

CHFA Capital Needs Assessment and Replacement Reserve Analysis

Prepared for:

Connecticut Housing Finance Authority
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Rocky Hill, CT 06067

and

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Rocky Hill Seniors

CHFA #85157D

Rocky Hill Housing Authority
Rocky Hill, CT

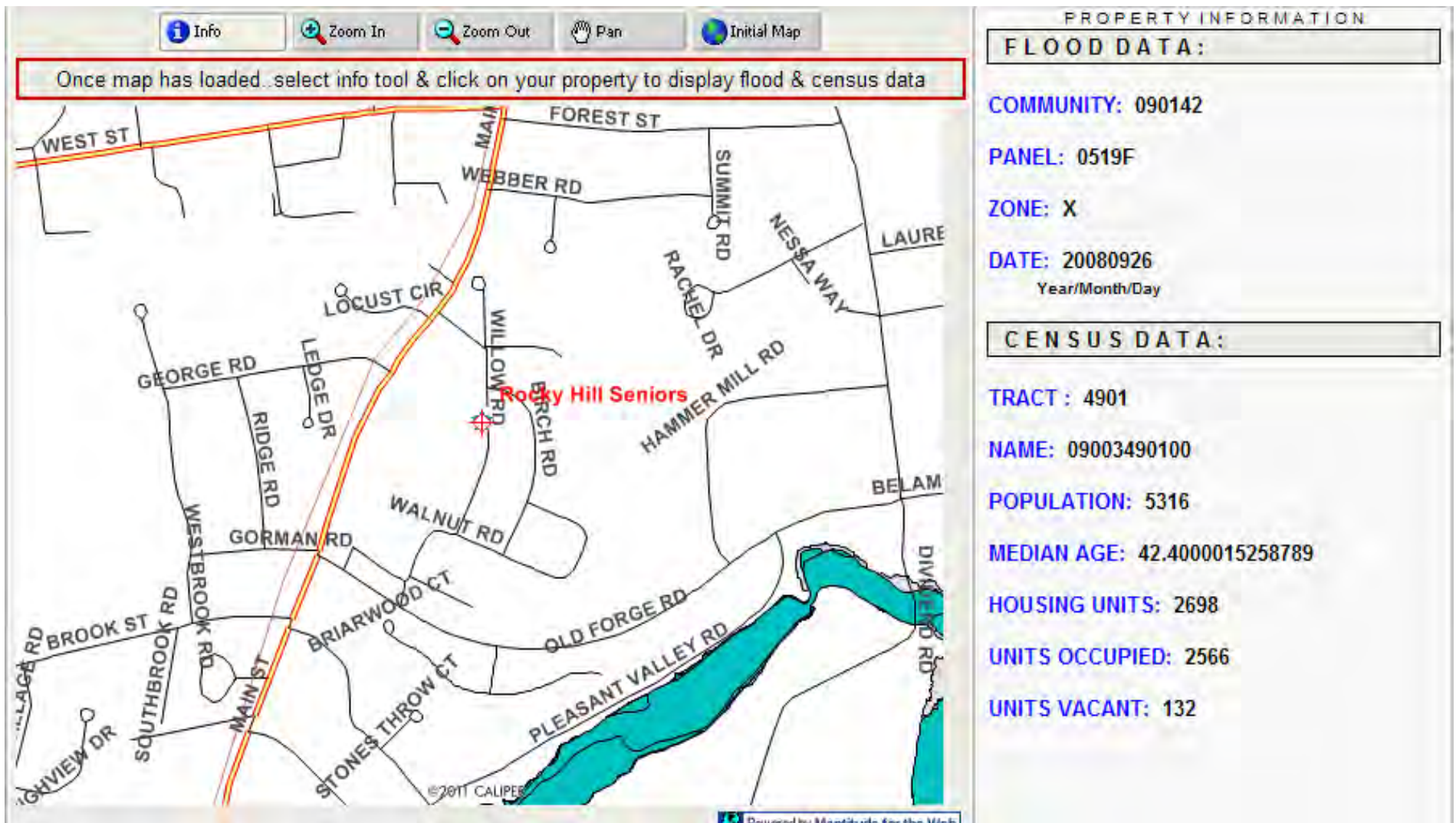
May 2, 2013

Final Report



Rocky Hill Seniors

36 Willow Road
Rocky Hill, CT 06067



Rocky Hill Seniors

36 Willow Road
Rocky Hill, CT 06067

Zone X = Outside the 500-year floodplain and
Outside the 1% and 0.2% annual chance floodplains

Executive Summary

Rocky Hill Seniors

Rocky Hill, CT

Rocky Hill Seniors is a residential development for the elderly that is comprised of eight residential buildings and a freestanding community building. Original construction of the development dates to 1977, and it includes a total of forty units - 26 efficiencies and 14 one-bedrooms. Various renovation scopes of work have been completed in recent years including complete replacement of all pedestrian walkways with handicap compliant concrete walkways and a full upgrade of all central fire alarm panels and in-unit devices. Additional renovations due to be completed during 2013 include replacement of in-unit kitchen and bathroom cabinetry, sinks, toilets, circuit breakers, thermostats, interior lighting, and select central boiler plants. Committed funding from the proceeds of a community development block grant (CDBG) are reportedly in place for the completion of this work, and as such, costs have not been included as part of the assessment.

Overall the development is good to fair condition, but will benefit significantly from the work due for completion in 2013. As shown on the attached capital needs worksheets, the development faces significant capital needs during the mid-years of the assessment. Based on these projections, the development is seen as requiring an adjustment to current replacement reserve funding and/or an infusion of additional capital.

Key findings identified as part of this assessment include the following:

- Asphalt-paved access and parking area surfaces are in generally good condition; future resurfacing is shown in Year 9.
- The recently installed concrete walkways are in excellent condition; no near-term capital needs are anticipated.

- The painted exterior wood wall and trim surfaces are in fair condition – areas of deterioration and peeling paint were noted on some trim surfaces; periodic allowances for selective wood repair/replacement and exterior painting are shown starting in Year 1.
- Common, unit, and storm doors are shown being replaced in Year 6. Service door replacement allowances are shown in Years 1-8.
- Original windows are in fair condition for their age; future replacement is shown in Year 6.
- All buildings have newer architectural style roof shingles that are in good condition; future replacement is shown in Year 20.
- Painting/replacement of interior common area finishes is shown based on observed conditions and expected useful service life.
- Each building has a central boiler and domestic hot water system – most are newer. System replacement at Building 4 is due to be completed as part of the 2013 CDBG work; no near-term needs are anticipated for the remaining systems/components.
- No capital needs related to the recently upgraded fire alarm system serving the development are anticipated.
- Annual allowances for the as needed replacement of in-unit floor coverings are shown from Year 1 forward.
- Bathroom toilets, sinks, and vanities are due to be replaced in 2013 as part of the CDBG-funded work. Similarly, all units are to receive new kitchen cabinetry through this funding source. No future needs for these systems/components are shown. Allowances for bathtub and mixing valve replacements are shown in Years 7-11.
- Allowances for kitchen appliance replacement needs are shown annually based on current ages and expected useful service lives.
- Common area elements requiring replacement/modification for handicap accessibility compliance include installation of compliant-style cabinetry and provision of a compliant model refrigerator in the community kitchen, reframing of the laundry room and restroom doors so as to provide a minimum clear width of thirty-two inches, and relocation of grab bars, toilets, and sinks in the restrooms so as to be at compliant heights/distances.
- The development's unit mix includes four handicap accessible units. Among the elements in need of modification and/or replacement for compliance with accessibility standards in these units is the provision of insulation on the piping under bathroom sinks and a seat for use in the bathtub/shower, and the installation of cabinetry with a compliant height countertop and a thirty-inch wide work surface with knee clearance space.

Additional Notes:

1. The Physical Assessment of the property was conducted on April 4th, 2013. Additional information was provided to ON-SITE INSIGHT by site staff and others. OSI was represented on this assignment by Bruce Hutchinson. We would like to thank the staff of The Rocky Hill Housing Authority for their assistance.
2. Cost estimates used in this assessment are based on data from *RS Means Facilities and Construction Cost Data*. These cost estimates have been applied uniformly across the entire study portfolio to help ensure consistency of future projections. Actual owner and/or site pricing could vary significantly.
3. Unless required by fire, safety, or accessibility codes, items are typically shown being replaced in kind and do not include any planned upgrades or potential upgrade opportunities.
4. Regular updates of this plan are recommended to ensure careful monitoring of major building systems and to adjust the program to accommodate unanticipated circumstances surrounding the buildings, operations, and/or occupants.
5. This report is delivered subject to the conditions on Appendix A, *Statement of Delivery*.



Development sign



Asphalt-paved surfaces are in generally good condition for their age



New concrete sidewalks were recently installed throughout the entire development



Typical building architecture as seen at front elevation of a residential building



Typical building architecture as seen at rear elevation of a residential building



Building architecture as seen at community building



Areas of peeling paint noted on wood trim at some locations



Wood rake boards at roof lines also exhibit areas of peeling paint at some locations



Typical unit entry doors and windows –
All in generally good condition at the present time



Newer architectural-style shingles that are in good
overall condition are typical on all buildings



Interior view of community room



Community kitchen – Note lack of knee clearance space
under sink and a thirty-inch wide work surface



Typical common restroom at community building



Typical central boiler and indirect-fired domestic hot water tank serving a residential building



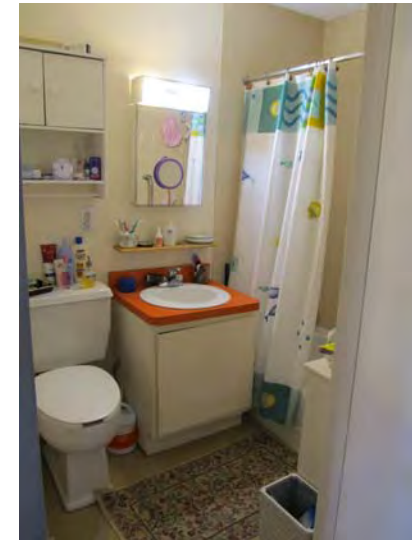
Modern, fully addressable, fire alarm control panels and new in-unit devices were recently installed throughout the development



Small, recently installed, emergency generator that serves the community building



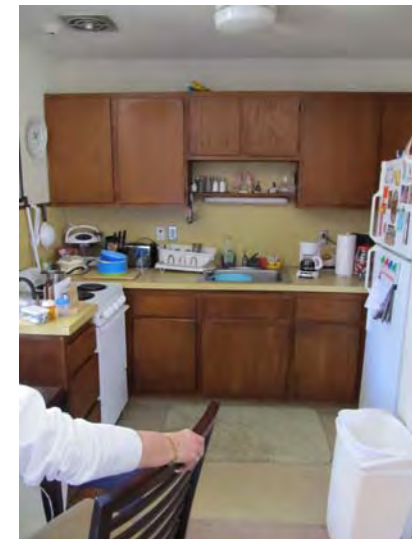
Typical finishes in unit living areas



Typical finishes and fixtures in 'standard' unit bathrooms



Handicap accessible unit bathrooms include roll-in showers



Typical finishes and fixtures in unit kitchens – All cabinetry due to be replaced in 2013 via CDBG proceeds

Comprehensive Capital Needs Assessment Schedule

Summary

Owner Sponsor Name:	Rocky Hill Housing Authority
Project Name:	Rocky Hill Seniors
Project City / Town:	Rocky Hill

Current Year:	2013
Budget Effective Date:	January 1, 2013
Report Date:	April 13, 2013

Number of Units:	40
Total Square Feet:	21,365
Default Inflation Rate:	3.0%

Beginning Replacement Reserve Balance:	\$173,874
Annual Replacement Reserve Contribution:	\$24,473
Additional Misc. Contribution:	

	Component	Total Planned Expenditures by Year																						Revitalization
		Emergency	Deferred	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
				2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
1	Site Improvements	0	0	3,339	3,439	12,595	3,649	4,940	3,871	3,987	4,107	69,086	4,357	12,709	4,622	4,761	17,434	5,051	5,202	5,358	5,519	20,211	5,855	0
2	Building Exterior	0	0	28,990	5,238	5,395	5,557	5,724	148,433	6,073	6,255	0	0	32,125	0	0	0	0	37,242	0	0	0	0	0
3	Roofing	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	167,107	0
4	Lobby - Mail Area	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5	Community Room	0	3,445	0	0	7,750	0	0	0	0	0	0	0	0	0	2,782	0	0	0	0	0	0	0	0
6	Common Hallways	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7	Common Stairways	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8	Common Laundry	0	1,025	0	0	1,052	0	0	0	0	0	0	0	0	0	452	0	0	0	0	0	0	0	0
9	Common Area Restrooms	0	7,300	0	0	722	0	0	0	0	0	0	0	0	0	422	0	0	0	0	0	0	0	0
10	Building Boilers	0	0	0	0	0	0	4,333	0	0	0	0	0	0	23,359	24,060	24,782	31,348	0	0	0	0	0	0
11	Building Mechanical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12	Building Electrical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13	Building Elevator	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14	Building Structural	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15	Unit Living	0	0	3,991	4,111	4,234	4,361	4,492	4,627	4,765	4,908	5,056	5,207	5,363	5,524	5,690	5,861	6,037	6,218	6,404	6,596	6,794	6,998	0
16	Unit Kitchens	0	0	3,687	3,797	3,911	4,029	4,149	4,274	4,402	4,534	4,670	4,810	4,955	5,103	5,256	5,414	5,576	5,744	5,916	6,093	6,276	6,465	0
17	Unit Bathrooms	0	1,200	1,736	1,788	1,842	1,897	1,954	2,012	21,369	22,010	22,670	23,350	24,051	2,403	2,475	2,549	2,626	2,705	2,786	2,869	2,955	3,044	0
18	Unit Electrical	0	0	600	618	637	656	675	696	716	738	2,686	2,766	2,849	2,935	3,023	3,113	3,207	3,303	3,402	3,504	3,609	3,717	0
19	Unit Mechanical	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
20	Annual Planned Expenditures	0	12,970	42,342	18,991	38,138	20,148	26,267	163,912	41,312	42,551	104,167	40,490	82,052	43,946	48,919	59,153	53,845	60,412	23,866	24,582	39,846	193,186	0
21	Annual Provision (indexed at 3%)			24,473	25,207	25,964	26,743	27,545	28,371	29,222	30,099	31,002	31,932	32,890	33,877	34,893	35,940	37,018	38,129	39,272	40,451	41,664	42,914	
22	Outside Capital			475,000																				
23	Cumulative Reserve Balance	173,874	160,904	618,035	624,251	612,077	618,672	619,949	484,408	472,319	459,866	386,701	378,143	328,981	318,912	304,885	281,672	264,845	242,561	257,967	273,836	275,654	125,382	

Site Improvements

Owner Sponsor Name:	Rocky Hill Housing Authority
Project Name:	Rocky Hill Seniors
Project City / Town:	Rocky Hill

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Building Exterior

Owner Sponsor Name:	Rocky Hill Housing Authority
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Project City / Town:	Rocky Hill

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Roofing

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Project City / Town:	Rocky Hill

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[illegible]

Lobby / Mail Area

Owner Sponsor Name:	Rocky Hill Housing Authority
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Comprehensive Capital Needs Assessment Schedule

Community Room

Owner Sponsor Name:	Rocky Hill Housing Authority
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	Component	Current Total Replacement Cost	Expected Annual Rate of Inflation	Current Age	Total Expected Useful Life	Initial Replacement Year	Planned Expenditures by Year																												
							Code	Emergency	Code	Deferred	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	Revitalization				
											2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032					
1	Floor	5,354		35	37	2015				0	0	5,680	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
2	Kitchen Cabinets / Sink					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
3	Kitchen Appliances					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
4	Furnishings					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
5	Walls	1,287		8	10	2015				0	0	1,365	0	0	0	0	0	0	0	0	0	1,835	0	0	0	0	0	0	0	0					
6	Ceilings	664		8	10	2015				0	0	704	0	0	0	0	0	0	0	0	0	947	0	0	0	0	0	0	0	0					
7	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
8	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
9	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
10	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
11	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
12	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
13	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
14	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
15	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
16	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
17	Accessibility Improvements	3,445		ADD	20	2013		4	3,445	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
18																																			
19																																			
20																																			
21																																			
22																																			
23																																			
24																																			
25																																			
26																																			
27	Annual Planned Expenditures							0		3,445	0	0	7,750	0	0	0	0	0	0	0	0	2,782	0	0	0	0	0	0	0	0	0				
28	Cumulative Reserve Balance							173,874		160,904	618,035	624,251	612,077	618,672	619,949	484,408	472,319	459,866	386,701	378,143	328,981	318,912	304,885	281,672	264,845	242,561	257,967	273,836	275,654	125,382					

Common Hallways

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[illegible]

Common Stairways

Number of Units:	40
Total Square Feet:	21,365
Default Inflation Rate:	3.0%

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Common Laundry

Number of Units:	40
Total Square Feet:	21,365
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Comprehensive Capital Needs Assessment Schedule

Common Area Restrooms

Owner Sponsor Name:	Rocky Hill Housing Authority
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	Component	Current Total Replacement Cost	Expected Annual Rate of Inflation	Current Age	Total Expected Useful Life	Initial Replacement Year	Planned Expenditures by Year																													
							Code	Emergency	Code	Deferred	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	Revitalization					
											2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032						
1	Walls	248		8	10	2015				0	0	263	0	0	0	0	0	0	0	0	0	354	0	0	0	0	0	0	0							
2	Ceilings	48		8	10	2015				0	0	51	0	0	0	0	0	0	0	0	0	68	0	0	0	0	0	0	0							
3	Sinks					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
4	Toilets					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
5	Partitions					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
6	Accessories					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
7	Floor	385		35	37	2015				0	0	408	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
8	GFI Outlet					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
9	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
10	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
11	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
12	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
13	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
14	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
15	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
16	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
17	Accessibility Improvements	7,300		ADD	20	2013		4	7,300	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
18																																				
19																																				
20																																				
21																																				
22																																				
23																																				
24																																				
25																																				
26																																				
27	Annual Planned Expenditures						0	7,300	0	0	722	0	0	0	0	0	0	0	0	0	422	0	0	0	0	0	0	0	0	0						
28	Cumulative Reserve Balance						173,874	160,904	618,035	624,251	612,077	618,672	619,949	484,408	472,319	459,866	386,701	378,143	328,981	318,912	304,885	281,672	264,845	242,561	257,967	273,836	275,654	125,382								

Building Boilers

Owner Sponsor Name:	Rocky Hill Housing Authority
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Building Mechanical

Number of Units:	40
Total Square Feet:	21,365
Default Inflation Rate:	3.0%

Rocky Hill Seniors - SS 4/15/2013

Comprehensive Capital Needs Assessment Schedule

Building Electrical

Owner Sponsor Name:	Rocky Hill Housing Authority
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Project City / Town:	Rocky Hill

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											2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032					
1	Switch Gear					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
2	Emergency Generator					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
3	Smoke / Fire Detection					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
4	Signaling / Communication					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
5	Building Wiring					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
6	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
7	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
8	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
9	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
10	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
11	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
12	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
13	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
14	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
15	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
16	Other					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
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27	Annual Planned Expenditures						0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0					
28	Cumulative Reserve Balance						173,874	160,904	618,035	624,251	612,077	618,672	619,949	484,408	472,319	459,866	386,701	378,143	328,981	318,912	304,885	281,672	264,845	242,561	257,967	273,836	275,654	125,382							

Building Elevator

Owner Sponsor Name:	Rocky Hill Housing Authority
Project Name:	Rocky Hill Seniors
Project City / Town:	Rocky Hill

Current Year:	2013
Budget Effective Date:	January 1, 2013
Report Date:	April 13, 2013

Number of Units:	40
Total Square Feet:	21,365
Default Inflation Rate:	3.0%

[illegible]

Building Structural

Number of Units:	40
Total Square Feet:	21,365
Default Inflation Rate:	3.0%

Rocky Hill Seniors - SS 4/15/2013

Unit Kitchens

Owner Sponsor Name:	Rocky Hill Housing Authority
Project Name:	Rocky Hill Seniors
Project City / Town:	Rocky Hill

Current Year:	2013
Budget Effective Date:	January 1, 2013
Report Date:	April 13, 2013

Number of Units:	40
Total Square Feet:	21,365
Default Inflation Rate:	3.0%

[illegible]

Unit Electrical

Number of Units:	40
Total Square Feet:	21,365
Default Inflation Rate:	3.0%

Rocky Hill Seniors - SS 4/15/2013

Unit Mechanical

Number of Units:	40
Total Square Feet:	21,365
Default Inflation Rate:	3.0%

Rocky Hill Seniors - SS 4/15/2013

Appendix A: Statement of Delivery

Our Capital Needs Assessment (the "CNA" or the "Report") on the subject property is delivered subject to the following terms and conditions:

1. This report and analysis are based upon observations for the visible and apparent condition of the building and its major components on the date of the fieldwork. Although care has been taken in the performance of this assessment, ON-SITE INSIGHT, Inc. (and/or its representatives) makes no representations regarding latent or concealed defects that may exist and no warranty or guarantee is expressed or implied. This report is made only in the best exercise of our ability and judgment.
2. We have undertaken no formal evaluation of environmental concerns, including but not limited to asbestos containing materials (ACMs), lead-based paint, chlorofluorocarbons (CFCs), polychlorinated biphenyls (PCBs), and mildew/mold.
3. Conclusions in this report are based on estimates of the age and normal working life of various items of equipment and/or statistical comparisons. Actual conditions can alter the useful life of any item. When an item needs immediate replacement depends on many factors, including previous use/misuse, irregularity of servicing, faulty manufacture, unfavorable conditions, Acts of God and unforeseen circumstances. Certain components that may be working when we made our inspection might deteriorate or break in the future without notice.
4. To prepare this report, we used historic data on capital activities and costs, blueprints (when available), and current prices for capital actions. We have not independently verified this information, have assumed that it is reliable, but assume no responsibility for its accuracy.
5. Unless otherwise noted in the report, we assume that all building components meet code requirements in force when the property was built.
6. If accessibility issues are referenced in the report, the site elements, common areas, and dwelling units at the development were examined for compliance with the requirements of the Uniform Federal Accessibility Standards (UFAS), and for Massachusetts properties, the Massachusetts Architectural Accessibility Board (AAB). The methodology employed in undertaking this examination is adapted from a Technical Assistance Guide (TAG-88-11) titled "Supplemental Information About the Section 504 Transition Plan Requirements" published by the Coordination and Review section of the U.S. Department of Justice Civil Rights Division, and the AAB Rules and Regulations, 521 CMR effective July 10, 1987. The Guide also incorporates the requirements of UFAS, published April 1, 1988 by the General Services Administration, the Department of Defense, the Department of Housing and Urban Development, and the U.S. Postal Service. Changes in legislation and/or regulations may make some observations moot.
7. Response Actions and estimated costs of responses were developed by ON-SITE INSIGHT, Inc. If additional structural work is necessary, costs for some Response Actions may exceed estimates. Whenever the Response Action is to remove, reposition, or modify walls, a competent structural engineer should be retained before any work is done, because such investigation may disclose that a Response Action is either more costly than estimated, or is not possible.
8. Conclusions reached in this report assume current and continuing responsible ownership and competent property management.
9. Regular updates of this plan are recommended to ensure careful monitoring of major building systems and to adjust the program to accommodate unanticipated circumstances surrounding the buildings, operations, and/or occupants.