

# FACILITY CONDITION ASSESSMENT



**BUREAU  
VERITAS**

*prepared for*

**Town of Exeter New Hampshire**  
10 Front Street  
Exeter, New Hampshire 03833-2737  
Russell Dean



Town Offices  
10 Front Street  
Exeter, New Hampshire 03833

**PREPARED BY:**

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*March 27, 2023*

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# 1. Executive Summary

## Property Overview and Assessment Details

General Information	
<b>Property Type</b>	Office
<b>Main Address</b>	10 Front Street Exeter, New Hampshire 03833
<b>Site Developed</b>	1892
<b>Site Area</b>	0.44 acres
<b>Parking Spaces</b>	17 total spaces all in open lots; 1 of which are accessible.
<b>Building Area</b>	9,744 SF
<b>Number of Stories</b>	2
<b>Outside Occupants/Leased Spaces</b>	None
<b>Date(s) of Visit</b>	March 27, 2023
<b>Management Point of Contact</b>	Jeff Beck Maintenance Superintendent 603.773.6162 <a href="mailto:jbeck@exeternh.gov">jbeck@exeternh.gov</a>
<b>On-site Point of Contact (POC)</b>	Jeff Beck
<b>Assessment and Report Prepared By</b>	Peter Marra
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<b>AssetCalc Link</b>	Full dataset for this assessment can be found at: <a href="https://www.assetcalc.net/">https://www.assetcalc.net/</a>

## Significant/Systemic Findings and Deficiencies

### Historical Summary

The town offices building was built in 1892. It is a brick and wood framed structure. The town purchased the building in 1965 and is where the town's business is conducted. There have been various improvements to the building over the years including handicap ramp, new office relocation to the building, and mechanical system upgrades.

### Architectural

The building has a solid brick facade with ornate masonry detailing along the corners and wood dentil moldings along the roof line. The windows are single pane double hung with storms. The interior walls and ceiling are painted lath and plaster. Several rooms have a barrel type ceiling detail while others have suspended ACT. The finishes are dated but woodwork is beautifully detailed in turn of the century wainscoting and window trim. The attic insulation is very poor and in need of updating to current code R values. Some bathroom exhaust fans are not vented to the exterior.

### Mechanical, Electrical, Plumbing and Fire (MEPF)

The building has various heating systems. There are three gas boilers that were installed in 2015 providing heated water to hydronic baseboard throughout the building. The boilers lack controls to modulate between boilers when exterior temperatures are moderate. At time of manufacture the efficiency is 82%. Increased efficiency when boilers reach end of life is recommended. An energy recovery ventilation system was added around 2008 to bring in fresh outside air. There are several Mitsubishi and Daiken ductless Minisplit systems throughout the offices to provide cooling and dehumidification. The main electric distribution panel was replaced in 1995. The plumbing system is dated but new repairs are completed throughout the building as needed. There is no fire suppression system in the building.

### Site

The parking lot appears free of cracks and heavy wear. The concrete walk and handicap ramp look very good and are well maintained.

### Recommended Additional Studies

No additional studies recommended at this time.

## Facility Condition Index (FCI)

One of the major goals of the FCA is to calculate each building's Facility Condition Index (FCI), which provides a theoretical objective indication of a building's overall condition. By definition, the FCI is defined as the ratio of the cost of current needs divided by current replacement value (CRV) of the facility. The chart below presents the industry standard ranges and cut-off points.

FCI Ranges and Description	
<b>0 – 5%</b>	In new or well-maintained condition, with little or no visual evidence of wear or deficiencies.
<b>5 – 10%</b>	Subjected to wear but is still in a serviceable and functioning condition.
<b>10 – 30%</b>	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.
<b>30% and above</b>	Has reached the end of its useful or serviceable life. Renewal is now necessary.

The deficiencies and lifecycle needs identified in this assessment provide the basis for a portfolio-wide capital improvement funding strategy. In addition to the current FCI, extended FCI's have been developed to provide owners the intelligence needed to plan and budget for the "keep-up costs" for their facilities. As such the 3-year, 5-year, and 10-year FCI's are calculated by dividing the anticipated needs of those respective time periods by current replacement value. As a final point, the FCI's ultimately provide more value when used to relatively compare facilities across a portfolio instead of being over-analyzed and scrutinized as stand-alone values. The table below summarizes the individual findings for this FCA:

FCI Analysis			
<i>Replacement Value</i>	<i>Total SF</i>	<i>Cost/SF</i>	
\$3,897,600	9,744	\$400	
Current FCI		\$0	<b>0.0%</b>
3-Year		\$226,000	<b>5.8%</b>
5-Year		\$680,100	<b>17.4%</b>
10-Year		\$1,220,200	<b>31.3%</b>

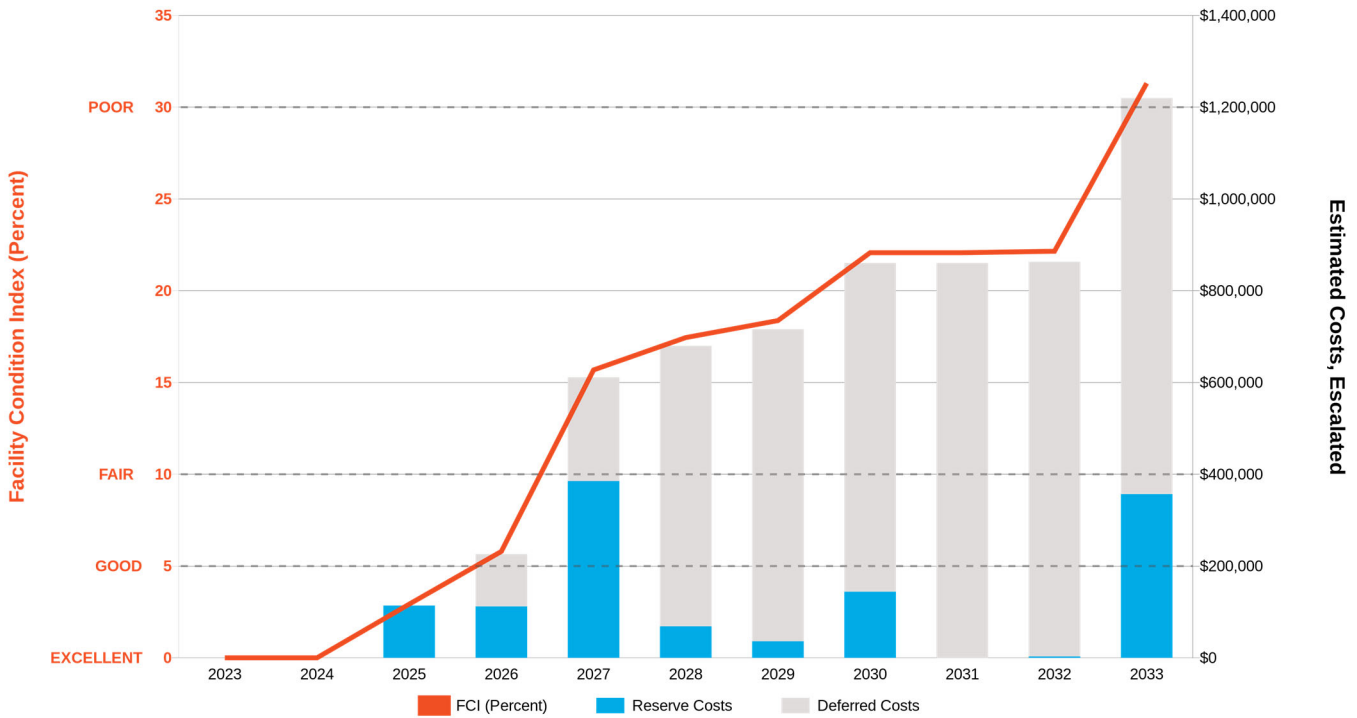
The orange line in the graph below forecasts what would happen to the FCI (left Y axis) over time, assuming zero capital expenditures. The capital expenditures allocated for each year (blue bars) are associated with the dollar amounts along the right Y axis.

## Needs by Year with Unaddressed FCI Over Time

Replacement Value: \$3,897,600.00

Inflation Rate: 3%

Average Needs (per year - over next 10 years): \$110,923.00



### Immediate Needs

ID	Location	UF Code	Description	Condition	Plan Type	Cost
<b>TOTAL (0)</b>						<b>\$0</b>



## Key Findings

No key findings exist in this location.





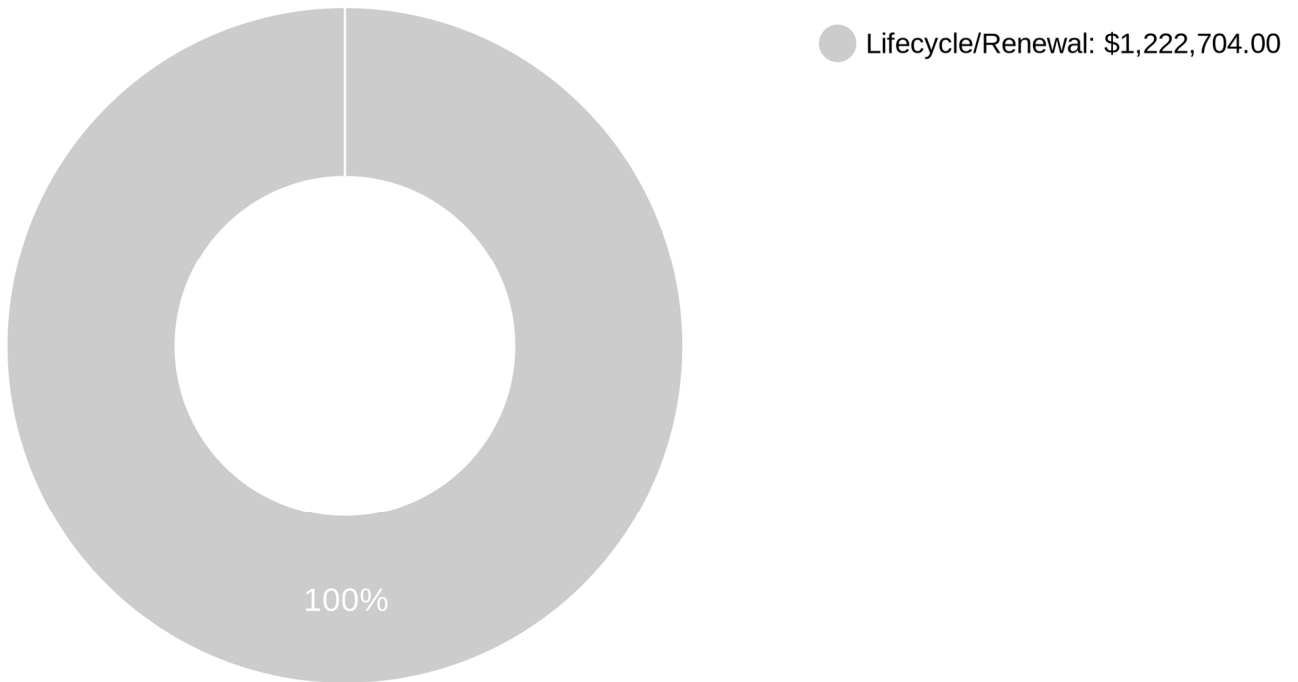
## Plan Types

Each line item in the cost database is assigned a Plan Type, which is the primary reason or rationale for the recommended replacement, repair, or other corrective action. This is the “why” part of the equation. A cost or line item may commonly have more than one applicable Plan Type; however, only one Plan Type will be assigned based on the “best” fit, typically the one with the greatest significance.

### Plan Type Descriptions

<b>Safety</b>	■	An observed or reported unsafe condition that if left unaddressed could result in injury; a system or component that presents potential liability risk.
<b>Performance/Integrity</b>	■	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses risk to overall system stability.
<b>Accessibility</b>	■	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
<b>Environmental</b>	■	Improvements to air or water quality, including removal of hazardous materials from the building or site.
<b>Retrofit/Adaptation</b>	■	Components, systems, or spaces recommended for upgrades in in order to meet current standards, facility usage, or client/occupant needs.
<b>Lifecycle/Renewal</b>	■	Any component or system that is not currently deficient or problematic but for which future replacement or repair is anticipated and budgeted.

### Plan Type Distribution (by Cost)



**10-Year Total: \$1,222,704.00**

## 2. Building and Site Information



### Systems Summary

<i>System</i>	<i>Description</i>	<i>Condition</i>
<b>Structure</b>	Masonry bearing walls with wood roof deck supported by wood joists and wall footing foundation system	Fair
<b>Facade</b>	Primary Wall Finish : Brick Windows: Wood	Fair
<b>Roof</b>	Primary: Hip construction with slate covering	Good
<b>Interiors</b>	Walls: lath and plaster, painted Floors: Carpet, VCT, and faux wood plank LVT Ceilings: Painted lath and plaster and ACT	Fair
<b>Elevators</b>	Passenger: traction cars serving all floors	Fair
<b>Plumbing</b>	Distribution: Copper cast iron waste and venting Hot Water: Electric water heaters Fixtures: Toilets, urinals, and sinks in all restrooms	Fair
<b>HVAC</b>	Central System: Boilers, hydronic baseboard radiators and cabinet terminal units  Supplemental components: Ductless split-systems	Fair
<b>Fire Suppression</b>	Fire extinguishers only	Good

<b>Systems Summary</b>		
<b>Electrical</b>	Source & Distribution: Main switchboard with copper wiring Fed from the street with copper wiring Interior Lighting: LED, linear fluorescent, Emergency Power: Natural gas generator with automatic transfer switch	Fair
<b>Fire Alarm</b>	Alarm panel with smoke detectors, heat detectors, alarms, strobes, pull stations, back-up emergency lights, and exit signs	Fair
<b>Equipment/Special</b>	None	-
<b>Site Pavement</b>	Asphalt lots with limited areas of concrete aprons	Good
<b>Site Development</b>	Property entrance signage	Good
<b>Landscaping &amp; Topography</b>	Limited landscaping features trees, bushes Irrigation not present Low to moderate site slopes throughout	Good
<b>Utilities</b>	Municipal water and sewer Local utility-provided electric and natural gas	Good
<b>Site Lighting</b>	Building-mounted: LED	Fair
<b>Ancillary Structures</b>	None	-
<b>Accessibility</b>	Presently it does not appear an accessibility study is needed for this property.	Good
<b>Key Issues and Findings</b>		-

## System Expenditure Forecast

System	Immediate	Short Term (1-2 yr)	Near Term (3-5 yr)	Med Term (6-10 yr)	Long Term (11-20 yr)	TOTAL
Facade	-	-	\$257,210	\$6,619	-	\$263,829
Roofing	-	-	-	-	-	\$0
Interiors	-	\$86,801	\$49,562	\$82,637	\$189,913	\$408,913
Plumbing	-	\$14,054	\$1,241	\$259,445	\$1,934	\$276,674
HVAC	-	\$6,148	\$161,437	\$14,372	\$162,302	\$344,259
Fire Protection	-	-	-	\$2,781	\$3,738	\$6,519
Electrical	-	\$4,245	-	\$98,140	\$78,702	\$181,087
Fire Alarm and Electronic Systems	-	\$2,297	\$96,699	\$69,983	\$49,527	\$218,506
Equipment and Furnishings	-	-	-	\$6,110	-	\$6,110
<b>TOTALS</b>	<b>\$0</b>	<b>\$113,600</b>	<b>\$566,200</b>	<b>\$540,100</b>	<b>\$486,200</b>	<b>\$1,706,100</b>

### 3. Property Space Use and Observed Areas

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#### Areas Observed

The interior spaces were observed in order to gain a clear understanding of the property's overall condition. Other areas accessed included the site within the property boundaries, the exterior of the property, and the roofs.

#### Key Spaces Not Observed

All key areas of the property were accessible and observed. Areas of note that were either inaccessible or not observed for other reasons are listed here: Elevator machine room; locked room and no key

## 4. ADA Accessibility

Generally, Title II of the Americans with Disabilities Act (ADA) prohibits discrimination by entities to access and use of “areas of public accommodations” and “public facilities” on the basis of disability. Regardless of their age, these areas and facilities must be maintained and operated to comply with the Americans with Disabilities Act Accessibility Guidelines (ADAAG).

A public entity (i.e. city governments) shall operate each service, program, or activity so that the service, program, or activity, when viewed in its entirety, is readily accessible to and usable by individuals with disabilities.

However, this does not:

1. Necessarily require a public entity to make each of its existing facilities accessible to and usable by individuals with disabilities;
2. Require a public entity to take any action that would threaten or destroy the historic significance of an historic property; or
3. Require a public entity to take any action that it can demonstrate would result in a fundamental alteration in the nature of a service, program, or activity or in undue financial and administrative burdens. In those circumstances where personnel of the public entity believe that the proposed action would fundamentally alter the service, program, or activity or would result in undue financial and administrative burdens, a public entity has the burden of proving that compliance with 35.150(a) of this part would result in such alteration or burdens. The decision that compliance would result in such alteration or burdens must be made by the head of a public entity or his or her designee after considering all resources available for use in the funding and operation of the service, program, or activity, and must be accompanied by a written statement of the reasons for reaching that conclusion. If an action would result in such an alteration or such burdens, a public entity shall take any other action that would not result in such an alteration or such burdens but would nevertheless ensure that individuals with disabilities receive the benefits or services provided by the public entity.

Removal of barriers to accessibility should be addressed from a liability standpoint in order to comply with federal law, but the barriers may or may not be building code violations. The Americans with Disabilities Act Accessibility Guidelines are part of the ADA federal civil rights law pertaining to the disabled and are not a construction code. State and local jurisdictions have adopted the ADA Guidelines or have adopted other standards for accessibility as part of their construction codes.

During the FCA, Bureau Veritas performed a limited high-level accessibility review of the facility non-specific to any local regulations or codes. The scope of the visual observation was limited to the same areas observed while performing the FCA and the categories set forth in the appendix. It is understood by the Client that the limited observations described herein do not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of this particular assessment. A full measured ADA survey would be required to identify any and all specific potential accessibility issues. Additional clarifications of this limited survey:

- This survey was visual in nature and actual measurements were not taken to verify compliance
- Only a representative sample of areas was observed
- Two overview photos were taken for each subsection regardless of perceived compliance or non-compliance
- Itemized costs for individual non-compliant items are not included in the dataset
- For any “none” boxes checked or reference to “no issues” identified, that alone does not guarantee full compliance

The facility was originally constructed in 1892. The facility has been renovated in 1987 and some accessibility improvements appear to have been implemented at that time.

During the interview process with the client representatives, no complaints or pending litigation associated with potential accessibility issues was reported.

A prior accessibility survey was performed by Disability Access Consultants in December of 2019. From BV’s perspective and limited analysis of the documents provided in conjunction with our own site visit, it appears that the recommendations from that study have been addressed in full. A line item by line item comparison between the prior study and BV’s recent observations are beyond the scope of this assessment. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

No detailed follow-up accessibility study is currently recommended since no major or moderate issues were identified at the subject site. Reference the appendix for specific data, photos, and tables or checklists associated with this limited accessibility survey.

## 5. Energy and Sustainability

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Bureau Veritas has reviewed the building assets of the subject property to identify potential upgrades that will contribute to the Town of Exeter's energy efficiency and carbon reduction goals. This analysis identifies building components and equipment that no longer meet current energy efficiency standards and can be considered for upgrades to reduce energy usage, water usage or environmental impact.

The potential energy and sustainability upgrades listed in the following table were evaluated. For each item, we have determined whether the item is (1) not applicable to the subject building, (2) already implemented, or (3) a possible viable upgrade that should be considered for implementation.



Potential Energy and Water Conservation Measures (ECMs)					
Category	ECM Description	Applicability	NA	In Place	Evaluate
Appliance	Install Energy Savers on Vending, Snack Machines	Older machines without sensor	✓		
Appliance	Replace older Refrigerators with Energy Star Refrigerators	If refrigerators are older (<2000)	✓		
Controls	Install motion-sensing space conditioning thermostats	Applicable for buildings that are conditioned using RTU's	✓		
Controls	Retro-commission HVAC systems	Central Systems, 5+ years since last commissioning			✓
Controls	Install Thermostatic Radiator Valve (TRV) controls for Steam Radiators	For steam Radiators with hand operated valves	✓		
Controls	Install Self Learning Programmable Thermostats	Residential Units	✓		
Controls	Add Timers on Bathroom Exhaust Fans	Individual without timer, or rooftop if running 24/7			✓
DWH	Install Active solar thermal domestic water heating	Opportunity if central or individual WH	✓		
DWH	Install domestic hot water controls-recirculation	Central Domestic Hot Water Heater System			✓
DWH	Install Hybrid heating/DHW condensing water heaters	Central Domestic Hot Water Heater System			✓
DWH	Upgrade Domestic Water heaters	Consider if WH's are older or inefficient			✓
DWH	Install Combined heat and power	If onsite heat/power is feasible	✓		
Electrical	Install Energy efficient elevators	High Rise	✓		
Envelope	Upgrade Exterior Windows	If older, Single Pane windows present			✓
Envelope	Add Reflective Coating To Exterior Windows	For poor windows with no inside or outside shading	✓		
Envelope	Install Green/Vegetative Roofs	For larger buildings with flat roofs that are cooled	✓		
Envelope	Replace Dark Roofs With TPO Roofs	For warm climate	✓		
HVAC	Install Outside Air Control Through Co2 Sensors in AHU	Building with large AHU's	✓		
HVAC	Steam Clean AHU Fan Coils	Large AHU's, if coils not well maintained	✓		
HVAC	Replace Older Motors with High Efficiency Motors - AHU	Large scale AHU's with older motors	✓		
HVAC	Upgrade Split Systems to SEER 16+ Split Air Conditioning Systems	Older split systems, R-22		✓	



Potential Energy and Water Conservation Measures (ECMs)						
Category	ECM Description	Applicability	NA	In Place	Evaluate	
HVAC	Install High COP Heat Pumps	If all-electric with older HP's or electric resistance furnaces		✓		
HVAC	Repair/Install Hot Water Pipe Insulation	If missing on exposed pipes			✓	
HVAC	Install High Efficiency Condensing Furnaces, + 90% efficiency	Where furnaces are standard 80% efficiency or less	✓			
HVAC	Replace Defective Steam Traps	Faulty steam system components	✓			
HVAC	Install High Efficiency Hot Water Boilers	For older, inefficient boilers			✓	
HVAC	Install Energy Recovery Ventilators	Where outside air requirement is significant		✓		
HVAC	Install High Efficiency Steam Boilers	For older steam boilers	✓			
HVAC	Occupancy Sensor to Control Thermostats	For rooms/buildings with variable occupancy			✓	
HVAC	High Efficiency Motors - Circulation Pumps	In Central Systems with pumps <90% efficient		✓		
Laundry	Install Front Load Commercial/Residential Washers	Upgrade if not already installed	✓			
Lighting	Install Automatic Lighting Controls	For rooms/buildings with variable occupancy			✓	
Lighting	Upgrade Interior Lighting to LED	Upgrade if not already installed		✓		
Lighting	Upgrade Exterior Lights to LED	Upgrade if not already installed		✓		
Lighting	Replace 'Exit' lights with LED fixtures	Upgrade if not already installed		✓		
Lighting	Daylight controls on Exterior Lights	Upgrade if not already installed			✓	
Plumbing	Install 1.5GPM Low Flow Shower Heads	Upgrade if not already installed	✓			
Plumbing	Install 1.0 Low Flow Faucet Aerators in Restrooms	Upgrade if not already installed			✓	
Plumbing	Install 1.5GPM Aerator in Kitchen/Break Rm. Faucets	Upgrade if not already installed			✓	
Plumbing	Install 0.8 GPF Low Flow Flush Tank Toilets	Upgrade if not already installed			✓	
Renewables	Add Solar photovoltaic power generation	Where space available and sufficient electrical demand	✓			
Renewables	Install Wind turbines/Microturbines	Suitable for wide open rural spaces, else wind is insufficient	✓			
Weatherization	Weatherization – Weather Strip and Caulk	If issues known or observed			✓	



Potential Energy and Water Conservation Measures (ECMs)					
Category	ECM Description	Applicability	NA	In Place	Evaluate
Weatherization	Weatherization – Seal Exterior Wall Penetrations	If issues known or observed			✓
Weatherization	Weatherization – Wall Insulation	If issues known or observed, but is costly/disruptive			✓
Weatherization	Weatherization – Roof/Attic insulation	Improve aged or insufficient insulation			✓
Weatherization	Weatherization – Insulate Perimeter Electric Receptacles and Switches	If not already done			✓
Weatherization	Install Vestibules at Entry Doors	Applicable at large buildings in cold climates	✓		
Weatherization	Seal HVAC Ducts	Where older ducts have not been sealed or suspected leaky			✓
Site	Smart Irrigation	For irrigated landscaping	✓		
<b>Totals</b>			<b>23</b>	<b>7</b>	<b>20</b>

**Key:**

<b>NA</b>	Measure not applicable for the given facility
<b>In Place</b>	Measure has already been implemented at the given facility
<b>Evaluate</b>	Measure is applicable and should be evaluated for financial feasibility for the given facility



## 6. Purpose and Scope

### Purpose

Bureau Veritas was retained by the client to render an opinion as to the Property's current general physical condition on the day of the site visit.

Based on the observations, interviews and document review outlined below, this report identifies significant deferred maintenance issues, existing deficiencies, and material code violations of record, which affect the Property's use. Opinions are rendered as to its structural integrity, building system condition and the Property's overall condition. The report also notes building systems or components that have realized or exceeded their typical expected useful lives.

The physical condition of building systems and related components are typically defined as being in one of five condition ratings. For the purposes of this report, the following definitions are used:

Condition Ratings	
<b>Excellent</b>	New or very close to new; component or system typically has been installed within the past year, sound and performing its function. Eventual repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
<b>Good</b>	Satisfactory as-is. Component or system is sound and performing its function, typically within the first third of its lifecycle. However, it may show minor signs of normal wear and tear. Repair or replacement will be required when the component or system either reaches the end of its useful life or fails in service.
<b>Fair</b>	Showing signs of wear and use but still satisfactory as-is, typically near the median of its estimated useful life. Component or system is performing adequately at this time but may exhibit some signs of wear, deferred maintenance, or evidence of previous repairs. Repair or replacement will be required due to the component or system's condition and/or its estimated remaining useful life.
<b>Poor</b>	Component or system is significantly aged, flawed, functioning intermittently or unreliably; displays obvious signs of deferred maintenance; shows evidence of previous repair or workmanship not in compliance with commonly accepted standards; has become obsolete; or exhibits an inherent deficiency. The present condition could contribute to or cause the deterioration of contiguous elements or systems. Either full component replacement is needed, or repairs are required to restore to good condition, prevent premature failure, and/or prolong useful life.
<b>Failed</b>	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
<b>Not Applicable</b>	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

## Scope

The standard scope of the Facility Condition Assessment includes the following:

- Visit the Property to evaluate the general condition of the building and site improvements, review available construction documents in order to familiarize ourselves with, and be able to comment on, the in-place construction systems, life safety, mechanical, electrical, and plumbing systems, and the general built environment.
- Identify those components that are exhibiting deferred maintenance issues and provide cost estimates for Immediate Costs and Replacement Reserves based on observed conditions, maintenance history and industry standard useful life estimates. This will include the review of documented capital improvements completed within the last five-year period and work currently contracted for, if applicable.
- Provide a full description of the Property with descriptions of in-place systems and commentary on observed conditions.
- Provide a high-level categorical general statement regarding the subject Property's compliance to Title III of the Americans with Disabilities Act. This will not constitute a full ADA survey, but will help identify exposure to issues and the need for further review.
- Obtain background and historical information about the facility from a building engineer, property manager, maintenance staff, or other knowledgeable source. The preferred methodology is to have the client representative or building occupant complete a Pre-Survey Questionnaire (PSQ) in advance of the site visit. Common alternatives include a verbal interview just prior to or during the walk-through portion of the assessment.
- Review maintenance records and procedures with the in-place maintenance personnel.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, to gain a clear understanding of the property's overall condition. Other areas to be observed include the exterior of the property, the roofs, interior common areas, and the significant mechanical, electrical and elevator equipment rooms.
- Provide recommendations for additional studies, if required, with related budgetary information.
- Provide an Executive Summary at the beginning of this report, which highlights key findings and includes a Facility Condition Index as a basis for comparing the relative conditions of the buildings within the portfolio.

## 7. Opinions of Probable Costs

Cost estimates are attached throughout this report, with the Replacement Reserves in the appendix.

These estimates are based on Invoice or Bid Document/s provided either by the Owner/facility and construction costs developed by construction resources such as *R.S. Means*, *CBRE Whitestone*, and *Marshall & Swift*, Bureau Veritas's experience with past costs for similar properties, city cost indexes, and assumptions regarding future economic conditions.

Opinions of probable costs should only be construed as preliminary, order of magnitude budgets. Actual costs most probably will vary from the consultant's opinions of probable costs depending on such matters as type and design of suggested remedy, quality of materials and installation, manufacturer and type of equipment or system selected, field conditions, whether a physical deficiency is repaired or replaced in whole, phasing or bundling of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, use of subcontractors, and whether competitive pricing is solicited, etc. Certain opinions of probable costs cannot be developed within the scope of this guide without further study. Opinions of probable cost for further study should be included in the FCA.

### Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, Bureau Veritas opines as to when a system or component will most probably necessitate replacement. Accurate historical replacement records, if provided, are typically the best source of information. Exposure to the elements, initial quality and installation, extent of use, the quality and amount of preventive maintenance exercised, etc., are all factors that impact the effective age of a system or component. As a result, a system or component may have an effective age that is greater or less than its actual chronological age. The Remaining Useful Life (RUL) of a component or system equals the EUL less its *effective age*, whether explicitly or implicitly stated. Projections of Remaining Useful Life (RUL) are based primarily on age and condition with the presumption of continued use and maintenance of the Property similar to the observed and reported past use and maintenance practices, in conjunction with the professional judgment of Bureau Veritas's assessors. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be or were not derived from an actual construction document take-off or facility walk-through, and/or where systemic costs are more applicable or provide more intrinsic value, budgetary square foot and gross square foot costs are used. Estimated costs are based on professional judgment and the probable or actual extent of the observed defect, inclusive of the cost to design, procure, construct and manage the corrections.

### Definitions

#### Immediate Needs

Immediate Needs are line items that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) failed or imminent failure of mission critical building systems or components, or (3) conditions that, if not addressed, have the potential to result in, or contribute to, critical element or system failure within one year or will most probably result in a significant escalation of its remedial cost.

For database and reporting purposes the line items with RUL=0, and commonly associated with *Safety* or *Performance/Integrity* Plan Types, are considered Immediate Needs.

## Replacement Reserves

Cost line items traditionally called Replacement Reserves (equivalently referred to as Lifecycle/Renewals) are for recurring probable renewals or expenditures, which are not classified as operation or maintenance expenses. The replacement reserves should be budgeted for in advance on an annual basis. Replacement Reserves are reasonably predictable both in terms of frequency and cost. However, Replacement Reserves may also include components or systems that have an indeterminable life but, nonetheless, have a potential for failure within an estimated time period.

Replacement Reserves generally exclude systems or components that are estimated to expire after the reserve term and are not considered material to the structural and mechanical integrity of the subject property. Furthermore, systems and components that are not deemed to have a material effect on the use of the Property are also excluded. Costs that are caused by acts of God, accidents, or other occurrences that are typically covered by insurance, rather than reserved for, are also excluded.

Replacement costs are solicited from ownership/property management, Bureau Veritas's discussions with service companies, manufacturers' representatives, and previous experience in preparing such schedules for other similar facilities. Costs for work performed by the ownership's or property management's maintenance staff are also considered.

Bureau Veritas's reserve methodology involves identification and quantification of those systems or components requiring capital reserve funds within the assessment period. The assessment period is defined as the effective age plus the reserve term. Additional information concerning system's or component's respective replacement costs (in today's dollars), typical expected useful lives, and remaining useful lives were estimated so that a funding schedule could be prepared. The Replacement Reserves Schedule presupposes that all required remedial work has been performed or that monies for remediation have been budgeted for items defined as Immediate Needs.

For the purposes of 'bucketizing' the System Expenditure Forecasts in this report, the Replacement Reserves have been subdivided and grouped as follows: Short Term (years 1-3), Near Term (years 4-5), Medium Term (years 6-10), and Long Term (years 11-20).

## Key Findings

In an effort to highlight the most significant cost items and not be overwhelmed by the Replacement Reserves report in its totality, a subsection of Key Findings is included within the Executive Summary section of this report. Key Findings typically include repairs or replacements of deficient items within the first five-year window, as well as the most significant high-dollar line items that fall anywhere within the ten-year term. Note that while there is some subjectivity associated with identifying the Key Findings, the Immediate Needs are always included as a subset.

## Exceedingly Aged

A fairly common scenario encountered during the assessment process, and a frequent source of debate, occurs when classifying and describing "very old" systems or components that are still functioning adequately and do not appear nor were reported to be in any way deficient. To help provide some additional intelligence on these items, such components will be tagged in the database as Exceedingly Aged. This designation will be reserved for mechanical or electrical systems or components that have aged well beyond their industry standard lifecycles, typically at least 15 years beyond and/or twice their Estimated Useful Life (EUL). In tandem with this designation, these items will be assigned a Remaining Useful Life (RUL) not less than two years but not greater than 1/3 of their standard EUL. As such the recommended replacement time for these components will reside outside the typical Short Term window but will not be pushed 'irresponsibly' (too far) into the future.

## 8. Certification

Town of Exeter New Hampshire, Exeter FCA Program (the Client) retained Bureau Veritas to perform this Facility Condition Assessment in connection with its continued operation of Town Offices, 10 Front Street, Exeter, New Hampshire '03833, the "Property". It is our understanding that the primary interest of the Client is to locate and evaluate materials and building system defects that might significantly affect the value of the property and to determine if the present Property has conditions that will have a significant impact on its continued operations.

The conclusions and recommendations presented in this report are based on the brief review of the plans and records made available to our Project Manager during the site visit, interviews of available property management personnel and maintenance contractors familiar with the Property, appropriate inquiry of municipal authorities, our Project Manager's walk-through observations during the site visit, and our experience with similar properties.

No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under the *Purpose and Scope* section of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas may have been observed (see Section 1 for specific details). There may be defects in the Property, which were in areas not observed or readily accessible, may not have been visible, or were not disclosed by management personnel when questioned. The report describes property conditions at the time that the observations and research were conducted.

This report has been prepared for and is exclusively for the use and benefit of the Client identified on the cover page of this report. The purpose for which this report shall be used shall be limited to the use as stated in the contract between the client and Bureau Veritas.

This report, or any of the information contained therein, is not for the use or benefit of, nor may it be relied upon by any other person or entity, for any purpose without the advance written consent of Bureau Veritas. Any reuse or distribution without such consent shall be at the client's or recipient's sole risk, without liability to Bureau Veritas.

**Prepared by:** Peter Marra  
Project Manager

**Reviewed by:**



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Program Manager  
[Mary.Venable@bureauveritas.com](mailto:Mary.Venable@bureauveritas.com)  
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## 9. Appendices

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- Appendix A: Photographic Record
- Appendix B: Site Plan
- Appendix C: Pre-Survey Questionnaire
- Appendix D: Accessibility Review and Photos
- Appendix E: Component Condition Report
- Appendix F: Replacement Reserves
- Appendix G: Equipment Inventory List





# Appendix A:

## Photographic Record

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### Photographic Overview



1 - FRONT ELEVATION



2 - LEFT ELEVATION



3 - REAR ELEVATION



4 - RIGHT ELEVATION



5 - FOUNDATION



6 - FRAMING



# Photographic Overview



7 - FACADE



8 - MAIN ENTRANCE



9 - ROOFING



10 - SECOND FLOOR



11 - SERVICE DESK



12 - BREAK ROOM



# Photographic Overview



13 - ENTRANCE TO NOVAK ROOM



14 - NOVAK MEETING ROOM



15 - WATER MAIN



16 - BOILER ROOM



17 - MAKE-UP AIR BOILER ROOM



18 - ENERGY RECOVERY VENTILATION



# Photographic Overview



19 - ELECTRIC ROOM



20 - FIRE ALARM SYSTEM



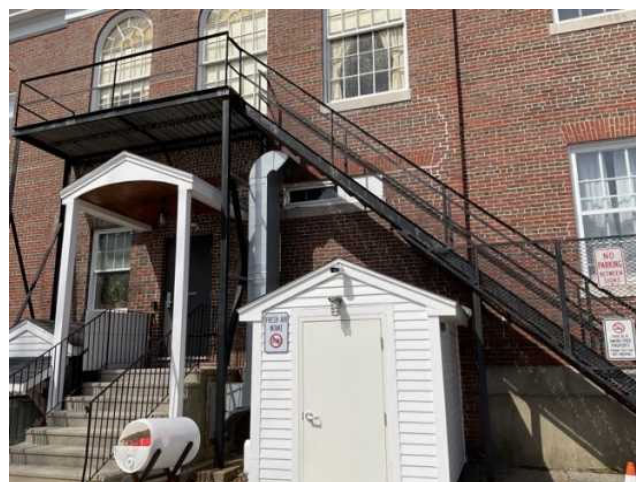
21 - FIRE ALARM DEVICES



22 - PARKING LOT



23 - SIGNAGE



24 - FIRE ESCAPE

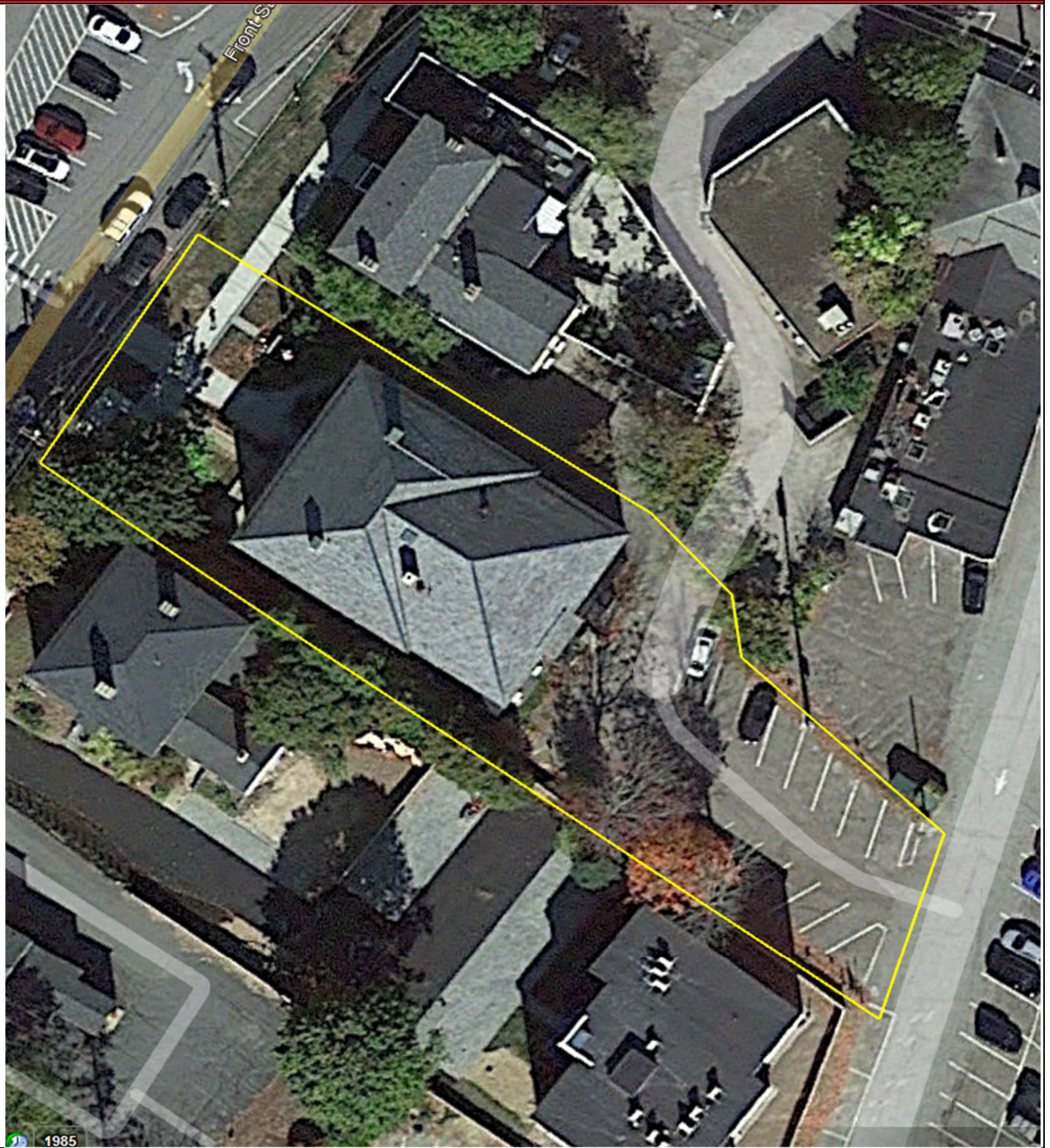




# Appendix B:

## Site Plan

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# Site Plan



 <b>BUREAU VERITAS</b>	<b>Project Number</b>	<b>Project Name</b>	 <b>N</b>
	157332.22R000-002.354	Town Offices	
	<b>Source</b>	<b>On-Site Date</b>	
	Google	March 28, 2023	

## Appendix C:

### Pre-Survey Questionnaire

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# BV FACILITY CONDITION ASSESSMENT: PRE-SURVEY QUESTIONNAIRE

**Building / Facility Name:** Town Offices

**Name of person completing form:** Jeff Beck

**Title / Association w/ property:** Maintenance superintendent

**Length of time associated w/ property:** \_\_\_\_\_

**Date Completed:** 3/27/2023

**Phone Number:** \_\_\_\_\_

**Method of Completion:** INTERVIEW - verbally completed during interview

**Directions:** Please answer all questions to the best of your knowledge and in good faith. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses.

Data Overview		Response		
1	Year(s) constructed	Constructed 1892	Renovated	Square footage includes basement
2	Building size in SF	13,737 <b>SF</b>		
3	Major Renovation/Rehabilitation		Year	Additional Detail
		Facade		
		Roof		
		Interiors		
		HVAC		
		Electrical		
		Site Pavement		
		Accessibility		
4	List other significant capital improvements (focus on recent years; provide approximate date).			
5	List any major capital expenditures planned/requested for the next few years. Have they been budgeted?	No		
6	Describe any on-going extremely problematic, historically chronic, or immediate facility needs.	Space need in building, study done in 2008		

Mark the column corresponding to the appropriate response. Please provide additional details in the Comments column, or backup documentation for any **Yes** responses. (**NA** indicates "Not Applicable", **Unk** indicates "Unknown")

Question		Response				Comments
		Yes	No	Unk	NA	
7	Are there any problems with foundations or structures, like excessive settlement?	X				North side crackage along window frame. It has not changed in recent years.
8	Are there any wall, window, basement or roof leaks?		X			Repair made 2020
9	Has any part of the facility ever contained visible suspect mold growth, or have there been any indoor air quality complaints?		X			
10	Are your elevators unreliable, with frequent service calls?		X			
11	Are there any plumbing leaks, water pressure, or clogging/backup issues?		X			
12	Have there been any leaks or pressure problems with natural gas, HVAC piping, or steam service?	X				Minor leakage, being repaired 2023.( outside condenser)
13	Are any areas of the facility inadequately heated, cooled or ventilated? Poorly insulated areas?		X			
14	Is the electrical service outdated, undersized, or problematic?	X				Panel Maxed out but adequate
15	Are there any problems or inadequacies with exterior lighting?		X			
16	Is site/parking drainage inadequate, with excessive ponding or other problems?		X			
17	Are there any other unresolved construction defects or significant issues/hazards at the property that have not yet been identified above?		X			
18	ADA: Has an accessibility study been previously performed? If so, when?	X				2019
19	ADA: Have any ADA improvements been made to the property since original construction? Describe.	X				Front ramp installed
20	ADA: Has building management reported any accessibility-based complaints or litigation?		X			
21	Are any areas of the property leased to outside occupants?		X			

Signature of Assessor

Signature of POC

## **Appendix D:** Accessibility Review and Photos

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## Visual Survey - 2010 ADA Standards for Accessible Design

Property Name: Town Offices

BV Project Number: 157332.22R000 - 002.354

Facility History & Interview					
Question		Yes	No	Unk	Comments
1	Has an accessibility study been previously performed? If so, when?	X			2019
2	Have any ADA improvements been made to the property since original construction? Describe.	X			Front ramp installed
3	Has building management reported any accessibility-based complaints or litigation?		X		

Town Offices: Accessibility Issues				
Category	Major Issues (ADA study recommended)	Moderate Issues (ADA study recommended)	Minor Issues	None*
Parking				X
Exterior Accessible Route				X
Building Entrances				X
Interior Accessible Route				X
Elevators				X
Public Restrooms				X
Kitchens/Kitchenettes	NA			
Playgrounds & Swimming Pools	NA			
Other	NA			

*\*be cognizant that if the "None" box is checked that does not guarantee full compliance; this study is limited in nature*

## Town Offices: Photographic Overview



OVERVIEW OF ACCESSIBLE PARKING AREA



2ND AREA OF ACCESSIBLE PARKING



ACCESSIBLE RAMP



ACCESSIBLE PATH

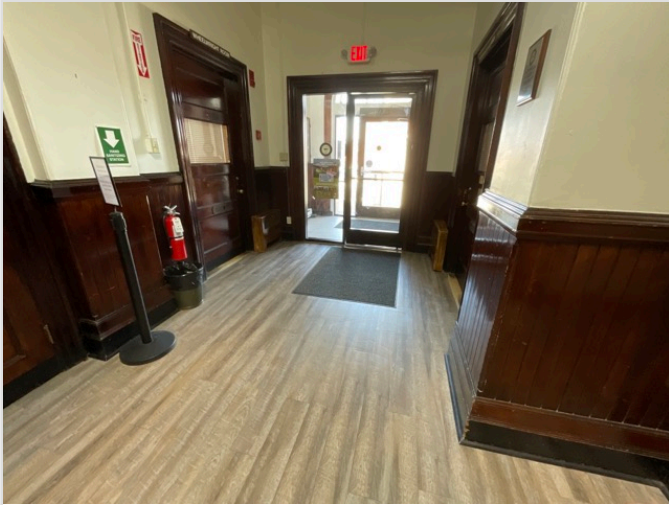


MAIN ENTRANCE



SIGNAGE

## Town Offices: Photographic Overview



ACCESSIBLE INTERIOR PATH



DOOR HARDWARE



LOBBY LOOKING AT CABS (WITH DOORS OPEN)



IN-CAB CONTROLS



TOILET STALL OVERVIEW



SINK, FAUCET HANDLES AND ACCESSORIES

## **Appendix E:** Component Condition Report

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### Component Condition Report | Town Offices / Site

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
<b>Structure</b>						
B1080	Fire escape	Fair	Stairs, Metal, Exterior, Refinish	200 SF	2	5960039
<b>Pedestrian Plazas &amp; Walkways</b>						
G2020	Site	Fair	Parking Lots, Pavement, Asphalt, Mill & Overlay	5,624 SF	12	5960068
<b>Sitework</b>						
G2060	Site	Good	Signage, Property, Building or Pole-Mounted, Replace/Install	1	7	5960030

### Component Condition Report | Town Offices

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
<b>Facade</b>						
B2020	Building Exterior	Fair	Window, Wood Historical, 16-25 SF, Restore	46	4	5960075
B2050	Building Exterior	Fair	Exterior Door, Aluminum-Framed & Glazed, Standard Swing	3	7	5960064
<b>Roofing</b>						
B3010	Roof	Fair	Roofing, Slate	4,872 SF	22	5960060
<b>Interiors</b>						
C1030	Throughout building	Fair	Interior Door, Wood, Solid-Core	30	2	5960055
C1070	Office	Fair	Suspended Ceilings, Acoustical Tile (ACT)	500 SF	2	5960015
C2010	Throughout	Fair	Wall Finishes, any surface, Prep & Paint	14,616 SF	6	5960082
C2030	First floor	Fair	Flooring, Vinyl Tile (VCT)	1,218 SF	4	5960047
C2030	First floor	Fair	Flooring, Carpet, Commercial Standard	585 SF	3	5960052
C2030	Information technology	Good	Flooring, Vinyl Sheeting	360 SF	4	5960031
C2030	Second floor	Fair	Flooring, Carpet, Commercial Standard	4,872 SF	2	5960033
C2030	First floor	Good	Flooring, Luxury Vinyl Tile (LVT)	3,654 SF	7	5960073
C2050	Human resources	Fair	Ceiling Finishes, any flat surface, Prep & Paint	9,244 SF	5	5960054



## Component Condition Report | Town Offices

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
<b>Plumbing</b>						
D2010	First floor	Fair	Urinal, Waterless	2	7	5960036
D2010	Restrooms	Fair	Toilet, Commercial Water Closet	4	2	5960076
D2010	Restrooms	Fair	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China	4	2	5960057
D2010	Boiler room	Good	Water Heater, Electric, Residential	1	5	5960074
D2010	Boiler room	Fair	Pump, Circulation, Domestic Water	1	7	5960026
D2010	Basement	Fair	Plumbing System, Supply & Sanitary, High Density (excludes fixtures)	9,744 SF	10	5960048
<b>HVAC</b>						
D3020	Boiler room	Good	Boiler, Gas, HVAC	1	22	5960035
D3020	Boiler room	Good	Boiler, Gas, HVAC	1	22	5960041
D3020	Vault	Fair	Unit Heater, Hydronic	1	9	5960014
D3020	Boiler room	Good	Boiler, Gas, HVAC	1	22	5960034
D3030	First floor	Fair	Split System, Fan Coil Unit, DX	1	4	5960029
D3030	Town manager's office	Fair	Split System, Fan Coil Unit, DX	1	12	5960018
D3030	Building exterior	Fair	Split System, Condensing Unit/Heat Pump	1	3	5960024
D3030	First floor	Fair	Split System, Fan Coil Unit, DX	1	4	5960017
D3030	First floor	Fair	Split System, Fan Coil Unit, DX	1	2	5960016
D3030	Town manager's office	Fair	Split System, Fan Coil Unit, DX	1	4	5960070
D3030	Nowak room	Fair	Split System, Fan Coil Unit, DX	1	4	5960063
D3030	Building inspectors office	Fair	Split System, Fan Coil Unit, DX	1	2	5960019
D3030	Human resources	Fair	Split System, Fan Coil Unit, DX	1	3	5960021
D3030	Building exterior	Fair	Split System, Condensing Unit/Heat Pump	1	10	5960027
D3030	Human services	Fair	Split System, Fan Coil Unit, DX	1	3	5960040
D3030	First floor	Fair	Split System, Fan Coil Unit, DX	1	4	5960069
D3030	First floor	Fair	Split System, Fan Coil Unit, DX	1	4	5960051

## Component Condition Report | Town Offices

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
D3030	Information technology	Fair	Split System, Fan Coil Unit, DX	1	4	5960050
D3030	Planning and building	Fair	Split System, Fan Coil Unit, DX	1	4	5960037
D3030	First floor	Fair	Split System, Fan Coil Unit, DX	1	4	5960061
D3030	First floor	Fair	Split System, Fan Coil Unit, DX	1	4	5960058
D3030	First floor	Fair	Split System, Fan Coil Unit, DX	1	5	5960046
D3030	Nowak room	Good	Split System, Fan Coil Unit, DX	1	10	5960066
D3030	Human resources	Fair	Split System, Fan Coil Unit, DX	1	3	5960056
D3030	First floor	Fair	Split System, Fan Coil Unit, DX	1	4	5960045
D3030	Building exterior	Fair	Split System, Condensing Unit/Heat Pump	1	3	5960059
D3030	First floor	Fair	Split System, Fan Coil Unit, DX	1	4	5960043
D3050	Basement	Fair	Fan Coil Unit, Hydronic Terminal	1	18	5960077
D3050	Basement	Good	Fan Coil Unit, Hydronic Terminal	1	18	5960062
D3050	Throughout building	Fair	HVAC System, Hydronic Piping, 2-Pipe	9,744 SF	4	5960032
<b>Fire Protection</b>						
D4030	Throughout building	Good	Fire Extinguisher, Type ABC, up to 20 LB	10	10	5960049
<b>Electrical</b>						
D5010	Basement	Fair	Automatic Transfer Switch, ATS	1	7	5960067
D5010	Emergency generator	Fair	Generator, Gas or Gasoline	1	10	5960013
D5020	Basement	Fair	Supplemental Components, Load Center, Single Phase Residential 120/240 V	1	7	5960023
D5020	Basement	Fair	Supplemental Components, Load Center, Single Phase Residential 120/240 V	1	7	5960042
D5020	Records room basement	Fair	Secondary Transformer, Dry, Stepdown	1	2	5960072
D5020	Second floor	Fair	Supplemental Components, Load Center, Single Phase Residential 120/240 V	1	22	5960078
D5020	Human resources	Fair	Supplemental Components, Load Center, Single Phase Residential 120/240 V	1	21	5960038
D5020	Basement	Fair	Switchboard, 120/208 V	1	12	5960028
D5020	Basement	Fair	Supplemental Components, Load Center, Single Phase Residential 120/240 V	1	7	5960071

## Component Condition Report | Town Offices

UF L3 Code	Location	Condition	Asset/Component/Repair	Quantity	RUL	ID
<b>Fire Alarm &amp; Electronic Systems</b>						
D6020	Information technology	Fair	Low Voltage System, Phone & Data Lines	9,744 SF	7	5960025
D7010	Throughout building	Fair	Access Control Devices, Keypad	2	2	5960022
D7030	Throughout building	Fair	Security Camera, Typical	9	5	5960079
D7050	Basement	Fair	Fire Alarm System, Full System Upgrade, Standard Addressable, Upgrade/Install	13,737 SF	3	5960065
D8010	Boiler room	Fair	BAS/HVAC Controls, Basic System or Legacy Upgrades, Upgrade/Install	9,744 SF	10	5960020
<b>Equipment &amp; Furnishings</b>						
E2010	Kitchen	Fair	Casework, Cabinetry, Hardwood Standard	12 LF	7	5960044

## Appendix F: Replacement Reserves

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4/20/2023

Location	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	Total Escalated Estimate	
Town Offices	\$0	\$0	\$113,551	\$112,039	\$385,396	\$68,734	\$36,126	\$144,130	\$0	\$3,061	\$356,781	\$0	\$157,817	\$8,892	\$0	\$86,189	\$48,551	\$9,580	\$82,392	\$81,815	\$10,907	\$1,705,961	
Town Offices / Site	\$0	\$0	\$379	\$0	\$0	\$0	\$0	\$2,546	\$0	\$0	\$0	\$0	\$39,238	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$42,163
<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$113,930</b>	<b>\$112,039</b>	<b>\$385,396</b>	<b>\$68,734</b>	<b>\$36,126</b>	<b>\$146,676</b>	<b>\$0</b>	<b>\$3,061</b>	<b>\$356,781</b>	<b>\$0</b>	<b>\$197,055</b>	<b>\$8,892</b>	<b>\$0</b>	<b>\$86,189</b>	<b>\$48,551</b>	<b>\$9,580</b>	<b>\$82,392</b>	<b>\$81,815</b>	<b>\$10,907</b>	<b>\$1,748,124</b>	

Town Offices		Uniformat Code	Location Description	ID	Cost Description	Lifespan (EUL)	Age	RUL	Quantity	Unit	Unit Cost	w/ Markup	*Subtotal 2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	Deficiency Repair Estimate		
B2020	Building Exterior	5960075	Window, Wood Historical, 16-25 SF, Restore			30	26	4	46	EA	\$3,600.00	\$4,968.00	\$228,528																					\$228,528		
B2050	Building Exterior	5960064	Exterior Door, Aluminum-Framed & Glazed, Standard Swing, Replace			30	23	7	3	EA	\$1,300.00	\$1,794.00	\$5,382												\$5,382										\$5,382	
C1030	Throughout building	5960055	Interior Door, Wood, Solid-Core, Replace			40	38	2	30	EA	\$700.00	\$966.00	\$28,980											\$28,980												\$28,980
C1070	Office	5960015	Suspended Ceilings, Acoustical Tile (ACT), Replace			25	23	2	500	SF	\$3.50	\$4.83	\$2,415																						\$2,415	
C2010	Throughout	5960082	Wall Finishes, any surface, Prep & Paint			10	4	6	14616	SF	\$1.50	\$2.07	\$30,255																						\$30,255	
C2030	First floor	5960047	Flooring, Vinyl Tile (VCT), Replace			15	11	4	1218	SF	\$5.00	\$6.90	\$8,404																						\$8,404	
C2030	Information technology	5960031	Flooring, Vinyl Sheetting, Replace			15	11	4	360	SF	\$7.00	\$9.66	\$3,478																						\$3,478	
C2030	First floor	5960073	Flooring, Luxury Vinyl Tile (LVT), Replace			15	8	7	3654	SF	\$7.50	\$10.35	\$37,819																							\$37,819
C2030	Second floor	5960033	Flooring, Carpet, Commercial Standard, Replace			10	8	2	4872	SF	\$7.50	\$10.35	\$50,425																							\$50,425
C2030	First floor	5960052	Flooring, Carpet, Commercial Standard, Replace			10	7	3	585	SF	\$7.50	\$10.35	\$6,055																							\$6,055
C2050	Human resources	5960054	Ceiling Finishes, any flat surface, Prep & Paint			10	5	5	9244	SF	\$2.00	\$2.76	\$25,513																							\$25,513
D2010	Boiler room	5960074	Water Heater, Electric, Residential, Replace			15	10	5	1	EA	\$900.00	\$1,071.00	\$1,071																						\$1,071	
D2010	Boiler room	5960026	Pump, Circulation, Domestic Water, Replace			15	8	7	1	EA	\$2,600.00	\$3,588.00	\$3,588																							\$3,588
D2010	Basement	5960048	Plumbing System, Supply & Sanitary, High Density (excludes fixtures), Replace			40	30	10	9744	SF	\$14.00	\$19.32	\$188,254																							\$188,254
D2010	Restrooms	5960076	Toilet, Commercial Water Closet, Replace			30	28	2	4	EA	\$1,300.00	\$1,794.00	\$7,176																							\$7,176
D2010	Restrooms	5960057	Sink/Lavatory, Vanity Top, Solid Surface or Vitreous China, Replace			30	28	2	4	EA	\$1,100.00	\$1,518.00	\$6,072																							\$6,072
D2010	First floor	5960036	Urinal, Waterless, Replace			30	23	7	2	EA	\$600.00	\$828.00	\$1,656																							\$1,656
D3020	Vault	5960014	Unit Heater, Hydronic, Replace			20	11	9	1	EA	\$1,700.00	\$2,346.00	\$2,346																							\$2,346
D3030	First floor	5960016	Split System, Fan Coil Unit, DX, Replace			15	13	2	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Building inspectors office	5960019	Split System, Fan Coil Unit, DX, Replace			15	13	2	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Building exterior	5960024	Split System, Condensing Unit/Heat Pump, Replace			15	12	3	1	EA	\$17,200.00	\$23,736.00	\$23,736																							\$23,736
D3030	Human resources	5960021	Split System, Fan Coil Unit, DX, Replace			15	12	3	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Human services	5960040	Split System, Fan Coil Unit, DX, Replace			15	12	3	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Human resources	5960056	Split System, Fan Coil Unit, DX, Replace			15	12	3	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Building exterior	5960059	Split System, Condensing Unit/Heat Pump, Replace			15	12	3	1	EA	\$5,200.00	\$7,176.00	\$7,176																							\$7,176
D3030	First floor	5960029	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	First floor	5960017	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Town manager's office	5960070	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Nowak room	5960063	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	First floor	5960069	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	First floor	5960051	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Information technology	5960050	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Planning and building	5960037	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	First floor	5960061	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	First floor	5960058	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	First floor	5960045	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	First floor	5960043	Split System, Fan Coil Unit, DX, Replace			15	11	4	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	First floor	5960046	Split System, Fan Coil Unit, DX, Replace			15	10	5	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Building exterior	5960027	Split System, Condensing Unit/Heat Pump, Replace			15	5	10	1	EA	\$4,000.00	\$5,520.00	\$5,520																							\$5,520
D3030	Nowak room	5960066	Split System, Fan Coil Unit, DX, Replace			15	5	10	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3030	Town manager's office	5960018	Split System, Fan Coil Unit, DX, Replace			15	3	12	1	EA	\$2,100.00	\$2,898.00	\$2,898																							\$2,898
D3050	Throughout building	5960032	HVAC System, Hydronic Piping, 2-Pipe, Replace			40	36	4	9744	SF	\$5.00	\$6.90																								



## Appendix G: Equipment Inventory List

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**D20 Plumbing**

Index	ID	UFCode	Component Description	Attributes	Capacity	Building	Location Detail	Manufacturer	Model	Serial	Dataplate Yr	Barcode	Qty
1	5960026	D2010	<b>Pump</b>	Circulation, Domestic Water	.5 HP	Town Offices	Boiler room	Grundfos	MAGNA3 40-120 F 216	10001776	2015		
2	5960074	D2010	<b>Water Heater</b>	Electric, Residential	30 GAL	Town Offices	Boiler room	Whirlpool	MHE2F30HS035V	1307T483651	2013		

**D30 HVAC**

Index	ID	UFCode	Component Description	Attributes	Capacity	Building	Location Detail	Manufacturer	Model	Serial	Dataplate Yr	Barcode	Qty
1	5960035	D3020	<b>Boiler</b>	Gas, HVAC	195 MBH	Town Offices	Boiler room	Smith Cast Iron Boilers	GBX-195-INT;HWX-195	5098270-201211	2015		
2	5960041	D3020	<b>Boiler</b>	Gas, HVAC	195 MBH	Town Offices	Boiler room	Smith Cast Iron Boilers	GBX-195-INT;HWX-195	5098271-201211	2015		
3	5960034	D3020	<b>Boiler</b>	Gas, HVAC	175 MBH	Town Offices	Boiler room	Smith Cast Iron Boilers	GB100-W-8 COND	GB100-8-C- 060515	2015		
4	5960014	D3020	<b>Unit Heater</b>	Hydronic	24 MBH	Town Offices	Vault	Modine Manufacturing	HS 24501	39100701-0412	2012		
5	5960024	D3030	<b>Split System</b>	Condensing Unit/Heat Pump	10 TON	Town Offices	Building exterior	Mitsubishi Electric	PUHY-P120TJMU-A	1YW00924	2011		
6	5960027	D3030	<b>Split System</b>	Condensing Unit/Heat Pump	3 TON	Town Offices	Building exterior	Daikin Industries	4MXS36RMVJU	G009966	2018		
7	5960059	D3030	<b>Split System</b>	Condensing Unit/Heat Pump	4 TON	Town Offices	Building exterior	Mitsubishi Electric	1MXZ-8B48NA	11U01947B	2011		
8	5960029	D3030	<b>Split System</b>	Fan Coil Unit, DX	.55 TON	Town Offices	First floor	Mitsubishi Electric	PKFY-P06NBMU-E2	25A00263C	2012		
9	5960018	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	Town manager's office	Mitsubishi Electric	PKFY-P12NHMU-E	03A03711	2020		
10	5960017	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	First floor	Daikin Industries	CTXS12GVJU	E 001534	2008		
11	5960016	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	First floor	Mitsubishi Electric	PKFY-P12NHMU-E	03A036320	2010		
12	5960070	D3030	<b>Split System</b>	Fan Coil Unit, DX	.5 TON	Town Offices	Town manager's office	Mitsubishi Electric	PKFY-P06NBMU-E2	25A00215C	2012		
13	5960063	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	Nowak room	Mitsubishi Electric			2012		
14	5960019	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	Building inspectors office	Mitsubishi Electric	PKFY-P12NHMU-E	03A03699	2010		
15	5960021	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	Human resources	Mitsubishi Electric	LPKFY-P12NHMU-E	1ZA05933A	2011		
16	5960040	D3030	<b>Split System</b>	Fan Coil Unit, DX	.55 TON	Town Offices	Human services	Mitsubishi Electric	PKFY-P08NBMU-E	14A03376C	2011		
17	5960069	D3030	<b>Split System</b>	Fan Coil Unit, DX	.55 TON	Town Offices	First floor	Mitsubishi Electric	PKFY-P06NBMU-E2	25A00184C	2012		
18	5960051	D3030	<b>Split System</b>	Fan Coil Unit, DX	.56 TON	Town Offices	First floor	Mitsubishi Electric	PKFY-P06NBMU-E2	25A00193C	2012		
19	5960050	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	Information technology	Mitsubishi Electric	MSZ-GE12NA-	2011364	2012		



20	5960037	D3030	<b>Split System</b>	Fan Coil Unit, DX	.55 TON	Town Offices	Planning and building	Mitsubishi Electric	PKFY-P06NBMU-E2	25A00292C	2012
21	5960061	D3030	<b>Split System</b>	Fan Coil Unit, DX	.55 TON	Town Offices	First floor	Mitsubishi Electric	PKFY-P06NBMU-E2	25A00185C	2012
22	5960058	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	First floor	Daikin Industries	CTXS12GVJU	E002140	2008
23	5960046	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	First floor	Daikin Industries	CTXS12GVJU	E002140	2008
24	5960066	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	Nowak room	Mitsubishi Electric	Inaccessible	Inaccessible	2018
25	5960056	D3030	<b>Split System</b>	Fan Coil Unit, DX	1 TON	Town Offices	Human resources	Mitsubishi Electric	PKFY-P12NHMU-E	1ZA05740A	2011
26	5960045	D3030	<b>Split System</b>	Fan Coil Unit, DX	.55 TON	Town Offices	First floor	Mitsubishi Electric	PKFY-P06NBMU-E2	25A00284C	2012
27	5960043	D3030	<b>Split System</b>	Fan Coil Unit, DX	.55 TON	Town Offices	First floor	Mitsubishi Electric	PKFY-P06NBMU-E2	25A00275C	2012
28	5960077	D3050	<b>Fan Coil Unit</b>	Hydronic Terminal	972 CFM	Town Offices	Basement	RenewAire	EV450IN	K12 1637L	2021
29	5960062	D3050	<b>Fan Coil Unit</b>	Hydronic Terminal	1280 CFM	Town Offices	Basement	RenewAire	HE1XIN	K12 2102C	2021

#### D40 Fire Protection

Index	ID	UFCode	Component Description	Attributes	Capacity	Building	Location Detail	Manufacturer	Model	Serial	Dataplate Yr	Barcode	Qty
1	5960049	D4030	<b>Fire Extinguisher</b>	Type ABC, up to 20 LB		Town Offices	Throughout building				2023		10

#### D50 Electrical

Index	ID	UFCode	Component Description	Attributes	Capacity	Building	Location Detail	Manufacturer	Model	Serial	Dataplate Yr	Barcode	Qty
1	5960013	D5010	<b>Generator</b>	Gas or Gasoline	20 KW	Town Offices	Emergency generator	Generac	ST02016GNSN	4954860	2008		
2	5960067	D5010	<b>Automatic Transfer Switch</b>	ATS	100 AMP	Town Offices	Basement	Siemens	No tag/plate found	No tag/plate found	2005		
3	5960072	D5020	<b>Secondary Transformer</b>	Dry, Stepdown	5 KVA	Town Offices	Records room basement				1995		
4	5960023	D5020	<b>Supplemental Components</b>	Load Center, Single Phase Residential 120/240 V	200 AMP	Town Offices	Basement	Siemens		G4040MB1200	2000		
5	5960042	D5020	<b>Supplemental Components</b>	Load Center, Single Phase Residential 120/240 V	80 AMP	Town Offices	Basement	Siemens		P3042B3100CU	2000		
6	5960078	D5020	<b>Supplemental Components</b>	Load Center, Single Phase Residential 120/240 V	100 AMP	Town Offices	Second floor	Siemens	G2020B1100		2015		
7	5960038	D5020	<b>Supplemental Components</b>	Load Center, Single Phase Residential 120/240 V	225 AMP	Town Offices	Human resources		No tag/plate found	No tag/plate found	2014		

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8	5960071	D5020	<b>Supplemental Components</b>	Load Center, Single Phase Residential 120/240 V	200 AMP	Town Offices	Basement	Siemens	G3042L3200CU		2000
9	5960028	D5020	<b>Switchboard</b>	120/208 V	400 AMP	Town Offices	Basement	Siemens	739036	S3038JX400ATS	1995

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