FAIRFAX COUNTY PARK AUTHORITY

M E M O R A N D U M

TO: Chairman and Members

Park Authority Board

VIA: Kirk W. Kincannon, Director

FROM: Todd Johnson, Director

Park Operations Division

DATE: March 3, 2016

Agenda

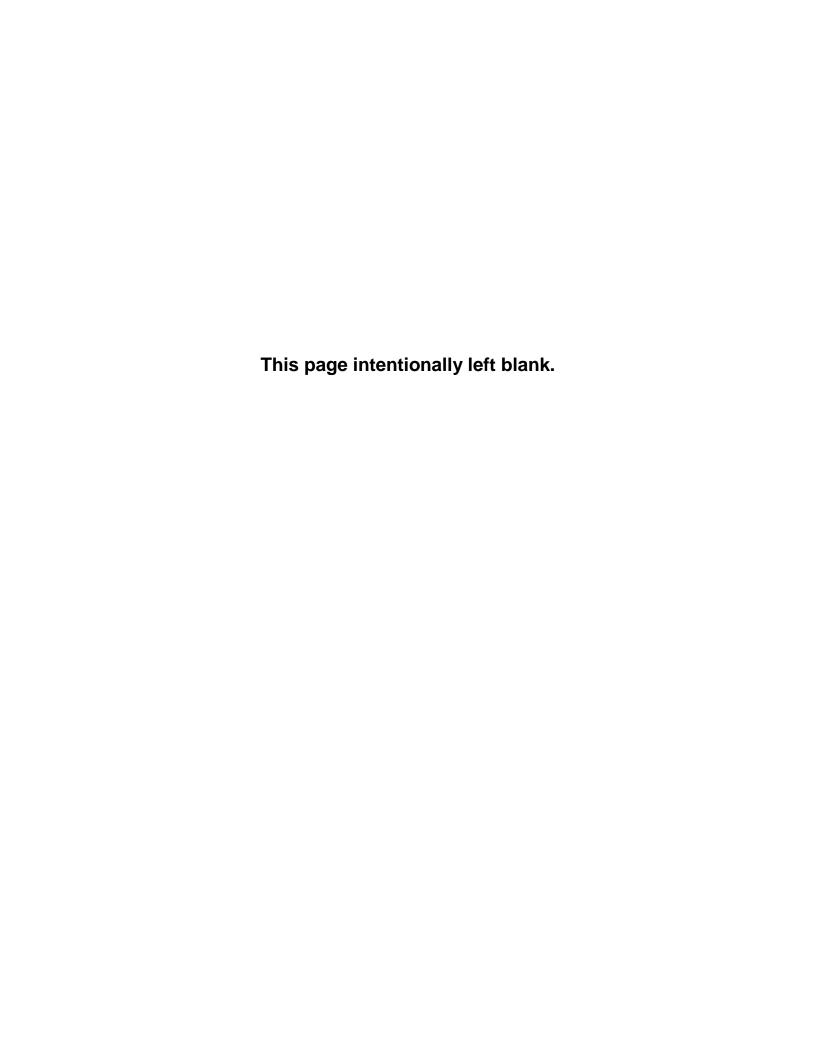
Park Operations Committee
Wednesday, March 9, 2016 – 5:45 p.m.
Boardroom – Herrity Building
Chairman: Edward R. Batten, Sr.
Vice Chair: Linwood Gorham

Members: Grace Han Wolf; Frank S. Vajda; Faisal Khan

- 1. Hollin Hall Park Mastenbrook Volunteer Matching Fund Grant Request Fort Hunt Little League Action* (*This item is also going to the board on March 9.*)
- 2. Sully Highlands Park Mastenbrook Volunteer Matching Fund Grant Program Request Chantilly Youth Association Action*

*Enclosures





Board Agenda Item March 9, 2016

ACTION

<u>Hollin Hall Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Fort</u> Hunt Little League (Mount Vernon District)

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Fort Hunt Little League in the amount of \$16,579.87 to renovate the infields on fields 1 and 2 at Hollin Hall Park.

RECOMMENDATION:

The Park Authority Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Fort Hunt Little League in the amount of \$16,579.87 to renovate the infields on fields 1 and 2 at Hollin Hall Park.

TIMING:

Board action is requested on March 9, 2016, in order to award the grant.

BACKGROUND:

Fort Hunt Little League (FHLL) is requesting grant funds to renovate the infields on field 1 and 2 at Hollin Hall Park in order to improve the drainage and surface conditions of the infields (Attachment 1). As part of the renovation project, the infields will be laser graded to improve drainage and provide a more consistent playing surface, infield mix will be added, and the grass will be replaced with new sod.

To help fund the completion of the improvements, FHLL is requesting \$16,579.87 from the Mastenbrook Volunteer Matching Fund Grant Program (Attachment 2). If approved, the \$16,579.88 contribution of cash from FHLL, along with \$16,579.87 from the Mastenbrook Volunteer Matching Fund Grants Program, will provide the funds sufficient to complete the project. The total project budget is \$33,159.75.

FHLL has been a participant in the Adopt-A-Field program for several years, and over the years has contributed funds towards maintenance and multiple athletic field improvements at Hollin Hall Park as well as other park and school fields. The Park Authority Board Member for the Mount Vernon District supports approval of the grant request. Staff from the Park Operations Division will manage the project which will be completed by next spring. Matching funds are available to complete this project.

Board Agenda Item March 9, 2016

FISCAL IMPACT:

The estimated total project cost is \$33,159.75. Funds are currently available in the amount of \$16,579.87 in WBS PR-000016, Park Development, in Fund 300-C30400 (370), Park Authority Bond Construction; and \$16,579.88 from FHLL, resulting in the total available funding of \$33,159.75.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$23,757.18.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Hollin Hall Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request – Fort Hunt Little League

STAFF:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Todd Johnson, Director, Park Operations Division
Dan Sutherland, Manager, Park Management Branch, Park Operations Division
Janet Burns, Senior Fiscal Manager
Michael P. Baird, Manager, Capital and Fiscal Services





Mastenbrook Volunteer Matching Fund Grants Program Application Form

PLEASE PRINT. Please provide all information requested. You may attach additional sheets and/or materials to support your request.

1.		Information Individual or Organization: Fort Hunt Little League
	Contact P	erson: Barry Meuse
	Mailing Address:	7808 West Boulevard Drive
	Phone:	571 237-5403
	Fax:	
2.	Project	
	Title:	Renovate Hollin Hall Baseball Fields #1 & #2
3.	Funding	g Requested
(Aı		\$ \$16,579.87 request more than one project per fiscal year, the combined total not to exceed \$20,000.)

4. Project Description

Provide a description of your project. (Attach drawings or specification of *materials*/proposed for purchase. If *educational materials* are proposed, provide a mock up or example of how the product will look, how it will be posted or distributed, and an example of the content. Provide a detailed map and other visual materials, site plan, drawings, photos, cross sections or a mock up of your project and what the finished product will look like.) <u>Provide as much detail as you can to help evaluators clearly understand your project</u>.

Renovate Hollin Hall infields: remove sod, infield mix, soil from area measured from the backstop, along the fencing by1st and 3rd base lines; include grassy areas of the infield and wings extending to the far side of the arc of the skinned area between 1st and 3rd incluiding home and the mounds; disc 9" and laser-grade new surface; add top soil and hardy Bermuda sod to the grassy areas of the new infield; add new infield mix to home plate, mound and the kinned areas between 1st and 3rd base along the previously defined arc; rebuild the infield mounds and refresh bull pen mounds with new material and groom to proper grade.

-over-

5. Public Benefits

Explain why your project is important and why it is needed? Who are the intended users? How will the public benefit? How many and what different types of users do you expect? How does this project provide new recreational opportunities for the intended users? Does your project solve a problem or provide important missing services? If your project provides for people with disabilities, in what way?

The infield surfaces are compacted, weedy and uneven and the Bermuda sod has has reached the end of its useful life most of it having died leaving a weedy and uneven surface unsuitable for play. This proposed renovation will restore the fields to playable status, improve grade and drainage as to make them more quickly available to play after rain and improve the evenness of the surfaces so players will have a better, more even surface to field baseballs and play the game. Our baseball registration is expanding and putting greater demand on our fields; this renovation will restore these fields to more playable condition for the players.

6. Sponsor Commitment

What experience do you or the organization have in accomplishing similar projects? Who will be responsible for organizing and assigning the work to insure successful project completion? You will need to document all project expenditures. What is your plan for documenting the work (photographs, video, written documentation, etc.)? What is your plan, if any, for long-term maintenance of your project after it is completed?

We renovated these fields about 9 years ago and take as good acre of them as humanly possible. We also renovated Red Stevens Field at Sandburg MS about 6 years ago which continues in good service. We will document all expenditures and will continue to employ a County-qualified contractor to provide annual agronomic care. I am President of the League and will be responsible for project completion and oversight of care following.

7. Proposed Budget

You will need to provide a detailed and complete budget. Provide enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds.

The Park Authority prefers to reimb the following:	ourse grantees after the work is comp	leted. Please check one of
	by the Park Authority will occur after	r we complete the project.
We must have Park Author	ority grant funds prior to beginning t	he project.
Berry M.	rece	6/30/2015
Signature		Date

Premier Sports Fields, LLC

P.O. Box 737 Remington, VA 22734

(540) 439-1850 Fax #(540) 439-0111

Invoice

Date	Invoice #
8/28/2015	8-15-36 A

Bill To

Kim Catanzero - Treasurer Fort Hunt Little League 1017 Priscilla Lane Alexandria, VA 22308

Customer Location

Kim Catanzero - Treasurer Fort Hunt Little League 1017 Priscilla Lane Alexandria, VA 22308

P.O. Number	Tern	1S	Account #	Proposal Date		Project/Loca	tion
	Net 10	days		6/30/2015		Hollin Hall Fi	elds
Service Type	Qty	U/M		Description		Price Each	Amount
RENOVATION	1		Renovate two infield		contract	30,000.00	30,000.007
Irrigation heads	6		dated 6-30-15 at Holl Irrigation heads pick irrigation heads and a	up and install new int		60.00	360.00T
			set (change order). Sales Tax			0.00%	0.00
		-					
		:					
Thank you for your business. V	We appreciate y	our prom	ot payment.	To	tal Due		\$30,360.00

Federal ID#20-0169447 VA Pesticide Lic.#7578 VA Contractor's Lic.#2705 079447A

Make checks payable to: Premier Sports Fields

Mail Payment to: Washington First Bank Account #1530005188 13081 Worldgate Drive Herndon, VA 20170



Invoice 298421

Printed 8/28/2015

Bill To:

Fort Hunt Little League 901 Dalebrook Dr. Alexandria, VA 22308

Work Location:

Fort Hunt Youth Assoc. -- Hollin Hall 1500 Shenandoah Rd Alexandria, VA 22308

Purchase Order#

Date: 8/17/2015

Summary: AM move heads and repair leaks/rotors as needed.

Description of Work Performed:

Repaired and relocated heads as needed on the left field for the new layout.

Product/Services:	Price	Qty	Amount
PF05 - 1" - SLIP FITTING	\$6.25	42.00	\$262.50
PP11 - 1" - SCH 21 PIPE	\$1.00	60.00	\$60.00
PF26 - 1" SWING JOINT	\$32.00	5.00	\$160.00
RP05 - 2" SLIP FIX	\$24.50	1.00	\$24.50
FFX Co Hourly Asst. labor Rate 2013	\$30.00	8.00	\$240.00
FFX Co Hourly Tech Rate 2013	\$50.00	8.00	\$400.00

Subtotal:

\$1,147.00

Paid:

\$0.00

Total:

\$1,147.00

Payments	by	Cash o	r Check
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Due Upon Completion

Credit Cards Accepted with a 3% Convenience Fee



Invoice 298466

Printed 8/28/2015

Bill To:

Fort Hunt Little League 901 Dalebrook Dr. Alexandria, VA 22308

Work Location:

Fort Hunt Youth Assoc. -- Hollin Hall 1500 Shenandoah Rd Alexandria, VA 22308

Purchase Order #

Date: 8/20/2015

Summary: Help Elvis finish this job.

Description of Work Performed:

Relocated heads. Set controller to run as per customer.

Product/Services:	Price	Qty	Amount
PF05 - 1" - SLIP FITTING	\$6.25	27.00	\$168.75
PF26 - 1" SWING JOINT	\$32.00	2.00	\$64.00
PP11 - 1" - SCH 21 PIPE	\$1.00	70.00	\$70.00
FFX Co Hourly Tech Rate 2013	\$50.00	6.00	\$300.00
FFX Co Hourly Tech Rate 2013	\$50.00	21.00	\$1,050.00

Subtotal:

\$1,652.75

Paid:

\$0.00

Total:

\$1,652.75

Payments by Cash or Check

Due Upon Completion

Credit Cards Accepted with a 3% Convenience Fee

Board Agenda Item March 23, 2016

ACTION

<u>Sully Highlands Park – Mastenbrook Volunteer Matching Fund Grant Program Request – Chantilly Youth Association (Sully District)</u>

ISSUE:

Approval of a Mastenbrook Volunteer Matching Fund Grant Program request from Chantilly Youth Association in the amount of \$20,000 to develop restroom, concession, and shelter facility at Sully Highlands Park.

RECOMMENDATION:

The Park Authority Director recommends approval of the Mastenbrook Volunteer Matching Fund Grant Program request from Chantilly Youth Association in the amount of \$20,000 to develop restroom, concession, and shelter facility at Sully Highlands Park.

TIMING:

Board action is requested on March 23, 2016, in order to award the grant.

BACKGROUND:

Sully Highlands Park was constructed through development proffers and opened in 2014. Shortly after its opening, the Park Authority partnered with the Chantilly Youth Association (CYA) to develop additional improvements to include a playground and batting cages. CYA is partnering with the Park Authority once again to further improve the park. CYA is requesting grant funds for the construction of a combined restroom, concession, and shelter facility for the park. This improvement will be centrally located (Attachment 1) and will further enhance what is already an outstanding park.

To help fund the completion of the improvement, CYA is requesting \$20,000 from the Mastenbrook Volunteer Matching Fund Grant Program (Attachment 2). If approved, the \$188,059 contribution of cash from CYA, along with \$20,000 from the Mastenbrook Volunteer Matching Fund Grants Program, will provide the funds sufficient to complete the project. The total project budget is \$208,059.

CYA has been a participant in the Adopt-A-Field program for several years, and over the years has contributed funds towards maintenance and multiple athletic field improvements at multiple park and school fields. Board Agenda Item March 23, 2016

The Park Authority Board Member for the Sully District supports approval of the Grant request. Staff from the Planning and Development Division will manage the project which is scheduled to be completed by the spring of 2016. Matching funds are available to complete this project.

FISCAL IMPACT:

The estimated total project cost is \$208,059. Funds are currently available in the amount of \$20,000 in WBS PR-000016, Park Development, in Fund 300-C30400 (370), Park Authority Bond Construction; and \$188,059 from CYA, resulting in the total available funding of \$208,059.

Contingent on the approval of this project, the remaining balance in the Mastenbrook Volunteer Matching Fund Grant Program will be \$3,757.18.

ENCLOSED DOCUMENTS:

Attachment 1: Aerial Showing Grant Project Area at Sully Highlands Park

Attachment 2: Mastenbrook Volunteer Matching Fund Grant Program Request – Chantilly Youth Association

STAFF:

Kirk W. Kincannon, Director
Sara Baldwin, Deputy Director/COO
Aimee L. Vosper, Deputy Director/CBD
Todd Johnson, Director, Park Operations Division
Dave Bowden, Director, Planning and Development Division
Dan Sutherland, Manager, Park Management Branch, Park Operations Division
Janet Burns, Senior Fiscal Manager
Michael P. Baird, Manager, Capital and Fiscal Services





Mastenbrook Volunteer Matching Fund Grants Program Application Form

PLEASE PRINT. Please provide all information requested. You may attach additional sheets and/or materials to support your request.

1.		Information Individual or Organization: Chantilly Youth Association
	Contact P	Person: Ralph Wills
	Mailing Address:	P.O. Box 220242, Chantilly, VA 20153
	Phone:	703-371-6991
	Fax:	
2.	Project	
	Title:	President
3.	Funding	g Requested
	Amount S	20,000
(Ap		request more than one project per fiscal year, the combined total not to exceed \$20,000.)

4. Project Description

Provide a description of your project. (Attach drawings or specification of *materials*/proposed for purchase. If *educational materials* are proposed, provide a mock up or example of how the product will look, how it will be posted or distributed, and an example of the content. Provide a detailed map and other visual materials, site plan, drawings, photos, cross sections or a mock up of your project and what the finished product will look like.) <u>Provide as much detail as you can to help evaluators clearly understand your project</u>.

CYA has partnered with the FCPA to provide a Comfort Station at Sully Highlands Park. The Comfort Station has both male and female restrooms, a functional snack bar and a covered picnic area. These improvement will provide permanent restrooms in place of the existing porta jons. The community is extremely supportive of this project. Sully Highlands park has two full sized synthetic turf fields, two 60' baseball diamonds and one 90'baseball diamond. Community use is extremely high and this park is located in a densely populated part of Fairfax County. In 2015, CYA provided funding to install a playground near the new comfort station. CYA has committed \$208,059 to this project. The comfort station was completed in December, 2015.

5. Public Benefits

Explain why your project is important and why it is needed? Who are the intended users? How will the public benefit? How many and what different types of users do you expect? How does this project provide new recreational opportunities for the intended users? Does your project solve a problem or provide important missing services? If your project provides for people with disabilities, in what way?

Sully Highlands is one of the "top shelf" parks recently constructed by a unique partnership with a private developer for public use. CYA has already added funding and constructed a community tot lot for public use. Now the construction has provided permenant restrooms, picnic space and a concession stand to complete the overall community experience while participating in sports activities.

6. Sponsor Commitment

What experience do you or the organization have in accomplishing similar projects? Who will be responsible for organizing and assigning the work to insure successful project completion? You will need to document all project expenditures. What is your plan for documenting the work (photographs, video, written documentation, etc.)? What is your plan, if any, for long-term maintenance of your project after it is completed?

CYA provided \$208,059 in turn key construction of the facility. The project was managed by FCPA. We will continue to support the "Trash Free" initiative. With approval of the grant, CYA will provide an additional \$8k for picnic tables as specified by FCPA.

7. Proposed Budget

You will need to provide a detailed and complete budget. Provide enough detail for evaluators to understand exactly what grant funds will be used for, how you arrived at the prices for services, labor, materials, equipment, etc., and the same level of detail about the amount and source of matching funds. See attached schedule for values of \$208,059 in construction.

The Park Authority prefers to reimburse grantees after the work is completed. Please check one of the following:

X
We understand payment by the Park Authority will occur after we complete the project.

We must have Park Authority grant funds prior to beginning the project.

Ralph Wills	2/4/2016
Signature	Date

APPLICATION AND C	ERTIFICATION FO	OR PAYMENT	AIA DC	CUMENT G702	PAGE ONE OF TWO PAGES	S
TO (OWNER): Chantilly Youth Associ	iation	PROJECT: Sully Highlands Park Com 13808 Wall Road	fort Station	APPLICATION NO: JOB NO:	6 014-21-3	
Chantilly, VA 20153		Herndon. VA 20171		PERIOD TO:	12/18/15	
FROM (CONTRACTOR): Olde Red, LLC 3684 Centerview Drive Chantilly, Virginia 2019	•	VIA (ARCHITECT): John F. Heltzel 9389 Forestwood Lane Manassas, VA 20110		ARCHITECT'S PROJECT NO:	John F. Heltzel	
CONTRACT FOR: CONTRACTOR'S APP	LICATION FOR P	AVMENT	Application is made	CONTRACT DATE: e for Payment, as shown below, in	12/11/2014	
	LIGATION TORT	A I WILLI	•	•		400.054.00
CHANGE ORDER SUMMARY Change Orders approved in	<u> </u>	T		ONTRACT SUM		
previous months by Owner	ADDITIONS	DEDUCTIONS		SUM TO DATE (Line 1+2)		
TOTAL	1.55.116116)	4. TOTAL COMP	PLETED & STORED TO DATE	*	208,059.00
Approved this Month No. Date Approved			(Column G or 5. RETAINAGE:		_	
1 1	\$900.00]		ompleted Work	\$ 0.00	
2 3	\$3,450.00		1	umn D + E on G703) of Stored Material	\$ 0.00	
3	\$2,500.00 \$1,400.00	Ì	· · · · · · · · · · · · · · · · · · ·	umn F on G703)	\$	
5	\$155.00		1	nage (Line 5a + 5B or		
	1	İ		I in Column I of G703		0.00
TOTALS	\$8,405.00	\$0.00	4 1	IED LESS RETAINAGE		208,059.00
Net change by Change Orders		\$8,405.00	3	e 4 less Line 5 Total)		
The undersigned Contractor certifie		• .		OUS CERTIFICATES FOR		
information and belief the Work co	• • •	-		MENT (Line 6 from prior Cert		
completed in accordance with the C paid by the Contractor for Work fo	•) FINISH PLUS RETAINAGE .		0.00
issued and payments received from	•	•		e 3 less Line 6)		
herein is now due.	the extremal and that earlies	n paymon anom	State of: Virginia		of: Fairfax	
CONTRACTOR:			Subscribed and sv Notary Public:	-	ay of , 2015	
Ву:		Date:	_ My Commission e	xpires:		
ARCHITECT'S CERTI	FICATE FOR PAY	MENT	AMOUNT CERT	IFIED	\$	
In accordance with the Contract Do	ocuments, based on on-site	observations and the	ARCHITECT:		_	
data comprising the above applications to fithe Architect's knowledge, in indicated, the quality of the Work is	nformation and belief the Wo	rk has progressed as	Ву:	Date:		
the Contractor is entitled to paymer				ntiable. The AMOUNT CERTIFIED is payable only e without prejudice to any rights of the Owner or C		nent and

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: APPLICATION DATE:

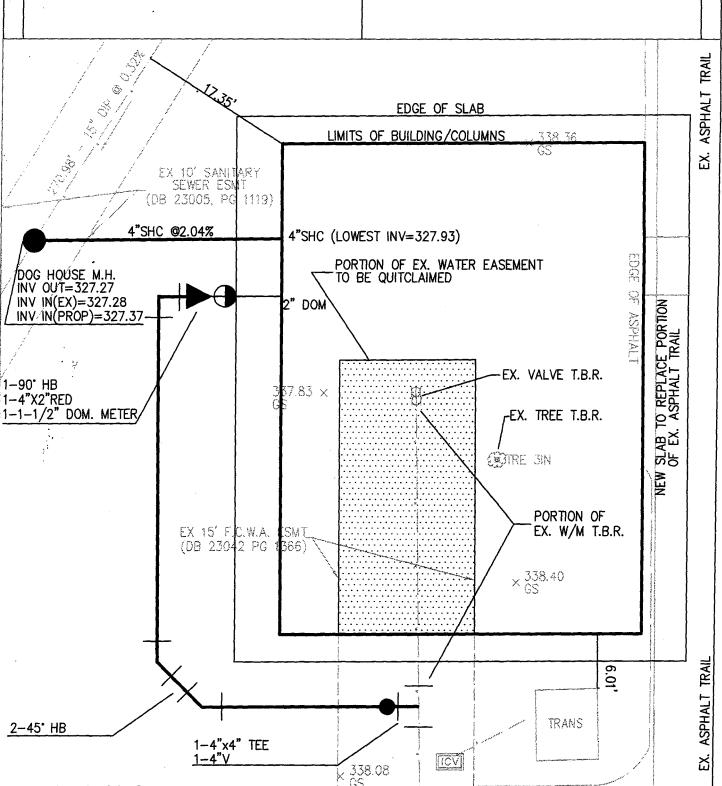
6 18-Dec-15 18-Dec-15

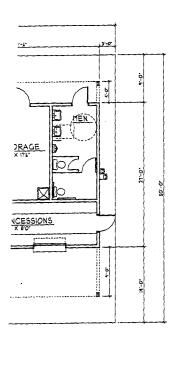
PERIOD TO: ARCHITECT'S PROJECT NO:

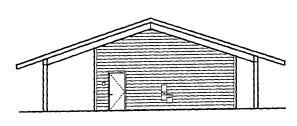
_ A	В	С	D	E	F	G		Н	<u> </u>
ITEM	DESCRIPTION OF WORK	SCHEDULED	WORK C	OMPLETED	MATERIALS	TOTAL	%	BALANCE	RETAINAGE
NO.		VALUE	PREVIOUS	THIS PERIOD	PRESENTLY	COMPLETED	(G/C)	TO FINISH	
]			APPLICATION		STORED	AND STORED	İ	(C-G)	0%
			(D+E)	((NOT IN	TO DATE	ļ		ļ
Ĺ					D OR E)	(D+E+F)			
1	Design	18,300.00	18,300.00	0.00	0.00	18,300.00	100%	0.00	0.00
3	Concrete	19,920.00	19,920.00	0.00	0.00	19,920.00	100%	0.00	0.00
5	Metals	352.00	352.00	0.00	0.00	352.00	100%	0.00	0.00
6	Carpentry	11,934.00	11,337.30	596.70	0.00	11,934.00	100%	0.00	0.00
8	Doors, Frames & Hardware	8,334.00	7,917.30	416.70	0.00	8,334.00	100%	0.00	0.00
9	Finishes	11,605.00	11,024.75	580.25	0.00	11,605.00	100%	0.00	0,00
10	Specialties	781.00	781.00	0.00	0.00	781.00	100%	0.00	0.00
13	Pre-Engineered Structure	48,827.00	48,827.00	0.00	0.00	48,827.00	100%	0.00	0.00
15	Mechanical	18,100.00	18,100.00	0.00	0.00	18,100.00	100%	0.00	0.00
16	Electrical	11,225.00	10,663.75	561.25	0.00	11,225.00	100%	0.00	0.00
	General Conditions	30,767.00	29,228.65	1,538.35	0.00	30,767.00	100%	0.00	0.00
19	Permit, Tax and Insurance:	4,752.00	4,752.00	0.00	0.00	4,752.00	100%	0.00	0.00
20	Contractor Fee:	14,757.00	14,019.15	737.85	0.00	14,757.00	100%	0.00	0.00
21	CHANGE ORDERS Plumbing to Sanitary Sewer Line and								
22	Domestic Water Service	*** To be paid by Fairf	ax County Park Au	thority ***					
	Storage Double Wall to conceal toilet								
	carrires. Furnish and Install power feed	900.00	0.00	900.00	0.00	900.00	100%	0.00	0.00
	Conduits for Power Company.	3,450.00	0.00	3,450.00	0.00	3,450.00	100%	0.00	0.00
	Add of Heating (Heaters and								
	Insulation).	2,500.00	0.00	2,500.00	0.00	2,500.00	100%	0.00	0.00
	Electrical Locks Power Feeds not indicated in drawings.	1,400.00	0.00	1,400.00	0.00	1,400.00	100%	0.00	0.00
	Architectural consulting fee for	1,400.50	0.50	1,400.00	0.00	1,400.00	100 701	0.00	0.00
27	reduction of Water Meter size.	155.00	0.00	155.00	0.00	155.00	100%	0.00	0.00
28	}						[
29	CREDIT for additional payment of +\$5,8	56 to be included in	LINE 7 of G702						
30									
	GRAND TOTAL	208,059.00	195,222.90	12,836.10	0.00	208,059.00	100%	0.00	0.00



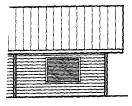
TIMBER RIDGE @ DISCOVERY SQUARE
BALL FIELD PLAN
CONCESSIONS/COMFORT STATION
BUILDING LOCATION AND UTILITIES
LAYOUT SKETCH



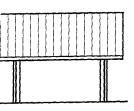




RIGHT ELEVATION



TION



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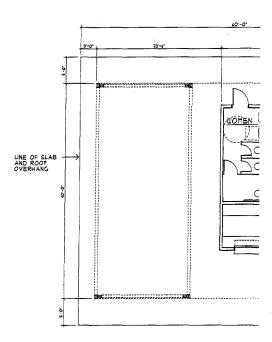
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NOT FC	R CON	JE STE	130	NO NO	1	Í								

X SHEETS

John F. Heltzel

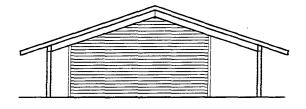
9389 FORESTWOOD LANE MANASSAS, VIRGINIA 20110 PHONE 703-330-6170 FAX 703-361-8671 WWW.HELTZELAIA.COM

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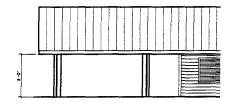
FLOOR PLAN

SCALE 1/8" = 1'-0"

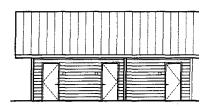


LEFT ELEVATION

SCALE 1/8" = 1'-0"



FRONT ELEV



SCALE 1/8" = 1'-0"