REQUEST FOR PROPOSAL (RFP)
Historic Structure Assessment Reports for

Hoffman House
Grape Day Park

And

Field House
Mountain View Park

RFP RELEASE DATE:
September 1, 2020

PROPOSAL SUBMITTAL DATE:
September 30, 2020 by 5:00 p.m.

PROPOSALS MUST BE DELIVERED ELECTRONICALLY:
To Karen Youel, Housing & Neighborhood Services Manager, KYouel@escondido.org

All questions concerning this Request for Proposals shall be submitted in writing to KYouel@escondido.org no later than September 21, 2020 by 5:00 pm
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A. GENERAL INFORMATION

1. PURPOSE OF RFP
City of Escondido (“City”) is requesting proposals from a duly licensed and qualified consultant or consulting team to perform a historic structures assessment and produce a Historic Structure Assessment Report (HSAR) for two historic homes located within Grape Day Park (Hoffman House) and Mountain View Park (Field House) in Escondido, CA. The consultant or members of the consulting team shall meet the Secretary of the Interior’s “Professional Qualifications Standards” (36 CFR Appendix A to Part 61) for Architectural History and Historic Architecture and shall be capable of conducting a historic structures assessment that meets the approval of the California State Parks Office of Historic Preservation.

It is the City’s desire to utilize both sites for visitor contact and interpretation. The purpose of the project is to provide a foundation of documentation and plan for stabilization and preservation of the homes. The Hoffman House is currently used as an interpreted house museum. The Field House may be used as a museum focusing on Escondido’s agricultural history. The City will use the HSAR as a comprehensive planning tool for the maintenance, stabilization, preservation, and future rehabilitation of the structures on the sites.

2. BACKGROUND
The City has committed Community Development Block Grant (CDBG) funds and City funds to conduct a historic structures assessment and produce Historic Structure Assessment Reports for the two sites.

Hoffman House

The Hoffman House is located in Heritage Walk on the north side of Grape Day Park in Escondido. The structure is owned by the City of Escondido and operated as a house museum by the Escondido History Center. The Hoffman House was built in 1890 on a five-acre lot on North Escondido Blvd, formerly Nutmeg St, and was moved to its current location in 1976 in conjunction with the establishment of Heritage Walk and the bicentennial. This Victorian home is fully furnished as it would have been more than a century ago. The property exhibits multiple needs based primarily on delayed maintenance. A 1996 Architectural Conservation Assessment of Heritage Walk can be found as Attachment A.

Grape Day Park is Escondido’s oldest municipal park. The 22-acre park provides active and passive recreation opportunities accommodating formal and informal use. Grape Day Park is located in downtown Escondido, addressed as 321 N. Broadway.
Field House

The one-story Victorian farmhouse known as the Elmer Field House is located at 1118 S. Citrus Avenue, in the northwest corner Mountain View Park in Escondido. Constructed around 1900, the house remains at its original location, surrounded by the remnants of a historic orchard. The Field House has been empty since at least 1996. The residence appears on the City’s Survey of Historic Properties and was placed on the Local Register of Historic Places on June 2, 1992. The Field House site includes the house, an historic barn and windmill. The City is exploring multiple adaptive reuse options for the site, including housing a historical museum, community education space, or a tasting room/rental space. A 1996 Research Investigation for Stabilization and Future Renovation/Adaptive Reuse report can be found as Attachment B.

Mountain View Park is located on the eastern side of Escondido, addressed as 1160 South Citrus Avenue. Acquisition began in 1985, with a Master Plan developed in 1988. Prior to development, Mountain View Park, located on Citrus Avenue and Glenridge Road, was an income-producing avocado and orange grove. Park features include baseball fields, tennis courts, a tot lot/playground, a fitness court, and open turf areas. The Park is currently being studied for additional recreational amenities.

All access to the historic sites must be scheduled by the Housing & Neighborhood Services Manager or a designated representative of the City.

3. PROCUREMENT SCHEDULE

The projected schedule for selecting a consultant or consulting team for this project is as follows:

Issue Request for Proposals: September 1, 2020
Pre-Proposal Site Visit (optional): September 9, 2020 at 9:00 a.m.
Questions Accepted Until: September 21, 2020 at 5:00 pm
Responses to Questions posted: September 24, 2020 at 12:00 p.m.
RFP Proposals Due: September 30, 2020 at 5:00 pm
Initial Review of RFP Proposals Completed: October 9, 2020
Finalists Notified: October 12, 2020
Finalist Interviews: Week of October 19, 2020
Consultant Selected: Week of November 4, 2020
4. PRE-PROPOSAL SITE VISITS
Attendance is optional.

Firms that intend to attend one of the pre-proposal site visits must notify the Housing & Neighborhood Services Manager, Karen Youel, through email (KYouel@escondido.org) by September 8, 2020 at 12:00 pm. The email subject line shall state “HISTORIC STRUCTURES PRE-PROPOSAL VISIT.” The firm’s intent to attend the pre-proposal site visit should include the number of people attending along with the name, address, telephone, and email address for the firm’s contact person.

The site visits will take approximately two (2) hours.

Meet at the Hoffman House (north side of Grape Day Park, 321 N Broadway) at 9:00 am.
Meet at the Field House (1118 S Citrus Avenue) at 10:00 am.
Face coverings and social distancing must be adhered to by all participants during the site visits.

5. PRE-PROPOSAL QUESTIONS and RFP UPDATES
Questions can be emailed to Karen Youel, Housing & Neighborhood Services Manager, at KYouel@escondido.org until Monday, September 21 at 5:00 pm.

To receive answers to all questions and any other RFP updates, send an email with the subject line “HISTORIC PROPERTIES RFP UPDATES” to KYouel@escondido.org. Answers will be periodically emailed throughout the proposal period as needed. The final answers will be emailed no later than Thursday, September 24 at 12:00 pm.

6. PROPOSAL DEADLINE AND SUBMITTAL REQUIREMENTS
One (1) electronic copy of the proposal must be received by 5:00 pm on Wednesday, September 30. Proposals received after the time and date specified will not be considered. Direct submittals to: Karen Youel, Housing & Neighborhood Services Manager, at KYouel@escondido.org. Subject line shall state “PROPOSAL FOR HISTORIC STRUCTURE ASSESSMENT.”

7. PROFESSIONAL QUALIFICATIONS AND STANDARDS
Project team members must meet the Secretary of the Interior’s “Professional Qualifications Standards.” This project shall be based on the following standards and recommended approaches:
• The Secretary of the Interior’s Standards for the Treatment of Historic Properties,
• The Preparation and Use of Historic Structures Reports, Preservation Brief 43, and
• The Secretary of the Interior’s Standards and Guidelines for Architectural and Engineering Documents

8. OTHER REQUIREMENTS
This project is funded by an award from Community Development Block Grant (CDBG) (CDFA 14.218) and City funds. Federal procurement standards apply.

• The project work must be the original work of the consultant. If the work of others is used as background information, it shall be appropriately credited to the originator.
• The consultant shall comply with federal Equal Employment Opportunity legislation.
• The consultant shall retain all project records until June 30, 2026 and provide access to such records to the City of Escondido and Escondido History Center.
• The contract will include an outline of the scope of work and project deliverables.
• The contract will include provisions for contract termination.
• The Historic Structure Assessment Report for the Hoffman House shall include a credit line acknowledging CDBG grant funding.

9. INSURANCE
The consultant shall secure and maintain at its own cost, for all operations, the following insurance coverage, unless reduced by the City Attorney:

• General liability insurance. Occurrence basis with minimum limits of $1,000,000 each occurrence, $2,000,000 General Aggregate, and $1,000,000 Products/Completed Operations Aggregate; and
• Automobile liability insurance of $1,000,000 combined single-limit per accident for bodily injury and property damage, unless waived; and
• Workers’ compensation and employer’s liability insurance as required by the California Labor Code, as amended, or certificate of sole proprietorship; and
• Errors and Omissions professional liability insurance with minimum coverage of $1,000,000.

Each insurance policy required above must be acceptable to the City Attorney.

• Each policy must provide for written notice within no more than thirty (30) days if cancellation or termination of the policy occurs. Insurance coverage must be provided by an A.M. Best’s A- rated, class V carrier or better, admitted in California, or if non-admitted, a company that is not on the Department of Insurance list of unacceptable carriers.
• All non-admitted carriers will be required to provide a service of suit endorsement in addition to the additional insured endorsement.
• Both the General Liability and the Automobile Liability policies must name the City specifically as an additional insured under the policy on a separate endorsement page. The City includes its officials, employees, and volunteers. The endorsement must be ISO Form CG 20 10 11 85 edition or its equivalent for General Liability endorsements and CA 20 01 for Automobile Liability endorsements.
• The General Liability policy must include coverage for bodily injury and property damage arising from Consultant’s work, including its on-going operations and products-completed operations hazard.
• The General Liability policy must be primary and noncontributory and any insurance maintained by City is excess.

10. COMPENSATION
Payments will be made with completion of the deliverables in accordance with the Price Schedule submitted with the proposal. A fixed-fee budget for the Hoffman House has been established by the City not to exceed $30,000. A fixed-fee budget for the Field House site has been established by the City not to exceed $35,000.

11. INITIAL MEETING AND TOUR OF HISTORIC PROPERTIES
The selected consultant or members of the consulting team will have an initial project kick-off meeting with members of the City and Escondido History Center at the City of Escondido City Hall (201 N Broadway) or via video conferencing to discuss preliminary objectives, approaches, timelines, and potential sources of information. The selected consultant and members of the consulting team will also tour the Hoffman House and Field House. Face coverings and social distancing must be adhered to by all participates during the site visits.

12. MEETINGS
The consult or a designated member of the consulting team will meet frequently and maintain close communication with the Housing & Neighborhood Services Manager to assure timely progression and completion of the project objectives.

Due to social distancing requirements, meetings may be conducted virtually or in person, at the discretion of the City.
13. **ACCESS TO THE HISTORIC SITES**
The consultant and members of the consulting team shall not access nor permit access to either location without prior approval from the Housing & Neighborhood Services Manager or designated representative(s) of the City.

14. **INSPECTION AND WORK PERFORMANCE**
Failure to perform to the requirements specified herein in an effective and timely manner will be unacceptable, and upon notice, the consultant will implement corrective measures.

The Housing & Neighborhood Services Manager has the authority to point out incomplete or defective work but does not have the authority to alter the scope of work or terms of the agreement without approval from the City.

The consultant shall provide adequate supervision of all personnel to ensure satisfactory performance of all work in accordance with the Scope of the Project.

**B. GENERAL SCOPE OF PROJECT**

1. **GENERAL ELEMENTS**

The contractor will perform a structural assessment of the Hoffman House and the Field House for the purpose of developing two Historic Structure Assessment Reports. The projected project start date is December 1, 2020. All project work must be completed prior to March 31, 2021. The report consists of the following:

1. **Project Overview (Chapter 1)**
   a. Purpose
   b. Project Background
   c. Scope and Objectives
   d. Methodology
   e. Project Participants
   f. References

2. **Physical Description, History and Context (Chapter 2)**
   a. Measured drawings of the structures
   b. Photo documentation of the structures and existing conditions
   c. Records search

3. **Standards, Guidelines and Definitions (Chapter 3)**
   a. Description of the standards, guidelines, and definitions for preservation & rehabilitation

4. **Condition Assessment Survey (Chapter 4)**
a. Conditions Assessment Standard Definitions
b. Site Visit
c. Summary of Condition Findings
d. Summary of Condition Assessment Ratings
e. Buildings Feature Master List
f. Condition Assessment Reports
g. Summary of Condition Assessment Ratings (Table)

5. Recommended Treatments (Chapter 5)
   a. Necessary Stabilization
      (1) Prioritized Stabilization Treatment List
   b. General Building Security
c. Hazardous Materials
d. Necessary Preservation Treatments
      (1) Prioritized Preservation Treatment List
e. Necessary Rehabilitation Treatments
      (1) Prioritized Rehabilitation Treatment List
   f. Maintenance Schedule
g. Cost Estimate for All Recommended Treatments

2. PROJECT TIMELINE

The project is anticipated to begin on December 1, 2020.

All work on the project to be completed before March 31, 2021.

3. DELIVERABLES

- One (1) electronic draft copy of Chapters 2, 3 and 4 (Physical Description, History and Context; Standards, Guidelines and Definitions; and Conditions Assessment Survey) for each site including measured drawings, photo-documentation, conditions assessment report and buildings feature master list to be submitted for review by January 29, 2021.
- One (1) electronic draft copy of the entire report (Chapters 1-5 with References, Bibliography, and Appendices) for each site to be submitted for review by March 12, 2021.
- One (1) electronic copy and one (1) printed, bound, full-color copy of the final Historic Structure Needs Assessment Report for each site submitted by March 31, 2021.
C. PROPOSAL REQUIREMENTS

The selected consultant or consulting team shall be properly licensed to conduct business in the State of California, with all licenses, permits, and certificates as required by all local, State, and Federal agencies. The consultant or members of the consulting team shall also meet the Secretary of the Interior’s “Professional Qualifications Standards” (36 CFR Appendix A to Part 61) for Historic Architecture and Architectural History. The consultant or consulting team should have professional experience in completing historic structures assessment reports or related reports. Materials testing including paint, wood, and mortar analysis may be required.

All proposals shall include the following information. Any proposal that does not include all of the items listed below will be excluded from consideration. In order to maintain comparability and enhance the review process, the proposals must be organized in the following format with a section for each item below.

1. TITLE PAGE
   Include the firm name, address, primary contact person, and contact’s phone number and email.

2. LETTER OF TRANSMITTAL
   a. Provide a statement indicating the firm’s understanding of the project’s objectives, scope, and requirements.
   b. Give the name of the individual authorized to submit the proposal and the names of the person(s) who will be authorized to make presentations for the firm. Include their titles, addresses, telephone numbers, and email.

3. INTRODUCTION
   Provide a synopsis of the firm’s background, history, and services provided (including areas of expertise).

4. SUMMARY OF FIRM’S QUALIFICATIONS
   Discuss the firm’s experience performing structural assessments of historic structures. Provide details of a minimum three (3)/maximum five (5) examples of work with similar scope of services described within this RFP. For each example, include project details, contract duration, owner, and contact information.

5. PROJECT TEAM AND STAFF QUALIFICATIONS
   a. Organizational Chart: Provide an organizational chart and staffing plan with the name and role of each team member who will perform work on this project, including any sub-consultants.
   b. Staff Qualifications: Provide details of prior or current engagements that document the qualifications and experience for each team member who will perform work on this project.
   c. Resumes: Provide a resume for each team member who will perform work on this project.
6. PROJECT APPROACH
   Provide a detailed description of the proposed methodologies, techniques, and
   procedures to be used in carrying out the components described above in the “General
   Scope of Project” section of this RFP. Specifically note any suggested additions or
   deletions to the requested scope. Include a timeline that specifies the projected delivery
date for each of the project deliverables, and a projected final completion date. Note
that all work must be completed prior to March 31, 2021. This project also has
deliverable deadlines (specified above).

7. PROPOSED CHANGES TO PROJECT SCOPE
   Please describe, and provide information regarding any additional services not listed
   above as optional “add items” that would improve the overall outcome of the project.
   Please describe any requested alterations to the project timeline or Consultant
   Agreement (sample contract can be found as Attachment C)

8. COMPENSATION
   Provide pricing outlined in the Price Schedule (pg. 12 of this RFP).

The City reserves the right to make any changes to this RFP, or to reject any and all proposals,
or parts of any and all proposals, or to accept any proposal or portion thereof deemed to be in
the best interest of the City, or to postpone or cancel this RFP, at any time, or to re-solicit this
RFP, or to waive any irregularities in this RFP or in the offers received as a result of this RFP. The
City reserves the right to contract for Historic Structure Assessment Reports for one, both or
neither historic sites. The City also reserves the right to request clarification or information
from any firm that submitted a proposal. The City is not liable for any expenses incurred by any
firm as a result of being a respondent to this solicitation.

The City reserve the right to award all or part of the services described in this RFP.

D. BASIS OF SELECTION

An evaluation committee comprised of City staff will conduct the evaluation of proposals. The
evaluation committee evaluates the submittals against the established evaluation criteria
stated in this section. The scores of the committee members will be added to determine the
best overall proposal. Following their review of the proposals received, oral interviews of the
finalists may be requested to further expand on a firm’s qualifications and approach for this
project. The scores of the committee members will be added to determine a ranking of each
firm.

The following criteria will be used to evaluate the submittals:
1. Organization Experience 20 Points
Proposal description demonstrating the firm’s experience performing work similar to the scope described in this RFP.

2. Staff Qualifications and Experience 20 Points
Staff qualifications and experience performing work similar to the scope described in this RFP.

3. Project Approach 30 Points
Proposal description outlining the proposed approach of how the firm intends to provide the services required by this RFP and the proposed timeline.

4. Compensation 30 Points
Compensation indicated in the Price Schedule (pg. 12 of this RFP)
PRICE SCHEDULE
Historic Structure Assessment

The below signed agrees to furnish the proposed services under the terms contained within this RFP. Prices include all supervision, labor, materials, supplies, tools, equipment, and other incidentals required to perform the services as contained in the proposal.

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<tr>
<th>DELIVERABLE</th>
<th>PRICE HOFFMAN HOUSE</th>
<th>PRICE FIELD HOUSE</th>
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<tr>
<td>One (1) electronic draft copy of Chapter 2, 3 &amp; 4 (Physical Description &amp; Context; Standards, Guidelines and Definitions; &amp; Conditions Assessment Survey for each site including measured drawings, photo-documentation, conditions assessment report and buildings feature master list)</td>
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<tr>
<td>One (1) draft copy of the entire Historic Structures Assessment Report (Chapters 1-5 with References, Bibliography, and Appendices)</td>
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<tr>
<td>One (1) electronic copy and one (1) printed, bound, full-color copy of the final Historic Structure Needs Assessment Report</td>
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<td>TOTAL</td>
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For satisfactory services rendered by the consultant, the City will pay for the work performed at the prices stated above, if such services are properly invoiced by the consultant.

I have read the RFP and fully understand what is required. By submitting this signed proposal, I will accept a contract if it is offered by the City. This acceptance covers all terms and specifications of this proposal.

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<th>PROPOSAL INFORMATION</th>
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<td>AUTHORIZED SIGNATURE: ________________________________________________</td>
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<td>TITLE: ____________________________________________________________</td>
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</table>
“NO BID” RESPONSE TO INVITATION FOR PROPOSAL

If your firm is unable to submit a proposal at this time, please provide the information requested and return to:

City of Escondido
Karen Youel, Housing & Neighborhood Services Manager
KYouel@escondido.org

We have received an invitation to submit a proposal for the Historic Structure Assessment, City of Escondido, due on September 30, 2020 at 5:00 pm. We have chosen not to bid for the following reason:

Signature: ______________________________________
Printed Name: __________________________________
Title: __________________________________________
Company Name: _________________________________
ATTACHMENT A

Architectural Conservation Assessment, Heritage Walk

(1996)
ARCHITECTURAL CONSERVATION ASSESSMENT

HERITAGE WALK
HISTORIC GRAPE DAY PARK
321 NORTH BROADWAY
ESCONDIDO, CALIFORNIA 92025

August 29, 1996
ARCHITECTURAL CONSERVATION ASSESSMENT

HERITAGE WALK
HISTORIC GRAPE DAY PARK
ESCONDIDO, CALIFORNIA

ESCONDIDO HISTORICAL SOCIETY
321 North Broadway
Escondido, California 92025

Prepared by:
Milford Wayne Donaldson, FAIA
Eileen Grace C. Magno
Architect Milford Wayne Donaldson, FAIA, Inc.
530 Sixth Avenue
San Diego, CA 92101

August 29, 1996
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   4.0 Assessment and Recommendations of Interior Conditions

F. Library
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   2.0 Assessment and Recommendations of Exterior Conditions
   3.0 Assessment and Recommendations of Interior Conditions

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A. EXECUTIVE SUMMARY

Purpose of the Report

The National Institute for the Conservation of Cultural Property (NIC) has provided funds for an architectural assessment of Heritage Walk at Historic Grape Day Park in Escondido, California. One of the key elements of the Conservation Assessment Program is the relationship between the Heritage Walk and the Museums’ collection and display. The following report has been specially designed to assess the architectural components of the museum in a clear and pragmatic manner, offering practical alternatives for action as a guideline for the Executive Director of the Escondido Historical Society, Mr. Norman Syler. The museum should continue to serve the public interest as a visual element that unifies the community while educating the local citizens and tourists alike by experiencing the diverse natural and cultural heritage of the City of Escondido.

Established in 1976 for the national's Bicentennial, Heritage Walk, a Thematic District, displays buildings preserved from Escondido's early days. The structures were rescued from demolition and relocated to the Park, where they serve as Escondido's historical museum complex.

Using private donations, city grants and volunteer labor, the Escondido Historical Society spearheaded the effort to restore the Heritage Walk buildings. The society, a non-profit corporation, manages the complex, provides a research facility for public use, and arranges exhibits in the museum buildings telling the story of Escondido's development.

Escondido Historical Society's (EHS) mission is to nurture knowledge of and appreciation for Escondido's history. The Society collects and preserves materials and records of human culture; serves as an information center; and through research and interpretation, illuminates the human story. In support of cultural enrichment, the Society makes its historical facilities, collections, and research services available to the public.

The goals set forth by the EHS according to their Scope of Services are as follows:

1. Solicit, collect, preserve, exhibit, and interpret artifacts, research materials, material objects and structures relative to the history of Escondido through the following objectives:

   a. Enhance the Society's efforts in collection and preservation.
   b. Expand the collection of historical data available to the community for research purposes, and increase the accessibility of this data.
   c. Operate the museum complex in Grape Day Park to provide cultural enrichment for the community through exhibits and programs.

2. Develop community outreach services to better serve the citizens of Escondido.

   a. Provide programs and services for community schools.
   b. Provide programs and services for community organizations.
   c. Provide programs and services for the general public.
3. Develop and maintain an effective and efficient recording and reporting system.
   
a. Keep accurate records of museum attendance and users of historical research materials.

This assessment is intended to compliment the Collections Assessment, by Beverly N. Perkins, Conservator. The main purpose of the report is to assess the previous rehabilitation work, its current state of preservation, and to address the problems of growth and spacial concerns of the Society staff.

Architectural Conservation Objectives

The Standards for Rehabilitation (Federal Register 36 CFR 67) comprise project standards for the overall historic preservation by addressing the most prevalent treatment: rehabilitation. "Rehabilitation" is defined by the National Park Service as the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values.

The Standards for Rehabilitation are as follows:

1. A property shall be used as it was historically or be given a new use that required minimal change to its distinctive materials, features, spaces, and spatial relationships.

2. The historic character of a property shall be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, shall not be undertaken.

4. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.

7. Chemical or physical treatments, if appropriate, shall be undertaken using the gentlest means possible. Treatments that cause damage to historic materials shall not be used.
8. Archaeological resources shall be protected and preserved in place. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and shall be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

As stated in the definition, the treatment "Rehabilitation" assumes that at least some repair or alteration of the historic building will need to take place in order to provide for an efficient museum use; however these repairs and alterations must not damage or destroy the materials and features—including their finishes—that are important in maintaining various buildings' historic character.

Current Staff and Organization

Heritage Walk is organized and supervised by the EHS, a not-for-profit organization with two full time staff members, Norman Slyer, Executive Director and Alice Bartley, Administrative Assistant. Marie Tuck is a part time Registrar and Collections Coordinator/Docent Coordinator. All are exceptionally well focused to the needs of the museums in terms of museum display, interpretation, and special preservation needs such as educating the staff and docents. Under the guidance of Marie Tuck, many of the docents have participated in training sessions on the care and maintenance of the museums and their collections.

Although the collections belong to the EHS, the buildings are owned by the City of Escondido. The EHS receives half of its budget from the City on an annual basis. The City is responsible for the general maintenance of each of the buildings located in Heritage Walk. In exchange, the EHS provides services to the community as stated in their Scope of Services. Other outside funds are raised by the EHS through private and corporate membership fees, donations and the sales of reproduced historical photographs and various historical books of Escondido. Current membership is 400 and corporate membership is 20.

Currently there are 60 docents. Each are assigned to a particular building. Scheduling can be difficult during summer months when some docents leave for vacation. The summer months host events in the Park and there is a need for additional docents.
Summary and Priority List

The EHS, working in cooperation with the City of Escondido, purpose is to collect, preserve, exhibit, and interpret artifacts, objects, structures, and other materials, relative to the past, present, and current history of Escondido.

The Society Museum Complex is in the center of town in Grape Day Park. The museums' appeal is intergenerational. Its programs and activities provide a unifying force in the community; help maintain a sense of identity of time and place; and help provide a sense of historic stability and direction.

The staff is trained and is highly focused on the needs of the Park and Museums. There needs to be a full-time position for the curatorial staff.

A detailed priority list has been developed for the conservation of the buildings based upon the needs of the staff and Ms. Perkins' Collection's Conservation report.

Immediate Work (Six Months)

- Diminish the heavy watering of the landscape near the buildings.
- Ventilation and drying out of the crawl space under the buildings.
- Provide positive drainage away from the buildings.
- Trim all trees and bushes near the buildings and clean out all drains, gutters and downspouts.
- Provide climate control system and additional air conditioning for the Railroad Car.
- Prepare for possible earthquake events including a protection and salvage plan of the collection objects.
- Conduct regularly scheduled fire and earthquake drills.
- Discourage the use of live plants within the House and Library.
- Caulk, seal or gasket all openings for the doors and windows.
- Keep the Blacksmith's Shop tidy.
- Paint the interior ceiling of the Railroad Car.
Immediate Work (One Year)

- Prepare a study to regulate the change of relative humidity and temperature fluctuations in the Railroad Car.
- Control the amount of sunlight entering the House.
- Modify the Barn to be an interpretive area.
- Apply for Federal Grant funds.
- The chimney of the Victorian House should be stabilized against seismic events.
- Increase membership.

Long Term Work (Three to Five Years)

- Provide access throughout the property for persons with disabilities including access to the second floor of the Victorian House, the Library and the Railroad Car.
- Agree to a long-term cyclical maintenance program with the City with dedicated, set aside funds for the buildings and immediate grounds.
- Provide smoke proof and waterproof containers for photo negatives.
- Prepare a study for possible future development of the Park if additional buildings are added to the site.
- Apply for accreditation to the American Museum Association.
B. HISTORICAL SIGNIFICANCE AND EXISTING SITE OF THE HISTORIC GRAPE DAY PARK

Grape Day Park is the major center city park located just north of the intersection of Grand Avenue and Broadway (Lime Street), the traditional center of town. Escondido Creek runs through the middle of the Park. Now controlled in a flood channel, in earlier years this creek was prone to flood preventing any structure to be built close to its banks.

The Park now has a dual function providing recreational and educational facilities. It provides facilities for active sports as well as space on the western side for visiting fairs and circuses. It is also the site of Heritage Walk, a specially created area on the northeastern edge for the placement of historical buildings which had to be moved in order to be preserved. Currently, it is the site of the Historical Society's Museum and offices located in Escondido's library building; a Victorian House, a Barn, the Santa Fe Depot, a Railroad car, and a Blacksmith Shop.

The site has played a significant role in the City's history since 1886 when the City's first school, the Lime Street School, was constructed on this site which, at that time, was on the edge of town. The waters of Escondido Creek on the northern edge of the Park were prone to flood, eroding the school's foundations. In 1910 the school building was declared unsafe and demolished.

During the school years the site had become a City meeting place and from 1908 to 1950, each September 9th, the Park was host to Escondido's renowned Grape Day celebrations. The growing of grapes was Escondido's most important crop up to the turn of the century. However, major floods in the first decade of the twentieth century bankrupted the grape growers. Providing and controlling water became the major concern of the residents and so the paying off of the water bonds in 1904 was a cause for great celebration.

These Grape Day celebrations were claimed to be the southland's greatest festival with parades, featuring a King and Queen Muscat (named after a grape varietal). At the Park entertainment was provided including speeches, concerts, agricultural exhibits and flying machine stunts. Grape Day attracted an estimated 5,000 out of town visitors in 1908 rising to 40,000 by 1941. The railroad station and the parade route were decorated in purple and green colors (representing grapes) and red, white and blue flags. Tons of grapes and shiny buttons the size of a silver dollar were given away as mementos of the day.

In 1912, the Chamber of Commerce purchased the property and city fathers dedicated the area as Grape Day Park. The Chamber began a landscaping project to provide shade for the Grape Day crowds.

Heritage Walk was established in 1976 to celebrate the nation's bicentennial. The first building that was moved to the area in 1971 was the old library which now houses the EHS. In 1976, the Barn was moved to Park. The Victorian Home was relocated to the site in 1980. In 1984, after years of planning and negotiating with Santa Fe, community volunteers raised enough funds to purchase and move the Railroad Depot to Heritage Walk. Finally, in 1987, the City and the Historical Society made plans to use the Railroad Car as part of the Depot exhibit.
The existing site encompasses old pepper trees and a giant eucalyptus tree, nearly 60 feet in circumference. Two palms near the structures mark the entrance to the original school in Escondido. Paved exterior walkways surround the site making it easy to access the various buildings around Heritage Walk. The lawn and landscape around the buildings are watered by an automatic sprinkler system. Proper drainage around the buildings have not been provided causing flooding and excess moisture beneath the buildings.

Outdoor exhibitions such as the buckboard are exposed to extreme environmental conditions.

The grounds appear to be easily accessible for persons with disabilities, especially wheelchair users. Access to the Depot and Victorian House may be made via accessibility ramps. There are no ramps to the Railroad Car.

There is no formal parking lot. Visitors park on the adjacent street or park at the Cultural Center’s lot to the northwest of the Depot and Railroad Car.

The City of Escondido is responsible for the maintenance of the lawns, gardens, electrical and plumbing repairs, and the exterior of the buildings. The City also provides for the security system and pest control management. The EHS contracts out for custodial services.

Security has greatly improved in the Park over the last few years. The Escondido Police Department has provided a bike patrol to survey the Park area for any signs of vandalism, loitering after hours, prostitution and drug dealing.
D. SANTA FE DEPOT

All references to the photos are indicated in Appendix L, Site Plans of Existing Layout.

1.0 Chronology of Rehabilitation

Construction completed in 1888 by the Atchison, Topeka and Santa Fe Railway Company and named the "Grapevine Flyer", the train transported the valley's muscat grapes and other agricultural products from Escondido to San Diego and the East. The "Flyer" brought people to Escondido for entertainment and the annual Grape Day celebration. In 1945, passenger service on the train ended, but the Depot continued to be used for freight hauling until 1981.

The Depot was located on West Grand Avenue between Quince and Spruce Street. In 1984, after years of planning and negotiating with Santa Fe, community volunteers raised enough funds to purchase and move the building to Heritage Walk.

2.0 Existing Site Conditions

The Depot is located at the far west end of Grape Day Park. The landscape is well maintained and provides an adequate setting for the Depot although it is not in the Depot's contextual setting. (See Photo A)

The Depot's wooden walkway leading to the main entrance provides adequate access for persons with disabilities. The automatic irrigation system is deteriorating portions of the deck through the cyclic watering of the wood members.

3.0 Assessment of Exterior Conditions

3.1 Building Walls and Foundation

The Depot sits on a concrete block foundation established when the Depot was relocated to the Park.

The northeast side of the building at the ramp area continues to show evidence of moisture due to heavy watering of the grass area surrounding the building. The wood planks show signs of lifting and warping.

The fenced gate needs maintenance. There is also cupping and splitting of the boards on the deck area as well as nails being lifted greater than ¼". The paint on the boards is wearing thin.

Birds have been resting on the lamps and upper ledges as evident by bird droppings around the Depot.

The Depot skirt is showing a great deal of delamination especially on the south and east ends. (See Photo D) Dryrot can be seen throughout.
The southwest corner of the building has a wasp nest and appears that wasps could have access to the interior.

3.2 Doors and Windows

The doors and windows appear to be in good condition. All doors and windows are kept closed year around.

3.3 Roof Area

The roof is in good condition. There is some indication of the wooden roof shingles lifting.

4.0 Assessment of Interior Conditions

All references to the photos are indicated in Appendix L, Floor Plans of Existing Layout.

4.1 General Conditions

4.1.1 Security

The Park is opened daily from dawn to dusk. The museums are opened Thursday through Saturdays 1:00 to 4:00 p.m.

Staff and docents have access to the building.

The security system, Sentinel Security System, is contracted by the City of Escondido and is administered by a Central Distributing Center (CDC). The security system is used to protect the building after hours. There are exterior lights mounted to the building for added night security.

There have been problems in the past with vandalism, but the problem has diminished since the Escondido Police have been patrolling the area.

4.1.2 Lighting, Sunlight Infiltration and Electricity

The sources of light in the exhibition and meeting room areas are fluorescent, incandescent and natural sunlight. Ultraviolet (UV) film was placed over the windows in 1983. Window shades cover the windows to prevent direct sunlight to fall onto the objects. Light levels are not monitored. The track lights in the entryway are mounted on the ceiling and the high density bulbs tend to burn out quickly. (See Photo F)

The main electrical service appears to be adequate to meet all of the electrical needs throughout the Depot.

Photography is not allowed within the building, however, film or video recording is permitted by written authorization.
4.1.3 Heating, Ventilating, and Air Conditioning (HVAC)

The Depot has a newly installed HVAC system and is in good condition.

4.1.4 Fire Protection

The Fire Department regularly inspects the facility. Smoke detectors have been installed and are tested on a regular basis. There are fire sprinklers throughout.

There are fire extinguishers located throughout the Depot, however, docents and volunteers are requested to evacuate with the visitors in case of a fire. They are discouraged to stay and extinguish the fire. The fire extinguishers are serviced on a "as needed" basis. There is a formal written emergency plan available to the docents in every building. No mock drills have been performed with the docents. Past mock drills have only been conducted with staff members.

4.1.5 Seismic Strengthening

Escondido is located in Seismic Zone 4 and there has been no seismic activity in the area that has caused any major damage to the relocated buildings or its objects.

4.1.6 Maintenance / Pest Control

The City of Escondido provides for the exterior maintenance, plumbing, and electrical repairs. The EHS contracts outside for custodial services who comes weekly.

4.2 Exhibits / Public Areas

The exhibitions in the Ticket Room are designed as an interpretation room. (See Photos E and G). Everything appears to be well maintained. Visitors are encouraged to sign in and to comment on their experience with the Depot museum.

The wooden floor is in fair to good condition. There are some burn stains located near the rear door of the Ticket Room area.

4.3 Baggage Room

Displays are set up to reveal Escondido's history from the early American Indians to present. Many of the displays are mounted on drywall. These displays should be set on boards and mounted brackets.

Original wood flooring is found throughout. Many of the floor boards have gaps larger than ¼" and may cause a person's heel to get caught.

All doors and windows should be sealed.

The last stair thread from the Baggage Room to the Ticket Area needs to be leveled out.
4.4 Meeting Room

The meeting room is kept neat and orderly. The room is generally used for Board meetings. There is a small refrigerator and food is consumed on occasion. Original photographs are stored in non-archival boxes and are categorized.

5.0 Summary of Recommendations / Critical Actions Items: Exterior Conditions

5.1 Conservation Recommendations

The following recommendations are based on the conversations with Executive Director, Norman Syler, Registrar, Marie Tuck and observations found in the Assessment Section of this report. An asterisk (*) denotes critical action and the recommendation should receive top priority. All recommendations should follow the Secretary of the Interior’s Standards for the Treatment of Historic Buildings.

5.2 Existing Site, Landscape, Exterior Walkway and Walls

*5.2.1 Watering of the grass close to the Depot should be eliminated. The watering system should be directed away from the building and a positive drainage contouring of the grounds be constructed to guarantee drainage away from the building. A gravel bedding should be placed at least five feet out.

5.3 Building Exterior

5.3.1 Review with the City’s maintenance schedule to guarantee that funds are set aside for the continued upgrade of the exterior facade of the building. Compliance with this schedule should be set in a memorandum. A lack of a defined maintenance budget only leads to high replacement costs in the future. The work schedule should be in compliance with the Secretary of the Interior’s Standards for the Treatment of Historic Buildings.

5.3.2 The wood shingles on the roof should be repaired. The moisture may penetrate through the cracks of the roof and may cause damage to the structure and to the objects in the museum. All flashing should be investigated and replaced in-kind if necessary. A Class B wood roof should be installed if the roof is to remain wood shingles. The installation of a Class A membrane roof under the wood shingle roof is recommended for greater fire protection although this may lessen the life of the wood shingles.

5.3.3 Clean any bird droppings found on the exterior of the building. Install bird deterrents on the tops of the lamps to prevent birds from continually resting on top.

*5.3.4 Replace skirt using pressure treated lumber and appropriate paints. Additional air vents should be applied to the skirt to supply adequate ventilation.
6.0 Summary of Recommendations / Critical Items: Interior Conditions

6.1 Security

6.1.1 Extremely valuable objects not permanently fastened could be replaced with duplicates to help lessen the risk to lost objects.

6.2 Dust Infiltration and Pest Control

6.2.1 Dust infiltration prevention or air cleanliness covers two distinct classes of materials which need to be removed from the air, particulate matter and gaseous pollutants (sewer methane gas, arsenic). Particulate matter can be classified as dust, lint, pollen, tobacco smoke, coal and oil smoke and bacteria from mildew. To help ensure that as much outdoor air as possible is filtered before entering the Depot, all doors and windows should be sealed shut and the use of internal air filtering systems be adopted.

6.2.2 To prevent dust from housekeeping operations, such as vacuuming, from being spread around the museum, portable HEPA filter vacuums should continue to be used for the objects. The museum is currently using house vacuum cleaners with a special micron filter bag that captures about 99% dust particulates. This system appears to be adequate but attention should be directed to cleaning all surfaces including walls, ceilings, tops of beams, fireplace and other areas besides the floor and objects. Overall, the building is reasonably clean considering windows and doors are opened on a regular basis.

6.2.3 All windows should be recaulked.

6.3 Plumbing, Gas, and HVAC

6.3.1 All historical buildings are exempt from meeting Title 24, Energy Conservation Requirements as per the State Historical Building Code.

6.3.2 The ideal environment for collections is a constant, stabilized temperature and relative humidity. It is best to allow the environment to change gradually, with changes in the weather.

6.3.3 Investigation should be made to fully analyze the humidity, cooling and heating cycle and movement of air throughout the rooms. Installation of monitoring devices is recommended.

6.3.4 Heating and air conditioning of the exhibit areas (and where the photos are stored) needs to have control of the relative humidity (RH). Other than direct exposure to the weather; natural disasters such as fire, flood, or earthquake, or direct damage by humans such as vandalism, theft, arson, carelessness, or in some cases, restoration; the most destructive force faced by most museum objects is relative humidity. The type of damage caused by RH depends upon whether the material is organic or inorganic.
6.3.5 With organic materials (wood, paper, textiles, leather, etc.) RH changes induce fluctuations in the size of the artifact, fluctuations which in most materials are many times larger than those produced by temperature fluctuations. If restrained during these fluctuations, cracking, stretching, or tearing can occur. Size deformation in some materials is permanent. If the RH level is too high (above the mid-fifties), swelling, mildew, and mold growth can occur. If the RH level is too low for too long, flexibility of the materials may be lost. The plumbing fixture controls are very susceptible to damage from uncontrolled RH levels and many are corroded.

6.3.6 Maintenance of stable RH levels in the 50-55% range has come to be accepted as the best "compromise" level for preserving most objects. The RH factor of Depot needs to be verified by Ms. Perkins.

6.3.7 It is advised that the purchase of two portable hygro-thermographs should be made.

6.3.8 All objects and furnishings should be moved away from the air grills as practical. An alternate solution is to relocate the air grills or not use them at all.

6.4 Sunlight Infiltration

6.4.1 The UV film is fairly new and should last for several years. It is recommended that the windows be monitored every year to verify the effectiveness of the film. Areas at the edges of the film should be carefully monitored since the edges tend to shrink and pull away.

6.4.2 Direct sunlight should not be allowed to fall on objects containing organic materials. Objects near high light areas should be rotated and displayed in other areas on a regular basis.

6.5 Fire Protection

6.5.1 Regularly scheduled fire drills should be conducted. The installation of exit signs should not be required since the building is used at night. It is recommended, however, since the window shades are open during visitor's hours and the floor plan is very simple, it should be easy to determine a reasonable path of exit. However, the Fire Department should be consulted for their approval.

6.5.3 Special and original collections should be fire protected as much as possible. Unique expensive or non-replaceable objects should be replicated for display. Such objects should be stored in an approved fire container, especially the photos stored in the Meeting Room.

6.5.4 12 pound fire extinguishers is recommended for easy handling.
6.6 Seismic Strengthening and Anchoring

6.6.1 Earthquake preparation and stabilization is encouraged. Major damage from the sway motion during an earthquake could be devastating to the objects. All unsupported partitions and objects should be anchored to the floor or protected. Emergency supplies should be provided.

6.6.3 A detailed policy should be available to protect and salvage the collection in the event of an earthquake where the building would have to be immediately evacuated. This policy should supplement the current earthquake protection plan and should contain a recovery program, documentation and evaluation of damage, cataloging and rescue, storage area for containers, transportation program, building storage site(s) currently available, immediate conservation needs and the availability of qualified personnel. Local people and museum docents are normally too personally involved with the seismic event to offer assistance.

*6.6.4 There are several large standing objects where the center of gravity is higher than a quarter of the base. These items need to be looked at for seismic anchoring or containment by a professional conservator specializing in damage control for museum objects.

6.7 Maintenance

6.7.1 The building is exceptionally well maintained by a contracted custodian. A detailed preventive maintenance schedule should be developed by the EHS to guarantee an ongoing coordinated maintenance program.

6.7.2 A cyclical maintenance program should be initiated by the City of Escondido to guarantee funds are set aside for restoration work such as new roofs, painting and other expensive maintenance items that would occur every five or ten years.

6.7.3 Discourage consuming food within the building. Food should not be allowed within the Depot. Food and debris offers a source of food for several pests.

6.7.4 The cause of the stains to the wood flooring should be further investigated.
E. **VICTORIAN COUNTRY HOME**

1.0 **Chronology of Rehabilitation**

Originally, the House stood on a five-acre lot on North Escondido Boulevard (formerly Nutmeg). It was built by Jesse Pomeroy, an architect from New York and his carpenter father, William. In 1910, Tom and Etna Farnsworth purchased the house. Reverend William Hoffmann, first resident pastor of the Grace Lutheran Church, bought the house in 1920. The home remained in the family until 1979 when the property was sold for development. In 1980, the Historical Society moved the house to Heritage Walk.

2.0 **Existing Site Conditions**

The Home is located west of the Library at Heritage Park and is surrounded by lush landscape. (See Photo J) There is an over-watering of the plants through the automatic sprinklers causing wood dryrot at the base of the building and to the wood skirt.

3.0 **Assessment and Recommendations of Exterior Conditions**

3.1 **Conservation Recommendations**

3.1.1 The following recommendations are based on the conversations with Executive Director, Norman Syler, Registrar, Marie Tuck and observations found in the Assessment Section of this report. An asterisk (*) denotes critical action and the recommendation should receive top priority. All recommendations should follow the Secretary of the Interior’s Standards for the Treatment of Historic Buildings.

*3.2* The ramp for disabled persons on the east side of the building needs repair to comply with the Americans with Disabilities Act (ADA) and Title 24 Access Compliance. The protection guardrails do not allow persons to pull themselves up. The ramp also should contain non-slip additives or an aluminum abrasive strip between the grooves. Although there is access to the first floor, there is no access to the second floor for persons with disabilities. (See Photo L)

*3.3* The front porch deck needs to be repaired, replaced or resurfaced because of dryrot.

*3.4* The bottom skirt, although it has been filled to prevent the transients from sleeping beneath the house, needs to be adequately vented in order to prevent further dryrot.

3.5 Wasp nests under the eaves tend to be near the vents to the house. Investigation should be made to determine that the wasps are not entering the house.

3.6 The house is fire sprinklered. The exterior sprinkler system enters through the walls to access the interior. (See Photo K) Although the installation is not aesthetically performed, it provides minimum intrusion and is reversible with minor repair to the House. The installation complies with the Secretary of the Interior’ Standards.
*3.7 The west chimney should be seismically strengthened. The bricks are eroding and need to be replaced and the mortar joists repointed. Refer to the Appendix L, Preservation Briefs: 2 Repointing Mortar Joists in Historic Brick Buildings.

3.8 There is water entering through the roof area of the pop-out window and deck. The deck should be covered by elastomeric roofing material and sheet metal. This should receive a more permanent decking material. Further investigation should be made to the leaking.

*3.9 Watering of the plants close to the House should be eliminated or contained. The watering system should be directed away from the building and a positive drainage contouring of the grounds be constructed to guarantee drainage away from the building.

4.0 Assessment and Recommendation of the Interior Conditions

4.1 As tours are given throughout the House, the visitors are confined to "view boxes" and are not allowed to walk into the rooms. This rule is enforced to preserve the floor coverings and other objects. A limited number of persons are allowed to view the various rooms at a given time. This system helps preserve the integrity of the fabric.

4.2 The glass windows at the staircase and door are unique in their patterned design. (See Photo N) If the pattern is original, secondary measures should be taken to protect the glass. Further investigation should be conducted to locating a plastic film that has enough strength to keep the glass in place in case of a breakage. That process, supplemented with an exterior bar or screen should help protect the glass.

*4.3 The House needs to have a seismic foundation attachment program and review policy for the objects. Many of the objects, especially the table settings, are free standing. All objects should be properly anchored or contained to prevent movement ("dancing") or tipping over.

4.4 The tea set that is set up against the window has direct sunlight falling against the wood table. Objects that are under direct sunlight should be rotated or have the shades pulled down.

*4.5 The attic should be inspected to ensure that there is not a presence of insects or rodents. The attic may reveal the location of the leak to the second floor bedroom over the porch.

4.6 Spiders were found in the closets of the second floor bedrooms and in other dark areas. Traps should be set up for silverfish and other pests on a routine basis.

4.7 Objects that are in the sunlight coming through the west windows should be rotated so there is no damage to their finishes.

4.8 Some of the door panels show slight splitting. This indicates a rapid change in humidity. A hygrothermograph should be placed in the room to measure the amount and percentage of relative humidity. During the time of the visit, the temperature and humidity was pleasant.

4.9 The lighting in the house should be consistent with the time period of the building. Some switches found in the house are modern. Push button switches are appropriate.
4.10 Handrails should be more securely fastened to the wall. The bottom support bracket is coming loose.

4.11 Manikins are not appropriate displays in historical houses. (See Photo O) It is easy to interpret a dress that is laid over a bed or counter. The house should appear as if the visitor could occupy and live comfortably in the house. The furnishings should reveal the life of a living family. Should the manikins remain, the bottom of the dresses should be lifted above the floor. Wooden floors can hold moisture and can damage the clothing. (See Photo P)

4.12 Objects within the House are rotated and are handled by the House Committee. Workshops should be attended by both docents and the House Committee on handling objects within the building.

4.13 Discourage the use of live plants within the House. Live plants contain many insects and small microscopic pests.

4.14 To prevent dust from housekeeping operations, such as vacuuming, from being spread around the museum, portable HEPA filter vacuums should be used for the objects. It is not known if the custodial services for the House use vacuum cleaners with a special micron filter bag. Attention should be directed to cleaning all surfaces including walls, ceilings, tops of beams, fireplace and other areas besides the floor and objects. Overall, the building is reasonably clean considering doors are opened on a regular basis.
F. LIBRARY

1.0 Chronology of Rehabilitation

In 1894, a group of book lovers raised funds to build Escondido’s first library on the southwest corner of Grand Avenue and Hickory Street. The one-room structure was built of redwood and boasted a western store facade.

The City took over the operation of the subscription library in 1898, and made the facility available to the public. Twelve years later, when a new Carnegie library was built on Kalmia Street, the little framed library was converted into a residence and then medical offices.

In 1971, the old library was moved to Grape Day Park, where it became the first historic building preserved for the Heritage Walk project.

Today, the library houses the archives and administrative offices of the EHS. Staffed by an executive director and administrative assistant, the library contains photographs, documents, maps, and books relating to historic homes and businesses. The public is invited to use the non-circulating resource for research.

2.0 Assessment and Recommendations of Exterior Conditions

2.1 Wasp nests under the eaves tend to be near the vents to the building. Investigation should be made to determine that the wasps are not entering the house.

2.2 Puddling is found beneath the porch area because of excess watering to the plants surrounding the building. The watering system should be directed away from the building and a positive drainage contouring of the grounds be constructed to guarantee drainage away from the building. (See Photo R)

3.0 Assessment and Recommendations of Interior Conditions

*3.1 There are heavy objects stored up high above the display case that should be seismically anchored.

3.2 The original negatives are stored in a fire-proof safe in the kitchen area. Volunteers come in weekly to label and catalog the negatives by subject matter. Copies of photographs are also catalogued and contained in photographic binders within the Library and can be referenced through the photo’s subject matter. An index of all photographs are also stored via computer, however, the photographs are not computer digitized. There are approximately 4,500 photographs. Copies of the photographs are available for a $5 negative fee. All originals are stored and categorized in the Depot.

3.3 Most original books and references are stored in the Pioneer Room of the Library for research. The EHS has access to the items.
3.4 Live flowers and plants are permitted within the building. It is recommended that live plants not be used. Live plants contain many insects and small microscopic pests.

3.5 Food is allowed within the building. Employees eat their lunches at their desks. All food should be consumed outside the Library in order to prevent pests from entering the building.

3.6 Natural light and fluorescent light is used in all the rooms. A UV filtered fluorescent light should be used to illuminate artifacts and room interiors on display.
G. RAILROAD CAR

1.0 Assessment and Recommendation of the Exterior

*2.1 The exterior of the Railroad Car needs to be painted. The west facade is fading. (See Photo T)

*2.2 Watering of the grass close to the Car should be monitored. The watering system should be directed away from the structure and a positive drainage contouring of the grounds be constructed to guarantee drainage away from the structure. Excessive moisture is found at the area between the tracks. A gravel bedding should be placed at least five feet out from the tracks on both sides.

2.3 A complete study should be conducted in order to accommodate persons with disabilities through the Car. Refer to Preservation Brief: 32 Making Historic Properties Accessible.

2.4 A detailed investigation should be made of the roof. There was evidence of prior leaks on the interior.

3.0 Assessment and Recommendation of the Interior

3.1 The interior of the car has been restored to include a mail room, passenger seats and a H-O model railroad that depicts the 22-mile run from Oceanside to Escondido. The exhibit is truly wonderful and offers an excellent educational opportunity for children and adults alike. Access through the car is difficult because of the narrow passageway. (See Photo U)

*3.2 Two small air conditioning units and a large vent have been placed in the Railroad Car in order to regulate some of the ventilation. (See Photo T) During the days of investigation, the humidity was marginally comfortable. Investigation should be made to fully analyze the humidity, cooling and heating cycle and movement of air throughout the Car. Installation of monitoring devices is recommended. The objects conservator should provide an analysis of its existing condition to determine if the high humidity control has affected the objects.

3.3 If a full HVAC system is chosen, heating and air condition of the exhibit areas needs to have control of the relative humidity (RH).

*3.4 The ceiling of the Car should be repainted and the rust eliminated. (See Photo W)

3.5 Investigation should be conducted towards the possibility of one of the bathrooms to be operable for the Car volunteers.

3.6 A survey should be conducted to determine if a committee would be interested in "adopting" the Car much like the Victorian Country House has a committee.

3.7 Car doors need to be repaired at the bottom. The steel sheet is delaminating. (See Photo V)
H. BARN

1.0 Assessment and Recommendations of Exterior Conditions

*1.1 Watering of the grass close to the Barn should be monitored. The watering system should be directed away from the structure and a positive drainage contouring of the grounds be constructed to guarantee drainage away from the structure. Water is entering the building through the north door as evident by staining on the interior flooring.

1.2 The exterior of the building appears to be in good condition.

2.0 Assessment and Recommendations of Interior Conditions

2.0 Currently the Barn is used as a storage area for large objects such as the popcorn machine and a Fageol car. (See Photo Y) Other storage is kept in two separate storage rooms located within the Barn. (See Photos Z and AA) A space heater and single air conditioning unit has been placed in one of the room for climate control. A small Arten Hygrometer is also located that room. A hygrothermograph should be placed in both rooms to measure the relative humidity. During the time of the visit, the temperature and humidity was pleasant.

3.0 Workshops should be attended by both docents and the House Committee on handling objects stored within the Barn.
I. BANDY BLACKSMITH SHOP

1.0 Assessment and Recommendations of the Interior Conditions

1.1 The Blacksmith Shop is a working facility. Classes are held within the building on a weekly basis. At the time of visitation, the building was very dirty because of the nature of the work conducted. (See Photo DD) A general cleaning should be conducted at the end of each class session to maintain some order to the facility.

*1.2 A Fageol truck is stored in the shop and is exposed to the elements. The truck should be cleaned, draped and moved to the Barn for proper storage. (See Photo CC)

1.3 The office is currently open. Further study should be made to enclose this area from dust and soot and possibly use it as an exhibit depicting the early craft of blacksmithing in Escondido. (See Photo EE)
J. Bibliography


Escondido Historical Society. "Mission Statement".


K. INTERVIEWS AND STAFF

The following persons were interviewed regarding their involvement with the building.

Norman Syler, Executive Director, Escondido Historical Society
Marie Tuck, Registrar and Collections Coordinator/Docent Coordinator
Alice Bartley, Administrative Assistant, Escondido Historical Society
David Zuck, Volunteer Model Depot Craftsman, Railroad Car
L. APPENDIX

1.0 Site Plans of Existing Layout
2.0 Floor Plans of the Depot
3.0 Photographs of the Site
4.0 Escondido Historical Society Scope of Services, July 1995-June 1996
5.0 Escondido Historical Society Emergency Procedures
6.0 Preservation Briefs: 2 Repointing Mortar Joists in Historic Buildings
7.0 Preservation Briefs: 19 The Repair and Replacement of Historic Wood Shingle Roofs
8.0 Preservation Briefs: 20 The Preservation of Historic Barns
9.0 Preservation Briefs: 32 Making Historic Properties Accessible
1.0  Site Plans of Existing Layout
HERITAGE WALK
HISTORIC GRAPE DAY PARK
ESCONDIDO, CA

INDICATES PHOTOGRAPH LOCATION

HERITAGE WALK, HISTORIC GRAPE DAY PARK, SITE PLAN

Architect Milford Wayne Donaldson, FAIA, Inc. • 530 Sixth Ave., San Diego, CA 92101 • (619) 239-7888
2.0 Floor Plans of the Depot
HERITAGE WALK
HISTORIC GRAPE DAY PARK
ESCONDIDO, CA

MEETING ROOM

TICKET ROOM

BAGGAGE ROOM

INDICATES PHOTOGRAPH LOCATION

SANTA FE DEPOT, FLOOR PLAN

Architect Milford Wayne Donaldson, FAIA, Inc. • 530 Sixth Ave., San Diego, CA 92101 • (619) 239-7888
3.0 Photographs of the Site

All photographs were taken by Milford Wayne Donaldson, FAIA on June 24 and 25, 1996.
PHOTO A:   Santa Fe Depot, east facade.

PHOTO B:   Depot, south facade.
PHOTO C: West facade showing the connection with the Railroad Car.

PHOTO D: Depot skirting revealing dryrot at the east facade.
PHOTO E: Depot, exhibit area.

PHOTO F: Depot, revealing track lighting at the entrance of the exhibition area.
PHOTO G: Depot exhibition area and stairway leading to the Baggage Room.

PHOTO H: Depot Baggage Room.

PHOTO L: Porch and ramp for persons with disabilities.

PHOTO M: North entry to the kitchen.
PHOTO N: Stairway and original stained window.

PHOTO O: House, living room.
PHOTO P: House, dining room.

PHOTO Q: Second story bedroom of the House.
PHOTO R: Library, south facade.

PHOTO S: Library interior.
PHOTO T: Railroad Car, west facade revealing fading paint.

PHOTO U: The model railroad and volunteer working table found within the Railroad Car.
PHOTO V: Bottom of Car door revealing dryrot.

PHOTO W: Ceiling of the Railroad Car displaying paint peeling.
PHOTO X: The Barn, south facade showing buckboard.

PHOTO Y: Interior of the Barn revealing storage of large objects and tools.
PHOTO Z: Storage Room of the Barn.

PHOTO AA: Secondary storage area of the Barn.
PHOTO BB:  Tom Bandy Blacksmith Shop.

PHOTO CC:  Fagoel truck stored within the Blacksmith Shop.
PHOTO DD:  Blacksmith work area.

PHOTO EE:  Blacksmith Shop, office area.
ATTACHMENT B

The Elmer Field House

Research Investigation for Stabilization and Future Renovation/Adaptive Reuse

(1996)
PROJECT:

The Elmer Field House
Research Investigation for Stabilization
and Future Renovation / Adaptive Reuse
1118 S. Citrus Ave.
Escondido, CA

PREPARED FOR:

City of Escondido
Public Works Department
201 N. Broadway
Escondido, CA 92025

PREPARED BY:

Robert A. McQuead
Architect #c10322
239 S. Maple Street
Escondido, CA 92025
Phone (619) 741-6145
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THE ELMER FIELD HOUSE

The one story Victorian farm house known locally as the Elmer Field House is located at 1118 S. Citrus Ave. In Escondido, CA. Constructed around 1900, the house is still at the original location and until recently, the property remained a fine example of a typical pioneer farm of the Escondido area. The residence appears on the City of Escondido Survey of Historic Properties and was placed on the Local Register of Historic Places on June 2, 1992. The following description of the house appears in the survey:

"This small one story farmhouse has a modified U-shaped floor plan. A central gable roof runs north/south and from either end a cross gable runs towards the street (west). Filling in the space between the two wings is a sloping roofed porch, featuring an attractive, carved sunburst decoration. The porch is supported by four square columns with square capitals and plinths. The house is sheathed in narrow, overlapping siding. In under the porch, flanking the front door, are wider, double hung windows. The original front door, featuring a glass pane remains. The house sits high on a concrete foundation and has a brick chimney."

Of note is the fact that the residence was constructed of wood using a method called "single wall construction". The "single wall" refers to the single 1" thick board that made up the wall thickness. Some of the rooms in the house still exhibit the effects of this construction method by the way the windows protrude into the rooms. The interior walls of the house remain single wall construction. Many of the enclosed photos illustrate these details.

The house and farm were owned by Mr. Elmer Field until his death. The City of Escondido purchased the property from the family in 1996 and has included the house in the master plan for Mountain View Park.

FUTURE OF THE HOUSE:

The ultimate plan for the Elmer Field House will be to serve the people of Escondido as a community building in Mountain View Park. The plan to transform the building from a historic residence to a community building will require two (2) distinct phases. The first phase will attempt to stop the deterioration of the building and to stabilize its condition. Phase II will be the renovation and change of use for the house. This phase will wait until funds are available to do the renovation. Specific plans for the adaptive reuse of the house are yet to be formulated and will hinge on the physical limits of the building.

PURPOSE OF THE INVESTIGATION:

This investigation was performed to gather information about the building so that the existing condition could be understood, so that the plans for renovation and adaptive reuse could be made and so that a budget for the work could be outlined. This report is not a "Report of Structural Survey".
METHODOLOGY:

On August 19-1996 I conducted the site survey of the Field House. I took photos of the building and its site conditions. I field measured the building in order to generate an accurate drawing of the house as it exist. Those drawings and photos are part of this record. As part of the field work, I noticed that the paint system on the exterior and interior of the building was deteriorating and was most likely lead based. I could find no visual evidence of asbestos on pipes, nor as a part of any finish material known by me to contain asbestos.

INVESTIGATION FINDINGS:

The general condition of the building and site are very rundown. The building has not been painted for quite some time and there are many broken windows and deteriorated wood trim pieces. Landscaping, with the exception of some orange trees and various shade trees, is non existent. As a result of water erosion over the decades some areas of the foundation footings are exposed. The interior of the building shows signs of abuse from recent tenants. The following is a narrative of the photos taken of the building and site.

PHOTO #1,2,3
West side of the house showing some deterioration of paint and the condition of the landscape.

PHOTO #4,5,6
Details of the front porch showing the tapered columns and the sunburst design at the small gable over the front steps.

PHOTO #7,8,9
Details of the front porch showing the wood steps, rotted flooring and wood ceiling in need of repair.

PHOTO #10,11,12
Details of the SW corner of the house showing a window evaporative cooler and the existing landscape condition.

PHOTO #13,14,15
Gables on the East side showing the attic vent detail and the condition of the exterior paint. Also shown are existing fences.

PHOTO #16,17,18
East elevation showing the rear porch, chimney, condition of the siding and landscape.

PHOTO #19
Southeast corner, shows condition of the paint.

PHOTO #20,21
North West corner shows exposed footing and deteriorated wood trim and paint.
PHOTO #22, 23, 24
South elevation and Southeast corner showing the rafter details, trim details and condition of the paint.

PHOTO #25, 26, 27
South Elevation shows the haphazard application of repairs including metal siding. Note the rotted wood siding and vandalism at the rear door.

PHOTO #28, 29, 30
Interior of the Dining Room showing the original china cabinet and 1x12 wood ceiling. Note the tin plate over the spot where the heater stove pipe would have connected to the brick chimney.

PHOTO #31, 32, 33
Interior of Bedroom #1 shows the window and door details that occur with single wall construction. Note the newer wood paneling on the ceiling and walls.

PHOTO #34, 35, 36
Interior of the laundry and screened porch area shows some vandalism to the interior wall that separated the two spaces. Note the original cabinets and cast iron sink unit.

PHOTO #37
Interior of the screened porch shows the corner sink and single wall construction.

PHOTO #38, 39
Kitchen details of the vegetable keeper and pantry.

PHOTO #40
Bedroom #2 details at the window showing the walls have been furred or built-up to full thickness.

PHOTO #41
Kitchen door at the rear porch shows the door jamb detail and decorative hinge typical of the house and time period.

PHOTO #42
Bathroom interior shows the clawfoot tub and sink. Note the newer wood paneling and deteriorated flooring.

PHOTO #43, 44, 45
Living Room interior showing the fireplace, door and window details and light fixture. Note the newer paneling on the ceiling and walls.

PHOTO #46, 47, 48
Attic interior showing the 2x4 wood rafters and original skip sheathing and wood shingles. Note the South facing roof slope has had some repair in recent years as evidenced by the new plywood sheathing over the original.

PHOTO #49, 50, 51
Crawl Space showing the existing condition of the floor framing and support system. Note lots of debris.
Phase I:
Building Stabilization to stop the decay.

In a general sense the City of Escondido needs to remove the sources of damage in order to stabilize the building for future renovation. To make the building weather tight, the City must address four (4) areas of concern that represent the greatest problems; 1. Exterior paint, 2. Structural Repair, 3. Cleanup and 4. Non structural repair.

The exterior paint system of the house has failed and should be removed and replaced from a bare wood surface out. This full scale approach to exterior paint will be part of the Phase II renovation. Lead paint is an issue that will be part of the Phase I effort to stabilize the building from further deterioration. Because the City of Escondido owns the Field House, this project cannot qualify for any exemptions under the County of San Diego, Department of Environmental Health regulations.

For Phase I stabilizing, I will recommend that the following procedure be followed;

1. Engage the services of a licenced Painting contractor or Hazardous Material Abatement contractor to remove and dispose of the loose and blistering paint. A qualified lab should be contacted to test for asbestos as well.

2. Repair any damaged wood trim, replace with matching material as needed.

3. Sand the building surfaces to a solid surface.

4. Prime the surfaces with a good quality exterior primer, caulk and fill nail holes.

5. Paint the exterior of the building to encapsulate the remaining lead paint surfaces.

During Phase I, the color of the building is not critical. During the scraping of the building, color samples should be documented for the earliest colors found. This color information will be used during Phase II for the final colors of the building.

Structural repair during Phase I is limited to foundation items. As depicted in the photos #49, 50 and 51 it is clear that some of the existing posts are resting on the dirt. These posts require concrete piers with a minimum clearance from wood post to the earth of 6”. A more extensive renovation of the foundation will take place during Phase II.

Replace the wood porch steps at the front and rear doors. Match the existing material and provide a concrete slab for the steps to land on. photo #7, 16 and 17.

It has been noted that termite damage is evident. Repair of termite damage will take place during this phase and will be coordinated with the above efforts.
The perimeter foundation is exposed to the base of the footing on the North West corner of the building (see photo #20). The grade should be brought up around the corner of the building to cover this exposed foundation with at least 12" of compacted fill. The fill material should be equally suitable as topsoil and should extend away from the building at least ten (10) feet in order to blend with the surrounding grade.

At the exterior of the foundation, efforts should be made to insure drainage away from the building and not allow drainage into the crawl space. Screened vent frames shall be fabricated and installed at all of the foundation vents and crawl space entrances. Screened frames shall be removable at the crawl space entrances.

Cleanup of the crawl space and surrounding area is critical to the control of pests and rodents. As depicted in photos #49, 50 and 51 the crawl space is filled with trash and material that attracts termites. This space should be cleaned out, excess dirt shall be removed and the ground shall be raked clean, flat and smooth. Workers should wear double respirator masks with removable filters as well as safety glasses and gloves when in the crawl space.

Remove the wood porch steps at the front and rear doors., photo #7, 16 and 17.

The evaporative cooler depicted in photos #10 and 11 is to be removed along with the support frame.

Sheet metal siding on the South elevation of the screened porch shall be removed, photos #25 and 27.

The existing landscape material surrounding the building is overgrown and should be removed within five (5) feet of the building.

Nonstructural repairs will be required to make the building weather tight. These will consist of:

1. Window reglazing and repair
2. Replace the exterior siding where needed, photo #25.
3. Rehang the exterior door at the screened porch and install exterior trim, photo #26.
4. Re nail the ceiling t&g boards at the front porch, photo #8.
5. Roof repairs as needed.

This effort will stabilize the building and make it weather tight until the Phase II renovation can be undertaken.
FUTURE RENOVATION:

This second and final phase requires realistic goals be set for the use of the building. These goals should take into account the physical limitations that a historic building presents. For example, the existing floor plan, a series of small rooms, is better suited to an office use than a meeting hall. Based on the lightweight structural framing system of the building a low intensity use would be better than a high intensity use, small groups of people rather than large groups of people, etc.

While establishing the goals for the use of the building, several resources should and must be considered. The State Historic Building Code will allow exemptions from many requirements of the current Building Code. This applies only to recognized historic buildings and does not allow the use of the building to place people into a more dangerous situation than the current code allows. A good example would be too few exits from a room where a large group of people are gathered. The Secretary of the Interior Standards for Rehabilitation will serve as a guide for protecting the historic features of the house while allowing for a new use. A Report of Structural Survey should be part of the design phase and drawings for the new use of the building (Sec. 8-505 of the HBC). This survey will resolve any structural shortcomings for the building.

PHASE II:
RENOVATION AND ADAPTIVE REUSE

The exterior appearance of the building is still a prime factor in the successful renovation process. During Phase II, I recommend that the exterior paint be completely removed to the bare wood. I recommend the following procedure.

1. Engage the services of a licensed Painting contractor or Hazardous Material Abatement contractor to remove the remaining lead based paint and dispose of it as required. Use a heat gun for the stripping process.

2. Sand the wood surfaces to remove all of the old paint and discoloration to a clean wood surface.

3. Use “Frazee” #372 Exterior Wood Primer and apply with a paint brush. Force the primer into the horizontal joints of the siding etc.

4. Reset the siding nails and apply painters putty to the holes.

5. Caulk the horizontal joints of the siding etc. with DAP “ALEX PLUS” caulking.

6. Epoxy fill any damaged sills etc.
7. Prime the entire exterior a second time within the manufacturers recommended time limits.

8. Paint the exterior of the building using the original colors (as discovered during the Phase I work). Two coats of Frazee Miro-Glide.

9. The interior of the building should be painted following a similar process.

**Structural changes** due to the new use of the building will include seismic retrofitting of the crawl space foundation walls and posts. Additional pier footings should be anticipated. A new roof will be required in the near future. When the time comes, the roof should be stripped and a new layer of ½" exterior plywood should be placed over the existing skip sheathing. This will provide some lateral stability as well as a good base for the new roof.

**Access for the disabled** will have to be designed into the project. Fortunately the Historic Building Code allows some leniency. Accessible parking will have to be provided but it will be possible to provide ramped entrance to the building at a door other than the front door. The interior and exterior doors do not have to be increased to 36". The existing doors can remain at 32", and less, as long as the opening is not less than 29.5" net. In my opinion, accessible toilet rooms should be separate from the building. The HBC allows for a separate toilet building within 200 feet of the house.

**Heating and Cooling** for the building will be subject to the proposed use and will require some study. The single wall construction of the walls will not allow for insulation. The ceiling should be covered with gypsum board to cover the gaps in the 1"x12" ceiling boards and to keep the temperature constant. As long as the ceiling is not destroyed, some future historian can still find them in place. The under floor crawl space is tall enough to allow for an HVAC system and duct work.

**The interior finishes** of the house need some study. The existing paneling (photo #42 through #45) should be removed and disposed of. Gypsum drywall should be applied to the ceiling to seal the openings that occur. Drywall screws should be used, not nails.

**The electrical system** should be abandoned in place and a new electrical system should be installed. Period lighting should remain and push button switches should be reintroduced.

**The plumbing system** for the building is probably in bad shape based on the evidence of leaks. I recommend that the need for plumbing be considered carefully and that a new water and drain waste and vent system be installed to meet the new need. As discussed under the section for Access, I mentioned that a new building should be provided for toilets. This is not a part of the following budget cost estimates as the use of the building has yet to be determined.
A new roof will be required in the near future. I recommend a fiberglass shingle that simulates the look of wood shingles. This type of roof looks like the original, is lightweight and is fire resistant. The existing roof will have to stripped off and a layer of ½" plywood placed over the existing skip sheathing to provide backing for the roofing.

Conclusion:

I believe the “Field House” is a valuable historic resource for the City of Escondido and should be kept in good repair for the enjoyment of the citizens.

Respectfully Submitted;

Robert A. McQuead
Architect
11-21-96
PROJECT BUDGET:

Phase I:

1. Exterior Paint: $8,000.00

2. Structural Repair
   a. Labor $1,280.00
   b. Materials $300.00
   Total $1,580.00

3. Cleanup
   a. Labor $2,000.00
   b. Grading $600.00
   c. Dumpster $500.00
   Total $3,100.00

4. Non Structural Repair
   a. Labor $2,100.00
   b. Material $500.00
   Total $2,600.00

Total $15,280.00
5% Contingency $770.00

TOTAL PHASE I $16,050.00
Phase II

1. Exterior Paint $9,000.00
2. Structural Changes for Occupancy $4,500.00
   (Allowance only)
3. Disabled Access $1,000.00
   a. Parking (2 spaces) $4,800.00
      (400 sq. Ft. / space incl. drive)
   b. Ramp $1,000.00
      (Wood with deck coating)
4. Heating and Cooling $5,400.00
   (Allowance for three (3) ton AC)
5. Interior Finishes $4,000.00
   a. Allowance for paint $2,000.00
   b. Drywall ceiling $2,000.00
   Total $4,000.00
6. Electrical System $7,500.00
   (Including new panel, Allowance only)
7. Plumbing System $2,000.00
   (Allowance only, does not include
   separate toilet building discussed above)
8. Roof $5,280.00
   a. Tear off existing $840.00
   b. New 25 year shingle $4,440.00
      over new plywood
   Total $5,280.00

Total $43,480.00
5% Contingency $2,175.00

TOTAL FOR PHASE II $45,655.00

Summary:

Phase I: Stabilize the building for future renovation. $16,050.00
Phase II: Renovation and adaptive reuse of the building. $45,655.00
TOTAL BUDGETED COST: $61,705.00
City of Escondido  
HISTORIC RESOURCES INVENTORY

ENTIFICATION AND LOCATION
1. Historic Name
2. Common or Current Name
3. Number & Street 1118 South Citrus Avenue
   City: Escondido Vicinity Only
   Zip 92025
   County: San Diego
4. UTM zone A E4766.70 B W35554.50 C Zone D
5. Quad map No. Parcel No. 201-225-37
   Other

DESCRIPTION
6. Property Category
7. Briefly describe the present physical appearance of the property, including condition, boundaries, related features, surroundings, and (if appropriate) architectural style.
   This small, one story farmhouse has a modified U-shaped floor plan. A central gable roof runs north/south and from either end a cross gable runs towards the street (west). Filling in the space between the two wings is a sloping roofed porch, featuring an attractive, carved sunburst decoration. The porch is supported by four square columns with square capitals and plinths. The house is sheathed in narrow, overlap siding. In both gables, front and back, a square aperture features horizontal vents in a wavy cut. Beneath the vents are narrow, plain, double-hung windows. Under the porch, flanking the front door are wider, double-hung windows. The original front door, featuring a glass pane remains. The house sits high on a concrete foundation and has a brick chimney. The stump of a mature palm tree is left in the front yard.
   The architectural style is: Victorian
   The condition is: good
   The related features are: none
   The surroundings are: residential; scattered buildings
   The boundaries are:

8. Planning Agency
   City of Escondido

9. Owner and Address
   Norma A. Bushey
   c/o I. Sanders 12888 Camino Real
   San Diego, CA 92128

10. Type of Ownership
    private

11. Present Use
    residence

12. Zoning

13. Threats
    none known
NOMINATION REPORT FOR THE CITY OF ESCONDIDO
LOCAL REGISTER OF HISTORIC PLACES

Address of Resource: 1118 South Citrus Avenue

Existing Use: Residential

Zoning: RE-20

General Plan Designation: Park

Tier Designation:

Construction Date: 1900

Meets Ordinance Criteria 1, 5, and 7 for Local Register Listing.

Justification for Register Listing:

This small one-story Victorian farmhouse has a modified U-shaped floor plan with a central gable roof. Filling in the space between the two wings is a sloping roofed porch, featuring an attractive carved sunburst decoration. Craftsman detailing is noted in the porch supported by four square columns with square capitals and plinths and narrow overlap siding. In both gables, front and back, a square aperture features horizontal vents in a wavy cut. Under the porch, flanking the front door, are wide double-hung windows. The original front door featuring a glass pane remains.

Staff Recommendation:

Staff recommends this resource be placed on the Local Register.

Commission Action:

On June 2, 1992, the Commission voted unanimously to approve placing this resource on the Local Register.
HISTORICAL INFORMATION

14. Construction Date(s) c1900   Original location original site   Date moved

15. Alterations & date extension to south

16. Architect unknown   Builder unknown

17. Historic attributes (with number from list)

IGNIFICANCE AND EVALUATION

18. Context for Evaluation: Theme architect; explor/settle   Area
   Period   Property Type   Context formally developed?

19. Briefly discuss the property’s importance within the context. Use historical and
    architectural analysis as appropriate. Compare with similar properties.
    
    A fine example of an unusual floor plan and roofline, this small farmhouse is still surrounded by orange groves.

20. Sources

21. Applicable National Register criteria

22. Other Recognition:
    State Landmark Number

23. Evaluator
    Date of Evaluation 1990

24. Survey type

25. Survey name

26. Year Form Prepared 1983
   By(Name) Donald A. Cotton Associates
   Organization AEGIS 1990
   Address 111 Spring Street
   City & Zip Claremont, CA 91711
   Phone (714) 621 1207
Locational sketch map (draw and label site and surrounding streets, roads, and prominent landmarks):
## TABLE 8-13-1
**GUIDELINES TO ALTERNATIVE ACCESS STANDARDS**  
*(FOR LISTED ALTERNATIVES UNDER HEADINGS A THRU D, SEE TABLE 8-13-2)*

### Instructions:
1. Determine building category, i.e., II.D. under Building Type and Scale of Historicity.
2. Go to box in category under situation headings.
3. Numbers in box refer to list of suggested alternatives under that situation heading, Table 8-13-2.

### Notes:
- Alternatives only apply to buildings requiring construction permits.
- These alternatives should be used only where it is not possible to meet prevailing code standards.
- These alternatives apply only to those portions of the building that are actually historical or are a facsimile of the original historical building.
- Alternatives apply to access to the physically disabled (in wheelchairs).
- Other handicapped standards, see State Architect’s guideline regulations.
- Alternatives are listed in priority order.
- Alternatives are allowed for simulations.

### SITUATION HEADINGS

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<th>TOILET ROOMS</th>
<th>FLOORS &amp; LEVELS</th>
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<tr>
<td></td>
<td>Prevailing Codes:</td>
<td>Prevailing Codes:</td>
<td>Prevailing Codes:</td>
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<tr>
<td></td>
<td>Primary public entrance with access to elevators available</td>
<td>—32&quot; clear openings</td>
<td>—3' x 5' stall-clear</td>
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<td></td>
<td>—5' level perpendicular to closed door</td>
<td>*Length 32&quot; Min.</td>
<td>+ water closet</td>
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<td>—1' clear at strike side (minimum)</td>
<td>Width 36&quot; Min.</td>
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### Category (Facility Type and Scale of Historicity)

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<td>Interior only</td>
<td>None interior</td>
<td>None</td>
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<tr>
<td>1, 3</td>
<td>Exterior only</td>
<td>None exterior</td>
<td>N.A.</td>
</tr>
<tr>
<td>1, 2</td>
<td>Interior only</td>
<td>None</td>
<td>N.A.</td>
</tr>
<tr>
<td>1, 3</td>
<td>Exterior 1, 2</td>
<td>Interior only</td>
<td>N.A.</td>
</tr>
<tr>
<td>1, 2</td>
<td>Interior only</td>
<td>None</td>
<td>N.A.</td>
</tr>
</tbody>
</table>

1. **Interior nonhistorical, Exterior (shell) Historical all or part.**
2. **Interior historical—all or part, Exterior nonhistorical.**
3. **All historical—Major change in use, change in occupancy.**
4. **All historical—Minor change in use to equal or less intensive occupancy. Limited services.**
<table>
<thead>
<tr>
<th>TABLE 8-13-1</th>
<th>GUIDELINES TO ALTERNATIVE ACCESS STANDARDS—Continued</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1, 2, 3, 4</td>
</tr>
<tr>
<td>Adaptive use restoration, reconstructions, Interior nonhistoric, Exterior historical (all or part).</td>
<td></td>
</tr>
<tr>
<td>Interior historical—all or part, Exterior nonhistorical</td>
<td>None exterior, 1, 2 interior</td>
</tr>
<tr>
<td>All historical—major change in use, change in occupancy, or mixed occupancy. Minor change of use to equal or less intensive occupancy.</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Reconstruction, restoration or facsimile. No change in use except to museum. (Minor mixed occupancy with administration space would be allowed.)</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Museum quality restoration and/or reconstruction including museum use. (Minor mixed occupancy compatible with that use would be allowed.) Also includes renovation of prime quality historical building or site.</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Privately or publicly owned buildings used as museums or as site for display of the building itself (i.e., museum, schoolhouse, garden centers, galleries, etc.)</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>1. Reconstruction, restoration or facsimile. No change in use except to museum. (Minor mixed occupancy such as administrative would be allowed.)</td>
<td></td>
</tr>
<tr>
<td>2. Museum quality restoration and/or reconstruction museum use. (Minor mixed occupancy compatible with that would be allowed.) Also includes renovation of prime quality historical building or site.</td>
<td></td>
</tr>
<tr>
<td>Privately owned buildings not open to general public but employing 3 or more persons (i.e., business offices).</td>
<td>None exterior, 1, 2, 3, interior</td>
</tr>
<tr>
<td>Adaptive use—Interior nonhistorical, Exterior historical—all or part.</td>
<td>1, 2, 3</td>
</tr>
<tr>
<td>Adaptive use—Interior historical, Exterior nonhistorical</td>
<td>None exterior, 1, 2, 3, interior</td>
</tr>
</tbody>
</table>
TABLE 8-13-2

ALTERNATIVES LIST

These alternatives are listed in order of priority.

Entry:
1. Ramp at greater than standard slope, but no greater than 1:9 for a horizontal distance not to exceed 12 feet at main, side, or rear entrance.
2. Access, listed in the order of priority, at grade or by ramp or lift to any entrance used by general public and no further than 200 feet from primary entrance.
3. Ramp no greater than 1:6 slope for a distance not to exceed a horizontal distance of 2 feet at main, side, or rear entrance.
4. Access, listed in the order of priority, at grade, or by ramp, or lift at any entrance not used by general public but open, (unlocked) with directional signs at primary entrance and no further than 200 feet from primary entrance.

Doors: (One means of entry into spaces requiring access)
1. 30-inch width of clear opening operable by single motion.
2. Usable 29½ inches clear opening with door(s) operable by single motion.
3. Single or double door to provide a usable 29½ inches clear opening.

Toilet Rooms:
1. Toilet facility of dimensions no less than those provided in the prevailing provisions for access and designated as a unisex toilet for the handicapped and General Public.
2. Accessible and usable toilet meeting prevailing code within 200 feet of building.
3. No toilet for anyone.

Floors and Levels (Multihandicapped):
1. Access to experiences, services, functions and materials and resources (i.e., maps, plans, courtroom, council chambers, etc.) at accessible levels.
2. Access provided to levels and floors by ramps of greater than standard slope and no greater than 1:9 for horizontal distances not to exceed 12 feet. Lifts may be provided.
3. Access provided to levels and floors by ramps of 1:6 slope for horizontal distance not to exceed 2 feet. Adequate warnings shall be provided to indicate steepness of the slope.
ATTACHMENT C

CITY OF ESCONDIDO

CONSULTING AGREEMENT

This Agreement is made this ______ day of __________________, 20__.  

Between:  
CITY OF ESCONDIDO  
a Municipal Corporation  
201 N. Broadway  
Escondido, California 92025  
Attn: __________________  
760-xxxx  
("CITY")

And:  
[Name]  
[Street address]  
[City, state, zipcode]  
[Attn: (name of contact)]  
[Insert telephone number]  
("CONSULTANT")

Witness that whereas:

A. It has been determined to be in the CITY's best interest to retain the professional services of a consultant to [insert brief description of what CONSULTANT will do here]; and

B. The CONSULTANT is considered competent to perform the necessary professional services for CITY;

NOW, THEREFORE, it is mutually agreed by and between CITY and CONSULTANT as follows:

1. Services. The CONSULTANT will furnish all of the services as described in "Attachment A" which is attached and incorporated by this reference.

2. Compensation. The CITY will pay the CONSULTANT in accordance with the conditions specified in “Attachment A,” in the sum of $__________. Any breach of this Agreement will relieve CITY from the obligation to pay CONSULTANT, if CONSULTANT has not corrected the breach after CITY provides notice and a reasonable time to correct it. If this Agreement is amended at any time, additional compensation of CONSULTANT contained
in subsequent amendment(s) shall not exceed a cumulative total of twenty-five percent (25%) of the maximum payment provided for in this Section 2.

3. **Scope of Compensation.** The CONSULTANT will be compensated for performance of tasks specified in “Attachment A” only. No compensation will be provided for any other tasks without specific prior written consent from the CITY.

4. **Duties.** CONSULTANT will be responsible for the professional quality, technical accuracy, timely completion, and coordination of all reports and other services furnished by the CONSULTANT under this Agreement, except that the CONSULTANT will not be responsible for the accuracy of information supplied by the CITY.

5. **Personnel.** The performance of services under this Agreement by certain professionals is significant to the CITY. CONSULTANT will assign the persons listed on "Attachment B," which is attached and incorporated by this reference, to perform the Services described in Paragraph 1, and will not add or remove persons from the list without the prior written consent of the CITY. If no designation is made, then CONSULTANT may not assign services without obtaining the advance written consent of the CITY. CONSULTANT will not subcontract any tasks under this Agreement without obtaining the advance written consent of the CITY.

6. **Termination.** Either CONSULTANT or the CITY may terminate this Agreement with thirty (30) days advance written notice.

7. **City Property.** All original documents, drawings, electronic media, and other material prepared by CONSULTANT under this Agreement immediately becomes the exclusive property of the CITY, and may not be used by CONSULTANT for any other purpose without prior written consent of the CITY.

8. **Insurance.**

   a. The CONSULTANT shall secure and maintain at its own cost, for all operations, the following insurance coverage, unless reduced by the City Attorney:

   (1) General liability insurance. Occurrence basis with minimum limits of $1,000,000 each occurrence, $2,000,000 General Aggregate, and $1,000,000 Products/Completed Operations Aggregate; and

   (2) Automobile liability insurance of $1,000,000 combined single-limit per accident for bodily injury and property damage, unless waived as provided in 8(b) below; and

   (3) Workers’ compensation and employer's liability insurance as required by the California Labor Code, as amended, or certificate of sole proprietorship; and

   (4) Errors and Omissions professional liability insurance with minimum coverage of $1,000,000.

   b. It is the parties’ understanding that the use of a motor vehicle is not a primary subject of this Agreement. CONSULTANT acknowledges that operating a motor vehicle is outside the scope of this Agreement and occurs only at the convenience of the
CONSULTANT. A waiver of automobile liability insurance is only effective if both sets of initials appear below, otherwise such insurance is required.

Acknowledged by CONSULTANT __________

Waiver appropriate by CITY ______________

c. Each insurance policy required above must be acceptable to the City Attorney.

(1) Each policy must provide for written notice within no more than thirty (30) days if cancellation or termination of the policy occurs. Insurance coverage must be provided by an A.M. Best's A-rated, class V carrier or better, admitted in California, or if non-admitted, a company that is not on the Department of Insurance list of unacceptable carriers.

(2) All non-admitted carriers will be required to provide a service of suit endorsement in addition to the additional insured endorsement.

(3) Both the General Liability and the Automobile Liability policies must name the CITY specifically as an additional insured under the policy on a separate endorsement page. The CITY includes its officials, employees, and volunteers. The endorsement must be ISO Form CG 20 10 11 85 edition or its equivalent for General Liability endorsements and CA 20 01 for Automobile Liability endorsements.

(4) The General Liability policy must include coverage for bodily injury and property damage arising from CONSULTANT's work, including its on-going operations and products-completed operations hazard.

(5) The General Liability policy must be primary and noncontributory and any insurance maintained by CITY is excess.

d. In executing this Agreement, CONSULTANT agrees to have completed insurance documents on file with the CITY within fourteen (14) days after the date of execution. Failure to comply with insurance requirements under this Agreement will be a material breach of this Agreement, resulting in immediate termination at CITY's option.

9. Indemnification. CONSULTANT (which in this paragraph 9 includes its agents, employees and subcontractors, if any) agrees to indemnify, defend, and hold harmless the CITY from all claims, lawsuits, damages, judgments, loss, liability, or expenses, including attorneys' fees, for any of the following:

a. Any claim of liability arising out of the negligence or any acts or omissions of CONSULTANT in the performance of this Agreement;

b. Any personal injuries, property damage or death that CONSULTANT may sustain while using CITY-controlled property or equipment, while participating in any activity sponsored by the CITY, or from any dangerous condition of property; or

c. Any injury or death which results or increases by any action taken to medically treat CONSULTANT.
10. **Anti-Assignment Clause.** The CONSULTANT may not assign, delegate or transfer any interest or duty under this Agreement without advance written approval of the CITY, and any attempt to do so will immediately render this entire Agreement null and void. Unless CONSULTANT assigns this entire Agreement, including all rights and duties herein, to a third party with the CITY’S written consent, CONSULTANT shall be the sole payee under this Agreement. Any and all payments made pursuant to the terms of this Agreement are otherwise not assignable.

11. **Costs and Attorney's Fees.** In the event that legal action is required to enforce the terms and conditions of this Agreement, the prevailing party will be entitled to reasonable attorneys' fees and costs.

12. **Independent Contractor.** CONSULTANT is an independent contractor and no agency or employment relationship, either express or implied, is created by the execution of this Agreement.

13. **Merger Clause.** This Agreement and its Attachments, if any, are the entire understanding of the parties, and there are no other terms or conditions, written or oral, controlling this matter. In the event of any conflict between the provisions of this Agreement and any of its Attachments, the provisions of this Agreement must prevail.

14. **Anti-Waiver Clause.** None of the provisions in this Agreement will be waived by CITY because of previous failure to insist upon strict performance, nor will any provision be waived by CITY because any other provision has been waived, in whole or in part.

15. **Severability.** The invalidity in whole or in part of any provision of this Agreement will not void or affect the validity of any other provisions of this Agreement.

16. **Choice of Law.** This Agreement is governed by the laws of the State of California. Venue for all actions arising from this Agreement must be exclusively in the state or federal courts located in San Diego County, California.

17. **Multiple Copies of Agreement/Counterparts.** This Agreement may be executed on separate counterparts, each of which shall be an original and all of which taken together shall constitute one and the same instrument. Delivery of an executed signature page of this Agreement by electronic means, including an attachment to an email, shall be effective as delivery of an executed original. However, the parties agree that the Agreement on file in the office of the Escondido City Clerk is the copy of the Agreement that shall take precedence should any differences exist among copies or counterparts of the Agreement.

18. **Provisions Cumulative.** The foregoing provisions are cumulative and in addition to and not in limitation of any other rights or remedies available to the CITY.

19. **Notices to Parties.** Any statements, communications or notices to be provided pursuant to this Agreement must be sent to the attention of the persons indicated below. Each party agrees to promptly send notice of any changes of this information to the other party, at the address first above written.

20. **Business License.** The CONSULTANT is required to obtain a City of Escondido Business License prior to execution of this Agreement.
21. **Compliance with Applicable Laws, Permits and Licenses.** CONSULTANT shall keep itself informed of and comply with all applicable federal, state, and local laws, statutes, codes, ordinances, regulations, and rules in effect during the term of this Agreement. CONSULTANT shall obtain any and all licenses, permits, and authorizations necessary to perform services set forth in this Agreement. Neither CITY, nor any elected nor appointed boards, officers, officials, employees, or agents of CITY shall be liable, at law or in equity, as a result of any failure of CONSULTANT to comply with this section.

22. **Immigration Reform and Control Act of 1986.** CONSULTANT shall keep itself informed of and comply with the Immigration Reform and Control Act of 1986. CONSULTANT affirms that as an employer in the State of California, all new employees must produce proof of eligibility to work in the United States within the first three days of employment and that only employees legally eligible to work in the United States will be employed on this public project. CONSULTANT agrees to comply with such provisions before commencing and continuously throughout the performance of this Agreement.

IN WITNESS WHEREOF, the parties below are authorized to act on behalf of their organizations, and have executed this Agreement as of the date set forth below.

CITY OF ESCONDIDO

Date: __________________  
Signature

________________________
Department or Division Head Name & Title

Date: __________________  [CONSULTANT COMPANY NAME]
Signature

________________________
Name & Title (please print)

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY
MICHAEL R. MCGUINNESS, City Attorney

By: __________________________

THE CITY OF ESCONDIDO DOES NOT DISCRIMINATE AGAINST QUALIFIED PERSONS WITH DISABILITIES.
IN WITNESS WHEREOF, the parties below are authorized to act on behalf of their organizations, and have executed this Agreement as of the date set forth below.

CITY OF ESCONDIDO

Date: ______________________

___________________________________
Jeffrey R. Epp
City Manager

Date: ______________________

[CONSULTANT COMPANY NAME]

___________________________________
Signature

___________________________________
Name & Title (please print)

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY
MICHAEL R. MCGUINNESS, City Attorney

By: ______________________________

THE CITY OF ESCONDIDO DOES NOT DISCRIMINATE AGAINST QUALIFIED PERSONS WITH DISABILITIES.
IN WITNESS WHEREOF, the parties below are authorized to act on behalf of their organizations, and have executed this Agreement as of the date set forth below.

CITY OF ESCONDIDO

Date: ____________________

___________________________________
Paul McNamara
Mayor

Date: ____________________

___________________________________
Zack Beck
City Clerk

Date: ____________________

[CONSULTANT COMPANY NAME]

___________________________________
Signature

___________________________________
Name & Title (please print)

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY

MICHAEL R. MCGUINNESS, City Attorney

By: ______________________________

THE CITY OF ESCONDIDO DOES NOT DISCRIMINATE AGAINST QUALIFIED PERSONS WITH DISABILITIES.