



FACILITY CONDITION ASSESSMENT



Prepared for:

City of Salem

93 Washington Street

Salem, Massachusetts 01970

FACILITY CONDITION ASSESSMENT

Pioneer Village
98 West Avenue
Salem, Massachusetts 01970

PREPARED BY:

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Date of Report:
March 26, 2018

On Site Date:
March 9, 2018



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Immediate Repairs Report
Pioneer Village
3/26/2018



Location Name	Report Section	ID	Cost Description	Quantity	Unit	Unit Cost	*Subtotal	Deficiency Repair Estimate *
Pioneer Village	6.4	878208	Exterior Wall, Wood Clapboard Siding, 1-2 Stories, Repair	500	SF	\$26.82	\$13,411	\$13,411
Pioneer Village	7.6	878207	Fire Extinguisher, ABC Fire Extinguisher, Provide	8	EA	\$356.54	\$2,852	\$2,852
Pioneer Village	7.6	878206	Fire Alarm System, School, Install	1800	SF	\$3.13	\$5,637	\$5,637
Immediate Repairs Total								\$21,901

* Location Factor included in totals.



Replacement Reserves Report

Pioneer Village

3/26/2018

Location Name	Report Section	ID	Cost Description	Lifespan (EUL)	EAge	RUL	Quantity	Unit	Unit Cost *	Subtotal	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	Deficiency Repair Estimate
Pioneer Village	6.4	878208	Exterior Wall, Wood Clapboard Siding, 1-2 Stories, Repair	0	0	0	500	SF	\$26.82	\$13,411	\$13,411																				\$13,411
Pioneer Village	6.4	878209	Exterior Wall, Wood Clapboard Siding, 1-2 Stories, Replace	20	10	10	500	SF	\$27.03	\$13,513											\$13,513										\$13,513
Pioneer Village	6.4	878212	Roof, Wood Shake/Shingle, Replace	25	15	10	500	SF	\$5.59	\$2,797											\$2,797										\$2,797
Pioneer Village	6.4	878213	Roof, Wood Shake/Shingle, Replace	25	10	15	500	SF	\$5.59	\$2,797															\$2,797						\$2,797
Pioneer Village	6.4	878210	Roof, Wood Shake/Shingle, Replace	25	9	16	1200	SF	\$5.59	\$6,713																	\$6,713				\$6,713
Pioneer Village	7.6	878207	Fire Extinguisher, ABC Fire Extinguisher, Provide	15	15	0	8	EA	\$356.54	\$2,852	\$2,852															\$2,852					\$2,852
Pioneer Village	7.6	878206	Fire Alarm System, School, Install	20	20	0	1800	SF	\$3.13	\$5,637	\$5,637																				\$5,637
Totals, Unescalated											\$21,901	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$16,310	\$0	\$0	\$0	\$0	\$5,649	\$6,713	\$0	\$0	\$0	\$50,573
Totals, Escalated (3.0% inflation, compounded annually)											\$21,901	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$21,919	\$0	\$0	\$0	\$0	\$8,801	\$10,772	\$0	\$0	\$0	\$63,393

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1. Executive Summary

1.1. Property Information and General Physical Condition

The property information is summarized in the table below. More detailed descriptions may be found in the various sections of the report and in the Appendices.

Property Information	
Address:	98 West Avenue, Salem, Essex County, Massachusetts 01970
Year Constructed/Renovated:	Constructed - 1930 Renovated - 2008
Current Occupants:	Pioneer Village
Percent Utilization:	100%
Management Point of Contact:	City of Salem, Michael Lutrzykowski 978.619.5648 phone mlutrzykowski@salem.com
Property Type:	Living History Museum
Site Area:	3.0 acres
Building Area:	1,800 SF
Number of Buildings:	8
Number of Stories:	1
Parking Type and Number of Spaces:	Parking lot located at Forest River Park
Building Construction:	Conventional wood timber construction
Roof Construction:	Gabled roofs with wood deck and thatch or wood shake shingles
Exterior Finishes:	Wood planks
Heating, Ventilation & Air Conditioning:	There are no central heating or cooling systems
Fire and Life/Safety:	None
Dates of Visit:	March 9, 2018
On-Site Point of Contact (POC):	No escort provided
Assessment and Report Prepared by:	Mary Endsley
Reviewed by:	Daniel White Technical Report Reviewer for Bill Champion Senior Program Manager bchampion@emgcorp.com 800.733.0660 x6234

Systemic Condition Summary			
Site	Good	HVAC	--
Structure	Good	Plumbing	--

Systemic Condition Summary			
Roof	Fair	Electrical	Good
Vertical Envelope	Fair	Elevators	--
Interiors	Fair	Fire	--

The following bullet points highlight the most significant short term and modernization recommendations:

- Roof repairs
- Siding repair
- Installation of fire safety equipment

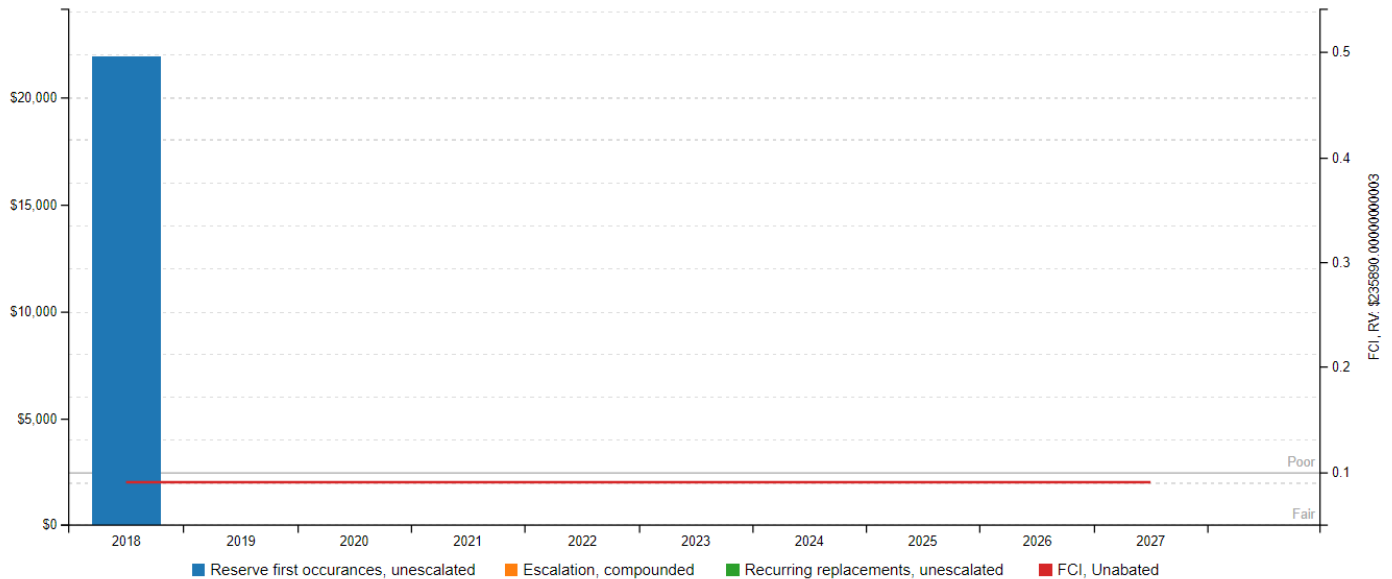
Generally, the property appears to have been constructed within industry standards in force at the time of construction. The property appears to have been well maintained in recent years and is in good overall condition.

According to property management personnel, the property has had an active capital improvement expenditure program over the past three years, primarily consisting of landscaping, siding and roof finish replacement. Supporting documentation was not provided in support of these claims but some of the work is evident.

1.2. Facility Condition Index (FCI)

FCI Analysis: Pioneer Village

Replacement Value: \$ 235,890; Inflation rate: 3.0%



One of the major goals of the FCA is to calculate the FCI, which gives an indication of a building's overall condition. Two FCI ratios are calculated and presented, the Current Year and Ten-Year. The Current Year FCI is the ratio of Immediate Repair Costs to the building's Current Replacement Value. Similarly, the Ten-Year FCI is the ratio of anticipated Capital Reserve Needs over the next ten years to the Current Replacement Value.

FCI Condition Rating	Definition	Value
Good	In new or well-maintained condition, with no visual evidence of wear, soiling or other deficiencies.	0 to .05
Fair	Subjected to wear and soiling but is still in a serviceable and functioning condition.	> than .05 to .10
Poor	Subjected to hard or long-term wear. Nearing the end of its useful or serviceable life.	> than .10 to .60
Very Poor	Has reached the end of its useful or serviceable life. Renewal is now necessary.	> than .60

The graphs above and tables below represent summary-level findings for the FCA. The deficiencies identified in this assessment can be combined with potential new construction requirements to develop an overall strategy that can serve as the basis for a portfolio-wide capital improvement funding strategy. Key findings from the assessment include:

Key Finding	Metric
Current Year Facility Condition Index (FCI) $FCI = (IR)/(CRV)$.09 Fair
10-Year Facility Condition Index (FCI) $FCI = (RR)/(CRV)$.09 Fair

Key Finding	Metric
Current Replacement Value (CRV)	1,800 SF * 131.05 / SF = \$235,890
Year 1 (Current Year) - Immediate Repairs (IR)	\$21,901
Years 1-10 – Replacement Reserves (RR)	\$21,901

The major issues contributing to the Immediate Repair Costs and the Current Year FCI ratio are summarized below:

- Roof repairs
- Siding repair
- Installation of fire safety equipment

Further detail on the specific costs that make up the Immediate Repair Costs can be found in the cost tables at the beginning of this report.

1.3. Special Issues and Follow-Up Recommendations

As part of the FCA, a limited assessment of accessible areas of the building(s) was performed to determine the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. Property personnel were interviewed concerning any known or suspected fungal growth, elevated relative humidity, water intrusion, or mildew-like odors. Sampling is not a part of this assessment.

There are no visual indications of the presence of fungal growth, conditions conducive to fungal growth, or evidence of moisture in representative readily accessible areas of the property.

1.4. Opinions of Probable Cost

Cost estimates are attached at the front of this report (following the cover page).

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* and *Marshall & Swift*, EMG'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 of the work (if applicable), quality of contractor, quality of project management exercised, market conditions, and whether competitive pricing is solicited, etc. ASTM E2018-08 recognizes that 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.

1.4.1. Methodology

Based upon site observations, research, and judgment, along with referencing Expected Useful Life (EUL) tables from various industry sources, EMG 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. Projections of Remaining Useful Life (RUL) are based on continued use of the Property similar to the reported past use. Significant changes in occupants and/or usage may affect the service life of some systems or components.

Where quantities could not be derived from an actual take-off, lump sum costs or allowances 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.

1.4.2. Immediate Repairs

Immediate repairs are opinions of probable costs that require immediate action as a result of: (1) material existing or potential unsafe conditions, (2) material building or fire code violations, 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.

1.4.3. Replacement Reserves

Replacement Reserves are for recurring probable 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 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, EMG'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.

EMG'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 in the Immediate Repair Cost Estimate.

2. Purpose and Scope

2.1. Purpose

EMG 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 at municipal offices, 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.

CONDITIONS:

The physical condition of building systems and related components are typically defined as being in one of five conditions: Excellent, Good, Fair, Poor, Failed or a combination thereof. For the purposes of this report, the following definitions are used:

Excellent	=	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.
Good	=	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.
Fair	=	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.
Poor	=	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.
Failed	=	Component or system has ceased functioning or performing as intended. Replacement, repair, or other significant corrective action is recommended or required.
Not Applicable	=	Assigning a condition does not apply or make logical sense, most commonly due to the item in question not being present.

FORMAT OF THE BODY OF THE REPORT:

Throughout sections 5 through 9 of this report, each report section will typically contain three subsections organized in the following sequence:

- A descriptive table (and/or narrative), which identifies the components assessed, their condition, and other key data points.
- A simple bulleted list of Anticipated Lifecycle Replacements, which lists components and assets typically in Excellent, Good, or Fair condition at the time of the assessment but that will require replacement, or some other attention once aged past their estimated useful life. These listed components are typically included in the associated inventory database with costs identified and budgeted beyond the first several years.
- A bulleted cluster of Actions/Comments, which include more detailed narratives describing deficiencies, recommended repairs, and short-term replacements. The assets and components associated with these bullets are/were typically problematic and in Poor or Failed condition at the time of the assessment, with corresponding costs included within the first few years.

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. The following Plan Types are listed in general weighted order of importance:

Safety	=	An observed or reported unsafe condition that if left unaddressed could result in an injury; a system or component that presents a potential liability risk.
Performance/Integrity	=	Component or system has failed, is almost failing, performs unreliably, does not perform as intended, and/or poses a risk to overall system stability.
Accessibility	=	Does not meet ADA, UFAS, and/or other handicap accessibility requirements.
Environmental	=	Improvements to air or water quality, including removal of hazardous materials from the building or site.
Modernization/Adaptation	=	Conditions, systems, or spaces that need to be upgraded in appearance or function to meet current standards, facility usage, or client/occupant needs.
Lifecycle/Renewal	=	Any component or system in which future repair or replacement is anticipated beyond the next several years and/or is of minimal substantial early-term consequence.

2.2. 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 general statement of 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.
- Perform a limited assessment of accessible areas of the building(s) for the presence of fungal growth, conditions conducive to fungal growth, and/or evidence of moisture. EMG will also interview Project personnel regarding the presence of any known or suspected fungal growth, elevated relative humidity, water intrusion, or mildew-like odors. Potentially affected areas will be photographed. Sampling will not be considered in routine assessments.
- List the current utility service providers.
- Review maintenance records and procedures with the in-place maintenance personnel.
- Observe a representative sample of the interior spaces/units, including vacant spaces/units, in order 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.
- Prepare a mechanical equipment inventory list.

2.3. Personnel Interviewed

The management and maintenance staff were interviewed for specific information relating to the physical property, available maintenance procedures, historical performance of key building systems and components, available drawings and other documentation. The following personnel from the facility and government agencies were interviewed in the process of conducting the FCA:

Name and Title	Organization	Phone Number
Ray Jodoin General Foreman	City of Salem	978.423.1811
Michael Lutrzykowski Public Property Assistant	City of Salem	978.619.5648

There was no escort provided for this facility.

2.4. Documentation Reviewed

Prior to the FCA, relevant documentation was requested that could aid in the knowledge of the subject property's physical improvements, extent and type of use, and/or assist in identifying material discrepancies between reported information and observed conditions. The review of submitted documents does not include comment on the accuracy of such documents or their preparation, methodology, or protocol. The Documentation Request Form is provided in Appendix E.

2.5. Pre-Survey Questionnaire

A Pre-Survey Questionnaire was sent to the POC prior to the site visit. The questionnaire is included in Appendix E. Information obtained from the questionnaire has been used in preparation of this report.

2.6. Weather Conditions

March 9, 2018: Clear, with temperatures in the 30s (°F) and light winds. There were approximately four inches of snow on the ground at the time of the site visit.

3. Accessibility and Property Research

3.1. ADA Accessibility

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

Buildings completed and occupied after January 26, 1992 are required to comply fully with the ADAAG. Existing facilities constructed prior to this date are held to the lesser standard of compliance to the extent allowed by structural feasibility and the financial resources available. As an alternative, a reasonable accommodation pertaining to the deficiency must be made.

During the FCA, a limited visual observation for ADA accessibility compliance was conducted. The scope of the visual observation was limited to those areas set forth in *EMG's Abbreviated Accessibility Checklist* provided in Appendix D of this report. It is understood by the Client that the limited observations described herein does not comprise a full ADA Compliance Survey, and that such a survey is beyond the scope of EMG's undertaking. Only a representative sample of areas was observed and, other than as shown on the Abbreviated Accessibility Checklist, actual measurements were not taken to verify compliance.

The facility generally appears to be accessible as stated within the defined priorities of Title III of the Americans with Disabilities Act.

3.2. Municipal Information, Flood Zone and Seismic Zone

Not applicable for this program.

4. Existing Building Assessment

4.1. Unit or Space Types

All 1,800 square feet of buildings are occupied by a single occupant, the Pioneer Village Living Museum. The project is a replica of a colonial village and is a combination of thatched cottages, workshops, gardens and a large house used for the former governor. There are no utilities, administrative or mechanical spaces.

4.2. Inaccessible Areas or Key Spaces Not Observed

A representative sample of 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, exterior of the property and the roof. All areas of the property were available for observation during the site visit.

A "down unit" or area is a term used to describe a unit or space that cannot be occupied due to poor conditions such as fire damage, water damage, missing equipment, damaged floor, wall or ceiling surfaces, or other significant deficiencies. There are no down units or areas.

5. Site Improvements

5.1. Utilities

The following table identifies the utility suppliers and the condition and adequacy of the services.

Site Utilities		
Utility	Supplier	Condition and Adequacy
Sanitary sewer	None	--
Storm sewer	City of Salem	Good
Domestic water	City of Salem	Good
Electric service	National Grid	Good
Natural gas service	None	--

Actions/Comments:

- According to the POC, the utilities provided are adequate for the property. There are no unique, onsite utility systems such as emergency electrical generators, septic systems, water or waste water treatment plants, or propane gas tanks.

5.2. Parking, Paving, and Sidewalks

Not applicable. There is no parking, paving or sidewalks.

5.3. Drainage Systems and Erosion Control

Drainage System and Erosion Control		
System	Exists at Site	Condition
Surface Flow	<input checked="" type="checkbox"/>	Good
Inlets	<input checked="" type="checkbox"/>	Good
Swales	<input type="checkbox"/>	--
Detention pond	<input type="checkbox"/>	--
Lagoons	<input type="checkbox"/>	--
Ponds	<input type="checkbox"/>	--
Underground Piping	<input type="checkbox"/>	--
Pits	<input type="checkbox"/>	--
Municipal System	<input checked="" type="checkbox"/>	Good
Dry Well	<input type="checkbox"/>	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- There is no evidence of storm water runoff from adjacent properties. The storm water system appears to provide adequate runoff capacity. There is no evidence of major ponding or erosion.

5.4. Topography and Landscaping

Item	Description						
Site Topography	Slopes gently down from the south side of the property to the north side of the property line.						
Landscaping	Trees	Grass	Flower Beds	Planters	Drought Tolerant Plants	Decorative Stone	None
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Landscaping Condition	Fair						
Irrigation	Automatic Underground		Drip		Hand Watering		None
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>
Irrigation Condition	--						

Retaining Walls		
Type	Location	Condition
Seawall	Shoreline	Good

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The topography and adjacent uses do not appear to present conditions detrimental to the property. There are no significant areas of erosion.

5.5. General Site Improvements

Property Signage	
Property Signage	Fence mounted
Street Address Displayed?	No

Site and Building Lighting					
Site Lighting	None	Pole Mounted	Bollard Lights	Ground Mounted	Parking Lot Pole Type
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	--				
Building Lighting	None		Wall Mounted	Recessed Soffit	
	<input checked="" type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
	--				

Site Fencing		
Type	Location	Condition
Temporary construction fence	Property perimeter	Fair
Wood garden fence	Cottage Garden	Fair

Refuse Disposal				
Refuse Disposal	Means of disposal not apparent			
Dumpster Locations	Mounting	Enclosure	Contracted?	Condition
None	None	None	--	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.
- There is a new pedestrian bridge connecting the Forest River Park parking lot to the village.
- The village structures include a fire pit, cottage garden and colonial pillory stocks.
- The cottage garden is surrounded by a rustic style wood fence.

6. Building Architectural and Structural Systems

6.1. Foundations

Building Foundation		
Item	Description	Condition
Foundation	Rubble	Fair
Basement and Crawl Space	None	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The foundation systems are concealed. The floors are dirt or wood plank. There are no significant signs of settlement, deflection, or movement.

6.2. Superstructure

Building Superstructure		
Item	Description	Condition
Framing / Load-Bearing Walls	Heavy lumber	Fair
Ground Floor	Raised wood/Dirt	Fair
Upper Floor Framing	--	--
Upper Floor Decking	--	--
Roof Framing	Heavy lumber beams	Fair
Roof Decking	Wood plank	Fair

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The superstructure is exposed in some locations, which allows for limited observation. Walls and floors appear to be plumb, level, and stable. There are no significant signs of deflection or movement.

6.3. Roofing

Primary Roof			
Type / Geometry	Gable Roof	Finish	Wood plank/Thatch/Wood Shake

Primary Roof			
Maintenance	Outside Contractor	Roof Age	9 Years
Flashing	Built-up base and Edge flashing	Warranties	None
Parapet Copings	None	Roof Drains	Edge drainage to ground
Fascia	None	Insulation	None
Soffits	None	Skylights	No
Attics	None	Ponding	No
Ventilation Source-1	None	Leaks Observed	No
Ventilation Source-2	None	Roof Condition	Fair

Anticipated Lifecycle Replacements:

- Wood shakes
- Roof deck
- Roof thatch

Actions/Comments:

- The roof finishes vary in age. The roofs are maintained by an outside contractor and due to the nature of the materials, the thatch is replaced in the spring by a group of volunteers.
- According to the POC, there are no active roof leaks. There is no evidence of active roof leaks.
- The field of the roofs have isolated areas of missing thatch, damaged decking and weathered wood shakes. Portions of the roof finishes require replacement. The damaged portions of the decking or roofing material should be must be repaired.

6.4. Exterior Walls

Building Exterior Walls		
Type	Location	Condition
Primary Finish	Wood siding	Fair
Secondary Finish	None	--
Accented with	None	--
Soffits	Not Applicable	--

Anticipated Lifecycle Replacements:

- Wood siding
- Wood trim (included with siding)

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance, including patching repairs and graffiti removal is highly recommended. Future lifecycle replacements of the components listed above will be required.

6.5. Exterior and Interior Stairs

Not applicable. There are no exterior or interior stairs.

6.6. Exterior Windows and Doors

Building Windows				
Window Framing	Glazing	Location	Window Screen	Condition
Wood framed with shutters	None	All openings	<input type="checkbox"/>	Fair
Wood framed with shutters	Single pane grilled glass	Governor's house	<input type="checkbox"/>	Fair

Building Doors		
Main Entrance Doors	Door Type	Condition
	Wood plank	Fair
Secondary Entrance Doors	Wood barn	Fair
Service Doors	None	--
Overhead Doors	None	--

Anticipated Lifecycle Replacements:

- Exterior wood doors

Actions/Comments:

- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended. Future lifecycle replacements of the components listed above will be required.

6.7. Patio, Terrace, and Balcony

Not applicable. There are no patios, terraces, or balconies.

7. Building Mechanical and Plumbing Systems

7.1. Building Heating, Ventilating, and Air Conditioning (HVAC)

Not applicable. There are no heating or cooling systems. The structures are only open to the public from Memorial Day to Labor Day.

7.2. Building Plumbing and Domestic Hot Water

Not applicable. There is no internal plumbing. There are facilities available at the Forest River Park.

7.3. Building Gas Distribution

Not applicable. The property is not supplied with natural gas.

7.4. Building Electrical

Building Electrical Systems			
Electrical Lines	Underground	Transformer	Pole-mounted
Main Service Size	100 Amps	Volts	120/208 Volt, three-phase
Meter & Panel Location	Barn building	Branch Wiring	Copper
Conduit	Non-metallic sheathed cable	Step-Down Transformers?	No
Security / Surveillance System?	Yes	Building Intercom System?	No
Lighting Fixtures	None		
Main Distribution Condition	Good		
Secondary Panel and Transformer Condition	--		
Lighting Condition	--		

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The onsite electrical systems up to the meter are owned and maintained by the respective utility company.
- The electrical service and capacity appear to be adequate for the property's demands.
- The electric service is from the 2009 renovation and only provides electricity to a single surveillance camera on site. The electrical service is reportedly adequate for the facility's needs.

7.5. Building Elevators and Conveying Systems

Not applicable. There are no elevators or conveying systems.

7.6. Fire Protection and Security Systems

Item	Description					
Type	None					
Fire Alarm System	Central Alarm Panel	<input type="checkbox"/>	Battery-Operated Smoke Detectors	<input type="checkbox"/>	Alarm Horns	<input type="checkbox"/>
	Annunciator Panels	<input type="checkbox"/>	Hard-Wired Smoke Detectors	<input type="checkbox"/>	Strobe Light Alarms	<input type="checkbox"/>
	Pull Stations	<input type="checkbox"/>	Emergency Battery-Pack Lighting	<input type="checkbox"/>	Illuminated EXIT Signs	<input type="checkbox"/>
Alarm System Condition	--					
Sprinkler System	None	<input type="checkbox"/>	Standpipes	<input type="checkbox"/>	Backflow Preventer	<input type="checkbox"/>
	Hose Cabinets	<input type="checkbox"/>	Fire Pumps	<input type="checkbox"/>	Siamese Connections	<input type="checkbox"/>
Suppression Condition	--					
Central Alarm Panel System	Location of Alarm Panel			Installation Date of Alarm Panel		
	None			None		
Fire Extinguishers	Last Service Date			Servicing Current?		
	None					
Hydrant Location	Forest River Park					
Siamese Location	None					
Special Systems	Kitchen Suppression System	<input type="checkbox"/>	Computer Room Suppression System	<input type="checkbox"/>		

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- There are no fire alarm systems at the site and it is not up to current standards. Due to the apparent shortcomings, a full modernization project is recommended. As part of the major recommended short-term renovations, a facility-wide fire alarm modernization is recommended. A budgetary cost is included.
- Fire extinguishers should be provided for each structure. A cost to provide is included.

8. Interior Spaces

8.1. Interior Finishes

The facility is used as a living historical museum. The structures are a reconstructed colonial village and are open to the public from Memorial Day to Labor Day as part of guided tours. Reenactors maintain the gardens and provide instruction on colonial life. The village is supported by volunteers providing labor and funds to maintain the structures and the grounds. The City of Salem is in the process of upgrading all of the site drainage at Forest River Park and Pioneer Village is included in the project upgrade. The village itself is undeveloped. The buildings are connected by dirt paths and there are no utilities inside the structures. There is a fenced herb garden and a fire pit. There is a surveillance camera at the shore side of the site on the barn.

The most significant interior spaces include colonial living and working spaces. Supporting areas include barn and workshop spaces.

The following table generally describes the locations and typical conditions of the interior finishes within the facility:

Typical Floor Finishes		
Floor Finish	Locations	General Condition
Unfinished	Cottages, workshops	Fair
Hardwood	Governors house	Fair
Typical Wall Finishes		
Wall Finish	Locations	General Condition
Unfinished	Cottages, workshops, governors house	Fair
Typical Ceiling Finishes		
Ceiling Finish	Locations	General Condition
Exposed structure	Cottages, workshops, governors house	Fair

Interior Doors		
Item	Type	Condition
Interior Doors	Solid core wood	Fair
Door Framing	Wood	--
Fire Doors	No	--

Anticipated Lifecycle Replacements:

- No components of significance

Actions/Comments:

- The interior areas are mostly unfinished to replicate the type of construction during the colonial era.
- No significant actions are identified at the present time. On-going periodic maintenance is highly recommended.

8.2. Commercial Kitchen & Laundry Equipment

Not applicable. There is no commercial equipment.

9. Other Structures

Not applicable. There are no major accessory structures.

10. Certification

Dude Solutions Inc. retained EMG to perform this Facility Condition Assessment in connection with its continued operation of Pioneer Village, 98 West Avenue, Salem, Massachusetts, the "Property". It is our understanding that the primary interest of the City of Salem 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.

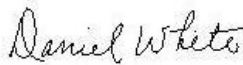
No testing, exploratory probing, dismantling or operating of equipment or in-depth studies were performed unless specifically required under Section 2 of this report. This assessment did not include engineering calculations to determine the adequacy of the Property's original design or existing systems. Although walk-through observations were performed, not all areas were observed (See Section 4.2 for areas observed). 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 on behalf of and exclusively for the use of the City of Salem for the purpose stated within Section 2 of this report. The report, or any excerpt thereof, shall not be used by any party other than the City of Salem or for any other purpose than that specifically stated in our agreement or within Section 2 of this report without the express written consent of EMG.

Any reuse or distribution of this report without such consent shall be at the City of Salem and the recipient's sole risk, without liability to EMG.

Prepared by: Mary Endsley,
Project Manager

Reviewed by:



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11. Appendices

Appendix A: Photographic Record

Appendix B: Site Plan

Appendix C: EMG Accessibility Checklist

Appendix D: Pre-Survey Questionnaire

Appendix A: Photographic Record





#1: GOVERNOR'S HOUSE



#2: THATCH COTTAGES



#3: SHED



#4: EXTERIOR WALL WOOD PLANK



#5: SHED



#6: COTTAGE WITH WOOD SIDING AND THATCH ROOF



#7:

WORKSHOP



#8:

THATCH COTTAGE



#9:

THATCH COTTAGE



#10:

THATCH ROOF DETAIL



#11:

STORAGE HOUSE



#12:

STORAGE HOUSE



#13:	WORKSHOP
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#14:	THATCH COTTAGE
------	----------------



#15:	WORKSHOP
------	----------



#16:	PILLORY STOCK
------	---------------



#17:	FIRE PIT AND BENCHES
------	----------------------



#18:	PEDESTRIAN BRIDGE CONSTRUCTION IN PROGRESS
------	---



#19:	SITE
------	------



#20:	FENCE AT COTTAGE GARDEN
------	-------------------------



#21:	WOOD FOOT BRIDGE
------	------------------



#22:	DIRT PATH
------	-----------



#23:	ENTRANCE KIOSK
------	----------------



#24:	COTTAGES
------	----------



#25: COTTAGES



#26: STORAGE HOUSE INTERIOR



#27: DRAINAGE PROJECT AT FOREST RIVER PARK



#28: ELECTRICAL SERVICE AT SHED BUILDING



#29: NEW DRAINAGE STRUCTURE AT SEA WALL



#30: PARKING LOT AT FOREST RIVER PARK

Appendix B: Site Plan



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Site Plan



Project Name:

Pioneer Village

Project Number:

130200.18R000-009.322

Source:

Google Earth Pro

On-Site Date:

March 9, 2018

Appendix C: EMG Accessibility Checklist



Date Completed: 9 March 2018

Property Name: Pioneer Village

EMG Project Number: 130200.18R000-009.322

	Building History	Yes	No	Unk	Comments
1	Has an ADA survey previously been completed for this property?		x		
2	Have any ADA improvements been made to the property?		x		
3	Does a Transition Plan / Barrier Removal Plan exist for the property?		x		
4	Has building ownership or management received any ADA related complaints that have not been resolved?		x		
5	Is any litigation pending related to ADA issues?		x		
	Parking	Yes	No	NA	Comments
1	Are there sufficient accessible parking spaces with respect to the total number of reported spaces?			x	Parking for this site is located in Forest River Park
2	Are there sufficient van-accessible parking spaces available?			x	
3	Are accessible spaces marked with the International Symbol of Accessibility? Are there signs reading "Van Accessible" at van spaces?			x	
4	Is there at least one accessible route provided within the boundary of the site from public transportation stops, accessible parking spaces, passenger loading zones, if provided, and public streets and sidewalks?			x	
5	Do curbs on the accessible route have depressed, ramped curb cuts at drives, paths, and drop-offs?			x	
6	If required does signage exist directing you to accessible parking and an accessible building entrance?			x	
	Ramps	Yes	No	NA	Comments
1*	Do all ramps along accessible path of travel appear to meet slope requirements? (1:12 or less)			x	
2	Are ramps that appear longer than 6 ft complete with railings on both sides?			x	

	Ramps (cont.)	Yes	No	NA	Comments
3	Does the width between railings appear at least 36 inches?			x	
4	Is there a level landing for approximately every 30 ft horizontal length of ramp, at the top and at the bottom of ramps and switchbacks?			x	
	Entrances/Exits	Yes	No	NA	Comments
1	Do all required accessible entrance doorways appear at least 32 inches wide and not a revolving door?		x		All doors/entrances are part of recreated colonial structures that do not meet current ADA standards.
2	If the main entrance is inaccessible, are there alternate accessible entrances?		x		
3	Is the door hardware easy to operate (lever/push type hardware, no twisting required and not higher than approximately 48 inches above the floor)?		x		
	Paths of Travel	Yes	No	NA	Comments
1	Are all paths of travel free of obstruction and wide enough for a wheelchair (appear at least 36 inches wide)?		x		
2	Are wheelchair-accessible facilities (toilet rooms, exits, etc.) identified with signage?			x	
3	Is there a path of travel that does not require the use of stairs?			x	
	Elevators	Yes	No	NA	Comments
1	Do the call buttons have visual and audible signals to indicate when a call is registered and answered when car arrives?			x	
2	Are there visual and audible signals inside cars indicating floor change?			x	
3	Are there standard raised and Braille marking on both jambs of each hoist way entrance as well as all cab/call buttons?			x	
4	Do elevator doors have a reopening device that will stop and reopen a car door if an object or a person obstructs the door?			x	
5	Are elevator controls low enough to be reached from a wheelchair (appears to be between 15 and 48 inches)?			x	
6	If a two-way emergency communication system is provided within the elevator cab, is it usable without voice communication?			x	

	Toilet Rooms	Yes	No	NA	Comments
1	Are common area public restrooms located on an accessible route?			x	
2	Are pull handles push/pull or lever type?			x	
3	Are there audible and visual fire alarm devices in the toilet rooms?			x	
4	Are toilet room access doors wheelchair-accessible (appear to be at least 32 inches wide)?			x	
5	Are public restrooms large enough to accommodate a wheelchair turnaround (appear to have 60" turning diameter)?			x	
6	In unisex toilet rooms, are there safety alarms with pull cords?			x	
7	Are toilet stall doors wheelchair accessible (appear to be at least 32" wide)?			x	
8	Are grab bars provided in toilet stalls?			x	
9	Are sinks provided with clearance for a wheelchair to roll under (appear to have 29" clearance)?			x	
10	Are sink handles operable with one hand without grasping, pinching or twisting?			x	
11	Are exposed pipes under sink sufficiently insulated against contact?			x	
	Guest Rooms	Yes	No	NA	Comments
1	How many total accessible sleeping rooms does the property management report to have? Provide specific number in comment field. Are there sufficient reported accessible sleeping rooms with respect to the total number of reported guestrooms? See attached hot sheet.			x	

	Guest Rooms	Yes	No	NA	Comments
2	How many of the accessible sleeping rooms per property management have roll-in showers? Provide specific number in comment field. Are there sufficient reported accessible rooms with roll-in showers with respect to the total number of reported accessible guestrooms? See attached hot sheet.			x	
3	How many assistive listening kits and/or rooms with communication features are available per property management? Provide specific number in comment field. Are there sufficient reported assistive listening devices with respect to the total number of rooms? See attached hot sheet.			x	
	Pools	Yes	No	NA	Comments
1	Are public access pools provided? If the answer is no, please disregard this section.			x	
2	How many accessible access points are provided to each pool/spa? Provide number in comment field. Is at least one fixed lift or sloped entry to the pool provided?			x	
	Play Area	Yes	No	NA	Comments
1	Has the play area been reviewed for accessibility? All public playgrounds are subject to ADAAG standards.			x	
	Exercise Equipment	Yes	No	NA	Comments
1	Does there appear to be adequate clear floor space around the machines/equipment (30" by 48" minimum)?			x	

**Based on visual observation only. The slope was not confirmed through measurements.*

Appendix D: Pre-Survey Questionnaire



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FCA (EMG-FacilityDude) Pre-Survey Questionnaire

This questionnaire must be completed by the property owner, the owner's designated representative, or someone knowledgeable about the subject property. If the form is not completed, EMG's Project Manager will require **additional time** during the on-site visit with such a knowledgeable person in order to complete the questionnaire. During the site visit, EMG's Field Observer may ask for details associated with selected questions. This questionnaire will be utilized as an exhibit in EMG's final report.

Name of Institution:	City of Salem		
Name of Building: Pioneer Village	Building #: 8		
Name of person completing questionnaire: Roy Jodoin (by interview)			
Length of Association With the Property:			Phone Number: 978.423.1811

Site Information	
Year of Construction?	1930 as a play set/renovated in 2009
No. of Stories?	1
Total Site Area?	3 Acres
Total Building Area?	18 Sqft

Inspections	Date of Last Inspection	List of Any Outstanding Repairs Required
1. Elevators	na	
2. HVAC Mechanical, Electric, Plumbing?	na	
3. Life-Safety/Fire?	no	No exits sign, fire alarm or fire safety devices
4. Roofs?	unknown	Replace thatch at end of winter

Key Questions	Response
Major Capital Improvements in Last 3 yrs.	Drainage project in progress at Forest River Park – connecting bridge to village from parking lot constructed – drainage devices in stalled at shore edge of village
Planned Capital Expenditure For Next Year?	unknown
Age of the Roof?	11
What bldg. Systems Are Responsibilities of Tenants? (HVAC/Roof/Interior/Exterior/Paving)	none

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	Y	N	Unk	NA	COMMENTS
ZONING, BUILDING DESIGN & LIFE SAFETY ISSUES					
1 Are there any unresolved building, fire, or zoning code issues?		x			
2 Is there any pending litigation concerning the property?		x			
3 Are there any other significant issues/hazards with the property?		x			



FCA (EMG-FacilityDude) Pre-Survey Questionnaire

QUESTION	Y	N	Unk	NA	COMMENTS
ZONING, BUILDING DESIGN & LIFE SAFETY ISSUES					
4		x			
5		x			
6		x			
7				x	
8				x	
GENERAL SITE					
9		x			New drainage structures are being constructed at adjacent park
10				x	
BUILDING STRUCTURE					
11		x			
12				x	
13		x			
BUILDING ENVELOPE					
14		x			Windows are replicas of colonial era structures there are only shutters – no glass
15		x			
16		x			
17			x		There is no insulation
18			x		No plywood used



FCA (EMG-FacilityDude) Pre-Survey Questionnaire

BUILDING ENVELOPE					
19	Is exterior insulation and finish system (EIFS) or a synthetic stucco finish used?		x		
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	Y	N	Unk	NA	COMMENTS
BUILDING HVAC AND ELECTRICAL					
20	Are there any leaks or pressure problems with natural gas service?			x	
21	Does any part of the electrical system use aluminum wiring?			x	
22	Do Residential units have a less than 60-Amp service?			x	
23	Do Commercial units have less than 200-Amp service?			x	
24	Are there any problems with the utilities, such as inadequate capacities?			x	
ADA					
25	Has the management previously completed an ADA review?		x		
26	Have any ADA improvements been made to the property?		x		
27	Does a Barrier Removal Plan exist for the property?		x		
28	Has the Barrier Removal Plan been approved by an arms-length third party?		x		
29	Has building ownership or management received any ADA related complaints?		x		
30	Does elevator equipment require upgrades to meet ADA standards?			x	
PLUMBING					
31	Is the property served by private water well?			x	
32	Is the property served by a private septic system or other waste treatment systems?			x	
33	Is polybutylene piping used?			x	



FCA (EMG-FacilityDude) Pre-Survey Questionnaire

PLUMBING					
34	Are there any plumbing leaks or water pressure problems?			x	

Additional Issues or Concerns That EMG Should Know About?	
1.	
2.	
3.	

Items Provided to EMG Auditors				
	Yes	No	N/A	Additional Comments?
Access to All Mechanical Spaces	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Access to Roof/Attic Space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Access to Building As-Built Drawings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Site plan with bldg., roads, parking and other features	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Contact Details for Mech, Elevator, Roof, Fire Contractors:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
List of Commercial Tenants in the property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Previous reports pertaining to the physical condition of property.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ADA survey and status of improvements implemented.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Current / pending litigation related to property condition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Any brochures or marketing information.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Signature of person Interviewed or completing form

Date

On the day of the site visit, provide EMG's Field Observer access to all of the available documents listed below. Provide copies if possible.

INFORMATION REQUIRED

- | | |
|---|---|
| <ol style="list-style-type: none"> 1. All available construction documents (blueprints) for the original construction of the building or for any tenant improvement work or other recent construction work. 2. A site plan, preferably 8 1/2" X 11", which depicts the arrangement of buildings, roads, parking stalls, and other site features. 3. For commercial properties, provide a tenant list which identifies the names of each tenant, vacant tenant units, the floor area of each tenant space, and the gross and net leasable area of the building(s). 4. For apartment properties, provide a summary of the apartment unit types and apartment unit type quantities, including the floor area of each apartment unit as measured in square feet. 5. For hotel or nursing home properties, provide a summary of the room types and room type quantities. 6. Copies of Certificates of Occupancy, building permits, fire or health department inspection reports, elevator inspection certificates, roof or HVAC warranties, or any other similar, relevant documents. 7. The names of the local utility companies which serve the property, including the water, sewer, electric, gas, and phone companies. | <ol style="list-style-type: none"> 8. The company name, phone number, and contact person of all outside vendors who serve the property, such as mechanical contractors, roof contractors, fire sprinkler or fire extinguisher testing contractors, and elevator contractors. 9. A summary of recent (over the last 5 years) capital improvement work which describes the scope of the work and the estimated cost of the improvements. Executed contracts or proposals for improvements. Historical costs for repairs, improvements, and replacements. 10. Records of system & material ages (roof, MEP, paving, finishes, furnishings). 11. Any brochures or marketing information. 12. Appraisal, either current or previously prepared. 13. Current occupancy percentage and typical turnover rate records (for commercial and apartment properties). 14. Previous reports pertaining to the physical condition of property. 15. ADA survey and status of improvements implemented. 16. Current / pending litigation related to property condition. |
|---|---|

Your timely compliance with this request is greatly appreciated.

