PROPERTY CONDITION ASSESSMENT

Project Site:
Acton Town Hall Complex
35 H Road
Acton, Maine 04001

Prepared By:
TRC Environmental Corporation
114 Edinburgh South Drive, Suite 200
Cary, North Carolina 27511

Prepared For:
Town of Acton
35 H Road
Acton, Maine 04001

TRC Project No. 523573.0000

Report Date: May 26, 2023

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GENERAL INFORMATION

Project
Acton Town Hall Facilities
523573.0000

Client
Town of Acton
Ms. Jennifer Roux
35 H Road
Acton, Maine 04001

Consultant
TRC Environmental Corporation
114 Edinburgh South Drive, Suite 200
Cary, North Carolina 27511
Phone: 336-380-3997
E-mail Address: mharwood@trccompanies.com
Assessment Date: 03/10/2023
Report Date: May 26, 2023

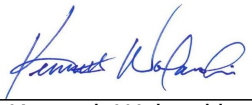
Site
Acton Town Hall Complex
35 H Road
Acton, Maine 04001
County: York
Latitude: 43.532482
Longitude: -70.909792
Site Access Contact: Ms. Jennifer Roux

Property
Property Type: Municipality
Reserve Term: 10 years
Inflation Rate: 2.50%
Building Age: 190 years
Effective Age: 30 years
Num. Buildings: 2
Gross Site Area: 1.19 Acres

Site Assessor

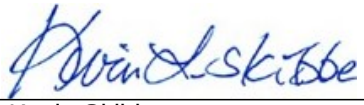
Mike Harwood, P.E. (NC)
PCA Program Director

Project Manager



Kenneth Wolanski
Senior PCA Program Manager

Senior Reviewer



Kevin Skibbe
National Program Manager

1 EXECUTIVE SUMMARY

1.1 General Description

TRC Environmental Corporation (TRC) has performed a Property Condition Assessment (PCA) of the parcels and improvements, listed in Section 3.1.1 Building Summary, defined as the subject property. The assessment was performed in general accordance with *ASTM E2018-15 Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process* (ASTM E2018) or as specifically required by **Town of Acton** (Client).

The purpose of this PCA was to observe and document readily-visible materials and building system deficiencies that might significantly affect the value of the subject property and determine if conditions exist which may have a significant impact on the continued operation of the buildings or facility during the evaluation period.

Additional scope for the assessment included visual evaluation of the Town Hall and Fire House portions of the property to determine if these structures may remain for future use and to compare to the cost of removing these structures and replacing with new construction.

Findings and Recommendations

It is the professional opinion of TRC that the Town Hall and Fire House buildings may remain in use at the facility, provided that the recommendations in this report are implemented. The estimated costs outlined in this report for the recommended renovations are on the order of $700,000 total. By comparison, the total project cost, if removing the Town Hall and Fire House (demo cost of approximately $90/SF) and replace with new construction (typical single-story commercial building at $250/SF), would be on the order of $1.6MM. Note that many of these costs are based on national averages and may be higher in Acton, given the location. TRC recommends soliciting cost proposals from contractors for the financing purposes of the project.

Following is a general narrative regarding the renovation efforts proposed by TRC. Cost estimates for the proposed renovations are included within this report.

The estimated costs for renovations provided within this report are based on national averages for the type of facility and may vary considerably - depending on the extent and types of finishes, fixtures, and equipment desired by the Town.

Town Hall Building

1 EXECUTIVE SUMMARY (continued)

1.1 General Description (continued)

TRC's observations of the Town Hall building indicate no signs of structural damage or significant distress. There is a noticeable lean in the building that has been present for decades. Additional structural framing was installed within the last 10 years. It is TRC's opionion that the Town Hall building can continue to be utilized with full interior renovations suitable for for the needs of the Town. The building can be monitored utilizing crack monitors available online by local personnel. If any future movement is identified, then additional support can be installed as-needed.

The existing structural framing is an interesting feature. The Town may consider utilizing a plexiglass panel at one location of the interior wall finishes to allow visitors to examine the original framing of the building.

Fire House

For the Fire House, TRC recommends that all interior equipment, furniture, and interior walls be removed from the building. The ceiling panels and insulation above the ceiling should also be removed and disposed - leaving the wood framing, roof deck, and roof supports in place. During this time, the exterior cracks in the CMU walls (discussed in Section 3.3.2 of this report) should be sealed (tuck-pointed). Once the interior is clear of debris, the exposed concrete floor slab and CMU wall interior surfaces should be **thoroughly pressure washed with detergent**. TRC then recommends installing new wall and ceiling finishes and new exterior vinyl siding to match the other buildings at the property. For the boarded-up truck bays, TRC recommends installing large custom window systems to provide significant natural light within the building. Once the major renovations are completed, the Fire House Building may be used as the future Acton Town Library with the current Library Building utilized for the needed additional office space.

Administrative Offices and Library

The existing office space within the Administrative Offices Building does not appear to be sufficient for the growing needs of the Town. TRC recommends utilizing the Library Building for additional office space and expanding the amount of public space within the Administrative Offices (waiting area with additional seating). The Fire House, once fully cleaned and renovated, may function as a library with other public areas as desired.

TRC also recommends renovating the existing two restrooms in the office area to be public men's and women's restrooms with new finishes (ceramic tile flooring and wall finishes) with

1 EXECUTIVE SUMMARY (continued)

1.1 General Description (continued)

new sinks, toilets, mirrors, and other fixtures - conforming to current ADA standards. An additional employee restroom may then be provided within the expanded office areas of the facility.

1.2 General Physical Condition

Based on the systems and components observed during the site visit, the subject property appears to be in overall **fair** condition. Immediate deficiencies are listed in the cost tables included in Appendix A of this report. Recommendations for renovations and repair are provided throughout the report.

1.3 Opinions of Costs

TRC developed opinions of cost for recommended remediation of observed physical deficiencies within the subject property. Tables indicating cost estimates for immediate repairs, and replacement reserve costs are included in this report.

Cost estimates for recommended facility renovations are provided within this report. The estimates are based on national averages for the type of facility and may vary considerably - depending on the extent and types of finishes, fixtures, and equipment to be determined by the Town and future design team.

1.4 Deviations from the Guide

This assessment was performed in general accordance with ASTM E2018 or as specifically requested by the Client. No additional consultants were used in the assessment and preparation of this report.

Deviations from the base ASTM scope include recommendations and cost estimates for renovations associated with potential future use of the property and facilities.

1.5 Recommendations

For future use, TRC recommends that an Architect, Designer, or Contractor be engaged to facilitate the design and construction efforts for the renovations proposed herein.

Based on the observed conditions at the subject property; TRC recommends that a Structural Engineer, licensed in the State of Maine, be engaged to observe the Town Hall portion of the

1 EXECUTIVE SUMMARY (continued)

1.5 Recommendations (continued)

project during renovations (after removal of wall and ceiling finishes) to evaluate and provide recommendations for additional structural support, if required.

1 EXECUTIVE SUMMARY (continued)

1.6 Project Summary Table

Acton Town Hall Complex
35 H Road
Acton, Maine 04001
Assessment Date: March 10, 2023

Property Type: Municipality
Year(s) Built: 1830, 1976, 1980, Unknown - Reportedly late 1950s to
Gross Site Area: 1.19 Acres
Total Square Footage: 0

Construction System	Condition			Recommendations		
	Good	Fair	Poor	Immediate	Short Term	Over Term Years 1-10
3.1.2 Other Structures		**NA**				
3.2.1 Topography		**X**				
3.2.2 Storm Water Drainage	**X**					$15,000
3.2.3 Access and Egress			**X**			
3.2.4 Paving, Curbing and Parking			**X**			$96,000
3.2.5 Docks and Flatwork	**X**					
3.2.6 Landscaping and Appurtenances	**X**					
3.2.7 Recreational Facilities	**X**					
3.2.8 Utilities	**X**	**X**		$8,000		
3.3.1 Foundation	**X**					
3.3.2 Building Frame	**X**	**X**				$16,250
3.3.3 Facades or Curtainwall	**X**	**X**				$33,120
3.3.4 Roofing	**X**					
3.3.5 Exterior and Interior Stairs	**X**					
3.3.6 Patio, Terrace, and Balcony		**NA**				
3.4.1 Plumbing	**X**					$20,000
3.4.2 Heating, Air Conditioning and Ventilation	**X**	**X**				$47,000
3.4.3 Electrical		**X**				$40,000
3.5 Vertical Transportation		**NA**				
3.6.1 Sprinklers, Standpipes and Suppression Systems	**X**				$40,840	
3.6.2 Alarm Systems	**X**				$50,000	
3.7.1 Common Areas	**X**	**X**	**X**		$33,000	$178,500
3.7.2 Tenant Spaces	**X**	**X**			$5,000	$130,000
3.7.3 Dwelling Units		**NA**				
4.1 Building and Fire Code Compliance	**X**					
5.1 Accessibility to Disabled Persons	**X**					
5.3 Moisture Intrusion	**X**					
			Totals	**$8,000**	**$128,840**	**$575,870**

Repairs and Reserve Summary	**Today's Dollars**	**$/SF**	**w/2.50% Inflation**
Immediate Needs	$8,000	$0.95	N/A
Short Term Needs	$128,840	$15.24	N/A
Years 1-10 Replacement Reserves	$575,870	$68.13	$577,583

	Uninflated	Inflated
	$/SF/Year	$/SF/Year
Years 1-10	6.81	6.83

2 PURPOSE AND SCOPE

TRC understands that the Client's purpose for having the PCA performed is to conduct a baseline survey of the general physical condition of the improvements located on the subject property and to determine an opinion of costs to remedy any identified physical deficiencies over an evaluation period of 10-years. Additional scope includes providing recommendations and costs for future renovations. Services were performed in direct response to a proposal produced by TRC dated February 20, 2023 and executed by Town of Acton on February 23, 2023.

TRC performed a PCA of the subject property that generally conforms to the scope and limitations of ASTM E2018 or as specifically required by the Client. The assessment included a walk-though survey, practical review of available documents/reports, and interviews with person(s) knowledgeable with the site. TRC utilized experience and judgment to evaluate items observed and to assign condition assessment to them. The condition descriptions used in this report are described below:

- ***Good:*** Component or system is sound and performing its function. It may show signs of normal wear and tear commensurate with its age and some minor remedial work may be required.
- ***Fair:*** Component or system is performing adequately at this time; however, exhibits deferred maintenance, evidence of previous repairs, or workmanship is not in compliance with commonly accepted standards, or is approaching the end of its typical EUL. Repair or replacement is required to prevent further deterioration, restoration to good condition, and prevent premature failure.
- ***Poor:*** Component or system has either failed or cannot be relied upon to continue performing its original function as a result of having realized or exceeded its typical EUL, excessive deferred maintenance, a state of disrepair, or inherent design deficiency, or workmanship. Present condition could contribute or cause the deterioration of contiguous elements or systems. Repair or replacement is required.

TRC utilized information gathered about the property to estimate the EUL and RUL of items observed, and defined as follows:

- ***Expected Useful Life (EUL):*** an estimate of the average amount of time, in years, that an item, component or system may function when installed new, assuming routine maintenance is practiced.

2 PURPOSE AND SCOPE (continued)

- ***Remaining Useful Life (RUL):*** a subjective estimate of the number of remaining years that an item, component or system is able to function in accordance with its intended purpose before warranting replacement, based upon observation or average estimates of similar items, components, or systems; or a combination thereof.

TRC utilized information and the estimated age to develop a list of recommended remedies or physical needs for the property. These needs are segregated into the following two categories:

- ***Immediate Costs:*** Opinions of costs that require immediate action as a result of any of the following: (1) material existing or potentially unsafe conditions, (2) material building or fire code violations, or (3) physical deficiencies that if left uncorrected would be expected to result in or contribute to critical element or system failure within one year or will result most probably in a significant escalation of it's remedial cost.
- ***Short-term Costs:*** Opinions of 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.
- ***Replacement Reserve Costs:*** This guide recognizes that most PCAs include some level of assessment of long-term costs. This guide recognizes that there are numerous methods and acceptable levels of long-term cost assessment that can be conducted as part of the PCA. Where such an assessment is desired, the method and level of assessment should be mutually agreed upon by the user and the consultant.

3 SYSTEM DESCRIPTION AND OBSERVATIONS

3.1 Overall General Description

The subject property is located at the northwest corner of the intersection of State Route 109 and H Road in the Town of Acton, York County, Maine. The subject property is improved with a Town Hall Complex totaling 6,293 square feet and a former Fire House totaling 2,160 square feet.

The Town Hall Complex consists of three connected buildings; the "Town Hall Building"; the "Administrative Offices Building" (with basement); and the "Library Building". The Town Hall Building is a single-story, wood-framed structure that was originally constructed in 1830. The Administrative Offices Building consists of a one-story structure with basement and is primarily wood-framed with some concrete masonry unit (CMU) interior walls in the basement. The Library Building is a wood-framed, single story structure. There are two connecting hallways that provide access from the Administrative Offices Building to the Town Hall and Library. The Fire House Building is constructed of CMU walls with wood-framed roof structure that was reportedly built by the Acton Fire Department.

With the exception of the original Town Hall, the years of construction for each building were not known by on-site representatives and no records of construction were identified. TRC utilized historical aerial photographs in an attempt to narrow the years of construction for each building. Aerial photos from 2018, 2015, 2011, 2007, 1998, 1991, 1986, 1978, 1974, 1960, and 1940 were reviewed. The current existing site features were identified in the photos beginning in 1998. The Library Building does not appear to be present in the 1991 photo. The 1978 photo appears to show the Administrative Offices Building as smaller with no connecting halls. In the 1974 photo, only the Town Hall and Fire House could be identified. The photos from 1960 and 1940 show no indication of the Fire House, but the resolution is not sufficient to determine.

Based on our review of the aerial photos and information provided by representatives on site, TRC estimates the following years of construction for each current structure: Town Hall (1830); Fire House (1960); and Administrative Offices (1976 with additions in 1980). The year of construction for the Library Building is not known and could not be determined from historical aerial photos. Based on feedback from people familiar with the property, the Library Building is believed to have been constructed sometime in late 1950s to early 1960s.

Surface parking is provided for public access along the east side of the subject property. The asphalt paved parking connects to the adjacent church property to the north. It is understood that the church is responsible for the condition of the northern portion of the parking area. The

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.1 Overall General Description (continued)

parcel appears to be associated within a triangular-shaped site according to the Maine Geolibrary Parcel Viewer Application. Copies of publicly-available information and client provided information are included in the Appendices of this report.

The north side of the subject property is bordered by the Acton Congregational Church. The east side of the subject property is bordered by H Road and single-family residential property. The south side of the subject property is bordered by State Route 109 and undeveloped land, with the Town Public Safety facilities further east. The west side of the subject property is bordered by Tri-Town Tennis Club.

Site Information	
Primary Use:	Municipal
Ownership Entity:	Town of Acton, Maine
Property Management Firm:	N/A
Gross Site Area:	1.2 Acres
Weather Conditions:	Variable, Sunny, Cloudy
Temperature Range (degrees Fahrenheit):	35 to 45 degrees F
Accompanied By:	Ms. Jennifer Roux
Site Assessor:	Mike Harwood, P.E. (NC)
Date of Site Visit:	March 9 and March 10, 2023

3.1.1 Building Summary

The following tables provide general descriptions of the subject property improvements.

Building Name:	Town Hall
Number of Floors:	One
Number of Units:	N/A
Number of Basement Levels:	None
Special Building Features:	Built-out video room
Approximate Gross Floor Area (SF):	1,924
Leasable Floor Area (SF):	N/A
Structure:	Wood-framed
Exterior Walls:	Vinyl siding
Roof:	Asphalt shingle

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.1 Overall General Description (continued)

3.1.1 Building Summary (continued)

Foundation:	Concrete slab-on-grade, Spread footings, Shallow foundation system
HVAC:	Mini-split systems
Electrical:	Pole-mounted transformers
Vertical Transportation:	None
Year Built:	1830

Building Name:	Administrative Offices
Number of Floors:	One (with basement)
Number of Units:	N/A
Number of Basement Levels:	One
Special Building Features:	None
Approximate Gross Floor Area (SF):	3,262
Leasable Floor Area (SF):	N/A
Structure:	Wood-framed, Concrete masonry
Exterior Walls:	Vinyl siding
Roof:	Asphalt shingle
Foundation:	Concrete slab-on-grade, Spread footings, Shallow foundation system
HVAC:	Mini-split systems, Propane space heaters
Electrical:	Pole-mounted transformers
Vertical Transportation:	None
Year Built:	1976, 1980

Building Name:	Library
Number of Floors:	One
Number of Units:	N/A
Number of Basement Levels:	None
Special Building Features:	None
Approximate Gross Floor Area (SF):	864
Leasable Floor Area (SF):	N/A
Structure:	Wood-framed
Exterior Walls:	Vinyl siding
Roof:	Asphalt shingle
Foundation:	Concrete slab-on-grade, Spread footings, Shallow foundation system
HVAC:	Mini-split systems

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.1 Overall General Description (continued)

3.1.1 Building Summary (continued)

Electrical:	Pole-mounted transformers
Vertical Transportation:	None
Year Built:	Unknown - Reportedly late 1950s to early 1960s.

Building Name:	Fire House
Number of Floors:	One
Number of Units:	N/A
Number of Basement Levels:	None
Special Building Features:	None
Approximate Gross Floor Area (SF):	2,160
Leasable Floor Area (SF):	N/A
Structure:	Wood-framed, Concrete masonry
Exterior Walls:	Concrete masonry unit, Former bay doors are boarded up.
Roof:	Asphalt shingle
Foundation:	Concrete slab-on-grade, Spread footings, Shallow foundation system
HVAC:	Propane unit heater
Electrical:	Pole-mounted transformers
Vertical Transportation:	None
Year Built:	1960

Building Name:	Connector Halls
Number of Floors:	One
Number of Units:	N/A
Number of Basement Levels:	None
Special Building Features:	None
Approximate Gross Floor Area (SF):	243
Leasable Floor Area (SF):	N/A
Structure:	Wood-framed
Exterior Walls:	Vinyl siding
Roof:	Asphalt shingle
Foundation:	Shallow foundation system
HVAC:	Served by adjacent spaces
Electrical:	Pole-mounted transformers
Vertical Transportation:	None

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.1 Overall General Description (continued)

3.1.1 Building Summary (continued)

Year Built:	1980

3.1.2 Other Structures

No other ancillary structures were observed or reported at the time of the site visit.

3.2 Site

3.2.1 Topography

Description:

The subject property generally slopes from the north down to the south across the Property. The ground surface was generally snow-covered at the time of the evaluation - no significant areas of erosion were observable. No abnormal features such as ground fractures or settlement areas were observed. The slope across the property is steep and runoff from the upper portions of the property reportedly impacts access to the Fire House Building during times of heavy precipitation.

Based on the reported runoff issues, TRC recommends installation of a French drain along the north side of the Fire House Building and parking area. This can be done during the time of asphalt pavement repairs. Costs for the French drain are included in the asphalt repair recommendations in Section 3.2.4 of this report.

The steep slope across the property presents some pedestrian access difficulty between the buildings. For this reason, separate parking areas are provided along the east side of the Town Hall, Library, and Fire House. The buildings of the Town Hall Complex are also accessible via interior routes. ADA access is addressed in Section 5.1 of this report.

Recommendation:

Based on the reported runoff issues, TRC recommends installation of a French drain along the north side of the Fire House Building and parking area. This can be done during the time of asphalt pavement repairs. Costs for the French drain are included in the asphalt repair recommendations in Section 3.2.4 of this report.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.2 Site (continued)

3.2.1 Topography (continued)

No other action is currently recommended.

3.2.2 Storm Water Drainage

Description: Water is drained from the roofing surfaces of the buildings to the pavement and landscape areas. The Fire House is equipped with gutters and downspouts. Roofs of the Town Hall Complex discharge directly from the roof edges.

Water runs by way of sheet flow across the site to adjacent roadways and properties. There is no municipal storm water collection system.

No evidence of erosion or unintended chronically standing water that would require correction was noted. Overall, Property drainage appeared to be good and the drainage infrastructure components appeared to be in good condition.

Overall site drainage appeared and was reported to be good. An issue regarding runoff during heavy precipitation events is discussed in the previous section of this report.

Recommendation: TRC recommends installing gutters and downspouts around the roofing of the Town Hall Complex.

No other actions is currently recommended.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Install gutters and downspouts at Town Hall Complex	--	--	--	1	$15,000

3.2.3 Access and Egress

Description: Vehicular access to the subject property is provided along the east side of the property at H Road. The entrance areas are constructed with asphalt pavement and were observed to be in poor condition with significant cracking and deterioration. The site contact did not know the date of the

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.2 Site (continued)

3.2.3 Access and Egress (continued)

asphalt installation. A reduced expected useful life for asphalt pavement can be anticipated at this property, due to the steep slope (lateral forces from braking and acceleration on slopes tends to stress asphalt) and regional freeze/thaw conditions.

Overall site access and egress appears to be generally adequate based on the current uses within the subject property. Recommendations associated with asphalt pavement repairs are provided in Section 3.2.4 of this report.

Recommendation: Refer to Section 3.2.4 of this report.

3.2.4 Paving, Curbing and Parking

Description: Parking and drive areas are constructed of asphalt pavement and are generally located along the eastern portion of the property. The asphalt was observed to be in overall poor condition with widespread cracking throughout the paved areas and large potholes near the Fire House. A reduced expected useful life for asphalt pavement can be anticipated at this property, due to the steep slope (lateral forces from braking and acceleration on slopes tends to stress asphalt) and regional freeze/thaw conditions. Typical asphalt pavement sections can be expected to provide approximately 25 years of useful life. Given the challenges at this property, a 20-year expected useful life (EUL) is assumed.

Striped vehicle parking spaces are provided at the Town Hall Complex portion of the property. There are ten marked parking spaces including two (2) ADA parking spaces that are "Van Accessible". Parking areas for the church are not included in this count.

Based on the current property use, the available parking space is likely inadequate during certain events, such as meetings or elections. It may be feasible to install additional parking to the west of the Fire House Building. However, parking in this area would primarily serve the Fire House Building with limited access (given the slope) to the main Town Hall Complex. Installation of new parking in this area would require some re-grading and

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.2 Site (continued)

3.2.4 Paving, Curbing and Parking (continued)

possibly a retaining wall. Costs for these items are beyond the scope of this study and are not included herein. It is assumed that overflow parking may be available within the church parking areas.

According to Google Earth Imagery Tool, the subject property contains approximately 2,000 square yards of asphalt pavement, with an additional 1,000 square yards of parking area at the church property not included in this assessment.

The striping and seal coating appeared to be overall in poor condition. TRC recommends that the site asphalt pavement be seal coated and repaint the pavement markings every 5-years to reach its EUL of 20-years. The site contact had no knowledge when the asphalt pavement was last seal coated and restriped. Therefore, TRC anticipates properly cleaning, continued seal coating, and repainting of the pavement markings every 5-years following the recommended repairs to the asphalt. An opinion of cost associated with this work is included in the cost summary.

Recommendation: TRC recommends full-depth replacement of the asphalt paving sections throughout the property early during the term.

TRC recommends properly cleaning and continued seal coating and repainting of the pavement markings every 5-years following the recommended repairs to the asphalt.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Asphalt Pavement - full depth sectional repair/replacement	20	20	0	1	$90,000
Asphalt Pavement - crack seal, seal coat, restripe	5	5	0	5	$3,000
				10	$3,000
Total					$96,000

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.2 Site (continued)

3.2.5 Docks and Flatwork

Description: No loading docks were observed at the subject property.

Concrete flatwork at the property is limited to the pedestrian ramp provided along the south side of the Administrative Offices Building. The concrete ramp was observed to be in good condition with no significant cracking or other indications of damage observed.

Entry ramps to the Library Building and east side of the Administrative Offices building are constructed with concrete pavers and were observed to be in overall good condition.

Based on the observed condition of the flatwork, only routine maintenance will be required during the evaluation period; no other action is currently recommended.

Recommendation: No necessary repairs or deficiencies were identified at the time of the site visit.

3.2.6 Landscaping and Appurtenances

Description: Landscaping was generally not visible at the time of the site visit, due to snow cover. Landscaping is believed to consist of grass, shrubs, and trees. There is no automatic irrigation system at the property. The landscaping is assumed to be in overall good condition with no significant deficiencies observed or reported.

The subject property is advertised via a pole-mounted sign with plastic inserts located at the southeast corner of the property. Additional informational signage is affixed to the Library and Town Hall buildings. The signage was observed to be in overall good condition with no significant deficiencies observed or reported.

The subject property is illuminated by building- and pole-mounted high intensity (HID) light fixtures. The lighting systems appear to be in overall good condition with no significant deficiencies observed or reported. The

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.2 Site (continued)

3.2.6 Landscaping and Appurtenances (continued)

subject property was not observed at night; however, the number of light fixtures appears adequate for the current use of the subject property.

No fencing was observed at the property. The exterior steps and stairs are equipped with painted metal and wood handrails; that appeared to be in overall good condition.

Based on the observed condition of the landscaping and appurtenances, only routine maintenance will be required during the evaluation period; no other action is currently recommended.

Recommendation: No necessary repairs or deficiencies were identified at the time of the site visit.

3.2.7 Recreational Facilities

Description: There is a small gazebo located along the south side of the library building. The floor of the gazebo was not visible, due to snow cover. The gazebo framing appeared to be in overall good condition.

ADA accessibility to the gazebo could not be determined, due to snow cover.

Recommendation: TRC recommends that ADA access to the gazebo be confirmed or provided during the planned renovations. This is considered a routine maintenance item and no costs are provided herein.

No other action is currently recommended.

3.2.8 Utilities

Description: The site contact provided TRC with information regarding the utilities at the subject property. Central Maine Power supplies electricity to the subject property.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.2 Site (continued)

3.2.8 Utilities (continued)

According to the site contact, there is a conventional septic system that serves the sanitary waste at the subject property. The septic system was reportedly installed in 2000. In general, septic systems can be expected to provide 40 or more years of useful life depending on the type and quality of materials and workmanship of the installation and regular maintenance performed every three to five years. It was reported that the septic system is in overall good condition. The site contact reported that there have been no problems associated with the septic system at the subject property.

Domestic water at the property is provided by an on-site well owned and maintained by the Town. Recent tests of the water quality indicate levels of Chloride and other ions outside of the EPA standards. The water is currently not used as drinking water and the Town reportedly plans to install a new treatment system in the coming months. Costs for a water treatment system can vary significantly, depending on the type of system. Based on the current unsafe quality of the domestic well water, TRC recommends immediate installation of a new water treatment system.

Based on observations, utilities at the subject property can be expected to last through the evaluation period with only routine maintenance; no other action is currently recommended.

Recommendation: Install a new water treatment system to provide domestic water test values within the EPA standard.

No other action is currently recommended.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Install new water treatment system	--	--	--	Immed	$8,000

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.3 Structural Frame and Building Envelope

3.3.1 Foundation

Description:

There are no original construction drawings for the facility that show the type(s) of foundation systems. The newer structures (Fire House and Administrative Offices) are believed to be supported by cast-in-place concrete spread footings with grade-supported floor slabs. Older structures appear to be supported by stone foundations. With the exception of the Fire House, the structures at the Property appear to be located in areas of shallow bedrock with no significant soil fill and TRC anticipates excellent foundation support conditions.

The Fire House appears to have been constructed along a moderate slope with portions of the building footprint area filled to provide a level surface. The cracking in the exterior walls of the Fire House Building appear to be the result of typical post-construction settlement, occurring within the first few years of the building life. Given the age of the building, no further settlement is anticipated.

Observed visible concrete floors (where observable) generally appear to be level with no unusual or significant displacement.

Based on observations, the foundation systems at the subject property can be expected to last through the evaluation period with only routine maintenance; no other action is currently recommended.

Recommendation: No necessary repairs were identified at the time of the site visit.

3.3.2 Building Frame

Description:

The Town Hall, Admin Offices, and Library have above-grade wood framing in all areas; with the exception of some infill CMU at the basement level of the Admin Offices. Roof framing for all buildings consists of wood and wood trusses. The Fire House building has exterior walls constructed of CMU block and interior steel columns.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.3 Structural Frame and Building Envelope (continued)

3.3.2 Building Frame (continued)

Building frame systems for the Administrative Offices Building and Library Building are reportedly in good condition with no deficiencies observed or reported.

The Town Hall was originally constructed in 1830. The framing in the Town Hall was visible in the attic and within a portion of a wall, via removal of a section of wall board. The Town Hall framing elements consist of rough-hewn beams (4x4 and 2x4 elements). The beams were spaced from 2.5 feet on center to approximately 5 feet on center, with the distances varying in the location observed. The majority of the original wood framing elements observed by TRC appeared to be in overall good condition, with some staining in an isolated area at the peak of the roof in the attic. A hole was observed in the wood decking of the attic (photos included in appendix) and is located in an area under the roofing of the connecting hallway. Given the location under another roof, the hole is not considered a significant concern.

The north and south walls of the Town Hall Building have a noticeable lean to the south. Additional framing elements were added within the last five years to provide further support. According to personnel familiar with the facility, the "lean" has always existed as far as anyone can remember. A video booth was added in the 1980s with a visible gap between the wall of the booth and the exterior wall of the building. This gap was present at the time of installation and has reportedly not changed since the time the booth was installed.

The Town Hall Building has stood for 193 years and no indications of damage or significant distress were observed by TRC. The "lean" observed in the Town Hall Building is not considered to be a significant structural deficiency as no movement has been observed in recent memory. The framing of the Town Hall Building is believed to be in overall fair condition and can be expected to continue to perform as it has over the decades. The building can be monitored utilizing crack monitors available online by local

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.3 Structural Frame and Building Envelope (continued)

3.3.2 Building Frame (continued)

personnel. If any future movement is identified, then additional support can be installed as-needed.

The Fire House Building is constructed of CMU exterior walls with considerable stepped cracking observed along the north and east walls of the building. It appears that the area of this building was leveled prior to construction with some fill placement assumed. The fill was likely placed without heavy rolling equipment or compaction testing and it is assumed that the fill consolidated in the years following construction with the cracks developing. Given the age of the structure, further consolidation of the fill or movement is not anticipated. The overall framing of the building appears to be in generally fair condition. TRC recommends tuckpointing the cracks in the exterior walls. Costs are provided below.

Recommendation: Tuck-pointing of CMU wall exteriors of Fire House Building.

No other action is currently recommended.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Tuck-Pointing of CMU walls at Fire House Building	30	30	0	1	$16,250

3.3.3 Facades or Curtainwall

Description: The exterior facades of the Town Hall Complex consist primarily of vinyl siding installed within the past five years that appeared to be in overall good condition. Soffits and fascia of the Town Hall Complex consist of painted wood that appeared to be in overall good condition. The Fire House Building has exposed exterior CMU walls with boarded up former truck bays and painted wood above the ceiling elevation with painted wood soffits and fascias. The paint condition of the Fire House was observed to be poor with severe weathering and peeling of the painted wood and moderate fading of the painted CMU.

Windows at the subject property consist primarily of fixed and sliding, dual-pane windows with clear glazing. The majority of the ground-level

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.3 Structural Frame and Building Envelope (continued)

3.3.3 Facades or Curtainwall (continued)

windows at the property were replaced in 2022 with metal framing and vinyl surrounds. The upper-level windows appear older and utilize wood framing with areas of weathered and peeling paint. Caulking around the newer window frames, caulking between exterior frames, and glazing gaskets appeared to be in good condition with no significant deficiencies observed or reported.

Main and auxiliary entry doors at the property were reportedly replaced in 2012 and appeared to be in overall good condition.

Wood framed canopies with asphalt shingle roofing and vinyl soffits are located in several entries to the Town Hall Complex. The canopies are anchored to the building facades were observed above the pedestrian entries. The canopies appeared to be in good condition with no significant deficiencies observed or reported.

TRC recommends installing storefront-type windows within the boarded-up truck bays of the Fire House and installing vinyl siding around the Fire House to match the other buildings at the property.

The CMU chimney of the fire house should be finished with brick veneer to match the other buildings at the property.

The upper-level windows of the Library and Town Hall Building should be replaced during planned renovations.

Recommendation: Replace upper-level windows at Town Hall and Library Buildings.

Install storefront-type window systems within the old truck bays of the Fire House.

Install vinyl siding around the Fire House.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.3 Structural Frame and Building Envelope (continued)

3.3.3 Facades or Curtainwall (continued)

Clean/sand and re-paint wood fascias and trim around the roof level of the Fire House.

No other action is currently recommended.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Window replacement at upper elevations of Library and Town Hall	30	30	0	1	$3,000
Install storefront-type windows in three of the old truck bays	30	30	0	1	$15,120
Install vinyl siding around Fire House	30	30	0	1	$9,000
Sand, clean, and re-paint exterior wood panels and trim at Fire House	8	8	0	1	$3,000
				9	$3,000
Total					$33,120

3.3.4 Roofing

Description:

The roofing system consists of steep-slope roofs with 30-year architectural shingles supported by a plywood deck. No permanent roof access is provided. Roofs were observed via remote aircraft.

The roofs were reportedly installed in 2013. No warranty was available at the time of the site visit.

Water is drained from the roof surface over the roof edge and via gutters and downspouts (Fire House only) along the sides of each building. The slope and drainage design of the roofs appeared to be in overall good condition with no areas of chronically standing water was observed or reported.

Roof penetrations consist primarily of plumbing vents. Vinyl/PVC flashing is used at penetration locations and appear and appeared to be adequately sealed and flashed.

No parapet walls were observed.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.3 Structural Frame and Building Envelope (continued)

3.3.4 Roofing (continued)

No skylights were observed.

The site contact and representatives interviewed reported that there are no active roof leaks at the Property. The asphalt shingles appeared to be in overall good condition with no significant deficiencies observed or reported. In general, shingled roofs can be expected to provide approximately 20 or more years of useful life. The roofs are expected to last through the evaluation period with routine maintenance provided.

Recommendation: No necessary repairs or deficiencies were identified at the time of the site visit.

3.3.5 Exterior and Interior Stairs

Description: Exterior stairs are present along the north side of the Town Hall Building and west side of the Admin Offices Building. The stairs are constructed of wood treads in wood frames with closed and open risers and painted wood handrails. Painting of the exterior stairs is anticipated early during the term and can be conducted as part of routine maintenance.

The Admin Offices Building has one set of interior stairs providing access between the main level and the basement. The interior stairs were observed to be in overall good condition with no deficiencies reported or observed.

Recommendation: The exterior stairs can be re-painted as part of routine maintenance.

No other action is currently recommended.

3.3.6 Patio, Terrace, and Balcony

No patio, terrace or balconies were observed during this investigation.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.4 Mechanical and Electrical Systems

3.4.1 Plumbing

Description: It appears that typical supply piping for domestic water is copper. The sanitary sewer appears to be cast-iron and PVC piping that is routed to the septic system. No polybutylene piping was observed in limited areas of accessible plumbing or reported at the subject property. No significant deficiencies associated with the plumbing systems were observed or reported. In general, plumbing lines can be expected to provide 50 or more years of useful life, depending on the type and quality of materials and workmanship of the installation. The age of the plumbing lines in the older portions of the property is not known. An allowance is included for plumbing upgrades as required during the planned renovations.

Domestic hot water for the Town Hall Complex appears to be supplied from electric water heaters (10 gallons or less) located in various spaces of the facility. The water heaters vary in age, condition, and manufacture. Replacement of small water heaters is considered a routine maintenance item.

TRC is including an allowance cost for plumbing upgrades that may be needed during the planned renovations.

Recommendation: Repair or replace plumbing as needed during renovations.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Allowance for plumbing upgrades and/or repair	--	--	--	1	$20,000

3.4.2 Heating, Air Conditioning and Ventilation

Description: TRC observed split systems with electric heat at the subject property manufactured by Mitsubishi Electric with cooling capacities at 36,000 BTU each. The equipment was manufactured in 2021 and installed in 2022. The split system units appeared to be generally in good condition with no significant deficiencies observed or reported. The split system units can be expected to provide approximately 15 or more years of useful life. Based on the age and condition of the air conditioning equipment, TRC does not anticipate replacement over the evaluation period.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.4 Mechanical and Electrical Systems (continued)

3.4.2 Heating, Air Conditioning and Ventilation (continued)

Personnel interviewed indicated that the two split systems are not always sufficient for the amount of interior space. TRC recommends that four split systems be utilized, with one system serving each major space of the Complex (Town Hall, Admin Offices, Library, and Basement).

The Fire House is equipped with a fuel-oil fired space heater and above ground interior storage tank. TRC recommends that the tank and heater be removed during renovations. Given concerns regarding proper ventilation in the Fire House building, TRC recommends that full HVAC system consisting of package or split system units with ducts/distribution be installed. A cost estimate is included below.

In addition to the heat provided by the proposed HVAC system in the Fire House building, TRC recommends installing radiant floor heating for the conversion for use as a library.

The unit heaters / mini-split systems are individually controlled by integral thermostats. Routine maintenance of the HVAC controls is anticipated over the term.

Recommendation: Remove unit heater and fuel tank from Fire House Building.

Install full HVAC system with distribution in Fire House.

Provide for radiant floor heating in Fire House.

Install two additional split system heat pumps in Town Hall Complex.

No other action is currently recommended.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Remove unit heater and fuel talk from Fire House	--	--	--	1	$5,000
Install two additional split system heat pumps in Town Hall Complex	--	--	--	1	$14,000
Install full HVAC system with distribution in Fire House	20	--	--	1	$20,000

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.4 Mechanical and Electrical Systems (continued)

3.4.2 Heating, Air Conditioning and Ventilation (continued)

COST SUMMARY continued

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Install radiant floor heating in Fire House	30	--	--	1	$8,000
Total					$47,000

3.4.3 Electrical

Description:

Electrical service to the subject property is reportedly supplied by the local utility company. Service to each building is fed from pole-mounted, utility-owned transformers located along Route 109. Electrical service is fed via overhead wiring to the main disconnect and distribution panels located on exterior building walls.

The transformers step the service down to the appropriate voltage. The main electrical service supplied to each building was reported to be 120/240V, single-phase, 3W with capacity rated at 300-amps. All wiring throughout each building was reported to be copper. No aluminum branch circuit wiring was reported or observed. The electrical system appears to be adequate for the current functions of the subject property. Routine maintenance is anticipated during the term.

The electrical distribution panels observed at the subject property were not equipped with locks and were located in accessible areas.

Ground fault circuit interrupter (GFCI) devices or circuit breakers were observed at the kitchen, restroom, and other wet locations at the subject property. The GFCI devices appeared to be generally in good condition with no significant deficiencies observed or reported.

The subject property is illuminated by building and pole-mounted high intensity discharge (HID) lighting. The subject property was not observed at night however, the number of light fixtures appears adequate. Interior lighting consists of a combination of fluorescent and incandescent fixtures. Lighting within each building appears to be in overall fair condition. TRC recommends that the lighting throughout the facility be upgraded as part of the planned renovations.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.4 Mechanical and Electrical Systems (continued)

3.4.3 Electrical (continued)

The property is equipped with a propane-fired emergency generator located within housing west of the Admin Offices. The generator housing was locked at the time of the assessment and not accessible to TRC. On-site personnel reported that the generator is automatically exercised weekly. TRC did not test the functionality of the generator, however the generator appears and was reported to be in good condition with no significant deficiencies observed or reported. It was reported that the generator was installed during the past five years.

TRC recommends that switchgear, distribution panels, and disconnects be inspected on a bi-annual basis with an infrared scan and performing any necessary repairs such as tightening connections that may have become loose. These inspections and typical repairs are considered to be part of routine maintenance.

Recommendation: Replace and upgrade interior lighting fixtures as part of the planned renovations.

Upgrade electrical connections in Fire House Building.

On-going inspections of the generator and electrical systems is considered routine maintenance.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Allowance to replace and upgrade lighting fixtures throughout the facility.	--	--	--	1	$25,000
Allowance to upgrade electrical connections in Fire House and elsewhere as needed	30	30	0	1	$15,000
Total					$40,000

3.5 Vertical Transportation

No vertical transportation equipment was observed or reported at the time of the site visit.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.6 Life Safety/Fire Protection

3.6.1 Sprinklers, Standpipes and Suppression Systems

Description: The subject property is currently not equipped with an automatic fire sprinkler system. Installation of a new fire sprinkler system represents a significant portion of the cost for this project. Installation costs in existing facilities can be expected to range from $5 to $10 per square foot of sprinked area. For new construction the cost is lower, due to the ease of installation at around $5 per square foot.

For the purposes of the planned renovations, TRC recommends installing a new fire sprinkler system in the spaces that will receive significant renovations and will intended for public occupancy. This includes the Town Hall (1,924 SF) and Fire House (2,160 SF). Costs are included herein. Costs to install a sprinkler system in the existing Office Building and Library Building can be considered by the Town as part of a future project.

Hand-held fire extinguishers were observed mounted in isolated locations throughout the interior of each building. Current inspection tags were visible at observed extinguishers. Continued inspection of the equipment is recommended during typical building maintenance.

Recommendation: Install fire suppression system in Town Hall and Fire House buildings.

No other action is currently recommended.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Install new wet-type automatic fire suppression system in Town Hall and Fire House buildings.				Short	$40,840

3.6.2 Alarm Systems

Description: The fire alarm system at main complex is equipped with smoke detectors, emergency lighting, and visual/audible alarms. The site contact had no knowledge when the fire alarm system was installed. However, the equipment was reported to be in good operating condition on the day of the site visit.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.6 Life Safety/Fire Protection (continued)

3.6.2 Alarm Systems (continued)

TRC anticipates that the fire alarm system will need to be upgraded as part of the installation of the recommended fire suppression system (refer to Section 3.6.1 of this report).

Recommendation: Replace the existing fire alarm system with a new system that monitors all buildings and includes a fully addressable fire alarm control panel.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Install new fire alarm system for all buildings	--	--	--	Short	$50,000

3.6.3 Other Systems

TRC did not inspect any other systems during this investigation.

3.7 Interior Elements

3.7.1 Common Areas

Description: For the purposes of this report, areas of the facility that will be intended for future public access are considered common areas. This will include the Town Hall, public areas of the Administrative Offices, and the current Fire House (planned future library).

Interior finishes of the Town Hall consist of wood paneling on the ceiling and walls that are not original to the building. TRC recommends removal and disposal of the wood paneling from the Town Hall interior. Once completed, this will allow for inspection of the structure as previously noted (Section 1.1) in this report. The flooring in the Town Hall consists of solid hardwood that was observed to be in good condition.

The kitchen area finishes of the Town Hall include sheet vinyl flooring, drop acoustic ceiling tile ceiling, and old wallboard with some sheet vinyl backsplash. Cabinets in the kitchen consist of painted particle board. Countertops are laminate and the sink and fixtures are stainless steel. As part of the planned renovations, TRC recommends complete replacement

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.7 Interior Elements (continued)

3.7.1 Common Areas (continued)

of the kitchen interior finishes, countertops, cabinets, and appliances. A cost allowance for these items is provided.

It is anticipated that the new kitchen will utilize a commercial cooking system. TRC recommends the installation of a fire protection system for the future commercial stove/cooktop.

The old Fire House Building was last utilized as a gym. The interior finishes consist of painted wood ceiling panels with exposed concrete floors and CMU walls. TRC recommends full removal of the ceiling panels, built-out interior walls, the fuel oil tank and space heater, and any other interior elements aside from the structure and framing. The boarded truck bays should also be opened at this time to allow for pressure-washing of the interior surfaces. Once clean, new windows should be installed in the truck bays and new interior finishes may be installed for the future library.

Recommendation: Remove and dispose of wood panel walls and ceiling in Town Hall. This item is included as a "Short Term" cost as it is the first step in the planned renovations.

Install new wall and ceiling finishes in Town Hall.

Full kitchen renovation in Town Hall with new finishes, countertops, cabinets, and appliances.

Install commercial kitchen fire protection system.

Remove interior elements and boarded-up truck bays of Fire House and conduct pressure washing of interior.

Install windows in truck bays.

Install new interior finishes in Fire House for future library.

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.7 Interior Elements (continued)

3.7.1 Common Areas (continued)

Install accessible public restroom in new library space.

Combine two restrooms in Administrative Office hallway into one accessible public restroom with new fixtures and finishes.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Remove and dispose wood panels in Town Hall	--	--	--	Short	$8,000
Install new wall and ceiling finishes in Town Hall	50	--		1	$24,500
Full kitchen renovation in Town Hall	30	30	0	1	$90,000
Remove interior elements and boarded up windows of Fire House and conduct pressure washing	--	--	--	Short	$25,000
Install new interior finishes in Fire House for future library	--	--	--	1	$28,000
Install accessible restroom in new library space	--	--	--	1	$15,000
Combine two restrooms in Administrative Office hallway into one accessible public restroom with new fixtures and finishes	--	--	--	1	$15,000
Install commercial kitchen fire protection system.	--	--	--	1	$6,000
Total					$211,500

3.7.2 Tenant Spaces

Description:

For the purposes of this report, areas of the facility that will be intended for Town personnel only are considered tenant areas. This will include the majority of the Administrative Offices and the current Library Building (office area expansion).

Tenant spaces generally consist of drop acoustic panel ceiling tiles with painted gypsum wallboard walls and carpeted or vinyl finish flooring. The interior finishes in the tenant areas were observed to be in overall good to fair condition.

As part of the planned renovation, TRC recommends re-locating the contents of the Library Building to the new library (former Fire House) and building out new office space for the Town Manager and Town Council within the existing Library Building. TRC recommends renovating the

3 SYSTEM DESCRIPTION AND OBSERVATIONS (continued)

3.7 Interior Elements (continued)

3.7.2 Tenant Spaces (continued)

basement restroom and adding an additional employee restroom at the main level of the Administrative Office Building.

Recommendation: Re-locate contents of Library Building to new library space (former Fire House).

Build-out offices within the former library for Town Manager and/or Town Council as needed.

Renovate basement restroom and add one new employee restroom at main level of offices.

An allowance for additional furniture, fixtures, and equipment (FFE) is provided.

COST SUMMARY

Recommendation	EUL	EFF AGE	RUL	Year	Cost
Re-locate library contents to new space	--	--	--	Short	$5,000
Build-out / renovate library space for new offices	--	--	--	1	$50,000
Renovate basement restroom and add employee restroom at main level	--	--	--	1	$50,000
Allowance for furniture, fixtures, and equipment	--	--	--	1	$30,000
Total					$135,000

3.7.3 Dwelling Units

There are no dwelling units at the subject property.

4 DOCUMENT REVIEW AND INTERVIEWS

4.1 Building and Fire Code Compliance

Description: TRC contacted the local municipal building and zoning department, and fire protection district applicable to the subject property. Each local municipal contact was asked to verify that there are no outstanding building, zoning or fire code violations at the subject property. Copy of each correspondence is included in the Appendix D of this report. According to Chief Smith of the Acton Fire Department, there are currently no active fire code violations on file for the subject property.

During TRC's discussions with Town personnel, no current building code or zoning issues were identified for the property.

For the planned renovations, the selected contractor or owner representative should ensure that the facilities are renovated in compliance with the Maine Uniform Building and Energy Code (MUBEC).

Recommendation: No outstanding building, zoning or fire code violations were identified as of the date of this report. No further action is required.

4.2 Document Review

TRC requested the following information regarding the subject property from various sources. Copies received are included in the Appendices of this report.

Document Title	Date	Conducted By	Findings
Prior Building Permit	September 5, 2017	Town of Acton	Building permit for renovations to existing Library Building
Property Assessment Record	March 20, 2008	Town of Acton	1.20 acres and 37,100 SF assed in 2007 at 339,500
Site Map	Not dated	Town of Acton	Provided in appendix of this report

4.3 Interviews

TRC interviewed or communicated with the following parties during the site visit and/or preparation of the report for the subject property:

4 DOCUMENT REVIEW AND INTERVIEWS (continued)

4.3 Interviews (continued)

Contact	Title	Association	Telephone No.
Ms. Jennifer Roux (Designated Site Contact)	Town Administrator	Town of Acton, Maine	207-636-3131
Mr. Wayne Ham	Representative	Acton Fire Department	207-432-9278
Chief Smith	Fire Chief	Acton Fire Department	207-636-3230

5 ADDITIONAL CONSIDERATIONS

Under the same limitations and qualifications as the ASTM E2018 scope, TRC assessed other conditions that are beyond typical consideration. Non-ASTM scope considerations which were performed on this project include Limited Visual ADA Tier III Accessibility Assessment, Limited Visual Mold Assessment, determination of the Seismic Zone, and recommendations for renovations and future use.

5.1 Accessibility to Disabled Persons

Description:

As defined under Title III of the ADA, existing facilities considered to be "Public Accommodations" and/or "Commercial Facilities" must take steps to remove architectural and communication barriers that are deemed "readily achievable" under the retroactive requirements. Compliance with the 2010 ADA Standards for Accessible Design is required for new construction and alterations on or after March 15, 2012.

This assessment included a limited ADA accessibility visual survey of the "common areas" including exterior routes from public transportation stops, accessible parking spaces, public sidewalks, and building entrances at the subject property as applicable utilizing the ASTM E2018-15 Uniform Abbreviated Screening Checklist for the 2010 Americans with Disabilities Act. Significant items of non-conformance, if any, were noted without regard as to whether or not they are "readily achievable." Factors to be considered in determining whether or not an action is readily achievable include the nature and cost of the action, the number of person employees at the subject property and the financial resources available of ownership. The decision as to which actions are to be undertaken as readily achievable is to be determined by building owner in consultation with its accountants, attorneys and design/construction professionals. The survey did not include taking measurements or counting accessibility elements.

Based on the current use observed, the subject property appears to be a "Public Accommodation" and "Commercial Facility". Therefore, TRC visually evaluated the public common areas, accessible parking and accessible routes to tenant main entrances from the accessible parking at the subject property and has included costs (if any) as applicable. Please refer to the Uniform Abbreviated Screening Checklist for the 2010 Americans with Disabilities Act in Appendix D of this report for components

5 ADDITIONAL CONSIDERATIONS (continued)

5.1 Accessibility to Disabled Persons (continued)

assessed and physical architectural and communication barriers that were observed. Costs associated to correct observed physical and communication barriers within tenant non-public areas are not included herein.

Recommendation: Costs for accessibility improvements recommended by TRC are included within the renovations costs contained in this report.

5.2 Flood Plain

Presentation of FEMA Flood Zone information was not included in TRC's scope of services.

5.3 Moisture Intrusion

Description: Active moisture intrusion or infiltration was not reported or observed during the site visit.

As part of performing this PCA, visual observations for overt signs of suspect mold growth were also performed. These observations were not performed to discover all affected areas, nor were areas of the subject property observed specifically for the purpose of identifying areas of suspect mold growth. The subject property areas viewed were limited to those necessary to perform the primary scope of this PCA.

The assessment did not investigate other biological contaminants in or around any structure, and our service was not designed or intended to prevent or lower the risk of the occurrence of the amplification of the same. The Client acknowledges that mold is ubiquitous to the environment with mold amplification occurring when building materials are impacted by moisture. The Client further acknowledges that site conditions are outside of TRC's control, and that mold amplification will likely occur, or continue to occur, in the presence of moisture. As such, TRC cannot and shall not be held responsible for the occurrence or recurrence of mold amplification.

Visual indications of significant suspect microbial growth **were not** observed during the site visit.

5 ADDITIONAL CONSIDERATIONS (continued)

5.3 Moisture Intrusion (continued)

Recommendation: Complete removal of the interior elements of the Fire House Building and pressure washing of the exposed concrete slab and CMU walls are items recommended within this report and costs are provided.

No other necessary repairs or deficiencies were identified at the time of the site visit.

5.4 Seismic Zone

According to the 1997 Uniform Building Code Seismic Zone Map of the United States, the subject property is located in **Seismic Zone 2A (0.15g).**

5.5 Wind Zone

Determination of FEMA Wind Zone Level information was not included in TRC's scope of services.

6 OPINIONS OF COSTS TO REMEDY PHYSICAL DEFICIENCIES

TRC developed opinions of cost for recommended remediation of observed physical deficiencies. The opinions of cost presented within this report are based on construction costs developed by construction resources such as Marshall & Swift, RS Means, TRC's data base of experience with past costs from similar projects, city cost indexes, consultations with local specialty contractors, client-provided information, user provided unit costs, and assumptions regarding future economic conditions.

Actual cost estimates are determined by many factors including but not limited to: choice and availability of materials, choice and availability of a qualified contractor, regional climate zone, quality of existing materials, site compatibility, and access to the subject property and buildings.

In addition, opinions of costs are based solely on replacement of "like-kind" materials and do not account for soft costs. Recommended remediation does not anticipate an upgrade or improvement of existing conditions, unless specifically indicated otherwise.

Items included in the cost estimate tables are determined based upon the estimated useful life (EUL) of a system or component, the apparent effective age, and the remaining useful life (RUL). Factors that may affect the age and condition of a system include, but are not limited to, the frequency of use, exposure to environmental elements, quality of original construction and installation, and amount of maintenance provided. Based on these factors, a system may have an effective age that is greater or less than its actual chronological age.

This report does not identify minor, inexpensive repairs or maintenance items that are clearly part of the property owner's operating budget or taken care of during typical building maintenance. This report excludes costs for systems or components that are reported to be a tenant responsibility to maintain and/or replace. This report also excludes costs that are below $3,000 or the reporting threshold established by the engagement agreement, unless determined to be an immediate cost.

7 QUALIFICATIONS

Services performed by TRC were not intended to be technically exhaustive. There is a possibility that even with proper application of methodologies, conditions may exist on the subject property that could not be identified within the scope of the assessment(s) or that were not reasonably identifiable from the available information.

The services and report are not an instrument of professional architectural or engineering service, and TRC did not develop architectural or engineering findings, conclusions or recommendations, nor did TRC verify designs or design capacities. TRC's observations, opinions, and recommendations have been developed under the time and budgetary constraints inherent in ASTM E2018 and the authorized scope of services. Opinions do not warrant or guarantee the performance of any building components or systems or adequacy of design.

In accordance with guidelines set forth by ASTM E2018 current to the issuance of this report and subject to the limitations stated, TRC's report is based on a limited, ground level (except where otherwise explicitly indicated) visual inspection of the subject property. TRC did not perform any exploratory probing or discovery, perform tests, operate any specific equipment, or take measurements or samples. The PCA is not a building code, safety, regulatory, or environmental compliance inspection.

No PCA can wholly eliminate uncertainty regarding repair and maintenance needs in connection with the subject property. The PCA was intended to reduce, but not eliminate uncertainty regarding such needs. The observations and recommendations presented in this report are time dependent, and conditions will change. This report speaks only as of its date.

Resumes for the site assessor and report reviewer are provided in Appendix G.

8 LIMITING CONDITIONS

ASTM E2018 sets forth limitations in the assessment process. Limitations to the accuracy and completeness of this report are tabulated as follows:

• **Access Limitations -** There were **no** access limitations during our site visit.
• **Physical Obstructions to Observations** - Portions of each building may not have been fully observable due to stored material, furniture, equipment, height of building exterior, or interior finishes at the time of our site visit. Snow cover was present at the time of the site visits.
• **Outstanding Information Requests** - Information requested from the local municipality or others may not have been received in time for this report. If information received from these sources will alter the conclusions of this report, an addendum will be issued.

TRC performed the PCA using methods and procedures and practices generally conforming to the ASTM E2018 guide. The guide describes these methodologies as representing good commercial and customary practice for performing a PCA of a parcel of property. Findings and conclusions derived from the methodologies described in the guide contain all of the limitations inherent in the methodologies that are referred to in the guide.

TRC warrants that the findings contained in this report have been prepared in general accordance with accepted professional practices at the time of report preparation as applied by similar professionals. Future changes in standards, practices, or regulations cannot be anticipated and have not been addressed.

The methodologies include reviewing information provided by other sources. TRC treats information obtained from the record reviews and interviews concerning the subject property as reliable and the guide does not require TRC to independently verify the information. Therefore, TRC cannot and does not warrant or guarantee that the information provided by these other sources is accurate or complete. No other warranties are implied or expressed.

Reliance and Use By Others
This report has been prepared to assist the Client in evaluating the condition of various building components at the subject property referred to in the report. This report may be relied upon by the Client, and any one or more of its affiliates, successors, and/or assigns.

This report speaks only as of its date.

Appendix A:

Cost Tables

Component	AVE. EUL	EFF AGE	RUL	Quantity	Unit	Unit Cost	Immediate Need	Short Term Need	Yr. 1	Yr. 2	Yr. 3	Yr. 4	Yr. 5	Yr. 6	Yr. 7	Yr. 8	Yr. 9	Yr. 10	Year 1-10 Totals
3.2.2 STORM WATER DRAINAGE																			
Install gutters and downspouts at Town Hall Complex	--	--	--	1	LS	$15,000			$15,000										$15,000
3.2.4 PAVING, CURBING AND PARKING																			
Asphalt Pavement - full depth sectional repair/replacement	20	20	0	2,000	SY	$45			$90,000										$90,000
Asphalt Pavement - crack seal, seal coat, restripe	5	5	0	2,000	SY	$1.50							$3,000					$3,000	$6,000
3.2.8 UTILITIES																			
Install new water treatment system	--	--	--	1	LS	$8,000	$8,000												
3.3.2 BUILDING FRAME																			
Tuck-Pointing of CMU walls at Fire House Building	30	30	0	2,500	SF	$6.50			$16,250										$16,250
3.3.3 FACADES OR CURTAINWALL																			
Window replacement at upper elevations of Library and Town Hall	30	30	0	2	EA	$1,500			$3,000										$3,000
Install storefront-type windows in three of the old truck bays	30	30	0	336	SF	$45			$15,120										$15,120
Install vinyl siding around Fire House	30	30	0	1,800	SF	$5			$9,000										$9,000
Sand, clean, and re-paint exterior wood panels and trim at Fire House	8	8	0	1	LS	$3,000			$3,000								$3,000		$6,000
3.4.1 PLUMBING																			
Allowance for plumbing upgrades and/or repair	--	--	--	1	LS	$20,000			$20,000										$20,000
3.4.2 HEATING, AIR CONDITIONING AND VENTILATION																			
Remove unit heater and fuel talk from Fire House	--	--	--	1	LS	$5,000			$5,000										$5,000
Install two additional split system heat pumps in Town Hall Complex	--	--	--	2	EA	$7,000			$14,000										$14,000
Install full HVAC system with distribution in Fire House	20	--	--	1	LS	$20,000			$20,000										$20,000
Install radiant floor heating in Fire House	30	--	--	1	LS	$8,000			$8,000										$8,000
3.4.3 ELECTRICAL																			
Allowance to replace and upgrade lighting fixtures throughout the facility.	--	--	--	1	LS	$25,000			$25,000										$25,000
Allowance to upgrade electrical connections in Fire House and elsewhere as needed	30	30	0	1	LS	$15,000			$15,000										$15,000
3.6.1 SPRINKLERS, STANDPIPES AND SUPPRESSION SYSTEMS																			
Install new wet-type automatic fire suppression system in Town Hall and Fire House buildings.	-	-	-	4,084	SF	$10		$40,840											
3.6.2 ALARM SYSTEMS																			
Install new fire alarm system for all buildings	--	--	--	1	LS	$50,000		$50,000											
3.7.1 COMMON AREAS																			
Remove and dispose wood panels in Town Hall	--	--	--	1	LS	$8,000		$8,000											

Component	AVE. EUL	EFF AGE	RUL	Quantity	Unit	Unit Cost	Immediate Need	Short Term Need	Yr. 1	Yr. 2	Yr. 3	Yr. 4	Yr. 5	Yr. 6	Yr. 7	Yr. 8	Yr. 9	Yr. 10	Year 1-10 Totals
Install new wall and ceiling finishes in Town Hall	50	--	-	3,500	SF	$7			$24,500										$24,500
Full kitchen renovation in Town Hall	30	30	0	1	LS	$90,000			$90,000										$90,000
Remove interior elements and boarded up windows of Fire House and conduct pressure washing	--	--	--	1	LS	$25,000		$25,000											
Install new interior finishes in Fire House for future library	--	--	--	4,000	SF	$7			$28,000										$28,000
Install accessible restroom in new library space	--	--	--	1	LS	$15,000			$15,000										$15,000
Combine two restrooms in Administrative Office hallway into one accessible public restroom with new fixtures and finishes	--	--	--	1	LS	$15,000			$15,000										$15,000
Install commercial kitchen fire protection system.	--	--	--	1	LS	$6,000			$6,000										$6,000
3.7.2 TENANT SPACES																			
Re-locate library contents to new space	--	--	--	1	LS	$5,000		$5,000											
Build-out / renovate library space for new offices	--	--	--	1	LS	$50,000			$50,000										$50,000
Renovate basement restroom and add employee restroom at main level	--	--	--	1	LS	$50,000			$50,000										$50,000
Allowance for furniture, fixtures, and equipment	--	--	--	1	LS	$30,000			$30,000										$30,000
Total Immediate Repair Needs							$8,000												
Total Short Term Repair Needs								$128,840											
AVE. EUL - Average Expected Useful Life	Total Estimated Costs, Uninflated						-	-	$566,870	-	-	-	$3,000	-	-	-	$3,000	$3,000	$575,870
EFF. AGE - Effective Age (Estimated)	Inflation Factor at 2.50%						-	-	1.000	1.025	1.051	1.077	1.104	1.131	1.160	1.189	1.218	1.249	
RUL - Remaining Useful Life (Estimated)	Total Estimated Costs, Inflated						-	-	$566,870	-	-	-	$3,311	-	-	-	$3,655	$3,747	$577,583
EA - Each; Var. - Varies																			
SF - Square Feet; LF-Linear Feet	YEARS 1-10 CUMULATIVE TOTAL, INFLATED:						$577,583	Net Leasable Area (SF):		8,453		YEARS 1-10 CUMULATIVE TOTAL, UNINFLATED:						$575,870	
	Years 1-10 Avg. Cost per SF per Yr., Inflated:						$6.83	# of Yrs.:		10		Years 1-10 Avg. Cost per SF per Yr., Uninflated:						$6.81	

Appendix B:

Photographs

1: Acton Town Hall Complex

2: South side of Admin Offices and Library

3: Entry to Library along east side

4: East side of Town Hall Building

5: Entry ramp with pavers and metal handrails

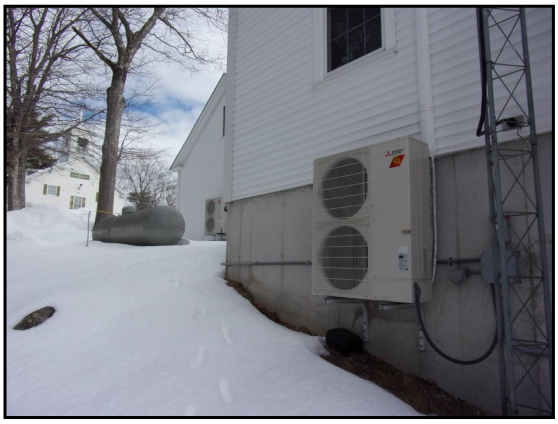
6: North side of Town Hall

7: West side of Admin Offices

8: Propane storage

9: Exterior mini-split condenser unit

10: Foundation wall of Admin Officees



11: West side of building

12: Exterior stairs

13: South side of Admin Offices

14: South side of Library

15: View of Library and Town Hall

16: Former Fire House

17: Step-down cracking in exterior CMU of Fire House

18: West side of Fire House

19: South side of Fire House

20: Boarded up truck bay

21: South side of Fire House with truck bays

22: East side of Fire House

23: Entry to Fire House

24: Distressed pavement / alligator cracking near Fire House

25: Exterior walk with concrete pavers


26: Large pothole near Fire House


27: Pavement near Fire House


28: Pavement along north side of Fire House


29: Asphalt pavement north of property


30: Asphalt parking near Town Hall

31: General asphalt condition

32: Electrical service and pole-mounted lighting

33: Aerial view of property

34: Aerial view

35: Roofs of Library and Town Hall

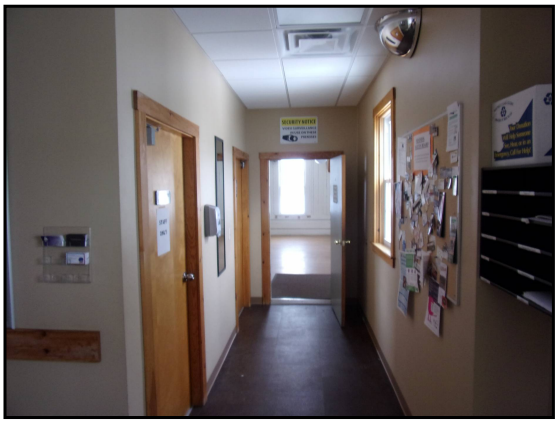
36: Admin Office roof with vent

37: Aerial view of Fire House

38: Fire House roof

39: Aerial view from the west

40: Admin Offices interior corrridor



41: Admin Offices interior

42: Emergency lighting and lighted exit sign

43: Office interior

44: Exterior door with alarm stations

45: Steps to Town Hall

46: Public restroom in Admin Office / Town Hall

47: Town Hall interior

48: Town Hall interior

49: Town Hall ceiling finishes

50: Video room in Town Hall

51: Interior HVAC in Town Hall

52: Town Hall kitchen area

53: Kitchen floor finishes

54: Town Hall floor finishes

55: Basement in Admin Offices

56: Basement

57: Basement office

58: Basement restroom

59: Attic space over Town Hall

60: Attic framing with roof deck

61: Attic area in Town Hall located under the connecting roof to Admin Offices

62: Opening in Town Hall roof to attic of connecting hallway

63: Town Hall roof decking and framing

64: Exposed wood framing in Town Hall

65: Typical wood framing element in Town Hall

66: Fire House exterior door

67: Interior of Fire House

68: Fire House concrete floor slab

69: Interior CMU in Fire House

70: Restroom in Fire House

71: Fire House interior

72: Fuel oil tank in FIre House

73: Space heater in Fire House

74: Fire House attic

75: Fire House attic

76: Fire House attic framing and roof deck

77: Fire House attic framing

78: Typical breaker panel

Appendix C:

Site Plan

Image Provided By ESRI Street Map

Boundaries are approximate

TRC

STREET MAP-1
ACTON TOWN HALL FACILITIES
35 H Road
Acton, Maine 04001

PREPARED FOR: Town of Acton
PROJ. MGR: Mike Harwood **DATE: 3/13/2023**
DRAWN BY: Mike Harwood, P.E. (NC) **PROJ. #: 23573.0000**

Image Provided By EDR USGS Topographic Maps

TRC

TOPO MAP - 2018-1
ACTON TOWN HALL FACILITIES
35 H Road
Acton, Maine 04001

PREPARED FOR: Town of Acton
PROJ. MGR: Mike Harwood **DATE: 3/13/2023**
DRAWN BY: Mike Harwood, P.E. (NC) **PROJ. #: 23573.0000**

Image Provided By EDR Aerials

TRC

AERIAL - 2015
ACTON TOWN HALL FACILITIES
35 H Road
Acton, Maine 04001

PREPARED FOR: Town of Acton
PROJ. MGR: Mike Harwood **DATE: 3/13/2023**
DRAWN BY: Mike Harwood, P.E. (NC) **PROJ. #: 23573.0000**

Appendix D:

Supporting Documentation

TOWN OF ACTON
OFFICE OF CODE ENFORCEMENT
35 H Road, ACTON, ME 04001
TEL: 207-636-3497 X410 FAX: 207-636-1345
ceo@actonmaine.org

Name: Town Hall Complex
Address:
Contact #
Map and Lot:
Date:

Lot Coverage Calculation Worksheet

Lot Coverage *(The percentage of the lot covered by all Structures, Parking Lots and other Non-Vegetated Surfaces.)*

Please fill in shaded cells to calculate Lot Coverage

Step # 1 Lot Size

Total Square Feet of the Lot 51975 Sq. Ft.

X 20% = 10395.00 Sq. Ft.
(Max Non-Vegetated Lot Coverage)

Step # 2 Existing Lot Coverage

Primary Structures (House/Decks) 6971 Sq. Ft.

Accessory Structures (Garages/Sheds/Patio) Sq. Ft.

Driveway/Roads/Beaches/Walkways/Other 15231 Sq. Ft.

Total Square Feet of Existing Lot Coverage 22202 Sq. Ft.

Total % of Existing Lot Coverage 43 %
(Lot Coverage divided by Lot Size x 100 = % of Lot Coverage)

Step # 3 Proposed Increase in Lot Coverage

Proposed Structures 166.5 Sq. Ft.

Proposed Driveways/Other Sq. Ft.

Proposed Total 166.5 Sq. Ft.

Step # 4 Total Proposed Lot Coverage

(Totals to be added to the bottom of Page 1 of the Building Permit Application)

Square Feet of the Lot 51975 Sq. Ft.

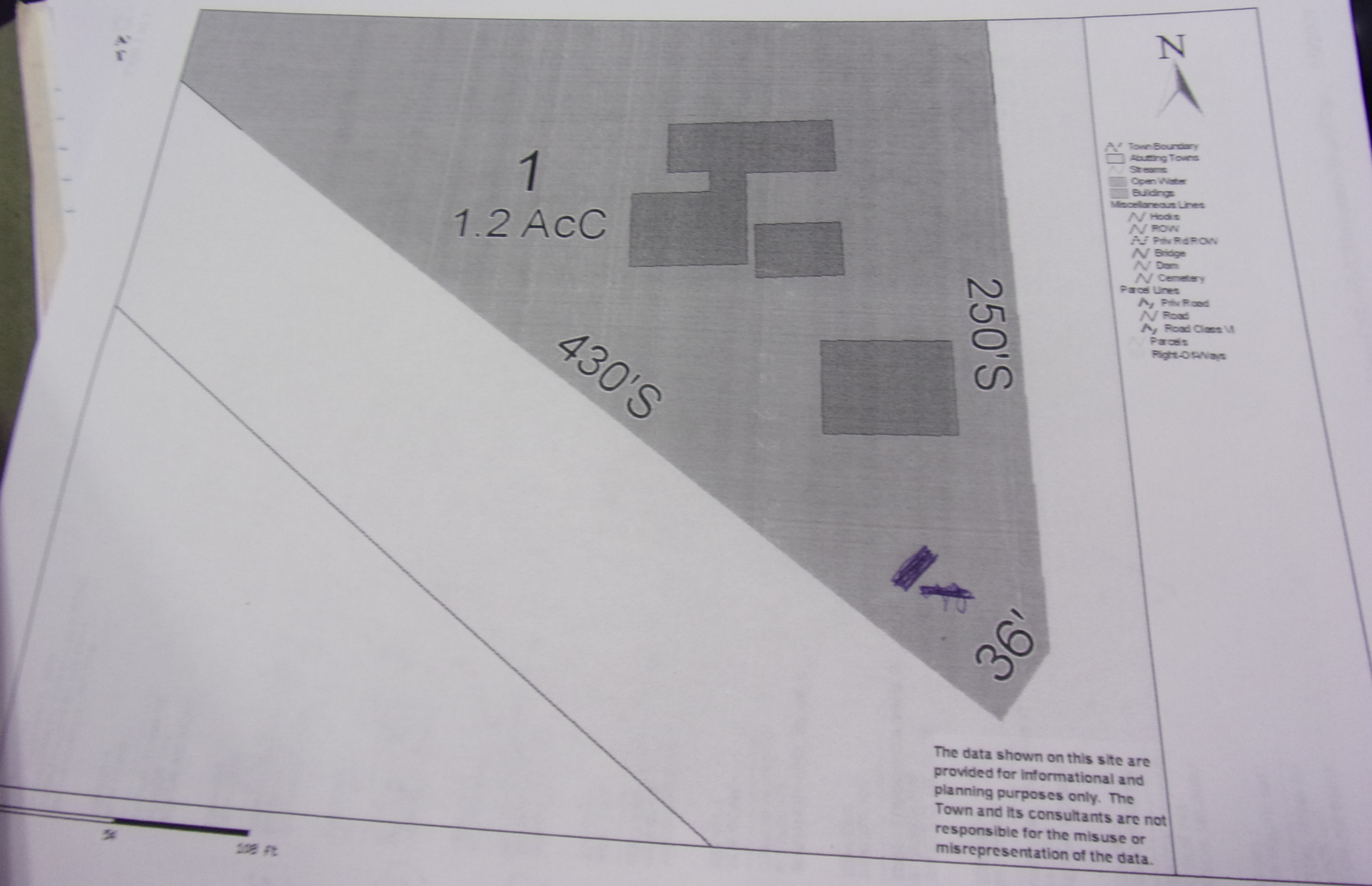
Proposed total 22368.5

Total Lot Non-vegetated Coverage 22368.500 Sq. Ft.
(Existing plus Proposed)

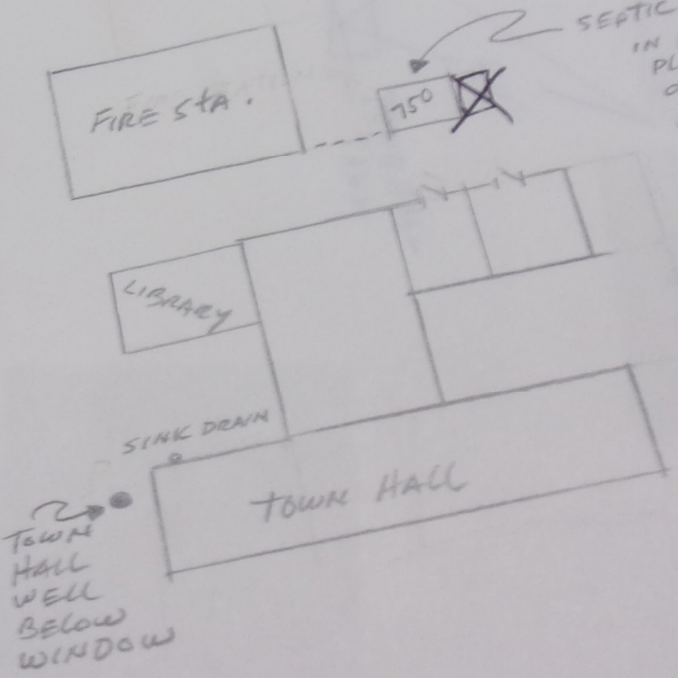
Total % of Proposed / Existing Lot Coverage 43.037037 %
(Lot Coverage Divided by Lot Size x 100 = % of Lot Coverage)

Property Location: _____ Lot _____
Map _____

USE STANDARDS



ACTON, MAINE
MUNICIPAL BUILDINGS
MAP 28 LOT 34
229-001



36 FT FROM VENT
51' FROM CORNER
OF FIREHOUSE

Acton

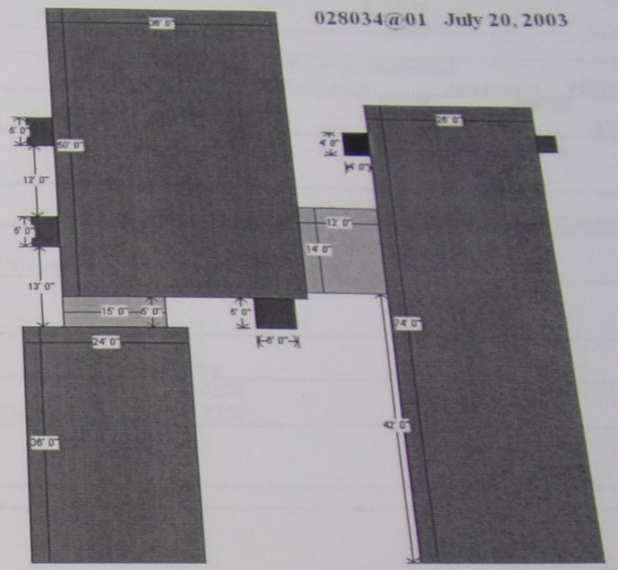
Map Lot 229-001 | Account 40 | Location 35 H ROAD | Card 1 Of 1 | 3/20/2008

Building Style 0			
1.Conv.	5.Garrison	9.Other	
2.Ranch	6.Split	10.	
3.R Ranch	7.Contemp	11.	
4.Cape	8.Log	12.	
Dwelling Units 0			
Other Units 0			
Stories 0			
1.1	4.1.5	7.	
2.2	5.1.75	8.	
3.3	6.2.5	9.	
Exterior Walls 0			
1.Wood	5.Stucco	9.Other	
2.Vin/Al	6.Brick	10.	
3.Compos.	7.Stone	11.	
4.Asbestos	8.Concrete	12.	
Roof Surface 0			
1.Asphalt	4.Composit	7.	
2.Slate	5.Wood	8.	
3.Metal	6.Other	9.	
SF Masonry Trim 0			
OPEN-3-CUSTOM 0			
OPEN-4-CUSTOM 0			
Year Built 0			
Year Remodeled 0			
Foundation 0			
1.Concrete	4.Wood	7.	
2.C Block	5.Slab	8.	
3.Br/Stone	6.Piers	9.	
Basement 0			
1.1/4 Bmt	4.Full Bmt	7.	
2.1/2 Bmt	5.None	8.	
3.3/4 Bmt	6.	9.None	
Bsmt Gar # Cars 0			
Wet Basement 0			
1.Dry	4.	7.	
2.Damp	5.	8.	
3.Wet	6.	9.	

SF Bsmt Living 0			
Fin Bsmt Grade 0 0			
OPEN 5 OPTIONAL 0			
Heat Type 100% 0			
1.HWBB	5.FWA	9.No Heat	
2.HWCI	6.GravWA	10.	
3.H Pump	7.Electric	11.	
4.Steam	8.Fl/Wall	12.	
Cool Type 0% 9 None			
1.Refrig	4.W&C Air	7.	
2.Evapor	5.	8.	
3.H Pump	6.	9.None	
Kitchen Style 0			
1.Modern	4.Obsolete	7.	
2.Typical	5.	8.	
3.Old Type	6.	9.None	
Bath(s) Style 0			
1.Modern	4.Obsolete	7.	
2.Typical	5.	8.	
3.Old Type	6.	9.None	
# Rooms 0			
# Bedrooms 0			
# Full Baths 0			
# Half Baths 0			
# Addn Fixtures 0			
# Fireplaces 0			

TRIO Software
A Division of Harris Computer Systems

Layout 0			
1.Typical	4.	7.	
2.Inadeq	5.	8.	
3.Poor	6.	9.	
Attic 0			
1.1/4 Fin	4.Full Fin	7.	
2.1/2 Fin	5.Fl/Stair	8.	
3.3/4 Fin	6.	9.None	
Insulation 0			
1.Full	4.Minimal	7.	
2.Heavy	5.	8.	
3.Capped	6.	9.None	
Unfinished % 0%			
Grade & Factor 0 0%			
1.E Grade	4.B Grade	7.	
2.D Grade	5.A Grade	8.SC Grade	
3.C Grade	6.AA Grade	9.Same	
SQFT (Footprint) 0			
Condition 0			
1.Poor	4.Avg	7.V G	
2.Fair	5.Avg+	8.Exc	
3.Avg-	6.Good	9.Same	
Phys. % Good 0%			
Funct. % Good 100%			
Functional Code 9 None			
1.Incomp	4.Delap	7.No Power	
2.O-Built	5.Bsmt	8.LongTerm	
3.Damage	6.Common	9.None	
Econ. % Good 100%			
Economic Code None			
0.None	3.No Power	7.	
1.Location	4.Generate	8.	
2.Encroach	9.None	9.	
Entrance Code 0			
1.Interior	4.Vacant	7.	
2.Refusal	5.Estimate	8.	
3.Informed	6.Reviewed	9.	
Information Code 0			
1.Owner	4.Agent	7.	
2.Relative	5.Estimate	8.	
3.Tenant	6.Other	9.	



Date Inspected 6/12/2002

Additions, Outbuildings & Improvements

Type	Year	Units	Grade	Cond	Phys.	Funct.	Sound Value
					%	%	
					%	%	
					%	%	
					%	%	
					%	%	
					%	%	
					%	%	
					%	%	
					%	%	
					%	%	

1.One Story Fram
2.Two Story Fram
3.Three Story Fr
4.1 & 1/2 Story
5.1 & 3/4 Story
6.2 & 1/2 Story
21.Open Frame Por
22.Encl Frame Por
23.Frame Garage
24.Frame Shed
25.Frame Bay Wind
26.1SFr Overhang
27.Unfin Basement
28.Unfinished Att
29.Finished Attic

NELSON ANALYTICAL LAB

RP2204150037

120 York Street, Kennebunk, ME 04043
www.nelsonanalytical.com
(207)467-2418 phone

NH ELAP Accreditation #NH2018
Maine State Certification # ME00015
Maine Radon Certification # ME17500

REPORT OF ANALYSIS

Laboratory ID: 22204041431

Client Name: Town of Acton — Date Reported: 04/15/2022

Client Sample ID:	Town of Acton	Date Collected:	04/13/2022 04:00 PM
Laboratory ID:	22204041431.01	Collected By:	J.Roux
Sample Location:	35 Y Road, Acton, ME - Untreated	Date Received:	04/14/2022 09:06 AM
Sample Matrix:	Drilled Well Water	Temperature Rec'd °C:	9.4#

Parameter	Results	Acceptable Level	Units	Date Analyzed	Test Method	Test Type	Test Remarks
Total Coliform Bacteria	Absent	Absent	/100mL	04/14/2022 12:15	SM 9223B	Primary	Within EPA Standard
E. coli Bacteria	Absent	Absent	/100mL	04/14/2022 12:15	SM 9223B	Primary	Within EPA Standard
Nitrate-N	1.0	10	mg/L	04/14/2022 16:15	SM 4500 NO3	Primary	Within EPA Standard
Nitrite-N	<0.01	1.0	mg/L	04/14/2022 16:17	SM 4500 NO2B	Primary	Within EPA Standard
Fluoride	<0.20	4.0	mg/L	04/14/2022 10:59	SM 4500F-C	Primary	Within EPA Standard
Arsenic	0.0070	0.0100	mg/L	04/15/2022 09:09	EPA 200.8	Primary	Within EPA Standard
Lead	0.002	0.015	mg/L	04/15/2022 09:09	EPA 200.8	Primary	Within EPA Standard
Copper	0.033	1.30	mg/L	04/15/2022 09:09	EPA 200.8	Primary	Within EPA Standard
Chloride	**1480**	250	mg/L	04/14/2022 10:00	SM 4500Cl-B	Secondary	**Outside EPA Standard**
pH*	7.03	6.5-8.5	SU	04/14/2022 10:30	SM 4500H B	Secondary	Within EPA Standard
Iron*	**1.402**	0.300	mg/L	04/15/2022 09:09	EPA 200.8	Secondary	**Outside EPA Standard**
Manganese	**0.2881**	0.050	mg/L	04/15/2022 09:09	EPA 200.8	Secondary	**Outside EPA Standard**
Conductance	2800	N/A	umhos/cm	04/14/2022 10:30	SM 2510B	N/A	No EPA Limit
Alkalinity	120	N/A	mg CaCO3/L	04/14/2022 11:02	SM 2320B	N/A	No EPA Limit
Sodium*	460	N/A	mg/L	04/15/2022 09:09	EPA 200.8	N/A	No EPA Limit
Total Hardness*	870	N/A	mg/L	04/15/2022 09:09	SM 2340B	N/A	No EPA Limit
Radon	370	See Note	pCi/L	04/15/2022 03:49	SM 7500	N/A	No EPA Limit
Uranium	<2	30.0	ug/L	04/15/2022 09:09	EPA 200.8	Primary	Within EPA Standard

NH ARSENIC NOTE: NH Department of Environmental Services (DES) has established a state Maximum Contaminant Level (MCL) for arsenic of 5 ppb (0.005 mg/L), which will take effect on July 1, 2021, for all NH public water systems. The current federal MCL for arsenic is 10 ppb (0.010 mg/L). For more information:https://www.des.nh.gov/sites/g/files/ehbemt341/files/documents/2020-01/fs-wwgb-9-2.pdf

RADON NOTE: There is currently no legal or regulatory limit for radon in water. The EPA has a proposed limit of 4000 pCi/L. Maine and Vermont have recommended limits of 4000 pCi/L, and Massachusetts 10,000 pCi/L. New Hampshire DES recommends treatement for levels above 10,000 pCi/L, or above 2000 pCi/L if Radon in Air levels exceed 4 pCi/L. More information can be found at www.epa.gov/radon.

PRIMARY: Regulated by the EPA as a health related parameter SECONDARY: Aesthetic parameter - not regarded as a health concern
Tests marked with an * indicate parameters not accredited by the State of Maine. These parameters are accredited under our NH ELAP accreditation

Respectfully Submitted

Lorri Maling, Laboratory Director

Sampling performed by the lab is according to the lab document "Water Sampling Instructions". EPA standards list pH & Chlorine as field parameters which should be tested immediately upon sample collection. Samples tested for pH after submission are beyond the hold time. Samples will be analyzed as quickly as laboratory operations allow. Metals samples preserved and analyzed on the same day do not meet the method criteria. #-Sample(s) received at laboratory do not meet method specified temperature criteria.
Solid samples are reported on a dry weight basis unless noted otherwise.
Subcontract Laboratories: SUB1: Nelson Analytical Manchester (NH1005) ME-NH01005 SUB 2: (NH 2136) (ME-CT00007),SUB3: (NH2001) (ME00019), SUB 4: NH073 SUB5: (NH5030) (ME-FL00117), SUB7: EAI Analytical (NH 1007),SUB 8: ME00002 SUB9: (NH2516) (MA00100)

Date: 04/15/2022

Acton Town Hall Complex

35 H Road

Acton, ME 04001

Inquiry Number: 7277644.1

March 15, 2023

The EDR Aerial Photo Decade Package

6 Armstrong Road, 4th floor
Shelton, CT 06484
Toll Free: 800.352.0050
www.edrnet.com

EDR Aerial Photo Decade Package

03/15/23

Site Name:

Acton Town Hall Complex
35 H Road
Acton, ME 04001
EDR Inquiry # 7277644.1

Client Name:

TRC
700 Highlander Blvd., Suite 210
Arlington, TX 76015
Contact: Mike Harwood, P.E. NC

Environmental Data Resources, Inc. (EDR) Aerial Photo Decade Package is a screening tool designed to assist environmental professionals in evaluating potential liability on a target property resulting from past activities. EDR's professional researchers provide digitally reproduced historical aerial photographs, and when available, provide one photo per decade.

Search Results:

Year	Scale	Details	Source
2018	1"=500'	Flight Year: 2018	USDA/NAIP
2015	1"=500'	Flight Year: 2015	USDA/NAIP
2011	1"=500'	Flight Year: 2011	USDA/NAIP
2007	1"=500'	Flight Year: 2007	USDA/NAIP
1998	1"=500'	Acquisition Date: April 29, 1998	USGS/DOQQ
1991	1"=500'	Flight Date: September 02, 1991	USGS
1986	1"=500'	Flight Date: April 01, 1986	USGS
1978	1"=500'	Flight Date: April 23, 1978	USGS
1974	1"=500'	Flight Date: May 02, 1974	USGS
1960	1"=500'	Flight Date: July 01, 1960	USGS
1940	1"=500'	Flight Date: November 11, 1940	USGS

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INQUIRY #: 7277644.1

YEAR: 2018

= 500'

N

EDR


INQUIRY #: 7277644.1
YEAR: 2015
= 500'
N
EDR


INQUIRY #: 7277644.1
YEAR: 2011
= 500'
N
EDR

INQUIRY #: 7277644.1

YEAR: 2007

= 500'

N

EDR


INQUIRY #: 7277644.1
YEAR: 1998
= 500'
N
EDR
Subject boundary not shown because it e

INQUIRY #: 7277644.1

YEAR: 1991

= 500'

N

EDR

INQUIRY #: 7277644.1

YEAR: 1986

= 500'

N

EDR

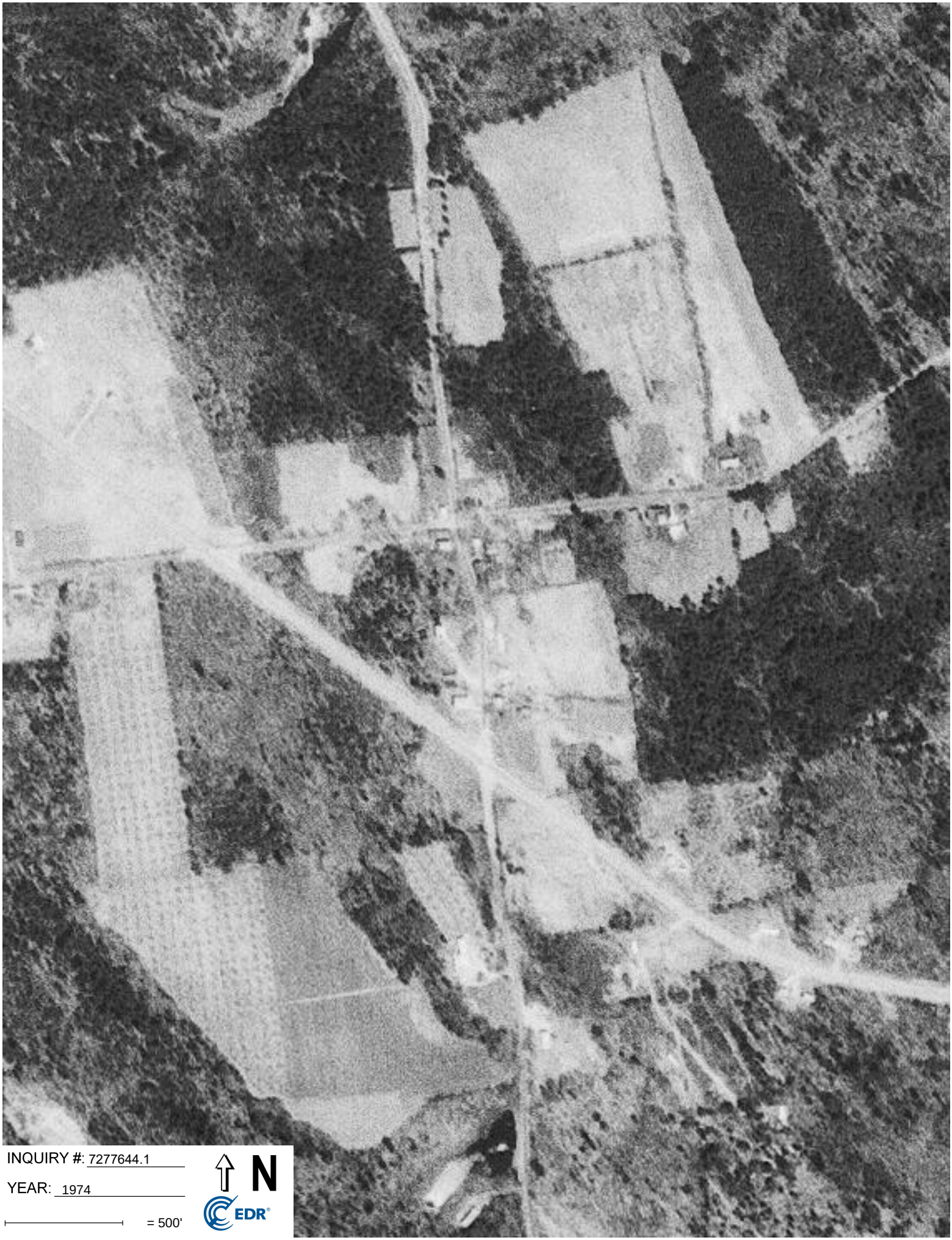
INQUIRY #: 7277644.1

YEAR: 1978

= 500'

N

EDR



INQUIRY #: 7277644.1

YEAR: 1974

= 500'

N

EDR

INQUIRY #: 7277644.1

YEAR: 1960

= 500'

N

EDR

INQUIRY #: 7277644.1

YEAR: 1940

= 500'

N

EDR

Appendix E:

Pre-Survey Questionnaires

TRC

Environmental Corporation

Property Condition Assessment
Pre-Survey Questionnaire

Please email completed questionnaire to mharwood@trccompanies.com. Thank you.

Please complete as much of this questionnaire as possible before our site visit. If you have any questions about how to answer any of the questions, please call Mike Harwood at 336-380-3997. If additional pages for response are necessary, please attach them to this form. This document and your written responses will be an exhibit in TRC's Property Condition Report. Thank you very much!

GENERAL COMMERCIAL PROPERTY DESCRIPTION

Property Name: Acton Town Hall
Address: 35 H Road, Acton ME
Land Acres: 1.2 Acres
County: 04001
No. of Buildings: 2
Municipal Zoning: Village
No. of Tenants:
Current Occupancy (%):

Building Name	Stories	Year Built	Date(s) of Major Renovations	Age of Roof(s)	No. of Tenants	No. of Vacant Units	Leasable SF	Gross SF
Totals:								

GENERAL INFORMATION

Are there any significant deficiencies at the property? ☐No, or ☐Yes, Describe:

Are you in receipt of any notices of code violations from your municipality's building department, zoning and/or planning office, fire department, or health department? ☐No, or ☐Yes. If so, please disclose the nature of the violations, attach copies of the violations to this questionnaire and explain what actions are being undertaken to comply:

Are you in receipt of or have you solicited any proposals to perform any repairs or replacement work to the building(s) or any of its components that will exceed an aggregate cost of $2,500? ☐No, or ☐Yes, Describe:

Any approved capital projects for the current year (List or attach capital expenditures budget):

During the last five years, have any major capital improvements been performed at the property? ☐No, or ☒Yes, Describe and provide approximate cost incurred:
Exterior Windows and Siding

Any major damage from fire, flood, storm, etc.? ☒No, or ☐Yes, Describe and state whether damage has been repaired:

Has a PCA been previously conducted by a consultant at the property? ☒No, or ☐Yes, List company name, report date and location of report:

Any knowledge of water leaks / infiltration and associated damage at the Property? ☒No, or ☐Yes, Describe and state whether damage has been repaired:

Has mold or microbial growth ever been observed at the Property? ☐No, or ☐Yes, Describe location and state whether mold or microbial growth still exists:

Has there been tenant occupant complaints concerning mold or microbial growth? ☐No, or ☐Yes, Describe location and state whether mold or microbial growth is still exists:

TOPOGRAPHY & SITE DRAINAGE

To where does the site drain? (Municipal storm sewer system at what street(s), creek, ponds, etc.):

Are there sumps, dry wells or a lift station on site? ☐No, or ☐Yes, Describe quantity & location:

Any ground fractures, settlement areas or drainage problems (erosion, chronically standing water, etc.)? ☐No, or ☐Yes, Describe:

PAVING, CURBING & PARKING

Square footage of asphalt paving:	Square footage of concrete paving:
Year of last seal coat or restriping:	Quantity (SF), location and cost:
Year of last asphalt overlay:	Quantity (SF), location and cost:

Any abnormal problems in recent years? ☐No, or ☐Yes, Describe:

No. of parking spaces: No. of standard ADA spaces: No. of "van accessible" ADA spaces:

Is there a sufficient number of parking spaces? ☐No, or ☐Yes

LOADING AREAS, DOCKS & FLATWORK

No. of loading docks:	Location(s) of dock(s):

Describe No. and type (electric, hydraulic, etc.) of dock levelers:

Who is responsible for maintaining this equipment?

Any abnormal problems in recent years? ☐No, or ☐Yes, Describe:

LANDSCAPING & APPURTENANCES

Type of irrigation system: ☐Manual or ☐Automatic

Type of irrigation system piping: ☐PVC, ☐Steel, or ☐Other, Describe:

Any abnormal irrigation system problems in recent years? ☐No, or ☐Yes, Describe:

Age of signage at property: 2009

Any exterior lighting problems? ☒No, or ☐Yes, Describe:

List any site amenities:

UTILITY PROVIDERS

Water: well	Electricity: Central Maine Power
Natural Gas: N/A	Steam: N/A
Storm Sewer: N/A	Sanitary Sewer: leech Field
Chilled Water:	Other:

Which utilities are separately metered?

Any special utility systems? ☐No, or ☐Yes, Describe:

Any abnormal utility problems in recent years? ☒No, or ☐Yes, Describe:

STRUCTURAL SYSTEMS

Type of foundation: Poured Concrete Type of structural system: Conventional Framing

Any structural problems in recent years? ☒No, or ☐Yes, Describe:

MOLD

Are you aware of visible mold or mildew growth on building materials such as walls, ceiling tiles, or carpets or within HVAC equipment or systems? If so, where? ☐No, or ☐Yes, Describe:

Have there been any water pipe or other plumbing leaks in the building? ☐No, or ☐Yes, Describe:

Do the window frames have flashing? ☐No, or ☐Yes

Have there been any reports of water leaking in or around windows or building envelope? Please provide information or documentation regarding when and where the leaks occurred and document actions taken to mitigate continued leaking. ☐No, or ☐Yes, Describe:

Have there been any toilet overflows or backups in restrooms or janitorial closets? Please provide information or documentation regarding when and where overflows or backups occurred and document actions taken to mitigate the water intrusion. ☐No, or ☐Yes, Describe:

Have there been any roof leaks that have allowed water into interior spaces of the building? Please provide information or documentation regarding where and when these occurred and document what actions were taken to eliminate the leak and to mitigate water intrusion. ☐No, or ☐Yes, Describe:

Is the HVAC system periodically calibrated for moisture control for change in occupancy and/or seasonal climate change during the year? Please provide documentation. ☐No, or ☐Yes, Describe:

If the HVAC systems are on the roof, do they have drip pans or do they drain onto the roof? ☐No, or ☐Yes, Describe:

Was the site inspected for water damage during construction? ☐No, or ☐Yes, Describe:

What type of moisture barrier system does the building have? Describe:

Is there an exterior finish insulation system (EFIS) System? ☐No, or ☐Yes, Describe:

Does the building have a crawl space and is it properly ventilated and drained, etc.? ☐No, or ☐Yes, Describe:

Does the building have attic space and is it properly ventilated and drained, etc.? ☐No, or ☐Yes, Describe:

Does the building lie against a berm? ☐No, or ☐Yes, Describe:

Are there prior Mold Survey or Abatement Reports: ☐No, or ☐Yes, List:

Is there an existing Mold Operation & Maintenance (O&M) Plan ☐No, or ☐Yes, List:

HANDICAP ACCESSIBLITY

Does the property generally comply with Americans with Disabilities Act (ADA) guidelines? ☐No, or ☒Yes. If no, Describe:

Has an ADA survey previously been completed for this property? ☒No, or ☐Yes, Please provide copy to TRC.

Have any ADA improvements been made to the property? ☐No, or ☒Yes, Describe:

Does a Barrier Removal Plan exist for the property? ☒No, or ☐Yes, Please provide copy to TRC.

Has the Barrier Removal Plan been reviewed/approved by an arms-length third party such as an engineering firm, architectural firm, building department, or other agency, etc.? ☒No, or ☐Yes, Describe:

Have you received any accessibility complaints? ☒No, or ☐Yes, Describe:

Is any litigation pending related to ADA issues? ☒No, or ☐Yes, Describe:

QUESTIONNAIRE PREPARATION INFORMATION

Name:	Title:
Company:	Years with Property:

To the best of my knowledge, the statements contained in this document and the exhibits attached hereto are true and correct.

Signed: Date:

Any current or past basement water leaks / intrusion? ☒No, or ☐Yes, Describe and state whether leakage has been repaired:

Any seismic upgrades performed? ☒No, or ☐Yes, Describe location, work performed & date:

EXTERIOR WALLS, DOORS & WINDOWS

Describe the exterior walls of the building(s): Vynle siding

When were exteriors last painted? Cost of exterior painting:

Any exterior wall, door or window leaks in recent years? ☐No, or ☒Yes, Describe and state whether damage has been repaired: 1 window in Code office

Has any exterior repair work been performed during the last 5 years? ☐No, or ☒Yes, Describe location, work performed & date: Exterior siding was replaced within last 5 years - exterior windows replaced 2022

ROOFING SYSTEMS

Type of roofing: 30 yr Architectural shingles Asphalt Age of roofing: 2013

Any current roof or skylight leaks? ☐No, or ☐Yes, Describe, state location:

Any past roof or skylight leaks? ☒No, or ☐Yes, state location and date of leaks:

Roof warranty? ☒No, or ☐Yes, Please provide copy of warranty and describe length of term & expiration date:

Cost of recent roof replacement?

Any fire retardant treated plywood roof sheathing at the property? ☒No, or ☐Yes, State location and condition:

Any phenolic foam roof insulation at the property? ☒No, or ☐Yes, State location and condition:

PLUMBING SYSTEMS

Type of water supply lines: ☒Copper, ☐PVC, ☐Galvanized Steel, ☐Polybutylene, or ☒Other, Describe: Pex

Type of waste (drain) lines: ☐Copper, ☒PVC, ☐Cast Iron, ☐Polybutylene, or ☐ ABS, Describe:

Is there polybutylene piping at the property? ☐No, or ☐Yes, State location and history of defects:

Abnormal problems in recent years? ☒No, or ☐Yes, Describe:

Inadequate domestic water pressure or drainage problems? ☒No, or ☐Yes, Describe:

Type of water heaters: ☒Electric, ☐Natural Gas, ☐Other, Describe: Capacity of water heaters:

Age of water heaters: 10+ years Who is responsible for maintaining and replacing water heaters? Kittredge Plumbing and Heating

Are maintenance and/or complaint logs kept for the plumbing systems? ☒No ☐Yes

Inadequate hot water response time? ☐No, or ☒Yes, Describe:

HEATING, VENTILATING AND AIR CONDITIONING (HVAC) SYSTEMS

Type of typical HVAC equipment: Rinnai propane heaters / Central Air Heatpumps

Who is responsible for maintaining and replacing the HVAC equipment: Mausam Valley Tech LLC

Age of most HVAC equipment: 2012 / 2022 Tonnage of typical HVAC units:

HVAC unit manufacturer: Cost of recently replaced HVAC units:

Type of ventilation systems:

Is there an energy management system (EMS) ☐No, or ☐Yes, Indicate manufacturer, model, type and equipment controlled:

Is there a centralized system? ☐No, or ☒Yes, Indicate: ☐one, ☐two, or ☐four pipe distribution system.

Types, capacities and age of cooling equipment: 2022

Is compressor repair done by personnel with freon reclaiming equipment? ☐No ☒Yes

When were the chillers' last eddy current tested and who performed the test? Durring installation

Refrigerant type: Stored on site? ☒No, or ☐Yes, Location:

Any refrigerant conversion plans? ☒No, or ☐Yes, Describe:

Is the cooling tower water treated? ☒No, or ☐Yes. If so, by whom?

Types, capacities and age of heating equipment:

Is the boiler water treated? ☒No, or ☐Yes. If so, by whom and date of last inspection?

Name and telephone number of HVAC service company: 207-633-3638

Any problems with inadequate drainage of condensate water (mold build-up)? ☒No, or ☐Yes, Describe location:

Abnormal problems in recent years? HVAC capacity, distribution or equipment deficiencies? ☐No, or ☐Yes, Describe:

ELECTRICAL SYSTEMS

Type of main transformer(s): ☐Pad, ☐Pole, ☐Vault, ☐Other, Describe:

Who is responsible for maintaining and replacing main transformer(s)? Norman J Electric / CMP

Main supply amperage to building(s): 200 Amp Property is equipped with: ☒Circuit Breakers, or ☐Fuses

Is there an emergency generator on site? ☐No, or ☒Yes How frequently is the generator tested? tests run once/wk

Generator fuel type: ☐Diesel, ☐Natural Gas, ☒Propane, ☐Other, Describe:

The generator supplies emergency power to what systems? All

Who is responsible for maintaining and replacing the emergency generator?

Main service wiring: ☐Copper, ☐Aluminum Interior branch service wiring: ☐Copper, ☐Aluminum

How frequently are infrared inspections conducted? Name of company performing inspections:

Abnormal electrical system problems in recent years? ☒No, or ☐Yes, Describe:

VERTICAL TRANSPORTATION SYSTEMS

No. and capacity of passenger elevator(s): N/A No. and capacity of freight elevator(s): N/A

Type of elevator(s): ☐Hydraulic, ☐Overhead Traction, ☐Other, Describe:

Elevator manufacturer: Date of most recent state/city inspection:

Elevator equipped with "fireman's" recall? ☐No ☐Yes Elevator age:

Is there a full-service contract in place? ☐No ☐Yes

Elevator service/inspection frequency: ☐Weekly, ☐Monthly, ☐Quarterly ☐As-Needed, ☐Other, Describe:

Elevator maintenance contractor contact name and telephone number?

No. and location of escalators:

Escalator manufacturer? Date of most recent state/city inspection:

Escalator age? Is there a full-service contract in place? ☐No ☐Yes

Appendix F:

Acronyms and Out-Of-Scope Items

Abbreviations and Acronyms

This report may use various construction abbreviations to describe various site, building or system components. Not all abbreviations may be applicable to all reports. The abbreviations most often utilized are defined below.

ADA – The Americans with Disabilities Act
ASTM – ASTM International
BOMA – Building Owners and Managers Association
BUR – Built-up Roofing
EIFS – Exterior Insulation and Finish System
EMF – Electro Magnetic Fields
EMS – Energy Management System
EUL – Expected Useful Life
FEMA – Federal Emergency Management Agency
FFHA – Federal Fair Housing Act
FIRMS – Flood Insurance Rate Maps
FOIA – U.S. Freedom of Information Act (5 USC 552 et seq.) and similar state statues
FOIL – Freedom of Information Letter
FM – Factory Mutual
HVAC – Heating, Ventilating, and Air Conditioning
IAQ – Indoor Air Quality
NFPA – National Fire Protection Association
PCA – Property Condition Assessment
PCR – Property Condition Report
PML – Probable Maximum Loss
RTU – Rooftop Unit
RUL – Remaining Useful Life
STC – Sound Transmission Class

	Out of Scope Considerations **Unless identified in the scope of work detailed in this report, these items are excluded and are considered outside the scope of this PCA / PNA.**
Ref #	**Section 11 : ASTM E 2018-15 Out of Scope Considerations**
11.1	*Activity Exclusions*—The activities listed below generally are excluded from or otherwise represent limitations to the scope of a PCA prepared in accordance with this guide. These should not be construed as all-inclusive or imply that any exclusion not specifically identified is a PCA requirement under this guide.
11.1.1	Identifying capital improvements, enhancements, or upgrades to building components, systems, or finishes. The consultant must be aware of the distinction between repair and replacement activities that maintain the property in its intended design condition, versus actions that improve or reposition the property.
11.1.2	Identifying improvements, capital expenditures, repairs, maintenance and other activities that are or may be required at a future date, except as needed in the review of short term and long term needs.
11.1.3	Removing, relocating, or repositioning of materials, ceiling, wall, or equipment panels, furniture, storage containers, personal effects, debris material or finishes; conducting exploratory probing or testing; dismantling or operating of equipment or appliances; or disturbing personal items or property, that obstructs access or visibility.
11.1.4	Determining adequate pressure and flow rate, fixture-unit values and counts, verifying pipe sizes, or verifying the point of discharge for underground drains.
11.1.5	Determining NFPA hazard classifications, identifying, classifying, or testing fire rating of assemblies. Determination of the necessity for or the presence of fire areas, fire walls, fire barriers, accessible routes, construction groups or types, or use classifications.
11.1.6	Preparing engineering calculations (civil, structural, mechanical, electrical, etc.) to determine any system's, component's, or equipment's adequacy or compliance with any specific or commonly accepted design requirements or building codes, or preparing designs or specifications to remedy any physical deficiency.
11.1.7	Taking measurements or quantities to establish or confirm any information or representations provided by the owner or user, such as size and dimensions of the subject property or subject building; any legal encumbrances, such as easements; dwelling unit count and mix; building property line setbacks or elevations; number and size of parking spaces; etc.
11.1.8	Reporting on the presence or absence of pests such as wood damaging organisms, rodents, or insects.
11.1.9	Reporting on the condition of subterranean conditions, such as soil types and conditions, underground utilities, separate sewage disposal systems, wells, manholes, utility pits; systems that are either considered process-related or peculiar to a specific tenancy or use; or items or systems that are not permanently installed.
11.1.10	Entering or accessing any area of the premises deemed to potentially pose a threat of dangerous or adverse conditions with respect to the field observer's health or safety, including, but not limited to: entering of plenum, crawl, or confined-space areas, entering elevator/escalator pits or shafts, walking on pitched roofs, or any roof areas that appear to be unsafe, or roofs without built-in access, and removing of electrical panel and device covers.
11.1.11	Performing any procedure, that may damage or impair the physical integrity of the property, any system, or component.
11.1.12	Providing an opinion on the condition of any system or component, that is shutdown. However, the consultant is to provide an opinion of its physical condition to the extent

	reasonably possible considering its age, obvious condition, manufacturer, etc.
11.1.13	Evaluating the Sound Transmission Class or acoustical or insulating characteristics of systems or components.
11.1.14	Evaluating the flammability of materials and related regulations.
11.1.15	Providing an opinion on matters regarding security of the subject property and protection of its occupants or users from unauthorized access.
11.1.16	Operating or witnessing the operation of lighting, lawn irrigation, or other systems typically controlled by time clocks or that are normally operated by the building's operation staff or service companies.
11.1.17	Providing an environmental assessment or opinion on the presence of any environmental issues such as potable water quality, asbestos, hazardous wastes, toxic materials, the location or presence of designated wetlands, mold, fungus, IAQ, etc.
11.1.18	Providing an environmental assessment or opinion on the presence of any environmental issues such as potable water quality, asbestos, hazardous wastes, toxic materials, the location or presence of designated wetlands, mold, fungus, IAQ, etc.
11.1.19	Evaluating systems or components that require specialized knowledge or equipment, including but not limited to: flue connections, interiors of chimneys, flues or boiler stacks; electromagnetic fields, electrical testing and operating of any electrical devices; examination of elevator and escalator cables, sheaves, controllers, motors, inspection tags; or tenant owned or maintained equipment.
11.1.20	Process related equipment or condition of tenant owned/maintained equipment. Entering of plenum or confined space areas. Testing or measurements of equipment or air flow.
11.1.21	Observation of flue connections, interiors of chimneys, flues or boiler stacks, or tenant-owned or maintained equipment. Entering of plenum or confined space areas.
11.2	*Warranty, Guarantee, and Code Compliance Exclusions*—By conducting a PCA and preparing a PCR, the consultant merely is providing an opinion and does not warrant or guarantee the present or future condition of the subject property, nor may the PCA be construed as either a warranty or guarantee of any of the following:
11.2.1	Any system's or component's physical condition or use, nor is a PCA to be construed as substituting for any system's or equipment's warranty transfer inspection;
11.2.2	Compliance with any federal, state, or local statute, ordinance, rule or regulation including, but not limited to, fire and building codes, life safety codes, environmental regulations, health codes, zoning ordinances, compliance with trade/design standards, or standards developed by the insurance industry.
11.2.3	Compliance of any material, equipment, or system with any certification or actuation rate program, vendor's or manufacturer's warranty provisions, or provisions established by any standards that are related to insurance industry acceptance/approval, such as FM, State Board of Fire Underwriters, etc.
11.3	*Additional/General Considerations:*
11.3.1	Further Inquiry—There may be physical condition issues or certain physical improvements at the subject property that the parties may wish to assess in connection with a commercial real estate transaction that are outside the scope of this guide. Such issues are referred to as non-scope considerations, and if included in the PCR, should be identified under Section 10.9.
11.3.2	Out of Scope Considerations—Whether or not a user elects to inquire into non-scope considerations in connection with this guide is a decision to be made by the user. No assessment of such non-scope considerations is required for a PCA to be conducted in compliance with this guide.

11.3.3	Other Standards—Other standards or protocols may exist for the discovery or assessment of physical deficiencies. Such standards and protocols are expressly excluded from the scope of the assessment unless otherwise agreed between the User and Consultant.

Appendix G:

Personnel Resumes

MIKE HARWOOD, P.E.

PCA Program Director

Mr. Harwood has over 25 years professional experience in the building sciences. Mr. Harwood is an experienced facility condition assessor and is licensed as a Professional Engineer with experience in Geotechnical and Environmental Engineering, as well as Construction Testing and Inspections. Mr. Harwood is Program Director for Property Condition Assessment (PCA) services for TRC and oversees a talented and experienced staff with a national presence.

Mr. Harwood has experience with the design and construction of several foundation systems, including traditional shallow foundations, deep foundations, and intermediate foundation systems – such as compacted aggregatepiers and auger-cast piles. Mr. Harwood has also performed dozens of forensic studies for structures that have experienced fatigue, distress, or failure.

Mr. Harwood has experience with the design and construction of retained earth structures, including cantilever andsegmental block retaining walls, soil nail walls, and reinforced slopes. Mr. Harwood has extensive knowledge with Property Condition Assessments as it relates to multiple levels of acquisition and lender related projects, including Freddie Mac and Fannie Mae.

PROFESSIONAL REGISTRATIONS

- Professional Engineer; Texas, Michigan, North Carolina, Virginia, and Washington DC

EDUCATION

- M.S. Civil Engineering – University of North Carolina at Charlotte
- B.S. Environmental Engineering – Michigan Technological University
- Additional post-graduate study in geotechnical engineering – University of Maryland

EXPERTICE

- **BUILT ENVIRONMENT** - Mr. Harwood has performed hundreds of inspections of real property for the purposes long-term facility planning and for real estate transactions. In addition, Mr. Harwood is experienced with forensic engineering, determination of causes related to observed structural distress. Mr. Harwood has conducted Property and Facility Condition Assessments (PCAs/FCAs) on properties throughout the United States, ranging from small commercial properties to high-rise office buildings and large industrial complexes. Mr. Harwood has served as Expert Witness on projects that have experienced structural distress related to soils and/or groundwater conditions.

- **GEOTECHNICAL ENGINEERING -** Mr. Harwood has experience in subsurface exploration and design of shallow and deep foundations, segmental retaining walls, aggregate pier foundation systems, specialty grouting, secant- and tangent-pile wall systems, reinforced earth structures, ground improvement, and other geotechnical projects. Mr. Harwood has experience in the field and laboratory utilizing tools such as the pressuremeter test, triaxial testing, unconfined soil strength testing and related tests to better evaluate soil strength for the purposes of foundation design.

- **CONSTRUCTION TESTING / SPECIAL INSPECTIONS** - Mr. Harwood has managed numerous construction services projects throughout the states of Texas, North Carolina, Virginia and South Carolina, including multi-story office buildings, large commercial developments, institutional development projects, and government projects. Mr. Harwood has managed Special Inspections projects, serving as the “Special Inspector of Record” for projects in Wake and Mecklenburg Counties in North Carolina and Fairfax County, Virginia. Mr. Harwood has experience with a variety of reporting methods and works closely with the project team to ensure that the appropriate stakeholders are kept informed of the daily test and inspection results of the projects.

- **ENVIRONMENTAL ASSESSMENT AND ENGINEERING -** Mr. Harwood has performed numerous Environmental Site Assessments, site delineations, and remedial projects. Mr. Harwood has managed remediation projects ranging from traditional "dig and haul" to more complex ion filtration and soil vapor extraction remediation. Mr. Harwood has also been involved in several landfill investigations and water supply treatment systems for drinking water.

- **DESIGN/BUILD FOUNDATION AND EARTH RETENTION** - Mr. Harwood has experience related to design/build projects for specialty foundation support utilizing Rammed Aggregate Piers and displacement-type aggregate pier systems. Mr. Harwood also has experience with specialty earth retention and support systems, such as secant pile walls; tangent pile walls; jet grouting; and tieback / soil nail walls.

PROJECT EXPERIENCE

- **PCA / FCA Condition Assessments –** Mr. Harwood has been performing property condition assessments and related facility assessment services for more than 20 years, beginning with a series of Blockbuster Video stores as early as 1997. Since then, Mr. Harwood has performed hundreds of similar projects throughout his career. He has worked on large, multi-property portfolios that include dozens of facilities with tight deadlines; as well as large and complex projects that required substantial time to compile descriptions and recommendations for numerous building systems. Project experience includes high-rise office buildings in New York, Chicago, Houston, and Miami; industrial properties and multi-family residential properties throughout the United States; and resort and hotel properties in the continental US as well as in Puerto Rico.

- **Virginia-Dominion Power, Mount Storm, WV –** Provided initial design recommendations and cost analysis for a turn-key excavation project containing a water treatment system at the existing coal-fired power plant in Mount Storm, WV. The project included secant pile walls terminating in the underlying bedrock around the majority of the structure with jet grouting provided in areas where existing piping could not be penetrated. The project was designed to provide a dry environment for the installation of the new structure in soil conditions consisting of sands, gravels, and cobbles with astatic groundwater elevation at two feet below the ground surface.

- **Wachovia Tower, Charlotte, NC** - Geotechnical and Seismic analysis for the proposed Wachovia headquarters building in uptown Charlotte, NC. Evaluated existing bedrock for structural support of the proposed 46-story, 1.5 million square-ft office tower. Evaluated site characteristics for development of the soil-structure seismic analysis. Also prepared recommendations for excavation and dewatering of the 8 levels of below-grade construction.

- **Treatment of Radium and Uranium impacted water supply wells** – Implemented treatment for the removal of naturally-occurring radioactive materials (T-Norm) from over 20 water supply wells across the state of North Carolina. Treatment systems included ion and anion exchange systems and disposable media systems.

- **Old Municipal Landfill** – Performed investigation of an old municipal landfill located under portions of the parking area for the new San Antonio Spurs Basketball Arena. Project included environmental delineation of landfill, landfill gas monitoring recommendations and geotechnical evaluation for site development.

- **Centennial Campus Housing Project, NC State University - Raleigh, North Carolina** – Project consisted of geotechnical engineering services and construction testing and special inspection services for the project which will consist of a total of eight stand-alone structures comprising the mixed-use academic village. The proposed structures include seven multi story residential structures and an Entrepreneurs Garage. The subsurface exploration consisting of 85+ borings, pressuremeter testing, seismic testing and geotechnical analysis including the evaluation of rock and subsurface environment for the project in Raleigh, North Carolina. Foundation recommendations included shallow spread footings based on pressuremeter tests. Onsite microtremor seismic testing allowed for reduction of site coefficient from D to C resulting in significant savings in construction costs.

- **NorthEast Medical Center, Kannapolis, NC** - Performed rock excavation study for future excavation at the new cancer wing of NorthEast Medical Center in Kannapolis, NC. Study utilized both traditional rock probes and geophysical analysis to develop recommendations for excavation of bedrock. Also provided recommendations for the isolation and stabilization of sensitive medical equipment during blasting and heavy excavation operations.

- **Trademark Condominium Tower, Charlotte, NC** – Performed geotechnical evaluation and provided foundation recommendations for new 22-story residential tower in uptown Charlotte, NC. Also oversaw all construction monitoring and testing operations and Special Inspections for the project.

- **African American Cultural Center, Charlotte, NC** - geotechnical for the proposed museum structure in uptown Charlotte. The new facility is to be connected to the new Wachovia Tower via a tunnel system that runs underneath S. Tryon Street in Charlotte.

- **Rosewood Condominium Project, Charlotte, NC** - Performed geotechnical evaluation and provided foundation recommendations for new 750,000 sq. ft. structure, including utilizing pressuremeter evaluation for intermediate foundation system. Also oversaw all construction monitoring and testing operations and Special Inspections for the project.

- **US Steel Smelting Operation, Gary, IN** - Oversaw backfill and compaction operations for massive structure – over 2,000 feet in length. Structure extended out into Lake Michigan; much of the project was backfilling to construct new land over previous area of lake.

- **San Antonio Convention Center** – Geotechnical investigation and construction testing operations for over 1 million square ft of convention space in Downtown San Antonio. Project included soil nail wall for excavation support and extensions of San Antonio Riverwalk into the new facility.

- **U.S. Navy Geospatial Command Center, Washington, D.C.** – Geotechnical evaluation and foundation recommendations at the Washington Navy Yard. Project included design recommendations for support in difficult coastal soils and mixed fills.

- **Capital Power/Epcor Coal CoGeneration Plant Emission Control Upgrade Southport, North Carolina** - Subsurface exploration, field testing and geotechnical analysis including the evaluation of aguer cast and driven pile foundations for support and uplift resistance for foundations and tie downs for slurry and coal handling equipment, silos, towers, and conveyors. Other services included field testing and evaluation of storm water infiltration ponds including double ring infiltrometer tests prior to construction, and coal pile inventories using nuclear methods.

- **7th & K Street, Washington, D.C.** – Geotechnical evaluation for additional six stories to existing office building in Washington, D.C. Project included evaluation of existing foundation system and pressuremeter analysis of foundation soils for support of the proposed additional structural load.

- **United Therapeutics Pharmaceutical Manufacturing Plant, Research Triangle Park, NC**- geotechnical analysis and construction materials testing for microelectronics research center and the Research Triangle Park. Construction problems dealt with home site included plastic clays, shallow Triassic Rock, and wet weather construction.

- **Soil Vapor Extraction Project, Milwaukee, WI** – Managed the implementation and operation of a soil vapor extraction system for the remediation of petroleum impacted soils for an old service station in Milwaukee, WI.

- **Retained Earth Design, Denver, NC** – Oversaw the design and construction of a multi-faceted retained earth system for a new Lowe's store in Denver, NC. Award-winning design consisted of a combination of reinforced earth with wire basket facing and segmental block wall – all supported over a deep profile of soft, compressible soils. Unique design saved hundreds of thousands on excavation costs and helped project beat aggressive construction schedule.

Kevin Skibbe
National Program Manager
Property Assessment Services

Mr. Skibbe has over 26 years of diverse experience in the architectural, civil, and facilities consulting and engineering industries. His experience in these industries includes full client coordination, building design, zoning approval, local municipality and state code compliance, construction document production, and design review.

Kevin trained under Master Architects for approximately 10 years prior to owning and operating a successful architectural firm from 1994-2010. He has continually enhanced his architectural knowledge through continuing education. Since 2010, Kevin has provided Facilities Condition and Needs Assessment (FCNA) and Property Condition Assessment (PCA) services to corporations, owners, architects, engineers, attorneys, developers, property managers, investors, lending institutions, and contractors throughout commercial real estate.

CREDENTIALS

Education:

- A.S., Architectural Technology, Southern Illinois University **EXPERIENCE**

Areas of Expertise:

- Facilities Condition and Needs Assessment (FCNA)
- Property Condition Assessment (PCA), ASTM, Freddie, Fannie (12 yrs Experience)
- ASTM E2018 Standard and Equity-Level
- Building Envelope Consultation
- Construction Loan Monitoring (CLM)
- ADA Compliance Inspections
- Property Zoning Analysis (PZA)
- Property Damage Assessment (PDA)
- Construction Plan and Specification Review

PROJECT EXPERIENCE

Property Assessment Experience

Mr. Skibbe has performed hundreds of assessments throughout the United States for numerous clients. Many assessments are single property locations to portfolios, including several properties in multiple states. His extensive experience includes several property types of varied detail-level reporting.

Equity-Level PCA Experience

Kevin has performed custom assessment inspections, including high-end real estate assets to detailed forensics of building envelope and supporting building systems. A team of specialists was assembled that may include structural engineer, MEP engineer, ADA compliance, registered roof observer, vertical and horizontal conveyance system, site security, and fire protection systems and alarms.

ASTM PCA Property Type Experience

Property condition assessments are performed in general accordance with *ASTM E2018-15 Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process* (ASTM E2018) or as specifically required by the Client for property types.

Property types include retail buildings, grocery stores, restaurants, offices, banks, hospitality properties, medical facilities, manufacturing facilities, warehouses, distribution facilities, automotive facilities, aviation facilities, laundry and dry-cleaners, data centers, military housing, multifamily complexes, multi-home facilities, self-storage facilities, and other types of specialty properties.

The following pages are representation of Mr. Skibbe's PCA experience.

EQUITY-LEVEL PCA EXPERIENCE

Custom assessment inspections were developed for each of the following property types. From high-end real estate assets to detailed forensics of building envelope and supporting building systems.

- Ala Moana Center, Honolulu, Hawaii
  8-building 2.5 million SF multi-tenant 4-story open-air retail mall including anchor tenants Nordstrom, Bloomingdales, Macy's, Neiman Marcus, and Target plus 24-story medical office building, 18-story office building and 2-6 level parking structures.
- Westport Plaza, Maryland Heights, Missouri
  8-building 669,679 SF mixed use retail complex including a 2-story, 4-story, 5-story, 7-story, and 12-story office buildings with a 4-level and sub-grade parking structures.
- Barrister Building, Phoenix, Arizona
  45,021 SF historic 6-story office building with sub-grade mechanical level to be converted to multi-family after acquisition.
- One Camelback, Phoenix, Arizona
  152,484 SF 11-story office building with 5-level subgrade parking structure to be converted to multi-family after acquisition.
- The Beverly Hilton, Beverly Hills, California
  3-building 571,000 SF luxury hotel complex including 569 guestrooms, four restaurant/bars, three ballrooms with support areas, full spa, Olympic-sized swimming pool and sundeck, fitness center, full kitchen complex, business center with 11 meeting rooms, 13 retail spaces, and 6-level parking structure.
- Renaissance Denver Hotel, Denver, Colorado
  12-story 556,227 SF full-service hotel complex including 400 guestrooms, restaurant, bar, gift shop, inter-changeable meeting rooms, outdoor swimming pool and spa, separate indoor swimming pool and spa, fitness center, full kitchen complex, business center, and 5-level parking structure.
- American Airlines Terminal 8, Jamaica, New York
  Multi-story 1.6 million SF Terminal, Concourse B, Concourse C, and sub-grade connector tunnel located within the John F. Kennedy International Airport complex.
- Park Hyatt Aviara Resort Spa & Golf Club, Carlsbad, California
  Full-service hotel resort including 18-hole golf course, golf club building, driving range, spa, fitness center, 329-guestrooms in 5-story building, business center, gift shop, retail spaces, 9-conference meeting rooms, 2-ballrooms, 5-restaurants/bars, 3-outdoor swimming pools, 3-outdoor whirlpools, valet parking service in 5-level parking structure, and several support buildings throughout the complex.
- Maryland Place, Clayton, Missouri
  5-story 81,427 SF Class A multi-tenant office building plus 2-level 42,455 SF sub-grade parking. Client assembled professional PCA project team included disciplines for elevators, roofing systems, HVAC, electrical, building plumbing, domestic hot water, sanitary sewer systems, waterproofing, parking security, common area interiors, and ADA compliance.

ASTM PCA PROPERTY TYPE EXPERIENCE

Assessments of the following property types were performed in general accordance with *ASTM E2018-15 Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process* (ASTM E2018) or as specifically required by the Client.

Outdoor Retail Center

- L Street Marketplace; 7-building 243,768 SF retail center, Omaha, Nebraska
- Buckingham Village, 6-building 542,000 SF retail center, Aurora, Colorado
- Devonshire Village; 4-building 49,200 SF retail center, Olathe, Kansas
- Ten Quivira Plaza; 7-building 174,751 SF retail center, Shawnee, Kansas
- Hampton Village; 8-building 229,715 SF retail center, St. Louis, Missouri
- Villa Lighting Retail Center; 2-story 29,984 SF retail center, Des Peres, Missouri
- Alma Elliot Square; 4-building 56,793 SF retail center, Chandler, Arizona
- Crossroads at Tolleson; 8-building 101,668 SF retail center, Tolleson, Arizona
- Gilbert Crossing; 5-building 63,405 SF retail center, Gilbert, Arizona
- Lindsay Square; 4-building 46,831 SF retail center, Gilbert, Arizona
- Scottsdale Crossing; 2-story 49,496 SF retail center, Scottsdale, Arizona
- Van Buren Road Shopping Center; 41,288 SF retail center, Avondale, Arizona
- Hilltown Village Center; 9-building 148,772 SF retail center, Chesterfield, Missouri
- Seattle Heights Shopping Center, Lynnwood, Washington
  3-building 60,776 SF former Detroit Autoworks sales and service facility.
- Belton Marketplace, Belton, Missouri
- Northglenn Marketplace; 17-building 430,601 SF retail power center, Northglenn, Colorado
- Decatur Commons; 5-building 136,315 SF retail center, Decatur, Alabama
- 39 West Center; 2-building 15,354 SF retail center, Kansas City, Missouri
- Northshore Town Center; 78,130 SF retail center, Knoxville, Tennessee
- Franklin Centre, 120,168 SF retail center, Franklin, Wisconsin
- Shops at City Place; 2-building 78,000 SF retail center, Creve Coeur, Missouri
- Bogey Hills Plaza; 4-building 203,852 SF retail center, St. Charles, Missouri
- Creve Coeur Pavilion; 6-building 93,351 SF retail center, Creve Coeur, Missouri
- Shackelford Center; 2-building 49,635 SF retail center, Florissant, Missouri
- Riverdale Plaza Shopping Center, Hampton, Virginia
  10-building 302,357 SF retail center including outparcel buildings.
- McKnight Crossing, Rock Hill, Missouri
  38,973 SF office over retail building plus 1,400 SF frozen custard building.
- Richmond Center, St. Peters, Missouri
  9,246 SF multi-tenant strip retail including Jack-In-The Box endcap with drive thru service.
- Crossings at Halls Ferry, Ferguson, Missouri
  140,267 SF multi-tenant strip retail including Shop 'N Save grocery anchor and I-Hop Restaurant out-parcel within 16.15-acre retail development.
- Crossings at Halls Ferry, Ferguson, Missouri
  Re-assessment of multi-tenant strip retail development.
- Evergreen Square Shopping Center, Peoria, Illinois
  110,726 SF multi-tenant strip retail shopping center within 10.59-acre retail development.
- Olympic Oaks Village Shopping Center, Des Peres, Missouri
  91,424 SF multi-tenant strip retail shopping center anchored by Aldi Grocery Store and TJ Maxx Department Store including Fifth Third Bank outparcel and Raising Canes Restaurant ground lease.
- Canyon Corners; 3-building 49,959 SF retail center, American Canyon, California
- Medford Outlet Center; 4-building 235,048 SF retail outlet center, Medford, Minnesota
- Multi-tenant 124,333 SF retail center, St. Charles, Missouri
- Leghorn Marketplace Shopping Center; 5-building 79,753 SF multi-tenant strip retail center within 7.13 acres, Petaluma, California
- Warren Plaza; 4-building 96,310 SF multi-tenant strip retail center with HyVee anchor and Chick-fil-A restaurant out-parcel on 13.33 acres, Dubuque, Iowa
- Crystal Falls Town Center; 4-building plus fuel station 93,657 SF multi-tenant strip retail center including Randalls Food Market within 12.72 acres, Leander, Texas

- Ala Moana Center, Honolulu, Hawaii
  8-building 2.5 million SF multi-tenant 4-story open-air retail mall including anchor tenants Nordstrom, Bloomingdales, Macy's, Neiman Marcus, and Target plus 24-story medical office building, 18-story office building and 2-6 level parking structures.
- Westport Plaza, Maryland Heights, Missouri
  8-building 669,679 SF mixed use retail complex including a 2-story, 4-story, 5-story, 7-story, and 12-story office buildings with a 4-level and sub-grade parking structures.
- Fountain Plaza Shopping Center; 6-building 87,609 SF multi-tenant strip retail center with vacant grocery anchor and stand-alone multi-tenant retail buildings on 11.55 acres, Ellisville, Missouri
- Yorkshire Village Shopping Center; 5-building 140,230 SF multi-tenant strip retail center with stand-alone CVS Pharmacy and Simmons Bank on 10.66 acres, Webster Groves, Missouri

Specialty Property

- Manufacturers Railway; 2-building 34,750 SF rail engine maintenance facility, St. Louis, Missouri
- Lincoln Common Parking Structure; 8-level 850-space self-park facility, Chicago, Illinois
- Rosenberger's Dairy; 5-building 120,116 SF dairy manufacturing and distribution facility on 11.58 acres, Hatfield, Pennsylvania
- MedCart Pharmacy Solutions; 15,285 SF office warehouse pharmaceutical sorting facility, Livonia, Michigan
- Paterson Charter School; HVAC condition assessment, Paterson, New Jersey
- Printing Facility Portfolio, Menomonee Falls and Waukesha, Wisconsin
  60,000 SF production, warehouse, and distribution facility on 6.62 acres; and 114,296 SF office, production, warehouse, and distribution facility on 7.45 acres.
- District Lofts; Envelope Condition Assessment (ECA) of moisture infiltration investigation, Tuscaloosa, Alabama
- Enbridge Compressor Station; Envelope Condition Assessment (ECA) of exterior transite wall panels and exterior window system at buildings that operate gas-fired compressor engines used for the compression of pipeline natural gas, Oran, Missouri.
- St. Mary's Catholic Church, Pewaukee, Wisconsin
- Colson Caster Corporation; Roof collapse and building structure evaluation, Jonesboro, Arkansas
- Alexander Unity Flowers & Gifts; Property Damage Assessment (PDA) of building roof system after inclement weather conditions, Bessemer, Alabama.
- Southern California Edison (SCE); roof evaluation of 6-site industrial building portfolio with photovoltaic solar panels, Redlands, Fontana, San Bernardino, and Rialto, California.
- Bostik Rockdale Plant; PCA and mold assessment of 42,834 SF vacant industrial building, Conyers, Georgia
- Southern California Edison (SCE) Dexus Site; roof evaluation of 1,706,578 SF industrial building with photovoltaic solar panels, Perris, California

Automotive Facilities

- 2nd Generation Auto Repair; 4,809 SF automotive service facility, Irving, Texas
- American Auto Logistics, Pontoon Beach, Illinois and Tacoma, Washington
  U.S. Military personnel vehicle shipping and storage facilities. Analyzed site and recommended improvements including new asphalt paving for volume of vehicles inspected, stored on site and prepared for shipping overseas.
- Plaza Motors West; 35,818 SF Mercedes Benz automobile dealership sales and service facility, Weldon Spring, Missouri

Aviation

- SWA STL Provo Project; 18,000 SF office warehouse scheduled to be retrofitted as a commissary facility for Southwest Airlines located in Cargo City within the Lambert St. Louis International Airport complex, St. Louis, Missouri
- American Airlines Terminal 8, Jamaica, New York
  Multi-story 1.6 million SF Terminal, Concourse B, Concourse C, and sub-grade connector tunnel located within the John F. Kennedy International Airport complex.
- XJet Terminal; 74,765 SF aircraft storage and FBO terminal within the Denver Centennial Airport complex, Englewood, Colorado
- Clay Lacy Aviation; 74,744 SF aircraft storage and FBO terminal within King County International Airport complex, Seattle, Washington
- Contour Aviation; 4-building 59,500 SF aircraft storage and FBO terminal within John C. Tune Airport complex, Nashville, Tennessee
- Business Air; 56,447 SF aircraft storage and FBO terminal building within King County International Airport complex, Seattle, Washington

Laundry & Dry Cleaner

- Price's Village Valet Cleaners; 2,702 SF building on 0.26 acres, Plymouth, Indiana
- Ranburn Cleaners; 3,552 SF building on 0.27 acres, Gary, Indiana

Retail Building

- Home Depot; 119,139 SF home improvement retail store, Seaside, California
- Shawnee Fitness Club; 2-story 24,500 SF fitness center, Shawnee, Kansas
- Lane Blueprint; 3-story 17,200 SF retail and storage building, Kansas City, Missouri
- Medi Equip Mobility; 6,900 SF medical equipment sales facility, Des Peres, Missouri
- Burlington Coat Factory; 77,200 SF in Towngate Shopping Center, Moreno Valley, California
- Burlington Coat Factory; 75,890 SF in Tri-City Shopping Center, Redlands, California
- Hobby Lobby; 77,185 SF in Cochrane Plaza, Morgan Hill, California
- Hobby Lobby; 74,991 SF in Rancho Cucamonga Town Center, Rancho Cucamonga, California
- Hobby Lobby; 76,211 SF in Palm Plaza Shopping Center, Temecula, California
- Kohls Department Store; 78,459 SF in Hanford Mall, Hanford, California
- Kohls Department Store; 85,212 SF in Canyon Plaza Shopping Center, Sun Valley, California
- Former Ultimate Electronics; 34,781 SF in Glendale, Arizona
- Walgreens; 15,054 SF retail, Chambers Road, St. Louis, Missouri
- Walgreens; 14,017 SF retail, Shackleford Road, Florissant, Missouri
- Walgreens; 12,129 SF retail, Old Halls Ferry Road, Black Jack, Missouri
- CVS Pharmacy; 13,622 SF retail, St. Joseph, Missouri
- Branson Mill Marketplace; 27,140 SF retail strip center, Branson, Missouri
- Monro Auto Tire; 4,430 SF auto repair facility, St. Louis, Missouri
- Circle K Convenience Store with fueling station and corporate offices, Jacksonville, Illinois
- Circle K Convenience Store with fueling station, South Jacksonville, Illinois
- Circle K Convenience Store with fueling station, Staunton, Illinois
- Walgreens (reassessment); 15,054 SF retail, Chambers Road, St. Louis, Missouri
- Walgreens (reassessment); 14,017 SF retail, Shackleford Road, Florissant, Missouri
- Walgreens (reassessment); 12,129 SF retail, Old Halls Ferry Road, Black Jack, Missouri
- Walgreens; 14,634 SF retail, State Street, Alton, Illinois
- Walgreens; 12,543 SF retail, West Jefferson Street, Springfield, Illinois
- Friar Tuck Liquors; 16,500 SF liquor sales retail store, Edwardsville, Illinois
- Toys “R” Us Chapel Hill; 44,258 SF retail store, Cuyahoga Falls, Ohio
- Toys “R” Us Boardman; 44,000 SF retail store, Boardman, Ohio
- Babies “R” Us Boardman; 29,476 SF retail store, Boardman, Ohio
- Goody Outlet Store; 30,000 SF retail store, Rolla, Missouri
- Walgreens; 16,335 SF retail, Lindell Boulevard, St. Louis, Missouri
- Walgreens; 14,734 SF retail, Poplar Bluff, Missouri

Grocery Store Facility

- Shop N Save; 45,500 SF grocery store and fuel center, Wood River, Illinois
- Price Cutter; 53,147 SF grocery store, Springfield, Missouri
- Haggen Northwest Fresh; 85,448 SF grocery store, Olympia, Washington
- Haggen Northwest Fresh; 70,210 SF grocery store, Auburn, Washington
- Haggen Northwest Fresh; 79,781 SF grocery store, Puyallup, Washington
- Haggen; 64,375 SF grocery store, Ferndale, Washington
- Haggen Northwest Fresh; 63,669 SF grocery store, Woburn Street in Bellingham, Washington
- Haggen; 45,279 SF grocery store, Meridian Street in Bellingham, Washington
- Haggen; 57,860 SF grocery store, 36th Street in Bellingham, Washington
- Haggen; 31,100 SF grocery store, 12th Street in Bellingham, Washington
- Haggen; 63,516 SF grocery store, Burlington, Washington
- Haggen; 64,984 SF grocery store, Mount Vernon, Washington
- Haggen; 63,270 SF grocery store, Stanwood Washington
- Haggen Northwest Fresh; 63,981 SF grocery store, Marysville, Washington
- Haggen; 56,428 SF grocery store, Lake Stevens, Washington
- Haggen Northwest Fresh; 71,581 SF grocery store, Snohomish, Washington
- Haggen Northwest Fresh; 71,070 SF grocery store, Woodinville, Washington
- Pick ‘n Save; 72,000 SF grocery store, Franklin, Wisconsin
- G&G Supermarket; 55,000 SF grocery store, Petaluma, California
- Andronico’s Community Market; 21,100 SF grocery store, San Anselmo, California

- Andronico's Community Market; 23,781 SF grocery store, Berkeley, California
- Andronico's Community Market; 37,323 SF grocery store, Berkeley, California
- Andronico's Community Market; 37,000 SF grocery store, San Francisco, California
- Andronico's Community Market; 27,028 SF grocery store, Los Altos, California
- G&G Supermarket; 79,300 SF grocery store, Santa Rosa, California
- Shop 'N Save; 47,738 SF grocery store, Ferguson, Missouri
- HyVee; 70,129 SF grocery store, Dubuque, Iowa

Restaurant

- Hooter's; 5,675 SF restaurant at Kansas City Motor Speedway Complex, Kansas City, Kansas
- Landry's Seafood House; 12,300 SF restaurant in historic St. Louis Union Station, Missouri
- Hard Rock Café; 9,800 SF restaurant in historic St. Louis Union Station, Missouri
- Applebee's; 5,013 SF restaurant, Sedalia, Missouri
- Applebee's; 5,032 SF restaurant, Harrisonville, Missouri
- Applebee's; 4,904 SF restaurant, Olathe, Kansas
- Armadillo; 7,307 SF restaurant, Northglenn, Colorado
- Cinzzetti's; 24,230 SF restaurant, Northglenn, Colorado
- Red Robin; 6,349 SF restaurant, Independence, Missouri
- Red Robin; 6,158 SF restaurant, Overland Park, Kansas
- Red Robin; 6,454 SF restaurant, Wichita, Kansas
- Wendy's; 3,100 SF restaurant, El Paso, Texas
- Bennigan's; 6,575 SF restaurant, Northglenn, Colorado
- Diner; 3,029 SF restaurant, Northglenn, Colorado
- Pizza Hut; 3,500 SF restaurant, Fort Stockton, Texas
- Pizza Hut; 4,542 SF restaurant, Monahans, Texas
- Pizza Hut; 3,707 SF restaurant, Pecos, Texas
- Ryan's Steakhouse; 10,444 SF restaurant, West Plains, Missouri
- Chick-fil-A; 4,971 SF restaurant, Dubuque, Iowa
- I-Hop: 4,200 SF restaurant, Ferguson, Missouri
- Raising Canes; 3,612 SF restaurant, Des Peres, Missouri
- California Pizza Kitchen; 5,169 SF restaurant, Creve Coeur, Missouri
- Stir Crazy; 5,930 SF restaurant, Creve Coeur, Missouri
- Black-eyed Pea; 6,365 SF restaurant, Northglenn, Colorado

Office

- Century Plaza I, San Jose, California
  6-story 100,535 SF Class A office building with first floor Chevy's Restaurant.
- Rain-For-Rent; 3-story 39,357 SF office building, Bakersfield, California
- Hodgdon Powder Company; 9,000 SF office building, Shawnee, Kansas
- Cole Creek Partners; 2,400 SF office condominium, Chesterfield, Missouri
- Claycorp Headquarters, Overland, Missouri
  2-*story 84,709 SF construction company and architectural firm office building.*
- Office Building; 61,648 SF 2-story office building, Indianapolis, Indiana
- Summer Winds Resort; 22,536 SF 1-story sales building, Branson, Missouri
- Maryland Place; 123,882 SF 5-story Class A office building, Clayton, Missouri
- Corporate Hill Office Campus, Des Peres, Missouri
  3-building 289,508 NRSF Class A office complex including 3-story office buildings plus partial subgrade parking level below each building.
- Former Thomson Reuters Facility; 36,788 SF 2-story office building, Creve Coeur, Missouri
- The Deloitte Building, St. Louis, Missouri
  287,000 SF 12-story Class A office building with sub-grade level parking, on-site café, and fitness center.
- Corporate Plaza, Chesterfield, Missouri
  258,000 SF 4-story Class A office building with walk-out sub-grade level parking and adjacent 2-level parking structure on 12.29-acre development.
- Edgewater Point; 28,200 SF 4-story Class B office building, Lake Saint Louis, Missouri
- Office Condominium; 1,065 SF office space, Fairview Heights, Illinois

- Barrister Building, Phoenix, Arizona
  45,021 SF historic 6-story office building with sub-grade mechanical level to be converted to multi-family after acquisition.
- One Camelback, Phoenix, Arizona
  152,484 SF 11-story office building with 5-level subgrade parking structure to be converted to multi-family after acquisition.
- Intertech Building; 65,320 RSF 2-story multi-tenant office building, Fenton, Missouri
- Missouri Physicians Mutual; 9,880 SF 1-story office with finished lower walk-out level, Creve Coeur, Missouri
- Joseph P. Cosand Center St. Louis Community College; 6-story 92,414 SF vacant office building, St. Louis, Missouri
- Maryland Place, Clayton, Missouri
  5-story 81,427 SF Class A multi-tenant office building plus 2-level 42,455 SF sub-grade parking. Client assembled professional PCA project team included disciplines for elevators, roofing systems, HVAC, electrical, building plumbing, domestic hot water, sanitary sewer systems, waterproofing, parking security, common area interiors, and ADA compliance.

Medical

- Bonne Terre Clinic; 7,536 SF medical office clinic, Bonne Terre, Missouri
- Family Resource Building; 11,824 SF elderly daycare and sleep disorder clinic, Farmington, Missouri
- Farmington Clinic; 2,161 SF 2-story family medical practice office, Farmington, Missouri
- Maple Valley Clinic; 6,545 SF medical office building, Farmington, Missouri
- Mineral Area Regional Medical Center; 157,225 SF multi-building hospital, Farmington, Missouri
- Potosi Clinic; 7,536 SF medical office building, Potosi, Missouri
- Pro South MOB; 25,920 SF medical office building, Farmington, Missouri
- Pro West MOB; 26,252 SF 2-story medical office building, Farmington, Missouri
- Illinois Bone & Joint Institute; 17,900 SF 2-story medical office building, Wilmette, Illinois
- Illinois Bone & Joint Institute; 40,011 SF 2-story medical office building, Chicago, Illinois
- Pain Specialists of Greater Chicago; 31,949 SF medical office building, Burr Ridge, Illinois
- Illinois Bone & Joint Institute; 15,452 SF medical office building, Lincolnwood, Illinois
- Old Orchard Woods MOB; three 1-story, 3-story, and 5-story medical office building complex totaling 112,663 SF, Skokie, Illinois
- Fresenius Medical Care; 8,394 SF dialysis clinic, Waterloo, Illinois
- Waterloo Surgery Center; 6,891 SF out-patient surgery center, Waterloo, Illinois
- Waterloo MOB & Imaging Center; 20,816 SF 2-story medical office building and 5,384 SF 1-story imaging center, Waterloo, Illinois
- Lutherville Personal Physicians MOB; 43,094 SF medical office building, Lutherville, Maryland
- Burgin Manor; 94-unit skilled nursing facility with 94 private and semi-private rooms, Olney, Illinois.
  This report was performed per HUD LEAN standards.
- St. Mary's Hospital MOB Portfolio; 9,400 SF, 11,312 SF, and 8,090 SF 2-story medical office buildings, Blue Springs, Missouri
- 2200 Barrett Station Road; 9,695 SF vacant medical office facility, Ballwin, Missouri
- St. Vincent's POB V North Tower; 82,535 SF on 4 levels in a 7-story medical office building within the St. Vincent's Hospital campus, Birmingham, Alabama
- St. Vincent's POB VI OrthoSports Center; 184,327 SF 6-story medical office building within the St. Vincent's Hospital campus, Birmingham, Alabama
- St. Vincent's POB VII Bruno Cancer Center; 33,536 SF 4-story medical office building within the St. Vincent's Hospital campus, Birmingham, Alabama
- Esse Health Excel Imaging; 12,500 SF multi-tenant medical facility, Crestwood, Missouri
- DaVita St. Louis; 8,052 SF dialysis clinic, Bel Ridge, Missouri
- Fresenius St. Louis; 7,697 SF dialysis clinic, Black Jack, Missouri
- Walker Medical Building; 151,844 SF 3-story medical office building plus stand-alone 2-level parking structure, Town & Country, Missouri

Manufacturing/Office/Warehouse

- Desert Meat Products/FreshPoint Produce; 50,000 SF office warehouse, Las Vegas, Nevada
- Sealy Rio Grande Valley and Brownsville Partners Portfolio, Brownsville, Texas
  13 industrial sites with office warehouse distribution centers totaling 872,272 SF.
- Comcast Office Building; 47,286 SF 2-story office and distribution facility, Denver, Colorado
- Rain-For-Rent; 10,126 SF office warehouse, Pontoon Beach, Illinois
- TASQ Technologies; 2-story 64,600 SF office and manufacturing facility, Rocklin, California
- Goer Building; 215,400 SF manufacturing facility, Cedar City, Iowa
- Advanced Circuits; 50,664 SF office warehouse, Aurora, Colorado
- 15 Arrowhead Industrial Boulevard Facility 83,000 SF office warehouse, St. Peters, Missouri

- 8100 100th Street; 38,290 SF light industrial, Pleasant Prairie, Wisconsin
- 8200 100th Street; 148,472 SF light industrial, Pleasant Prairie, Wisconsin
- 5110 South 6th Street; 58,140 SF light industrial, Milwaukee, Wisconsin
- 112,144 West Marquette Avenue; 112,144 SF light industrial, Oak Creek, Wisconsin
- Forest Pharmaceuticals; 494,400 SF manufacturing warehouse, Earth City, Missouri
- Mastercraft Tool Company; 22,215 SF light industrial, Earth City, Missouri
- 560 & 567 Anglum Road; 35,160 SF light industrial, Hazelwood, Missouri
- Vitalograph; 20,880 SF office warehouse, Lenexa, Kansas
- 601 Cannonball Lane; currently vacant 127,200 SF office warehouse, O'Fallon, Missouri
- Arrow Shed Facility; 246,400 SF manufacturing warehouse on 17.05 acres, Breese, Illinois
- Northridge Business Park, Sandy Springs, Georgia
  7-building 471,405 SF multi-tenant development including office, warehouse, loading docks and drive-in service areas on 38.10 acres.
- Northmont Business Center, Duluth, Georgia
  3-building 229,726 SF multi-tenant development including office, warehouse, loading docks and drive-in service areas on 28.02 acres.
- 500 Prospect Avenue; 110,000 SF office, retail, warehouse, and light manufacturing facility on 4.15 acres, City of St. Louis, Missouri
- Royal Woods Business Center, Tucker, Georgia
  4-building 303,835 SF multi-tenant development including office, warehouse, loading docks and drive-in service areas on 29.35 acres.
- Fencom Park, Fenton, Missouri
  2-building 88,000 SF multi-tenant development including office, warehouse, loading docks and drive-in service areas on 5.49 acres.
- 2725 Mountain Industrial Boulevard; 56,237 SF multi-tenant office warehouse, Tucker, Georgia
- Lot 7 Burleson Industrial Park; 62,847 SF multi-tenant office warehouse, Austin, Texas
- Tri-County Business Park; 41,000 SF multi-tenant office warehouse, Schertz, Texas
- Cornerstone Business Park Building 4; 112,200 SF multi-tenant office warehouse, San Antonio, Texas
- Berkeley Park Bratton; 132,600 SF multi-tenant office warehouse, Austin, Texas
- E.V. Roberts Headquarters; 39,604 SF multi-tenant office warehouse manufacturing facility, Carson, California
- West Bay Corporate Center & Metropointe Commerce Center, St. Petersburg, Florida
  5-building 230,586 RSF multi-tenant developments including office, warehouse, loading docks and drive-in service areas on 22.99 acres.
- 33rd Street Industrial Park Maggie Boulevard; 95,435 SF multi-tenant office warehouse, Orlando, Florida
- Macro Composites; 30,254 SF office manufacturing warehouse facility, Lenexa, Kansas
- Nortech Business Park & Peachtree Crossing, Norcross, Georgia
  5-building 216,416 RSF multi-tenant developments including office, warehouse, loading docks and drive-in service areas on 17.07 acres.
- Corporate Center Fannin; 218,966 SF multi-tenant office warehouse, Houston, Texas
- Ravago Americas; 2-building 132,300 SF vacant manufacturing, packaging, warehouse facility, Houston, Texas

Distribution Facility

- Fremont Distribution Center, Fremont, California
  3-building 269,534 SF multi-tenant distribution complex including office, loading docks and drive-in service areas.
- Alliance Beverage Company, Phoenix, Arizona
  2-building 454,768 SF office warehouse and liquor distribution center.
- Updike Logistics 187,084 SF aluminum can center, Phoenix, Arizona
- Quaker Oats; 1,014,772 SF, Cedar Rapids, Iowa
- Proctor & Gamble; 515,309 SF, West Branch, Iowa
- Case New Holland; 500,000 SF office and parts distribution facility, Cameron, Missouri
- Circuit City Distribution Center; 1,082,875 SF vacant distribution facility, Marion, Illinois
- True Value Distribution Facility, 414,680 SF, Kansas City, Missouri
- Little Rock Logistics Center; 485,288 SF multi-tenant, Maumelle, Arkansas
- Commerce Crossing I; 400,118 SF multi-tenant, Louisville, Kentucky
- Commerce Crossing II; 400,069 SF multi-tenant, Louisville, Kentucky
- Half Acre Road Cranbury Distribution Center; 680,747 SF multi-tenant, Cranbury, New Jersey
- Marathon Distribution Center; 454,272 SF multi-tenant, Southaven, Mississippi
- Meridian Commerce Center; 595,347 SF Glanbia Performance Nutrition, Aurora, Illinois
- Mid-South Logistic Center II; 447,508 SF vacant distribution facility, LaVergne, Tennessee
- Port Road Distribution Center; 528,000 SF Legacy Supply Chain Services, Jeffersonville, Indiana
- Rockdale Distribution Center II; 576,300 SF Wilson Sporting Goods, Mt. Juliet, Tennessee

- Stateline Distribution Center, Southaven, Mississippi
  4-building 1,692,756 SF multi-tenant distribution complex including office, loading docks and drive-in service areas.
- Zappos Distribution Center; 832,000 SF Amazon, Shepherdsville, Kentucky
- Treadmaxx Tire Distributors; 75,000 SF office, warehouse, and distribution facility, DeSoto, Texas

Financial Branch Facility

- Bank of America; 12,150 SF 2-story building, La Habra, California
- Bank of America; 11,713 SF 2-story building, Los Alamitos, California
- Bank of America; 8,730 SF 1-story building, Walnut, California
- Bank of America; 4,339 SF 2-story building, Yorba Linda, California
- Bank of America; 7,570 SF 2-story building, Garden Grove, California
- Bank of America; 11,029 SF 2-story building, Laguna Beach, California
- Bank of America; 9,034 SF 2-story building, Trabuco Road, Mission Viejo, California
- Bank of America; 5,975 SF 1-story building, Puerta Real, Mission Viejo, California
- Bank of America; 7,620 SF 1-story building, Westminster, California
- Fifth Third Bank; 2,885 SF 1-story building, Des Peres, Missouri

Indoor Retail Mall

- Times Square Mall, Mount Vernon, Illinois
  6-building 269,328 SF mult-tenant indoor retail shopping mall with retail anchors including JCPenney, Sears, Peebles, and Dunham's Sports.
- Twin Peaks Mall, Longmont, Colorado
  6-building 657,037 SF multi-tenant indoor retail shopping mall with retail anchors including JCPenney, Sears, Dillards, and United Artists movie theatre.
- St. Louis Union Station, St. Louis, Missouri
  Historic 4-building 342,044 SF mixed use retail complex including Marriott Hotel, indoor retail mall, Landry's Seafood House, and Hard Rock Café.
- Salem Center, Salem, Oregon
  2-building 221,269 SF multi-tenant indoor retail shopping mall with skybridge connections to retail anchors including JCPenney, Kohl's, Macy's, and Nordstrom.
- Kirkwood Mall, Bismarck, North Dakota
  7-building 849,218 SF multi-tenant indoor retail shopping mall with retail anchors including JCPenney, Herberger's, I. Keating Furniture, Scheel's, Gold's Gym, and Petco.

Hospitality

- Marriott St. Louis Union Station; 6-story 206,500 SF hotel complex, St. Louis, Missouri
- Marriott St. Louis Airport, St Louis, Missouri
  6-building 386,000 SF full-service hotel complex including 601 guestrooms, restaurant, bar, gift shop, 27 inter-changeable meeting rooms including permanent tent structure with support areas, outdoor swimming pool and sundeck, separate indoor/outdoor pool with fitness center, full kitchen complex, and business center.
- Ramada Plaza; 293 room 5-story 215,953 SF hotel complex, St Louis, Missouri
- Hampton Inn; 80 room 3-story 42,900 SF hotel, Carbondale, Illinois
- W Minneapolis The Foshay, Minneapolis, Minnesota
  32-story 242,879 SF full-service hotel complex including 229 guestrooms, on-site restaurants, multiple bars, museum of historical Foshay Tower building, observation deck, inter-changeable meeting rooms, fitness center, full kitchen complex, business center, and 2-level sub-grade parking structure.
- TownePlace Suites by Marriott; 94 room 3-story 35,300 SF 2-building extended stay hotel, Fenton, Missouri
- Fairfield Inn Marriott; 106 room 3-story 34,000 SF hotel, Fenton, Missouri
- Maison Dupuy Hotel; 200 room 5-story 120,000 SF full-service hotel complex located in the heart of the French Quarter District of New Orleans, Louisiana
- The Beverly Hilton, Beverly Hills, California
  3-building 571,000 SF luxury hotel complex including 569 guestrooms, four restaurant/bars, three ballrooms with support areas, full spa, Olympic-sized swimming pool and sundeck, fitness center, full kitchen complex, business center with 11 meeting rooms, 13 retail spaces, and 6-level parking structure.

- Renaissance Denver Hotel, Denver, Colorado
  12-story 556,227 SF full-service hotel complex including 400 guestrooms, restaurant, bar, gift shop, inter-changeable meeting rooms, outdoor swimming pool and spa, separate indoor swimming pool and spa, fitness center, full kitchen complex, business center, and 5-level parking structure.
- Park Hyatt Aviara Resort Spa & Golf Club, Carlsbad, California
  Full-service hotel resort including 18-hole golf course, golf club building, driving range, spa, fitness center, 329-guestrooms in 5-story building, business center, gift shop, retail spaces, 9-conference meeting rooms, 2-ballrooms, 5-restaurants/bars, 3-outdoor swimming pools, 3-outdoor whirlpools, valet parking service in 5-level parking structure, and several support buildings throughout the complex.
- Homewood Suites Hotel; 101 room 4-story 75,848 SF hotel, Huntsville, Alabama

Data Center

- Perimeter Technology; 2-story 36,747 SF data center, Tulsa, Oklahoma
- Perimeter Technology; 22,589 SF data center, Oklahoma City, Oklahoma

Military Base Housing

- Whiteman Air Force Base, Johnson County, Missouri
  5-neighborhood housing community, 545 total buildings, 1-story and 2-story buildings, single family and duplex buildings, 914 total residential units, on 458 total acres.
- Ellsworth Air Force Base, Meade County, South Dakota
  2-neighborhood housing community, 283 total buildings, 1-story and 2-story buildings, single family and duplex buildings, 536 total residential units, on 272 total acres.
- Cannon Air Force Base, Curry County, New Mexico
  Neighborhood housing community, 361 total buildings, 1-story and 2-story buildings, single family and duplex buildings, 702 total residential units, on 368 total acres.

Multi-family Complex

- Markey Meadows Townhouses, Belton, Missouri
  32 residential buildings with attached garages including 1 duplex, 18 triplex, 13 fourplex (61 total 2-bed units and 47 total 3-bed units) and 1 office/clubhouse totaling approximately 157,000 SF.
- Avalon Skyway Apartment Community, San Jose, California
  40 residential buildings with attached and detached garages, 348 total residential units, 3 outdoor pool complexes, and 4 amenity buildings totaling approximately 283,681 SF on 18.41 acres.
- Weissinger Gaulbert Apartments, Louisville, Kentucky
  10-story historic downtown building, constructed in 1912 with 1st floor retail and 91 total residential units on upper levels totaling approximately 130,000 SF.
- Park Lane Apartments, Carmel, Indiana
- Shadow Creek Apartments, Kansas City, Missouri
  13 residential 3-story buildings with surface parking including 231 total residential units, office/clubhouse, and maintenance building totaling approximately 209,000 SF.
- Stormy Point Village, Branson, Missouri
  194 individual residential time-share condominium buildings, 2 outdoor pool complexes, maintenance, and amenity buildings totaling approximately 313,974 SF on 20 acres.
- Aventine at Ashford Apartments, Brookhaven, Georgia
  10 2-story and 3-story residential buildings including 222 units with 4 detached garage buildings and 1 leasing office totaling approximately 184,000 SF.
- The Addison Apartments, Vancouver, Washington
  17-story residential buildings including 147 units totaling 166,619 SF.
- Seneca Village Apartments, Hillsboro, Oregon
  12 residential 3-story buildings with surface parking including 264 total residential units, office/clubhouse, outdoor swimming pool and spa, carports, detached garages, and maintenance building totaling approximately 244,252 SF.
- Deerfield Apartments, Olathe, Kansas
  5 residential 3-story buildings with surface parking including 120 total residential units, office/clubhouse, and swimming pool totaling approximately 89,475 SF.

- Prairie Creek Apartments, Lenexa, Kansas
  23 residential 2-story buildings with surface parking including 308 total residential units, office/clubhouse, and maintenance/car wash building, mail kiosk building, storm shelter, and swimming pool totaling approximately 315,492 SF.
- Millcreek Woods Apartments, Olathe, Kansas
  13 residential 3-story buildings with surface parking including 312 total residential units, office/clubhouse, and swimming pool totaling approximately 232,635 SF.
- San Pedro Bank Lofts, San Pedro, California
  Eleven 6-story and 7-story buildings, plus three sub-grade parking and support levels, including 700 total condominium units, retail space, leasing office, recreation center, outdoor courtyards, and lounge areas totaling approximately 1,065,887 SF.
- Grand View Tower Apartments, St. Louis, Missouri
- Greystar Portfolio Acquisition Review
  Review of previous PCA reports including projected reserve needs prior to acquisition of 23 multi-family complexes throughout California, Texas, District of Columbia, Georgia, and Florida.
- Optima Camel View Village, Scottsdale, Arizona
  16-story building, plus sub-grade mechanical level, including 89 total loft-style residential units, retail space, leasing office, exercise room, outdoor courtyards, and lounge areas totaling approximately 144,637 NRSF.
- Townway Place Apartments; 96 apartment units within nine 2-story buildings totaling 77,220 SF, Danville, Illinois
- Stove Works Lofts; 34 apartment units within 2-story building totaling 32,745 SF, Springfield, Missouri
- Springfield Loft Apartments; ten apartment units with 2-story building totaling 6,075 SF, Springfield, Missouri
- Wau Lin Cree Apartments, Kansas City, Missouri
  28 residential 2-story and 3-story buildings with surface parking including 286 total residential units, office/clubhouse, outdoor swimming pools, tennis courts, sport court, carports, and maintenance building totaling approximately 253,510 SF within 39.98 acres.
  This report was performed per Freddie Mac standards.
- Buckingham Apartments, St. Louis, Missouri
  Three 3-story buildings and one 6-story building with surface parking including 58 total residential units, totaling approximately 62,500 SF within four separate parcels totaling 1.29 acres.
  This report was performed per Fannie Mae standards.
- Brook Highland Place Apartments, Birmingham, Alabama
  25 residential 1-story, 2-story, and 3-story buildings with surface parking including 400 total residential units, leasing office, clubhouse, outdoor swimming pools, tennis courts, and sport court, totaling approximately 457,322 SF within 37 acres.
- Henderson Apartments; 27 townhome apartment units within six 2-story buildings totaling 24,300 SF, Hurricane, West Virginia.
  This report was performed per HUD standards.
- The Oaks Apartments; 84 apartment units within seven 3-story buildings totaling 86,295 SF including leasing office building, swimming pool, and sport courts, Dunbar, West Virginia.
  This report was performed per HUD standards.
- Bonhomme Village Apartments, Olivette, Missouri
  One 1-story office clubhouse building with walk-out lower level, one 3-story building, five 2-story with walk-out lower level buildings, and two 3-story buildings with walk-out lower level buildings plus carport structures, detached garage buildings, and surface parking including 206 total residential units, totaling approximately 184,940 SF within 12.16 acres.
  This report was performed per Fannie Mae standards.
- Pavilion Apartments, Maryland Heights, Missouri
  One 1-story office clubhouse building with walk-out lower level; 35 3-story residential buildings with walk-out lower level; and surface parking; including 804 total residential units, totaling approximately 586,634 SF within four separate parcels totaling 36.09 acres.
  This report was performed per Fannie Mae standards.
- Brookwood Village Townhomes, Blue Springs, Missouri
  One 1-story leasing office; four 2-story residential buildings with attached garages, surface parking including 16 total residential townhome units, totaling approximately 27,560 SF within 1.90 acres.
  This report was performed per Fannie Mae standards.
- Charter Place Apartments, Creve Coeur, Missouri
  One 2-story leasing office; fifty-one 1, 2, and 3-story residential buildings, surface parking and carports, including 284 dwelling units totaling approximately 426,796 SF within 37.71 acres.
  This report was performed per Fannie Mae standards.
- Westbrooke Apartments; 160 apartment units within five 3-story buildings totaling 149,440 SF, West Des Moines, Iowa

- Kirkwood Forest Apartments; 44 apartment units within six 2-story buildings totaling 40,400 SF, Kirkwood, Missouri.
- The Lofts at OPP; 53-unit high-rise apartment building totaling 113,792 SF, St. Louis, Missouri.
  This report was performed per Fannie Mae standards.
- The Tower Apartments at OPP; 128-unit high-rise apartment building totaling 182,572 SF, St. Louis Missouri.
  This report was performed per Fannie Mae standards.
- Royal Arms Apartments; 8 apartment units within two 2-story buildings totaling 6,800 SF, Austin, Texas
- PW Shoe Loft Apartments; 34-unit 6-story building with retail and interior parking totaling 61,288 SF, St. Louis, Missouri
- Mariner's Cove Apartment Community; 500 apartment units within 35 2-story buildings totaling 367,624 SF on 30.21 acres, San Diego, California
- The HillCreste Apartment Homes; 315 apartment units within seven 3-story buildings totaling 352,346 SF, Los Angeles, California

Manufactured Home Community

- Gaslite Senior Mobile Home Court, Springfield, Illinois
  57 pad sites on 6.87 acres.
- Lucky Horseshoe Mobile Home Park, Riverton, Illinois
  125 pad sites, 2 residential homes, and leasing office on 17.21 acres.

Self-Storage Facility

- U-Haul Moving & Storage, University City, Missouri
  221 storage unit facility including truck rental totaling 14,129 SF in 1 building on 2.05 acres.
- U-Haul Moving & Storage, Springfield, Illinois
  298 storage unit facility including truck rental totaling 42,802 SF in 5 buildings on 3.29 acres.
- U-Haul Moving & Storage, Columbia, Missouri
  140 storage unit facility including truck rental totaling 26,890 SF in 5 buildings on 2.76 acres.
- EZ Self Storage Chippewa; 148,559 SF 2-story 704-unit storage facility, St. Louis, Missouri

KENNETH WOLANSKI

Senior PCA Assessor

Mr. Wolanski, a Senior Project Manager, has field and management experience in interior build outs, facilities development and maintenance, space planning, property condition assessments, permitting, site surveys, estimating, and development of construction plans and specifications. Over the past 28 years, Mr. Wolanski has managed multiple construction projects for commercial high rise office buildings, retail, multiuse facilities and provided property condition assessments of multiuse buildings for owner assets.

Mr. Wolanski has performed Property Condition Assessments for various property types including office, retail, and industrial. He has also performed Property Condition Assessments for multifamily properties for designated servicing underwriters for Freddie Mac and Fannie Mae.

Mr. Wolanski's responsibilities also include performing construction feasibility studies, construction monitoring of projects, and PCA Report Senior Reviewer ensuring the report is in general conformance with ASTM E 2018-15 requirements, Freddie Mac Multifamily Property Condition Assessments, Fannie Mae Property Condition Assessments and/or client specific scope requirements, and are consistent with TRC standard operating procedures.

REPRESENTATIVE EXPERIENCE

Project Manager, Interior Finish Outs/
Property Condition Assessments

Managed construction of tenant interior build outs of multiple sites across the United States for new, relocation and remodel stores. Oversaw projects from site surveys, to construction plans and specifications, cost estimating to predict budget costs and obtain project approvals, bidding out projects, initiate contract documents, permitting and completion of project ready to stock merchandise. Provided Architectural, MEP and Structural assistance for maintenance and repairs of multiuse buildings.

Mr. Wolanski has reviewed construction documents using standard estimating practices, providing costs for construction and maintenance of commercial and retail projects. Perform assessments of multiuse buildings for owner assets and provide opinions of deficiencies and recommendations with estimated costs for brokers and lenders. Managed third party Architects and Engineers to evaluate building and structural components for recommendations to perform required repairs and renovations of multiuse buildings. Conversant with various types of building construction: wood framing, concrete tilt-wall, pre-cast concrete, poured-in-placeconcrete, curtain walls, concrete masonry units, roofing systems and deck coating systems.

Project Manager, Development/Space Planning/
Property Condition Assessments

Spearheaded the team management and development, space planning, move management, design and revisions of building plans and commercial interior construction projects for RadioShack Corporate Headquarters - 1 million square foot facility. Provided Architectural and MEP assistance for maintenance of the building. Handled take-offs, estimated project costs and prepared proposals. Reviewed and approved subcontractor and vendor invoicing and applications for payment. Inspect multiuse buildings for deficiencies to provide recommendations and estimated costs to maintain property conditions complying with Lender's requirements. Provide assistance in maintaining energy management systems, life safety systems, security access systems and building controls.

Project Manager, Construction Management/
Property Condition Assessments

Led in the design and revision of building plans, supervision, coordination and administration of construction projects for Corporate Headquarters, a 1.5 million square foot commercial office high-rise building facility containing a mix of interdepartmental floors, outside office tenants and retail stores from design stage to completion and close out of project costs. Provided Architectural and MEP assistance formaintenance of the building facilities and multiuse buildings. Developed layouts and detailed drawings andspecifications for preparing bid documents, cost estimates and contracts for construction or facility acquisition. Inspect multiuse buildings for deficiencies provide recommendations and estimated costs to maintain property condition to meet Lender requirements. Perform assessments of multiuse buildings for owner assets and provide opinions of deficiencies and recommendations with estimated costs for brokers and lenders. Managed third party Architects and Engineers to evaluate building and structural components for recommendations to perform required repairs and renovations of multiuse buildings. Conversant with various types of building construction: wood framing, concrete tilt-wall, pre-cast concrete, poured-in-place concrete, curtain walls, concrete masonry units, roofing systems and deck coating systems. Provided cost estimates; predicted budget costs and schedules for the occupant to assemble all relative construction costs necessary for presentation to obtain approvals to commence with projects. Maintained the project specifications during the construction duration with periodic site visits necessary to ensure the projects met or exceeded all governmental regulations and city codes. Oversaw various stages of building construction, interior finish out construction and installation of modular furniture systems for the new RadioShack Corporate Headquarters, a 1 million square foot facility.

EDUCATION

- Coursework in Architectural and Mechanical Engineering and AutoCAD, Tarrant County College, Fort Worth, TX
- Property Condition Assessments 101 Course, EDR Commonground University, 2015

TRAINING AND CERTIFICATIONS

- HVAC Systems & IAG Seminar, Allen & Company Environmental Services
- Indoor Air Quality Seminar, Liberty Mutual
- Asbestos Inspector Course, GEBCO Associates
- R.S. Means Facility Estimating Seminar