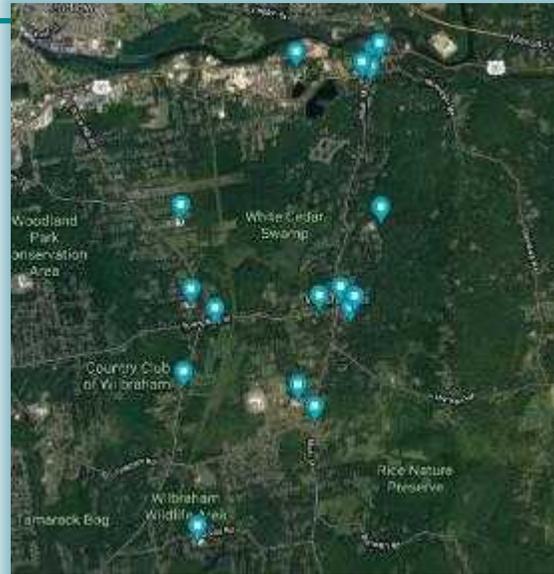


CAPITAL NEEDS ASSESSMENT

Prepared for:

**Town of Wilbraham,
Massachusetts
240 Springfield Street
Wilbraham, MA 01095**



Town of Wilbraham Portfolio

**Various Addresses
(17 Scattered Properties)
Wilbraham MA 01095**

EBI Project No. 1321000388

August 23, 2021

Capital Needs Assessment

Property Name: 01 - Town Office Building Address: 240 Springfield Street City and State: Wilbraham, MA 01095 Site Survey Date: August 9, 2021 Report Date: August 23, 2021 EBI Project #: 1321000388		Property Type: Office Property Age: 43 Years No. of Units or Tenants: 1 Square Feet: 11,446 Analysis Term (Yrs.): 10 Years		
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements			\$9,059
2.3	Pavement and Parking		\$5,317	\$10,635
2.4	Site Amenities			
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing			
4.2	Facades	\$625		\$3,171
4.3	Windows & Doors		\$5,017	
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			\$29,958
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance	\$37,500	\$31	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			
7.2	HVAC		\$166,542	\$24,352
7.3	Building Electrical	\$8,466		\$5,861
7.4	Building & Site Fire/Life Safety			\$8,271
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$46,591	\$176,908	\$91,306
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$0.80	\$9,130.55	\$91,306
Inflated Value of Capital Needs Cost Estimate		\$0.92	\$10,585.91	\$105,859
Critical Repairs Cost Estimate		\$46,591		
Non-Critical Repairs Cost Estimate			\$176,908	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$223,499		

Table 1 - Critical and Non-Critical Repairs

01 - Town Office Building
240 Springfield Street
Wilbraham, MA 01095
EBI Project No. 1321000388

Site Survey Date: 8/9/2021
Report Date: 8/23/2021
Property Type: Office
of Buildings: 1

Building Area: 11,446
Number of Units: 1
Property Age: 43 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION	
2.0 SITE CONDITIONS											
2.1	Site Features	None									
2.2	Landscaping / Improvements	None									
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	19,440	\$0.22	25.0%	\$0.27	square foot		\$5,317.33	Cracked paving throughout, some with vegetation growing through. Striping is worn.	
3.0 STRUCTURE											
		None Recommended.									
4.0 BUILDING ENVELOPE											
4.1	Roof	None									
4.2	Facades	Repair damaged siding	1	\$500.00	25.0%	\$625.00	allowance	\$625.00		Dislodged siding at dormers on east side	
4.3	Windows and Doors	Renew/recaulk windows and doors	1,100	\$3.65	25.0%	\$4.56	linear foot		\$5,017.25	Worn and dislodged sealant, typical	
5.0 BUILDING INTERIORS											
		None Recommended.									
6.0 ACCESSIBILITY											
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$25.00	25.0%	\$31.25	Allowance		\$31.25	Per Limited Accessibility Compliance Checklist.	
6.1	Accessibility	Recommended ADA Survey Level III and Report	1	\$30,000.00	25.0%	\$37,500.00	allowance	\$37,500.00		To determine other accessibility modifications, that may be necessary pursuant to the ADAAG to bring all applicable building assets of the property into compliance.	
7.0 BUILDING SYSTEMS											
7.1	Plumbing	None									
7.2	HVAC	Replace air-cooled condensing unit (0.5 -1.5 tons)	1	\$2,730.40	25.0%	\$3,413.01	each		\$3,413.01	Planned capital improvement, per site contact (estimate provided by site contact)	
7.2	HVAC	Replace gas/oil-fired HW boiler (1088 MBH)	1	\$130,503.21	25.0%	\$163,129.01	each		\$163,129.01	Existing boiler is 43 years old and exceeds its expected useful life	
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,953.75		No known IR survey completed within the past 2 years	
7.3	Electric	Complete electrical system inspection	1	\$5,210.00	25.0%	\$6,512.50	allowance	\$6,512.50		Complete electrical inspection of older equipment	
7.3	Electric	Complete recommended repairs from electrical inspection	1	TBD	25.0%		Action Item		TBD	Complete any recommended repairs from inspection	
7.4	F/L Safety	None									
7.5	Elevators	None									
8.0 MUNICIPAL RESEARCH											
		None Recommended.									
9.0 NATURAL HAZARDS											
		None Recommended.									
								DEFERRED MAINTENANCE:	CRITICAL	NON-CRITICAL	
									\$46,591	\$176,908	
								TOTAL:	\$223,499		

Capital Needs Assessment

Property Name: 02 - Fire Station 1 Address: 2770 Boston Road City and State: Wilbraham, MA 01095 Site Survey Date: August 2, 2021 Report Date: August 23, 2021 EBI Project #: 1321000388		Property Type: Mixed-use Property Age: 9 Years No. of Units or Tenants: 1 Square Feet: 11,800 Analysis Term (Yrs.): 10 Years		
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements			
2.3	Pavement and Parking		\$9,847	\$19,694
2.4	Site Amenities		\$1,368	
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing	\$2,787		\$13,833
4.2	Facades	\$12,500		
4.3	Windows & Doors			\$2,883
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			\$35,168
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance			
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			
7.2	HVAC			
7.3	Building Electrical	\$1,954		\$5,861
7.4	Building & Site Fire/Life Safety			
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$17,241	\$11,214	\$77,438
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$0.66	\$7,743.77	\$77,438
Inflated Value of Capital Needs Cost Estimate		\$0.75	\$8,905.19	\$89,052
Critical Repairs Cost Estimate		\$17,241		
Non-Critical Repairs Cost Estimate			\$11,214	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$28,455		

Table 1 - Critical and Non-Critical Repairs

02 - Fire Station 1
2770 Boston Road
Wilbraham, MA 01095

Site Survey Date: 8/2/2021
Report Date: 8/23/2021
Property Type: Mixed-use
of Buildings: 1

Building Area: 11,800
Number of Units: 1
Property Age: 9 Years
Analysis Term: 10 years

EBI Project No. 1321000388

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0 SITE CONDITIONS										
2.1	Site Features	None								
2.4	Amenities	Refurbish pylon sign	1	\$1,094.00	25.0%	\$1,367.50	each		\$1,367.50	Sign is worn with chipped paint at supports
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	36,000	\$0.22	25.0%	\$0.27	square foot		\$9,846.90	Pavement is cracked throughout
3.0 STRUCTURE										
		None Recommended.								
4.0 BUILDING ENVELOPE										
4.1	Roof	Proactive Maintenance Program (PMP)- General	11,800	\$0.10	25.0%	\$0.13	square foot	\$1,536.95		Provide preventative maintenance, such as cleaning clogged drains, etc.
4.1	Roof	Repair coping tiles	1	\$1,000.00	25.0%	\$1,250.00	allowance	\$1,250.00		Cracked coping tiles along front parapet
4.2	Facades	Repair composite siding	1	\$10,000.00	25.0%	\$12,500.00	allowance	\$12,500.00		Cracked siding throughout, primarily at anchor screws
4.3	Windows and Doors	None								
5.0 BUILDING INTERIORS										
		None Recommended.								
6.0 ACCESSIBILITY										
		None Recommended.								
7.0 BUILDING SYSTEMS										
7.1	Plumbing	None								
7.2	HVAC	None								
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,953.75		No known IR survey completed within the past 2 years
7.4	F/L Safety	Complete kitchen hood inspection	1	TBD	25.0%		Action Item			Current inspection expires this month, August 2021
7.4	F/L Safety	Provide data plate on sprinkler riser	1	TBD	25.0%		Action Item			Data plate in place with no information
8.0 MUNICIPAL RESEARCH										
		None Recommended.								
9.0 NATURAL HAZARDS										
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$17,241	\$11,214	
TOTAL:								\$28,455		

Capital Needs Assessment

<i>Property Name:</i> 03 - Fire Station 2 / Auxiliary Fire		<i>Property Type:</i> Office		
<i>Address:</i> 6 Woodland Dell Road		<i>Property Age:</i> 63 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> July 28, 2021		<i>Square Feet:</i> 2,564		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements			
2.3	Pavement and Parking		\$2,188	\$4,376
2.4	Site Amenities			
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing			
4.2	Facades			\$2,376
4.3	Windows & Doors			\$1,642
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			\$3,908
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance			
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			\$3,341
7.2	HVAC			\$8,381
7.3	Building Electrical			\$39,531
7.4	Building & Site Fire/Life Safety			
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$0	\$2,188	\$63,555
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$2.48	\$6,355.47	\$63,555
Inflated Value of Capital Needs Cost Estimate		\$2.79	\$7,151.24	\$71,512
Critical Repairs Cost Estimate		\$0		
Non-Critical Repairs Cost Estimate			\$2,188	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$2,188		

Table 1 - Critical and Non-Critical Repairs

03 - Fire Station 2 / Auxiliary Fire
 6 Woodland Dell Road
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 7/28/2021
 Report Date: 8/23/2021
 Property Type: Office
 # of Buildings: 1

Building Area: 2,564
 Number of Units: 1
 Property Age: 63 Years
 Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0	SITE CONDITIONS									
2.1	Site Features	None								
2.2	Landscaping / Improvements	None								
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	8,000	\$0.22	25.0%	\$0.27	square foot		\$2,188.20	Pavement is cracked throughout with worn striping
3.0	STRUCTURE									
		None Recommended.								
4.0	BUILDING ENVELOPE									
		None Recommended.								
5.0	BUILDING INTERIORS									
		None Recommended.								
6.0	ACCESSIBILITY									
		None Recommended.								
7.0	BUILDING SYSTEMS									
		None Recommended.								
8.0	MUNICIPAL RESEARCH									
		None Recommended.								
9.0	NATURAL HAZARDS									
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$0	\$2,188	

Table 2 - Capital Needs Over the Term

03 - Fire Station 2 / Auxiliary Fire
 6 Woodland Dell Road
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 7/28/2021
 Report Date: 8/23/2021
 Property Type: Office
 Number of Buildings: 1

Building Area: 2,564
 Number of Units: 1
 Property Age: 63 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM				
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031					
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10					
2.0	SITE CONDITIONS																										
2.1	Site Features	None	-																								
2.2	Landscaping / Improvements	None	-																								
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5	1	4	16,000	8,000	\$0.22	25.0%	\$0.27	square foot	\$2,188										2,188	\$4,376				
2.4	Amenities	None	-																								
2.5	Utilities	None	-																								
3.0	STRUCTURE																										
		None Recommended.																									
4.0	BUILDING ENVELOPE																										
4.1	Roof	None	-																								
4.2	Facades	Exterior painting (wood/plywood siding)	8	6	2	2,400	1,200	\$0.79	25.0%	\$0.99	square foot	\$1,188		1,188									1,188	\$2,376			
4.3	Windows and Doors	Renew/recaulk windows and doors	15	13	2	360	360	\$3.65	25.0%	\$4.56	linear foot	\$1,642		1,642										\$1,642			
5.0	BUILDING INTERIORS																										
5.1	Bsmt/Attic	None	-																								
5.2	Interior F & C	Kitchen refurbishment (commercial)	8	var		300	300	\$10.42	25.0%	\$13.03	square foot	\$3,908												\$3,908			
6.0	ACCESSIBILITY																										
		None Recommended.																									
7.0	BUILDING SYSTEMS																										
7.1	Plumbing	Replace residential electric water heater (30-50 gal.)	15	11	4	1	1	\$2,672.73	25.0%	\$3,340.91	each	\$3,341												\$3,341			
7.2	HVAC	Replace air-cooled condensing unit (3.0 - 4.5 tons)	18	16	2	1	1	\$4,302.89	25.0%	\$5,378.61	each	\$5,379		5,379										\$5,379			
7.2	HVAC	Replace AHU (3 ton) - DX Cooling, HW Heating	25	16	9	1	1	\$2,402.12	25.0%	\$3,002.65	each	\$3,003											3,003	\$3,003			
7.3	Electric	Aboveground steel fuel-oil storage tank, single wall (1000 gallon)	25	20	5	1	1	\$8,101.55	25.0%	\$10,126.94	each	\$10,127												\$10,127			
7.3	Electric	Gas-Fired Emergency Generator (35 kW)	25	20	5	1	1	\$23,523.15	25.0%	\$29,403.94	each	\$29,404												\$29,404			
7.4	F/L Safety	None	-																								
7.5	Elevators	None	-																								
8.0	MUNICIPAL RESEARCH																										
		None Recommended.																									
9.0	NATURAL HAZARDS																										
		None Recommended.																									
ANNUAL RECOMMENDATIONS, UNINFLATED													8,208		5,529	43,438								5,191	1,188	\$63,555	
INFLATION FACTOR, IN PERCENTAGE 1.030												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%						
ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE													\$8,455		\$6,042	\$48,890									\$6,576	\$1,550	\$71,512
Notes:												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR											\$2.48				
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR											\$2.79				
Notes:												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR											\$6,355				
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR											\$7,151				

Capital Needs Assessment

<i>Property Name:</i> 04 - Police Station		<i>Property Type:</i> Office		
<i>Address:</i> 2780 Boston Road		<i>Property Age:</i> 4 Years		
<i>City and State:</i> Wilbraham, MA		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> August 2, 2021		<i>Square Feet:</i> 14,371		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements			
2.3	Pavement and Parking			\$10,753
2.4	Site Amenities			
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing			
4.2	Facades		\$8,156	\$6,929
4.3	Windows & Doors			
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$250	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			
7.2	HVAC			
7.3	Building Electrical	\$1,954		\$5,861
7.4	Building & Site Fire/Life Safety	\$1,954		
7.5	Elevators & Conveying Systems	\$2,475		
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$6,382	\$8,406	\$23,543
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$0.16	\$2,354.34	\$23,543
Inflated Value of Capital Needs Cost Estimate		\$0.18	\$2,634.19	\$26,342
Critical Repairs Cost Estimate		\$6,382		
Non-Critical Repairs Cost Estimate			\$8,406	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$14,789		

Table 1 - Critical and Non-Critical Repairs

04 - Police Station
2780 Boston Road
Wilbraham, MA
EBI Project No. 1321000388

Site Survey Date: 8/2/2021
Report Date: 8/23/2021
Property Type: Office
of Buildings: 1

Building Area: 14,371
Number of Units: 1
Property Age: 4 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED CRITICAL REPAIR	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0	SITE CONDITIONS	None Recommended.								
3.0	STRUCTURE	None Recommended.								
4.0	BUILDING ENVELOPE									
4.1	Roof	Obtain copy of roofing manufacturer's warranty	1		25.0%		action item			Obtain copies of the manufacturer's roof warranty as the roof is fairly new
4.2	Facades	Renew/recaulk expansion & control joints	780	\$8.37	25.0%	\$10.46	linear foot		\$8,156.33	Gaps observed between siding and trim throughout exterior.
4.3	Windows and Doors	None								
5.0	BUILDING INTERIORS	None Recommended.								
6.0	ACCESSIBILITY									
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$200.00	25.0%	\$250.00	Allowance		\$250.00	Per Limited Accessibility Compliance Checklist.
7.0	BUILDING SYSTEMS	None Recommended.								
7.1	Plumbing	None								
7.2	HVAC	None								
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,953.75		No known IR survey completed within the past 2 years
7.4	F/L Safety	Complete annual sprinkler system inspection	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,953.75		Inspection tag is not available on sprinkler system riser
7.5	Elevators	Recommended Elevator Survey and Report - Hydraulic	1	\$1,979.80	25.0%	\$2,474.75	per cab	\$2,474.75		Missing elevator inspection certificate in cab
8.0	MUNICIPAL RESEARCH	None Recommended.								
9.0	NATURAL HAZARDS	None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$6,382	\$8,406	
TOTAL:								\$14,789		

Capital Needs Assessment

Property Name: 05 - IT/Facilities Maintenance		Property Type: Office		
Address: 16 Main Street		Property Age: 111 Years		
City and State: Wilbraham, MA		No. of Units or Tenants: 1		
Site Survey Date: July 16, 2021		Square Feet: 3,193		
Report Date: August 23, 2021		Analysis Term (Yrs.): 10 Years		
EBI Project #: 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements			
2.3	Pavement and Parking		\$2,068	\$5,033
2.4	Site Amenities			
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure	\$5,000		
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing			
4.2	Facades		\$1,426	\$1,740
4.3	Windows & Doors		\$2,527	\$6,057
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components		\$625	
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$625	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			\$3,341
7.2	HVAC			\$49,616
7.3	Building Electrical			
7.4	Building & Site Fire/Life Safety			\$8,271
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$5,000	\$7,271	\$74,058
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$2.32	\$7,405.80	\$74,058
Inflated Value of Capital Needs Cost Estimate		\$2.65	\$8,451.43	\$84,514
Critical Repairs Cost Estimate		\$10,000		
Non-Critical Repairs Cost Estimate			\$7,271	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$17,271		

Table 1 - Critical and Non-Critical Repairs

05 - IT/Facilities Maintenance Building
 16 Main Street
 Wilbraham, MA
 EBI Project No. 1321000388

Site Survey Date: 7/16/2021
 Report Date: 8/23/2021
 Property Type: Office
 # of Buildings: 1

Building Area: 3,193
 Number of Units: 1
 Property Age: 111 Years
 Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0 SITE CONDITIONS										
2.1	Site Features	None								
2.2	Landscaping / Improvements	None								
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	7,560	\$0.22	25.0%	\$0.27	square foot		\$2,067.85	Pavement is cracked and settled with worn striping throughout
2.4	Amenities	None								
2.5	Utilities	None								
3.0 STRUCTURE										
3.1	Substructure	Repointing/Sealing brick foundation	1	\$4,000.00	25.0%	\$5,000.00	allowance	\$5,000.00		Planned capex per town. Cost provided by town. Water observed in basement at area of cracked foundation.
3.2	Substructure	Repointing/Sealing brick foundation	1	\$4,000.00	25.0%	\$5,000.00	allowance	\$5,000.00		Planned capex per town. Cost provided by town. Water observed in basement at area of cracked foundation.
3.3	Superstructure	None								
4.0 BUILDING ENVELOPE										
4.2	Facades	Exterior painting (concrete/brick)	1,500	\$0.76	25.0%	\$0.95	square foot		\$1,426.24	Chipped paint around brick foundation
4.3	Windows and Doors	Replace operable wood-frame insulated windows (medium)	5	\$404.30	25.0%	\$505.37	each		\$2,526.85	Some windows are single pane/uninsulated and past expected useful life
5.0 BUILDING INTERIORS										
5.1	Bsmt/Attic	None								
5.2	Interior F & C	Repair former water stained ceilings	1	\$500.00	25.0%	\$625.00	Allowance		\$625.00	Ceiling staining observed in various basement locations. Apparent water infiltration appears fixed.
6.0 ACCESSIBILITY										
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$500.00	25.0%	\$625.00	Allowance		\$625.00	Per Limited Accessibility Compliance Checklist.
7.0 BUILDING SYSTEMS										
7.1	Plumbing	None								
7.2	HVAC	None								
7.3	Electric	Remove infiltrated water from electric room in basement	1		25.0%		Action Item			During site visit standing water was present in the electrical room, creating a shock hazard.
7.4	F/L Safety	None								
8.0 MUNICIPAL RESEARCH										
		None Recommended.								
9.0 NATURAL HAZARDS										
		None Recommended.								
								DEFERRED MAINTENANCE:	CRITICAL	NON-CRITICAL
									\$10,000	\$7,271
								TOTAL:	\$17,271	

Table 2 - Capital Needs Over the Term

05 - IT/Facilities Maintenance Building
 16 Main Street
 Wilbraham, MA
 EBI Project No. 1321000388

Site Survey Date: 7/16/2021
 Report Date: 8/23/2021
 Property Type: Office
 Number of Buildings: 1

Building Area: 3,193
 Number of Units: 1
 Property Age: 111 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM															
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031																
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10																
2.0	SITE CONDITIONS																																					
2.1	Site Features	None	-																																			
2.2	Landscaping / Improvements	None	-																																			
2.3	Pavement/ Parking	Mill and overlay asphalt pavement	25	20	5	7,560	7,560	\$0.53	25.0%	\$0.67	square foot	\$5,033											\$5,033															
3.0	STRUCTURE																																					
		None Recommended.																																				
4.0	BUILDING ENVELOPE																																					
4.1	Roof	None																																				
4.2	Facades	Exterior painting (concrete/brick)	10	1	9	1,830	1,830	\$0.76	25.0%	\$0.95	square foot	\$1,740											\$1,740															
4.3	Windows and Doors	Renew/recaulk windows and doors	15	10	5	240	240	\$3.65	25.0%	\$4.56	linear foot	\$1,095										1,740	\$1,095															
4.3	Windows and Doors	Replace residential metal garage doors (single-car)	30	25	5	3	3	\$1,323.34	25.0%	\$1,654.18	each	\$4,963											\$4,963															
5.0	BUILDING INTERIORS																																					
		None Recommended.																																				
6.0	ACCESSIBILITY																																					
		None Recommended.																																				
7.0	BUILDING SYSTEMS																																					
7.1	Plumbing	Replace residential electric water heater (30-50 gal.)	15	7	8	1	1	\$2,672.73	25.0%	\$3,340.91	each	\$3,341											3,341	\$3,341														
7.2	HVAC	Replace gas/oil-fired HW boiler (203 MBH)	30	25	5	1	1	\$39,692.91	25.0%	\$49,616.13	each	\$49,616												\$49,616														
7.4	F/L Safety	Replace central fire alarm panel/command center	25	18	7	1	1	\$6,616.70	25.0%	\$8,270.88	each	\$8,271												\$8,271														
7.5	Elevators	None	-																																			
8.0	MUNICIPAL RESEARCH																																					
		None Recommended.																																				
9.0	NATURAL HAZARDS																																					
		None Recommended.																																				
ANNUAL RECOMMENDATIONS, UNINFLATED																																						
INFLATION FACTOR, IN PERCENTAGE 1.030												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%																	
ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE																																						
Notes:																																						
1.																																						
Notes:																																						
1.																																						
PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR																																						
INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR																																						
PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR																																						
INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR																																						

Capital Needs Assessment

<i>Property Name:</i> 06 - Public Works/DPW		<i>Property Type:</i> Office		
<i>Address:</i> 2721 Boston Road		<i>Property Age:</i> 32 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> July 16, 2021		<i>Square Feet:</i> 9,300		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements		\$1,367	
2.3	Pavement and Parking		\$9,478	\$18,955
2.4	Site Amenities			
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing		\$31,686	
4.2	Facades		\$1,663	\$1,663
4.3	Windows & Doors		\$4,333	\$12,129
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components	\$250		
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$688	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			
7.2	HVAC			
7.3	Building Electrical	\$1,954		\$5,861
7.4	Building & Site Fire/Life Safety			\$8,271
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$2,204	\$49,215	\$46,879
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$0.50	\$4,687.93	\$46,879
Inflated Value of Capital Needs Cost Estimate		\$0.59	\$5,510.15	\$55,101
Critical Repairs Cost Estimate		\$2,204		
Non-Critical Repairs Cost Estimate			\$49,215	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$51,418		

Table 1 - Critical and Non-Critical Repairs

06 - Public Works/DPW
2721 Boston Road
Wilbraham, MA 01095

Site Survey Date: 7/16/2021
Report Date: 8/23/2021
Property Type: Office
of Buildings: 5

Building Area: 9,300
Number of Units: 1
Property Age: 32 Years
Analysis Term: 10 years

EBI Project No. 1321000388

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0 SITE CONDITIONS										
2.1	Site Features	None								
2.2	Landscaping / Improvements	Replace pylon sign	1	\$1,093.58	25.0%	\$1,366.97	each		\$1,366.97	Worn pylon sign with deteriorated wood planking
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	34,650	\$0.22	25.0%	\$0.27	square foot		\$9,477.64	Pavement is cracked with somewhat worn striping throughout
2.4	Site Amenities	Complete new storage building (Action Item)	1		25.0%		Action Item			New storage building currently under construction with no occupancy permit yet
3.0 STRUCTURE										
		None Recommended.								
4.0 BUILDING ENVELOPE										
4.1	Roof	Asphalt shingle roof replacement	4,650	\$5.45	25.0%	\$6.81	square foot		\$31,686.45	Two outbuilding roofs appear worn with some dislodged shingles
4.2	Facades	Exterior painting (wood/plywood siding)	1,680	\$0.79	25.0%	\$0.99	square foot		\$1,663.03	Paint is worn at rear of main building
4.3	Windows and Doors	Renew/recaulk windows and doors	950	\$3.65	25.0%	\$4.56	linear foot		\$4,333.08	Window sealant appears worn throughout
5.0 BUILDING INTERIORS										
5.1	Bsmt/Attic	None								
5.2	Interior F & C	Replace stained ceiling tiles	1	\$200.00	25.0%	\$250.00	allowance	\$250.00		Stained ceiling tiles in main office
6.0 ACCESSIBILITY										
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$550.00	25.0%	\$687.50	Allowance		\$687.50	Per Limited Accessibility Compliance Checklist.
7.0 BUILDING SYSTEMS										
7.1	Plumbing	Sanitary line replacement	1	TBD	25.0%		Action item	TBD		Reportedly, sewer line has crack that is causing water infiltration in the building. Town has existing plans to replace.
7.3	Electric	Remove storage within 36" of electrical panels	1		25.0%		Action Item			Storage within 36" of electrical equipment is a fire hazard
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	each	\$1,953.75		No known IR survey completed within the past 2 years
7.4	F/L Safety	None								
7.5	Elevators	None								
8.0 MUNICIPAL RESEARCH										
		None Recommended.								
9.0 NATURAL HAZARDS										
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$2,204	\$49,215	
TOTAL:								\$51,418		

Table 2 - Capital Needs Over the Term

06 - Public Works/DPW
 2721 Boston Road
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 7/16/2021
 Report Date: 8/23/2021
 Property Type: Office
 Number of Buildings: 5

Building Area: 9,300
 Number of Units: 1
 Property Age: 32 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM		
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031			
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10			
2.0	SITE CONDITIONS																								
2.1	Site Features	None	-																						
2.2	Landscaping / Improvements	None	-																						
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5	1	4	69,300	34,650	\$0.22	25.0%	\$0.27	square foot	\$9,478										9,478	\$18,955		
3.0	STRUCTURE																								
		None Recommended.																							
4.0	BUILDING ENVELOPE																								
4.1	Roof	None																							
4.2	Facades	Exterior painting (wood/plywood siding)	8	1	7	1,680	1,680	\$0.79	25.0%	\$0.99	square foot	\$1,663					1,663						\$1,663		
4.3	Windows and Doors	Replace residential metal garage doors (double-car)	30	var		6	2	\$1,617.18	25.0%	\$2,021.48	each	\$4,043			4,043	4,043	4,043						\$12,129		
5.0	BUILDING INTERIORS																								
		None Recommended.																							
6.0	ACCESSIBILITY																								
		None Recommended.																							
7.0	BUILDING SYSTEMS																								
7.1	Plumbing	None	-																						
7.2	HVAC	None	-																						
7.3	Electric	None	-																						
7.3	Electric	None	-																						
7.3	Electric	None	-																						
7.3	Electric	Perform IR survey	-	1		3	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,954			1,954		1,954					1,954	\$5,861		
7.4	F/L Safety	Replace central fire alarm panel/command center	25	18	7	1	1	\$6,616.70	25.0%	\$8,270.88	each	\$8,271					8,271						\$8,271		
8.0	MUNICIPAL RESEARCH																								
		None Recommended.																							
9.0	NATURAL HAZARDS																								
		None Recommended.																							
												ANNUAL RECOMMENDATIONS, UNINFLATED													
														1,954	9,478	4,043	5,997	13,977					11,431		\$46,879
												INFLATION FACTOR, IN PERCENTAGE 1.030													
												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%				
												ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE													
														\$2,073	\$10,356	\$4,550	\$6,952	\$16,689				\$14,481		\$55,101	
Notes:												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$0.50			
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$0.59			
Notes:												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$4,688			
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$5,510			

Capital Needs Assessment

<i>Property Name:</i> 01 - Soule Road School		<i>Property Type:</i> School		
<i>Address:</i> 300 Soule Road		<i>Property Age:</i> 51 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> July 28, 2021		<i>Square Feet:</i> 53,500		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements	\$371	\$1,367	\$2,301
2.3	Pavement and Parking		\$53,258	\$43,764
2.4	Site Amenities			\$17,410
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing	\$1,109,696		
4.2	Facades		\$19,495	
4.3	Windows & Doors			\$128,666
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components	\$625		\$432,316
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$750	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			\$26,258
7.2	HVAC		\$62,134	\$19,538
7.3	Building Electrical	\$1,954	\$29,404	\$5,861
7.4	Building & Site Fire/Life Safety			
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$1,112,646	\$166,407	\$676,114
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$1.26	\$67,611.39	\$676,114
Inflated Value of Capital Needs Cost Estimate		\$1.45	\$77,336.22	\$773,362
Critical Repairs Cost Estimate		\$1,112,646		
Non-Critical Repairs Cost Estimate			\$166,407	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$1,279,053		

Table 1 - Critical and Non-Critical Repairs

01 - Soule Road School
300 Soule Road
Wilbraham, MA 01095
EBI Project No. 1321000388

Site Survey Date: 7/28/2021
Report Date: 8/23/2021
Property Type: School
of Buildings: 1

Building Area: 53,500
Number of Units: 1
Property Age: 51 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	Non-Critical Repair?	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0 SITE CONDITIONS											
2.1	Site Features	None									
2.2	Landscaping / Improvements	Repair trip hazards - concrete sidewalks	1	\$296.97	25.0%	\$371.21	each	\$371.21			Spalled area of concrete sidewalk at main entrance
2.2	Landscaping / Improvements	Replace pylon sign	1	\$1,093.58	25.0%	\$1,366.97	each		✓	\$1,366.97	Signage is worn with chipping paint
2.3	Pavement/ Parking	Mill and overlay asphalt pavement	80,000	\$0.53	25.0%	\$0.67	square foot		✓	\$53,257.78	Pavement is cracked and settled throughout
2.4	Amenities	None									
2.5	Utilities	None									
3.0 STRUCTURE											
		None Recommended.									
4.0 BUILDING ENVELOPE											
4.1	Roof	TPO 60 mil roof replacement	59,400	\$14.95	25.0%	\$18.68	square foot	\$1,109,696.40			Roof is past expected useful life
4.2	Facades	Clean and repoint deteriorated brick mortar	1	\$1,000.00	25.0%	\$1,250.00	allowance		✓	\$1,250.00	Deteriorated mortar at brick chimney
4.2	Facades	Renew/recaulk windows and doors	4,000	\$3.65	25.0%	\$4.56	linear foot		✓	\$18,244.55	Sealants are worn and deteriorated
4.3	Windows and Doors	None									
5.0 BUILDING INTERIORS											
5.1	Bsmt/Attic	None									
5.2	Interior F & C	Repair water stained ceiling tiles	1	\$500.00	25.0%	\$625.00	allowance	\$625.00			Water stained ceiling tiles at main entrance lobby. Per site contact the water source has been mitigated
6.0 ACCESSIBILITY											
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$600.00	25.0%	\$750.00	Allowance		✓	\$750.00	Per Limited Accessibility Compliance Checklist.
7.0 BUILDING SYSTEMS											
7.1	Plumbing	None									
7.2	HVAC	Replace rooftop package unit (15-ton) - 100% OA, Single Zone	1	\$32,125.38	25.0%	\$40,156.73	each		✓	\$40,156.73	Condenser utilizes R-22 refrigerant and is past expected useful life
7.2	HVAC	Replace Compressor/Condenser Unit (3 ton) - Air Cooled	1	\$17,581.67	25.0%	\$21,977.08	each		✓	\$21,977.08	Condenser utilizes R-22 refrigerant and is past expected useful life
7.3	Electric	Gas-Fired Emergency Generator (35 kW)	1	\$23,523.15	25.0%	\$29,403.94	each		✓	\$29,403.94	Generator is past expected useful life
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,953.75			No known IR survey completed within the past 2 years
7.4	F/L Safety	None									
7.5	Elevators	None									
8.0 MUNICIPAL RESEARCH											
		None Recommended.									
9.0 NATURAL HAZARDS											
		None Recommended.									
								DEFERRED MAINTENANCE:			
								CRITICAL		NON-CRITICAL	
								\$1,112,646		\$166,407	
								TOTAL:		\$1,279,053	

Table 2 - Capital Needs Over the Term

01 - Soule Road School
 300 Soule Road
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 7/28/2021
 Report Date: 8/23/2021
 Property Type: School
 Number of Buildings: 1

Building Area: 53,500
 Number of Units: 1
 Property Age: 51 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM											
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031												
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10												
2.0	SITE CONDITIONS																																	
2.1	Site Features	None	-																															
2.2	Landscaping / Improvements	Routine concrete sidewalk repairs (LF)	50	var		150	17	\$7.29	25.0%	\$9.12	linear foot	\$152		152	152	152	152	152	152	152	152	152	\$1,370											
2.2	Landscaping / Improvements	Repair areas of deteriorated/damaged asphalt sidewalk	25	var		495	55	\$1.50	25.0%	\$1.88	square foot	\$103		103	103	103	103	103	103	103	103	103	\$931											
2.3	Pavement / Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5	1	4	160,000	80,000	\$0.22	25.0%	\$0.27	square foot	\$21,882									21,882		\$43,764											
2.4	Amenities	Replace playground equipment	10	var		1	1	\$8,336.00	25.0%	\$10,420.00	each	\$10,420											\$10,420											
2.4	Amenities	Mill and overlay asphalt pavement	25	var		10,500	10,500	\$0.53	25.0%	\$0.67	square foot	\$6,990			6,990									\$6,990										
3.0	STRUCTURE																																	
		None Recommended.																																
4.0	BUILDING ENVELOPE																																	
4.1	Roof	None	-																															
4.2	Facades	None	-																															
4.3	Windows and Doors	None	-																															
4.3	Windows and Doors	Replace operable metal-framed insulated windows (medium)	35	var		200	50	\$514.66	25.0%	\$643.33	each	\$32,167			32,167	32,167	32,167	32,167						\$128,666										
5.0	BUILDING INTERIORS																																	
5.1	Bsmt/Attic	None	-																															
5.2	Interior F & C	Common area refurbishment - psf	8	var		48,150	5,350	\$6.75	25.0%	\$8.44	square foot	\$45,141		45,141	45,141	45,141	45,141	45,141	45,141	45,141	45,141	45,141	45,141	\$406,266										
5.2	Interior F & C	Kitchen refurbishment (commercial)	8	var		2,000	1,000	\$10.42	25.0%	\$13.03	square foot	\$13,025			13,025	13,025								\$26,050										
6.0	ACCESSIBILITY																																	
		None Recommended.																																
7.0	BUILDING SYSTEMS																																	
7.1	Plumbing	Replace Shell-Type HX (55 GPM) Liquid to Liquid	20	var		2	2	\$10,503.36	25.0%	\$13,129.20	each	\$26,258		26,258										\$26,258										
7.2	HVAC	HVAC component replacement	3	1	2	3	1	\$5,210.00	25.0%	\$6,512.50	allowance per year	\$6,513		6,513		6,513			6,513					\$19,538										
7.3	Electric	Perform IR survey	-			3	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,954			1,954						1,954			\$5,861										
7.4	F/L Safety	None	-																															
7.5	Elevators	None	-																															
8.0	MUNICIPAL RESEARCH																																	
		None Recommended.																																
9.0	NATURAL HAZARDS																																	
		None Recommended.																																
ANNUAL RECOMMENDATIONS, UNINFLATED																																		
INFLATION FACTOR, IN PERCENTAGE 1.030												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%													
ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE												\$80,512	\$91,775	\$122,899	\$121,015	\$92,182	\$54,206	\$63,841	\$87,701	\$59,232	\$773,362													
Notes:												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR																						
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR																						
Notes:												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR																						
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR																						

Capital Needs Assessment

Property Name: 08 - Wilbraham Middle School		Property Type: School		
Address: 466 Stony Hill Road		Property Age: 53 Years		
City and State: Wilbraham, MA		No. of Units or Tenants: 1		
Site Survey Date: July 28, 2021		Square Feet: 99,750		
Report Date: August 23, 2021		Analysis Term (Yrs.): 10 Years		
EBI Project #: 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements	\$5,215		\$4,103
2.3	Pavement and Parking		\$53,258	\$43,764
2.4	Site Amenities	\$18,750	\$45,269	
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing			
4.2	Facades			
4.3	Windows & Doors		\$2,662	\$3,556
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components	\$12,500		\$796,552
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$1,375	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			\$7,319
7.2	HVAC			
7.3	Building Electrical	\$1,954		\$5,861
7.4	Building & Site Fire/Life Safety			\$8,271
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$38,419	\$102,564	\$869,426
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$0.87	\$86,942.57	\$869,426
Inflated Value of Capital Needs Cost Estimate		\$1.01	\$101,063.78	\$1,010,638
Critical Repairs Cost Estimate		\$38,419		
Non-Critical Repairs Cost Estimate			\$102,564	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$140,983		

Table 1 - Critical and Non-Critical Repairs

08 - Wilbraham Middle School
466 Stony Hill Road
Wilbraham, MA
EBI Project No. 1321000388

Site Survey Date: 7/28/2021
Report Date: 8/23/2021
Property Type: School
of Buildings: 1

Building Area: 99,750
Number of Units: 1
Property Age: 53 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0 SITE CONDITIONS										
2.1	Site Features	None								
2.2	Landscaping / Improvements	Replace 4' chain-link fence	400	\$10.43	25.0%	\$13.04	linear foot	\$5,215.21		Section of fencing that is severely out of plumb with dislodged mesh along east side of baseball field
2.3	Pavement/ Parking	Mill and overlay asphalt pavement	80,000	\$0.53	25.0%	\$0.67	square foot		\$53,257.78	Pavement is cracked and settled throughout except for the recently repaved circle/drop off area
2.4	Amenities	Mill and overlay asphalt pavement	68,000	\$0.53	25.0%	\$0.67	square foot		\$45,269.11	Sport court, north of the building, is cracked throughout
2.4	Amenities	Façade repairs at soccer pavillion	1	\$15,000.00	25.0%	\$18,750.00	allowance	\$18,750.00		Dislodged and worn siding with chipped paint throughout soccer pavillion, at south end of school property
3.0 STRUCTURE										
		None Recommended.								
4.0 BUILDING ENVELOPE										
4.3	Windows and Doors	Replace exterior metal insulated doors	4	\$532.46	25.0%	\$665.58	each		\$2,662.31	Rust and worn finish observed on rear exterior doors on the north and south sides
5.0 BUILDING INTERIORS										
5.1	Bsmt/Attic	None								
5.2	Interior F & C	Repair falling ceiling in locker room	1	\$10,000.00	25.0%	\$12,500.00	allowance	\$12,500.00		Dislodged ceiling creates falling hazard in locker room
6.0 ACCESSIBILITY										
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$1,100.00	25.0%	\$1,375.00	Allowance		\$1,375.00	Per Limited Accessibility Compliance Checklist.
7.0 BUILDING SYSTEMS										
7.1	Plumbing	None								
7.2	HVAC	None								
7.3	Electric	Remove stored materials within 36" of electrical equipment	1		25.0%		Action Item			Stored equipment within 36" of the electrical equipment is a fire hazard
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,953.75		No known IR survey completed within the past 2 years
7.4	F/L Safety	None								
7.5	Elevators	None								
8.0 MUNICIPAL RESEARCH										
		None Recommended.								
9.0 NATURAL HAZARDS										
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
								\$38,419	\$102,564	
TOTAL:								\$140,983		

Table 2 - Capital Needs Over the Term

08 - Wilbraham Middle School
 466 Stony Hill Road
 Wilbraham, MA
 EBI Project No. 1321000388

Site Survey Date: 7/28/2021
 Report Date: 8/23/2021
 Property Type: School
 Number of Buildings: 1

Building Area: 99,750
 Number of Units: 1
 Property Age: 53 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	
2.0	SITE CONDITIONS																						
2.1	Site Features	None	-																				
2.2	Landscaping / Improvements	Routine asphalt sidewalk repairs (LF)	25	var		450	50	\$7.29	25.0%	\$9.12	linear foot	\$456		456	456	456	456	456	456	456	456	456	\$4,103
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5	1	4	160,000	80,000	\$0.22	25.0%	\$0.27	square foot	\$21,882									21,882		\$43,764
2.4	Amenities	None	-																				
2.5	Utilities	None	-																				
3.0	STRUCTURE																						
		None Recommended.																					
4.0	BUILDING ENVELOPE																						
4.1	Roof	None	-																				
4.2	Facades	None	-																				
4.3	Windows and Doors	Replace residential wood garage doors (single-car)	30	var		2	2	\$1,422.33	25.0%	\$1,777.91	each	\$3,556			3,556								\$3,556
5.0	BUILDING INTERIORS																						
5.2	Interior F & C	Common area refurbishment - psf	8	var		89,775	9,975	\$6.75	25.0%	\$8.44	square foot	\$84,164		84,164	84,164	84,164	84,164	84,164	84,164	84,164	84,164	84,164	\$757,477
5.2	Interior F & C	Kitchen refurbishment (commercial)	8	var		3,000	1,500	\$10.42	25.0%	\$13.03	square foot	\$19,538				19,538	19,538						\$39,075
6.0	ACCESSIBILITY																						
		None Recommended.																					
7.0	BUILDING SYSTEMS																						
7.1	Plumbing	Replace commercial electric water heater (50 - 99 gal.)	15	13	2	1	1	\$5,855.47	25.0%	\$7,319.33	each	\$7,319		7,319									\$7,319
7.3	Electric	Perform IR survey	-	1		3	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,954			1,954						1,954		\$5,861
7.4	F/L Safety	Replace central fire alarm panel/command center	25	15	10	1	1	\$6,616.70	25.0%	\$8,270.88	each	\$8,271										8,271	\$8,271
7.5	Elevators	None	-																				
8.0	MUNICIPAL RESEARCH																						
		None Recommended.																					
9.0	NATURAL HAZARDS																						
		None Recommended.																					
ANNUAL RECOMMENDATIONS, UNINFLATED													91,939	90,130	106,502	104,157	106,111	84,620	84,620	108,456	92,891	\$869,426	
INFLATION FACTOR, IN PERCENTAGE 1.030												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%		
ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE													\$94,697	\$95,618	\$116,378	\$117,230	\$123,012	\$101,041	\$104,072	\$137,388	\$121,201	\$1,010,638	
Notes:																							
1.												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR											
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR											
1.												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR											
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR											

Capital Needs Assessment

<i>Property Name:</i> Memorial Elementary School		<i>Property Type:</i> School		
<i>Address:</i> 318 Main Street		<i>Property Age:</i> 71 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> July 16, 2021		<i>Square Feet:</i> 48,895		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Immediate Repairs	Short Term Repairs	Replacement Reserves
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements	\$1,992	\$33,839	\$23,890
2.3	Pavement and Parking		\$42,779	\$35,153
2.4	Site Amenities			
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure	\$7,164		
4.0 BUILDING ENVELOPE				
4.1	Roofing	\$5,625	\$761,882	
4.2	Facades	\$6,250	\$8,909	\$8,909
4.3	Windows & Doors	\$1,017		\$13,683
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components		\$379,688	\$57,973
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$1,588	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			\$3,146
7.2	HVAC		\$45,379	\$19,538
7.3	Building Electrical	\$1,954		\$5,861
7.4	Building & Site Fire/Life Safety			\$8,271
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$24,002	\$1,274,063	\$176,425
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$0.36	\$17,642.49	\$176,425
Inflated Value of Capital Needs Cost Estimate		\$0.42	\$20,355.14	\$203,551
Immediate Repairs Cost Estimate		\$24,002		
Short Term Repairs Cost Estimate			\$1,274,063	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$1,298,066		

Table 1 -Critical and Non Critical Repairs

Memorial Elementary School
 318 Main Street
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 7/16/2021
 Report Date: 8/23/2021
 Property Type: School
 # of Buildings: 1

Building Area: 48,895
 Number of Units: 1
 Property Age: 71 Years
 Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON-CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0 SITE CONDITIONS										
		None Recommended.								
2.1	Site Features	None								
2.2	Landscaping / Improvements	Repair trip hazards - concrete sidewalks	1	\$296.97	25.0%	\$371.21	each	\$371.21		Trip hazards with overgrown vegetation at sidewalk
2.2	Landscaping / Improvements	Repair trip hazards - asphalt sidewalks	1	\$296.97	25.0%	\$371.21	each	\$371.21		Trip hazards with overgrown vegetation at sidewalk
2.2	Landscaping / Improvements	Repair cable fence	1	\$1,000.00	25.0%	\$1,250.00	allowance	\$1,250.00		Cable is loose along main entrance fencing
2.2	Landscaping / Improvements	Repair areas of deteriorated/damaged asphalt sidewalk	18,000	\$1.50	25.0%	\$1.88	square foot		\$33,838.95	Cracking an vegetative overgrowth in asphalt hardscape along south side of building
2.3	Pavement/ Parking	Mill and overlay asphalt pavement	64,260	\$0.53	25.0%	\$0.67	square foot		\$42,779.31	Pavement is cracked and settled throughout
3.0 STRUCTURE										
3.1	Substructure	None								
3.2	Substructure	None								
3.3	Superstructure	Inspection and report by structural engineer	1	\$5,731.00	25.0%	\$7,163.75	allowance	\$7,163.75		Inspection by roof consultant and apparent of wood joists at water damaged area of auditorium
3.3	Superstructure	Completion of structural engineer recommended repairs	1		25.0%		TBD			Complete any resulting repair from roof consultant inspection
4.0 BUILDING ENVELOPE										
4.1	Roof	Inspection and report by roof consultant	1	\$4,500.00	25.0%	\$5,625.00	allowance	\$5,625.00		Inspect areas of roofing that are near active water infiltration within the building
4.1	Roof	Perform Necessary Repairs - per roof report	1		25.0%		TBD			
4.1	Roof	TPO 60 mil roof replacement	16,800	\$14.95	25.0%	\$18.68	square foot		\$313,853.53	Roof is past expected useful life
4.1	Roof	Architectural shingle roof replacement	7,500	\$6.60	25.0%	\$8.25	square foot		\$61,839.67	Roof is past expected useful life
4.1	Roof	EPDM roof replacement	24,000	\$12.87	25.0%	\$16.09	square foot		\$386,189.17	Roof is past expected useful life
4.2	Facades	Repair brick chimney	1	\$5,000.00	25.0%	\$6,250.00	allowance	\$6,250.00		Significant step cracking at brick chimney
4.2	Facades	Exterior painting (wood/plywood siding)	9,000	\$0.79	25.0%	\$0.99	square foot		\$8,909.10	Painted siding is worn and fading throughout
4.3	Windows and Doors	Replace fixed metal-framed insulated windows (large)	2	\$406.90	25.0%	\$508.63	each	\$1,017.25		Broken windows at auditorium
5.0 BUILDING INTERIORS										
5.1	Bsmt/Attic	None								
5.2	Interior F & C	Common area refurbishment - psf	45,000	\$6.75	25.0%	\$8.44	square foot		\$379,687.50	Composite allowance unit cost to refurbish interior spaces taking into account differential needs of classrooms and common areas.
6.0 ACCESSIBILITY										
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$1,270.00	25.0%	\$1,587.50	Allowance		\$1,587.50	Per Limited Accessibility Compliance Checklist.
7.0 BUILDING SYSTEMS										
7.1	Plumbing	Repair drinking water fountains (Action Item)	1		25.0%	TBD	Action Item			Drinking water fountains were not working during site visit
7.2	HVAC	Replace air-cooled condensing unit (3.0 - 4.5 tons)	1	\$4,302.89	25.0%	\$5,378.61	each		\$5,378.61	Condenser utilizes R-22 refrigerant and is past expected useful life

Table 1 -Critical and Non Critical Repairs

Memorial Elementary School
 318 Main Street
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 7/16/2021
 Report Date: 8/23/2021
 Property Type: School
 # of Buildings: 1

Building Area: 48,895
 Number of Units: 1
 Property Age: 71 Years
 Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON-CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION	
7.2	HVAC	Replace AHU (3.5 ton) - DX Cooling Only	1	\$32,000.00	25.0%	\$40,000.00	allowance		\$40,000.00	Planned capital improvement with estimate, per site contact	
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,953.75		No known IR survey completed within the past 2 years	
7.3	Electric	Remove decommissioned systems from site	1		25.0%		Allowance	Action item		Apparent decommissioned electrical equipment in basement	
7.4	F/L Safety	Complete annual fire alarm inspection	1		25.0%		Action Item			Provide current fire alarm inspection information	
7.4	F/L Safety	Complete current inspection for kitchen hood	1		25.0%		Action Item			Kitchen hood inspection is expired	
7.5	Elevators	None									
8.0 MUNICIPAL RESEARCH											
		None Recommended.									
9.0 NATURAL HAZARDS											
		None Recommended.									
								DEFERRED MAINTENANCE:	IMMEDIATE	SHORT TERM	
									\$24,002	\$1,274,063	
								TOTAL:	\$1,298,066		

Table 2 - Capital Needs Over the Term

Memorial Elementary School
 318 Main Street
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 7/16/2021
 Report Date: 8/23/2021
 Property Type: School
 Number of Buildings: 1

Building Area: 48,895
 Number of Units: 1
 Property Age: 71 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	
2.0	SITE CONDITIONS	None Recommended.																					
2.1	Site Features	None	-																				
2.2	Landscaping / Improvements	Repair areas of deteriorated/damaged asphalt sidewalk	25	var		585	65	\$1.50	25.0%	\$1.88	square foot	\$122		122	122	122	122	122	122	122	122	\$1,100	
2.2	Landscaping / Improvements	Repair areas of deteriorated/damaged concrete sidewalk	50	var		1,980	220	\$5.86	25.0%	\$7.32	square foot	\$1,610		1,610	1,610	1,610	1,610	1,610	1,610	1,610	1,610	\$14,494	
2.2	Landscaping / Improvements	Replace pole-mounted light fixture	20	unk		4	4	\$1,354.60	25.0%	\$1,693.25	each	\$6,773				6,773						\$6,773	
2.2	Landscaping / Improvements	Replace building-mounted light fixtures	20	unk		20	20	\$60.96	25.0%	\$76.20	each	\$1,524				1,524						\$1,524	
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5		5	128,520	64,260	\$0.22	25.0%	\$0.27	square foot	\$17,577				17,577					17,577	\$35,153	
3.0	STRUCTURE	None Recommended.																					
4.0	BUILDING ENVELOPE																						
4.1	Roof	None	-																				
4.2	Facades	None																					
4.2	Facades	Exterior painting (wood/plywood siding)	8		8	9,000	9,000	\$0.79	25.0%	\$0.99	square foot	\$8,909							8,909			\$8,909	
4.3	Windows and Doors	Renew sealants around windows	15	10	5	3,000	3,000	\$3.65	25.0%	\$4.56	linear foot	\$13,683				13,683						\$13,683	
5.0	BUILDING INTERIORS																						
5.1	Bsmt/Attic	None	-																				
5.2	Interior F & C	Common area refurbishment - psf	8	var		4,889	489	\$6.75	25.0%	\$8.44	square foot	\$4,126		4,126	4,126	4,126	4,126	4,126	4,126	4,126	4,126	\$37,133	
5.2	Interior F & C	None	-																				
5.2	Interior F & C	Kitchen refurbishment (commercial)	8	var		1,600	1,600	\$10.42	25.0%	\$13.03	square foot	\$20,840		20,840								\$20,840	
6.0	ACCESSIBILITY	None Recommended.																					
7.0	BUILDING SYSTEMS																						
7.1	Plumbing	Replace residential electric water heater (<30 gal.)	15	10	5	1	1	\$1,443.17	25.0%	\$1,803.96	each	\$1,804				1,804						\$1,804	
7.1	Plumbing	Replace DHW Storage Tank (< 200 Gal.)	20	15	5	1	1	\$1,073.26	25.0%	\$1,341.58	each	\$1,342				1,342						\$1,342	
7.2	HVAC	HVAC component replacement	3		3	3	1	\$5,210.00	25.0%	\$6,512.50	allowance per year	\$6,513			6,513		6,513			6,513		\$19,538	
7.3	Electric	Perform IR survey	-			3	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,954		1,954		1,954				1,954		\$5,861	
7.4	F/L Safety	Replace central fire alarm panel/command center	25	20	5	1	1	\$6,616.70	25.0%	\$8,270.88	each	\$8,271				8,271					1,954	\$8,271	
7.5	Elevators	None	-																				
8.0	MUNICIPAL RESEARCH	None Recommended.																					
9.0	NATURAL HAZARDS	None Recommended.																					
												ANNUAL RECOMMENDATIONS, UNINFLATED										\$176,425	
												INFLATION FACTOR, IN PERCENTAGE 1.030											
												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%		
												ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE										\$203,551	
Notes:												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$0.36	
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$0.42	
Notes:												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$17,642	
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$20,355	

Capital Needs Assessment

<i>Property Name:</i> 10 - Mile Tree Elementary School		<i>Property Type:</i> School		
<i>Address:</i> 625 Main Street		<i>Property Age:</i> 58 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> July 28, 2021		<i>Square Feet:</i> 43,645		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements	\$2,928		\$29,987
2.3	Pavement and Parking		\$8,641	\$17,281
2.4	Site Amenities			\$10,420
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing		\$807,893	
4.2	Facades			
4.3	Windows & Doors			\$9,122
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			\$357,479
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$250	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			
7.2	HVAC		\$21,033	\$39,075
7.3	Building Electrical	\$1,954		\$5,861
7.4	Building & Site Fire/Life Safety	\$5,861		\$8,271
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$10,743	\$837,816	\$477,497
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$1.09	\$47,749.74	\$477,497
Inflated Value of Capital Needs Cost Estimate		\$1.26	\$55,154.87	\$551,549
Critical Repairs Cost Estimate		\$10,743		
Non-Critical Repairs Cost Estimate			\$837,816	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$848,559		

Table 1 - Critical and Non-Critical Repairs

10 - Mile Tree Elementary School
625 Main Street
Wilbraham, MA 01095
EBI Project No. 1321000388

Site Survey Date: 7/28/2021
Report Date: 8/23/2021
Property Type: School
of Buildings: 1

Building Area: 43,645
Number of Units: 1
Property Age: 58 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0 SITE CONDITIONS										
2.1	Site Features	None								
2.2	Landscaping / Improvements	Repair areas of deteriorated/damaged concrete sidewalk	400	\$5.86	25.0%	\$7.32	square foot	\$2,928.02		Spalled concrete edges at front entrance sidewalk creating trip hazards
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	31,590	\$0.22	25.0%	\$0.27	square foot		\$8,640.65	Cracked pavement throughout
3.0 STRUCTURE										
		None Recommended.								
4.0 BUILDING ENVELOPE										
4.1	Roof	TPO 60 mil roof replacement	33,645	\$14.95	25.0%	\$18.68	square foot		\$628,547.73	Roof is past expected useful life with worn patches
4.1	Roof	Built-up roof replacement	9,600	\$14.95	25.0%	\$18.68	square foot		\$179,344.87	Roof is past expected useful life
4.2	Facades	None								
4.3	Windows and Doors	None								
5.0 BUILDING INTERIORS										
		None Recommended.								
6.0 ACCESSIBILITY										
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$200.00	25.0%	\$250.00	Allowance		\$250.00	Per Limited Accessibility Compliance Checklist.
7.0 BUILDING SYSTEMS										
7.1	Plumbing	None								
7.2	HVAC	Replace Compressor/Condenser Unit (1.5 ton) - Air Cooled	1	\$16,826.22	25.0%	\$21,032.77	each		\$21,032.77	Condenser utilizes R-22 refrigerant and is past expected useful life
7.3	Electric	Remove storage within 36" of electrical equipment								
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,953.75		No known IR survey completed within the past 2 years
7.4	F/L Safety	Provide data plates on sprinkler risers	1		25.0%		Action Item			No data plates observed on sprinkler risers
7.4	F/L Safety	Complete NFPA 5-year sprinkler system test	1	\$4,689.00	25.0%	\$5,861.25	Allowance	\$5,861.25		5-year sprinkler test information not provided
7.5	Elevators	None								
8.0 MUNICIPAL RESEARCH										
		None Recommended.								
9.0 NATURAL HAZARDS										
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$10,743	\$837,816	
TOTAL:								\$848,559		

Table 2 - Capital Needs Over the Term

10 - Mile Tree Elementary School
 625 Main Street
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 7/28/2021
 Report Date: 8/23/2021
 Property Type: School
 Number of Buildings: 1

Building Area: 43,645
 Number of Units: 1
 Property Age: 58 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	
2.0	SITE CONDITIONS																						
2.1	Site Features	None	-																				
2.2	Landscaping / Improvements	Replace 4' chain-link fence	40	var		2,300	1,150	\$10.43	25.0%	\$13.04	linear foot	\$14,994											\$29,987
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5	1	4	63,180	31,590	\$0.22	25.0%	\$0.27	square foot	\$8,641										8,641	\$17,281
2.4	Amenities	Replace playground equipment	10	var		1	1	\$8,336.00	25.0%	\$10,420.00	each	\$10,420											\$10,420
3.0	STRUCTURE	None Recommended.																					
4.0	BUILDING ENVELOPE																						
4.1	Roof	None																					
4.2	Facades	None	-																				
4.3	Windows and Doors	Renew/recaulk windows and doors	15	var		2,000	2,000	\$3.65	25.0%	\$4.56	linear foot	\$9,122											\$9,122
5.0	BUILDING INTERIORS																						
5.1	Bsmt/Attic	None	-																				
5.2	Interior F & C	Common area refurbishment - psf	8			39,281	4,365	\$6.75	25.0%	\$8.44	square foot	\$36,825		36,825	36,825	36,825	36,825	36,825	36,825	36,825	36,825	36,825	\$331,429
5.2	Interior F & C	Kitchen refurbishment (commercial)	8	var		2,000	1,000	\$10.42	25.0%	\$13.03	square foot	\$13,025					13,025	13,025					\$26,050
6.0	ACCESSIBILITY																						
		None Recommended.																					
7.0	BUILDING SYSTEMS																						
7.1	Plumbing	None	-																				
7.2	HVAC	HVAC component replacement	3	1	2	6	2	\$5,210.00	25.0%	\$6,512.50	allowance per year	\$13,025		13,025								13,025	\$39,075
7.3	Electric	Perform IR survey	-	1		3	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,954			1,954							1,954	\$5,861
7.4	F/L Safety	Replace central fire alarm panel/command center	25	20	5	1	1	\$6,616.70	25.0%	\$8,270.88	each	\$8,271				8,271							\$8,271
8.0	MUNICIPAL RESEARCH																						
		None Recommended.																					
9.0	NATURAL HAZARDS																						
		None Recommended.																					
ANNUAL RECOMMENDATIONS, UNINFLATED													49,850	38,779	69,582	83,535	51,804	49,850	49,850	47,420	36,825	\$477,497	
INFLATION FACTOR, IN PERCENTAGE 1.030												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%		
ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE													\$51,346	\$41,141	\$76,034	\$94,019	\$60,055	\$59,524	\$61,310	\$60,070	\$48,049	\$551,549	
Notes:												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$1.09	
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$1.26	
Notes:												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$47,750	
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$55,155	

Capital Needs Assessment

<i>Property Name:</i> 11 - Stony Hill Elementary School		<i>Property Type:</i> School		
<i>Address:</i> 675 Stony Hill Road		<i>Property Age:</i> 68 Years		
<i>City and State:</i> Wilbraham, MA		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> July 28, 2021		<i>Square Feet:</i> 36,361		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements	\$1,485		
2.3	Pavement and Parking		\$16,608	\$13,648
2.4	Site Amenities		\$13,314	\$10,420
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing		\$679,287	
4.2	Facades		\$1,517	\$1,517
4.3	Windows & Doors		\$14,596	
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			\$295,654
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$781	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			
7.2	HVAC		\$61,649	\$39,075
7.3	Building Electrical	\$1,954		\$5,861
7.4	Building & Site Fire/Life Safety			\$8,271
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$3,439	\$787,753	\$374,446
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$1.03	\$37,444.59	\$374,446
Inflated Value of Capital Needs Cost Estimate		\$1.19	\$43,167.75	\$431,678
Critical Repairs Cost Estimate		\$3,439		
Non-Critical Repairs Cost Estimate			\$787,753	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$791,192		

Table 1 - Critical and Non-Critical Repairs

11 - Stony Hill Elementary School
675 Stony Hill Road
Wilbraham, MA
EBI Project No. 1321000388

Site Survey Date: 7/28/2021
Report Date: 8/23/2021
Property Type: School
of Buildings: 1

Building Area: 36,361
Number of Units: 1
Property Age: 68 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0 SITE CONDITIONS										
2.1	Site Features	None								
2.2	Landscaping / Improvements	Repair trip hazards - concrete sidewalks	4	\$296.97	25.0%	\$371.21	each	\$1,484.85		Trip hazards in spalled concrete sidewalk at rear entrance under overhang
2.3	Pavement/ Parking	Mill and overlay asphalt pavement	24,948	\$0.53	25.0%	\$0.67	square foot		\$16,608.44	Cracking, settlement, and potholes throughout parking lot
2.4	Amenities	Mill and overlay asphalt pavement	20,000	\$0.53	25.0%	\$0.67	square foot		\$13,314.44	Cracking and settlement throughout asphalt sport court play area
3.0 STRUCTURE										
		None Recommended.								
4.0 BUILDING ENVELOPE										
4.1	Roof	TPO 60 mil roof replacement	36,361	\$14.95	25.0%	\$18.68	square foot		\$679,287.38	Roof is past expected useful life
4.2	Facades	Exterior trim painting	1,280	\$0.95	25.0%	\$1.19	square foot		\$1,517.15	Paint on the exterior steel columns is worn and peeling
4.3	Windows and Doors	Renew/recaulk windows and doors	3,200	\$3.65	25.0%	\$4.56	linear foot		\$14,595.64	Worn and brittle sealants at window openings throughout
5.0 BUILDING INTERIORS										
		None Recommended.								
6.0 ACCESSIBILITY										
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$625.00	25.0%	\$781.25	Allowance		\$781.25	Per Limited Accessibility Compliance Checklist.
7.0 BUILDING SYSTEMS										
7.1	Plumbing	None								
7.2	HVAC	Replace rooftop package unit (10-ton) - 100% OA, Single Zone	2	\$24,659.45	25.0%	\$30,824.31	each		\$61,648.63	RTU likely utilizes R-22 refrigerant and is also past expected useful life
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,953.75		No known IR survey completed within the past 2 years
7.4	F/L Safety	None								
7.5	Elevators	None								
8.0 MUNICIPAL RESEARCH										
		None Recommended.								
9.0 NATURAL HAZARDS										
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$3,439	\$787,753	
TOTAL:								\$791,192		

Table 2 - Capital Needs Over the Term

11 - Stony Hill Elementary School
 675 Stony Hill Road
 Wilbraham, MA
 EBI Project No. 1321000388

Site Survey Date: 7/28/2021
 Report Date: 8/23/2021
 Property Type: School
 Number of Buildings: 1

Building Area: 36,361
 Number of Units: 1
 Property Age: 68 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM										
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031											
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10											
2.0	SITE CONDITIONS																																
2.1	Site Features	None	-																														
2.2	Landscaping / Improvements	None	-																														
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5	1	4	49,896	24,948	\$0.22	25.0%	\$0.27	square foot	\$6,824									6,824		\$13,648										
2.4	Amenities	Replace playground equipment	10	var		1	1	\$8,336.00	25.0%	\$10,420.00	each	\$10,420											\$10,420										
3.0	STRUCTURE																																
		None Recommended.																															
4.0	BUILDING ENVELOPE																																
4.1	Roof	None																															
4.2	Facades	Exterior trim painting	8	1	7	1,280	1,280	\$0.95	25.0%	\$1.19	square foot	\$1,517											\$1,517										
4.3	Windows and Doors	None	-																														
5.0	BUILDING INTERIORS																																
5.1	Bsmt/Attic	None	-																														
5.2	Interior F & C	Common area refurbishment - psf	8	var		32,725	3,636	\$6.75	25.0%	\$8.44	square foot	\$30,680		30,680	30,680	30,680	30,680	30,680	30,680	30,680	30,680	30,680	\$276,116										
5.2	Interior F & C	Kitchen refurbishment (commercial)	8	var		1,500	750	\$10.42	25.0%	\$13.03	square foot	\$9,769									9,769	9,769	\$19,538										
6.0	ACCESSIBILITY																																
		None Recommended.																															
7.0	BUILDING SYSTEMS																																
7.1	Plumbing	None	-																														
7.2	HVAC	HVAC component replacement	3	1	2	6	2	\$5,210.00	25.0%	\$6,512.50	allowance per year	\$13,025		13,025									\$39,075										
7.3	Electric	Perform IR survey	-			3	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,954			1,954								\$5,861										
7.4	F/L Safety	Replace central fire alarm panel/command center	25	22	3	1	1	\$6,616.70	25.0%	\$8,270.88	each	\$8,271			8,271								\$8,271										
7.5	Elevators	None	-																														
8.0	MUNICIPAL RESEARCH																																
		None Recommended.																															
9.0	NATURAL HAZARDS																																
		None Recommended.																															
ANNUAL RECOMMENDATIONS, UNINFLATED																																	
INFLATION FACTOR, IN PERCENTAGE 1.030												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%												
ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE												\$45,016	\$43,395	\$63,042	\$60,185	\$37,831	\$38,445	\$53,751	\$49,983	\$40,030													\$431,678
Notes:												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$1.03											
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$1.19											
Notes:												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$37,445											
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$43,168											

Capital Needs Assessment

<i>Property Name:</i> 12 - Public Library		<i>Property Type:</i> Library		
<i>Address:</i> 2 Crane Park Drive		<i>Property Age:</i> 53 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> July 28, 2021		<i>Square Feet:</i> 8,602		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements		\$183	
2.3	Pavement and Parking	\$10,066		\$8,271
2.4	Site Amenities			
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing		\$42,034	\$175,017
4.2	Facades	\$625		
4.3	Windows & Doors			\$4,652
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses	\$6,250		
5.2	Interior Finishes & Components			
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$369	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			\$5,633
7.2	HVAC		\$153,824	
7.3	Building Electrical	\$1,954		\$5,861
7.4	Building & Site Fire/Life Safety			\$8,271
7.5	Elevators & Conveying Systems			\$143,275
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$18,894	\$196,410	\$350,981
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$4.08	\$35,098.07	\$350,981
Inflated Value of Capital Needs Cost Estimate		\$4.42	\$38,007.78	\$380,078
Critical Repairs Cost Estimate		\$18,894		
Non-Critical Repairs Cost Estimate			\$196,410	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$215,304		

Table 1 - Critical and Non-Critical Repairs

12 - Public Library
2 Crane Park Drive
Wilbraham, MA 01095
EBI Project No. 1321000388

Site Survey Date: 7/28/2021
Report Date: 8/23/2021
Property Type: Library
of Buildings: 1

Building Area: 8,602
Number of Units: 1
Property Age: 53 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0 SITE CONDITIONS										
2.1	Site Features	None								
2.2	Landscaping / Improvements	Repair areas of deteriorated/damaged concrete sidewalk	25	\$5.86	25.0%	\$7.32	square foot		\$183.00	Small areas of cracking near rear entrance
2.3	Pavement/ Parking	Mill and overlay asphalt pavement	15,120	\$0.53	25.0%	\$0.67	square foot	\$10,065.72		Cracked and settled pavement throughout
3.0 STRUCTURE										
		None Recommended.								
4.0 BUILDING ENVELOPE										
4.1	Roof	TPO 60 mil roof replacement	2,250	\$14.95	25.0%	\$18.68	square foot		\$42,033.95	Unknown installation date, assume past expected useful life
4.2	Facades	Repair dislodged trim pieces	1	\$500.00	25.0%	\$625.00	allowance	\$625.00		Trim warped at front dormer
4.3	Windows and Doors	None								
5.0 BUILDING INTERIORS										
5.1	Bsmt/Attic	Basement inspection	1	\$5,000.00	25.0%	\$6,250.00	allowance	\$6,250.00		Humidity and water infiltration is a problem in the basement, observed mold-like substance on piping
5.1	Bsmt/Attic	Complete basement repair recommendations	1	TBD	25.0%		Action item		TBD	Complete recommendations for basement repairs
5.2	Interior F & C	None								
6.0 ACCESSIBILITY										
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$295.00	25.0%	\$368.75	Allowance		\$368.75	Per Limited Accessibility Compliance Checklist.
7.0 BUILDING SYSTEMS										
7.1	Plumbing	None								
7.2	HVAC	Replace gas/oil-fired HW boiler (440 MBH)	1	\$45,000.00	25.0%	\$56,250.00	each		\$56,250.00	Town has already requested new boiler for \$45000
7.2	HVAC	Replace Water Chiller (40 ton) - Reciprocating, Water Cooled	1	\$78,059.35	25.0%	\$97,574.18	each		\$97,574.18	Chiller utilizes R-22 refrigerant and is past expected useful life
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	each	\$1,953.75		No known IR survey in last 2 years. Site contact noted electrical circuit installation is awkward.
7.4	F/L Safety	None								
8.0 MUNICIPAL RESEARCH										
		None Recommended.								
9.0 NATURAL HAZARDS										
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$18,894	\$196,410	
TOTAL:								\$215,304		

Table 2 - Capital Needs Over the Term

12 - Public Library
 2 Crane Park Drive
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 7/28/2021
 Report Date: 8/23/2021
 Property Type: Library
 Number of Buildings: 1

Building Area: 8,602
 Number of Units: 1
 Property Age: 53 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM		
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031			
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10			
2.0	SITE CONDITIONS																								
2.1	Site Features	None	-																						
2.2	Landscaping / Improvements	None	-																						
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5	1	4	30,240	15,120	\$0.22	25.0%	\$0.27	square foot	\$4,136										4,136	\$8,271		
3.0	STRUCTURE																								
		None Recommended.																							
4.0	BUILDING ENVELOPE																								
4.1	Roof	Slate tile roof replacement	50			6,352	6,352	\$22.04	25.0%	\$27.55	square foot	\$175,017												\$175,017	
4.1	Roof	None	-																						
4.2	Facades	None	-																						
4.3	Windows and Doors	None	-																						
4.3	Windows and Doors	Renew/recaulk windows and doors	15	var		1,020	1,020	\$3.65	25.0%	\$4.56	linear foot	\$4,652				4,652								\$4,652	
5.0	BUILDING INTERIORS																								
		None Recommended.																							
6.0	ACCESSIBILITY																								
		None Recommended.																							
7.0	BUILDING SYSTEMS																								
7.1	Plumbing	Replace commercial electric water heater (30 - 50 gal.)	15	8	7	1	1	\$4,506.08	25.0%	\$5,632.60	each	\$5,633										5,633		\$5,633	
7.2	HVAC	None	-																						
7.3	Electric	None	-																						
7.3	Electric	Perform IR survey	-			3	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,954													\$5,861
7.4	F/L Safety	Replace central fire alarm panel/command center	25	20	5	1	1	\$6,616.70	25.0%	\$8,270.88	each	\$8,271			1,954								1,954		\$8,271
7.5	Elevators	Elevator modernization: 3-story Hydraulic	20	unk		1	1	\$114,620.00	25.0%	\$143,275.00	per elevator	\$143,275													\$143,275
8.0	MUNICIPAL RESEARCH																								
		None Recommended.																							
9.0	NATURAL HAZARDS																								
		None Recommended.																							
ANNUAL RECOMMENDATIONS, UNINFLATED														176,971	147,411	12,923	1,954	5,633			6,089			\$350,981	
INFLATION FACTOR, IN PERCENTAGE 1.030												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%				
ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE														\$187,748	\$161,080	\$14,545	\$2,265	\$6,726			\$7,714			\$380,078	
Notes:												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$4.08			
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$4.42			
Notes:												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$35,098			
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$38,008			

Capital Needs Assessment

<i>Property Name:</i> 13 - Little Red School House		<i>Property Type:</i> Office		
<i>Address:</i> 26 Springfield Street		<i>Property Age:</i> 125 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> August 2, 2021		<i>Square Feet:</i> 2,840		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements			
2.3	Pavement and Parking		\$6,291	\$5,170
2.4	Site Amenities			
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure	\$6,250		
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing			\$23,417
4.2	Facades			
4.3	Windows & Doors			
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$563	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			
7.2	HVAC			\$10,757
7.3	Building Electrical			
7.4	Building & Site Fire/Life Safety			\$8,271
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$6,250	\$6,854	\$47,614
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$1.68	\$4,761.43	\$47,614
Inflated Value of Capital Needs Cost Estimate		\$2.08	\$5,919.12	\$59,191
Critical Repairs Cost Estimate		\$12,500		
Non-Critical Repairs Cost Estimate			\$6,854	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$19,354		

Table 1 - Critical and Non-Critical Repairs

13 - Little Red School House
26 Springfield Street
Wilbraham, MA 01095
EBI Project No. 1321000388

Site Survey Date: 8/2/2021
Report Date: 8/23/2021
Property Type: Office
of Buildings: 1

Building Area: 2,840
Number of Units: 1
Property Age: 125 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0	SITE CONDITIONS									
2.1	Site Features	None								
2.2	Landscaping / Improvements	None								
2.3	Pavement/ Parking	Mill and overlay asphalt pavement	9,450	\$0.53	25.0%	\$0.67	square foot		\$6,291.08	Parking area is cracked and settled throughout
3.0	STRUCTURE									
3.1	Substructure	Repaint/seal brick foundation	1	\$5,000.00	25.0%	\$6,250.00	allowance	\$6,250.00		Concrete mortar is spalling and delaminated on west side of exterior foundation
3.2	Substructure	Repaint/seal brick foundation	1	\$5,000.00	25.0%	\$6,250.00	allowance	\$6,250.00		Concrete mortar is spalling and delaminated on west side of exterior foundation
3.3	Superstructure	None								
4.0	BUILDING ENVELOPE									
		None Recommended.								
5.0	BUILDING INTERIORS									
		None Recommended.								
6.0	ACCESSIBILITY									
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$450.00	25.0%	\$562.50	Allowance		\$562.50	Per Limited Accessibility Compliance Checklist.
7.0	BUILDING SYSTEMS									
		None Recommended.								
8.0	MUNICIPAL RESEARCH									
		None Recommended.								
9.0	NATURAL HAZARDS									
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$12,500	\$6,854	
TOTAL:								\$19,354		

Capital Needs Assessment

<i>Property Name:</i> 14 - Spec Pond Pavillion and other Structures		<i>Property Type:</i> Mixed-use		
<i>Address:</i> Boston Road		<i>Property Age:</i> 61 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> August 2, 2021		<i>Square Feet:</i> NA		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements			\$3,282
2.3	Pavement and Parking			\$16,543
2.4	Site Amenities		\$17,714	\$13,546
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing			\$5,627
4.2	Facades			
4.3	Windows & Doors			
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance			
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing		\$11,265	
7.2	HVAC			
7.3	Building Electrical			
7.4	Building & Site Fire/Life Safety			
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$0	\$28,979	\$38,998
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		#VALUE!	\$3,899.79	\$38,998
Inflated Value of Capital Needs Cost Estimate		#VALUE!	\$4,491.87	\$44,919
Critical Repairs Cost Estimate		\$0		
Non-Critical Repairs Cost Estimate			\$28,979	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$28,979		

Table 1 - Critical and Non-Critical Repairs

14 - Spec Pond Pavillion and other Structures
 Boston Road
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 8/2/2021
 Report Date: 8/23/2021
 Property Type: Mixed-use
 # of Buildings: 6

Building Area: NA
 Number of Units: 1
 Property Age: 61 Years
 Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0	SITE CONDITIONS									
2.1	Site Features	None								
2.2	Landscaping / Improvements	None								
2.3	Pavement/ Parking	None								
2.4	Amenities	Resurface hardwood sport court (full-size)	2	\$7,085.60	25.0%	\$8,857.00	each		\$17,714.00	Sport court has cracking throughout
3.0	STRUCTURE									
		None Recommended.								
4.0	BUILDING ENVELOPE									
		None Recommended.								
5.0	BUILDING INTERIORS									
		None Recommended.								
6.0	ACCESSIBILITY									
		None Recommended.								
7.0	BUILDING SYSTEMS									
7.1	Plumbing	Replace commercial electric water heater (30 - 50 gal.)	2	\$4,506.08	25.0%	\$5,632.60	each		\$11,265.19	Hot water heaters are at their expected useful life
7.2	HVAC	None								
7.3	Electric	None								
7.4	F/L Safety	None								
7.5	Elevators	None								
8.0	MUNICIPAL RESEARCH									
		None Recommended.								
9.0	NATURAL HAZARDS									
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$0	\$28,979	

Table 2 - Capital Needs Over the Term

14 - Spec Pond Pavillion and other Structures
 Boston Road
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 8/2/2021
 Report Date: 8/23/2021
 Property Type: Mixed-use
 Number of Buildings: 6

Building Area: NA
 Number of Units: 1
 Property Age: 61 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10	
2.0	SITE CONDITIONS																						
2.1	Site Features	None	-																				
2.2	Landscaping / Improvements	Routine concrete sidewalk repairs (LF)	50	var		360	40	\$7.29	25.0%	\$9.12	linear foot	\$365		365	365	365	365	365	365	365	365	\$3,282	
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5	1	4	60,480	30,240	\$0.22	25.0%	\$0.27	square foot	\$8,271									8,271	\$16,543	
2.4	Amenities	Replace playground equipment	10	var		1	1	\$8,336.00	25.0%	\$10,420.00	each	\$10,420										\$10,420	
2.4	Amenities	Replace wood storage shed	30	unk		1	1	\$2,500.80	25.0%	\$3,126.00	each	\$3,126										\$3,126	
2.5	Utilities	None	-																				
3.0	STRUCTURE																						
		None Recommended.																					
4.0	BUILDING ENVELOPE																						
4.1	Roof	Proactive Maintenance Program (PMP) - Asphalt Shingle roof	1	var		86,400	9,600	\$0.05	25.0%	\$0.07	square foot	\$625		625	625	625	625	625	625	625	625	\$5,627	
4.2	Facades	None	-																				
4.3	Windows and Doors	None	-																				
5.0	BUILDING INTERIORS																						
		None Recommended.																					
6.0	ACCESSIBILITY																						
		None Recommended.																					
7.0	BUILDING SYSTEMS																						
		None Recommended.																					
8.0	MUNICIPAL RESEARCH																						
		None Recommended.																					
9.0	NATURAL HAZARDS																						
		None Recommended.																					
ANNUAL RECOMMENDATIONS, UNINFLATED													990	4,116	9,261	11,410	990	990	990	9,261	990	\$38,998	
INFLATION FACTOR, IN PERCENTAGE 1.030												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%		
ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE													\$1,020	\$4,367	\$10,120	\$12,842	\$1,148	\$1,182	\$1,217	\$11,732	\$1,292	\$44,919	
Notes:												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										#VALUE!	
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										#VALUE!	
Notes:												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$3,900	
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$4,492	

Capital Needs Assessment

<i>Property Name:</i> 15 - Children's Museum		<i>Property Type:</i> Museum		
<i>Address:</i> 678 Main Street		<i>Property Age:</i> 125 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> August 2, 2021		<i>Square Feet:</i> 1,246		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements			
2.3	Pavement and Parking			\$4,062
2.4	Site Amenities			\$10,420
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing			
4.2	Facades	\$625	\$2,019	\$2,418
4.3	Windows & Doors			\$1,551
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$500	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			
7.2	HVAC			\$19,538
7.3	Building Electrical			
7.4	Building & Site Fire/Life Safety			
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$625	\$2,519	\$37,988
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$3.05	\$3,798.81	\$37,988
Inflated Value of Capital Needs Cost Estimate		\$3.47	\$4,319.97	\$43,200
Critical Repairs Cost Estimate		\$625		
Non-Critical Repairs Cost Estimate			\$2,519	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$3,144		

Table 1 - Critical and Non-Critical Repairs

15 - Children's Museum
678 Main Street
Wilbraham, MA 01095
EBI Project No. 1321000388

Site Survey Date: 8/2/2021
Report Date: 8/23/2021
Property Type: Museum
of Buildings: 1

Building Area: 1,246
Number of Units: 1
Property Age: 125 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0	SITE CONDITIONS									
		None Recommended.								
3.0	STRUCTURE									
		None Recommended.								
4.0	BUILDING ENVELOPE									
4.1	Roof	None								
4.2	Facades	Exterior painting (wood/plywood siding)	2,040	\$0.79	25.0%	\$0.99	square foot		\$2,019.40	Worn and peeling paint throughout façade
4.2	Facades	Repair damaged siding	1	\$500.00	25.0%	\$625.00	allowance	\$625.00		Dislodged siding at south façade
4.3	Windows and Doors	None								
5.0	BUILDING INTERIORS									
		None Recommended.								
6.0	ACCESSIBILITY									
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$400.00	25.0%	\$500.00	Allowance		\$500.00	Per Limited Accessibility Compliance Checklist.
7.0	BUILDING SYSTEMS									
		None Recommended.								
8.0	MUNICIPAL RESEARCH									
		None Recommended.								
9.0	NATURAL HAZARDS									
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$625	\$2,519	
TOTAL:								\$3,144		

Capital Needs Assessment

<i>Property Name:</i> 16 - Old Meeting House		<i>Property Type:</i> Museum		
<i>Address:</i> 450 Main Street		<i>Property Age:</i> 228 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> August 2, 2021		<i>Square Feet:</i> 2,838		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements			
2.3	Pavement and Parking		\$487	\$975
2.4	Site Amenities			
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing			\$13,368
4.2	Facades		\$11,539	\$4,039
4.3	Windows & Doors			
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$31	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			\$3,208
7.2	HVAC			\$3,643
7.3	Building Electrical			
7.4	Building & Site Fire/Life Safety			
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$0	\$12,057	\$25,232
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$0.89	\$2,523.23	\$25,232
Inflated Value of Capital Needs Cost Estimate		\$0.96	\$2,736.79	\$27,368
Critical Repairs Cost Estimate		\$0		
Non-Critical Repairs Cost Estimate			\$12,057	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$12,057		

Table 1 - Critical and Non-Critical Repairs

16 - Old Meeting House
450 Main Street
Wilbraham, MA 01095
EBI Project No. 1321000388

Site Survey Date: 8/2/2021
Report Date: 8/23/2021
Property Type: Museum
of Buildings: 1

Building Area: 2,838
Number of Units: 1
Property Age: 228 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0	SITE CONDITIONS									
2.1	Site Features	None								
2.2	Landscaping / Improvements	None								
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	1,782	\$0.22	25.0%	\$0.27	square foot		\$487.42	Cracking throughout small asphalt parking lot
3.0	STRUCTURE									
		None Recommended.								
4.0	BUILDING ENVELOPE									
4.1	Roof	None								
4.2	Facades	Construct ADA ramp at front entrance	1	TBD	25.0%		Action item			Planned capital needs work that has been put out to bid per town
4.2	Facades	Exterior painting (wood/plywood siding)	4,080	\$0.79	25.0%	\$0.99	square foot		\$4,038.79	Paint worn and chipped throughout
4.2	Facades	Chimney repointing	1	\$6,000.00	25.0%	\$7,500.00	Allowance		\$7,500.00	Brick repointing is planned. Cost shown is per town budget
4.3	Windows and Doors	None								
5.0	BUILDING INTERIORS									
		None Recommended.								
6.0	ACCESSIBILITY									
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$25.00	25.0%	\$31.25	Allowance		\$31.25	Per Limited Accessibility Compliance Checklist.
7.0	BUILDING SYSTEMS									
		None Recommended.								
8.0	MUNICIPAL RESEARCH									
		None Recommended.								
9.0	NATURAL HAZARDS									
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
								\$0	\$12,057	
TOTAL:								\$12,057		

Table 2 - Capital Needs Over the Term

16 - Old Meeting House
 450 Main Street
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 8/2/2021
 Report Date: 8/23/2021
 Property Type: Museum
 Number of Buildings: 1

Building Area: 2,838
 Number of Units: 1
 Property Age: 228 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM										
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031											
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10											
2.0	SITE CONDITIONS																																
2.1	Site Features	None	-																														
2.2	Landscaping / Improvements	None	-																														
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5	1	4	3,564	1,782	\$0.22	25.0%	\$0.27	square foot	\$487										487	\$975										
2.4	Amenities	None	-																														
2.5	Utilities	None	-																														
3.0	STRUCTURE																																
		None Recommended.																															
4.0	BUILDING ENVELOPE																																
4.1	Roof	Cedar shingle roof replacement	15	unk		1,650	1,650	\$6.48	25.0%	\$8.10	square foot	\$13,368		13,368										\$13,368									
4.2	Facades	Exterior painting (wood/plywood siding)	8	1	7	4,080	4,080	\$0.79	25.0%	\$0.99	square foot	\$4,039					4,039							\$4,039									
4.3	Windows and Doors	None	-																														
5.0	BUILDING INTERIORS																																
		None Recommended.																															
6.0	ACCESSIBILITY																																
		None Recommended.																															
7.0	BUILDING SYSTEMS																																
7.1	Plumbing	Replace residential gas-fired water heater (20 - 50 gal.)	15	12	3	1	1	\$2,566.45	25.0%	\$3,208.06	each	\$3,208			3,208									\$3,208									
7.2	HVAC	Replace air-cooled condensing unit (2.0 -2.5 tons)	18	12	6	1	1	\$2,914.42	25.0%	\$3,643.03	each	\$3,643				3,643								\$3,643									
7.3	Electric	None	-																														
7.4	F/L Safety	None	-																														
7.5	Elevators	None	-																														
8.0	MUNICIPAL RESEARCH																																
		None Recommended.																															
9.0	NATURAL HAZARDS																																
		None Recommended.																															
												ANNUAL RECOMMENDATIONS, UNINFLATED																					
													13,368	3,208	487			3,643	4,039			487										\$25,232	
												INFLATION FACTOR, IN PERCENTAGE 1.030																					
												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%												
												ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE																					
													\$13,769	\$3,403	\$533			\$4,223	\$4,823			\$617										\$27,368	
Notes:												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$0.89											
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$0.96											
Notes:												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$2,523											
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$2,737											

Capital Needs Assessment

<i>Property Name:</i> 17 - Country Club		<i>Property Type:</i> Golf Course		
<i>Address:</i> 859 Stony Hill Road		<i>Property Age:</i> 94 Years		
<i>City and State:</i> Wilbraham, MA 01095		<i>No. of Units or Tenants:</i> 1		
<i>Site Survey Date:</i> August 2, 2021		<i>Square Feet:</i> 10,946		
<i>Report Date:</i> August 23, 2021		<i>Analysis Term (Yrs.):</i> 10 Years		
<i>EBI Project #:</i> 1321000388				
Section #	Section Name	Critical Repairs	Non-Critical Repairs	Capital Needs
2.0 SITE CONDITIONS				
2.1	Site Features			
2.2	Landscaping & Site Improvements	\$3,806		
2.3	Pavement and Parking		\$18,611	\$37,221
2.4	Site Amenities			
2.5	Utilities			
3.0 STRUCTURE				
3.2	Substructure			
3.3	Superstructure			
4.0 BUILDING ENVELOPE				
4.1	Roofing		\$74,589	
4.2	Facades	\$1,250		
4.3	Windows & Doors			\$4,561
5.0 BUILDING INTERIORS				
5.1	Basements/Attics/Penthouses			
5.2	Interior Finishes & Components			\$96,146
6.0 ACCESSIBILITY				
6.1	Accessibility Compliance		\$875	
7.0 BUILDING SYSTEMS				
7.1	Building Plumbing			
7.2	HVAC	\$18,866		
7.3	Building Electrical	\$1,954	\$12,500	\$5,861
7.4	Building & Site Fire/Life Safety			
7.5	Elevators & Conveying Systems			
8.0 MUNICIPAL RESEARCH				
8.1	Municipal Information & Zoning			
8.2	Building & Planning Department			
8.3	Fire Department			
9.0 HAZARDS				
9.1.1	Seismic			
9.1.2	Flood Zone			
9.1.3	Wind Zone			
9.2	Suspect Mold and Moisture			
TOTALS:		\$25,876	\$106,575	\$143,790
		Dollars per sf/yr	Dollars per unit/yr	
Present Value of Capital Needs Cost Estimate		\$1.31	\$14,378.99	\$143,790
Inflated Value of Capital Needs Cost Estimate		\$1.54	\$16,805.16	\$168,052
Critical Repairs Cost Estimate		\$25,876		
Non-Critical Repairs Cost Estimate			\$106,575	
Total Deferred Maintenance Cost Estimate, After Multiplier		\$132,451		

Table 1 - Critical and Non-Critical Repairs

17 - Country Club
859 Stony Hill Road
Wilbraham, MA 01095
EBI Project No. 1321000388

Site Survey Date: 8/2/2021
Report Date: 8/23/2021
Property Type: Golf Course
of Buildings: 3

Building Area: 10,946
Number of Units: 1
Property Age: 94 Years
Analysis Term: 10 years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	QUANTITY	UNIT COST	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED CRITICAL REPAIR COST	ESTIMATED NON CRITICAL REPAIR COST	COMMENTS OR ADDITIONAL DESCRIPTION
2.0 SITE CONDITIONS										
2.1	Site Features	None								
2.2	Landscaping / Improvements	Repair areas of deteriorated/damaged concrete sidewalk	520	\$5.86	25.0%	\$7.32	square foot	\$3,806.43		Repair spalled concrete sidewalk with trip hazards at front of Club building
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	68,040	\$0.22	25.0%	\$0.27	square foot		\$18,610.64	Cracking throughout asphalt parking lot with worn striping
2.4	Amenities	None								
2.5	Utilities	None								
3.0 STRUCTURE										
		None Recommended.								
4.0 BUILDING ENVELOPE										
4.1	Roof	Asphalt shingle roof replacement	10,946	\$5.45	25.0%	\$6.81	square foot		\$74,589.21	Roof is past expected useful life. Some roof leaks were reported.
4.2	Facades	Repair damaged trim	1	\$1,000.00	25.0%	\$1,250.00	allowance	\$1,250.00		Cracked trim at front of Clubhouse (historic home wing)
4.3	Windows and Doors	None								
5.0 BUILDING INTERIORS										
		None Recommended.								
6.0 ACCESSIBILITY										
6.1	Accessibility	Address identified accessibility deficiencies.	1	\$700.00	25.0%	\$875.00	Allowance		\$875.00	Per Limited Accessibility Compliance Checklist.
7.0 BUILDING SYSTEMS										
7.1	Plumbing	None								
7.2	HVAC	Replace air-cooled condensing unit (5.0 - 7.0 tons)	3	\$5,030.98	25.0%	\$6,288.73	each	\$18,866.19		Condenser utilizes R-22 refrigerant and is past expected useful life
7.3	Electric	Replace electrical system	1	\$10,000.00	25.0%	\$12,500.00	allowance		\$12,500.00	Replace old electrical system in older wing of Backstorage building, planned repair per Country Club
7.3	Electric	Perform IR survey	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,953.75		No known IR survey completed within the past 2 years
7.4	F/L Safety	None								
7.5	Elevators	None								
8.0 MUNICIPAL RESEARCH										
		None Recommended.								
9.0 NATURAL HAZARDS										
		None Recommended.								
DEFERRED MAINTENANCE:								CRITICAL	NON-CRITICAL	
TOTAL:								\$25,876	\$106,575	
TOTAL:								\$132,451		

Table 2 - Capital Needs Over the Term

17 - Country Club
 859 Stony Hill Road
 Wilbraham, MA 01095
 EBI Project No. 1321000388

Site Survey Date: 8/2/2021
 Report Date: 8/23/2021
 Property Type: Golf Course
 Number of Buildings: 3

Building Area: 10,946
 Number of Units: 1
 Property Age: 94 Years
 Analysis Term: 10 Years

SECTION NUMBER	SECTION NAME	RECOMMENDED WORK	AVERAGE EFFECTIVE USEFUL LIFE	EFFECTIVE AGE	REMAINING USEFUL LIFE	TOTAL QUANTITY OVER TERM	APPROXIMATE QUANTITY PER YEAR	UNIT COST (adjusted by location factor)	Markup for Contingency, Permits, Overhead/Profit, General Conditions, etc.	UNIT COST (Including Markup)	UNIT DESCRIPTION	ESTIMATED COST PER YEAR	Annual Costs										RECOMMENDED TOTAL OVER THE TERM	
													2022	2023	2024	2025	2026	2027	2028	2029	2030	2031		
													YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10		
2.0	SITE CONDITIONS																							
2.1	Site Features	None	-																					
2.2	Landscaping / Improvements	None	-																					
2.3	Pavement/ Parking	Patching, crack sealing, sealing and striping of asphalt pavement	5	1	4	136,080	68,040	\$0.22	25.0%	\$0.27	square foot	\$18,611									18,611		\$37,221	
2.4	Amenities	None	-																					
2.5	Utilities	None	-																					
3.0	STRUCTURE																							
		None Recommended.																						
4.0	BUILDING ENVELOPE																							
4.1	Roof	None	-																					
4.2	Facades	None	-																					
4.3	Windows and Doors	Renew/recaulk windows and doors	15	var		1,000	1,000	\$3.65	25.0%	\$4.56	linear foot	\$4,561												\$4,561
5.0	BUILDING INTERIORS																							
5.1	Bsmt/Attic	None	-																					
5.2	Interior F & C	Common area refurbishment - psf	8			9,851	1,095	\$6.75	25.0%	\$8.44	square foot	\$9,236		9,236	9,236	9,236	9,236	9,236	9,236	9,236	9,236	9,236	9,236	\$83,121
5.2	Interior F & C	Kitchen refurbishment (commercial)	8	1	7	1,000	1,000	\$10.42	25.0%	\$13.03	square foot	\$13,025									13,025			\$13,025
6.0	ACCESSIBILITY																							
		None Recommended.																						
7.0	BUILDING SYSTEMS																							
7.1	Plumbing	None	-																					
7.2	HVAC	None	-																					
7.3	Electric	Perform IR survey	-			3	1	\$1,563.00	25.0%	\$1,953.75	Action Item	\$1,954												\$5,861
7.4	F/L Safety	None	-																					
7.5	Elevators	None	-																					
8.0	MUNICIPAL RESEARCH																							
		None Recommended.																						
9.0	NATURAL HAZARDS																							
		None Recommended.																						
ANNUAL RECOMMENDATIONS, UNINFLATED													9,236	11,189	27,846	13,797	11,189	22,261	9,236	29,800	9,236	\$143,790		
INFLATION FACTOR, IN PERCENTAGE 1.030												100.00%	103.00%	106.09%	109.27%	112.55%	115.93%	119.41%	122.99%	126.68%	130.48%			
ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE												\$9,513	\$11,871	\$30,428	\$15,528	\$12,972	\$26,580	\$11,359	\$37,750	\$12,050		\$168,052		
Notes:												*PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$1.31		
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER SF PER YEAR										\$1.54		
Notes:												PRESENT VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$14,379		
1.												INFLATED VALUE OF RECOMMENDED TOTAL CAPITAL NEEDS PER UNIT PER YEAR										\$16,805		

August 23, 2021

Mr. Nick Breault
Town of Wilbraham, Massachusetts
240 Springfield Street
Wilbraham, MA 01095

**Subject: Capital Needs Assessment, Town of Wilbraham Portfolio (17 Scattered Properties)
Various Addresses, Wilbraham MA 01095
EBI Project #1321000388**

Dear Mr. Breault:

Attached please find our *Capital Needs Assessment*, (the *Report*) for the above-mentioned assets (the Subject Properties). During the property survey and research, our site assessor met with agents representing the *Town of Wilbraham, Massachusetts* and reviewed the properties and their history. The *Report* was completed according to the terms and conditions authorized by you. The gathering of data and information for this *Report* has been completed in general conformance with ASTM E 2018 – 15.

The exclusive purpose of the *Report* is to observe the general physical condition and maintenance status of the properties, to suggest repair or maintenance items considered customary for the assets to continue in their current operation compared to properties of similar age and condition, and to assist the *Town of Wilbraham, Massachusetts* in its internal effort in evaluating the properties for ongoing Capital Needs.

This *Report* was performed utilizing methods and procedures consistent with established commercial practices and in conformance with industry standards. The suggestions represent *EBI's* opinion based on written, graphic or verbal information, the property condition and data available to us at the time of the surveys. Factual information regarding operations, conditions or data provided by the Client or their representative has been assumed to be correct and complete.

The *Report* speaks only as of its date in the absence of a specific written update of the *Report* signed and delivered by *EBI Consulting*.

EBI Consulting is an independent contractor, and its compensation was not based on the findings or recommendations made in the *Report* or on the closing of any business transaction.

Thank you for the opportunity to prepare this *Report* and assist you with this project. Please call us if you have any questions or if we may be of further assistance.

Respectfully Submitted,

Jennifer Flanders, P.E., LEED AP BD+C
Author/Project Engineer

Robert J. Weiss, AIA, LEED AP BD + C
Reviewer/Senior Program Manager
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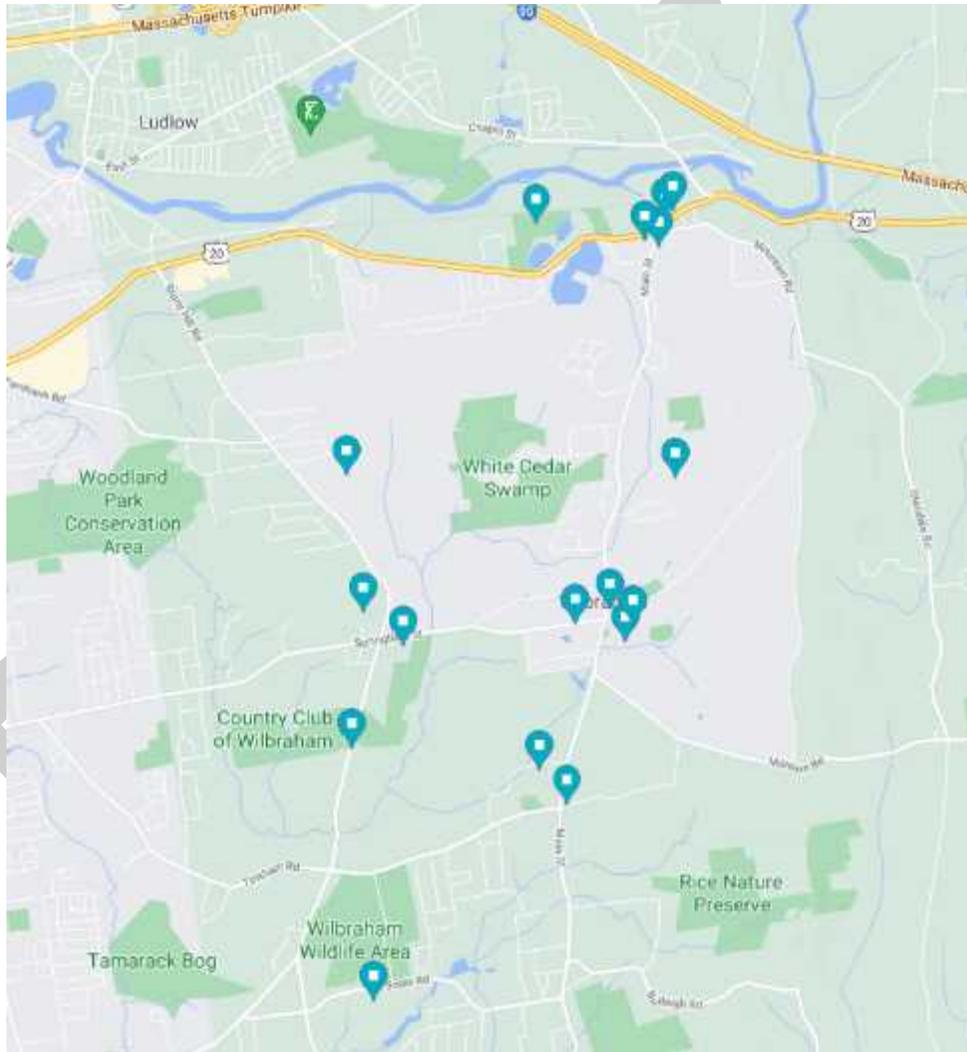
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EXECUTIVE SUMMARY

PROPERTY DESCRIPTION

The Subject Properties, known as the Town of Wilbraham Portfolio, consists of seventeen properties scattered throughout Wilbraham Massachusetts at multiple addresses in Hampden County. The portfolio consists of seventeen building sites that are owned by the *Town of Wilbraham*. Buildings vary in age with construction dates ranging from 1793 to 2017.



Location Map (Property Sites denoted by blue pins)

The properties are improved with one to two-story, municipal use buildings having a combined approximate area of 361,297-gross square feet¹. The municipal buildings are rectangular, rectilinear, and irregular-shaped with some properties clustered together or spread out throughout the town boundaries. Please refer to the following *Subject Property Building Summary* table for more details. For

¹ Gross square footage obtained from the Municipality.

the purposes of this report, properties will be identified by the Building ID noted in the following table (i.e. - Building 1 identifies the Town Office Building).

SUBJECT PROPERTY BUILDING SUMMARY						
BUILDING ID & NAME	ADDRESS	NO. FLOORS	APPROX. DIMENSIONS	GROSS SQUARE FOOTAGE	CONSTRUCTION / RENO. DATE	COMMENTS
1 – Town Office Building	240 Springfield St.	1	60 ft. x 200 ft.	11,446	1978	No comment
2 – Fire Station #1	2770 Boston Rd.	1	100 ft. x 125 ft.	11,800	2012 Addition	No comment
3 – Fire Station #2	Woodland Dell	2	45 ft. x 45 ft.	2,564	1958/2006 addition	No comment
4 – Police Station	2780 Boston Rd.	2	75 ft. x 150 ft.	14,371	2017	No comment
5 – IT / Facilities Maintenance Building	16 Main St.	1 + bsmt	50 ft. x 70 ft.	3,193	1910	Former police station
6 – Public Works Building	2721 Boston Rd.	1	95 ft. x 125 ft.	9,300	1989	Main office with 4-outbuildings used for storage
7 – Soule Road School	300 Soule Rd.	1	250 ft. x 300 ft.	53,500	1970	No comment
8 – Wilbraham Middle School	466 Stony Hill Rd.	2 + bsmt	300 ft. x 400 ft.	99,750	1968	No comment
9 – Memorial Elementary School	318 Main St.	1 + bsmt	240 ft. x 350 ft.	48,895	1950/1962	Mostly unoccupied except for occasional use of gym and office space
10 – Mile Tree Elementary	625 Main St.	1+ bsmt	200 ft. x 240 ft.	43,645	1963/2000	Fully renovated in 2000 with an addition
11 – Stony Hill Elementary	675 Stony Hill Rd.	1	150 ft. x 300 ft.	36,361	1953/1999	Fully renovated in 1999
12 – Public Library	2 Crane Park Ave.	2 + bsmt	110 ft. x 140 ft.	8,602	1968	No comment
13 – Little Red School House	26 Springfield St.	1 + bsmt	50 ft. x 60 ft.	2,840	1896	Used for public access television
14 – Spec	Boston Rd.	1	Varies	N/A	Varies,	Several small

SUBJECT PROPERTY BUILDING SUMMARY						
BUILDING ID & NAME	ADDRESS	NO. FLOORS	APPROX. DIMENSIONS	GROSS SQUARE FOOTAGE	CONSTRUCTION / RENO. DATE	COMMENTS
Pond structures					1960s+	buildings to supplement use of fields and pond
15 – Children’s Museum	678 Main St.	1	25 ft. x 50 ft.	1,246	1896	Children’s museum & playground
16 – Old Meeting House	450 Main St.	2 + bsmt	30 ft. x 55 ft.	2,838	1793	2 nd floor includes 1-bedroom apartment that was not observed
17 – Country Club	859 Stony Hill Rd.	1+ bsmt	60 ft. x 190 ft.	10,946	1850	Includes Club, Backstorage, and Maintenance garage buildings
TOTALS:				361,297		

The interiors of the building layouts vary greatly and generally include central or side lobbies, common corridors providing access to offices, classrooms, or meeting spaces, basement/lower levels, mechanical rooms, and interstitial levels or mezzanines. Restrooms are located at each property and some spaces have kitchenettes, full kitchens, or breakrooms. The interiors are finished with standard finishes of similar property use types.

Each building is owned and occupied by the *Town of Wilbraham*, except for Building 17, which is leased to the *Wilbraham Country Club*.

SITE OBSERVATION AND OBSERVATION SUMMARY

Jennifer Flanders, P.E. of *EBI* surveyed the property on July 16, 28 and August 2, 2021 and was accompanied by and/or interviewed the following persons:

- Mr. Samuel Boyd, Director of Facilities and Grounds with the *Town of Wilbraham*
- Mr. John Walsh, Building Inspector with the *Town of Wilbraham*
- Mr. Michael Messier, Assistant Director of Facilities & Operations with the *Hampden-Wilbraham Regional School District*

The persons interviewed were considered to be generally knowledgeable of the Subject Properties.

During the survey, representative areas of the sites, interior areas, common areas, tenant spaces, mechanical spaces, mechanical equipment and building components were observed. Photos taken during the site visits are included in Appendix A.

Overall, the Subject Property buildings appear to be in good to fair condition with a moderate level of deficiencies observed. This *Report* recommends certain actions, repairs, and/or replacements as Critical Repairs, Non-Critical Repairs and Capital Needs, commensurate with our observations. Additional less notable issues may be present that require attention as part of routine maintenance. Please refer to each specific report section for details.

Limiting Conditions

The following presents conditions that limited the scope of the assessment:

- Pitched roofs are not accessed due to safety concerns and were observed from ground level and/or from upper floor windows if applicable.

CAPITAL EXPENDITURES, MAINTENANCE AND OWNER/TENANT RESPONSIBILITY

According to the property contact the following capital expenditures were completed for the properties:

- Building 1 – Updated energy management system
- Building 4 – New construction in 2017
- Building 6 –
 - New furnaces installed in 2020 (~\$25,000),
 - LED lighting upgrade,
 - New storage building currently being built (~\$600,000)
- Building 7 –
 - Upgraded phone/PA system,
 - New fridge/freezer doors
- Building 8 –
 - New roof in 2021 (\$2.3 million),
 - drainage upgrade in 2016 (\$50,000),
 - LED lighting upgrade,
 - New boilers and hot water heaters,
 - Main entrance drive paved in 2019
- Building 10 –
 - Updated phone/PA system ,
 - LED lighting upgrades,
 - New hot water heater,
 - New cooler compressors in 2021
- Building 11 –
 - Updated phone/PA system (~2018)
 - New gym floor (2020)
 - New hot water heater (2019)
 - LED upgrade in gym, cafeteria, and exterior
- Building 12 –
 - LED lighting upgrades,
 - New split system AC for brooks room (2),
 - Boiler planned for 2021 (\$45,000 requested)

- Building 13
 - ADA ramp constructed,
 - New siding
- Building 14
 - New Parks building (2020)
- Building 15
 - ADA ramp constructed at rear
- Building 17
 - Interior bar updates (2019)
 - New patio (2017)
 - Kitchen serviced (2021)
 - Backstorage building addition with new roof (2019)

Maintenance, repair, and replacement of the roof, facades, landscaping, pavement and parking, interior finishes, plumbing, mechanical, electrical, conveyance, life safety systems and components at the property is reportedly the responsibility of the Subject Property owner – *Town of Wilbraham*—with the exception of Building 17 which is maintained by the *Wilbraham Country Club*.

General day-to-day maintenance is reportedly handled by the town facilities department or the *Hampden-Wilbraham Regional School District* for Buildings 7, 8, 10, and 11 (occupied school buildings).

Repair and maintenance of primary equipment and systems, i.e., central HVAC, elevators, roofing, fire and smoke detection and alarm systems, etc., are subcontracted to outside vendors. The level and quality of on-site maintenance repairs reviewed while at the site were of adequate workmanship and materials. In general, the Subject Property appears to have been constructed within industry standards and has been adequately maintained.

CRITICAL REPAIRS AND CAPITAL NEEDS

Itemized Immediate and Non-Critical Repairs, as well as Capital Needs are provided as part of this *Report*. The cost estimates shown on the tables are based on data obtained from the Owner for items already planned, quotes from contractors, EBI's in-house Acquisition database costs and our experience with costs and estimates for similar issues, property and building types, city cost indexes, and assumptions regarding future economic conditions. These projected costs are augmented by cost estimate resource documents such as the *National Construction Estimator*, *Means Building Construction Cost Data*, or *Means Facilities Maintenance and Repair Cost Data Publications*.

CRITICAL REPAIRS AND NON-CRITICAL REPAIRS - TABLE 1

Each of the Critical Repair items noted during the survey are listed on the following page on Table 1 and compiled on the Executive Summary Table. Items are grouped and cross-referenced by Report section. Critical Repairs as may be identified during the survey are typically limited to life, safety, health, building code violation or building or property stabilization issues observed at a Subject Property.

Each of the Non-Critical Repair items noted during the survey are listed on the following page on Table 1 and compiled on the Executive Summary Table. Items are grouped and cross-referenced by Report section. Non-Critical Repairs as may be identified during the survey are typically repairs that are not life, safety, stabilization or code issues, but deferred maintenance or repairs necessary or of significant cost so to warrant them as a Non-Critical Repair, and/or that cannot be completed within a short timeframe due to the magnitude of the issue, the scope of work or weather.

CAPITAL NEEDS - TABLE 2

Each of the Capital Need items noted during the survey are listed on the following pages on Table 2 and compiled on the Executive Summary Table. Items are grouped and cross-referenced by *Report* section. Routine or customary annual maintenance items are not reported or included in this *Report* unless otherwise noted.

1.0 PURPOSE AND LIMITATIONS

The exclusive purpose of this *Capital Needs Assessment* (the *Report*) is to observe the general physical condition and maintenance status of the property, to suggest repair or maintenance items considered customary for the property to continue in its current operation compared to properties of similar age and condition, and to assist *Town of Wilbraham, Massachusetts*, in its Due Diligence effort in evaluating the Property. *EBI's* liability to a purchaser wishing to use this *Report* is limited to the cost of the *Report*. By accepting draft and final Reports, *Town of Wilbraham, Massachusetts* agrees to these terms and limitations.

The information reported was obtained through sources deemed reliable, a visual site survey of areas readily observable, easily accessible or made accessible by the property contact and interviews with owners, agents, occupants, or other appropriate persons involved with the Subject Property. Municipal information was obtained through interviews with the authorities having jurisdiction over the property. Findings, conclusions, and recommendations included in the *Report* are based on our visual observations in the field, information provided by the Client, and/or a review of readily available and supplied drawings and documents. No disassembly of systems or building components or physical or invasive testing was performed. *EBI* renders no opinion as to the property condition at un-surveyed and/or inaccessible portions of the Subject Property. *EBI* relies completely on the information provided during the site survey or provided or obtained during the writing of the draft *Report*, whether written, graphic or verbal, provided by the property contact or municipal source, or as shown on any documents reviewed or received from the property contact or municipal source, and assumes that information to be true and correct. *EBI* assumes no responsibility for property information or prior reports withheld or not provided during preparation of the *Report* for any reason whatsoever. The observations in this *Report* are valid on the date of the survey. *EBI* uses the date of first occupancy to establish the Subject Property age.

The contents of the *Report* may not represent a detailed analysis by individual consultants of the Subject Property façades, roof, paving, mechanical, electric, plumbing, elevator, sprinkler, or fire and life safety systems depending on the scope of work selected by *Town of Wilbraham, Massachusetts*. The extent of the physical survey for the production of this *Report* has been limited, by contract and agreed upon Scope of Work, (consistent with the guidelines of the ASTM E 2018 – 15 Scope of Work, as referenced below) to visual observations and a walk through of the property. Assumptions regarding the overall condition of the property have been developed based upon a survey of representative areas of the Subject Property. As such, no representation of *all* aspects of *all* areas or components is made.

Critical Repairs as may be identified during the survey are typically limited to life, safety, health, building code violation or building or property stabilization issues observed at the Subject Property. Routine, normal or customary annual maintenance or preventative maintenance items are not reported or included in this *Report*.

Non-Critical Repairs as may be identified during the survey are typically repairs that are not life, safety, stabilization or code issues, but deferred maintenance or repairs necessary or of significant cost so to warrant them as a Non-Critical Repair, and/or that can't be completed within a short timeframe due to the magnitude of the issue, the scope of work or weather.

This assessment is based on the evaluator's opinion of the physical condition of the improvements and the estimated expected remaining useful life of those improvements, based on his observations in the field at the time of the survey, and the written or verbal information received. The conclusions presented are based on the evaluator's professional judgment. The actual performance of individual components or systems may vary from a reasonably expected standard and may be affected by circumstances that are not readily ascertainable or viewable, or that occur after the date of the survey.

Where quantities cannot be determined from information provided or physical takeoffs, lump sum estimates or allowances are used. The costs shown are based on professional judgment and the apparent or actual extent of the observed defect, including the cost to design, procure, construct, and manage the repair or replacement. Where property-unique or specialty equipment is present, *EBI* relies solely on data regarding maintenance and/or replacement costs provided by the designated site contact or on-site individuals with first-hand knowledge of the specific equipment.

EBI provides Pre-Survey Questionnaires for completion by the designated site or property contact, as provided by *Town of Wilbraham, Massachusetts* or their agent. The information requested in the questionnaire assists in our research of the Subject Property to obtain pertinent property data, discover existing physical deficiencies, chronic problems, the extent of repairs, if any, and their costs, and pending repairs and improvements. If the completed Pre-Survey Questionnaire is not returned as of this *Report*, this is a limiting factor in our analysis. If the questionnaire is returned at a later date showing a material difference from information provided in the *Report*, we will forward the questionnaire to you under separate cover. If no response is received, or no material difference is noted in the questionnaire, our *Report* will not be modified.

EBI may not have been provided with roof design or installation details and may not have been provided with warranty information (see Section 3.4). *EBI* has relied on general industry performance of similar type roofs and general observations of the surface covering of the roof to determine if roof replacement is warranted during the analysis term. *EBI* is not responsible for roof failure that may occur earlier than estimated due to hidden conditions or defects that cannot be readily ascertainable by general observation.

EBI may not have been provided with façade reports and cannot opine on costs to repair façades of buildings five stories or more without receipt of current façade reports (see Section 3.3). *EBI* has relied on general industry performance of similar façade systems and general observations of the surfaces of the façades to determine if repair or replacement is warranted during the analysis term. *EBI* is not responsible for façade failures that may occur earlier than estimated due to hidden conditions or defects that cannot be readily ascertainable by general observation.

The gathering of data and information for this *Report* was completed in general conformance with ASTM E 2018 – 15 Standard Guide for Property Condition Assessment: Property Condition Assessment Process, and with the scope of services approved by the client.

The survey was conducted in a manner consistent with the level of care and skill ordinarily exercised by members of the profession, and in accordance with generally accepted practices of other consultants currently practicing in the same locality under similar conditions. The level of care and skill exercised is also commensurate with the fees charged for *EBI's* services. No other representation, expressed or implied, and no

warranty or guarantee is included or intended. The *Report* speaks only as of its date, in the absence of a specific written update of the *Report*, signed and delivered by EBI.

Limiting factors

Any additional information that becomes available after *EBI's* survey and draft submission concerning the Subject Property should be provided to *EBI* so that *EBI's* conclusions may be revised and modified, if necessary, at additional cost. This *Report* has been prepared in accordance with *EBI's Standard Conditions for Engagement*, which is an integral part of this *Report*.

CONDITION

EBI uses terms describing conditions of the various site, building, and system components. The terms used are defined below. It should be observed that a term applied to an overall system does not preclude that a part or a section of the system or component may be in a different condition.

- Excellent The component or system is in new or like new condition and no deferred maintenance is recommended.
- Good The component or system is sound and performing its function, and/or scheduled maintenance can be accomplished through routine maintenance. It may show signs of normal aging or wear and tear and some remedial and routine maintenance or rehabilitation work may be necessary.
- Fair The component or system is performing at a capacity that is considered to be acceptably sufficient but may be obsolete or is approaching the end of its expected useful life. The component or system may exhibit evidence of deferred maintenance, previous repairs, or workmanship not in compliance with commonly accepted standards. Repair or replacement may be recommended in the near-term of the loan to prevent further deterioration, restore it to good condition, prevent premature failure, or to prolong its expected useful life.
- Poor The component or system has either failed or cannot be relied upon to continue performing its original function as a result of having exceeded its typical expected useful life, excessive deferred maintenance or state of disrepair. Present condition could contribute to, or cause, the deterioration of other adjoining elements or systems. Repair or replacement is recommended.

ABBREVIATIONS

EBI may use various abbreviations to describe various site, building or system components or legal descriptions. Not all abbreviations may be applicable to all *Reports*. The abbreviations most often utilized are defined below.

ACT	Acoustic Ceiling Tile	FOIA	Freedom of Information Act
ABS	Acrylonitrile-Butadiene-Styrene	FRT	Fire retardant treated plywood
ADA	Americans with Disabilities Act	GFI	Ground Fault Interrupt (circuit)
AHU	Air Handling Unit	GWB	Gypsum Wall Board
APA	American Plywood Association	HCP	Handicapped Person
BTU	British Thermal Unit (a measurement of heat)	HID	High Intensity Discharge (lighting)
BTUH	British Thermal Units per Hour	HVAC	Heating, Ventilating and Air Conditioning
BUR	Built Up Roof	KW	Kilowatt
CFM	Cubic Feet per Minute	KVA	Kilovolt Ampere
CMU	Concrete Masonry Unit	MBH	Thousand BTUs per Hour
CPVC	Chlorinated Poly Vinyl Chloride	MDP	Main Distribution Panel
DWH	Domestic Water Heater	OSB	Oriented Strand Board
EIFS	Exterior Insulating Finishing System	PTAC	Packaged Terminal Air Conditioning (Unit)
EPDM	Ethylene Propylene Diene Monomer	PVC	Poly Vinyl Chloride
EUL	Expected Useful Life, Effective Useful Life	RTU	Roof Top Unit
FF and E	Furniture, Fixtures and Equipment	RUL	Remaining Useful Life
FCU	Fan Coil Unit	TPO	Thermoplastic polyolefin
HCP	Handicapped Person	SEER	Seasonal Energy Efficiency Rating
FEMA	Federal Emergency Management Agency	UBC	Uniform Building Code
FHA	Forced Hot Air	VAV	Variable Air Volume box
FHW	Forced Hot Water	VCT	Vinyl Composition Tile
FIRM	Flood Insurance Rate Map	VWC	Vinyl Wall Covering

2.0 SITE

2.1 TOPOGRAPHY AND DRAINAGE

DESCRIPTION

The topography of the town is relatively flat with minor slopes to accommodate drainage.

The stormwater flow from each site is typically controlled via on-site structures discharging into the municipal system. The parking lots are configured with slopes toward catch basins controlling stormwater flow. The stormwater system is the responsibility of the Subject Property owner.

OBSERVATIONS

No topography problems were reported or observed. Slopes directing drainage away from the buildings appear to be adequate. Detriments or problems such as ground fractures, settlement areas, or evidence of erosion or chronically standing water were not observed. Slopes within parking areas appeared to be adequate for stormwater control.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **None**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **None**

Please see Table 2 for the recommended Capital Needs listed below:

- **None**

2.2 LANDSCAPING AND SITE IMPROVEMENTS

DESCRIPTION

All sites have municipally-owned, extensive landscaping. Landscaping includes deciduous and evergreen trees, shrubs, ground cover, and lawns.

Most sites include signage at the main entrance and smaller signage is located at the secondary entrances.

Sidewalks are either cast-in-place concrete or asphalt and provided for pedestrian traffic.

Exterior lighting is typically provided by pole-mounted fixtures on aluminum poles and spaced around the site, parking areas, and along the main entrance drive. Building-mounted lights provide exterior lighting along pedestrian walkways.

Some sites include fencing, primarily at the school properties. Fencing is typically chain link.

OBSERVATIONS

The property landscaping appears to be in good condition. Landscape maintenance is performed in-house as part of routine maintenance or by an outside contractor as an operating expense and not included in the Costs of this *Report*.

Signage at the Subject Property was observed to be in generally good to fair condition. Based on observed and reported conditions, Non-Critical Repairs are recommended for signage repairs at the recommended Buildings.

Some Buildings have sidewalks in fair condition with observed areas of damage and/or trip hazards. Based on the observed conditions, Critical Repairs are recommended for the repair of the trip hazards at the recommended Buildings. The sidewalks appear to be in mostly good condition with no observed areas of deterioration or trip hazards. Based on its reported age, current condition, and expected useful life, Capital Needs are recommended for sidewalk maintenance at the recommended Buildings during the analysis term.

The parking area lighting and exterior light fixtures appear to be in good condition.

The fencing at Building 8 and 9 is in fair condition. Based on observed and reported conditions, Non-Critical Repairs are recommended for damaged fencing repairs. Based on its reported age, current condition, and expected useful life, Capital Needs are recommended for the replacement of the Building 10 fencing during the analysis term.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Repair trip hazards – Buildings 7, 9, 10, 11, 17**
- **Repair fencing - Buildings 8, 9**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Replace/refurbish pylon sign – Buildings 2, 6, 7**
- **New sidewalks asphalt overlay – Building 9**
- **Repair concrete sidewalk – Building 12**

Please see Table 2 for the recommended Capital Needs listed below:

- **Concrete sidewalk maintenance – Buildings 1, 7, 9, 14**
- **Asphalt sidewalk maintenance – Buildings 7, 8, 9**
- **Replacement of parking area poles and lighting – Building 9**
- **Fence replacement – Building 10**

2.3 PAVEMENT AND PARKING

DESCRIPTION

According to the site contact or a count in the field the properties are improved with the parking areas as summarized in the following table:

PAVEMENT & PARKING SUMMARY					
BUILDING ID & NAME	TOTAL APPROX. PARKING SPOTS	ACCESSIBLE SPOTS	PAVEMENT TYPE	CURBING TYPE	COMMENTS
1 – Town Office Building	60	3	Asphalt	Asphalt	No comment
2 – Fire Station #1	24	1	Asphalt	Asphalt	No comment
3 – Fire Station #2	8	0	Asphalt	N/A	No comment
4 – Police Station	52	2	Asphalt	Concrete	No comment

PAVEMENT & PARKING SUMMARY					
BUILDING ID & NAME	TOTAL APPROX. PARKING SPOTS	ACCESSIBLE SPOTS	PAVEMENT TYPE	CURBING TYPE	COMMENTS
5 – IT / Facilities Maintenance Building	20	1	Asphalt	Asphalt	No comment
6 – Public Works Building	20	1	Asphalt	Concrete	No comment
7 – Soule Road School	126	2	Asphalt	Concrete	No comment
8 – Wilbraham Middle School	130	4	Asphalt	Asphalt	Circle drop-off re-paved around 2019
9 – Memorial Elementary School	170	4	Asphalt	Asphalt	No comment
10 – Mile Tree Elementary	78	5	Asphalt	Concrete	No comment
11 – Stony Hill Elementary	66	4	Asphalt	Asphalt/Concrete	No comment
12 – Public Library	40	2	Asphalt	Concrete	No comment
13 – Little Red School House	25	0	Asphalt	N/A	No striping
14 – Spec Pond structures	80	2	Asphalt	N/A	Gravel lot at rear
15 – Children’s Museum	25	0	Asphalt	Asphalt	No comment
16 – Old Meeting House	6	1	Asphalt	N/A	No comment
17 – Country Club	180	5	Asphalt	N/A	No comment

OBSERVATIONS

No issues were reported regarding the adequacy of the parking areas.

The asphalt pavement at some buildings was in fair condition. Cracking, settlement, alligating and patches in the pavement were noted at a number of locations. Based on the observed and conditions, Non-Critical Repairs are recommended for asphalt overlay at the recommended Buildings.

Based on its reported age, current condition, and expected useful life, Capital Needs are recommended for the application of a new asphalt overlay at Building 5.

The parking area sealant and striping is in generally fair condition at most properties, with indications of average wear. Based on observed and reported conditions, Non-Critical Repairs are recommended for patching, crack sealing, sealing and striping of the asphalt pavement at the recommended Buildings.

Based on the observed condition of the parking and drive areas and the average effective useful life of pavement and pavement sealants and striping, Capital Needs are recommended for seal coating and striping of the asphalt pavement during the analysis term.

The curbs will be maintained at the property as part of operational expenses during the analysis term.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **None**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Patching, crack sealing, sealing and striping of asphalt pavement – Buildings 1, 2, 3, 5, 6, 10, 16, 17**
- **Mill and overlay asphalt pavement – Buildings 7, 8, 9, 11, 12, 13**

Please see Table 2 for the recommended Capital Needs listed below:

- **Patching, crack sealing, sealing and striping of asphalt pavement – Buildings 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17**
- **Mill and overlay asphalt pavement – Building 5**

2.4 SITE AMENITIES

DESCRIPTION

Most properties include outbuildings or sheds. The school properties typically include a sport court and, or playground.

OBSERVATIONS

Refer to the recommendations for each Building below and the notes in the cost tables.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Complete storage building under construction (Action Item) – Building 6**
- **Facade repairs at soccer pavilion – Building 8**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Mill and overlay asphalt sport court – Buildings 8, 11**
- **Sport court replacement – Building 14**

Please see Table 2 for the recommended Capital Needs listed below:

- **Playground equipment replacement allowance – Buildings 7, 10, 11, 14, 15**
- **Mill and overlay asphalt sport court – Building 7,**
- **Beach Guardhouse replacement – Building 14**

3.0 STRUCTURE

3.1 GENERAL INFORMATION

Design information was not obtained or provided to *EBI* for review.

3.2 SUBSTRUCTURE

DESCRIPTION

The majority of the substructures were not visible due to the surrounding grade. Based on our visual survey most all properties have cast-in-place, reinforced concrete foundations supporting the exterior walls and load-bearing interior walls and/or columns. Some older buildings have brick or fieldstone foundations.

Concrete slabs-on-grade of underdetermined thickness are provided throughout the buildings. The design and construction of the foundation footings is intended to properly spread out a building's vertical loads without exceeding the bearing capacity of the underlying soil.

Concrete floor slabs are typically reinforced with welded wire mesh or steel reinforcement bars or fiber mesh for added flexural strength and to minimize cracking. The concrete slabs are generally constructed over a compacted gravel or sand base and vapor barrier to aid in preventing water migration from the bearing soil to the slab.

Substructure exceptions include Building 5 (brick masonry foundation), Building 13 (brick masonry foundation), Building 15 (appears to be a combination of concrete slab and concrete piers), Building 16 (fieldstone foundation), Building 17 (historic building appears to be concrete masonry).

OBSERVATIONS

Unless visible, *EBI's* assessment of substructure condition is primarily based on obvious irregularities with the superstructures (including limited observations of exterior and interior construction and finishes) and the condition of the slab-on-grade when present. The condition of substructure hidden construction elements, or defects not readily observable, cannot be opined on, and is beyond the standard scope of work for this project.

The majority of the Subject Property substructures were not visible due to the surrounding grade. Based on limited observations, the substructures appear to be in good overall condition and appear to be performing as designed. No obvious indications of irregularities, including differential settlement, sloped floors, significant cracks, out-of-plumb building elevations, or other perceived movement, were reported or observed.

Buildings 5 and 3 were observed with deterioration at their foundations. Based on observed and reported conditions, repointing or sealing the foundations are recommended as a Critical Repair.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Repoint/seal brick foundation – Buildings 5, 13**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **None**

Please see Table 2 for the recommended Capital Needs listed below:

- **None**

3.3 SUPERSTRUCTURE

DESCRIPTION

Based on EBI's visual survey and experience with similar structures, the Subject Property's superstructures consist of a variety of materials. Observed and, or assumed building superstructures are summarized in the following table:

BUILDING NO. & NAME	PRIMARY LOAD-BEARING MEMBERS	LATERAL RESISTANCE
1 – Town Office Building	Wood framed walls with wood truss roof system	Roof diaphragms and shear walls
2 – Fire Station #1	Reinforced concrete or steel joist roof framing with concrete block walls	Roof diaphragms and concrete masonry walls
3 – Fire Station #2	Wood framing floors and concrete block walls	Roof diaphragms and concrete masonry walls
4 – Police Station	Wood framed exterior and interior walls supporting roof trusses	Roof diaphragm and shear walls
5 – IT / Facilities Maintenance Building	Wood framed exterior and interior walls supporting roof wood joists	Roof diaphragm and shear walls
6 – Public Works Building	Steel floor framing with block walls	Roof diaphragm and shear walls
7 – Soule Road School	Steel floor framing and columns	Roof diaphragm and steel frames
8 – Wilbraham Middle School	Steel floor framing and columns	Roof diaphragm and steel frames
9 – Memorial Elementary School	Varies – reinforced concrete, steel framed, or dimensional wood framed flooring	Roof diaphragm and shear walls
10 – Mile Tree Elementary	Steel floor framing and columns	Roof diaphragm and steel frames
11 – Stony Hill Elementary	Steel floor framing and columns	Roof diaphragm and steel frames
12 – Public Library	Steel floor framing and columns	Roof diaphragm and steel frames
13 – Little Red School House	Wood framed exterior and interior walls supporting roof wood joists	Roof diaphragm and shear walls
14 – Spec Pond structures	Varies	Varies

BUILDING NO. & NAME	PRIMARY LOAD-BEARING MEMBERS	LATERAL RESISTANCE
15 – Children’s Museum	Wood framed exterior and interior walls supporting roof wood joists	Roof diaphragm and shear walls
16 – Old Meeting House	Wood framed exterior and interior walls supporting roof wood joists	Roof diaphragm and shear walls
17 – Country Club	Varies	Varies

OBSERVATIONS

The superstructures are partially obscured from view by interior and exterior finishes. Unless visible, EBI’s assessment of superstructure condition is predominantly based on obvious irregularities with exterior and interior construction and finishes. Concealed and/or obscured structural systems or connections were not viewed. The condition of the hidden structural defects, if any, or defects not readily observable from the viewing areas mentioned above, cannot be opined on, and is beyond the standard scope of work for this project.

Based on limited observations, the superstructures appear to be in good overall condition and appear to be performing as designed. No obvious indications of irregularities, including significant floor and/or roof deflections, significant cracks, noticeably out-of-plumb building elevations, or other perceived structural defects, were reported or observed.

The ceiling damage in the auditorium of Building 9 will warrant and inspection of the wood joists in this location. Completion of a structural investigation by a structural engineer is recommended as an Critical Repair. Any active water infiltration will need to be remediated to prevent structural damage. This is further discussed in the Memorial School Capital Needs Assessment dated July 26, 2021.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Investigation and report by structural engineer – Building 9**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Complete any recommended repairs by structural engineer – pending findings of Investigation – Building 9**

Please see Table 2 for the recommended Capital Needs listed below:

- **None**

4.0 BUILDING ENVELOPE

4.1 ROOFING

DESCRIPTION

The Subject Property buildings have a mix of roof types. Observed Building roofs are summarized in the following table:

ROOFING SYSTEMS				
BUILDING NO. & NAME	ROOFING TYPE	APPROX. AREA (SF)	APPROX. AGE	WARRANTY INFORMATION / DURATION
1 – Town Office Building	Arch. Asphalt Shingle	11,446	10-15	Unknown
2 – Fire Station #1	Carlisle EPDM-membrane	11,800	9	Unknown
3 – Fire Station #2	Arch. Asphalt Shingle	2,025	15	Unknown
4 – Police Station	Arch. Asphalt Shingle	12,000	4	Unknown
5 – IT / Facilities Maintenance Building	Arch. Asphalt Shingle	3,193	~15	Unknown
6 – Public Works Building	Arch. Asphalt Shingle, varies	9,300	~15	Unknown
7 – Soule Road School	Sarnafil PVC-membrane roof	59,400	24	Warranty expired in 2012
8 – Wilbraham Middle School	Sarnafil PVC-membrane roof	92,750	1	20-year warranty
	Metal roof	7,000	1	
9 – Memorial Elementary School	Sarnafil PVC-membrane	16,800	27	No warranty information provided
	Asphalt Shingles	7,500	~30+	No warranty information provided
	EPDM-membrane	24,000	~30+	No warranty information provided
10 – Mile Tree Elementary	Sarnafil PVC-membrane roof	33,645	22	Warranty expired in 2014
	Built up room	9,600	22	Unknown
	Metal Roof	400	22	Unknown
11 – Stony Hill Elementary	Sarnafil PVC-membrane roof	36,361	22	Warranty expired
12 – Public Library	Slate roof	6,352	53	Unknown
	PVC-membrane roof	2,250	Unknown	Unknown

ROOFING SYSTEMS				
BUILDING NO. & NAME	ROOFING TYPE	APPROX. AREA (SF)	APPROX. AGE	WARRANTY INFORMATION / DURATION
13 – Little Red School House	Arch. Asphalt Shingle	2,840	Unknown	Unknown
14 – Spec Pond structures	Asphalt Shingle	~9,600	Varies	Unknown
15 – Children’s Museum	Arch. Asphalt Shingle	1,246	Unknown	Unknown
16 – Old Meeting House	Cedar Shake	1,650	~20	Unknown
17 – Country Club	Asphalt Shingle	10,946	~20	Unknown

OBSERVATIONS

In estimating the condition and effective useful life of roofs, *EBI* has relied on general industry performance of similar type roofs and general observations of the surface covering to determine if replacement is warranted during the analysis term. Estimated average effective useful life is dependent on property's location, material type and quality, quality of installation, roof maintenance and exposure, amount of roof traffic, and regional climatic conditions.

The observed Building roof types have the following average effective useful life:

- Built up roof – 15 to 25 years
- Adhered EPDM-membrane – 15 to 25 years
- TPO/PVC membrane installed before 2000 – 15 years
- TPO/PVC membrane installed after 2000 – 20 years
- Asphalt shingles, standard 3-tab – 20 years
- Architectural asphalt shingles – 30 years
- Standing seam metal roofs – 25 to 30 years
- Slate shingles – 50 to 80 years
- Wood shake – 15 to 25 years

Buildings 6, 9, 10, 11, 12, 13, and 17 all have partial or full roofs that are at or past their expected useful life. Based on the observed and reported conditions, Non-Critical Repairs are recommended for roof replacement.

Based on reported age, current condition, and expected useful life, Capital Needs are recommended for the replacement of Building 12, 13, and 16 roofs during the analysis term.

Based on its reported age, current condition, and expected useful life, replacement of the Building 2 and 14 roofs is not anticipated during the analysis term; however, Capital Needs are recommended for an annual allowance for roof maintenance and general repairs during the analysis term.

At Building 9 evidence of presumably active roof leaks in the form of stained and damaged ceiling tiles were observed during the survey in the south end of the east wing corridor. Based on the observed and reported conditions, Critical Repairs are recommended for apparent repairs and for an inspection by a roofing consultant to determine the extent of damage that may be concealed. The report should include analysis of the findings, possible causes, recommended remedies to address the problems, and cost estimates to implement the recommendations and correct the deficiencies. An allowance for the

completion of the recommended repairs has been included in the Critical Repairs. This *Report* may be updated with the cost of the repairs once they have been determined by the roofing consultant.

The coping tiles at Building 2 were cracked in a few locations along the front façade. Based on observed and reported conditions, Critical Repairs are recommended for repairing the coping tiles.

The slope and drainage design of each building roof appeared to be generally adequate with the exception of ponding at Building 9. This area of ponding should be modified to provide positive drainage when the building roof is replaced.

Because of the relatively recent installation date of the Building 4 roof, it is presumed that it is covered by warranty. Because no warranty information was provided to *EBI* for review, an Critical Repair Action Item is recommended to obtain copies of the manufacturer’s roof warranty.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Proactive maintenance program – Building 2**
- **Repair coping tiles – Building 2**
- **Obtain copy of manufacturer’s roof warranty – Building 4**
- **Investigation and report by roof consultant – Building 9**
- **Completion of repairs recommended by roof consultant – Building 9**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Partial asphalt shingle roof replacement – Building 6**
- **PVC roof replacement – Buildings 7, 9, 10, 11, 12**
- **Asphalt shingle re-roofing – Buildings 9, 17**
- **EPDM roof replacement – Building 9**
- **Built up roof replacement – Building 10**

Please see Table 2 – Capital Needs for the recommended items listed below:

- **Ongoing roof repairs and maintenance, before roof replacement – Building 2, 14**
- **Slate roof replacement – Building 12**
- **Asphalt shingle re-roofing – Building 13**
- **Cedar shingle replacement – Building 16**

4.2 FAÇADES

DESCRIPTION

Primary exterior materials vary throughout all the buildings. Observed facades are summarized in the following table:

FACADE SYSTEMS			
BUILDING NO. & NAME	PRIMARY EXTERIOR MATERIALS	EXTERIOR STAIRWAYS?	NOTES / SPECIAL FEATURES
1 – Town Office Building	Brick with vinyl trim	No	Includes cupola and dormers
2 – Fire Station #1	Composite Siding/Brick	No	Overhang at front entrance
3 – Fire Station #2	Brick, painted concrete block, clapboard siding	No	No comment

FACADE SYSTEMS			
BUILDING NO. & NAME	PRIMARY EXTERIOR MATERIALS	EXTERIOR STAIRWAYS?	NOTES / SPECIAL FEATURES
4 – Police Station	Composite siding, stacked stone at entrance	Yes	Overhang at front entrance, rear includes parking overhang
5 – IT / Facilities Maintenance Building	Vinyl siding	Yes	Exterior garage, front overhang with square columns
6 – Public Works Building	Concrete masonry unit, wood siding, metal siding	No	Includes 5 buildings with various façade materials
7 – Soule Road School	Red brick	No	Concrete and brick framed canopy at main entrance
8 – Wilbraham Middle School	Red brick	Yes	Includes front entrance canopy
9 – Memorial Elementary School	Red brick with painted wood clapboards	No	Entrance overhang with columns and cupola above gable roof
10 – Mile Tree Elementary	Red brick with EIFS panels	No	Main entrance overhang; rotunda in northeast corner
11 – Stony Hill Elementary	Red brick with EIFS panels	No	Main entrance recessed; back entrance has canopy
12 – Public Library	Red brick with vinyl siding	Yes	Dormers provided at second floor
13 – Little Red School House	Composite siding	Yes	Steps provided to all entrances with cupola over front
14 – Spec Pond structures	Varies/Vinyl Siding	No	Several small buildings
15 – Children’s Museum	Wood clapboard siding	Yes	No comment
16 – Old Meeting House	Wood clapboard siding	Yes	Enclosed porch at rear
17 – Country Club	Vinyl siding	Yes	Historical house at front with clubhouse addition connected at rear

OBSERVATIONS

The estimate of the façade condition is based on limited observation of representative observed areas of the exterior walls and the age of the improvements. Façade observations for a multi-story building are limited to exterior finishes of the ground level façades and those portions of the façades observable from adjacent roof areas or adjacent buildings. This does not represent a comprehensive or in-depth façade survey. Therefore, observations in this *Report* cannot be the sole source of façade analysis. Concealed and/or obscured façade material attachment systems were not viewed. hidden defects, if any, or defects not readily observable from the viewing areas mentioned above, cannot be opined on, and is beyond the standard scope of work for this assessment.

The observed areas of the facades of Buildings 1, 2, 12, and 17 have damaged siding that is cracked, dislodged, or with missing screws. Based on observed and reported conditions, Critical Repairs are recommended for the repair of the damaged siding.

The observed areas of Buildings with brick veneer appear to be in good overall condition. Based on the age and the condition of the brick masonry exterior walls, it is recommended that a dedicated repair program be instituted for anticipated degradation of the mortar joints and overall exterior wall performance. Walls should be routinely checked for fractured, spalling or missing mortar joints, and cleaning or tuck pointing of the brick and joints should be performed where necessary as part of routine maintenance.

Brick chimneys require repointing or general repair at Buildings 7, 9 and 16. The brick chimney at Building 9's gable roof has significant (> 1" wide) step cracking on the east face. This could create a falling hazard. Based on observed and reported conditions Critical Repairs are recommended for the repair of the cracked chimney. The other Buildings' chimney repairs are recommended as a Non-Critical Repair.

The observed sealants along the control joints appear to be in good condition overall. However, at Building 4 there were areas of joints between siding and trim where there was no sealant. Based on observed and reported conditions Non-Critical Repairs are recommended for sealant and control joint renewal at Building 4.

The painted finishes appear to be in good to fair condition. Peeling and faded paint finishes were observed at Buildings 5, 6, 9, 11, and 16. Based on observed and reported conditions Non-Critical Repairs are recommended for repainting the areas of damaged/deteriorated painted finishes. Based on the observed condition and reported age of the Subject Property's painted finishes on the facades and other exterior building components, and the average effective useful life of paint coatings, Capital Needs are recommended for exterior painting at Buildings 1, 3, 4, 5, 6, 9 and 15 during the analysis term.

OBSERVATIONS – MISCELLANEOUS ITEMS

The site contact noted Building 16 is planning to construct an accessible ramp that has been designed and is in the bid process. The ramp is included as a Non-Critical Repair item as an action item.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Repair dislodged/damaged trim pieces – Building 1, 12, 17**
- **Repair brick chimney – Building 9**
- **Repair composite siding – Building 2**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Control joint sealant renewal – Building 4**
- **Exterior brick painting – Building 5**
- **Exterior painting – Building 6, 9, 11, 16**
- **Repair brick chimney – Building 7, 16 (per town)**
- **Construct ADA ramp – Building 16 (per town)**

Please see Table 2 for the recommended Capital Needs listed below:

- **Exterior painting – Buildings 1, 3, 4, 5, 6, 9, 15**

4.3 WINDOWS AND EXTERIOR DOORS

DESCRIPTION

The Buildings all include windows and doors. The windows are generally insulated, fixed or operable, with either aluminum, vinyl, or wood trim.

Exterior doors generally consist of average-quality, commercial-grade single- or double-leaf aluminum and glass doors. Secondary entrances and service doors are generally single-leaf metal units set in metal frames. The doors are furnished with standard hardware, and panic hardware was mostly observed at emergency exit doors.

Buildings 2, 3, 4, 5, 6, 7, 8, 14, and 17 include one or more garage doors.

OBSERVATIONS

The observed windows generally appeared to be weather-tight and in good overall condition. Most buildings have upgraded insulated windows except for Building 5, 7, and 17. As Building 17 is historical in nature a window upgrade cost is not included in this report. Based on observed and reported conditions, Non-Critical Repairs are recommended for the replacement of Building 5's single pane windows. Capital Needs are recommended for the replacement of Building 7's windows.

Broken block windows were observed at the south side of the Building 9 auditorium. Based on the observed conditions, Critical Repairs are recommended for the repair of the broken windows.

Aside from normal wear, the observed doors appear to be in good condition. Moderate rust and corrosion was observed on exterior doors at Building 8. Accordingly, Non-Critical Repairs are recommended for the replacement of the affected doors.

The sealants around the windows and doors appears to be in generally good to fair condition. Several areas of deteriorated and, or detached sealants were observed around the windows and doors of Buildings 1, 6, and 7. Non-Critical Repairs are recommended for sealant renewal around the affected windows and doors. Based on their reported age, current condition, and expected useful life, Capital Needs are recommended for sealant renewal around windows and doors during the analysis term at Buildings 2, 3, 5, 9, 10, 11, 12, 15, and 17.

Aside from normal wear, the observed overhead garage doors appear to be in good condition. Based on their reported age, current condition, and expected useful life, Capital Needs are recommended for the replacement of overhead garage doors during the analysis term at Buildings 5, 6, and 8.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Replace damaged windows – Building 9**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Renewal of the sealants around the windows and doors – Buildings 1, 6, 7, 11**
- **Replace single pane windows – Building 5**
- **Replace exterior doors – Building 8**

Please see Table 2 for the recommended Capital Needs listed below:

- **Renewal of the sealants around the windows and doors – Buildings 2, 3, 5, 9, 10, 12, 15, 17**
- **Replace garage doors – Buildings 5, 6, 8**
- **Window replacement – Building 7**

5.0 BUILDING INTERIORS

5.1 BASEMENTS, ATTICS, AND PENTHOUSES

DESCRIPTION

Buildings 4, 8, 9, 10, 12, 13, 16, and 17 have basements that are generally used for mechanical or storage areas. Building 4's basement is occupied by office space along with storage.

Accessible attics are present in Building 1 and 4 and utilized for storage and mechanical purposes only.

OBSERVATIONS

Building 12's site contact noted the basement has continuous moisture infiltration. During the site visit mold-like substance was observed on some of the mechanical piping. Based on observed and reported conditions, Critical Repairs are recommended for a basement inspection at Building 12. Any proposed recommendations from the inspection are recommended as Non-Critical Repairs.

There were no other reported or observed problems with the Subject Property basements or attics.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Basement inspection – Building 12**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Complete recommended basement repairs – Building 12 – action item**

Please see Table 2 for the recommended Capital Needs listed below:

- **None**

5.2 INTERIOR FINISHES AND COMPONENTS

DESCRIPTION

The interior areas into which entry was made possible by the site contact are finished with average quality materials consistent with similar property use types. Office space interiors typically include commercial quality carpeting or vinyl flooring, and suspended acoustical tile ceiling. School interiors generally include vinyl flooring. Interior walls are generally painted GWB and doors have stained or painted finishes.

Common areas at the Subject Property include common hallways, and cafeteria and gymnasium spaces within the schools.

The schools, fire station, and Country Club (Buildings 1,7,8,9,10,11,17) include kitchens with a variety of commercial equipment.

OBSERVATIONS

A representative sampling of the common areas and tenant spaces were surveyed and comments regarding their condition are listed below.

The tenant spaces are in generally good condition. Stained ceilings were observed in Buildings 5, 6, and 7. Based on observed and reported conditions, Non-Critical Repairs are recommended for repairing water stained ceilings.

Buildings 1, 2, 7, 8, 9, 10, 11, 17 are community spaces (Schools, Country Club, and Town Hall) with highly utilized common spaces. Based on their reported age, current condition, and estimated useful life, Capital Needs are recommended for common area refurbishment, including painting the walls and trim, and flooring replacement. Building 9 was observed with worn finishes throughout the interior space. Based on the finishes reported age, current condition, and estimated useful life, Non-Critical costs are recommended for interior refurbishment of Building 9. Interior refurbishment costs are based on a composite square foot allowance unit cost to refurbish interior spaces balancing differential needs of common areas and classrooms/office space.

The kitchen finishes were found to be in good condition. The equipment appears in good condition. Based on their reported age and estimated remaining useful life and current condition, kitchen refurbishment is recommended as a Capital Need during the analysis term for Buildings 2, 3, 7, 8, 9, 10, 11, and 17.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **None**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Repair water stained ceilings – Buildings 5, 6, 7**

Please see Table 2 for the recommended Capital Needs listed below:

- **Interior refurbishment – Buildings 1, 2, 7, 8, 9, 10, 11, 17**
- **Kitchen area refurbishment – Buildings 2, 3, 7, 8, 9, 10, 11, 17**

6.0 ACCESSIBILITY

DESCRIPTION

The *Americans with Disabilities Act (ADA)*, Title III, 28 CFR Part 36, enacted July 26, 1990 and effective January 26, 1992, governs public accommodation and commercial properties. Title III of the ADA divides facilities into two basic categories: places of *public accommodation* and *commercial facilities*, with different obligations for each facility type. The provisions of Title III provide that persons with disabilities should have accommodations and access to public facilities that are equal, or similar, to those available to the general public. Assessment of any other Titles, or their provisions of the ADA, including those that govern employer and/or tenant responsibilities, is specifically excluded from this Scope of Work and Report. Since tenants and employers at properties are usually responsible for making their leased areas ADAAG-compliant, assessment for ADAAG compliance in these areas was not completed.

Regardless of a property's age, these areas and facilities must be maintained and operated to comply with the *Americans with Disabilities Act Accessibility Guidelines (ADAAG)*. Facilities initially occupied after the effective date are required to fully comply with the ADAAG. Existing facilities constructed prior to this date are held to the lesser standard of compliance as Title III calls for owners of buildings occupied prior to the effective date to expend "reasonable" sums, and make "reasonable efforts", to make "practicable" or "readily achievable" modifications to remove barriers, unless said modification would create an undue financial burden on the property or is structurally infeasible. When renovating buildings occupied prior to the effective date, the area renovated, and the path of travel accessing the renovated area, must comply with the ADAAG. As an alternative, a *reasonable accommodation* pertaining to the deficiency must be made. The definitions of "reasonable," "reasonable efforts," "practicable," and "readily achievable," are site dependent and vary based on the owner's financial status.

Due to the unique nature of each property, the extent of analysis required, and the many variables of compliance with the ADAAG guidelines, the evaluation of costs for full ADAAG compliance is beyond the scope of this Report. A separate *ADAAG Compliance Audit* may be ordered and may reveal additional aspects of the property that are not in compliance.

For the purposes of this Report the survey is limited to visual observations of only a representative sample of areas readily observable or easily accessible, and to those areas set forth in *EBI's Modified Accessibility Compliance Checklist and Costs* included in Appendix C of this Report. The survey is limited to identifying potential routine maintenance or renovation actions that can increase accessibility over time and may or may not, achieve full ADAAG compliance. Places of *public accommodation* at the Subject Property were visually observed for general compliance with the major requirements of the ADA, taking into consideration the current use of the property, its age and renovation history. No actual measurements were taken to verify compliance.

Questions concerning the ADA and the ADAAG may be addressed to the *United States Department of Justice (USDOJ) ADA Hotline* at (800) 514-0301 followed by touching "7" on the touch tone keypad. Additional information is available online at the [ADA.gov website](http://ADA.gov).

OBSERVATIONS

Some of the building assets of the Subject Property may fall into the *public accommodation* category of ADAAG.

Therefore, the Americans with Disabilities Act (ADA), Title III, 28 CFR Part 36, is applicable.

A visual review of the property completed in conformance with *EBI's Modified Accessibility Compliance Checklist and Costs*, identified issues of non-compliance with the ADAAG. Minor modifications to correct observed ADAAG deficiencies for the Subject Property and their associated estimated costs are detailed in *EBI's Modified Accessibility Compliance Checklist and Costs tables*. Modifications to correct other likely ADA deficiencies of the Subject Property, and related costs are beyond the scope of this assessment. EBI recommends that an accessibility specialist be engaged to determine other accessibility modifications, that may be necessary pursuant to the ADAAG to bring all applicable building assets of the property into compliance.

Modifications to correct observed ADAAG readily apparent deficiencies for the Subject Property and their associated estimated costs are detailed in *EBI's Modified Accessibility Compliance Checklist and Costs* immediately following.

RECOMMENDATIONS

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Engage an Accessibility Specialist Consultant – Cost shown in Building 1 cost tables**
- **Complete ADA compliance upgrades - Buildings 1, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17**

Please see Table 2 for the recommended Capital Needs listed below:

- **None**

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **01 - Town Office Building**
 Property Address: **240 Springfield Street**
Wilbraham, MA 01095
 Property Age: **43 Years**

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1	✓			ADA 208.2						
1.2	✓			ADA 208.2.4						
1.3	✓			ADA 502.2						
1.4	✓			ADA 502.2						
1.5	✓			ADA 502.3						
1.6	✓			ADA 502.3						
1.7	✓			ADA 502.6						
1.8		✓		ADA 502.6	Van accessible space is not marked	Provide 'van-accessible' placard on vertical signage at van-accessible parking spaces.	1	\$25	each	\$25
1.9	✓			ADA 502.6						
1.10	✓			ADA 403.5.1						
1.11	✓			ADA 303.2, 303.3						
1.12	✓			ADA 307.2						
1.113	✓			ADA 404.2.3						
1.14	✓			ADA 402.7						
1.15	✓			ADA 404.2, 303.2						
1.16	✓			ADA 502.4						
1.17	✓			ADA 216.6						
1.18	✓			ADA 405.2						
1.19	✓			ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22	✓			ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **01 - Town Office Building**
 Property Address: **240 Springfield Street**
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 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4			✓	ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5	✓			ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11	✓			ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 01 - Town Office Building
 Property Address: 240 Springfield Street
 Wilbraham, MA 01095
 Property Age: 43 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$25

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 02 - Fire Station 1
 Property Address: 2770 Boston Road
 Wilbraham, MA 01095
 Property Age: 9 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1	Does there appear to be sufficient handicapped-accessible parking spaces with respect to the total number of reported spaces?	✓			ADA 208.2					
1.2	Is at least on in every six accessible spaces van-accessible?	✓			ADA 208.2.4					
1.3	Are accessible car parking spaces 96 inches wide minimum? (Measure from the centerline of the markings.) (NOTE: In Florida accessible spaces must be 144 inches wide minimum)	✓			ADA 502.2					
1.4	Are accessible van parking spaces 132 inches wide minimum? (Exception: Van parking spaces can be 96 inches wide minimum when the access aisle is 96 inches wide minimum.) (Measure from the centerline of the markings.)	✓			ADA 502.2					
1.5	Are there access aisles adjacent to each accessible space, and if present, are they at least 60 inches wide? (Two spaces may share an access aisle that is between them. Exception: Angled van accessible parking spaces must have the access aisle on the passenger side of the accessible space.)	✓			ADA 502.3					
1.6	Do the access aisles adjoin an accessible route? (NOTE: Compliant curb ramps present at head of access aisle, or access aisles flush with sidewalks.)	✓			ADA 502.3					
1.7	Do the existing ADA spaces appear to be marked with the International Symbol of Accessibility on a vertically-mounted sign?	✓			ADA 502.6					
1.8	Do the existing van-accessible spaces appear to be marked with a sign reading "Van-Accessible"?	✓			ADA 502.6					
1.9	Is the bottom edge of the ISA sign at least 60 inches above the finish grade of the parking space? (NOTE: "VAN ACCESSIBLE" sign can be lower than 60 inches.)	✓			ADA 502.6					
1.10	Are the clear widths of the walking surface of the accessible routes 36 inches minimum?	✓			ADA 403.5.1					
1.11	Are accessible routes free from barriers, such as stairs, steps, or vertical changes greater than 1/4"? (NOTE: a vertical change up to 1/2" is allowable if beveled with a slope no steeper than 1:2. This does not include ramps.)	✓			ADA 303.2, 303.3					
1.12	Do all protruding objects located between 27 inches above the floor and 80 inches above the floor protrude no greater than 4 inches into the circulation path if they do not have protection via a guardrail or other barrier with a bottom edge 27 inches above	✓			ADA 307.2					
1.113	Is the clear opening width of the accessible entrance door at least 32", between the face of the door and the stop, when door is open 90 degrees?	✓			ADA 404.2.3					
1.14	Is the door hardware on exterior access doors to areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?	✓			ADA 402.7					
1.15	At accessible entrances, is the door threshold height less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?	✓			ADA 404.2, 303.2					
1.16	Does the accessible route feature a stable, firm, and slip-resistant walking surface?	✓			ADA 502.4					
1.17	If not all entrances are accessible, is there a sign at the accessible entrance with the International Symbol of Accessibility?			✓	ADA 216.6					
1.18	Do all ramps on accessible pathways serving areas of public accommodation (including curb ramps) appear to have a slope not exceeding 1:12?	✓			ADA 405.2					
1.19	Do depressed curb ramps on accessible pathways serving areas of public accommodation have flared sides with a slope not exceeding 1:10?	✓			ADA 406.3					
1.20	If a ramp has a rise higher than 6", are there handrails on both sides?			✓	ADA 405.8					
1.21	Does the width between railings for ramps on accessible pathways serving areas of public accommodation appear to be at least 36 inches?			✓	ADA 405.5					
1.22	Is there a level landing at least 60" x 60" at the top and bottom of each ramp run?			✓	ADA 405.7					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **02 - Fire Station 1**
 Property Address: **2770 Boston Road**
Wilbraham, MA 01095
 Property Age: **9 Years**

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4	✓			ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5			✓	ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11	✓			ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 02 - Fire Station 1
 Property Address: 2770 Boston Road
 Wilbraham, MA 01095
 Property Age: 9 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$0

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 03 - Fire Station 2 / Auxiliary Fire
 Property Address: 6 Woodland Dell Road
 Wilbraham, MA 01095
 Property Age: 63 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1			✓	ADA 208.2	Does there appear to be sufficient handicapped-accessible parking spaces with respect to the total number of reported spaces?					
1.2			✓	ADA 208.2.4	Is at least on in every six accessible spaces van-accessible?					
1.3			✓	ADA 502.2	Are accessible car parking spaces 96 inches wide minimum? (Measure from the centerline of the markings.) (NOTE: In Florida accessible spaces must be 144 inches wide minimum)					
1.4			✓	ADA 502.2	Are accessible van parking spaces 132 inches wide minimum? (Exception: Van parking spaces can be 96 inches wide minimum when the access aisle is 96 inches wide minimum.) (Measure from the centerline of the markings.)					
1.5			✓	ADA 502.3	Are there access aisles adjacent to each accessible space, and if present, are they at least 60 inches wide? (Two spaces may share an access aisle that is between them. Exception: Angled van accessible parking spaces must have the access aisle on the passenger side of the accessible space.)					
1.6			✓	ADA 502.3	Do the access aisles adjoin an accessible route? (NOTE: Compliant curb ramps present at head of access aisle, or access aisles flush with sidewalks.)					
1.7			✓	ADA 502.6	Do the existing ADA spaces appear to be marked with the International Symbol of Accessibility on a vertically-mounted sign?					
1.8			✓	ADA 502.6	Do the existing van-accessible spaces appear to be marked with a sign reading "Van-Accessible"?					
1.9			✓	ADA 502.6	Is the bottom edge of the ISA sign at least 60 inches above the finish grade of the parking space? (NOTE: "VAN ACCESSIBLE" sign can be lower than 60 inches.)					
1.10			✓	ADA 403.5.1	Are the clear widths of the walking surface of the accessible routes 36 inches minimum?					
1.11			✓	ADA 303.2, 303.3	Are accessible routes free from barriers, such as stairs, steps, or vertical changes greater than 1/4"? (NOTE: a vertical change up to 1/2" is allowable if beveled with a slope no steeper than 1:2. This does not include ramps.)					
1.12			✓	ADA 307.2	Do all protruding objects located between 27 inches above the floor and 80 inches above the floor protrude no greater than 4 inches into the circulation path if they do not have protection via a guardrail or other barrier with a bottom edge 27 inches above					
1.113			✓	ADA 404.2.3	Is the clear opening width of the accessible entrance door at least 32", between the face of the door and the stop, when door is open 90 degrees?					
1.14			✓	ADA 402.7	Is the door hardware on exterior access doors to areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
1.15			✓	ADA 404.2, 303.2	At accessible entrances, is the door threshold height less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
1.16			✓	ADA 502.4	Does the accessible route feature a stable, firm, and slip-resistant walking surface?					
1.17			✓	ADA 216.6	If not all entrances are accessible, is there a sign at the accessible entrance with the International Symbol of Accessibility?					
1.18			✓	ADA 405.2	Do all ramps on accessible pathways serving areas of public accommodation (including curb ramps) appear to have a slope not exceeding 1:12?					
1.19			✓	ADA 406.3	Do depressed curb ramps on accessible pathways serving areas of public accommodation have flared sides with a slope not exceeding 1:10?					
1.20			✓	ADA 405.8	If a ramp has a rise higher than 6", are there handrails on both sides?					
1.21			✓	ADA 405.5	Does the width between railings for ramps on accessible pathways serving areas of public accommodation appear to be at least 36 inches?					
1.22			✓	ADA 405.7	Is there a level landing at least 60" x 60" at the top and bottom of each ramp run?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 03 - Fire Station 2 / Auxiliary Fire
 Property Address: 6 Woodland Dell Road
 Wilbraham, MA 01095
 Property Age: 63 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1			✓	ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2			✓	ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3			✓	ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4			✓	ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc., protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5			✓	ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6			✓	ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of <1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1			✓	ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2			✓	ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3			✓	ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4			✓	ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5			✓	ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6			✓	ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7			✓	ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8			✓	ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9			✓	ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10			✓	ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11			✓	ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 03 - Fire Station 2 / Auxiliary Fire
 Property Address: 6 Woodland Dell Road
 Wilbraham, MA 01095
 Property Age: 63 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?			✓	ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?			✓	ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?			✓	ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$0

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 04 - Police Station
 Property Address: 2780 Boston Road
 Wilbraham, MA
 Property Age: 4 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1		✓		ADA 208.2	Town reported 52 parking spaces which requires 3 accessible spaces	Provide accessible parking spaces for ADA compliance.	1	\$200	each	\$200
1.2	✓			ADA 208.2.4						
1.3	✓			ADA 502.2						
1.4	✓			ADA 502.2						
1.5	✓			ADA 502.3						
1.6	✓			ADA 502.3						
1.7	✓			ADA 502.6						
1.8	✓			ADA 502.6						
1.9	✓			ADA 502.6						
1.10	✓			ADA 403.5.1						
1.11	✓			ADA 303.2, 303.3						
1.12	✓			ADA 307.2						
1.113	✓			ADA 404.2.3						
1.14	✓			ADA 402.7						
1.15	✓			ADA 404.2, 303.2						
1.16	✓			ADA 502.4						
1.17	✓			ADA 216.6						
1.18	✓			ADA 405.2						
1.19	✓			ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22	✓			ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 04 - Police Station
 Property Address: 2780 Boston Road
 Wilbraham, MA
 Property Age: 4 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7	✓			ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8	✓			ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9	✓			ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10	✓			ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11	✓			ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4			✓	ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5	✓			ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11	✓			ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 04 - Police Station
 Property Address: 2780 Boston Road
 Wilbraham, MA
 Property Age: 4 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$200

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 05 - IT/Facilities Maintenance Building
 Property Address: 16 Main Street
 Wilbraham, MA
 Property Age: 111 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1	✓			ADA 208.2						
1.2		✓		ADA 208.2.4	Van signage not noted	Provide van-accessible parking spaces adjacent to areas of public accommodation.	1	\$200	each	\$200
1.3	✓			ADA 502.2						
1.4	✓			ADA 502.2						
1.5		✓		ADA 502.3	Access aisles not present	Provide compliant access aisle adjacent to accessible parking space(s) for ADA compliance.	1	\$200	each	\$200
1.6			✓	ADA 502.3						
1.7	✓			ADA 502.6						
1.8			✓	ADA 502.6						
1.9		✓		ADA 502.6	Sign is less than 60 inches from grade	Modify existing accessible parking signage for compliance with ADA minimum height requirements.	1	\$100	each	\$100
1.10	✓			ADA 403.5.1						
1.11	✓			ADA 303.2, 303.3						
1.12	✓			ADA 307.2						
1.113	✓			ADA 404.2.3						
1.14			✓	ADA 402.7						
1.15			✓	ADA 404.2, 303.2						
1.16			✓	ADA 502.4						
1.17			✓	ADA 216.6						
1.18			✓	ADA 405.2						
1.19			✓	ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22			✓	ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 05 - IT/Facilities Maintenance Building
 Property Address: 16 Main Street
 Wilbraham, MA
 Property Age: 111 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1			✓	ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2			✓	ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3			✓	ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4			✓	ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5			✓	ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6			✓	ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1			✓	ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2			✓	ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3			✓	ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4			✓	ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5			✓	ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6			✓	ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7			✓	ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8			✓	ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9			✓	ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10			✓	ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11			✓	ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 05 - IT/Facilities Maintenance Building
 Property Address: 16 Main Street
 Wilbraham, MA
 Property Age: 111 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?			✓	ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?			✓	ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?			✓	ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$500

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 06 - Public Works/DPW
 Property Address: 2721 Boston Road
 Wilbraham, MA 01095
 Property Age: 32 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost	
1.0 ADA - Parking and Exterior Accessible Routes											
1.1	Does there appear to be sufficient handicapped-accessible parking spaces with respect to the total number of reported spaces?	✓			ADA 208.2						
1.2	Is at least on in every six accessible spaces van-accessible?		✓		ADA 208.2.4	Van accessible signage or available width not shown	Provide van-accessible parking spaces adjacent to areas of public accommodation.	1	\$200	each	\$200
1.3	Are accessible car parking spaces 96 inches wide minimum? (Measure from the centerline of the markings.) (NOTE: In Florida accessible spaces must be 144 inches wide minimum)	✓			ADA 502.2						
1.4	Are accessible van parking spaces 132 inches wide minimum? (Exception: Van parking spaces can be 96 inches wide minimum when the access aisle is 96 inches wide minimum.) (Measure from the centerline of the markings.)			✓	ADA 502.2						
1.5	Are there access aisles adjacent to each accessible space, and if present, are they at least 60 inches wide? (Two spaces may share an access aisle that is between them. Exception: Angled van accessible parking spaces must have the access aisle on the passenger side of the accessible space.)		✓		ADA 502.3	No access aisle present	Provide compliant access aisle adjacent to accessible parking space(s) for ADA compliance.	1	\$200	each	\$200
1.6	Do the access aisles adjoin an accessible route? (NOTE: Compliant curb ramps present at head of access aisle, or access aisles flush with sidewalks.)			✓	ADA 502.3						
1.7	Do the existing ADA spaces appear to be marked with the International Symbol of Accessibility on a vertically-mounted sign?		✓		ADA 502.6	No vertical signage at accessible parking	Provide compliant signage at accessible parking spaces.	1	\$150	each	\$150
1.8	Do the existing van-accessible spaces appear to be marked with a sign reading "Van-Accessible"?			✓	ADA 502.6						
1.9	Is the bottom edge of the ISA sign at least 60 inches above the finish grade of the parking space? (NOTE: "VAN ACCESSIBLE" sign can be lower than 60 inches.)			✓	ADA 502.6						
1.10	Are the clear widths of the walking surface of the accessible routes 36 inches minimum?	✓			ADA 403.5.1						
1.11	Are accessible routes free from barriers, such as stairs, steps, or vertical changes greater than 1/4"? (NOTE: a vertical change up to 1/2" is allowable if beveled with a slope no steeper than 1:2. This does not include ramps.)	✓			ADA 303.2, 303.3						
1.12	Do all protruding objects located between 27 inches above the floor and 80 inches above the floor protrude no greater than 4 inches into the circulation path if they do not have protection via a guardrail or other barrier with a bottom edge 27 inches above	✓			ADA 307.2						
1.113	Is the clear opening width of the accessible entrance door at least 32", between the face of the door and the stop, when door is open 90 degrees?	✓			ADA 404.2.3						
1.14	Is the door hardware on exterior access doors to areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?			✓	ADA 402.7						
1.15	At accessible entrances, is the door threshold height less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?			✓	ADA 404.2, 303.2						
1.16	Does the accessible route feature a stable, firm, and slip-resistant walking surface?			✓	ADA 502.4						
1.17	If not all entrances are accessible, is there a sign at the accessible entrance with the International Symbol of Accessibility?			✓	ADA 216.6						
1.18	Do all ramps on accessible pathways serving areas of public accommodation (including curb ramps) appear to have a slope not exceeding 1:12?			✓	ADA 405.2						
1.19	Do depressed curb ramps on accessible pathways serving areas of public accommodation have flared sides with a slope not exceeding 1:10?			✓	ADA 406.3						
1.20	If a ramp has a rise higher than 6", are there handrails on both sides?			✓	ADA 405.8						
1.21	Does the width between railings for ramps on accessible pathways serving areas of public accommodation appear to be at least 36 inches?			✓	ADA 405.5						
1.22	Is there a level landing at least 60" x 60" at the top and bottom of each ramp run?			✓	ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 06 - Public Works/DPW
 Property Address: 2721 Boston Road
 Wilbraham, MA 01095
 Property Age: 32 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1			✓	ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2			✓	ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3			✓	ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4			✓	ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5			✓	ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6			✓	ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1			✓	ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2			✓	ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3			✓	ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4			✓	ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5			✓	ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6			✓	ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7			✓	ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8			✓	ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9			✓	ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10			✓	ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11			✓	ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 06 - Public Works/DPW
 Property Address: 2721 Boston Road
 Wilbraham, MA 01095
 Property Age: 32 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?			✓	ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?			✓	ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?			✓	ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$550

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 01 - Soule Road School
 Property Address: 300 Soule Road
 Wilbraham, MA 01095
 Property Age: 51 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1		✓		ADA 208.2	Two observed accessible parking spaces. Five are required for 126 parking spaces.	Provide accessible parking spaces for ADA compliance.	3	\$200	each	\$600
1.2	✓			ADA 208.2.4						
1.3	✓			ADA 502.2						
1.4	✓			ADA 502.2						
1.5	✓			ADA 502.3						
1.6	✓			ADA 502.3						
1.7	✓			ADA 502.6						
1.8	✓			ADA 502.6						
1.9	✓			ADA 502.6						
1.10	✓			ADA 403.5.1						
1.11	✓			ADA 303.2, 303.3						
1.12	✓			ADA 307.2						
1.113	✓			ADA 404.2.3						
1.14	✓			ADA 402.7						
1.15	✓			ADA 404.2, 303.2						
1.16	✓			ADA 502.4						
1.17			✓	ADA 216.6						
1.18	✓			ADA 405.2						
1.19	✓			ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22	✓			ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **01 - Soule Road School**
 Property Address: **300 Soule Road**
Wilbraham, MA 01095
 Property Age: **51 Years**

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4			✓	ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5	✓			ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11	✓			ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 01 - Soule Road School
 Property Address: 300 Soule Road
 Wilbraham, MA 01095
 Property Age: 51 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$600

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 08 - Wilbraham Middle School
 Property Address: 466 Stony Hill Road
 Wilbraham, MA
 Property Age: 53 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1		✓		ADA 208.2	Five accessible spaces are required for 130 parking spots	Provide accessible parking spaces for ADA compliance.	1	\$200	each	\$200
1.2	✓			ADA 208.2.4						
1.3	✓			ADA 502.2						
1.4	✓			ADA 502.2						
1.5	✓			ADA 502.3						
1.6	✓			ADA 502.3						
1.7	✓			ADA 502.6						
1.8	✓			ADA 502.6						
1.9	✓			ADA 502.6						
1.10	✓			ADA 403.5.1						
1.11	✓			ADA 303.2, 303.3						
1.12	✓			ADA 307.2						
1.113	✓			ADA 404.2.3						
1.14	✓			ADA 402.7						
1.15	✓			ADA 404.2, 303.2						
1.16	✓			ADA 502.4						
1.17	✓			ADA 216.6						
1.18	✓			ADA 405.2						
1.19	✓			ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22	✓			ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 08 - Wilbraham Middle School
 Property Address: 466 Stony Hill Road
 Wilbraham, MA
 Property Age: 53 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7	✓			ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8	✓			ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9	✓			ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10	✓			ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11	✓			ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4			✓	ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5	✓			ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11		✓		ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?	Provide pipes beneath sinks in common restrooms with scald/abrasion protection.	20	\$35	per sink	\$700

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 08 - Wilbraham Middle School
 Property Address: 466 Stony Hill Road
 Wilbraham, MA
 Property Age: 53 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?		✓		ADA 308.2	Dispensers are located over obstructions (sinks)	Relocate bathroom accessories to appropriate mounting heights for accessibility.	4	\$50	per accessory	\$200
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?			✓	ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$1,100

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: Memorial Elementary School
 Property Address: 318 Main Street
 Wilbraham, MA 01095
 Property Age: 71 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1		✓		ADA 208.2	170 parking spots requires 6 accessible spots. Only 4 accessible spots observed.	Provide accessible parking spaces for ADA compliance.	2	\$200	each	\$400
1.2		✓		ADA 208.2.4	Provide 1 marked van-accessible space	Provide van-accessible parking spaces adjacent to areas of public accommodation.	1	\$200	each	\$200
1.3	✓			ADA 502.2						
1.4			✓	ADA 502.2						
1.5	✓			ADA 502.3						
1.6	✓			ADA 502.3						
1.7		✓		ADA 502.6	No signage observed at the four accessible spots	Provide compliant signage at accessible parking spaces.	4	\$150	each	\$600
1.8			✓	ADA 502.6						
1.9			✓	ADA 502.6						
1.10	✓			ADA 403.5.1						
1.11	✓			ADA 303.2, 303.3						
1.12	✓			ADA 307.2						
1.113	✓			ADA 404.2.3						
1.14	✓			ADA 402.7						
1.15	✓			ADA 404.2, 303.2						
1.16	✓			ADA 502.4						
1.17			✓	ADA 216.6						
1.18	✓			ADA 405.2						
1.19	✓			ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22	✓			ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: Memorial Elementary School
 Property Address: 318 Main Street
 Wilbraham, MA 01095
 Property Age: 71 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc., protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4	✓			ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5			✓	ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11		✓		ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?	Some under sink pipes are not provided with protection	2	\$35	per sink	\$70

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: Memorial Elementary School
 Property Address: 318 Main Street
 Wilbraham, MA 01095
 Property Age: 71 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$1,270

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 10 - Mile Tree Elementary School
 Property Address: 625 Main Street
 Wilbraham, MA 01095
 Property Age: 58 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1	✓			ADA 208.2						
1.2	✓			ADA 208.2.4						
1.3	✓			ADA 502.2						
1.4	✓			ADA 502.2						
1.5		✓		ADA 502.3	Access aisle not available on accessible parking space to the northwest corner of the building	Provide compliant access aisle adjacent to accessible parking space(s) for ADA compliance.	1	\$200	each	\$200
1.6	✓			ADA 502.3						
1.7	✓			ADA 502.6						
1.8	✓			ADA 502.6						
1.9	✓			ADA 502.6						
1.10	✓			ADA 403.5.1						
1.11	✓			ADA 303.2, 303.3						
1.12	✓			ADA 307.2						
1.113	✓			ADA 404.2.3						
1.14	✓			ADA 402.7						
1.15	✓			ADA 404.2, 303.2						
1.16	✓			ADA 502.4						
1.17	✓			ADA 216.6						
1.18	✓			ADA 405.2						
1.19	✓			ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22	✓			ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **10 - Mile Tree Elementary School**
 Property Address: **625 Main Street**
Wilbraham, MA 01095
 Property Age: **58 Years**

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4			✓	ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5	✓			ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11	✓			ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 10 - Mile Tree Elementary School
 Property Address: 625 Main Street
 Wilbraham, MA 01095
 Property Age: 58 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$200

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **11 - Stony Hill Elementary School**
 Property Address: **675 Stony Hill Road**
Wilbraham, MA
 Property Age: **68 Years**

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1	✓			ADA 208.2						
1.2	✓			ADA 208.2.4						
1.3	✓			ADA 502.2						
1.4	✓			ADA 502.2						
1.5	✓			ADA 502.3						
1.6	✓			ADA 502.3						
1.7		✓		ADA 502.6	Accessible parking is not marked	Provide compliant signage at accessible parking spaces.	4	\$150	each	\$600
1.8		✓		ADA 502.6	Van signage is not marked	Provide 'van-accessible' placard on vertical signage at van-accessible parking spaces.	1	\$25	each	\$25
1.9			✓	ADA 502.6						
1.10	✓			ADA 403.5.1						
1.11	✓			ADA 303.2, 303.3						
1.12	✓			ADA 307.2						
1.113	✓			ADA 404.2.3						
1.14	✓			ADA 402.7						
1.15	✓			ADA 404.2, 303.2						
1.16	✓			ADA 502.4						
1.17	✓			ADA 216.6						
1.18	✓			ADA 405.2						
1.19	✓			ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22	✓			ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **11 - Stony Hill Elementary School**
 Property Address: **675 Stony Hill Road**
Wilbraham, MA
 Property Age: **68 Years**

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4	✓			ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5	✓			ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11	✓			ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 11 - Stony Hill Elementary School
 Property Address: 675 Stony Hill Road
 Wilbraham, MA
 Property Age: 68 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$625

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **12 - Public Library**
 Property Address: **2 Crane Park Drive**
Wilbraham, MA 01095
 Property Age: **53 Years**

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1	✓			ADA 208.2						
1.2	✓			ADA 208.2.4						
1.3	✓			ADA 502.2						
1.4	✓			ADA 502.2						
1.5	✓			ADA 502.3						
1.6	✓			ADA 502.3						
1.7	✓			ADA 502.6						
1.8		✓		ADA 502.6	No van accessible signage	Provide 'van-accessible' placard on vertical signage at van-accessible parking spaces.	1	\$25	each	\$25
1.9		✓		ADA 502.6	Signage is not at least 60 inches high	Modify existing accessible parking signage for compliance with ADA minimum height requirements.	2	\$100	each	\$200
1.10	✓			ADA 403.5.1						
1.11	✓			ADA 303.2, 303.3						
1.12	✓			ADA 307.2						
1.113	✓			ADA 404.2.3						
1.14	✓			ADA 402.7						
1.15	✓			ADA 404.2, 303.2						
1.16	✓			ADA 502.4						
1.17	✓			ADA 216.6						
1.18	✓			ADA 405.2						
1.19	✓			ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22	✓			ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **12 - Public Library**
 Property Address: **2 Crane Park Drive**
Wilbraham, MA 01095
 Property Age: **53 Years**

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost	
2.0 ADA - Interior Accessible Routes											
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?						
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?						
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?						
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?						
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?						
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?						
2.7	✓			ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?						
2.8	✓			ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?						
2.9	✓			ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?						
2.10	✓			ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?						
2.11	✓			ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?						
3.0 ADA - Public Restrooms											
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?						
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?						
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?						
3.4	✓			ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?						
3.5			✓	ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?						
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?						
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?						
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?						
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?						
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?						
3.11		✓		ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?	There is no protection on under sink piping	Provide pipes beneath sinks in common restrooms with scald/abrasion protection.	2	\$35	per sink	\$70

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 12 - Public Library
 Property Address: 2 Crane Park Drive
 Wilbraham, MA 01095
 Property Age: 53 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$295

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 13 - Little Red School House
 Property Address: 26 Springfield Street
 Wilbraham, MA 01095
 Property Age: 125 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1		✓		ADA 208.2	Spaces are not marked	Provide accessible parking spaces for ADA compliance.	1	\$200	each	\$200
1.2		✓		ADA 208.2.4	Spaces are not marked	Provide van-accessible parking spaces adjacent to areas of public accommodation.	1	\$200	each	\$200
1.3			✓	ADA 502.2	Are accessible car parking spaces 96 inches wide minimum? (Measure from the centerline of the markings.) (NOTE: In Florida accessible spaces must be 144 inches wide minimum)					
1.4			✓	ADA 502.2	Are accessible van parking spaces 132 inches wide minimum? (Exception: Van parking spaces can be 96 inches wide minimum when the access aisle is 96 inches wide minimum.) (Measure from the centerline of the markings.)					
1.5			✓	ADA 502.3	Are there access aisles adjacent to each accessible space, and if present, are they at least 60 inches wide? (Two spaces may share an access aisle that is between them. Exception: Angled van accessible parking spaces must have the access aisle on the passenger side of the accessible space.)					
1.6			✓	ADA 502.3	Do the access aisles adjoin an accessible route? (NOTE: Compliant curb ramps present at head of access aisle, or access aisles flush with sidewalks.)					
1.7			✓	ADA 502.6	Do the existing ADA spaces appear to be marked with the International Symbol of Accessibility on a vertically-mounted sign?					
1.8			✓	ADA 502.6	Do the existing van-accessible spaces appear to be marked with a sign reading "Van-Accessible"?					
1.9			✓	ADA 502.6	Is the bottom edge of the ISA sign at least 60 inches above the finish grade of the parking space? (NOTE: "VAN ACCESSIBLE" sign can be lower than 60 inches.)					
1.10	✓			ADA 403.5.1	Are the clear widths of the walking surface of the accessible routes 36 inches minimum?					
1.11	✓			ADA 303.2, 303.3	Are accessible routes free from barriers, such as stairs, steps, or vertical changes greater than 1/4"? (NOTE: a vertical change up to 1/2" is allowable if beveled with a slope no steeper than 1:2. This does not include ramps.)					
1.12	✓			ADA 307.2	Do all protruding objects located between 27 inches above the floor and 80 inches above the floor protrude no greater than 4 inches into the circulation path if they do not have protection via a guardrail or other barrier with a bottom edge 27 inches above					
1.113	✓			ADA 404.2.3	Is the clear opening width of the accessible entrance door at least 32", between the face of the door and the stop, when door is open 90 degrees?					
1.14	✓			ADA 402.7	Is the door hardware on exterior access doors to areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
1.15	✓			ADA 404.2, 303.2	At accessible entrances, is the door threshold height less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
1.16	✓			ADA 502.4	Does the accessible route feature a stable, firm, and slip-resistant walking surface?					
1.17		✓		ADA 216.6	If not all entrances are accessible, is there a sign at the accessible entrance with the International Symbol of Accessibility?	No accessible entrance signage at ADA ramp	1	\$50	each	\$50
1.18	✓			ADA 405.2	Do all ramps on accessible pathways serving areas of public accommodation (including curb ramps) appear to have a slope not exceeding 1:12?					
1.19	✓			ADA 406.3	Do depressed curb ramps on accessible pathways serving areas of public accommodation have flared sides with a slope not exceeding 1:10?					
1.20	✓			ADA 405.8	If a ramp has a rise higher than 6", are there handrails on both sides?					
1.21	✓			ADA 405.5	Does the width between railings for ramps on accessible pathways serving areas of public accommodation appear to be at least 36 inches?					
1.22	✓			ADA 405.7	Is there a level landing at least 60" x 60" at the top and bottom of each ramp run?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 13 - Little Red School House
 Property Address: 26 Springfield Street
 Wilbraham, MA 01095

Legend:

ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

Property Age: 125 Years

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4	✓			ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5			✓	ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11	✓			ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 13 - Little Red School House
 Property Address: 26 Springfield Street
 Wilbraham, MA 01095
 Property Age: 125 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$450

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **14 - Spec Pond Pavilion and other Structures**
 Property Address: **Boston Road**
Wilbraham, MA 01095
 Property Age: **61 Years**

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1				ADA 208.2	Does there appear to be sufficient handicapped-accessible parking spaces with respect to the total number of reported spaces?					
1.2				ADA 208.2.4	Is at least on in every six accessible spaces van-accessible?					
1.3				ADA 502.2	Are accessible car parking spaces 96 inches wide minimum? (Measure from the centerline of the markings.) (NOTE: In Florida accessible spaces must be 144 inches wide minimum)					
1.4				ADA 502.2	Are accessible van parking spaces 132 inches wide minimum? (Exception: Van parking spaces can be 96 inches wide minimum when the access aisle is 96 inches wide minimum.) (Measure from the centerline of the markings.)					
1.5				ADA 502.3	Are there access aisles adjacent to each accessible space, and if present, are they at least 60 inches wide? (Two spaces may share an access aisle that is between them. Exception: Angled van accessible parking spaces must have the access aisle on the passenger side of the accessible space.)					
1.6				ADA 502.3	Do the access aisles adjoin an accessible route? (NOTE: Compliant curb ramps present at head of access aisle, or access aisles flush with sidewalks.)					
1.7				ADA 502.6	Do the existing ADA spaces appear to be marked with the International Symbol of Accessibility on a vertically-mounted sign?					
1.8				ADA 502.6	Do the existing van-accessible spaces appear to be marked with a sign reading "Van-Accessible"?					
1.9				ADA 502.6	Is the bottom edge of the ISA sign at least 60 inches above the finish grade of the parking space? (NOTE: "VAN ACCESSIBLE" sign can be lower than 60 inches.)					
1.10				ADA 403.5.1	Are the clear widths of the walking surface of the accessible routes 36 inches minimum?					
1.11				ADA 303.2, 303.3	Are accessible routes free from barriers, such as stairs, steps, or vertical changes greater than 1/4"? (NOTE: a vertical change up to 1/2" is allowable if beveled with a slope no steeper than 1:2. This does not include ramps.)					
1.12				ADA 307.2	Do all protruding objects located between 27 inches above the floor and 80 inches above the floor protrude no greater than 4 inches into the circulation path if they do not have protection via a guardrail or other barrier with a bottom edge 27 inches above					
1.113				ADA 404.2.3	Is the clear opening width of the accessible entrance door at least 32", between the face of the door and the stop, when door is open 90 degrees?					
1.14				ADA 402.7	Is the door hardware on exterior access doors to areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
1.15				ADA 404.2, 303.2	At accessible entrances, is the door threshold height less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
1.16				ADA 502.4	Does the accessible route feature a stable, firm, and slip-resistant walking surface?					
1.17				ADA 216.6	If not all entrances are accessible, is there a sign at the accessible entrance with the International Symbol of Accessibility?					
1.18				ADA 405.2	Do all ramps on accessible pathways serving areas of public accommodation (including curb ramps) appear to have a slope not exceeding 1:12?					
1.19				ADA 406.3	Do depressed curb ramps on accessible pathways serving areas of public accommodation have flared sides with a slope not exceeding 1:10?					
1.20				ADA 405.8	If a ramp has a rise higher than 6", are there handrails on both sides?					
1.21				ADA 405.5	Does the width between railings for ramps on accessible pathways serving areas of public accommodation appear to be at least 36 inches?					
1.22				ADA 405.7	Is there a level landing at least 60" x 60" at the top and bottom of each ramp run?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: **14 - Spec Pond Pavillion and other Structures**
 Property Address: **Boston Road**
Wilbraham, MA 01095
 Property Age: **61 Years**

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1				ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2				ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3				ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4				ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5				ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6				ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7				ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8				ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9				ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10				ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11				ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1				ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2				ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3				ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4				ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5				ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6				ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7				ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8				ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9				ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10				ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11				ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 14 - Spec Pond Pavilion and other Structures
 Property Address: Boston Road
 Wilbraham, MA 01095
 Property Age: 61 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?				ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?				ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?				ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?				ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?				ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?				ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?				ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?				ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?				ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.				ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$0

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 15 - Children's Museum
 Property Address: 678 Main Street
 Wilbraham, MA 01095
 Property Age: 125 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1		✓		ADA 208.2	No accessible parking	Provide accessible parking spaces for ADA compliance.	1	\$200	each	\$200
1.2		✓		ADA 208.2.4	No accessible parking	Provide van-accessible parking spaces adjacent to areas of public accommodation.	1	\$200	each	\$200
1.3			✓	ADA 502.2	Are accessible car parking spaces 96 inches wide minimum? (Measure from the centerline of the markings.) (NOTE: In Florida accessible spaces must be 144 inches wide minimum)					
1.4			✓	ADA 502.2	Are accessible van parking spaces 132 inches wide minimum? (Exception: Van parking spaces can be 96 inches wide minimum when the access aisle is 96 inches wide minimum.) (Measure from the centerline of the markings.)					
1.5			✓	ADA 502.3	Are there access aisles adjacent to each accessible space, and if present, are they at least 60 inches wide? (Two spaces may share an access aisle that is between them. Exception: Angled van accessible parking spaces must have the access aisle on the passenger side of the accessible space.)					
1.6			✓	ADA 502.3	Do the access aisles adjoin an accessible route? (NOTE: Compliant curb ramps present at head of access aisle, or access aisles flush with sidewalks.)					
1.7			✓	ADA 502.6	Do the existing ADA spaces appear to be marked with the International Symbol of Accessibility on a vertically-mounted sign?					
1.8			✓	ADA 502.6	Do the existing van-accessible spaces appear to be marked with a sign reading "Van-Accessible"?					
1.9			✓	ADA 502.6	Is the bottom edge of the ISA sign at least 60 inches above the finish grade of the parking space? (NOTE: "VAN ACCESSIBLE" sign can be lower than 60 inches.)					
1.10			✓	ADA 403.5.1	Are the clear widths of the walking surface of the accessible routes 36 inches minimum?					
1.11	✓			ADA 303.2, 303.3	Are accessible routes free from barriers, such as stairs, steps, or vertical changes greater than 1/4"? (NOTE: a vertical change up to 1/2" is allowable if beveled with a slope no steeper than 1:2. This does not include ramps.)					
1.12	✓			ADA 307.2	Do all protruding objects located between 27 inches above the floor and 80 inches above the floor protrude no greater than 4 inches into the circulation path if they do not have protection via a guardrail or other barrier with a bottom edge 27 inches above					
1.113	✓			ADA 404.2.3	Is the clear opening width of the accessible entrance door at least 32", between the face of the door and the stop, when door is open 90 degrees?					
1.14	✓			ADA 402.7	Is the door hardware on exterior access doors to areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
1.15	✓			ADA 404.2, 303.2	At accessible entrances, is the door threshold height less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
1.16	✓			ADA 502.4	Does the accessible route feature a stable, firm, and slip-resistant walking surface?					
1.17	✓			ADA 216.6	If not all entrances are accessible, is there a sign at the accessible entrance with the International Symbol of Accessibility?					
1.18	✓			ADA 405.2	Do all ramps on accessible pathways serving areas of public accommodation (including curb ramps) appear to have a slope not exceeding 1:12?					
1.19	✓			ADA 406.3	Do depressed curb ramps on accessible pathways serving areas of public accommodation have flared sides with a slope not exceeding 1:10?					
1.20	✓			ADA 405.8	If a ramp has a rise higher than 6", are there handrails on both sides?					
1.21	✓			ADA 405.5	Does the width between railings for ramps on accessible pathways serving areas of public accommodation appear to be at least 36 inches?					
1.22	✓			ADA 405.7	Is there a level landing at least 60" x 60" at the top and bottom of each ramp run?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 15 - Children's Museum
 Property Address: 678 Main Street
 Wilbraham, MA 01095
 Property Age: 125 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4	✓			ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5	✓			ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11	✓			ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 15 - Children's Museum
 Property Address: 678 Main Street
 Wilbraham, MA 01095
 Property Age: 125 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$400

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 16 - Old Meeting House
 Property Address: 450 Main Street
 Wilbraham, MA 01095
 Property Age: 228 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1	✓			ADA 208.2						
1.2	✓			ADA 208.2.4						
1.3	✓			ADA 502.2						
1.4	✓			ADA 502.2						
1.5	✓			ADA 502.3						
1.6	✓			ADA 502.3						
1.7	✓			ADA 502.6						
1.8		✓		ADA 502.6	No van accessible signage	Provide 'van-accessible' placard on vertical signage at van-accessible parking spaces.	1	\$25	each	\$25
1.9	✓			ADA 502.6						
1.10			✓	ADA 403.5.1						
1.11			✓	ADA 303.2, 303.3						
1.12			✓	ADA 307.2						
1.113			✓	ADA 404.2.3						
1.14			✓	ADA 402.7						
1.15			✓	ADA 404.2, 303.2						
1.16			✓	ADA 502.4						
1.17			✓	ADA 216.6						
1.18			✓	ADA 405.2						
1.19			✓	ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22			✓	ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 16 - Old Meeting House
 Property Address: 450 Main Street
 Wilbraham, MA 01095
 Property Age: 228 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1			✓	ADA 403.5.1	200 year old assembly space that was not built to current code, typical.					
2.2			✓	ADA 40.2, 302.1						
2.3			✓	ADA 302.2						
2.4			✓	ADA 307.4						
2.5			✓	ADA 404.2.7						
2.6			✓	ADA 404.2, 303.2						
2.7			✓	ADA 407.4.1						
2.8			✓	ADA 408.4.6, 407.6.1						
2.9			✓	ADA 407.4.1.1, 703.2						
2.10			✓	ADA 407.4.8						
2.11			✓	ADA 407.4.9, 308						
3.0 ADA - Public Restrooms										
3.1			✓	ADA 404.2.7						
3.2			✓	ADA 404.2.3						
3.3			✓	ADA 306.2.1						
3.4			✓	ADA 604.8						
3.5			✓	ADA 604.8						
3.6			✓	ADA 604.2						
3.7			✓	ADA 604.4						
3.8			✓	ADA 606.4						
3.9			✓	ADA 606.2, 606.3						
3.10			✓	ADA 606.3						
3.11			✓	ADEA 606.5						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 16 - Old Meeting House
 Property Address: 450 Main Street
 Wilbraham, MA 01095
 Property Age: 228 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?			✓	ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?			✓	ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?			✓	ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$25

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 17 - Country Club
 Property Address: 859 Stony Hill Road
 Wilbraham, MA 01095
 Property Age: 94 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
1.0 ADA - Parking and Exterior Accessible Routes										
1.1		✓		ADA 208.2	6 accessible spaces are required for 180 parking spots	Provide accessible parking spaces for ADA compliance.	1	\$200	each	\$200
1.2	✓			ADA 208.2.4						
1.3	✓			ADA 502.2						
1.4	✓			ADA 502.2						
1.5	✓			ADA 502.3						
1.6	✓			ADA 502.3						
1.7	✓			ADA 502.6						
1.8	✓			ADA 502.6						
1.9		✓		ADA 502.6	Accessible signage is not at least 60 inches above grade	Modify existing accessible parking signage for compliance with ADA minimum height requirements.	5	\$100	each	\$500
1.10	✓			ADA 403.5.1						
1.11	✓			ADA 303.2, 303.3						
1.12	✓			ADA 307.2						
1.113	✓			ADA 404.2.3						
1.14	✓			ADA 402.7						
1.15	✓			ADA 404.2, 303.2						
1.16	✓			ADA 502.4						
1.17	✓			ADA 216.6						
1.18	✓			ADA 405.2						
1.19	✓			ADA 406.3						
1.20			✓	ADA 405.8						
1.21			✓	ADA 405.5						
1.22	✓			ADA 405.7						

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 17 - Country Club
 Property Address: 859 Stony Hill Road
 Wilbraham, MA 01095
 Property Age: 94 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

	Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
2.0 ADA - Interior Accessible Routes										
2.1	✓			ADA 403.5.1	Are all accessible routes at least 36" wide (32" wide through doorways)?					
2.2	✓			ADA 40.2, 302.1	Do floor surfaces appear to be firm, stable, and slip resistant?					
2.3	✓			ADA 302.2	If carpeting is present, is it securely fastened, with a maximum pile height of 1/2 inch?					
2.4	✓			ADA 307.4	Do all objects on circulation paths through public areas, e.g. fire extinguishers, drinking fountains, signs, etc, protrude no more than 4" into the path, or if object protrudes more than 4", is the bottom leading edge at 27 inches or lower above the floor, or 80 inches or higher above the floor?					
2.5	✓			ADA 404.2.7	Is the door hardware on interior doors serving areas of public accommodation operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
2.6	✓			ADA 404.2, 303.2	Are the door threshold heights less than 1/4 inch high for vertical thresholds, or less than 1/2 inch high with a beveled slope of < 1:2?					
2.7			✓	ADA 407.4.1	For elevators in areas of public accommodation only: Is the interior at least 54" deep by at least 36" wide?					
2.8			✓	ADA 408.4.6, 407.6.1	For elevators in areas of public accommodation only: Are in-car controls no less than 15" and no greater than 48" above the floor, or up to 54 inches above the floor for a parallel approach?					
2.9			✓	ADA 407.4.1.1, 703.2	For elevators in areas of public accommodation only: Do elevator control buttons appear to be designated by both Braille and by raised standard alphabet characters (mounted to the left of the button)?					
2.10			✓	ADA 407.4.8	For elevators in areas of public accommodation only: Are there audible signals which sound as the car passes or is about to stop at a floor?					
2.11			✓	ADA 407.4.9, 308	For elevators in areas of public accommodation only: Is there a two-way emergency communication system within the elevator cab that is push-button activated, and does it provide visual indication that a rescue is on the way?					
3.0 ADA - Public Restrooms										
3.1	✓			ADA 404.2.7	Is the door hardware on accessible restroom doors operable with one hand and does not require tight grasping, pinching, or twisting of the wrist?					
3.2	✓			ADA 404.2.3	Do accessible restroom entry doors have a 32" minimum clear width when the door is opened 90 degrees?					
3.3	✓			ADA 306.2.1	Do public restrooms feature an unobstructed wheelchair turnaround (60" turning diameter)?					
3.4			✓	ADA 604.8	Floor-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 59"-deep?					
3.5	✓			ADA 604.8	Wall-mounted toilets: Do public restrooms feature at least one toilet compartment or area a minimum of 60"-wide and 56"-deep?					
3.6	✓			ADA 604.2	Is the centerline of the toilet 16 inches minimum to 18 inches maximum from the side wall or partition?					
3.7	✓			ADA 604.4	Is the height of the toilet seat 17 inches minimum to 19 inches maximum above finish floor?					
3.8	✓			ADA 606.4	Do sink/toilet handles appear to be operable with one hand without grasping, pinching or twisting?					
3.9	✓			ADA 606.2, 606.3	Do the sinks appear to be provided with clearance for a wheelchair to roll under (minimum 27" clearance)?					
3.10	✓			ADA 606.3	Is the height of the lavatory rim or counter 34 high maximum above the finished floor?					
3.11	✓			ADEA 606.5	Are water supply, drain, and primer pipes, as well as sharp or abrasive surfaces under lavatories insulated or otherwise shielded to protect against contact?					

LIMITED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Property Name: 17 - Country Club
 Property Address: 859 Stony Hill Road
 Wilbraham, MA 01095
 Property Age: 94 Years

Legend:
 ADA: Americans with Disabilities Design Standards
 FHA: Fair Housing Accessibility Design Manual

		Yes	No	Not Applicable	Referenced Standard(s)	Description/Location of Deficiency	Recommended Corrective Action	Quantity	Unit Price	Units	Total Cost
3.12	Do soap dispensers, towel dispensers and other accessories that are not over an obstruction (i.e., a sink) mounted no higher than 48" above the floor?	✓			ADA 308.2						
3.13	Are mirrors that are located above lavatories or countertops installed with the bottom edge of the reflecting surface 40 inches maximum above finish floor?	✓			ADA 603.3						
3.14	Are compliant toilet grab bars provided in toilet rooms (minimum 36" rear and 42" side)?	✓			ADA 604.5						
4.0 ADA - Hotels, Motels, Transient Lodging											
4.1	Does the total number of accessible guestrooms appear to meet or exceed requirements?			✓	ADA 224.2						
4.2	Do the guestroom and bathroom doors appear to be a minimum of 32" clear width?			✓	ADA 404.2.3						
4.3	Are there roll-in showers that appear to be a minimum of 30" x 60"?			✓	ADA 806.2.4						
4.4	Does a text telephone appear to be provided or available?			✓	ADA 806.3						
4.5	Do audible and visual emergency warning devices appear to be provided or available?			✓	ADA 806.3.1						
4.6	Swimming pools (<300 LF of pool wall): Is either a pool lift or a sloped entry provided?			✓	ADA 242.2						
4.7	Swimming pools (300 or greater LF of pool wall): Two compliant entries are required. One must be either a pool lift or a sloped entry.			✓	ADA 242.2						
Total Estimated Cost of Handicapped-Accessibility Compliance Recommendations:											\$700

7.0 BUILDING SYSTEMS

7.1 PLUMBING

DESCRIPTION

Domestic water service to each building consists of a water line which typically enters at the wall or under the slab. Domestic water pressure at most buildings is provided by booster pumps.

The observed domestic water supply piping is typically copper. Sanitary sewer drain and vent lines are typically hub and spigot cast iron or polyvinyl chloride (PVC).

Backflow devices are typically furnished for the domestic water system at the site. The backflow preventers are usually located in the mechanical room adjacent to the water service entrance.

For properties with natural gas, a main gas meter and two-inch service is located on the side of the Buildings. Welded and threaded black iron pipe is used for main gas piping throughout the Buildings.

The Subject Property domestic hot water systems are reported as follows:

DOMESTIC WATER HEATERS AND BOILERS				
LOCATION	MANUFACTURER	FUEL TYPE	CAPACITY GAL	APPROXIMATE AGE (YRS)
1 – Town Office Building	<i>Rheem</i>	Electric	6	1
	<i>Pacemaker</i>	Gas	40	11
2 – Fire Station #1	<i>AO Smith</i>	Gas	100	4
3 – Fire Station #2	<i>AO Smith</i>	Gas	40	11
4 – Police Station	<i>AO Smith</i>	Gas	119	5
5 – IT / Facilities Maintenance Building	<i>Rheem</i>	Gas	40	7
6 – Public Works Building	<i>Bradford White</i>	Gas	(2) 30	2
7 – Soule Road School	<i>Vitocell plate exchanger</i>	Unknown	(2) 120	~20
8 – Wilbraham Middle School	<i>Rheem, State</i>	Gas	82, 2 (96)	13, 3
9 – Memorial Elementary School	<i>Utica</i>	Oil	Boiler	16
	Unknown	Electric	~30	~10
10 – Mile Tree Elementary	Unknown	Gas	119	5
11 – Stony Hill Elementary	<i>AO Smith</i>	Unknown	119	2
12 – Public Library	<i>Rheem</i>	Electric	30	8
13 – Little Red School House	Small point of use hot water tank not observed			
14 – Spec Pond structures	Varies	Electric	50 to 80 (2)	~15
15 – Children’s Museum	Small water heater not accessible			

DOMESTIC WATER HEATERS AND BOILERS				
LOCATION	MANUFACTURER	FUEL TYPE	CAPACITY GAL	APPROXIMATE AGE (YRS)
16 – Old Meeting House	<i>Ruud</i>	Gas	40	12
17 – Country Club	<i>AO Smith</i>		180	5

The plumbing fixtures (i.e., toilets, sinks and urinals) are typically porcelain. The building restrooms contain water closets with automatic or manual flush valves. Sinks are wall-mounted or drop-in style and typically feature manual faucets.

A sewage ejector with dual pumps is located at Mile tree elementary, Stony Hill, Soule Road, and Wilbraham Middle Schools.

OBSERVATIONS

The water closets and urinals vary in age and have been continuously replaced on an as-needed basis since original construction. The flush valves for the water closets appear to be in good working order. It is presumed that the bathrooms are refurbished as needed.

At Building 9 the drinking water fountains were reported to not be working throughout the building. Based on reported condition, a Critical Repairs – Action Item is recommended to repair the drinking water fountains.

The water heaters, hot water storage tanks, and heat exchangers vary in age and appear to be in good working order. Based on their reported age, current condition, and expected useful life, Non-Critical Repairs are recommended for the replacement of the Building 14 water heater and Capital Needs are recommended for the replacement of the Building 3, 5, 8, 9, 12, and 16 water heaters during the analysis term. Capital Needs are recommended for the replacement of the heat exchanger for domestic water at Building 7 and the Hot water storage tank replacement at Building 9.

The hot water circulating pumps vary in age and appear to be in generally good condition.

The Subject Property domestic water piping where observable appears to be in good condition, with no issues reported or observed. It was noted that some of the schools have sections of older copper piping that is replaced on an as-needed basis.

The domestic water backflow preventers at the Subject Property were observed to be in serviceable condition. The site contact noted the backflows are inspected by the town every year.

Sanitary sewer lines were not observable during the site visit. No issues with the sanitary sewer lines were reported except for at Building 6. There is a leak along the sewer line at Building 6 that is planned to be fixed. Based on reported conditions, Critical Repairs are recommended to repair the sanitary line as an action item, per conversations with the *Town*.

There were no other reported or observed problems with the plumbing system components, operation or capacities.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Sanitary line replacement (Action Item) – Building 6**
- **Repair drinking water fountains – Building 9**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Water heater replacement – Building 14**

Please see Table 2 for the recommended Capital Needs listed below:

- **Water heater replacement – Buildings 3, 5, 8, 9, 12, 16**
- **Heat exchanger replacement for domestic hot water – Building 7**
- **Hot water storage tank replacement – Building 9**

7.2 HVAC

DESCRIPTION

A summary of the HVAC equipment at the Subject Property is presented in the following table:

PRIMARY HVAC EQUIPMENT					
AREA SERVED	NO. OF UNITS	MFR., MODEL #	TONS OR BTUS	TYPE OF EQUIPMENT	AGE (YEARS)
1 – Town Office Building	1	<i>H.B. Smith Co., 2500 L</i>	~1000 MBH	Boiler	43
	1	<i>Sanyo, C3672R</i>	~3-ton	Split-system condenser	~20
	2	<i>Trane, TTA120E300AA</i>	10-ton	Condensers	11
2 – Fire Station #1	3	<i>Trane</i>	~10-ton	Rooftop package unit	9
	2	<i>Lochnivar</i>	360,000 BTU	Boiler	9
	1	<i>Buderus, Logano GE315</i>		Backup boiler	>20
	1	Unknown	~2-ton	Split-system condenser	9
	Mult.	Unknown		Ceiling hung heaters	~9
3 – Fire Station #2	1	<i>Carrier, 38TXA036340</i>	3-ton	Split-system with grade mounted condenser and interior air handler	16
	2	<i>Reznor</i>		Ceiling hung heaters	~15
4 – Police Station	2	<i>Camus</i>	~275,000 BTU	Boilers	5
	6	<i>Lenox, varies</i>	3-5 ton	Split-system with grade mounted condenser and interior air handler	5
5 – IT / Facilities Maintenance Building	1	<i>Weil-McLain, PFG-5</i>	208,000 BTU	Boiler	>20
	4	<i>Mitsubishi</i>	~2.5-ton	Split-system condenser	~5
6 – Public Works Building	2	<i>Lennox & York</i>	5-ton	Split-system with grade mounted condenser and interior air handler	<5

PRIMARY HVAC EQUIPMENT					
AREA SERVED	NO. OF UNITS	MFR., MODEL #	TONS OR BTUS	TYPE OF EQUIPMENT	AGE (YEARS)
	Mult	Unknown		Ceiling hung heaters	~10
7 – Soule Road School	2	<i>Burnham V909A</i>	1,342,000 BTU	Boiler	17
	1	<i>ICP</i>	3-ton	Rooftop condenser (R-22)	~20
	4	Varies	~2-ton	Split-system condenser	Varies
	1	<i>ICP, PGS180H300AB</i>	15-ton	Rooftop package unit (R-22)	~20
8 – Wilbraham Middle School	2	<i>Lochnivar, FBN2500</i>	2,300,000 BTU	Boilers	5
	Mult.	Varies	~2-ton	Split-system condenser	Varies
9 – Memorial Elementary School	1	<i>ICP, HAC042AKA1</i>	3.5-ton	Rooftop mounted condenser	20
	1	<i>Burnham, V1115</i>	2,957,000 BTU	Boiler	18
	1	<i>HB Smith, Series 28-12</i>	2,205,000 BTU	Boiler	>30
10 – Mile Tree Elementary	2	<i>Burnham, KV908WML</i>	1,110,000 BTU	Boiler	20
	1	<i>Carrier</i>	1-ton	Condenser (R-22)	~20
	2	<i>Ruud</i>	3-ton	Condenser	~5
	Mult.	Varies	~2-ton	Split-system condenser	Varies
11 – Stony Hill Elementary	2	<i>Burnham, KV909WML</i>	1,342,000 BTU	Boiler	22
	2	Unknown	~10-ton	Rooftop package unit	22
	Mult.	Varies	~2-ton	Split-system condenser	Varies
12 – Public Library	1	<i>Hydrotherm, MR-500C-PV</i>	412,000	Boiler	~30
	1	<i>Trane, CGAFC40EAGA1</i>	unknown	Chiller	~20
	2	Varies	~2-ton	Split-system condenser	2
13 – Little Red School House	1	<i>Lochnivar</i>	Unknown	Boiler	~10
	2	<i>Carrier</i>	3-5 ton	Condenser	10
14 – Spec Pond structures	Buildings are generally not conditioned with exception of ceiling hung unit heaters				
15 – Children’s Museum	1	Unknown – not accessible	Unknown	Furnace	Unknown
16 – Old Meeting House	2	<i>Gibson</i>	Unknown	Furnace	~12
	1	<i>Gibson</i>	2.5-ton	Condenser	~12
17 – Country Club	1	Unknown – not accessible	Unknown	Furnace	Unknown
	3	<i>Rheem</i>	5-ton	Condenser (R-22)	19

PRIMARY HVAC EQUIPMENT					
AREA SERVED	NO. OF UNITS	MFR., MODEL #	TONS OR BTUs	TYPE OF EQUIPMENT	AGE (YEARS)
	1	York	5-ton	Condenser	1

Some buildings are heated and cooled by rooftop-mounted packaged electric and gas HVAC units. Supplementary heating and cooling are provided by split-systems comprised of condenser and heat pump units. Condenser and or heat pump units are either at the rooftop, mounted to the building, or on concrete pads at grade. Condensers were observed with both R-22 and R410a refrigerant.

Due to the currently mandated higher efficiencies for the HVAC equipment, any replacement of HVAC units is now required to be at, or above 14 SEER which has increased the cost of new equipment. In addition, due to the phase-out of R-22 refrigerant that is harmful to the environment and because R-22 is becoming increasingly difficult and expensive to replace due to current federal regulatory requirements, older HVAC equipment that uses R-22 refrigerant is generally recommended for early replacement even if the HVAC equipment is still operational. If such early replacements of R-22 HVAC equipment are made, replacements with HVAC equipment that use R-410a refrigerant is currently a good choice. HVAC equipment that utilizes R-410a refrigerant operates at a higher pressure and is not compatible with R-22. In addition, when replacing older split HVAC systems that use R-22 refrigerant, the condenser, air handler fan coil unit and refrigerant line-set of each split system are all recommended for replacement. One must balance the cost of replacement of an existing system with that of purchasing a higher efficiency system that will be supported at least as long as the analysis term.

Building 12 is partially cooled by a chilled water system consisting of air-cooled chillers. The chillers reportedly utilize R-22 refrigerant.

Hot water for most of the Buildings’ heating systems is provided by various boilers that are typically fueled by natural gas.

In some Buildings, supply air is distributed by large, centrally-located air handler units that are located in the ceiling or a mechanical room.

Supply and return air are provided through ductwork above the suspended ceilings.

Temperature control for each space is provided by wall-mounted analog or digital thermostats.

Also, part of the complete heating and cooling system for most of the larger municipal Buildings are various pumps, valves, piping, sensors, etc.; all of which are controlled by a computer-operated building automation system.

OBSERVATIONS

The chilled and heated water loop piping and associated insulation appear to be serviceable and in generally good condition.

The gas service lines were observed and reported to be in good condition. The gas service piping will be maintained at the subject property as part of operational maintenance during the analysis term.

The condenser or heat pump HVAC units appear to be in good to fair overall condition. Some systems were observed to use R-22 as refrigerant. Based on observed and reported conditions, Non-Critical Repairs are recommended for the replacement of the R-22 systems at Buildings 7, 9, 10, and 11. The chiller at Building 12 was also reported to utilize R-22 refrigerants. Based on observed and reported conditions, Non-Critical Repairs are recommended for the replacement of the Chiller system at Building 12.

Based on their average effective useful life, current condition and reported maintenance program, Capital Needs for replacement of HVAC units is recommended at Buildings 1, 3, 13, and 16 during the analysis term.

The boilers appears to be in good to fair overall condition. The average useful life of boilers of this size and type is approximately 25 to 30 years, depending upon their location, maintenance and use type, but can be extended to up to 35 – 40 years with proper maintenance and/or refurbishment. The boilers are reportedly serviced on a regular basis. Based on the observed conditions, Non-Critical Repairs are recommended for the replacement of the boilers in Buildings 1, 5, and 12.

Due to the capacity and size of the boilers and the ability to replace their internal components, the units have a long effective useful life. Based on their current condition and average expected useful lives, a Capital Need allowance is recommended for as-needed replacement of boiler components during the analysis term at Buildings 2, 7, 9, 10, 11, and 15.

Building 9 utilizes a condensate return system tank to reduce boiler costs. The site contact noted the *Town* is planning to replace this system at a cost of \$32,000 which has been included as a Non-Critical Repair cost in the Tables.

The *Town* is planning to replace a console heat pump at Building 1 per the site contact. A heat pump replacement has been included as a Non-Critical Repair cost in the Tables.

Where observable, the ductwork appears to be in generally good condition and can be maintained as an operational expense during the analysis term

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **None**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Console heat pump replacement – Building 1 (per town)**
- **Boiler replacement – Buildings 1, 5, 12 (per town)**
- **HVAC unit replacement – Buildings 7, 9, 10, 11**
- **Replace condensate return system tank – Building 9 (per town)**
- **Chiller replacement – Building 12**

Please see Table 2 for the recommended Capital Needs listed below:

- **HVAC unit replacement – Buildings 1, 3, 13, 16**
- **HVAC component replacement – Buildings 2, 7, 9, 10, 11, 15**

7.3 ELECTRICAL AND INTERIOR LIGHTING

DESCRIPTION

The incoming services at the various buildings on site vary as follows:

ELECTRICAL SERVICES				
BUILDING NO. & NAME	SERVICE	PHASE WIRE	VOLT	TYPE / NOTES
1 – Town Office Building	600-AMP	3-Phase, 4-Wire	120/208	Switchgear / Generator at rear
2 – Fire Station #1	600-AMP	3-Phase, 4-Wire	120/208	Switchgear / Generator at rear
3 – Fire Station #2	Approx. 200-AMP	Unknown	Unknown	Circuit breaker panel
4 – Police Station	1000-AMP	3-Phase, 4-Wire	120/208	MDP / Generator at rear
5 – IT / Facilities Maintenance Building	300-AMP	3-Phase, 4-Wire	120/208	Switchgear / Generator at rear
6 – Public Works Building	600-AMP	3-Phase, 4-Wire	277/480	Switchgear / Generator at rear
7 – Soule Road School	Unknown	Unknown	Unknown	Switchgear / Generator at front
8 – Wilbraham Middle School	800-AMP	3-Phase, 4-Wire	115/208	MDP on north side of building
9 – Memorial Elementary School	600-AMP	3-Phase, 4-Wire	120/208	MDP
10 – Mile Tree Elementary	1200-AMP	3-Phase, 4-Wire	120/208	MDP
11 – Stony Hill Elementary	1200-AMP	3-Phase, 4-Wire	120/208	MDP
12 – Public Library	600-AMP	Unknown	Unknown	Switchgear in basement
13 – Little Red School House	200-AMP	1-Phase, 3-Wire	120/240	Switchgear in basement
14 – Spec Pond structures	Varies	Varies	Varies	Varies
15 – Children’s Museum	Unknown – inaccessible	Unknown – inaccessible	Unknown – inaccessible	Unknown – inaccessible
16 – Old Meeting House	(2) 100-AMP	1-Phase, 3-Wire	120/240	Switchgears in basement
17 – Country Club	600-AMP	3-Phase, 4-Wire	120/208	MDP

The Buildings reportedly have copper branch wiring and copper feeder cables. Standard electrical devices, switches, and fixtures consistent with the Subject Property use type were also observed through the Buildings. Aluminum branch wiring was not reported to or observed by EBI during the site

assessment. GFCI fixtures were consistently observed during the survey in the restrooms and kitchen areas.

Emergency generators serve a portion of the Buildings as summarized in the following table:

EMERGENCY GENERATORS					
BUILDING NO. & NAME	MANUFACTURER	APPROXIMATE KVA	FUEL	HOURS	AGE
1 – Town Office Building	<i>Generac</i>	150 kW	Diesel	Unknown	~10
2 – Fire Station #1	<i>Generac</i>	100 kW	Natural gas	Unknown	9
3 – Fire Station #2	<i>Centurion</i>	Unknown	Propane	Unknown	>20
4 – Police Station	<i>Cat</i>	350 kW	Diesel	86.9	~5
5 – IT / Facilities Maintenance Building	<i>Generac</i>	35 kW	Diesel	Unknown	11
6 – Public Works Building	<i>Generac</i>	35 kW	Diesel	Unknown	~9
7 – Soule Road School	<i>Onan</i>	30 kW	Natural gas	Unknown	~40
13 – Little Red School House	<i>Kohler</i>	40 kW	Diesel	180	~10

Interior lighting varies throughout the Buildings. Several properties have been upgraded to LED lighting, especially at the newer buildings and school facilities.

OBSERVATIONS

There were no reported or observed problems with the electrical system sizes or capacities. This utility appears to be configured and operated in a manner consistent with its intended use, and adequate for the use type.

Infrared (IR) surveys of electrical systems are completed to identify system issues before they become failures. Performed regularly, IR surveys can help reduce maintenance costs and improve system reliability. IR surveys are typically completed by electricians or testing firms specializing in this work using an infrared camera (thermal imaging) to detect relative “hot spots” in electrical equipment. Upon the completion of the survey, inspection tags noting the date of the survey are typically affixed to the inspected equipment, and a written report is provided that documents findings and recommended corrective actions.

The site contact had no knowledge regarding the completion of an IR survey, and no information regarding completed IR surveys completed within the last two years was provided by the owner. EBI did not observe IR survey tags on the electrical equipment observed during our site visit. Accordingly, based on the age of the building and electrical components, Critical Repairs are recommended for the completion of an IR survey immediately and periodically thereafter as a Capital Need item during the analysis term at Buildings 1, 2, 4, 6, 7, 8, 9, 10, 11, 12, and 17.

GFCI receptacles were observed consistently in the restrooms or kitchens breakrooms at the property.

Building 1 and 9 has some equipment that are manufactured by *Federal Pacific Electric (FPE)*. FPE is no longer in business and the procurement of spare parts is difficult for most of the equipment. Some of these parts appear to have been decommissioned and/or are not functioning. It is recommended as a Non-Critical Repair that these systems be disconnected and removed from the site at Building 9. This is a possible safety issue; some of the systems may have been left energized although they have been decommissioned. At Building 1 a Critical Repair is recommended for a licensed electrician be engaged to inspect a representative selection of electrical panels and equipment and provide recommendations regarding the FPE equipment.

Building 8 was observed with stored materials within 36 inches of the electrical equipment. This is a fire hazard. Based on observed conditions, a Critical Repair is recommended to remove the stored equipment from near the electrical equipment.

Building 9 was observed with standing water in the electrical room. This is a fire hazard. Based on observed conditions a Critical Repair is recommended to remove the standing water in the electrical room.

At Building 17, the electrical equipment in the back storage building is old. Per the site contact they are planning to replace the electrical wiring in this part of the building. Based on observed and reported conditions, a Non-Critical Repair is recommended for replacing the electrical equipment in this location, per the Country Club.

The emergency generators vary in age. Generators similar to these have an average expected useful life of approximately 25 to 30 years, depending on their maintenance and amount of regular testing and usage, but can be extended with refurbishment/overhaul of the unit. The emergency generators were not operating during our site visit. According to the site contact, the generators are exercised at weekly intervals during the year. Based on its reported age, current condition, and expected useful life, Non-Critical Repairs are recommended for replacement of the Building 7 generator. Capital Needs are recommended for replacing the Building 3 generator.

Building 3's generator is fueled by an adjacent above ground propane tank. The tank is aged with rust throughout. Based on observed and reported conditions, Capital Needs are recommended for replacing the propane tank at Building 3.

There were no other reported or observed problems with the electrical system sizes or capacities. This utility appears to be configured and operated in a manner consistent with its intended use, and adequate for the use type.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Perform IR survey - Buildings 1, 2, 4, 6, 7, 8, 9, 10, 11, 12, 17**
- **Complete electrical system inspection – Building 1,**
- **Remove standing water from electrical room – Building 5 - Action item**
- **Remove stored materials within 36” of electrical equipment – Buildings 6, 8**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **Replace emergency generator – Building 7**
- **Remove decommissioned systems from site – Building 9**
- **Replace electrical wiring – Building 17 (per Country Club)**

Please see Table 2 for the recommended Capital Needs listed below:

- **Perform IR survey – Buildings 1, 2, 4, 6, 7, 8, 9, 10, 11, 12, 17**
- **Replace emergency generator – Building 3**
- **Replace aboveground propane tank – Building 3**

7.4 FIRE PROTECTION AND LIFE SAFETY

DESCRIPTION

Most Buildings are protected by a fire alarm system.

Building 2, 4, 10, and 17 include an automatic fire sprinkler system consisting of a wet pipe system. Building 4 includes a dry system. The fire sprinkler water service is supplied to the building underground via a Schedule 40 steel line where it is fed through a backflow preventer located in a mechanical room. Sprinkler water distribution is via a steel fire-rated piping system throughout the buildings.

Observed fire and life safety system components serving the buildings include multiple-zone, fire alarm control panels that has an auto-dialer reportedly tying the system to a 24-hour monitoring service, an addressable master fire control panel with interface from remote panels. The panels are typically located inside the main entrance.

The Buildings generally have smoke detectors, pull stations at entrances to egress stairways and building entrances, illuminated exit lights with battery-backup along exit paths, emergency battery lighting units in stairways, horn/light annunciators in common area restrooms and corridors, and fire extinguishers located throughout the tenant spaces.

Commercial kitchens include a vent hood fire protection system.

OBSERVATIONS

The fire sprinkler water service lines and backflow preventers were observed and reported to be in generally good condition.

There were no reported or observed problems with the life safety system or configuration. The fire alarm control panels, alarm systems, and, or sprinkler systems are reportedly tested annually, and appear to be in serviceable condition. There were no current inspection tags for the sprinkler system in Building 4, and there was no current inspection information for the fire alarm in Building 9. Based on observed and reported conditions, Critical Repairs are recommended for providing current inspection tags for the fire sprinkler system at Building 4 and the alarm system at Building 9.

The site contact noted that fire sprinkler backflow preventer testing has been completed within the past year.

The fire alarm control panels vary in age and appear to be in serviceable condition. Based on their reported age, current condition, and expected useful life of approximately 20 to 25 years, Capital Needs are recommended for fire alarm control panel replacement in Buildings 5, 6, 8, 9, 10, 11, 12, and 13 during the analysis term.

The fire extinguishers were observed to be in serviceable condition. Extinguishers are reportedly inspected annually and include current inspection tags.

The vent hoods in the commercial kitchens were observed to be in serviceable condition. The system is reportedly inspected annually. Tags were expired in Buildings 2 and 9. Accordingly, Critical Repairs are recommended for the inspection of the kitchen vent hood system.

NFPA 25 is the globally-recognized baseline standard for the inspection, testing and maintenance of fire protection systems. This standard has been adopted in most states either through either the building code or the fire code. As part of the standard, sprinkler systems are to be service tested every five years and the testing event must include an internal inspection of the piping for obstructions or foreign matter.

No five-year inspection tags were observed, and no testing documentation was provided to EBI for review at Building 10. Accordingly, Critical Repairs are recommended for NFPA five-year sprinkler testing.

No sprinkler system design data plates were observed at Buildings 2 or 10. Based on the observed conditions, Critical Repairs are recommended for the owners to affix this information permanently on or near the sprinkler risers missing the design data plates.

The *U.S. Consumer Product Safety Commission* has recalled approximately 35 million sprinkler heads manufactured by *Central Sprinkler Co.* A complete list of the recalled sprinklers can be found at <http://www.sprinklerreplacement.com> or by calling (866) 505-8553. The recall involves mostly “wet” sprinkler heads manufactured from 1989-2000, and “dry” sprinkler heads manufactured from the mid-1970s to 2001. The observed brand pendent sprinkler heads were observed at the Buildings with sprinkler systems are not subject to recall. No further action is recommended.

Illuminated exit signs are located at the entry doors to the emergency exits and appear to be in serviceable condition. The exit signs are recommended for annual inspection, and inoperative lamps replaced as required as part of routine maintenance operations.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Provide data plate on fire sprinkler riser – Buildings 2, 10**
- **Provide current inspection tags for kitchen hood suppression system (Action Item) – Buildings 2, 9**
- **Provide current inspection tags for fire sprinkler system (Action Item) – Building 4**
- **Provide current inspection tags for alarm system (Action Item) – Building 9**
- **Complete NFPA 5-year sprinkler test – Building 10**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **None**

Please see Table 2 for the recommended Capital Needs listed below:

- **Replace fire alarm control panel – Buildings 5, 6, 8, 9, 10, 11, 12, 13**

7.5 ELEVATORS AND CONVEYING SYSTEMS

DESCRIPTION

The observed Buildings include 3 elevators and one wheelchair lift as summarized as follows:

ELEVATORS					
LOCATION / QTY.	MFR.	TYPE	CAPACITY	FLOORS SERVED	APPROX. AGE / RENOV. DATE
4 – Police Station	Unknown	Hydraulic, Passenger	2,500 lbs	1-2	4
8 – Wilbraham Middle School	<i>Otis</i>	Hydraulic, Passenger	2,000 lbs	1-2	Recently modernized
11 – Stony Hill Elementary	<i>Garaventa Xpress II</i>	Wheelchair lift	Unk	Ground-Stage	~22
12 – Public Library	<i>Baystate Elevator Company</i>	Hydraulic, Passenger	2,000 lbs	B - 2	Unknown

OBSERVATIONS

The elevator machinery and controls were reported and appear to be in good condition. The Building 4 and 8 elevators are covered under an annual maintenance and service agreement that includes regular inspections, repairs, and limited parts replacement. Building 12’s elevator does not include a service contract. Based on the age of the Building 12 elevator, current condition, and expected useful life, Capital Needs are recommended for a full elevator modernization during the analysis term.

The annual inspection certificates were posted in the elevator cabs and are current with the exception of Building 4 where no certificate was posted. Based on observed conditions, Critical Needs are recommended to provide the current elevator inspection certificate.

RECOMMENDATIONS

Please see Table 1 for the recommended Critical Repairs listed below:

- **Provide current elevator inspection certificates – Building 4**

Please see Table 1 for the recommended Non-Critical Repairs listed below:

- **None**

Please see Table 2 for the recommended Capital Needs listed below:

- **Elevator modernization program – Building 12**

DRAFT

8.0 MUNICIPAL RESEARCH

Municipal research was not conducted during the assessment as the properties are owned by the municipality.

9.0 HAZARDS

Natural hazards research was not conducted during the assessment.

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10.0 REFERENCES

10.1 CONTACTS

DESCRIPTION

The following individuals were interviewed for information concerning the Subject Property. Documentation applicable to the Subject Property was requested and reviewed when and where available and/or reasonably ascertainable. Individuals listed without phone numbers were interviewed in person or by e-mail.

REFERENCES				
RESOURCE	CONTACT	INFORMATION PROVIDED	PHONE OR WEB	DATE
Director of Facilities & Grounds, <i>Town of Wilbraham</i>	Samuel Boyd	Overall condition and maintenance, Deferred Maintenance items, Capital expenditures.	413.596.2800, ext. 228	7.9.2021
Building Inspector, <i>Town of Wilbraham</i>	John Walsh	Building violations/compliance	413.596.2800, ext. 204	7.9.2021
Assistant Director of Facilities & Operations, <i>Town of Wilbraham</i>	Michael Messier	Overall condition and maintenance, Deferred Maintenance items, Capital expenditures.	413.330.9854	7.28.2021

10.2 PERTINENT INFORMATION PROVIDED OR OBTAINED

EBI's Pre-Survey Questionnaire was forwarded to the designated property contact. The information requested in the questionnaire assists in EBI's research of the property to obtain pertinent property data; discover existing physical deficiencies, chronic problems, the extent of repairs, if any, and their costs; and pending repairs and improvements. The Pre-Survey Questionnaires were partially completed and returned.

The following information was provided and reviewed on a cursory basis as background information of this report:

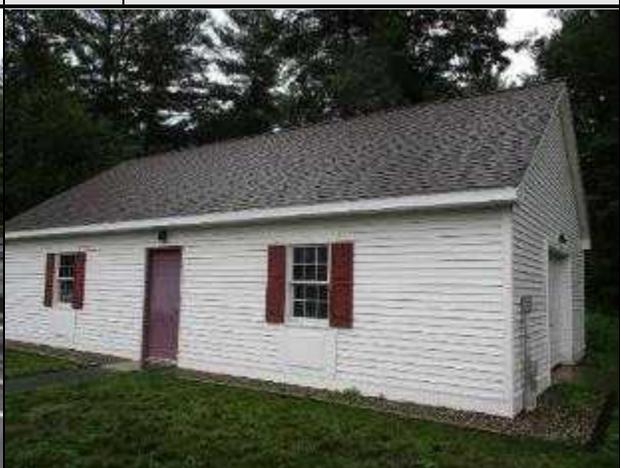
EXHIBITS RECEIVED AND REVIEWED	YES	NO	DESCRIPTION/COMMENTS
1. A.L.T.A. Survey		X	Lot size, zoning, and number of parking spaces confirmed
2. Legal Description of the Property	X		Tax assessor property card
3. Location Maps	X		Obtained by EBI
4. Project Specifications		X	Not provided
5. Soils Report		X	Not provided
6. Local Building Code Compliance		X	Not provided
7. Date of Permits and Cert. of Occupancy for Each Building		X	Not provided

EXHIBITS RECEIVED AND REVIEWED	YES	NO	DESCRIPTION/COMMENTS
8. Building Plans:			
a. Architectural		X	Not provided
b. Structural		X	Not provided
c. Mechanical		X	Not provided
d. Electrical		X	Not provided
e. Plumbing		X	Not provided
9. Owner's Repair List and Cost Breakdown	X		Included in pre survey questionnaires
10. Other			

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APPENDIX A - PHOTOGRAPHS

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<p>1. Front façade and landscaping of Building 1</p>	<p>2. Representative concrete walkway at Building 1</p>
	
<p>3. Representative cracking with vegetation in asphalt parking lot of Building 1</p>	<p>4. Representative worn striping at Building 1</p>
	
<p>5. Representative parking lot and rear façade of Building 1</p>	<p>6. Storage shed at rear of Building 1 property</p>



7. Plywood supported by dimensional wood trusses at roof of Building 1



8. Rear entry facade and roof at Building 1



9. Dislodged trim at dormer of Building 1



10. Worn and dislodged sealant at window of Building 1



11. Accessible parking does not include van signage at Building 1



12. Older condenser planned for replacement at Building 1



13. Boiler original to Building 1



14. Representative water heater at Building 1



15. FPE electrical equipment that is obsolete at Building 1



16. Representative interiors with life safety equipment at Building 1



17. Front façade with parking lot and landscaping at Building 2



18. Representative worn paint at pylon sign of Building 2

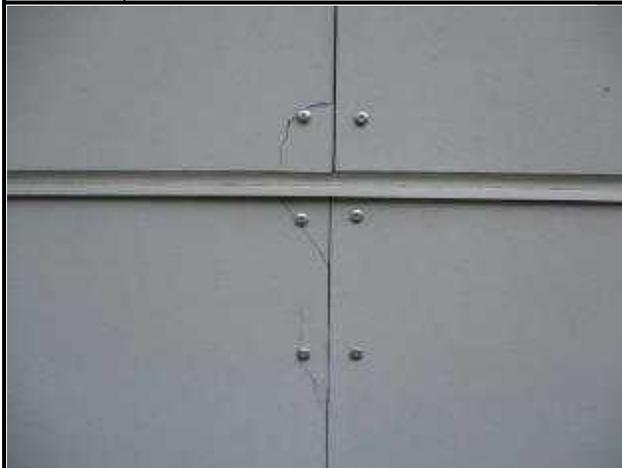
	
19. Representative rear parking lot at Building 2	20. Representative asphalt pavement cracking at Building 2
	
21. Gas station located to the east of Building 2	22. Concrete superstructure and ceiling hung heaters at Building 2
	
23. Steel joist superstructure at Building 2	24. Representative EPDM roof membrane at Building 2



25. Clogged roof drain at Building 2



26. Coping stone cracks at Building 2



27. Representative cracking at composite siding of Building 2



28. Loose screw at composite siding at west wall of Building 2



29. Kitchen interior of Building 2



30. Accessible restroom at Building 2

	
<p>31. Water heater at Building 2</p>	<p>32. Boilers at Building 2</p>
	
<p>33. Generator at rear of Building 2 property</p>	<p>34. Fire sprinkler riser in garage of Building 2</p>
	
<p>35. Data plate with missing information at Building 2</p>	<p>36. Fire alarm control panel at Building 2</p>



37. Front façade and landscaping of Building 3



38. Side façade and landscaping of Building 3



39. Parking lot and entrance drive at Building 3



40. Representative asphalt cracking at Building 3



41. Rear façade of Building 3



42. Second floor kitchen of Building 3



43. Representative garage interior of Building 3



44. Water heater at Building 3



45. Ground mounted condenser unit at Building 3



46. Generator at side of Building 3



47. Propane tank for generator at Building 3



48. Representative GFCI outlets at Building 3 second floor



49. Representative exit lighting at Building 3



50. Front façade and landscaping of Building 4



51. Representative concrete walkways and curbs at Building 4



52. Rear parking lot and pole mounted lighting of Building 4



53. Rear storage building at Building 4



54. Representative roof framing at Building 4



55. Representative architectural asphalt shingle roof through fixed window at Building 4



56. Representative roofing at Building 4



57. Overhang at entrance with staked stone and composite siding at Building 4



58. Entrance stair and door on west side of Building 4



59. Representative missing sealant at Building 4 window



60. Representative missing sealant at Building 4 window



61. Rear overhang at parking lot of Building 4



62. Representative conference room at Building 4



63. Break room kitchen at Building 4



64. Two accessible parking spots at front of Building 4



65. Hot water tank at Building 4



66. Incoming water service at Building 4



67. Boilers at Building 4



68. Representative condensers at Building 4



69. Main electrical service room of Building 4



70. Emergency generator at Building 4 rear



71. Sprinkler system with no inspection tags at Building 4



72. Elevator interior at Building 4

	
<p>73. Elevator ceiling at Building 4</p>	<p>74. Representative façade and landscaping of Building 5</p>
	
<p>75. Representative landscaping and front asphalt driveway at Building 5</p>	<p>76. Representative pavement cracking and settlement at Building 5</p>
	
<p>77. Representative pavement cracking and worn striping at Building 5</p>	<p>78. Representative brick foundation with deteriorated mortar joints, on north side of Building 5</p>

	
79. Representative brick foundation with deteriorated mortar joints, and worn paint on north side of Building 5	80. Representative wood framing superstructure of Building 5
	
81. Representative asphalt shingle roofing at Building 5	82. Rear façade of Building 5
	
83. North and rear façade of Building 5	84. Representative single pane window with storm window at Building 5

	
85. Representative water stained ceiling in Building 5 basement	86. Representative office at Building 5
	
87. Non-compliant accessible parking sign < 60" height from grade at Building 5	88. Water heater at Building 5 basement
	
89. Representative rest room in Building 5	90. Boiler in basement of Building 5



91. Standing water on the floor of the electrical room in Building 5 basement



92. Generator at rear of Building 5



93. Fire alarm control panel in Building 5 basement



94. Representative life safety devices in Building 5



95. Side entrance with front landscaping at Building 6



96. Pylon sign at Building 6



97. Worn and deteriorated wood at pylon sign at Building 6



98. Front asphalt drive aisle at Building 6



99. Representative pavement cracking at west side of Building 6



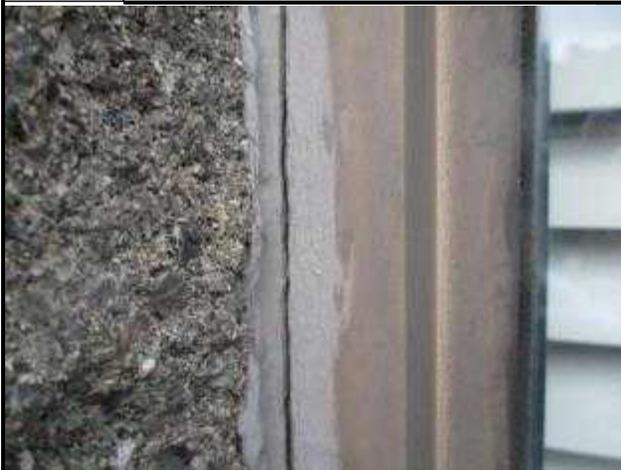
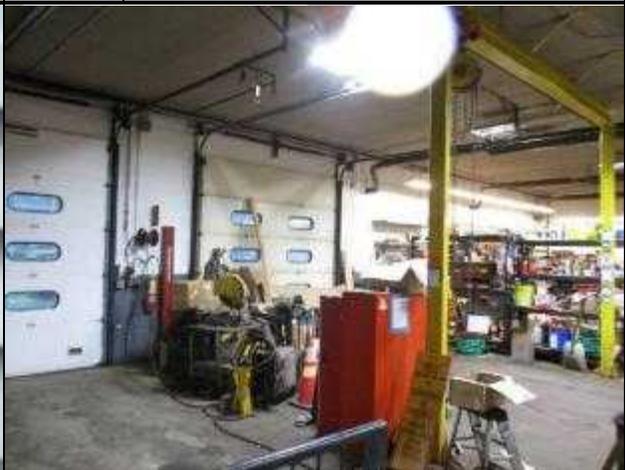
100. New garage/storage building mid-construction at Building 6



101. Representative steel framing in Building 6



102. Worn roof at Building 6 outbuilding

	
103. Worn roof at Building 6 outbuilding	104. Rear façade with worn paint at Building 6
	
105. Representative worn and cracked window sealant at Building 6	106. Representative garage interior at Building 6
	
107. Representative conference room in Building 6	108. Ceiling stains in main office of Building 6



109. Accessible parking with no signage or access aisle at Building 6



110. Representative water heater in Building 6



111. New furnace in Building 6



112. Stored materials blocking front of main electrical switch in Building 6



113. Representative fire extinguisher in Building 6



114. Fire alarm control panel at Building 6



115. Front façade at Building 7



116. Worn signage with peeling paint at Building 7



117. Representative sidewalk at Building 7



118. Trip hazard at Building 7 front entrance

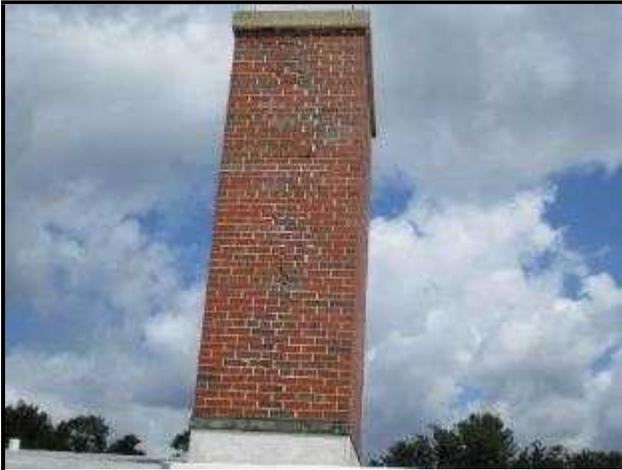
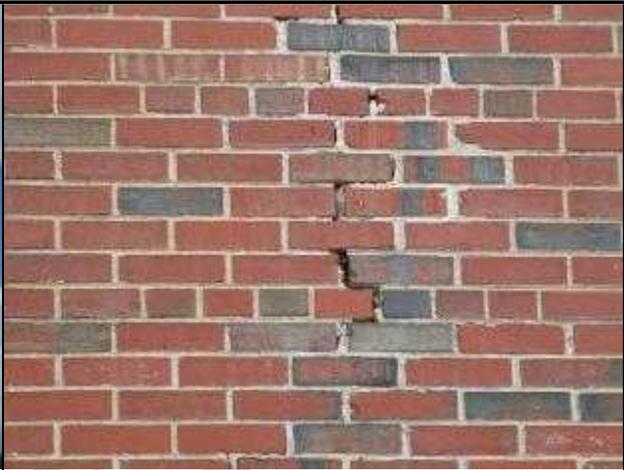


119. Playground at Building 7



120. Sport court with cracking at Building 7

	
121. Representative parking lot at Building 7	122. Representative asphalt parking cracking and settlement at Building 7
	
123. Representative structure at Building 7	124. Representative PVC-membrane roof at Building 7
	
125. Representative PVC-membrane roof with internal drain at Building 7	126. Main entrance at Building 7

	
127. Brick chimney with cracking at Building 7	128. Brick chimney with cracking at Building 7
	
129. Older metal-framed windows at Building 7	130. Representative windows and doors at Building 7
	
131. Deteriorated window sealant at Building 7	132. Library at Building 7



133. Kitchen at Building 7



134. Entrance lobby at Building 7



135. Representative ceiling staining at lobby of Building 7



136. Representative restrooms at Building 7



137. Accessible toilet at Building 7



138. Heat exchangers for hot water at Building 7



139. Boilers at Building 7



140. Rooftop unit with R-22 refrigerant



141. Original emergency generator at Building 7



142. Fire alarm control panel at Building 7 main entrance



143. Front entrance and representative landscaping of Building 8



144. Out of plumb chain link fencing adjacent to Building 8 parking lot

	
<p>145. Damaged fencing at south end of Building 8 parking lot</p>	<p>146. Representative cracked and settled pavement at Building 8 parking lot</p>
	
<p>147. Representative cracked and settled pavement with worn curbing at Building 8 parking lot</p>	<p>148. Cracked pavement at sport court, north of Building 8</p>
	
<p>149. Soccer pavilion at south side of Building 8 property</p>	<p>150. Representative paint peeling at Building 8 soccer pavilion facade</p>



151. Dislodged siding at pavilion on Building 8 property



152. Representative steel framing in Building 8



153. Representative PVC membrane and metal roof at Building 8



154. Representative roof penetration and drain at Building 8



155. Representative rear façade at Building 8



156. Representative side façade at Building 8



157. Representative side façade at Building 8

158. Representative windows and split system condenser at Building 8



159. Representative window sealant at Building 8



160. Worn and rusted door on north side of Building 8



161. Worn paint and rust at Building 8 door



162. Worn and rusted door on south side of Building 8



163. Gym in Building 8



164. Auditorium in Building 8



165. Kitchen in Building 8



166. Representative classroom in Building 8



167. Dislodged ceiling in Building 8 locker room



168. Dislodged ceiling in Building 8 locker room



169. Dislodged ceiling in Building 8 locker room



170. Lavatories with exposed piping and inaccessible dispensers in Building 8



171. Water heater at Building 8



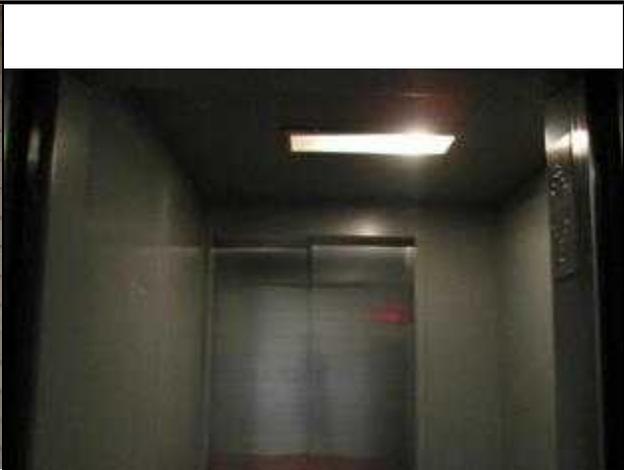
172. Boilers at Building 8



173. Storage and debris within 36" of and blocking electrical equipment



174. Fire alarm control panel at Building 8

	
<p>175. Elevator at Building 8</p>	<p>176. Elevator interior at Building 8</p>
	
<p>177. Concrete sidewalk at main entrance of Building 9</p>	<p>178. Cracking and vegetation overgrowth throughout rear hardscape at Building 9</p>
	
<p>179. Loose fence line, vegetation at sidewalk at Building 9</p>	<p>180. Representative cracking with vegetation overgrowth at Building 9 rear parking lot</p>

	
181. Representative concrete floor slab at Building 9	182. Wood roof joists and ceiling damage in auditorium at Building 9
	
183. TPO-membrane roof, looking south at Building 9	184. Sloped roof with cupola of Building 9
	
185. EPDM ponding before drains were cleared at Building 9	186. Active water infiltration at south side of east wing of Building 9

	
<p>187. Active roof leaks and water infiltration at auditorium of Building 9</p>	<p>188. Representative rear, east, façade of Building 9</p>
	
<p>189. Worn and chipped paint throughout wood siding, fascias and soffits of Building 9</p>	<p>190. Significant step cracking at Building 9 chimney</p>
	
<p>191. Broken block window at south Building 9 auditorium wall</p>	<p>192. Lobby entrance area of Building 9</p>



193. Representative corridor of Building 9



194. Kitchen of Building 9



195. Accessible parking without signage at Building 9



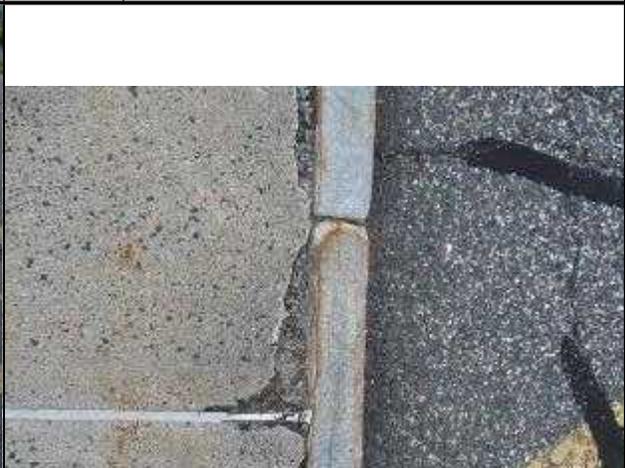
196. Sink pipe protection missing at Building 9



197. Domestic hot water boiler at Building 9



198. Boilers in Building 9 basement

	
<p>199. Decommissioned <i>FPE</i> equipment in Building 9 basement</p>	<p>200. Fire alarm control panel with no known inspection information in Building 9</p>
	
<p>201. Expired inspection tag on kitchen hood in Building 9</p>	<p>202. Entrance at Building 10</p>
	
<p>203. Representative front sidewalk with edge spalling throughout at Building 10</p>	<p>204. Representative trip hazard at Building 10</p>



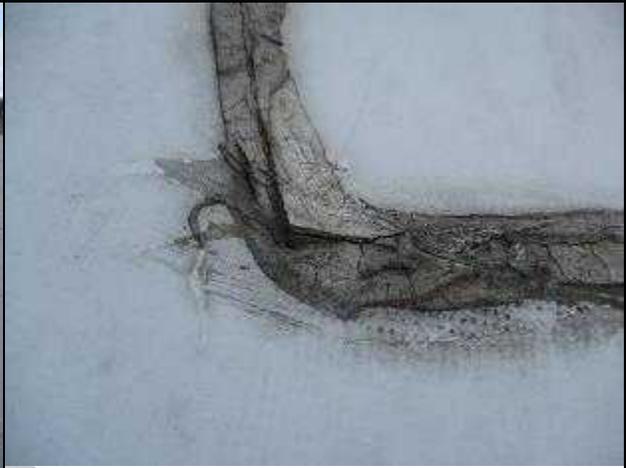
205. Representative parking lot with worn paint and cracking at Building 10



206. Representative roof at Building 10



207. Representative modified built up roof at Building 10



208. Representative worn roof patch/sealant at Building 10



209. Courtyard façade at Building 10



210. Façade at library of Building 10



211. Front façade at Building 10



212. Building 11 front entry



213. Building 11 front entry door jamb detail



214. Condenser that utilizes R-22 refrigerant



215. Stored equipment within 36" of and blocking electrical equipment



216. Boilers in Building 10

	
<p>217. Sprinkler risers with no data plate information in Building 10</p>	<p>218. Front entrance and façade of Building 11</p>
	
<p>219. Concrete spall and trip hazard at Building 11</p>	<p>220. Representative cracking and settlement in parking lot of Building 11</p>
	
<p>221. Representative cracking and settlement in parking lot of Building 11</p>	<p>222. Representative cracking and settlement at Building 11 sport court</p>



223. Playground at Building 11



224. Roof at Building 11



225. Parking lot and rear façade at Building 11



226. Representative paint peeling at Building 11 façade



227. Worn and cracked sealant at Building 11 windows



228. Representative Building 11 classroom

	
<p>229. Accessible parking with no signage at Building 11</p>	<p>230. RTU past expected useful life at Building 11</p>
	
<p>231. Representative fire extinguisher at Building 11</p>	<p>232. Fire alarm control panel at Building 11</p>
	
<p>233. Façade and landscaping at Building 12</p>	<p>234. Representative sidewalk cracking at Building 12</p>



235. Representative parking lot cracking at Building 12



236. Representative parking lot cracking at Building 12



237. Representative slate tile roof and façade of Building 12



238. Representative dislodged trim piece at Building 12 dormer



239. Representative façade and windows at Building 12



240. Representative facade and windows at Building 12



241. General view of basement in Building 12



242. Suspect mold-like substance on basement piping in Building 12



243. Representative Building 12 interior



244. Representative Building 12 interior



245. Non-compliant accessibility signage is too low at Building 12



246. Boiler at Building 12

	
<p>247. Chiller at Building 12</p>	<p>248. Elevator in Building 12</p>
	
<p>249. Front view of Building 13</p>	<p>250. Representative parking lot with cracking and overgrowth at Building 13</p>
	
<p>251. Spalling at basement foundation at Building 13</p>	<p>252. Spalling and delamination of wall at Building 13 foundation</p>



253. Representative roofing and northwest corner façade at Building 13



254. Representative ADA ramp at Building 13



255. Representative window sealant at Building 13



256. Basement at Building 13



257. Studio room at Building 13



258. Boiler and copper plumbing at Building 13



259. Condensers at Building 13



260. Generator at Building 13



261. Fire alarm control panel at Building 13



262. Representative fire extinguisher at Building 13



263. Fieldhouse at Building 14



264. Dug out at Building 14



265. Guardhouse and splash pad at Building 14



266. Bathrooms at Building 14



267. Pavilion at Building 14



268. Parks building at Building 14



269. Parks shed at Building 14



270. Basketball courts at Building 14



271. Representative cracking at Building 14



272. Representative water heater in Building 14 fieldhouse



273. Front façade and landscaping of Building 15



274. Parking lot at Building 15



275. Rear entrance ramp at Building 15



276. Dislodged siding at Building 15



277. Worn and peeling paint at Building 15

278. Worn and peeling paint at Building 15



279. Playground equipment at Building 15



280. Interior play space at Building 15



281. Representative restroom at Building 15



282. Representative life safety equipment at Building 15



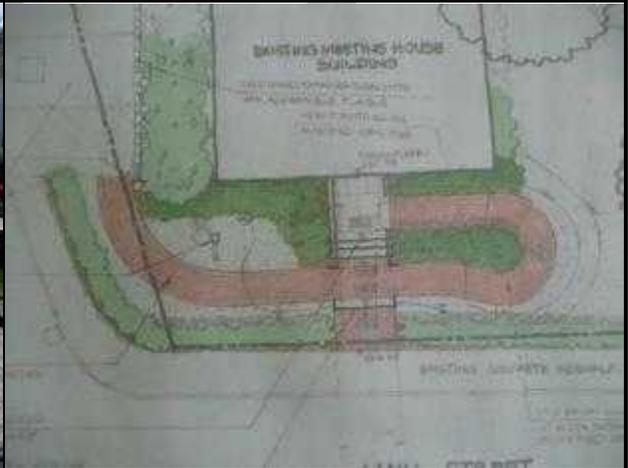
283. Side façade and accessible parking at Building 16



284. Representative brick walkway at Building 16



285. Representative cracking asphalt at Building 16 parking



286. Accessible ramp plans for Building 16



287. Worn and peeling paint at Building 16



288. Worn and peeling paint at Building 16



289. Representative cedar shakes at Building 16



290. Representative fieldstone basement at Building 16



291. Representative museum interior of Building 16



292. Water heater in Building 16



293. Furnace in Building 16



294. Condenser at Building 16



295. Electrical circuit breaker panels in basement of Building 16



296. Fire extinguisher in Building 16



297. Side façade of Building 17



298. Recently constructed patio at Building 17



299. Concrete sidewalk with cracking and trip hazards at Building 17



300. Accessible parking and spall at concrete sidewalk at Building 17



301. Representative parking lot with cracking and worn striping at Building 17



302. Representative asphalt roof shingles at Building 17



303. Front façade of the Building 17 Clubhouse



304. Damaged trim at front of Building 17 Clubhouse



305. Ballroom in Building 17 Clubhouse



306. Locker room in Building 17 Clubhouse

	
307. Typical condensers at Building 17	308. Fire sprinkler system at Building 17

DRAFT

APPENDIX B - FIGURES, DRAWINGS AND PLANS

DRAFT

APPENDIX C - OTHER RELEVANT DOCUMENTS

DRAFT



CORPORATE
REGIONAL OFFICE
TEL. 717-428-0401
REResearchGroup@ebiconsulting.com

FACSIMILE TRANSMITTAL SHEET

To:	From: Ashley Sweigart Operations Support Coordinator	Date: August 6, 2021
Fax number or email address:	Total number of pages including cover: 4	

<input checked="" type="checkbox"/> Please complete and return:	<input checked="" type="checkbox"/> Please Reply
Email to asweigart@ebiconsulting.com	<input checked="" type="checkbox"/> Urgent

Re: Property Condition Report for property known as or located at:

TOWN OF WILBRAHAM

We have been requested by: Board of Selectman - Town of Wilbraham	Subject: To complete an Engineering survey of the above mentioned property.	EBI Project #: 1321000388
---	---	-------------------------------------

- 1. Please read these instructions and those on the following page carefully.**
- 2. Please assemble this original questionnaire and one copy of pertinent property documents, and forward all information to the site or the site contact for the Engineer and/or Scientist to use during the site visit. This documentation will be included in our report.**
- 3. Please fill out this questionnaire to the best of your knowledge and email or fax it back to us within three business days.**
- 4. The Engineer and/or Scientist will contact you directly to schedule the site visit.**
- 5. This information is extremely time sensitive and necessary to provide your lender with accurate and timely report.**



Please fill out and sign this questionnaire to the best of your knowledge for the Engineer’s site visit. Email to Ashley Sweigart at asweigart@ebiconsulting.com, for our report files, and keep the original to provide to the Engineer.

Subject Property Name: Wilbraham – Town Hall **EBI Project #:** 1321000388

Address: 240 Springfield St

Subject Property Owner: Town of Wilbraham **Purchase Date:** 1967

On-Site Property Contact: Sam Boyd **Telephone:** 413-351-1122

Fax: _____ **Email:** sboyd@wilbraham-ma.gov

Your Name and title	Signature	Date
----------------------------	------------------	-------------

Additional plans and documentation (see page 2) must be forwarded to the site for the Engineer during the survey. For questions not applicable please respond “N/A.” Attach additional pages if necessary. This questionnaire and your responses will be included as an exhibit in the Engineer’s report. Accurate and full completion is critical to a timely completion of our reports, and timely loan closing.

LOCAL JURISDICTIONAL INFORMATION

1. What is the property ID #, Lot and Block, or Township/Range ID #? PID 4561
2. What is the legal Municipality or County that has jurisdiction over the property? Wilbraham
3. What is the assessors file ID number and tax file ID number if available? _____

PROPERTY INFORMATION

4. What is the size of the subject property lot or lots, in acres? 4.8
5. How many parking spaces (and HCP parking spaces) are present at the property? Appx 60 spots, 4 HCP
6. How many buildings comprise the subject property? 2
 - a. If the property is a mall or large retail center, please confirm and list ownership of each building. _____
7. What is the gross and net rentable square footage of the building(s)? 11446
8. What is the date of construction of the building(s)? When was the building(s) first occupied? 1978
9. How many tenant spaces or apartments are at the Subject Property? _____
 - a. If the property is apartments, please provide a unit and type count by bedroom and square feet. _____
10. Please list, to the best of your knowledge, any deficiencies or problems with the site, parking area, amenities or utilities. _____
11. Please list, to the best of your knowledge, any structural, water infiltration, mold, roof, plumbing, HVAC, Fire Alarm or electrical deficiencies or problems. _____
12. During the last five years, have any major capital improvements been made to the site or building(s)? If so, please explain, with the approximate cost. EMS updated

13.

Does the property have	Y or N	Does the property have	Y or N
Polybutylene piping	N	Compressed wood or composite board siding	N
Galvanized steel water lines	?	EIFS exterior finishes	N
ABS sanitary lines	N	Fire Retardant Treated plywood	?
Aluminum branch wiring	?	Cadet/Encore electric heaters installed 1982-99	N
Omega (Central or CSC) brand sprinkler heads	N	GE or Hotpoint dishwashers installed 1983-89	N

14. Please list any deficiencies noted during any Building, Fire or Health Department inspections in the last three years, _____

15. When were the fire alarm systems and/or sprinkler system (if any) last tested? 2021

16. Please list the following utility providers: Electricity: Eversource
 Water: Town of Wilbraham (TOW) Storm Drainage: TOW
 Sanitary Sewer: TOW Natural Gas or Oil: NG
 Trash Hauler: Republic Services and, Frequency of Pick-ups: 1/Month

17. If you are performing or planning any repairs or replacement work to the property that will exceed an aggregate cost of \$2,000 please explain, with the approximate cost. Replace split AC for data room

18. Please list the responsible party for tenant improvements and maintenance of major systems (if applicable). _____

18. Please attach a brief history of the property. This information helps us properly assess, evaluate and understand your property, and will assist in the financial analysis. The information should include:

- The date of approvals and construction, the contractor who built the property
- History of major capital improvements, repairs, additions or modifications
- History of fires or violations
- A list of any ongoing maintenance issues
- Tenant history, approximate turnover rate

DOCUMENT AND INFORMATION CHECKLIST

Please provide the following information (as much as possible in electronic format) so the Engineer or Scientist can proceed with the survey of the property. Asterisk (*) items are critical to report completion. The documents will become exhibits in the Consultant’s report.

A. Plans	B. Municipal Documents	C. Additional Information
<ul style="list-style-type: none"> ▪ ALTA Survey or Site Plan* ▪ Architectural Building Plans* - plans, elevations, wall section, foundation, HVAC & elec. schedules ▪ Reduced scale Site and Building Plans ▪ <i>Extremely critical for properties in Seismically active zones 3 and 4*</i> <i>STRUCTURAL PLANS – Seismic Assessments are required for these properties. Structural drawings must be provided at the time of the site visit. If no drawings are provided, the report will be delayed and the Seismic Assessment may be overly conservative.</i> 	<ul style="list-style-type: none"> ▪ Certificate of Occupancy* ▪ Building Permit* ▪ Façade inspection compliance* ▪ Copy of tax cards ▪ Copy of violations 	<ul style="list-style-type: none"> ▪ Capital expense report for 1 to 3 years* ▪ Tenant Rent Roll* ▪ Roof warranty ▪ History of recent improvements ▪ Schedule of Floor Area Measurements - Gross and Rentable Square Feet ▪ Previous Due Diligence or Building Component Reports, <u>including, but not limited to</u>, façade*, roof*, mechanical*, electrical, elevator, sprinkler, fire alarm or life safety equipment, or pavement. ▪ Copy of most Recent Appraisal
	<p>B.1 NYC Projects</p> <ul style="list-style-type: none"> ▪ Department of Building Violations* ▪ Environmental Control Board Violations* ▪ Local Law 11 Façade Reports* 	

EBI ACCESS REQUIREMENTS

At the time of the site visit the Consultant is required to gain access to all areas of the property. This includes:

- All building roofs, unless pitched asphalt shingles. This may require you to obtain and provide a ladder.
- All building perimeters

- All site amenities
- All building interiors, including as applicable, common areas, lobbies, a representative sampling of offices, retail spaces, manufacturing or assembly areas, or apartments, community rooms, exercise rooms, pool areas, storage rooms, attics and basements, garages.
- All mechanical, electric, sprinkler, HVAC, utility, service, elevator, storage and equipment rooms



CORPORATE

REGIONAL OFFICE
TEL. 717-428-0401

REResearchGroup@ebiconsulting.com

FACSIMILE TRANSMITTAL SHEET

To:	From: Ashley Sweigart Operations Support Coordinator	Date: July 30, 2021
Fax number or email address:	Total number of pages including cover: 4	

Please complete and return:

Please Reply

Email to asweigart@ebiconsulting.com

Urgent

Re: Property Condition Report for property known as or located at:

TOWN OF WILBRAHAM

We have been requested by: Board of Selectman - Town of Wilbraham	Subject: To complete an Engineering survey of the above mentioned property.	EBI Project #: 1321000388
---	---	-------------------------------------

1. Please read these instructions and those on the following page carefully.
2. Please assemble this original questionnaire and one copy of pertinent property documents, and forward all information to the site or the site contact for the Engineer and/or Scientist to use during the site visit. This documentation will be included in our report.
3. Please fill out this questionnaire to the best of your knowledge and email or fax it back to us within three business days.
4. The Engineer and/or Scientist will contact you directly to schedule the site visit.
5. This information is extremely time sensitive and necessary to provide your lender with accurate and timely report.



Please fill out and sign this questionnaire to the best of your knowledge for the Engineer's site visit. Email to Ashley Sweigart at asweigart@ebiconsulting.com, for our report files, and keep the original to provide to the Engineer.

Subject Property Name: Wilbraham – Fire Station **EBI Project #:** 1321000388

Address: 2770 Boston Rd

Subject Property Owner: Town of Wilbraham **Purchase Date:** 1946

On-Site Property Contact: Sam Boyd **Telephone:** 413-351-1122

Fax: _____ **Email:** sboyd@wilbraham-ma.gov

Your Name and title	Signature	Date
----------------------------	------------------	-------------

Additional plans and documentation (see page 2) must be forwarded to the site for the Engineer during the survey. For questions not applicable please respond "N/A." Attach additional pages if necessary. This questionnaire and your responses will be included as an exhibit in the Engineer's report. Accurate and full completion is critical to a timely completion of our reports, and timely loan closing.

LOCAL JURISDICTIONAL INFORMATION

1. What is the property ID #, Lot and Block, or Township/Range ID #? PID 659
2. What is the legal Municipality or County that has jurisdiction over the property? Wilbraham
3. What is the assessors file ID number and tax file ID number if available? _____

PROPERTY INFORMATION

4. What is the size of the subject property lot or lots, in acres? 1.5
5. How many parking spaces (and HCP parking spaces) are present at the property? 24 spots, 1 HCP
6. How many buildings comprise the subject property? 1
 - a. If the property is a mall or large retail center, please confirm and list ownership of each building. _____
7. What is the gross and net rentable square footage of the building(s)? 11800
8. What is the date of construction of the building(s)? When was the building(s) first occupied? 2012 – addition/renovation
9. How many tenant spaces or apartments are at the Subject Property? _____
 - a. If the property is apartments, please provide a unit and type count by bedroom and square feet. _____
10. Please list, to the best of your knowledge, any deficiencies or problems with the site, parking area, amenities or utilities. Electric service can be inconsistent, assuming due to the solar field right next door.
11. Please list, to the best of your knowledge, any structural, water infiltration, mold, roof, plumbing, HVAC, Fire Alarm or electrical deficiencies or problems. _____
12. During the last five years, have any major capital improvements been made to the site or building(s)? If so, please explain, with the approximate cost. _____

13.

Does the property have	Y or N	Does the property have	Y or N
Polybutylene piping	?	Compressed wood or composite board siding	N
Galvanized steel water lines	N	EIFS exterior finishes	?
ABS sanitary lines	N	Fire Retardant Treated plywood	?
Aluminum branch wiring	N	Cadet/Encore electric heaters installed 1982-99	N
Omega (Central or CSC) brand sprinkler heads	?	GE or Hotpoint dishwashers installed 1983-89	N

14. Please list any deficiencies noted during any Building, Fire or Health Department inspections in the last three years,_____

15. When were the fire alarm systems and/or sprinkler system (if any) last tested? 2021

16. Please list the following utility providers: Electricity: Eversource
 Water: Town of Wilbraham (TOW) Storm Drainage: TOW
 Sanitary Sewer: TOW Natural Gas or Oil: NG
 Trash Hauler: Republic Services and, Frequency of Pick-ups: 2/Month

17. If you are performing or planning any repairs or replacement work to the property that will exceed an aggregate cost of \$2,000 please explain, with the approximate cost,_____

18. Please list the responsible party for tenant improvements and maintenance of major systems (if applicable)._____

18. Please attach a brief history of the property. This information helps us properly assess, evaluate and understand your property, and will assist in the financial analysis. The information should include:

- The date of approvals and construction, the contractor who built the property
- History of major capital improvements, repairs, additions or modifications
- History of fires or violations
- A list of any ongoing maintenance issues
- Tenant history, approximate turnover rate

DOCUMENT AND INFORMATION CHECKLIST

Please provide the following information (as much as possible in electronic format) so the Engineer or Scientist can proceed with the survey of the property. Asterisk (*) items are critical to report completion. The documents will become exhibits in the Consultant’s report.

A. Plans	B. Municipal Documents	C. Additional Information
<ul style="list-style-type: none"> ▪ ALTA Survey or Site Plan* ▪ Architectural Building Plans* - plans, elevations, wall section, foundation, HVAC & elec. schedules ▪ Reduced scale Site and Building Plans ▪ <i>Extremely critical for properties in Seismically active zones 3 and 4*</i> <i>STRUCTURAL PLANS – Seismic Assessments are required for these properties. Structural drawings must be provided at the time of the site visit. If no drawings are provided, the report will be delayed and the Seismic Assessment may be overly conservative.</i> 	<ul style="list-style-type: none"> ▪ Certificate of Occupancy* ▪ Building Permit* ▪ Façade inspection compliance* ▪ Copy of tax cards ▪ Copy of violations 	<ul style="list-style-type: none"> ▪ Capital expense report for 1 to 3 years* ▪ Tenant Rent Roll* ▪ Roof warranty ▪ History of recent improvements ▪ Schedule of Floor Area Measurements - Gross and Rentable Square Feet ▪ Previous Due Diligence or Building Component Reports, <u>including, but not limited to</u>, façade*, roof*, mechanical*, electrical, elevator, sprinkler, fire alarm or life safety equipment, or pavement. ▪ Copy of most Recent Appraisal
	<p>B.1 NYC Projects</p> <ul style="list-style-type: none"> ▪ Department of Building Violations* ▪ Environmental Control Board Violations* ▪ Local Law 11 Façade Reports* 	

EBI ACCESS REQUIREMENTS

At the time of the site visit the Consultant is required to gain access to all areas of the property. This includes:

- All building roofs, unless pitched asphalt shingles. This may require you to obtain and provide a ladder.
- All building perimeters

- All site amenities
- All building interiors, including as applicable, common areas, lobbies, a representative sampling of offices, retail spaces, manufacturing or assembly areas, or apartments, community rooms, exercise rooms, pool areas, storage rooms, attics and basements, garages.
- All mechanical, electric, sprinkler, HVAC, utility, service, elevator, storage and equipment rooms



CORPORATE
REGIONAL OFFICE
TEL. 717-428-0401
REResearchGroup@ebiconsulting.com

FACSIMILE TRANSMITTAL SHEET

To:	From: Ashley Sweigart Operations Support Coordinator	Date: August 12, 2021
Fax number or email address:	Total number of pages including cover: 4	

<input checked="" type="checkbox"/> Please complete and return:	<input checked="" type="checkbox"/> Please Reply
Email to asweigart@ebiconsulting.com	<input checked="" type="checkbox"/> Urgent

Re: Property Condition Report for property known as or located at:

TOWN OF WILBRAHAM

We have been requested by: Board of Selectman - Town of Wilbraham	Subject: To complete an Engineering survey of the above mentioned property.	EBI Project #: 1321000388
---	---	-------------------------------------

1. **Please read these instructions and those on the following page carefully.**
2. **Please assemble this original questionnaire and one copy of pertinent property documents, and forward all information to the site or the site contact for the Engineer and/or Scientist to use during the site visit. This documentation will be included in our report.**
3. **Please fill out this questionnaire to the best of your knowledge and email or fax it back to us within three business days.**
4. **The Engineer and/or Scientist will contact you directly to schedule the site visit.**
5. **This information is extremely time sensitive and necessary to provide your lender with accurate and timely report.**



Please fill out and sign this questionnaire to the best of your knowledge for the Engineer's site visit. Email to Ashley Sweigart at asweigart@ebiconsulting.com, for our report files, and keep the original to provide to the Engineer.

Subject Property Name: Wilbraham – Auxiliary Fire Station **EBI Project #:** 1321000388

Address: 6 woodland Dell Rd

Subject Property Owner: Town of Wilbraham **Purchase Date:** 1980

On-Site Property Contact: Sam Boyd **Telephone:** 413-351-1122

Fax: _____ **Email:** sboyd@wilbraham-ma.gov

Your Name and title	Signature	Date
----------------------------	------------------	-------------

Additional plans and documentation (see page 2) must be forwarded to the site for the Engineer during the survey. For questions not applicable please respond "N/A." Attach additional pages if necessary. This questionnaire and your responses will be included as an exhibit in the Engineer's report. Accurate and full completion is critical to a timely completion of our reports, and timely loan closing.

LOCAL JURISDICTIONAL INFORMATION

1. What is the property ID #, Lot and Block, or Township/Range ID #? PID 5664
2. What is the legal Municipality or County that has jurisdiction over the property? Wilbraham
3. What is the assessors file ID number and tax file ID number if available? _____

PROPERTY INFORMATION

4. What is the size of the subject property lot or lots, in acres? 0.5
5. How many parking spaces (and HCP parking spaces) are present at the property? 8 spots, 0 HCP
6. How many buildings comprise the subject property? 1
 - a. If the property is a mall or large retail center, please confirm and list ownership of each building. _____
7. What is the gross and net rentable square footage of the building(s)? 2564
8. What is the date of construction of the building(s)? When was the building(s) first occupied? 1958
9. How many tenant spaces or apartments are at the Subject Property? _____
 - a. If the property is apartments, please provide a unit and type count by bedroom and square feet. _____
10. Please list, to the best of your knowledge, any deficiencies or problems with the site, parking area, amenities or utilities. Propane storage tank for generator at end of life.
11. Please list, to the best of your knowledge, any structural, water infiltration, mold, roof, plumbing, HVAC, Fire Alarm or electrical deficiencies or problems. _____
12. During the last five years, have any major capital improvements been made to the site or building(s)? If so, please explain, with the approximate cost. _____

13.

Does the property have	Y or N	Does the property have	Y or N
Polybutylene piping	?	Compressed wood or composite board siding	N
Galvanized steel water lines	?	EIFS exterior finishes	?
ABS sanitary lines	?	Fire Retardant Treated plywood	?
Aluminum branch wiring	?	Cadet/Encore electric heaters installed 1982-99	N
Omega (Central or CSC) brand sprinkler heads	?	GE or Hotpoint dishwashers installed 1983-89	N

14. Please list any deficiencies noted during any Building, Fire or Health Department inspections in the last three years, _____

15. When were the fire alarm systems and/or sprinkler system (if any) last tested? 2021

16. Please list the following utility providers: Electricity: Eversource
 Water: Town of Wilbraham (TOW) Storm Drainage: TOW
 Sanitary Sewer: TOW Natural Gas or Oil: NG
 Trash Hauler: Republic Services and, Frequency of Pick-ups: 2/Month

17. If you are performing or planning any repairs or replacement work to the property that will exceed an aggregate cost of \$2,000 please explain, with the approximate cost, _____

18. Please list the responsible party for tenant improvements and maintenance of major systems (if applicable). _____

18. Please attach a brief history of the property. This information helps us properly assess, evaluate and understand your property, and will assist in the financial analysis. The information should include:

- The date of approvals and construction, the contractor who built the property
- History of major capital improvements, repairs, additions or modifications
- History of fires or violations
- A list of any ongoing maintenance issues
- Tenant history, approximate turnover rate

DOCUMENT AND INFORMATION CHECKLIST

Please provide the following information (as much as possible in electronic format) so the Engineer or Scientist can proceed with the survey of the property. Asterisk (*) items are critical to report completion. The documents will become exhibits in the Consultant’s report.

A. Plans	B. Municipal Documents	C. Additional Information
<ul style="list-style-type: none"> ▪ ALTA Survey or Site Plan* ▪ Architectural Building Plans* - plans, elevations, wall section, foundation, HVAC & elec. schedules ▪ Reduced scale Site and Building Plans ▪ <i>Extremely critical for properties in Seismically active zones 3 and 4*</i> <i>STRUCTURAL PLANS – Seismic Assessments are required for these properties. Structural drawings must be provided at the time of the site visit. If no drawings are provided, the report will be delayed and the Seismic Assessment may be overly conservative.</i> 	<ul style="list-style-type: none"> ▪ Certificate of Occupancy* ▪ Building Permit* ▪ Façade inspection compliance* ▪ Copy of tax cards ▪ Copy of violations 	<ul style="list-style-type: none"> ▪ Capital expense report for 1 to 3 years* ▪ Tenant Rent Roll* ▪ Roof warranty ▪ History of recent improvements ▪ Schedule of Floor Area Measurements - Gross and Rentable Square Feet ▪ Previous Due Diligence or Building Component Reports, <i>including, but not limited to,</i> façade*, roof*, mechanical*, electrical, elevator, sprinkler, fire alarm or life safety equipment, or pavement. ▪ Copy of most Recent Appraisal
	<p>B.1 NYC Projects</p> <ul style="list-style-type: none"> ▪ Department of Building Violations* ▪ Environmental Control Board Violations* ▪ Local Law 11 Façade Reports* 	

EBI ACCESS REQUIREMENTS

At the time of the site visit the Consultant is required to gain access to all areas of the property. This includes:

- All building roofs, unless pitched asphalt shingles. This may require you to obtain and provide a ladder.
- All building perimeters

- All site amenities
- All building interiors, including as applicable, common areas, lobbies, a representative sampling of offices, retail spaces, manufacturing or assembly areas, or apartments, community rooms, exercise rooms, pool areas, storage rooms, attics and basements, garages.
- All mechanical, electric, sprinkler, HVAC, utility, service, elevator, storage and equipment rooms



CORPORATE
REGIONAL OFFICE
TEL. 717-428-0401
REResearchGroup@ebiconsulting.com

FACSIMILE TRANSMITTAL SHEET

To:	From: Ashley Sweigart Operations Support Coordinator	Date: July 30, 2021
Fax number or email address:	Total number of pages including cover: 4	

<input checked="" type="checkbox"/> Please complete and return:	<input checked="" type="checkbox"/> Please Reply
Email to asweigart@ebiconsulting.com	<input checked="" type="checkbox"/> Urgent

Re: Property Condition Report for property known as or located at:

TOWN OF WILBRAHAM

We have been requested by: Board of Selectman - Town of Wilbraham	Subject: To complete an Engineering survey of the above mentioned property.	EBI Project #: 1321000388
---	---	-------------------------------------

- 1. Please read these instructions and those on the following page carefully.**
- 2. Please assemble this original questionnaire and one copy of pertinent property documents, and forward all information to the site or the site contact for the Engineer and/or Scientist to use during the site visit. This documentation will be included in our report.**
- 3. Please fill out this questionnaire to the best of your knowledge and email or fax it back to us within three business days.**
- 4. The Engineer and/or Scientist will contact you directly to schedule the site visit.**
- 5. This information is extremely time sensitive and necessary to provide your lender with accurate and timely report.**



Please fill out and sign this questionnaire to the best of your knowledge for the Engineer's site visit. Email to Ashley Sweigart at asweigart@ebiconsulting.com, for our report files, and keep the original to provide to the Engineer.

Subject Property Name: Wilbraham – Police Station **EBI Project #:** 1321000388

Address: 2780 Boston Rd

Subject Property Owner: Town of Wilbraham **Purchase Date:** 2015

On-Site Property Contact: Sam Boyd **Telephone:** 413-351-1122

Fax: _____ **Email:** sboyd@wilbraham-ma.gov

Your Name and title	Signature	Date
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Additional plans and documentation (see page 2) must be forwarded to the site for the Engineer during the survey. For questions not applicable please respond "N/A." Attach additional pages if necessary. This questionnaire and your responses will be included as an exhibit in the Engineer's report. Accurate and full completion is critical to a timely completion of our reports, and timely loan closing.

LOCAL JURISDICTIONAL INFORMATION

1. What is the property ID #, Lot and Block, or Township/Range ID #? PID 663
2. What is the legal Municipality or County that has jurisdiction over the property? Wilbraham
3. What is the assessors file ID number and tax file ID number if available? _____

PROPERTY INFORMATION

4. What is the size of the subject property lot or lots, in acres? 1.8
5. How many parking spaces (and HCP parking spaces) are present at the property? 52 spots, 2 HCP
6. How many buildings comprise the subject property? 2
 - a. If the property is a mall or large retail center, please confirm and list ownership of each building. _____
7. What is the gross and net rentable square footage of the building(s)? 14371
8. What is the date of construction of the building(s)? When was the building(s) first occupied? 2017
9. How many tenant spaces or apartments are at the Subject Property? _____
 - a. If the property is apartments, please provide a unit and type count by bedroom and square feet. _____
10. Please list, to the best of your knowledge, any deficiencies or problems with the site, parking area, amenities or utilities. _____
11. Please list, to the best of your knowledge, any structural, water infiltration, mold, roof, plumbing, HVAC, Fire Alarm or electrical deficiencies or problems. _____
12. During the last five years, have any major capital improvements been made to the site or building(s)? If so, please explain, with the approximate cost. _____

13.

Does the property have	Y or N	Does the property have	Y or N
Polybutylene piping	N	Compressed wood or composite board siding	Y
Galvanized steel water lines	N	EIFS exterior finishes	N
ABS sanitary lines	N	Fire Retardant Treated plywood	?
Aluminum branch wiring	N	Cadet/Encore electric heaters installed 1982-99	N
Omega (Central or CSC) brand sprinkler heads	?	GE or Hotpoint dishwashers installed 1983-89	N

14. Please list any deficiencies noted during any Building, Fire or Health Department inspections in the last three years, _____

15. When were the fire alarm systems and/or sprinkler system (if any) last tested? 2021

16. Please list the following utility providers: Electricity: Eversource
 Water: Town of Wilbraham (TOW) Storm Drainage: TOW
 Sanitary Sewer: TOW Natural Gas or Oil: NG
 Trash Hauler: Republic Services and, Frequency of Pick-ups: 2/Month

17. If you are performing or planning any repairs or replacement work to the property that will exceed an aggregate cost of \$2,000 please explain, with the approximate cost, _____

18. Please list the responsible party for tenant improvements and maintenance of major systems (if applicable). _____

18. Please attach a brief history of the property. This information helps us properly assess, evaluate and understand your property, and will assist in the financial analysis. The information should include:

- The date of approvals and construction, the contractor who built the property
- History of major capital improvements, repairs, additions or modifications
- History of fires or violations
- A list of any ongoing maintenance issues
- Tenant history, approximate turnover rate

DOCUMENT AND INFORMATION CHECKLIST

Please provide the following information (as much as possible in electronic format) so the Engineer or Scientist can proceed with the survey of the property. Asterisk (*) items are critical to report completion. The documents will become exhibits in the Consultant’s report.

A. Plans	B. Municipal Documents	C. Additional Information
<ul style="list-style-type: none"> ▪ ALTA Survey or Site Plan* ▪ Architectural Building Plans* - plans, elevations, wall section, foundation, HVAC & elec. schedules ▪ Reduced scale Site and Building Plans ▪ <i>Extremely critical for properties in Seismically active zones 3 and 4*</i> <i>STRUCTURAL PLANS – Seismic Assessments are required for these properties. Structural drawings must be provided at the time of the site visit. If no drawings are provided, the report will be delayed and the Seismic Assessment may be overly conservative.</i> 	<ul style="list-style-type: none"> ▪ Certificate of Occupancy* ▪ Building Permit* ▪ Façade inspection compliance* ▪ Copy of tax cards ▪ Copy of violations <p>B.1 NYC Projects</p> <ul style="list-style-type: none"> ▪ Department of Building Violations* ▪ Environmental Control Board Violations* ▪ Local Law 11 Façade Reports* 	<ul style="list-style-type: none"> ▪ Capital expense report for 1 to 3 years* ▪ Tenant Rent Roll* ▪ Roof warranty ▪ History of recent improvements ▪ Schedule of Floor Area Measurements - Gross and Rentable Square Feet ▪ Previous Due Diligence or Building Component Reports, including, but not limited to, façade*, roof*, mechanical*, electrical, elevator, sprinkler, fire alarm or life safety equipment, or pavement. ▪ Copy of most Recent Appraisal

EBI ACCESS REQUIREMENTS

At the time of the site visit the Consultant is required to gain access to all areas of the property. This includes:

- All building roofs, unless pitched asphalt shingles. This may require you to obtain and provide a ladder.
- All building perimeters

- All site amenities
- All building interiors, including as applicable, common areas, lobbies, a representative sampling of offices, retail spaces, manufacturing or assembly areas, or apartments, community rooms, exercise rooms, pool areas, storage rooms, attics and basements, garages.
- All mechanical, electric, sprinkler, HVAC, utility, service, elevator, storage and equipment rooms



CORPORATE

REGIONAL OFFICE
TEL. 717-428-0401

REResearchGroup@ebiconsulting.com

FACSIMILE TRANSMITTAL SHEET

To:	From: Ashley Sweigart Operations Support Coordinator	Date: August 13, 2021
Fax number or email address:	Total number of pages including cover: 4	

Please complete and return:

Please Reply

Email to asweigart@ebiconsulting.com

Urgent

Re: Property Condition Report for property known as or located at:

TOWN OF WILBRAHAM

We have been requested by: Board of Selectman - Town of Wilbraham	Subject: To complete an Engineering survey of the above mentioned property.	EBI Project #: 1321000388
---	---	-------------------------------------

1. Please read these instructions and those on the following page carefully.
2. Please assemble this original questionnaire and one copy of pertinent property documents, and forward all information to the site or the site contact for the Engineer and/or Scientist to use during the site visit. This documentation will be included in our report.
3. Please fill out this questionnaire to the best of your knowledge and email or fax it back to us within three business days.
4. The Engineer and/or Scientist will contact you directly to schedule the site visit.
5. This information is extremely time sensitive and necessary to provide your lender with accurate and timely report.



Please fill out and sign this questionnaire to the best of your knowledge for the Engineer’s site visit. Email to Ashley Sweigart at asweigart@ebiconsulting.com, for our report files, and keep the original to provide to the Engineer.

Subject Property Name: Wilbraham – IT & Maintenance bldg **EBI Project #:** 1321000388

Address: 16 Main St

Subject Property Owner: Town of Wilbraham **Purchase Date:** 1978

On-Site Property Contact: Sam Boyd **Telephone:** 413-351-1122

Fax: _____ **Email:** sboyd@wilbraham-ma.gov

Your Name and title	Signature	Date
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Additional plans and documentation (see page 2) must be forwarded to the site for the Engineer during the survey. For questions not applicable please respond “N/A.” Attach additional pages if necessary. This questionnaire and your responses will be included as an exhibit in the Engineer’s report. Accurate and full completion is critical to a timely completion of our reports, and timely loan closing.

LOCAL JURISDICTIONAL INFORMATION

1. What is the property ID #, Lot and Block, or Township/Range ID #? PID 2652
2. What is the legal Municipality or County that has jurisdiction over the property? Wilbraham
3. What is the assessors file ID number and tax file ID number if available? _____

PROPERTY INFORMATION

4. What is the size of the subject property lot or lots, in acres? .75
5. How many parking spaces (and HCP parking spaces) are present at the property? 20 spots, 1 HCP
6. How many buildings comprise the subject property? 1
 - a. If the property is a mall or large retail center, please confirm and list ownership of each building. _____
7. What is the gross and net rentable square footage of the building(s)? _____
8. What is the date of construction of the building(s)? When was the building(s) first occupied? 1910
9. How many tenant spaces or apartments are at the Subject Property? _____
 - a. If the property is apartments, please provide a unit and type count by bedroom and square feet. _____
10. Please list, to the best of your knowledge, any deficiencies or problems with the site, parking area, amenities or utilities. _____
11. Please list, to the best of your knowledge, any structural, water infiltration, mold, roof, plumbing, HVAC, Fire Alarm or electrical deficiencies or problems. History of mold in basement, can get musty
12. During the last five years, have any major capital improvements been made to the site or building(s)? If so, please explain, with the approximate cost. _____

13.

Does the property have	Y or N	Does the property have	Y or N
Polybutylene piping	N	Compressed wood or composite board siding	N
Galvanized steel water lines	?	EIFS exterior finishes	N
ABS sanitary lines	?	Fire Retardant Treated plywood	?
Aluminum branch wiring	N	Cadet/Encore electric heaters installed 1982-99	N
Omega (Central or CSC) brand sprinkler heads	N	GE or Hotpoint dishwashers installed 1983-89	N

14. Please list any deficiencies noted during any Building, Fire or Health Department inspections in the last three years, _____

15. When were the fire alarm systems and/or sprinkler system (if any) last tested? 2021

16. Please list the following utility providers: Electricity: Eversource
 Water: Town of Wilbraham (TOW) Storm Drainage: TOW
 Sanitary Sewer: TOW Natural Gas or Oil: NG
 Trash Hauler: N/A and, Frequency of Pick-ups: N/A

17. If you are performing or planning any repairs or replacement work to the property that will exceed an aggregate cost of \$2,000 please explain, with the approximate cost. Repainting/sealing brick foundation ~\$4000

18. Please list the responsible party for tenant improvements and maintenance of major systems (if applicable). _____

18. Please attach a brief history of the property. This information helps us properly assess, evaluate and understand your property, and will assist in the financial analysis. The information should include:

- The date of approvals and construction, the contractor who built the property
- History of major capital improvements, repairs, additions or modifications
- History of fires or violations
- A list of any ongoing maintenance issues
- Tenant history, approximate turnover rate

DOCUMENT AND INFORMATION CHECKLIST

Please provide the following information (as much as possible in electronic format) so the Engineer or Scientist can proceed with the survey of the property. Asterisk (*) items are critical to report completion. The documents will become exhibits in the Consultant’s report.

A. Plans	B. Municipal Documents	C. Additional Information
<ul style="list-style-type: none"> ▪ ALTA Survey or Site Plan* ▪ Architectural Building Plans* - plans, elevations, wall section, foundation, HVAC & elec. schedules ▪ Reduced scale Site and Building Plans ▪ <i>Extremely critical for properties in Seismically active zones 3 and 4*</i> <i>STRUCTURAL PLANS – Seismic Assessments are required for these properties. Structural drawings must be provided at the time of the site visit. If no drawings are provided, the report will be delayed and the Seismic Assessment may be overly conservative.</i> 	<ul style="list-style-type: none"> ▪ Certificate of Occupancy* ▪ Building Permit* ▪ Façade inspection compliance* ▪ Copy of tax cards ▪ Copy of violations <p>B.1 NYC Projects</p> <ul style="list-style-type: none"> ▪ Department of Building Violations* ▪ Environmental Control Board Violations* ▪ Local Law 11 Façade Reports* 	<ul style="list-style-type: none"> ▪ Capital expense report for 1 to 3 years* ▪ Tenant Rent Roll* ▪ Roof warranty ▪ History of recent improvements ▪ Schedule of Floor Area Measurements - Gross and Rentable Square Feet ▪ Previous Due Diligence or Building Component Reports, <i>including, but not limited to,</i> façade*, roof*, mechanical*, electrical, elevator, sprinkler, fire alarm or life safety equipment, or pavement. ▪ Copy of most Recent Appraisal

EBI ACCESS REQUIREMENTS

At the time of the site visit the Consultant is required to gain access to all areas of the property. This includes:

- All building roofs, unless pitched asphalt shingles. This may require you to obtain and provide a ladder.
- All building perimeters

- All site amenities
- All building interiors, including as applicable, common areas, lobbies, a representative sampling of offices, retail spaces, manufacturing or assembly areas, or apartments, community rooms, exercise rooms, pool areas, storage rooms, attics and basements, garages.
- All mechanical, electric, sprinkler, HVAC, utility, service, elevator, storage and equipment rooms



CORPORATE
REGIONAL OFFICE
TEL. 717-428-0401
REResearchGroup@ebiconsulting.com

FACSIMILE TRANSMITTAL SHEET

To:	From: Ashley Sweigart Operations Support Coordinator	Date: August 13, 2021
Fax number or email address:	Total number of pages including cover: 4	

Please complete and return:

Please Reply

Email to **asweigart@ebiconsulting.com**

Urgent

Re: Property Condition Report for property known as or located at:

TOWN OF WILBRAHAM

We have been requested by: Board of Selectman - Town of Wilbraham	Subject: To complete an Engineering survey of the above mentioned property.	EBI Project #: 1321000388
---	---	-------------------------------------

1. **Please read these instructions and those on the following page carefully.**
2. **Please assemble this original questionnaire and one copy of pertinent property documents, and forward all information to the site or the site contact for the Engineer and/or Scientist to use during the site visit. This documentation will be included in our report.**
3. **Please fill out this questionnaire to the best of your knowledge and email or fax it back to us within three business days.**
4. **The Engineer and/or Scientist will contact you directly to schedule the site visit.**
5. **This information is extremely time sensitive and necessary to provide your lender with accurate and timely report.**



Please fill out and sign this questionnaire to the best of your knowledge for the Engineer's site visit. Email to Ashley Sweigart at asweigart@ebiconsulting.com, for our report files, and keep the original to provide to the Engineer.

Subject Property Name: Wilbraham – DPW **EBI Project #:** 1321000388

Address: 2721 Boston Rd

Subject Property Owner: Town of Wilbraham **Purchase Date:** 1900

On-Site Property Contact: Sam Boyd **Telephone:** 413-351-1122

Fax: _____ **Email:** sboyd@wilbraham-ma.gov

Your Name and title	Signature	Date
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Additional plans and documentation (see page 2) must be forwarded to the site for the Engineer during the survey. For questions not applicable please respond "N/A." Attach additional pages if necessary. This questionnaire and your responses will be included as an exhibit in the Engineer's report. Accurate and full completion is critical to a timely completion of our reports, and timely loan closing.

LOCAL JURISDICTIONAL INFORMATION

1. What is the property ID #, Lot and Block, or Township/Range ID #? PID 656
2. What is the legal Municipality or County that has jurisdiction over the property? Wilbraham
3. What is the assessors file ID number and tax file ID number if available? _____

PROPERTY INFORMATION

4. What is the size of the subject property lot or lots, in acres? 2.25
5. How many parking spaces (and HCP parking spaces) are present at the property? Appx 20 spots, 1 HCP
6. How many buildings comprise the subject property? 5
 - a. If the property is a mall or large retail center, please confirm and list ownership of each building. _____
7. What is the gross and net rentable square footage of the building(s)? 9300
8. What is the date of construction of the building(s)? When was the building(s) first occupied? 1989
9. How many tenant spaces or apartments are at the Subject Property? _____
 - a. If the property is apartments, please provide a unit and type count by bedroom and square feet. _____
10. Please list, to the best of your knowledge, any deficiencies or problems with the site, parking area, amenities or utilities. _____
11. Please list, to the best of your knowledge, any structural, water infiltration, mold, roof, plumbing, HVAC, Fire Alarm or electrical deficiencies or problems. Corners are cold in winter
12. During the last five years, have any major capital improvements been made to the site or building(s)? If so, please explain, with the approximate cost. 2 new furnaces 2020 ~\$25000, new storage building 2021 ~\$600000, LED lighting upgrade

13.

Does the property have	Y or N	Does the property have	Y or N
Polybutylene piping	?	Compressed wood or composite board siding	Y&N
Galvanized steel water lines	?	EIFS exterior finishes	Y & N
ABS sanitary lines	?	Fire Retardant Treated plywood	?
Aluminum branch wiring	?	Cadet/Encore electric heaters installed 1982-99	N
Omega (Central or CSC) brand sprinkler heads	N	GE or Hotpoint dishwashers installed 1983-89	N

14. Please list any deficiencies noted during any Building, Fire or Health Department inspections in the last three years,_____

15. When were the fire alarm systems and/or sprinkler system (if any) last tested? 2021

16. Please list the following utility providers: Electricity: Eversource
 Water: Town of Wilbraham (TOW) Storm Drainage: TOW
 Sanitary Sewer: TOW Natural Gas or Oil: NG
 Trash Hauler: N/A and, Frequency of Pick-ups: 2/

17. If you are performing or planning any repairs or replacement work to the property that will exceed an aggregate cost of \$2,000 please explain, with the approximate cost,_____

18. Please list the responsible party for tenant improvements and maintenance of major systems (if applicable)._____

18. Please attach a brief history of the property. This information helps us properly assess, evaluate and understand your property, and will assist in the financial analysis. The information should include:

- The date of approvals and construction, the contractor who built the property
- History of major capital improvements, repairs, additions or modifications
- History of fires or violations
- A list of any ongoing maintenance issues
- Tenant history, approximate turnover rate

DOCUMENT AND INFORMATION CHECKLIST

Please provide the following information (as much as possible in electronic format) so the Engineer or Scientist can proceed with the survey of the property. Asterisk (*) items are critical to report completion. The documents will become exhibits in the Consultant’s report.

A. Plans	B. Municipal Documents	C. Additional Information
<ul style="list-style-type: none"> ▪ ALTA Survey or Site Plan* ▪ Architectural Building Plans* - plans, elevations, wall section, foundation, HVAC & elec. schedules ▪ Reduced scale Site and Building Plans ▪ <i>Extremely critical for properties in Seismically active zones 3 and 4*</i> <i>STRUCTURAL PLANS – Seismic Assessments are required for these properties. Structural drawings must be provided at the time of the site visit. If no drawings are provided, the report will be delayed and the Seismic Assessment may be overly conservative.</i> 	<ul style="list-style-type: none"> ▪ Certificate of Occupancy* ▪ Building Permit* ▪ Façade inspection compliance* ▪ Copy of tax cards ▪ Copy of violations 	<ul style="list-style-type: none"> ▪ Capital expense report for 1 to 3 years* ▪ Tenant Rent Roll* ▪ Roof warranty ▪ History of recent improvements ▪ Schedule of Floor Area Measurements - Gross and Rentable Square Feet ▪ Previous Due Diligence or Building Component Reports, <u>including, but not limited to</u>, façade*, roof*, mechanical*, electrical, elevator, sprinkler, fire alarm or life safety equipment, or pavement. ▪ Copy of most Recent Appraisal
	<p>B.1 NYC Projects</p> <ul style="list-style-type: none"> ▪ Department of Building Violations* ▪ Environmental Control Board Violations* ▪ Local Law 11 Façade Reports* 	

EBI ACCESS REQUIREMENTS

At the time of the site visit the Consultant is required to gain access to all areas of the property. This includes:

- All building roofs, unless pitched asphalt shingles. This may require you to obtain and provide a ladder.
- All building perimeters

- All site amenities
- All building interiors, including as applicable, common areas, lobbies, a representative sampling of offices, retail spaces, manufacturing or assembly areas, or apartments, community rooms, exercise rooms, pool areas, storage rooms, attics and basements, garages.
- All mechanical, electric, sprinkler, HVAC, utility, service, elevator, storage and equipment rooms



CORPORATE
REGIONAL OFFICE
TEL. 717-428-0401
REResearchGroup@ebiconsulting.com

FACSIMILE TRANSMITTAL SHEET

To:	From: Ashley Sweigart Operations Support Coordinator	Date: July 27, 2021
Fax number or email address:	Total number of pages including cover: 4	

<input checked="" type="checkbox"/> Please complete and return:	<input checked="" type="checkbox"/> Please Reply
Email to asweigart@ebiconsulting.com	<input checked="" type="checkbox"/> Urgent

Re: Property Condition Report for property known as or located at:

TOWN OF WILBRAHAM

We have been requested by: Board of Selectman - Town of Wilbraham	Subject: To complete an Engineering survey of the above mentioned property.	EBI Project #: 1321000388
---	---	-------------------------------------

- 1. Please read these instructions and those on the following page carefully.**
- 2. Please assemble this original questionnaire and one copy of pertinent property documents, and forward all information to the site or the site contact for the Engineer and/or Scientist to use during the site visit. This documentation will be included in our report.**
- 3. Please fill out this questionnaire to the best of your knowledge and email or fax it back to us within three business days.**
- 4. The Engineer and/or Scientist will contact you directly to schedule the site visit.**
- 5. This information is extremely time sensitive and necessary to provide your lender with accurate and timely report.**



Please fill out and sign this questionnaire to the best of your knowledge for the Engineer’s site visit. Email to Ashley Sweigart at asweigart@ebiconsulting.com, for our report files, and keep the original to provide to the Engineer.

Subject Property Name: Wilbraham – Public Library **EBI Project #:** 1321000388

Address: 25 Crane Park Dr

Subject Property Owner: Town of Wilbraham **Purchase Date:** 1966

On-Site Property Contact: Sam Boyd **Telephone:** 413-351-1122

Fax: _____ **Email:** sboyd@wilbraham-ma.gov

Your Name and title	Signature	Date
----------------------------	------------------	-------------

Additional plans and documentation (see page 2) must be forwarded to the site for the Engineer during the survey. For questions not applicable please respond “N/A.” Attach additional pages if necessary. This questionnaire and your responses will be included as an exhibit in the Engineer’s report. Accurate and full completion is critical to a timely completion of our reports, and timely loan closing.

LOCAL JURISDICTIONAL INFORMATION

1. What is the property ID #, Lot and Block, or Township/Range ID #? PID 1395
2. What is the legal Municipality or County that has jurisdiction over the property? Wilbraham
3. What is the assessors file ID number and tax file ID number if available? _____

PROPERTY INFORMATION

4. What is the size of the subject property lot or lots, in acres? 6
5. How many parking spaces (and HCP parking spaces) are present at the property? Appx 40 spots, 2 HCP
6. How many buildings comprise the subject property? 1
 - a. If the property is a mall or large retail center, please confirm and list ownership of each building. _____
7. What is the gross and net rentable square footage of the building(s)? 8602
8. What is the date of construction of the building(s)? When was the building(s) first occupied? 1968
9. How many tenant spaces or apartments are at the Subject Property? _____
 - a. If the property is apartments, please provide a unit and type count by bedroom and square feet. _____
10. Please list, to the best of your knowledge, any deficiencies or problems with the site, parking area, amenities or utilities. Parking lot nearing end of life.
11. Please list, to the best of your knowledge, any structural, water infiltration, mold, roof, plumbing, HVAC, Fire Alarm or electrical deficiencies or problems. Original slate roof unknown integrity/lifespan, some hvac still controlled pneumatically, some confusing electric circuits.
12. During the last five years, have any major capital improvements been made to the site or building(s)? If so, please explain, with the approximate cost. LED lighting, Split ac/heat for Brooks Room, Boiler planned for 2021

13.

Does the property have	Y or N	Does the property have	Y or N
Polybutylene piping	N	Compressed wood or composite board siding	N
Galvanized steel water lines	N	EIFS exterior finishes	N
ABS sanitary lines	N	Fire Retardant Treated plywood	?
Aluminum branch wiring	?	Cadet/Encore electric heaters installed 1982-99	N
Omega (Central or CSC) brand sprinkler heads	N	GE or Hotpoint dishwashers installed 1983-89	N

14. Please list any deficiencies noted during any Building, Fire or Health Department inspections in the last three years, _____

15. When were the fire alarm systems and/or sprinkler system (if any) last tested? 2021

16. Please list the following utility providers: Electricity: Eversource
 Water: Town of Wilbraham (TOW) Storm Drainage: TOW
 Sanitary Sewer: TOW Natural Gas or Oil: NG
 Trash Hauler: Republic Services and, Frequency of Pick-ups: 1/month

17. If you are performing or planning any repairs or replacement work to the property that will exceed an aggregate cost of \$2,000 please explain, with the approximate cost, _____

18. Please list the responsible party for tenant improvements and maintenance of major systems (if applicable). _____

18. Please attach a brief history of the property. This information helps us properly assess, evaluate and understand your property, and will assist in the financial analysis. The information should include:

- The date of approvals and construction, the contractor who built the property
- History of major capital improvements, repairs, additions or modifications
- History of fires or violations
- A list of any ongoing maintenance issues
- Tenant history, approximate turnover rate

DOCUMENT AND INFORMATION CHECKLIST

Please provide the following information (as much as possible in electronic format) so the Engineer or Scientist can proceed with the survey of the property. Asterisk (*) items are critical to report completion. The documents will become exhibits in the Consultant’s report.

A. Plans	B. Municipal Documents	C. Additional Information
<ul style="list-style-type: none"> ▪ ALTA Survey or Site Plan* ▪ Architectural Building Plans* - plans, elevations, wall section, foundation, HVAC & elec. schedules ▪ Reduced scale Site and Building Plans ▪ <i>Extremely critical for properties in Seismically active zones 3 and 4*</i> <i>STRUCTURAL PLANS – Seismic Assessments are required for these properties. Structural drawings must be provided at the time of the site visit. If no drawings are provided, the report will be delayed and the Seismic Assessment may be overly conservative.</i> 	<ul style="list-style-type: none"> ▪ Certificate of Occupancy* ▪ Building Permit* ▪ Façade inspection compliance* ▪ Copy of tax cards ▪ Copy of violations 	<ul style="list-style-type: none"> ▪ Capital expense report for 1 to 3 years* ▪ Tenant Rent Roll* ▪ Roof warranty ▪ History of recent improvements ▪ Schedule of Floor Area Measurements - Gross and Rentable Square Feet ▪ Previous Due Diligence or Building Component Reports, <i>including, but not limited to,</i> façade*, roof*, mechanical*, electrical, elevator, sprinkler, fire alarm or life safety equipment, or pavement. ▪ Copy of most Recent Appraisal
	<p>B.1 NYC Projects</p> <ul style="list-style-type: none"> ▪ Department of Building Violations* ▪ Environmental Control Board Violations* ▪ Local Law 11 Façade Reports* 	

EBI ACCESS REQUIREMENTS

At the time of the site visit the Consultant is required to gain access to all areas of the property. This includes:

- All building roofs, unless pitched asphalt shingles. This may require you to obtain and provide a ladder.
- All building perimeters

- All site amenities
- All building interiors, including as applicable, common areas, lobbies, a representative sampling of offices, retail spaces, manufacturing or assembly areas, or apartments, community rooms, exercise rooms, pool areas, storage rooms, attics and basements, garages.
- All mechanical, electric, sprinkler, HVAC, utility, service, elevator, storage and equipment rooms



CORPORATE

REGIONAL OFFICE
TEL. 717-428-0401

REResearchGroup@ebiconsulting.com

FACSIMILE TRANSMITTAL SHEET

To:	From: Ashley Sweigart Operations Support Coordinator	Date: July 30, 2021
Fax number or email address:	Total number of pages including cover: 4	

Please complete and return:

Please Reply

Email to asweigart@ebiconsulting.com

Urgent

Re: Property Condition Report for property known as or located at:

TOWN OF WILBRAHAM

We have been requested by: Board of Selectman - Town of Wilbraham	Subject: To complete an Engineering survey of the above mentioned property.	EBI Project #: 1321000388
---	---	-------------------------------------

1. Please read these instructions and those on the following page carefully.
2. Please assemble this original questionnaire and one copy of pertinent property documents, and forward all information to the site or the site contact for the Engineer and/or Scientist to use during the site visit. This documentation will be included in our report.
3. Please fill out this questionnaire to the best of your knowledge and email or fax it back to us within three business days.
4. The Engineer and/or Scientist will contact you directly to schedule the site visit.
5. This information is extremely time sensitive and necessary to provide your lender with accurate and timely report.



Please fill out and sign this questionnaire to the best of your knowledge for the Engineer's site visit. Email to Ashley Sweigart at asweigart@ebiconsulting.com, for our report files, and keep the original to provide to the Engineer.

Subject Property Name: Wilbraham – Public Access (LRS) **EBI Project #:** 1321000388

Address: 28 Springfield st

Subject Property Owner: Town of Wilbraham **Purchase Date:** 1900

On-Site Property Contact: Sam Boyd **Telephone:** 413-351-1122

Fax: _____ **Email:** sboyd@wilbraham-ma.gov

Your Name and title	Signature	Date
----------------------------	------------------	-------------

Additional plans and documentation (see page 2) must be forwarded to the site for the Engineer during the survey. For questions not applicable please respond "N/A." Attach additional pages if necessary. This questionnaire and your responses will be included as an exhibit in the Engineer's report. Accurate and full completion is critical to a timely completion of our reports, and timely loan closing.

LOCAL JURISDICTIONAL INFORMATION

1. What is the property ID #, Lot and Block, or Township/Range ID #? PID 4510
2. What is the legal Municipality or County that has jurisdiction over the property? Wilbraham
3. What is the assessors file ID number and tax file ID number if available? _____

PROPERTY INFORMATION

4. What is the size of the subject property lot or lots, in acres? .79
5. How many parking spaces (and HCP parking spaces) are present at the property? Appx 25 spots. 0 HCP
6. How many buildings comprise the subject property? 1
 - a. If the property is a mall or large retail center, please confirm and list ownership of each building. _____
7. What is the gross and net rentable square footage of the building(s)? 2840
8. What is the date of construction of the building(s)? When was the building(s) first occupied? 1896
9. How many tenant spaces or apartments are at the Subject Property? _____
 - a. If the property is apartments, please provide a unit and type count by bedroom and square feet. _____
10. Please list, to the best of your knowledge, any deficiencies or problems with the site, parking area, amenities or utilities. _____
11. Please list, to the best of your knowledge, any structural, water infiltration, mold, roof, plumbing, HVAC, Fire Alarm or electrical deficiencies or problems. Drafty building, boiler struggles to keep up in sustained cold
12. During the last five years, have any major capital improvements been made to the site or building(s)? If so, please explain, with the approximate cost. ADA ramp added at rear entrance, building re-sided

13.

Does the property have	Y or N	Does the property have	Y or N
Polybutylene piping	?	Compressed wood or composite board siding	Y
Galvanized steel water lines	?	EIFS exterior finishes	N
ABS sanitary lines	?	Fire Retardant Treated plywood	?
Aluminum branch wiring	?	Cadet/Encore electric heaters installed 1982-99	N
Omega (Central or CSC) brand sprinkler heads	?	GE or Hotpoint dishwashers installed 1983-89	N

14. Please list any deficiencies noted during any Building, Fire or Health Department inspections in the last three years, _____

15. When were the fire alarm systems and/or sprinkler system (if any) last tested? 2021

16. Please list the following utility providers: Electricity: Eversource
 Water: Town of Wilbraham (TOW) Storm Drainage: TOW
 Sanitary Sewer: N/A Natural Gas or Oil: NG
 Trash Hauler: N/A and, Frequency of Pick-ups: 2/

17. If you are performing or planning any repairs or replacement work to the property that will exceed an aggregate cost of \$2,000 please explain, with the approximate cost, _____

18. Please list the responsible party for tenant improvements and maintenance of major systems (if applicable). _____

18. Please attach a brief history of the property. This information helps us properly assess, evaluate and understand your property, and will assist in the financial analysis. The information should include:

- The date of approvals and construction, the contractor who built the property
- History of major capital improvements, repairs, additions or modifications
- History of fires or violations
- A list of any ongoing maintenance issues
- Tenant history, approximate turnover rate

DOCUMENT AND INFORMATION CHECKLIST

Please provide the following information (as much as possible in electronic format) so the Engineer or Scientist can proceed with the survey of the property. Asterisk (*) items are critical to report completion. The documents will become exhibits in the Consultant’s report.

A. Plans	B. Municipal Documents	C. Additional Information
<ul style="list-style-type: none"> ▪ ALTA Survey or Site Plan* ▪ Architectural Building Plans* - plans, elevations, wall section, foundation, HVAC & elec. schedules ▪ Reduced scale Site and Building Plans ▪ <i>Extremely critical for properties in Seismically active zones 3 and 4*</i> <i>STRUCTURAL PLANS – Seismic Assessments are required for these properties. Structural drawings must be provided at the time of the site visit. If no drawings are provided, the report will be delayed and the Seismic Assessment may be overly conservative.</i> 	<ul style="list-style-type: none"> ▪ Certificate of Occupancy* ▪ Building Permit* ▪ Façade inspection compliance* ▪ Copy of tax cards ▪ Copy of violations 	<ul style="list-style-type: none"> ▪ Capital expense report for 1 to 3 years* ▪ Tenant Rent Roll* ▪ Roof warranty ▪ History of recent improvements ▪ Schedule of Floor Area Measurements - Gross and Rentable Square Feet ▪ Previous Due Diligence or Building Component Reports, <i>including, but not limited to,</i> façade*, roof*, mechanical*, electrical, elevator, sprinkler, fire alarm or life safety equipment, or pavement. ▪ Copy of most Recent Appraisal
	<p>B.1 NYC Projects</p> <ul style="list-style-type: none"> ▪ Department of Building Violations* ▪ Environmental Control Board Violations* ▪ Local Law 11 Façade Reports* 	

EBI ACCESS REQUIREMENTS

At the time of the site visit the Consultant is required to gain access to all areas of the property. This includes:

- All building roofs, unless pitched asphalt shingles. This may require you to obtain and provide a ladder.
- All building perimeters

- All site amenities
- All building interiors, including as applicable, common areas, lobbies, a representative sampling of offices, retail spaces, manufacturing or assembly areas, or apartments, community rooms, exercise rooms, pool areas, storage rooms, attics and basements, garages.
- All mechanical, electric, sprinkler, HVAC, utility, service, elevator, storage and equipment rooms



CORPORATE

REGIONAL OFFICE
TEL. 717-428-0401

REResearchGroup@ebiconsulting.com

FACSIMILE TRANSMITTAL SHEET

To:	From: Ashley Sweigart Operations Support Coordinator	Date: July 27, 2021
Fax number or email address:	Total number of pages including cover: 4	

Please complete and return:

Please Reply

Email to asweigart@ebiconsulting.com

Urgent

Re: Property Condition Report for property known as or located at:

TOWN OF WILBRAHAM

We have been requested by: Board of Selectman - Town of Wilbraham	Subject: To complete an Engineering survey of the above mentioned property.	EBI Project #: 1321000388
---	---	-------------------------------------

1. Please read these instructions and those on the following page carefully.
2. Please assemble this original questionnaire and one copy of pertinent property documents, and forward all information to the site or the site contact for the Engineer and/or Scientist to use during the site visit. This documentation will be included in our report.
3. Please fill out this questionnaire to the best of your knowledge and email or fax it back to us within three business days.
4. The Engineer and/or Scientist will contact you directly to schedule the site visit.
5. This information is extremely time sensitive and necessary to provide your lender with accurate and timely report.



Please fill out and sign this questionnaire to the best of your knowledge for the Engineer’s site visit. Email to Ashley Sweigart at asweigart@ebiconsulting.com, for our report files, and keep the original to provide to the Engineer.

Subject Property Name: Wilbraham – Children’s Museum **EBI Project #:** 1321000388

Address: 678 Main St

Subject Property Owner: Town of Wilbraham **Purchase Date:** 1963

On-Site Property Contact: Sam Boyd **Telephone:** 413-351-1122

Fax: _____ **Email:** sboyd@wilbraham-ma.gov

Your Name and title	Signature	Date
----------------------------	------------------	-------------

Additional plans and documentation (see page 2) must be forwarded to the site for the Engineer during the survey. For questions not applicable please respond “N/A.” Attach additional pages if necessary. This questionnaire and your responses will be included as an exhibit in the Engineer’s report. Accurate and full completion is critical to a timely completion of our reports, and timely loan closing.

LOCAL JURISDICTIONAL INFORMATION

1. What is the property ID #, Lot and Block, or Township/Range ID #? PID 2825
2. What is the legal Municipality or County that has jurisdiction over the property? Wilbraham
3. What is the assessors file ID number and tax file ID number if available? _____

PROPERTY INFORMATION

4. What is the size of the subject property lot or lots, in acres? 1.2
5. How many parking spaces (and HCP parking spaces) are present at the property? Appx 25 spots. 0 HCP
6. How many buildings comprise the subject property? 1
 - a. If the property is a mall or large retail center, please confirm and list ownership of each building. _____
7. What is the gross and net rentable square footage of the building(s)? 1246
8. What is the date of construction of the building(s)? When was the building(s) first occupied? 1896
9. How many tenant spaces or apartments are at the Subject Property? _____
 - a. If the property is apartments, please provide a unit and type count by bedroom and square feet. _____
10. Please list, to the best of your knowledge, any deficiencies or problems with the site, parking area, amenities or utilities. History of parking trouble and neighbors, no parking lines currently painted.
11. Please list, to the best of your knowledge, any structural, water infiltration, mold, roof, plumbing, HVAC, Fire Alarm or electrical deficiencies or problems. Concerns around energy efficiency/insulation by occupants.
12. During the last five years, have any major capital improvements been made to the site or building(s)? If so, please explain, with the approximate cost. ADA ramp added at rear entrance.

13.

Does the property have	Y or N	Does the property have	Y or N
Polybutylene piping	?	Compressed wood or composite board siding	N
Galvanized steel water lines	?	EIFS exterior finishes	?
ABS sanitary lines	?	Fire Retardant Treated plywood	?
Aluminum branch wiring	?	Cadet/Encore electric heaters installed 1982-99	N
Omega (Central or CSC) brand sprinkler heads	?	GE or Hotpoint dishwashers installed 1983-89	N

14. Please list any deficiencies noted during any Building, Fire or Health Department inspections in the last three years, _____

15. When were the fire alarm systems and/or sprinkler system (if any) last tested? 2021

16. Please list the following utility providers: Electricity: Eversource
 Water: Town of Wilbraham (TOW) Storm Drainage: TOW
 Sanitary Sewer: TOW Natural Gas or Oil: NG
 Trash Hauler: Republic Services and, Frequency of Pick-ups: 2/Month

17. If you are performing or planning any repairs or replacement work to the property that will exceed an aggregate cost of \$2,000 please explain, with the approximate cost, _____

18. Please list the responsible party for tenant improvements and maintenance of major systems (if applicable). _____

18. Please attach a brief history of the property. This information helps us properly assess, evaluate and understand your property, and will assist in the financial analysis. The information should include:

- The date of approvals and construction, the contractor who built the property
- History of major capital improvements, repairs, additions or modifications
- History of fires or violations
- A list of any ongoing maintenance issues
- Tenant history, approximate turnover rate

DOCUMENT AND INFORMATION CHECKLIST

Please provide the following information (as much as possible in electronic format) so the Engineer or Scientist can proceed with the survey of the property. Asterisk (*) items are critical to report completion. The documents will become exhibits in the Consultant’s report.

A. Plans	B. Municipal Documents	C. Additional Information
<ul style="list-style-type: none"> ▪ ALTA Survey or Site Plan* ▪ Architectural Building Plans* - plans, elevations, wall section, foundation, HVAC & elec. schedules ▪ Reduced scale Site and Building Plans ▪ <i>Extremely critical for properties in Seismically active zones 3 and 4*</i> <i>STRUCTURAL PLANS – Seismic Assessments are required for these properties. Structural drawings must be provided at the time of the site visit. If no drawings are provided, the report will be delayed and the Seismic Assessment may be overly conservative.</i> 	<ul style="list-style-type: none"> ▪ Certificate of Occupancy* ▪ Building Permit* ▪ Façade inspection compliance* ▪ Copy of tax cards ▪ Copy of violations 	<ul style="list-style-type: none"> ▪ Capital expense report for 1 to 3 years* ▪ Tenant Rent Roll* ▪ Roof warranty ▪ History of recent improvements ▪ Schedule of Floor Area Measurements - Gross and Rentable Square Feet ▪ Previous Due Diligence or Building Component Reports, <i>including, but not limited to,</i> façade*, roof*, mechanical*, electrical, elevator, sprinkler, fire alarm or life safety equipment, or pavement. ▪ Copy of most Recent Appraisal
	<p>B.I NYC Projects</p> <ul style="list-style-type: none"> ▪ Department of Building Violations* ▪ Environmental Control Board Violations* ▪ Local Law 11 Façade Reports* 	

EBI ACCESS REQUIREMENTS

At the time of the site visit the Consultant is required to gain access to all areas of the property. This includes:

- All building roofs, unless pitched asphalt shingles. This may require you to obtain and provide a ladder.
- All building perimeters

- All site amenities
- All building interiors, including as applicable, common areas, lobbies, a representative sampling of offices, retail spaces, manufacturing or assembly areas, or apartments, community rooms, exercise rooms, pool areas, storage rooms, attics and basements, garages.
- All mechanical, electric, sprinkler, HVAC, utility, service, elevator, storage and equipment rooms



CORPORATE

REGIONAL OFFICE
TEL. 717-428-0401

REResearchGroup@ebiconsulting.com

FACSIMILE TRANSMITTAL SHEET

To:	From: Ashley Sweigart Operations Support Coordinator	Date: July 30, 2021
Fax number or email address:	Total number of pages including cover: 4	

Please complete and return:

Please Reply

Email to asweigart@ebiconsulting.com

Urgent

Re: Property Condition Report for property known as or located at:

TOWN OF WILBRAHAM

We have been requested by: Board of Selectman - Town of Wilbraham	Subject: To complete an Engineering survey of the above mentioned property.	EBI Project #: 1321000388
---	---	-------------------------------------

1. Please read these instructions and those on the following page carefully.
2. Please assemble this original questionnaire and one copy of pertinent property documents, and forward all information to the site or the site contact for the Engineer and/or Scientist to use during the site visit. This documentation will be included in our report.
3. Please fill out this questionnaire to the best of your knowledge and email or fax it back to us within three business days.
4. The Engineer and/or Scientist will contact you directly to schedule the site visit.
5. This information is extremely time sensitive and necessary to provide your lender with accurate and timely report.



Please fill out and sign this questionnaire to the best of your knowledge for the Engineer's site visit. Email to Ashley Sweigart at asweigart@ebiconsulting.com, for our report files, and keep the original to provide to the Engineer.

Subject Property Name: Wilbraham – Athenaeum (Old Meeting House) **EBI Project #:** 1321000388

Address: 450 Main St

Subject Property Owner: Town of Wilbraham **Purchase Date:** 1977

On-Site Property Contact: Sam Boyd **Telephone:** 413-351-1122

Fax: _____ **Email:** sboyd@wilbraham-ma.gov

Your Name and title	Signature	Date
---------------------	-----------	------

Additional plans and documentation (see page 2) must be forwarded to the site for the Engineer during the survey. For questions not applicable please respond "N/A." Attach additional pages if necessary. This questionnaire and your responses will be included as an exhibit in the Engineer's report. Accurate and full completion is critical to a timely completion of our reports, and timely loan closing.

LOCAL JURISDICTIONAL INFORMATION

1. What is the property ID #, Lot and Block, or Township/Range ID #? PID 2759
2. What is the legal Municipality or County that has jurisdiction over the property? Wilbraham
3. What is the assessors file ID number and tax file ID number if available? _____

PROPERTY INFORMATION

4. What is the size of the subject property lot or lots, in acres? .53
5. How many parking spaces (and HCP parking spaces) are present at the property? 6 spots, 1 HCP
6. How many buildings comprise the subject property? 2
 - a. If the property is a mall or large retail center, please confirm and list ownership of each building. _____
7. What is the gross and net rentable square footage of the building(s)? 2838
8. What is the date of construction of the building(s)? When was the building(s) first occupied? 1793
9. How many tenant spaces or apartments are at the Subject Property? 1
 - a. If the property is apartments, please provide a unit and type count by bedroom and square feet. Residential, one bedroom, appx 900 sq ft
10. Please list, to the best of your knowledge, any deficiencies or problems with the site, parking area, amenities or utilities. _____
11. Please list, to the best of your knowledge, any structural, water infiltration, mold, roof, plumbing, HVAC, Fire Alarm or electrical deficiencies or problems. Cedar shake roof lifespan, fieldstone foundation, poor insulation
12. During the last five years, have any major capital improvements been made to the site or building(s)? If so, please explain, with the approximate cost. _____

13.

Does the property have	Y or N	Does the property have	Y or N
Polybutylene piping	?	Compressed wood or composite board siding	N
Galvanized steel water lines	?	EIFS exterior finishes	N
ABS sanitary lines	?	Fire Retardant Treated plywood	N
Aluminum branch wiring	?	Cadet/Encore electric heaters installed 1982-99	N
Omega (Central or CSC) brand sprinkler heads	N	GE or Hotpoint dishwashers installed 1983-89	N

14. Please list any deficiencies noted during any Building, Fire or Health Department inspections in the last three years, _____

15. When were the fire alarm systems and/or sprinkler system (if any) last tested? 2020

16. Please list the following utility providers: Electricity: Eversource
 Water: Town of Wilbraham (TOW) Storm Drainage: TOW
 Sanitary Sewer: TOW Natural Gas or Oil: NG
 Trash Hauler: N/A and, Frequency of Pick-ups: N/A

17. If you are performing or planning any repairs or replacement work to the property that will exceed an aggregate cost of \$2,000 please explain, with the approximate cost. Repainting chimneys planned ~\$6000

18. Please list the responsible party for tenant improvements and maintenance of major systems (if applicable). _____

18. Please attach a brief history of the property. This information helps us properly assess, evaluate and understand your property, and will assist in the financial analysis. The information should include:

- The date of approvals and construction, the contractor who built the property
- History of major capital improvements, repairs, additions or modifications
- History of fires or violations
- A list of any ongoing maintenance issues
- Tenant history, approximate turnover rate

DOCUMENT AND INFORMATION CHECKLIST

Please provide the following information (as much as possible in electronic format) so the Engineer or Scientist can proceed with the survey of the property. Asterisk (*) items are critical to report completion. The documents will become exhibits in the Consultant’s report.

A. Plans	B. Municipal Documents	C. Additional Information
<ul style="list-style-type: none"> ▪ ALTA Survey or Site Plan* ▪ Architectural Building Plans* - plans, elevations, wall section, foundation, HVAC & elec. schedules ▪ Reduced scale Site and Building Plans ▪ <i>Extremely critical for properties in Seismically active zones 3 and 4*</i> <i>STRUCTURAL PLANS – Seismic Assessments are required for these properties. Structural drawings must be provided at the time of the site visit. If no drawings are provided, the report will be delayed and the Seismic Assessment may be overly conservative.</i> 	<ul style="list-style-type: none"> ▪ Certificate of Occupancy* ▪ Building Permit* ▪ Façade inspection compliance* ▪ Copy of tax cards ▪ Copy of violations 	<ul style="list-style-type: none"> ▪ Capital expense report for 1 to 3 years* ▪ Tenant Rent Roll* ▪ Roof warranty ▪ History of recent improvements ▪ Schedule of Floor Area Measurements - Gross and Rentable Square Feet ▪ Previous Due Diligence or Building Component Reports, <u>including, but not limited to</u>, façade*, roof*, mechanical*, electrical, elevator, sprinkler, fire alarm or life safety equipment, or pavement. ▪ Copy of most Recent Appraisal
	<p>B.I NYC Projects</p> <ul style="list-style-type: none"> ▪ Department of Building Violations* ▪ Environmental Control Board Violations* ▪ Local Law 11 Façade Reports* 	

EBI ACCESS REQUIREMENTS

At the time of the site visit the Consultant is required to gain access to all areas of the property. This includes:

- All building roofs, unless pitched asphalt shingles. This may require you to obtain and provide a ladder.
- All building perimeters

- All site amenities
- All building interiors, including as applicable, common areas, lobbies, a representative sampling of offices, retail spaces, manufacturing or assembly areas, or apartments, community rooms, exercise rooms, pool areas, storage rooms, attics and basements, garages.
- All mechanical, electric, sprinkler, HVAC, utility, service, elevator, storage and equipment rooms

APPENDIX D - PROFESSIONAL QUALIFICATIONS

DRAFT

Summary of Experience

Mrs. Flanders is a structural engineer with over 9 years of experience in the building industry. She has provided management on a wide variety of projects including renovations and new construction of commercial, institutional, and municipal facilities. She has a broad knowledge of structural design, condition assessments, forensic investigation, litigation support, property loss consulting, and construction administration.

Relevant Project Experience

Prior to her employment at EBI, Mrs. Flanders contributed to the following representative assignments:

Alewife Parking Garage Investigation, Cambridge MA

Investigation of a 1,000,000 sq. ft. precast concrete garage structure supported by structural steel columns. The ongoing structural investigation process consisted of a visual survey and non-destructive testing (NDT) of a representative portion of the garage to determine an approximate estimate of damage. A cost estimate was provided with recommended priority levels of repair.

University of Massachusetts Boston Calf Pasture Pump Facility, Boston MA

Condition assessment of three buildings originally constructed in 1887. Provided repair program to structurally stabilize, secure, and weather-protect the facility for future use.

Two Drydock Avenue, Boston MA

Project manager of the structural design and construction administration of a new thirteen-story 298,700 sq. ft. office building with ground floor retail, above-ground parking, and a roof terrace.

Hurricane Irma Response, Florida

Investigation of flooding and wind damage caused by Hurricane Irma. Findings reports along with recommended repairs were generated for a variety of commercial and residential properties.

Westfield Mall Garage Floor Investigation, Bethesda MD

Forensic investigation of a double-tee concrete floor panel that collapsed during a renovation project. Assisted with document review and analysis to opine on the cause of collapse.

Silo Investigation, Tallahassee FL

Forensic investigation of a collapsed, steel cylindrical silo at a manufacturing facility. Provided document review and analysis to opine on the cause of collapse and provide repair recommendations.

Canterbury Earthquake Sequence Portfolios, Christchurch New Zealand

Structural evaluation of several commercial, hotel, multi-family, and educational buildings that sustained damage following a series of earthquakes in 2010 and 2011. The scope included condition assessments of post-earthquake damages, evaluation of remaining seismic capacities, and development of conceptual repairs and seismic upgrades.

Liberty Mutual Storm Damage Portfolio, Various Locations

Assisted with the investigation of flooding, wind damage, and the most likely cause of electrical service interruptions, caused by the CAT-90 Sandy storm. Findings reports were generated for more than 500 property locations throughout the east coast of the United States.

Armed Forces Retirement Home, Washington DC

Structural evaluation and emergency stabilization at the Sherman Building after the Central Virginia Earthquake. Work involved immediate emergency assessment of the structure and stabilization of the bell tower. The project included a thorough visual evaluation, documentation of the damage, and recommendations for further remedial action.

NAVFAC Embassy Security Facilities, Quantico VA

Structural design of a new two-story, steel-framed headquarters building, a warehouse, and two entry control facilities totaling 36,000 sq. ft.

Verizon Chesapeake Office Complex, Silver Spring MD

Investigation of a deteriorated masonry façade. Identified the extent of damage caused by corrosion of a steel structure supporting the exterior wall of a seven-story office building.

Social Security Administration National Computer Center, Urbana MD

Structural design of a 400,000 sq. ft. data center with an attached office building.

Additional Projects

Past experience includes design, assessment, and recommendations on commercial, institutional, and municipal properties of various sizes located primarily throughout the eastern seaboard of the United States and abroad.

Education

Master of Engineering in Civil Engineering, Cornell University, Ithaca, NY
Bachelor of Science in Civil Engineering, Worcester Polytechnic Institute, Worcester, MA

Professional Affiliations

CREW Network, Boston

Professional Registrations

Registered Professional Engineer (Civil-Structural) in Massachusetts (#54309) and Virginia (#402052253)
LEED Accredited Professional, Building Design + Construction (AP BD+C)

Summary of Experience

Architect, engineer, planner, and environmental scientist consultant providing expert advice for the acquisition, disposition and financing of industrial, commercial and institutional real estate. Provides expert advice to institutional lenders, REIT portfolio managers, owners & buyers of commercial real estate, governmental agencies and others to help facilitate intelligent decisions. Over 30-years consulting engineer experience. Building Systems expertise with energy audits, structures, facades, roofs, HVAC, people mover systems, plumbing, electrical, fire & life safety, ADA, capital needs & planning, risk assessments, acquisitions and property condition assessments. Authored and reviewed thousands of institutional quality reports.

EBI CONSULTING- Burlington, MA

Senior Program Manager – April 2021 – Present

Architect, engineer, planner, and environmental scientist manages technical consulting programs and provides expert advice to EBI Clients other stakeholders in connection with commercial real estate acquisitions.

Relevant Project Experience

- Acquisitions, loan transactions, physical & capital needs assessments, construction management, environmental and land use planning, and special studies. Professional practice is broad, covering a wide variety of technical subjects concerning commercial buildings and land. Diverse experience with property types including Data Centers, high-rise buildings, marinas, resorts, multi-family, ROI (including heavy and light industry), manufactured home properties, government and medical campuses, educational, military, farmland, and laboratories.
- Certified for protocols of government programs for multi-family Housing projects participating in a variety of federal programs including HUD MAP 202/223 (f), LEAN 232/223(f), HUD 221 (d), Fannie Mae, Freddie Mac, Rural Development Administration and other private lender protocols for equity, transactional underwriting.

Select Project Experience:

- Medical/Healthcare/Laboratories/Senior Living: Since 2005: ~ 100 projects
- Affordable Housing: Since 2005: ~ 100 projects
- Resorts/Hospitality/Recreational: Since 2005: ~ 100 projects
- Retail/Office/Mixed Use: Since 2005: ~ 200 projects
- Multifamily Housing: Since 2005: ~ 200 projects
- Industrial/Marina/Self-storage/Warehouses: Since 2005: ~200 projects
- Manufactured Home Communities: 2005: ~ 200 projects
- Land/Agricultural: Since 2005: ~ 200 projects

Education

B. Arch., (5 year-Professional Architecture Degree) Architecture & Engineering- University of Florida

M.S., Urban & Regional Planning- Florida State University

Professional Affiliations

American Institute of Architects

U S Green Building Council

Professional Registrations

National Council of Architectural Registration Board (NCARB #37037)

Licensed Registered Architect Florida (#9648)

Licensed Registered Architect New York (#019979)

Licensed Registered Architect New Jersey (#10426)

Licensed Professional Urban and Regional Planner in New Jersey (#4095)

LEED AP BD + C accredited by the US Green Building Council (#10403939)

Six Sigma Black Belt Professional Certified by the Management and Strategy Institute (#WE1012415)

APPENDIX E - CONSULTANT REPORTS

NONE

DRAFT