

NEIL ABERCROMBIE
GOVERNOR



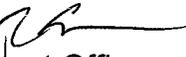
DENISE M. WISE
EXECUTIVE DIRECTOR

STATE OF HAWAII
DEPARTMENT OF HUMAN SERVICES
HAWAII PUBLIC HOUSING AUTHORITY
1002 NORTH SCHOOL STREET
POST OFFICE BOX 17907
Honolulu, Hawaii 96817

BARBARA E. ARASHIRO
EXECUTIVE ASSISTANT
IN REPLY PLEASE REFER TO:
11:CPO/184

July 27, 2011

TO: Interested Parties

FROM: Rick T. Sogawa 
Acting Procurement Officer

SUBJECT: Request for Proposals No. PMB-2011-25, Addendum No. 1
Property Management, Maintenance and Resident Services for Asset
Management Project 49 on the Island of Oahu

This Addendum No. 1 is to: 1) revise Attachment 21; 2) provide additional information and 3) provide clarification on the following:

1. Attachment 21a – Sample Price Proposal, revised July 27, 2011, **replaces** original Attachment 21 – Sample Price Proposal, issued July 5, 2011.
2. Additional Maintenance and Repair Projects:

Complex Name	Description of Work	Tentative Completion Date
Kupuna Home O Waialua	Sewage Treatment Plant Improvements	October 2011
Kupuna Home O Waialua	Vacant Unit Repair	210 days from Notice to Proceed
Wahiawa Terrace	Vacant Unit Repair	210 days from Notice to Proceed

3. Number of Vacant Units to Undergo Major Repair:

Complex Name	Number of Units To Undergo Major Repair	Estimated Completion Date
Kauhale Nani	0	n/a
Kupuna Home O Waialua	2	Project currently out to bid
Wahiawa Terrace	17	Project currently out to bid

4. Asset Management Project 49 Occupancy Rate, as of June 2011 – 75.84%
5. Asset Management Project 49 Delinquency Rate, as of June 2011 – %
6. REAC scores – 49. See attached.
7. Tenant Associations:

Complex Name	Recognized by the HPHA	Active
Kauhale Nani	Yes	Yes
Kupuna Home O Waialua	Yes	No
Wahiawa Terrace	Yes	No

8. Attached for your information is a sample monthly monitoring form used to calculate the monthly management fee.
9. For clarification purposes, **Delete** the following paragraph from Section 2, Scope of Work & Specifications. IV. Scope of Work. D.1.Rules and Regulations, item d. page 30.

“Follow up on delinquent rent and other tenant charges in compliance with the HPHA rules and procedures. Delinquencies shall be maintained and/or improved to a level of three percent (3%) or below for each complex.”

Replace with:

“Follow-up on delinquent rent and other tenant charges in compliance with the HPHA rules and procedures. Delinquencies shall be maintained and/or improved at a level of three percent (3%) or below for family designated sites and two percent (2%) or below for elderly and persons with disabilities designated sites.”

10. For clarification purposes, **Delete** Section 3, Proposal Forms and Instructions, III.D., item 2.Re-Examinations, Rent Collection and Tenant Account receivables, page 46.

Replace with:

“Describe in detail how re-examinations , rent collection, and tenant account receivables for each property will be handled to ensure delivery of services are maintained satisfactorily. Additionally, based on the current delinquency rate, describe in detail how the three percent (3%) delinquency rate for family designated properties and two percent (2%) delinquency rate for elderly and persons with disabilities designated properties will be attained and maintained. Include actions to be taken, responsible parties, and timelines for implementation.

11. For clarification purposes, **Delete** Section 3, Proposal Forms and Instructions, III.D., item 4. Unit Turnover, page 46.

Replace with:

“Based on the current unit turnover rate at each property, describe in detail how the three percent (3%) vacancy level for family designated properties and the two percent (2%) vacancy level for elderly and persons with disabilities designated properties will be attained and maintained. Include actions to be taken, responsible parties, and timelines for implementation and quality control.

12. For clarification purposes, Section 3, Proposal Forms and Instructions, III. E.1. Total Management Expense Proposal, page 48, items 1 – 6 of the management plan to determine the cost allocation of the management fee is as follows:

1. Administrative Requirements;
2. Re-Examinations, Rent Collection, and Tenant Account Receivables;
3. Unit, Common Area & Grounds Maintenance;
4. Unit Turnover;
5. Work Order System; and
6. Routine and Preventive Maintenance

13. For clarification purposes, **Delete** the following paragraphs from Section 3, Forms and Instructions, III.E., item 1. Total Management Expense Proposal, page 49

“The STATE shall retain five percent (5%) from each monthly management fee billing as a withholding until final settlement of the Contract. Requests for payment shall detail the gross amount requested, the five percent (5%) withholding amount and the net amount requested. The total withholding amount shall not exceed five percent (5%) of the total Contract amount.”

“NOTE: This is a change from previous RFPs and contracts where the STATE did not withhold a portion of the management fee until final settlement of the Contract.”

Replace with:

“The STATE shall retain five percent (5%) from each monthly management fee billing as a withholding until final settlement for each Contract period. Requests for payment shall detail the gross amount requested, the five percent (5%) withholding amount and the net amount requested. The total withholding amount shall not exceed five percent (5%) of the total Contract amount for that Contract period.”

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“NOTE: This is a change from previous RFPs and contracts where the STATE did not withhold a portion of the management fee until final settlement of each Contract period.”

If you have any questions, please call Rick Sogawa, RFP Coordinator, at (808) 832-6038.
Thank you.



Inspection Summary Report - 354091

ATTACHMENT

Inspection No: 354091
 Property: (159971) AMP 49 WAHIAWA TERRACE
 310 N CANE ST
 WAHIAWA, HI 96786

AMP 49

Inspection Date: 12/13/2010
 Phone: (808) 622-6360 Ext. 0
 Fax: (808) 622-6362
 E-Mail Address: mmiyamoto@realtylaua.com
 ACC#: _____
 CA#: _____

Scattered Site?: Yes
 PIH Project: HI001000049
 Comments: 78% no bedbugs reported

Building Unit Count

	#Total	#Inspected
Buildings	40	26
Units	150	23

Scores

	Possible Points	Area Points	H & S Deduction
Site	19.3	13.7	13.7
Bldg Ext	18.7	13.3	1.4
Bldg Sys	16.3	15.3	0.4
CA	3.2	3.0	0.9
Units	42.4	36.4	15.9
Overall	100.0	81.5	32.2
Final Score = Area Points - H & S Deduction			49 c*

Health and Safety Counts

Non-Life Threatening

	Site	Bldg	Unit	Total
Actual	4	4	41	49
%Inspected	---	65%	15%	---
Projected	4	6	267	278

Life Threatening

	Site	Bldg	Unit	Total
Actual	0	10	1	11
%Inspected	---	65%	15%	---
Projected	0	15	7	22

Smoke Detectors

	Site	Bldg	Unit	Total
Actual	0	0	3	3
%Inspected	---	65%	15%	---
Projected	0	0	20	20

Systemic Deficiencies:

Area	Item	Defect	# with Defect	# Total	% of Bldgs / Units with Defect	
Capital	None					
Ordinary	BldgExt	Roofs	Missing/Damaged Components from Downspout/Gutt	12	26	46%
		Walls	Stained/Peeling/Needs Paint	13	26	50%
	DU	Doors	Damaged Frames/Threshold/Lintels/Trim**	11	23	48%
		Walls	Water Stains/Water Damage/Mold/Mildew**	8	23	35%
		Windows	Inoperable/Not Lockable**	8	23	35%

Note: Capital items are repairs that generally require large cash outlays. (Items such as new roofs and new appliances).
 Ordinary items are repairs that require smaller cash outlays. (Items such as light fixtures, fire extinguishers, and smoke detectors).

Participants:

Management Agent Hawaii Public Housing Authority	Hall-Ramiro, Mary Jane	Phone: (808) 483-2550 Fax: (808) 483-2552 E-Mail Address: maryjane.p.hall-ramiro@hawaii.gov	99-132 Kohomua St Aiea, HI 96701
Owner/PHA Hawaii Public Housing Authority	Wise, Denise	Phone: (808) 832-4694 Fax: (808) 832-4679 E-Mail Address: denise.wise@hawaii.gov	1002 North School St Honolulu, HI 96817
Site Manager Hawaii Public Housing Authority	Hall-Ramiro, Maryjane	Phone: (808) 622-6360 Fax: (808) 622-6362 E-Mail Address: maryjane.p.hall-ramiro@hawaii.gov	310 N Cane St. Wahiawa, HI 96786

Buildings/Units:

No	Name/Type/Reason Uninspectable	Year built	# Units	Address
1	1 Duplex Not In Sample	1980	2	310 N CANE ST BLDG 1 WAHIAWA HI 96786

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2	2 Low Rise/Garden Apartment	1980	4	310 N CANE ST BLDG 2 WAHIAWA HI 96786
	2B	1 Bedroom	Occupied	
3	3 Low Rise/Garden Apartment <i>Not In Sample</i>	1980	5	310 N CANE ST BLDG 3 WAHIAWA HI 96786
4	4 Low Rise/Garden Apartment	1980	8	310 N CANE ST BLDG 4 WAHIAWA HI 96786
	4B	2 Bedroom	Occupied	
	4E	3 Bedroom	Occupied	
5	5 Low Rise/Garden Apartment	1980	4	310 N CANE ST BLDG 5 WAHIAWA HI 96786
	5A	2 Bedroom	Occupied	
6	6 Low Rise/Garden Apartment	1980	6	310 N CANE ST BLDG 6 WAHIAWA HI 96786
	6F	3 Bedroom	Occupied	
7	7 Low Rise/Garden Apartment	1980	7	310 N CANE ST BLDG 7 WAHIAWA HI 96786
	7C	1 Bedroom	Occupied	
8	8 Low Rise/Garden Apartment	1980	8	310 N CANE ST BLDG 8 WAHIAWA HI 96786
	8G	3 Bedroom	Occupied	
9	9 Low Rise/Garden Apartment	1980	6	310 N CANE ST bldg 9 WAHIAWA HI 96786
	9E	2 Bedroom	Occupied	
10	10 - Community Cen Common Building	1980	0	310 N CANE ST COMM BLDG WAHIAWA HI 96786
11	1-331 Mid/High Rise Apartments	1966	8	331 PALM ST WAHIAWA HI 96786

Comments: 3 STORY WALK-UP, NO ELEVATORS

	1-2	3 Bedroom	Not Occupied	Vacant
	1-3	3 Bedroom	Occupied	
	1-5	1 Bedroom	Occupied	
	1-8	2 Bedroom	Not Occupied	Vacant

12	2-345 Mid/High Rise Apartments	1966	7	345 PALM ST WAHIAWA HI 96786
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Comments: 3 STORY WALK-UP, NO ELEVATORS

	2-1	3 Bedroom	Not Occupied	Vacant
	2-4	>3 Bedrooms	Occupied	

13	3-343 Mid/High Rise Apartments	1966	8	343 PALM ST WAHIAWA HI 96786
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Comments: 3 STORY WALK-UP, NO ELEVATORS

	3-5	1 Bedroom	Occupied	
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14	4-341 Mid/High Rise Apartments	1966	7	341 PALM ST WAHIAWA HI 96786
Comments: 3 STORY WALK-UP, NO ELEVATORS				
	4-2	3 Bedroom	Occupied	
15	5-339 Mid/High Rise Apartments	1966	8	339 PALM ST WAHIAWA HI 96786
Comments: 3 STORY WALK-UP, NO ELEVATORS				
	5-3	3 Bedroom	Not Occupied	Vacant
	5-5	1 Bedroom	Not Occupied	Vacant
	5-7	1 Bedroom	Occupied	
16	6-337 Mid/High Rise Apartments	1966	7	337 PALM ST WAHIAWA HI 96786
Comments: 3 STORY WALK-UP, NO ELEVATORS				
	6-2	3 Bedroom	Occupied	
17	7-335 Mid/High Rise Apartments	1966	8	335 PALM ST WAHIAWA HI 96786
Comments: 3 STORY WALK-UP, NO ELEVATORS				
	7-3	3 Bedroom	Occupied	
18	8-333 Mid/High Rise Apartments	1966	7	333 PALM ST WAHIAWA HI 96786
Comments: 3 STORY WALK-UP, NO ELEVATORS				
	8-2	3 Bedroom	Occupied	
19	Maintenance Shop Common Building	1966	0	331 PALM ST COMM BLDG WAHIAWA HI 96786
20	1-080 Duplex	1977	2	87-080 GOODALE AVE WAIALUA HI 96791
	1	1 Bedroom	Occupied	
21	2-082 Duplex	1977	2	87-082 GOODALE AVE WAIALUA HI 96791
	4	Efficiency	Occupied	
22	3-084 Duplex <i>Not In Sample</i>	1977	2	87-084 GOODALE AVE WAIALUA HI 96791
23	4-086 Duplex	1977	2	87-086 GOODALE AVE WAIALUA HI 96791
24	5-090 Duplex <i>Not In Sample</i>	1977	2	87-090 GOODALE AVE WAIALUA HI 96791
25	6-092 Duplex	1977	2	87-092 GOODALE AVE WAIALUA HI 96791
	11	1 Bedroom	Occupied	
26	7-094 Duplex	1977	2	87-094 GOODALE AVE WAIALUA HI 96791
	13	Efficiency	Occupied	

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27	8-096 Duplex <i>Not In Sample</i>	1977	2	87-096 GOODALE AVE WAIALUA HI 96791
28	9-312 Duplex	1977	2	87-312 GOODALE AVE WAIALUA HI 96791
	18	Efficiency	Occupied	
29	10-314 Duplex <i>Not In Sample</i>	1977	2	87-314 GOODALE AVE WAIALUA HI 96791
30	11-316 Duplex <i>Not In Sample</i>	1977	2	87-316 GOODALE AVE WAIALUA HI 96791
31	12-318 Duplex <i>Not In Sample</i>	1977	2	87-318 GOODALE AVE WAIALUA HI 96791
32	13-328 Duplex <i>Not In Sample</i>	1977	2	87-328 GOODALE AVE WAIALUA HI 96791
33	14-330 Duplex <i>Not In Sample</i>	1977	2	87-330 GOODALE AVE WAIALUA HI 96791
34	15-332 Duplex <i>Not In Sample</i>	1977	2	87-332 GOODALE AVE WAIALUA HI 96791
35	16-334 Duplex	1977	2	87-334 GOODALE AVE WAIALUA HI 96791
	31	Efficiency	Occupied	
36	17-320 Duplex <i>Not In Sample</i>	1977	2	87-320 GOODALE AVE WAIALUA HI 96791
37	18-322 Duplex <i>Not In Sample</i>	1977	2	87-322 GOODALE AVE WAIALUA HI 96791
38	19-324 Duplex	1977	2	87-324 GOODALE AVE WAIALUA HI 96791
39	20-326 Duplex <i>Not In Sample</i>	1977	2	87-326 GOODALE AVE WAIALUA HI 96791
40	21 community hall Common Building	1977	0	87-080 GOODALE AVE COMM BLDG WAIALUA HI 96791

Inspectable Items:

Inspected Item	NO/OD	Observation	Severity	Location/Comments	Ded.
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Certificates

Fire Alarm	NO				
Lead Based Paint Inspection Report	NO				

Site - Health & Safety

Garbage and Debris	OD	Outdoors (NLT)	Level 3	Location: near refuse disposal; Comments: garbage observed near refuse storage containers	5.4
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Site

Possible Points: 19.3

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Fencing and Gates**	OD	Damaged/Falling/Leaning** (NLT)	Level 3	Location: north side of wahiawa terrace property; Comments: gate missing hardware causing it not to function as designed	5.8
		Holes** (NLT)	Level 3	Location: north side wahiawa terrace; Comments: 4x10 inch hole in fence	4.4
Grounds	OD	Erosion/Rutting Areas** (NLT)	Level 3	Location: southeastern portion of property; Comments: open excavation next to community hall where ceptic tank is being installed	7.3
		Overgrown/Penetrating Vegetation	Level 3	Location: west side of exterior of bldg 2-1; Comments: vegetation growing from gutter system causing damage to gutter	5.4
Mailboxes/Project Signs	OD	Mailbox Missing/Damaged**	Level 3	Location: mailbox kiosk; Comments: a door is missing from an extra mailbox	0.2

Building 2 - Building Exterior

Possible Points: 0.6

Walls	OD	Stained/Peeling/Needs Paint	Level 1		<0.05
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Building 2 - Building Exterior - Health & Safety

Electrical Hazards	OD	Exposed Wires/Open Panels** (LT)	Level 3	Location: utility closet; Comments: spare meter disconnect missing breaker w/exposed connections	0.5
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Building 2 - Unit 2B

Possible Points: 1.8

Bathroom	OD	Shower/Tub - Damaged/Missing**	Level 1		0.2
Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry; Comments: too much daylight around door due to frame not being plumb	0.1
Electrical System	OD	GFI - Inoperable (NLT)	Level 3	Location: kitchen; Comments: gfi inop	1.0

Building 4 - Common Areas - Health & Safety

Electrical Hazards	OD	Exposed Wires/Open Panels** (LT)	Level 3	Location: utility closet; Comments: spare meter missing breaker w/exposed connections	0.3
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Building 4 - Unit 4B

Possible Points: 1.8

Bathroom	OD	Shower/Tub - Damaged/Missing**	Level 1		0.2
Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry; Comments: too much daylight around door due to frame not being plumb	0.1
		Damaged Hardware/Locks**	Level 3	Location: bathroom; Comments: door does not lock as designed	0.2
Hot Water Heater	OD	Pressure Relief Valve Missing (NLT)	Level 3	Location: utility closet; Comments: prv extension pipe not extended to 18 inches from floor	1.0
Kitchen	OD	Refrigerator - Missing/Damaged/Inoperable	Level 1		0.2
Outlets/Switches	OD	Missing/Broken Cover Plates (LT)	Level 3	Location: bedroom; Comments: outlet w/broken cover and exposed connections	0.2

Building 4 - Unit 4B - Health & Safety

Infestation	OD	Insects (NLT)	Level 3	Location: bathroom; Comments: several roaches observed crawling on wall	0.7
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Building 4 - Unit 4E

Possible Points: 1.8

Smoke Detector	OD	Missing/Inoperable** (SD)	Level 3	Location: bedroom; Comments: smoke detector inop	
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Inspection Summary Report - 354091

Building 4 - Unit 4E - Health & Safety

Flammable Materials	OD	Improperly Stored (NLT)	Level 3	Location: closet; Comments: lpg improperly stored in closet inside unit	0.7
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Building 5 - Common Areas - Health & Safety

Electrical Hazards	OD	Exposed Wires/Open Panels** (LT)	Level 3	Location: utility closet; Comments: spare meter missing breaker w/exposed connections	0.3
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Building 5 - Unit 5A

Possible Points: 1.8

Bathroom	OD	Shower/Tub - Damaged/Missing**	Level 1		0.2
Doors	OD	Damaged Hardware/Locks**	Level 1		<0.05
Hot Water Heater	OD	Pressure Relief Valve Missing (NLT)	Level 3	Location: utility closet; Comments: water heater prv extension pipe not extended to 18 inches from ground	1.0

Building 6 - Unit 6F

Possible Points: 1.8

Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry; Comments: too much daylight around door due to frame not being plumb	0.1
		Damaged Hardware/Locks**	Level 3	Location: front entry; Comments: door closure inop	0.2
Electrical System	OD	GFI - Inoperable (NLT)	Level 3	Location: kitchen; Comments: gfi inop	1.0
Walls	OD	Peeling/Needs Paint**	Level 1		<0.05
		Water Stains/Water Damage/Mold/Mildew**	Level 1		<0.05

Building 6 - Unit 6F - Health & Safety

Air Quality	OD	Mold and/or Mildew Observed (NLT)	Level 3	Location: bathroom; Comments: mold observed on wall	0.7
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Building 7 - Building Exterior

Possible Points: 1.1

Walls	OD	Stained/Peeling/Needs Paint	Level 1		0.1
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Building 7 - Common Areas - Health & Safety

Electrical Hazards	OD	Exposed Wires/Open Panels** (LT)	Level 3	Location: utility room; Comments: 2 spare meters missing breakers	0.3
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Building 8 - Building Exterior

Possible Points: 1.3

Roofs	OD	Missing/Damaged Components from Downspout/Gutter**	Level 2		0.2
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Building 8 - Common Areas - Health & Safety

Electrical Hazards	OD	Exposed Wires/Open Panels** (LT)	Level 3	Location: utility closet; Comments: spare meter breaker missing w/exposed connections	0.3
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Building 8 - Unit 8G

Possible Points: 1.8

Doors	OD	Damaged Hardware/Locks**	Level 3	Location: front entry; Comments: door closure inop	0.2
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Building 9 - Building Exterior

Possible Points: 0.9

Inspection Summary Report - 354091

Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: utility closet; Comments: door frame damaged causing door not to close securely	0.2
Roofs	OD	Missing/Damaged Components from Downspout/Gutter**	Level 2		0.2

Building 9 - Unit 9E

Possible Points: 1.8

Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry; Comments: too much daylight around door due to frame not being plumb	0.1
		Damaged Hardware/Locks**	Level 3	Location: front entry; Comments: door closure inop	0.2
Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: living room; Comments: window does not lock	0.2

Building 10 - Building Exterior

Possible Points: 0.3

Roofs	OD	Missing/Damaged Components from Downspout/Gutter**	Level 2		0.1
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Building 10 - Building Systems

Possible Points: 0.4

Emergency Power	OD	Auxiliary Lighting Inoperable	Level 3	Location: community room; Comments: emergency lighting exit sign inop	<0.05
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Building 11 - Building Exterior

Possible Points: 1.3

Roofs	OD	Missing/Damaged Components from Downspout/Gutter**	Level 3	Location: west side of exterior; Comments: downspout so damaged that it causes visible damage to exterior wall	0.5
Walls	OD	Stained/Peeling/Needs Paint	Level 1		0.1

Building 11 - Common Areas

Possible Points: 0.2

Closet/Utility/Mechanical	OD	Electrical - Missing Covers (LT)	Level 3	Location: bldg 11 utility room; Comments: heat pump unit missing cover with exposed connections	0.2
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Building 11 - Building Exterior - Health & Safety

Hazards	OD	Sharp Edges (NLT)	Level 3	Location: south side of exterior; Comments: broken window pane presents sharp edges hazard	0.5
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Building 11 - Unit 1-3

Possible Points: 1.9

Bathroom	OD	Lavatory Sink - Damaged/Missing**	Level 1		0.2
		Shower/Tub - Damaged/Missing**	Level 1		0.2
Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry; Comments: door frame damaged causing too much daylight to enter around door	0.1
		Damaged/Missing Screen/Storm/Security Door**	Level 1		<0.05
Smoke Detector	OD	Missing/Inoperable** (SD)	Level 3	Location: throughout unit; Comments: smoke detector inop	
Walls	OD	Water Stains/Water Damage/Mold/Mildew**	Level 1		<0.05

Building 11 - Unit 1-5

Possible Points: 1.8

Roof	OD	Lavatory Sink - Damaged/Missing**	Level 1		0.2
		Shower/Tub - Damaged/Missing**	Level 1		0.2
Ceiling	OD	Water Stains/Water Damage/Mold/Mildew**	Level 1		<0.05

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Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry; Comments: door frame damaged causing too much daylight to enter	0.1
Electrical System	OD	GFI - Inoperable (NLT)	Level 3	Location: kitchen; Comments: gfi inop	1.0
	OD	Water Stains/Water Damage/Mold/Mildew**	Level 1		<0.05

Building 11 - Unit 1-5 - Health & Safety

Air Quality	OD	Mold and/or Mildew Observed (NLT)	Level 3	Location: bathroom; Comments: mildew observed in bathroom	0.7
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Building 12 - Building Exterior

Possible Points: 0.9

Roofs	OD	Missing/Damaged Components from Downspout/Gutter**	Level 3	Location: west side of exterior; Comments: damaged gutter system causing visible damage to bldg exterior	0.4
Walls	OD	Stained/Peeling/Needs Paint	Level 1		0.1
Windows	OD	Damaged/Missing Screens**	Level 1		<0.05

Building 12 - Building Exterior - Health & Safety

Electrical Hazards	OD	Exposed Wires/Open Panels** (LT)	Level 3	Location: utility room; Comments: water heater disconnect box unsecured with exposed connections	0.9
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Building 12 - Unit 2-4

Possible Points: 1.9

Ceiling	OD	Water Stains/Water Damage/Mold/Mildew**	Level 2		<0.05
Doors	OD	Damaged Surface - Holes/Paint/Rusting/Glass**	Level 3	Location: bedroom upstairs; Comments: door surface delaminating affecting structural integrity	0.2
ws	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: living room; Comments: cranks missing from all windows	0.2

Building 13 - Building Exterior

Possible Points: 1.1

Roofs	OD	Missing/Damaged Components from Downspout/Gutter**	Level 2		0.2
Walls	OD	Stained/Peeling/Needs Paint	Level 1		0.1

Building 13 - Common Areas

Possible Points: 0.1

Closet/Utility/Mechanical	OD	Electrical - Missing Covers (LT)	Level 3	Location: utility room; Comments: heat pump unit missing cover w/exposed connections	0.1
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Building 13 - Unit 3-5

Possible Points: 1.9

Bathroom	OD	Bathroom Cabinets - Damaged/Missing**	Level 1		0.1
Kitchen	OD	Range/Stove - Missing/Damaged/Inoperable**	Level 2		0.3
Walls	OD	Water Stains/Water Damage/Mold/Mildew**	Level 1		<0.05
Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: bedroom; Comments: window cannot be locked	0.2

Building 14 - Building Exterior

Possible Points: 1.1

Roofs	OD	Damaged Soffits/Fascia	Level 3	Location: north side of exterior; Comments: damage to soffit allows water to penetrate underneath	0.5
		Missing/Damaged Components from Downspout/Gutter**	Level 3	Location: north side of bldg exterior; Comments: damaged gutter causes damage to exterior wall	0.4

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Walls	OD	Stained/Peeling/Needs Paint	Level 1		0.1
Windows	OD	Damaged Sills/Frames/Lintels/Trim**	Level 2		0.4

Building 14 - Common Areas

Possible Points: 0.1

Patio/Porch/Balcony	OD	Walls - Peeling/Needs Paint**	Level 2		<0.05
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Building 14 - Unit 4-2

Possible Points: 1.9

Ceiling	OD	Water Stains/Water Damage/Mold/Mildew**	Level 3	Location: bathroom; Comments: 100% of ceiling has mold	0.1
Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry; Comments: too much daylight around door due to frame not being plumb	0.1
Walls	OD	Peeling/Needs Paint**	Level 1		<0.05
		Water Stains/Water Damage/Mold/Mildew**	Level 2		<0.05
Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: bedroom; Comments: window does not lock as designed	0.2
		Peeling/Needs Paint	Level 1		<0.05

Building 14 - Unit 4-2 - Health & Safety

Air Quality	OD	Mold and/or Mildew Observed (NLT)	Level 3	Location: bathroom upstairs; Comments: extensive mold on wall and ceilings	0.7
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Building 15 - Building Exterior

Possible Points: 1.3

Roofs	OD	Missing/Damaged Components from Downspout/Gutter**	Level 3	Location: north side of exterior; Comments: damaged gutter causes damage to exterior wall	0.5
	OD	Missing Pieces/Holes/Spalling**	Level 2		0.2
		Stained/Peeling/Needs Paint	Level 1		0.1

Building 15 - Building Systems

Possible Points: 1.0

Domestic Water	OD	Leaking Central Water Supply	Level 3	Location: utility room; Comments: water leaking from heat pump connected to water heater	0.8
		Misaligned Chimney/Ventilation System (LT)	Level 3	Location: utility room; Comments: chimney missing from water heater	1.0

Building 15 - Common Areas - Health & Safety

Electrical Hazards	OD	Exposed Wires/Open Panels** (LT)	Level 3	Location: utility room; Comments: water heater terminal box unsecured w/exposed wires	0.3
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Building 15 - Unit 5-7

Possible Points: 1.8

Bathroom	OD	Plumbing - Leaking Faucet/Pipes	Level 1		0.2
		Shower/Tub - Damaged/Missing**	Level 1		0.2
Ceiling	OD	Peeling/Needs Paint**	Level 2		<0.05
Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry; Comments: too much daylight around door due to frame not being plumb.	0.1
		Damaged/Missing Screen/Storm/Security Door**	Level 1		<0.05
Electrical System	OD	GFI - Inoperable (NLT)	Level 3	Location: kitchen; Comments: gfi inop	1.0
Walls	OD	Peeling/Needs Paint**	Level 2		<0.05

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Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: bedroom; Comments: window not lockable	0.2
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Building 15 - Unit 5-7 - Health & Safety

Inestation	OD	Insects (NLT)	Level 3	Location: kitchen; Comments: several roaches observed along w/signs of heavy infestation	0.7
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Building 16 - Building Exterior

Possible Points: 1.1

Roofs	OD	Damaged Soffits/Fascia	Level 3	Location: east side of exterior; Comments: damage to soffit w/signs of water penetration	0.5
		Missing/Damaged Components from Downspout/Gutter**	Level 3	Location: west side of exterior; Comments: damaged downspout causing visible damage to bldg	0.4
Walls	OD	Stained/Peeling/Needs Paint	Level 1		0.1

Building 16 - Common Areas

Possible Points: 0.1

Halls/Corridors/Stairs	OD	Graffiti**	Level 1		<0.05
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Building 16 - Unit 6-2

Possible Points: 1.9

Ceiling	OD	Water Stains/Water Damage/Mold/Mildew**	Level 1		<0.05
Lighting	OD	Missing/Inoperable Fixture** (NLT)	Level 3	Location: livingroom; Comments: light fixture inop	0.1
Walls	OD	Peeling/Needs Paint**	Level 1		<0.05
		Water Stains/Water Damage/Mold/Mildew**	Level 1		<0.05
WWS	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: bedroom upstairs; Comments: window not lockable	0.2

Building 16 - Unit 6-2 - Health & Safety

Air Quality	OD	Mold and/or Mildew Observed (NLT)	Level 3	Location: bathroom; Comments: mold observed on ceiling	0.7
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Building 17 - Building Exterior

Possible Points: 1.3

Roofs	OD	Missing/Damaged Components from Downspout/Gutter**	Level 3	Location: north side of bldg exterior; Comments: damaged downspout causing visible damage to wall	0.5
Walls	OD	Stained/Peeling/Needs Paint	Level 1		0.1

Building 17 - Common Areas

Possible Points: 0.1

Closet/Utility/Mechanical	OD	Walls - Water Stains/Water Damage/Mold/Mildew**	Level 2		<0.05
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Building 17 - Unit 7-3

Possible Points: 1.9

Bathroom	OD	Lavatory Sink - Damaged/Missing**	Level 1		0.2
Ceiling	OD	Water Stains/Water Damage/Mold/Mildew**	Level 2		<0.05
Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry door; Comments: too much daylight around door due tyo frame not being plumb	0.1
	OD	Refrigerator - Missing/Damaged/Inoperable	Level 1		0.2
Walls	OD	Water Stains/Water Damage/Mold/Mildew**	Level 1		<0.05
Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: living room; Comments: window not lockable	0.2

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Building 17 - Unit 7-3 - Health & Safety

Air Quality	OD	Mold and/or Mildew Observed (NLT)	Level 3	Location: bathroom upstairs; Comments: mold observed on ceiling and walls	0.7
Infestation	OD	Insects (NLT)	Level 3	Location: kitchen; Comments: several roaches observed crawling underneath cabinet	0.7

Building 18 - Building Exterior

Possible Points: 1.1

Roofs	OD	Missing/Damaged Components from Downspout/Gutter**	Level 3	Location: west side of exterior; Comments: down spout damaged causing visible damage to exterior wall	0.4
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Building 18 - Common Areas

Possible Points: 0.1

Patio/Porch/Balcony	OD	Ceiling - Peeling/Needs Paint**	Level 1		<0.05
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Building 18 - Unit 8-2

Possible Points: 1.8

Bathroom	OD	Shower/Tub - Damaged/Missing** (NLT)	Level 3	Location: bathroom upstairs; Comments: escucheon plate missing from hardware	0.9
Ceiling	OD	Water Stains/Water Damage/Mold/Mildew**	Level 1		<0.05
Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry; Comments: too much daylight around door due to frame not being plumb	0.1
		Damaged Hardware/Locks**	Level 2		0.1
		Damaged Surface - Holes/Paint/Rusting/Glass**	Level 3	Location: bedroom; Comments: door delaminating affecting structural integrity	0.2
Kitchen	OD	Range/Stove - Missing/Damaged/Inoperable**	Level 3	Location: kitchen; Comments: 2 burners inop	0.7
		Refrigerator - Missing/Damaged/Inoperable	Level 1		0.2
Smoke Detector	OD	Missing/Inoperable** (SD)	Level 3	Location: down stairs hallway; Comments: smoke detector inop	
Walls	OD	Damaged/Deteriorated Trim**	Level 1		<0.05
		Water Stains/Water Damage/Mold/Mildew**	Level 1		<0.05
Windows	OD	Inoperable/Not Lockable** (NLT)	Level 3	Location: living room; Comments: window cannot be locked	0.2

Building 18 - Unit 8-2 - Health & Safety

Air Quality	OD	Mold and/or Mildew Observed (NLT)	Level 3	Location: bathroom upstairs; Comments: mold observed on ceiling	0.7
Infestation	OD	Insects (NLT)	Level 3	Location: kitchen; Comments: several roaches observed in refrigerator	0.7

Building 19 - Building Exterior

Possible Points: 0.2

Roofs	OD	Missing/Damaged Components from Downspout/Gutter**	Level 2		<0.05
Walls	OD	Stained/Peeling/Needs Paint	Level 1		<0.05

Building 19 - Common Areas

Possible Points: 0.3

Community Room	OD	Windows - Inoperable/Not Lockable** (NLT)	Level 3	Location: community room; Comments: window cannot be locked due to damaged hardware	0.1
Rooms/Pool Structures	OD	Restroom Cabinet - Damaged/Missing**	Level 1		<0.05

Building 20 - Building Exterior

Possible Points: 0.3

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Roofs	OD	Damaged Soffits/Fascia	Level 1		<0.05
Walls	OD	Stained/Peeling/Needs Paint	Level 1		<0.05
Building 20 - Building Systems					Possible Points: 0.3
Domestic Water	OD	Leaking Central Water Supply	Level 3	Location: east side of exterior; Comments: water leaking from hose bib	0.2
Building 20 - Unit 1					Possible Points: 1.8
Doors	OD	Damaged Frames/Threshold/Lintels/Trim** (NLT)	Level 3	Location: front entry; Comments: frame damaged causing too much daylight to enter	0.1
Building 23 - Building Exterior					Possible Points: 0.3
Roofs	OD	Damaged Soffits/Fascia	Level 1		<0.05
Walls	OD	Stained/Peeling/Needs Paint	Level 1		<0.05
Building 25 - Building Exterior					Possible Points: 0.3
Roofs	OD	Damaged Soffits/Fascia	Level 1		<0.05
Building 26 - Common Areas					Possible Points: 0.1
Closet/Utility/Mechanical	OD	Walls - Damaged**	Level 1		<0.05
Building 26 - Unit 13					Possible Points: 1.8
Electrical System	OD	GFI - Inoperable (NLT)	Level 3	Location: bathroom; Comments: gfi inop	1.0
Building 28 - Building Exterior					Possible Points: 0.3
Walls	OD	Stained/Peeling/Needs Paint	Level 1		<0.05
Building 28 - Unit 18					Possible Points: 1.8
Doors	OD	Deteriorated/Missing Seals (Entry Only)**	Level 3	Location: front entry; Comments: door sweep damaged	0.3
Kitchen	OD	Refrigerator - Missing/Damaged/Inoperable	Level 1		0.2
Building 35 - Building Exterior					Possible Points: 0.3
Foundations	OD	Spalling/Exposed Rebar**	Level 3	Location: south east side of exterior; Comments: spalling exposes rebar	0.2
Building 35 - Building Systems					Possible Points: 0.3
Domestic Water	OD	Rust/Corrosion on Heater Chimney (NLT)	Level 3	Location: utility closet; Comments: water heater chimney rusted severely	0.1
Building 35 - Unit 31					Possible Points: 1.8
Electrical System	OD	GFI - Inoperable (NLT)	Level 3	Location: bathroom; Comments: gfi inop	1.0
Building 35 - Unit 31 - Health & Safety					
Inspection	OD	Insects (NLT)	Level 3	Location: bathroom; Comments: a trail of small red ants observed	0.7

Building 38 - Building Exterior

Possible Points: 0.3

Roofs	OD	Damaged Soffits/Fascia	Level 1		<0.05
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Building 40 - Common Areas

Possible Points: 0.1

Laundry Room	OD	Walls - Damaged**	Level 2		0.1
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NOTE: Score for any given building or unit can not be negative (if deductions are greater than possible points, the score is set to zero)