

Capital Improvements – Small Projects

Hakone Azumaya – Restore covered outdoor seating structure.

Auxiliary Entry Gate Repair – Repair entry gates to provide additional access to the garden.

Bamboo Garden Access Road – Upgrade accessibility of maintenance vehicles to Shogetsu and the Bamboo Gardens.

Cultural Exchange Center – Replace deck railing around CEC.

Cultural Exchange Center – Restore exterior material and finish of CEC.

Cultural Exchange Center – Enclose the inner courtyard on the deck of the CEC.

Cultural Exchange Center – Repair and patch water leaks in the inner courtyard and ceiling of office space below.

Cultural Exchange Center – Repair and patch roof water leaks to the interior of the building.

Garden Fixtures – Purchase and install a variety of site fixtures such as signage, drinking fountains and benches.

Garden Lighting – Purchase and install lighting fixtures to provide safety and improve garden aesthetics.

Hakone Gardens Gift Shop – Renovate the gift shop structure, make improvements that incorporate ADA requirements, and improve its general appearances.

Hakone Loading Ramp – Improve the flow of materials and equipment from the roadway to the upper courtyard.

Lower House – Rebuild the entire roof ridge, refinish interior walls in the inner hall and in the Engawa, and rewire and install telecommunications.

Moon Viewing House – Rebuild and structure the exterior railing facing the garden.

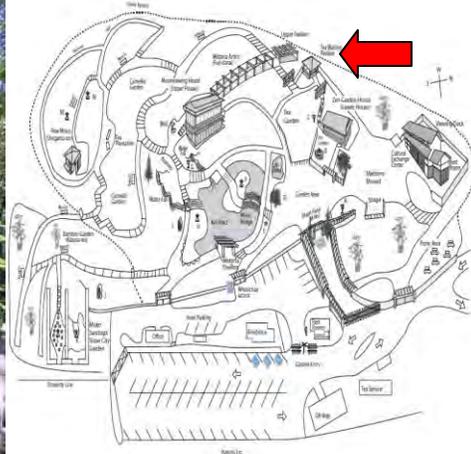
Hakone Gardens Office Attic – Evaluate improvements for building for structural, accessible and usable space.

Parking Lot Gate – Replace two access/service gates: one from the road and one from the parking lot.

Hakone Gardens Path System – Improve walking surfaces, control storm runoff, and make a greater portion of Gardens ADA accessible.

Hakone Garden Perimeter – Upgrade perimeter fencing to preserve the inner gardens from pests, foraging animals, and vandals.

Wood Structures – Enact a maintenance plan that treats wooden structures and buildings for termites, carpenter ants, and other pests



Project Name Hakone Azumaya

Description This project will restore the covered outdoor seating structure.

Location This structure is located on the north western garden ridge, adjacent to the Lower House.

Project Background The Azumaya is a covered structure designed to serve as a waiting area for guests of Japanese tea ceremony. This Azumaya is constructed in a very basic style, using widely available materials. Much of the building is still very much intact and structurally sound. This project would focus on redoing the shake material on top of the roof. It will include minor foundation work, replacement of original shoji windows, redoing of the steps that lead around the exterior, adding a small portion to the deck, removing the concrete path along the front of the structure, and minor aesthetic work.

This structure is contributing, so all work must be approved and adhere to the original design, and craftsmanship.

Currently this structure shows evidence of carpenter ants, termites, improper footings, and leaking roof

Budget Staff estimates a total budget of \$25,000 to complete the project, which includes \$20,000 for construction costs, and a 25% contingency of \$5,000.

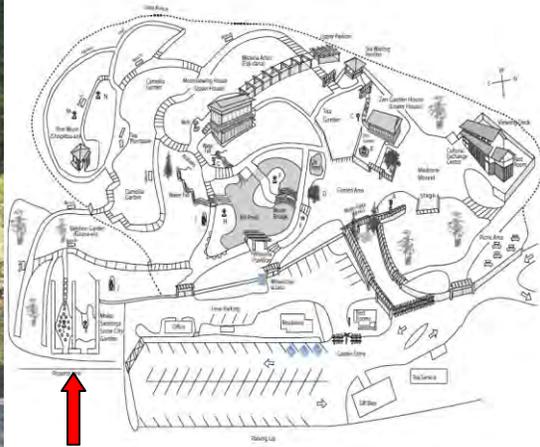
Project Name Auxiliary Entry Gate Repair

Description Repair of two auxiliary entry gates providing guests additional access to the garden. One of the gates is ADA compliant.

Location Hakone Gardens near parking lot.

Project Background The support beams and structures on both gates have started to decay. They are both wooden gates designed and built using authentic Japanese woodworking techniques. The supports need to be replaced, while maintaining much of the original design and aesthetic. The gate doors themselves can be reused.

Budget Staff estimates a total budget of \$9,375 to complete the project, which includes \$7,500 for the gate construction costs, and a 25% contingency of \$1,875.



Project Name Bamboo Garden Access Road

Description This project is intended to upgrade the accessibility of maintenance vehicles to Shogetsu and the Bamboo Gardens.

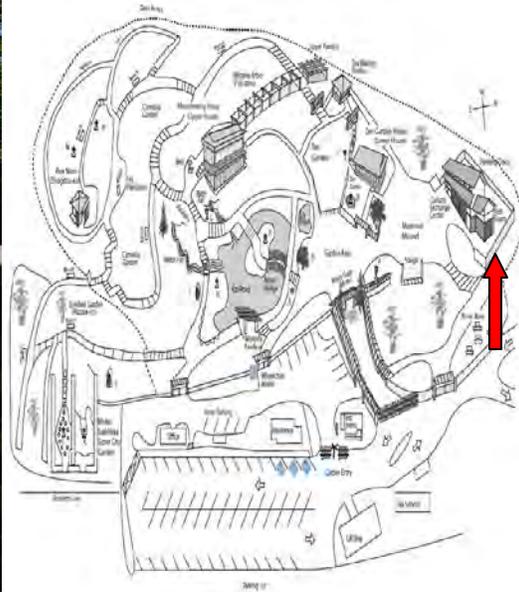
Location The existing trail begins at the South end of Hakone's parking lot and continues up the slope along the perimeter fence line.

Project Background The 400 linear feet length of this trail is currently only accessible by 4x4 vehicles. The safe and efficient use of this route is critical to the proper maintenance of the gardens higher in elevation than the Moon Viewing House. This route will also be used to move materials for future projects.

The edges of the trail should be edged with a bamboo resistant material to a depth of at least 2'. The driving surface should be consistently wide enough for a dump truck to navigate the slope. A turn around should be added at the highest elevation. Drainage will need to be considered as the storm runoff from neighboring properties runs the steepest portion of the slope. A rain water collection plan needs to be established before construction of this project begins to ensure that it works in unison with rain water collection throughout the garden. Permeable concrete was mentioned.

A metal gate should be installed separating the inner and outer parking lots in this area. This gate should be motorized, and remotely controlled from as far away as the barn office which is approximately 90'.

Budget Staff estimates a total budget of \$56,250 to complete the project, which includes \$25,000 for grading costs, \$20,000 for edging/retaining walls/gate costs, and a 25% contingency of \$11,250.



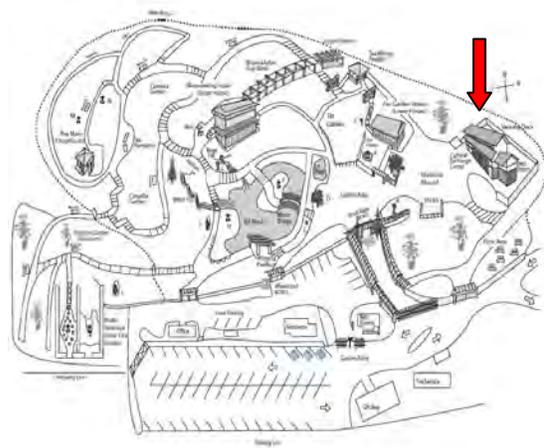
Project Name Cultural Exchange Center deck railing

Description This project will replace the deck railing around the Cultural Exchange Center.

Location The Deck railing encompasses all of the upper level of the building save for the South East. Located in the Northwest corner of the Garden.

Project Background The railing was constructed with the rest of the CEC over 20 years ago. Termite damage and dry rot have contributed to its decay. The bolts anchoring the posts to the concrete deck may also need to be replaced in places as the old posts are removed. Total railing length is approximately 210'. The style does not need to be identical to what is currently in place, but should have continuity with the rest of the building it surrounds.

Budget Staff estimates a total budget of \$20,125 to complete the project, which includes \$15,000 for rail work, \$1,500 for design, and a 25% contingency of \$4,125.



Project Name Cultural Exchange Center Exterior Refinishing

Description	This project will restore the exterior of the CEC. It will include stripping, finishing, painting, and repairing damages in the stucco of the exterior walls and on the support beams of the CEC.
Location	The Cultural Exchange Center (CEC) is located at the North-eastern corner of the garden directly across from the Lower House and to the right of the Main gate.
Project Background	The exterior walls of the existing structure needs to be stripped and the damaged areas repaired. The exterior of the building as a whole needs to be repainted with the appropriate paint for both location and purpose of building. Japanese building experts should be consulted for stucco repair, and support beam repair.
Budget	Staff estimates a total budget of \$12,500 to complete the project, which includes \$8,000 to restore exterior work, \$2,000 for design, and a 25% contingency of \$2,500.

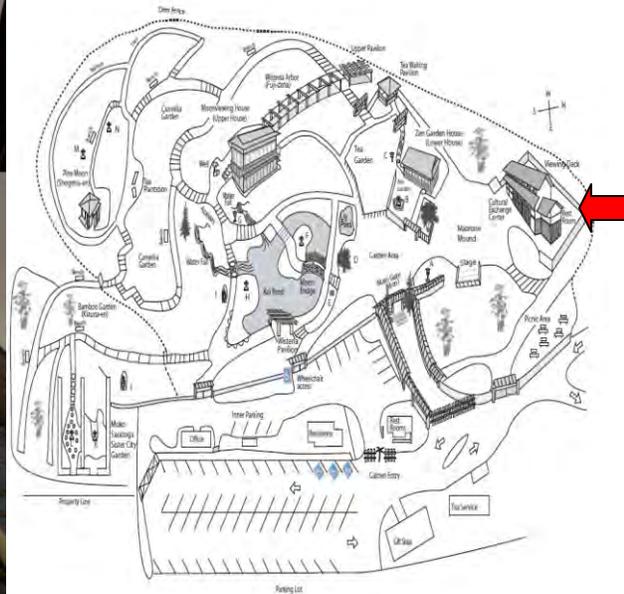
Project Name Cultural Exchange Center Inner Courtyard

Description Closed courtyard on the deck of the CEC.

Location CEC.

Project Background The courtyard is just outside the artist in residence apartment in the Cultural Exchange Center. It is approximately 6' x 18'. It is currently a simple concrete courtyard, but was intended to be a type of dry landscape garden. The original designers of the building should be contacted about their intent with the space. Authentic Japanese designs and building practices need to be used to ensure continuity with the rest of the building.

Budget Unknown estimate for budget construction costs until design is complete.
An estimated budget of \$5,000 for Design costs.



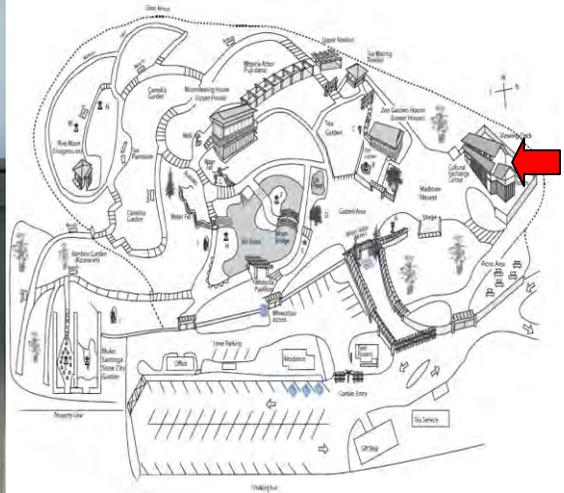
Project Name Cultural Exchange Center Office Leak

Description This project will find the source of the leak, repair any damaged/corroded areas of the building or drainage piping, and patch the concrete both in the inner CEC courtyard and the ceiling of the bookkeeper's office.

Location The area of damage is located on the South side of the building at the exterior of the tea preparation room within the courtyard.

Project Background Water is leaking from the inner courtyard on the upper level of the CEC down into the bookkeeper's office below the courtyard. First step is to locate the leak, then repair any water damage, repair corroded pipes, and repair the concrete.

Budget Staff estimates a total budget of \$18,750 to complete the project, which includes \$15,000 for leak repair costs, and a 25% contingency of \$3,750.



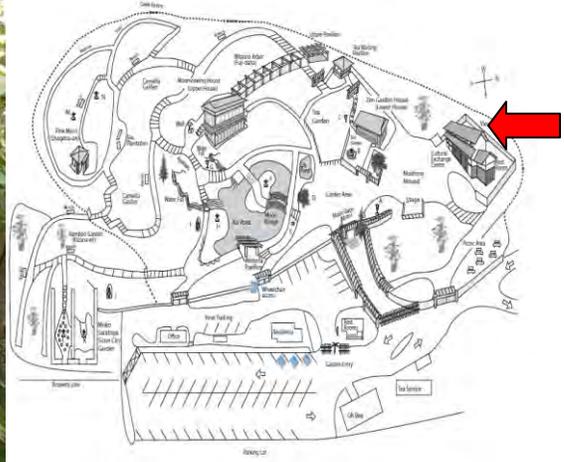
Project Name Cultural Exchange Center Roofing Leak

Description This project will find the source of and repair a leak causing damage to the interior of CEC.

Location The area of damage is located on the South side of the building at the exterior of the tea preparation room within the courtyard.

Project Background This repair may require specialty contractors including Japanese stucco and Shoji screen repair.

Budget Staff estimates a total budget of \$6,250 to complete the project, which includes \$5,000 for leak repair and a 25% contingency of \$1,250.



Project Name Hakone Gardens Craft Area

Description This project will enclose and finish an underutilized space at the CEC.

Location The space is located underneath the Cultural Exchange Center’s deck on the north east side of the building.

Project Background The purpose of this project is to increase usable office, rental, and storage space. Currently the area is used for craft classes during the summer months, but during the winter months it is unused.

Staff recommends repurposing this space for other uses, such as a bridal changing suite, a small business meeting “break out” space, class room, or offices. To accommodate these new uses, a toilet, hand washing sink, and heat should be installed in conjunction with enclosing the North Eastern sides and finishing the two existing walls.

Budget Staff estimates a total budget of \$48,125 to complete the project, which includes \$3,500 for design costs, \$35,000 for construction costs, and a 25% contingency of \$9,625.

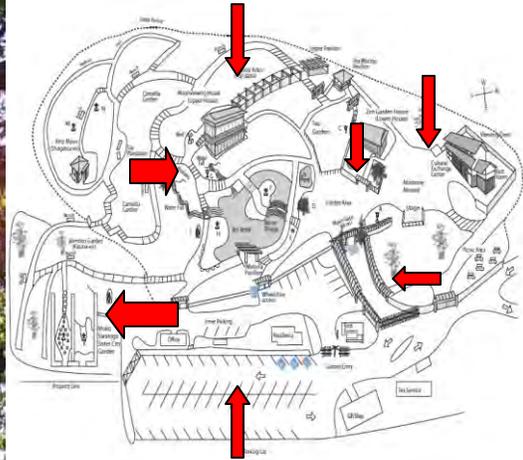
Project Name Garden Fixtures

Description A variety of fixtures need to be designed and installed in the garden that includes signage, drinking fountains, and bench program.

Location Various locations within the Gardens.

Project Background The project will develop a new bench program, including design and installation at various locations in the garden, new drinking fountains, and new signage. The new signage program will adhere to our marketing brand and convey all required information in a practical, aesthetic, and non-distracting way.

Budget Staff estimates a total budget of \$46,875 to complete the project, which includes \$2,500 for signage design costs, \$7,500 for signs, \$8,000 for 2 drinking fountains, \$5,000 for plumbing costs, \$12,000 for 8 benches, \$2,500 for program development and a 25% contingency of \$9,375.



Project Name Garden Lighting

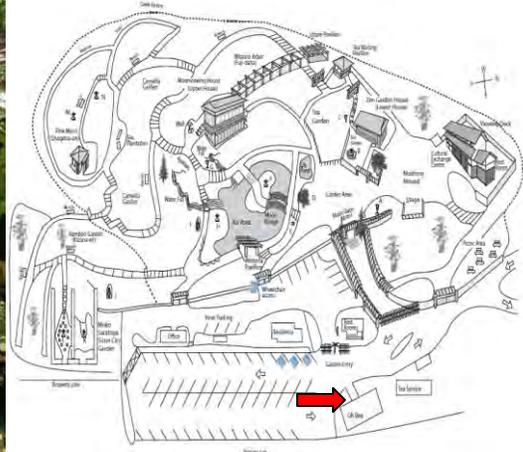
Description This project is intended to safely, aesthetically, and professionally light Hakone Gardens

Location Outdoor lighting throughout Hakone Gardens.

Project Background The existing lighting at Hakone Gardens is in need of upgrading. Much of the infrastructure is still useful, but the fixtures need to be replaced and relocated.

A lighting designer with experience with Japanese Gardens must be hired to plan the aesthetics of this project. Special attention should be given to safety concerns in event spaces.

Budget Staff estimates a total budget of \$68,750 to complete the project, which includes \$5,000 for design work, \$50,000 for the lighting installation, and a 25% contingency of \$13,750.



Project Name Hakone Gardens Gift Shop

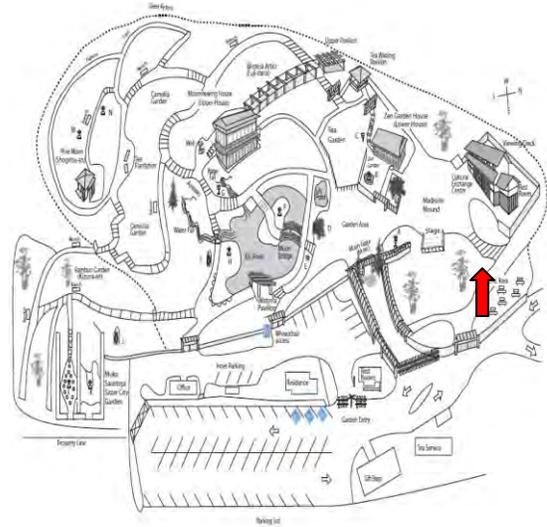
Description This project is for the renovation of Hakone’s Gift shop building. Goals are to ensure structural stability, accommodate ADA requirements, and improve general appearance and flow.

Location This structure is located at the entrance to the main parking lot, and across from the Garden entrance.

Project Background This structure was originally built as a garage. It was remodeled and purposed as a Gift shop which it continues to serve as today.

The structure’s integrity should be evaluated and much of the original remodel should be updated. A circuit breaker panel should be installed, the ceiling should be replaced or removed, lighting and flooring should be updated, a more secure door locking mechanism and easier to open doors should be included, and an ADA compliant ramp should be installed. A portion of the building may be repurposed for office space.

Budget Staff estimates a total budget of \$35,625 to complete the project, which includes \$2,500 for Design work, \$20,000 for the roof, \$3,00 for interior refinish, \$3,000 for electrical work and a 25% contingency of \$7,125.



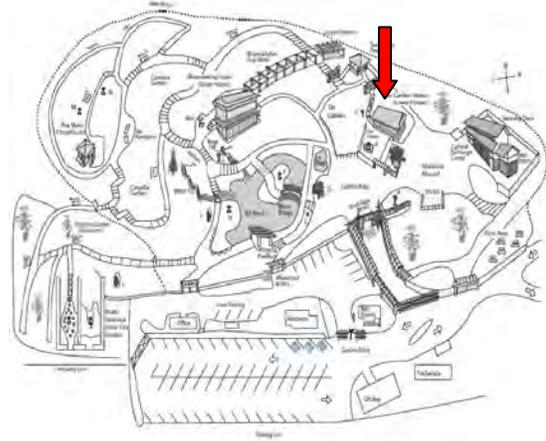
Project Name Hakone Loading Ramp

Description This project will allow materials and equipment to be moved from roadways to event spaces safely.

Location The ramp is located between the Mound area and the Cultural Exchange Center basement.

Project Background The existing ramp has steps making it difficult to use carts to carry items to and from event spaces. The steps should be removed and the grade evened out. Widening the ramp would accommodate carts and small vehicles. This project should also include the replacement of the loading gate at the bottom of the loading drive way. The gate should be metal, motorized, and remotely controlled from both the CEC and gift shop. The ramp is 5-8" wide at various points, and has about 85" of linear run.

Budget Staff estimates a total budget of \$27,500 to complete the project, which includes \$2,000 for Design costs, \$20,000 for ramp construction costs, and a 25% contingency of \$5,500.



Project Name Lower House

Description The ridge on the roof of the lower house needs to be rebuilt entirely. The floors need to be refinished and there is water damage along the walls around the inner hall and in the Engawa. Telecommunications in this building need to be addressed.

Location The Lower House is located in the north eastern area of the garden directly across the mound from the CEC.

Project Background The roof ridge has become increasingly damaged from water and pest exposure. It needs to be demolished and rebuilt as is. The design should remain the same. The water damage throughout the building is coming from several leaks. Telecommunications needs rewiring throughout the building. New wiring and metal conduit are required to complete the project. The inner walls need restoring from the water damage once the roof leaks are addressed. The building should also be treated for pests.

Budget Staff estimates a total budget of \$37,500 to complete the project, which includes \$20,000 for the roof ridge repairs, \$2,500 for floor repairs, \$7,500 for utility repairs and a 25% contingency of \$7,500.

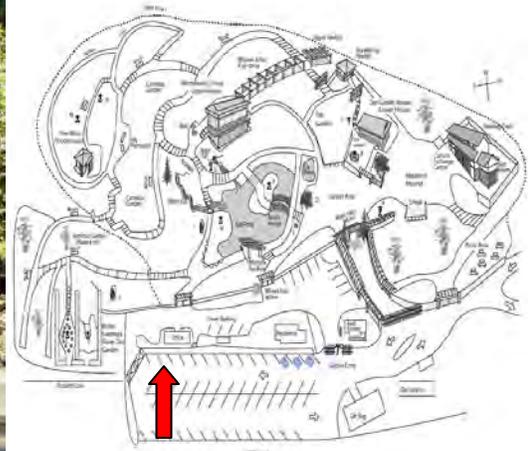
Project Name Moon Viewing House (MVH) Railing

Description The railing on the Moon Viewing House needs work to be structurally sound. The original materials can be reused.

Location Moon Viewing House.

Project Background The stairs and railing reach an approximate linear footage of 120".. The MVH is a contributing structure, so the replacement needs to be restored and made to the same design as originally intended.

Budget Staff estimates a budget of \$11,250 to complete the project, which includes \$8,000 for rail work, \$1,000 for design work and a 25% contingency of \$2,250.



Project Name Hakone Gardens Office Attic

Description This project will include a full evaluation of the building's supporting structure, and converting the attic into a safely accessible and usable space.

Location This structure is located near the top of the parking lot.

Project Background This building is original to the site and was constructed as a horse barn. It was remodeled to be used as office space on its lower level by the Hakone Foundation.

After the structure is evaluated for the new use, the ceiling and walls should be insulated and finished with adequate ventilation in the attic. Soil needs to be pulled away from the wooden base and the foundation repaired. It will need a new interior staircase to be ADA compliant if the upper level is to be an office space. A new entrance door and telecommunication closet to house network switches, routers, and pbx system is desired.

Budget Staff estimates a total budget of \$61,250 to complete the project, which includes \$35,000 for construction costs, \$10,000 for utility upgrades, \$4,000 for design, and 25% contingency in the amount of \$12,250.

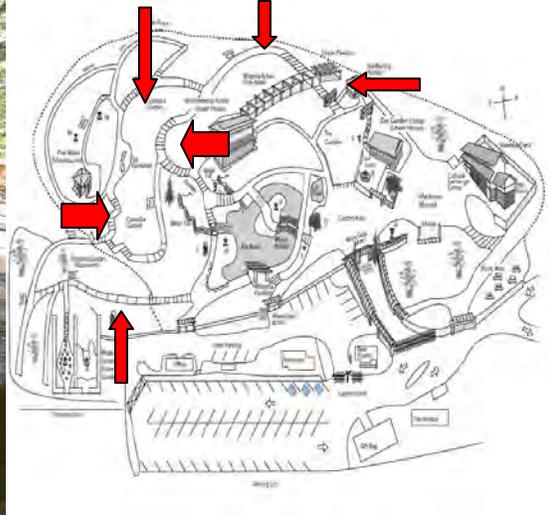
Project Name Parking Lot Gate Replacement

Description Replacement of the two access gates: one for the inside parking lot and a second one to allow access to the loading ramp beneath the CEC.

Location Parking Lot.

Project Background The gates have been in disrepair for a number of years. They are both simple wooden gates on hinges with a latch lock. Both are falling apart and have reached the end of their lifespan. Hakone should have new motorized steel gates on a track which are controlled remotely.

Budget Staff estimates a total budget of \$33,750 to complete the project, which includes \$25,000 for gate construction, \$2,000 for design, and a 25% contingency of \$6,750.



Project Name Hakone Gardens Path system renovation

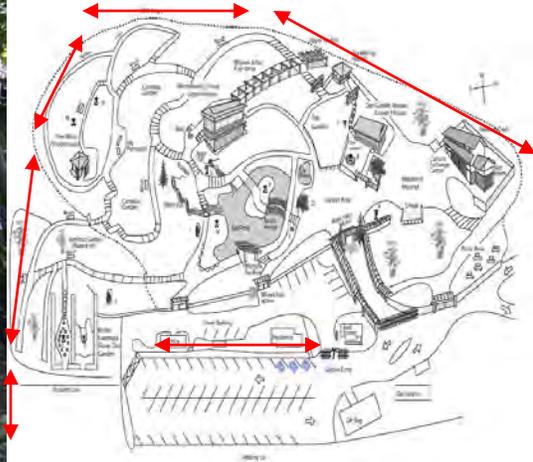
Description This project is intended to improve walking surfaces, control storm runoff and make a greater portion of the Gardens ADA accessible.

Location Most of the pathways in need of upgrading are located on the slope above the Moon Viewing House (in elevation). Others are located in the Bamboo Garden.

Project Background About 800 linear feet of pathways are in need of edging on both sides (1600' edging) at varying heights. The lack of edges leaves them subject to erosion. Also the approximately 170 steps currently made from rail road ties should be built with matching stone. Many are not properly compacted and in some areas lack handrails. Hakone's Head of Grounds Maintenance is recommending dry stacked boulders as a retaining edge in conjunction with about 350' of French drainage in some areas. The steps should be made using mortar and matching stone.

The possibility of re-grading/re-directing routes, 235' of new handrails, and surfaces will need to be accessed by an architect to determine the possibility of ADA compliance.

Budget Staff estimates a total budget of \$43,750 to complete the project, which includes \$10,000 for rail work, \$15,000 for edging, \$10,000 for grading, and a 25% contingency in the amount of \$8,750.



Project Name Perimeter Fencing

Description Upgrade perimeter fencing to preserve the inner gardens from pests, foraging animals, and vandals.

Location Hakone Garden perimeter.

Project Background Deer fencing is currently in use around the perimeter of the garden to keep it secure from pests and foraging animals. This fence is failing. The fence should be sturdier and require little maintenance as some areas are difficult to get to and maintain. Aesthetics should be considered as a portion of the fence will be facing the main parking lot. The fence should be uniform, practical, and aesthetically authentic to a Japanese garden setting. The length of the fence is approximately 1,500 LF.

Budget Staff estimates a total budget of \$30,000 to complete the project, which includes \$1,500 for design costs, \$22,500 for construction and a 25% contingency of \$6,000.

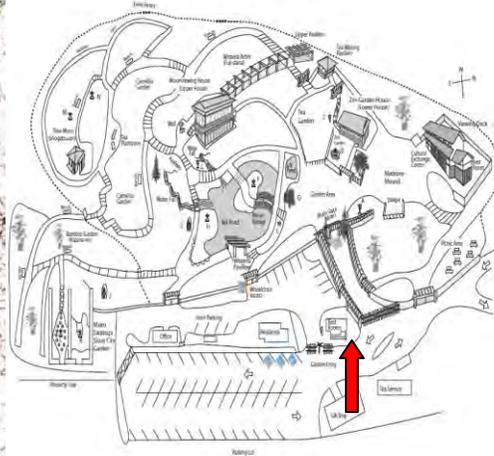
Project Name Pest Control and Extermination

Description The existing wooden structures in the garden suffer from termite, carpenter ants, and/or some other form of pest. Pests need to be addressed routinely.

Location Various locations within the Gardens.

Project Background The main eight buildings that are used on a regular basis should be the priority of pest treatment and prevention. Those buildings include: CEC, lower house, Moon viewing house, Barn office, Gift shop, tool shed, caretaker's cottage, and Shogetsu-en. The ten other wooden structures that need to be addressed are: Mon, Upper pavilion, Lower pavilion, auxiliary entry gates (2), wisteria trellis, bridges spanning ponds (2), and wisteria arbor.

Budget Staff estimates a total budget of \$18,750 to complete the project, which includes \$15,000 for termite/pest extermination, and a 25% contingency of \$3,750.



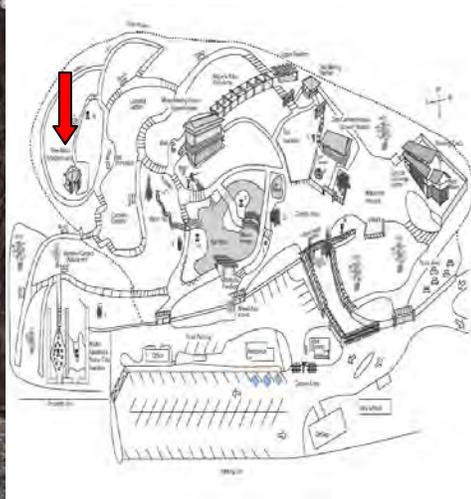
Project Name Public Restroom Repair

Description The Public Restroom Building is in need of remodeling.

Location The bottom of the main parking lot, directly across from the gift shop.

Project Background The bathrooms need to be remodeled to update appearance and authenticity. This needs to include upgrades in both plumbing and fixtures in addition to outside appearance. Currently, the bathroom walls and the ceiling have numerous cracks running throughout. Additional storage is needed for cleaning supplies. Water heaters need to be enclosed or moved outside the building.

Budget Staff estimates a total budget of \$25,625 to complete the project, which includes \$15,000 for renovation costs, \$3,500 for plumbing work, \$2,000 for fixtures and a 25% contingency of \$5,125.



Project Name Shogetsu-en Finishing

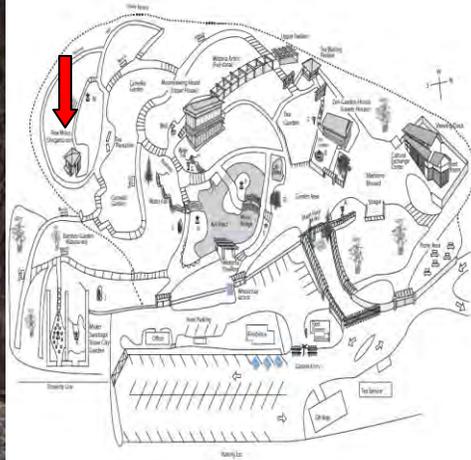
Description There are three projects that are required to make Shogetsu-en a fully functional and traditionally authentic tea ceremony room. Proper Japanese Tea Garden landscaping needs to be completed in the area surrounding Shogetsu-en. A machai, or tea waiting enclosure, needs to be constructed. Electricity needs to be ran to Shogetsu-en at the top of the hill.

Location Shogetsu is located at the top of the Garden, behind the Moon Viewing house.

Project Background The space around Shogetsu is unfinished. An expert Japanese tea garden consultant should be brought into develop a landscaping plan appropriate for this specific type of tea house in its current location. Moreover, the structural construction phase of Shogetsu-en is incomplete. It can be finished by providing a waiting structure for the tea ceremony room. Shogetsu-en is a tea room originally built in Japan then transferred to Hakone. It is used to host tea ceremony: a centuries old practice of great discipline. Prior to entering the tea room guests are asked to wait in a partially enclosed, covered structure called Machai to contemplate the surrounding gardens. When Shogetsu was installed a Machai was planned, but was never completed. An expert to consult on the structures design and construction methods will be retained.

Staff intends to electrify the tea room (Shogetsu-en) by running approximately 250” of conduit and wire from the Moon Viewing House. A circuit breaker and wiring exist inside Shogetsu. Electricity will be used for light and a hot plate during tea ceremony. An electrician will need to be consulted to evaluate the electrical capacity at the Moon Viewing House source. A trench and conduit will need to be installed between the two structures, and wire will need to be pulled and connected. The trench will likely need to be dug by hand. We will need a minimum of 120 volts to be pulled to Shogetsu, if possible without changing capacity going into Moon Viewing House.

Budget Staff estimates a total budget of \$56,250 to complete the project, which includes \$30,000 for construction costs, \$7,500 for electrical work, \$7,500 for design, and a 25% contingency of \$11,250.



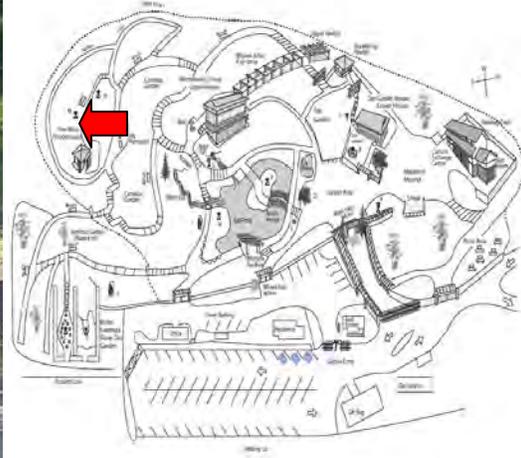
Project Name Shogetsu-en Landscape

Description Proper Japanese Tea Garden landscaping needs to be completed in the area surrounding Shogetsu-en

Location Shogetsu is at the top of the Garden, behind the Moon Viewing House.

Project Background The space around Shogetsu is unfinished. An expert Japanese tea garden consultant should be brought into develop a landscaping plan appropriate for this specific type of tea house in its current location.

Budget Staff estimates a total budget of \$11,875 to complete the project, which includes \$1,500 for design costs, \$8,000 for landscape work and a 25% contingency of \$2,375.



Project Name Shogetsu Machai- Tea waiting structure

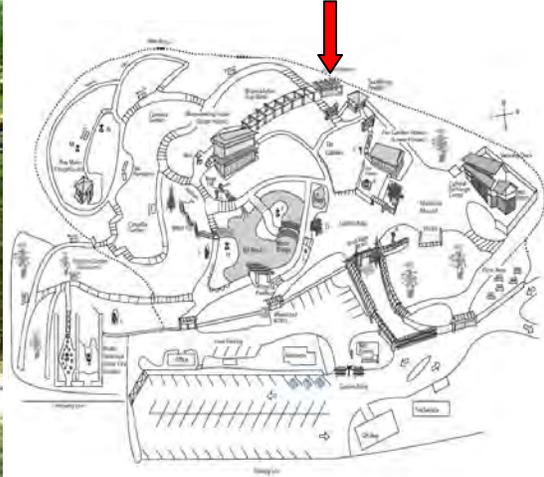
Description This project will complete the structural construction phase of Shogetsu-en by providing a waiting structure for the tea ceremony room.

Location Shogetsu-en is located near the top of the slope at Hakone Gardens.

Project Background Shogetsu-en is a tea room originally built in Japan then transferred to Hakone. It is used to host tea ceremony: a centuries old practice of great discipline. Prior to entering the tea room guests are asked to wait in a partially enclosed, covered structure called Machai to contemplate the surrounding gardens.

When Shogetsu was installed a Machai was planned, but was never completed. The Hakone Foundation will be responsible for finding an expert to consult on the structures design and construction methods.

Budget Staff estimates a total budget of \$10,625 to complete the project, which includes \$7,500 for construction, \$1,000 for design, and a 25% contingency in the amount of \$2,125.



Project Name Hakone Gardens Wisteria- Upper Pavilion

Description This project will restore the pavilion/viewing deck at Hakone Gardens.

Location The Upper wisteria pavilion is located at the end of the wisteria arbor opposite the Moon Viewing House.

Project Background The existing structure should be completely rebuilt with stable footings. The attached arbor was reconstructed in 2012. The design should be uniform with the other out structures in the garden, and outside the concrete footings. The design and construction should follow authentic Japanese building techniques.

Budget Staff estimates a total budget of \$41,250 to complete the project, which includes \$30,000 for construction, \$3,000 for design, and a 25% contingency of \$8,250.