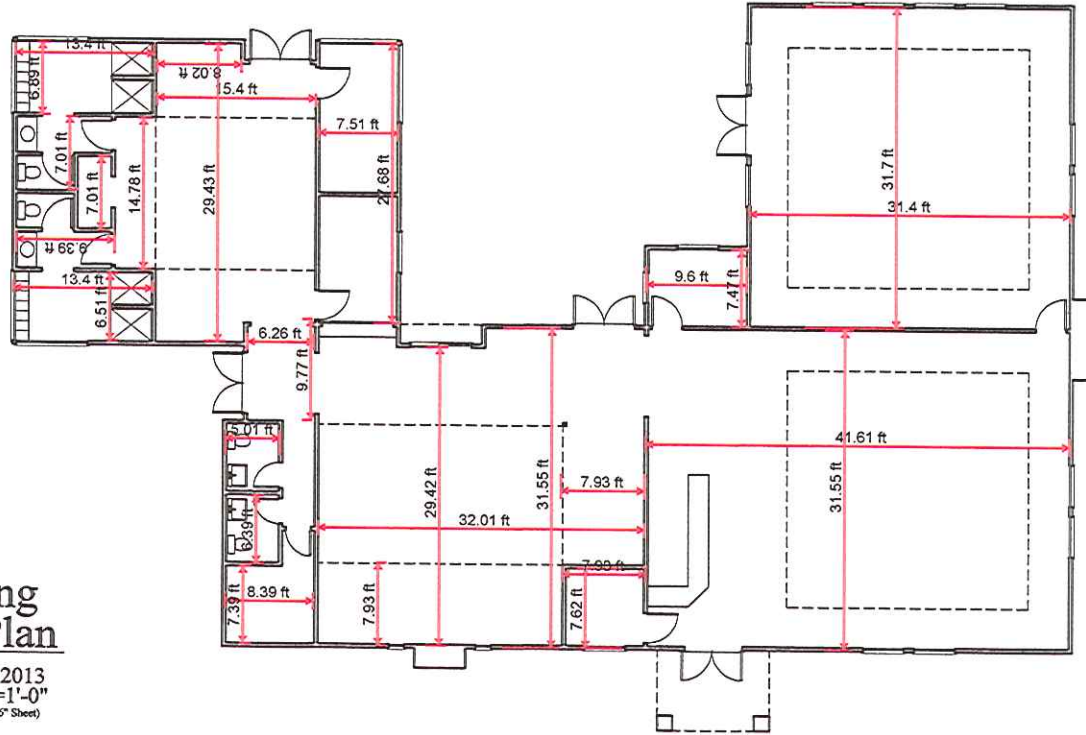


Community Center
 Discovery Bay, California

Town of Discovery Bay

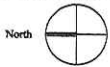


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Existing Floor Plan

February 07, 2013
 Scale: 3/16"=1'-0"
 Scale: (Based upon 24"x36" Sheet)



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