

Francesca HOA Board Project Tracker

No	Project	Responsible	Projected Cost/ Funding Source	Priority Designation	Status	Notes
1	Adding fire alarm “sounders” to all units	Board leads: Adrian & Alex	Cost: \$180,500 Funding: Reserves	High	In progress	<ul style="list-style-type: none"> ● SF Ordinance 1103.7.6.1 requires residential buildings’ fire alarms to be audible at a prescribed decibel level inside all sleeping quarters by July 1, 2023. ● No building permits will be granted by the city above \$99k until this work is completed. ● Board engaged Fire Alarm consultant John Stauder to help navigate SFFD and city compliance. ● Stauder engaged Commercial Fire Protection Services to conduct a “pillow test” on a representative sample of units on 5/25/23. No sleeping areas reached the 75Db during the test. ● During 6/27/23 meeting, SFFD reps said they would allow the minimum number of sounders per unit so long as each sleeping area met the 75dB requirement. ● A building-wide survey to determine the number of sounders needed was conducted by CFPS on 7/25/23. ● CFPS sent an electrician to the building on 11/5/23 to do a site survey in advance of providing their bid for the project. ● CFPS would handle all aspects of the installation including project management, electrical upgrades, and hardware installation. ● Final CFP contract approved by Board in ES following legal review; \$180,500 cost includes sounder equipment, installing a new non-proprietary AutoCall fire panel, on-site project management, scaffolding/Boseman chair as required, and the installation of CAT8 high-speed internet cabling. ● In March, CFP took interior measurements of each unit to create updated, accurate floor plans that they will use to develop detailed installation plans for the fire alarm sounders.

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2	Passenger Elevator Upgrades	Contractor: Millard Tong Construction Board lead: Alex	Cost: \$690k Funding: Reserves	High	In Progress	<ul style="list-style-type: none"> ● Robert Cotton & Millard Tong Construction provide bid 5/23/24. ● Joe refined the bid to focus on essential costs. ● RC bid is \$690k (\$345k for each passenger elevator) ● Competing bid from Paramount came in at \$784k. ● Cash flow document was circulated by Joe for payment out of Operating Budget ● Final project discussion took place at the Feb. 7 Board meeting. ● Board approved Millard Tong contract in ES following legal review.
3	Building Plumbing Upgrades	Contractors: TBD Board lead: Tom, Re-Piping Committee	Cost: TBD Funding: TBD	High	Needs board approval	<ul style="list-style-type: none"> ● Includes re-piping fresh water and waste lines in light wells and atrium of building. ● May also include all water/waste lines in walls. ● Malcolm Plumbing conducted an onsite plumbing survey 4/19-20; no follow-through thereafter. ● SageWater conducted a plumbing survey 10/26-27. ● SW preparing bids for comprehensive and limited scope work. ● SW bid came in at \$5.020M; no support from board to move forward at this bid price. ● Awaiting further recommendations by Plumbing Committee.
4	Boiler System Upgrades	City Mechanical Board lead: Adrian	Cost: \$4k Funding: Operating Budget	High	In progress	<ul style="list-style-type: none"> ● Includes curing some code violations. ● Long-term decision needed on gas vs electric system. ● \$4k proposal to add gas vent lines through atrium roof approved during 6/27/23 board meeting; this was deemed most important due to safety concerns. ● All other boiler proposals remain on hold.
5	Lobby Decorating	Contractor: N/A Board lead: Adrian & Decorating Committee	Cost: \$80k Funding: Reserves	Medium	In progress	<ul style="list-style-type: none"> ● New lobby desk arrived 4/25/23 ● New sofa and end tables arrived in October 2023. ● Three lowlight, low-humidity Kentia Palms were purchased for the main lobby; Decorative pots that match the rustic column capitals were purchased and are now in place. ● Committee looking for artwork for placement above the sofa

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6	Garage Window Repairs	Contractor: TBD Board lead: TBD	Cost: TBD Funding: TBD	Medium	Needs board approval	<ul style="list-style-type: none"> ● Repair and/or replace deteriorating window frames in the garage and freight elevators to stop water intrusion. ● 2/19/24 Joe obtained three bids from United California Glass, Paige Glass Company and West Coast Architectural Millwork; large disparity in cost between the three bids. ● Scope of work needs further refinement to allow for cost comparison.
7	Envelope Project	Contractors: TBD Board lead: TBD	Cost: TBD Funding: TBD	Medium	Needs board approval	<ul style="list-style-type: none"> ● Involves patching, repairing and painting cracks in exterior building walls and window frames. ● RFP needed to secure competitive bids.
8	House Electrical Panel Upgrade to 600W	Contractor: TBD Board lead: TBD	Cost: TBD Funding: TBD	Medium	Needs board approval	<ul style="list-style-type: none"> ● Requires tight coordination with PG&E. ● Need updated proposals for 400W/600W panel. ● Upgraded electrical panel may be needed to enable other building upgrades. ● Updated bid from Artistic Lighting received 8/1/23. ● AL projected cost: \$164,729 and will take 50-65 weeks for the parts to arrive.
9	Interior Painting	Contractor: TBD Board lead: Adrian	Cost: TBD Funding: TBD	Medium	Needs board approval	<ul style="list-style-type: none"> ● Maroc Painting completed painting the lobby walls, Mezzanine landings and the 2nd floor landings in both stacks as part of the lobby upgrade project. ● Need to re-engage Maroc Painting and seek competing bids to complete painting of stairwells from 3rd floor through rooftop.
10	Rooftop Cables	Nob Hill Board lead: Tom	Cost: TBD Funding: Operating Budget	Low	On hold	<ul style="list-style-type: none"> ● Some work has been done to tack down loose wires near the rooftop access doors. ● Awaiting quotes for installing metal boxes to house the cables. ● Should also see how the addition of CAT8 cabling might impact this project.

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11	Garage Lighting Upgrades	Contractor: TBD Board lead: TBD	Cost: TBD Funding: TBD	Low	Needs board approval	<ul style="list-style-type: none"> Need updated scope of work and cost estimate from Artistic Lighting.
12	Mezzanine Bathroom Upgrades	Contractor: TBD Board lead: TBD	Cost: TBD Funding: TBD	Low	Needs board approval	<ul style="list-style-type: none"> Proposals from Nob Hill and Malcolm Plumbing needed.
Community Manager Projects						
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13	Misc. Main Garage Repairs	Contractor: Job Masters Construction J. Lam	Cost: \$4,594 Funding: Operating Budget	Low	In progress	<ul style="list-style-type: none"> Need to remove wooden L-bracket that is a trip hazard. Replace the weather stripping around perimeter of the roll-up garage door to eliminate large gaps. Victor (project manager @ Reliant) will schedule a visit with a general contractor (per Joanna's email on 2/14/24). Board approved quote from Job Masters Construction.
14	Fix damaged waste pipe cover between parking spaces 2 & 3	Contractor: Job Masters Construction J. Lam	Cost: Included in P13 Funding: Operating Budget	Low	In progress	<ul style="list-style-type: none"> Contractor to straighten out drain line and install steel bollard painted yellow with reflectors. Cost included in contract for misc. main garage repairs (See Project 13).
15	Cleanup of remaining garage oil spills	Carlos Martinez J. Lam	Cost: Funding: Operating Budget	Low	In progress	<ul style="list-style-type: none"> StainReaper product has proven effective in cleaning up garage floor spills. Building janitor will continue working on garage floor clean-up. More StainReaper poultice was ordered on 2/14/24. Tenant using space 15 contacted by Joanna on 2/14/24 and told they must repair leaking vehicle or they would be fined; Auto repairs scheduled for the following week.

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16	JCI 5-year Inspection	JCI/Nob Hill Hill & Co Board lead: Tom	Cost: \$14,471 Funding: Operating Budget	High	COMPLETED	<ul style="list-style-type: none"> 5-year repair work completed before the 5/12/23 deadline Matter referred to SFFD Inspector Intengan for final sign-off. Final approval received 5/11/23.
17	Garage Security	Warman Board lead: Tom	Cost: \$1,630 Funding: Operating Budget	High	COMPLETED	<ul style="list-style-type: none"> Warman rep installed new door alarms on fire exit doors leading into Mezzanine service stairwell. Broken digital door lock replaced on Mezzanine garage door 5/24/23.
18	Main Garage Repairs	Nob Hill Board leads: Tom	Cost: Charged back to owners Funding: Operating Budget	Medium	COMPLETED	<ul style="list-style-type: none"> Replaced damaged rubber pads on columns. Repaired door damage caused by owner's guest. Charge owners responsible for damage to garage door and rubber column pads for repair work.
19	Boiler Flue Repair	Contractor: City Mechanical Board lead: Joe	Cost: N/A Funding: N/A	Medium	COMPLETED	<ul style="list-style-type: none"> Malcolm Plumbing recommends adding an exhaust fan to the top of the flue to cure white streaking; cost estimate \$65k. City Mechanical engaged to provide a second opinion. CM believes flue streaking caused by insufficient draft from boiler room to top of flue resulting in condensation. CM opened air in-take mechanism on both heat and hot water boilers; suggested cleaning off streaking from boiler flue to see if it reappears before adding new exhaust fan. No further evidence of streaking after two months. Cost avoidance \$65k.
20	Rooftop Skylight Repairs	Contractor: TBD Board lead: Joe	Cost: \$15k Funding: Operating Budget	High	COMPLETED	<ul style="list-style-type: none"> Skylights above the elevator equipment rooms and other rooftop skylights are leaking and in need of repair. Both Reliant and Lawson Roofing reps suggested repairing them in place – reglazing, recaulking and water testing. Bids pending. Project raised from medium to high due to the need to fix the leaks before beginning elevator repair project. Contract approved in February ES.

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21	Laundry/Break Room Upgrades	Contractor: N/A Board lead: Tom	Cost: \$831 Funding: Operating Budget	Low	COMPLETED	<ul style="list-style-type: none"> ● Board approved purchase of two stainless steel tables for \$587. ● Board approved purchase of small breakroom table and two chairs for door personnel for \$244. ● Table and chairs ordered on 2/21/24; delivered and installed 2/26/24.
22	Repair pedestrian warning light outside main garage driveway	Contractor: R&S J. Lam	Cost: Funding: Operating budget	Low	COMPLETED	<ul style="list-style-type: none"> ● Di Luzio scheduled to investigate and repair 2/15/2024. ● Repairs require an additional service call by R&S once the red lightbulb is confirmed to be 24 volts. ● Work completed on 3/8/24.
23	Remove redundant digital lock from basement garage door	J. Lam	Cost: Funding: Operating Budget	Low	COMPLETED	<ul style="list-style-type: none"> ● Remove Schlage digital door lock on the basement garage door leading up the service stairwell to the Mezzanine landing. ● This lock is unnecessary because it already has a digital alarm. ● Contacted Peter Badertscher (Warman) about removing the Schlage lock on 2/14/24; they will install a regular doorknob to replace the Schlage digital door lock. ● Work completed on 3/8/24.
24	Mounting the AED storage boxes	Contractor: Job Masters Construction J. Lam	Cost: Included in P13 Funding: Operating Budget	Low	COMPLETED	<ul style="list-style-type: none"> ● Need board agreement on where to mount both units. ● Board to discuss and decide location at 3/12 board meeting. ● Cost included in contract for misc. main garage repairs (See Project 13). ● AED training class conducted 3/14/23.
25	Hang vehicle clearance sign in main garage	Contractor: Job Masters Construction J. Lam	Cost: Included in P13 Funding: Operating Budget	Low	COMPLETED	<ul style="list-style-type: none"> ● Sign stored in main garage can be re-hung. ● Cost included in contract for misc. main garage repairs (See Project 13).
26	Reposition corner night vision security camera	Contractor: Mike Gallagher J. Lam	Cost: TBD Funding: Operating Budget	Low	COMPLETED	<ul style="list-style-type: none"> ● Gallagher engaged to move cameras. ● Camera repositioned on 3/8/24. ● Patch and paint area where camera was removed.

Priority Definitions:

High Priority (Must do) – Life/Safety issue, Substantial financial or legal risk, Critical interdependency necessitating immediate action

Medium Priority (Should do) – Improves quality of life for residents, Reduces financial/legal risks, Results in near-term overhead cost reductions, Improves building valuations

Low Priority (Nice to do) – Provides some quality-of-life benefit, Reduces overhead costs over a longer time horizon, May add to building valuations