

September 1, 2019

[Click here to enter text.](#)

On 5/19/2018, Cities' Inspection Service, Inc. completed a building inspection of the property located at XXXXXXX, XXXXXX, Minnesota for you. Doug Hastings did all the fieldwork related to this project. Doug used the commercial inspection protocol; the Standard Guide for Property Condition Assessment – ASTM Standard E2018-01.



The method used for this inspection was visual. There was no destructive analysis or technical testing of any building component. The project excluded all environmental health hazards, such as concealed mold, mildew and fungal growth; and any insect and vermin infestations.

The purpose of this inspection was to observe the physical condition of this building. The intent was to identify defects or conditions that adversely affected the structure and its components. This report contains the results of the inspection. Definitions that are used:

- ⦿ **Functional:** component was performing its intended function; installation and condition were appropriate for age and use.
- ⊗ **Major Defect:** component was not performing its intended function and requires repair or replacement.
- ⦿ **Minor Defect:** component deficiency was insufficient to be major defect; but it requires repair, normal maintenance, or a safety improvement.
- ⚠ **Potential Concern:** component is nonexistent, not visible, or not viewed operating.

Exterior

Description of Exterior

Building: 1 level office warehouse	Parking: approx. 30 spaces	Approx. age: 51 years
Wall covering: veneer bricks	Layers: 1	Approx. age: 51 years
Windows: casement	Glass: insulated	Original: No
Roof covering: tar & gravel	Layers: not visible	Approx. age: 10 years

- Functional
- ✗ Major Defect
- Minor Defect
- ⚠ Potential Concern

Exterior Observations

weather: fair

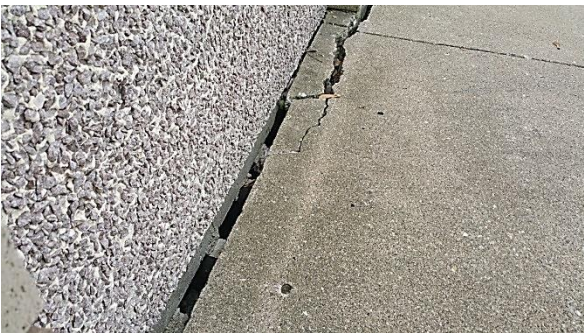
Explanation of Problems

Landscape

front _____ ●
 side _____ ●
 rear _____ ●

Hardscape

walks _____ ✗.... settled & uneven concrete / pulled away from building (replace)
 handicap ramp _____ ✗.... none
 retaining wall _____ ✗.... cracked and bowed dock wall
 fence _____ ✗.... tipped posts
 trash enclosure _____ ✗.... none



Walk (north side)



Walk (west side)



Dock retaining wall

Parking / drive / dock

- curbs _____ ☒.... uneven & deteriorated curbs (repair) / damaged street entrance curb cut (replace) / no gas meter bollard
- surface _____ ☒.... deteriorated, cracked, and missing asphalt & concrete (replace) / 2 layers
- stripe lines _____ ☒.... faded lines
- handicap space _____ ☒.... none
- sign _____ ☒.... none



Curbs



Street curb



Parking surface

Walls

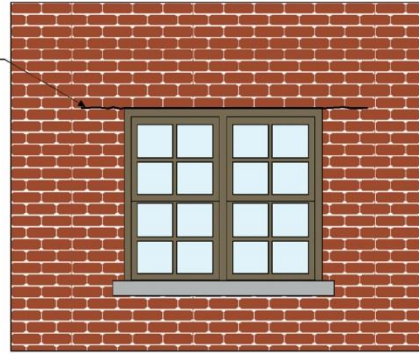
- bricks_____ ❌.... rusted, sagged, & lifted steel lintels / no brick weep holes
- flashing/caulking_ ❌.... no window, control joint, & door caulking
- windows_____ ❌.... cracked & faded frames / damaged sashes (west side)



Lintels

Rusting lintels

the expansion of
rusting steel lintels
can cause horizontal
cracks above
windows



Rusted & sagged lintel



Control joint



Damaged sashes



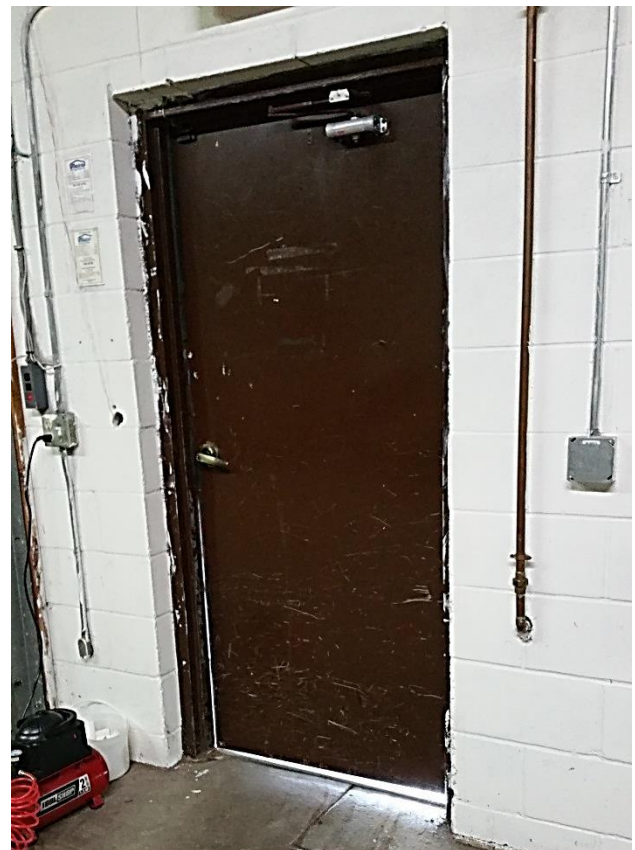
Cracked frame

Doors

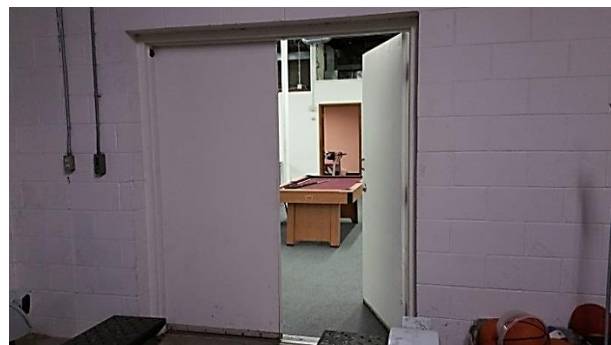
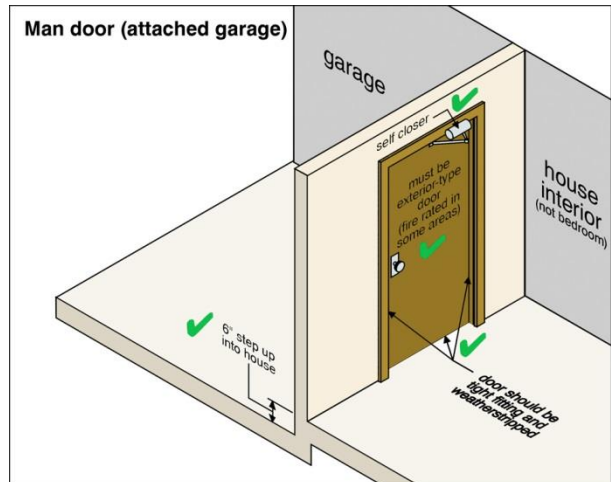
- main entry_____●
- side entry_____⊗.... damaged & sagged door / bent metal
- dock door_____●.... lacks paint / no weather-stripping
- overhead doors__●.... dented metal / door & opener out of adjustment
- dock bumpers____●
- fire doors_____⊗.... interior dock & storage area doors not fire rated



Side door



Dock door



Not fire rated

Roof system

viewed: walked on roof

- low slope _____ ☒ major ponding water
- membrane _____ ☒ wind scoured
- flashing _____ ☒ worn vertical curb membrane, seams, and corners
- flue pipes _____ ☒
- equipment _____ ☒ abandoned equipment
- internal drains _____ ☒
- scuppers _____ ☒



Ponding water



Curbs



Wind scoured

Probability of Moisture Intrusion

- ✓ grounds___low
- ✓ walls___low
- ✓ roof___medium (ponding water)

Limitations to Exterior Observations

- Leaking insulated window and door glass air seals may not be visible.

Structure

Description of Structure

Foundation: concrete block	Insulation: none
Floors: cast in place concrete	Insulation: none
Walls: concrete block	Insulation: none
Roof: steel bar joists and metal panning	Insulation: not visible

- Functional
- ✗ Major Defect
- Minor Defect
- ⚠ Potential Concern

Structure Observations

Explanation of Problems

Foundation and floor

walls _____ ✗.... damaged foundation at roof drain

floor slab _____ ●

posts and beam _____ ●



Foundation

Walls

concrete blocks _____ ●

beams _____ ●

Roof

bar joists _____ ●

flue pipes _____ ●

vent pipes _____ ✗.... disconnected restroom exhaust fans



Bath vents

Insulation

foundation_____⚠️.... none
 floor_____⚠️.... none
 wall_____⚠️.... finished & not visible
 attic_____⚠️.... not visible

Probability of Failure or Moisture Intrusion

- ✓ foundation___low
- ✓ floors_____low
- ✓ walls_____low
- ✓ roof_____low

Limitations to Structure Observations

- Foundation is 100% covered and condition not visible.

Electrical

Description of Electrical

Utility service: overhead	Volts: 3 phase 240 volts
Panel size: two 200 amp panels	Approx. age: 51 years
Main disconnects: fused	Service wires: copper
Branch circuits: circuit breakers	Distribution wires: copper

- Functional
- ✗ Major Defect
- Minor Defect
- ⚠ Potential Concern

Electrical Observations

Explanation of Problems

Utility service_____●

Exterior main disconnect panel

panel location: southeast exterior wall

size_____●

condition_____●

wiring_____●

Interior main disconnect panel

panel location: dock store room

size_____●

condition_____●

wiring_____●

Subpanel (garage south)

condition_____●

wiring_____●

Subpanel (garage north)

condition_____●

wiring_____●

Subpanel A

condition_____⊗.... loose cover (improper screws)
wiring_____⚠.... wiring not visible (unsafe to remove cover)

Subpanel B

condition_____⊗.... loose interior cover
wiring_____⊗.... loose circuit breakers

Subpanel C

condition_____⊙
wiring_____⊙

Transformer_____⊗.... disconnected / inoperable



Transformer

Outlets and fixtures

exterior_____⊙
dock_____⊙
roof_____⊙.... abandoned light fixtures / missing bulbs.

Communication/internet___⚠.... not part of inspection

Fire and security protection

smoke detectors_⊗.... missing mechanical room hard wired detector / not viewed operating
CO detector_____⊙
exit signs_____⊙
fire sprinkler___⚠.... none
fire extinguishers_⚠.... none
security system___⚠.... not part of inspection
security cameras_⚠.... not part of inspection

Limitations to Electrical Observations

- Panel B's interior cover is loose and unsafe to remove; wiring not visible.
- Many light fixtures not in use and have no bulbs; not viewed operating.

Plumbing

Description of Plumbing

Main visible water supply pipe: copper	Interior water pipes: copper
Water heater: natural gas 40 gallons	Approximate age: 12 years
Soil stack: cast iron	Drain & vent pipes: cast iron

- Functional
- ✗ Major Defect
- Minor Defect
- ⚠ Potential Concern

Plumbing Observations

Explanation of Problems

Water pipes

main water shutoff valve located: at slop sink

- main pipe _____ ●
- interior pipes _____ ●
- water heater _____ ○.... leaking flue pipe / water stained ceiling
- exterior spigots _____ ⚠.... no spigot handle & not viewed operating
- yard sprinkler _____ ✗.... disconnected / inoperable



Disconnected sprinkler

Waste pipes

- sewer _____ ⚠.... not visible
- soil stack _____ ●
- drain/vent pipes _____ ●
- floor drain _____ ✗.... plugged drain / missing cleanout plug
- slop sink _____ ○.... abandoned standpipe



Floor drain




Standpipe

Gas pipes

main gas shutoff valve located: at furnace

meter and pipes_  no parking lot bollard

appliances_____ 



No bollard

Probability of Failure

- ✓ Water pressure_____low
- ✓ Underground sewer__unknown (not visible)
- ✓ Water heater_____low

Limitations to Plumbing Observations

- Condition of underground sewer pipe is not visible.

Mechanical

Description of Mechanical

Main HVAC : natural gas rooftop package unit	Approximate age: 12 years
Storage HVAC : natural gas rooftop package unit	Approximate age: 20 years
Dock Cooling: electric rooftop unit	Approximate age: 13 years
Interior Furnace: natural gas forced air	Approximate age: 11 years
Interior AC: electric central air conditioner	Approximate age: 11 years
Disconnected AC: electric central air conditioner	Approximate age: 10 years

- ⦿ Functional
- ✗ Major Defect
- Minor Defect
- ⚠ Potential Concern

Mechanical Observations

Explanation of Problems

Main HVAC

- jacket_____ ⦿
- heat exchanger__ ⦿
- distribution_____ ⦿
- vent_____ ⦿
- condenser_____ ⦿
- compressors_____ ⚠.... too cold & not viewed operating
- wiring_____ ⦿



Storage HVAC

- jacket_____●
- heat exchanger____●
- distribution_____●
- vent_____●
- condenser_____●
- compressors_____⚠.... rusted compressors / too cold & not viewed operating
- wiring_____●



Compressors

Dock AC

- condenser_____●
- compressors_____⚠.... cold weather & not viewed operating
- wiring_____●



Interior Furnace

- jacket_____●
- heat exchanger____●
- distribution_____●
- vent and flue_____●



Leaking condensate tray

Interior AC (located on rooftop)

- condenser_____●
- compressor_____⚠️.... cold weather & not viewed operating
- pipng_____●
- wiring_____●



Rooftop AC (Liebert)_____ ⚠️.... disconnected & not in use



Liebert



Disconnected refrigerant pipes

Probability of Failure

- ✓ Main HVAC_____unknown (heating low / AC not viewed operating)
- ✓ Storage HVAC_____high (old)
- ✓ Dock Cooling_____unknown (not viewed operating)
- ✓ Interior Furnace_____low
- ✓ Interior AC_____unknown (not viewed operating)
- ✓ Liebert AC_____unknown (disconnected)

Limitations to Mechanical Observations

- Air conditioners are not viewed operating due to cold weather.

Interior

Description of Interior

Common rooms: 5	Private offices: 11	Restrooms: 3
-----------------	---------------------	--------------

- Functional
- Minor Defect
- ⊗ Major Defect

Interior Observations

Explanation of Problems

Lobby / reception

- wall, ceiling, floor___ ●
- window and door___ ●
- outlet and fixture___ ●
- heat_____ ●

Conference room

- wall, ceiling, floor___ ●
- window and door___ ⊗.... inoperable window hardware
- outlet and fixture___ ●
- heat_____ ●

Lunchroom

- wall, ceiling, floor___ ○.... cracked floor tiles
- door_____ ●
- outlet and fixture___ ○.... inoperable GFI
- heat_____ ●
- plumbing_____ ○.... flexible drain pipe
- cabinet and top___ ○.... loose countertop

Appliances

- refrigerator_____ ●
- stove_____ ●
- microwave_____ ●
- unvented fan_____ ●

Private offices

- wall, ceiling, floor___●
- window and door___☒.... damaged window hardware (west)
- outlet and fixture___☒.... inoperable outlets (north)
- heat_____●

Restroom handicap

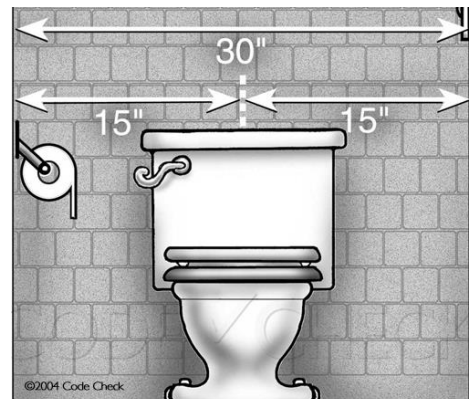
- wall, ceiling, floor___●
- fan and door___☒.... disconnected vent pipe / undersized door width
- outlet and fixture___●
- plumbing_____●
- handicap bars_____●
- cabinet and top_____●



Bath fan

Restroom #1

- wall, ceiling, floor___●
- fan and door___☒.... disconnected vent pipe
- outlet and fixture___☒.... no outlet
- heat_____●
- plumbing___☒.... corroded sink drain pipe / inadequate width
- cabinet and top_____●

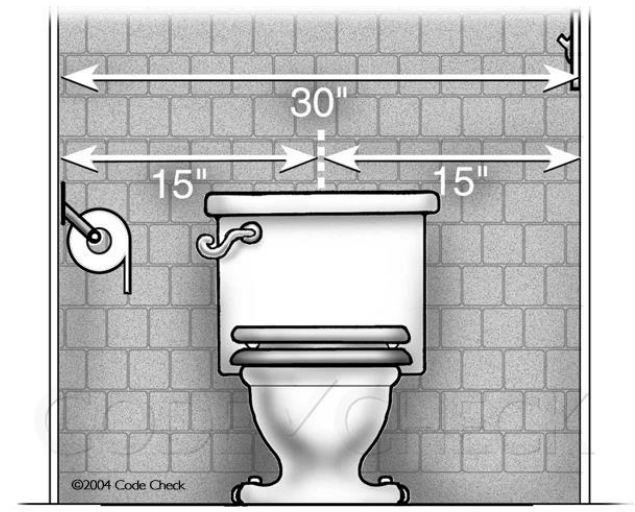


Restroom #2

- wall, ceiling, floor___●
- fan and door___☒.... worn fan bearings / unvented fan
- outlet and fixture___☒.... no outlet
- heat___●
- plumbing___☒.... loose toilet / corroded sink drain pipe
- cabinet and top___●



Unvented fan



Toilet Clearances

Activity rooms

- wall, ceiling, floor___●
- window and door___☒.... inoperable hardware / doors out of adjustment
- outlet and fixture___●
- heat___●
- ceiling fans___●
- TV___☒.... service disconnected / not viewed operating

Dock and storage finished rooms

wall, ceiling, floor____ ☒

door_____ ☒

outlet and fixture____ ☒

heat_____ ☐..... conference room no heat source (AC only)

Probability of Moisture Intrusion

✓ Ceiling____low

✓ Walls____low

✓ Floor____low

Limitations to Interior Observations

- None.

Conclusions

⊗ Major Defects

Exterior

- ✓ Settled and uneven concrete walks; no handicap ramp.
- ✓ Cracked and bowed loading dock retaining wall.
- ✓ Uneven and deteriorated concrete parking lot curbs. Cracked and uneven concrete street curb entrance. No gas meter bollard.
- ✓ Cracked, patched, and deteriorated asphalt parking lot and driveways. Faded parking space lines, no handicap space and sign.
- ✓ Sagged, rusted, and lifted brick wall steel lintels.
- ✓ Cracked window frames; damaged window sashes (west side).
- ✓ Damaged side door (west side).
- ✓ Interior dock and storage room doors to finished rooms are not fire rated.
- ✓ Roof is ponding water (moisture intrusion); recommend adding an additional internal drain(s).
- ✓ Worn perimeter roof and equipment vertical curb membrane, seams and corners (moisture intrusion). Wind scoured sections of the roof gravel. Roof system will require annual maintenance and repair.

Structure

- ✓ Damaged foundation at roof drain exterior discharge location.

Interior

- ✓ Inoperable window hardware.
- ✓ Unvented restroom exhaust fans.

⊙ Minor Defects

Exterior

- ✓ Tipped fence posts; no trash enclosure.
- ✓ No brick wall veneer weep holes.
- ✓ Missing window, door, and brick control joint caulking.
- ✓ No dock service door weather-stripping; door needs to be painted.
- ✓ Drive-in overhead door and automatic opener are out of adjustment. Dented metal panels.
- ✓ Abandoned and unused roof equipment (moisture intrusion).
- ✓ Interior and exterior rodent bait stations (pest management).

Electrical

- ✓ Loose subpanel A & B covers (loose and improper screws).
- ✓ Loose subpanel B circuit breakers.
- ✓ Inoperable lunchroom GFI outlet.
- ✓ Inoperable outlets in north private office.
- ✓ No restroom #1 & #2 outlets.

Plumbing

- ✓ Disconnected (inoperable) yard sprinkler.
- ✓ Plugged mechanical room floor drain and missing cleanout plug.
- ✓ Uncapped and abandoned mechanical room standpipe (unless clothes washer installed).
- ✓ Flexible lunchroom sink drain pipe.
- ✓ Corroded restroom #1 sink drain pipe and inadequate toilet space.
- ✓ Loose restroom #2 toilet. Corroded sink drain pipe.

Mechanical

- ✓ No heat source in dock area conference room (AC only).

Interior

- ✓ Missing mechanical room hallway hard wired smoke detector.
- ✓ Cracked lunchroom floor tiles.
- ✓ Loose lunchroom cabinet countertop.
- ✓ Worn out restroom #2 exhaust fan bearings.
- ✓ Handicap restroom door is not wide enough.

Potential Concerns

Old components; short useful life:

- ✓ Storage HVAC (less than 3 years)

Not visible or limited view (not part of the inspection):

- ✓ Subpanel A wiring (loose cover)
- ✓ Underground sewer pipe (below grade)

Not viewed operating (not part of inspection):

- ✓ Electrical transformer (disconnected / not in use)
- ✓ Many ceiling fixtures (no bulbs)
- ✓ Electronic equipment
 - Security system and cameras
 - Smoke alarms
 - Communication and internet
 - TV
- ✓ Water spigot (water off)
- ✓ Air conditioners (too cold)
 - 2 rooftop package units
 - 2 rooftop units
 - 1 rooftop (disconnected / not in use)