FACILITY CONDITION ASSESSMENT

PREPARED FOR:

State of Vermont
Buildings and General Services
2 Governor Aiken Avenue
Montpelier, Vermont 05633

FACILITY CONDITION ASSESSMENT

OF

ALBURGH WELCOME CENTER
70 ROUTE 2 NORTH MAIN STREET
ALBURGH, VT 05440

PREPARED BY:
EMG
10461 Mill Run Circle, Suite 1100
Owings Mills, Maryland 21117
800.733.0660
www.EMGcorp.com

EMG CONTACT:
John Landry, R.A.
Program Manager
800.733.0660 x6291
jlandry@emgcorp.com

EMG PROJECT NUMBER:
106686.18R000-168.305

DATE OF REPORT:
July 2, 2018

ON SITE DATE:
May 23, 2018

TABLE OF CONTENTS

1. EXECUTIVE SUMMARY

1.1 PROJECT FACTS

Project Facts

Item	Description
Project Name	Alburgh Welcome Center
Building ID	--
Building Classification	Rest Area
Year Built	1996
Year of Latest Renovation	N/A
Number of Stories	1 (Does not Include Basements, Mezzanines, or MEP Penthouses)
Occupied	No
Land Area	1.72 Acre(s)
Gross Building Area	1,150 SF

1.2 NARRATIVE SUMMARY

Executive Summary

Alburgh Welcome Center is a welcome center located approximately 1.75 miles south of the Canadian Border. It is a single-story log structure with a sloped roof and a front porch. There is a small parking lot in front of the building with a few picnic tables, two sheds, and a wind turbine. The building and site are in fair condition overall. The asphalt roof shingles are disfigured from the wind and should be replaced. There is some exterior log siding rot at the south side center window that should be replaced. The building generally appears to be handicap accessible.

Architectural and Structural Systems Summary

The foundation system was not able to be directly observed. However, based on similar structures it is assumed to be a continuous reinforced concrete spread footing system supporting concrete foundation walls. The first floor is concrete slab-on-grade. The foundation walls and floor slab are assumed to be uninsulated. The building is a log wood-framed structure with a timber trussed roof. The roof is sloped and finished with asphalt shingles roofing system. The exterior walls are stained wood logs with wood trim. Windows are double-glazed, vinyl-clad, wood-framed units in punched openings on all facades. The building interiors generally include stained wood walls. The floor finishes consist of an epoxy finish. The interior ceiling is finished with stained wood.

Conveyance, Plumbing, HVAC, Fire Protection and Electrical Systems Summary

Domestic hot water is provided to the restrooms by an electric water heater located in the janitor's closet. Heating and cooling is provided by a hot air furnace located in the janitor's closet. Supplemental heating is provided by a gas fired stove in the main space. Cooling is provided by a window mounted air conditioning unit. Fire protection systems include smoke detectors, extinguishers, and appropriate egress signage. General interior lighting is provided by pendant and track lighting with compact fluorescent (CFL) fixtures in the main space with T8's in the restrooms. Electrical service is provided by a single 125-amp panel served from a pole-mounted transformer.

Site Summary

The building covers a small portion of the entire site. Landscaping consists of trees, shrubs, and lawn areas. Parking is provided in an asphalt paved lot. There is no service vehicle access. The pedestrian pavement throughout the property is constructed of brick. General site lighting at the parking area is provided by a pole-mounted metal halide fixture supplied by the town. Building porch lighting is provided by wall-mounted CFL fixtures.

1.3 SUMMARY OF FINDINGS

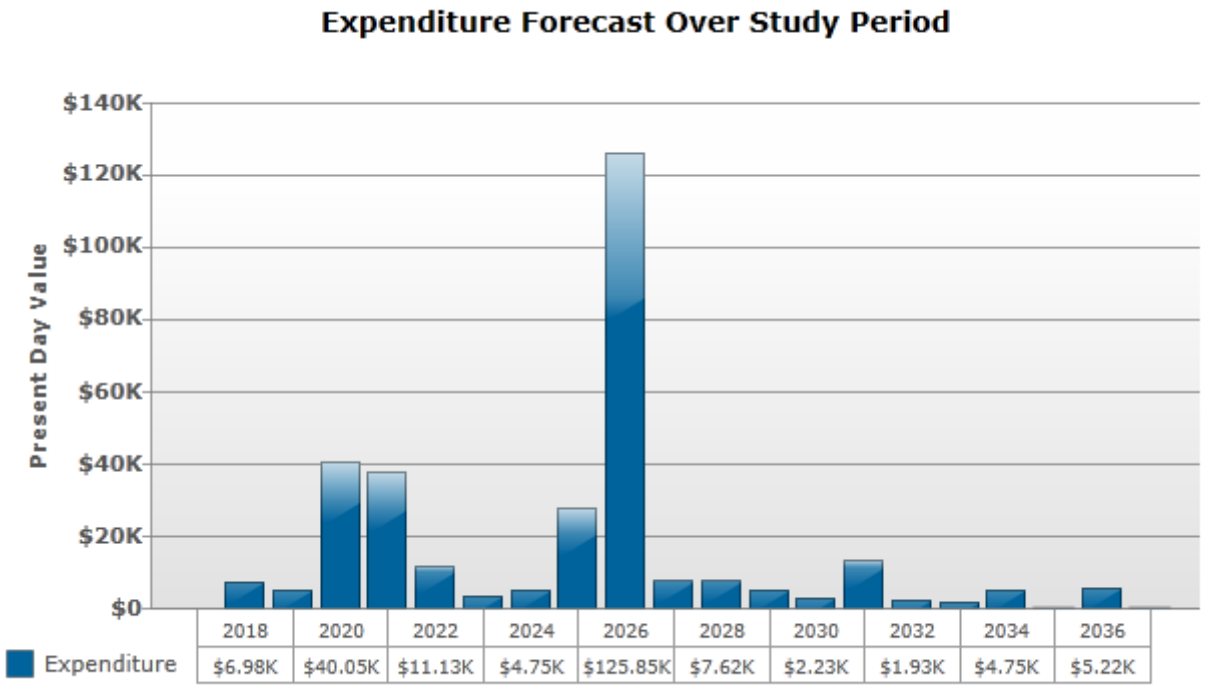
The below table represents summary-level findings for the Facility Condition Assessment. The deficiencies identified in this assessment can be combined with potential new construction requirements to develop an overall Long Term Capital Needs Plan that can be the basis for a facility wide capital improvement funding strategy. Key findings from the assessment include:

Key Finding	Metric
Facility Condition Index (FCI) FCI = (ICN)/(CRV)	3.5%
FCI Rating: up to 5% = Good; 5% to10% = Fair; 10+% to 60% = Poor; over 60% = Very Poor	
Current Replacement Value (CRV)	$201,250
Current Replacement Value (CRV) per Square Foot	$175/SF

Year **0** (Current Year) - Immediate Capital Needs (ICN)	$6,984
Years **1-5** - Capital Needs	$96,971
Years **6-10** - Capital Needs	$173,138
TOTAL Capital Needs (20 Year Period)	**$310,489**

Please note: the Total Capital Needs in the table above refer to the entire period of the reserve term - twenty years. Therefore, the enumerated costs listed above the total equal the costs through year ten, the difference between the total cost and the enumerated costs for years one to ten is equal to the costs of years 11 through 20.

The chart below provides a summary of yearly-anticipated expenditures including cost related to Modernization/Adaptation over the study period for the subject building. Further detail on the specific costs that make up the summary can be found in Section 3 and the cost tables in the appendices.



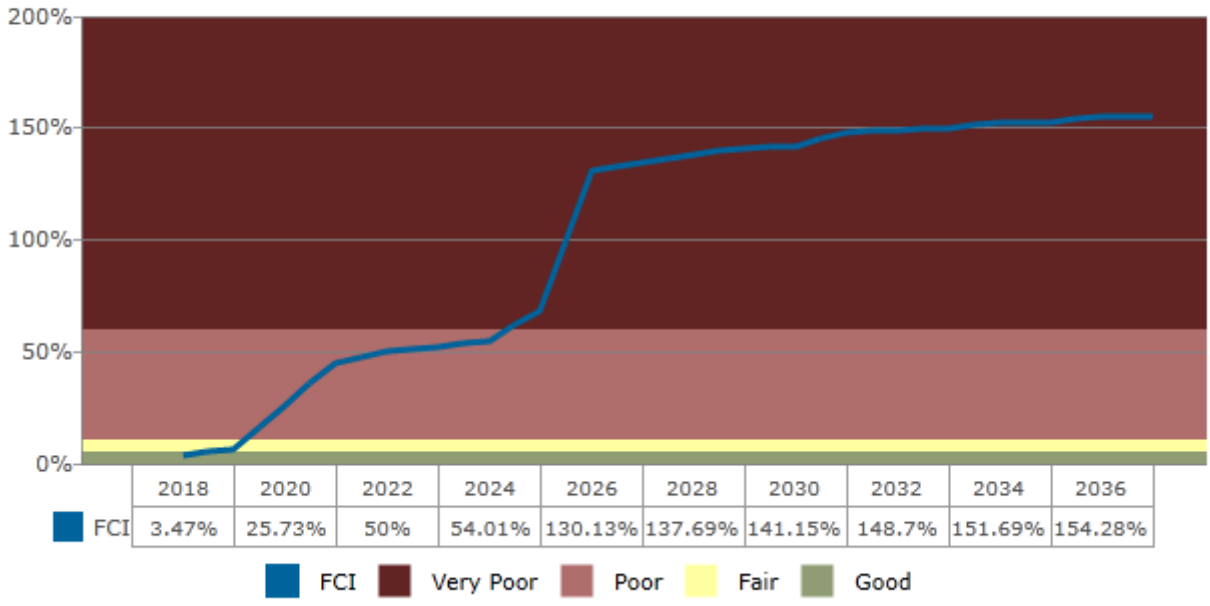
1.4 FACILITY CONDITION INDEX

The Facility Condition Index (FCI) gives an indication of a building or portfolio's overall condition. The value is based on a 0-100%+ scale and is derived by dividing the repair costs for a facility by a Current Replacement Value (CRV). The CRV is calculated by multiplying the existing building square footage by the Cost per Square Foot to construct a new, similar facility. Typically, the FCI is calculated using only the current condition values, not taking into account the future needs identified in the life cycle evaluation. Accounting principles indicate that an FCI value of 65% or greater be utilized as the threshold to identify a potential replacement candidate. If the current repair costs reach 65%, of the CRV, it may not be prudent to continue to fund repairs. In cases where aggressive facilities planning is expected to be necessary, this threshold may be adjusted to address more pressing needs.

FCI Condition Rating	Definition	Percentage Value
FCI Good	In new or well-maintained condition, with no visual evidence of wear, soiling or other deficiencies.	0% to 5%
FCI Fair	Subjected to wear and soiling but is still in a serviceable and functioning condition.	> than 5% to 10%
FCI Poor	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.	> than 10% to 60%
FCI Very Poor	Has reached the end of its useful or serviceable life. Renewal is now necessary.	> than 60%

The Chart below indicates cumulative effects of the FCI ratio over the study period assuming the required funds and expenditures are **NOT** provided to address identified repairs and replacements for each year. The FCI calculation is not inclusive of cost related to Modernization/Adaptation.

Cumulative Effects of FCI over the Study Period



1.5 TOTAL CAPITAL NEEDS BY PRIORITY

Another method to plan for replacement of building systems or components is by assigning a priority that is relative to the other systems and components in the building. The priority model used in the analysis takes into account the urgency of the repair, as well as the importance of the system, and the location of the system within the property. Repairs to mission critical systems may have a higher priority than back of house finishes that are in worse condition. The identified repairs or replacements have been prioritized according to the ranking criteria identified in Section 2.2.6, with Priority 1 items being the most critical to address.

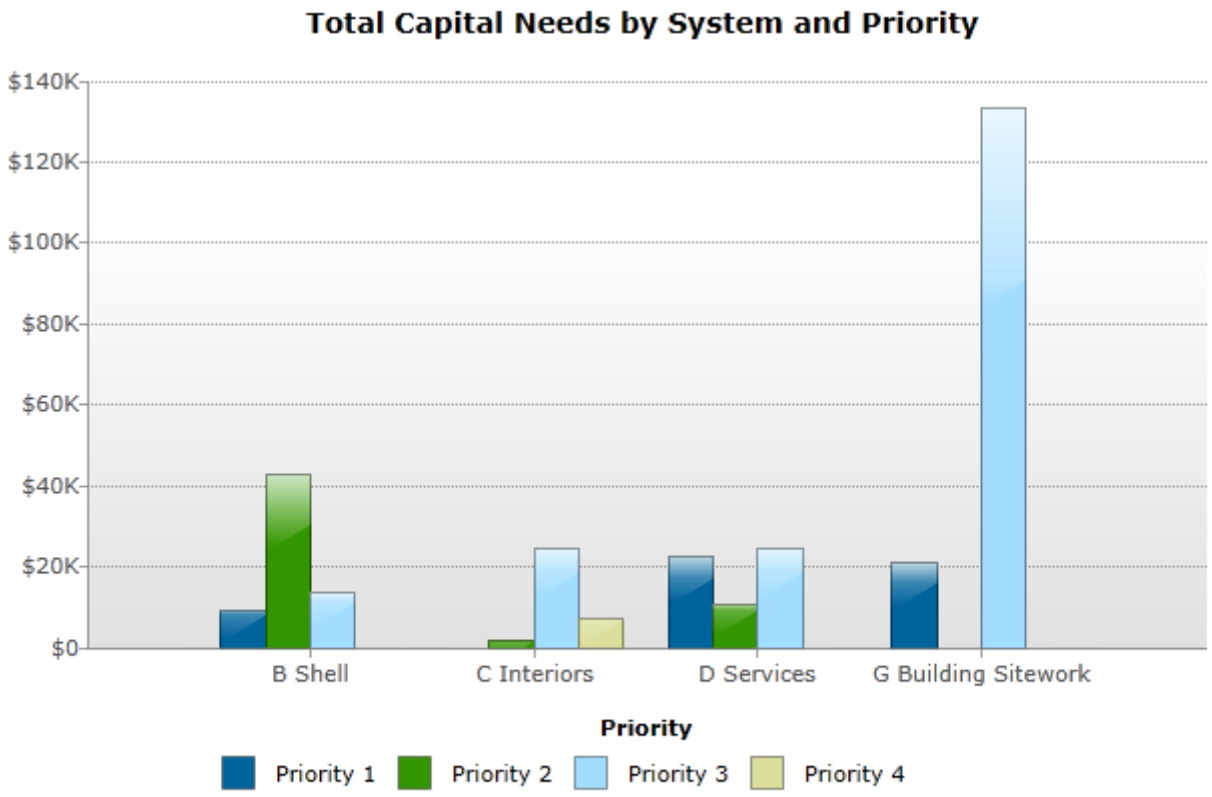
Based on the results of the ranking calculation derived from the analysis of the variables described above, the asset and component is assigned to one of the following Priority categories. The scale is 1-4 with 1=highest and 4=lowest priority.

Priority 1: Critical: Items under this classification require immediate attention to (a) return a facility to normal operation, (b) address non-functional systems (c) address a safety hazard.

Priority 2: Potentially Critical: Items under this classification require attention in order to prevent a deficiency from becoming critical. Situations include (a) intermittent interruptions to normal operation, (b) rapid deterioration of distressed systems (c) address a safety hazard.

Priority 3: Concerning: Items under this classification require attention and planning in order to prevent future predictable deterioration or future interruptions to normal operations or items that may result in higher costs if deferred.

Priority 4: Recommended: Items under this classification are not required for normal function and operation of the facility, but would improve efficiency and functionality of the facility or reduce long-term maintenance.



Building System	Priority 1 Critical	Priority 2 Potentially Critical	Priority 3 Concerning	Priority 4 Recommended	Total Expenditure
B Shell	$9,053	$42,752	$13,791	$0	$65,597
C Interiors	$0	$1,700	$24,372	$7,343	$33,415
D Services	$22,363	$10,558	$24,344	$0	$57,265
G Building Sitework	$20,984	$0	$133,229	$0	$154,213
Totals	**$52,400**	**$55,011**	**$195,735**	**$7,343**	**$310,489**

1.6 TOTAL CAPITAL NEEDS BY PLAN TYPES

In the chart below, costs are sorted by Plan Types, which define briefly the reason the cost exists. The chart and tables cover the planning period, including the current year. A cost may have more than one applicable Plan Type, however, only the dominant Plan Type will be selected based on the most heavily impacted building system and the Plan Type with the greatest significance. The following Plan Types are listed in general order of significance:

Code Compliance (CC)

- CC - Accessibility: Conditions that violate the American Disabilities Act guidelines
- CC - Building Code: Conditions that violate Building codes
- CC - Life Safety: Conditions that violate NFPA 101 Life Safety Code

Operations (OP)

- OP - Energy: Conditions that adversely affect energy use
- OP - Maintenance: Components or systems that require routine maintenance
- OP - Security: Conditions that compromise the protection of the asset or its occupants

Environmental (EN)

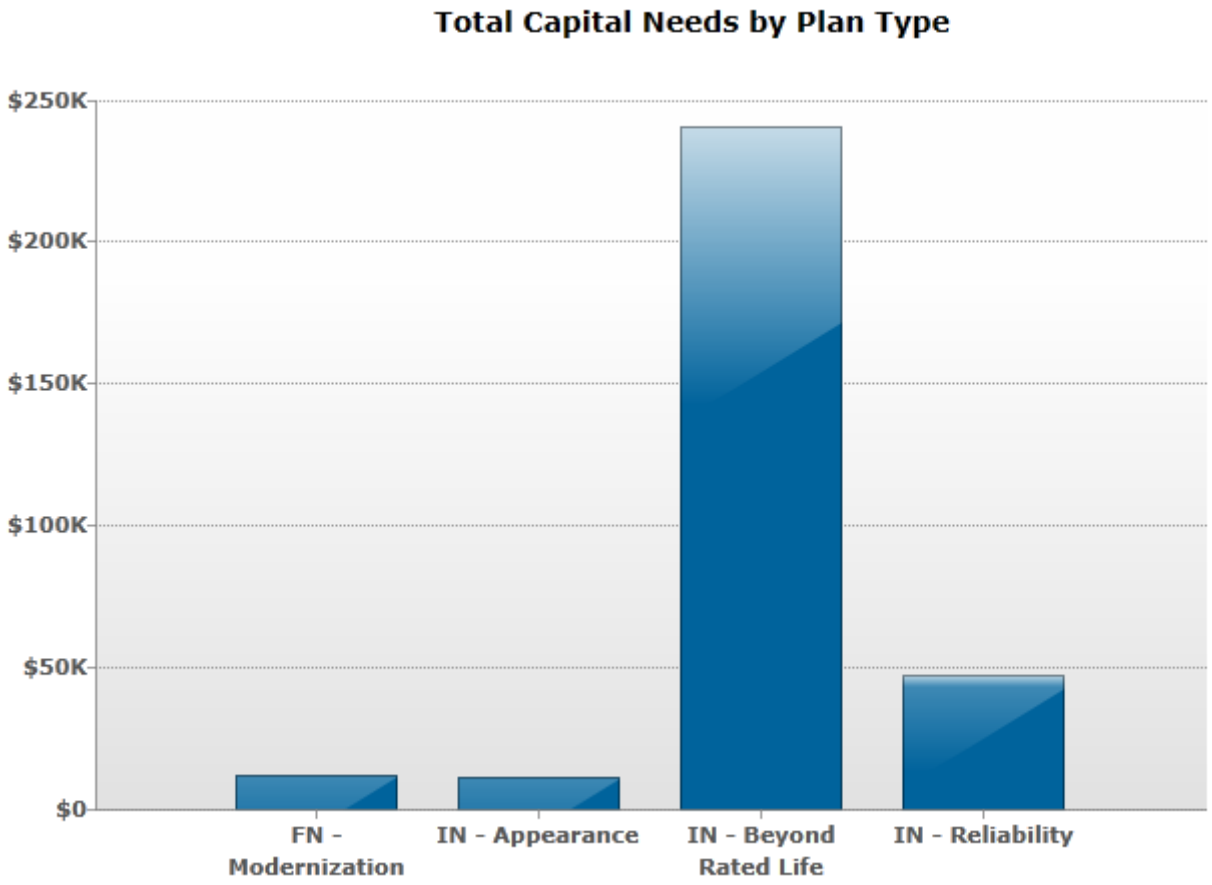
- EN - Air/ Water Quality: Conditions that affect air or water quality
- EN - Asbestos: Visible observance of suspected asbestos-containing material(ACM)
- EN - Lead Visible Observance of suspected lead based paint
- EN - PCB: Observance of suspected PCB containing equipment

Functionality (FN)

- FN - Mission: Components which do not meet the mission of the organization
- FN - Modernization: Conditions that need to made modern in appearance or function
- FN - Plant Adaptation: Components or systems that must change to fit a new or adapted use
- FN - Obsolescence: Components or systems that are or are becoming obsolete
- FN - Capacity: Components or system which cannot meet demand load

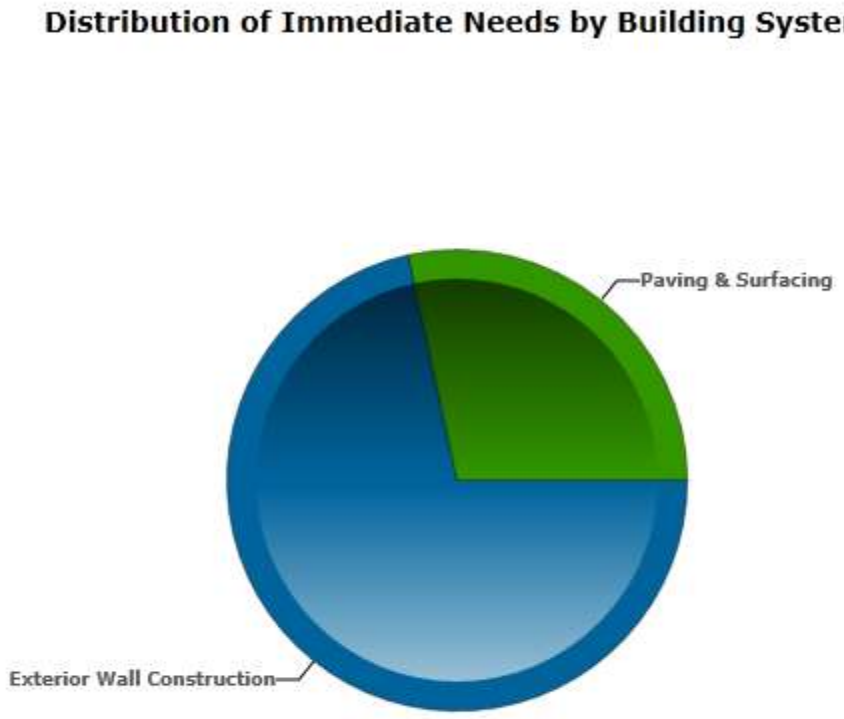
Integrity (IN)

- IN - Appearance: Problems with the asset's appearance that are not functional in nature
- IN - Reliability: Components or systems which cannot be depended on
- IN - Beyond Rated Life: A component or system that has exceeded its rated life



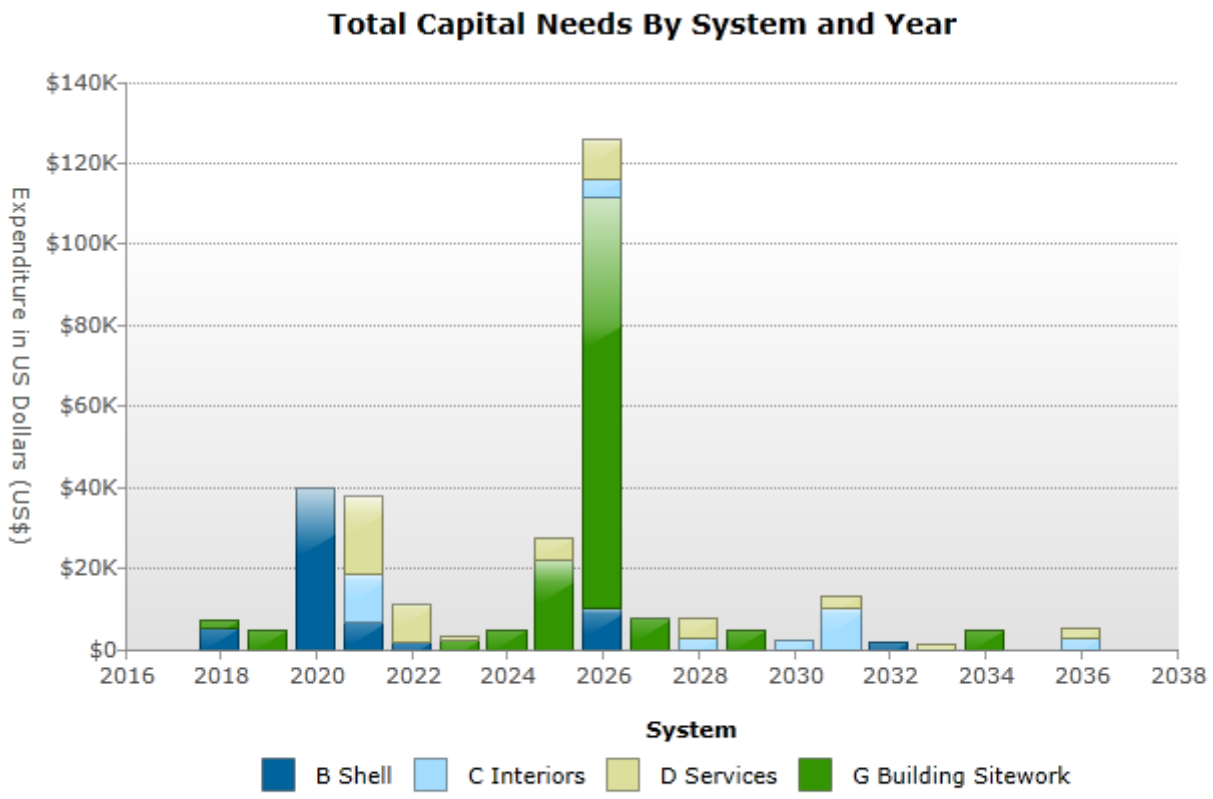
Plan Type	Expenditure
FN - Modernization	$11,913
IN - Appearance	$11,206
IN - Beyond Rated Life	$240,340
IN - Reliability	$47,031
Total	**$310,489**

1.7 Distribution of Immediate Needs by Building System



Uniformat	Building System	Expenditure
B2011	Exterior Wall Construction	$5,000
G2022	Paving & Surfacing	$1,984
	Total	**$6,984**

1.8 Total Capital Needs by System and Year



Year	Building System	Expenditure
2018	B Shell	$5,000
2020	B Shell	$40,047
2021	B Shell	$6,758
2022	B Shell	$1,932
2026	B Shell	$9,928
2032	B Shell	$1,932
2021	C Interiors	$11,751
2026	C Interiors	$4,269
2028	C Interiors	$2,556
2030	C Interiors	$2,231
2031	C Interiors	$10,051
2036	C Interiors	$2,556
2021	D Services	$19,209
2022	D Services	$9,199
2023	D Services	$1,258

Year	Building System	Expenditure
2025	D Services	$5,329
2026	D Services	$10,080
2028	D Services	$5,065
2031	D Services	$3,205
2033	D Services	$1,258
2036	D Services	$2,664
2018	G Building Sitework	$1,984
2019	G Building Sitework	$4,750
2023	G Building Sitework	$2,068
2024	G Building Sitework	$4,750
2025	G Building Sitework	$21,997
2026	G Building Sitework	$101,574
2027	G Building Sitework	$7,590
2029	G Building Sitework	$4,750
2034	G Building Sitework	$4,750
	Total	**$310,489**

2. SCOPE AND PURPOSE

2.1 SCOPE

The evaluation team visited the subject property to evaluate the general condition of the building, reviewed available construction documents in order to familiarize themselves with the physical conditions, setting and be able to comment on the in-place construction systems, life safety, mechanical, electrical and plumbing systems, and the general built environment. The evaluation team conducted a walk-through survey of the building(s) in order to observe building systems and components, identify physical deficiencies and formulate recommendations to remedy the physical deficiencies.

- As a part of the walk-through survey, the evaluation team surveyed 100% of the facility's interior. In addition, EMG surveyed the exterior of the properties including the building exterior and roofs.
- The evaluation team interviewed the building maintenance staff to inquire about the subject property's historical repairs and replacements and their costs, level of preventive maintenance exercised, pending repairs and improvements, and frequency of repairs and replacements.
- The evaluation team developed opinions based on their site evaluation, interviews with relevant maintenance contractors, municipal authorities, and experience gained on similar properties previously evaluated. The evaluation team questioned others who are knowledgeable of the subject property's physical condition and operation or knowledgeable of similar systems to gain comparative information to use in evaluation of the subject property.

The Client contracted with EMG to conduct a Facility Condition Assessment (FCA) consisting of field observations, document review and related due diligence tasks of the subject property. The Facility Assessment will:

- Determine the present condition and estimated life expectancy of various building systems and components.
- Result in strategic plan for capital repairs, lifecycle component replacement and building modernization.
- Establish a standard operating procedure for the evaluation of facilities by establishing a standard facility assessment software platform. Establish anticipated renewal and replacement costs for the various systems and components.
- Identify and document present condition of all physical assets with recommended corrections for all deficiencies and provide cost estimates for corrections. Prioritize, categorize and classify deficient conditions, associated corrective actions and information concerning building systems and deficiency categories.
- Coordinate and consult with the updates to the master plan for prioritization of projects. The FCA will be a guide for future replacement, repairs and improvements and to assist the client in prioritizing their capital budget and expenditures across their real estate portfolio.
- Calculate the Current Replacement Value (CRV) and Facility Condition Index (FCI) for each facility and extend that calculation over the planning horizon, including the current year.

2.2 PURPOSE

The goal of the FCA is to gather the data necessary to understand the existing facility's condition, identify strategies to meet the facility's life cycle needs and create the foundation for an overall capital plan. The facility condition assessment includes the following:

- Current conditions analyses - existing facility requirements including deferred maintenance, recommended discretionary improvements, and code noncompliance issues.
- Anticipated facility reserve analyses - projections of ongoing degradation of facilities' components and costs associated with the reserve or replacement of these components as they reach the end of their useful lives
- Funding needs analysis - summary report of deferred maintenance and systems reserves funding needs.

2.2.1 Condition Ratings

The physical condition of building systems and related components are typically defined as being in one of the following conditions:

- **Good (G)**
  Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.

- **Fair (F)**
  Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.

- **Poor (P)**
  Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.

EMG's calculation of probable capital needs methodology involves identification and quantification of those systems or components requiring immediate actions or capital funding reserves over the lifecycle horizon of the facility key components. The component is segregated into two categories "Immediate Repairs" and "Capital Reserve" defined as follows:

2.2.2 Probable Capital Needs - Immediate Repairs

Immediate repairs are opinions of probable costs that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) material building or fire code violations, or (3) conditions that, if left un-remedied, have the potential to result in or contribute to critical element or system failure within **the current year**, or will most probably result in a significant escalation of its remedial cost. Immediate repair costs are items which require action in year zero.

2.2.3 Probable Capital Needs - Capital Reserves

Capital Reserves are for recurring probable expenditures that are not classified as operation or maintenance expenses. The modified capital reserves should be budgeted for in advance on an annual basis. Capital reserves are reasonably predictable both in terms of frequency and cost. However, capital reserves may also include components or systems that have an indeterminable life but nonetheless have a potential liability for failure within the reserve period.

2.2.4 Remaining Useful Life Estimate (RUL) and Expected Useful Life (EUL)

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, EMG opines as to when a system or component will most probably necessitate replacement or repair. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may

have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its effective age.

2.2.5 Opinions of Probable Cost

Estimates for individual repair and replacements are a key part of this engagement. These estimates are based on invoice or bid documents provided by the Owner/facility or construction cost estimates developed by construction resources such as R.S. Means, Whitestone, Marshall & Swift, and EMG's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions. Where quantities are not derived from an actual take-off, algorithms based on building gross square footage, lump sum costs, or allowances are utilized.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing of the work (if applicable), quality of contractor, market conditions, and whether competitive pricing is solicited, etc. ASTM E2018-15 recognizes that certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in this Property Condition Report (PCR).

2.2.6 Priority Ranking

EMG recorded existing conditions, identified problems and deficiencies, documented corrective action and quantities of recommended repairs and/or replacements. During the assessment, the collected data is entered directly into the EMG assessment and capital planning database using tablet computers. Based on the analysis of the collected data a Priority Ranking is calculated for each item observed. The Priority Ranking calculation is a function of the following key facility variables generally listed in order of importance:

- **Plan Type**
  The cost associated with each asset or component evaluated is assigned a Plan Type. These Plan Type categories are described in Section 1.6.

- **Building Mission Ranking**
  If the building is one of multiple buildings at the facility, each building is ranked on a scale of 1-10 based on conversations with the client. This rank defines the importance of each building to the overall mission of the facility. For example, the building containing the administrative offices for a subject property may carry a higher ranked importance than the parking garage. However, if the parking garage is used for Mission Critical or emergency services vehicles then it may have a higher priority than the office building. Both are required for the operation of the facility but ranking is adjusted based on the use of the buildings and the mission of the overall facility as defined by the client.

- **Uniformat II Code**
  Each asset or component evaluated is coded as per the industry standard Uniformat II. The Uniformat designation is then associated with a ranking based on the overall importance to the operation of a facility. An asset that is a related to building envelope, e.g. roof or windows, is assigned a higher ranking than a component such as carpeting or interior paint.

- **Remaining Useful Life (RUL) as Relates to the Expected Useful Life (EUL)**
  The expected useful life (EUL) projection of the component is calibrated against the remaining useful life (RUL) as estimated by EMG field assessor.

3. ASSETS OBSERVED

All assets observed are provided in this Section sorted by the **Uniformat II** coding indexed is as follows:

- **A SUBSTRUCTURE**
  - A10 - Foundations
  - A20 - Basement Construction

- **B SHELL**
  - B10 - Super Structure
  - B20 - Exterior Enclosure
  - B30 - Roofing

- **C INTERIORS**
  - C10 - Interior Construction
  - C20 - Stairs
  - C30 - Interior Finishes

- **D SERVICES**
  - D10 - Conveying
  - D20 - Plumbing
  - D30 - HVAC
  - D40 - Fire Protection
  - D50 - Electrical

- **E EQUIPMENT and FURNISHINGS**
  - E10 - Equipment
  - E20 - Furnishings

- **F SPECIAL CONSTRUCTION and DEMOLITION**
  - F10 - Special Construction
  - F20 - Selective Building Demolition

- **G SITEWORK**
  - G10 - Site Preparation
  - G20 - Site Improvements
  - G30 - Site Mechanical Utilities
  - G40 - Site Electrical Utilities
  - G90 - Other Site Construction

- **P Professional Services**

- **Z General Requirements**

The above list provides a complete index to Uniformat II nomenclature. Items below are actually observed and therefore included in this report. All categories above may not be utilized by the following entries.

Throughout reports dealing with historic properties, the term “replace” is employed to represent a condition where remedial action is anticipated. The specific action is dictated by the nature of the work undertaken and therefore not necessarily consistent with the common meaning of “replace”. Instead, the action may actually be a restoration or a repair (as in the case of a component of a historically significant structure). Therefore, the term “replace” should be interpreted as to provide the greatest effect consistent with a remedial action for a historically significant structure.

Coding / Field Name	Asset Description
A1011 Wall Foundations	Foundation
Condition	Good
Qty / UOM	150 / LF
Unit Cost	$105.56
Basis of Costing	Foundation Wall, Concrete or CMU w/ Continuous Footings, 1-2 Stories
Year in Service	1996
Expected Useful Life (EUL)	50 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	28 Year(s), Estimated, Based on Date of Observation
Location	Structure
Foundation Type	Reinforced Concrete Spread Footing

Coding / Field Name	Asset Description
A1031 Standard Slab on Grade	Slab on Grade
Condition	Good
Qty / UOM	1150 / SF
Unit Cost	$10.00
Basis of Costing	Concrete Slab-On-Grade
Year in Service	1996
Expected Useful Life (EUL)	50 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	28 Year(s), Estimated, Based on Date of Observation
Location	Structure

Coding / Field Name	Asset Description
B1012 Upper Floors Construction	Wood Decking
Condition	Fair
Qty / UOM	400 / SF
Unit Cost	$10.13
Basis of Costing	Wood Decking
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	3 Year(s), Estimated, Based on Date of Observation
Location	Exterior Walls

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
B1012	Replace Wood Decking	400 SF	$10.13	BYL	Priority 1	2021	$4,053

Coding / Field Name	Asset Description
B1022 Pitched Roof Construction	Roof Construction
Condition	Good
Qty / UOM	1150 / SF
Unit Cost	$31.32
Basis of Costing	Roof Structure, Pitched, Heavy Timber Framing
Year in Service	1996
Expected Useful Life (EUL)	50 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	28 Year(s), Estimated, Based on Date of Observation
Location	Structure
Roofing Type	Gable
Attic	No
Roof Access	None

Coding / Field Name	Asset Description
B2011 Exterior Wall Construction	Exterior Walls, Log
Condition	Fair
Qty / UOM	1370 / SF
Cost Adjustment Factor/Reason	2 / Log
Unit Cost (Adjusted)	$54.05
Basis of Costing	Wood Clapboard, Exterior, 1-2 Stories
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	30 Year(s), Estimated, Based on Date of Observation
Location	Exterior Walls

Observations/Comments
Log cabin

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
B2011	Repair rotten log siding at south gable end adjacent to the center window	1 EA	$5,000.00	REL	Priority 1	2018	$5,000
B2011	Prep & Paint/Stain Exterior Walls	1,370 SF	$1.41	APP	Priority 3	2022	$1,932
B2011	Prep & Paint/Stain Exterior Walls	1,370 SF	$1.41	APP	Priority 3	2032	$1,932

Coding / Field Name	Asset Description
B2021 Windows	Picture Window
Condition	Fair
Qty / UOM	2 / EA
Unit Cost	$1,463.76
Basis of Costing	Vinyl Window, Double Glazed, 1-2 Stories, 24 SF
Year in Service	1996
Expected Useful Life (EUL)	30 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	8 Year(s), Estimated, Based on Date of Observation
Location	Exterior Walls
Window Type	Fixed
Windows Material	Vinyl
Windows Glazing	Double Glazed
Window Operation	Fixed

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
B2021	Replace Picture Window	2 EA	$1,463.76	BYL	Priority 3	2026	$2,928

Coding / Field Name	Asset Description
B2021 Windows	Exterior Windows, Aluminum Clad
Condition	Fair
Qty / UOM	7 / EA
Unit Cost	$1,000.05
Basis of Costing	Vinyl Window, Double Glazed, 1-2 Stories, 12 SF
Year in Service	1996
Expected Useful Life (EUL)	30 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	8 Year(s), Estimated, Based on Date of Observation
Location	Exterior Walls
Window Type	Double Hung
Windows Material	Vinyl
Windows Glazing	Double Glazed
Window Operation	Manual

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
B2021	Replace Exterior Windows, Aluminum Clad	7 EA	$1,000.05	BYL	Priority 3	2026	$7,000

Coding / Field Name	Asset Description
B2032 Solid Exterior Doors	Exterior Doors, Fiberglass
Condition	Fair
Qty / UOM	2 / EA
Unit Cost	$1,352.72
Basis of Costing	Steel w/ Safety Glass, Exterior Door
Year in Service	1996
Expected Useful Life (EUL)	25 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	3 Year(s), Estimated, Based on Date of Observation
Location	Exterior Walls
Door Hardware	Lever
Door Operation	Manual
Core Type	Solid Core
Door Frame	Wood Framed

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
B2032	Replace Exterior Doors, Fiberglass	2 EA	$1,352.72	BYL	Priority 2	2021	$2,705

Coding / Field Name	Asset Description
B3011 Roof Finishes	Roof, Asphalt
Condition	Poor
Qty / UOM	2100 / SF
Unit Cost	$19.07
Basis of Costing	Asphalt Shingle Roof, Premium Grade (Includes Tear-Off of Old)
Year in Service	2003
Expected Useful Life (EUL)	30 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	2 Year(s), Estimated, Based on Date of Observation
Location	Roof
Insulation	Rigid
Flashings and Trim	Metal
Roof Eaves and Soffits	Yes
Roof Drainage	Drains Over The Eaves

Observations/Comments
Asphalt roof shingles are curled and deformed from strong winds, recommend replacing.

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
B3011	Replace Roof, Asphalt	2,100 SF	$19.07	REL	Priority 2	2020	$40,047

Coding / Field Name	Asset Description
C1021 Interior Doors	Interior Doors, Wood
Condition	Fair
Qty / UOM	3 / EA
Unit Cost	$1,423.11
Basis of Costing	Wood, Solid Core, Painted/Stained, Interior Door
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	8 Year(s), Estimated, Based on Date of Observation
Location	Building Interior (General)

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
C1021	Replace Interior Doors, Wood	3 EA	$1,423.11	BYL	Priority 3	2026	$4,269

Coding / Field Name	Asset Description
C1031 Fabricated Toilet Partitions	Toilet Partitions, Metal
Condition	Fair
Qty / UOM	2 / EA
Unit Cost	$850.00
Basis of Costing	Toilet Partitions, Metal, Overhead Braced
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	3 Year(s), Estimated, Based on Date of Observation
Location	Restrooms

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
C1031	Replace Toilet Partitions, Metal	2 EA	$850.00	BYL	Priority 2	2021	$1,700

Coding / Field Name	Asset Description
C3012 Wall Finishes to Interior Walls	Wood Finish
Condition	Fair
Qty / UOM	1800 / SF
Unit Cost	$23.73
Basis of Costing	Wood, Finished, Interior Paneling
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	10 Year(s), Estimated, Based on Date of Observation
Location	Building Interior (General)

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
C3012	Paint/Stain Interior Walls	1,800 SF	$1.42	APP	Priority 4	2028	$2,556
C3012	Paint/Stain Interior Walls	1,800 SF	$1.42	APP	Priority 4	2036	$2,556

Coding / Field Name	Asset Description
C3021 Floor Toppings	Epoxy Floor Finish
Condition	Fair
Qty / UOM	1150 / SF
Unit Cost	$8.74
Basis of Costing	Epoxy Floor Finish
Year in Service	2010
Expected Useful Life (EUL)	10 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	3 Year(s), Estimated, Based on Date of Observation
Location	Building Interior (General)

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
C3021	Replace Epoxy Floor Finish	1,150 SF	$8.74	BYL	Priority 3	2021	$10,051
C3021	Replace Epoxy Floor Finish	1,150 SF	$8.74	BYL	Priority 3	2031	$10,051

Coding / Field Name	Asset Description
C3031 Ceiling Finishes	Wood Ceiling
Condition	Fair
Qty / UOM	1150 / SF
Unit Cost	$9.22
Basis of Costing	Wood Ceiling
Year in Service	1996
Expected Useful Life (EUL)	30 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	8 Year(s), Estimated, Based on Date of Observation
Location	Building Interior (General)

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
C3031	Paint/Stain Interior Ceilings	1,150 SF	$1.94	APP	Priority 4	2030	$2,231

Coding / Field Name	Asset Description
D2011 Water Closets	Toilets (Water Closets)
Condition	Fair
Qty / UOM	2 / EA
Unit Cost	$1,055.15
Basis of Costing	Flush Tank Water Closet, One Piece
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	10 Year(s), Estimated, Based on Date of Observation
Location	Restrooms
Low Flow Toilet	Yes

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D2011	Replace Toilets (Water Closets)	2 EA	$1,055.15	BYL	Priority 3	2028	$2,110

Coding / Field Name	Asset Description
D2012 Urinals	Urinals
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$1,193.44
Basis of Costing	Urinal, Vitreous China
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	10 Year(s), Estimated, Based on Date of Observation
Location	Restrooms

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D2012	Replace Urinals	1 EA	$1,193.44	BYL	Priority 3	2028	$1,193

Coding / Field Name	Asset Description
D2013 Lavatories	Lavatories
Condition	Fair
Qty / UOM	2 / EA
Unit Cost	$572.66
Basis of Costing	Lavatory, Vitreous China
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	10 Year(s), Estimated, Based on Date of Observation
Location	Restrooms
Low Flow Toilet	Yes
System Grade	Commercial Grade

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D2013	Replace Lavatories	2 EA	$572.66	BYL	Priority 3	2028	$1,145

Coding / Field Name	Asset Description
D2014 Sinks	Sink, Enameled Steel
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$616.03
Basis of Costing	Sink, Enameled Steel
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	10 Year(s), Estimated, Based on Date of Observation
Location	Building Interior (General)

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D2014	Replace Sink, Enameled Steel	1 EA	$616.03	BYL	Priority 3	2028	$616

Coding / Field Name	Asset Description
D2018 Drinking Fountains and Coolers	Drinking Fountains
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$1,257.51
Basis of Costing	Drinking Fountain, Refrigerated
Year in Service	1996
Expected Useful Life (EUL)	10 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	5 Year(s), Estimated, Based on Date of Observation
Location	Building Interior (General)

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D2018	Replace Drinking Fountains	1 EA	$1,257.51	BYL	Priority 2	2023	$1,258
D2018	Replace Drinking Fountains	1 EA	$1,257.51	BYL	Priority 2	2033	$1,258

Coding / Field Name	Asset Description
D2023 Domestic Water Supply Equipment	Water Heater, Electric, Residential, 15 GAL
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$1,014.17
Basis of Costing	Water Heater, Electric, Residential, 5 to 15 GAL
Year in Service	2010
Expected Useful Life (EUL)	15 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	7 Year(s), Estimated, Based on Date of Observation
Location	MEP Closet

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D2023	Replace Water Heater, Electric, Residential, 15 GAL	1 EA	$1,014.17	BYL	Priority 2	2025	$1,014

Coding / Field Name	Asset Description
D3042 Exhaust Ventilation Systems	Exhaust Fan
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$2,664.18
Basis of Costing	Exhaust Fan, Centrifugal, 801 to 2,000 CFM
Year in Service	1996
Expected Useful Life (EUL)	15 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	3 Year(s), Estimated, Based on Date of Observation
Location	Roof

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D3042	Replace Exhaust Fan	1 EA	$2,664.18	BYL	Priority 1	2021	$2,664
D3042	Replace Exhaust Fan	1 EA	$2,664.18	BYL	Priority 1	2036	$2,664

Coding / Field Name	Asset Description
D3051 Terminal Self-Contained Units	Furnace, Gas, 80 MBH
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$3,801.45
Basis of Costing	Furnace, Gas, 51 to 100 MBH
Year in Service	2005
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	7 Year(s), Estimated, Based on Date of Observation
Location	MEP Closet
PTAC Manufacturer	York
PTAC Model	TG8S080B12MP11B

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D3051	Replace Furnace, Gas, 80 MBH	1 EA	$3,801.45	BYL	Priority 2	2025	$3,801

Coding / Field Name	Asset Description
D3097 General Construction Items (HVAC)	Gas Stove
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$5,000.00
Year in Service	1996
Expected Useful Life (EUL)	30 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	8 Year(s), Estimated, Based on Date of Observation
Location	Building Interior (General)

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D3097	Replace Gas Stove	1 EA	$5,000.00	BYL	Priority 3	2026	$5,000

Coding / Field Name	Asset Description
D4019 Sprinkler Systems	Sprinkler System, Full Retrofit
Condition	Poor
Qty / UOM	1150 / SF
Unit Cost	$8.00
Basis of Costing	Sprinkler System, Full Retrofit, Office (per SF)
Year in Service	2022
Expected Useful Life (EUL)	50 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	4 Year(s), Estimated, Based on Date of Observation
Location	Building Interior (General)

Observations/Comments

The building is not protected by fire suppression. Due to its construction date, the facility most likely was not required by code to have a sprinkler system in place at the time. EMG recommends a full sprinkler system retrofit.

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D4019	Sprinkler System, Full Retrofit	1,150 SF	$8.00	MOD	Priority 3	2022	$9,199

Coding / Field Name	Asset Description
D5012 Low Tension Service & Dist.	Main Distribution Panel
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$5,079.93
Basis of Costing	Power Panel Board, 208 Y, 120 V, 100 Amp
Year in Service	1996
Expected Useful Life (EUL)	30 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	8 Year(s), Estimated, Based on Date of Observation
Location	Electrical Room (Primary)
Service Size (Amperage)	125
Service Voltage	120/240
Service Voltage Type	Single-Phase Three-Wire Alternating Current (Ac)
Step Down Transformers	No
Electrical Distribution Panel Type	Circuit Breakers
Main Electrical Distribution Lines	Underground
Site Electrical Transformer Location	Pole-Mounted Transformer
Electrical Wiring Material	Solid Copper
Electrical Wiring in Metal Conduit	Yes
Electrical Wiring in Non-Metal (NM) Conduit	No
Electrical Wiring in Non- Metal Sheathing (Romex)	No
Electrical Wiring in Metal Sheathing (BX)	Yes

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D5012	Replace Main Distribution Panel	1 EA	$5,079.93	BYL	Priority 3	2026	$5,080

Coding / Field Name	Asset Description
D5022 Lighting Equipment	Light Fixture, Exterior, CFL
Condition	Fair
Qty / UOM	2 / EA
Unit Cost	$256.88
Basis of Costing	Compact Fluorescent Lighting Fixture, 80 W
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	7 Year(s), Estimated, Based on Date of Observation
Location	Exterior Walls

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D5022	Replace Light Fixture, Exterior, CFL	2 EA	$256.88	BYL	Priority 2	2025	$514

Coding / Field Name	Asset Description
D5029 Lighting Systems	Lighting System, Interior
Condition	Fair
Qty / UOM	1150 / SF
Unit Cost	$9.24
Basis of Costing	Lighting System, Full Upgrade, Office (per SF)
Year in Service	1996
Expected Useful Life (EUL)	25 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	3 Year(s), Estimated, Based on Date of Observation
Location	Building Interior (General)

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D5029	Replace Lighting System, Interior	1,150 SF	$9.24	BYL	Priority 1	2021	$10,626

Coding / Field Name	Asset Description
D5037 Fire Alarm Systems	Fire Alarm System
Condition	Fair
Qty / UOM	1150 / SF
Unit Cost	$2.36
Basis of Costing	Fire Alarm System, Full Upgrade/Install, Office (per SF)
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	3 Year(s), Estimated, Based on Date of Observation
Location	Building Interior (General)

Observations/Comments
Fire alarm system is limited to smoke detectors. It is recommended the system be upgraded to an addressable system with visual and audio alarms.

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D5037	Replace Fire Alarm System	1,150 SF	$2.36	MOD	Priority 2	2021	$2,714

Coding / Field Name	Asset Description
D5038 Security and Detection Systems	Security Systems
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$3,204.56
Basis of Costing	Camera Tape Backup, Closed Circuit
Year in Service	1996
Expected Useful Life (EUL)	10 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	3 Year(s), Estimated, Based on Date of Observation
Location	Exterior Walls

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
D5038	Replace Security Systems	1 EA	$3,204.56	BYL	Priority 1	2021	$3,205
D5038	Replace Security Systems	1 EA	$3,204.56	BYL	Priority 1	2031	$3,205

Coding / Field Name	Asset Description
G2022 Paving & Surfacing	Asphalt Pavement, Parking Lot
Condition	Fair
Qty / UOM	12500 / SF
Unit Cost	$5.90
Basis of Costing	Asphalt Pavement, Parking Lot
Year in Service	1996
Expected Useful Life (EUL)	25 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	8 Year(s), Estimated, Based on Date of Observation
Location	Site

Observations/Comments
Cracking observed across the entire length of the drive.

Cracking

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
G2022	Cut & Patch Asphalt Pavement	400 SF	$4.96	REL	Priority 1	2018	$1,984
G2022	Seal & Stripe Asphalt Pavement	12,500 SF	$0.38	BYL	Priority 1	2019	$4,750
G2022	Seal & Stripe Asphalt Pavement	12,500 SF	$0.38	BYL	Priority 1	2024	$4,750
G2022	Mill & Overlay Asphalt Pavement	12,500 SF	$3.28	BYL	Priority 3	2026	$41,000
G2022	Seal & Stripe Asphalt Pavement	12,500 SF	$0.38	BYL	Priority 1	2029	$4,750
G2022	Seal & Stripe Asphalt Pavement	12,500 SF	$0.38	BYL	Priority 1	2034	$4,750

Coding / Field Name	Asset Description
G2031 Paving & Surfacing	Paver Sidewalk
Condition	Fair
Qty / UOM	1600 / SF
Unit Cost	$34.11
Basis of Costing	Clay Brick/Masonry Paver Sidewalk, Exterior
Year in Service	1996
Expected Useful Life (EUL)	30 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	8 Year(s), Estimated, Based on Date of Observation
Location	Site

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
G2031	Replace Paver Sidewalk	1,600 SF	$34.11	BYL	Priority 3	2026	$54,574

Coding / Field Name	Asset Description
G2045 SITE GATES	Picnic Table, Wood
Condition	Fair
Qty / UOM	3 / EA
Unit Cost	$689.43
Basis of Costing	Picnic Table, Wood or Composite
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	5 Year(s), Estimated, Based on Date of Observation
Location	Site

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
G2045	Replace Picnic Table, Wood	3 EA	$689.43	BYL	Priority 3	2023	$2,068

Coding / Field Name	Asset Description
G2048 Flagpoles	Flagpole, Metal, Internal or External Halyard
Condition	Fair
Qty / UOM	3 / EA
Unit Cost	$2,530.00
Basis of Costing	Flagpole, Metal, Internal or External Halyard, 30' to 40' High (Pole Only)
Year in Service	1996
Expected Useful Life (EUL)	20 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	9 Year(s), Estimated, Based on Date of Observation
Location	Site

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
G2048	Replace Flagpole, Metal, Internal or External Halyard	3 EA	$2,530.00	BYL	Priority 3	2027	$7,590

Coding / Field Name	Asset Description
G2049 Miscellaneous Structures	Wind Turbine
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$100,000.00
Year in Service	1996
Expected Useful Life (EUL)	50 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	28 Year(s), Estimated, Based on Date of Observation
Location	Site

Coding / Field Name	Asset Description
G2049 Miscellaneous Structures	Ancillary Structures
Condition	Fair
Qty / UOM	2 / EA
Unit Cost	$3,000.00
Year in Service	1996
Expected Useful Life (EUL)	30 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	8 Year(s), Estimated, Based on Date of Observation
Location	Site

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
G2049	Replace Ancillary Structures	2 EA	$3,000.00	BYL	Priority 3	2026	$6,000

Coding / Field Name	Asset Description
G3026 Septic Tanks	Septic System
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$9,523.26
Basis of Costing	Septic Tank, 1,000 GAL
Year in Service	1996
Expected Useful Life (EUL)	50 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	28 Year(s), Estimated, Based on Date of Observation
Location	Site

Coding / Field Name	Asset Description
G3063 Fuel Storage Tanks	Buried Propane Tank
Condition	Fair
Qty / UOM	1 / EA
Unit Cost	$21,996.59
Basis of Costing	Underground Storage Tank, 1,000 GAL
Year in Service	2000
Expected Useful Life (EUL)	25 Year(s), Based on Industry Averages
Remaining Useful Life (RUL)	7 Year(s), Estimated, Based on Date of Observation
Location	Site

Recommendations

Uniformat	Action Description	Quantity	Unit Cost	Plan Type	Priority	Year	Expenditure
G3063	Replace Buried Propane Tank	1 EA	$21,996.59	BYL	Priority 3	2025	$21,997

4. ACCESSIBILITY ISSUES

Unless indicated below, no significant accessibility issues were observed/reported.

5. DOCUMENTS FOR REVIEW

Documents were requested prior to the on-site assessment. The following documents were provided for review:

Item	Provided for Review
Site Plan(s)	No
Floor Plan(s)	No
Construction Drawing(s)	No
Termite Inspection Report(s)	No
Boiler Certificate(s)	No
Prior Report Available	No
Prior Report Prepared By	
Prior Report Date	

6. CERTIFICATION

EMG has completed a Facility Condition Assessment (FCA) of the subject property listed on the cover page. The FCA was performed at the Client's request using methods and procedures consistent with good commercial and customary practice conforming to ASTM E2018-15, Standard Guide for Property Condition Assessments: Baseline Property Condition Assessment Process. Within this Property Condition Report (PCR), EMG's reference to the Client follows the ASTM guide's definition of User, that is, the party that retains EMG for the preparation of a baseline PCA of the subject property.

This report is exclusively for the use and benefit of the Client identified on the first page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and EMG.

The opinions EMG expresses in this report were formed utilizing the degree of skill and care ordinarily exercised by any prudent architect or engineer in the same community under similar circumstances. EMG assumes no responsibility or liability for the accuracy of information contained within this report that has been obtained from the Client or the Client's representatives, from other interested parties, or from the public domain. The conclusions presented represent EMG's professional judgment based on information obtained during the course of this assignment. EMG's evaluations, analyses, and opinions are not representations regarding the building design, structural soundness, or actual value of the property. Factual information regarding operations, conditions, and test data provided by the Client or the Client's representative has been assumed to be correct and complete. The conclusions presented within this report are based on the data provided, observations made, and conditions that existed specifically on the date of the assessment. EMG certifies that EMG has no undisclosed interest in the subject property, that EMG's relationship with the Client is at arms-length, and that EMG's employment and compensation are not contingent upon the findings or estimated costs to remedy any noted deficiencies due to deferred maintenance and/or any noted component or system replacements.

EMG's FCA cannot wholly eliminate the uncertainty regarding the presence of physical deficiencies and/or the performance of a subject property's building systems. Preparation of a FCA in accordance with ASTM E2018-15 is intended to reduce, but not eliminate, the uncertainty regarding the potential for component or system failure and to reduce the potential that such component or system failure may not be initially observed. This FCA was prepared recognizing the inherent subjective nature of EMG's opinions as to such issues as workmanship, quality of original installation, and estimating the remaining useful life of any given component or system. It should be understood that EMG's suggested remedy may be determined under time constraints or may be formed without the aid of engineering calculations, testing, exploratory probing, the removal of materials, or design. Furthermore, there may be other alternate or more appropriate schemes or methods to remedy the noted physical deficiencies. EMG's opinions are generally formed without detailed knowledge from individuals familiar with the performance of noted components or systems.

Any questions regarding this report should be directed to the Program Manager listed on the cover page of this report.

Prepared By: John Landry, Field Observer

Program Manager: John Landry

7. APPENDICES

APPENDIX A

KEY PHOTOGRAPHIC RECORD

Front Elevation

Left Elevation

Right Elevation

Rear Elevation

Interiors (General)

Driveway

Employee Counter

Mechanical Closet

Restroom

Shed

Wind Turbine

APPENDIX B
SITE LOCATION PLAN

N	Source The north arrow indicator approximates 0° North.	EMG Project Number **106686.18R000-168.305** Project Name Alburgh Welcome Center On-Site Date May 23, 2018

APPENDIX C
CAPITAL EXPENDITURE (CAPEX) TABLE

The Capital Expenditure Table is provided as a separate Excel workbook.

20 YEAR EXPENDITURE FORECAST

Alburgh Welcome Center
70 Route 2 North Main Street
Alburgh, Vermont

Element No.	Component Description	Asset	Location	Action	Estimated Useful Life or Replacement Cycle (Yrs)	Remaining Useful Life (Yrs)	Quantity	Unit of Measurement	Unit Cost	Plan Type	Priority	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Total	Total
												0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19		
												Deferred	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Scheduled	Deferred	Scheduled
A. SUBSTRUCTURE																																	
											A. SUBSTRUCTURE SUB-TOTALS:	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
B. SHELL																																	
B10	SUPERSTRUCTURE																																
B1012	Wood Decking	Wood Decking	Exterior Walls	Replace Wood Decking	20	3	400.00	SF	$10.13	IN - Beyond Rated Life	Priority 1	$0	$0	$0	$4,053	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$4,053
B20	EXTERIOR ENCLOSURE																																
B2011	Wood Clapboard, Exterior, 1-2 Stories	Exterior Walls, Log	Exterior Walls	Prep & Paint/Stain Exterior Walls	10	4	1,370.00	SF	$1.41	IN - Appearance	Priority 3	$0	$0	$0	$0	$1,932	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,932	$0	$0	$0	$0	$0	$0	$3,863
	Wood Clapboard, Exterior, 1-2 Stories	Exterior Walls, Log	Exterior Walls	Repair rotten log siding at south gable end adjacent to the center window	0	0	1.00	EA	$5,000.00	IN - Reliability	Priority 1	$5,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$5,000	$0
B2021	Vinyl Window, Double Glazed, 1-2 Stories, 12 SF	Exterior Windows, Aluminum Clad	Exterior Walls	Replace Exterior Windows, Aluminum Clad	30	8	7.00	EA	$1,000.05	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$7,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$7,000
B2021	Vinyl Window, Double Glazed, 1-2 Stories, 24 SF	Picture Window	Exterior Walls	Replace Picture Window	30	8	2.00	EA	$1,463.76	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$2,928	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,928
B2032	Steel w/ Safety Glass, Exterior Door	Exterior Doors, Fiberglass	Exterior Walls	Replace Exterior Doors, Fiberglass	25	3	2.00	EA	$1,352.72	IN - Beyond Rated Life	Priority 2	$0	$0	$0	$2,705	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,705
B30	ROOFING																																
B3011	Asphalt Shingle Roof, Premium Grade (Includes Tear-Off of Old)	Roof, Asphalt	Roof	Replace Roof, Asphalt	30	2	2,100.00	SF	$19.07	IN - Reliability	Priority 2	$0	$0	$40,047	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$40,047
											B. SHELL SUB-TOTALS:	$5,000	$0	$40,047	$6,758	$1,932	$0	$0	$0	$9,928	$0	$0	$0	$0	$0	$1,932	$0	$0	$0	$0	$0	$5,000	$60,597
C. INTERIORS																																	
C10	INTERIOR CONSTRUCTION																																
C1021	Wood, Solid Core, Painted/Stained, Interior Door	Interior Doors, Wood	Building Interior (General)	Replace Interior Doors, Wood	20	8	3.00	EA	$1,423.11	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$4,269	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$4,269
C1031	Toilet Partitions, Metal, Overhead Braced	Toilet Partitions, Metal	Restrooms	Replace Toilet Partitions, Metal	20	3	2.00	EA	$850.00	IN - Beyond Rated Life	Priority 2	$0	$0	$0	$1,700	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,700
C30	INTERIOR FINISHES																																
C3012	Wood, Finished, Interior Paneling	Wood Finish	Building Interior (General)	Paint/Stain Interior Walls	8	10	1,800.00	SF	$1.42	IN - Appearance	Priority 4	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,556	$0	$0	$0	$0	$0	$0	$0	$2,556	$0	$0	$5,112
C3021	Epoxy Floor Finish	Epoxy Floor Finish	Building Interior (General)	Replace Epoxy Floor Finish	10	3	1,150.00	SF	$8.74	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$10,051	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$10,051	$0	$0	$0	$0	$0	$0	$20,102
C3031	Wood Ceiling	Wood Ceiling	Building Interior (General)	Paint/Stain Interior Ceilings	10	12	1,150.00	SF	$1.94	IN - Appearance	Priority 4	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,231	$0	$0	$0	$0	$0	$0	$0	$0	$2,231
											C. INTERIORS SUB-TOTALS:	$0	$0	$0	$11,751	$0	$0	$0	$0	$4,269	$0	$2,556	$0	$2,231	$10,051	$0	$0	$0	$0	$2,556	$0	$0	$33,415
D. SERVICES																																	
D20	PLUMBING																																
D2011	Flush Tank Water Closet, One Piece	Toilets (Water Closets)	Restrooms	Replace Toilets (Water Closets)	20	10	2.00	EA	$1,055.15	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,110	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,110
D2012	Urinal, Vitreous China	Urinals	Restrooms	Replace Urinals	20	10	1.00	EA	$1,193.44	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,193	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,193
D2013	Lavatory, Vitreous China	Lavatories	Restrooms	Replace Lavatories	20	10	2.00	EA	$572.66	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,145	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,145
D2014	Sink, Enameled Steel	Sink, Enameled Steel	Building Interior (General)	Replace Sink, Enameled Steel	20	10	1.00	EA	$616.03	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$616	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$616
D2018	Drinking Fountain, Refrigerated	Drinking Fountains	Building Interior (General)	Replace Drinking Fountains	10	5	1.00	EA	$1,257.51	IN - Beyond Rated Life	Priority 2	$0	$0	$0	$0	$0	$1,258	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,258	$0	$0	$0	$0	$0	$2,515
D2023	Water Heater, Electric, Residential, 5 to 15 GAL	Water Heater, Electric, Residential, 15 GAL	MEP Closet	Replace Water Heater, Electric, Residential, 15 GAL	15	7	1.00	EA	$1,014.17	IN - Beyond Rated Life	Priority 2	$0	$0	$0	$0	$0	$0	$0	$1,014	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,014
D30	HVAC																																
D3042	Exhaust Fan, Centrifugal, 801 to 2,000 CFM	Exhaust Fan	Roof	Replace Exhaust Fan	15	3	1.00	EA	$2,664.18	IN - Beyond Rated Life	Priority 1	$0	$0	$0	$2,664	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,664	$0	$0	$5,328
D3051	Furnace, Gas, 51 to 100 MBH	Furnace, Gas, 80 MBH	MEP Closet	Replace Furnace, Gas, 80 MBH	20	7	1.00	EA	$3,801.45	IN - Beyond Rated Life	Priority 2	$0	$0	$0	$0	$0	$0	$0	$3,801	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$3,801
D3097	D3097 General Construction Items (HVAC)	Gas Stove	Building Interior (General)	Replace Gas Stove	30	8	1.00	EA	$5,000.00	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$5,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$5,000
D40	FIRE PROTECTION SYSTEMS																																
D4019	Sprinkler System, Full Retrofit, Office (per SF)	Sprinkler System, Full Retrofit	Building Interior (General)	Sprinkler System, Full Retrofit	50	4	1,150.00	SF	$8.00	FN - Modernization	Priority 3	$0	$0	$0	$0	$9,199	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$9,199
D50	ELECTRICAL SYSTEMS																																
D5012	Power Panel Board, 208 Y, 120 V, 100 Amp	Main Distribution Panel	Electrical Room (Primary)	Replace Main Distribution Panel	30	8	1.00	EA	$5,079.93	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$5,080	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$5,080
D5022	Compact Fluorescent Lighting Fixture, 80 W	Light Fixture, Exterior, CFL	Exterior Walls	Replace Light Fixture, Exterior, CFL	20	7	2.00	EA	$256.88	IN - Beyond Rated Life	Priority 2	$0	$0	$0	$0	$0	$0	$0	$514	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$514
D5029	Lighting System, Full Upgrade, Office (per SF)	Lighting System, Interior	Building Interior (General)	Replace Lighting System, Interior	25	3	1,150.00	SF	$9.24	IN - Beyond Rated Life	Priority 1	$0	$0	$0	$10,626	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$10,626
D5037	Fire Alarm System, Full Upgrade/Install, Office (per SF)	Fire Alarm System	Building Interior (General)	Replace Fire Alarm System	20	3	1,150.00	SF	$2.36	FN - Modernization	Priority 2	$0	$0	$0	$2,714	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,714
D5038	Camera Tape Backup, Closed Circuit	Security Systems	Exterior Walls	Replace Security Systems	10	3	1.00	EA	$3,204.56	IN - Beyond Rated Life	Priority 1	$0	$0	$0	$3,205	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$3,205	$0	$0	$0	$0	$0	$0	$6,409
											D. SERVICES SUB-TOTALS:	$0	$0	$0	$19,209	$9,199	$1,258	$0	$5,329	$10,080	$0	$5,065	$0	$0	$3,205	$0	$1,258	$0	$0	$2,664	$0	$0	$57,265
E. EQUIPMENT & FURNISHING																																	
											E. EQUIPMENT & FURNISHING SUB-TOTALS:	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
F. SPECIAL CONSTRUCTION AND DEMOLITION																																	
											F. SPECIAL CONSTRUCTION AND DEMOLITION SUB-TOTALS:	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
G. BUILDING SITEWORK																																	
G20	SITE IMPROVEMENTS																																
	Asphalt Pavement, Parking Lot	Asphalt Pavement, Parking Lot	Site	Cut & Patch Asphalt Pavement	25	0	400.00	SF	$4.96	IN - Reliability	Priority 1	$1,984	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$1,984	$0
G2022	Asphalt Pavement, Parking Lot	Asphalt Pavement, Parking Lot	Site	Mill & Overlay Asphalt Pavement	25	8	12,500.00	SF	$3.28	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$41,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$41,000
	Asphalt Pavement, Parking Lot	Asphalt Pavement, Parking Lot	Site	Seal & Stripe Asphalt Pavement	5	1	12,500.00	SF	$0.38	IN - Beyond Rated Life	Priority 1	$0	$4,750	$0	$0	$0	$0	$4,750	$0	$0	$0	$0	$4,750	$0	$0	$0	$0	$4,750	$0	$0	$0	$0	$19,000
G2031	Clay Brick/Masonry Paver Sidewalk, Exterior	Paver Sidewalk	Site	Replace Paver Sidewalk	30	8	1,600.00	SF	$34.11	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$54,574	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$54,574
G2045	Picnic Table, Wood or Composite	Picnic Table, Wood	Site	Replace Picnic Table, Wood	20	5	3.00	EA	$689.43	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$2,068	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$2,068
G2048	Flagpole, Metal, Internal or External Halyard, 30' to 40' High (Pole Only)	Flagpole, Metal, Internal or External Halyard	Site	Replace Flagpole, Metal, Internal or External Halyard	20	9	3.00	EA	$2,530.00	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$0	$7,590	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$7,590
G2049	G2049 Miscellaneous Structures	Ancillary Structures	Site	Replace Ancillary Structures	30	8	2.00	EA	$3,000.00	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$0	$6,000	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$6,000
G30	SITE CIVIL/MECHANICAL UTILITIES																																
G3063	Underground Storage Tank, 1,000 GAL	Buried Propane Tank	Site	Replace Buried Propane Tank	25	7	1.00	EA	$21,996.59	IN - Beyond Rated Life	Priority 3	$0	$0	$0	$0	$0	$0	$0	$21,997	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$21,997
											G. BUILDING SITEWORK SUB-TOTALS:	$1,984	$4,750	$0	$0	$0	$2,068	$4,750	$21,997	$101,574	$7,590	$0	$4,750	$0	$0	$0	$0	$4,750	$0	$0	$0	$1,984	$152,229
P. ENGINEERING																																	
											P. ENGINEERING SUB-TOTALS:	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
X. ENERGY																																	
											X. ENERGY SUB-TOTALS:	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Z. GENERAL																																	
											Z. GENERAL SUB-TOTALS:	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
											Expenditure Totals per Year	$6,984	$4,750	$40,047	$37,718	$11,130	$3,326	$4,750	$27,326	$125,851	$7,590	$7,621	$4,750	$2,231	$13,256	$1,932	$1,258	$4,750	$0	$5,220	$0	Total *	$310,489
											Total Cost (Inflated @ 4% per Yr.)	$6,984	$4,940	$43,315	$42,428	$13,021	$3,846	$6,010	$35,559	$172,236	$10,803	$11,281	$7,312	$3,572	$22,072	$3,345	$2,265	$8,897	$0	$10,575	$0	Total *	$310,489

* - Present Value Currency

Current Replacement Value $201,250

APPENDIX D

ADA ACCESSIBILITY CHECKLIST/QUESTIONNAIRE

ADA Accessibility Checklist/Questionnaire

Question	Response
Has an ADA survey previously been completed for this property?	Yes
Have any ADA improvements been made to the property?	Yes
Does a Transition Plan / Barrier Removal Plan exist for the property?	No
Has building ownership or management received any ADA related complaints that have not been resolved?	No
Is any litigation pending related to ADA issues?	No
Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less) with maximum rise 30" for each ramp run?	NA
Do ramp runs that appear to rise more than 6" have railings on both sides?	NA
Does the width between railings appear at least 36 inches?	NA
Is there a level landing at the top and at the bottom of ramp runs and at ramp turns?	NA
Ramps Comments	
Are minimum 60% of the public entrances accessible?	No
Do all required accessible entrance doorways appear to be: (a) at least 32 inches wide; (b) at least 80 inches high; (c) with hardware between 34" and 48" high, and (d) not a revolving door?	Yes
Is the door hardware easy to operate- lever/push type hardware, no twisting required, minimum 36 inches to maximum 48 inches above the floor?	Yes
Entrances, Exits Comments	
Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?	Yes
Do accessible routes coincide with the paths of travel for non-disabled (accessible routes cannot be in a totally different area than where everyone else walks)?	Yes
Is there a path of travel that does not require the use of stairs?	Yes
Is signage for restrooms, building means of egress exits, interior and exterior signs identifying permanent rooms/spaces compliant?	Yes
Paths of Travel Comments	
Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?	NA
Are there visual and audible signals inside cars indicating floor change?	NA
Are there standard raised and Braille marking on both jambs of each hoist way entrance as well as all cab call buttons?	NA
Do elevator doors have a reopening device that will stop and reopen a car door if an object or a person obstructs the door?	NA
Do all elevator controls appear to be within reach ranges between 15 and 48 inches, including emergency communication controls?	NA
If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?	NA

Question	Response
Elevators Comments	
Do at least 5% of dining tables and work surfaces have knee and toe clearance with surface heights appearing to be minimum 28” high and maximum 34” high?	NA
Do food service counters appear to be maximum 34” height?	NA
Do check-out aisles, sales and service counters appear to be maximum 38” high?	NA
Tables, Work Surfaces, and Service Counters Comments	
Are sufficient wheelchair spaces provided, with a companion seat for each wheelchair space?	NA
Where an audio system is present and integral to the use of the space, are assistive listening systems present or available?	NA
Assembly Area Comments	
Are restrooms located on an accessible route?	Yes
Are pull handles push/pull or lever type?	Yes
If fire alarms are located in restrooms, are they both audible AND visual?	No
Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?	Yes
Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60” turning diameter)?	Yes
In unisex toilet rooms, are there safety alarms with pull cords?	NA
Are toilet stall doors wheelchair accessible (appear to be at least 32” wide)?	Yes
Are sinks provided with clearance for a wheelchair to roll under (appear to have clearance of 8” depth min. at 27” ht.)?	Yes
Are sink handles operable with one hand without grasping, pinching, or twisting?	Yes
Are exposed pipes under sink sufficiently insulated against contact?	Yes
Toilet Comments	
How many total accessible sleeping rooms does the property management report to have?	0
Are there sufficient reported accessible sleeping rooms with respect to the total number of reported sleeping rooms?	NA
How many accessible sleeping rooms have roll-in showers, per property management?	0
Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms?	NA
How many assistive listening kits and/or rooms with communication features are available per property management?	0
Are there sufficient reported assistive listening devices with respect to the total number of rooms?	NA
Where kitchens/kitchenettes are provided, is a wheelchair turning space present in the kitchen/kitchenette and accessible counters (appear to be maximum 34” high adjacent a built in stove or microwave)?	NA
How many total accessible units of graduate/faculty apartments and townhouses leased on an annual basis does the property management report to have?	0

Question	Response
Are there sufficient reported accessible units with accessible kitchens with respect to the total number of reported units?	NA
Guest Room Comments	
Are public access pools/spas/wading pools/wave action features provided? If the answer is no, please disregard this section.	NA
How many accessible access points are provided to each type of water activity?	0
Is at least one fixed lift or sloped entry to each type provided (2 entries required for pools with 300 LF or more pool wall)?	NA
Pools Comments	
Has the play area been reviewed for accessibility? All public playgrounds are subject to ADA standards.	NA
Is an accessible route provided to each sport area, exercise area? To each press box where total of boxes in an assembly area is greater than 500 SF?	NA
Is there an accessible route outside of marked play lines within each sport court, providing access to all sides of the court?	NA
Does there appear to be adequate clear floor space (30” minimum by 48” minimum) around a minimum of one of each type of exercise machine/ equipment?	NA
Play, Exercise Equip Comments	

APPENDIX E
FIRE PROTECTION CHECKLIST

Fire Protection Checklist

Item	Provided/Description
Smoke Detectors	Yes
Pull Stations	No
Audible Alarms	No
Strobe Lights	No
Smoke Detector Power Supply	Battery
Carbon Monoxide Detectors	No
Heat Detector	No
Fire Extinguishers	Yes
Fire Extinguisher Inspection Date	2018-05-31
Illuminated Exit Signs	Yes
Fire Rated Stairwells	No
Fire Rated Doors Observed	No

APPENDIX F
PRE-SURVEY QUESTIONNAIRE (PSQ)

FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

This questionnaire must be completed by the property owner, the owner's designated representative, or someone knowledgeable about the subject property. ***The completed form must be presented to EMG's Field Observer on the day of the site visit***. If the form is not completed, EMG's Project Manager will require ***additional time*** during the on-site visit with such a knowledgeable person in order to complete the questionnaire. During the site visit, EMG's Field Observer may ask for details associated with selected questions. This questionnaire will be utilized as an exhibit in EMG's final Property Condition Report.

Name of person completing form: Lisa Sanchez

Title / Association with property:

Length of time associated w/ property: 14 years

Date Completed: 4/23/2018

Phone Number: 802 793 9918

Building / Facility Name: Alburgh Welcome Center

Directions: Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses.

DATA OVERVIEW		RESPONSE
1	Year constructed	1996
2	Building size in SF	1150
3	Acreage	Unknown
4	Number of parking spaces (provide accessible counts)	11 passenger vehicles Up to 2 if utilize some of the passenger space
5	Age of roof (known or estimated); active warranty w/ expiration date?	22 years
QUESTION		**RESPONSE**
6	List all major renovations or rehabilitations since construction (with estimated dates).	None known
7	List other somewhat lesser but still significant capital improvements, focused within recent years (provide approximate year completed).	Leaking roof patched/repaired
8	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	none
9	Describe any extremely problematic, historically chronic, or immediate facility needs.	Log Cabin – Exterior needs stain
10	Describe any shared building or site elements or unique arrangements with neighboring properties, entities, or tenants.	Building owned by BGS/Property owned by Agency of Transportation

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)

QUESTION		RESPONSE				COMMENTS
		Yes	No	Unk	NA	
11	Are there any unusable or "down" areas, units, or spaces within the facility?		X			
12	Is the facility served by a private water well, septic system or other special waste treatment system?	X				Municipal Water and Leach Field Septic
13	Are there any problems with the utilities, such as inadequate pressure or capacities?			X		
14	Have there been any leaks or pressure problems with natural gas service?			X		
15	Are there any problems with erosion or areas with storm water drainage issues?			X		
16	Are there any problems with the landscape irrigation systems?			X		
17	Are there any problems or inadequacies with exterior lighting?			X		
18	Are there any problems with foundations or structures, like excessive settlement?			X		
19	Are there any known issues with termites or other wood-boring pests?			X		
20	Are there any wall, window, basement or roof leaks?			X		
21	Are there any plumbing leaks or water pressure problems?			X		
22	Are any areas of the facility inadequately heated, cooled or ventilated?			X		
23	Are there any poorly insulated areas?			X		
24	Do any of the HVAC systems use older R-11, 12, or 22 refrigerants?			X		
25	Has any part of the facility ever contained visible suspect mold growth?			X		
26	Have there been indoor air quality or mold related complaints from building occupants?			X		

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any ***Yes*** responses. (**NA** indicates "*Not Applicable*", **Unk** indicates *"Unknown"*)

	QUESTION	RESPONSE				COMMENTS
		Yes	No	Unk	NA	
27	Are there any known unresolved building, fire, or zoning code issues with the governing municipality?			X		
28	Is there any pending litigation concerning the property?			X		
29	Are there outstanding accessibility issues at the facility? (Go over and fill out first 'History' subsection of separate ADA checklist.)			X		
30	Are there any EMG 'red flag' issues at the facility? (Go over and fill out attached checklist below.)			X		
31	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified?			X		

Signature of person interviewed or completing form Date

RED FLAG CHECKLIST

Mark the **single** column corresponding to the most appropriate situation. (**PSQ only** indicates POC acknowledged presence during interview but item was not observed on-site; **OBS only** indicates the item was observed but not identified as known to be present during interview process; **PSQ & OBS** indicates item was both verbally identified and physically observed; **NOT EVID** indicates the item was neither observed during limited visual assessment nor identified as present during discussions**).**

	RED FLAG ISSUE	OBSERVED?				GUIDANCE
		PSQ only	OBS only	PSQ & OBS	NOT EVID	most prevalent time of potential use
1	Asbestos (ACM)					1970's and prior; ACM insulation or fire retardant materials such as boiler or pipe wrap, ceiling spray, 9" floor tile, mastic
2	Lead-Based Paint (LBP)					1978 and prior; primarily concerned with housing sites
3	Polychlorinated Biphenyls (PCB's)					1984 and prior; transformers, capacitors, or hydraulic equipment
4	Fire Retardant Plywood (FRT)					1955 to 1998; as roof sheathing; view attics; sometimes stamped; moisture absorbance leads to premature failure
5	Engineered / Hardboard Wood Siding					any time; Masonite, Louisiana Pacific; water damage and premature failure
6	Exterior Insulation and Finish System (EIFS)					any time; water penetration and premature failure (looks like stucco but feels "lighter")
7	Galvanized Water Piping					prior to early 1980's; common in1970's; pinhole leaks and interior mineral build-up
8	Polybutylene Water Piping					1977-1995; mostly relevant to housing; grey/blue plastic commonly leaks at joint fittings
9	Cadet/Encore Wall Heater Recall					1982-1999; mostly relevant to housing; collect & cross-check model numbers; potential fire hazards
10	PTAC Recall (Goodman/Amana)					1996-2003; mostly relevant to housing; faulty thermal override switch; collect & cross-check model numbers
11	Aluminum Wiring (interior branch)					1964-1975; more concerns with interior and smaller gauge, branch wiring
12	Federal Pacific Stab-Lok Electrical Panels					prior to 1986; potential fire hazards
13	Fused Electrical Panels					prior to early 1960's; easily tampered with, as such potential fire hazard
14	Low Unit Amperage (< 60 amps)					any time; relevant to housing
15	Fire Sprinkler Head Recalls					1960-2001; more heavily 1990's; Central, Gem, Star, Globe, Omega can be suspect; collect & cross-check model numbers
16	Dishwasher Recalls					1983-1989: GE, Hotpoint; 1997-2001: GE, Hotpoint, Maytag, Jenn-Air, Kenmore; collect & cross-check model numbers; potential fire hazards
17	Swimming Pool Entrapment Protection (Virginia Baker Safety Act)					prior to 2008; beware strong suction in and around pool and spa drains; 3' spacing between drains, modern drain covers; safety vacuum release system

REQUEST FOR DOCUMENTATION

On the day of the site visit, provide EMG's Field Observer the documents listed below. Signify which documents will be copied, available for review at the site, not available, or not applicable by placing a check mark in the appropriate columns. Also provide this completed checklist.

		Copies Provided	Reviewed at Site	Not Available	Not Applicable
1	**Maintenance Contractor List.** Provide the company name, phone number, and contact person of all maintenance contractors who serve the property, such as mechanical contractors, roof contractors, fire sprinkler and fire alarm testing contractors, and elevator contractors.				
2	**Construction Documents (Blueprints).** Provide all available construction documents for the original construction of the building or for any tenant improvement work or other recent construction work.				
3	**Site plan.** Provide a site plan, preferably 8 1/2" X 11", which depicts the arrangement of buildings, roads, parking stalls, and other site features.				
4	**Certificates of Occupancy** and original **Building Permits**.				
5	**Tenant List.** For commercial properties, provide a tenant list, which identifies the names of each tenant, vacant tenant units, the floor area of each tenant space, and the gross and net leasable area of the building(s).				
6	**Apartment Unit Summary.** For apartment properties, provide a summary of the apartment unit types and quantities, including the floor area of each apartment unit as measured in square feet.				
7	**Hotel & Nursing Home Room Summary.** For hotel or nursing home properties, provide a summary of the room types and room type quantities, including the floor area of each room type.				
8	**Occupancy Percentage.** Provide the current occupancy percentage and typical turnover rate records (for commercial and apartment properties).				
9	**Inspection Documents and Certificates.** Fire, building, and health department inspection reports and elevator inspection certificates.				
10	**Warranties.** Roof and HVAC warranties, or any other similar relevant documents.				
11	**Utility Companies.** The names of the local utility companies which serve the property, including the water, sewer, electric, gas, and phone companies.				
12	**Capital Improvement Summary.** A summary of recent (over the last 5 years) capital improvement work which describes the scope of the work and the cost of the improvements.				
13	**Proposed Improvements.** Pending contracts or proposals for future improvements.				
14	**Historical Costs.** Costs for repairs, improvements, and replacements.				
15	**Records.** Records of system & material ages (roof, MEP, paving, finishes, furnishings).				
16	**Brochures or Marketing Information.**				
17	**Appraisal**, either current or previously prepared.				
18	**Previous reports** pertaining to the physical condition of property.				
19	**ADA survey** and status of improvements implemented.				
20	**Litigation.** Current / pending litigation related to property condition.				

APPENDIX G
TERMINOLOGY

The following are definitions of terms utilized in this report.

TERMINOLOGY	
Actual Knowledge	Information or observations known first hand by EMG.
ADA	The Americans with Disabilities Act
Ancillary Structures	Structures that are not the primary improvements of the Property but which may have been constructed to provide support uses.
Appropriate Inquiry	A requests for information from appropriate entity conducted by a Freedom of Information Letter (FOIL), verbal request, or by written request made either by fax, electronic mail, or mail. A good-faith one time effort conducted to obtain the information in light of the time constraints to deliver the FCA.
ASTM	American Society for Testing and Materials
Base Building	That portion of the building (common area) and its systems that are not typically subject to improvements to suit tenant requirements.
Baseline	A minimum scope level of observation, inquiry, research, documentation review, and cost estimating for conducting a Facility Condition Assessment as normally conducted by EMG.
BOMA	Building Owners & Managers Association
Building	Referring to the primary building or buildings on the Property, which are within the scope of the FCA.
Building Codes	A compilation of rules adopted by the municipal, county and/or state governments having jurisdiction over the Property that govern the property's design &/or construction of buildings.
Building Department Records	Information concerning the Property's compliance with applicable Building, Fire and Zoning Codes that is readily available for use by EMG within the time frame required for production of the Property Condition Assessment.
Building Systems	Interacting or interdependent components that comprise a building such as structural, roofing, side wall, plumbing, HVAC, water, sanitary sewer and electrical systems.
BUR	Built Up Roof
Client	The entity identified on the cover of this document as the Client.
Commercial Real Estate	Real property used for industrial, retail, office, agricultural, other commercial, medical, or educational purposes, and property used for residential purposes that has more than four (4) residential dwelling units.
Commercial Real Estate Transaction	The transfer of either a mortgage, lease, or deed; the re-financing of a commercial property by an existing mortgagee; or the transferring of an equity interest in commercial property.
Component	A piece of equipment or element in its entirety that is part of a system.
Consultant	The entity or individual that prepares the Facility Condition Assessment and that is responsible for the observance of, and reporting on the physical condition of Commercial Property.
Dangerous or Adverse Conditions	Situations which may pose a threat or possible injury to the Project Manager, or those situations which may require the use of special protective clothing, safety equipment, access equipment, or any precautionary measures.
Deferred Maintenance	Deficiencies that result from postponed maintenance, or repairs that have been put off until a later time and that require repair or replacement to an acceptable condition relative to the age of the system or property.
Dismantle	To take apart; disassemble; tear down any component, device or piece of equipment that is bolted, screwed, secured, or fastened by other means.
DWV	Drainage Waste Ventilation
EIFS	Exterior Insulation and Finish System
EMS	Energy Management System

TERMINOLOGY	
Engineering	Analysis or design work requiring extensive formal education, preparation and experience in the use of mathematics, chemistry, physics, and the engineering sciences as provided by a Professional Engineer licensed to practice engineering by any state of the 50 states.
Expected Useful Life (EUL)	The average amount of time in years that a system or component is estimated to function when installed new.
FEMA	Federal Emergency Management Agency
FFHA	Federal Fair Housing Act
Fire Department Records	Information generated or acquired by the Fire Department having jurisdiction over the Property, and that is readily available to EMG within the time frame required for production of the FCA.
FIRM	Flood Insurance Rate Maps
FM	Factory Mutual
FOIA	U.S. Freedom of Information Act (5 USC 552 et seq.)
FOIL	Freedom of Information Letter
FRT	Fire Retardant Treated
Guide	A series of options or instructions that do not recommend a specific course of action.
His	Referring to either a male or female Project Manager, or individuals interviewed by the Project Manager.
HVAC	Heating, Ventilating & Air Conditioning
IAQ	Indoor Air Quality
Immediate Repairs	Physical deficiencies that require immediate action as a result of: (i) existing or potentially material unsafe conditions, (ii) significant negative conditions impacting tenancy/marketability, (iii) material building code violations, or (iv) poor or deteriorated condition of critical element or system, or (v) a condition that if left “as is”, with an extensive delay in addressing same, has the potential to result in or contribute to critical element or system failure within one (1) year.
Interviews	Interrogatory with those knowledgeable about the Property.
Material	Having significant importance or great consequence to the asset’s intended use or physical condition.
MEP	Mechanical, Electrical, and Plumbing
NFPA	National Fire Protection Association
Observations	The results of the Project Manager’s Walk-through Survey.
Observe	The act of conducting a visual, unaided survey of items, systems or conditions that are readily accessible and easily visible on a given day as a result of the Project Manager’s walk-through.
Obvious	That which is plain or evident; a condition that is readily accessible and can be easily seen by the Project Manager as a result of his Walk-through without the removal of materials, moving of chattel, or the aid of any instrument, device, or equipment.
Owner	The entity holding the deed to the Property that is the subject of the FCA.
FCA	Facility Condition Assessment

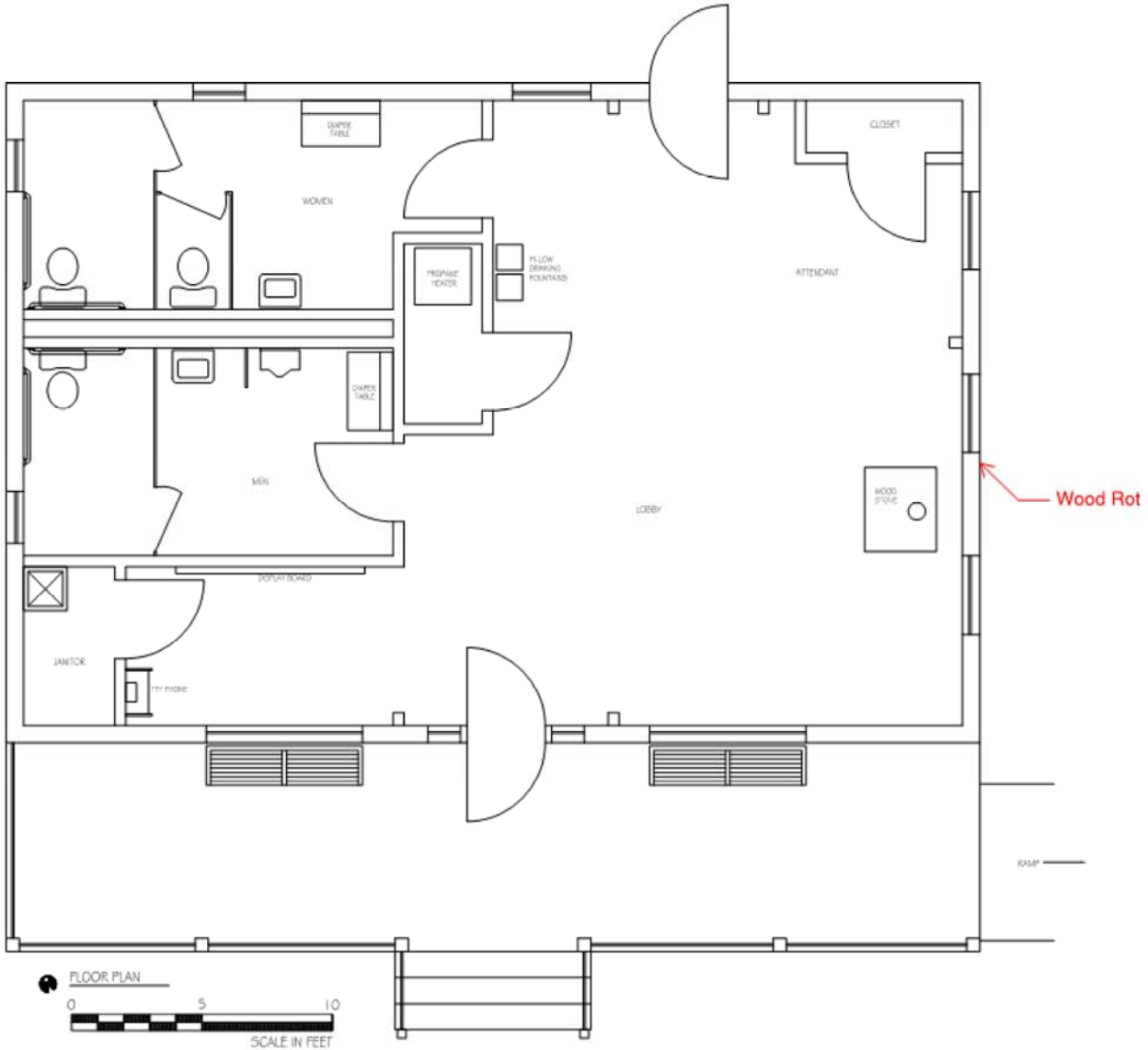
TERMINOLOGY	
Physical Deficiency	Patent, conspicuous defects, or significant deferred maintenance of the Property's material systems, components, or equipment as observed during the Project Manager's Walk-through Survey. Material systems, components, or equipment that are approaching, have realized, or have exceeded their typical Expected Useful Life (EUL); or, that have exceeded their useful life result of abuse, excessive wear and tear, exposure to the elements, or lack of proper or adequate maintenance. This definition specifically excludes deficiencies that may be remedied with routine maintenance, miscellaneous repairs, normal operating maintenance, and conditions that do not present a material deficiency to the Property.
PML	Probable Maximum Loss
Practically Reviewable	Information that is practically reviewable means that the information is provided by the source in a manner and form that, upon examination, yields information relevant to the property without the need for extraordinary analysis of irrelevant data.
Practice	A definitive procedure for performing one or more specific operations or functions that does not produce a test result.
Primary Improvements	The site and building improvements that are of fundamental importance with respect to the Property.
Project Manager	The individual Professional Engineer or Registered Architect having a general, well rounded knowledge of all pertinent site and building systems and components that conducts the on site visit and walk-through observation.
Property	The site and building improvements, which are specifically within the scope of the FCA to be prepared in accordance with the agreement between the Client and EMG.
Readily Accessible	Those areas of the Property that are promptly made available for observation by the Project Manager without the removal of materials or chattel, or the aid of any instrument, device, or equipment at the time of the Walk-through Survey.
Reasonably Ascertainable	Information that is publicly available, provided to EMG's offices from either its source or an information research/retrieval concern, practically reviewable, and available at a nominal cost for either retrieval, reproduction or forwarding.
Recreational Facilities	Spas, saunas, steam baths, swimming pools, tennis courts, playground equipment, and other exercise, entertainment, or athletic facilities.
Remaining Useful Life (RUL)	The consultant's professional opinion of the number of years before a system or component will require replacement or reconditioning. The estimate is based upon observation, available maintenance records, and accepted EUL's for similar items or systems. Inclement weather, exposure to the elements, demand on the system, quality of installation, extent of use, and the degree and quality of preventive maintenance exercised are all factors that could impact the RUL of a system or component. As a result, a system or component may have an effective age greater or less than its actual age. The RUL may be greater or less than its Expected Useful Life (EUL) less actual age.
Replacement Costs	Costs to replace the system or component "in kind" based on Invoices or Bid Documents provided by the current owner or the client, construction costs developed by construction resources such as *Means* and *Dodge*, EMG's experience with past costs for similar properties, or the current owner's historical incurred costs.
Replacement Reserves	Major recurring probable expenditures, which are neither commonly classified as an operation or maintenance expense. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, they may also include components or systems that have an indeterminable life but nonetheless have a potential liability for failure within the reserve term.
RTU	Rooftop Unit
RUL	Remaining Useful Life (See definition)

TERMINOLOGY	
Short Term Repair Costs	Opinions of Costs to remedy Physical Deficiencies, such as deferred maintenance, that may not warrant immediate attention, but requiring repairs or replacements that should be undertaken on a priority basis, taking precedence over routine preventive maintenance work within a zero to one year time frame. Included are such Physical Deficiencies resulting from improper design, faulty installation and/or substandard quality of original system or materials. Components or systems that have realized or exceeded their Expected Useful Life (EUL) that may require replacement to be implemented within zero to one-year time frame are also included.
Shut-Down	Equipment or systems that are not operating at the time of the Project Manager's Walk-through Survey. Equipment or systems may be considered shutdown if it is not in operation as a result of seasonal temperatures.
Significant	Important, material, and/or serious.
Site Visit	The visit to the property by EMG's Project Manager including walk-through visual observations of the Property, interviews of available project personnel and tenants (if appropriate), review of available documents and interviews of available municipal personnel at municipal offices, all in accordance with the agreement for the Facility Condition Assessment.
Specialty Consultants	Practitioners in the fields of engineering, architecture; or, building system mechanics, specialized service personnel or other specialized individuals that have experience in the maintenance and repair of a particular building component, equipment, or system that have acquired detailed, specialized knowledge in the design, assessment, operation, repair, or installation of the particular component, equipment, or system.
Structural Component	A component of the building, which supports non-variable forces or weights (dead loads) and variable forces or weights (live loads).
Suggested Remedy	A preliminary opinion as to a course of action to remedy or repair a physical deficiency. There may be alternate methods that may be more commensurate with the Client's requirements. Further investigation might make other schemes more appropriate or the suggested remedy unworkable. The suggested remedy may be to conduct further research or testing, or to employee Specialty Consultants to gain a better understanding of the cause, extent of a deficiency (whether observed or highly probable), and the appropriate remedy.
Survey	Observations as the result of a walk-through scan or reconnaissance to obtain information by EMG of the Property's readily accessible and easily visible components or systems.
System	A combination of interacting or interdependent components assembled to carry out one or more functions.
Technically Exhaustive	The use of measurements, instruments, testing, calculations, exploratory probing or discover, and/or other means to discover and/or troubleshoot Physical Deficiencies, develop scientific or Engineering findings, conclusions, and recommendations. Such efforts are not part of this report.
Term	Reserve Term: The number of years that Replacement Reserves are projected for as specified in the Replacement Reserves Cost Estimate.
Timely Access	Entry provided to the Project Manager at the time of his site visit.
UST	Underground Storage Tank
Walk-through Survey	The Project Manager's site visit of the Property consisting of his visual reconnaissance and scan of readily accessible and easily visible components and systems. This definition connotes that such a survey should not be considered in depth, and is to be conducted without the aid of special protective clothing, exploratory probing, removal of materials, testing, or the use of special equipment such as ladders, scaffolding, binoculars, moisture meters, air flow meters, or metering/testing equipment or devices of any kind. It is literally the Project Manager's walk of the Property and observations.

APPENDIX H
DEFICIENCY PLAN

The Deficiency Plans(s) is (are) provided as a separate pdf drawing file.

If no Deficiency Plans were provided by EMG then there were no plans provided by the State of Vermont



STATE OF VERMONT
Department of Buildings and General Services
Agency of Administration
Montpelier, Vermont

ALBURGH WELCOME CENTER
FLOOR PLAN

SCALE:	AS NOTED
DATE:	MAY 2008
DRAWN BY:	T.S.
APPR. BY:	

ALBURGH WELCOME CENTER
FLOOR PLAN

A-1
1 OF 1