NDDS
National Due Diligence Services

Property Condition Assessment Report

SAMPLE

Public Utilities Commission Building
1155 Main Street
Any City, Any County, Any State
NDDS Project No.: 12-0250
Date Issued December 3, 2012

Prepared For:

Property Investments, LLC
Attn: Mr. John Smith, Director
2013 Assessments Avenue, Suite 200
Mountain View, Florida

National Due Diligence Service a Division of American Surveying and Mapping Inc.
3191 Maguire Boulevard, Suite 200, Orlando, Florida 32803
Telephone: 407-426-7979 Fax: 407-970-9369

December 3, 2012

Property Investments, LLC
Attn: Mr. John Smith, Director
2013 Assessments Avenue, Suite 200
Mountain View, Florida

RE: **Public Utilities Commission Building**
1155 Main Street
Any City, Any County, Any State
NDDS Project No.: 12-0250

Dear Mr. Smith:

National Due Diligence Services (NDDS), a Division of American Surveying and Mapping, Incorporated has completed a Property Condition Assessment (PCA) of the above referenced property. The PCA was conducted in accordance with the ASTM International (ASTM) *Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process* E 2018-08 (the Standard), the applicable engagement letter or Master Services Agreement with **Property Investments, LLC; Its successors and assigns** (Client) and generally accepted industry standards.

This report was prepared solely for the use of Client and any party specifically referenced in Section 2.5 User Reliance. No other party shall use or rely on this report or the findings herein, without the prior written consent of NDDS.

Please do not hesitate to contact us at 949-632-2148 if you have any questions or if we can be of further service to you.

Sincerely,

Gregory A. Tan
Vice-President

Prepared By:

Michael K. Stewart
Senior Project/Client Manager

Reviewed By:

Gregory A. Tan
Reviewer's Name

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PROPERTY CONDITION ASSESSMENT SUMMARY

Public Utilities Commission Building
1155 Main Street
Any City, Any County, Any State
NDDS Project No.: 12-0250

OPINION OF PROBABLE COST TO REMEDY PHYSICAL DEFICIENCIES/DEFERRED MAINTENANCE

ITEM	IMMEDIATE COSTS
Structural elements - fireproofing	$5,000.00
Façade	$5,000.00
Roof	$2,500.00
Mechanical	$25,000.00
Plumbing	$2,500.00
Electrical	$5,500.00
Elevator	$6,500.00
TOTAL ESTIMATED PHYISCAL DEFICIENCIES/DEFERRED MAINTENANCE	**$52,000.00**

CAPITAL REPLACEMENT RESERVES SUMMARY

CAPITAL RESERVE TERM	TOTAL UNINFLATED RESERVE	ANNUAL UNINFLATED COST PER SF	TOTAL INFLATED RESERVE (2.5%)	ANNUAL INFLATED COST PER SF (@2.5%)
12-Year	$2,533,689	$2,813.640	$1.33	$1.47

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Conditions noted in the Property Condition Assessment Summary are representative of the overall conditions of the property. There may be more detail on specific assessment components in the Report text, therefore the Property Condition Assessment Summary should not be used as a standalone document.

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1. SUMMARY

Property Name: Public Utilities Commission Building

Property Address: 1155 Main Street
Any City, Any County, Any State

1.1. General Description

At the request of **Property Investments, LLC; Its successors and assigns** (Client), NDDS has performed a Property Condition Assessment (PCA) of the property located at 1155 Main Street, City, State, herein referred to as the "Property". The Property is located in an urban area in downtown City, along the southeast side of Main Street, northeast of its intersection with Eighth Street.

The Property is located in an urban area in downtown City, along the southeast side of Main Street, northeast of its intersection with Eighth Street. The Property generally consists of one irregularly shaped parcel of land that totals approximately 0.33 acres, or 14,527 square feet.

The Property is improved with one 11-story commercial office building, with a basement, and totals approximately 158,998 square feet. The building was constructed during 1983, and is a steel-framed superstructure with a combination of architectural precast concrete walls, and glazed aluminum windows. The roof is generally low-sloped and consists of a modified bitumen membrane that is covered with stone ballast. The building generally occupies the entire site with limited parking in the basement level. The Public Utilities Commission is the primary tenant, with two small retail spaces on the first floor including an estimated 400 square feet vacant space, and a 200 square feet occupied retail space. The property is currently known as the Public Utilities Commission Building

The interior walls typically consist of painted gypsum wallboard. Ceilings are generally suspended ceiling panels. Floors are covered with a combination of granite stone in the main lobby area, along with commercial grade carpet in corridors and office areas. Restrooms throughout the building feature stone flooring and stone tile walls. Exposed concrete is flooring is in all mechanical and electrical rooms as well as underground parking garage.

A site diagram is provided in Appendix A of this report. Photographs of the Property are provided in Appendix B.

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1.2. General Physical Condition

General Condition:	Fair/Good
Level of Maintenance	Fair/Good
Estimated Remaining Useful Life:	30 to 35 years
Recent Capital Improvements:	None provided
Planned Capital Improvements:	None provided

1.3. Opinion of Probable Cost

Based on the walk-through of the Property, interviews conducted and information obtained while conducting this PCA, NDDS's opinion of the probable cost to address area of physical deficiency or deferred maintenance, that would be considered outside the normal on-going routine maintenance of a property, are in Table 1 of Appendix C.

Based on the walk-through survey of the Property, interviews conducted and information obtained while conducting this PCA, NDDS estimates the following minimum capital reserves will be required for the Property. A detailed capital replacement reserves is provided in Table 2 of Appendix C.

1.4. Deviations from the ASTM Guidelines

Based on the ASTM Guidelines, deviations from Standard are required to be discussed in the PCA Report. NDDS's deviations from the guides are intended to make the PCA more comprehensive and to meet the requirements of Client. The following is a list of the deviations from and additions to ASTM E2018-08.

- The condition of the building structures and components evaluated will be broken down into one of four categories:
  1) Poor – Requiring action with 12 months;
  2) Fair –Serviceable, but showing age and wear and requiring maintenance, repair or replacement within the timeframe addressed in the Replacement Reserve Table;
  3) Good – No major signs of age or wear, but may be requiring maintenance, repair or replacement during the reserve term depending on the estimated remaining useful life (RUL) of the component; and
  4) Excellent – New or like new and not requiring replacement during the reserve term. These are terms not defined or outlined in the Standard.

- This PCA includes a Capital replacement reserves which estimates the minimum capital reserves necessary to maintain the Property for its current usage. The inclusion of a Capital Replacement Reserve Schedule is not included in the Standard.

- This PCA includes a discussion of seismic considerations, mold and compliance with the Americans with Disabilities Act (ADA), all of which are non-scope considerations under the Standard.

1.5. Recommendations

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Areas of physical deficiency/deferred maintenance that would be considered outside of the normal on-going routine maintenance of a property identified during our site visit includes spot repairs of fireproofing at structural steel elements, and repair/replacement of components associated with exterior façade, roofing, mechanical, plumbing, electrical, and elevator equipment.

No other building components or systems were identified that would require additional investigation prior to providing the opinion of probable costs to remedy physical deficiencies/deferred maintenance concerns at the Property or to prepare the modified capital reserve schedule.

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2. INTRODUCTION

2.1. Purpose

The purpose of this PCA was to provide a potential purchaser of the Property in their pre-acquisition due diligence. The PCA was designed to provide an objective, professional opinion of the general condition of the property through the identification of areas of deferred maintenance and an estimation of the minimum ongoing reserves required to maintain the current usage of the property. Unless specifically noted in the report, the cost estimates included in this report do not include costs to reposition the property in any way. In addition, the PCA is not intended identify de minimis conditions that generally can be addressed through routine maintenance.

2.2. Scope of Work

This PCA was conducted in accordance with ASTM *Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process* E 2018-08 and any additional requirements of the client. The specific scope included the following:

Documentation Review and Interviews – The objective of the document review and interviews is to augment the walk-through survey and to assist NDDS in its understanding of the Property and its identification of physical deficiencies. NDDS will review readily available records or documents to specifically identify, or assist in the identification of, physical deficiencies, as well as any preceding or ongoing efforts, or costs to investigate or remediate the physical deficiencies, or a combination thereof. NDDS will attempt to review information such as Certificates of Occupancy (COs), outstanding and recorded building and fire code violations, property-maintained maintenance records, inspection reports and warranties. This assessment, however, is not to be considered a regulatory or code compliance audit of the facility.

A property questionnaire will be provided to the property owner and/or owner's representative. The questionnaire will ask about general property information as well as specific questions regarding known code violations and the condition of the substructure, superstructure and roofs of all improvements, interior finishes, mechanical, electrical and plumbing elements (MEP) and the surrounding grounds.

Accuracy and completeness of information varies among information sources. It is not NDDS's obligation to independently verify the information provided or to identify mistakes or insufficiencies in the information provided. NDDS will, however, make reasonable effort to compensate for mistakes or insufficiencies of information reviewed that are obvious in light of other information obtained in the process of conducting the PCA or otherwise known to the consultant.

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Walk-Through Survey – The objective of the walk-through survey is to visually observe the Property so as to obtain information on material systems and components for the purposes of providing a brief description, identifying physical deficiencies to the extent that they are easily visible and readily accessible. A single visit will be made to the Property during which time NDDS shall make a visual observation of material systems and components and identify physical deficiencies and any unusual features. An attempt will be made to inspect the exterior of each major property improvement. On the interior of structures on the property, accessible common areas, expected to be used by occupants or the public, such as lobbies, hallways and restrooms, maintenance and repair areas, and a representative sample of occupant spaces, will be visually and/or physically observed. Observations of interior areas will generally be limited to 10% of occupiable spaces. The assessment of the building façade will be conducted from street or balcony level. The riding of scaffolding equipment is not part of the scope of work.

The walk-through survey was conducted by a qualified lead general assessor with a well-rounded knowledge and experience in evaluating pertinent building systems, equipment and components, supported by a team of system subspecialists in order to provide increased detail in reporting and insight their respective systems' conditions, as noted in and agreed upon in the scope of services for this assessment.

The condition of the building structures and components evaluated will be broken down into one of four categories: 1) Poor – Requiring action with 12 months; 2) Fair – Serviceable, but showing age and wear and requiring maintenance, repair or replacement within the timeframe addressed in the Replacement Reserve Table; 3) Good – No major signs of age or wear, but may be requiring maintenance, repair or replacement during the evaluation period depending on the estimated remaining useful life (RUL) of the component; and 4) Excellent – New or like new and not requiring replacement during the evaluation period.

The walk-through survey will focus on the following areas:

- Property/Site Features – Observations will be made of the type, condition and adequacy of the general topography, storm water drainage, ingress and egress, paving, curbing and parking areas, flatwork, landscaping and appurtenances, recreation facilities, amenities and ancillary structures, and utilities.

- Structural Frame and Building Envelope – Observations will be made of the type, condition and adequacy of the foundation, building frame, façade and curtain walls, and the roofing systems. Structural systems are frequently concealed and may be inaccessible during an assessment. When this occurs, NDDS's assessment will be limited to the identification of readily visible indicators of common problems.

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- Mechanical, Electrical and Plumbing Systems - Observations will be made of the type, condition and adequacy of the heating, ventilation and air conditioning (HVAC) systems, electrical systems and plumbing systems.

- Vertical Transportation – Observations will be made regarding the presence and condition of any elevators or escalators present on the property.

- Life Safety/Fire Protection - Observations will be made of the type, condition and adequacy of sprinkler systems, fire alarm systems or any other life safety and fire protection systems.

- Interior Elements - Observations will be made of the type, condition and adequacy of the interior finishes, fixtures, appliances and furnishings.

- Accessibility – Depending on the applicability of the regulations, a Tier I Visual Survey will be conducted to determine if the property is in compliance with the Americans with Disabilities Act (ADA) or the Fair Housing Act (FHA). The Tier I survey includes a limited visual assessment of the property to assess if it is accessible and useable by people with disabilities. No measurements will be collected as part of the screening. This screening is not to be considered and in-depth survey or audit. As such, it should not be considered a verification of compliance or a guarantee of the identification of all possible ADA violations.

Opinions of Probable Costs to Remedy Physical Deficiencies – Based on the documentation review, interviews and walk-through survey conducted, NDDS will identify areas of physical deficiency and deferred maintenance.

Physical deficiency is defined as conspicuous defects or significant deferred maintenance of a Property's material systems, components, or equipment as observed as a result of the field observer's walk-through survey. Included within this definition are material life-safety/building code violations and material systems, components, or equipment that are approaching, have reached, or have exceeded their typical EUL or whose RUL should not be relied upon in view of actual or effective age, abuse, excessive wear and tear, exposure to the elements, lack of proper or routine maintenance, etc. This definition specifically excludes deficiencies that may be remedied with routine maintenance, miscellaneous minor repairs, normal operating maintenance, etc., and excludes de minimis conditions that generally do not constitute a material physical deficiency of the Property. Deferred maintenance is defined as physical deficiencies that could have been remedied with routine maintenance, normal operating maintenance, etc., excluding de minimis conditions that generally do not present a material physical deficiency to the Property.

NDDS will provide opinions of the probable cost to address the suggested remedies of the material physical deficiencies and deferred maintenance identified. Opinions of probable costs will be segregated between immediate and short term costs.

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Immediate Costs include (1) material existing or potential unsafe conditions, (2) material building or fire code violations, or (3) conditions that if left uncorrected, have the potential to result in or contribute to critical element or system failure within one year or will result most probably in a significant escalation of its remedial cost. Short-Term Costs will include the of probable costs to remedy physical deficiencies, such as deferred maintenance that may not warrant immediate attention, but require repairs or replacements that should be undertaken on a priority basis in addition to routine preventive maintenance. Such opinions of probable costs may include costs for testing, exploratory probing, and further analysis should this be deemed warranted by the consultant. The performance of such additional services is beyond the scope of this PCA.

Opinions of probable costs will only be provided for material physical deficiencies and not for repairs or improvements that could be classified as: (1) cosmetic or decorative; (2) part or parcel of a building renovation program (3) tenant improvements/finishes; (4) enhancements to reposition the Property in the marketplace; (5) for warranty transfer purposes; or (6) routine or normal preventive maintenance, or a combination thereof. Opinions of probable costs that are either individually or in the aggregate less than a threshold amount of $3,000 for like items are considered routine maintenance and are not included in this report. If there are more than four separate like items that are below this threshold requirement, but collectively total over $10,000, such items may be grouped and included.

These opinions are to assist the user of the report in developing a general understanding of the physical condition of the Property. Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs will likely vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, and whether competitive pricing is solicited.

It is not the intent of this assessment for NDDS to prepare or provide exact quantities or identify the exact locations of items or systems as a basis for preparing the opinions of probable costs. Extrapolation of representative observations, conditions deemed by NDDS as highly probable, results from information received, or the commonly encountered expected useful lives (EULs) or RULs of the components or systems, or a combination thereof. The source of cost information utilized by NDDS may be from one or more of the following resources: (1) Client provided unit costs; (2) owner's historical experience costs; (3) consultant's cost database or cost files; (4) commercially available cost information such as published commercial data; (5) third party cost information from contractors, vendors, or suppliers; or (6) other qualified sources that the consultant determines appropriate.

NDDS will also generate a Capital replacement Reserve Schedule. Capital replacement Reserves are for recurring probable expenditures that are not classified as operation or maintenance

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expenses. The capital replacement reserves should be budgeted for in advance on an annual basis. Capital reserves are reasonably predictable both in terms of frequency and cost. However, capital reserves may also include components or systems that have an indeterminable life but nonetheless have a potential liability for failure within an estimated time period. Capital replacement Reserves exclude systems or components that are estimated to expire after the reserve term and that are not considered material to the structural and mechanical integrity of the Property. Furthermore, systems and components that are not deemed to have a material effect on the use are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded. Replacement costs are solicited from ownership/property management, NDDS's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered. It is understood that a prudent owner would likely invest more than these minimum amounts.

2.3. Limitations and Exceptions

- The scope of work completed was designed solely to meet the needs of NDDS's Client. NDDS's recommendations and opinions of cost are only as of the date the walk-through performed, documentation reviewed and interviews conducted. Conditions at a property and the costs to remedy them can change significantly over a relatively short period of time due to levels of maintenance, acts of nature and other factors. NDDS shall not be liable for any unintended usage of this report by another party.

- No PCA can wholly eliminate uncertainty regarding the potential for physical deficiencies and the performance of a property's building. There is an inherent subjective nature of opinions as to such issues as workmanship, quality of original installation, and estimating the RUL of any given component or system. This PCA was designed to reduce, but not eliminate the uncertainty regarding the potential for component or system failure, within reasonable limits of time and cost, and no warranty is implied.

- The PCA is intended to be a non-intrusive assessment. No destructive testing was completed and concealed areas, such as inside, plenums, behind walls or within machinery, were not accessed. As such, NDDS makes no warranties regarding exterior insulation and finishing systems (EIFS), curtain walls or other building skin conditions that would not be readily observable and, therefore, outside the scope of this assignment.

- This PCA does not constitute a regulatory or code compliance audit of the building systems that may be present at the Property. Testing, measuring, or preparing calculations for any system or component to determine adequacy, capacity, or compliance with any standard is outside the scope of work.

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- Information in this report, concerning past and current physical concerns, maintenance and replacement activities, and condition of spaces not observed or viewable, is from sources deemed to be reliable, including, but not limited to interviews with property owners, operators and tenants, interviews with municipal agencies and vendors; however, no representation or warranty is made as to the accuracy thereof. NDDS will have no ongoing obligation to obtain and include information that was not reasonably ascertainable, practically reviewable or provided to NDDS in a reasonable timeframe to formulate an opinion and complete the assessment by the agreed upon due date.

- While the general environmental setting of the property is described, this assessment is not intended to be a formal flood plain or wetland determination, and no warranty is made thereof. Any fungi or mold reference included in this report does not constitute a professional mold inspection and is not based upon any sampling, testing and/or abatement. NDDS merely notes the visual presence or absence of fungi or mold while in the course of preparing this report.

2.4. General Property Reconnaissance Information

Date of Assessment/Update:	November 28, 2012
Project Manager:	Greg Tan, NDDS
Generalist Assessor/Structural:	Michael K. Stewart, NDDS
Date of Assessment:	March 25, 2011
Mechanical/Electrical/Plumbing/Fire Life-Safety:	MEP Consulting
Façades:	Façade Consulting
Roofing:	Roofing Consulting
Conveyance Systems:	Elevator Consulting

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2.5. User Reliance

This assessment was conducted on behalf of and for the exclusive use and benefit of **Property Investments, LLC; Its successors and assigns**, its successors, and assignees. **Property Investments, LLC; Its successors and assigns** may distribute the report to other parties without limitation; however it is acknowledged that the report provided to third parties is for informational purposes only. NDDS will issue a reliance letter if requested.

3. GENERAL PROPERTY DESCRIPTION

3.1. Salient Property Information

Property Size:	0.33 acres in size or 14,527 square feet Source: Site Survey
Property Usage:	Office
Number of Buildings:	1
Date of Construction:	1983 Source: Municipal records
Gross Building Size:	158,998 SF Source: Municipal records
Net Rentable Area:	140,514 SF Source: Lease agreements

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3.2. Tenant and Lease Information

Tenants:	The building is currently occupied by Public Utilities Commission Building as the primary tenant, with two small retail businesses on the first floor including a 379-SF coffee/sandwich place and a 179-SF retail store.
Lease Information:	NDDS reviewed representative tenant leases for the Property. Based on the leases reviewed, improvement work at the building is generally completed by the Landlord, exclusive of the installation of telecommunications, data, and computer facilities and equipment. In addition, the Landlord is responsible for repair and maintenance of the building systems, identified as exterior and structural portions of the building, including, without limitation, the roof, foundation, bearing and exterior walls and subflooring, and the

heating, ventilating, and conditioning, plumbing, electrical, fire protection, life safety, security and other mechanical, electrical and communications systems of the building and the common areas.

3.3. Utility Providers

Potable Water:	City Public Utilities Commission
Electricity:	Electric Company
Natural Gas:	Gas Company
Storm Water:	City Public Utilities Commission
Sanitary Sewer:	City Public Utilities Commission

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4. DOCUMENT REVIEW AND INTERVIEWS

4.1. Property Questionnaire

Completed by:	N/A
Pertinent Information:	No completed property questionnaire was required for this project as pertinent building/ property documents were made available to PCA team for review and reference.
Concerns:	N/A

4.1. Interviews

Interviewee:	No Property representative was available on-site during our site reconnaissance.
Concerns:	N/A

4.2. Building and Fire Departments

Building Department Contact:	City Building Department
Pertinent Information:	The City Building Department was contacted with inquiries regarding the developmental history of the Property. Building Department records indicate the current Property improvements were constructed in 1983.
Fire Department Contact:	City Fire Department
Pertinent Information:	NDDS requested information regarding any outstanding fire code violations for the property. NDDS has not received a response from the fire department as of the preparation of this report. It should be noted that municipal departments are often slow to respond to these type requests.
Recommendations:	Once information is received, any pertinent information will be forwarded in an addendum to this report.

4.3. Zoning Department

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Zoning Department Contact:	City Planning Department
Zone:	C-3-G (Downtown, General Commercial)
Zoning Compliance:	It is considered legally conforming in its current use (Planning Department (11-28-2012))
Concerns:	No concerns regarding zoning were identified.
Recommendations:	No further study or action is recommended at this time.

4.4. Previous Reports

Report Title:	Property Condition Report
Prepared By:	Fidelity Due Diligence Services
Date of Report:	April 14, 2011
Pertinent Information:	Areas of physical deficiency/deferred maintenance that would be considered outside of the normal on-going routine maintenance of a property identified during the site visit included spot repairs of fireproofing at structural steel elements, and repair/replacement of components associated with exterior façade, roofing, mechanical, plumbing, electrical, and elevator equipment. In addition, selected portions of the prior PCA report have been included within this report.

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5. SITE

5.1. Topography and Storm Water Drainage

Description

Topography: The United States Geological Survey (USGS), San Francisco North Quadrangle 7.5-minute series topographic map was reviewed for this ESA. This map was published by the USGS in 1995. Based on a review of the topographic map, the Property is located on relatively flat ground that is approximately 50 feet above mean sea level. The contour lines also indicate that the Property is sloping radially to the east/southeast.

Surface Water Bodies: There are no surface water bodies on or immediately adjacent to the Property.

Observations/Comments

General Condition: Good

Age/Last Action: The topography and storm water drainage are original and are maintained as part of the routine maintenance of the facility.

Concerns:

- Signs of Ponding: No significant areas of ponding were noted by or reported to NDDS's assessor.
- Signs of Erosion: No significant areas of erosion were noted by or reported to NDDS's assessor.
- Drainage Problems: No major drainage problems were noted by or reported to NDDS's assessor.
- Indications of Wetlands: NDDS did not observe any water bodies or vegetation indicative of wetlands on the Property. Our review of the National Wetland Inventory Map, published by the U.S. Fish and Wildlife Service, indicated no wetland areas location on the Property.

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• Other:	No other significant concerns relating to topography or storm water drainage were noted or reported.
Recommendations:	The topography and storm water drainage should be maintained as part of the routine maintenance of the property.

5.2. Access and Egress

Description

Access and Egress:	Vehicular access to the underground parking garage is provided via a two-way concrete ramp located at the southeast corner of the building that is accessible from Stevenson Street.
Signage:	Property identification is provided by address lettering on the building main entrance, and wall-mounted tenant-specific signage on the building façade.

Observations/Comments

General Condition:	Good
Age/Last Action:	The access and egress to the property is original to the construction of the property. The main signs identifying the property are also original and are maintained as part of the routine maintenance of the facility.

Concerns:

• Poor Access/Egress	No concerns relating to property access or egress were noted by or reported to NDDS's assessor. NDDS did not observe a manual override for operating the overhead garage door in the event of power failure.
• Poor Signage	The signage identifying the property was clearly visible from the road. No concerns regarding the property signage were noted.
• Other	No other concerns relating to access to and egress from the

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property were noted by or reported to the NDDS assessor.

Recommendations: Consideration should be taken concerning correcting/ simplifying vehicular overhead door operation and entry/exit from the underground garage in the event of emergency including power failure. The cost for this work is minimal; it is not included in the expenditure tables.

5.3. Paving, Curbing and Parking

Description

Driveways/Parking Areas: The Property provides underground concrete paved parking, designed to accommodate 20 vehicles, including two disabled-designated stalls.

Curbing: Curbing consists of municipality-owned concrete curb along adjoining sidewalks.

Concrete wheel stops are provided at parking spaces in the underground parking garage.

Covered Parking: A tucked-under basement-level garage is present.

Other: No other significant features were present that related to the driveways, parking areas or curbing.

Observations/Comments

General Condition: Fair/Good

Age/Last Action: The driveways and parking areas are original and are maintained as part of the routine maintenance of the facility.

Concerns:

- Faded Striping — The striping at the property was clearly visible. No concerns were noted.

- Cracking/Alligatoring — No significant cracking or spalling of the paved areas was noted during the site visit.

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• Depressions/Potholes	No depressions or potholes were observed.
• Insufficient Parking	NDDS observed several parking spaces within the parking garage to have been reconfigured and fenced in to provide storage facilities for the building tenant, resulting in insufficient parking, and potential deficiencies and safety hazards.
• Other	No other concerns relating to the driveways, curbs and parking areas were noted.
Recommendations:	Restriping of the parking spaces is recommended. The cost for this work is minimal; it is considered part of routine maintenance. Periodic sealing of the parking garage floor is recommended during the evaluation period. **Costs have been included in Table 2 - Capital Replacement Reserve Schedule.** NDDS recommends relocating the stored furnishing and equipment from the parking garage, and restoring the parking spaces to their original configuration.

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5.4. Flatwork

Description

Sidewalks:	Flatwork consists of concrete sidewalks along the access areas of the building. An emergency exit stair located in the underground parking, provides access and exiting directly into the underground area from an exterior door located on Stevenson Street.
Patios/Decks:	No ground-level patios or decks are present at the Property.
Other:	No other significant flatwork is present at the property.

Observations/Comments

General Condition:	Good
Age/Last Action:	The flatwork at the Property is original and is maintained as part the routine maintenance.

Concerns:

• Significant Cracking	No significant cracking of the flatwork at the Property was noted during the assessment.
• Heaving/Settlement	No significant areas of heaving or settlement were observed during the assessment.
• Trip Hazards	No significant trip hazards were noted during the assessment of the property.
• Other	No other significant concern relating to the flatwork at the Property was noted by or reported to the NDDS assessor.
Recommendations:	No areas requiring immediate attention were noted. The flatwork at the Property should be addressed as part of routine maintenance.

5.5. Landscaping and Appurtenances

Description

Landscaping:	There is no landscaping on the Property.
Sprinkler System:	Not applicable
Property Lighting:	There is no property-owned site lighting at the Property. The building generally occupies the entire site, lighting at the main building entry is provided by down lights located above the main door.
Fencing/Walls:	No privacy fencing or retaining walls are present on the Property.

SAMPLE

Other:	No other significant appurtenances were observed.

Observations/Comments

General Condition:	Good
Age/Last Action:	The building lighting is addressed as part routine maintenance.

Concerns:

• Poor Landscaping	Not applicable
• Inadequate Lighting	NDDS completed its assessment during daylight hours. No significant concerns relating to inadequate or non-functional lighting were reported to the NDDS assessor. No obvious damage to the lighting fixtures was observed.
• Damaged Fences/Walls	Not applicable.
• Other	No other significant concerns were noted by or reported to the NDDS assessor.
Recommendations:	The lighting should be addressed as part of the routine maintenance of the Property.

5.6. Ancillary Structures

Description

Ancillary Structures:	The Property does not contain any ancillary structures.

Observations/Comments

General Condition:	Not applicable.
Age/Last Action:	Not applicable.
Concerns:	Not applicable.
Recommendations:	Not applicable.

SAMPLE

6. STRUCTURAL FRAME AND BUILDING ENVELOPE

6.1. Foundation

Description

Foundation: Within the authorized scope of this evaluation, definitive determination of the foundation systems was not possible as we had no opportunity to perform destructive testing, and only was able to make limited observations of foundations due to lack of accessibility. Based on our experience with similar properties, and observation of the visible portions of the building at the underground parking, the building foundation appears to consist of a large concrete mat footing with concrete piles or perimeter continuous concrete footings supporting concrete retaining walls, and isolated spread footings supporting steel columns. The building floor is constructed of cast in place concrete in bottom level of subterranean parking garage.

Observations/Comments

General Condition: Good

Age/Last Action: The foundation is original.

Concerns:

- Cracks/Settlement: No significant foundation cracks or settlement were noted by or reported to NDDS's assessor.
- Water Damage: No major areas of flooding or water damage that would be associated with concerns relating to the foundation were noted by or reported to NDDS's assessor.

Recommendations: No significant concerns relating to the foundation were noted and no major expenditures relating to the foundation are anticipated during the reserve term.

6.2. Building Frame

Description

Building Frame: The elevated floors and roof are framed with concrete fill placed on light gauge corrugated steel deck. The composite deck spans between steel wide-flange girders. Steel studs welded through the deck to the steel beams and girders

SAMPLE

develop composite action between the concrete and the steel. Steel wide-flange columns support the floor and roof framing. The primary lateral load resisting elements of the building are moment resisting steel frames in conjunction with rigid floor and roof diaphragms.

Decking Between Floors: The elevated floors are framed with concrete fill placed on light gauge corrugated steel deck.

Roof Framing/Decking: The roof consists of steel framing supporting the roof system assembly.

Observations/Comments

General Condition: Fair/Good

Age/Last Action: The framing is original and maintained as needed. During our site visit, structural beams were observed in the basement level to have had areas of alterations including the installation of "L" brackets at select locations fastened onto the underside of the floor decking, presumably to provide supplemental lateral seismic bracing in order to minimize building sway in the event of movement activities. No information regarding these alterations was provided to NDDS.

Concerns:

- Wall Cracks: No significant signs of cracking were observed on the interior or exterior walls. No history of cracking was reported to the assessor.
- Bowed Walls: No evidence of bowed walls was noted by or reported to NDDS's assessor.
- Sagging Ceilings/Floors: No evidence of sagging ceilings or floors was noted by or reported to NDDS's assessor.
- Sticking Doors/Windows: No sticking doors and windows were noted that would indicate significant movement of the building.

SAMPLE

• Deteriorated Framing	No deteriorated framing or support members were observed by or reported to the NDDS assessor.
• Fire-Retardant Decking	The use of fire-retardant plywood decking started in the early 1980s. Certain types of fire-retardant treated plywood rapidly deteriorate when exposed to excessive heat and humidity or may cause nails or metal fasteners to corrode. Common signs of fire-retardant plywood include darkening of the wood and the presence of a powder-like substance, warping of the roof and the curling of shingles. No plywood decking is present.
• Other	NDDS observed several isolated areas of damaged and missing spray-applied fireproofing materials.
Recommendations:	NDDS recommends spot repair of the missing spray-applied fireproofing materials on the structural elements. **Funds have been allocated in Table 1 – Opinion of Probable Costs to Remedy Physical Deficiencies & Deferred Maintenance.**

6.3. Façades or Curtain Wall

Description

Exterior Walls:	The building is clad with a combination of architectural precast concrete and glazed aluminum windows.
Doors/Windows:	The main entrance consists of one pair of heavy stile aluminum framed glass doors with power assist for ADA compliance. The rear entrance of the building consists of one pair of heavy stile aluminum framed glass doors with security hardware. There are two types of windows in the exterior façade system. The majority of the windows are aluminum framed while the Market Street elevation has structural glass windows on all but the seventh floor.
Stairs/Walkways/Landings:	No exterior stairs are present.

SAMPLE

Observations/Comments

General Condition: Fair/Good

Age/Last Action: The structural components of the facades, including the exterior walls, windows and doors, are original. Repairs and periodic maintenance, such as painting and caulking, are handled on an as-needed basis.

Concerns:

- Use of EIFS

An exterior insulation and finish system (EIFS), also referred to as synthetic stucco, refers to a multi-layered exterior wall system consisting of a base coat, mesh and insulation board, and a finish coat that are mechanically secured or glued to plywood or another substrate. Research has discovered that if water enters the EIFS wall system through surface penetrations, around flashings at architectural details and past caulked joints around window and door openings, the structural wood framing and sheathing can rot. No evidence of EIFS was observed.

- Use of Hardboard Siding

Hardboard siding is made by combining wood shavings or fibers with resins or glues. Class action suits have been brought against some manufacturers of these products, including Masonite and Louisiana Pacific. These suits claim that the siding warps, swells and generally deteriorates. No hardboard siding was observed during the site visit.

Recommendations: Overall, the materials in the various exterior walls appear to be in good condition except for the general listing of items identified in the sub-specialist report. These materials, with proper maintenance, should last well into the future with no need for capital expenditures.

For a more detailed and comprehensive condition assessment and water tightness integrity of this component, please refer to the condition report prepared by the Façade consultant in Appendix F of this report.

SAMPLE

6.4. Roofing

Description:

Roofing System:	The original roof is a modified bitumen roof system which is torched applied to the structural deck. The structural deck is a combination concrete/metal pan type deck. In 1997 a protective emulsified coating was placed over the modified membrane and flashings. A layer of extruded polystyrene insulation was placed over the roof system. Stone ballast was placed over the insulation. The flashing membrane is raised and terminated under a metal counter flashing detail along the perimeter and penthouse walls.
Drainage:	Drainage on both roof areas is internal. Cast iron drains have been placed at various locations.
Parapets/Coping:	On the penthouse roof, the flashing membrane along the perimeter terminates under a metal coping cap.
Other:	There are two small balcony roof located on the 6th and 7th floor. The balcony decks are poured concrete. One balcony has pavers placed over the concrete.

Observations/Comments

General Condition:	Fair/Good
Age/Last Action:	The building was constructed in 1983. In 1997 a major restoration of the building was performed. This included the original roof system.

Concerns:

• Leaks	No significant active leaks were noted by or reported.
Recommendations:	Overall, the roofing systems appear to be in good to fair condition, including several anomalies identified. **For a more detailed and comprehensive condition assessment and water tightness integrity of this component, please refer to the condition report prepared by the Roofing consultant in Appendix F of this report.**

SAMPLE

7. MECHANICAL, ELECTRICAL AND PLUMBING SYSTEM

7.1. Heating, Ventilation and Air Conditioning

Description

Heating and Cooling: All occupied spaces are air conditioned with mechanical cooling and heating provided by a central chiller-boiler plant located in the rooftop penthouse. Chilled water for cooling in generated in two (2) original vintage 1983 centrifugal chillers, rated at 161-Tons and using refrigerant R113. Heat rejection for chillers is accomplished using a 1983 cooling tower that has been refurbished. A secondary small supplementary cooling tower (2010) was recently added on the roof. Chilled water is circulated by 2 ea. 10-Hp pumps to cooling coils located inside a large built-up air handle unit in the penthouse. Cooled supply air is circulated in a variable air volume (VAV) scheme using two original 60-Hp centrifugal fans that have been retrofit with variable frequency drives (VFD). Hot water for heating is supplied from 2 ea. gas-fired 1983 boilers. Hot water is circulated via 3-Hp pumps to terminal reheat coils in the perimeter space zone VAV boxes. Installed cooling capacity is estimated at 487-SF per Ton.

Observations/Comments

General Condition: Fair/Good

Recommendations: The HVAC systems appeared to be in good to fair operating condition. However, based on the age and condition of HVAC equipment upgrade and replacement should be anticipated during the evaluation period.

For a more detailed and comprehensive condition assessment of the HVAC system at the Property, please refer to the condition report prepared by the MEP-FLS consultant in Appendix F of this report.

SAMPLE

7.2. Electrical

Description

Electric Service:	Existing electrical power is provided by Pacific Gas & Electric (PG&E) into an original 1983 metered distribution switchboard rated at 2,500-Amps (with a 2,500-Amp main disconnect circuit breaker) for 277/480-Volt, 3-phase, 4-wire service. Installed electrical capacity is 11.3-Watts per SF. Lighting voltage is 277-Volts and transformers provide 120/208-Volt plug load power. 100 & 225-Amp sub-panels have some limited spare capacity remaining. Lighting is mostly old-style 4-ft. F40 T12 fluorescent fixtures. There is a 70-kW diesel engine driven emergency power generator located on the roof.
Wiring:	Branch wiring was noted to be copper.

Observations/Comments

General Condition:	Fair/Good
Concerns:	
• Insufficient Capacity	No concerns regarding the capacity of the electrical system were reported to NDDS.
• Aluminum Wiring	No aluminum branch wiring was observed.
Recommendations:	In general, the electrical systems for the Property, including main switchboards, transformers, distribution circuit breaker panels, contactors, lighting and wiring system appear in generally good condition and adequately sized for the intended use of the facilities. **For a more detailed and comprehensive condition assessment of the electrical systems at the Property, please refer to the condition report prepared by the MEP-FLS consultant in Appendix F of this report.**

SAMPLE

7.3. Plumbing

Description

Supply Piping:	Domestic water is provided by the City of San Francisco in a 3-in. metered copper line from the south through a backflow prevention/check valve device. Water is served into the building through a 1983 triplex domestic water booster pump skid that has been retrofit with VFD's.
Waste Piping:	Sewage flows by gravity towards the south in a 6-in, cast iron lateral.
Hot Water Production:	Domestic hot water is provided by three (3) electric tank-type water heaters located in the ceiling space on Floors 3, 6 & 9.

Observations/Comments

General Condition:	Fair/Good
Age/Last Action:	The supply and waste piping is original and is maintained as part of the routine maintenance of the facility. Water heaters are replaced on an as-needed basis.

Concerns:

• Inoperable Equipment	All of the systems and equipment observed were operable at the time of the assessment. No significantly obsolete equipment was noted. No concerns regarding inoperable equipment was reported to NDDS by the property contacts.
• PB Piping	Polybutylene (PB) piping was used extensively in the south and west during the 1980s. Major problems with this piping were reported and numerous class-action suits resulted. The problems arise because the plastic fittings used with PB piping allegedly corrode when they come in contact with the chlorine in tap water. This problem can often be remedied by replacing the cemented plastic fittings with compression fittings. Newer installations that employ copper or brass fittings and manifold systems are typically quite reliable.

SAMPLE

- ABS Piping

Acrylonitrile-butadiene-styrene (ABS) pipe is rigid black plastic pipe used to drain sinks, tubs, showers, toilets, washing machines and dishwashers. Six class action complaints allege that ABS pipe manufactured at certain times between 1984 and 1990 by Polaris Pipe Co. ("Polaris"), Gable Plastics, Inc. ("Gable"), Centaur Mfg., Inc. ("Centaur"), Centaur Marketing, Inc. a/k/a Phoenix Extrusion Co. ("Phoenix"), and Apache Plastics, Inc. ("Apache") is defective and may leak. The overwhelming majority of the allegedly defective ABS pipe at issue is located in the State of California. No ABS piping was noted by or reported to the NDDS assessor.

- Galvanized Piping

Galvanized pipe is defined as "a steel pipe or wrought-iron pipe, of standard dimensions, which has been galvanized by coating it with a thin layer of zinc." Galvanized piping has been utilized as a water supply system throughout the country, and is not limited to certain dates of construction. Galvanized piping systems typically exhibit corrosion more quickly than other plumbing systems. Galvanized steel piping is still in use; however, it is not installed in modern construction. It oxidizes from the inside out, the oxidation (rust) reduces the interior diameter of the pipe, restricting the flow of water and it usually first leaks at threaded joints where the pipes are joined. Galvanized pipe corrodes more quickly when it comes in direct contact with copper; dielectric couplers are special connectors to prevent galvanic action or electrolysis. No evidence of galvanized piping was noted by or reported to the NDDS assessor.

Recommendations:

The plumbing fixtures and equipment appeared to be in good to fair condition, requiring upgrades and replacement, based on the EUL, over the evaluation period.

For a more detailed and comprehensive condition assessment of the plumbing fixtures and equipment at the Property, please refer to the condition report prepared by the MEP-FLS consultant in Appendix F of this report.

SAMPLE

7.4. Elevators and Escalators

Description

Elevators:	The building is served by four geared traction passenger elevators providing access to all levels, three of which are rated at 3,000 pounds, and one rated at 3,500 pounds.
Escalators:	No escalators are present at the Property.
Other:	No other significant lifts or mechanical forms of vertical transport systems were noted at the Property.

Observations/Comments

General Condition:	Good
Age/Last Action:	The elevators were modernized by ThyssenKrupp Elevator In 2005. The elevators logic controllers with generator drives were replaced in 2005 with high quality Motion Control Engineering (MCE), microprocessor logic, and energy efficient solid-state motor drives.
Concerns:	
• Inoperable Equipment	All of the elevators were operable on the day of the assessment.
• Other	No other concerns regarding the elevators at the Property were noted by or reported to the NDDS assessor.
Recommendations:	The elevators are maintained under an annual service contract that includes all necessary repairs and replacement.

For a more detailed and comprehensive condition assessment of the elevator equipment at the Property, please refer to the condition report prepared by the Conveyance Systems consultant in Appendix F of this report.

SAMPLE

8. INTERIOR ELEMENTS

8.1. Common Areas

Description

Interior Finishes:	The main lobby is finished with stone floors, painted gypsum walls, and painted gypsum board ceiling, along with contemporary lighting fixtures. The corridors on the upper floors are finished with carpeted floors, painted gypsum walls, and acoustical ceiling panels. Restrooms finishes include stone tile flooring and wet walls, as well as drywall ceiling panels.

Observations/Comments

General Condition:	Fair/Good
Age/Last Action:	The common area finishes vary in age and condition.

Concerns:

• Damaged Walls/Ceilings	No significant damage to the walls and ceilings of the common areas was noted during the assessment.
• Damaged/Worn Flooring	The common area floors were generally in good condition with no significant areas of damage or wear observed.
Recommendations:	Interior common area finishes, such was walls and ceilings, can be repaired and painted as needed as part of the routine maintenance of the property. Periodic replacement of carpeting is anticipated during the evaluation period. **Costs have been included in Table 2 - Capital Replacement Reserve Schedule.**

8.2. Tenant Spaces

Description

Interior Finishes:	The interiors of the tenant spaces are finished out to meet the needs of the individual tenant spaces. Generally speaking the walls are painted or wallpapered gypsum board, the ceilings are suspended systems with lay-in panels and the floors are a mixture of carpeting and tile.

SAMPLE

Observations/Comments

General Condition: Fair/Good

Age/Last Action: The interior finishes vary in age and condition.

Concerns:

- Damaged Walls/Ceilings — No significant damage to the walls and ceilings of the tenant areas was noted during the assessment.

- Damaged/Worn Flooring — The flooring in the tenant spaces was generally in good condition with no significant areas of damage or wear observed.

Recommendations: Tenant area finishes, such was walls and ceilings, can be repaired and painted as needed as part of the routine maintenance of the property. Periodic replacement of carpeting is anticipated during the evaluation period. **Costs have been included in Table 2 - Capital Replacement Reserve Schedule.**

SAMPLE

9. LIFE SAFETY/FIRE PROTECTION

9.1. Sprinklers and Standpipes

Description

Fire Sprinklers and Standpipes:	Overhead firewater sprinklers serve the entire structure. Firewater enters in a 6-in. pipe from the north into a main electric firewater circulation pump and a back-up diesel engine driven firewater pump. There is also a large, open-top water reservoir in the basement. There is a 6-in. wet riser (with flow and tamper alarms) located in the stairwell that branches off for each floor.

Observations/Comments

General Condition:	Good
Age/Last Action:	The fire sprinkler system is original and is maintained as part of the routine maintenance of the facility.

Concerns:

• Inoperable Equipment	There were no obvious visual indications of inoperable fire sprinkler equipment.
• Insufficient Water Pressure	The water pressure at the Property appears sufficient to operate the fire sprinkler system.

Recommendations:	No major overhaul or replacement of the fire sprinkler system is anticipated during the evaluation period. The system should continue to be maintained as part of the routine maintenance of the facility.

For a more detailed and comprehensive condition assessment of these elements, please refer to the condition report prepared by the MEP-FLS consultant in Appendix F of this report.

SAMPLE

9.2. Alarm Systems

Description

Fire Alarm Systems:	There is an original 1983 zoned-type fire alarm panel that makes an autodial-out signal and handicapped horns and strobes are installed.

Observations/Comments

General Condition:	Good
Age/Last Action:	The alarm systems at the Property are maintained as part of the routine maintenance of the facility.

Concerns:

• Inoperable Equipment	All of the systems and equipment observed appeared operable at the time of the assessment. No inoperable equipment was reported to the NDDS assessor.
Recommendations:	The systems should continue to be maintained as part of the routine maintenance of the facility.

For a more detailed and comprehensive condition assessment of these elements, please refer to the condition report prepared by the Fire Protection Life/Safety Systems consultant in Appendix F of this report.

SAMPLE

10. ADDITIONAL CONSIDERATIONS

10.1. Natural Hazards

Description

Seismic Zone:	Zone 4 - area with a high probability of damaging ground motion. Source: Uniform Building Code, Figure 16-2, Seismic Zone Map of the U.S.
Flood Plain Designation:	According to written information (letter dated July 24, 1985) received from the City of San Francisco Planning Department; The Federal Emergency National Flood Insurance Program (FEMA) agency responsible for managing the Flood Insurance Program has not identified any flood hazard areas in the City and County of San Francisco and as a result, the City is not participating in the National Flood Insurance program
Wind Zone and Hurricane Susceptible Region:	Wind Zone I (130 mph) Hurricane Susceptible Region: No Source: Wind Zones in the United States map www.fema.gov/plan/prevent/saferoom/tsfs02_wind_zones.shtm

Observations/Comments

Seismic Concerns:	Properties located in Zones 3 or 4 are considered potentially vulnerable to significant impact from earthquake activity. The Property is located in one of these zones of elevated risk of seismic activity.
Wind or Hurricane Concerns:	Properties located in high Wind Zones III or IV, Special Wind Region or Hurricane Susceptible Region is considered potentially more vulnerable to significant impact from wind and hurricanes (high wind, storm surge, etc.). The Property is not located in any of these zones.
Recommendations:	Given the seismic zone for the area including the Property, NDDS was retained to conduct a Seismic Risk Assessment or more commonly known as Probable Maximum Loss (PML) assessment of the property. The PML assessment will be provided under separate cover.

SAMPLE

10.2. Microbial Contamination (Mold)

Description

A visual screening for suspect mold was conducted. The screening was limited to observations in the areas walked and should not be considered a comprehensive survey of the property. No sampling was conducted. No assessment or assessment behind walls or in any other generally inaccessible areas was performed. When applicable, areas of reported or likely water leaks or water intrusion/penetration were inspected.

Observations/Comments

Concerns:	No significant indications of mold or water infiltration were noted by NDDS's assessor. No concerns relating to mold or water infiltration were reported to NDDS by property management or the tenants.
Recommendations:	No concerns relating to mold were identified during the assessment and no further action is recommended at this time.

10.3. Americans with Disabilities Act

Title III of the Americans with Disabilities Act of 1990 (ADA) prohibits discrimination on the basis of disability by public accommodations and requires places of public accommodation and commercial facilities to be designed, constructed and altered in compliance with the accessibility standards outlined in the regulations. Places of public accommodation are facilities, or portions thereof, that are operated by a public entity, whose operations affect commerce and would be open to the public. General categories include: 1) Hotels or other place of lodging; 2) Restaurants other establishments serving food or drink; 3) Theaters or other places of exhibition or entertainment; 4) Convention centers or other places of public gathering; 5) Grocery stores or other sales or rental establishments; 6) Banks or other service establishments; 7) Bus terminals or other transportation stations; 8) Museums or other places of public display; 9) Parks or other places of amusement; 10) Nurseries, schools or other places of education; 11) Day care centers or other social service centers; and, 12) Bowling alleys or other places of exercise or recreation. Commercial facilities include facilities whose operations will affect commerce and are intended for non-residential use by a private entity such as manufacturing facilities and office buildings. Private clubs and residences are not covered under the ADA. A facility can be a mixture of any of these categories, for example a manufacturing facility that has an extensive customer service operation would be considered a public accommodation at the service area and a commercial facility for the remainder of the facility.

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All places of public accommodation and commercial facilities constructed for first occupancy after January 26, 1993 must be constructed to be accessible. Any alteration made to a place of public accommodation or commercial facility after January 26, 1992, must be made so as to ensure that, to the maximum extent feasible, the altered portions of the facility are readily accessible to and useable by individuals with disabilities. Alterations include, but are not limited to, remodeling, renovations, rehabilitation, reconstruction, historic restoration, changes or rearrangement in the plan configuration of walls and full-height partitions. Normal maintenance, reroofing, painting or wallpapering, asbestos removal, or changes to mechanical and electrical systems are not alterations unless they affect the usability of the building or facility.

A public accommodation is required to remove architectural barriers in existing facilities, prior to the making of any alterations, where such removal is readily achievable, i.e., easily accomplished and able to be carried out without much difficulty or expense. Examples include, but are not limited to, providing designated handicapped parking spaces, adding small ramps and curb cuts, widening doorways, rearranging furniture, adding raised markings on elevators, installing grab bars in toilet stalls and rearranging toilet partitions to increase maneuvering space. If not readily achievable, alternative methods of providing service, such as access to the management office, must be offered. Alternative methods include, but are not limited to, installing an intercom system between the leasing office and an accessible area, or relocating activities to accessible locations. The determination as to whether removal of a barrier or an implementation of a component or system is readily achievable is often a business decision, which is based on the resources available to the owner or tenants, and contingent upon the timing of implementation. Determination of whether barrier removal is readily achievable is on a case-by-case basis; the United States Department of Justice did not provide numerical formulas or thresholds of any kind to determine whether an action is readily achievable. It is the property owner's burden to prove that a modification is not readily achievable, or would pose an undue financial or administrative burden.

SAMPLE

NDDS is providing a Tier I survey. A Tier I survey is limited to visual observations and does not include taking extensive measurements or counts, or the inspection all areas of the Property. As such, a Tier I inspection would not be expected to be as comprehensive or accurate as a Tier II or Tier III ADA survey. The scope of this limited visual survey is specifically limited to the following four areas: parking, path-of-travel, public restrooms and elevators. NDDS's opinions regarding ADA compliance should be considered preliminary and a finding that the property is in general compliance with ADA guidelines should not be construed to mean that no areas of ADA non-compliance exist.

On July 23, 2004, the Architectural and Transportation Barriers Compliance Board (also known as the Access Board) published a final rule adopting revised guidelines to implement the ADA and the Architectural Barriers Act (ABA) in the Federal Register. 69 Fed. Reg.44083. These guidelines became effective on September 21, 2004 as guidance for the ADA standard-setting agencies (Department of Justice and Department of Transportation) and the ABA standard-setting agencies

(Department of Defense, Department of Housing and Urban Development, the General Services Administration, and the U.S Postal Service). Each of these standard-setting agencies is required to publish enforceable regulations that include design standards that consistent with the Access Board's guidelines. The Access Board's guidelines have no legal effect on the public until the standard-setting agencies have completed their rule making process.

The Department of Justice has published an Advance Notice of Proposed Rulemaking (ANPRM) to begin the process of revising the Department's ADA regulations to adopt design standards that are consistent with the revised ADA Accessibility Guidelines published by the Access Board.

The ANPRM is the first of three steps in the regulatory process and is designed to solicit public comment on several issues relating to the potential application of the revised guidelines and to obtain background information needed for the regulatory impact analysis (a report analyzing the economic costs and benefits of a regulatory action) that will accompany the proposed and final rules. The ANPRM will be followed by notice of proposed rulemaking (NPRM) and a final rule.

Parking Facility

The term "parking facility" is used instead of the term "parking lot" in the ADA guidelines so that it is clear that both parking lots and parking structures are required to comply with these requirements. The number of parking spaces required to be accessible is to be calculated separately for each parking facility; the required number is not to be based on the total number of parking spaces provided in all of the parking facilities provided on the site. Each parking facility should comply with the following table.

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Parking Requirements:	Total Spaces	Total ADA	ADA Van
Proposed in ( )	1-25	1	1
	26-50	2	1
	51-75	3	1
	76-100	4	1
	101-150	5	1
	151-200	6	1
	201-300	7	1(*2*)
	301-400	8	1(*2*)
	401-500	9	2
	501-1000	2% of total	1 of 8 (*1 of 6*)
	> 1000	20, plus 1 for each 100, or fraction thereof, over 1,000	1 of 8 (*1 of 6*)

Description

Parking Facilities: Parking is designed to accommodate 20 vehicles including two disabled-designated stalls.

Observations/Comments

Concerns:

- Insufficient Spaces — The number of ADA and van-accessible ADA parking spaces at the Property, as designed meets the current and proposed regulations.

Recommendations: The Property was in compliance with the current and proposed ADA parking requirements and no further action is required at this time.

Path of Travel

There should be at least one accessible route provided within the boundary of the Property from public transportation stops accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks. An accessible route means having an adequate number of properly located, ADA compliant curb cuts, ramps and entrances with the appropriate signage.

Description

Accessible Path: Accessible paths at the Property were provided.

Observations/Comments

Concerns:

- Insufficient Curb Cuts — Curb cuts were present when needed along the accessible routes.
- Insufficient Ramps — Ramps were present as needed along the accessible routes.
- Insufficient Routes — There were a sufficient number of accessible routes at the Property. The routes appeared to be of sufficient width and free of obstacles.
- Insufficient Entrances — The accessible entrances appeared to be of sufficient width,

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with ADA compliant thresholds and hardware.

- Insufficient Signage — There was adequate signage to direct people to the accessible routes and entrances on the property.

Recommendations: The accessible routes on the Property appeared to be sufficient and in general compliance with the ADA guidelines and no further action is recommended at this time.

Restrooms

Restroom facilities should accommodate the disabled with respect to the existence of toilet stalls that appear to be designed for accessibility, lavatories or sink at accessible heights with adequate clearance underneath, and compliant emergency fire alarms and strobes.

Description

Restrooms: Restrooms are on all floors of the building. Restrooms observed appeared to be compliant.

Observations/Comments

Concerns:

- Improper Location — The ADA compliant restrooms were located along an accessible route.

- Inaccessible Restrooms — The entrance doors for each accessible restroom appeared to be at least 32 inches wide with accessible hardware. The corridors in the restrooms and the stall doors for the accessible stalls appeared to be at least 32 inches wide. The accessible stalls appeared to have at least 60 inches of turning diameter and contained grab bars.

- Inadequate Sinks — At least one sink in each accessible restroom appeared to be at an accessible height, with 29 inch clearance for wheelchairs. All exposed pipes were adequately insulated and the sink handles are operable without grasping, pinching or twisting.

- Insufficient Signage — The accessible restrooms had sufficient signage to identify

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them.

Recommendations: The restrooms at the Property appeared to be in general compliance with the ADA guidelines.

Elevators

Elevators should have call buttons with visual signals to indicate when a call is registered and answered; interior control buttons designated by Braille and by raised standard alphabet characters for letters and Arabic symbols for numerals; emergency controls grouped at the bottom of the control panel; interior panel floor buttons with visual signals which light when each call is registered and extinguish when each call is answered; visual and audible signaling provided at each floor stop; doors with a reopening device that will stop and reopen a car door if the door becomes obstructed; and an emergency two-way communications system, which does not require voice communication.

Description

Elevators: There are four elevators present at the Property.

Observations/Comments

Concerns:

- General observation — Items noted to be compliant with ADA accessibility guidelines generally include handrail deficiency.

Recommendations: The elevator at the Property did not appear to be in full compliance with the ADA guidelines.

For a more detailed and comprehensive assessment of the elevator accessibility at the Property, please refer to the condition report prepared by the Conveyance Systems consultant in Appendix F of this report.

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APPENDIX A

Figures

SAMPLE

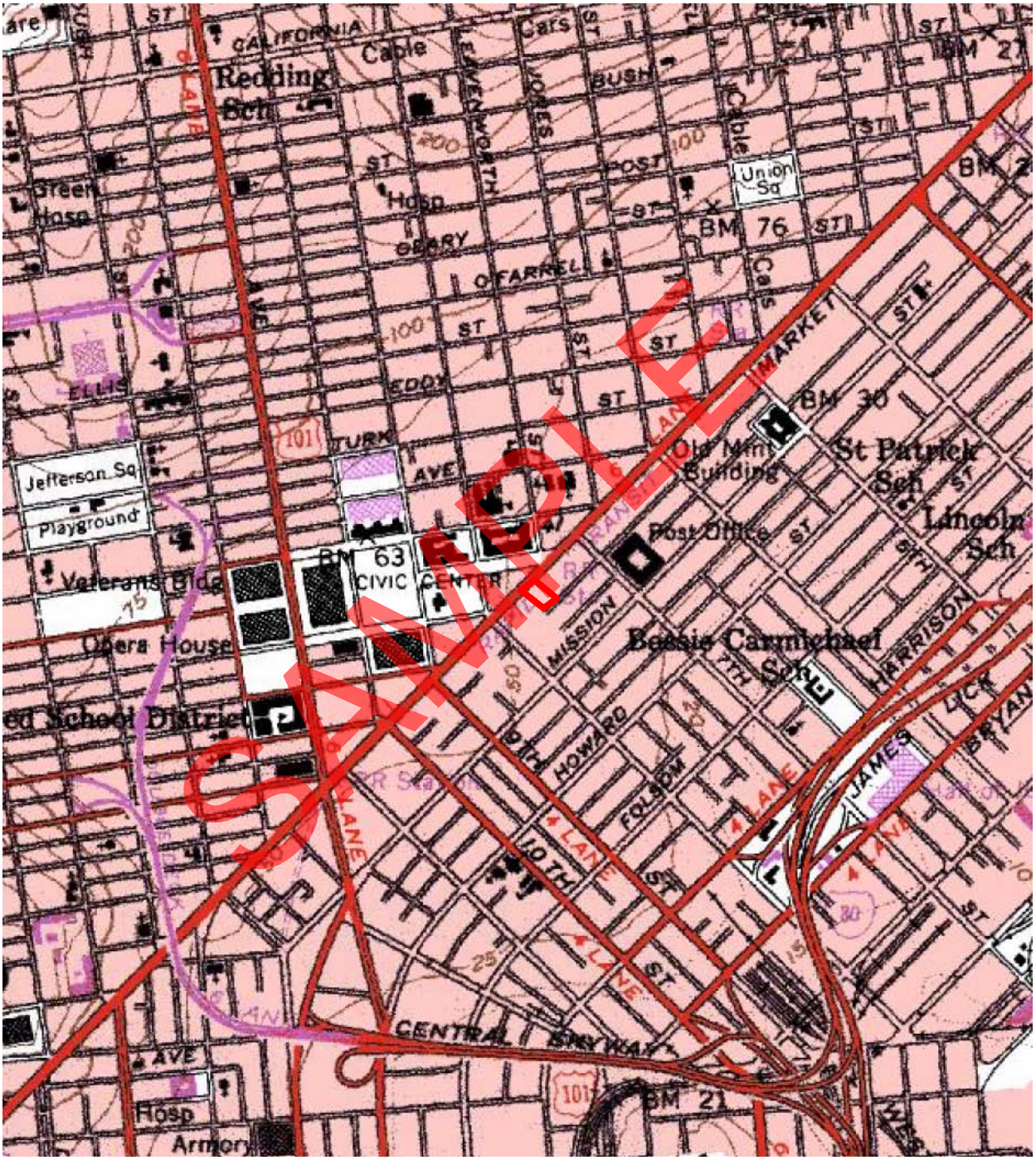
SITE LOCATION MAP

Public Utilities Building **1155 Main Street** **Any City, Any State** **NDDS Project No: 12-0250**	↑	Date:	
		Scale:	Not To Scale
	N		NDDS National Due Diligence Services
	FIGURE 1		

SITE DIAGRAM

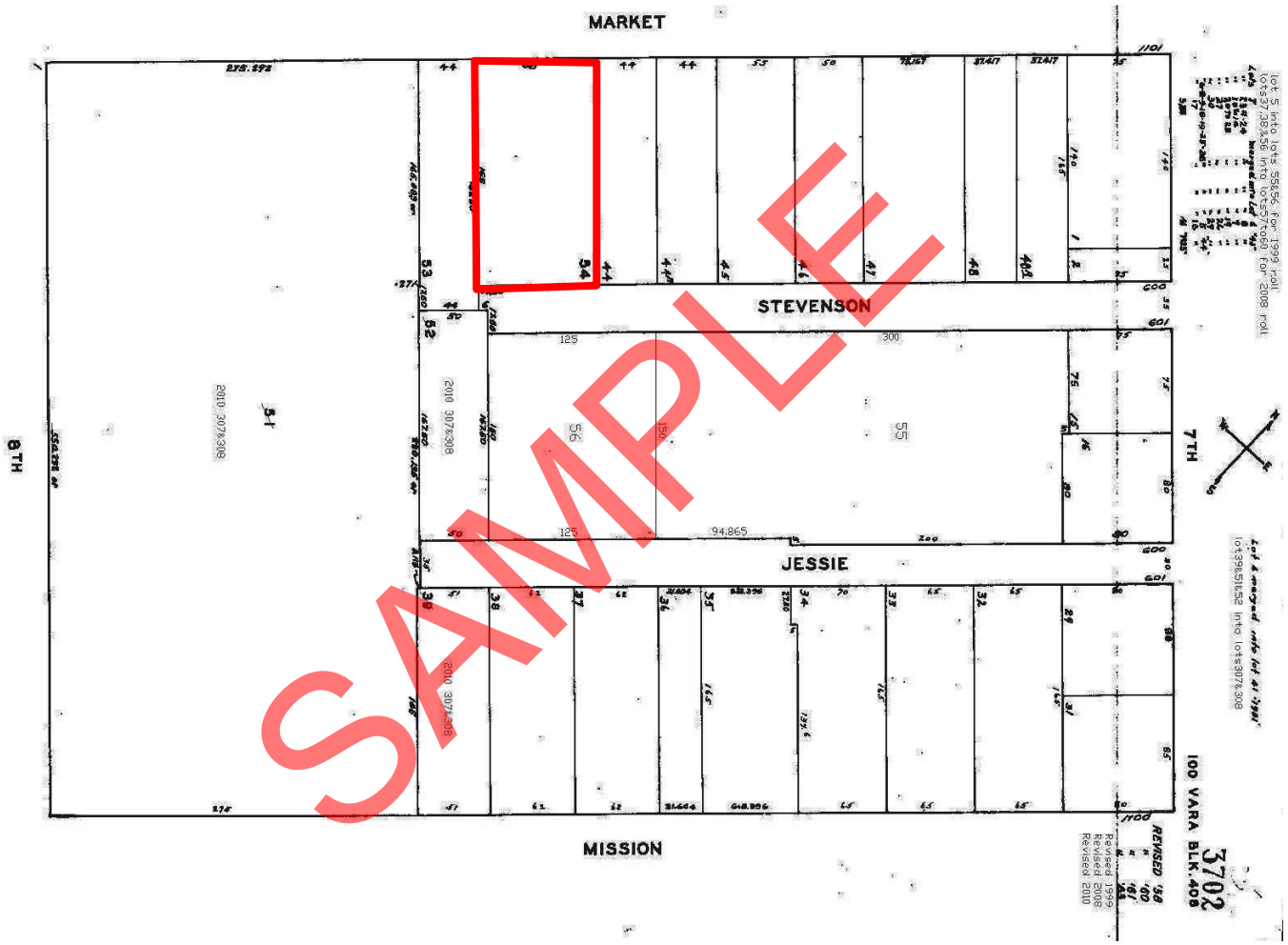
Public Utilities Building **1155 Main Street** **Any City, Any State** **NDDS Project No: 12-0250**	↑	Date:	
		Scale:	Not To Scale
	N		NDDS National Due Diligence Services
	FIGURE 2		

SITE TOPOGRAPHIC MAP



Public Utilities Building **1155 Main Street** **Any City, Any State** **NDDS Project No: 12-0250**	↑	Date:	
		Scale:	Not To Scale
	N		NDDS National Due Diligence Services
	FIGURE 3		

TAX MAP



Public Utilities Building **1155 Main Street** **Any City, Any State** **NDDS Project No: 12-0250**	↑	Date:	
		Scale:	Not To Scale
	N		NDDS National Due Diligence Services
	FIGURE 4		

Property Photographs

SAMPLE

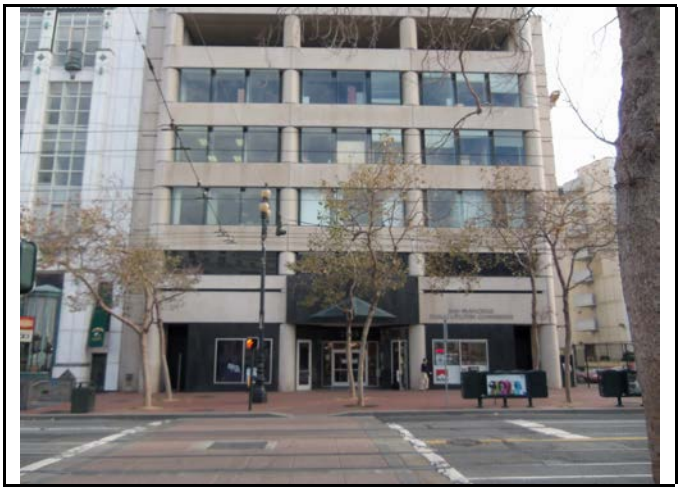


Photo 1. North side of the building, street view

Photo 2. North side of the building, upper stories

Photo 3. Roof, Penthouse structure

Photo 4. Typical elevator hoist

Photo 5. Typical Centrifugal Chiller

Photo 6. Small cooling tower

SAMPLE

SITE PHOTOGRAPHS	
Public Utilities Building **1155 Main Street** **Any City, Any State** **NDDS Project No: 12-0250**	NDDS National Due Diligence Services

Photo 7. Supply air circulation fans

Photo 8. Cooling coils

Photo 9. Gas-fired hot water boiler & compressor

Photo 10. Emergency generator w/diesel belly tank (AST)

Photo 11. Roof

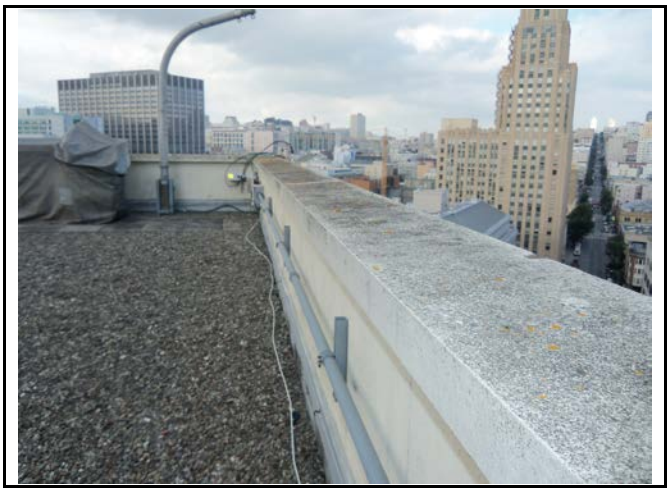


Photo 12. Parapet & wall caps

SAMPLE

SITE PHOTOGRAPHS	
Public Utilities Building **1155 Main Street** **Any City, Any State** **NDDS Project No: 12-0250**	NDDS National Due Diligence Services

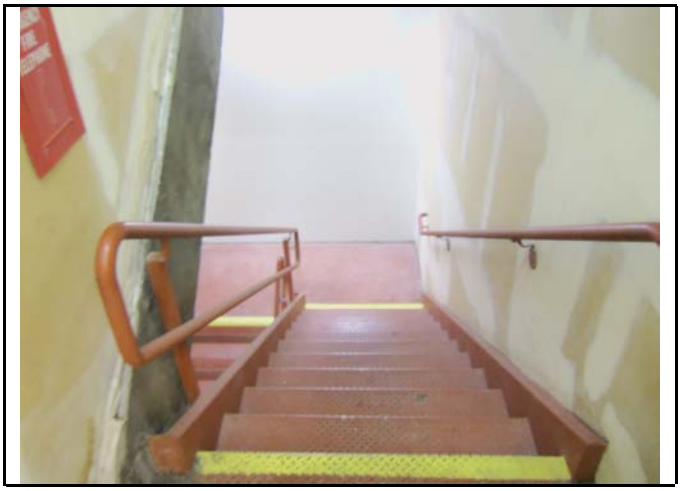


Photo 13. Typical egress stairway

Photo 14. Typical tenant corridor

Photo 15. Typical unoccupied tenant space

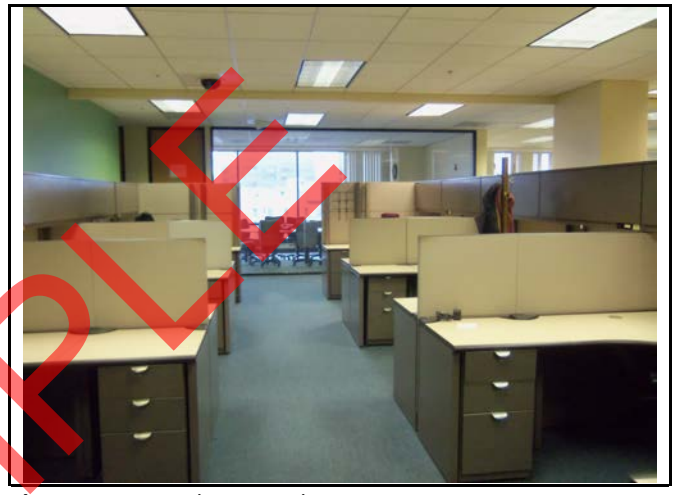


Photo 16. Typical occupied tenant space

Photo 17. Typical restroom w/sinks & fixtures

Photo 18. Typical ADA stall w/toilet & fixtures

SAMPLE

SITE PHOTOGRAPHS	
Public Utilities Building **1155 Main Street** **Any City, Any State** **NDDS Project No: 12-0250**	NDDS National Due Diligence Services

Photo 19. Typical electrical room

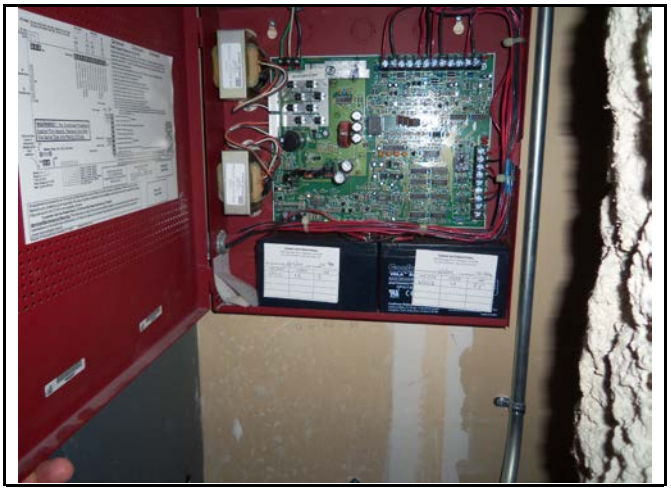


Photo 20. Typical fire panel

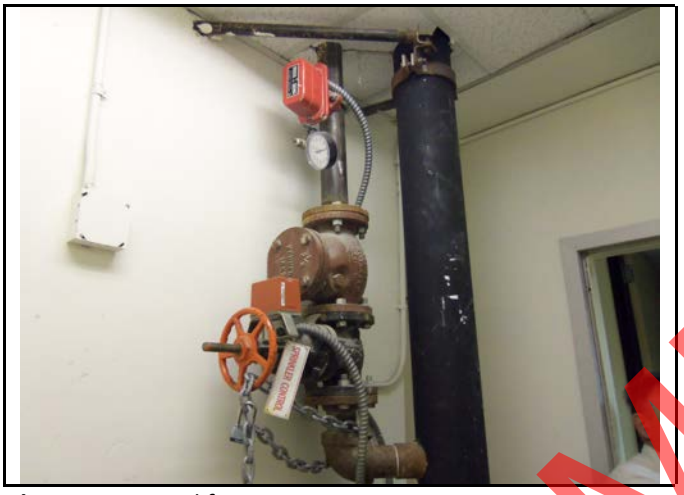


Photo 21. Typical fire riser

Photo 22. Typical fire riser inspection label

Photo 23. Typical fire extinguisher & inspection tag

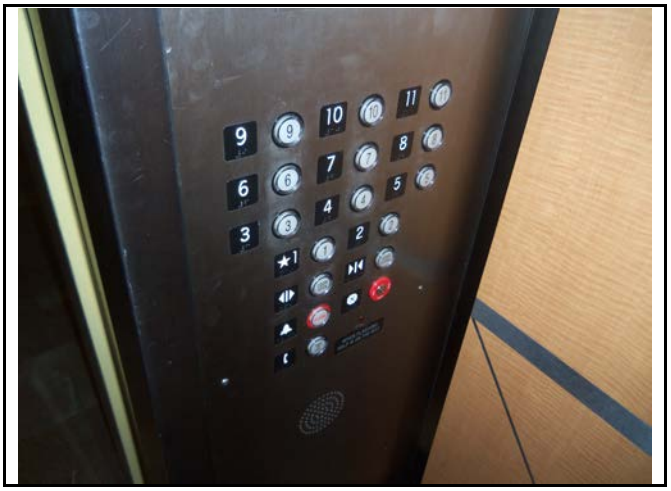


Photo 24. Typical elevator cab control panel

SAMPLE

SITE PHOTOGRAPHS	
Public Utilities Building **1155 Main Street** **Any City, Any State** **NDDS Project No: 12-0250**	NDDS National Due Diligence Services

Photo 25. Typical elevator cab interior

Photo 26. Typical elevator lobby

Photo 27. Elevator #1, basement/garage access

Photo 28. Elevator pit room

Photo 29. Fire riser pump room

Photo 30. Diesel AST for the fire riser emergency generator

SAMPLE

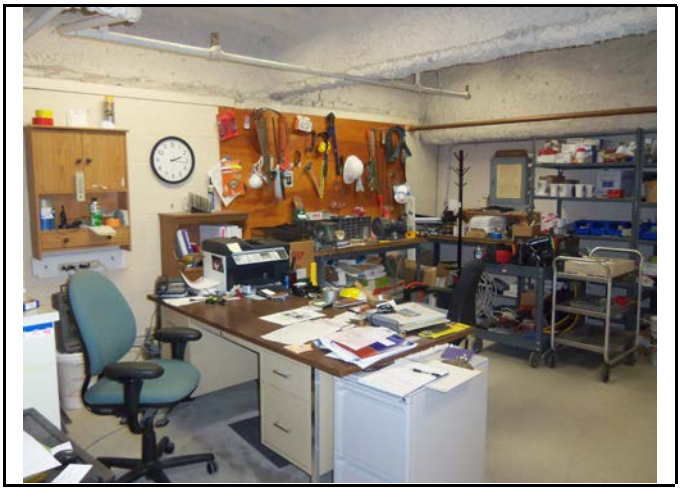


Photo 31. Site Manager/maintenance room

Photo 32. Gas meter located in the gas meter room

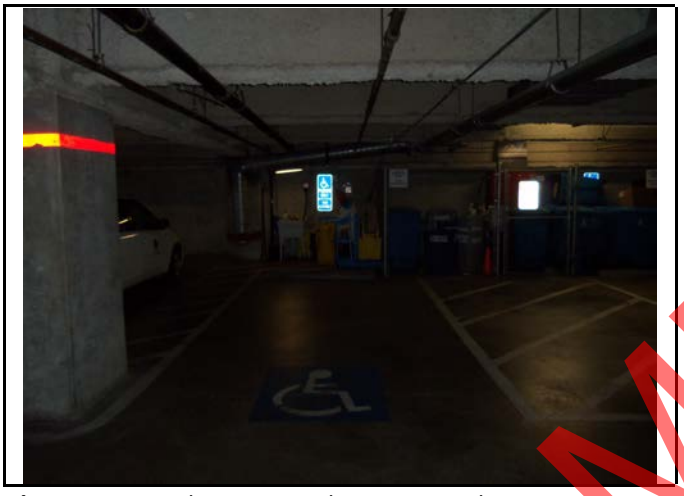


Photo 33. Typical ADA space, basement parking garage

Photo 34. Ramp for the underground garage

Photo 35. Entrance to the underground garage

Photo 36. Solid waste container

SAMPLE

SITE PHOTOGRAPHS	
Public Utilities Building **1155 Main Street** **Any City, Any State** **NDDS Project No: 12-0250**	NDDS National Due Diligence Services

Physical Deficiency/Deferred Maintenance and Capital Reserve Schedule

SAMPLE

TABLE 1

OPINION OF PROBABLE COSTS TO REMEDY PHYSICAL DEFICIENCIES - DEFERRED MAINTENANCE TABLE

NDDS
National Due Diligence Services

12/03/12

Public Utilities Commission Building
1155 Main Street
Any City, Any State
NDDS Project No.: 12-0250

ITEM	QUANTITY	UNIT	UNIT COST	IMMEDIATE COSTS	SHORT TERM COSTS	COMMENTS
Structural elements - fireproofing	1	LS	$5,000.00	$5,000		Spot-repair missing/damaged spray-applied fireproofing on structural steel
Façade	1	LS	$5,000.00	$5,000.00		Per Façade sub-specialist- see Façade Report in Appendix F for breakdown
Roof	1	LS	$2,500.00	$2,500.00		Per Roofing sub-specialist- see Roof Report in Appendix F for breakdown
Mechanical	1	LS	$25,000.00	$25,000.00		Per MEP sub-specialist- see MEP-FLS Report in Appendix F for breakdown
Plumbing	1	LS	$2,500.00	$2,500.00		Per MEP sub-specialist- see MEP-FLS Report in Appendix F for breakdown
Electrical	1	LS	$5,500.00	$5,500.00		Per MEP sub-specialist- see MEP-FLS Report in Appendix F for breakdown
Elevator	1	LS	$6,500.00	$6,500.00		Per Elevator sub-specialist- see Elevator Report in Appendix F for breakdown
ESTIMATED COST				**$52,000**	**$0**	

Total Physical Deficiencies - Deferred Maintenance:	**$52,000**

SAMPLE

TABLE 2

CAPITAL REPLACEMENT RESERVE SCHEDULE

NDDS
National Due Diligence Services

12/3/2012

Public Utilities Commission Building
1155 Main Street
Any City, Any State
NDDS Project No.: 12-0250

Projected Term:	12
Building Age:	29
No. of Buildings:	1
Building Area:	158,998
Facility Type:	Office

ITEM	EUL	EFF AGE	RUL	QUANTITY	UNIT	UNIT COST	SECTION/ PHOTO NO.	CAPITAL REPLACEMENT RESERVES SCHEDULE - COST PER YEAR YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	YEAR 11	YEAR 12	SUMMARY TOTAL RESERVES
SITE																				
Concrete sealing	5	3	2	6,000	SF	$2.00	5.3	-	$12,000	-	-			$12,000	-	-	-	-	$12,000	$36,000
EXTERIOR (see note below)																				
Façade - per Façade specialist	NA	vary	vary	NA	NA	NA	6.3	-	$45,090	$5,000	$5,000	$107,259	-	-	-	-	-	-	-	$162,349
Roof - per Roofing specialist	NA	vary	vary	NA	NA	NA	6.4	$3,000	$3,000	$240,000	-	-	-	-	-	-	-	-	-	$246,000
MECHANICAL (see note below)																				
HVAC - per MEP specialist	NA	vary	vary	NA	NA	NA	7.1	-	$84,000	-	$664,000	$544,340	-	-	-	-	$270,000	-	-	$1,562,340
Electrical - per MEP specialist	NA	vary	vary	NA	NA	NA	7.3	-	-	-	$5,500	-	-	$5,500	-	-	$5,500	-	-	$16,500
Fire/Life-safety - per FLS specialist	NA	vary	vary	NA	NA	NA	9.1	-	-	-	-	$235,500	-	-	-	-	-	-	-	$235,500
INTERIOR																				
Interior finishes	7	vary	vary	11	Floor	$1.00	8.1/8.2	-	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$25,000	$275,000
TOTAL UNINFLATED								**$3,000**	**$169,090**	**$270,000**	**$699,500**	**$912,099**	**$25,000**	**$42,500**	**$25,000**	**$25,000**	**$300,500**	**$25,000**	**$37,000**	**$2,533,689**
Inflation factor 2.5%								100.00%	102.50%	105.06%	107.69%	110.38%	113.14%	115.97%	118.87%	121.84%	124.89%	128.01%	131.21%	-
TOTAL INFLATED								**$3,000**	**$173,317**	**$283,669**	**$753,285**	**$1,006,787**	**$28,285**	**$49,287**	**$29,717**	**$30,460**	**$375,283**	**$32,002**	**$48,547**	**$2,813,640**
CUMULATIVE TOTAL INFLATED								$3,000	$176,317	$459,986	$1,213,271	$2,220,058	$2,248,343	$2,297,630	$2,327,347	$2,357,807	$2,733,090	$2,765,092	$2,813,640	-

Notes:

For details and breakdown of costs -refer to spcialists reports in Appendix F of this report

Definitions

AVE. EUL - Average Expected Useful Life
EFF. AGE - Effective Age (Estimated)
RUL - Remaining Useful Life (Estimated)
EA - Each; Var. - Var
SF - Square Feet; LF-Linear Feet
TI - Tenant Improvement
LS - Lump Sum

RESERVE SUMMARY	Total Uninflated	Total Inflated
Total Reserves	$2,533,689	$2,813,640
Per SF Reserves (All Years)	$15.94	$17.70
Per SF (Per Year)	$1.33	$1.47

SAMPLE

SAMPLE

APPENDIX D

Personal Qualifications

Gregory A. Tan

Education: **B.S Architecture, University of Santo Tomas, Manila Philippines**
B.S. Civil Engineering, University of Santo Tomas, Manila Philippines

Licenses/Registrations **California Contractor's License B455977 (inactive)**
Registered Environmental Assessor 06730 (REA)

Years of Experience: **35 years**

SAMPLE

Summary of Professional experience

Mr. Tan has more than 35 years of experience in all phases of architectural, engineering and construction principles, practices and management. He has expertise in the traditional environment of general construction, as well as real estate finance. He has demonstrated success integrating project management skills with risk recognition and liability management. He successfully developed and implemented project controls and due diligence policy guidelines in support of commercial real estate lending and acquisitions.

Prior to his tenure at National Assessment Corporation and LandAmerica Assessment Corporation , Mr. Tan was Vice President and Chief Engineer of the Real Estate Engineering Department at Bank of California for more than seven years, preceded by another four years with First Interstate Bank of California in a similar capacity. During this period, he successfully developed and implemented project controls and due diligence policy guidelines in support of the real estate lending and credit departments.

In addition, he established the Property Condition Assessment, Construction Cost Analysis, and Environmental Services sections of the Bank and was responsible for developing and implementing the real estate risk management policy for the Bank.

EXPERIENCE

BANK OF CALIFORNIA
1989-1997

Vice President and Chief Engineer

- Performed construction cost analysis of projects ranging from $1 million to $200 million to determine budget adequacy and distribution as well as conformance to plans and specifications.
- Managed on-site construction progress monitoring and enforced fund control procedures on several multimillion real

estate construction loans including the $300 million Towson Town Center Shopping Mall expansion located in Towson, Maryland.

- Managed and conducted Physical Condition Assessments on properties during pre-foreclosure proceedings for the Supervised Assets Department of the bank. Provided cost estimates for properties requiring deferred maintenance, structural as well as code compliance deficiencies and other repairs and replacement recommendations.

NATIONAL ASSESSMENT CORPORATION
1997-2003

Regional Principal

Director of Real Estate Engineering Services (REES)

- Developed program documents to support property condition assessment, seismic risk assessment and construction loan servicing scopes of work and report template formats.
- Conducted and managed several hundred due diligence Environmental Site Assessments, Property Condition Assessments and Seismic Risk Assessments for commercial real estate properties specializing in Class A office buildings.

LANDAMERICA ASSESSMENT CORPORATION
2003-2009

Vice President

National Client Manager

- Provided highest possible servicing of clients which included regular service calls and meetings, timely updates of active projects and ensured prompt delivery of reports.
- Performed follow up interviews with clients to obtain evaluation of services provided and develops processes for improvement as needed.

SAMPLE

AFFILIATIONS

Association of Asian American Architects and Engineers
Construction Specifications Institute (CSI) Associate Member
Filipino American Chamber of Commerce of Orange County

MICHAEL K. STEWART, SENIOR PROJECT/CLIENT MANAGER

YEARS OF EXPERIENCE: 26

EDUCATION

Bachelor of Arts Degree in Earth Sciences, University of North Carolina at Charlotte, 1990

Associate of Science Degree in Pre-Agriculture, Chowan College, 1982

Associate of Science Degree in Science, Chowan College, 1980

Diploma, Freedom High School, 1978

REGISTRATIONS

Licensed Professional Geologist in the State of Tennessee #4956, 2013

LICENSES AND CERTIFICATIONS

Annual 8-Hour HAZWOPER Refresher, 2013

AHERA Certified Asbestos Inspector, 2013

AHERA Certified Asbestos Management Planner, 2013

AFFILIATIONS

Member, American Society for Testing Materials, 2013

PROFESSIONAL EXPERIENCE

National Due Diligence Services, A Division of American Survey & Mapping, Inc., Senior Project/Client Manager, 2012 to Present

Assessment Management Services, LLC, Senior Project Manager/Scientist, 2003 to 2012

Excel Civil & Environmental Associates, PLLC, Senior Project Manager, 2000 to 2003

Mid-Atlantic Associates, PLLC, Project Manager, 1997 to 1999

Aquaterra, Inc., Project Manager, 1992 to 1997

Shield Environmental, Inc., Project Manager, 1991 to 1992

SPATCO Environmental, Inc., Project Manager, 1990 to 1991

S&ME, Inc., Field Manager, 1986 to 1990

MILITARY EXPERIENCE

North Carolina Army National Guard
Company A, 2nd of the 120th (Mechanized) Infantry
Service: 1985 - 1991
Honorable Discharge: 1991
Rank: Staff Sergeant/Squad Leader [E-6]
Primary Specialty: Infantry [11B]

PROFESSIONAL SUMMARY

Mr. Stewart has 26 years of experience in the environmental and engineering service industries. He has a strong background in petroleum, hazardous waste, and due diligence property assessments and is experienced with varied reporting standards, including ASTM, the EPA's All Appropriate Inquiry (AAI), and customized client and state formats. Mr. Stewart is a certified AHERA Asbestos Building Inspector and Asbestos Management Planner. Mr. Stewart has also conducted numerous subsurface investigations at Hazardous Waste and Petroleum Underground Storage Tank (UST) Sites.

RELEVANT PROJECT EXPERIENCE

Petroleum Underground Storage Tank Sites

Managed numerous petroleum USTs closures at various locations throughout Virginia, North Carolina, South Carolina, Tennessee, and Georgia. The closures included both the removal and disposal of the USTs, and in-place abandonment. In addition, at sites where the USTs were determined to be leaking, Mr. Stewart has managed the follow up subsurface investigations that determined both the delineation of the horizontal and vertical extents of petroleum constituents. Mr. Stewart has also developed corrective action plans, and managed the installation and operation of remediation technologies for petroleum sites.

Hazardous Waste Sites

Managed numerous subsurface investigations at Hazardous Waste Sites at various locations throughout North Carolina, South Carolina, Tennessee, and Georgia. The investigations included the delineation of both the horizontal and vertical extents of chlorinated solvent constituents. Not with standing, Mr. Stewart has also developed corrective action plans, and managed the installation and operation of remediation technologies for Hazardous Waste Sites.

Phase I Environmental Site Assessments

Conducted numerous Phase I Environmental Site Assessments (ESAs)/AAIs) at various locations throughout the United States, the Virgin Islands, and on the Island of Anguilla. The ESAs include high-rise office buildings, large hotels, resorts, hospitals, assistant living facilities, multi-family residential apartments, strip malls, large shopping centers, golf courses, and vacant land.

Property Condition Assessments

Conducted numerous Property Condition Assessments (PCAs) at various locations throughout the United States and the Virgin Islands. The PCAs include high-rise office buildings, large hotels, resorts, assistant living facilities, multi-family residential apartments, strip malls, and large shopping centers.

SPECIALIZED EDUCATION

Microbial Indoor Air Quality Investigations and Assessments Course, 2003.

Microbial Remediation: Design and Abatement Course, 2003.

SAMPLE

SAMPLE

APPENDIX E

Interview/Questionnaire Documentation/Correspondence

Property Condition Assessment
Pre Survey-Questionnaire

Return to: ***National Due Diligence Services***
A division of American Surveying and Mapping Inc.,
Corporate Headquarters – 3191 Maguire Blvd., Ste: 200
Orlando FL 32803
Telephone: 407-425-7979 Fax: 407-426-9741

NDDS
National Due Diligence Services
A Division of American Surveying & Mapping, Inc.

Property Location Street, City & State, Zip:			Tax ID:
Primary Use			
Site Area	Building Area	Number of Buildings	Number of Units
Other Improvements			
Energy Star, LEED, Others			

Occupancy	Of the total building area or number of units, what portion is
Vacant ☐ SF ☐ Units	List each unit
Un-rentable ☐ SF ☐ Units	List each unit

Management Details	Name	Phone	E-mail
Owner			
Property Manager			
Maintenance Supervisor			

Are full time maintenance staff employed at the Property by Property Management? ☐ Yes ☐ No

Are any improvements covered by warranty? (Indicate all which apply)

☐ Roof ☐ Building Envelope ☐ Boilers ☐ HVAC equipment

☐ Other equipment / appliances (Describe)

☐ Other improvements (Describe)

Regulatory Status

Has a certificate of occupancy been received? ☐ Yes ☐ No If yes, date? _____

Is the property in compliance with building, fire and zoning department requirements?

Are any unresolved issues regarding building, fire, or zoning requirements? (Indicate all which apply)

☐ Violation ☐ Corrective Action Notice ☐ Citation ☐ Demand ☐ Complaint

☐ Other

(Describe)

Utility Service Providers

Domestic Water		Fuel Oil (if applicable)	
Sanitary Sewer		Propane (if applicable)	
Electricity		Solid Waste (if applicable)	
Natural Gas (if applicable)		Hazardous Waste (if applicable)	

Indicate all of the following which are present at the property.

☐ Domestic water well ☐ Septic System ☐ Waste Treatment ☐ Lift Station

(Describe)

SAMPLE

Additional Property Information		
Year Built		
Last Major Remodel	Year	Describe

☐ Yes ☐ No	Are you aware of past or present fire, flooding or mold at the property? (Describe)
☐ Yes ☐ No	Are there any tenant complaints which have not been resolved? (Describe)
☐ Yes ☐ No	Are you aware of any recurring tenant complaints? (Describe)
☐ Yes ☐ No	Are you aware of water intrusion or leaks? ☐ Basement ☐ Crawl space ☐ Foundation ☐ Walls, windows and doors ☐ Roof ☐ Other (Describe)

Is one or more of the following present at the property? (Indicate all which apply)

Electrical:	☐ Fuses	☐ Aluminum branch wiring	☐ Federal Pacific Electric Circuit Breakers
Building Envelope:	☐ EIFS	☐ Synthetic Stucco	☐ Hardboard Siding
Plumbing:	☐ ABS piping	☐ Galvanized piping	☐ Polybutylene piping
Others:	☐ Fire retardant plywood roof sheathing		
	☐ Phenolic Foam Roof Insulation		
	☐ Cadet or Encore wall heaters manufactured before 1993		
	☐ Recalled fire sprinkler heads		
	☐ Tectum Roof Decking		

SAMPLE

Documentation

Are as-built plans available for review? ☐ Yes ☐ No

Have any of the following been completed previously? (Indicate all which apply)

☐ Property Condition Assessment ☐ Termite/Wood-boring Insects Assessment

☐ Roof Assessment ☐ Damage Assessment (Fire, flood, parking garage, foundation, structural…)

☐ Indoor Air Quality (Including mold) ☐ Other

(Describe)

Recent Improvements Describe capital expenditures completed in the previous three years	

Planned Improvements Describe capital expenditures planned in the next three years	

SAMPLE

The above information is true, correct and complete to the best of my knowledge and belief.

_____ _____

Signature **Date**

_____

Name

_____

Title

SOURCES OF INFORMATION				
CONTACT/AUTHOR	ORGANIZATION/DOCUMENT	DATE	PHONE/WEB SITE	INFORMATION SOUGHT
United States Dept. of Agriculture	USGS Topographic Map	1995	N/A	Property elevation, site setting, historical uses and estimated ground water flow direction
Uniform Building Code	Seismic Zone Map	1997	N/A	Seismic Zones of the United States
R.S. Means Company, Inc. Marshall & Swift Craftsman Book Company	Means Repair & Remodeling Cost Data Means Facility Cost Data Marshall Valuation Service National Renovation & Insurance Repair Estimator	Updated annually or sections updated at various times	N/A	Replacement Cost estimates
Marshall & Swift United States Department of Housing and Urban Development Fannie Mae	Life Expectancy Guidelines	Updated annually or sections updated at various times	N/A	Estimated Useful Life estimates
Building Department	City of San Francisco	November 28, 2012		Historical building permits, construction dates, certificates of occupancy, building code violations
Fire Department	City of San Francisco	November 28, 2012		Fire code violations
Planning Department	City of San Francisco	November 28, 2012		Zoning, zoning compliance

SAMPLE

APPENDIX F

Specialty Consultants Reports

SAMPLE