Property Condition Report

Prepared for:

Town of Cohasset Engineering Department
41 Highland Avenue
Cohasset, MA

Cohasset Town Hall
41 Highland Avenue
Cohasset, Massachusetts

EBI Project No. 1318000340

September 20, 2018

EBI Consulting
environmental | engineering | due diligence
September 20, 2018

Mr. Jason Federico
Town of Cohasset Engineering Department
41 Highland Avenue
Cohasset, MA

Subject: Property Condition Report, Cohasset Town Hall
41 Highland Avenue, Cohasset, Massachusetts
EBI Project #131800340

Dear Mr. Federico:

Attached please find our Property Condition Report, (the Report) for the above-mentioned asset (the Subject Property). During the property survey and research, our property surveyor met with agents representing the Subject Property, or agents of the owner, and reviewed the property and its history. The Report was completed according to the terms and conditions authorized by you. This Report has been completed in general conformance with ASTM E 2018 – 01.

The exclusive purpose of this 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 Cohasset Engineering Department, in the effort in evaluating the Property.

Reliance on the Report and the information contained herein shall mean; (i) the Report may be relied upon by Town of Cohasset Engineering Department and her respective successors and assigns in determining whether to make a loan or loans evidenced by a note or notes secured by the property or a pledge of equity interests in the borrower (the “Loan”); (ii) the Report may be relied upon by any potential purchaser, successor or assignee of any of the Loans or an interest therein in determining whether to purchase the Loan from Town of Cohasset Engineering Department or an interest in the Loan or Loans or securities backed or secured by same, and any rating agency rating securities representing an interest in the Loan or backed or secured by the Loan; (iii) the Report may be referred to in and included, in whole or in part, with materials offering for sale the Loan or an interest in the Loan or securities backed or secured by the Loan; (iv) 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.

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 survey. Factual information regarding operations, conditions or data provided by the Client, occupants, owner 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 is an independent contractor, not an employee of either the issuer or the borrower, 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,

Peter Pratt, PE
Author/Project Engineer

Luis Munoz  407.399.4747
Reviewer/Senior Program Manager
lmunoz@ebiconsulting.com

Rich MacAulay
Managing Consultant
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# EXECUTIVE SUMMARY TABLE

<table>
<thead>
<tr>
<th>Property Name:</th>
<th>Cohasset Town Hall</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address:</td>
<td>41 Highland Avenue</td>
</tr>
<tr>
<td>City and State:</td>
<td>Cohasset, Massachusetts</td>
</tr>
<tr>
<td>Site Survey Date:</td>
<td>August 21, 2018</td>
</tr>
<tr>
<td>Report Date:</td>
<td>September 15, 2018</td>
</tr>
<tr>
<td>EBI Project #:</td>
<td>1318000340</td>
</tr>
</tbody>
</table>

| Property Type: | Office |
| Property Age: | 161 |
| No. of units or tenants: | 1 |
| Square feet: | 21,477 |
| Loan Term: | 10 |
| Analysis Term: | 12 |

## MECHANICAL SYSTEMS

<table>
<thead>
<tr>
<th>Section</th>
<th>Condition</th>
<th>Action Required</th>
<th>Immediate Repairs</th>
<th>Short Term Repairs</th>
<th>Replacement Reserves</th>
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<tr>
<td>2.1 Building Plumbing</td>
<td>✔ ✔ ✔ ✔</td>
<td>$115,200</td>
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<tr>
<td>2.2 Building Piping</td>
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<tr>
<td>2.3 Building Electrical</td>
<td>✔ ✔ ✔ ✔</td>
<td>$875,500</td>
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<td></td>
<td></td>
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<tr>
<td>2.4 Building HVAC</td>
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<td>$1,366,600</td>
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<tr>
<td>2.5 Building &amp; Site Fire/Life Safety</td>
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## OTHER STRUCTURES, AMENITIES, SPECIAL INTEREST ITEMS

None

**TOTALS:** $2,862,312 $0 $0

Immediate Repairs Cost Estimate

$2,862,312

Total Deferred Maintenance Cost Estimate, After Multiplier

$3,577,890
## Executive Summary Table

<table>
<thead>
<tr>
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<th>Cohasset Town Hall</th>
<th>Property Type:</th>
<th>Office</th>
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<tr>
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<td>No. of units or tenants:</td>
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<td>Square feet:</td>
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<td>Report Date:</td>
<td>September 20, 2018</td>
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<td>1318000340</td>
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### SITE CONDITIONS

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<thead>
<tr>
<th>Section</th>
<th>Section Name</th>
<th>Excellent</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
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<th>Repairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Topography and Drainage</td>
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<td>✓</td>
<td>✓</td>
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<td>2.2</td>
<td>Pavement and Parking</td>
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<td>$85,400</td>
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<td>2.3</td>
<td>Site Amenities &amp; Landscaping</td>
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<td>✓</td>
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<tr>
<td>2.4</td>
<td>Utilities</td>
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<td>✓</td>
<td>✓</td>
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### BUILDING CONDITIONS

<table>
<thead>
<tr>
<th>Section</th>
<th>Section Name</th>
<th>Excellent</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>NA</th>
<th>Repairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td>Substructure</td>
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<td>3.2</td>
<td>Superstructure</td>
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<td>Facades (Walls, Windows &amp; Doors)</td>
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<td>3.5</td>
<td>Basements/Attics</td>
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<td>3.6</td>
<td>ADA Compliance</td>
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### INT. FINISHES & COMPONENTS

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<tr>
<th>Section</th>
<th>Section Name</th>
<th>Excellent</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>NA</th>
<th>Repairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.7</td>
<td>Interior Finishes &amp; Components</td>
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<td>3.8</td>
<td>Mold</td>
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### BUILDING SYSTEMS

<table>
<thead>
<tr>
<th>Section</th>
<th>Section Name</th>
<th>Excellent</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>NA</th>
<th>Repairs</th>
</tr>
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<tbody>
<tr>
<td>4.1</td>
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<td>✓</td>
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<td>$1,366,600</td>
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<tr>
<td>4.3</td>
<td>Electrical</td>
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<td>$875,500</td>
</tr>
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<td>4.4</td>
<td>Fire/Life Safety</td>
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<td>$114,012</td>
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<td>4.5</td>
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<td></td>
<td>$439,500</td>
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</table>

### MATERIAL CODE VIOLATIONS

| Section | Section Name                        | Condition |
|---------|-------------------------------------|           |
| 5.0     | Codes                               | ✓         |

### OTHER STRUCTURES, AMENITIES, SPECIAL INTEREST ITEMS

<table>
<thead>
<tr>
<th>Section</th>
<th>Condition</th>
</tr>
</thead>
</table>

| None    | ✓         | $0 | $4,988,337 |

**Total Immediate Repairs Cost Estimate**

$4,988,337

**Total Immediate Repairs Cost Estimate, After Multiplier**

$5,986,004
**EXECUTIVE SUMMARY & PROPERTY DESCRIPTION**

The Subject Property is located in Cohasset, Massachusetts at 41 Highland Avenue located just off of West Main Street, adjacent to the town Historic Cohasset Common and next door to the Second Congregational Church of Cohasset. The original Town Hall building was constructed in 1857 and has undergone numerous additions and renovations. In 1928, the interior was restructured to move the auditorium from the second floor to the first floor. In 1987, an addition was made to the original building to provide needed space. The current structure is approximately 21,000 square feet\(^1\), on a 1.31 acre lot.

Peter Pratt, PE of EBI surveyed the property on August 21, 2018 and was accompanied by Mr. Mark Kelly, the Manager, Facilities Operations for the Town of Cohasset. At the time of the survey, the weather was sunny and approximately 80º Fahrenheit. During the survey, representative areas of the site, common areas, tenant units, mechanical spaces, and mechanical equipment and building components were observed.

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 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. The Pre-Survey Questionnaire was not completed and returned to EBI.

The Subject Property appears to be in fair condition. It is EBI's professional opinion that the Remaining Useful Life (RUL) of the Subject Property is estimated to be not less than 40 years, based on its current condition and maintenance status, assuming any recommended Immediate Repairs or Replacement Reserves are completed, and appropriate routine maintenance and replacement items are performed on an annual or as-needed basis. Please see the Executive Summary Table for a compilation of recommended Immediate Repairs and/or Replacement Reserves.

**SUBJECT PROPERTY SUMMARY**

The following summary describes and comments on the primary Subject Property components. Please see the body of the Report for complete survey results for all sections.

**PAVEMENT & PARKING**

The property is improved with asphalt-paved vehicle parking areas located at the side and rear of the building, with asphalt travel lanes, a one way entrance and exit drive provides access the road frontages.

*Overall Condition Poor*

---

1 Square footage obtained from the HKT 2014 Town Hall Feasibility Report
**LANDSCAPING & AMENITIES**

The property has moderate mature landscaping at the front of the site, entrances, and around the building. The property has a building mounted sign over the historic main entrance and miscellaneous other wood signs for parking and directions to building entrances. There are brick paver sidewalks with a concrete handicapped-accessible ramp. Other site amenities include a flagpole, bike rack and pole and building mounted site lighting.

*Overall Condition* Good to Fair

**BUILDING STRUCTURE & FACADES**

The building substructure consists of a stone and brick foundation at the 1857 building and cast in place concrete foundation at the 1987 building addition. The historic building is wood framed with the exception of steel trusses that were added to support the second floor and clear span over the auditorium below. The roof framing is timber trusses.

The 1987 addition is framed with steel beams and posts at the lower level and wood truss floor joists with plywood sheathing. The roof is constructed of wood trusses with plywood sheathing.

The primary exterior materials consist of wood clapboard lap siding. The double hung and casement windows and doors are trimmed out in wood with more decorative trim on the historic original building.

The historic main entrance to the building has two sets of double wood doors with glass lites at the face of the building. The entrance to the addition is an aluminum glazed storefront. Wood doors provide secondary and service entrance to the original building. The addition has wood framed modern doors with glass lites at secondary entrances.

There is a small garage building behind the addition with similar finishes, windows and doors, however it also includes a wood panel overhead door.

*Overall Condition - structure* Good to Fair

*Overall condition – façades* Fair to Poor

**ROOF**

The Subject Property has a multi-section hipped roof with window dormer sections with standard–grade three-tab asphalt shingles. The roof is flashed with metal flashing. The roof has few accessories that include typical plumbing vents, step flashing at the chimney and a vent over the original building that provided ventilation to the auditorium at some point in the past. Drainage is provided by gutters and downspouts.

*Overall Condition* Fair to Poor
MAJOR MECHANICAL SYSTEMS

PLUMBING SYSTEMS

The basement has two heating water boilers that provide heating hot water to both buildings with each hot water boiler having its own recirculating pump. There is also a 40 gallon domestic water heater that provides domestic hot water to the restrooms of both buildings. The bathroom finishes and fixtures observed appeared to be in good condition and in working order. The sinks are pedestal mounted and the fixtures are manual. The observed supply piping is galvanized pipe and the waste lines are cast iron.

Natural gas enters the building on the west side of the historical building and serves the basement. The natural gas meter is located on the west exterior of the historical building behind bushes.

**Overall Condition**

Fair to Poor

ELECTRICAL SYSTEMS

The incoming electrical service comes from a 150 KVA transformer feeding the basement electrical room area serving the main distribution panels, feeding secondary runs to circuit breaker and secondary distribution panels. The electrical meter is for both buildings and is located on the back historical building. The electrical equipment in the historical building was replaced in the 1928 renovation. The remaining electrical equipment is from 1987 when the building addition was constructed.

**Overall Condition**

Good to Poor

MECHANICAL SYSTEMS

The historical building does not have any central heating and cooling systems. The first floor auditorium area has perimeter heating and cooling from radiant fin tube units have supply and return hydronic piping. The hydronic piping uses both hot and cold water service. The stage area has two ventilation ducts with hydronic heating coils. The second floor offices utilize window air conditioning units, one per office.

The 1987 addition building is heating and cooled by several fan coil units that serve the corridor areas. The first and second floor offices are heated and cooled by perimeter squirrel cage blower coil units. The blower coil units have supply and return hydronic piping. The hydronic piping uses both hot and cold water service. The chilled water is supplied from a pad mounted air cooled chiller paired with chilled water pumps. Some of the office spaces have ceiling fans.

**Overall Condition**

Fair to Poor

FIRE/LIFE SAFETY SYSTEMS

There are no fire sprinkler or suppression systems in the historical building. The observed fire and life safety systems serving the addition property includes an Edwards System technologies multiple-zone fire alarm control panel, an auto-dialer (reportedly tying the system to a 24-hour monitoring service), hardwired smoke detectors with battery back-up, pull stations, illuminated exit lights with battery back-up, emergency battery lighting units, horn/light enunciators, fire extinguishers, a wet fire sprinkler system, wet stand pipes, and fire department hose connections are provided throughout addition property.

**Overall Condition**

Good
SYSTEM RESPONSIBILITY

Maintenance, repair and replacement of the roof, facades, base building mechanical systems, interior finishes, plumbing, electrical, HVAC and life safety systems and components at the property are reportedly the responsibility of the Subject Property owner, the Town of Cohasset. Repair and maintenance of large-scale equipment, i.e., roofing, boiler, are subcontracted to outside vendors. The level and quality of on-site maintenance repairs reviewed while at the Project Site were of adequate workmanship and materials.

SUBJECT PROPERTY DESCRIPTION

The Subject Property is comprised of the improvements described above, situated on a rectangular shaped parcel with an address of 41 Highland Avenue. The Subject Property has approximately 200 feet of frontage on Highland Avenue and the lot is approximately 320 feet in depth.

The property is located just outside of the downtown of Cohasset on the Historic Cohasset Common and next door to the Second Congregational Church of Cohasset. The original Town Hall building was constructed in 1857 and has undergone numerous changes including additions and renovations. In 1928, the interior was restructured to move the auditorium from the second floor to the first floor. In 1987, an addition was made to the original building to provide needed space. The current structure is approximately 21,000 square feet\(^2\), on a 1.31 acre lot. The parcel number is E5-27-089.

\[2\text{ Square footage obtained from the HKT 2014 Town Hall Feasibility Report}\]
In general, the Subject Property appears to have been constructed within industry standards and has been adequately to adequately to poorly maintained.

**Municipal Information & Zoning**

**Municipal Information**
Readily available, reasonably ascertainable and publicly viewable municipal records at the Town of Cohasset were reviewed on line.

**Zoning**
The municipal zoning office personnel were consulted, the zoning office files were reviewed and/or the zoning ordinance was reviewed to determine the zoning of the Subject Property. According to the information provided the Subject Property appears to be located within a RB District.
1.0 PURPOSE & LIMITATIONS

The exclusive purpose of this Property Condition Report (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 Cohasset Engineering Department, in its Due Diligence effort in evaluating the Property. Amendments to EBI’s limitations as stated herein that may occur after issuance of the Report are considered to be included in this Report. 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 Cohasset Engineering Department 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 file reviews of reasonably ascertainable standard government record sources, and 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, the municipal information reasonably obtained, 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, owner or agent, or municipal source, or as shown on any documents reviewed or received from the property contact, owner or agent, 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 gathering of data and information for this and 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 – 08 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.

Immediate 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.

Short Term 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 Short Term 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 Cohasset Engineering Department 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.

If the municipality in which the Subject Property is located has governing ordinances requiring façade studies, and a copy is not provided to EBI, this is a limiting factor in our assessment and analysis. Prudent property management will have had façade reports completed on their high-rise property, and if a copy of the report is not provided to EBI, this too, is a limiting factor in our assessment and analysis.
The gathering of data and information for this Report was completed in general conformance with ASTM E 2018 – 08 Standard Guide for Property Condition Assessment: Baseline 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. 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.

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

DEVIATIONS FROM THE GUIDE

EBI includes an analysis of estimated Replacement Reserves in its Property Condition Reports. EBI uses an approximate threshold of $1,000 in aggregate for reporting Replacement Reserves items, and $1,500 in aggregate for Immediate Repairs. Material life, safety, health, fire or building code violation or building or property stabilization issues observed at the Subject Property will be reported regardless of cost.

CONDITION

EBI uses terms describing conditions of the various site, building, and system components. The terms used are defined below. It is important to note that a given “condition” term will be applied to the condition of the overall system, which does not preclude that a part or a section of the system or component may be in a different condition.

Excellent The majority of the component(s) or system(s) are in new or like new condition, and little or no maintenance is recommended.

Good The majority of the component(s) or system(s) are performing their function. The component(s) or system(s) 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(s) or system(s) are marginally performing, but may be obsolete and/or is approaching the end of its expected useful life. The component or system may exhibit Deferred Maintenance, evidence of previous repairs, or workmanship not in compliance with commonly accepted standards. Significant repair or replacement may be recommended to prevent further deterioration, restore it to good condition, prevent premature failure, or to prolong its expected useful life.

Poor The component(s) or system(s) are 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. Immediate 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
- **ABS** Acrylonitrile-Butadiene-Styrene
- **ADA** Americans with Disabilities Act
- **AHU** Air Handling Unit
- **APA** American Plywood Association
- **BTU** British Thermal Unit
- **BTUH** British Thermal Units per Hour
- **CFM** Cubic Feet per Minute
- **CMU** Concrete Masonry Unit
- **CPVC** Chlorinated Poly Vinyl Chloride
- **EIFS** Exterior Insulating Finishing System
- **EPDM** Ethylene Propylene Diene Monomer
- **EUL** Expected Useful Life, Effective Useful Life
- **FF&E** Furniture, Fixtures & Equipment
- **FCU** Fan Coil Unit
- **HCP** Handicapped Person
- **FEMA** Federal Emergency Management Agency
- **FHA** Forced Hot Air
- **FHW** Forced Hot Water
- **FIRM** Flood Insurance Rate Map
- **FOIA** Freedom Of Information Act
- **FRT** Fire retardant treated plywood
- **GFI** Ground Fault Interrupt (circuit)
- **GWB** Gypsum Wall Board
- **HCP** Handicapped Person
- **HID** High Intensity Discharge (lighting)
- **HVAC** Heating, Ventilating and Air Conditioning
- **HWH** Hot Water heater
- **KVA** Kilovolt Ampere
- **MBH** Thousand BTUs per Hour
- **MDP** Main Distribution Panel
- **OBP** Oriented Strand Board
- **PTAC** Packaged Terminal Air Conditioning (Unit)
- **PVC** Poly Vinyl Chloride
- **RUL** Remaining Useful Life
- **RTO** Roof Top Unit
- **TPO** Thermoplastic polyolefin
- **UBC** Uniform Building Code
- **VAV** Variable Air Volume box
- **VCT** Vinyl Composition Tile
- **VWC** Vinyl Wall Covering
2.0 SITE CONDITIONS

2.1 TOPOGRAPHY

DESCRIPTION
The subject property is located approximately 50-feet above mean sea level. The surrounding topography is essentially level. Localized grading is provided to direct stormwater to drainage catch basins. The Subject property is located approximately 950 feet south of Little Harbor.

CONDITION
No topography problems were reported or observed. Detriments or problems such as ground fractures, settlement areas or evidence of erosion or chronically standing water were not observed.

RECOMMENDATIONS
Please see Table 1 for the recommended Immediate Repairs listed below:
• None
Figure 2 - Topographic Map

Legend

★ Project Site

Site Radius at ¼ and ½ mile

41 HIGHLAND AVENUE
COHASSET, MA 02025
2.2 PAVEMENT AND PARKING

DESCRIPTION
According to a count in the field, the property is improved with parking areas for 53 cars. The lot provides 50 standard parking spaces with three ADA marked spaces. See Section 3.6 Americans with Disabilities Act (ADA) Accessibility for additional handicapped-accessible parking information.

The building is set in the northwest corner of the site with asphalt paved parking located to the south and east, adjacent to and behind the building. A one way in and out asphalt paved drive provides access to the parking areas off of Highland Avenue. Precast concrete curbing is present around the building and entrance roadways, curbing is not provided at the transition to lawn areas toward the rear of the parking areas.
CONDITION
According to the 2014 Feasibility Study prepared by HKT Architects, there is inadequate parking at town hall. Reportedly the town hall employee population is approximately 30, however it appears that some of the spaces are dedicated to the adjacent residential uses. In addition, the auditorium uses would likely require more than the 53 spaces. In most instances, the auditorium uses do not coincide with normal Town Hall office hours. The lot is also reportedly used by the adjacent churches. However, the church operations do not generally coincide with the office hours.

The paved areas are in poor condition. Cracking, settlement, alligatoring and patches in the pavement were noted at a number of locations. Based on observed conditions, Immediate Repairs are recommended for complete full depth repairs and asphalt overlay including a revised layout and new striping and markings.

The curbs were noted to be in good to fair condition. Some of the curbs were noted to be cracked or broken. Based on observed conditions, Immediate Repairs are recommended for repair of the curbs.

Based on a count of 53 spaces and an approximate floor area of 21,000 sf, the Subject Property provides 2.52 spaces per 1,000 sf.

RECOMMENDATIONS
Please see Table 1 for the recommended Immediate Repairs listed below:
- Full depth asphalt repairs and overlay
- Curb repairs

2.3 LANDSCAPING, SITE IMPROVEMENTS & SITE AMENITIES

DESCRIPTION
The property has moderate mature landscaping at the front of the site, entrances, and around the building. The landscaping consists primarily of lawn areas along the front of the building and around the parking areas. Plantings consisting of shrubs and flower beds are located along the south side of the building along the handicap-accessible ramp and on each side of the main auditorium doors. Mature trees are present along the front of the building. Natural vegetation town land is located behind the lot.
The property has a building mounted sign over the historic main entrance and miscellaneous other wood signs for parking and directions to building entrances.

There are brick paver sidewalks along the front of the addition building providing access to the recessed entrance to Town Hall. A concrete handicapped-accessible ramp with steel rails wraps around the southeast corner of the addition providing access to Town Hall but not to the Auditorium if Town Hall is not open. The concrete ramp transitions to wood decking under the projecting second floor of the building. Concrete aprons are also located at the overhead garage door, at the standalone garage behind the building. A concrete platform and stair is located along the north side of the original building and provides egress from the auditorium along that side. A concrete basement access is located along the south side of the historic building.

Granite steps provide the access from grade to both the main auditorium and to the town hall in the addition.

Other site amenities include a flagpole and bike rack located in the courtyard between the original building and the addition. A drop off box for Town Hall payments is located in the island at the front of the site adjacent to the USPS box.

The transformer and air conditioning condensers are located within a PVC fenced area behind the building.

An electric car charging station is present adjacent to the standalone garage.
<table>
<thead>
<tr>
<th>Payment drop off and mailbox</th>
<th>Bike rack</th>
</tr>
</thead>
<tbody>
<tr>
<td>Handicapped accessible ramp and rails</td>
<td>Fence around mechanical equipment</td>
</tr>
<tr>
<td>Handicap-accessible ramp</td>
<td>Concrete apron at garage</td>
</tr>
<tr>
<td>Apron at garage</td>
<td>Electric car charging station</td>
</tr>
<tr>
<td>-----------------</td>
<td>------------------------------</td>
</tr>
<tr>
<td>Concrete pad and stairs – location for ramp</td>
<td>Open joints at granite stairs</td>
</tr>
<tr>
<td>Basement stairs</td>
<td>Open joints at granite stairs</td>
</tr>
</tbody>
</table>
CONDITION
The landscaping around the building including the lawn areas and mature trees is in good to fair condition. The mature trees are likely very old and are getting to be “bony” due to years of cutting back from the face of the building. Lawn areas have bare spots. The shrubs and flower beds are in good condition. Based on observed conditions, Immediate Repairs are recommended for landscaping upgrades.

The brick paver walks are in fair condition with some depressed areas and with extensive growth between the brick pavers. Based on observed conditions, Immediate Repairs are recommended for resetting the brick paver walks and installing a new weed barrier.

The concrete handicap-accessible ramp is in poor condition with sections of spalled concrete and areas with cracking noted. Based on observed conditions, Immediate Repairs are recommended for replacement of the ramp.

Other concrete features are in fair condition with deterioration noted at the basement stairs, concrete aprons and site stairs. Based on observed conditions, Immediate Repairs are recommended for repairs to the miscellaneous concrete site amenities.

Steel rails at the ramp, the bike racks and other miscellaneous metal items are in fair to poor condition with paint deterioration and rust noted. Based on observed conditions, Immediate Repairs are recommended for painting exterior metal items.

The granite steps at the Town Hall addition entrance with shifting and deterioration of the joint sealants noted. Based on observed conditions, Immediate Repairs are recommended for resetting and repointing the granite block stairs.

Exterior lighting appears to be operational at the main entrance and in the rear yard. The lighting levels were not evaluated at night, however, the height, spacing, and number of fixtures appear to be adequate.

The remaining site amenities including the flagpole, charging station, bike rack and fencing all appear to be in good condition and will be maintained as part of operational expenses.

RECOMMENDATIONS
Please see Table 1 for the recommended Repairs or Replacements listed below:
- Landscaping repairs and upgrades
- Resetting brick pavers
- Replacement of concrete handicap-accessible ramp
- Paint exterior metal items
- Repairs to concrete stairs and aprons
- Reset, repoint, and seal joints at granite stairs

2.4 MUNICIPAL SERVICES & UTILITIES

2.4.1 Water & Sewer
DESCRIPTION
The Town of Cohasset Water and Sewer Departments provides water and sewer service to the Subject Property site. The sewer is discharged into the municipal lines beneath the abutting street. A water meter is located in the basement.
2.4.2 Gas/Oil/Steam

DESCRIPTION

National Grid provides natural gas service to the Subject Property. A gas meter is located along the north wall to supply gas to boiler.

2.4.3 Electrical

DESCRIPTION

Eversource provides electric service to the site. The service enters the property underground to the transformer located in the fenced in area behind the building which in turn feeds the main disconnect switch in the basement. The utility reportedly owns and maintains the lines up to the building. The secondary feeds are the responsibility of the Subject Property owner.

2.4.4 Storm Drainage

DESCRIPTION

The storm water flow from the site is controlled via storm drain pipes discharging into the municipal system. The drainage system is the responsibility of the Subject Property owner.
OVERALL CONDITION  
There were no reported or observed problems with the Subject Property water, sewer, gas, electric, or storm water drainage connections, systems, sizes or capacities. The utilities appear to be configured and operated in a manner consistent with their intended use, adequate for the use type, and appear to be in good condition.

RECOMMENDATIONS  
Please see Table 1 for the recommended Immediate Repairs listed below:  
- None
2.5 **Natural Hazards**

**Descriptions**

2.5.1 **Seismic**
Chapter 16 of the 1997 edition of the Uniform Building Code (UBC) was reviewed to determine the Seismic Zone of the Subject Property. Chapter 16 includes calculations for and mapping of earthquake (seismic) loads on structures. Figure 16-2, Seismic Zone Map of the United States delineates differing ratings of seismic load. These ratings indicate the severity of how horizontal ground motion and subsurface soil types affect a structure. Figure 16-2 shows the United States having seismic Zones ranging from 0 to 4.

2.5.2 **Flood Zone**
The Federal Emergency Management Agency (FEMA) maps and rates flood hazard zones throughout the United States. These zones are depicted on a Flood Insurance Rate Map (FIRM), designated by Community Map and Panel numbers. The flood hazard zones range from Zone A or AE (A1 – A130), with Base Flood Elevations (BFE) determined, to Zone X, unshaded, areas outside the 500-year floodplain. EBI utilizes CDYS’ RiskMeter (Transamerica Data) First American Flood Data Services’ Flood Insights mapping system to obtain the Flood Zone Determination of the Subject Property. First American Flood Data Services searches the FEMA FIRM map and panel to obtain the Flood Zone Determination of the Subject Property.

2.5.3 **Wind Zone**
CONCLUSIONS

2.5.1 Seismic
According to Figure 16-2 in the UBC, the Subject Property appears to be located in Zone 2A, with a low to moderate probability of damaging ground motion.

2.5.2 Flood Zone
The Subject Property Flood Zone Determination appears to be Zone X, defined as an area outside the 100- and 500-year floodplains, as shown on First American Flood Data Services’ Flood Hazard Certification, Community Map #250236, Panel #0256E, dated July 17, 2012.
**Flood Zone Determinations**

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**Map Number** 25021C0256E

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<th>Panel</th>
<th>Panel_Date</th>
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<td>COHASSET, TOWN OF</td>
<td>X</td>
<td>0256E</td>
<td>July 17, 2012</td>
<td>COBRA_OUT</td>
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</table>

**FIPS Code** 25021

<table>
<thead>
<tr>
<th>Census Tract</th>
<th>Code</th>
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</thead>
<tbody>
<tr>
<td>25021423100</td>
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</tbody>
</table>
2.5.3 Wind Zone

Based on FEMA’s Map of Wind Zones in the United States, the Subject Property appears to be located in Zone II, up to 160 mph winds. The Subject Property appears to be located in a Hurricane Susceptible Region.
3.1 **SUBSTRUCTURE**

**DESCRIPTION**

The Subject Property substructure was visible from the basements of the original building and the addition. The foundation walls of the original town hall building are constructed of granite block and areas of brick infill and brick piers at the beams. The footings are obscured from view but are assumed to be granite block given the age of the structure.

The 1987 addition is constructed with cast in place reinforced concrete walls and footings.

Concrete slabs-on-grade of underdetermined thickness are provided throughout each building. The design and construction of the foundation footings is intended to properly spread out the building’s vertical loads without exceeding the bearing capacity of the underlying soil. In cold climates the footings are constructed below the prescribed frost level to minimize movement due to freeze-thaw conditions. Varying sizes of steel reinforcing bars typically exist in the foundation walls and footings for tensile and bending strength. The 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. In cold climates the slabs and/or foundation walls are often insulated around the perimeter of the building. Foundation walls servings as retaining walls for basement areas of the building generally are constructed with waterproofing and drainage systems to prevent moisture infiltration.
**CONDITION**

The majority of the substructure components are not visible. 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 substructure appears to be mostly sound and in good to fair condition. Minor moisture issues including dampness and some seepage that have led to erosion of the mortar joints are evident along the foundation walls in the boiler room. Based on observed conditions, Immediate Repairs are recommended for repointing of the foundation walls in the boiler room and other areas that may be affected.

**RECOMMENDATIONS**
Please see Table 1 for the recommended Immediate Repairs listed below:

- Repointing and foundation waterproofing

3.2 SUPERSTRUCTURE

DESCRIPTION
The superstructure is mostly obscured from view by interior and exterior finishes except in the basement and in the attic of the original building.

The historic original Town Hall building superstructure consists of exterior and interior wood framed bearing walls supporting the wood framed floors. The roof structure is heavy timber wood trusses with wood plank decking. When the interior of the original building was modified to move the auditorium downstairs and the offices to the second floor, steel trusses were erected to clear span over the auditorium.

The 1987 is framed with a few steel beams and steel posts at all interior column locations at the lower level and Laminated Veneer Lumber (LVL) beams and wood truss floor joists with plywood sheathing supporting the upper floors. The roof is wood trusses with plywood sheathing.

Post under auditorium

Floor framing under auditorium
Floor framing under auditorium

Floor framing under auditorium

Roof framing at original building

Roof framing at original building
CONDITION

Based on the overall appearance and observed general condition of the building, the superstructure appears to be sound and in good condition for the main portion of the building. No major problems with the main structural framing members or bearing walls were noted or reported in this section.

Previous studies have been done to the structure as part of Feasibility Studies and assessment of the structure for code required improvements related to ADA deficiencies. This included the re-working of the steel trusses on the upper floor over the auditorium to widen the hallway to provide sufficient width to meet ADA clear path requirements. In addition, a lift is required to provide access to the full upper floor of the original structure. Associated with this work is improvements and enhancements to the existing structure to improve the seismic performance that would be required as part of any significant renovation.

Excerpts from a letter report prepared by McCloud Consulting, Inc. reviewing the schematic structural design are included below.
Structural Condition
The roof trusses appear sufficiently robust to continue in service. The steel trusses supporting the second floor are adequate to continue in service supporting office loading. The first-floor joists are adequate for assembly floor loading. The timber beams supporting the joists are marginally adequate to carry office loading but not assembly loading. The rubble foundation walls extend several inches below the basement floor. The walls widen below grade as if stones were packed against the earth. These walls are very roughly faced against the earth.

CODE COMPLIANCE
Massachusetts State Building Code (MSBC), Eighth Edition, is the present standard for construction in the Commonwealth. It is based upon the 2009 International Building Code (2009 IBC). The State has substituted Chapter 34 with the 2009 International Existing Building Code (IEBC 2009). Additionally, the State has issued Massachusetts Amendments to the Code.

Renovations on these buildings will require compliance with Alteration Level 3 and Additions standards in the Code. The structural alterations will exceed an area greater than 30 percent of the complex thereby being considered a Substantial Structural Alteration. The original building will need to meet 75 percent of the IBC 2009 seismic lateral loads (IEBC 2009-101.5.4.2). The (horizontal) addition will need to meet 100 percent of the seismic lateral loads. Most other structural members are not allowed to exceed an increase in gravity loading that exceeds five percent. The Code requires dangerous conditions to be corrected. Precaution should be taken in adding insulation as this will increase snow loads by ten percent at a minimum. New materials must fully comply with the IBC 2009.
LOADING

Gravity
The common use in these buildings will include office (50 psf), assembly (100 psf), and access for lobbies, stairs, and corridors (100 psf). The commentary in the Code suggests 15 psf for partition allowance in office spaces. A rational load path is required to carry loads from the roof and floors down to the foundation. The more direct the path is, such as vertical stacking of columns, the more economical the structure.

Lateral
Wind and seismic are two forces that induce lateral loads into structures. The Code requires two lines of resistance in two perpendicular directions. The center of the building mass or application of the lateral force must lie between the lines of resistance. In the original building and early additions, their exterior walls provided this resistance. The proposed addition has exterior wall locations and configurations to provide this resistance. Note, the alteration in the mid 1900’s to open the first floor to a large assembly room likely removed cross walls associated with office space thereby weakening the building to lateral loads acting transverse to the building. This can be corrected by tying the addition to the mid length of the original building.

DESIGN RECOMMENDATIONS

Original Building
The original building is adequate for office use. To continue using the first floor as an auditorium, the beams need strengthening by either sistering reinforcement or adding columns midspan. To improve access between the mezzanine and second floor, the local floor will need to be reframed for new stairs and a lift. That reframing will require local reinforcement between the floor diaphragm and former exterior wall to compensate for loss of connection strength transferring lateral forces from the floor to wall.

EBI concurs with the findings and recommendations of the McCloud review of the feasibility study schematic plans. Based on observed and reported conditions, repairs are recommended in the original building for strengthening the auditorium floor framing, revisions to the steel trusses over the auditorium, reframing of a portion of the original building to accept a new lift and stair, and miscellaneous seismic enhancements.
RECOMMENDATIONS
Please see Table 1 for the recommended Immediate Repairs listed below:

- Strengthening the auditorium floor framing
- Revisions to steel trusses
- Reframing to accommodate a lift and stair
- Miscellaneous seismic enhancements

3.3 FACADES

DESCRIPTION – FACADES
During the site survey, representative building facades were viewed from the surrounding grade.

The primary exterior materials consist of wood clapboard lap siding on all elevations of both the original historic building and the addition. The double hung and casement windows and doors are trimmed out in
wood with more decorative trim on the historic original building. The front of the original building has a pediment top with dentil moldings around the cornice trim. Each original window and door has a cornice at the head of the window. When the auditorium was relocated to the first floor, the heads of the lower floor windows were raised by adding a fixed transom to each window along the north and south elevations.

Many of the second floor windows have palladium windows.

The historic main entrance to the building has two sets of double wood doors with glass lites at the face of the building. The front entrance to the addition facing Highland Avenue is an aluminum glazed storefront. Wood doors provide secondary and service entrance to the original building. The addition has wood framed modern doors with glass lites at secondary entrances.

There is a small garage building behind the addition with similar finishes, windows and doors, however it also includes two wood panel overhead doors.
<table>
<thead>
<tr>
<th>Basement door</th>
<th>Failed/dropped header at basement door</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rotted window and window trim</td>
<td>Façade adjacent to auditorium entrance</td>
</tr>
<tr>
<td>Failed paint and potential rotted siding</td>
<td>Rotted trim and siding and failed paint</td>
</tr>
</tbody>
</table>
Rotted siding and failed paint  Chimney and adjacent siding

Open mortar joints at chimney  Rear wall of original building with failing paint and partial siding replacement

Main entrance to offices  Rear wall at mechanical pen
<table>
<thead>
<tr>
<th>Canopy over rear-rot at column base</th>
<th>Rotted trim and siding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rotted trim and siding</td>
<td>Deteriorated siding with indications of water infiltration to sheathing and framing</td>
</tr>
<tr>
<td>Rotted wood trim adjacent to handicap-accessible ramp</td>
<td>Ceiling and wall condition at to handicap-accessible ramp</td>
</tr>
</tbody>
</table>
**CONDITION**

The estimate of the façade condition is based on representative observed areas of the exterior walls and the age of the improvements. These do 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. The condition of the facades’ 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. Those portions of the façades that were observed appear to be in fair to poor condition overall.

The historic original Town Hall building has extensive areas of peeling paint, rotted wood trim and window frames including the mullions and muttons. Due to the requirements of the historic status of the building, replacement of the windows and wholesale replacement of the siding and trim will not likely be possible. Based on observed conditions repairs and restoration of the windows siding and trim are recommended.

The 1987 addition has similar conditions to the original building. Areas of siding are peeling, rotting or warped. Trim at windows, doors and column enclosures is rotting and the paint has failed. The pointed trim, walls and ceiling at the ramp in the southwest corner is rotting and has extensive mold on the surfaces.

The 1987 addition windows appear to be in good to fair condition with exposed wood that is exhibiting small areas of rot noted. Based on observed conditions, Immediate Repairs are recommended for replacement/repairs for the damaged siding, trim and windows.

The garage siding, windows and trim is in poor condition and repairs and partial replacement is required. Based on observed conditions, Immediate Repairs are recommended for replacement/repairs for the damaged siding, trim and windows.

An allowance is provided for replacement of portions of the sheathing and exterior wall framing at each building due to water infiltration and rot. The entire building will need to be painted after repairs and restoration are complete, and repairs are recommended accordingly.

The brick chimney located at the rear of the north elevation is in fair condition with areas of deteriorated mortar joints and indications of separation of the chimney from the building framing noted. Based on
observed conditions, Immediate Repairs are recommended for repointing, repainting and attachment of the chimney to the building structure.

The exterior doors are in good to fair condition with deterioration noted at the basement door on the south side of the original building, and the rear door to the stage on the north side and the rear door to the Town Hall offices. Based on observed conditions, Immediate Repairs and replacement are recommended.

The sealants at all of the windows and doors are in fair condition with deterioration noted. Based on observed conditions, sealant renewal is recommended as a repair item.

**RECOMMENDATIONS**

Please see Table 1 for the recommended Short Term Repairs listed below:

- Repairs and restoration of windows siding and trim at the original building
- Partial replacement of siding and trim at the addition
- Repairs to siding, window replacement and partial replacement of siding at garage
- Painting building exterior
- Pointing, painting and structural support of brick chimney
- Replace and repair doors (basement, rear stage door, rear office door)
- Sealant renewal at windows and doors

### 3.4 ROOFING

**DESCRIPTION**

During the site survey, representative areas of the roofs were observed. Pitched roofs were visually assessed and are not walked on due to safety concerns. *EBI* was not provided with roof design or installation details, and was not provided with warranty information. Reportedly, no warranty is in place on the Subject Property roof.

The Subject Property has a multi-section hipped roof with window dormer sections with standard-grade three-tab asphalt shingles. The roof is flashed with metal flashing. The roof has few accessories that include typical plumbing vents, step flashing at the chimney and a vent over the original building that provided ventilation to the auditorium at some point in the past. Drainage is provided by gutters and downspouts.
Roof with moss and loss of mineral coat

Roof view

Roof with moss and loss of mineral coat

Roof with moss and loss of mineral coat

Gutters and downspouts

Skylight damaged by ice dams


**CONDITION**

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.

The roof appears to be in fair to poor condition. Roofs of this type typically have an average effective useful life of approximately 20-25 years, depending on the property's location, material type and quality, quality of installation, roof maintenance and exposure, amount of roof traffic, and regional climatic conditions. Based on its reported age, current condition, and expected useful life, the roof is expected to reach its life expectancy within the next year. Roof leaks have occurred at the roof edges and at the skylights reportedly due to ice dams. Based on observed and reported conditions, repairs are recommended for roof replacement.

**RECOMMENDATIONS**

Please see Table 1 for the recommended Repairs and Replacement Costs listed below:

- **Complete roof rip and replacement**

**3.5 BASEMENTS/ATTICS**

**DESCRIPTION**

The Subject Properly has full basement areas under the building. Most or all of the basement areas are occupied or utilized for storage or utility space and are addressed under other areas of this report.

The Subject Property has no attics.

**CONDITION**

Not applicable.

**RECOMMENDATIONS**

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

- **None**

**3.6 HANDICAPPED 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 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.

If you have additional questions concerning the ADA and the ADAAG, calls can be made to the United States Department of Justice (USDOJ) ADA Hotline at (800) 514-0301 followed by touching “7” on the touch tone keypad. Additionally, information is available online at the USDOJ ADA website at http://www.usdoj.gov/crt/ada/adastd94.pdf or http://www.access-board.gov/adaag/html/adaag.htm.

Water fountain
ADAG Compliant water closet
No pipe protection at sinks

Second floor hallway over auditorium with pinch points at truss members

Employee restrooms – not accessible

Employee restrooms – not accessible
CONDITION
A visual review of the property, in conformance with EBI’s Modified Accessibility Compliance Checklist and Costs, concluded that the Subject Property is not in general conformance with the ADAAG.

- There is no accessible route to access the accessible restrooms from the second floor offices
- There is no accessible route to access the auditorium if the Town Hall offices are closed

Renovations to the property will be required to address accessibility issues. Information is presented in EBI’s Modified Accessibility Compliance Checklist and Costs below.

RECOMMENDATIONS
Please see Table 1 for the recommended Repairs and Renovations listed below:

- Complete ADA compliance upgrades
## MODIFIED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

<table>
<thead>
<tr>
<th>Building History</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yes</strong></td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
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<td>3</td>
</tr>
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<td>5</td>
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<table>
<thead>
<tr>
<th>Parking</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yes</strong></td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td>6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ramps</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yes</strong></td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>4</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Entrances and Exits</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yes</strong></td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>4</td>
</tr>
<tr>
<td>5</td>
</tr>
<tr>
<td>6</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Paths of Travel</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yes</strong></td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>4</td>
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<tr>
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</tr>
<tr>
<td>6</td>
</tr>
<tr>
<td>7</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Elevators</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Yes</strong></td>
</tr>
<tr>
<td>1</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>3</td>
</tr>
<tr>
<td>4</td>
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<tr>
<td>5</td>
</tr>
<tr>
<td>6</td>
</tr>
<tr>
<td>7</td>
</tr>
</tbody>
</table>
MODIFIED ACCESSIBILITY COMPLIANCE CHECKLIST AND COSTS

Cohasset Town Hall
41 Highland Avenue
Cohasset, Massachusetts
EBI Project 01518000340

<table>
<thead>
<tr>
<th>Compliance Checklist</th>
<th>Recommended Actions and Estimated Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 Elevator controls appear to be low enough to be reached from a wheelchair (48 inches front approach/36 inches side approach)?</td>
<td>✓</td>
</tr>
<tr>
<td>9 Elevator control buttons appear to be designated by both tactile and by raised standard alphabet characters (mounted to the left of the button)?</td>
<td>✓</td>
</tr>
<tr>
<td>10 If a two-way emergency communication system is provided within the elevator cab, does it appear to be audible without voice communication?</td>
<td>✓</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Bathrooms</th>
<th>Yes</th>
<th>No</th>
<th>Not Applicable</th>
<th>Comments/Disposition</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Units</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Common area public restroom appear to be located on an accessible route?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Not in original building. Restroom costs included in interiors section</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2 Do pull handles appear to be push/pull or lever type?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Provide push/pull plates or lever handles.</td>
<td>4</td>
<td>$75</td>
<td>each</td>
<td>$300</td>
</tr>
<tr>
<td>3 Do there appear to be audible and visual fire alarm devices in the toilet rooms?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Provide audible and visual fire alarm devices in toilet rooms</td>
<td>2</td>
<td>$75</td>
<td>each</td>
<td>$150</td>
</tr>
<tr>
<td>4 Do corridor access doors appear to be wheelchair-accessible (at least 32 inches wide)?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Not in original building. Restroom costs included in interiors section</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5 Do public restrooms appear large enough to accommodate a wheelchair (assumed 46&quot; turning diameter)?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Not in original building. Restroom costs included in interiors section</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 In unisex toilet rooms, does there appear to be safety rails with pull cords?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7 Do the stall doors appear to be wheelchair accessible (at least 32&quot; wide)?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Not in original building. Restroom costs included in interiors section</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8 Do grab bars appear to be provided in toilet stalls?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Not in original building. Restroom costs included in interiors section</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9 Do the sinks appear to be provided with clearance for a wheelchair to roll under (25&quot; clearance)?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Not in original building. Restroom costs included in interiors section</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10 Do sink handles appear to be operable with one hand without grasping, pushing or twisting?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Not in original building. Restroom costs included in interiors section</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11 Do exposed pipes under sink appear to be sufficiently insulated against condensation?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Provide pipes beneath sinks with insulation.</td>
<td>4</td>
<td>$150</td>
<td>per sink</td>
<td>$600</td>
</tr>
<tr>
<td>12 Do soap dispensers, towel dispensers and other accessories appear to be reachable (48&quot; from floor for frontal approach, 48&quot; for side approach)?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Relocate bathroom accessories to appropriate mounting heights for accessibility.</td>
<td>8</td>
<td>$120</td>
<td>per accessory</td>
<td>$960</td>
</tr>
<tr>
<td>13 Does the base of an mirror appear to be mounted no more than 48&quot; from the floor?</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>Provide ideal mirror for wheelchair use, or remount flat mirror at accessible height.</td>
<td>4</td>
<td>$50</td>
<td>per mirror</td>
<td>$200</td>
</tr>
</tbody>
</table>

Total Estimated Cost of Accessibility Compliance Recommendations: $57,010
### 3.7 INTERIOR FINISHES & COMPONENTS

**DESCRIPTION**
The interior areas into which entry was made possible by the site contact vary considerably but most are finished with dated, average quality materials consistent with similar property use types. The finishes generally consist of the materials listed in the table below.

<table>
<thead>
<tr>
<th>AREA OR ROOM</th>
<th>FLOOR</th>
<th>WALLS</th>
<th>CEILING</th>
<th>SPECIAL FEATURES APPLIANCES OR EQUIPMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Hall Offices Vestibule/Lobby</td>
<td>Tile</td>
<td>Painted GWB</td>
<td>Painted GWB</td>
<td>None</td>
</tr>
<tr>
<td>Town Hall Offices</td>
<td>Carpet</td>
<td>Painted Plaster/GWB</td>
<td>Painted plaster</td>
<td>Detailed trim at original building</td>
</tr>
<tr>
<td>Town Hall Meeting rooms</td>
<td>Carpet</td>
<td>Painted Plaster/GWB</td>
<td>Painted plaster</td>
<td>None</td>
</tr>
<tr>
<td>Kitchenette/Break Room</td>
<td>Ceramic or VCT</td>
<td>Painted Plaster</td>
<td>Painted Plaster</td>
<td>Sink, refrigerator</td>
</tr>
<tr>
<td>Bathrooms</td>
<td>Ceramic</td>
<td>Painted plaster/GWB</td>
<td>Painted plaster/GWB</td>
<td>None</td>
</tr>
<tr>
<td>Auditorium</td>
<td>Hardwood</td>
<td>Painted plaster</td>
<td>Painted plaster/GWB</td>
<td>None</td>
</tr>
<tr>
<td>Stage</td>
<td>Hardwood/plywood</td>
<td>Painted plaster</td>
<td>Open</td>
<td>Lighting/rigging</td>
</tr>
<tr>
<td>Common Corridors</td>
<td>Carpet</td>
<td>Painted plaster</td>
<td>Painted plaster</td>
<td>Oak chair rail</td>
</tr>
<tr>
<td>Stairs</td>
<td>Rubber flooring on wood treads</td>
<td>Painted plaster</td>
<td>Painted plaster</td>
<td>Oak railings and handrails</td>
</tr>
</tbody>
</table>

The Subject Property 1987 addition has interior common areas consisting of a vestibule on the entrance level to the Town Offices that provides access into the lobby and stairs up to the upper floor offices and down to the basement. Each floor in the addition has a hallway that runs adjacent to the stairwell and provides access to the elevator. The elevator is located in the addition and stops at the basement, first floor, second floor and second floor level of the original building that is six to eight steps above the second floor of the addition.

The remainder of the addition building is fitted with standard office spaces, with service desks as appropriate to the use, and a break room/kitchenette and bathrooms. The basement has multiple storage rooms including a secure storage room. Secure storage is provided in multiple locations.

The original Town Hall has the auditorium, stage and auditorium lobby located on the first floor and offices on the second floor. Office staff must use stairs to access the small, non-accessible restrooms over the lobby. The basement includes a long dis-used jail, set storage, mechanical space and obsolete dressing rooms. Bathrooms adjacent to the dressing rooms have been decommissioned and are used for storage.

Multiple studies have been commissioned to evaluate the adequacy of the office space and associated meeting spaces. The programming of the original and addition buildings indicates that there is insufficient space available, the space is poorly configured in terms of blocking and stacking and does not
provide all of the needed functions of a typical Town Hall building. Space planning, reconfiguration and re-use of the space is beyond the scope of this report. Therefore, recommendations are not made.

<table>
<thead>
<tr>
<th>Lobby floor</th>
<th>First floor hallway</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secure storage in basement</td>
<td>Cell in basement</td>
</tr>
</tbody>
</table>
Dressing room

Auditorium looking toward rear

Dressing room bathrooms

Auditorium looking toward stage

Stairs at auditorium lobby to second floor

Conference room over auditorium lobby
The lobby, stairwells and common area hallways are in fair condition with some irregular surface plaster walls and ceilings and general wear and tear of the carpet. Based on observed conditions, Immediate Repairs are recommended for a rehabilitation of the common areas hallways including new carpet and painting.

The office area finishes were noted to be worn and dated. Based on observed conditions, Immediate Repairs are recommended for rehabilitation of the offices including carpet and painting. This includes the kitchenette.

The existing bathrooms are in fair to poor condition. A cursory review of the number of fixtures provided indicates that the quantity of fixtures meets code for the office use of the building, however when the auditorium is in use and the offices are closed, no access is available to the accessible bathrooms. Furthermore, the bathrooms provided in the upper floor of the original building are not accessible and are in poor condition. The bathrooms associated with the dressing rooms are decommissioned and water and
sewer connections have been terminated. New restrooms are required for the public in the auditorium space and for the theater adjacent to the dressing rooms. Based on observed conditions, Immediate Repairs are recommended for renovations and rehabilitation for adding restrooms and rehabilitating the dressing rooms and dressing room bathrooms.

RECOMMENDATIONS
Please see Table 1 for the recommended Repairs, Rehabilitation and Renovations listed below:

- Common area rehabilitation
- Office renovation and rehabilitation allowance
- Allowance for renovation to add bathrooms
- Rehabilitation of bathrooms and dressing rooms

3.8 SUSPECT MOLD AND MOISTURE

Interior areas of the Subject Property buildings to which access was provided, and in which building elements were readily observable, were reviewed for the presence of moisture and visible or olfactory evidence of microbial development (suspect mold). No observations were conducted within concealed locations (construction elements behind wall and ceiling finishes, and other building components, etc.). No sampling or testing was performed to confirm the presence of invisible airborne microbial elements. In addition to EBI’s observation efforts, property personnel did not indicate the presence of moisture or suspect mold during the survey. Representative Subject Property observations and interviews revealed no obvious visual or olfactory indications of the presence of active moisture that has led to suspect mold activity. No recommendations concerning moisture or mold are made at this time.

RECOMMENDATIONS
Please see Table 1 for the recommended Immediate Repairs listed below:

- None
4.0 BUILDING SYSTEMS

4.1 BUILDING PLUMBING

DESCRIPTION
During the site survey, the Subject Property Plumbing systems and components were observed by representatives of EBI as part of a separate Mechanical assessment. A separate MEPSE II Report was completed by EBI that recommended Immediate Repairs. Please see that report in Appendix E of this Report, for a full description.

The basement has a 40 gallon domestic hot water heater that provides domestic hot water to the restrooms of both buildings. The historical building has one men’s below the stage area with two urinals, one water closet and one sink. The men’s restroom appears to be not used and is used for extra storage. The second floor has one men’s and one women’s restroom in the historical building. These restrooms are not up to current code. The men’s restroom has one urinal, one water closet and one sink. The women’s restroom has two water closets and one sink. The bathroom finishes and fixtures observed appeared to be in good condition and in working order. The sinks are pedestal mounted and the fixtures are manual. The observed supply piping is galvanized pipe and the waste lines are cast iron.

The domestic hot and domestic cold loops consist of copper piping of varying size and thickness. The copper piping at the historical building appear to be from the 1927 renovation. Chilled water piping is reportedly Schedule 40 steel with a protective coating at exterior locations. The chilled water piping is from the 1987 addition building. Fire sprinkler risers and piping are Schedule 40 steel. The fire sprinkler piping is from the 1987 addition building. The sanitary sewer lines are cast iron. The cast iron piping in the historical building appears to be from the 1927 renovation or possibly from the 1957 construction.

CONDITION
Please refer to the detailed observations and recommendations found in the separate MEPSE II Report in the Appendix E of this Report, as prepared by EBI. The following recommendations are from that Report.

RECOMMENDATIONS
Please see Table 1 for the recommended Immediate Repairs listed below.
- Restroom renovations & improvements
- Sanitary sewer piping replacement
- Domestic hot and cold water piping replacement

4.2 HVAC

DESCRIPTION
During the site survey, the Subject Property HVAC systems and components were observed by representatives of. A separate MEPSE II Report was completed by EBI that recommended Immediate Repairs. Please see that report in Appendix E of this Report, for a full description.

1857 Historical Building
The basement has two heating hot water boilers that provide heating hot water to both buildings with each hot water boiler having its own recirculating pump. The historical building does not have any central cooling systems. The first floor auditorium and second floor office areas have perimeter heating from radiant fin tube units have supply and return hydronic piping. The stage area has two ventilation ducts with hydronic heating coils. The second floor offices utilize window air conditioning units, one per office.

1987 Addition Building
The building is heating and cooled by several fan coil units (FCUs) that serve the corridor areas. The first and second floor offices are heated and cooled by perimeter squirrel cage blower coil units. The blower coil units have supply and return hydronic piping. The hydronic piping uses both hot and cold water service. The chilled water is supplied from a pad mounted air cooled chiller paired with chilled water pumps. Some of the office spaces have ceiling fans.

Chilled water is provided to the subject property via a 20 ton Trane air cooled chiller and chilled water pumps.

Heating hot water is provided by two Buderus Logano G334 water boilers. There is a recirculating pump for each boiler that provides the hot water throughout the subject property.

**Condition**
Please refer to the detailed observations and recommendations found in the separate MEPSE II Report in the Appendix E of this Report, as prepared by EBI. The following recommendations are from that Report.

**Recommendations**
Please see Table 1 for the recommended Immediate Repairs listed below.

- Complete cooling system overhaul
- Complete heating system overhaul

**4.3 Building Electrical**

**Description**
During the site survey, the Subject Property Electrical systems and components were observed by representatives of EBI as part of a separate Mechanical assessment. A separate MEPSE II Report was completed by EBI which recommended certain items as Immediate Repairs Short Term Repairs and Replacement Reserves. Please see that report in Appendix E for a full description.

The incoming electrical service comes from a 150 KVA transformer feeding the basement electrical room area serving the main distribution panels, feeding secondary runs to circuit breaker and secondary distribution panels. The electrical meter is for both buildings and is located on the back historical building.

**Condition**
Please refer to the detailed observations and recommendations found in the separate MEP/FP Report in the Appendix E of this Report, as prepared by EBI. The following recommendations were taken from that Report.
RECOMMENDATIONS
Please see Table 1 for the recommended Immediate Repairs listed below.

- Main electrical service replacement
- Distribution panels replacement
- Conduit and wire replacement
- Outlet replacement

4.4 BUILDING & SITE FIRE & LIFE SAFETY

DESCRIPTION
During the site survey, the Subject Property Fire Protection and Life Safety systems and components were observed by representatives of EBI as part of a separate Mechanical assessment. A separate MEPSE II Report was completed by EBI which recommended certain items as Immediate Repairs Short Term Repairs and Replacement Reserves. Please see that report in Appendix E for a full description.

There is no fire sprinkler or suppression systems in the historical building. Observed fire and life safety systems serving the addition building includes an Edwards System technologies multiple-zone fire alarm control panel, an auto-dialer (reportedly tying the system to a 24-hour monitoring service), hardwired smoke detectors with battery back-up, pull stations, illuminated exit lights with battery back-up, emergency battery lighting units, horn/light enunciators, fire extinguishers, a wet fire sprinkler system, wet stand pipes, and fire department hose connections are provided throughout addition property.

CONDITION
Please refer to the detailed observations and recommendations found in the separate MEPSE II Report in the Appendix E of this Report, as prepared by EBI. The following recommendations were taken from that Report.

RECOMMENDATIONS
Please see Table 1 for the recommended Immediate Repairs listed below:

- New fire sprinkler system in historical building
- Update fire sprinkler system in addition building

4.5 ELEVATORS

DESCRIPTION
The Subject Property has one, 2,000-pound capacity, Schindler hydraulic elevator. The hydraulic oil storage tank is located on the basement level in a rated room. The elevator cab is finished with VCT tile laminate-paneled walls.
The elevator was reported, and appears, to be in good to fair condition. The elevator is covered under an annual maintenance and service agreement that includes inspections, repairs, and limited parts replacement. The inspection certificate was posted and is current until September 30, 2018. The elevator is 31 years old and reportedly has not been modernized. Based on the average effective useful life of the elevator cabs, controllers, and machinery, an elevator modernization is recommended. The owner intends to install a second elevator at the front section of auditorium.

**RECOMMENDATIONS**
Please see Table 1 for the recommended Immediate Repairs listed below:

- Elevator modernization program
- Install new elevator
5.0 CODE VIOLATIONS

5.1 BUILDING & PLANNING DEPARTMENT

DESCRIPTION
The municipal Building and Planning Departments were consulted for open material violations, and to obtain, readily available, reasonably ascertainable and publicly viewable documents regarding the Subject Property.

CONCLUSION
No violations were reported.

RECOMMENDED ACTION ITEMS
Please see Table 1 for the recommended Action Items listed below:
- None

5.2 FIRE DEPARTMENT

DESCRIPTION
The local fire department was not consulted for open material violations for this report.

CONCLUSION
Not applicable

RECOMMENDED ACTION ITEMS
Please see Table 1 for the recommended Action Items listed below:
- None
6.0 REFERENCES

6.1 REFERENCES CONTACTED

DESCRIPTION
A number of sources were contacted during the preparation of this Report. The following individuals were interviewed, and state, county or local municipal departments consulted. Documentation applicable to the Subject Property in those departments was requested and reviewed when and where available and/or reasonably ascertainable. Individuals listed without phone numbers were contacted in person or by e-mail.

<table>
<thead>
<tr>
<th>RESOURCE</th>
<th>CONTACT</th>
<th>INFORMATION PROVIDED</th>
<th>PHONE OR WEB</th>
<th>DATE</th>
</tr>
</thead>
</table>
7.0 REPAIRS AND REPLACEMENT COSTS

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 equity 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.

7.1 IMMEDIATE REPAIRS - TABLE 1

Each of the 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.
<table>
<thead>
<tr>
<th>Property of</th>
<th>Number of</th>
<th>Description</th>
<th>Number of</th>
<th>Date of</th>
<th>Number of</th>
<th>Description</th>
<th>Number of</th>
<th>Date of</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>Study</td>
<td>1</td>
<td>8/21/18</td>
<td>1</td>
<td>Study</td>
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**Table 1:** Immediate & Short-Term Repairs

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<tr>
<td>Mechanical</td>
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**Note:** This table outlines the immediate and short-term repairs required for the property, including areas such as office, ADA, security, HVAC, plumbing, and mechanical systems. The repairs are categorized by area and include specific descriptions for each item.
<table>
<thead>
<tr>
<th>TABLE 1 - REPAIRS &amp; RENOVATIONS</th>
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<tbody>
<tr>
<td><strong>Area</strong></td>
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<td><strong>Lawn &amp; Landscape</strong></td>
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**Property and Loan Information**

- **Number of Floors**: 1-3
- **Square Footage**: 1,500
- **Square Feet of Building**: 5,000
- **Square Feet of Building**: 15,000
- **Square Feet of Building**: 25,000
- **Square Feet of Building**: 35,000
- **Square Feet of Building**: 45,000
- **Square Feet of Building**: 55,000
- **Square Feet of Building**: 65,000
- **Square Feet of Building**: 75,000
- **Square Feet of Building**: 85,000
- **Square Feet of Building**: 95,000

**EBI Consulting**

161 Massachusetts Avenue
Cambridge, MA 02138

1-800-999-9999

**Table 1**
## TABLE 2 - REPLACEMENT RESERVES

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<tr>
<th>SECTION NUMBER</th>
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<th>SITE CONDITIONS</th>
<th>BUILDING CONDITIONS</th>
<th>INTERIOR FINISHES &amp; COMPONENTS</th>
<th>BUILDING SYSTEMS</th>
<th>ANNUAL RECOMMENDATIONS, UNINFLATED</th>
<th>ANNUAL RECOMMENDATIONS, INFLATED @ 3.00% AFTER YEAR ONE</th>
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### Annuity Factors

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</table>

Notes:

1. 
2. 

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**EBI Consulting**

Table 2
APPENDIX A PHOTOGRAPHS
APPENDIX B - FIGURES, DRAWINGS, AND PLANS
Figure 1: Site Location Map

41 HIGHLAND AVENUE
41 HIGHLAND AVENUE
COHASSET, MA 02025

Legend

★ Project Site
Site Radius at ¼ and ½ mile

Date: 8/3/2018
APPENDIX C - OTHER RELEVANT DOCUMENTS
APPENDIX D - PROFESSIONAL QUALIFICATIONS
SUMMARY OF EXPERIENCE
Mr. Pratt, an Equity Services Program Director in EBI's Burlington, MA office, has more than 29 years of experience in the New England and Mid-Atlantic regions managing a variety of assessment, study and design projects on a wide variety of building types. He has led a number of major assessment and design projects, including commercial office buildings, multi-family housing, educational facilities, retail outlets, federal buildings and various state office buildings in Massachusetts. Mr. Pratt's project management expertise encompasses assessment, planning, budgeting and scheduling, design development, preparing contract documents and specifications, contractor selection and negotiations, and construction services.

RELEVANT PROJECT EXPERIENCE

Prospectus Inc. 170 Washington St. Condition Assessment - Principal-in-Charge
Oversaw a pre-purchase condition assessment of this high-rise apartment tower on the Merrimack River in Haverhill, MA. STV's team of professional architects, structural, mechanical, electrical, and building envelope engineers performed the field review and produced a detailed condition report to give the owners and lender a sense of maintenance and repair costs. A major component of the report was the envelope review, including the roof and the façades. STV conducted a binocular survey of all faces of the building, noting deficiencies, causes, and recommended repairs. The building and systems were found to be in good shape and the purchase proceeded. (4/11 - 6/11)

AEW Capital Management Building Condition Assessments - Principal-in-Charge
Oversaw comprehensive building assessments of two Boston office towers owned by real estate investment firm AEW Capital Management: Two Oliver Street and One Exeter Plaza. Under Mr. Pratt's direction, STV reviewed drawings and reports, interviewed property management and operations personnel, and performed surveys of the architectural, structural, mechanical, plumbing, fire protection, and electrical systems. The investigation resulted in conditions reports with capital improvement plans that detail ways to improve heating, ventilation, and air conditioning units, limestone façades, roofing, windows, passenger elevator controls, and fire protection systems. The reports also highlight parts of the building that are noncompliant with building codes and Americans with Disabilities Act and Massachusetts Architectural Access Board regulations. (9/10 - 11/11)

BHA Façade Surveys - Project Manager
Overseeing the inspections of multiple public senior housing developments for the Boston Housing Authority (BHA) to meet the City of Boston's High-Rise Façade Ordinance. Mr. Pratt’s team of building envelope specialists is completing the work in accordance with city regulations requiring exterior façade inspections every five years for buildings over 70 feet. They are verifying conditions and recommending maintenance procedures and repairs at various high-rise buildings throughout the city, including the Washington Manor and Frederick Douglas apartments in Roxbury, MA, Torre Unidad in the South End, and 125 Amory St. in Jamaica Plain, MA. (8/12 - Present)

MIT Colliers Meredith & Grew Façade Condition Assessment - Project Administrator
Facilitated a façade condition assessment study of 40 buildings in the Massachusetts Institute of Technology (MIT) commercial portfolio in Cambridge, MA. The study was conducted to make sure dangerous conditions on the façades or parapets of the subject buildings did not exist. Field work was
performed in early fall 2008, and a final report was issued in December 2008. Mr. Pratt presented the report, which included photographs, a prioritized list of repairs, and budget cost estimates, to the portfolio managers. The project then transitioned to the design phase, and groups of five to six buildings were slated for construction documents to repair any dangerous or potentially dangerous façade conditions. Mr. Pratt attended meetings with the client to develop the project approach and staff, and coordinated project plans with the campus. He also delivered the final report to the client. More than 20 buildings were repaired. (7/08 - 1/10)

**WHDH Facility Improvements - Principal-in-Charge**

Oversaw the team responsible for reviewing egress requirements and obtaining Boston Fire Department approval of corrective measures that minimized modifications of WHDH’s operations. Additionally, Mr. Pratt assisted WHDH in obtaining the Boston Historic Commission approval to renovate the station’s lobby; assessed the cause of premature roofing failure; supervised reroofing of the congested roof structure; and specified replacement structural steel for corroded cooling tower supports. (7/10 - 12/10)

In addition to the above noted projects, Mr. Pratt has been the principal in charge, project manager, structural engineer and forensic engineer on hundreds of other projects including:

- Retail
- Industrial
- Multi Family Residential
- Warehouse
- Commercial Office Buildings
- Higher Education
- Light Industrial
- Food Service
- Restaurants
- Federal, State and Municipal
- Health Care
- Transportation

**EDUCATION**

Bachelor of Science, Structural Engineering; Merrimack College (1983)

**PROFESSIONAL AFFILIATIONS**

LEED Accredited Professional (AP)
International Code Council (ICC)

**PROFESSIONAL REGISTRATIONS**

Professional Structural Engineer:
Summary of Experience
Mr. Munoz is a Senior Program Manager with over 20 years of experience specializing in facility investigations, property condition site assessments, construction management and monitoring. In addition, he has experience in quality assurance of the installation of foundation, structural, and roofing systems, as well as performing investigations and preparation of forensic engineering reports for investigation and remediation.

Relevant Project Experience
Project Conditions Assessment (PCA)
Mr. Munoz has completed numerous assessments and reviews property condition assessments for a wide range of properties such as office, multifamily, industrial, retail, hospitality, malls, and high rise properties in accordance with ASTM standards. Mr. Munoz has conducted these services in the United States as well as the Caribbean, Mexico, and Europe. These assessments are prepared to provide prospective buyers, current owners, and lenders information regarding the current condition of the facility components and the potential economic liability. Within the last four years, Mr. Munoz has completed over 200 reviews of engineering assessments of office, multifamily, industrial, retail, hospitality, malls, and high rise properties, throughout the U.S. in accordance with ASTM standards.

Capital Needs Assessment (CNA)
Mr. Munoz has completed numerous assessments and reviews of engineering assessments of apartment complexes, manufactured housing parks, healthcare facilities, throughout the U.S. in accordance with HUD MAP 223(f), HUD MAP 232/223(f), MAP 202/223(f) as well as the HUD LEAN 232/223(f) protocols. Mr. Munoz has conducted these services throughout the United States. These assessments are prepared to provide prospective buyers, current owners, and lenders information regarding the current condition of the facility components and the potential economic liability. Within the last four years, Mr. Munoz has completed over 400 reviews of engineering assessments of multi-family apartment complexes and healthcare facilities, throughout the U.S. in accordance with HUD MAP 232/223(f) as well as the HUD LEAN 232/223(f) protocols.

Phase One Assessments
Mr. Munoz has completed numerous environmental due diligence reports for property owners and financial institutions for portfolios and individual projects throughout the country. Property types included industrial, retail, multi-family apartment, office buildings and large-scale commercial developments.

Americans with Disabilities Act Assessments
Conducted Americans with Disabilities Act Compliance Surveys for property compliance, and transaction due diligence site assessments. Responsibilities associated with conducting Americans with Disabilities Act Compliance Surveys include evaluating facilities for compliance.

Education
B.S. in Operations Engineering, University of Central Florida, Orlando Florida
Professional Registrations
SBCCI Mechanical Inspector, Certified 1994
SBCCI Building Inspector, Certified 1994
Certified Building Contractor/ CGC2550
SUMMARY OF EXPERIENCE
Mr. Macaulay has several years experience in naval nuclear power plant operations, including health and safety programs, and environmental site assessment experience. Experience includes management of routine power plant operations to completion of extensive engines room and reactor plant overhauls under stringent health and safety procedures. He successfully supervised over 20 personnel in daily preventative maintenance of mechanical, electrical and electronic systems as well as casualty repairs. Successfully managed over 150 maintenance intensive projects from origin to completion.

At EBI, Mr. Macaulay specializes in servicing and managing existing accounts in Real Estate/Financial Services Program.

RELEVANT PROJECT EXPERIENCE
POWER PLANT OPERATION: In a heavy industrial environment trained personnel on all safety requirements and propulsion plant procedures and ensured compliance. Evaluated daily cleanliness, mechanical condition and current maintenance activities of a nuclear power plant. Directed the daily chemical controls of the most complex naval nuclear power plant. Controlled the discharge and containment of radioactive liquid and handling of radioactive materials.

EDUCATION
B.A. Physics, College of the Holy Cross
Graduate of Naval Officer Candidate School
Graduate of Naval Nuclear Power School
Graduate of Naval Nuclear Prototype
Graduate of the Army Chemical, Biological, and Radiological School

PROFESSIONAL AFFILIATIONS
Member of the Retired Officers Association
Member of Veterans Affairs Organization
Member of the Mortgage Bankers Association
APPENDIX E - CONSULTANT REPORTS

MEP/FLS REPORT
September 14, 2018

Mr. Jason Federico
Town of Cohasset Engineering Department
41 Highland Avenue
Cohasset, MA 02025

Subject: MEP/LS Survey & Report, Cohasset Town Hall
41 Highland Avenue, Cohasset, Massachusetts
EBI Project #1318000340

Dear Mr. Federico:

EBI Consulting (EBI) is pleased to present the findings of this MEP FP/LS (Mechanical, Electrical, Plumbing, Fire Protection & Life Safety systems Report (the Report), conducted on behalf of Town of Cohasset Engineering Department (the Client). This investigation was conducted to evaluate the various MEP systems at 41 Highland Avenue in Cohasset, Massachusetts and to determine their current condition, operation, and expected useful life.

The exclusive purpose of this 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 Cohasset Engineering Department, in the effort in evaluating the Property.

Reliance on the Report and the information contained herein shall mean; (i) the Report may be relied upon by Town of Cohasset Engineering Department and her respective successors and assigns in determining whether to make a loan or loans evidenced by a note or notes secured by the property or a pledge of equity interests in the borrower (the “Loan”); (ii) the Report may be relied upon by any potential purchaser, successor or assignee of any of the Loans or an interest therein in determining whether to purchase the Loan from Town of Cohasset Engineering Department or an interest in the Loan or Loans or securities backed or secured by same, and any rating agency rating securities representing an interest in the Loan or backed or secured by the Loan; (iii) the Report may be referred to in and included, in whole or in part, with materials offering for sale the Loan or an interest in the Loan or securities backed or secured by the Loan; (iv) 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.

This Report was performed utilizing methods and procedures consistent with established commercial practices and in conformance with industry standards. In expressing the opinions stated in this report, EBI has exercised best practice and referenced national standards from ASHRAE, NFPA, NEC and local codes. Documentation and data provided by the Client, designated representatives of the Client, interested third parties of the Client, or from the public domain, have been used and referred to in the preparation of this assessment with the understanding that EBI assumes no responsibility or liability for their accuracy. Factual information regarding operations, conditions, and test data provided by the Client or its representatives has been assumed to be correct and complete. The independent conclusions contained in this report represent our best professional judgment based on the provided data and observations gathered on the date of the site visit.

EBI is an independent contractor, not an employee of either the issuer or the borrower, 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,

Mr. Russell Wheeler
Author/Project Engineer

Philip Winterland, P.E. 303.817.0590
Reviewer / Mechanical Engineer
pwinterland@ebiconsulting.com

Rich MacAulay
Managing Consultant
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EXECUTIVE SUMMARY & PROPERTY DESCRIPTION

The Subject Property is located in Cohasset, Massachusetts at 41 Highland Avenue located just off of West Main Street, adjacent to the town Historic Cohasset Common and next door to the Second Congregational Church of Cohasset. The original Town Hall building was constructed in 1857 and has undergone numerous changes including additions and renovations. In 1928, the interior was restructured to move the auditorium from the second floor to the first floor. In 1987, an addition was made to the original building to provide badly needed space. The current structure is approximately 21,000 square feet\(^1\), on a 1.31 acre lot.

Rusty Wheeler of EBI surveyed the property on August 21st, 2018 and was accompanied by, and interviewed, Mark Kelly, Facilities Manager. At the time of the survey, the weather was overcast and approximately 53º Fahrenheit. During the survey, representative areas of the site, common areas, tenant spaces, mechanical spaces, and mechanical equipment and building components were observed. Additional, consultants were contacted to comment on and provide reports concerning the Subject Property.

SUBJECT PROPERTY SUMMARY

The following summary describes and comments on the primary components. Please see the body of the Report for complete survey results for all sections.

PLUMBING SYSTEMS

1857 Historical Building
The basement has a 40 gallon domestic hot water heater that provides domestic hot water to the restrooms of both buildings. The historical building has one men’s below the stage area with two urinals, one water closet and one sink. The men’s restroom appears to be not used and is used for extra storage. The second floor has one men’s and one women’s restroom in the historical building. These restrooms are not up to current code. The men’s restroom has one urinal, one water closet and one sink. The women’s restroom has two water closets and one sink. The bathroom finishes and fixtures observed appeared to be in good condition and in working order. The sinks are pedestal mounted and the fixtures are manual. The observed supply piping is galvanized pipe and the waste lines are cast iron.

1987 Addition Building
There is a janitor’s sink located on the 1st floor. There is one men’s restroom and one women’s restroom located on the first floor and zero restrooms located on the second floor. The bathroom finishes and fixtures observed appeared to be in good condition and in working order. The sinks are wall mounted or surface mount style with solid surface countertops. The fixtures are manual. The plumbing fixtures are vitreous china with stainless steel or chrome plated metal fittings. The observed supply piping is galvanized pipe and the waste lines are cast iron.

Overall Condition Fair to Poor
Nat Gas Water Heaters Fair
Piping Poor

\(^1\) Square footage obtained from the HKT 2014 Town Hall Feasibility Report
**Electrical Systems**

**1857 Historical Building**
The incoming electrical service comes from a 150 KVA transformer feeding the basement electrical room area serving the main distribution panels, feeding secondary runs to circuit breaker and secondary distribution panels. The electrical meter is for both buildings and is located on the back historical building. The electrical equipment was renovated in the 1928 renovation and was manufactured by GE.

**1987 Addition Building**
The incoming electrical service comes from a 150 KVA transformer feeding the basement electrical room serving the main distribution panels, feeding secondary runs to circuit breaker and secondary distribution panels. The electrical equipment is from 1987 when the building addition was constructed and was manufactured by Square D.

*Overall Condition*  
**Good to Poor**

- **Main service feed and Distribution Panels**  
  **Good to Poor**
- **Secondary Circuit Breaker Panels**  
  **Good to Poor**

**Mechanical Systems**

**1857 Historical Building**
The basement has two heating hot water boilers that provide heating hot water to both buildings with each hot water boiler having its own recirculating pump. The historical building does not have any central cooling systems. The first floor auditorium and second floor office areas have perimeter heating from radiant fin tube units having supply and return hydronic piping. The stage area has two ventilation ducts with hydronic heating coils. The second floor offices utilize window air conditioning units, one per office.

**1987 Addition Building**
The building is heating and cooled by several fan coil units (FCUs) that serve the corridor areas. The first and second floor offices are heated and cooled by perimeter squirrel cage blower coil units. The blower coil units have supply and return hydronic piping. The hydronic piping uses both hot and cold water service. The chilled water is supplied from a pad mounted air cooled chiller paired with chilled water pumps. Some of the office spaces have ceiling fans.

*Overall Condition*  
**Fair to Poor**

- **Chillers**  
  **Fair**
- **Boilers**  
  **Fair**
- **Pumps**  
  **Fair to Poor**
- **Perimeter Units**  
  **Fair to Poor**
FIRE / LIFE SAFETY SYSTEMS

1857 Historical Building
There is no fire sprinkler or suppression systems in the historical building.

1987 Addition Building
Observed fire and life safety systems serving the addition property includes an Edwards System technologies multiple-zone fire alarm control panel, an auto-dialer (reportedly tying the system to a 24-hour monitoring service), hardwired smoke detectors with battery back-up, pull stations, illuminated exit lights with battery back-up, emergency battery lighting units, horn/light enunciators, fire extinguishers, a wet fire sprinkler system, wet stand pipes, and fire department hose connections are provided throughout addition property.

Overall Condition Good

SYSTEM RESPONSIBILITY

Maintenance and/or repair and/or replacement of the roof, facades, landscaping, pavement and parking, mechanical systems, interior finishes and plumbing, electrical, HVAC, life safety systems and components at the property is are reportedly the responsibility of the Property tenants.

SUBJECT PROPERTY DESCRIPTION

The Subject Property is comprised of the improvements described above, situated on an irregularly-shaped parcel with an address of 41 Highland Avenue. The Subject Property has approximately 275 feet of frontage Highland Avenue.

Local surface arteries, Interstate, and state highway systems provide access to the property. The Subject Property is located approximately 1.8 miles from State Road 3A.
1.0 PURPOSE & LIMITATIONS

The exclusive purpose of this MEP/LS Survey & Report (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 Cohasset Engineering Department, in its Due Diligence effort in evaluating the Property. Amendments to EBI’s limitations as stated herein that may occur after issuance of the Report are considered to be included in this Report. 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 Cohasset Engineering Department 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 file reviews of reasonably ascertainable standard government record sources, and 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, the municipal information reasonably obtained, 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, owner or agent, or municipal source, or as shown on any documents reviewed or received from the property contact, owner or agent, 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 Cohasset Engineering Department. 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.

Immediate 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.

Short Term 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 Short Term 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 Cohasset Engineering Department 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 Date, 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.
If the municipality in which the Subject Property is located has governing ordinances requiring façade studies, and a copy is not provided to EBI, this is a limiting factor in our assessment and analysis. Prudent property management will have had façade reports completed on their high-rise property, and if a copy of the report is not provided to EBI, this too, is a limiting factor in our assessment and analysis.

The gathering of data and information for this Report was completed in general conformance with ASTM E 2018 – 08 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. 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.

Any additional information that becomes available after our survey and draft submission concerning the Subject Property should be provided to EBI so that our conclusions may be revised and modified if necessary, at additional cost. This Report has been prepared in accordance with our 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 noted 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 little or 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, but may be obsolete or is approaching the end of its expected useful life. The component or system may exhibit Deferred Maintenance, evidence of previous repairs, or workmanship not in compliance with commonly accepted standards. Significant repair or replacement may be recommended 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.
# Executive Summary Table

<table>
<thead>
<tr>
<th>Property Name</th>
<th>Cohasset Town Hall</th>
<th>Property Type</th>
<th>Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>41 Highland Avenue</td>
<td>Property Age</td>
<td>161</td>
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<tr>
<td>City and State</td>
<td>Cohasset, Massachusetts</td>
<td>No. of units or tenants</td>
<td>1</td>
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<tr>
<td>Site Survey Date</td>
<td>August 21, 2018</td>
<td>Square feet</td>
<td>21,477</td>
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<tr>
<td>Report Date</td>
<td>September 15, 2018</td>
<td>Loan Term</td>
<td>10</td>
</tr>
<tr>
<td>EBI Project #</td>
<td>1318000340</td>
<td>Analysis Term</td>
<td>12</td>
</tr>
</tbody>
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| Property Age         | 161                      |
| No. of units or tenants | 1                      |
| Site Survey Date     | August 21, 2018          |
| Report Date          | September 15, 2018       |
| EBI Project #        | 1318000340              |

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<thead>
<tr>
<th>Section</th>
<th>Condition</th>
<th>Action Required</th>
<th>Immediate Repairs</th>
<th>Short Term Repairs</th>
<th>Replacement Reserves</th>
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</thead>
<tbody>
<tr>
<td>MECHANICAL SYSTEMS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.1 Building Plumbing</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>$115,200</td>
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<td>2.2 Building Piping</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>$301,000</td>
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</tr>
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<td>2.3 Building Electrical</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>$875,500</td>
<td></td>
</tr>
<tr>
<td>2.4 Building HVAC</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>$1,366,600</td>
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</tr>
<tr>
<td>2.5 Building &amp; Site Fire/Life Safety</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>$204,012</td>
<td></td>
</tr>
<tr>
<td>OTHER STRUCTURES, AMENITIES, SPECIAL INTEREST ITEMS</td>
<td>None</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
<td>✔ ✔ ✔ ✔</td>
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</tbody>
</table>

<table>
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<tr>
<th></th>
<th>TOTALS:</th>
<th>Immediate Repairs Cost Estimate</th>
<th>Total Deferred Maintenance Cost Estimate, After Multiplier</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>$2,862,312</td>
<td>$2,862,312</td>
<td>$3,577,890</td>
</tr>
</tbody>
</table>

Dollars per sf/yr: $2,862.312
Dollars per unit/yr: $3,577.890
2.0 BUILDING SYSTEMS

2.1 PLUMBING EQUIPMENT

1857 Historical Building
The basement has a 40 gallon domestic hot water heater that provides domestic hot water to the restrooms of both buildings. The historical building has one men’s below the stage area with two urinals, one water closet and one sink. The men’s restroom appears to be not used and is used for extra storage. The second floor has one men’s and one women’s restroom in the historical building. These restrooms are not up to current code. The men’s restroom has one urinal, one water closet and one sink. The women’s restroom has two water closets and one sink. The bathroom finishes and fixtures observed appeared to be in good condition and in working order. The sinks are pedestal mounted and the fixtures are manual. The observed supply piping is galvanized pipe and the waste lines are cast iron.

The restrooms on the second floor of the historical building appear to be from the 1927 renovation and are not up to current code. Of note, restrooms are not provided on the main auditorium level.

Natural gas enters the building on the west side of the historical building and serves the basement. The natural gas meter is located on the west exterior of the historical building behind bushes.

1987 Addition Building
There is a janitor’s sink located on the 1st floor. There is one men’s restroom and one women’s restroom located on the first floor and zero restrooms located on the second floor. The bathroom finishes and fixtures observed appeared to be in good condition and in working order. The sinks are wall mounted or surface mount style with solid surface countertops. The fixtures are manual. The plumbing fixtures are vitreous china with stainless steel or chrome plated metal fittings. The observed supply piping is galvanized pipe and the waste lines are cast iron.

Of note, restrooms are not provided on the second floor and in the basement level.

EBI recorded the following domestic hot water heater data while on site:

<table>
<thead>
<tr>
<th>Equipment ID</th>
<th>Manufacturer</th>
<th>Model Number</th>
<th>Serial Number</th>
<th>Location</th>
<th>Age</th>
<th>Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>DWH</td>
<td>Bradford White</td>
<td>MI403S6FBN</td>
<td>HA14422862</td>
<td>Basement</td>
<td>4 yrs.</td>
<td>Good</td>
</tr>
</tbody>
</table>
Figure 2.1.1 – Domestic Hot Water Heater

Figure 2.1.2 – Natural Gas Meter

Figure 2.1.3 – Water closet in historical building

Figure 2.1.4 – Sink and urinal in historical building

Figure 2.1.5 – Sinks in addition building

Figure 2.1.6 – Water closet in addition building
**Condition**
The domestic hot water heater generally appears to be in good condition. Based on the existing condition and age, replacement reserves are not recommended for the domestic hot water heater at this time.

The backflow preventer appears to be in good condition. No replacement reserves are recommended for the backflow preventer at this time.

**Recommendations**
Please see Table 1 for the Costs listed below.

- Restroom renovations & improvements
2.2 Piping

The domestic hot and domestic cold loops consist of copper piping of varying size and thickness. The copper piping at the historical building appear to be from the 1927 renovation. Chilled water piping is reportedly Schedule 40 steel with a protective coating at exterior locations. The chilled water piping is from the 1987 addition building. Fire sprinkler risers and piping are Schedule 40 steel. The fire sprinkler piping is from the 1987 addition building. The sanitary sewer lines are cast iron. The cast iron piping in the historical building appears to be from the 1927 renovation or possibly from the 1957 construction.

A main gas meter and 2” service is located on the south side of the property on Walnut Street. Welded and threaded black iron pipe is used for gas piping throughout the property.
**Condition**

All of the observed piping systems at the property appear to be in fair to poor condition. The domestic hot and cold water piping in the historical building is 91 years old. The domestic water piping is past its expected useful life. The domestic hot and cold piping is recommended for replacement costs.

The sanitary sewer piping appears to be in fair to poor condition. The sanitary sewer piping in the historical building is 91 years old or older. The sanitary sewer piping is past its expected useful life. The sanitary sewer piping is recommended for replacement costs.

The chilled water piping appears to be in good to fair condition. The CHW piping is 31 years old. The CHW piping is approximately halfway through its expected useful life. The CHW piping is not recommended for replacements costs at this time.

**Recommendations**

Please see Table 1 for the Costs listed below.

- **Sanitary sewer piping**
- **Domestic hot and cold water piping**
### 2.3 Electrical Systems

**1857 Historical Building**
The incoming electrical service comes from a 150 KVA transformer feeding the basement electrical room area serving the main distribution panels, feeding secondary runs to circuit breaker and secondary distribution panels. The electrical meter is for both buildings and is located on the back historical building. The electrical equipment was renovated in the 1928 renovation and was manufactured by GE.

The historical building power does not meet its current needs. It is reported that circuit breaker and fuses are consistently blown when most or all office equipment is being used at the same time.

**1987 Addition Building**
The incoming electrical service comes from a 150 KVA transformer feeding the basement electrical room serving the main distribution panels, feeding secondary runs to circuit breaker and secondary distribution panels. The electrical equipment is from 1987 when the building addition was constructed and was manufactured by Square D.

The Subject Property reportedly has branch copper wiring and standard electrical devices, switches, and fixtures consistent with the Subject Property use type.

The building is improved with GFCI’s that were observed in the bathroom and kitchen areas of the Subject Property.

There is no backup or emergency generator at the subject property.

---

**Figure 2.3.1 – 150 kVA transformer**

**Figure 2.3.2 – Historical bldg. electrical equipment**
**Condition**

The electrical components at the historical building generally appear to be in poor condition. At the historical building the electrical components are from the 1927 renovation and are past its expected useful life. Given the currently electrical demand at the historical building, new electrical service, design, and equipment are recommended for replacement costs at this time.

The electrical components at the addition building generally appear to be in good condition. The electrical components are approximately half way through their expected useful life. However, based on possible addition building renovation or reconstruction, replacement costs are recommended at this time.

**Recommendations**

Please see Table 1 for Costs listed below.

- Main electrical service replacement
- Distribution panels replacement
- Conduit and wire replacement
- Outlet replacement
2.4 **Mechanical Equipment**

**1857 Historical Building**
The basement has two heating hot water boilers that provide heating hot water to both buildings with each hot water boiler having its own recirculating pump. The historical building does not have any central cooling systems. The first floor auditorium and second floor office areas have perimeter heating from radiant fin tube units have supply and return hydronic piping. The stage area has two ventilation ducts with hydronic heating coils. The second floor offices utilize window air conditioning units, one per office.

**1987 Addition Building**
The building is heating and cooled by several fan coil units (FCUs) that serve the corridor areas. The first and second floor offices are heated and cooled by perimeter squirrel cage blower coil units. The blower coil units have supply and return hydronic piping. The hydronic piping uses both hot and cold water service. The chilled water is supplied from a pad mounted air cooled chiller paired with chilled water pumps. Some of the office spaces have ceiling fans.

Chilled water is provided to the subject property via a 20 ton Trane air cooled chiller and chilled water pumps.

Heating hot water is provided by two Buderus Logano G334 hot water boilers. There is a recirculating pump for each boiler that provides the hot water throughout the subject property.

The Subject Property is heated and cooled by the following approximate count and size of units:

<table>
<thead>
<tr>
<th>Equipment ID</th>
<th>Location</th>
<th>Unit Capacity</th>
<th>Model #</th>
<th>Serial #</th>
<th>Age</th>
</tr>
</thead>
<tbody>
<tr>
<td>B-1 &amp; B-1</td>
<td>Basement</td>
<td>249 MBTU/HR</td>
<td>G334X-73</td>
<td>08249820-00-3084-0032</td>
<td>20+ yrs.</td>
</tr>
<tr>
<td>CH-1</td>
<td>Exterior</td>
<td>20-ton</td>
<td>CGACC20</td>
<td>J88C80851</td>
<td>30 yrs.</td>
</tr>
<tr>
<td>Figure 2.4.1 – Air cooled chiller</td>
<td>Figure 2.4.2 – Hot water boiler</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------------------------------</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Figure 2.4.3 – Typical window A/C unit</td>
<td>Figure 2.4.4 – Typical radiant hot water heater</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Condition**

The historical building of the subject property has no cooling except for window A/C units in the office spaces on the second floor. This building needs to have a complete cooling system installed to provide comfort to the workers on the second floor and to the auditorium space on the first floor. It is recommended that a cooling system be installed in the historical building of the subject property.

The addition building of the subject property, the air cooled chiller is 30 years old and in poor condition. The expected useful life of this type of equipment is approximately 20-25 years depending on maintenance. It is recommended that this unit be replaced as part of a complete overhaul of the cooling system and be integrated into the historical building to provide cooling for the subject property.

The subject property's heating water boilers are over 20 plus years old and generally appears to be in fair to poor overall condition. Based on their average effective useful life, current condition and reported maintenance program, reserves are recommended for the replacement of the heating hot water boilers as part of a complete overhaul of the subject property's heating systems.

The subject property's water pumps (heating hot water and chilled water) are over 20 plus years old and generally appear to be in fair to poor overall condition. Based on their average effective useful life, current condition and reported maintenance program, replacement reserves for the mechanical system pumps are recommended as part of a complete overhaul of the heating and cooling systems.

**Recommendations**

Please see Table 1 for the recommended Costs listed below.

- Complete cooling system overhaul
- Complete heating system overhaul
2.5 BUILDING & SITE FIRE & LIFE SAFETY

DESCRIPTION

1857 Historical Building
There is no fire sprinkler or suppression systems in the historical building.

1987 Addition Building
Observed fire and life safety systems serving the addition property includes an Edwards System technologies multiple-zone fire alarm control panel, an auto-dialer (reportedly tying the system to a 24-hour monitoring service), hardwired smoke detectors with battery back-up, pull stations, illuminated exit lights with battery back-up, emergency battery lighting units, horn/light enunciators, fire extinguishers, a wet fire sprinkler system, wet stand pipes, and fire department hose connections are provided throughout addition property.

Figure 2.5.1 – Fire sprinkler riser in addition building
Figure 2.5.2 – Typical exit sign
**Condition**

The historical building of the subject property does not have any fire suppression systems or centralized fire alarm systems currently installed. It is recommended that this part of the subject property be provided with a new fire suppression system that integrates into the addition building of the subject property.

It is unknown when the last inspection of the fire sprinkler system was conducted in the addition building of the subject property. It is recommended that an inspection be conducted as part of the fire sprinkler overhaul of the subject property.

**Recommendations**

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

- **New fire sprinkler system in historical building**
- **Update fire sprinkler system in addition building**
3.0 IMMEDIATE REPAIRS

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 equity 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.

3.1 IMMEDIATE REPAIRS - TABLE 1

Each of the Immediate 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. Immediate 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.
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**Table 2: Immediate & Short Term Repairs**

| Table 2: Immediate & Short Term Repairs |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|   | Description | FY | Date of Completion | 건물 | 평면적 | 건축보수 | 전기설비 | 수도설비 | 안전설비 | 담상료 | 토목설비 | 공사비 | 기타 | 총비용 |
|   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |

**Table 3: Long Term Repairs**

| Table 3: Long Term Repairs |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
|   | Description | FY | Date of Completion | 건물 | 평면적 | 건축보수 | 전기설비 | 수도설비 | 안전설비 | 담상료 | 토목설비 | 공사비 | 기타 | 총비용 |
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## TABLE 2 - REPLACEMENT RESERVES

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**SITE CONDITIONS**

- Topo. None
- Pvm't/Pkg None
- Amenities None
- Utilities None

**BUILDING CONDITIONS**

- Substr. None
- Superstr. None
- Facades None
- Roof None
- Bsmt/Attic None
- ADA None

**INTERIOR FINISHES & COMPONENTS**

- Interior F & C None
- Interior F & C None
- Interior F & C None
- Mold None

**BUILDING SYSTEMS**

- Plumbing None
- HVAC None
- Electric None
- Fire/Safety None
- Elevators None

**ANNUAL RECOMMENDATIONS, UNINFLATED**

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**ANNUAL RECOMMENDATIONS, INFLATED at 3.00% AFTER YEAR ONE**

- Net Present Value of Recommended Total Annual Reserves
- Present Value of Recommended Total Annual Reserves Per SF Per Year
- Inflated Value of Recommended Total Annual Reserves Per SF Per Year

**Notes:**

1. 
2. 

EBI Consulting