



Office of the City Manager

September 26, 2012

Ms. Diana Alvarado
Property Manager
USPS Pacific Facilities Service Office
1300 Evans Avenue, Suite 200
San Francisco, CA 94188-8200

Subject: Request for Information Regarding Berkeley Main Post Office

Dear Ms. Alvarado,

The City of Berkeley City Council will be conducting a Special City Council meeting on Thursday October 18, 2012 at 7:00 p.m. in the City Council Chambers located at 2134 Martin Luther King Jr. Way. The purpose of that meeting will be for the City Council to discuss the proposal by the United States Postal Service (USPS) to sell the Berkeley Main Post Office and relocate its operations elsewhere.

We understand that the USPS is required by law to conduct public meetings regarding the sale of its property. The City of Berkeley is amenable to the USPS utilizing the Special City Council meeting on October 18th as the forum for one of those public meetings. However, please be advised that the USPS remains responsible for providing the legally required public notice for its public meeting. In any event, USPS representatives are both invited and encouraged to attend the meeting in order to provide more information about the Service's plans with respect to this facility.

At that meeting, the City Council is also likely to discuss its response to the USPS's plans to sell the Berkeley Main Post Office. In furtherance of that discussion, below please find a list of documents that we hereby request be provided to the City prior to the October 18th meeting:

- a. Seismic status of the building including any engineer's reports or construction estimates of required work or approved plans for any retrofit work that has been conducted;
- b. Useable square footage;
- c. Interior floor plan, structural plan, foundation plans;

September 26, 2012

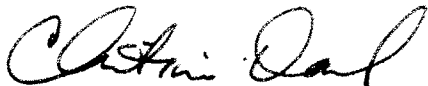
Request for Information Regarding Berkeley Main Post Office

- d. Inspection reports of HVAC and Mechanical/Electrical/Plumbing systems including any estimates of remaining useable lifespan if they exist;
- e. Evidence of any roof replacements or repairs and/or reports on roof repairs required;
- f. Phase I and Phase II reports;
- g. Historical information or reports; and
- h. Any analyses or reports prepared pursuant to a review of the facility under CEQA or NEPA.

Finally, please note that the City of Berkeley is a Certified Local Government (CLG) in partnership with the State Office of Historic Preservation (SOHP) and the National Park Service. As a CLG, the City of Berkeley provides public participation by way of its Landmarks Commission public hearings related to Section 106 processes. Please confirm that the USPS, as lead agency, will involve the City of Berkeley and its Landmarks Preservation Commission as a consulting party in findings and determinations made during the section 106 process.

We appreciate your attention to our requests. Please let us know if you have further questions about the City Council meeting on October 18th, or require clarification about any of our requests. Either myself or Deputy City Manager William Rogers can be reached at 510-981-7000.

Sincerely,



Christine Daniel
City Manager

cc: Honorable Mayor and City Councilmembers
William Rogers, Deputy City Manager
Zach Cowan, City Attorney
Eric Angstadt, Planning Director
Mark Numainville, Acting City Clerk
Mary Kay Clunies-Ross, Public Information Officer