Appendix B
to
Report RS2017-014
File No.

FACILITY CONDITION ASSESSMENT
MARIPOSA COMMUNITY HALL
1010 ELDON ROAD, OAKWOOD, ONTARIO
Job No: 20130. 101037.000

Prepared for:
THE CITY OF KAWARTHA LAKES

Prepared by:
ALTUS GROUP LIMITED

Issued: **April 19, 2016**

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AltusGroup

April 19, 2016

Our Ref: 20130.101037.000

Dr. Adam Found, Ph.D
Manager of Corporate Assets
Asset Management Division
Department of Corporate Assets
City of Kawartha Lakes
26 Francis Street, P.O. Box 9000
Lindsay, Ontario, K9V 5R8

Dear Dr. Found,

Re: **Mariposa Community Hall**
1010 Eldon Road, Oakwood, Ontario
Facility Condition Assessment

Pursuant to your instructions, we enclose our Facility Condition Assessment for the above noted property. This report provides a general overview of the building components and systems, including a commentary on the mechanical, electrical, structural and architectural components. In addition, we have identified conditions observed which may result in future capital expenditures above those associated with routine maintenance.

Exclusions and assumptions are detailed in Section 2, and all limiting conditions and qualifications are identified in Section 6.

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We trust this report meets your requirements and we would be pleased to meet and discuss this in detail at your convenience.

Yours truly,

ALTUS GROUP LIMITED

Per: Melissa Woods, B.Arch.Sc., MAATO
Associate, Building Sciences

Per: Kiran Patel, P.Eng., PMP, MRICS, PQS, CCP, LEED® AP
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Senior Executive Vice President

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1. EXECUTIVE SUMMARY

1.1 General Description

The subject property is located at 1010 Eldon Road, Oakwood, Ontario known as Mariposa Community Hall. The building is a one-storey community hall. The exterior cladding at the building is brick masonry. The windows at the double-paned in original refurbished wood frames. The roof has a sloped metal finish. Heating is provided by unit heaters and a furnace. Domestic water is provided by a hot water storage tank. The site features vehicular access from Eldon Road and features an internal asphalt roadway. There are no elevators at the building. The building was constructed in 1908 and is 107 years old.

1.2 Building Description

Identifier	166
Facility	Mariposa Community Hall
Property	Mariposa Community Hall
Assessment Roll Number	165111003107400
Street Number	1010
Street Name	Eldon Road, Oakwood, Ontario
Community	Oakwood
Postal Code	K0M 2M0
Legal Description	Unknown
Former Municipality	Oakwood
Department	Community Services
Division	Parks & Recreation
Service	Parks & Recreation
Gross Floor Area (GFA)	8,044
Floors	1
Elevators	0
Site Area	650,937
Current Value Assessment (CVA)	$41,000
Replacement Cost	$1,938,604
Facility Condition Rating (FCR)	Good
Facility Condition Index (FCI)	0%

1.3 General Physical Condition

The property is rated as good condition provided that the recommended repairs and replacements are performed and regular and preventative maintenance is carried out.

1.4 Significant Issues & Deficiencies

Significant items include, but not limited to:

- Kitchen renovations
- Domestic hot water storage tank
- Furnace replacement
- Oil storage tank replacement
- Electrical service replacement

A detailed analysis of the immediate and 20-year capital expenditures required is included in Section 3.

1.5 Recommendations for Additional Investigation or Action

- Annual inspection of electrical equipment and arc-flash/infrared thermography scanning and Arc Flash Studies under regular operations and maintenance.
- Perform Hazardous Materials Surveys at the property including compliance with O.Reg. 278/05 governing Asbestos and have the Surveys available onsite.
- Update the Fire Safety Plan/Emergency Response Plan annually under operations and maintenance.
- Perform sanitary and storm camera scoping under regular operations and maintenance.
- Perform an Accessibility Audit at the Facility.

We recommend that the City of Kawartha Lakes carry out all life safety issues immediately, as identified in this Report, and with future replacements, bring components up to current building code standards. In addition, create a maintenance plan that will help extend the normal life expectancies for major components to support the assumptions. As large expenditures approach, have the component reviewed to determine its condition to better plan for its repair or replacement (e.g. benefits of phasing/non-phasing on other components within the complex). The City of Kawartha Lakes is strongly urged to have the study updated regularly to reflect any economic changes.

1.6 Outstanding Information & Follow Up

None.

1.7 Contingency & Escalation

Our cost summaries are priced in current dollars with no inflation provision for escalation.

1.8 Planning & Zoning Issues

Planning and zoning issues are excluded from this report.

1.9 Replacement Value

Using the description of the building including type of exterior walls, heating system and sprinkler system provided by the City of Kawartha Lakes, with associated basic building information such as number of storeys and gross floor area taken from non-as built drawings and high-level general overall measurements, we prepared using the programme "Marshall and Swift" a high level order of magnitude square foot cost assessment for the likely replacement construction cost estimates for the building. The estimated costs exclude the associated development soft costs of the buildings.

Replacement Value - $ 1,938,604

2. PURPOSE & SCOPE

The mandate is to provide a general overview of the building systems, including a commentary on the mechanical, electrical, structural and architectural components. In addition, we have identified conditions observed which may result in future capital expenditures above those associated with routine maintenance.

Our Facility Condition Assessment procedures and documentation are conducted in general accordance with ASTM E 2018 – 08 Standard Guide for Building Condition Assessments: Baseline Building Condition Assessment Process.

2.1 Terms of Reference

We understand our terms of reference to be as follows:

a) Co-ordinate the submissions from all consultants and review all documentation provided with a view to integrating the findings, conclusions and recommendations into one due diligence review report.

b) Visually review the buildings.

c) Identify any major issues of note and provide resolutions along with any costs involved.

d) Prepare a report on our findings including the identifications of all the issues and our estimate of the individual capital expenditures required over a 20-year period specifically identifying any immediate action, with a threshold of $5,000.

e) Year 0 is defined at the 12 month period subsequently following the date this report is issued.

2.2 Basis of Analysis

The assessment of Capital Expenditures required is based on the following:

a) Building systems failing to meet their performance level.

b) Building systems that have reached or are projected to reach the end of their productive life cycle within a 20-year period (the "study period").

c) Information provided in the FCA Information Questionnaire Form.

2.3 Conclusions Methodology

Our conclusions are based on the following:

a) On-site identification and measurement (where possible) of a specific deficiency item priced accordingly.

b) Measurement of areas from drawings where available (e.g. roofing) and priced at current replacement cost prevailing unit rates. It should be noted that floor areas and parking counts reported are taken directly from documents provided and detailed quantities will need to be assessed for any tendering purposes. **Altus Group Limited has carried out no independent verification or measurement for any component. We have performed high-level onsite measurements to confirm the gross floor area for the building for the purpose of FCI calculations.**

c) Information available from maintenance logs relating to mechanical equipment, etc., priced at prevailing replacement costs for similar or equivalent equipment.

Nikolay Tikhovskiy inspected the building on August 25th, 2015 and was accompanied by a Site Representative.

2.4 Exclusions

a) Environmental issues including hazardous materials and mould contamination. This is not a hazardous substance survey. No physical testing or sampling was performed and cannot confirm the actual presence of mould at the property. Further investigation is recommended where suspect mould is present.

b) Tenant improvement allowances.

c) Cost estimates are based on the assumption that phenolic foam insulation does not exist in the roof assembly as roof cuts were not performed as part of this review to determine the type of insulation existing.

d) Expenditure for capital items which are categorized as maintenance or operational in nature or items that are considered as upgrades.

e) Accessibility Audits.

f) Review or comment on tenant leases or tenant lease requirements is not included as part of this Facility Condition assessment.

g) No testing has been performed at any mechanical, electrical or life safety equipment.

h) Heritage reviews are excluded.

i) Building and Land Appraisals are excluded.

3. DEFINITIONS

3.1 General Methodology

The methodology of the study includes the examination of all recent and available documentation, such as financial statements, budgets and existing reports; and the physical inspection of the Building Components, etc.; and a review of all building plans and associated specifications and reports, field notes, and other relevant information in order to prepare various estimates and value judgements.

The study uses the component method of valuation to estimate replacement. The Building Components items consist of building or site components such as roof systems, exterior walls, pavement and sidewalks, each of which is deemed to have a limited life span, and must therefore be replaced or undergo major repair to maintain the property in an as-new condition.

Estimates of replacement costs are based on the assumption that quality materials, as specified, will be used. In the case of older developments, newer materials may be required under current building code regulations. Installation costs are assumed to be at contractor's prices, using union labour and current construction techniques, including contractor's overhead and profit. Cost for removal and disposal are also factored in.

These estimates are intended only for global budgeting purposes; they should be used as a guide only, as costs may vary according to the time of year, quality of materials used, volume of work, actual observed conditions, etc. Note that the estimates do not include applicable taxes. Actual costs for work can only be determined after preparing specifications and tender documents, understanding site restrictions that may impact work, and the establishing of a construction schedule.

The range of prices for the roofing, where applicable, depends on various factors, such as the condition of the insulation and the correction of the slopes for drainage. Also, increasing the number of roof sections (splitting a large roof into smaller sections is recommended) could extend the timeframe for the re-roofing program. Prices are estimated assuming that each section is repaired (or re-roofed) alone; hence, the estimation could decrease when work is for more than one section at a time. Furthermore, the estimates are based on the replacement of a given roofing system with an equivalent system, thus the estimation could vary significantly if upgrades are implemented, such as increasing the thickness of the insulation or using an alternative membrane. The implementation of a regular maintenance program could also extend the service life of the roof and delay the proposed schedule.

The range of estimated costs for asphalt repairs, where applicable, depends on whether the granular foundation should be upgraded or reconstructed and if additional drainage is needed. Since shallow boreholes or other testing such as sieve analyses etc., have not been carried out, the asphalt repair assumes the sub-grade is acceptable and that only surface work is required.

Physical deterioration, functional obsolescence and environmental factors are all factors for consideration when estimating the expected life span of the various components. In measuring the building component requirements, we have considered the effect of depreciation and normal life span experience of components. Finally, when assessing the current condition and remaining life span of building components, we have relied on our own judgement and expertise.

There are components with an indefinite life cycle that have not been included in the study. Indefinite life components include concrete foundations, infill concrete walls, exterior back-up wall systems and superstructure components. We are currently aware of no substantial defects with these items that would warrant carrying a contingency amount in the study for replacement.

Some components are shown with a percentage of replacement, as full replacement is not expected to occur. The replacement/repair cost of each component is estimated based on conventional building materials using current construction techniques with standard quality control.

Information and quantities are derived from the site review and/or information provided.

The effective ages are modifications to the actual calendar age of the components based on our assessment of the conditions observed during the site inspection.

As requested, Altus has conducted a representative review of interior spaces. The areas selected allowed us to review the various layouts and exposures available. The findings are extrapolated for the building.

Digital photos were taken of various building components and systems as a method of record; pertinent photos are included within the report to illustrate systems or conditions.

We identified some evident building code infractions or otherwise discretionary installation or detailing that would or is currently causing deterioration and/or possible life and safety concerns throughout the report and more specifically in Section 4. We did not however, research any data, cross-reference building codes etc. as this was not mandated. This is not a code or regulatory audit.

We have included practical energy-efficiency recommendations to which supplement the study. The recommendations are not considered a detailed Energy Audit. The categories with the most opportunity for savings are the HVAC and the building envelope.

3.2 Component Summary Table – Basis of Analysis, Definitions and Concepts

3.2.1 General

Identification and description of the Building Components of the building and site, categorized under the following major headings under the ASTM E1557- Standard Classification for Building Elements and Related Sitework-UNIFORMAT II.

3.2.2 Current Repair or Replacement Cost

The estimated cost of replacing or providing major repairs to a Building Component at current prices including factors such as demolition, disposal, material, labour and contractor's overhead and profit. The Harmonized Sales Tax (HST) is excluded from these costs on the 20-Year Expenditure table.

3.2.3 Normal Life Span

The estimated life expectancy of a Building Component in terms of years under normal service conditions. Each building component is analyzed in terms of component type, quality of construction, statistical records and normal life experience.

Life Cycles are calculated through one or all of the following: AJ Dell'Isola and SJ Kirk. (2003). Life Cycle Costing for Facilities. RS Means. Kingston, MA., ASHRAE Standards: American Society of Heating, Refrigerating and Air-Conditioning Engineers, CMHC Research Report: Service Life of Multi-Unit Residential Building Elements and Equipment, Canadian Standards Association, S478-95 (2007) Guideline on Durability in Buildings, Structures (Design), 1995, Whitestone Research (2011) The Whitestone Facility Maintenance and Repair Cost Reference 2011-2012 , experience and good practice.

3.2.4 Actual Age

The chronological age of the building or site component, expressed in years.

3.2.5 Effective Age

The adjudged age of the Building Component, expressed in years. Maintenance procedures, original workmanship or defective materials are determining factors. The subjective assessment is based on the experience of the Consultant.

3.2.6 Remaining Life Span

The difference, in years, between the Normal Life Span and the Effective Age of the Building Component.

Some Building Components have been phased over two (2) or more years as to building accommodate the significant impacts of the component to the building. Those items commence in the Remaining Life Span year.

3.2.7 Description of Major Repair Work or Replacement

This is a brief description of the nature of the work involved with each of the Building Components. This involves only major repair or replacement items and not upgrades. The percentage of the replacement or major repair is also stated.

3.2.8 Cost Breakdown

A unit quantity is multiplied by the current unit rate value to obtain the Current Repair or Replacement Cost – current CAD$ for each of the Building Components. Alternatively, Allowance figures are shown and the derived values are calculated based on experience rather than handbook costing data.

3.2.9 Component Condition Rating

The following component condition rating definitions are provided by the City of Kawartha Lakes and are identified on a component by component basis in the Component Summary Table.

Rating	Descriptor	Data Standard
1	New	A new, near new or fully rehabilitated asset with no visible signs of deterioration.
2	Excellent	An asset in excellent overall condition, where only very slight decline is evident but where it is also obvious that the asset is no longer in new condition.
3	Very Good	An asset in very good overall condition with some early stages of deterioration evident, where the deterioration is minor in nature and causing no serviceability problems.
4	Good	An asset in good overall condition, where some deterioration is evident and serviceability is impaired very slightly.
5	Fair-to-Good	An asset in fair to good overall condition, where deterioration is obvious and serviceability is impaired materially.
6	Poor-to-Fair	An asset in poor to fair overall condition, where deterioration is quite obvious, serviceability is noticeably impaired and maintenance costs are noticeably increasing.
7	Poor	As asset in poor overall condition, where deterioration and serviceability impairment are considerable and maintenance costs and risk are relatively

		high.
8	Very Poor	An asset in very poor overall condition, where deterioration and serviceability impairment are severe. Maintenance costs and risk, including the risk of failure, are substantial and maintenance ineffective to the point such that rehabilitation is the only cost-effective means of restoring serviceability.
9	Critical	An asset in critical overall condition and approaching failure, where deterioration and serviceability impairment are extreme. Rehabilitation is needed immediately as maintenance costs are extremely high, maintenance can no longer materially improve serviceability and/or the failing asset poses an unacceptable risk.
10	Failed	An asset that has failed; it is either no longer in service or should be removed from service immediately to mitigate the extreme risk it poses while in failure mode. Rehabilitation is the only option to restore serviceability.

In some cases we have opted to show an item as having Building Code issues where in fact at the time of construction it may have been acceptable. These discretionary items are related to health and safety and it is our opinion that they should meet current standards (i.e. guardrails in stairwells). All code related items are considered a life safety issue and should be carried out in the immediate term. The basis of the Building Code reference means the minimum requirements of the Ontario Building Code as opposed to particulars of other legislation (i.e. The Fire Code or City of Kawartha Lakes Property Standard By-laws).

3.2.10 Life Safety

Not applicable;
Minor consequences – potential minor injuries;
Moderate consequences – health deterioration; or
Severe consequences – critical injuries.

All life safety items, regardless of the consequences, should be addressed in the immediate term.

3.2.11 Urgency of Action

Not applicable
Urgent;
High;
Medium; or
Low

3.2.12 Energy & Efficiency

Not applicable or not apparent;
Moderate or significant savings with longer term payback; or
Significant savings and short-term payback.

3.2.13 Action Type

Replace;
Repair; or
Study

3.2.14 Consequence of Failure (COF)

Immediate Shut Down

Partial Shut Down
No significant consequences

3.2.15 Facility Condition Rating (FCR)

The Facility Condition Rating (FCR) is a weighted average over the term of the study using the recommended capital repairs and replacements divided by the replaced cost value for the building as shown in the Expenditure Table in the appendices based on the Facility Condition Index (FCI). The facility condition index definition is shown in Section 3.2.16 Facility Condition Index (FCI). The Facility Condition Ratings are categorized as follows: Good (under 5%), Fair (5-10%) and Poor (Over 10%).

3.2.16 Facility Condition Index (FCI)

The FCI = value of immediate capital needs (Year 0)/ replacement cost. The FCI is a relative indicator of condition, and should be tracked over time to maximize its benefit. The ratings are as follows: good (under 5%), fair (5-10%), and poor (over 10%).

3.3 Expenditure Table - Basis of Analysis, Definitions and Concepts

The 20-Year Expenditures Table illustrates all of the estimated expenditures that are anticipated to occur over the 20-year period based on the input from the Component Summary Table.

3.3.1 Components

These are building and site components that make up the common elements of the Corporation. The components are the same ones used in the Component Inventory Table.

3.3.2 Years

The years of the study, commencing with the current fiscal year.

3.3.3 Annual Expenditures

The estimated future dollar value totals of the Building Component expenditures totaled annually. HST or inflation has not been included.

4. COMPONENT DESCRIPTION AND CONDITION

This section of the report describes the building and site components that were visually surveyed during our site inspection and that are included in the study. Unless otherwise noted below, the building components are wearing as anticipated, in fair condition and are based on normal life expectancy and actual ages.

4.1 A - Substructure

4.1.1 Standard Foundations

The foundation walls consist of concrete masonry and are visible at a few locations at grade level and in the basement around the building perimeter. The footings are not visible as they are concealed below grade level. As is typical, a number of minor shrinkage cracks (less than 1/16th of an inch) were noted in the poured concrete foundations at various locations. The footings are not visible as they are concealed below grade level. No significant signs of deterioration were present. No issues were reported by the Site Representative. Based on a normal life span for this component replacement is not anticipated during the study period. Minor repairs in the interim are considered under operations and maintenance.

	
Poured concrete foundation walls	Poured concrete foundation walls

4.1.2 Slab on Grade

The visible areas of the slab-on-grades at the basement service rooms were found to be in fair condition with only normal shrinkage cracks. Cracking in a slab-on-grade may be due to long-term dry shrinkage over the early life of the building, the nature of the granular base; the type of in-situ soils or loading conditions, the manner in which it was installed or reinforced (if at all) and/or the location of the control joint grid pattern. The component is not anticipated for repair/replacement during the study period.

4.2 B - Shell

Superstructure

Based on our visual review, the building is brick masonry superstructure with concrete masonry foundation walls, wood joist floors and wood framed roof. The walls, roof and floor structure was generally hidden behind interior finishes and was not visible for evaluation. Overall, no other anomalies were observed or reported that would suggest the structural components are not functioning as intended. This item is not anticipated for major repairs or replacement during the study period.

	
Superstructure concealed by exterior cladding	Superstructure concealed behind interior finishes

4.2.1 Balcony Construction

There are no balconies at the building.

4.2.2 Ramps

There are no ramps at the building.

4.2.3 Exterior Stairs and Handrails

There are concrete stairs and handrails at the front of the building. No significant signs of deterioration were present during the site visit. No issues were reported by the Site Representative. Repairs are anticipated during the study period and are carried under operation and maintenance.

Superstructure concealed by exterior cladding

4.2.4 Canopies

There are no canopies at the building.

4.2.5 Cladding

The exterior walls are brick masonry cladding. Overall, the component is in good condition. Based on the normal life span of this component, repairs are anticipated during the study period. This can be completed under normal operation and maintenance.

	
Exterior cladding	Exterior cladding
	
Exterior cladding	Exterior cladding

4.2.6 Sealants

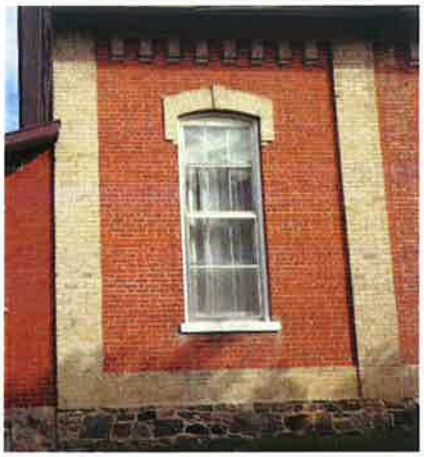
The sealants at the building joints and around the perimeter of the windows and doors are generally in good condition. Where checked, the exterior sealants are generally flexible and intact. Some minor deterioration of sealant was noted and repairs are completed as needed. Repairs are considered under normal operations and maintenance at a cost below the threshold of this report.

4.2.7 Balcony Guardrails

See section *4.2.3 Exterior Stairs and Handrails.*

4.2.8 Windows

The building features double-glazed anodized aluminum insulated glass units (IGU) in fixed refurbished wooden frames. The windows are in good condition. Based on the normal life span of this component, replacement is not anticipated during the study period. Minor repairs, if any, are considered under normal operation and maintenance.

	
Typical window unit	Typical window unit

4.2.9 Exterior Doors

Exterior doors at the facility are a combination of wood with glass inserts in wooden frames and metal service doors in metal frames. No significant signs of deterioration were present during the site visit. No issues were reported by the Site Representative. Doors can be replaced on an as needed basis at a cost below the threshold limit.

	
Exterior door	Exterior door

4.2.10 Roofing

The roof is sloped with a corrugated sheet metal finish. The roof is in good condition and according to the Site Representative the roof has been replaced in the last five years. No significant signs of deterioration were present during the site visit. No issues were reported by the Site Representative. Based on the normal life span of this component, replacement is not anticipated during the study period. Minor repairs, if any, are considered under normal operation and maintenance.

	
Overview of sloped roof	Overview of sloped roof

4.2.11 Gutters, Downspouts and Eaves

The roofs drain into prefinished aluminum eavestroughs and downspouts which discharge on grade. There were no reported problems with the drainage system No significant signs of deterioration were present during the site visits. No issues were reported by the Site Representative. Based on the normal life span of this component, repair and replacement is anticipated during the study period. This is considered under normal operation and maintenance.

	
Prefinished aluminum eavestroughs and downspouts	Prefinished aluminum eavestroughs and downspouts

4.3 C - Interior Elements

4.3.1 Interior Doors

The suite entry doors are wood in wood frames. No significant signs of deterioration were present during the site visit. No issues were reported by the Site Representative. Door replacement can be completed on an as needed basis at a cost below the threshold limit.

4.3.2 Handrails and Guards

There are no handrails or guardrails at the stairs leading to the basement. We recommend installing handrails at the stairs. Installation of the handrails can be completed at a cost below the threshold limit.

4.3.3 Stairwells

There is a wood staircase leading to the basement. No significant signs of deterioration were present during the site visit. No issues were reported by the Site Representative. Based on the normal life span of the component, replacement is not anticipated during the study period. Minor repairs, if any, can be completed under normal operation and maintenance.

4.3.4 Wall Finishes

The interior walls are painted flat gypsum wall board finishes with wood trim. No significant signs of deterioration were present during the site visit. No issues were reported by the Site Representative. Refurbishment during the study period can be completed on an as needed basis at a cost below the threshold limit.

4.3.5 Floor Finishes

The floor finishes are hardwood parquet and vinyl composite tile (VCT). No significant signs of deterioration were present during the site visit. No issues were reported by the Site Representative. Refurbishment during the study period can be completed on an as needed basis at a cost below the threshold limit.

4.3.6 Ceiling Finishes

The ceilings at the facility are a combination of painted flat gypsum and ceiling tiles. No significant signs of deterioration were present during the site visit. No issues were reported by the Site Representative. Refurbishment during the study period can be completed on an as needed basis at a cost below the threshold limit.

Interior doors

Wood stairs

Typical interior finishes

Typical interior finishes

Parquet and VCT floors

Ceiling tiles

4.4 D - Services

4.4.1 Elevators

There are no elevators at the building.

4.4.2 Kitchen and Bathroom Renovations

The kitchen has laminated countertops, pressboard cupboards and stainless steel sinks. No significant signs of deterioration were present during the site visit. No issues were reported by the Site Representative. Based on the normal life span of the component, replacement is anticipated during the study period. We have included an allowance to refurbish the kitchen.

	
Kitchen finishes	Kitchen finishes

4.4.3 Plumbing

Domestic Cold Water & Hot Water

The incoming domestic water main enters the building below grade. The water main then feeds to the main shut-off then is distributed throughout the building. Piping at the facility is copper and PVC. No anomalous conditions were observed or reported that would suggest this system is not functioning as intended. Based on the normal life span of the distribution piping, repairs and replacement is anticipated during the study period. This can be completed under operation and maintenance.

There is an electrical "John Wood" hot water storage tank in the basement with a storage capacity of 184 Litres. According to the technical data tag, the equipment was manufactured in 2005. Based on the normal life span of the component, replacement is anticipated during the study period. We have included an allowance to replace the hot water storage tank.

	
Hot water storage tank	Water metering

4.4.4 Site Drainage

Refer to Section *4.6.3 Site Services.*

4.4.5 Heating, Ventilation and Air Conditioning

The heating and ventilation at the facility is provided by an "Olsen" oil furnace. There is a wall forced-air heater at the entrance. No significant signs of deterioration were present during the site visit. No issues were reported by the Site Representative. There is no cooling at the building. There is an oil storage tank with a capacity of 910 Liters and according to the technical data tag the equipment was manufactured in 2001. The storage tank does not conform to the Technical Standards and Safety Authority (TSSA). Based on the normal life span of this component, replacement is anticipated during the study period. We have included an allowance to replace the furnace and the storage tank.

Our inspection was limited to accessible equipment. Tests were not performed, nor were systems dismantled to verify the condition of interior components. The systems were visually reviewed and maintenance staff comments were considered at the time of review.

	
Gas Fired Rooftop Units-Typical	Kitchen Make-up Air Unit

4.4.6 Fire Protection Systems

The building is equipped with fire extinguishers. Where the service tags were checked, the equipment is maintained regularly. All fire protection devices should be checked regularly under operations and maintenance to ensure good working operation. This is considered under normal operations and maintenance as below the threshold limit.

There is a fire safety plan, heat detectors and a fire alarm panel at the facility. No issues were reported by the Site Representative. Replacement and installation of the fire detection equipment should be carried out on an as needed basis in accordance with manufacturer's recommendations. This can be completed under normal operation and maintenance.

Fire extinguishers

Fire safety plan

Heat detectors

Pull station

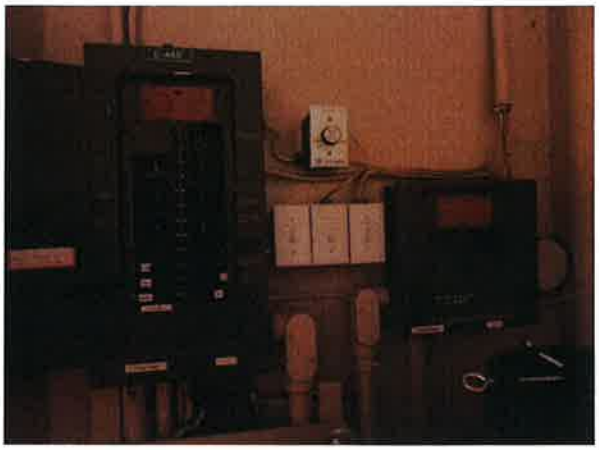
4.4.7 Electrical

Service and Metering & Distribution

The incoming electrical service enters the building at basement where the electrical equipment is located. There are four (4) "Taylor Electric" and "Federal Pioneer" electrical panels of various age and condition. There are two disconnects and two splitters rated at 600 Volts. No significant signs of deterioration were present during the site visit. No issues were reported by the Site Represented. Based on the normal life span of this component, replacement is anticipated during the study period. We have included an allowance for replacement.

It is recommended that infrared thermography or arc flash studies be performed to look for "hot spots" and other deficiencies in the electrical equipment. Surveying of electrical equipment should be carried out regularly on an annual basis. This is considered under normal operations and maintenance and is below the threshold limit.

General housekeeping issues were noted including the removal of storage items near electrical systems, removal of abandoned equipment and/or the provision of general labeling/identification. This is considered under normal operations and maintenance as below the threshold limit.



Electrical service

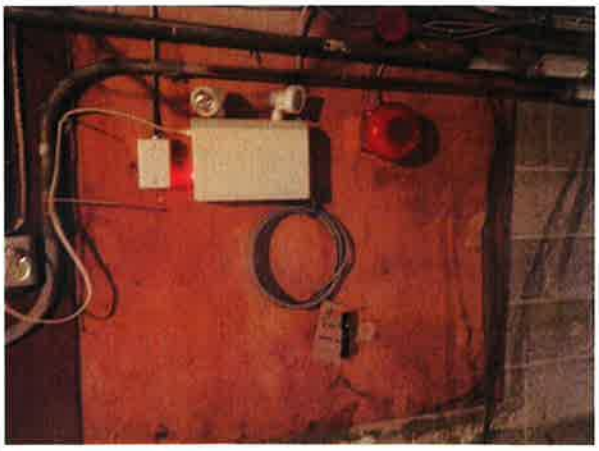
4.4.8 Lighting

The common area lights are ceiling mounted 2x4ft strip fluorescent fixtures. No significant signs of deterioration were present during our site visit. We recommend installing high efficiency light bulbs with future replacement. Future replacements of the lighting can be competed as-needed under operations and maintenance at a cost below the threshold of this report.

	
Lighting at the main hall	Fluorescent light fixtures

Emergency Exit Signs & Lighting

The building features emergency exit signs and lighting which are powered by battery packs. No issues were reported. The emergency exit signs and lighting are managed and upgraded as part of operations and maintenance at a cost below the threshold of this report.

	
Exit lighting	Exit lighting

4.4.9 Other Systems

Emergency Power & Generation Systems

There is no emergency back-up generator at the property.

4.5 E - Equipment and Furnishings

4.5.1 Compactor Equipment

There is no garbage compactor.

4.6 G – Building Siteworks

4.6.1 Paving, Curbing and Parking

The site is shared with Oakwood Arena & Community Centre and Oakwood Roads Operation Depot. The site features an internal asphalt roadway. We noted some settlement and closely spaced "alligator" cracks. Overall, the asphalt is in good condition. Costs for asphalt repairs and replacement are carried under Oakwood Arena & Community Centre.

4.6.2 Landscaping and Appurtenances

The site features sodded areas around the perimeter of the site. Site feature generally appear well-maintained. We assume the landscaping will continue to be managed as an operation and maintenance expense. No capital expenditures are anticipated during the study period.

Site Lighting

There is no site lighting at the building.

Fencing and Railings

The site features a concrete fence at the front of the site. The fencing is in good condition. Replacement is not anticipated during the study period. Minor repairs, if any, are considered under normal operation and maintenance.

	
Decorative fencing	Retaining Wall

4.6.3 Site Services

Domestic Water

The facility is supplied with domestic cold water service from the municipality. The incoming domestic water service enters the building at the basement. The condition of the buried and concealed piping cannot be evaluated visually. No anomalous conditions were observed or reported that would suggest this systems is not functioning as intended. A repair allowance is carried. Full replacement of the system is not anticipated.

Sanitary Service

The storm systems are concealed within the building by interior finishes and are connected with main via underground services. The condition of the buried and concealed piping cannot be evaluated visually. We recommend that drains be flushed and scoped routinely. This maximizes the service life of the piping and also helps identify repair needs. We assume this will be carried as part of ongoing maintenance. The component is not anticipated for repair/replacement during the study period. No allowances are carried.

Utilities

The incoming electrical service is below grade. No anomalous conditions were observed or reported that would suggest this system is not functioning as intended. No allowances are carried.

4.6.4 Barrier-Free Design

Although no measurements were taken to confirm, the facility generally does not comply with one or more of the following: Entrances and/or Path of Travel, Controls, Illumination, Access to Parking Areas, Washrooms / Water Closets / Lavatories / Universal Toilet Rooms, Exterior Walks and/or Ramps (where applicable), Doorways and Doors and Passenger Elevating Devices (where applicable).

We are not aware of any compliance orders for the facility with regards to barrier-free requirements. General compliance with the CAN/CSA-B651-04 and industry best guidelines is considered a secondary desirable upgrade and only recommended after Ontario Building Code requirements are fully met. Major costly modifications would be required to meet all current standards.

The intent behind developing and implementing additional guidelines is to eliminate or at least minimize safety risks to the occupants and improve operational performance. We recommend that the City develop its own Technical Guidelines for Accessibility for improved design features, better performance levels and consistency among its facilities.

Overall, the building can continue to function as a municipal facility as long as fire and life safety recommendations and non-compliance issues are addressed. We recommend that an Accessibility Audit be performance and the facility be renovated to bring it to current barrier-free design and the compliance with the requirements for a fully accessible facility in accordance with the Accessibility for Ontarians with Disabilities Act (AODA) coming into force in 2025. We have not included costs to renovate the facility in our Facility Condition Assessment as this is considered an upgrade.

5. BUILDING REPLACEMENT VALUE

Using the description of the building including type of exterior walls, heating system and sprinkler system provided by the City of Kawartha Lakes, with associated basic building information such as number of storeys and gross floor area taken from non-as built drawings and high-level general overall measurements, we prepared using the programme "Marshall and Swift" a high level order of magnitude square foot cost assessment for the likely replacement construction cost estimates for the building. The estimated costs exclude the associated development soft costs of the buildings.

Replacement Value - $ 1,938,604

6. REPORT QUALIFICATIONS

The qualifications described below apply to this report:

a) All review surveys were visual only. No removal or testing of materials or components was carried out. The review was made on a random basis with no attempt to review or inspect every element or portion of the building. The intent of the review was to determine areas of visually obvious deterioration and need for repair and to determine, in a general way, the overall quality and sufficiency of the existing building conditions but not to ascertain the quality or sufficiency of any particular aspect of the building.

b) This report is intended to provide **The City of Kawartha Lakes** with a general description of the systems employed in the building and to comment on their general condition, which may be apparent at the time of our review. No calculations were performed to confirm the adequacy of the elements. No findings contained in this report shall be construed as a guarantee or warranty of the quality or sufficiency of any particular aspect of the building or the adequacy of any particular element of any system employed in the building.

c) The timing of site visits is critical to building performance reviews. To observe the actual extent of problem areas, it is necessary to monitor the building conditions throughout the year and under varying weather conditions (for example, contraction and expansion of all component joints occur at different times of the year) in each specific area. As a result, all problems may not be visible at the time of our review and we shall not be responsible for any problems not readily visible or apparent at the time of our inspection.

d) Any timeframe given for repair or replacement work represents a judgement based on the apparent condition and theoretical life span of components. Failure of the item, or optimum repair/replacement time, may be earlier or later than the time estimate due to conditions unknown and beyond our control. The property manager should pro-actively assess the time lines identified going forward.

e) Any and all previous opinions expressed by Altus Group Limited, either verbally or in writing, regarding the condition of the building or cost estimates for repair of the above elements of the building cannot be relied upon unless contained herein and are superseded by this report. No portion of this report may be used as a separate entity; it is written to be read in its entirety.

f) We draw your specific attention to the qualifications in the independent consultants' reports appended herein. Altus Group Limited shall have no liability whatsoever for the actions of the independent consultants including liability for tort, negligence or breach of contract. As agreed, our mandate has been to co-ordinate and summarize the findings reached by the consultants.

g) It should be noted that floor areas and parking counts reported and provided by building management and the planning consultant (as identified in our summaries) have been used. No independent verification, measurement or assessment has been carried out by Altus Group Limited for the building components. We have performed a high-level general onsite measurement to confirm the overall building gross floor area for the building.

h) Environmental issues are excluded from this report. No environmental issues have been addressed nor renewal costs included in our summaries.

i) We have endeavoured to examine all the information provided and have assumed full disclosure of information from all parties on all building and maintenance issues. A list of all reports provided, along with the independent consultants' review confirmation is enclosed in Section 6, Appendix A.

j) We are not responsible for the effects of any actions taken as a result of this report unless we are specifically advised of and participate in such action in which case our responsibility will be agreed to at that time.

k) Altus Group Limited shall have no liability either in contract or in tort for services or matters beyond the scope of the services as outlined and qualified in this report.

l) It should be noted that this report may not be circulated, published, reproduced or quoted from in whole or in part by any person without the express written permission of Altus Group Limited in each instance. Furthermore, this report is for the exclusive use and benefit of **The City of Kawartha Lakes**. Altus Group Limited does not hold reporting responsibility to any other party and does not assume any liability whatsoever to any other party.

7. EXHIBITS & ATTACHMENTS

Appendix A	Component Summary Table
Appendix B	Expenditure Table
Appendix C	Schedule of Information Reviewed
Appendix D	FCA Information Request Form

APPENDIX A

Component Summary Table

AltusGroup

COMPONENT SUMMARY TABLE

Mariposa Community Hall

NO.	COMPONENT DESCRIPTION	Current Repair or Replacement Cost 2019	Nominal Life Span (Years)	Actual Age (Years)	Effective Age (Years)	Remaining Life Span (Years)	Description of Major Repair Work or Replacement	COST BREAKDOWN Unit	Qty	2019	Condition	Code Deficient	Life Safety	Consequence of Failure	Urgency of Action
	Material	Repair / Replacement Cost	Expected Useful Life Span	Acquisition Year	Effective / Effective Age	Expected Remaining Life		Quantity Type	Quantity	Quantities Total / Total Replacement Cost (if applicable)	Condition Rating				
	D SERVICES														
4.1.1	Kitchen Renovation	$7,000	15	20	20	15	Replace	Item	Allow	$7,000.00	Good	N/A	N/A	No significant consequences	N/A
4.1.2	Domestic Hot Water Tank	$7,000	20	10	10	10	Replace	Item	Allow	$7,000.00	Good	N/A	N/A	No significant consequences	N/A
4.1.3	Furnace	$7,000	20	15	15	5	Replace	Item	Allow	$7,000.00	Good	N/A	N/A	No significant consequences	N/A
4.1.4	Oil Storage Tank	$5,000	20	20	19	1	Replace	Item	Allow	$5,000.00	Poor	N/A	N/A	No significant consequences	High
4.1.5	Electrical Service	$47,000	30	17	17	13	Replace	Item	Allow	$47,000.00	Good	N/A	N/A	No significant consequences	N/A

APPENDIX B

Expenditure Table

AltusGroup

20-YEAR EXPENDITURE TABLE

Mangrove Community Hall

COMPONENT	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
4111 Kitchen Equipment																$7,000					
4112 Domestic Hot Water Tank											$7,000										
4113 Furnace						$7,000															
4114 Oil Storage Tank		$3,000																			
4115 Mechanical Service														$47,000							
Total Annual Expenditure	$0	$3,000	$0	$0	$0	$7,000	$0	$0	$0	$0	$7,000	$0	$0	$47,000	$0	$7,000	$0	$0	$0	$0	$0

Immediate, Short Term (Year 1-5) and Long Term (6-20)	$0	$11,000					$11,000														
Total Inflated Costs over 35-Year Period	$71,000																				
Annual Facility Condition Index (FCI)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Average Facility Condition Index (FCI)	0																				

NOTES:

1. HST and Inflation are excluded. A 2% inflation rate per annum is recommended to all capital renewal costs.
2. Engineering Fees included in total above.
3. * Represents a one-time non-recurring cost. If present, these items should be removed from further updates to the Study.

APPENDIX C

Schedule of Information Reviewed

INFORMATION REVIEWED

In the preparation of this report, the following drawings/documents were reviewed:

None

APPENDIX D

FCA Information Request Form

FACILITY CONDITION ASSESSMENT
INFORMATION REQUEST FORM

Altus Group has been retained by the City of Kawartha Lakes to perform a Facility Condition Assessment at various municipal facilities. ***This form is to be completed in its entirety*** by the Property Manager, Site Superintendent or other representative designated by the City of Kawartha Lakes. This form will aid in the accurateness of the Facility Condition Assessment. The Form will be compiled as an Appendix to the Final Report. All relevant information that will have an impact on the Facility Condition Assessment shall be forwarded to Altus Group for their review prior to the undertaking of the site inspection. If requested, the information will be returned upon completion of the Facility Condition Assessment. The accuracy of the report is dependent upon the completeness and accuracy of the information provided by the designated representative. Please return this form to Leanne Fitzgerald at leanne.fitzgerald@altusgroup.com or by fax at 416-641-9501

PROPERTY NAME:	

ADDRESS:	

SECTION 1 - GENERAL

CONSTRUCTION INFORMATION			
Construction Date		**Total Approx. GFA:**	
Original Building		**Property Area:**	
Addition 1		# of Floors:	
Addition 2		# of Units:	
Addition 3		# of Elevators:	

UTILITIES	City	Supplier (Specify)
Water/Wells	☐	☐
Electricity	☐	☐
Natural Gas	☐	☐
Sanitary Sewer/ Septic	☐	☐
Storm Sewer	☐	☐

SECTION 2 – BACKGROUND AND PLANNED EXPENDITURES

FACILITY QUESTIONNAIRE
Are there current or previous requests by the municipality (or others) to correct any building or fire code related deficiencies? *(Yes/No)*
Has there been a fire in the building? *(Yes/No)*
Are there any structural problems? *(Yes/No)*

Are there any problems with the roof? Please provide roof certificates / warrantees. *(Yes/No)*
Are there any plumbing problems? *(Yes/No)*
Has there been intrusive testing done (such as pyrite testing)? *(Yes/No)*
Are there any plans for major repairs or renovations in the near future? If so, when will they occur and what are the budget amounts given.
Have any upgrades, energy conservation retrofits been conducted? If so, please specify.
Are there any ACTIVE, ONGOING or RE-OCURRING leaks into the building? If so, please specify.
Are there any NON-ACTIVE or NON-REOCURRING leaks (or staining, paint-peeling or finish damages) at the building? If so, please specify.
Are there particular aspects of the building that require closer inspection due to previous or current conditions? *(Yes/No)*
Has mould been identified or previously remediated at the building? *(Yes/No)*
Is there a Fire Safety Plan in place at the building? *(Yes/No)*
Has an Asbestos Survey been conducted at the building? *(Yes/No)*

SECTION 3 – DOCUMENTATION

Please forward the following information within as soon as possible of receipt of this form (Y = included, N = not available and N/A = not applicable):

DOCUMENTATION AVAILABLE	Y	N	N/A
All existing warranties, guarantees, bonds and service contracts;			
As-built specifications for the buildings that are your custody of the client;			
Plans for underground site services, site grading, drainage and landscaping, and television, radio or other communications services for the property that are in the custody of the corporation;			
The repair and maintenance records and schedules in the custody or under the control;			
Any records of capital repairs or replacements;			
All existing reports such as surveys, reports, specifications for repairs/replacements, assessment or studies;			
Any compliance orders for the subject property;			
Any other records that may affect the Assessment.			

SECTION 4 – MAINTENANCE PERSONNEL

HVAC SYSTEM Additional Information:	*Where applicable, please provide an inventory of heating/ventilation/ air-conditioning units, boiler, chillers, generators, etc.*		
Service Contractors	**Company Name**	**Contact**	**Phone**
Boiler:			
Chiller:			
Rooftop units:			
Other			

FIRE SUPPRESSION & FIRE ALARM SYSTEMS Additional Information:	*Where applicable, please provide any reports pertaining to fire code & sprinkler inspections.*		
Service Contractors	**Company Name**	**Contact**	**Phone**
Sprinkler Inspections			
Stand-pipe Monitoring			
Fire Alarm Monitoring			
Fire Extinguishers			
Other			

SERVICE CONTRACTOR	Company Name	Contact	Phone
Plumbing			
Electrical			
Emergency Generators			
Elevators			
Other			

If necessary, attach a list of pertinent information in the form of documents/correspondence that may affect the completion of the Building Condition Assessment.

Name and Title: _____

_____ _____

Signature Date