

CAPITAL NEEDS ASSESSMENT

for

RECREATIONAL CENTER

***55 Barre Street
Montpelier, VT 05602***

Prepared for:

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Inspection Date: 16 April 2015

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CAPITAL NEEDS ASSESSMENT

LOCATION: Montpelier, VT 05602

DRAFT DATE: 4 June, 2015

INSPECTION DATE: 6 May 2015

FINAL REPORT DATE: 11 March 2016

SECTION I – EXECUTIVE SUMMARY

PREFACE:

On the 6th May 2015 a property inspection was conducted for the Recreational Center at 55 Barre Street in Montpelier VT. The property contains a gymnasium, offices, storage areas, and activity rooms. The inspection was conducted to help evaluate the overall condition of the structures and site and to identify possible deficiencies involving life safety, replacement, and maintenance issues. The information obtained was used to help forecast the long-term capital needs of the property. The systems include Site, Architectural, Mechanical & Electrical, and Dwelling Units.

The property is generally in good condition for its age and is within the historic part of Montpelier. Management reported that the recreation center is used the most between mid October through the end of April. Several major capital improvement items were made. Notably, the roof coverings have been replaced within the last several years. The domestic hot water tank was also replaced in 2014. Near term needs include substantial renovation to meet accessibility requirements, interior updating, and heating equipment replacement.

PROJECT DESCRIPTION:

Building #1

55 Barre Street
Montpelier, VT
1932 Construction
Offices, Gymnasium, activity rooms

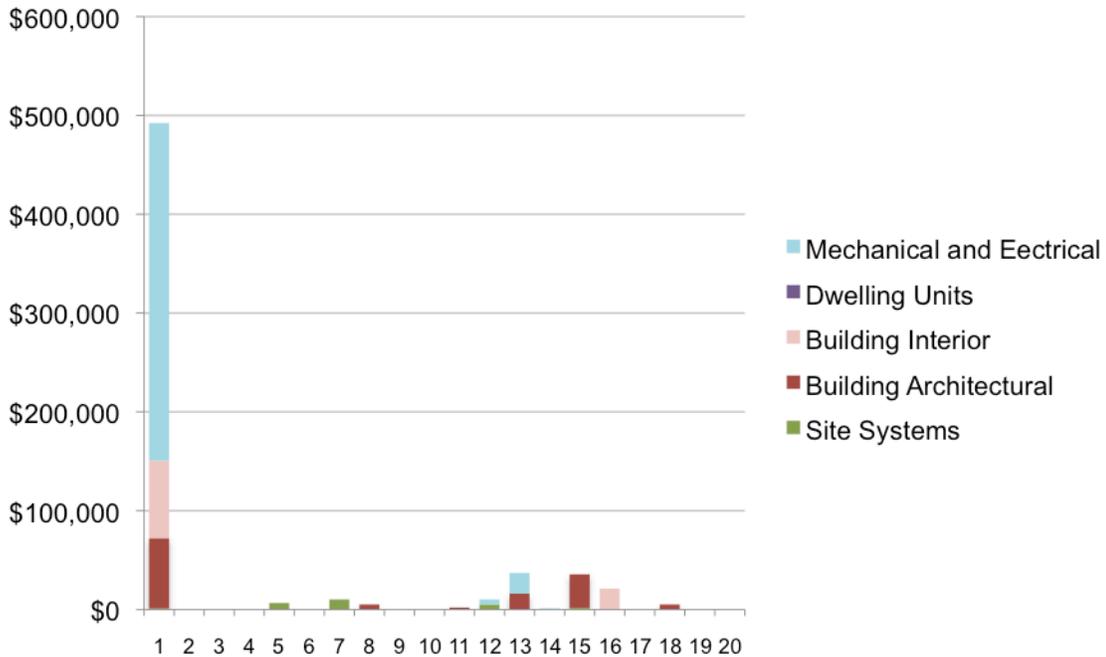
Amenities

Gymnasium
Shooting range

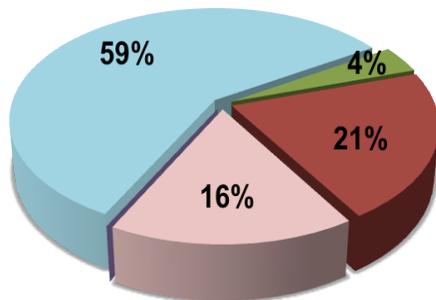


CAPITAL NEEDS SUMMARY

Future capital actions are based on useful life expectations and assume continued effective maintenance and physical management. The timing of actions by system (including quantities and costs) is also presented in the Capital Needs Worksheets. For planning purposes, Year 1 of the report is shown as 2016. Twenty-year capital needs are projected at **\$687,018** in inflated dollars or **\$628,783** in current dollars. Please refer to the capital needs worksheets for itemized costs.

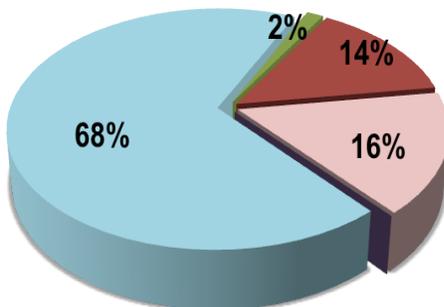


YEARS 1-20 Capital Needs



20-year TOTALS (current \$)	
Site Systems	\$25,035
Building Architectural	\$132,961
Building Interior	\$102,137
Mechanical and Electrical	\$368,650
TOTAL:	\$628,783

YEARS 1-5 Capital Needs



5-Year Totals (current \$)	
Site Systems	\$7,785
Building Architectural	\$71,033
Building Interior	\$80,969
Mechanical and Electrical	\$341,550
TOTAL:	\$501,337

SITE AND LANDSCAPING

Earthwork and Landscaping

Landscaping is minimal as the building and paved areas occupy most of the site. The parcel of land measures approximately a third of an acre and is generally flat. No problems were observed or reported with regards to storm water drainage. Lawn areas were noted at the front of the building.

Replacement Action and Timing

- Maintain the lawn areas as needed through the operating budget.

Retaining Walls and Barriers

There is a tubular galvanized metal guard-rail located at the back of the property that serves as a protection barrier for the adjacent railroad. The railings are bent in areas and one of the poles is leaning. There is also a low concrete retaining wall along the back property line. The wall is leaning somewhat.

Replacement Action and Timing

- We have included costs to replace the metal poles in the near term.
- Costs for the retaining wall are shown later in the plan.

Paved Surfaces

There is a concrete paved access road located on the south side of the building. The concrete is in fair but variable condition. Some isolated areas of spalling concrete patched repairs were noted. There is a short walkway from the city sidewalk to the main entrance stairs. The concrete walkway is in very good condition and replacement is not anticipated during the term of the plan.

Replacement Action and Timing

- We have included costs in the near term to replace the concrete driveway.

Dumpster and Enclosure.

There is a two (2) cubic-yard dumpster located at the back of the building. The dumpster is leased from CASELLA waste management services and has lift-up flaps.

Replacement Action and Timing

- Continue the dumpster lease as needed through the operating budget.

Site Water & Sewer Main / Lines

The building has underground sewer and water lines. Although the lines are original, no problems were observed or reported with regards to them. The lines were also concealed and a full inspection or assessment of their condition was not ascertained.

Replacement Action and Timing

- We have included costs in the second half of the plan to replace the water and sewer lines.

ARCHITECTURAL EXTERIOR

Structure

The building was constructed in 1932 and comprises of a concrete basement foundation with concrete walls. The exterior walls are solid brick with wood-framed interior walls and upper floor structures. The back portion has exposed steel roof joists and purlins that support the wood-framed roof structure.

Exterior Walls

The building has solid brick exterior walls. The bricks and recessed mortar joints at the front portion of the building are in good condition. There is a concrete band and a decorative cornice at the front portion of the building. There is a set of brick and granite entry stairs also at the front. The stairs are flanked by solid brick walls. Both of the walls appear to be separating away from the stairs. Management reported that the bottom several treads of the stairs were recently reset. Some of the upper treads do not have a level cross-slope. There are also two flag poles mounted at the front elevation of the building. The back section of the building was originally the armory. The bricks here are generally in fair to good condition, however, some of the concrete cap stones on the brick piers were noted to have deteriorated. Small areas of mortar loss were also noted. A large repointed step crack was noted on the north side of the building. A smaller step crack is also in need of repointing. There is a set of metal-framed stairs that provides access to the gymnasium. The stairs exhibit flaking paint, rusting sub-surfaces and areas of minor impact damage. It is possible to install a metal-framed ramp with a compliant slope shallower than 1:12. The ramp would also include a compliant top and bottom landing, side protection, and handrail extensions.

Replacement Action and Timing

- We have included costs twice in the plan for exterior repairs. The first cycle is to repoint the crack and to replace the cap stone. The second cycle is for miscellaneous repairs.
- An allowance to insert tie rods to stop movement of the stair flanking walls and to reset the upper granite treads.
- Costs to replace the side metal stairway is shown in the near term. The costs reflect installing a compliant ramp to provide a second means of egress.

Roof Structure and Covering

The building has two roof sections that are accessed through a BILCO metal roof hatch. The roof structure is comprised of a wood-framing with a crawl space between the ceiling and the roof joists. Both roofs have a fully adhered rubber membrane covering installed (EPDM). The roof covering and access hatch at the front portion of the building was replaced around 2008. The portion over the gym was replaced in 2011. Management reported that the roof systems include 6-7 inches of rigid-board insulation. There are two (2) ceramic-lined brick chimneys. Although the bricks are generally in good condition, the chimneys exhibit areas with eroded mortar. Cracking through the cement was also noted around the caps. The front portion of the building has a low brick parapet wall. The wall is capped with concrete units and aluminum cap flashing. Observations made from the exterior indicated no structural problems or areas of mortar erosion.

Replacement Action and Timing

- We have included costs in the second half of the plan to replace the roof coverings.
- Allowances to repoint the chimneys and caps are shown in the near term.

Doors, Exterior Common

The main entry doors are the original solid-core wood. The doors each have nine (9) single-glazed lites and have a painted finish. There is a set of vintage metal service bulkhead doors at the south side of the development. The doors are set on a concrete base. The base exhibits deteriorated concrete. There is a set of double-leaf metal doors that provides access directly to the gymnasium from the exterior. These doors have a faded finish. There is an overhead door at the back of the building. This door was installed in 2013 and is in good condition.

Replacement Action and Timing

- We have included costs to reset the concrete pad and to re-use the heavy duty storm doors.
- We have included costs in the near term to replace the secondary egress doors concurrent with the installation of a ramp. The doors should conform to all UFAS requirements.

Windows: Frames and Glazing

The windows are all the vintage wood-framed units with single-glazed lites. Several of the basement window openings have painted metal security screens installed. These window openings have a steel lintel installed to support the brickwork directly above. The frames have a painted exterior finish. The paintwork is in good condition. Management reported that staff insert Perspex panels with magnetic strips over the windows to act as a temporary interior storm window to limit drafts. The gymnasium section has six (6) large openings on each side. These openings have been boarded up with painted wood planks. Most of these wood panels exhibit water damaged material. Management reported that they would like to install new windows to these openings to provide natural lighting to the main gymnasium part of the building.

Replacement Action and Timing

- We are showing costs based on a 10-year expected useful life to repaint the window frames, security grilles, and lintels.
- We have included costs in the near term to install energy efficient window frames to the gymnasium part of the building.
- Pending client review, we have not included any costs to install metal and glazed interior storm windows.

ARCHITECTURAL INTERIOR

Common Area Walls and Ceilings

The front portion of the building on the first and second floors are used as office and recreational spaces. First floor finishes typically include smooth painted plastered walls with stained wood cove-base and trim. The basement and second floor are accessed by two sets of wood-framed stairs. The upper stairway features stained wood railings and balusters and rubber stair treads. The stairway handrails have a 30-36-inch height. The upper floors typically have adhered ceiling tiles installed. The back portion of the building is currently furnished as a gymnasium. The walls have the exposed glazed yellow brick finish. The brick and mortar is generally in good condition, however, an area of step cracking is located above the interior entrance door to the gymnasium. The ceilings have acoustic tiles installed. Many of the tiles exhibit past water staining. There is a brick fireplace in one the upstairs room and is in good condition. The basement has painted brick walls and board ceilings.

Replacement Action and Timing

- We have included costs in the near term for interior painting.

Interior Doors

Interior common doors are solid core wood. The doors are original and have a stained finish and feature the original vintage hardware. The staining has worn somewhat at the door edges. All of the door openings have a 32-inch or more clear opening. The door hardware is typically the turn style door knob type.

Replacement Action and Timing

- The doors should be re-stained as needed. Costs are included with the walls to perform this.
- Management should install lever hardware to meet UFAS requirements.

Floor Frame and Coverings

The interior spaces at the front of the building include a lobby, recreational spaces, offices and storage rooms. The lobby, first floor office, billiard room, and upstairs bathrooms have a vinyl composition tile (VCT) finish that was installed in or around 8-9 years ago. The second floor offices and first floor storage rooms have a carpet finish. The upper landing and the storage rooms have a vintage sheet vinyl floor covering. Sections of the vinyl flooring have worn, exposing the original wood-strip sub-floor. The gymnasium floor has a floating wood strip floor system. The wood floor dates to the building conversion (presumably during the 1950s) and is generally in good condition. Isolated areas of wood damage were noted. The basement level has a painted concrete foundation floor slab. Areas of worn paint were noted on the floor slab.

Replacement Action and Timing

- We have included costs in the near term to replace all of the flooring with the exception of the gymnasium floor.
- Costs to refinish the gymnasium floor have been included.

Common Area Fixtures

The gymnasium has a stage and two basketball nets with backboards. The basketball backboards are in good condition and no costs are shown. There is a four-bay shooting range in the basement. The range features original stained wood stalls, each with a manual target pulley system. The gallery features painted metal upper deflectors, a gypsum wallboard backboard in front of a metal downward deflector plate and a fire-proofed catchment bin.

Replacement Action and Timing

- Replace the gallery backboard (GWB) as needed through the operating budget.

Common Area Restroom

There is a small restroom at the front of the building on the first floor, and two small restrooms on the second floor. The bathrooms each typically include a base-mounted toilet, a solid-wood vanity and a single-piece molded lavatory. The vanities, lavatories, and toilets appear to have been replaced within the last 10 years and in fair condition. One of the upper restrooms has an acrylic shower stall. The shower stall has a dated appearance and features separate hot and cold faucet handle valves. There is a larger restroom/shower facility located in the basement of the building. This restroom features several toilet stalls, urinals, and shower areas. None of the bathrooms are on an accessible route or meet UFAS requirements.

Replacement Action and Timing

- We have included an allowance in the near term to completely renovate the basement shower/restroom area.
- The plan shows upgrading the restroom finishes in the near term and re-using the vanity and lavatories. The shower stall should be removed. These costs are included with the second floor finishes.

MECHANICAL AND ELECTRICAL

Sanitary Waste and Water Distribution

The sanitary waste and vent systems are 4-inch cast iron pipe. The waste pipes are all original and no problems were reported by management. Although we have included costs later in the plan for the site lateral lines, we do not anticipate replacement of the vertical sanitary waste pipes. Hot and cold water pipes are a mix of copper and PEX (flexible plastic pipe). No problems were observed or reported with the potable water distribution lines.

Fire Suppression and Fire Alarm System

The building does not have a fire alarm panel and currently has local ring smoke detector installed.

Replacement Action and Timing

- Costs have been included to install a central fire alarm panel with a notifier device to the local fire department. Costs also include installing smoke detectors, carbon monoxide detectors, horn and strobe devices, and fire alarm pull stations.

Boiler, Fuel-fire Package, low MBH

There is a central mechanical room that houses all of the heating and hot water generating equipment. Heating steam is generated by an oil-fired SMITH cast-iron boiler (model# 19A-S/W-08 serial# FA2003-736). The boiler has a SAFGARD low water cut off switch and a CARLIN (6-13 gph) burner. The boiler and peripheral equipment were installed in 2003. The original HB SMITH cast iron water tube boiler is abandoned in place.

Replacement Action and Timing

- We have included costs approximately halfway through the plan to replace the boiler. These costs also include removing the abandoned equipment.

Feedwater System (hydronic)

The building has a steel single-pipe steam distribution system. The offices have sectional cast iron radiators with manual vertical gate valves and pressure relief valves. The basement has ceiling hung cast-iron radiators. The gymnasium has four (4) steam fan coil units by STERLING (one located at each corner of the room). Two (2) of these units appear to have been replaced and two (2) units are scheduled to be replaced in 2015 (\$1,000 each). Each of the unit heaters has an APOLLO shut-off ball valve. The basement has several-abandoned BEACON ceiling hung fan coil units (CHU).

Replacement Action and Timing

- We have included costs in the near term to replace two steam fan coil units.
- The original ceiling hung devices should be removed during the boiler replacement.

DHW Generation, exchanger in boiler

Domestic hot water (DHW) is generated by a single 80-gallon electric BRADFORD WHITE water heater (model# M280R6D2-INCWW serial# LJ35076682). The tank has an 80-gallon capacity and was installed in 2014.

Replacement Action and Timing

- We have included costs in the second half of the plan to replace the domestic hot water tank.

Fuel Storage Tank

Fuel oil is stored in an underground storage tank located at the front of the building. The tank is around 1,000-2,000 gallons in size. The tank is reportedly at least 20 years old and no inspection reports were made available for review.

Replacement Action and Timing

- We are showing costs in the near term to inspect the tank.
- Replacement of the underground storage tank is shown in the second half of the plan.

Electrical

Electrical service is provided by overhead cables from a pole-mounted transformer. The cables descend the building and connect to two meter panels. The main circuit breaker panel was not identified. The interior building wiring is all concealed and its condition was not ascertained. Pending client review no capital costs have been included.

Lighting

Site lighting is provided mostly by city street lights, although there is one pole-mounted decorative light at the back of the building. Building-mounted exterior lights include a ceiling light at the main entrance. The gymnasium, offices, storage rooms, and restrooms have dual fluorescent T8 lamp fixtures installed.

These lights are controlled by a motion detector. The fluorescent lamps are by SYLVANIA (supersaver) and have a 28W consumption rating. Emergency lighting is provided by vintage dual lamped wall-mounted battery packs. Please refer to the energy usage section below.

Replacement Action and Timing

- We have included costs in the second half of the plan to replace the decorative site light pole and fixture. Interim maintenance is shown as an operating expense.

ACCESSIBILITY

The development in its entirety is considered **NOT** accessible to residents and visitors with disabilities. We recommend that management take the appropriate steps necessary to attain, to the greatest extent possible, a substantial level of accessibility to and in the vicinity of public areas, as required by the recommended uniform federal accessibility standards (UFAS) and current local regulations.

Any recommended improvements to building components that affect accessibility should be those that are readily achievable, technically feasible, and satisfy overall local, and developmental needs and housing goals. All improvements should be executed in a professional manner, adhering to all applicable laws, codes and regulations, including, and not necessarily limited to the Fair Housing Act (FHA), Uniform Federal Accessibility Standards (UFAS), and the Americans with Disabilities Act (ADA).

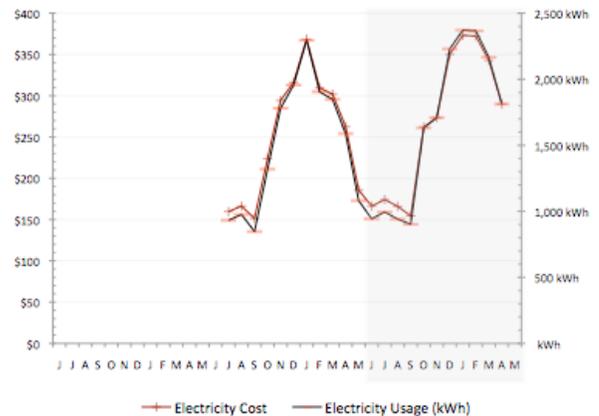
The main discussions relating to specific component heights/dimensions etc, is in their appropriate sections above. Below is a summary of items that were brought to our attention. Concerns related to accessibility include the following:

Common Areas

- The property cannot be accessed by individuals using wheelchairs. Stairs are located at the front and back of the building. Management intend to install an interior elevator that serves the two upper floors as well as the basement. The elevator is accessed directly from the outside. We have shown an allowance to install an elevator. Interior refinishing of the common areas is also included.
- There is not an accessible secondary means of egress. We have included costs to install a ramp at the side of the building that can be accessed directly from the Gymnasium.
- None of the restrooms are considered to be accessible. The upper floor restrooms do not have an adequate turning space. The main restroom and shower area is located at the basement level. This restroom is shown to be remodeled on the near term and management should ensure that provisions are made to incorporate accessible showering and toilet facilities.
- Many of the interior doors do not have lever hardware. We have included costs to replace all of the door hardware to the lever type.
- There are no horn and strobe devices installed. We have included costs with the fire alarm panel to install fire pull stations (within 48 inches high) and horn and strobe devices (including the bathrooms).

ENERGY USAGE

My-Reserve-Plan conducted a utility analysis at the development. During the inspection, electricity, oil, water, and sewer utility records were sought for the last three years. The graph shows the monthly expenditures and consumption of electricity. From the chart, spikes are noted during the winter months as use of the building increases. Low costs were noted during the summer months indicating primary office and hot water use. The graph lines also indicate that there is stable pricing for electricity as the profiles are almost identical. Since lighting accounts for the most electrical consumption at the development, savings have been investigated.



The accompanying worksheet lists the lamps by room with an estimated usage. Annual costs and subsequent pay back analysis into potential cost savings were made. Please refer to Energy Conservation Measure A1. This measure represents one conceptual option; various alternatives may yield different results. It must be noted that a number of factors may affect the estimated annual energy savings and simple payback periods, and therefore the figures outlined in this report are not guaranteed.

Replacement Action and Timing

- Although modest cost savings can be achieved in areas that have the most usage, the overall payback period is greater than 15 years. That said, since the capital items in the near term include updating the interior finishes, we have included costs to upgrade the light fixtures to LED in the near term.

SECTION II – SUMMARY OF BUDGET ITEMS

SITE AND LANDSCAPING

- Maintain the lawn areas as needed through the operating budget.
- We have included costs to replace the metal poles in the near term.
- Costs for the retaining wall are shown later in the plan.
- We have included costs in the near term to replace the concrete driveway.
- Continue the dumpster lease as needed through the operating budget.
- We have included costs in the second half of the plan to replace the water and sewer lines.

ARCHITECTURAL EXTERIOR

- We have included costs twice in the plan for exterior repairs. The first cycle is to repoint the crack and to replace the cap stone. The second cycle is for miscellaneous repairs.
- An allowance to insert tie rods to stop movement of the stair flanking walls and to reset the upper granite treads.
- Costs to replace the side metal stairway is shown in the near term. The costs reflect installing a compliant ramp to provide a second means of egress.
- We have included costs in the second half of the plan to replace the roof coverings.
- Allowances to repoint the chimneys and caps are shown in the near term.
- We have included costs to reset the concrete pad and to re-use the heavy duty storm doors.
- We have included costs in the near term to replace the secondary egress doors concurrent with the installation of a ramp. The doors should conform to all UFAS requirements.
- We are showing costs based on a 10-year expected useful life to repaint the window frames, security grilles, and lintels.
- We have included costs in the near term to install energy efficient window frames to the gymnasium part of the building.
- Pending client review, we have not included any costs to install metal and glazed interior storm windows.

ARCHITECTURAL INTERIOR

- We have included costs in the near term for interior painting.
- The doors should be re-stained as needed. Costs are included with the walls to perform this.

- Management should install lever hardware to meet UFAS requirements.
- We have included costs in the near term to replace all of the flooring with the exception of the gymnasium floor.
- Costs to refinish the gymnasium floor have been included.
- Replace the gallery backboard (GWB) as needed through the operating budget.
- We have included an allowance in the near term to completely renovate the basement shower/restroom area.
- The plan shows upgrading the restroom finishes in the near term and re-using the vanity and lavatories. The shower stall should be removed. These costs are included with the second floor finishes.

MECHANICAL AND ELECTRICAL

- Costs have been included to install a central fire alarm panel with a notifier device to the local fire department. Costs also include installing smoke detectors, carbon monoxide detectors, horn and strobe devices, and fire alarm pull stations.
- We have included costs approximately halfway through the plan to replace the boiler. These costs also include removing the abandoned equipment.
- We have included costs in the near term to replace two steam fan coil units.
- The original ceiling hung devices should be removed during the boiler replacement.
- We have included costs in the second half of the plan to replace the domestic hot water tank.
- We are showing costs in the near term to inspect the tank.
- Replacement of the underground storage tank is shown in the second half of the plan.
- We have included costs in the second half of the plan to replace the decorative site light pole and fixture. Interim maintenance is shown as an operating expense.

HANDICAPPED ACCESSIBILITY

- The property cannot be accessed by individuals using wheelchairs. Stairs are located at the front and back of the building. Management intend to install an interior elevator that serves the tow upper floors as well as the basement. The elevator is accessed directly from the outside. We have shown an allowance to install an elevator. Interior refinishing of the common areas is also included.
- There is not an accessible secondary means of egress. We have included costs to install a ramp at the side of the building that can be accessed directly from the Gymnasium.

- ❑ None of the restrooms are considered to be accessible. The upper floor restrooms do not have an adequate turning space. The main restroom and shower area is located at the basement level. This restroom is shown to be remodeled in the near term and management should ensure that provisions are made to incorporate accessible showering and toilet facilities.
- ❑ Many of the interior doors do not have lever hardware. We have included costs to replace all of the door hardware to the lever type.
- ❑ There are no horn and strobe devices installed. We have included costs with the fire alarm panel to install fire pull stations (within 48 inches high) and horn and strobe devices (including the bathrooms).

ENERGY USAGE

- ❑ Although modest cost savings can be achieved in areas that have the most usage, the overall payback period is greater than 15 years. That said, since the capital items in the near term include updating the interior finishes, we have included costs to upgrade the light fixtures to LED in the near term.

ASSESSMENT METHOD

The assessment covers the 20-year period commencing January 1, 2016 and includes major maintenance expenses as well as capital expenses for replacement and improvements. The year-end amount of the Replacement Reserve is forecast for each year based upon the recommended funding structure and expenditures. The total anticipated expenditures for each year are calculated in constant-year 2016 dollars and the total is escalated at the current DOL rate of 3.00% per year. The anticipated annual contributions are shown in Exhibit II.

Expenditures are scheduled based upon current needs and anticipated remaining lives of facilities and equipment, which may or may not exceed typical EUL projections. In determining the priority for current needs and improvements, first priority was given to those expenditures that benefit the health and safety of tenants. Second priority was given to expenditures for previously deferred maintenance or replacement. Third priority was given to those expenditures that would reduce operating expenses.

My-Reserve-Plan developed the list of building components, systems, and equipment during its inspection of the property. The City of Montpelier provided information regarding development and construction. Replacement useful lives are based upon industry norms and historical data for similar properties developed estimates of cost for the various work items. The assessment assumes continuation of a thorough program of preventative and ordinary maintenance in addition to the forecast of major expenditures.

LIMITATION OF REPORT

This report has been prepared exercising reasonable care and judgment conforming to generally accepted practices employed in performing engineering due-diligence for real estate transactions of this type. It is expressly understood that no detailed engineering studies have been conducted and that the conclusions and recommendations contained in this report are based on visual observations, information provided to us by others, and knowledge gained from completing other assignments of this type. No destructive testing, disassembly of building components, testing and/or operation of equipment was performed in conjunction with the performance of this assignment unless specifically noted in the report.

This report is not intended to serve as a structural evaluation, maintenance survey, or code compliance inspection, all of which are beyond the scope and purpose of this report. Although this report addresses ADA-related issues and may also identify correction of other certain items including those of a code-enforcement nature, it should not be construed that code-related items on which this report remains silent have been satisfied. Typically, only code items that are perceived as presenting undue risk and/or liability are identified for correction.

A reasonable attempt has been made to estimate the cost of performing repairs/maintenance and for the replacement of capital items shown in this report. Estimates are based upon the best information available within the time available for the completion of this assignment. Because costs are based only upon visual observations, unforeseen conditions may affect both the actual scope and cost of the work. Geographic variances in the cost of material and the availability of local labor may also affect the cost. It is recommended that the property management organization obtain a proposal from several contractors for each major item of work. Although our best attempt to project the anticipated capital needs of the subject property over a 20-year period has been made, it is recommended that a new Capital Needs Assessment be performed at the end of the initial 10 years of the term.

Replacement reserve needs have been projected using the expected useful lives (EUL) contained in Fannie Mae Physical Needs Assessment Guidance. Adjustments in the EUL have generally not been made unless our observations present us with justification for such action. Typically, items of relatively low cost that can be efficiently repaired/replaced by qualified maintenance technicians without compromising their other duties and that can be funded from the property's operating budget are not included in the replacement reserve analysis. Examples of such items include, but are not limited to, window screens and routine electrical and plumbing repairs.

Reference material for pricing estimates was derived from the following resources: RS Means Cost Data, Craftsman National Construction Estimator, Sweet's Unit Cost Guide, W.W. Grainger, and Bluebook International. The information provided within this report should be evaluated only within the scope and purpose of this analysis. No other warranties, expressed or implied, are made.

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Energy Conservation Measure No. A1

Replace Light Fixtures

High efficiency lamps should not be used in areas where lower light levels would be undesirable. Also, it should be noted that "energy-saving" lamps are not as efficient as more advanced lighting systems, such as LED fixtures, which can generate savings of 20%.



20W = 40W

Description (Existing)		W per Fixture	No. of Fixtures	Lighting Hours/Day	Usage Hours/Year	Usage kWh/year	Cost per Year
Type 1	Gymnasium	32	48		2085	3,203	\$518.48
Type 2	Billiard Room	32	18		1,140	657	\$106.31
Type 3	Office (1)	32	20	8	2,920	1,869	\$302.55
Type 4	Lobby (1)	32	8	8	2,920	748	\$121.02
Type 5	Bathroom (1)	32	2	0.50	183	12	\$1.89
Type 6	Office (2)	32	6	8	2,920	561	\$90.76
Type 7	Storage Rooms (2)	32	30	0.50	183	175	\$28.36
Type 8	Basement	32	21	4	1,460	981	\$158.84
Type 9	Basement Activity	32	23	4	1,460	1,075	\$173.97
Type 10							
Type 11							
Lighting Cost:							\$1,502

Description (New)		W per Fixture	No. of Fixtures	Lighting Hours/Day	Usage hours/Year	Usage kWh/year	Cost per Year	Repl. Cost	Individual Payback
Type 1	Gymnasium	18	48		2085	1,801	\$291.64	\$6,000	20.57 yrs
Type 2	Billiard Room	18	18		1,140	369	\$59.80	\$1,350	22.58 yrs
Type 3	Office (1)	18	20	8	2,920	1,051	\$170.18	\$1,500	8.81 yrs
Type 4	Lobby (1)	18	8	8	2,920	420	\$68.07	\$600	8.81 yrs
Type 5	Bathroom (1)	18	2	0.50	183	7	\$1.06	\$150	141.02 yrs
Type 6	Office (2)	18	6	8	2,920	315	\$51.06	\$450	8.81 yrs
Type 7	Storage Rooms (2)	18	30	0.50	183	99	\$15.95	\$2,250	141.02 yrs
Type 8	Basement	18	21	4	1,460	552	\$89.35	\$1,500	16.79 yrs
Type 9	Basement Activity	18	23	4	1,460	604	\$97.86	\$1,650	16.86 yrs
Type 10									
Type 11									
Lighting Cost:							\$845	\$15,450	

Dark green areas represent changes from existing conditions

Capital Needs Assessment Summary Report
Recreational Center, Montpelier, Vermont



1. View of the landscaped areas at the front of the building.



2. View of the side driveway. The driveway has some worn areas. Gravel sections are at the back of the building.



3. View of the metal railings at the back of the building. The railings are leaning and damaged.



4. View of the low retaining wall at the back of the site. The wall is leaning.



5. View of the site light pole at the back of the site.



6. View of the dumpster area at the back of the building.



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5. View of the site light pole at the back of the site.



6. View of the dumpster area at the back of the building.



7. View of the front of the Recreational Center.



8. View of the front stairways. Both flanking walls exhibit movement. The upper treads are not level.



9. View of step cracking on north side of development.



10. Side access stairs and doors to Gymnasium. It appears there is sufficient room to install an access ramp for secondary means of egress.



11. View of the side bulkhead door. The doors are in fair condition, but the base has significantly deteriorated.



12. View of a large window to the Gymnasium area. Management reported the need to install windows to provide natural lighting.



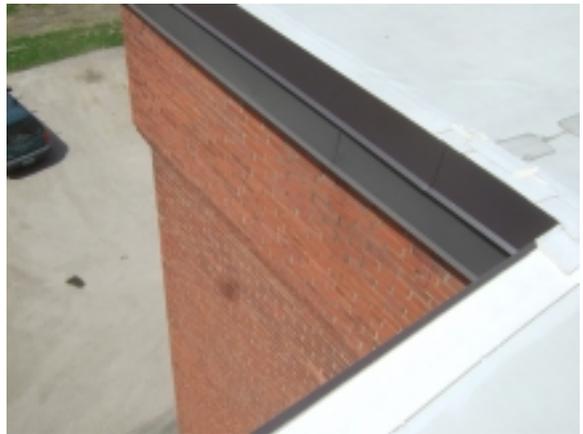
13. View of the roof structure at the front of the building.



14. View across the roof covering at the back of the building. Covering recently replaced.



15. View of the covering at the front of the building. This covering has been replaced.



16. View of the flashing. All flashing was replaced with the roof covering.



17. View of one of the brick chimneys. Note the mortar loss.



18. View of the cracked mortar at the chimney caps.



19. View of the Gymnasium finishes. The floor has the original finish.



20. View of the Gymnasium ceiling. Many of the ceiling tiles are water damaged.



21. View of the first floor pool room.



22. View of the first floor bathroom.



23. View of one of the first floor office/storage spaces.



24. View of the main first floor office.



25. View of the second floor landing area. Original floor finishes.



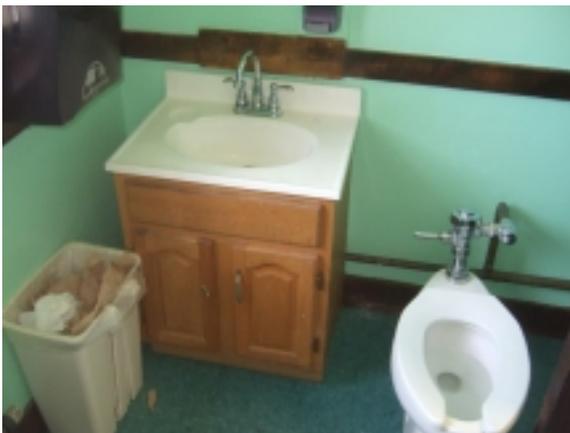
26. Some areas of the floor have worn.



27. View of the original doors on the second floor.



28. View of the stairway from the first to the second floor.



29. View of the second floor bathroom fixtures.



30. View of the second floor bathroom finishes.



31. View of the storage area at the basement.



32. View of the shooting gallery. This space is not on an accessible route.



33. View of the shooting range back board.



34. View of the bullet catchment bin.



35. View of the main restroom area in the basement.



36. This basement has the original plumbing fixtures.



37. View of the main boiler in the basement.



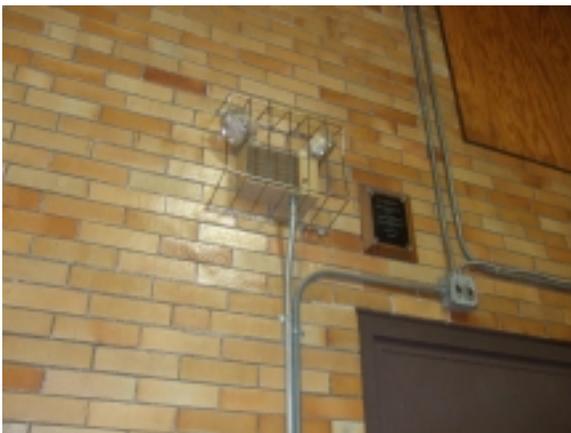
38. View of the oil burner for the main boiler.



39. View of the electric domestic hot water tank.



40. The basement has ceiling hung radiators.



41. View of the emergency light fixtures.



42. View of the heating fan coil units. Two are to be replaced.

**List of Capital Needs Items
Recreational Center**

Inspection Date:
June 3, 2014

SYSTEM	ITEM AGE AND CONDITION				ITEM COST ESTIMATION				REPLACEMENT SCHEDULE					FIELD NOTES
	AGE ¹ Age of Item	E.U.L. Expected Useful Life	R.U.L. Remaining Useful Life	CONDITION	UNIT QTY	UNIT ²	UNIT COST (\$)	REPL COST (\$)	1st CYCLE	2nd 3rd 4th 5th	DUR	OPTG ³		
SITE SYSTEMS														
Dumpsters	10	15	10	Good	1	EA							There is a two (2) cubic-yard dumpster located at the back of the building. The dumpster is leased from CASELLA waste management services and has lift-up flaps.	
Electrical Main and Distribution	E	65	30	Good	1	LS							Electrical service is provided by overhead cables from a pole-mounted transformer. The cables descend the building and connect to two meter panels	
Barriers; Metal	40+	40	1	Poor	35	LF	35.00	1225	1			1	There is a tubular galvanized metal guard-rail located at the back of the property that serves as a protection barrier for the adjacent railroad. The railings are bent in areas and one of the poles is leaning.	
Landscaping	30	45	25	Good	1	LS						X	Maintain the lawn areas as needed through the operating budget.	
Parking and Roadway Pavement, concrete	20+	35	5	Poor-Fair	1640	SF	4.00	6560	5			1	There is a concrete paved access road located on the south side of the building. The concrete is in fair but variable condition. Some isolated areas of spalling concrete patched repairs were noted.	
Pedestrian Walkways	10	35	25	Good	123	SF						X	There is a short walkway from the city sidewalk to the main entrance stairs. The concrete is in good condition.	
Retaining Walls, concrete	83	90	7	Poor-Fair	60	LF	169.62	10177	7			1	There is a low concrete retaining wall along the back property line. The wall is leaning somewhat.	
Site Drainage and Grading	83	120	37	Good	1	LS							No problems were observed or reported with regards to storm water drainage.	
Site Sewer Main / Lines	83	95	12	Unknown	1	LS	2,600.00	2600	12			1	The building has underground sewer lines. Although the lines are original, no problems were observed or reported with regards to it. The sewer line is also concealed and a full inspection or assessment of the condition was not ascertained.	
Site Water Main / Lines	83	95	12	Unknown	1	LS	2,600.00	2600	12			1	The building has an underground water line. Although the line is believed to be original, no problems were observed or reported with regards to it. The water line is also concealed and a full inspection or assessment of the condition was not ascertained.	
Site Lighting	??	25	15	Good	1	EA	1,873.00	1873	15			1	Site lighting is provided mostly by city street lights, although there is one pole-mounted decorative light at the back of the building.	

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3) OPTG checked items show replacement costs to be considered as an operating expense.

CAPITAL NEEDS PROJECTIONS
Forecast of Capital Replacement Expenditures
 Year 2015 to Year 2034

SCHEDULE YEAR		2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
	Year Installed	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20
SITE SYSTEMS																					
Dumpsters	2005																				
Electrical Main and Distribution	Unknown																				
Barriers; Metal	Unknown	1225																			
Landscaping	1985																				
Parking and Roadway Pavement, concrete	Unknown					6560															
Pedestrian Walkways	2005																				
Retaining Walls, concrete	1932							10177													
Site Drainage and Grading	1932																				
Site Sewer Main / Lines	1932												2600								
Site Water Main / Lines	1932												2600								
Site Lighting	Unknown															1873					

**List of Capital Needs Items
Recreational Center**

Inspection Date:
January 0, 1900

SYSTEM	ITEM AGE AND CONDITION				ITEM COST ESTIMATION				REPLACEMENT SCHEDULE					FIELD NOTES		
	AGE ¹ Age of Item	E.U.L. Expected Useful Life	R.U.L. Remaining Useful Life	CONDITION	UNIT QTY	UNIT ²	UNIT COST (\$)	REPL COST (\$)	1st CYCLE	2nd	3rd	4th	5th		DUR	OPTG ³
BUILDING ARCHITECTURAL																
Chimney	E	75	1	Poor-Fair	2	EA	400.00	800	1					1		There are two (2) ceramic-lined brick chimneys. Although the bricks are generally in good condition, the chimneys exhibit areas with eroded mortar. Cracking through the cement was also noted around the caps. We have included an allowance to repaint both of the chimneys.
Bulkhead Doors	83	35	31	Poor-Good	1	LS	2,944.00	2944	1					1		There is a set of vintage metal service bulkhead doors at the south side of the development. The doors are set on a concrete base. The base exhibits deteriorated concrete. We have included costs to reset the concrete pad and to re-use the heavy duty storm doors.
Doors, exterior common, solid wood	83	35	-48	Good	2	EA										The main entry doors are the original solid-core wood. The doors each have nine (9) single-glazed lites and have a painted finish.
Doors, exterior common, Metal	30	30	1	Fair	2	EA	1,323.00	2646	1					1		There is a set of double-leaf metal doors that provides access directly to the gymnasium from the exterior. These doors have a faded finish. We have included costs in the near term to replace the secondary egress doors concurrent with the installation of a ramp. The doors should conform to all UFAS requirements.
Doors, Overhead	2	30	28	Good	1	EA										There is an overhead door at the back of the building. This door was installed in 2013 and is in good condition.
Foundations	83	150	67	Good	1	LS										Concrete foundations.
Roof Covering, Membrane: Front	7	20	13	Good	2667	SF	6.00	16002	13					1		Both roofs have a fully adhered rubber membrane covering installed (EPDM). The roof covering and access hatch at the front portion of the building was replaced around 2008.
Roof Covering, Membrane: Back	4	22	18	Good	5621	SF	6.00	33726	15					1		The portion over the gym was replaced in 2011.
Roof Structure	83	150	67	Good	8288	SF										The roof structure is comprised of a wood-framing with a crawl space between the ceiling and the roof joists. Management reported that the roof systems include 6-7 inches of rigid-board insulation.
Stairs, Exterior - Front brick and granite	83	65	1	Poor-Fair	1	LS	6,000.00	6000	1					1		There is a set of brick and granite stairs at the front of the building. The stairs are flanked by solid brick walls. Both of the walls appear to be separating away from the stairs. Management reported that the bottom several treads of the stairs were recently reset. Some of the upper treads appear not to have a level cross-slope. An allowance to insert tie rods to stop movement and reset the upper granite treads.
Stairs, Exterior - Metal	E	50	5	Fair	1	LS	25,900.00	25900	1					1		There is a set of metal-framed stairs that provides access to the gymnasium. The stairs exhibit flaking paint, rusting sub-surfaces and areas of minor impact damage. Costs here include installing a compliant metal-framed ramp.
Walls, Exterior, Brick	83	10	1	Fair-Good	1	LS	2,000.00	2000	1	11				1		The building has solid brick exterior walls and was constructed in 1932. The bricks and recessed mortar joints at the front portion of the building are in good condition. The section at the back of the building was originally the armory. The bricks here are generally in fair to good condition, however, some of the concrete cap stones on the brick piers were noted to have deteriorated and small areas of mortar loss were noted. A large repointed step crack was noted on the north side of the building. A smaller step crack is also in need of repointing.
Windows, Frames and Glazing	??	35	1	Poor	12	EA	2,561.92	30743	1					1		The gymnasium section has six (6) large openings on each side. These openings have been boarded up with painted wood planks. Much of these wood panels exhibit water damaged sub-surface. Management reported that they would like to install new windows to these openings to provide natural lighting to the main gymnasium part of the building.
Windows, Frames and Glazing	<5	10	1	Good	51	EA	100.00	5100	8	18				1		The windows are all the vintage wood-framed units with single glazed lites. Several of the basement window openings have painted metal security screens installed. These window openings have a steel lintel installed to support the brickwork directly above. The frames have a painted exterior finish. We are showing costs based on a 10-year expected useful life to repaint the window frames, security grilles, and lintels.

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**List of Capital Needs Items
Recreational Center**

Inspection Date:
January 0, 1900

SYSTEM	ITEM AGE AND CONDITION				ITEM COST ESTIMATION				REPLACEMENT SCHEDULE						FIELD NOTES	
	AGE ¹ Age of Item	E.U.L. Expected Useful Life	R.U.L. Remaining Useful Life	CONDITION	UNIT QTY	UNIT ²	UNIT COST (\$)	REPL COST (\$)	1st CYCLE	2nd	3rd	4th	5th	DUR		OPTG ³
INTERIOR COMMON AREAS																
Interior Door Hardware	20+	20	1	Fair	10	LS	250.00	2500	1					1		Replace all door hardware with the lever type.
First Floor: Wall Finishes	20+	20	1	Fair	1	LS	5,200.00	5200	1					1		First floor finishes typically include smooth painted plastered walls ceilings with stained wood cove-base and trim.
First Floor: Floor Finishes	9	15	1	Fair	1371	SF	6.00	8226	1	16				1		The lobby, first floor office, billiard room, and upstairs bathrooms have a vinyl composition tile (VCT) finish that was installed in or around 8-9 years ago.
Gymnasium Finishes	20+	30	1	Poor	5621	SF	1.84	10343	1					1		The walls have the exposed glazed yellow brick finish. The brick and mortar is generally in good condition. An area of step cracking is located above the interior entrance door. The ceilings have acoustic tiles installed. Many of the tiles exhibit past water staining.
Gymnasium Floor Finishes	20+	15	1	Fair	5621	SF	2.00	11242	1	16				1		The gymnasium floor has a floating wood strip floor system. The wood floor is original to the use conversion (presumably during the 1950s) and is generally in good condition. Isolated areas of wood damage was noted.
First Floor Bathroom Finishes	20+	25	1	Poor-Fair	1	LS	1,000.00	1000	1					1		Painted walls and VCT floors.
First Floor Bathroom Fixtures	<10	25	16	Fair	1	EA	850.00	850	16					1		The bathrooms each typically include a base-mounted toilet, a solid-wood vanity and a single-piece molded lavatory.
Second Floor: Wall Finishes	20+	20	1	Fair	1	LS	5,732.00	5732	1					1		The upper stairway features stained wood railings and balusters and rubber stair treads. The stairway handrails have a 30-36-inch height. The upper floors typically have adhered ceiling tiles installed.
Second Floor: Floor Finishes	20+	20	1	Poor	1371	SF	6.00	8226	1					1		The second floor offices and first floor storage rooms have a carpet finish. The upper landing and the storage rooms have a vintage sheet vinyl floor covering. Sections of the vinyl flooring have worn, exposing the original wood-strip sub-floor.
Second Floor Bathroom Finishes	20+	25	1	Poor	1	LS	1,500.00	1500	1					1		Painted walls with vintage vinyl and VCT floors.
Second Floor Bathroom Fixtures	<10	25	16	Fair	1	EA	850.00	850	16					1		The bathrooms each typically include a base-mounted toilet, a solid-wood vanity and a single-piece molded lavatory.
Basement Lobby Area Finishes	20+	20	1	Poor-Fair	1	LS	2,000.00	2000	1					1		The basement level has a painted concrete foundation floor slab. Areas of worn paint were noted on the floor slab.
Basement Bathroom Fixtures and Finishes	20+	25	1	Poor	1	LS	25,000.00	25000	1					1		There is a larger restroom/shower facility located in the basement of the building. This restroom features several toilet stalls, urinals, and shower areas. Painted concrete floors and brick walls.

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List of Capital Needs Items
Recreational Center

Inspection Date:
January 0, 1900

SYSTEM	ITEM AGE AND CONDITION				ITEM COST ESTIMATION				REPLACEMENT SCHEDULE						FIELD NOTES	
	AGE ¹ Age of Item	E.U.L. Expected Useful Life	R.U.L. Remaining Useful Life	CONDITION	UNIT QTY	UNIT ²	UNIT COST (\$)	REPL COST (\$)	1st CYCLE	2nd	3rd	4th	5th	DUR		OPTG ³
BUILDING MECHANICAL and ELECTRICAL																
Central Panel, Smoke & Fire Detection	N/A	25	1	N/A	1	LS	23,100.00	23100	1					1		The building does not have a fire alarm panel and has local ring smoke detector installed. Costs have been included to install a central fire alarm panel with notifier to the local fire department. Costs also include installing smoke detectors, carbon monoxide detectors, horn and strobe devices, and fire alarm pull stations.
Electrical Wiring	??	65	21	Fair-Good	1	LS										No problems were observed or reported.
Elevator	N/A	40	1	N/A	1	LS	300,000.00	300000	1					1		Non of the building is accessible. Cosst are shown to install an internal elevator at the front of the building.
Interior Lights - Green Item	8	25	1	Fair-Good	1	LS	15,450.00	15450	1					1		Replace interior lighting.
Emergency Lights	15+	15	1	Poor	2	EA								X		Replace as needed through the operating budget.
Sanitary Waste and Vent System	83	140	57	Good	1	LS										The sanitary waste and vent systems are 4-inch cast iron pipe. The waste pipes are all original and no problems were reported by management. Although we have included costs later in the plan for the site lateral lines, we do not anticipate replacement of the vertical sanitary waste pipes.
Water Distribution, Hot and Cold	Var	65	30	Good	1	LS										Hot and cold water pipes are a mix of copper and PEX (flexible plastic pipe). No problems were observed or reported with the potable water distribution lines.
Boiler Room Pipe Insulation	12	35	23	Good	1	LS										Fiberglass
Boiler Room Piping	12	35	23	Good	1	LS										Copper
Boiler, Fuel-fire Package, Low MBH	12	25	13	Fair	1	EA	21,000.00	21000	13					1		Heating steam is generated by an oil-fired SMITH cast-iron boiler (model# 19A-S/W-08 serial# FA2003-736). The boiler has a SAFGARD low water cut off switch and a CARLIN (6-13 gph) burner. The boiler and peripheral equipment were all installed in 2003. The original HB SMITH cast iron water tube boiler is abandoned in place.
HVAC End Devices: Fan Coil Units	Var	20	1	Poor-Fair	2	EA	1,000.00	2000	1					1		The gymnasium has four (4) steam fan coil units by STERLING (one located at each corner of the room). Two (2) of these units appear to have been replaced and two (2) units are scheduled to be replaced in 2015 (\$1,000 each).
DHW Storage Tanks, Up To 150 Gallons	1	15	14	Good	1	EA	1,100.00	1100	14					1		Domestic hot water (DHW) is generated by a single 80-gallon electric BRADFORD WHITE water tank (model# M280R6D2-INCWW serial# LJ35076682). The tank has an 80-gallon capacity. The hot water tank was installed in 2014.
Fuel Storage Tanks	20+	45	12	Unknown	1	EA	5,000.00	5000	12					1		Fuel oil is stored in an underground storage tank located at the front of the building. The tank is around 1,000-2,000 gallons in size. The tank is reportedly at least 20 years old and no inspection reports were made available for review. We are showing costs in the near term to inspect the tank. Replacement of teh underground tank is shown in the second half of the plan.
Heating Risers and Distribution	Var	65	#VALUE!	Fair	1	LS										Steam distribution piping is steel.

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3) Proposed items to be completed with funds other than replacement resources, not figured in the overall costs.

