

GUIDELINES  
For  
FACILITIES CONDITION ASSESSMENT SERVICES  
For  
PRIVATIZED PROJECTS

# FACILITIES CONDITION ASSESSMENT REPORT TEMPLATE

(July 17, 2018)

The following pages are the template for the Facilities Condition Assessment Report (FCAR) for Public Private Ventures (PPV) and Privatized facilities. This template outlines the required FCAR components and their contents and formats.

These are the components of the Facilities Condition Assessment Report.

- A. FCAR Cover Sheet
- B. Letter of Introduction
- C. Table of Contents
- D. Executive Report Cover Sheet
- E. Division I - Executive Report
- F. Cover Sheet – Technical Report
- G. Division II - Technical Report

The detailed requirements for the Facilities Condition Assessment Report and its components are described in the BOR “Guidelines for Facilities Condition Assessment Services for Privatized Projects”.

The Facilities Condition Assessment Report shall be one continuous report consisting of two divisions:

- Division I - Executive Report
- Division II - Technical Report

### **Division I - Executive Report:**

See pages 1 – 10 of this template for the details of the contents and format for the Executive Report. The information, data and metrics in this template’s Executive Report are not factual and are for reference only. The Consultant has the latitude to elaborate and provide more detail than shown in this template’s Executive Report (Sections, 1 - 6). **Please be advised, the Consultant must not modify the Executive Report’s categories, their order, numbering and other formatting.**

### **Division II - Technical Report:**

The format and content of the Technical Report are briefly described herein. For details for the Technical Report and all FCAR components, please reference the BOR Guidelines.

**(For Reference Only- Do not insert this sheet into the FCAR)**

# FACILITIES CONDITION ASSESSMENT REPORT



**George Hill University**  
**University Commons Complex**  
5000 Richland Road  
Norcross, Georgia 30010

**ACME Engineers & Consultants, Incorporated**

July 17, 2018

Prepared by: David R. Bennett

July 17, 2018

GHU REAL ESTATE FOUNDATION I, LLC

3246 Piedmont Road  
Suite 202  
Norcross, GA 30323  
Attn: Carl Worthington

Re: **Facility Condition Assessment Report  
University Commons Complex  
George Hill University, Norcross, Georgia  
ACME Engineering Project No. 15-4007**

Dear Mr. Worthington,

ACME Engineering & Consultants, Inc. has completed a Facility Condition Assessment and Report of the George Hill University, located in Norcross, Georgia, for the USG Real Estate Foundation I, LLC. This survey consists of a review of the physical conditions; architectural, structural, mechanical, and electrical components accessible or visible during the site visit; and the quality of construction.

An ACME Engineering team comprised of David Bennett, Shari Richards and Robert Newton conducted the project observation. The site observation took place on December 25, 2016 and the walk-through incorporated a review of site improvements, building structural components as observable, building shell components, fire and life safety systems, plumbing, HVAC, electrical systems, and interior spaces, as well as a cursory review of accessibility requirements for the disabled.

The sole purpose of this report is to observe the major building and system components of the property and evaluate their condition per the American University System, Board of Regents and ASTM E2018-15 standards. It is not the intent of this office to assume any part of the design responsibility but rather to report our findings to the client to whom this report is addressed.

Please do not hesitate to contact the undersigned with any questions.

Sincerely,

ACME Engineering & Consultants, Inc.

David R. Bennett, AIA  
Chief Assessor, Southeast Region

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# DIVISION I EXECUTIVE REPORT



**George Hill University**  
**University Commons Complex**  
5000 Richland Road  
Norcross, Georgia 30010

**ACME Engineers & Consultants, Incorporated**

July 17, 2018

Prepared by: David R. Bennett

**1. GENERAL DESCRIPTION:**

At the request of George Hill University, ACME Engineers & Consultants Inc. performed a Facilities Condition Assessment (FCA) of George Hill University Student Housing - University Commons located in Norcross, Georgia during the period of June 25, 2018 – June 26, 2018. The Property is situated on a generally rectangular-shaped land parcel and is considered to be of generally good quality construction. The Property is located at the west corner of the intersection of Applebee Lane and Richland Road at George Hill University in Norcross, Georgia. The street address of George Hill University is 5000 Richland Road in Norcross, Georgia.

The University Commons Complex at George Hill University consists of three (3) dormitories that were built in 2006. Each dormitory has 180 units; 472 beds; 72 – 2 bed units; 82 - 4 bed units. Each unit has a common area, kitchenette and 2 baths. Each building has a recreation room, laundry room and vending area. There is a study lounge on each floor of each dormitory. The total area of the complex is 202,000 square feet. ACME Engineers & Consultants Incorporated (AECI) was commissioned to perform Facilities Condition Assessment Services for the complex to determine the current condition, identify any deficient, defective or failing building Elements and their associated components or systems.

**2. GENERAL PHYSICAL CONDITION:**

Upon completion of the Facilities Condition Assessment, it was found that most of the building components and systems for all three (3) dormitories are in good condition. Deficiencies were found in the Building Envelope and Plumbing (water heaters). AECI found that the most critical deficiencies are the performance of the HVAC PTAC units. AECI found that the 35% of the PTAC units needed to be replaced 65 living units.

AECI’s estimated \$1,457,778.00 of total repair and replacement needs for the next ten-year period.

It is the opinion of AECI that the University Commons Complex, overall is in “GOOD” condition.

**3. PRIORITY 1 & 2 NEEDS:**

There is a total of \$884,000 of Priority 1 & 2 facility needs. They are:

**3.1 Priority 1 Needs:**

- \$85,000 – Building Envelope has cracks that are allowing water to penetrate the building causing moisture damage. If not corrected, there is a great chance that mold could develop.

**3.2 Priority 2 Needs:**

- \$93,500 – 85 Water Heaters are at the end of their lifecycle. Although there have been routine replacements, the failure rate has increased 50% in the last two years.
- \$455,500 – 65 PTAC HVAC units need to be replaced due to leaks in the piping and other manufacturer’s defects.

Priority	Major Repair & Replacements	Maintenance	Total Costs
Priority 1 - Immediate	\$85,000.00	\$34,000.00	\$119,000.00
Priority 2 - Year One	\$549,000.00	\$35,085.00	\$584,085.00
Priority 3 - Years Two through Five	-	\$253,612.00	\$253,612.00
Priority 4 - Years Six through Nine	\$250,000.00	\$203,450.00	\$453,450.00
Priority 5 - Year Ten	-	\$47,631.00	\$47,631.00
<b>Totals:</b>	<b>\$884,000.00</b>	<b>\$573,778.00</b>	<b>\$1,457,778.00</b>

**4. RECOMMENDATION FOR ADDITIONAL INVESTIGATIONS:**

- 4.1 The Field Inspector observed a brown spots on the ceilings of several units that appears that it could be mold. The Field Inspector recommends that an environmental Engineer be obtained to perform further investigations of these areas.
- 4.2 The Field Inspector observed problems with the floors in the hallways pumping and having soft spots. The Field Inspector recommends that a structural engineer be obtained to determine the cause of the pumping and soft spots.

**5. RECENT CAPITAL IMPROVEMENTS:**

Since construction in 2006, minor renovations were made to each of the University Commons dormitories. During the past two (2) years, the carpet has been replaced in the common areas with laminate flooring to minimize microbial issues and cleaning and wear problems. In the common kitchens, commercial kitchen exhaust system was upgraded. In addition, one of the common study areas on the first floor was renovated and converted into a computer room.

**6. CURRENT REPLACEMENT VALUE:**

Based on the Marshall & Swift Valuation Service publication, the estimated unit cost for replacement of the building is \$224.65 per square foot. Based on the unit cost, the estimated Current Replacement Value (CRV) of the complex (202,000 square feet) is approximately \$45,379,000.

**EXHIBIT A**  
**Facility Information Form**

Institution	George Hill University
Building-Complex Name & Number of Buildings	University Commons – 3 Buildings
Location	Norcross, Georgia
Facility Type	Student Housing (SH)
Gross Square Feet of Facility	202,000
Certificate of Occupancy Date	April 6, 2006
Construction Cost	\$32,987,650
Age of Facility	12 years
Capital Improvements (Date & Value of Improvements)	2011/(\$458,456.00)
Current Replacement Value	\$45,379,300
Number of Floors (Including Basement)	4 (No Basement)
Number of Sleeping Rooms & Beds; Parking Spaces; Stadium Seats, etc.	180 Rooms; 472 beds; No parking spaces
Amenities	Gazebo, Sand Volleyball Court
Building Envelope Construction Materials	Brick/Stucco
Structural System	Wood Frame
HVAC Systems	Split Units & PTACs
Sprinkler System (Total, Partial or None)	Total
Roof Type & Warranty Expiration Date	Metal Standing Seam; Warranty Expires 2002
Owner (Landlord)	GHU Real Estate, LLC
Developer (if applicable)	Donald Hare Developers
Construction Contractor	1st Place Construction Company
Architect	Haney Architects
Structural Engineer	Acme Structural Eng.
Mechanical Engineer	ABC Mechanical Eng.
Estimated Useful Life	50 years
Remaining Useful Life (RUL)	38 years
General Level of Maintenance Care (APPA Level)	APPA Level 3
General Level of Custodial Care (APPA Level)	APPA Level 2
General Level of Grounds Care (APPA Level)	APPA Level 2
Condition of Facility (Per Field Observer's Assessment)	Good
Entity Responsible for Maintenance of Facility	Sodexo
Entity Responsible for Capital Renewal	GHU Facilities Department

**EXHIBIT B**  
**List of Deficiencies - By Priority & Building Components**

Reference Section & Building Component		Priority of Deficiencies					Deficiencies/Recommendations
		Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	
1.0	Site Systems						None Found
2.0	Site Amenities						Not in Scope Limits
3.0	Building Envelope	X					Major cracks in EIFS. Repair immediately
4.0	Structural System.		X				Gutters are loose around Building 3 and could have caused unseen damage. Secure
5.0	Roof System.						None Found
6.0	Interior Components				X		Several interior doors are damaged throughout complex
7.0	Mechanical & HVAC Systems		X				Performance and condition of PTAC units are bad. Need to replace PTACs in over 60% of living units.
8.0	Plumbing Systems			X			Water heaters are nearing end of lifecycle. Replace on an "as need" basis.
9.0	Electrical Systems						None Found
10.0	Utilities						None Found
11.0	Conveyance Systems.	X					Elevator inspection is overdue.
12.0	Fire and Life Safety						None Found
13.0	ADA & Code Compliance						None Found
14.0	Visual Microbial Survey	X					Slight mold is developing in HVAC closets.
15.0	Furniture, Fixtures & Equipment				X		Some appliances in living units need replacement.

**EXHIBIT C-1  
 10 Year Projected MRR Expenses - By Year**

Year No.	Priority	Calendar Year	10 Year Projected Major Repairs & Replacements
0	1	Immediate	\$85,000.00
1	2	2019	\$549,000.00
2	3	2020	\$0.00
3	3	2021	\$0.00
4	3	2022	\$0.00
5	3	2023	\$0.00
6	4	2024	\$0.00
7	4	2025	\$0.00
8	4	2026	\$0.00
9	4	2027	\$250,000.00
10	5	2028	\$0.00
		<b>Total</b>	<b>\$884,000.00</b>

1. Priority 1 Immediate: Items in this category require immediate action to correct deficiencies. Must be done by end of this calendar year.
2. Priority 2 Year One: Items in this category, if not corrected expeditiously will become critical within a year. A corrective action plan is required.
3. Priority 3 Year Two – Five: Items in this category include conditions requiring routine monitoring and near-term planning and preparation.
4. Priority 4 Year Six – Nine: Items in this category represent out-year improvements that require routine monitoring.
5. Priority 5 Year Ten: Items in this category represent anticipated replacements improvements due to the end of useful life, periodic monitoring is required.

**EXHIBIT C-2**

**10 Year Projected Cost Summary by Priority & Year (Maintenance & Other Expenses)**

Year No.	Priority	Calendar Year	10 Year Projected Costs Maintenance & Other Expenses
0	1	Immediate	\$34,000.00
1	2	2019	\$35,085.00
2	3	2020	\$42,000.00
3	3	2021	\$76,335.00
4	3	2022	\$70,045.00
5	3	2023	\$65,232.00
6	4	2024	\$60,250.00
7	4	2025	\$58,225.00
8	4	2026	\$58,225.00
9	4	2027	\$26,750.00
10	5	2028	\$47,631.00
		<b>Total</b>	<b>\$573,778.00</b>

1. Priority 1    Immediate:    Items in this category require immediate action to correct deficiencies. Must be done by end of this calendar year.
2. Priority 2    Year One:            Items in this category, if not corrected expeditiously will become critical within a year. A corrective action plan is required.
3. Priority 3    Year Two – Five:    Items in this category include conditions requiring routine monitoring and near-term planning and preparation.
4. Priority 4    Year Six – Nine:    Items in this category represent out-year improvements that require routine monitoring.
5. Priority 5    Year Ten:             Items in this category represent anticipated replacements improvements due to the end of useful life, periodic monitoring is required.



**EXHIBIT E**  
(If applicable, insert here)

## **Special Report**

For

**Student Housing with Balconies, Open-Air Stairs and Breezeways**

**Precast Parking Decks**

**Facilities with Metal Bleachers**

Template

## Appendix A 10-Year Projected Costs - Privatized Major Repairs & Replacements (PMRR)

Institution:	George Hill University	Certificate of Occupancy Date:	April 6, 2006	Deficiency Classification	FCAR Date:	July 12, 2018	
Name of Project:	University Commons	Current Replacement Value:	\$45,379,000	MRR	Major Repairs & Replacements	FCAR Firm:	AECI
Location of Project:	Norcross, Georgia	Overall Condition:	Good	RM	Routine Maintenance	Site Visit Date:	June 25, 2018
Number of Buildings:	3			DM	Deferred Maintenance		
Number of Floors:	4			PA	Plant Adaptation		
Gross Square Feet:	202,000			OE	Other Expenses <i>(these do not fall into one of the other categories)</i>		

Major Repair & Replacement (MRR) Expenses							Priority 1	Priority 2	Priority 3					Priority 4				Priority 5	Totals
Facility Component	Deficiency Classification	EUL	RUL	Quantity	Unit	Unit Cost	Immediate Need	(Year 1) 2019	(Year 2) 2020	(Year 3) 2021	(Year 4) 2022	(Year 5) 2023	(Year 6) 2024	(Year 7) 2025	(Year 8) 2026	(Year 9) 2027	(Year 10) 2028	Totals	
							Age	13 Yrs.	14 Yrs.	15 Yrs.	16 Yrs.	17 Yrs.	18 Yrs.	19 Yrs.	20 Yrs.	21 Yrs.	22 Yrs.	Totals	
1.0 Site Systems																			
2.0 Site Amenities																			
3.0 Building Envelope																			
4.0 Roof System																			
5.0 Structural System																			
6.0 Interior Components																			
7.0 Mechanical & HVAC Systems																			
8.0 Electrical																			
9.0 Plumbing																			
10.0 Utilities																			
11.0 Conveyance Systems																			
12.0 Fire and Life Safety																			
13.0 ADA & Code Compliance																			
14.0 Microbial Visual Survey																			
15.0 Furniture, Appliances, Loose Equipment & Interior Finishes																			
Note: Facility Components shall be categorized as outlined in the BOR Guidelines.	Total Estimated FCAR Costs (Year 1 to Year 10), Uninflated						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Inflation Factor						%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total Estimated Costs (Inflated)						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

## Appendix B

### 10-Year Projected Costs - Maintenance & Other Expenses

Institution:	George Hill University	Certificate of Occupancy Date:	April 6, 2006	Deficiency Classification	FCAR Date:	July 12, 2018
Name of Project:	University Commons	Current Replacement Value:	\$48,379,000	MRR Major Repairs & Replacements	FCAR Firm:	AECI
Location of Project:	Norcross, Georgia	Overall Condition:	Good	RM Routine Maintenance	Site Visit Date:	June 25, 2018
Number of Buildings:	3			DM Deferred Maintenance		
Number of Floors:	4			PA Plant Adaptation		
Gross Square Feet:	202,000			OE Other Expenses <i>(these do not fall into one of the other categories)</i>		

Major Repair & Replacement (MRR) Expenses							Priority 1	Priority 2	Priority 3					Priority 4				Priority 5	Totals
Facility Component	Deficiency Classification	EUL	RUL	Quantity	Unit	Unit Cost	Immediate Need	(Year 1)	(Year 2)	(Year 3)	(Year 4)	(Year 5)	(Year 6)	(Year 7)	(Year 8)	(Year 9)	(Year 10)	Totals	
							Age	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028		
<b>1.0 Site Systems</b>																			
<b>2.0 Site Amenities</b>																			
<b>3.0 Building Envelope</b>																			
<b>4.0 Roof System</b>																			
<b>5.0 Structural System</b>																			
<b>6.0 Interior Components</b>																			
<b>7.0 Mechanical &amp; HVAC Systems</b>																			
<b>8.0 Electrical</b>																			
<b>9.0 Plumbing</b>																			
<b>10.0 Utilities</b>																			
<b>11.0 Conveyance Systems</b>																			
<b>12.0 Fire and Life Safety</b>																			
<b>13.0 ADA &amp; Code Compliance</b>																			
<b>14.0 Microbial Visual Survey</b>																			
<b>15.0 Furniture, Appliances, Loose Equipment &amp; Interior Finishes</b>																			
Note: Facility Components shall be categorized as outlined in the BOR Guidelines.							Total Estimated FCAR Costs (Year 1 to Year 10), Uninflated	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
							Inflation Factor	%	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
							Total Estimated Costs (Inflated)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

# **DIVISION II TECHNICAL REPORT**



**George Hill University**  
**University Commons Complex**  
5000 Richland Road  
Norcross, Georgia 30010

**ACME Engineers & Consultants, Incorporated**

December 7, 2017

Prepared by: David R. Bennett

GUIDELINES  
For  
FACILITIES CONDITION ASSESSMENT SERVICES  
For  
PRIVATIZED PROJECTS

# DIVISION II - TECHNICAL REPORT

**(For Reference Only- Do not insert this sheet into the FCAR)**

The Technical Report is the BOR's terminology for the traditional condition assessment report. The Technical Report is primarily for the Foundation/LLC (Landlord) and Institution and shall provide information that is accurate, useful and reliable for managing and operating the PPV facility for the next ten (10) years.

The Landlord and Institution shall have the oversight and approval of the Technical Report. The Consultant shall provide a report based on the BOR Guidelines and ASTM E2018-15 whose format style and content including data, metrics and supporting documentation is agreeable to the Landlord and Institution.

**(PLEASE REPLACE THIS SHEET WITH THE TECHNICAL REPORT)**