

CHFA Capital Needs Assessment and Replacement Reserve Analysis

Prepared for:

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and

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Union Street Cooperative
CHFA # 90138D
Union Street Cooperative
Windham, CT

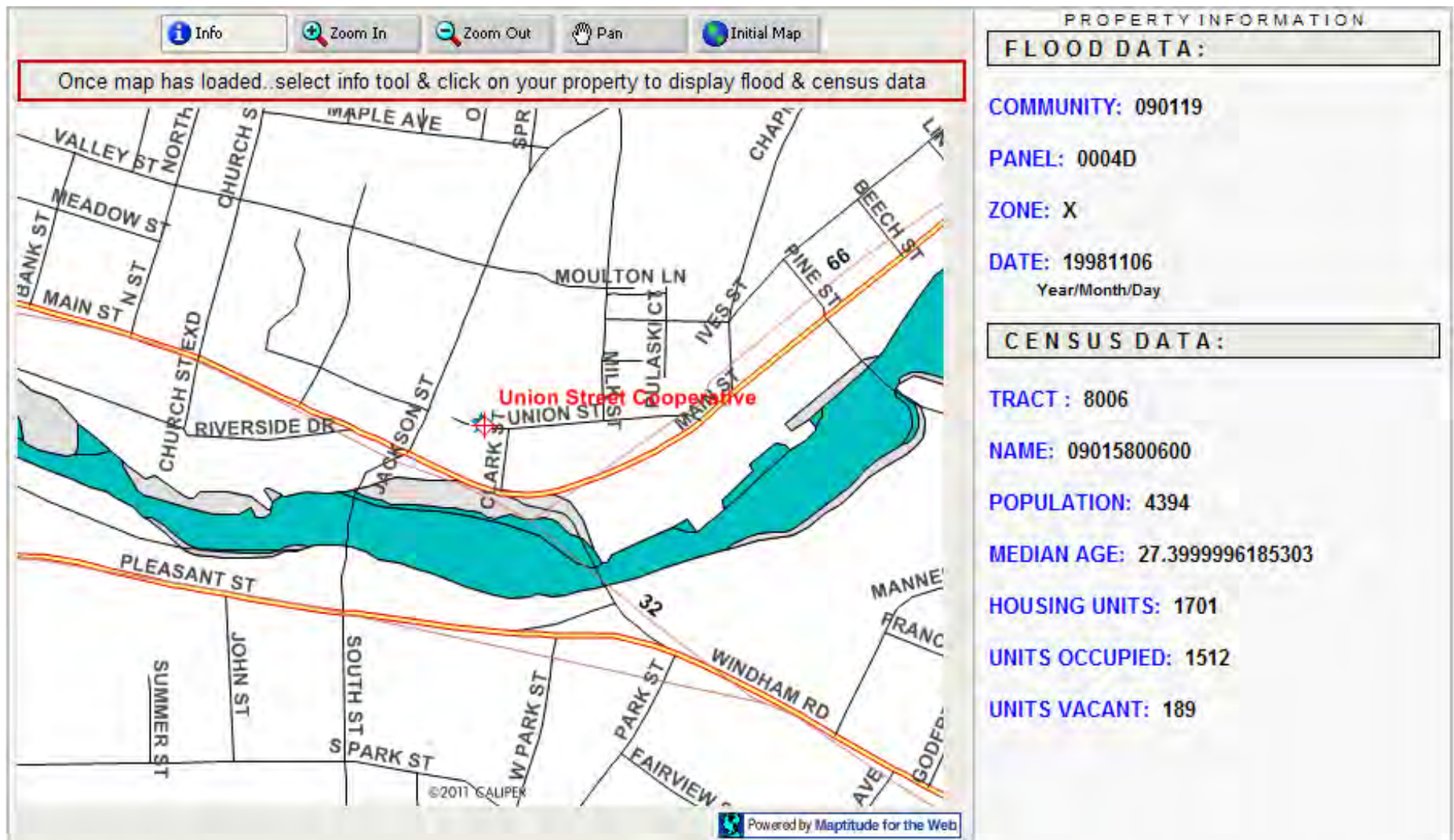
July 19, 2013

Final Report



Union Street Cooperative

102-106 Union Street
Windham, CT 06226



Union Street Cooperative

102-106 Union Street
Windham, CT 06226

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

Executive Summary

Union Street Cooperative

Windham, CT

Union Street Cooperative is a residential development for families that is comprised of two residential buildings. The development includes 1 one-bedroom, 2 two-bedroom, 3 three-bedroom, and 1 four-bedroom units. The date of original construction of the development is unknown; however renovation date is known to be the early 1980's when they were converted to their current use.

Overall the development is in fair to poor condition. As shown on the attached capital needs worksheets, the development faces significant capital needs in the near term. 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:

- Union Street Cooperative has one dwelling unit designated as handicap accessible. The overall dimensions of the units are sufficient to create a fully compliant unit. Costs are included in this report to address the deficiencies noted during the assessment. Upgrades include; rebuilding the ramp access, installing horn/strobe devices, installing compliant grab bars in the bathroom and installing a compliant cook top and oven in the kitchen.
- The stone stoops and stone retaining walls have deteriorated and failed in several locations. The stone retaining wall has settled and has been damaged by tree roots. Costs to reset the stone stoops and repair the retaining wall are shown in Year 1 of the plan. The chain link fence at the rear of the property is in fair condition; however, the retaining wall has collapsed in several areas causing damage to sections of the fencing.

- Costs to resurface the asphalt paved parking area are shown in Year 1. Future repair allowances (for crack-filling and seal coating) are shown every five years.
- Costs are shown to rebuild the front porch at 106 Union Street. In addition, periodic allowances are shown for painting/repairs of the front and rear decks.
- Costs to replace exterior unit and common area doors are shown as needed based on observed conditions.
- The wood clapboard profile at 102 Union Street was recently painted and appeared to be in good overall condition. That said, moisture damage and rot was noted on some of the trim. Costs to repair/replace deteriorated wood is shown in Year 1 of the plan. Future painting costs are shown every six years, starting in Year 6.
- The recently installed vinyl siding at 106 Union Street was observed to be in very good condition. Cost to paint and repair the remaining wood trim is shown as needed throughout the plan.
- The windows were recently replaced with double pane, vinyl framed models. The remaining older windows are at the basement unit of 106. Costs to replace the remaining older windows are shown in Year 1 of the plan.
- The pitched roof structure at 102 Union Street is covered with asphalt shingles. The roof is more than 25 years old. Costs to replace the shingles are shown in Year 1 of the plan. The flat roof at 106 Union Street is covered with an adhered rubber membrane. The mansard roof sections are covered with asphalt shingles. These surfaces were both replaced approximately seven years ago. Future replacement costs are shown as needed. Costs to replace/repair the aluminum gutters and downspouts are shown concurrent with roof replacement.
- Costs to replace the VCT in the stairwell at 106 Union Street are shown in Year 1 of the plan.
- Costs to replace the dwelling unit hallway doors and interior doors are shown starting in Year 1.
- Living area floors feature mostly hardwood with some living rooms and bedrooms covered in carpeting. Costs to replace the carpeting and resurface hardwood floors are shown in starting in Year 1.

- Bathrooms were observed to be in poor overall condition (except for the ceramic tile flooring and toilets) costs are shown in the first two years of the plan to renovate bathrooms.
- Costs to replace cabinetry and rangehoods are shown in the first to years of the plan. Appliances are shown for replacement as needed throughout the plan's timeframe.
- Costs are shown to install new hardwired smoke detectors including smokes in each bedroom and carbon monoxide detection on each floor of the dwelling units.

Additional Notes:

1. The Physical Assessment of the property was conducted on *July 13th, 2013*. Additional information was provided to ON-SITE INSIGHT by site staff and others. OSI was represented on this assignment by Daniel Iles. We would like to thank site staff 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*.



Front stoop at 102 Union Street



Sections of the stone retaining wall have failed and damaged the chain linked fence



Front elevation of 102 Union Street



Front elevation of 106 Union Street



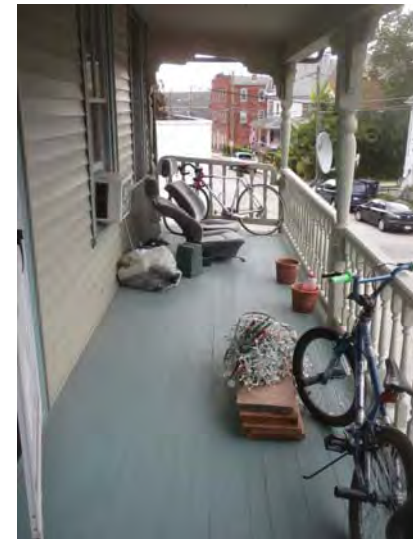
Most exterior unit doors feature storm doors



Typical dwelling unit door at 106 Union street



The front porch at 106 Union Street.



The front porch has settled and pitches away from the building



The rear deck and fire egress were recently rebuild



Example of framing and decking replacement at the rear fire escape



View of the new vinyl siding and windows



View of the recently painted wood clapboard siding



The natural gas-fired hot water boiler serving both buildings



The domestic hot water tank serving all seven units.



Some dryers are not properly vented



Separate gas meters for unit ranges only



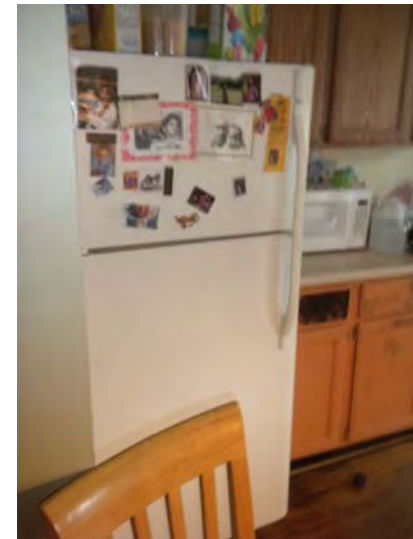
Typical living area



Typical bedroom



View of the cabinetry and range



Typical refrigerator



Typical bathroom finishes and fixtures



Example of a typical bathroom



Dwelling unit circuit breaker panel

Comprehensive Capital Needs Assessment Schedule

Summary

Owner Sponsor Name:	Union Street Cooperative
Project Name:	Union Street Cooperative
Project City / Town:	Windham

Current Year:	2013
Budget Effective Date:	January 1, 2013
Report Date:	July 12, 2013

Number of Units:	7
Total Square Feet:	
Default Inflation Rate:	3.0%

Beginning Replacement Reserve Balance:	\$0
Annual Replacement Reserve Contribution:	\$0
Additional Misc. Contribution:	\$0

	Component	Total Planned Expenditures by Year																						
		Emergency	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	Site Improvements	0	0	12,612	0	0	0	991	0	0	0	0	1,149	0	0	0	0	1,332	2,744	0	0	0	1,544	0
2	Building Exterior	0	0	33,483	0	0	0	1,746	16,659	0	0	0	0	2,329	8,687	0	0	0	4,277	0	7,488	2,972	0	0
3	Roofing	0	0	9,421	0	0	0	0	0	0	0	0	0	0	0	0	37,705	0	0	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6	Common Hallways	0	0	360	0	0	0	0	0	0	0	0	0	0	0	0	0	0	561	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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9	Common Area Restrooms	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10	Building Boilers	0	0	7,128	0	0	0	0	0	0	7,994	0	0	0	0	0	0	0	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	8,400	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	750	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	9,684	7,333	6,852	7,058	1,399	1,441	1,484	1,529	0	0	1,271	1,309	1,349	1,389	0	6,653	6,852	7,058	7,269	0	0
16	Unit Kitchens	0	0	13,804	12,538	1,496	1,541	1,244	1,281	1,319	535	551	568	585	0	0	0	0	2,197	2,263	2,331	2,400	1,175	0
17	Unit Bathrooms	0	0	17,723	16,831	0	0	0	0	0	0	0	993	1,023	1,053	1,085	1,118	1,151	1,186	0	0	0	0	0
18	Unit Electrical	0	0	15,035	0	0	0	0	0	0	0	0	0	28,121	0	0	0	0	0	0	0	0	0	0
19	Unit Mechanical	0	0	3,348	1,646	1,695	1,746	1,799	1,853	1,908	1,965	0	0	0	0	0	0	0	0	0	0	0	0	0
20	Annual Planned Expenditures	0	0	131,747	38,347	10,044	10,345	7,178	21,233	4,712	12,023	551	2,709	33,329	11,050	2,434	40,211	2,483	17,617	9,115	16,876	12,642	2,719	0
21	Annual Provision (indexed at 3%)			0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
22	Outside Capital			405,000																				
23	Cumulative Reserve Balance	0	0	273,253	234,906	224,862	214,517	207,339	186,106	181,394	169,371	168,820	166,110	132,781	121,731	119,297	79,086	76,603	58,986	49,871	32,995	20,353	17,634	

Site Improvements

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Building Exterior

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Roofing

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

[illegible]

Lobby / Mail Area

Owner Sponsor Name:	Union Street Cooperative
Project Name:	Union Street Cooperative
Project City / Town:	Windham

Current Year:	2013
Budget Effective Date:	January 1, 2013
Report Date:	July 12, 2013

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Community Room

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Common Hallways

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

[illegible]

Common Stairways

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Comprehensive Capital Needs Assessment Schedule

Common Laundry

Owner Sponsor Name:	Union Street Cooperative
Project Name:	Union Street Cooperative
Project City / Town:	Windham

Current Year:	2013
Budget Effective Date:	January 1, 2013
Report Date:	July 12, 2013

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

	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					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
2	Ceilings					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
3	Floors					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
4	Ventilation					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
5	Lighting Fixtures					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						
28	Cumulative Reserve Balance							0		0	273,253	234,906	224,862	214,517	207,339	186,106	181,394	169,371	168,820	166,110	132,781	121,731	119,297	79,086	76,603	58,986	49,871	32,995	20,353	17,634						

Common Area Restrooms

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

[illegible]

Building Boilers

Owner Sponsor Name:	Union Street Cooperative
Project Name:	Union Street Cooperative
Project City / Town:	Windham

Current Year:	2013
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Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Building Mechanical

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Building Electrical

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Building Elevator

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Comprehensive Capital Needs Assessment Schedule

Building Structural

Owner Sponsor Name:	Union Street Cooperative
Project Name:	Union Street Cooperative
Project City / Town:	Windham

Current Year:	2013
Budget Effective Date:	January 1, 2013
Report Date:	July 12, 2013

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

	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	Foundation / Floor Slab					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
2	Framing & Columns					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
3	Steel					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
4	Wood Framing					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
5	Masonry Bearing Walls					2013				0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0							
6	Settlement (Unit 106 Ceiling repairs/bracing)	750		50	20	2013				750	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	750	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0						
28	Cumulative Reserve Balance							0		0	273,253	234,906	224,862	214,517	207,339	186,106	181,394	169,371	168,820	166,110	132,781	121,731	119,297	79,086	76,603	58,986	49,871	32,995	20,353	17,634						

Unit Living

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Unit Bathrooms

Owner Sponsor Name:	Union Street Cooperative
Project Name:	Union Street Cooperative
Project City / Town:	Windham

Current Year:	2013
Budget Effective Date:	January 1, 2013
Report Date:	July 12, 2013

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

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Unit Kitchens

Owner Sponsor Name:	Union Street Cooperative
Project Name:	Union Street Cooperative
Project City / Town:	Windham

Current Year:	2013
Budget Effective Date:	January 1, 2013
Report Date:	July 12, 2013

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

[illegible]

Unit Electrical

Number of Units:	7
Total Square Feet:	0
Default Inflation Rate:	3.0%

13467 - Union Street Coop - SS 7/15/2013

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.