Property Condition Assessment

Sheffield Administration Building
35 Crocker Avenue

Turners Falls, MA

Prepared for:

Gill-Montague Regional School District

35 Crocker Avenue

Montague, MA 02109

November 5, 2020

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1 EXECUTIVE SUMMARY

1.1 Building Description

Originally constructed in 1925, the Sheffield Administration Building located at 35 Crocker Ave (the "Property") is a two (2) story former school building with a partially above grade lower level containing a total area of +/- 22,816 sq. ft. The Administration Building is attached to and part of a three-building complex which includes an auditorium and gymnasium building and a two-story elementary school. Certain systems that are part of the Administration Building are shared with the two-story elementary school. There is a surface parking lot located to the southeast of the building with parking for 30+ cars.

The Property is situated on two combined parcels of land which comprise 5.19 acres (+/-226,076 sq. ft.) in aggregate. The Sheffield Administration Building is bounded to the north by Crocker Avenue, to the east by single family residences and Davis Street, to the south by Keith Street a paper street, and to the west by the auditorium/gymnasium and elementary school with athletic fields and Montague Street beyond. The site is generally level.

1.2 Condition

In general, based on our visual observations, interviews and research, the Property appears to be in FAIR condition. Visual observation and research conducted indicate that while Property is generally well constructed and reasonably well maintained. The condition of the exterior façade is a significant concern as the exterior masonry walls are badly deteriorated with significant spalling, cracking and displacement of precast elements, heavily receded mortar joints throughout as well as spalled and cracked brick. The windows are single, pane wood sash windows dating from the original construction. The exterior of the windows were observed to have badly peeling paint with exposed wood and localized areas where the wood windows and trim have begun to rot.

The Property is not handicapped accessible. All of the entrances to the building enter at a stairwell at a midpoint landing. The only path of travel to occupied spaces requires going up of down a half flight of stairs.

The costs for necessary capital expenditures and regular repairs will trigger Massachusetts Architectural Access Board regulations requiring the Property to be brought into full compliance with handicapped accessibility. The total cost of capital expenditures and repairs is $2,380,300 which will trigger $1,782,300 of additional costs to provide full handicapped accessibility. The aggregate costs for capital expenditures, repairs and accessibility improvements is $4,162,600.

The Property was originally constructed as school and has been converted into administrative space for the Gill-Montague Regional School District. Classrooms at the lower level are now used for storage and a maintenance shop while classrooms on the upper floors have been converted into offices and conference rooms.

The Property has one main roof and two smaller roofs located above porticos on the north and east elevations. The main roof appears to be a white thermoplastic polyolefin ("TPO") roof membrane which was reportedly installed in October o 2010 and is ten (10) years old. The field of the main roof appeared to be in fair condition however the perimeter of the roof at the edge flashing was observed to have numerous failing seams that were in fair to poor condition with evidence of past efforts to caulk over the seams. The two smaller roofs above the porticos were observed from the main roof and appeared to by black ethylene propylene diene monomer (EPDM) roofs. The age of these roofs could not be verified and their condition appeared fair.

The façade of the Property consists of brick with precast concrete cornices, decorative bands and window sills. The façade was observed to be in poor condition with extensive cracking, spalling and displacement of the precast concrete elements. The mortar joints between the brick was observed to be soft and deeply receded and there were numerous locations where mortar joints were observed to be open. There is widespread spalling and cracking of the brick.

The windows are wood sash single pane and appear to date to the original 1925 construction. The exterior of the windows and the brick molding surrounding the windows was observed to be in poor condition with badly

peeling paint and some visual evidence of deterioration of the wood. At the interior, it was observed that several of the sash counterweights and cords were missing.

The Property is heated by an oil fired 1,733 MBH cast iron steam boiler located in the lower level boiler room. Steam is provided to a combination of exposed steel radiators and unit ventilators. On-site personnel state that the outside air function of the unit ventilators is no longer operational and that the unit ventilators are used for heating only. The Property does not have central air conditioning and cooling is provided on a limited basis via individual window mounted air conditioners. The heating system appeared to be in good condition.

The electrical service is one of the shared systems at the Property. Electrical service is provided by the utility company, Eversource via an exterior surface mounted transformer located at the southwest corner of the site adjacent to the Sheffield Elementary School. The utility company transformer feeds the main switchboard Sheffield Elementary School. The main switchboard is a 1,200 amp, 208Y/120 volt, three phase, 4 wire panel manufactured by Siemens. Within the main switchboard, there is a 400 amp breaker that feeds the Sheffield Administration Building.

The Property does not have a fire protection (sprinkler) system. Fire extinguishers are located throughout the occupied spaces.

The fire alarm system is another of the shared systems at the Property. The Sheffield Elementary School has a Silent Knight SK-5208 fire alarm system manufactured by Honeywell which is located in the boiler room which provides fire alarm coverage for the Administration Building. The fire alarm system is not fully addressable, and all three levels of the Administration Building are identified as Zone 8 by the annunciator panel.

The Property is not handicapped accessible. The main entrance on Crocker Avenue is accessed via an exterior staircase with no accessible path. Both the main entrance and the side entrance enter stairwells at the midpoint landing, which require stairs up to the first floor or down to the lower level. There is no elevator or lift at the Property and travel between floors is only achievable using stairs. There are a few restrooms which have been modified in an attempt to achieve handicapped accessibility, however these restrooms do not provide full accessibility. There is no accessible path of travel to reach the restrooms.

The major capital items identified in the report relate to repair and replacement of exterior features at grade including paving of driveways and parking lots as well as significant repairs to the exterior façade and windows. The Property will require replacement of other major components including the roof and boiler during the fifteen (15) year evaluation period. Anticipated capital and repair costs are summarized in Section 1.3.

The most significant issue facing the Sheffield Administration Building is the amount of capital improvement work required for repair and replacement of the building envelope and systems as it relates to the requirements of the Code of Massachusetts Regulations 521 CMR 3 and the Massachusetts Architectural Access Board (the "MAAB").

It should be noted that the requirements of the 521 CMR 3 and the Massachusetts Architectural Access Board (the "MAAB") are more stringent with regards to requiring Owners to make physical improvements to address the lack of accessibility than the requirements of the ADA.

Whereas the ADA provides exceptions for structural infeasibility and disproportionate cost impact, the Code of Massachusetts Regulations and the Massachusetts Architectural Access Board (the "MAAB") do not grant such exceptions as of right, only through a request for a variance from the MAAB.

CMR 521 sets forth the dollar limits under which the cost of construction requiring a building permit will trigger improvements to accessibility. These requirements are further described in Section 5.14 Accessibility Review.

1.3 Summary of Costs

Costs associated with the correction of present observed issues, deficiencies, deferred maintenance and component and systems replacements are as follows (in thousands of dollars):

Sheffield Administration Building - 35 Crocker Avenue, Montague, MA
Summary of Costs by Building System and Priority

		Cost per Year ($1,000's)																
	Building System Summary	**Immediate**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	**Total**
5.1	**Site & Features at Grade**	$0.0	$19.8	$39.6	$28.6	$0.0	$83.6	$0.0	$0.0	$0.0	$0.0	$8.1	$0.0	$0.0	$0.0	$0.0	$0.0	**$179.7**
5.2	**Roofing**	$0.0	$48.2	$4.4	$1.7	$2.8	$3.0	$1.7	$2.8	$1.7	$1.7	$2.8	$290.4	$0.0	$1.1	$0.0	$0.0	**$361.9**
5.3	**Exterior Walls**	$0.0	$57.2	$389.0	$372.1	$145.8	$18.7	$0.0	$0.0	$0.0	$0.0	$13.2	$0.0	$0.0	$0.0	$13.2	$0.0	**$1,009.1**
5.4	**Structural Systems**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.5	**Interior Elements**	$0.0	$0.0	$3.3	$16.6	$22.6	$0.0	$0.0	$3.3	$16.6	$22.6	$0.0	$0.0	$3.3	$16.6	$22.6	$0.0	**$127.4**
5.6	**Specialties, Equipment, etc.**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.7	**Vertical Transportation**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.8	**HVAC**	$0.0	$16.5	$26.4	$12.7	$12.7	$20.4	$12.7	$12.7	$12.7	$12.7	$23.7	$12.7	$12.7	$12.7	$12.7	$397.7	**$611.1**
5.9	**Plumbing**	$0.0	$0.8	$2.8	$0.0	$0.0	$0.0	$0.8	$0.0	$0.0	$0.0	$0.0	$33.0	$2.8	$0.0	$0.0	$0.0	**$40.2**
5.10	**Fire Protection**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.11	**Electrical System, Telephone**	$0.0	$0.0	$5.0	$22.0	$2.2	$0.0	$2.2	$0.0	$2.2	$0.0	$2.2	$0.0	$2.2	$0.0	$2.2	$0.0	**$40.2**
5.12	**Lighting**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.13	**Fire Alarm & Life Safety**	$0.0	$0.0	$0.0	$2.2	$0.0	$0.0	$2.2	$0.0	$0.0	$2.2	$0.0	$0.0	$2.2	$0.0	$0.0	$2.2	**$11.0**
5.14	**Accessibility**	$0.0	$0.0	$1,782.3	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$1,782.3**
5.15	**Environmental, IAQ**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
	LEED																	
	TOTAL	**$0.0**	**$142.5**	**$2,252.6**	**$455.8**	**$185.9**	**$125.6**	**$19.5**	**$18.7**	**$33.1**	**$39.1**	**$49.9**	**$336.1**	**$23.1**	**$30.4**	**$50.6**	**$399.9**	**$4,162.6**

Sheffield Administration Building - 35 Crocker Avenue, Montague,
Summary of Costs by Building System and Priority
Broken Out By R&M and CE

SUMMARY OF COST BY YEAR FOR REPAIR & MAINTENANCE

		Cost per Year ($1,000's)																
	Building System Summary	**Immediate**	**2021**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**Total**
5.1	**Site & Features at Grade**	$0.0	$0.0	$0.0	$0.0	$0.0	$4.0	$0.0	$0.0	$0.0	$0.0	$7.4	$0.0	$0.0	$0.0	$0.0	$0.0	**$11.4**
5.2	**Roofing**	$0.0	$3.8	$4.0	$1.5	$2.5	$2.7	$1.5	$2.5	$1.5	$1.5	$2.5	$0.0	$0.0	$1.0	$0.0	$0.0	**$25.0**
5.3	**Exterior Walls**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.4	**Structural Systems**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.5	**Interior Elements**	$0.0	$0.0	$3.3	$16.6	$22.6	$0.0	$0.0	$3.3	$16.6	$22.6	$0.0	$0.0	$3.3	$16.6	$22.6	$0.0	**$127.4**
5.6	**Specialties, Equipment, etc.**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.7	**Vertical Transportation**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.8	**HVAC**	$0.0	$16.5	$13.9	$12.7	$12.7	$20.4	$12.7	$12.7	$12.7	$12.7	$23.7	$12.7	$12.7	$12.7	$12.7	$47.7	**$248.6**
5.9	**Plumbing**	$0.0	$0.8	$2.5	$0.0	$0.0	$0.0	$0.8	$0.0	$0.0	$0.0	$0.0	$0.0	$2.5	$0.0	$0.0	$0.0	**$6.5**
5.10	**Fire Protection**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.11	**Electrical System, Telephone**	$0.0	$0.0	$4.5	$0.0	$2.0	$0.0	$2.0	$0.0	$2.0	$0.0	$2.0	$0.0	$2.0	$0.0	$2.0	$0.0	**$16.5**
5.12	**Lighting**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.13	**Fire Alarm & Life Safety**	$0.0	$0.0	$0.0	$2.2	$0.0	$0.0	$2.2	$0.0	$0.0	$2.2	$0.0	$0.0	$2.2	$0.0	$0.0	$2.2	**$11.0**
5.14	**Accessibility**	$0.0	$0.0	$5.3	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$5.3**
5.15	**Environmental, IAQ**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
	LEED																	
	TOTAL	**$0.0**	**$21.0**	**$33.5**	**$33.0**	**$39.7**	**$27.1**	**$19.1**	**$18.5**	**$32.8**	**$38.9**	**$35.5**	**$12.7**	**$22.7**	**$30.3**	**$37.2**	**$49.9**	**$451.5**

SUMMARY OF COST BY YEAR FOR CAPITAL EXPENDITURE

		Cost per Year ($1,000's)																
	Building System Summary	**Immediate**	**2021**	**2021**	**2022**	**2023**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**Total**
5.1	**Site & Features at Grade**	$0.0	$19.8	$39.6	$28.6	$0.0	$79.6	$0.0	$0.0	$0.0	$0.0	$0.7	$0.0	$0.0	$0.0	$0.0	$0.0	**$168.3**
5.2	**Roofing**	$0.0	$44.4	$0.4	$0.2	$0.3	$0.3	$0.2	$0.3	$0.2	$0.2	$0.3	$290.4	$0.0	$0.1	$0.0	$0.0	**$336.9**
5.3	**Exterior Walls**	$0.0	$57.2	$385.8	$372.1	$145.8	$13.7	$0.0	$0.0	$0.0	$0.0	$13.2	$0.0	$0.0	$0.0	$13.2	$0.0	**$1,000.5**
5.4	**Structural Systems**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.5	**Interior Elements**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.6	**Specialties, Equipment, etc.**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.7	**Vertical Transportation**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.8	**HVAC**	$0.0	$0.0	$12.5	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$350.0	**$362.5**
5.9	**Plumbing**	$0.0	$0.1	$0.3	$0.0	$0.0	$0.0	$0.1	$0.0	$0.0	$0.0	$0.0	$33.0	$0.3	$0.0	$0.0	$0.0	**$33.7**
5.10	**Fire Protection**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.11	**Electrical System, Telephone**	$0.0	$0.0	$0.5	$22.0	$0.2	$0.0	$0.2	$0.0	$0.2	$0.0	$0.2	$0.0	$0.2	$0.0	$0.2	$0.0	**$23.7**
5.12	**Lighting**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.13	**Fire Alarm & Life Safety**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
5.14	**Accessibility**	$0.0	$0.0	$1,777.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$1,777.0**
5.15	**Environmental, IAQ**	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	$0.0	**$0.0**
	LEED																	
	TOTAL	**$0.0**	**$121.5**	**$2,216.0**	**$422.8**	**$146.2**	**$93.6**	**$0.4**	**$0.3**	**$0.4**	**$0.2**	**$14.4**	**$323.4**	**$0.5**	**$0.1**	**$13.4**	**$350.0**	**$3,702.9**

2 PROJECT INFORMATION

Building Name:	Sheffield Administration Building
Building Location:	35 Crocker Avenue, Turners Falls, MA
Building Type:	Office
Building Area:	+/- 22,975 square feet
Building Height:	2½ Stories above grade, ½ story below grade
Site Area:	5.19 acres (+/-226,076 sq. ft.)
Parking:	30+ cars at grade
Year Built:	1925
Age:	Ninety-Five (95) years
Present Owner:	Town of Montague
Building Manager:	Joanne Blier
This PCA Carried Out for:	Gill Montague Regional School District 35 Crocker Avenue Montague, MA
Date of Site Visit:	July 30 & 31, 2020
Weather During Site Visit:	Sunny, Clear, 70 degrees F
Report Date:	October 5, 2020
Site Visit Conducted By:	Gregory J. Walsh Brian P. Laroche
Personnel at Site:	Heath Cummings – Director of Facilities
Municipality of Jurisdiction:	Montague, MA
Applicable Building Codes:	Massachusetts State Building Code 9th Edition Existing Building Code (IEBC 2015) Massachusetts Architectural Access Board Regulations 521 CMR Massachusetts Comprehensive Fire Safety Code, 527 CMR 1.0 Americans with Disabilities Act 2010 Standards for Accessible Design National Fire Protection Association (as referenced by 780 CMR and 527 CMR)

3 OBJECTIVE

3.1. Objective

The objective of this Property Condition Assessment (APCA) is to assess the general condition of the property and document obvious problems or visible defects based on visual observations, review of available documentation and discussions with property management. The building components and systems assessed include pavement and site improvements, building envelope, mechanical and electrical plumbing, fire protection and alarm systems.

The following is an abbreviated form of the standard Property Condition Assessment ("PCA") report which would contain significantly more detailed information on all of the building systems resulting from a more complete assessment as performed by licensed engineers and consultants specializing in each of the specific disciplines. This report is a summary of observations by a Potomac Capital Advisors, Inc. representative and does not strictly conform to the requirements of ASTM – E2018-99 (Standard Guide for Property Condition Assessment Procedures).

Regardless of its scope, an APCA cannot completely eliminate the potential for physical deficiencies or predict the performance of the Property's systems. This survey was conducted as a visual walk through of the property and did not include any testing or destructive testing of the building or any systems. As such it is not the intent of this survey to uncover every defect in the property, and this report will serve to reduce, but not eliminate uncertainty with regard to potential deficiencies

THIS REPORT IS THE PROPERTY OF POTOMAC CAPITAL ADVISORS, INC. AND GILL MONTAGUE REGIONAL SCHOOL DISTRICT, AND WAS PREPARED FOR A SPECIFIC USE AND PURPOSE. THIS REPORT MAY NOT BE USED OR RELIED UPON BY ANY OTHER PARTY WITHOUT THE EXPRESSED WRITTEN PERMISSION OF POTOMAC CAPITAL ADVISORS, INC. AND THERE SHALL BE NO THIRD PARTY BENEFICIARIES, INTENDED OR IMPLIED UNLESS SPECIFICALLY IDENTIFIED HEREIN.

3.2. Scope of Report

To accomplish the APCA objectives, the Scope of Work includes the following tasks:

1. Review of available documentation such as construction documents, base building certificate of occupancy, reports of building code violations or previous PCA reports;

2. Interviews with property management or maintenance personnel knowledgeable of the physical characteristics, maintenance and repair of the property;

3. A Walk-Through Survey of the property to visually observe the property so as to obtain information on material systems and components for the purpose of providing a brief description, identifying physical deficiencies to the extent that they are observable, and for obtaining information needed to develop the Property Condition Assessment;

4. Preparation of Opinions of Probable Costs to Remedy observed physical deficiencies; and,

5. Preparation of the Property Condition Assessment documenting the findings and results of the preceding tasks.

6. No measurements or counts of systems, components, floor areas, rooms, etc. or calculations were prepared

7. A survey for the presence of mold or fungus, or to opine on indoor are quality is explicitly excluded.

4 METHODOLOGY

4.1. Guide Specification

In general, this is an abbreviated for of Property Condition Assessment. This is the standard form that PCA360 uses for reports of this type, while this form generally follows the ASTM guidelines it does not strictly conform to ASTM E 2018-99 standards for PCA reporting.

4.2. Documentation Review

Any documentation provided by the Owner or on-site personnel which was available was reviewed if it would augment the walk-through survey and assist the assessor in understanding the subject project and identifying physical deficiencies. Such documentation is generally limited to construction drawings, specification, base building Certificate of Occupancy and recorded code violations. Other documents thought to be helpful, if available, may have been reviewed. Documents reviewed are listed in Section 2.0 of this report.

4.3. Interviews

On site interviews with property management or maintenance personnel familiar with the building were conducted to develop an understanding of the maintenance and service information and history of the building. Any documentation provided by those individuals was reviewed and the information included in this report. The names of those interviewed, documents reviewed, and applicable codes are listed in Section 2.0 of this report.

4.4. Walk-Through Survey

A visit to the property was conducted to visually observe the property of obtain information on material systems and components for the purposes of providing a brief description, identifying physical deficiencies to the extent that they are observable, and obtaining information needed to address such issues in the Property Condition Assessment. This investigation was strictly a visual inspection of the property and building systems and explicitly excludes any operation, testing or destructive testing of the building or any systems.

A Property Condition Assessment of this type cannot eliminate the uncertainty regarding the presence of, or potential for physical deficiencies or predict the continued performance of the Property's systems. The preparation of a PCA is not intended to uncover every defect in the Property and may reduce, but will not eliminate, the uncertainty regarding the potential for component or system failure.

A Registered Architect has observed the pavement, exterior walls, roofing, mechanical, electrical systems and has reviewed generally the building for requirements of the Americans with Disabilities Act. In addition, components and systems have been evaluated for their expected useful life and effective age, with replacement recommendations noted for those systems or components that will reach the end of their remaining useful life during the analysis term.

Physical deficiencies identified as significant are deemed to be present if they represent either of the following:

1. The physical deficiency represents a cited or apparent code violation, an immediate life safety or health hazard to the occupants or users of the property, or a fire safety hazard to the property itself, or;

2. The physical deficiency, if left uncorrected, could result in accelerating deterioration of the system in question and significantly increase the cost to correct.

Other physical deficiencies of a lesser nature and/or items of deferred maintenance have also been observed and noted for inclusion in aggregate cost estimate.

Other observations consist of one or a combination of the following activities:

1. Walk- through observations on a complete or sample basis to determine the overall condition of the property;
2. Observation of a representative sample of improvements, building, equipment and fixtures and systems to determine serviceability and operating characteristics;
3. Non- invasive and detailed observations to determine representative conditions;
4. Recording of physical deficiencies; and
5. Photos taken of building exteriors, roofs, site features and common areas, sufficient to give a general idea of the character and condition of the building, where it would help illustrate various points to the reader, specific deficiencies have also been photographed.

4.5. Opinion of Probable Costs

Based upon our observations during our site visit, as well as information gathered from the Documentation Review and Interviews, we have prepared a list of recommended repairs to address present observed physical deficiencies, along with general scope and preliminary budget cost estimates for these repairs. These estimates are for components or systems exhibiting patent or significant deferred maintenance requiring major repairs or replacement. Repairs or replacements that could be classified as cosmetic, decorative, part or parcel of a building renovation program, normal preventative maintenance, or that are the responsibility of tenants, were not included.

These preliminary budget cost estimates were prioritized as follows:

Immediate (I):
Expenditures that require immediate action as a result of existing or potentially unsafe conditions, building code violations, poor or deteriorated condition of critical element or system, or a condition that if left “as is” with an extensive delay in correction, would result in or contribute to critical element or system failure within one year or would lead to significantly escalated repair costs.

Years 1 though n (1,2,3 etc.):
Deficiencies which may not warrant immediate attention, but which require repairs or replacements that should be undertaken on a priority basis taking precedence over routine preventative maintenance. Deferred maintenance or deficiency resulting from improper design, installation and/or quality of original material or systems. Repairs that fall into the category of an ongoing maintenance/replacement problem, components or systems that have realized or exceeded their expected useful life.

In general, where multiple years are shown on a line item, the total line item cost will be recognized in full for each of the years shown, as a repeated project/ cost.

Accessibility Compliance:
Expenditures that need to be incorporated into a plan for bringing the building into compliance with the Americans with Disabilities Act and the City of New York Local Law 58 accessibility requirements.

In addition, the budget items were categorized as follows:

Repair & Maintenance	RM
Capital Expenditures	CE

Cost information used is generally obtained from consultants and our recent experience with projects that are similar, where applicable industry recognized databases, such as R.S. Means, F. W. Dodge or similar are consulted. Where appropriate, Potomac Capital Advisors, Inc. and its consultants use their own database of construction cost information or obtains cost information from contractors.

Estimated costs are preliminary and require refinement. They are not to be construed as final nor are the work scopes provided necessarily all-inclusive. Such costs and work scopes are “order of magnitude”, and are to be used to assist the reader in the overall assessment of the property.

These costs are also net of construction management fees, design fees and contingency budget. Final and actual costs may vary depending on such matters as material, equipment or system selected, field conditions and unknowns. Materials or procedures recommended in this report are suggestions only and need to be researched further and refined. In order to obtain the best prices, we recommend that competitive bids be secured. Budgeting for contingencies is advised.

5 DESCRIPTIONS & OBSERVATIONS

5.1. Site & Features at Grade

Description

The Property is situated on two combined parcels of land which comprise 5.19 acres (+/-226,076 sq. ft.) in aggregate. The Sheffield Administration Building is bounded to the north by Crocker Avenue, to the east by single family residences and Davis Street, to the south by Keith Street a paper street, and to the west by the gymnasium and auditorium and the elementary school with athletic fields and Montague Street beyond. The site is generally level.

The site is well landscaped with mature vegetation and trees. Site storm water drains by sheet action to vegetated areas.

Features at grade consist of cast in place concrete sidewalks at the perimeter street edge of the Property and leading to the main entrances as well as bituminous driveways to the side (east) and rear (south) with a bituminous paved parking lot on Davis Street. The parking lot is currently not striped for parking spaces, and it appears that approximately 30 cars could park in in parallel rows, however additional spaces may be available if the layout were revised.

Observations/Comments

In general, the site and features at grade are in fair condition consistent with their expected age. The existing cast in place concrete sidewalks are generally in good condition with some limited areas that have either settled or cracked.

The bituminous driveways and parking lot are in fair to poor condition, with heavy cracking apparent throughout and several large areas where the finish course has delaminated exposing the base course and other areas where there are deep pot holes that extend through the base course.

Recommendations

The majority of the cast in place concrete sidewalks are in good condition. Cast in place concrete paving has an expected useful life ("EUL") of 30 years. While there is currently limited evidence of settlement and cracking, it is anticipated that limited sections of the concrete sidewalks will require replacement during the evaluation period due to further settlement and cracking.

Bituminous paving has an expected useful life ("EUL") of 25 years. The bituminous paving at the driveways and parking lot is in poor condition, with advanced deterioration of the finish course and areas with deeper potholes that extend into the underlying base course. There is grass growing at the edges of the pavement and in the field as well as visual evidence of damage from frost heaves. These conditions are contributing to the accelerating failure of the paving.

The walkway from the parking lot to the side entrance of the building is in poor condition. The bituminous paving is cracked and has had past cold patch repairs that are actively crumbling. There are numerous trip hazards. The walkway should be repaved in the immediate near term.

Although the condition of the bituminous paving is poor, to extend the timing for the complete repaving of the driveways and parking lot it is recommended that the potholes be properly cut out and patched with hot mix and all cracks be sealed and surfaces be seal coated.

During the midterm of the evaluation period the driveways and parking lot will have to be repaved.

To properly maintain and extend the useful life of the bituminous driveways and parking lot paving, it is recommended that crack sealing and sealcoating be performed at the end of the evaluation period.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.1 Site & Features at Grade							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	Repair Sections of damaged or heaved CIP concrete sidewalks	400	SF	$10	$4,000	RM	5
2.	Patch potholes and damaged areas of bituminous paving at rear driveway	4000	SF	$2	$8,000	CE	1
3.	Patch potholes and damaged areas of bituminous pacing at parking lot	18000	SF	$2	$36,000	CE	2
4.	Remove and replace bituminous ramp from parking to side entrance	2500	SF	$4	$10,000	CE	1
5.	Repave parking lot	18000	SF	$4	$72,000	CE	5
6.	Repave side driveway	2500	SF	$4	$10,000	CE	3
7.	Repave rear driveway	4000	SF	$4	$16,000	CE	3
8.	Seal cracks and coat parking lot	18000	SF	$0.30	$5,400	RM	10
9.	Seal cracks and coat side and rear driveways	6500	SF	$0.30	$1,950	RM	10
10.	Contingency		10.0%		$16,335	CE	
Total					**$179,685**		

5.2. Roofing

Description

The Property has three roof areas, the main roof above the building and two smaller roofs located above porticos at the front and side entrances to the building. The main roof appears to be a thermoplastic polyolefin ("TPO") which was reportedly installed in October of 2010 which indicates that is ten (10) years old. The roofs over the two smaller porticos appear to be a black ethylene propylene diene monomer (EPDM). Storm water at the main roof drains to interior storm drain lines connected to the municipal storm water system.

Observations/Comments

The field of the main roof appeared to be in good condition. The perimeter edge of the main roof was observed to have numerous areas where the seams have begun to fail with visible separation of the leading edge of the seams (so called "fish mouths") and failure of seams at corner reinforcement patches. It was observed that there were past efforts to caulk the seams and corner reinforcement patches which may indicate historical water infiltration at the roof perimeter.

At the perimeter of the roof there are precast cornice/coping stones with exposed, skyward facing horizontal ledges. It was observed that the mortar joints between the precast stones have receded or failed and the joint between the cornice and coping stones are failing. There is visual evidence of past efforts to seal some of the joints which are also failed.

The small portico roof over the front entrance appeared to be in fair condition with similar observed issues of seam separation at the perimeter as well as a section of roof material installed to cover a diverter that has delaminated and is loose.

The small portico roof over the side entrance appeared to be in fair condition with similar observed issues of seam separation at the perimeter.

Recommendations
It is recommended that the entire perimeter of the roof membrane be inspected and that repairs be made to areas of active seam failure and that all of the perimeter seams be stripped in in the near term.

The joints at the precast cornice/coping stones are in various stages of failure. Past efforts to caulk open joints indicates the possibility of prior water infiltration. All joints between precast cornice stones and coping stones should be repointed.

The EPDM roof at the front portico is in fair condition with some observed failure of seams at the perimeter as well as a failed lap patch over a rain diverter. This roof should be inspected and repairs made as required in the near term.

The EPDM roof at the side portico is in fair condition with some observed failure of seams at the perimeter. This roof should be inspected and repairs made as required in the near term.

The main roof membrane is ten (10) years old. Thermoplastic Polyolefin roof systems have an expected useful life ("EUL") of 20-25 years based on maintenance and environment. It is recommended the roof be inspected and miscellaneous repairs at the field and at penetrations be made to restore the integrity of the system and extend the useful life of the roof membrane.

It is further recommended that that an annual program of roof maintenance be implemented to ensure that the roof remains watertight.

There are two large sheet metal caps on ventilation shafts. The caps appear to be original (1925) and were observed to be in good condition. These caps should be periodically maintained and painted to avoid corrosion.

At the roof access hatch, there is a safety railing which is manufactured from fiberglass. The exterior coating on the fiberglass rails has eroded from weather and UV exposure resulting in exposed raw fiberglass which easily effects exposed skin. It is recommended that this rail system be replaced with a new aluminum railing system.

At the end of the evaluation period, the roofs will be twenty-five (25) years old. Thermoplastic Polyolefin roof systems have an expected useful life ("EUL") of 20-25 years based on maintenance and environment. It was observed that the fabric reinforcement is visible through the top side of the roof membrane which indicates advanced surface wear of the roof membrane. It is anticipated that the roof will require replacement at the end of the evaluation term.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.2 Roofing							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	Inspect roof perimeter seams and flashing details. Repair as required	500	LF	$10	$5,000	CE	1
2.	Route and caulk joints at top side of precast cornice/coping stones	500	LF	$50	$25,000	CE	1
3.	Allowance for roof inspection and repairs	1	LS	$5,000	$5,000	CE	1
4.	Repair EPDM membrane and flashings at front portico	1	LS	$2,500	$2,500	RM	2

5.2 Roofing							
Observation/Issue/Recommended Correction		Estimated Cost, Category and Year					
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
5.	Replace EPDM membrane at side portico	48	SF	$25	$1,200	RM	5
6.	Annual roof inspection and minor repairs	10	YR	$1,500	$15,000	RM	1-10
7.	Paint and maintain ventilation caps	5	YR	$1,000	$5,000	RM	1,4,7 10, 13
8.	Replace fiberglass fall protection railing at roof hatch	1	LS	$1,275	$1,275	RM	1
9.	Replace sealants at transitions and termination bars	1	LS	$5,000	$5,000	CE	1
10.	Replace roof	8000	SF	$33	$264,000	CE	11
11.	Contingency		10.0%		$32,898	CE	
Total					**$361,873**		

5.3. Exterior Walls

Description

Exterior walls were observed at grade. The inspection did not include performing up close visual inspection using an aerial lift or swing stage. The façade of the Property is brick masonry with decorative precast band above the watertable at the base of the building and a decorative precast cornice and coping stone at the roof. Window openings are framed with a soldier course brick set on a steel lintel with a precast concrete sill.

The windows are typically a double hung, single pane glass set in a wood sash with wood casing and brick molding. The windows date to the original 1925 construction. Exterior doors are typically steel with double pane vision windows.

Observations/Comments

The exterior walls were viewed from grade. It was observed that the brick and precast façade was in poor condition with significant distress. Generally, the mortar joints throughout were deeply receded and the mortar was soft. There were numerous areas where mortar was observed to be missing both at the brick as well as at joints between precast elements. There was extensive cracking, spalling and dislocation of the precast stones at the decorative band above the watertable. From the ground, it was observed that there were several cracks and spalls in the precast cornice stones. Several precast sills had cracks and spalls and in some locations the reinforcing steel was exposed.

The steel lintels above doors and windows were observed to be rusting and there was limited evidence of rust jacking at the lintels. Rust jacking occurs when metal oxidizes as a result of the process of rusting which results in the expansion of the metal which can dislocate adjacent masonry.

The wood casing and brick molding at window and door openings was observed to be in fair to poor condition. The paint was peeling and in isolated locations the wood trim appeared weathered or possibly rotted. At the interior, several windows were observed where the sash counterweights and cords were missing or dislodged.

Recommendations

The exterior façade of the building was observed to be in poor condition. It is recommended that an exterior façade consultant be engaged to perform an inspection of the façade and to prepare restoration plans and specifications.

As previously described, there are numerous significant issues with the masonry façade including cracked, spalled and displaced decorative precast stones at the band above the watertable and at the cornice and coping stones below the roof. The mortar joints throughout between brick, precast stones and between brick and precast is in poor condition with deeply receded and soft mortar or missing mortar. In addition, there are isolated areas of brick which are cracked or spalled.

A comprehensive program amazing restoration will be required to rehabilitate the building façade. For the purposes of this analysis we have organized the repairs by elevation and year. Generally, the scope of work is consistent for each elevation.

Upon the conclusion, the masonry repairs it is recommended that a clear penetrating sealer be applied to all elevations to protect the masonry from further damage due to water infiltration.

The existing single pane double hung wood sash windows appeared to date to the original construction in 1925. The windows were observed to be in fair condition. On the exterior, the wood frames and trim were badly peeling and have areas that have begun to rot. It is recommended that the windows be replaced and that the wood trim be maintained and painted.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.3 Exterior Walls							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	Conduct Façade Inspection & Prepare Restoration Plans & Specifications	1	LS	$40,000	$40,000	CE	1
2.	Cut and patch spalls at window sills in cast in place concrete plinth - 3 locations North Elevation	36	SF	$125	$4,500	CE	2
3.	Repair spalls in precast concrete belt course 1st floor North Elevation (20LF x 1')	20	SF	$150	$3,000	CE	2
4.	Remove and reset shifted precast cornice stone at North Elevation	1	LS	$4,000	$4,000	CE	2
5.	Replace non-salvageable precast stones at belt course 1st floor North Elevation	2	EA	$2,750	$5,500	CE	2

5.3 Exterior Walls							
Observation/Issue/Recommended Correction		Estimated Cost, Category and Year					
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
6.	Replace cracked cornice stone East Elevation	1	EA	$4,000	$4,000	CE	2
7.	Replace wood gutters at East entrance portico & repair soffits and trim, paint all	20	LF	$20	$400	CE	2
8.	Install rain leaders at East entrance portico to improve drainage	1	LS	$450	$450	CE	2
9.	Repair cracked & spalled precast concrete window sills East Elevation	2	EA	$250	$500	CE	2
10.	Replace non-salvageable spalled precast window sills East Elevation	1	EA	$1,200	$1,200	CE	2
11.	Repair rotted jamb trim & clean and paint steel lintel at basement access door	1	LS	$600	$600	CE	2
12.	Repair and repoint chimney at roof level	100	SF	$35	$3,500	CE	3
13.	Replace doors to storage room at shop and trim	1	LS	$5,000	$5,000	CE	3
14.	Replace rotted wood cornice at rear of one-story connector building	35	LF	$100	$3,500	CE	3
15.	Repoint 100% exterior walls all elevations (North & East)	9000	SF	$35	$315,000	CE	2
16.	Apply penetrating clear sealer 100% (North & East)	9000	SF	$1.25	$11,250	CE	2
17.	Repoint 100% exterior walls all elevations (South & West)	9000	EA	$35	$315,000	CE	3
18.	Apply penetrating clear sealer 100% (South & West)	9000	EA	$1.25	$11,250	CE	3
19.	Replace windows & wood window trim/brickmoulding	106	EA	$1,250	$132,500	CE	4
20.	Paint window trim & steel lintels (106)	4	YR	$12,000	$48,000	CE	1,5, 10, 15
21.	Paint exterior wood trim & doors	1	LS	$200	$200	RM	2
22.	Replace Exterior Doors East Elevation	1	LS	$5,000	$5,000	RM	5
23.	Repair deteriorated/rotted wood at front & side portico, scrape and paint	1	LS	$3,000	$3,000	RM	2
24.	Contingency		10.0%		$91,735	CE	
Total					**$1,009,085**		

5.4. Structural Systems

Description
The Property was originally constructed in 1925 The structural components of the building were largely concealed by interior finishes. Based on limited observations at the lower level it appears that the foundations are cast in place concrete, likely with strip and spread footings. The exterior walls appear to be masonry with a brick exterior and terra cotta block interior. Interior bearing walls appear to be terra cotta block while the floors appear to be cast in place concrete. Roof framing was not observed, but s assumed to be wood frame.

Observations/Comments
In general, the building structural systems appeared to be in good condition with no obvious signs of distress as might be evidenced by settlement, cracking or deflection.

Recommendations
There were no identified issues observed with the structural systems. As such there are no anticipated costs associated with these items.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.4 Structural							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	No Noted Issues				$0		
2.	Contingency		10.0%		$0		
Total					**$0**		

5.5. Interior Elements

Description
The Property has a variety of interior finishes and elements, most of which date to the original construction and others which have been replaced or upgraded over time.

Interior finishes of the hallways consist of painted concrete floors, painted plaster or gypsum wall board walls and ceilings and surface mounted or suspended fluorescent ceiling light fixtures. At each end of the hallway is a pair of wood doors with glass panels.

Interior finishes at classrooms consisted of ACT tile floors, painted plaster or gypsum wall board walls and ceilings with surface mounted or suspended fluorescent ceiling light fixtures.

Interior finishes at offices consisted of ACT tile floors, painted plaster or gypsum wall board walls and ceilings and surface mounted or suspended fluorescent ceiling light fixtures.

Interior finishes at restrooms varied widely and consisted of vinyl or ceramic tile floors, painted plaster or gypsum wall board walls and ceilings and surface mounted or suspended fluorescent ceiling light fixtures.

Observations/Comments
Generally, the interior finishes appear in good condition and well maintained. Routine maintenance, repairs and replacement are anticipated throughout the term.

Recommendations
The interior finishes will require regular patching and painting throughout the evaluation term.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.5 Interior Finishes							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	Allowance to scrape & paint exposed steam risers & radiators	3	YR	$3,000	$9,000	RM	1,6, 11
2.	Repaint common corridors and lobbies	3	YR	$11,000	$33,000	RM	2,7, 12
3.	Repaint offices, conference rooms, storage, restrooms	3	YR	$20,000	$60,000	RM	3,8, 13
4.	Repaint common corridor and lobby flooring.	3	YR	$3,600	$10,800	RM	2,7, 12
5.	Allowance for plaster repair and patching - common corridors	3	YR	$500	$1,500	RM	2,7, 12
6.	Allowance for plaster repair and patching - offices, etc.	3	YR	$500	$1,500	RM	3,8, 13
7.	Contingency		10.0%		$11,580	RM	
Total					**$127,380**		

5.6. Specialties, Equipment and Special Construction

Description
Items under this category include metal toilet partitions, toilet accessories, horizontal window blinds, fire extinguishers and cabinets, building directory and signage. Also included are items such as kitchen equipment, public address systems or any other unique systems not generally captured elsewhere in this report.

Observations/Comments
The Property does not have any unique equipment or systems not covered elsewhere in this report

Recommendations
There were no identified specialties, equipment or special construction. As such there are no anticipated costs associated with these items.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.6 Special Systems & Components							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	No Noted Issues				$0		
2.	Contingency		10.0%		$0		
Total					**$0**		

5.7. Vertical Transportation

Description
Vertical transportation systems consist of elevators, limited use, limited application ("LULA") elevators, handicapped lifts and escalators. The Property does not have any vertical transportation systems.

Observations/Comments
None.

Recommendations
There are no vertical transportation systems. As such there are no anticipated costs associated with these items.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.7. Vertical Transportation							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	No Noted Issues				$0		
2.	Contingency		10.0%		$0		
Total					**$0**		

5.8. Heating, Ventilation and Air Conditioning

Description
The Property was originally constructed with a steam radiation heating system, passive exhaust and perimeter unit ventilators. There is no central air conditioning however limited areas within the building are provided with cooling via window mounted air conditioners.

Heating & Ventilation
Heating is provided by steam radiation. Steam is generated by a single (1) oil fired H. B. Smith series 28A-9, cast iron boiler configured for two pipe steam operation with a PowerFlame oil burner. The boiler was installed in 1999, and is rated at 1,733 MBH. Fuel oil for the boiler is stored in a 10,000 gallon below grade tank located at the rear of building. The age of the underground tank is unknown.

Steam heat is delivered to cast iron wall and floor mounted radiators, as well as to early generation of unit ventilators (PeerVent) manufactured by Peerless Unit Ventilators and install during the original construction in

1925. On site personnel state that unit ventilators currently do not provide outside air and are used for heating only.

Exhaust
Property has two large passive vertical exhaust shafts chain operated manual dampers located in each classroom. On site personnel state that the dampers are open during shoulder seasons and are closed during the heating and cooling seasons. Based on anecdotal reports that the unit ventilators are operated in recirculation mode and do not provide make up air, it is uncertain to what extent the exhaust systems operate.

Building Management System
The Property does not have a building management system. Temperature control is provided by localized thermostats which operate pneumatic controlled actuators and valves manufactured by Honeywell. The pneumatic control systems are operated via compressed air generated by a reciprocating compressor manufactured by Emglo which is located in a mechanical room adjacent to the boiler room. The pneumatic system is equipped with an air dryer manufactured by AirTak which is located in proximity to the compressor.

Observations/Comments
The Property has limited HVAC systems and components. Based on the age and condition of the Unit ventilator's and exhaust shafts as well as the reported use and operation of the systems the only significant HVAC System are the steam boiler, radiators and associated equipment. The boiler was replaced 2011 and it is nine (9) years old. The boiler and its associated equipment including condensate tank appear to be well-maintained and reliable for future use.

It was reported that the Property has experienced issues with the failure of condensate piping, and that recent repairs to the system include replacement of condensate tank and pipe in the boiler room.

Recommendations
The PowerFlame oil burner is nine (9) years old and appeared in good condition. While the expected useful life ("EUL") of an oil burner is 20 years, with proper repairs and maintenance it is possible to extend the service life of the burner. It is recommended that a program of periodic routine maintenance be provided throughout the evaluation term.

The H. B. Smith boiler is twenty-one (21) years old and appeared in good condition. It is anticipated boiler will require maintenance periodically throughout the term including repair or replacement of system components or boiler sections.

At the end of the evaluation the boiler will be approximately thirty-six (36) years old. The expected useful life of a cast iron steam boiler is thirty-five (35) years. It is anticipated to the boiler will require replacement at the end of the term.

Condensate from steam heat is acidic and highly corrosive. On site personnel state that they have had to make periodic repairs to the steam condensate piping. It Is anticipated that additional animal condensate pipe repairs will be required throughout the duration of evaluation term.

System controls are provided by older pneumatic actuators and valves manufactured by Honeywell. These older actuators and valves are prone to failure and it is anticipated that repair and replacement of actuators and valves will be required throughout the duration of the evaluation term.

The air compressor for the pneumatic system appears to be relatively new. Reciprocating compressors have an expected useful life ("EUL) of 15 years. It is anticipated, however that the compressor will require replacement at the end of evaluation term.

The existing condensate tank appeared to be in good condition. Condensate tanks have an expected useful life ("EUL") of 10 years. It is anticipated that condensate tank will require replacement towards the end of evaluation term.

On site personnel report that control of the boiler operation is manual, and that they have installed a video monitoring system in order to monitor the boiler operation remotely. It is recommended that the boiler operation be connected to the existing Schneider Electric building management system located in the Sheffield Elementary School.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.8 Heating, Ventilation & Air Conditioning							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	Allowance for repairs to oil burner	2	EA	$1,500	$3,000	RM	5,10
2.	Allowance to rebuild boiler/replace sections	1	EA	$5,000	$5,000	RM	10
3.	Replace boiler	1	LS	$350,000	$350,000	CE	15
4.	Allowance for steam & condensate pipe repairs	15	YR	$5,000	$75,000	RM	1-15
5.	Repairs & replacement of pneumatic valves & actuators	75	EA	$1,000	$75,000	RM	1-15
6.	Replace pneumatic controls compressor	1	EA	$5,500	$5,500	RM	5
7.	Allowance for repairs & adjustments to unit ventilators	15	YR	$1,500	$22,500	RM	1-15
8.	Add water treatment system	1	LS	$3,500	$3,500	RM	1
9.	Replace condensate tank	1	EA	$3,500	$3,500	RM	10
10.	Extend BMS System from Sheffield ES - Assume 5 points	5	EA	$2,500	$12,500	CE	2
11.	Contingency		10.0%		$55,550	RM	
Total					**$611,050**		

5.9. Plumbing Systems

Description

Domestic water service is provided to the building by street pressure from the Town of Montague via a two inch (2") incoming water service located in Room 105 at the lower level. The incoming water service is equipped with a backflow preventor. The water distribution systems were reported and appeared, where visible, to be copper.

Domestic hot water for the is provided by a thirty (30) gallon electric hot water heater manufactured by Bradford White and installed in 2013.

Domestic water service was reported to be all copper pipe which was consistent with areas or pipe that was observed. Sanitary service was reported to be cast iron and exits the building to the Town of Montague sewer system.

Storm water collected at the roof exits the building via two (2) roof drains that connect to the Town of Montague storm water system.

Observations/Comments
Generally, the plumbing systems where visible, appeared to be in good condition and should provide adequate service for a minimum of fifteen (15) years with continued repairs and maintenance.

Recommendations
The domestic hot water heater was installed in 2013 and is seven (7) years old. The expected useful life of electric hot water heaters ranges from 8-10 years based on water quality and maintenance. It is anticipated that the hot water heater will require replacement during the evaluation term.

Diesel fuel oil for operation of the boiler is stored in a ten thousand gallon underground storage tank ("UST"). It is recommended that periodic pressure testing be performed to validate the integrity of the tank and confirm that the tank is not leaking.

The fuel oil for the boiler system operation is stored in a 10,000 gallon underground storage tank located to the rear of the Property. The age and construction (fiberglass or steel) of the tank are unknown. Underground storage tanks typically have and expected useful life ("EUL") of 25-30 years. Given the uncertainty regarding the age and construction of the tank it is recommended that the tank be replaced at the midpoint of the evaluation term.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.9 Plumbing							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	Replace domestic hot water heater	2	EA	$2,500	$5,000	RM	2
2.	Perform tank tightness test for oil tank	2	EA	$750	$1,500	RM	1,6
3.	Replace UST	1	EA	$30,000	$30,000	CE	11
4.	Contingency		10.0%		$3,650	CE	
Total					**$40,150**		

5.10. Fire Protection

Description
The Property is not equipped with a fire sprinkler system

Observations/Comments
None.

Recommendations
There are no fire protection systems. As such there are no anticipated costs associated with these items.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.10 Fire Protection							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	No Noted Issues				$0		
2.	Contingency		10.0%		$0		
Total					**$0**		

5.11. Electrical System, Telephone & Security

Description

Electrical service is provided by the utility company, Eversource via an exterior surface mounted transformer located at the southwest corner of the site adjacent to the Sheffield Elementary School. The utility company transformer feeds the main switchboard Sheffield Elementary School. The main switchboard is a 1,200 amp, 208Y/120 volt, three phase, 4 wire panel manufactured by Siemens. Within the main switchboard, there is a 400 amp breaker that feeds the Sheffield Administration Building.

Electrical distribution throughout the Property is via numerous load centers distributed throughout the building. Several of the load centers were observed to have been upgraded to circuit breakers, however it was also observed that there are existing older panels with "Edison" screw type fuses.

Observations/Comments

The Property shares its Electrical Systems with the Sheffield Elementary School. A review of the condition of the heating systems and associated capital and repair costs are addressed in the Property Condition Assessment for the Sheffield Elementary School.

The distribution systems and equipment unique to the Sheffield Administration Building appeared to be in fair condition.

Recommendations

Good facility management practice dictates that electrical distribution panels be regularly inspected by infra-red camera to identify failing circuit breakers and loose connections. It is recommended that infra-red testing be performed every second year throughout the term.

Infra-red test results may require repair and or replacement of circuit breakers or maintenance on connections. An allowance for repairs identified by the infra-red tests is provided in years where testing is performed.

The electrical service main breaker is located in the Main Switchbard in the Sheffield Elementary School. The Main Switchboard is thirty-two (32) years old. Molded case circuit breakers hace an expected useful life ("EUL") of 15-20 years. It is recommended that the 400 amp molded case circuit breaker for the Administration Building be replaced in the near term.

The service disconnects, distribution panels and circuit breakers are over the (10) years old. The expected useful life ("EUL") of electrical service distribution gear is 30 years. It is anticipated that the distribution systems will require replacement in the early portion of the evaluation term.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.11 Electrical, Telephone & Security							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	Infra-red Testing of electrical systems - Load Panels	7	YR	$1,500	$10,500	RM	2,4,6,8,10 12, 14
2.	Allowance for testing repairs	7	YR	$500	$3,500	RM	2,4,6,8,10 12, 14
3.	Replace molded case disconnect breakers at main switchboard	1	EA	$2,500	$2,500	RM	2
4.	Replace distribution panels at floors	1	LS	$20,000	$20,000	CE	3
5.	Contingency		10.0%		$3,650	CE	
Total					**$40,150**		

5.12. Lighting

Description
The lighting systems in the building are typically surface mounted or suspended florescent light fixtures. It was observed that the fixtures were being retrofitted with LED type bulbs.

Observations/Comments
Generally, the lighting systems appeared to be in good condition and should provide adequate service for a minimum of fifteen (15) years with continued repairs and maintenance.

Recommendations
There were no identified issues observed with the lighting systems.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.12 Lighting							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	No Noted Issues				$0		
2.	Contingency		10.0%		$0		
Total					**$0**		

5.13. Fire Alarm & Life Safety

Description
The Property is provided with a fire alarm; however, the fire alarm system is shared across all three buildings in the complex including the Administration Building, the Gym/Auditorium and the Sheffield Elementary School. The fire alarm system is a Silent Knight SK-5208 system manufactured by Honeywell which is located in the boiler room of the Sheffield Elementary School. The fire alarm system is not fully addressable, and all three levels of the Administration Building are identified as Zone 8 by the annunciator panel.

There are battery operated illuminated exit signage and emergency lighting provided throughout the building.

Observations/Comments
Generally, the fire alarm system and life safety systems appeared to be in good condition.

Recommendations
The Property shares its Fire Alarm Systems with the Sheffield Elementary School. A review of the condition of the plumbing systems and associated capital and repair costs are addressed in the Property Condition Assessment for the Sheffield Elementary School.

The fire alarm systems and equipment unique to the Sheffield Administration Building appeared to be in fair condition.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.13 Fire Alarm, Life Safety & Code							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	Allowance for repairs/replacement of damaged smoke and heat detectors 2/year	5	YR	$2,000	$10,000	RM	3,6,9,12,15
2.	Contingency		10.0%		$1,000	RM	
Total					**$11,000**		

5.14. Accessibility Review

Description
The Property was constructed before July 26, 1990 when the Americans With Disabilities Act went into effect. It also precedes 521 CMR – Massachusetts Architectural Access Board which was enacted on September 1, 1996. The Property is not accessible in its existing condition.

The ADA and CMR 521 address the requirements for property owners to provide features of accessibility to properties with pre-existing, non-conforming conditions which are not handicapped accessible. Both the ADA and CMR 521 have specific requirements for upgrading handicapped accessibility when existing non-conforming buildings perform renovations or repairs.

While the Americans with Disabilities Act requires existing facilities to provide accessibility "to the maximum extent feasible" it also exempts the requirement of full compliance when the cost of making such improvements may be considered disproportionate (i.e. greater than 20% of the value of the main alterations).

The requirements of 521 CMR are more demanding and require varying degrees of improvement to handicapped accessibility base on increasing thresholds tied to the cost of renovations and repairs as it relates to the full and fair cash value of the Property. It also provides specific dollar limits for the value of renovations and repairs in any single year as well as the aggregate costs any three consecutive years. The following is the text of the requirements of 521 CMR 3.3 Existing Buildings:

3.3. EXISTING BUIDINGS

3.3.1 If the work being performed amounts to less than 30% of the full and fair cash value of the building and,

a. If the work costs less that $100,000, then only the work being performed is required to comply with 521 CMR

Or

b. If the work costs $100,000 or more, then the work being performed is required to comply with 521 CMR. In addition, an accessible public entrance and an accessible toilet room, telephone and drinking fountain (if toilets, telephones and fountains are provided) shall be provided in compliance with 521 CMR.

Exception: General maintenance and on-going upkeep of existing, underground transit facilities will no trigger the requirement for an accessible entrance and toilet unless the cost of the work exceeds $500,000 or unless the work is being performed on the entrance or toilet.

Exception: Whether performed alone or in combination with each other, the following types of alterations are not subject to 521 CMR, unless the cost of the work exceeds $500,000 or unless the work is being performed on the entrance or toilet (When performing exempted work a memo stating the exempted work and its cost must be filed with the permit application or a separate building permit must be obtained.).

a. Curb Cuts: The construction of curb cuts shall comply with 521 CMR 21.0: Curb Cuts,
b. Alterations work which is solely limited to electrical, mechanical, or plumbing systems; to abatement of hazardous materials; or retrofit of automatic sprinklers and does not involve the alreation of any elements or spaces required to be accessable under 521 CMR. Where electrical outles and controls are altered, they must comply with 521 CMR.
c. Roof repair or replacement, window repair or replacement, repointing and masonry repair work.
d. Work relating to septic system reparis (including Title V, 310 CMR 15.00 improvements) site utilities and landscaping.

3.3.2 If the work performed, including the expemted work, mounts to 30% or more of the full and fair cash value (see 521 CMR 5.00) of the building, the entire building is required to comply with 521 CMR

3.5 WORK PERFORMED OVER TIME

When the work performed on a building is divided into separate phases or projects or is under sepreate building permits, the total cost of such work in any 36 month period shall be added together in applying 521 CMR 3.3 Existing Buildings

Observations/Comments

The Property is not accessible. Although there are some restrooms which have been renovated with the intent of providing handicapped accessibility, there are no accessible entrances to the building and there are no elevators or lifts to provide accessible travel between floors.

The main entrance on Crocker Avenue is accessed via a set of stairs with no accessible ramp. Each of the entrances to the building enter at the midpoint landing of a stairwell with a half flight of stairs going up to the first floor and down to the lower level. This condition does not provide an accessible entrance. The entrance to the adjacent connector building to the west does enter at grade, however from that entrance there is a flight of stairs into the Administration Building. All travel between the lower level and the second floor is via stairs.

521 CMR 5.00 – Definitions describes the calculation for "full and fair cash value" as:

FULL AND FAIR CASH VALUE OF THE BUILDING: The assessed valuation of a building (not including the lanr) as recorded in the Assessors Office of the municipality at the time the building permit is issued as eqiualized at 100% valuation. The 100% equalized assessed value shall be based upob the Massachusetts Department of Revenue;s determination of the particular city;s or town's assessment ratio.

The assessed value of the Property, according to the Montague Assessors database is $1,318,100 and the value of the building alone is $1,087,300.

The thirty percent (30%) limit on exempt work would be $326,190 ($1,087,300 x .30). The value of the necessary repairs to the façade alone exceed the exempt limit of $326,000 requiring that the entire building comply with 521 CMR.

Recommendations

The Property is not currently accessible. It is possible to achieve ADA and MAAB accessibility compliance by constructing an accessible ramp at the Crocker Avenue entrance and installing an elevator which serves all levels of the Property. Additional improvements will also be required to bring the restrooms into compliance.

These accessibility upgrades, while possible will be complicated and will require reconfiguring existing spaces to provide elevator lobbies at each floor and common hallways from the elevator lobby to the main corridors and common areas.

Provide accessible ramp at main entrance on Crocker Avenue from grade to top landing under portico.

Construct exterior addition for new elevator shaft, install elevator and construct new elevator lobbies with corridors accessing main common areas.

Provide one (1) unisex accessible restroom at every level of the Property.

Install ADA accessible room identification signage throughout the Property

The ADA requires two (2) accessible parking spaces for parking lots containing between 26 and 50 parking spaces. Stripe parking lot for two (2) accessible spaces and provide required ADA signage at each.

Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

5.14 Accessibility Review							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	Install ADA compliant access ramp at main entrance on Crocker Avenue	1	LS	$25,000	$25,000	CE	2
2.	Construct new elevator shaft & install elevator to provide ADA accessibility as required per MAAB Regulations	1	LS	$1,500,000	$1,500,000	CE	2
3.	Renovate one (1) restroom per floor to provide Unisex handicapped restroom	3	EA	$30,000	$90,000	CE	2
4.	Install ADA compliant signage throughout	30	EA	$150	$4,500	RM	2
5.	Provide two (2) handicapped accessible parking spaces at parking lot	2	EA	$375	$750	RM	2
6.	Contingency		10.0%		$162,025	CE	
Total					**$1,782,275**		

5.15. Environmental

Description

This Property Condition Assessment explicitly excludes any investigation of the environmental condition of the Property and is not a Phase I Environmental Site Assessment. PCA360 is not an environmental engineering firm and therefore makes no representation or warranty regarding environmental matters at the Property.

Observations

Not included in Scope of Report.

Recommendations

Not Included in Scope of Report

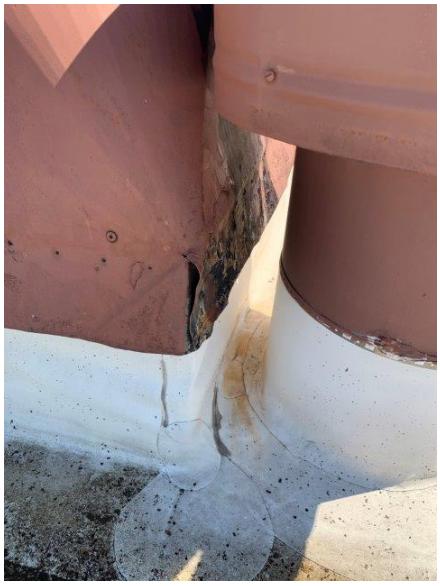
Observed issues, recommended corrections, estimated costs to correct and priority are as follows:

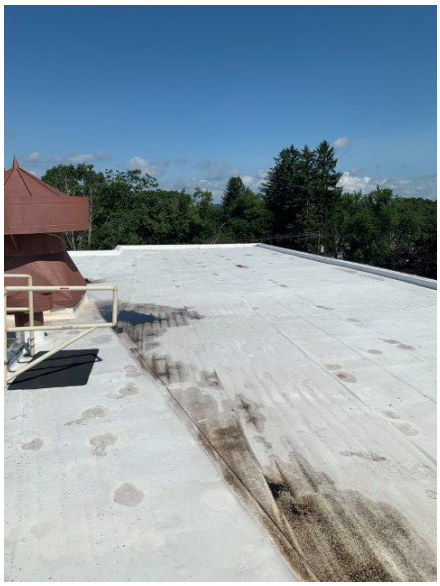
5.15 Environmental							
Observation/Issue/Recommended Correction			Estimated Cost, Category and Year				
	Item	Qty	Unit	Unit Cost	Total Cost	Cat	Year
1.	Not In Scope				$0		
2	Contingency		10.0%		$0	CE	
Total					**$0**		

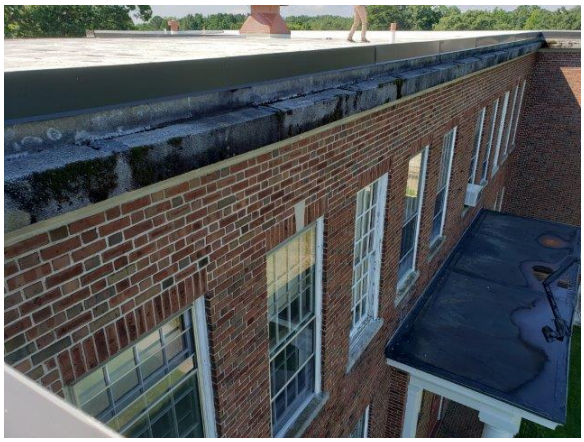
6 PHOTOGRAPHS

5.1 Site & Features at Grade

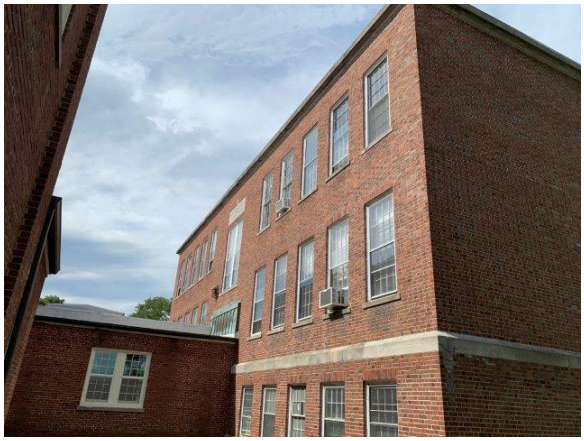
5.2 Roofing

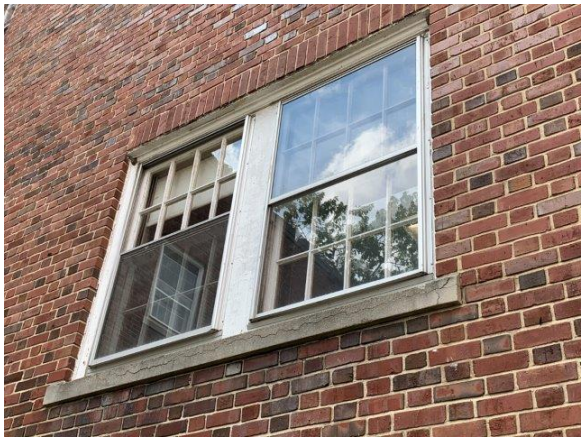


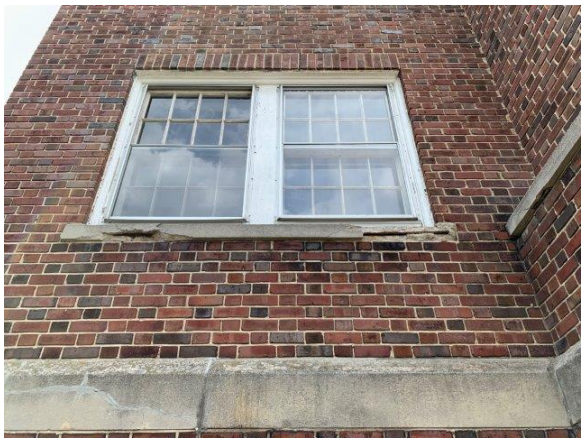


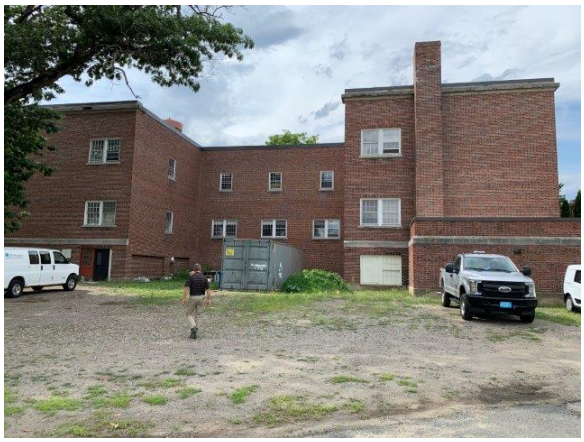


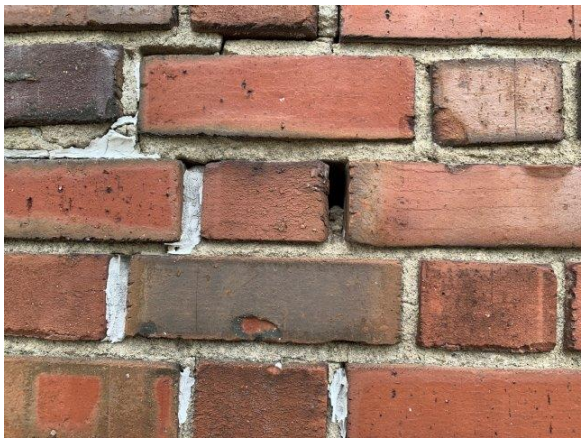
5.3 Exterior Walls

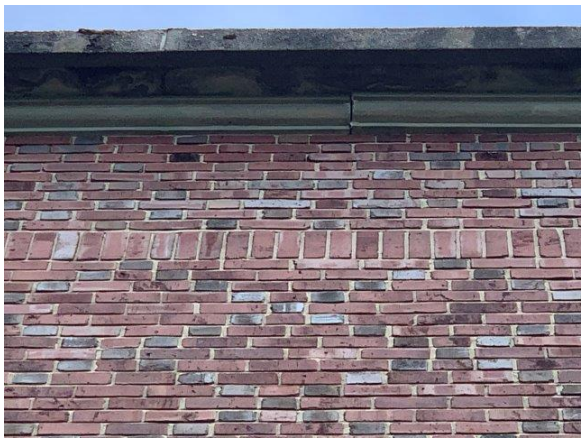


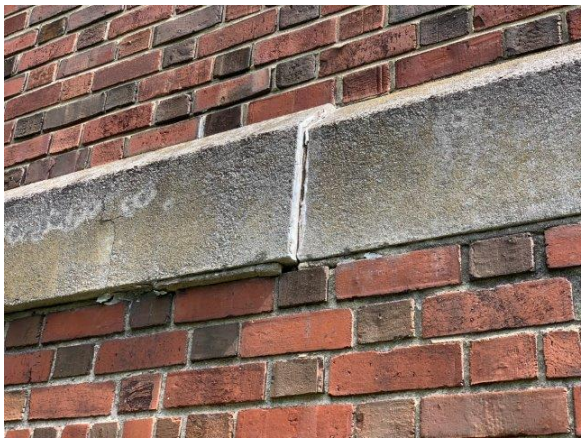


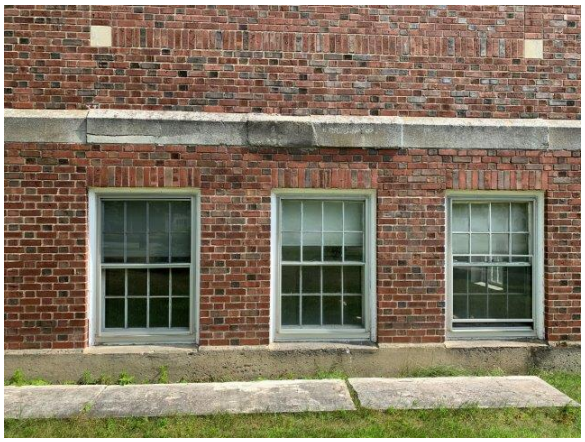


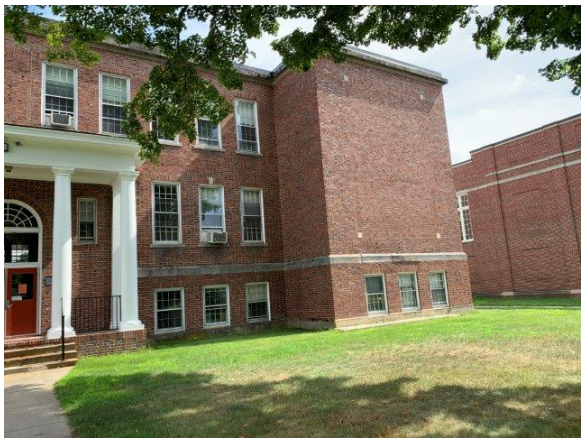


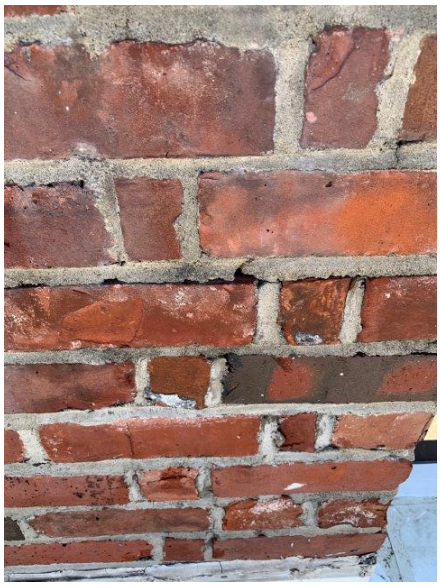


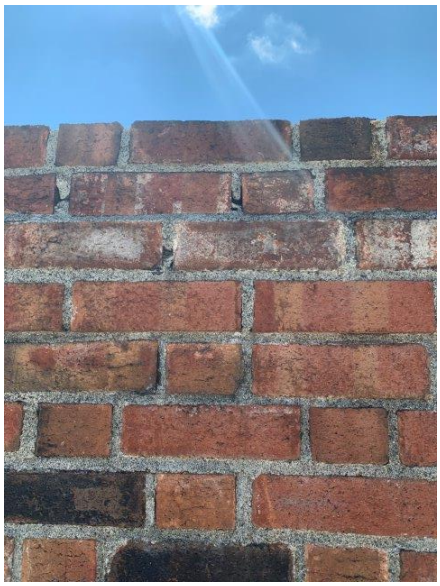


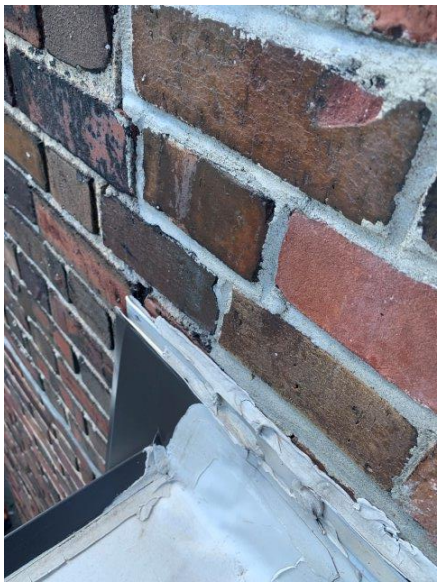


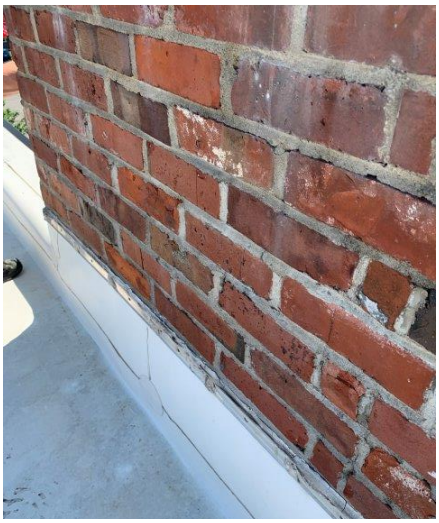




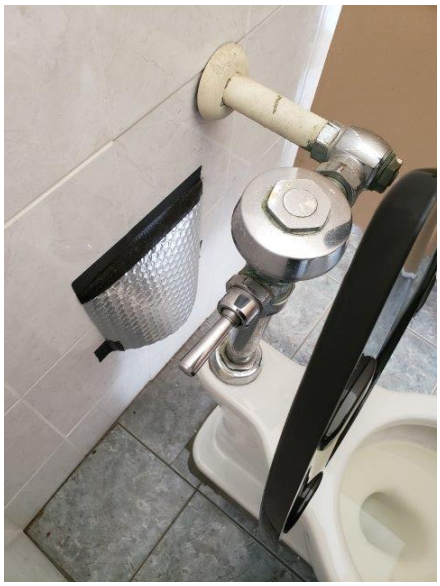








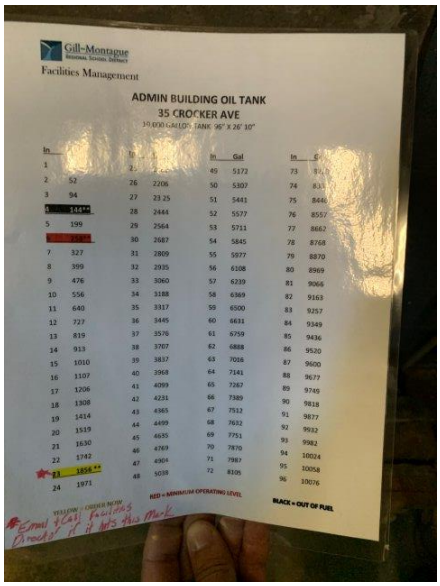
5.5 Interior Elements

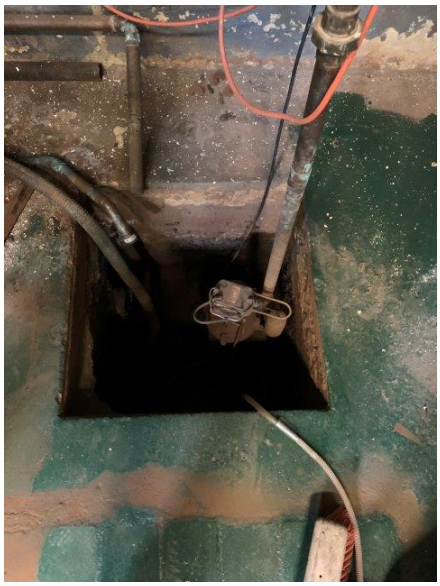


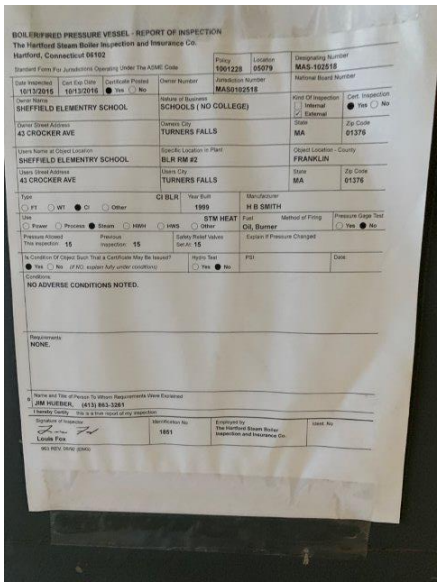
5.8 HVAC


Emglo


SIEMENS
656-0078


Gill-Montague
Facilities Management
ADMIN BUILDING OIL TANK
35 CROCKER AVE
RED = MINIMUM OPERATING LEVEL
BLACK = OUT OF FUEL





BOILER/FIRED PRESSURE VESSEL - REPORT OF INSPECTION

The Hartford Steam Boiler Inspection and Insurance Co.
Hartford, Connecticut 06102

Standard Form For Jurisdictions Operating Under The ASME Code

Policy 1001228	Location 05079	Designating Number MAS-102518	
Date Inspected 10/13/2016	Next Exp Date 10/13/2016	Certificate Posted ● Yes ○ No	Owner Number
Jurisdiction Number MAS0102518		National Board Number	
Owner Name SHEFFIELD ELEMENTRY SCHOOL		Nature of Business SCHOOLS (NO COLLEGE)	Kind Of Inspection ☐ Internal ☑ External
Cert. Inspection ● Yes ○ No			
Owner Street Address 43 CROCKER AVE		Owners City TURNERS FALLS	State MA
Zip Code 01376			
Users Name at Object Location SHEFFIELD ELEMENTRY SCHOOL		Specific Location in Plant BLR RM #2	Object Location - County FRANKLIN
Users Street Address 43 CROCKER AVE		Users City TURNERS FALLS	State MA
Zip Code 01376			

Type ○ PT ○ WT ● CI ○ Other	CI BLR	Year Built 1999	Manufacturer H B SMITH		
Use ○ Power ○ Process ● Steam ○ HWH ○ HWS ○ Other	STM HEAT	Fuel Oil, Burner	Method of Firing	Pressure Gage Test ○ Yes ● No	
Pressure Allowed This Inspection 15	Previous Inspection 15	Safety Relief Valves Set At 15	Explain If Pressure Changed		
Is Condition Of Object Such That a Certificate May Be Issued? ● Yes ○ No (If NO, explain fully under conditions)		Hydro Test ○ Yes ● No	PSI	Date	

Conditions
NO ADVERSE CONDITIONS NOTED.

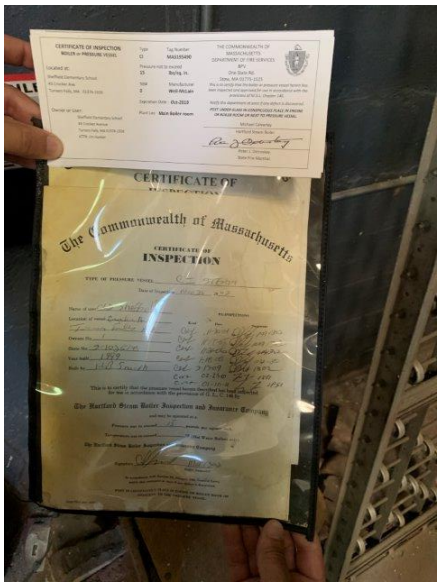
Requirements
NONE.

Name and Title of Person To Whom Requirements Were Explained
JIM HUEBER, (413) 863-3261

I Hereby Certify This is a true record of my inspection

Signature of Inspector Louis Fox	Identification No 1851	Employed by The Hartford Steam Boiler Inspection and Insurance Co.	Insp. No

903 REV. 09/92 (ENG)



CERTIFICATE OF INSPECTION
BOILER or PRESSURE VESSEL

THE COMMONWEALTH OF MASSACHUSETTS
DEPARTMENT OF FIRE SERVICES

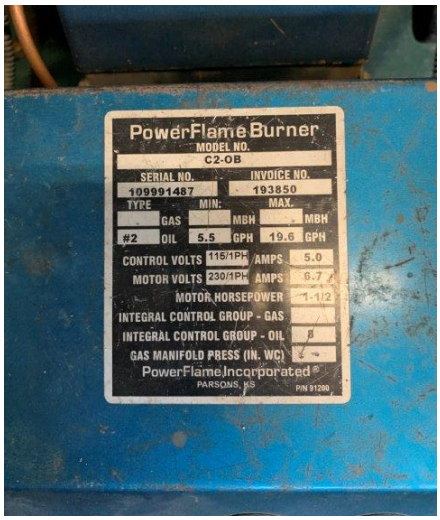
CERTIFICATE OF

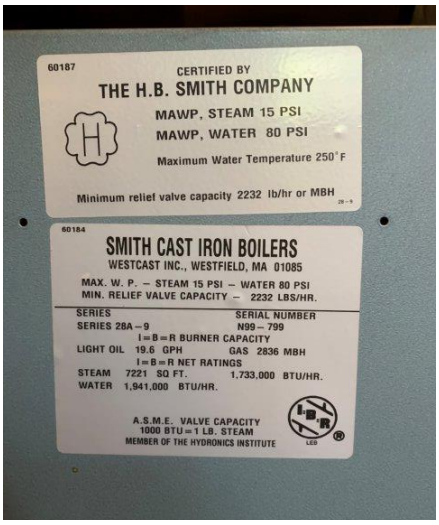
The Commonwealth of Massachusetts

CERTIFICATE OF
INSPECTION

TYPE OF PRESSURE VESSEL

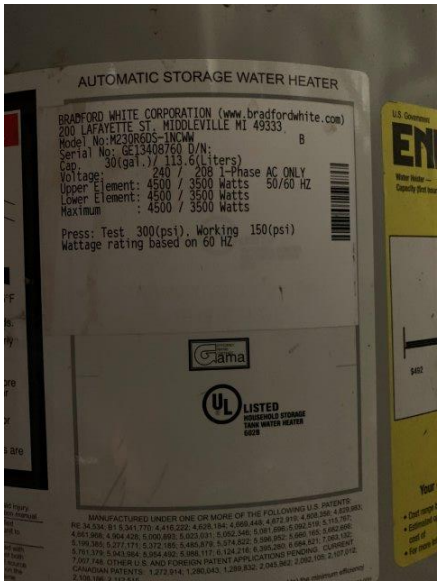
The Hartford Steam Boiler Inspection and Insurance Company

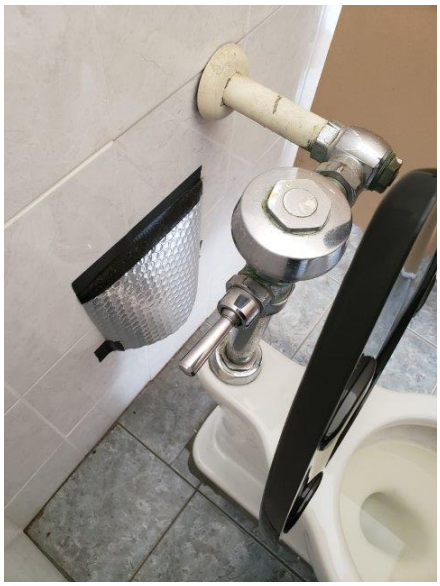

PowerFlame Burner
MODEL NO.
C2-OB
SERIAL NO.
109991487
INVOICE NO.
193850
TYPE
MIN:
MAX.
GAS
MBH
MBH
#2 OIL
5.5
GPH
19.6
GPH
CONTROL VOLTS
115/1PH
AMPS
5.0
MOTOR VOLTS
230/1PH
AMPS
6.7
MOTOR HORSEPOWER
1-1/2
INTEGRAL CONTROL GROUP - GAS
INTEGRAL CONTROL GROUP - OIL
B
GAS MANIFOLD PRESS (IN. WC)
PowerFlame Incorporated
PARSONS, KS
P/N 91200


60187
CERTIFIED BY
THE H.B. SMITH COMPANY
MAWP, STEAM 15 PSI
MAWP, WATER 80 PSI
Maximum Water Temperature 250°F
Minimum relief valve capacity 2232 lb/hr or MBH
60184
SMITH CAST IRON BOILERS
WESTCAST INC., WESTFIELD, MA 01085
MAX. W. P. – STEAM 15 PSI – WATER 80 PSI
MIN. RELIEF VALVE CAPACITY – 2232 LBS/HR.
SERIES
SERIAL NUMBER
SERIES 28A – 9
N99 – 799
I=B=R BURNER CAPACITY
LIGHT OIL 19.6 GPH
GAS 2836 MBH
I=B=R NET RATINGS
STEAM 7221 SQ FT.
1,733,000 BTU/HR.
WATER 1,941,000 BTU/HR.
A.S.M.E. VALVE CAPACITY
1000 BTU=1 LB. STEAM
MEMBER OF THE HYDRONICS INSTITUTE


Smith

5.9 Plumbing Systems

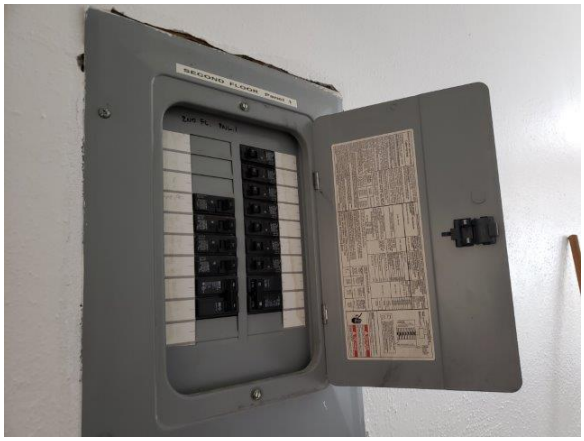




5.10 Fire Protection

5.11 Electrical Systems

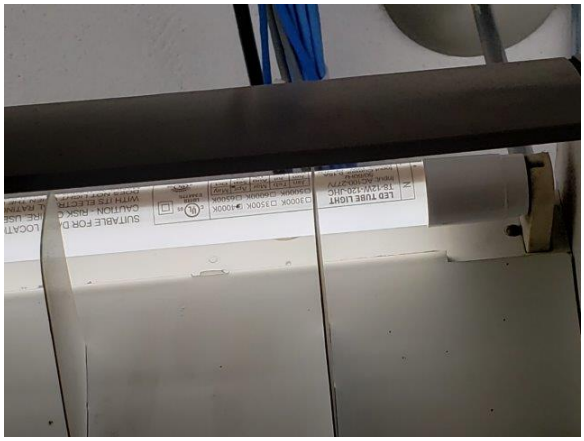

2ND FL PNL 2

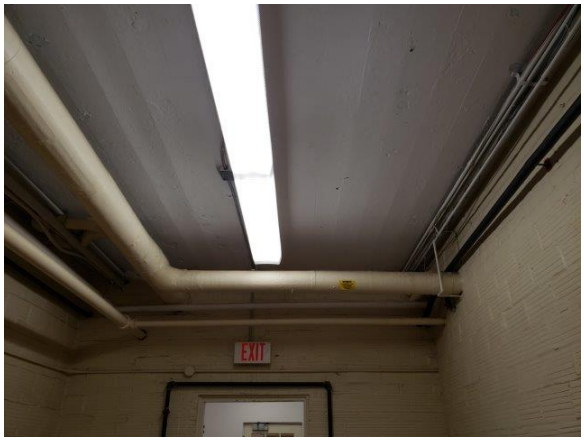



OLD SCHOOL


Chair Lift
KILN

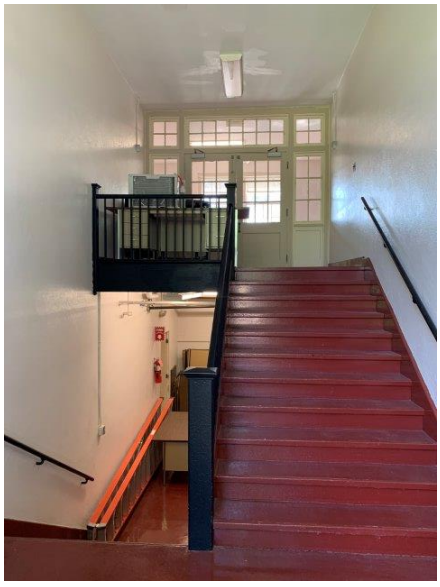
5.12 Lighting

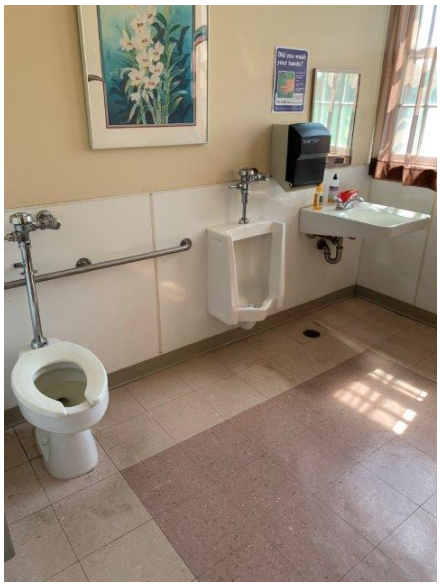


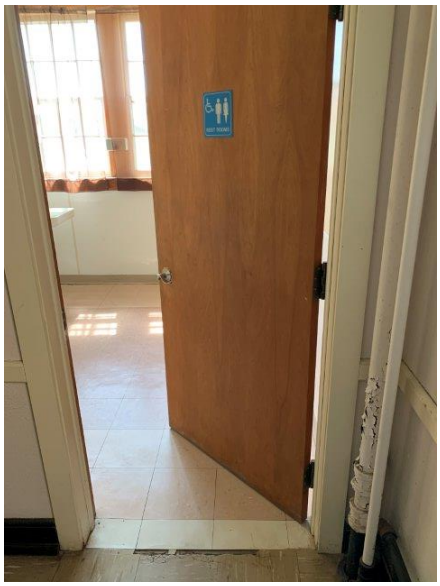


5.13 Fire Alarm

5.14 Accessibility & Code








EXIT

7 LIMITING CONDITIONS

Potomac Capital Advisors, Inc. conducted this due diligence Property Condition Assessment to opine on the subject's general physical condition in accordance with our agreement for this work.

The scope of this study was limited to a walk-through visual observation only of those areas that were readily observable and easily accessible. Tests, exploratory or destructive probing, exhaustive studies, removal or disassembly of any system or construction, or dismantling or operating of electrical, mechanical, or conveyance equipment were not performed. It does not include an in-depth system/component problem analysis or study, preparing engineering calculations of the structural mechanical, electrical or other systems to determine compliance with any drawings that may have been submitted or with commonly accepted design or construction practice. Not all typical areas such as corridors or toilet rooms were surveyed; only a sampling of such areas.

Excluded from the scope of this survey was any seismic evaluation of the building.

No responsibility is assumed for matters of a legal nature such as building encroachment, easements, zoning issues, or a compliance with the requirements of governmental agencies having jurisdiction.

Potomac Capital Advisors, Inc. assumes no responsibility for the accuracy or completeness of information provided by others, nor is Potomac Capital Advisors, Inc. responsible for any patent of latent defects, which an owner or his agent may have withheld from Potomac Capital Advisors, Inc., whether by non-disclosure, passive concealment or fraud.

Potomac Capital Advisors, Inc.'s observations, opinions and this report are not intended, nor should they be construed, as a guarantee or warranty, express or implied, regarding the property's condition or building code compliance. Potomac Capital Advisors, Inc.'s opinions are based solely upon those areas that we observed on the day of our site visit and information resulting from our interviews and research. Actual performance of individual components may vary from a reasonable expected standard and will be affected by circumstances, which occur after the date of our site visit.

Services associated with the identification and elimination of hazards associated with hazardous and toxic materials, including asbestos, lead paint and PCBs are not included within the scope of this evaluation.

ADDENDUM I
521 CMR ARCHITECTURAL ACCESS BOARD

ADDENDUM II
ASSESSORS RECORDS