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Site Visit: June 24, 2019  
Report Submitted: December 13, 2019 by  
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# 1 Introduction

RDH Building Science Inc. (RDH) was retained by The Owners, Strata Plan VIS6613 (the Owners) to prepare a Depreciation Report Update (the Report) for the complex known as The Aspen at Lakeside, which is located at 101 & 201 Nursery Hill Drive, Victoria, BC. The Report considers the common property and limited common property components (the Assets) that the Strata Corporation is responsible to maintain, repair, and replace.

The Report is intended to help the Owners, the strata council, and the management team make informed decisions about the allocation of resources to the common property Assets (such as roofs, fences, boilers, and paving).

This Report meets the requirements stipulated in the current Strata Property Act and Regulations. The Report includes a physical inventory of the common property assets; estimated costs for capital expenditures over a 30-year horizon; and four funding models. Refer to the appendices for RDH's qualifications and information on errors and omissions insurance. In accordance with the requirements of the Act, RDH declares that there is no relationship between the employees of RDH and the Owners.

This report is an update to the Depreciation Report issued on December 15, 2014. A site visit was completed on June 24, 2019, and the financial data is based on the 2019/2020 fiscal year. A draft report was distributed to the strata council and strata management on September 20, 2019. Feedback from the strata council was incorporated into the report, and the final 2019 report was issued on December 13, 2019.

The Depreciation Report is a synopsis of a significant volume of data and has two parts: the summary and the appendices. The summary is intended to provide an overview of the Depreciation Report. The appendices provide detailed information to support the summary report. The appendices include a glossary of terms. Words that are *italicized* are defined in the glossary.

As the physical and financial status of the Assets changes, the Report will require updating. The Strata Property Act requires updates to the Report every three years; however, the Strata Corporation can choose to update portions of the Report to reflect changes to their financial status and completed work more frequently at their discretion.

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## 2 The Aspen at Lakeside

The Aspen at Lakeside consists of two 4-storey buildings, each constructed over an underground parking garage, along with one single-storey building that houses a gym. Built in 2008, the complex has 75 residential units.

The principal systems in the building include the building enclosure (the separation of the interior from exterior space), electrical (the electrical distribution, communications, and security equipment), mechanical (heating and plumbing), elevators, fire safety (sprinklers, fire detection, and egress equipment), interior finishes, amenities, and site work. The Assets within each system are described in detail in Appendix B.

Key physical parameters of The Aspen at Lakeside are summarized in Table 2.1, Figure 2.1, and Figure 2.2 below.

TABLE 2.1 KEY PHYSICAL PARAMETERS		
	Date of first occupancy (approximate)	2008
	Gross floor area, including the parkade (ft <sup>2</sup> )	82,400
	Stories above grade	4
	Total number of strata lots	75

*Figure 2.1 Elevation photograph of The Aspen at Lakeside*

*Figure 2.2 Aerial photograph of The Aspen at Lakeside (© Google Maps).*

# 3 Assessments

Depreciation Reports combine two distinct types of analysis: a *physical assessment*, and a *financial assessment*. The assessments are used to determine what the Strata Corporation owns, what condition the Assets are in, what the strata is responsible for, and the *capital costs* associated with the Assets.

The process of preparing a Depreciation Report is summarized in Figure 3.1 below:

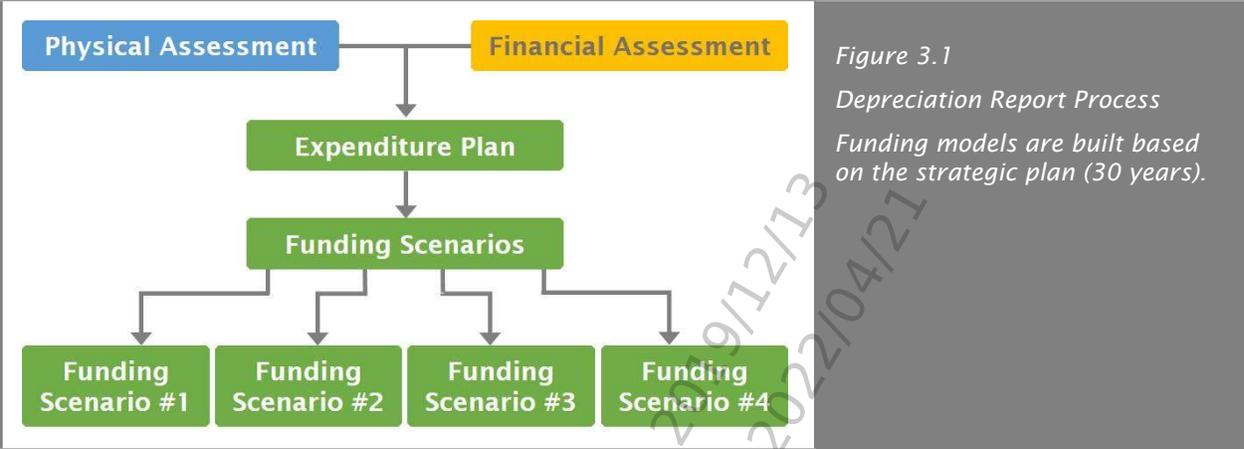


Figure 3.1  
 Depreciation Report Process  
 Funding models are built based on the strategic plan (30 years).

The following sections provide a brief overview of the physical assessment and financial assessment including a summary of key information.

## 3.1 Physical Assessment

The physical assessment has two parts: an inventory and an evaluation.

The *Asset Inventory* identifies “the common property, the common assets and those parts of a strata lot or limited common property, or both, that the Strata Corporation is responsible to maintain or repair under the Act, the Strata Corporation’s bylaws or an agreement with an owner” (*Strata Property Act Regulation*, BC Reg 43/2000, Ch. 6.2). In other words, it identifies what the Strata Corporation owns and must repair and maintain. The Asset Inventory is included as an appendix to this report.

Some Assets have been identified as placeholders. Placeholder Assets are included in the Asset Inventory for reference purposes, however they are not included in the financial analysis and do not affect the funding models or other financial calculations. Placeholder Assets are identified based on typical agreements with utilities, the Strata Corporation bylaws, and information provided by the strata manager and council. A summary of placeholder assets is provided in Table 3.1 below.

TABLE 3.1 SUMMARY OF PLACEHOLDER ASSETS	
ASSET	PARTY RESPONSIBLE FOR CAPITAL EXPENDITURES
Elec 01 - Distribution Transformer - Exterior	→ BC Hydro
Fire 07 - Fire Hydrant	→ Local Municipality

The evaluation is used to forecast common repairs, replacements, and maintenance activities that “usually occur less often than once a year or that do not usually occur” (*Strata Property Act Regulation*, BC Reg 43/2000, Ch.6.2). In other words, the evaluation predicts only events that occur at intervals greater than one year.

The evaluation is typically based on:

- A review of historical documentation such as minutes, invoices, and the general ledger,
- Discussions with Strata Corporation representatives,
- A visual review of the complex, limited to a sample of readily accessible Assets, and
- A review of other technical information such as construction drawings, previous investigations or reports, and maintenance manuals.

Destructive testing, disassembly, and performance testing are not included in the physical evaluation; this report does not replace a Warranty Review or Condition Assessment. Please visit [www.rdh.com](http://www.rdh.com) for additional information on Warranty Reviews and Condition Assessments.

The condition of some Assets may be concealed, for example, buried infrastructure such as sanitary drainage lines or behind building enclosure assets such as cladding. For Assets with the potential for concealed failure, a number of tools are used to assign a reasonable expected service life including the typical performance of the asset in other, similar properties; the performance history reported by the Strata Corporation; the original drawings; and any previous investigation reports commissioned by the Strata Corporation. It is expected that the Strata Corporation will need more detailed reviews as Assets approach the end of their service lives. Allowances for additional reviews or investigations are included as appropriate. Recommendations taken from any additional reviews should be incorporated into future Depreciation Report updates.

As part of the physical assessment, RDH compiled a history of completed projects by reviewing the documents provided by the strata and interviewing Strata Corporation representatives. The history is summarized in Table 3.2 below. The history of renewals establishes the chronological age of the Assets while the history of major maintenance may affect the effective age of the Assets.

TABLE 3.2 MAINTENANCE AND RENEWALS HISTORY
<b>Building Enclosure</b> <ul style="list-style-type: none"><li>→ 2015 -Roof hatch installed.</li><li>→ 2017 - Exterior concrete foundation walls (Parking Area) painting.</li></ul>
<b>Electrical</b> <ul style="list-style-type: none"><li>→ 2014 - Upgrade exterior lighting.</li><li>→ 2017 - Upgrade security system (Replaced DVR and 4 cameras).</li><li>→ 2018 - IR Scan and Site Inspection.</li><li>→ 2018 - 200A main breaker replacement.</li></ul>
<b>Mechanical</b> <ul style="list-style-type: none"><li>→ 2014 - Remove and replace four carbon monoxide monitors.</li><li>→ 2016 - High pressure jet sewer lines in both buildings.</li></ul>
<b>Elevator</b> <ul style="list-style-type: none"><li>→ 2018 - Elevator Condition and Planning Report.</li></ul>

#### Interior Finishes

- 2015 - Replaced carpet in common areas in both buildings.
- 2018 - Rekey common entrance doors for both buildings.

On June 24, 2019, two representatives of RDH Building Science Inc. visited the site to visually review the Assets. While the Depreciation Report does not constitute a maintenance review or condition assessment, some observations regarding the general condition, design and construction of the Assets were made as part of the visual review. These observations were used to determine a reasonable estimated remaining service life of various assets. Table 3.3 includes examples of some observations made during the review.

TABLE 3.3 OBSERVATIONS BY SYSTEM

SYSTEM	OBSERVATION
Building Enclosure	<ul style="list-style-type: none"><li>→ Wood coating is failing in exposed locations and wood trim is cupping in some locations</li><li>→ No insect screens for cladding drained assembly.</li><li>→ Efflorescence throughout the parkades. One location was wet. Xypex has been applied in some locations.</li><li>→ Some of the concrete finish is flaking off at a location that had leaks at the firewater pipe penetration.</li><li>→ Poor podium waterproofing termination.</li><li>→ Rainwater leader discharges onto shingles.</li><li>→ Moss on shingles.</li><li>→ Failed sealant noted on window sill.</li></ul>
Mechanical	<ul style="list-style-type: none"><li>→ Missing/broken clean out caps on underground drainage system.</li><li>→ One sanitary trap noted with no heat trace or insulation.</li></ul>
Fire Safety	<ul style="list-style-type: none"><li>→ Unheated attic spaces have fire detection but no sprinklers.</li></ul>

### 3.2 Financial Assessment

The financial assessment estimates the future costs associated with the Assets and examines how future funding requirements will be affected by current financial practises. More specifically, the financial assessment identifies:

- The opening balance in the *Contingency Reserve Fund* (CRF).
- The estimated value of capital expenditures expressed in *Current Year Dollars* (CYD).
- The estimated future value of capital expenditures expressed in *Future Year Dollars* (FYD). These costs are calculated by applying an inflation rate (2% per year) to the current costs.

The future value of major maintenance and renewals costs can be compared against the building reproduction cost. The building reproduction cost is the cost to reproduce the buildings in similar materials, in accordance with current market prices, and is obtained from the most recent insurance appraisal.

The financial assessment begins with a review of the current financial situation of the Strata Corporation. Table 3.4 below summarizes the key financial parameters reviewed as part of the financial assessment.

TABLE 3.4 KEY FINANCIAL PARAMETERS		
PARAMETER	INITIAL STUDY (2014/2015)	UPDATE STUDY (2019/2020)
Fiscal year end	Jan 31, 2015	Jan 31, 2020
Building reproduction cost	\$16,553,000	\$17,168,600
Operating budget (excluding CRF contribution)	\$214,400	\$245,850
Annual CRF contribution	\$35,200	\$47,120
Accumulated CRF Balance* or Opening Balance of the CRF	\$96,729	\$225,350

*\*The balance in the CRF varies each month as contributions are made and funds are withdrawn for capital renewal projects and major maintenance activities. The accumulated CRF balance is current as of the beginning of the noted fiscal year.*

Depreciation Reports include capital costs only: the costs for activities that occur at intervals greater than one year. Activities that occur annually or more frequently than once a year are considered operating expenses and are not included in the Depreciation Report funding models and calculations.

Capital costs can be distributed into three general categories:

- *Catch-up costs.* The cost to complete any deferred maintenance and renewals.
- *Keep-up costs.* The cost to complete planned cyclical maintenance and renewals.
- *Get-ahead costs.* The cost to adapt, upgrade and improve.

The Depreciation Report is based on keep-up costs. Get-ahead costs (improvements) may also be included, but only if they are required to meet changing codes or standards.

Costs are considered *Class D* estimates ( $\pm 50\%$ ), as defined by the Engineers Geoscientists of British Columbia. Unless otherwise noted, soft costs, such as consulting fees and contingency allowances are not included, because these costs are highly dependent on the scope of work for a particular project. Scopes of work for specific projects should be developed well in advance so that project budgets, including soft costs, can be refined.

The current value of many major maintenance and renewal activities is calculated by multiplying the quantity of an Asset by standard unit rates (for example, the cost per square foot or cost per linear foot). Quantities are measured from original construction documents and visual observations on site. The unit rates are based on historical information, construction trends, information from contractors, and other sources as appropriate. Unit rates will fluctuate over time. Basic unit rates are adjusted for the relative complexity of the property.

## Costing Caveats

The capital costs given in the depreciation report provide a basic estimate for long term planning. They are intended to help guide priority setting and provide a clearer sense of timing. They are not suitable for planning specific projects as they cannot account for project soft costs such as taxes, grants, engineering or design, municipal permits, etc., or for project specific construction costs such as access to the work (e.g. scaffold), contingencies, hazardous materials, tippage/disposal, project management, etc. Such costs cannot be estimated without more information, including a project scope and preliminary design work. Once a project reaches the planning stages, a reasonable assumption of soft costs should be made based on the actual needs of the project. It is recommended that this happen well in advance of predicted work to allow time to plan for the funding of the soft costs.

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## 4 Expenditures

*Maintenance* refers to activities that preserve the Assets, to ensure the Assets will last their predicted service lives and perform as expected.

*Renewal* refers to the replacement or refurbishment of an Asset at the end of its useful service life.

*Major maintenance* refers to maintenance that occurs at intervals greater than one year, for example, every 18 months, two years, five years, etc. (less frequently than once a year). Major maintenance typically includes activities such as testing and inspecting and is considered a capital expense. Minor maintenance includes maintenance activities that occur once a year or more frequently such as quarterly or monthly. The costs associated with *major maintenance and renewals* are included in the Depreciation Report funding models as required by the Strata Property Act. Costs associated with minor maintenance are included in the Strata Corporation's operating budget.

### 4.1 Major Maintenance and Renewals Expenditures

Table 4.1 below summarizes all major maintenance and renewal costs by system, including costs forecasted for the next 30 years. The values are rounded.

TABLE 4.1 CAPITAL EXPENDITURES SUMMARY BY SYSTEM				
SYSTEM	10 YEAR CAPITAL COSTS (WITHOUT INFLATION)	10 YEAR CAPITAL COSTS (WITH INFLATION)	30 YEAR CAPITAL COSTS (WITHOUT INFLATION)	30 YEAR CAPITAL COSTS (WITH INFLATION)
Structural	\$0	\$0	\$0	\$0
Building Enclosure	\$400,000	\$450,000	\$4,400,000	\$6,700,000
Electrical	\$76,000	\$87,000	\$250,000	\$360,000
Mechanical	\$100,000	\$110,000	\$1,100,000	\$1,800,000
Elevator	\$30,000	\$32,000	\$170,000	\$230,000
Fire Safety	\$290,000	\$350,000	\$630,000	\$930,000
Interior Finishes	\$140,000	\$160,000	\$460,000	\$650,000
Amenities	\$12,000	\$13,000	\$64,000	\$89,000
Sitework	\$54,000	\$62,000	\$220,000	\$340,000
<b>Building Total</b>	<b>\$1,102,000</b>	<b>\$1,264,000</b>	<b>\$7,294,000</b>	<b>\$11,099,000</b>

Approximately 11% of the Strata Corporation's capital expenditures may occur in the next 10 years. The distribution of estimated capital expenditures over the next 10 years is shown in Figure 4.1 below.

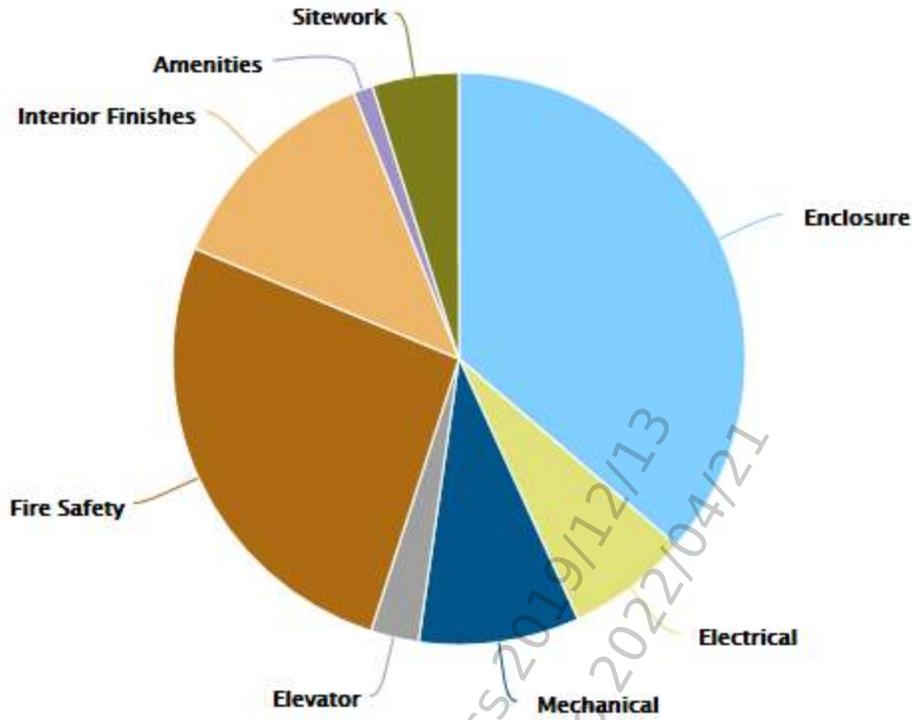


Figure 4.1 Distribution of estimated capital expenditures over 10 years by system.

Section 5 discusses the timing and size of renewals projects forecast for the next 30 years. A detailed list of each major maintenance and renewals activity, including the frequency, costs expressed in current year dollars (CYD), and costs including inflation rates, expressed in future year dollars (FYD) are available to Strata Corporation owners.

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# 5 Major Maintenance and Renewals Planning Horizons

There are three common planning horizons, used for making different types of capital planning decisions:

- **Strategic** (30 years): The average service life of many of Assets is approximately 25 years (such as roofs) so a long-range view captures most renewal projects. In some cases, an asset may be replaced more than once in the 30-year horizon.
- **Tactical** (5-10 years): Many residential Owners will own their strata lot for less than 10 years; the tactical plan captures projects that may occur while current Owners still have an interest in the Strata Corporation.
- **Operational** (1 year): The annual operating period encompasses one fiscal cycle (12 months). Typically, the budget is presented and approved at the annual general meeting (AGM) and will include any capital expenditures paid from the CRF, as well as the CRF contributions for the year. As a minimum, the decision on the CRF contribution should consider projects forecast for the next five to ten years.

## 5.1 Strategic Planning Horizon

Estimated major maintenance and renewal costs over the next 30 years are shown on the graph below (Figure 5.1). The grey bars represent the estimated value of capital costs.

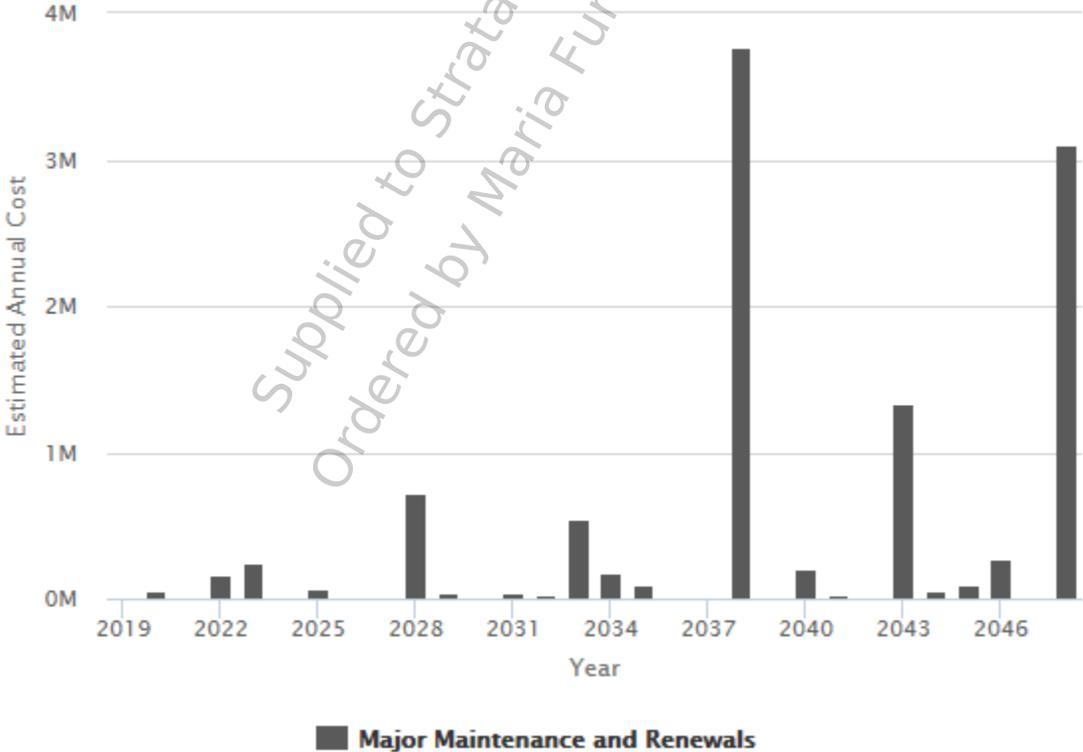


Figure 5.1 Strategic Forecast (30 Years), showing the approximate timing and value of some key capital expenditures.

Each bar on the graph represents a collection of different major maintenance and renewals activities, each with different values.

The strategic plan represents an estimate of future projects. The actual timing of projects will likely vary. Assets may be replaced earlier or later, depending on the quality of maintenance, in-service conditions, and other factors. The Strata Corporation can anticipate changes to the strategic plan with each update of the Depreciation Report.

## 5.2 Tactical Planning Horizon

The graph below shows the projected major maintenance and renewal costs for the next ten years (Figure 5.2). Commonly, building managers refer to a five-year tactical plan; however, a ten-year plan allows the Strata Corporation to see a wider range of projects.

The bars indicate the years in which an event (or bundle of events) is most likely to occur as well as the total magnitude of major maintenance and renewal costs for that year and the costs broken down by system. The costs associated to correct any warranty defects are not included. The soft costs associated with project implementation, such as site access, design, and contract administration, are not included.

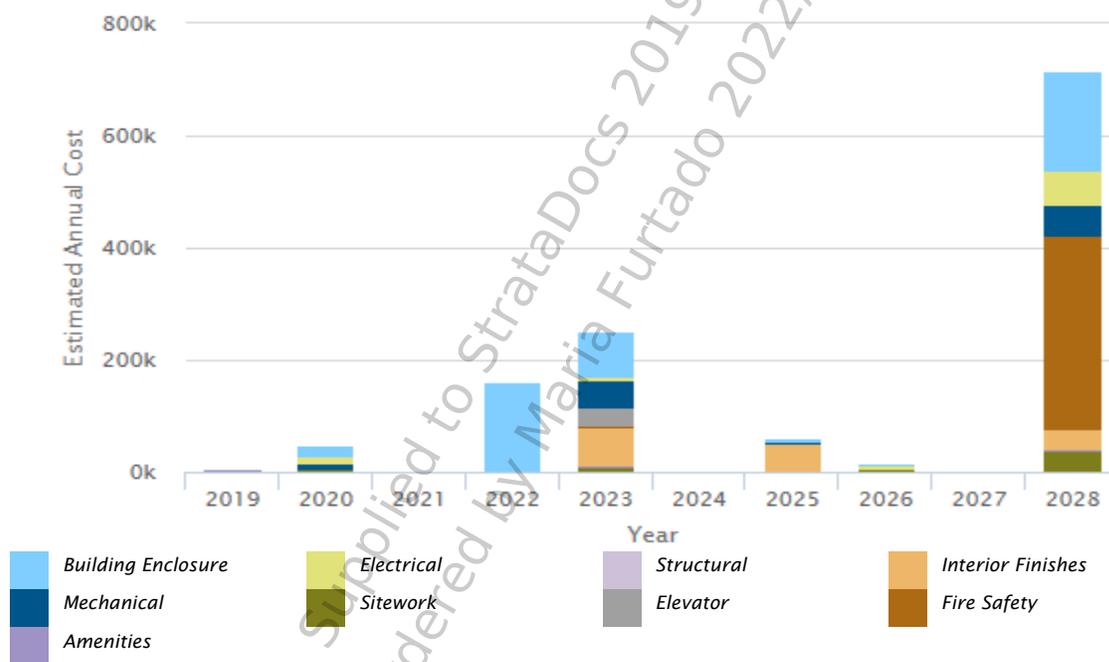


Figure 5.2 Tactical Forecast (10 years), showing the approximate timing and value of some key capital expenditures.

The tactical plan above represents one of many possible approaches to planning major maintenance and renewals activities. The Strata Corporation can use this initial plan as a tool, a starting point to identify probable projects, priorities, and strategies. The actual cost, timing, and scope of projects will be determined by the Strata Corporation and may be reflected in updates to the Depreciation Report.

To help the Strata Corporation start the project planning process, some of the activities forecast for the next 10 years are listed below. Because the timing is somewhat uncertain, renewals and major maintenance activities are grouped into three-year planning periods. The list below is not comprehensive; It is limited to renewals and major maintenance activities likely to cost more than \$10,000 in current year dollars or significant assessments. A complete list of maintenance and renewals are included in the appendices.

## **2019 to 2021**

### Enclosure

- Encl 01 - Replacement of roof vents.

### Electrical

- Elec 06 - Modernize components of the proximity access control system

### Amenities

- Amen 02 - Replace components of fitness equipment.

## **2022 to 2024**

### Building Enclosure

- Encl 07 - Re-stain/repaint wood shingle and associated wood trim.
- Encl 14 - Replace vinyl balcony membrane and associated components.
- Encl 17 - Perform a maintenance review of all enclosure systems.

### Mechanical

- Mech 02 - Replacement of components of electric heat tracing cable

### Elevator

- Elev 02 - Replace door operator, operating fixtures, upgrade cab interior.

### Interior Finishes

- Finish 05 - Re-paint wall surface and trim in corridors.
- Finish 05 - Re-paint interior wall in stairwells.
- Finish 08 - Re-paint or re-finish doors and frames.

## **2025 to 2028**

### Building Enclosure

- Encl 05 - Prepare and re-finish glazed aluminum guardrails.
- Encl 07 - Re-stain/repaint wood shingle and associated wood trim.

### Electrical

- Elec 04 - Replace light fixtures in the parkade.
- Elec 04 - Replace interior light fixtures.

### Mechanical

- Mech 04 - Cyclical replacement of cross connection & back flow prevention valves.
- Mech 05 - Cyclical replacement of valves.

### Fire Safety

- Fire 01 - Replace fire alarm annunciator panels and control panel.
- Fire 02 - Replacement of speakers, heat detectors, smoke detectors and related modules.

## Interior Finishes

- Finish 01 - Replace resilient flooring.
- Finish 02 - Renew carpet.

## Sitework

- Site 02 - Replace wood perimeter fencing.
- Site 03 - Prepare and re-coat exterior metal railings.

## 5.3 Project Implementation

The projects identified in the previous section represent a preliminary step that is only intended to help the Strata Corporation identify, prioritize, and plan projects. Most significant renewal projects identified in the Depreciation Report will subsequently go through four basic steps before implementing the work: Assessment, Design, Documentation, and Quotation.

- **Assessment** – Determines what work must be done, what should be done and what could be done in general terms. The evaluation will help the Strata Corporation understand the risks and opportunities associated with deferring or implementing renewals work.
- **Design** – Refines the recommendations from the evaluation and defines what work will be done in a specific project. The Design may include recommendations for different project strategies such as phasing or bundling projects or may include recommendations for upgrades.
- **Documentation** – Describes the project in enough technical detail to get competitive pricing.
- **Quotation** – Obtains competitive pricing from different contractors or service providers to perform the work described in the documents, including alternate prices for optional work.

The time period for each step can range from a few days to a few months or more, depending on the scale of the project under consideration. The budget and scope of work will be refined in each step. Most estimates currently included in the Depreciation Report are considered Class D ( $\pm 50\%$ ) due to the lack of information regarding specific projects and are based on a number of general assumptions regarding scopes of work.

The Owners can implement projects in a variety of ways, including:

- **Targeted Projects.** These projects are localized to particular portions of the building. Different exposure conditions and wear patterns may require that only some sections of the building require renewal at one point in time.  
  
Example: the carpets in amenity rooms would be replaced at a different time to the hallway carpets due to additional wear in high traffic locations.
- **Phased Projects.** These projects are carried out in multiple stages rather than as a single coordinated project. Phased projects can reduce the financial burden by spreading the costs over a longer time period.  
  
Example: the sealant could be renewed on one elevation in the first year and then on the other elevations in subsequent years.
- **Comprehensive Projects.** These projects are implemented as one coordinated undertaking. Comprehensive projects may allow the Strata Corporation to leverage the best economies of scale, shorten the overall duration, and lower the overall costs.

Example: all wood trim is repainted in all locations around the building(s) at the same time.

- *Bundled Projects*. These projects bundle or combine various related renewals activities (e.g. renewals that are located in close physical proximity, or that require the same type of trade workers). Bundled projects may allow the Strata Corporation to leverage economies of scale and lower the overall costs, improve the quality of the work, and incorporate upgrades.

Example: the exterior wood trim is repainted at the same time as the cladding.

The scope of the Depreciation Report does not compare different implementation methods.

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## 6 Funding Scenarios

The physical assessment and financial assessment were used to create a tentative schedule and budget for forecasted major maintenance and renewal projects. Within this section, hypothetical *funding scenarios*, also known as *funding models*, based on different annual contributions to the contingency reserve fund (CRF) are presented.

The Strata Corporation can use the funding scenarios to choose an appropriate funding strategy, based on their tolerance for risk and desired standard of care for the property. RDH provides the tools so the Owners can determine a CRF contribution that suits their needs.

### 6.1 Minimum Funding Requirements

The Strata Property Act Regulations dictates that if the CRF closing balance is less than 25% of the operating fund, then the Strata Corporation must contribute either the difference between the balance and 25% of the operating fund, or up to 10% of the operating fund (*Strata Property Act Regulation*, BC Reg 43/2000, Ch. 6.1). Table 6.1 below shows the calculation to confirm the Strata Corporation meets the minimum requirements set out in the Strata Property Act Regulation.

PARAMETER	VALUE
2019/2020 operating budget (excluding CRF contribution)	\$ 245,850
→ 25% of the operating budget	\$ 61,463
→ 10% of the operating budget	\$ 24,585
2018/2019 CRF closing balance	\$ 225,350
2019/2020 CRF Contribution	\$ 47,120
Will the CRF closing balance exceed 25% of the operating budget at the end of the fiscal year?	Yes
Does the CRF contribution exceed 10% of the operating budget?	Yes

### 6.2 Funding Scenario Comparison

The funding scenarios below compare the financial impact of different funding levels over the next 30 years. The scenarios serve as a sensitivity analysis that allow the Strata Corporation to evaluate how changes to the contingency reserve fund impact the number and size of special levies. The actual size and timing of special levies will be affected by how the Strata Corporation chooses to implement the renewal projects.

While there are many different scenarios that can be generated, Table 6.2 below compares the following alternatives:

- **Statutory.** The CRF allocation required to meet the statutory requirements in BC, as described in section 6.1 above. For comparison purposes, the table below shows the CRF contribution equal to 10% of the operating budget, this is the maximum that would be allocated to the reserve fund annually under this scenario. When the CRF closing balance is greater than 25% of the estimated operating budget, no funds are deposited into the CRF.

- **Current (2019/2020).** The CRF allocation that was approved by the Owners at the previous Annual General Meeting. The current allocation is also known as the status quo.
- **Alternative #1.** An increase from the status quo [as suggested by the strata council]. Alternative #1 is just one of many possible scenarios for a new funding level in the next fiscal year.
- **Progressive.** This is the annual contribution that would need to be set aside, commencing in the first fiscal year of this Report, to ensure that the reserve balance is sufficient to eliminate or bring special levies over a 30-year period to a minimum. With “progressive” reserve allocation, older stratas with underfunded reserves may still require some special levies at some point in their strategic plan. The “progressive” reserve contribution is an optimum target that a strata corporation could use as a guide.

TABLE 6.2 COMPARISON OF DIFFERENT FUNDING SCENARIOS				
	STATUTORY	CURRENT	ALTERNATIVE #1	PROGRESSIVE
Annual CRF allocation	\$0 to \$24,585	\$47,120	Starting at \$47,120 +	\$240,000
Annual CRF increase	0 %	0 %	5 %	0 %
Percent of progressive reserve	10 %	20 %	20 % +	100 %
CRF contribution per average strata lot			Starting at	
Per month	\$0 to \$27	\$52	\$52 +	\$267
Per year	\$0 to \$328	\$628	\$628 +	\$3,200
Approximate number of special levies (over 30 years)	16	11	6	3
Approximate value of special levies (over 30 years)	\$10.2M	\$9.4M	\$7.7M	\$2.9M
Assumed Inflation Rate	2 %	2 %	2 %	2 %
Assumed Interest Rate	2 %	2 %	2 %	2 %

The following sections of the report provide more detailed information about each funding scenario, including a graph showing the closing balance of the CRF, annual CRF contributions, and the approximate value of special levies. Tables with ten years of cash flow data are also provided.

Appendix E includes 30 years of cash flow data for each funding scenario.

### 6.3 Statutory Funding Scenario

The first scenario is based on the minimum funding level required by the Strata Property Act Regulation, as described in section 6.1 above. The scenario is based on a variable annual CRF contribution over the 30-year planning horizon; when the CRF closing balance is greater than 25% of the current operating fund, no funds are deposited into the CRF.

TABLE 6.3 STATUTORY FUNDING SCENARIO: CASH FLOW TABLE						
FISCAL YEAR	OPENING BALANCE	RESERVE CONTRIBUTION	SPECIAL LEVY	RESERVE INCOME	RENEWAL COSTS	CLOSING BALANCE
2019	\$225,350	\$0	\$0	\$0	\$6,000	\$219,350
2020	\$219,350	\$0	\$0	\$0	\$49,520	\$169,830
2021	\$169,830	\$0	\$0	\$0	\$4,310	\$165,520
2022	\$165,520	\$0	\$0	\$0	\$159,700	\$5,820
2023	\$5,820	\$24,585	\$220,695	\$0	\$251,100	\$0
2024	\$0	\$24,585	\$0	\$0	\$0	\$24,585
2025	\$24,585	\$24,585	\$13,630	\$0	\$62,800	\$0
2026	\$0	\$24,585	\$0	\$0	\$14,870	\$9,715
2027	\$9,715	\$24,585	\$0	\$0	\$0	\$34,300
2028	\$34,300	\$24,585	\$658,155	\$0	\$717,040	\$0

The graph below shows the annual contribution to the CRF, the closing balance of the CRF, and the size of the special levies forecast for the next 30 years.

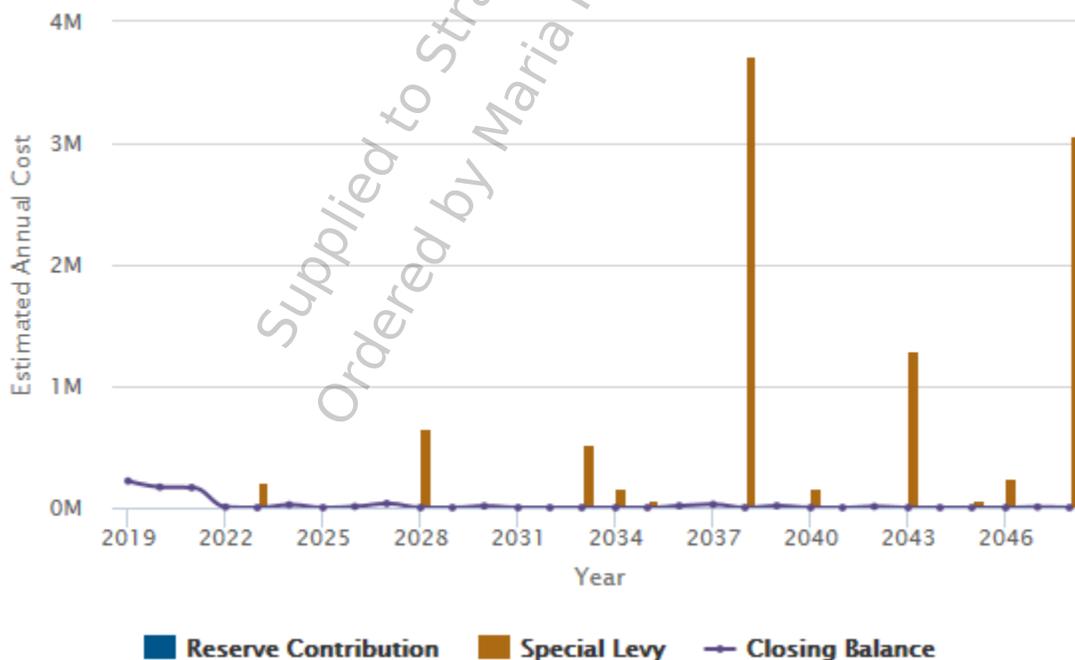


Figure 6.1 CRF balance, contribution and special levies based on the statutory minimum funding.

The minimum CRF contributions required by the Strata Property Act Regulation will result in numerous special levies and is generally not considered adequate as a long-term funding strategy.

## 6.4 Current (2019/2020) Funding Scenario

The current funding scenario is based on the CRF contribution approved by the Owners at the 2019 annual general meeting. The scenario is based on a fixed annual CRF contribution (no increases).

FISCAL YEAR	OPENING BALANCE	RESERVE CONTRIBUTION	SPECIAL LEVY	RESERVE INCOME	RENEWAL COSTS	CLOSING BALANCE
2019	\$225,350	\$47,120	\$0	\$4,507	\$6,000	\$270,977
2020	\$270,977	\$47,120	\$0	\$5,420	\$49,520	\$273,997
2021	\$273,997	\$47,120	\$0	\$5,480	\$4,310	\$322,286
2022	\$322,286	\$47,120	\$0	\$6,446	\$159,700	\$216,152
2023	\$216,152	\$47,120	\$0	\$4,323	\$251,100	\$16,495
2024	\$16,495	\$47,120	\$0	\$330	\$0	\$63,945
2025	\$63,945	\$47,120	\$0	\$1,279	\$62,800	\$49,544
2026	\$49,544	\$47,120	\$0	\$991	\$14,870	\$82,785
2027	\$82,785	\$47,120	\$0	\$1,656	\$0	\$131,561
2028	\$131,561	\$47,120	\$540,728	\$2,631	\$717,040	\$5,000

The graph below shows the annual contribution to the CRF, the closing balance of the CRF, and the size of the special levies forecast for the next 30 years.

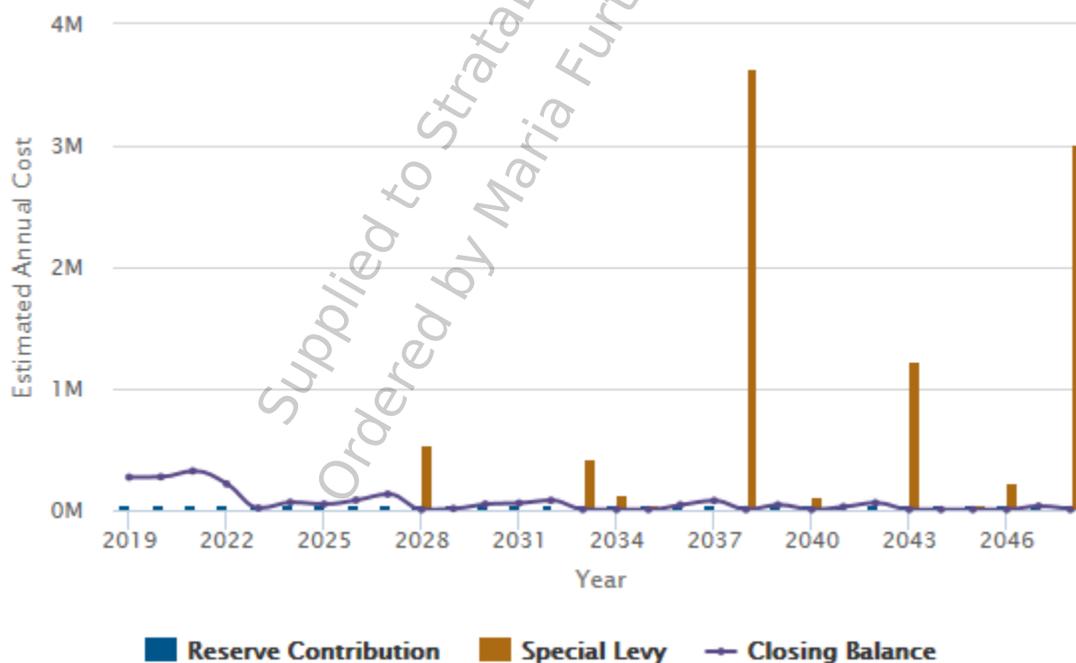


Figure 6.2 CRF balance, contribution and special levies based on the current funding.

If the Strata Corporation wishes to reduce the number and size of special levies, then increases will need to be made over the upcoming years.

## 6.5 Alternative Funding Scenario # 1

Alternative funding scenario #1 is based on an increasing annual CRF contribution. The contribution includes a 5% annual increase from the current funding level.

TABLE 6.5 ALTERNATIVE FUNDING SCENARIO #1: CASH FLOW TABLE						
FISCAL YEAR	OPENING BALANCE	RESERVE CONTRIBUTION	SPECIAL LEVY	RESERVE INCOME	RENEWAL COSTS	CLOSING BALANCE
2019	\$225,350	\$47,120	\$0	\$4,507	\$6,000	\$270,977
2020	\$270,977	\$49,476	\$0	\$5,420	\$49,520	\$276,353
2021	\$276,353	\$51,950	\$0	\$5,527	\$4,310	\$329,519
2022	\$329,519	\$54,547	\$0	\$6,590	\$159,700	\$230,957
2023	\$230,957	\$57,275	\$0	\$4,619	\$251,100	\$41,751
2024	\$41,751	\$60,138	\$0	\$835	\$0	\$102,724
2025	\$102,724	\$63,145	\$0	\$2,054	\$62,800	\$105,124
2026	\$105,124	\$66,303	\$0	\$2,102	\$14,870	\$158,659
2027	\$158,659	\$69,618	\$0	\$3,173	\$0	\$231,450
2028	\$231,450	\$73,099	\$412,863	\$4,629	\$717,040	\$5,000

Alternative funding scenario #1 eliminates some of the smaller levies, but it is not adequate to offset all the special levies over the 30-year planning horizon. The graph below shows the annual contribution to the CRF, the closing balance of the CRF, and the size of the special levies forecast for the next 30 years.

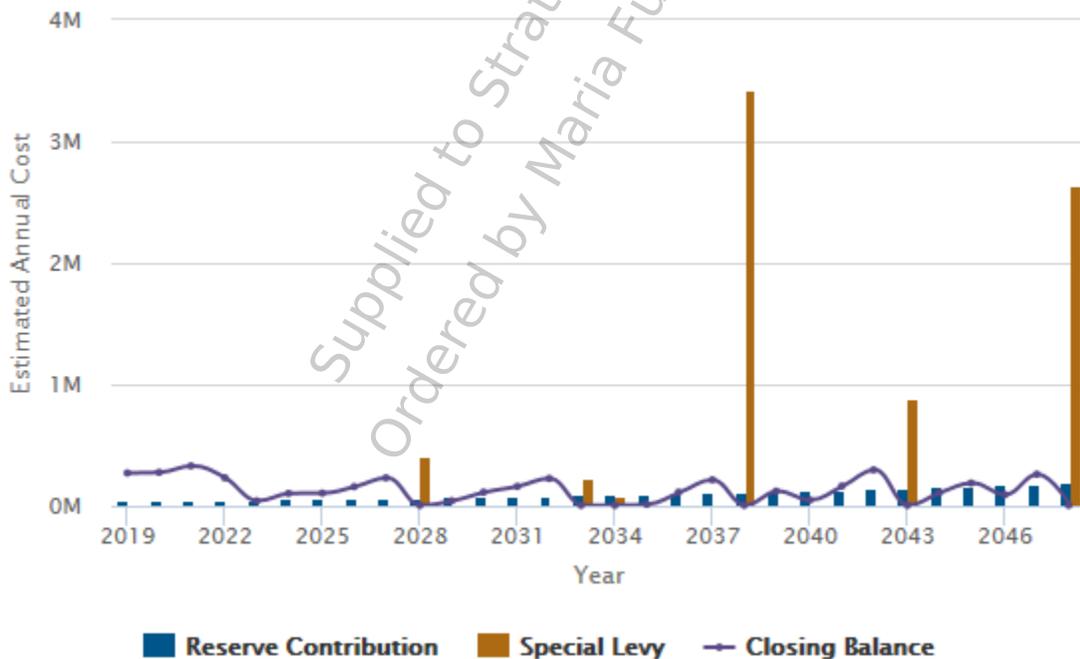


Figure 6.3 CRF balance, contribution and special levies based on Alternative #1.

## 6.6 Progressive Funding Scenario

The progressive funding scenario is based on a fixed annual CRF contribution.

TABLE 6.6 PROGRESSIVE FUNDING SCENARIO: CASH FLOW TABLE						
FISCAL YEAR	OPENING BALANCE	RESERVE CONTRIBUTION	SPECIAL LEVY	RESERVE INCOME	RENEWAL COSTS	CLOSING BALANCE
2019	\$225,350	\$240,000	\$0	\$4,507	\$6,000	\$463,857
2020	\$463,857	\$240,000	\$0	\$9,277	\$49,520	\$663,614
2021	\$663,614	\$240,000	\$0	\$13,272	\$4,310	\$912,576
2022	\$912,576	\$240,000	\$0	\$18,252	\$159,700	\$1,011,128
2023	\$1,011,128	\$240,000	\$0	\$20,223	\$251,100	\$1,020,251
2024	\$1,020,251	\$240,000	\$0	\$20,405	\$0	\$1,280,656
2025	\$1,280,656	\$240,000	\$0	\$25,613	\$62,800	\$1,483,469
2026	\$1,483,469	\$240,000	\$0	\$29,669	\$14,870	\$1,738,268
2027	\$1,738,268	\$240,000	\$0	\$34,765	\$0	\$2,013,033
2028	\$2,013,033	\$240,000	\$0	\$40,261	\$717,040	\$1,576,254

The Progressive Reserve would offset smaller special levies. However, because of the timing of anticipated renewals projects, a fixed annual contribution will not eliminate all special levies over the 30-year planning horizon. The graph below shows the annual contribution to the CRF, the closing balance of the CRF, and the size of the special levies forecast for the next 30 years.

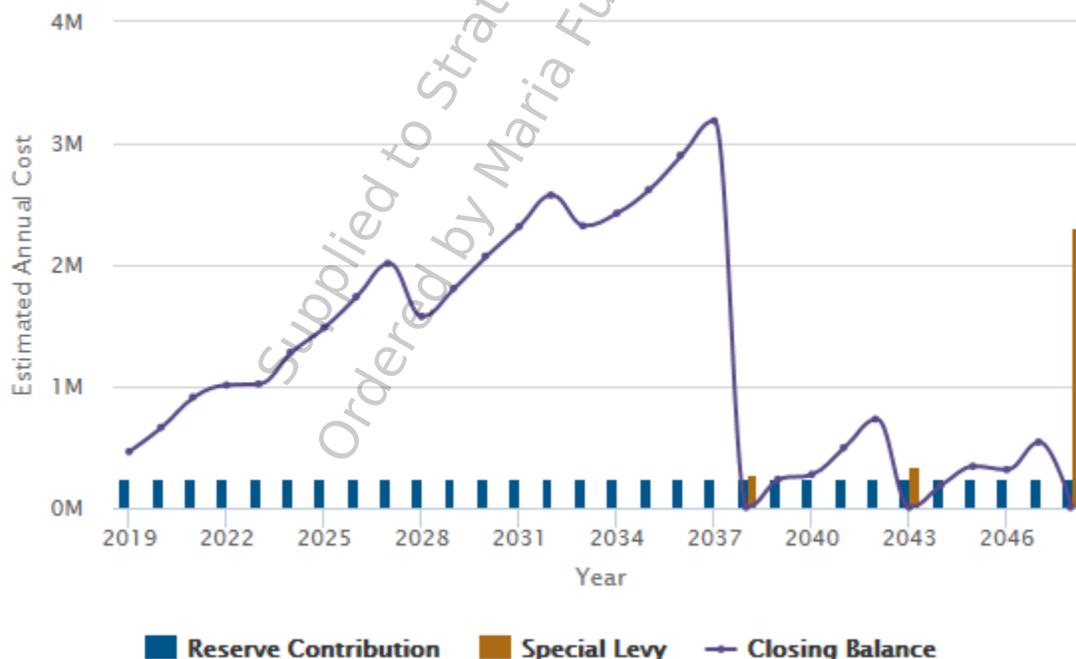


Figure 6.4 CRF balance, contribution and special levies based on a Progressive Reserve calculation.

# 7 Next Steps

The Depreciation Report identifies the predictable major maintenance and renewals expenditures that The Aspen at Lakeside is likely to encounter over the next 30 years. Estimated timelines have been provided to assist the Strata Corporation with the planning process; however, the Depreciation Report should be considered a first step when planning for renewals. Funding scenarios have been developed to provide the Strata Corporation with an objective basis for determining appropriate CRF contributions.

The recommendations below are intended to aid the Strata Corporation in the next steps of the renewals planning process.

### Recommendations

- **Maintenance Plan.** Using the Asset Inventory, develop a maintenance plan, or commission a maintenance plan through RDH. The maintenance plan should provide the Strata Corporation with information on how and when to implement different maintenance activities.
- **Operating vs. Capital Costs.** Identify those small capital items that are generally funded from the annual operating budget, such as exterior lighting, etc. Update the Operating Budget accordingly.
- **Further Investigations.** Conduct additional condition assessments/investigations, as required, to refine the data and confirm assumptions.
- **Updates.** Plan for an update to the Report in three years' time. On a yearly basis, the Stata Corporation should review and update their CRF funding strategy based on the estimated forecasts presented in the Report.

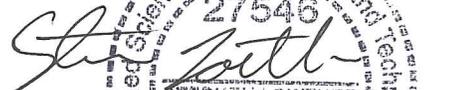
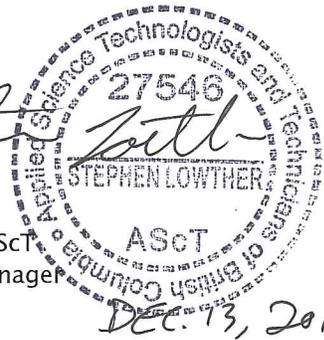
Yours truly,



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# Appendix A

## Glossary of Terms

## Glossary

**Annual Contribution** – Funds allocated to the Reserve Fund each fiscal year. Sometimes referred to as the Annual Allocation. Determining the appropriate size of the Annual Allocation is aided with a Reserve Study (a Depreciation Report in B.C.).

**Asset** – An integrated assembly of multiple physical components, which requires periodic maintenance, repair and eventual renewal. Typical examples of assets are: roofs, boilers and hallway carpets.

**Asset Inventory** – The common assets and those parts of a strata lot or limited common property, or both, that the Strata Corporation is responsible to maintain and repair.

**Balcony** - A horizontal surface that projects from the building and does not directly protect the interior from water ingress. Compare with Deck.

**Bundled Projects** – Projects that bundle or combine various related renewal activities into a single project.

**Capital Costs** – Fixed, one-time expenses after which there will only be recurring operational or running costs. Capital costs can be distributed into three general categories: *Catch-up costs*, *Keep-up costs* and *Get-ahead costs*.

**Catch-up Costs** – The costs associated with the accumulated backlog of deferred maintenance associated with the assets.

**Chronological Age** – The calendar age of an Asset. Compare with Effective Age.

**Classes of Cost Estimates** – Until a project is actually constructed, a cost estimate represents the best judgement of the professional according to their experience and knowledge and the information available at the time. Its completeness and accuracy is influenced by many factors, including the project status and development stage. Estimates have a limited life and are subject to inflation and fluctuating market conditions. The precision of cost estimating is categorized into the following four classes and are as defined in guidelines prepared by the Association of Professional Engineers and Geoscientists of B.C. The percentage figures in parentheses refer to the level of precision or reliability of the cost estimates.

- **Class A Estimate** (±10-15%): A detailed estimate based on quantity take-offs from final drawings and specifications. It is used to evaluate tenders or as a basis of cost control during day-labour construction.
- **Class B Estimate** (±15-25%): An estimate prepared after site investigations and studies have been completed, and the major systems defined. It is based on a project brief and preliminary design. It is used for obtaining effective project approval and for budgetary control.
- **Class C Estimate** (±25-40%): An estimate prepared with limited site information and based on probable conditions affecting the project. It represents the summation of all identifiable project elemental costs and is used for program planning, to establish a more specific definition of client needs and to obtain preliminary project approval.
- **Class D Estimate** (±50%): A preliminary estimate which, due to little or no site information, indicates the approximate magnitude of cost of the proposed project, based on the client's broad requirements. This overall cost estimate may be derived from lump sum or unit costs for a similar project. It may be used in developing long term capital plans and for preliminary discussion of proposed capital projects.

**Closing Balance** – Alternatively referred to as the Starting Balance. The balance of funds remaining in the reserve account at the end of a fiscal period (Fiscal year end, calendar year or study period). The Closing Balance becomes the Opening Balance for the subsequent fiscal period.

**Comprehensive Projects** - Projects that are implemented as one coordinated undertaking.

**Contingency Costs** – An allowance for unexpected or unforeseen costs that may impact monies required for projects to maintain or replace assets. (Not to be confused with costs of Renewal or Major Maintenance projects which are paid for out of the Reserve Fund)

**Contingency Reserve Fund (CRF)** – Also known as Reserve Fund. The account into which the accumulated Annual Contributions are deposited and from which costs are withdrawn for Renewal projects and Major Maintenance projects.

**Current Year Dollars (CYD)** – Dollars in the year they were actually received or paid, unadjusted for price changes. Compare with Future Year Dollars.

**Deck**- A horizontal surface that protects interior space from water ingress. The surface functions as a roof. Compare with Balcony.

**Drained Wall Assembly** - Also known as rainscreen wall assembly. Refers to a strategy for rain penetration control that relies on deflection of the majority of water at the cladding (stucco, wood, etc.) but also incorporates a cavity that provides a drainage path for water that penetrates past the cladding. In drained/rainscreen wall assembly the cladding is installed on strapping or furring strips so that there is a gap between it and the *sheathing membrane*. Compare with Undrained Wall Assembly.

**Effective Age** – The Age of an asset relative to its condition. Compare with Chronological Age.

**Financial Assessment** – Also known as a financial analysis. The cost estimates associated with major maintenance and renewal projects, and identifications of funds in the contingency reserve fund (CRF) that may be available to pay for these costs.

**Funding Model** – Also known as a Funding Scenario. A mathematical model used to establish an appropriate funding level for sustaining the assets in a building. All major maintenance and renewal costs are projected onto the CRF balance for the 30-year planning period to demonstrate any years where the CRF balance is predicted to be less than the predicted costs for that year. Running a number of scenarios using different parameters (such as inflation rates and interest rates) can serve as a sensitivity analysis to determine the financial impact of different funding levels. The four main types of funding models are listed below and if used are described in Section 6 of the Report.

- Statutory Funding Model
- Current Funding Model
- Alternate Funding Model
- Progressive Funding Models

**Funding Scenarios** – See Funding Model

**Future Year Dollars (FYD)** – The projected cost of future asset renewal projects, which accounts for inflation and escalation factors.

**Get Ahead Costs** – These are costs associated with adaptation of the building to counter the forces of retirement associated with different forms of obsolescence, such as:

- **Functional obsolescence** - Reduction of an object's usefulness or desirability because of an outdated design feature
- **Legal obsolescence** - Force of retirement of assets due to legislation changes, or other directive/order, issued by an authority having jurisdiction.
- **Style obsolescence** - When an asset is no longer desirable because it has fallen out of popular fashion

Some of the costs in this category are discretionary spending that result in either a change or an improvement to the existing strata building. This category includes projects to alter the physical plant for changes in use, codes and standards. Some typical examples include:

- Energy retrofits
- Code retrofits
- Hazardous material abatement
- Barrier free access retrofits
- Seismic Upgrades

**Keep-up Costs** – The monies required for renewal projects as each asset reaches the end of its useful service life. If an asset is not replaced at the end of its useful service life and is kept in operation, through targeted repairs, then these costs get reclassified into the “catch-up” category.

**Maintenance** - Activities that preserve the Assets, to ensure the Assets will last their predicted service lives and perform as expected.

**Major Maintenance** – Any maintenance work for common expenses that usually occurs less often than once a year or that do not usually occur. Major maintenance provides for the preservation of assets to ensure that they achieve their full intended service life. Major maintenance is funded from the CRF.

**Opening Balance** – Alternatively referred to as the Starting Balance. The amount of money in an account at the beginning of a fiscal period. Opening balances are derived from the balance sheet and are used in cash flow calculations in the Funding Model. Compare with Closing Balance.

**Operating Costs** – Frequently recurring expenses that arise during the course of a single fiscal year and are paid from the operating budget as opposed to the Reserve Fund.

**Operational Plan/Horizon** (1 year) – The annual operating period encompasses one fiscal cycle (12 months). The Reserve Contribution in the operating budget should reflect the majority of the projects in the *Tactical Plan* (5 or 10 years) and ideally should also contemplate elements of the *Strategic Plan* (30 years).

**Phased Projects** - Projects that are carried out in multiple stages rather than as a single coordinated project.

**Physical Assessment** – Also known as a physical analysis. The identification of all physical assets the Strata Cooperation is responsible for and the prediction of major maintenance and renewal activities regarding these assets.

**Placeholder** – an item or asset that is not currently part of the strata cost of maintenance or repair and may be owned by another entity such as a utility, tenant, or section.

**Progressive Reserve** – Also known as Percent Funded. The ratio, at a particular point of time (typically the beginning of the fiscal year), of the actual or projected Reserve Fund balance to the accrued Reserve Fund balance, expressed as a percentage. For example: If the 100% funded balance is \$100,000 and there is \$76,000 in the Reserve Fund, the Reserve Fund is 76% funded.

Since funds can typically be allocated from one asset to another with ease, this parameter has no real meaning on an individual reserve component basis. The purpose of this parameter is to identify the relative strength or weakness of the entire Reserve Fund at a particular point in time. The value of this parameter is to provide a more stable measure of Reserve Fund strength, since cash in reserve may mean very different things to different governing bodies or Owner groups.

- **Poor Level** - When the Percent Funded falls to 0% - 30%, the current reserves may be considered to be at a 'poor' level. At this funding level, Special Levies are common. This is also commonly known as the Unfunded or Special Levy Model. The Owner Group does not have a Reserve Fund balance that will cover expected renewal costs and the only recourse is to raise funds by Special Levies to cover those costs when they become due.
- **Fair Level** - If the Percent Funded level is 31 to 70% then the current reserve may be considered to be in a mid-range level.
- **Good Level** - If the Percent Funded level is 70% or higher this is likely to be considered 'strong' because cash flow problems are rare.

**Renewal** – The replacement or refurbishment of an Asset as it reaches the end of its useful service life.

**Renewal Cost** – The cost required to replace an Asset, which is paid from the Reserve Fund, Special Levy or combination thereof.

**Reserve Contribution** – See Annual contribution.

**Reserve Fund** – See Contingency Reserve Fund (CRF)

**Reserve Income** – The interest earned from investing the money deposited in the Contingency Reserve Fund.

**Reserve Study** – Also referred to as a Reserve Fund Study or Depreciation Report in BC.

- A long-range financial planning tool that identifies the current status of the Owners' Reserve Fund and recommends a stable and equitable funding plan to offset the costs of anticipated future major expenditures associated with replacement of the assets and major maintenance.
- The purpose of the Reserve Study is to provide a plan for appropriate funding for renewal and major maintenance work.
- While Reserve Studies provide analysis of the timing, costs, and funding for renewal projects, they should ideally be supported by a maintenance plan that assists the Owners to plan for maintenance activities so that assets achieve their predicted service lives.

**Service Life** - The estimated period of time over which an asset (and its components or assembly) provides adequate performance and function.

**Sheathing Membrane** - A generic term for a membrane layer that resists the passage of liquid water (and possibly air and vapour) through vertical, drained surfaces.

**Special Levy** - Also referred to as a "Special Assessment". A financial levy to be paid by the Owner group to finance large-scale projects for major maintenance, repairs, renewal, or rehabilitation of an asset, which occur as result of a shortfall in available funds and requires special decision making and approval procedures.

**Statutory Funding Model** - A funding model which uses the Strata Property Act and Regulations to determine the minimum amount of money to contribute to the Contingency Reserve Fund on an annual basis.

**Strategic Plan/Horizon** - The longest of the three planning horizons, which typically covers the full study period of 30 years and identifies the long-term needs of the assets.

**Tactical Plan/Horizon** - A period of planning for asset Renewal projects and Major Maintenance projects, which typically extends five or ten years from the current year.

**Targeted Projects:** Projects that are localized to particular portions of the building.

**Undrained Wall Assembly** - Also known as face seal wall assembly. Refers to a strategy for rain penetration control that relies on the elimination of holes through the cladding. In undrained/face seal wall assemblies, the cladding is installed directly against the *sheathing membrane*. Compare with Drained Wall Assembly.

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# Appendix B

## Asset Inventory

# The Aspen at Lakeside

## Asset Inventory

### Structural

#### Foundations

##### Struct 01 - Concrete Foundation & Parkade Structure



###### Location

Foundation and parkade.

###### Description

Cast-in-place concrete building foundation and underground parking structure.

###### Information

Service Life:	100
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2108

#### Walls & Columns

##### Struct 02 - Wood Frame Structure



###### Location

Superstructure.

###### Description

Wood framed walls, floors, and roof structure.

###### Information

Service Life:	100
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2108

#### Enclosure

#### Roofs & Decks

##### Encl 01 - Laminated Asphalt Shingle Roof



###### Location

All sloped roofs.

###### Description

Laminated asphalt shingle over building paper applied on solid wood sheathing at sloped roof. Typically, gutters are provided at roof eaves to manage rainwater.

###### Information

Service Life:	25
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2033

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# The Aspen at Lakeside

## Asset Inventory

### Encl 02 - Protected SBS Membrane Deck with Traffic-Bearing Surface



**Location**

Building A - fourth floor deck at unit #406.

**Description**

SBS membrane overlaid with pavers as traffic-bearing surface.

**Information**

Service Life: 30  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2038

### Encl 03 - Roof Hatch



**Location**

Main roof.

**Description**

Roof hatches providing access to roofs.

**Information**

Service Life: 30  
 Installed Year: 2015  
 Chronological Age: 4  
 Effective Age: 4  
 Next Renewal Year: 2045

### Encl 04 - PVC Panel Soffit



**Location**

Underside of roof eaves and balconies.

**Description**

Perforated PVC panel soffit.

**Information**

Service Life: 40  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2048

### Fall Protection

#### Encl 05 - Guardrail Glazed Aluminum



**Location**

Balcony and deck perimeters.

**Description**

Aluminum Posts and glass infill panels functioning as a protective barrier at the open sides of balconies and decks.

**Information**

Service Life: 40  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2048

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# The Aspen at Lakeside Asset Inventory

## Walls

### Encl 06 - Cultured Stone Wall - Drained



**Location**

Secondary building cladding.

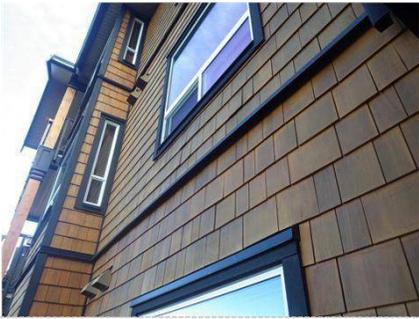
**Description**

Cultured stone applied with mortar onto base coat.

**Information**

Service Life: 50  
Installed Year: 2008  
Chronological Age: 11  
Effective Age: 11  
Next Renewal Year: 2058

### Encl 07 - Wood Shingle Wall - Drained



**Location**

Primary building cladding.

**Description**

Wood shingles and wood trim installed on furring and strapping to create a drained cavity over the exterior sheathing membrane.

**Information**

Service Life: 40  
Installed Year: 2008  
Chronological Age: 11  
Effective Age: 11  
Next Renewal Year: 2048

### Encl 08 - Concrete Wall



**Location**

Foundation walls.

**Description**

Painted poured-in-place concrete wall.

**Information**

Service Life: 75  
Installed Year: 2008  
Chronological Age: 11  
Effective Age: 11  
Next Renewal Year: 2083

## Glazing Systems

### Encl 09 - Vinyl Framed Window



**Location**

All elevations and all levels of the buildings.

**Description**

Vinyl framed windows with double insulating glazing units and fixed, awning, and sliding operators.

**Information**

Service Life: 30  
Installed Year: 2008  
Chronological Age: 11  
Effective Age: 11  
Next Renewal Year: 2038

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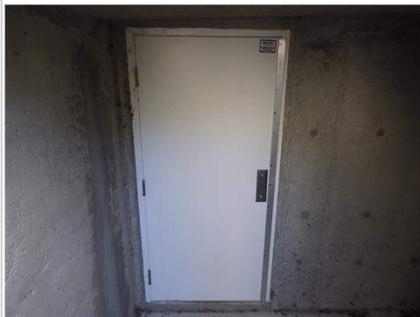
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# The Aspen at Lakeside

## Asset Inventory

### Doors

#### Encl 10 - Steel Swing Door



##### Location

Emergency egress doors.

##### Description

Hollow steel slab swing door.

##### Information

Service Life: 40  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2048

#### Encl 11 - Aluminum Frame Lobby Door



##### Location

Lobby entrance doors.

##### Description

Outswing aluminum-framed doors with fixed IGU's and low-profile thresholds with electric strike and hardware.

##### Information

Service Life: 30  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2038

#### Encl 12 - Vinyl Framed Sliding Glass Door



##### Location

Building A: 4th floor roof deck

##### Description

Sliding glass doors, double insulating glazing units, vinyl framing.

##### Information

Service Life: 30  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2038

#### Encl 13 - Metal Clad Swing Door



##### Location

Entrance to unit balconies.

##### Description

Metal clad wood swing door with insulating glazing units.

##### Information

Service Life: 40  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2048

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# The Aspen at Lakeside

## Asset Inventory

### Balconies

#### Encl 14 - Exposed Vinyl Balcony Membrane



##### Location

Balconies.

##### Description

Sheet vinyl membrane applied over wood balcony sheathing.

##### Information

Service Life:	15
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2023

### At and Below Grade

#### Encl 15 - Below Grade SBS Waterproofing



##### Location

Surrounding buildings, below grade.

##### Description

Concealed Asset. Two-ply SBS membrane on concrete parkade roof slab, overburdened with landscaping and paved walkways.

##### Information

Service Life:	30
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2038

### Parking Garage

#### Encl 16 - Sectional Overhead Door - Metal



##### Location

Parking garage entrances.

##### Description

Pre-finished metal sectional overhead gate [with motor drive and hardware, covered in Mechanical Assets].

##### Information

Service Life:	25
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2033

### General & Inspections

#### Encl 17 - General & Inspections



##### Location

Throughout the site.

##### Description

Miscellaneous interior and exterior components, such as service penetrations and interface details, not related to any particular assembly. Warranty and general reviews.

##### Information

Service Life:	75
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2083

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# The Aspen at Lakeside

## Asset Inventory

### Encl 18 - Sealant



#### Location

Interfaces and service penetrations at the exterior walls, roofs, and other locations.

#### Description

Sealant of various types located at joints between building enclosure assemblies, as well as around components and penetrations within building enclosure assemblies.

#### Information

Service Life:	15
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2023

## Electrical

### Power Supply

#### Elec 01 - Distribution Transformer - Exterior [PLACEHOLDER]



#### Location

Landscaped area.

#### Description

Pad mounted transformers. Equipment is owned by BC Hydro.

#### Information

Service Life:	45
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2053

### Distribution

#### Elec 02 - Electrical Distribution



#### Location

Electrical Room.

#### Description

Square D KVA distribution switchgear, panelboards, breakers and wiring to several local sub-panels and mechanical loads. May include Tech cable or conduit systems. In 2018, main breaker replacement and infrared scan.

#### Information

Service Life:	40
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2048

### Light Fixtures

#### Elec 03 - Exterior Light Fixtures



#### Location

Various locations on exterior of building and throughout soft landscaping.

#### Description

A mixture of wall-mounted, soffit recessed, and lamp standards with compact fluorescent lights, metal halide, PAR halogen fixtures and fluorescent accent lights. Major upgrade completed in 2014.

#### Information

Service Life:	15
Installed Year:	2014
Chronological Age:	5
Effective Age:	5
Next Renewal Year:	2029

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# The Aspen at Lakeside

## Asset Inventory

### Elec 04 - Interior Light Fixtures



#### Location

All common areas throughout the building.

#### Description

A variety of fixture types, including fixed surface (pendant and sconce) and recessed (pot and cove). A variety of lamp types, including fluorescent, compact fluorescent, halogen, incandescent, LED, etc. for interior direct, indirect and accent lighting applications. A variety of light fixture controls, including switches, motion sensors, timers, dimmers, and photocells.

#### Information

Service Life: 20  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2028

## Security

### Elec 05 - Enterphone System



#### Location

Lobby entrance.

#### Description

Linear, flush-mounted, enterphone panels with associated key pads and display panels.

#### Information

Service Life: 25  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2033

### Elec 06 - Proximity Access Control



#### Location

Lobbies, parking garage, elevators, and common area entrances.

#### Description

Local proximity access control system components include fob devices for building occupants, fob readers, RTE sensors, electric strikes and door controllers. Network level components include door control panel, communication boards, backup batteries, RTE board, conduit, cable and connectors.

#### Information

Service Life: 12  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2020

### Elec 07 - Security Surveillance



#### Location

Strategically located throughout the site.

#### Description

Cameras, multiplexer, monitors and storage media to deter and track activity on and within building premises. Upgrade completed in 2017.

#### Information

Service Life: 14  
 Installed Year: 2017  
 Chronological Age: 2  
 Effective Age: 2  
 Next Renewal Year: 2031

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# The Aspen at Lakeside

## Asset Inventory

### Mechanical

#### Controls and End Devices

##### Mech 01 - Gas Detection - Parking Garage



#### Location

Mounted to walls throughout the parking garages.

#### Description

Honeywell, 301M electronic sensing devices for detection of dangerous gases, carbon monoxide (CO) produced by vehicles and to activate the exhaust fans accordingly.

#### Information

Service Life: 15  
 Installed Year: 2014  
 Chronological Age: 5  
 Effective Age: 5  
 Next Renewal Year: 2029

##### Mech 02 - Heat Tracing - Freeze Protection



#### Location

Throughout the parking garages.

#### Description

Heat trace controller for piping systems exposed to freezing (self regulating heater cable with parallel circuit heater strip and outer thermoplastic elastomer jacket)

#### Information

Service Life: 15  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2023

#### Plumbing & Drainage

##### Mech 03 - Piping - Domestic Water Distribution



#### Location

Connected to fixtures throughout the buildings.

#### Description

Mixture of K and L copper for vertical/horizontal mains system and pex distribution piping runouts within the suites. Soldered and propress connections.

#### Information

Service Life: 35  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2043

##### Mech 04 - Valves - Cross Connection & Backflow Prevention



#### Location

Mechanical rooms.

#### Description

Various types and sizes of backflow prevention valves, including vacuum breakers, double check, reduced pressure valves on systems.

#### Information

Service Life: 20  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2028

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# The Aspen at Lakeside

## Asset Inventory

### Mech 05 - Valves - Plumbing Flow Control and Directional



#### Location

Mechanical rooms.

#### Description

Various types and sizes of valves, including pressure reducing valves, isolation valves, two-way and three-way valves, circuit flow control valves and check valves to regulate the flow of water through domestic plumbing systems.

#### Information

Service Life: 20  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2028

### Mech 06 - Drainage - Sanitary



#### Location

Connected to waste fixtures throughout the building.

#### Description

PVC DWV, cast iron, and copper piping, with mechanical and glued joints, p-traps, and fittings.

#### Information

Service Life: 50  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2058

### Mech 07 - Drainage - Storm - Internal



#### Location

Throughout the buildings.

#### Description

Trench drains, catch basins and associated piping systems for rainwater runoff.

#### Information

Service Life: 40  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2048

### Mech 08 - Drainage - Storm - Exterior System



#### Location

Perimeter of buildings and parkades.

#### Description

DWV-PVC underground tight piping forming part of a drainage system around perimeters of buildings, podiums and structures, intended for collection of downspout drains and hard surface area drainage. Not including aluminum downspouts and gutters.

#### Information

Service Life: 40  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2048

### Mech 09 - Drainage - Perimeter and Foundation



#### Location

Perimeter of buildings.

#### Description

PVC perforated piping forming part of a sub-surface foundation drainage system

#### Information

Service Life: 40  
 Installed Year: 2008  
 Chronological Age: 11

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# The Aspen at Lakeside

## Asset Inventory

around the perimeter of buildings and underground structures. Effective Age: 11  
Next Renewal Year: 2048

### Mech 10 - Fixtures - Toilets & Sinks.



<b>Location</b>	<b>Information</b>
Building B ground floor.	Service Life: 20
<b>Description</b>	Installed Year: 2008
Floor mounted toilets and janitorial sink.	Chronological Age: 11
	Effective Age: 11
	Next Renewal Year: 2028

### Mech 11 - Appliance & Fixtures



<b>Location</b>	<b>Information</b>
Fitness building.	Service Life: 25
<b>Description</b>	Installed Year: 2008
Fridge, sinks, and other plumbing supply fixtures.	Chronological Age: 11
	Effective Age: 16
	Next Renewal Year: 2028

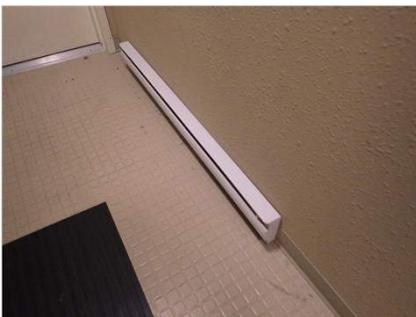
### Mech 12 - Tank - DHW - Small Domestic Electric



<b>Location</b>	<b>Information</b>
Fitness building.	Service Life: 5
<b>Description</b>	Installed Year: 2008
Electric domestic hot water tank for small domestic service.	Chronological Age: 11
	Effective Age: 1
	Next Renewal Year: 2023

## Heating & Cooling

### Mech 13 - Electric Baseboard



<b>Location</b>	<b>Information</b>
Common corridors, lobbies, fitness building, and service rooms.	Service Life: 40
<b>Description</b>	Installed Year: 2008
Standard grade wall-mounted electric convector baseboard heaters for localized space heating; integral thermostat control.	Chronological Age: 11
	Effective Age: 11
	Next Renewal Year: 2048

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# The Aspen at Lakeside

## Asset Inventory

### Ventilation and Air-conditioning

#### Mech 14 - Indoor Makeup Air Unit



##### Location

Building attics.

##### Description

Deck mounted fan unit and ducted system to supply tempered corridor pressurization. Located in attic.

##### Information

Service Life: 15  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2023

#### Mech 15 - Exhaust Fan Parkade - Inline



##### Location

Parking garages.

##### Description

Centrifugal inline exhaust fan suspended from structure.

##### Information

Service Life: 20  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2028

#### Mech 16 - Exhaust Fan - Small Service - Cabinet



##### Location

Storage, mechanical, and other various rooms within the buildings.

##### Description

Direct drive fans, ceiling and cabinet fans, and centrifugal inline blower fans.

##### Information

Service Life: 12  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2020

#### Mech 17 - Coil - Electric - Duct Heater



##### Location

Duct-mounted.

##### Description

Price, 20 KW, electric duct heaters, duct-mounted with controller.

##### Information

Service Life: 17  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2025

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## The Aspen at Lakeside

### Asset Inventory

#### Other

##### Mech 18 - Overhead Gate Motor



#### Location

Parking garages.

#### Description

Liftmaster, 1/2 HP AC motor and door operator mechanism. Gate included in Enclosure Assets.

#### Information

Service Life:	7
Installed Year:	2008
Chronological Age:	11
Effective Age:	3
Next Renewal Year:	2023

#### Elevator

##### Hydraulic

##### Elev 01 - Hydraulic Elevator



#### Location

Buildings A and B.

#### Description

Kone direct acting hydraulic elevator with a buried cylinder and 2500 lb capacity. Unable to determine machinery components, as access to the machine room was not provided.

#### Information

Service Life:	25
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2033

##### Car Interiors

##### Elev 02 - Elevator Cabs & Hoistway



#### Location

Buildings A and B, elevator shaft.

#### Description

Single opening door, infrared door protection, resilient flooring, wood paneling with handrail and metal ceiling panels with recessed lighting.

#### Information

Service Life:	15
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2023

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# The Aspen at Lakeside

## Asset Inventory

### Fire Safety

#### Controls

##### Fire 01 - Fire Alarm Panel - Addressable

**Location**

Electrical rooms.

**Description**

General Electric EST Quick Start control panel and annunciator panel with display.

**Information**

Service Life:	20
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2028

#### Detection

##### Fire 02 - Fire Detection & Alarm

**Location**

Throughout buildings.

**Description**

Smoke detectors, heat detectors, flow switches, tamper switches, horns, pull stations and other fixed apparatus field devices to detect fire and smoke conditions and initiate timely response.

**Information**

Service Life:	20
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2028

#### Suppression

##### Fire 03 - Dry Sprinkler Compressor

**Location**

Mechanical rooms.

**Description**

Swan SP-114 compressor with Baldor 0.5 HP motor to maintain the pressure of air in the dry fire sprinkler lines.

**Information**

Service Life:	14
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2022

##### Fire 04 - Sprinkler Valve Assembly - Dry

**Location**

Mechanical rooms.

**Description**

Fire Lock NXT S/768 dry sprinkler valves, trim and gauges, steel piping.

**Information**

Service Life:	40
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2048

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## The Aspen at Lakeside Asset Inventory

### Fire 05 - Sprinkler & Standpipe - Wet



#### Location

Throughout heated spaces in both buildings.

#### Description

Pendant sprinkler heads, flow switches and indicating devices, gauges, steel distribution lines.

#### Information

Service Life: 100  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2108

### Fire 06 - Sprinkler System - Dry



#### Location

Throughout unheated spaces, excluding attics, in both buildings.

#### Description

Exposed dry sprinklers, upright sprinkler heads, steel piping.

#### Information

Service Life: 100  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2108

### Fire 07 - Fire Hydrant [PLACEHOLDER]



#### Location

Landscaped area.

#### Description

Devices used to access water directly from the municipal water supply by fire department, to assist in extinguishing fires. Municipally owned and maintained.

#### Information

Service Life: 40  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2048

### Fire 08 - Dry Sprinklers - Wet System



#### Location

Sprinkler system, soffits, balconies.

#### Description

Dry pendant sprinklers on a wet distribution system, extending from a heated space to unheated coverage area.

#### Information

Service Life: 30  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2038

## Egress

### Fire 09 - Emergency Egress Equipment



#### Location

Throughout common areas.

#### Description

Emergency lighting; Unit battery packs; LED

#### Information

Service Life: 20  
 Installed Year: 2008  
 Chronological Age: 11

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## The Aspen at Lakeside

### Asset Inventory

exit signs. Effective Age: 11  
Next Renewal Year: 2028

### Interior Finishes

#### Floors

##### Finish 01 - Resilient Sheet Flooring



**Location**  
Stairwells in both buildings.

**Description**  
Vinyl sheet adhered to flooring substrate with non-slip strips at stair treads.

**Information**  
Service Life: 20  
Installed Year: 2008  
Chronological Age: 11  
Effective Age: 11  
Next Renewal Year: 2028

##### Finish 02 - Sheet Carpet

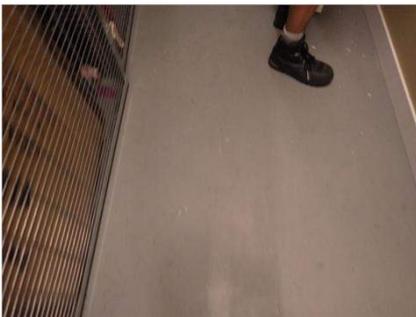


**Location**  
Common corridors in both buildings.

**Description**  
Synthetic, low level loop, textile sheet floor covering glued over floor substrate.

**Information**  
Service Life: 10  
Installed Year: 2015  
Chronological Age: 4  
Effective Age: 4  
Next Renewal Year: 2025

##### Finish 03 - Painted Concrete Flooring



**Location**  
Storage rooms on levels 1, 2, 3, and 4 of Buildings A and B.

**Description**  
Paint on exposed concrete floor surfaces.

**Information**  
Service Life: 10  
Installed Year: 2008  
Chronological Age: 11  
Effective Age: 8  
Next Renewal Year: 2021

#### Walls

##### Finish 04 - Ceramic Tile



**Location**  
Parts of main floor lobby in both buildings.

**Description**  
Ceramic tile on mortar bed and substrate with grout.

**Information**  
Service Life: 25  
Installed Year: 2008  
Chronological Age: 11  
Effective Age: 11  
Next Renewal Year: 2033

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# The Aspen at Lakeside

## Asset Inventory

### Finish 05 - Interior Painting



#### Location

Common areas of both buildings.

#### Description

Primers and multiple pigmented coating finishes applied to interior gypsum wallboard and mill work trim details.

#### Information

Service Life: 10  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 6  
 Next Renewal Year: 2023

### Architectural Woodwork

#### Finish 06 - Baseboard, Molding and Casing



#### Location

Common areas of both buildings.

#### Description

Linear components out of painted wood or composite. Includes synthetic cove at wall to floor interface.

#### Information

Service Life: 40  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2048

#### Finish 07 - Carpentry and Millwork



#### Location

Fitness building.

#### Description

Built-in counter-tops with laminate, composite cabinets.

#### Information

Service Life: 30  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2038

### Doors

#### Finish 08 - Interior Swing Door



#### Location

Common areas of both buildings.

#### Description

Solid wood unit doors and hollow metal swing door, some with glazing panels, in circulation spaces. Hung in framed opening including hardware.

#### Information

Service Life: 30  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2038

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# The Aspen at Lakeside

## Asset Inventory

### Amenities

#### Amenities

##### Amen 01 - Meeting Room

**Location**

Ground floor of Building B.

**Description**

Small room with meeting table, chairs, and a cabinet/table. Asset includes wall finishes and floor coverings.

**Information**

Service Life:	20
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2028

#### Equipment

##### Amen 02 - Fitness Equipment

**Location**

Fitness building.

**Description**

Various fitness machines and equipment; elliptical, rowing machine, stationary bikes, and weights.

**Information**

Service Life:	10
Installed Year:	2008
Chronological Age:	11
Effective Age:	10
Next Renewal Year:	2019

#### Specialties

##### Amen 03 - Metal Screen Storage Locker

**Location**

Storage rooms on all floors of both buildings.

**Description**

Metal screen storage lockers with steel framing and hardware.

**Information**

Service Life:	40
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2048

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# The Aspen at Lakeside

## Asset Inventory

### Furnishings

#### Amen 04 - Exterior Furniture & Accessories



##### Location

Various site locations.

##### Description

Metal benches and miscellaneous accessories.

##### Information

Service Life: 15  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2023

#### Amen 05 - Central Mailboxes



##### Location

Lobbies of both buildings.

##### Description

Surface mounted, front loading, brushed aluminum finish, extruded aluminum trim.

##### Information

Service Life: 30  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2038

#### Amen 06 - Public Signage



##### Location

Various locations in common areas and throughout site.

##### Description

Variety of permanently displayed information placards in the common areas of the building.

##### Information

Service Life: 25  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2033

#### Amen 07 - Bicycle Rack



##### Location

Each parking stall and at main entrance to both buildings.

##### Description

Floor mounted, steel frame bicycle rack.

##### Information

Service Life: 30  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2038

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# The Aspen at Lakeside

## Asset Inventory

### Sitework

#### Hard Landscaping

##### Site 01 - Interlocking Unit Paving Driveway/Walkway



###### Location

Various site locations and on podiums.

###### Description

Precast concrete unit pavers without curbs, combination of chip seal joint filler and jointing sand, bedding sand, and onto compacted gravel base, or on pedestals above podium waterproofing.

###### Information

Service Life:	40
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2048

##### Site 02 - Wood Fencing



###### Location

At ground level units.

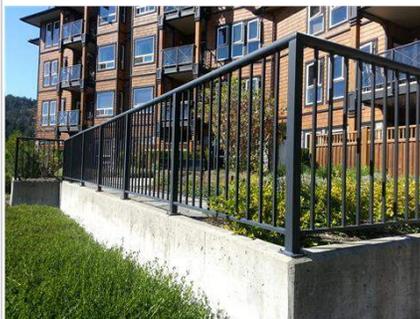
###### Description

6 feet high wood fence with posts, panel, and trellis; gates with hardware.

###### Information

Service Life:	20
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2028

##### Site 03 - Exterior Metal Railings



###### Location

Perimeter of site walkways, stairs, and on top of parkade and various retaining walls.

###### Description

Aluminum posts and pickets functioning as a protective barrier to prevent accidental falls from one level to another.

###### Information

Service Life:	40
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2048

##### Site 04 - Concrete Paving Driveway



###### Location

Driveways at entrances to parking garages and main lobbies, and area between buildings.

###### Description

Concrete pavement with curbs, cast with control and construction joints, onto compacted gravel base. Concrete finish consists of combination of exposed aggregate and broom finish.

###### Information

Service Life:	40
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2048

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# The Aspen at Lakeside

## Asset Inventory

### Soft Landscaping

#### Site 05 - Irrigation System



##### Location

Throughout site. Controller in Building A electrical room.

##### Description

Controller with time clock, network of pipes, valves, and irrigation heads distributed around the soft landscaping.

##### Information

Service Life: 15  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2023

#### Site 06 - Soft Landscaping



##### Location

Surrounding buildings.

##### Description

Lawn, ground cover, shrubs, perennials and small trees.

##### Information

Service Life: 15  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2023

### Site Services

#### Site 07 - Electrical Site Services



##### Location

Blow grade along property line.

##### Description

Underground secondary distribution conduits and services from vault and individual pad mounted transformers to building electrical rooms.

##### Information

Service Life: 50  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2058

#### Site 08 - Underground Drainage Services - Storm



##### Location

Running below grade between buildings and city connection near parkade entrance to Building A.

##### Description

Concealed asset. Storm sewer from buildings and catch basins to property line.

##### Information

Service Life: 80  
 Installed Year: 2008  
 Chronological Age: 11  
 Effective Age: 11  
 Next Renewal Year: 2088

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# The Aspen at Lakeside

## Asset Inventory

### Site 09 - Underground Sewer Services - Sewer



**Location**

Running below grade between buildings and city connection near parkade entrance to Building A.

**Description**

Concealed asset. Sanitary sewer system from the buildings to the property line, including all appurtenances.

**Information**

Service Life:	80
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2088

### Site 10 - Underground Water Services with PVC/Copper and Ductile Piping



**Location**

Below grade near building A entrance.

**Description**

Fire and domestic water supplies, from the property line to the buildings and hydrant.

**Information**

Service Life:	50
Installed Year:	2008
Chronological Age:	11
Effective Age:	11
Next Renewal Year:	2058

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# Appendix C

## Asset Service Life Summary

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The Aspen at Lakeside			
Asset Ref	Asset Name	Chronological Age	Estimated Remaining SL
Struct 01	Concrete Foundation & Parkade Structure	11	89
Struct 02	Wood Frame Structure	11	89
Encl 01	Laminated Asphalt Shingle Roof	11	14
Encl 02	Protected SBS Membrane Deck with Traffic-Bearing Surface	11	19
Encl 03	Roof Hatch	4	26
Encl 04	PVC Panel Soffit	11	29
Encl 05	Guardrail Glazed Aluminum	11	29
Encl 06	Cultured Stone Wall - Drained	11	39
Encl 07	Wood Shingle Wall - Drained	11	29
Encl 08	Concrete Wall	11	64
Encl 09	Vinyl Framed Window	11	19
Encl 10	Steel Swing Door	11	29
Encl 11	Aluminum Frame Lobby Door	11	19
Encl 12	Vinyl Framed Sliding Glass Door	11	19
Encl 13	Metal Clad Swing Door	11	29
Encl 14	Exposed Vinyl Balcony Membrane	11	4
Encl 15	Below Grade SBS Waterproofing	11	19
Encl 16	Sectional Overhead Door - Metal	11	14
Encl 17	General & Inspections	11	64
Encl 18	Sealant	11	4
Elec 01	Distribution Transformer - Exterior [PLACEHOLDER]	11	34
Elec 02	Electrical Distribution	11	29
Elec 03	Exterior Light Fixtures	5	10
Elec 04	Interior Light Fixtures	11	9
Elec 05	Enterphone System	11	14
Elec 06	Proximity Access Control	11	1
Elec 07	Security Surveillance	2	12
Mech 01	Gas Detection - Parking Garage	5	10
Mech 02	Heat Tracing - Freeze Protection	11	4
Mech 03	Piping - Domestic Water Distribution	11	24
Mech 04	Valves - Cross Connection & Backflow Prevention	11	9
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Mech 06	Drainage - Sanitary	11	39
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Mech 09	Drainage - Perimeter and Foundation	11	29
Mech 10	Fixtures - Toilets & Sinks.	11	9
Mech 11	Appliance & Fixtures	11	9
Mech 12	Tank - DHW - Small Domestic Electric	11	4
Mech 13	Electric Baseboard	11	29
Mech 14	Indoor Makeup Air Unit	11	4
Mech 15	Exhaust Fan Parkade - Inline	11	9

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Mech 16	Exhaust Fan - Small Service - Cabinet	11		1	
Mech 17	Coil - Electric - Duct Heater	11		6	
Mech 18	Overhead Gate Motor	11		4	
Elev 01	Hydraulic Elevator	11		14	
Elev 02	Elevator Cabs & Hoistway	11		4	
Fire 01	Fire Alarm Panel - Addressable	11		9	
Fire 02	Fire Detection & Alarm	11		9	
Fire 03	Dry Sprinkler Compressor	11		3	
Fire 04	Sprinkler Valve Assembly - Dry	11		29	
Fire 05	Sprinkler & Standpipe - Wet	11		89	
Fire 06	Sprinkler System - Dry	11		89	
Fire 07	Fire Hydrant [PLACEHOLDER]	11		29	
Fire 08	Dry Sprinklers - Wet System	11		19	
Fire 09	Emergency Egress Equipment	11		9	
Finish 01	Resilient Sheet Flooring	11		9	
Finish 02	Sheet Carpet	4		6	
Finish 03	Painted Concrete Flooring	11		2	
Finish 04	Ceramic Tile	11		14	
Finish 05	Interior Painting	11		4	
Finish 06	Baseboard, Molding and Casing	11		29	
Finish 07	Carpentry and Millwork	11		19	
Finish 08	Interior Swing Door	11		19	
Amen 01	Meeting Room	11		9	
Amen 02	Fitness Equipment	11		0	
Amen 03	Metal Screen Storage Locker	11		29	
Amen 04	Exterior Furniture & Accessories	11		4	
Amen 05	Central Mailboxes	11		19	
Amen 06	Public Signage	11		14	
Amen 07	Bicycle Rack	11		19	
Site 01	Interlocking Unit Paving Driveway/Walkway	11		29	
Site 02	Wood Fencing	11		9	
Site 03	Exterior Metal Railings	11		29	
Site 04	Concrete Paving Driveway	11		29	
Site 05	Irrigation System	11		4	
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# Appendix D

## Depreciation Report Costing

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## The Aspen at Lakeside

### Enclosure

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
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#### Roofs & Decks

##### Encl 01 - Laminated Asphalt Shingle Roof

R01	Replacement of roof vents.	2020	1 x (1)	\$20,000	\$20,000	\$20,000
R02	Replace asphalt shingles and associated components such as gutters and flashing.	2033	25 Yrs (1)	\$205,800	\$205,800	\$270,000

##### Encl 02 - Protected SBS Membrane Deck with Traffic-Bearing Surface

R01	Replace roof membrane assembly and associated components. Some of the pavers may be salvageable.	2038	30 Yrs (1)	\$13,860	\$13,860	\$20,000
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##### Encl 03 - Roof Hatch

R01	Replace roof hatch.	2045	30 Yrs (1)	\$3,000	\$3,000	\$5,000
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##### Encl 04 - PVC Panel Soffit

R01	Replace soffit panels and associated components, such as venting strips.	2048	40 Yrs (1)	\$40,000	\$40,000	\$71,000
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#### Fall Protection

##### Encl 05 - Guardrail Glazed Aluminum

R01	Remove and re-install sections of guardrail in conjunction with balcony waterproofing membrane renewal, including inspect and re-certify guardrail. Cost covered in membrane renewal event.	2023	15 Yrs (2)	\$0	\$0	\$0
R02	Prepare and re-finish glazed aluminum guardrails	2028	10 Yrs (2)	\$20,250	\$40,500	\$54,000
R03	Replace exterior guardrails.	2048	30 Yrs (1)	\$63,180	\$63,180	\$110,000

#### Walls

##### Encl 07 - Wood Shingle Wall - Drained

J01	Clean wood shingles to remove atmospheric dirt, vegetative growth, and other stains.	2022	3 Yrs (9)	\$4,785	\$43,065	\$58,700
R01	Re-stain/repaint wood shingle and associated wood trim.	2022	6 Yrs (5)	\$127,600	\$638,000	\$870,000
R02	Replace wood shingles and wood trim, along with associated flashing and sealants. Consideration should be given to replacement of vent hoods and other accessories that penetrated the cladding at the time of cladding replacement.	2048	35 Yrs (1)	\$829,400	\$829,400	\$1,500,000

##### Encl 08 - Concrete Wall

J01	Repaint exterior concrete wall surfaces.	2025	8 Yrs (3)	\$1,800	\$5,400	\$7,200
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#### Glazing Systems

##### Encl 09 - Vinyl Framed Window

R02	Replace vinyl windows and associated components.	2038	30 Yrs (1)	\$591,500	\$591,500	\$860,000
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#### Doors

##### Encl 10 - Steel Swing Door

R01	Repaint steel door finish.	2022	8 Yrs (4)	\$2,400	\$9,600	\$13,100
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## The Aspen at Lakeside

### Enclosure

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
R03	Replace steel swing doors.	2048	40 Yrs (1)	\$25,600	\$25,600	\$45,000
<b>Encl 11 - Aluminum Frame Lobby Door</b>						
R02	Replace aluminum frame lobby doors.	2038	30 Yrs (1)	\$8,000	\$8,000	\$12,000
<b>Encl 12 - Vinyl Framed Sliding Glass Door</b>						
R01	Replace sliding glass doors and associated components.	2038	30 Yrs (1)	\$2,300	\$2,300	\$3,400
<b>Encl 13 - Metal Clad Swing Door</b>						
R01	Prepare and paint balcony swing doors.	2022	10 Yrs (3)	\$7,400	\$22,200	\$29,500
R02	Replace metal clad swing doors.	2048	40 Yrs (1)	\$74,000	\$74,000	\$130,000
<b>Balconies</b>						
<b>Encl 14 - Exposed Vinyl Balcony Membrane</b>						
R02	Replace vinyl balcony membrane and associated components.	2023	15 Yrs (2)	\$56,000	\$112,000	\$143,000
<b>At and Below Grade</b>						
<b>Encl 15 - Below Grade SBS Waterproofing</b>						
R01	Replace sections of at grade waterproofing assembly, excluding landscape overburden, as required.	2038	30 Yrs (1)	\$1,620,000	\$1,620,000	\$2,400,000
<b>Parking Garage</b>						
<b>Encl 16 - Sectional Overhead Door - Metal</b>						
R02	Replacement of sectional overhead door and associated hardware.	2033	25 Yrs (1)	\$2,600	\$2,600	\$3,400
<b>General &amp; Inspections</b>						
<b>Encl 17 - General &amp; Inspections</b>						
J01	Update depreciation report. This is considered an operational cost.	2021	3 Yrs (10)	\$0	\$0	\$0
J04	Perform a maintenance review of all enclosure systems.	2023	6 Yrs (5)	\$10,000	\$50,000	\$69,000
<b>Encl 18 - Sealant</b>						
J01	Review condition of sealant at all locations and undertake localized repairs or replacement as required.	2021	5 Yrs (6)	\$2,000	\$12,000	\$16,200
R01	Replace sealants at interfaces between building enclosure assemblies, and at penetrations through assemblies in accordance with sealant renewals plan.	2023	15 Yrs (2)	\$7,500	\$15,000	\$19,100
<b>Enclosure - 30 Year Capital Costs</b>					<b>\$4,447,005</b>	<b>\$6,729,600</b>

### Electrical

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
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## The Aspen at Lakeside

### Electrical

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
<b>Distribution</b>						
<b>Elec 02 - Electrical Distribution</b>						
J01	Conduct infrared scanning to verify that terminations are sound and operating temperatures of all conducting parts are within allowable limits. Correct any conditions contributing to overheating if it occurs.	2023	5 Yrs (6)	\$5,000	\$30,000	\$42,200
R01	Cyclical replacement of components of the electrical distribution equipment, as required.	2048	40 Yrs (1)	\$40,000	\$40,000	\$71,000
<b>Light Fixtures</b>						
<b>Elec 03 - Exterior Light Fixtures</b>						
R01	Replace photocell time clocks for exterior lights, excluding field wiring.	2020	6 Yrs (5)	\$2,400	\$12,000	\$15,700
R02	Replace exterior light fixtures.	2029	15 Yrs (2)	\$10,000	\$20,000	\$28,000
<b>Elec 04 - Interior Light Fixtures</b>						
R01	Cyclical replacement of lighting controls (timers, motion sensors, etc.) as required.	2020	6 Yrs (5)	\$1,600	\$8,000	\$10,400
R02	Replace light fixtures in the parkade.	2028	20 Yrs (2)	\$15,000	\$30,000	\$45,000
R03	Replace interior light fixtures.	2028	20 Yrs (2)	\$30,000	\$60,000	\$89,000
<b>Security</b>						
<b>Elec 05 - Enterphone System</b>						
R01	Replace enterphone panels, excluding field wiring.	2033	25 Yrs (1)	\$12,000	\$12,000	\$16,000
<b>Elec 06 - Proximity Access Control</b>						
R01	Replace media in recording device to maintain continuous records from proximity access control devices. Retain records in secure archive for period determined by policy.	2020	6 Yrs (5)	\$500	\$2,500	\$3,280
R02	Modernize components of the proximity access control system, excluding field wiring, as required by technological obsolescence.	2020	15 Yrs (2)	\$10,000	\$20,000	\$24,000
<b>Elec 07 - Security Surveillance</b>						
R01	Service the multiplex unit, update software as required.	2023	5 Yrs (6)	\$1,000	\$6,000	\$8,500
R02	Modernize components of the security surveillance system, excluding field wiring, as required by technological obsolescence.	2031	14 Yrs (2)	\$4,000	\$8,000	\$11,800
<b>Electrical - 30 Year Capital Costs</b>					<b>\$248,500</b>	<b>\$364,880</b>

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## The Aspen at Lakeside

### Mechanical

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
<b>Controls and End Devices</b>						
<b>Mech 01 - Gas Detection - Parking Garage</b>						
R01	Replacement of gas detection sensors.	2029	15 Yrs (2)	\$6,000	\$12,000	\$17,100
<b>Mech 02 - Heat Tracing - Freeze Protection</b>						
R01	Cyclical replacement of components of electric heat tracing cable, including control module and pipe insulation.	2023	15 Yrs (2)	\$10,000	\$20,000	\$26,000
<b>Plumbing &amp; Drainage</b>						
<b>Mech 03 - Piping - Domestic Water Distribution</b>						
J01	Check that pipe hangars are properly fastened and dissimilar metals are isolated from one another.	2023	5 Yrs (6)	\$0	\$0	\$0
J02	Check piping and supports for mechanical damage, proper clearance, adequate insulation, and labeling.	2023	5 Yrs (6)	\$0	\$0	\$0
J03	Check integrity of all soldered pipe connections and couplings.	2023	5 Yrs (6)	\$500	\$3,000	\$4,220
J04	Comprehensive third party testing and inspection of the copper domestic water distribution system.	2038	20 Yrs (1)	\$10,000	\$10,000	\$15,000
R01	Replace components of domestic plumbing distribution system, including domestic valves. [Extent and timing of renewal will be dependent on the third-party testing of the domestic water distribution piping recommended in tactical plan.	2043	35 Yrs (1)	\$750,000	\$750,000	\$1,200,000
<b>Mech 04 - Valves - Cross Connection &amp; Backflow Prevention</b>						
R02	Cyclical replacement of cross connection & back flow prevention valves, as required.	2028	20 Yrs (2)	\$12,000	\$24,000	\$35,000
<b>Mech 05 - Valves - Plumbing Flow Control and Directional</b>						
R01	Cyclical replacement of valves, as required.	2028	20 Yrs (2)	\$12,000	\$24,000	\$35,000
<b>Mech 06 - Drainage - Sanitary</b>						
J01	Insert video cameras into main lines to conduct pipe inspection.	2023	5 Yrs (6)	\$6,000	\$36,000	\$51,000
J02	Auger lateral drain lines.	2023	10 Yrs (3)	\$8,000	\$24,000	\$32,700
<b>Mech 07 - Drainage - Storm - Internal</b>						
R01	Repair and/replace components of storm water drainage distribution system, as required.	2048	40 Yrs (1)	\$40,000	\$40,000	\$71,000
<b>Mech 08 - Drainage - Storm - Exterior System</b>						
J01	By means of pipe camera service, visually inspect underground piping runs. Look for build up of silts and dirt fines, tree roots, and other obstructions.	2023	5 Yrs (6)	\$2,400	\$14,400	\$20,400

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## The Aspen at Lakeside

### Mechanical

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
R01	Jetflush or auger to remove buildup and blockages.	2023	5 Yrs (6)	\$2,400	\$14,400	\$20,400
R02	Repair and replace components of exterior drainage system, as required.	2048	40 Yrs (1)	\$24,000	\$24,000	\$43,000

### Mech 09 - Drainage - Perimeter and Foundation

J01	By means of pipe camera service, visually inspect underground piping runs. Look for build up of silts and dirt fines, tree roots, and other obstructions. Look for standing water indicating saturated soil conditions or impermeable conditions.	2023	5 Yrs (6)	\$1,900	\$11,400	\$16,200
R02	Jetflush or auger drains to remove buildup and blockages.	2023	5 Yrs (6)	\$1,900	\$11,400	\$16,200
R03	Repair and/or replace components of perimeter drainage system, as required.	2048	40 Yrs (1)	\$38,000	\$38,000	\$67,000

### Mech 10 - Fixtures - Toilets & Sinks.

R01	Cyclical replacement of toilet and sink, as required.	2028	20 Yrs (2)	\$1,000	\$2,000	\$3,000
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### Mech 11 - Appliance & Fixtures

R01	Cyclical replacement of appliances and fixtures, as required.	2028	20 Yrs (2)	\$2,000	\$4,000	\$6,000
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### Mech 12 - Tank - DHW - Small Domestic Electric

R01	Cyclical replacement of electric hot water reheat tank.	2023	5 Yrs (6)	\$0	\$0	\$0
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### Heating & Cooling

#### Mech 13 - Electric Baseboard

R01	Cyclical replacement of electric baseboard heaters, as required.	2048	40 Yrs (1)	\$4,500	\$4,500	\$8,000
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### Ventilation and Air-conditioning

#### Mech 14 - Indoor Makeup Air Unit

R01	Replace air handlers and duct heaters.	2023	15 Yrs (2)	\$5,000	\$10,000	\$12,700
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#### Mech 15 - Exhaust Fan Parkade - Inline

R01	Cyclical replacement of motors, fan blades and bearings on supply and exhaust fans, as required.	2020	3 Yrs (10)	\$1,000	\$10,000	\$13,400
R02	Rebuild of supply and exhaust fans, as required.	2028	20 Yrs (2)	\$4,000	\$8,000	\$11,900

#### Mech 16 - Exhaust Fan - Small Service - Cabinet

R01	Cyclical replacement of failed or damaged general purpose exhaust fans, as required.	2020	12 Yrs (3)	\$7,500	\$22,500	\$29,400
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#### Mech 17 - Coil - Electric - Duct Heater

R01	Cyclical replacement of electric duct heaters.	2025	17 Yrs (2)	\$2,000	\$4,000	\$5,500
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### Other

#### Mech 18 - Overhead Gate Motor

R01	Replace motor and drive unit.	2023	7 Yrs (4)	\$5,000	\$20,000	\$26,900
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## The Aspen at Lakeside

### Mechanical - 30 Year Capital Costs

\$1,141,600

\$1,787,020

### Elevator

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
<b>Hydraulic</b>						
<b>Elev 01 - Hydraulic Elevator</b>						
R02	Replace elevator controls, tank unit, and valve	2033	25 Yrs (1)	\$110,000	\$110,000	\$150,000
<b>Car Interiors</b>						
<b>Elev 02 - Elevator Cabs &amp; Hoistway</b>						
R01	Replace door operator, operating fixtures, upgrade cab interior	2023	15 Yrs (2)	\$30,000	\$60,000	\$76,000
<b>Elevator - 30 Year Capital Costs</b>					<b>\$170,000</b>	<b>\$226,000</b>

### Fire Safety

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
<b>Controls</b>						
<b>Fire 01 - Fire Alarm Panel - Addressable</b>						
R02	Replace fire alarm annunciator panels and control panel, excluding field wiring and field devices.	2028	20 Yrs (2)	\$20,000	\$40,000	\$60,000
<b>Detection</b>						
<b>Fire 02 - Fire Detection &amp; Alarm</b>						
R01	Cyclical replacement of speakers, heat detectors, smoke detectors and related modules, excluding field wiring.	2028	20 Yrs (2)	\$238,500	\$477,000	\$710,000
<b>Suppression</b>						
<b>Fire 03 - Dry Sprinkler Compressor</b>						
R01	Replace fire sprinkler compressor.	2022	14 Yrs (2)	\$4,000	\$8,000	\$9,800
<b>Fire 04 - Sprinkler Valve Assembly - Dry</b>						
R01	Phased replacement of sprinkler zone control valves, as required.	2028	20 Yrs (2)	\$2,500	\$5,000	\$7,400
R02	Replace gaskets in dry sprinkler valves.	2028	20 Yrs (2)	\$600	\$1,200	\$1,820
R03	Rebuild dry sprinkler valves.	2028	20 Yrs (2)	\$4,000	\$8,000	\$11,900
R04	Replace sprinkler valves, as required.	2048	40 Yrs (1)	\$6,000	\$6,000	\$11,000
<b>Fire 05 - Sprinkler &amp; Standpipe - Wet</b>						
J01	Conduct flow test and pipe line condition (flushing) test to NFPA25.	2023	5 Yrs (6)	\$500	\$3,000	\$4,220
J02	Sprinkler Heads - Test extra high temperature on sprinkler heads.	2023	5 Yrs (6)	\$500	\$3,000	\$4,220
R01	Phased replacement of sprinkler zone control valves, as required.	2028	20 Yrs (2)	\$2,500	\$5,000	\$7,400
R02	Renew compromised portions of piping, gaskets, connections, valves, devices and trim to maintain required function.	2028	5 Yrs (5)	\$8,240	\$41,200	\$60,800

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## The Aspen at Lakeside

### Fire Safety

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
<b>Fire 06 - Sprinkler System - Dry</b>						
J01	Sprinkler Piping - Conduct flow test and pipe line condition (flushing) test to NFPA25.	2023	5 Yrs (6)	\$500	\$3,000	\$4,220
J02	Sprinkler Heads - Test extra high temperature on sprinkler heads.	2023	5 Yrs (6)	\$500	\$3,000	\$4,220
R03	Replace damaged sprinkler heads, hangers and leaking gaskets, cages, sway-braces, drains, etc. as required.	2023	5 Yrs (6)	\$185	\$1,107	\$1,560
<b>Fire 08 - Dry Sprinklers - Wet System</b>						
R01	Replace all heads, or submit a representative sample of heads for testing by a recognized testing agency, to the satisfaction of the authority having jurisdiction, in accordance with NFPA 25.	2028	10 Yrs (2)	\$1,875	\$3,750	\$5,500
R02	Replace all heads, or submit a representative sample of heads for testing by a recognized testing agency, to the satisfaction of the authority having jurisdiction, in accordance with NFPA 25.	2038	30 Yrs (1)	\$11,250	\$11,250	\$16,000
<b>Egress</b>						
<b>Fire 09 - Emergency Egress Equipment</b>						
R01	Cyclical replacement of emergency lighting and LED exit signs.	2028	15 Yrs (2)	\$3,000	\$6,000	\$8,400
<b>Fire Safety - 30 Year Capital Costs</b>					<b>\$625,507</b>	<b>\$928,460</b>

### Interior Finishes

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
<b>Floors</b>						
<b>Finish 01 - Resilient Sheet Flooring</b>						
R01	Replace resilient flooring.	2028	20 Yrs (2)	\$30,000	\$60,000	\$89,000
<b>Finish 02 - Sheet Carpet</b>						
R01	Renew carpet.	2025	10 Yrs (3)	\$46,400	\$139,200	\$194,000
<b>Finish 03 - Painted Concrete Flooring</b>						
R01	Re-paint concrete floor surfaces in high-traffic locations.	2021	10 Yrs (3)	\$1,300	\$3,900	\$5,000
<b>Walls</b>						
<b>Finish 04 - Ceramic Tile</b>						
J01	Clean tile grout.	2021	5 Yrs (6)	\$780	\$4,680	\$6,500
R01	Replace ceramic tiles.	2033	25 Yrs (1)	\$3,900	\$3,900	\$5,100
<b>Finish 05 - Interior Painting</b>						
R01	Re-paint interiors wall in stairwells, as required.	2023	15 Yrs (2)	\$15,525	\$31,050	\$40,000

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## The Aspen at Lakeside

### Interior Finishes

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
R02	Re-paint wall surface and trim in corridors, including and preparation of substrate.	2023	10 Yrs (3)	\$29,025	\$87,075	\$116,000

### Architectural Woodwork

#### Finish 06 - Baseboard, Molding and Casing

R01	Replace sections of damaged baseboard, molding, and casing.	2048	40 Yrs (1)	\$2,580	\$2,580	\$4,600
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#### Finish 07 - Carpentry and Millwork

R01	Replace damaged components of carpentry and millwork, as required.	2038	30 Yrs (1)	\$1,200	\$1,200	\$1,700
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### Doors

#### Finish 08 - Interior Swing Door

J01	Re-paint or re-finish door and frame in high-traffic locations as required.	2023	8 Yrs (3)	\$18,250	\$54,750	\$74,000
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R01	Replace interior swing door as required.	2038	30 Yrs (1)	\$73,000	\$73,000	\$110,000
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**Interior Finishes - 30 Year Capital Costs**      **\$461,335**      **\$645,900**

### Amenities

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
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### Amenities

#### Amen 01 - Meeting Room

R01	Cyclical replacement/updating of the counter and furniture. Wall finishes and floor coverings are accounted for in the Interior Finishes Assets.	2028	20 Yrs (2)	\$2,000	\$4,000	\$6,000
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### Equipment

#### Amen 02 - Fitness Equipment

R01	Replace components of fitness equipment, as required.	2019	10 Yrs (3)	\$6,000	\$18,000	\$22,200
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### Specialties

#### Amen 03 - Metal Screen Storage Locker

R01	Replace metal storage lockers, as required.	2048	40 Yrs (1)	\$5,000	\$5,000	\$8,900
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### Furnishings

#### Amen 04 - Exterior Furniture & Accessories

R01	Replace furnishings in common areas, as required.	2023	15 Yrs (2)	\$4,000	\$8,000	\$10,100
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#### Amen 05 - Central Mailboxes

R01	Replace central mail boxes as required.	2038	30 Yrs (1)	\$2,000	\$2,000	\$2,900
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#### Amen 06 - Public Signage

R01	Replace damaged and outdated signage, as required.	2033	25 Yrs (1)	\$2,000	\$2,000	\$2,600
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## The Aspen at Lakeside

### Amenities

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
<b>Amen 07 - Bicycle Rack</b>						
R01	Replace bicycle racks, as required.	2038	30 Yrs (1)	\$24,750	\$24,750	\$36,000
<b>Amenities - 30 Year Capital Costs</b>					<b>\$63,750</b>	<b>\$88,700</b>

### Sitework

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
<b>Hard Landscaping</b>						
<b>Site 01 - Interlocking Unit Paving Driveway/Walkway</b>						
R01	Rebuild sections of interlocking paving, including sub-grade, as required.	2048	40 Yrs (1)	\$37,200	\$37,200	\$66,000
<b>Site 02 - Wood Fencing</b>						
R01	Re-coat/re-paint wood fencing.	2020	6 Yrs (5)	\$4,700	\$23,500	\$31,600
R02	Replace gate hardware.	2020	10 Yrs (2)	\$500	\$1,000	\$1,240
R03	Replace wood perimeter fencing.	2028	20 Yrs (2)	\$17,550	\$35,100	\$52,000
<b>Site 03 - Exterior Metal Railings</b>						
R01	Prepare and re-coat exterior metal railings.	2028	20 Yrs (1)	\$13,400	\$13,400	\$16,000
R02	Replace exterior metal railings.	2048	40 Yrs (1)	\$50,250	\$50,250	\$89,000
<b>Site 04 - Concrete Paving Driveway</b>						
R01	Renew parking stalls demarcation and paint on curbs.	2020	5 Yrs (6)	\$1,000	\$6,000	\$7,900
R02	Replace sections of concrete paving, as required.	2048	40 Yrs (1)	\$23,450	\$23,450	\$42,000
<b>Soft Landscaping</b>						
<b>Site 05 - Irrigation System</b>						
R01	Cyclical replacement of components of irrigation sprinkler system, as required.	2023	15 Yrs (2)	\$5,000	\$10,000	\$12,700
<b>Site 06 - Soft Landscaping</b>						
R01	Renovate sections of the soft landscaping, as required. It is assumed that regular replacements are completed as part of the annual landscaping contract and paid for as part of the operating budget. Significant landscape replacements/re-design would likely involve a design development process therefore renewal costs are not included at this stage.	2023	15 Yrs (2)	\$0	\$0	\$0
<b>Site Services</b>						
<b>Site 08 - Underground Drainage Services - Storm</b>						
J01	Review underground drainage piping by video camera for inspection of condition and performance.	2023	5 Yrs (6)	\$1,000	\$6,000	\$8,500
J02	Powerflush underground drainage piping to clear and remove any buildup of debris.	2023	10 Yrs (3)	\$1,000	\$3,000	\$4,000

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## The Aspen at Lakeside

### Sitework

	Description	Next Event	Frequency (events in 30 years)	cost per event (no inflation)	30 Year Cost (no inflation)	30 Year Cost (inflation)
<b>Site 09 - Underground Sewer Services - Sewer</b>						
J01	Review underground drainage piping by video camera for inspection of condition and performance.	2023	5 Yrs (6)	\$1,000	\$6,000	\$8,500
J02	Powerflush underground sanitary drains to remove buildup and debris.	2023	10 Yrs (3)	\$1,000	\$3,000	\$4,000
<b>Sitework - 30 Year Capital Costs</b>					<b>\$217,900</b>	<b>\$343,440</b>

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# Appendix E

## Funding Scenario Cash Flow Tables

## Funding Model - RDH 2019 A - Statutory

Funding Model Name	RDH 2019 A - Statutory	Initial Catch-Up Cost	\$0
Building	The Aspen at Lakeside	Operating Budget	\$245,850
Start Year	2019	Starting Reserve Balance	\$225,350
Interest/Investment Rate	0.0 %	Contribution Threshold	\$61,463
Estimated Contingency Allowance	\$0	Contribution Below Threshold	\$24,585
Tax Rate	0.0 %	Contribution Above Threshold	\$0
Planning Horizon (Years)	30	Reserve Contribution Increase	0.00 %
Number of Units	75	Monthly Avg. Unit Contribution	\$0

Year	Opening Balance	Reserve Contribution	Additional Funding	Reserve Income	Keep-Up	Contingency Costs	Tax Liability	Closing Balance	Percent Funded
2019	\$225,350	\$0	\$0	\$0	\$6,000	\$0	\$0	\$219,350	12.51 %
2020	\$219,350	\$0	\$0	\$0	\$49,520	\$0	\$0	\$169,830	8.53 %
2021	\$169,830	\$0	\$0	\$0	\$4,310	\$0	\$0	\$165,520	7.25 %
2022	\$165,520	\$0	\$0	\$0	\$159,700	\$0	\$0	\$5,820	0.23 %
2023	\$5,820	\$24,585	\$220,695	\$0	\$251,100	\$0	\$0	\$0	0.00 %
2024	\$0	\$24,585	\$0	\$0	\$0	\$0	\$0	\$24,585	0.87 %
2025	\$24,585	\$24,585	\$13,630	\$0	\$62,800	\$0	\$0	\$0	0.00 %
2026	\$0	\$24,585	\$0	\$0	\$14,870	\$0	\$0	\$9,715	0.28 %
2027	\$9,715	\$24,585	\$0	\$0	\$0	\$0	\$0	\$34,300	0.90 %
2028	\$34,300	\$24,585	\$658,155	\$0	\$717,040	\$0	\$0	\$0	0.00 %
2029	\$0	\$24,585	\$15,215	\$0	\$39,800	\$0	\$0	\$0	0.00 %
2030	\$0	\$24,585	\$0	\$0	\$10,400	\$0	\$0	\$14,185	0.34 %
2031	\$14,185	\$24,585	\$520	\$0	\$39,290	\$0	\$0	\$0	0.00 %
2032	\$0	\$24,585	\$1,865	\$0	\$26,450	\$0	\$0	\$0	0.00 %
2033	\$0	\$24,585	\$520,855	\$0	\$545,440	\$0	\$0	\$0	0.00 %
2034	\$0	\$24,585	\$158,115	\$0	\$182,700	\$0	\$0	\$0	0.00 %
2035	\$0	\$24,585	\$70,215	\$0	\$94,800	\$0	\$0	\$0	0.00 %
2036	\$0	\$24,585	\$0	\$0	\$8,400	\$0	\$0	\$16,185	0.28 %
2037	\$16,185	\$24,585	\$0	\$0	\$13,900	\$0	\$0	\$26,870	0.44 %
2038	\$26,870	\$24,585	\$3,713,325	\$0	\$3,764,780	\$0	\$0	\$0	0.00 %
2039	\$0	\$24,585	\$0	\$0	\$8,900	\$0	\$0	\$15,685	0.52 %
2040	\$15,685	\$24,585	\$165,630	\$0	\$205,900	\$0	\$0	\$0	0.00 %
2041	\$0	\$24,585	\$0	\$0	\$24,400	\$0	\$0	\$185	0.00 %
2042	\$185	\$24,585	\$0	\$0	\$15,200	\$0	\$0	\$9,570	0.26 %
2043	\$9,570	\$24,585	\$1,296,645	\$0	\$1,330,800	\$0	\$0	\$0	0.00 %
2044	\$0	\$24,585	\$30,335	\$0	\$54,920	\$0	\$0	\$0	0.00 %
2045	\$0	\$24,585	\$66,815	\$0	\$91,400	\$0	\$0	\$0	0.00 %
2046	\$0	\$24,585	\$250,115	\$0	\$274,700	\$0	\$0	\$0	0.00 %
2047	\$0	\$24,585	\$0	\$0	\$18,700	\$0	\$0	\$5,885	0.19 %
2048	\$5,885	\$24,585	\$3,067,310	\$0	\$3,097,780	\$0	\$0	\$0	100.00 %

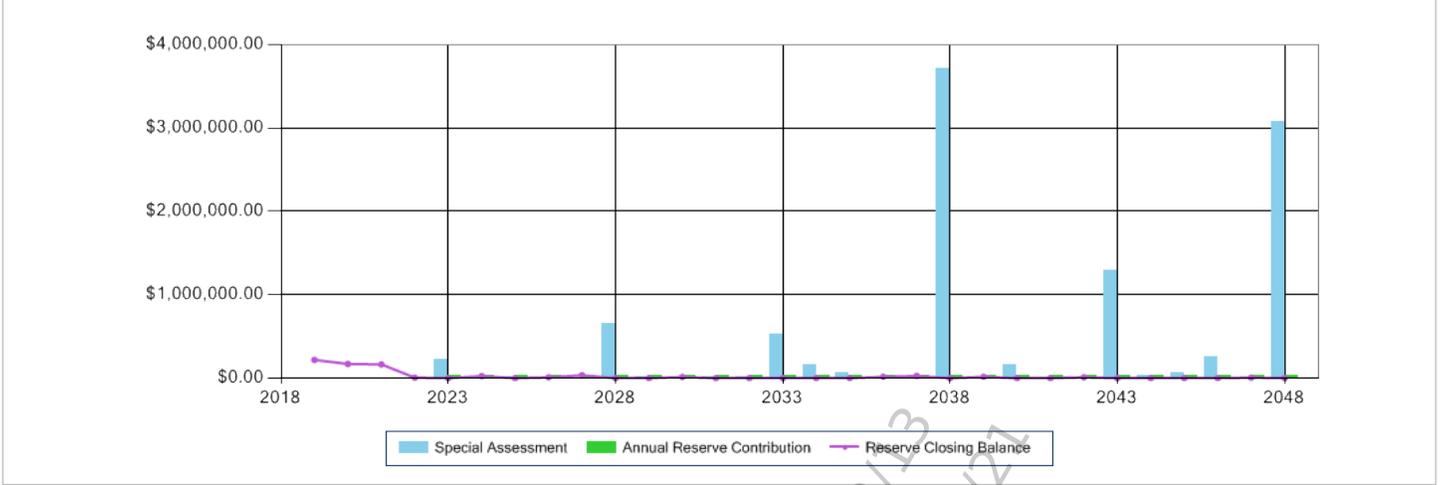
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# Funding Model - RDH 2019 A - Statutory

## GRAPHIC REPRESENTATION



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## Funding Model - RDH 2019 B - Current

Funding Model Name	RDH 2019 B - Current	Initial Catch-Up Cost	
Building	The Aspen at Lakeside	Operating Budget	\$245,850
Start Year	2019	Starting Reserve Balance	\$225,350
Interest/Investment Rate	2.0 %	Contribution Threshold	\$500,000
Estimated Contingency Allowance	\$0	Contribution Below Threshold	\$47,120
Tax Rate	0.0 %	Contribution Above Threshold	\$47,120
Planning Horizon (Years)	30	Reserve Contribution Increase	0.00 %
Number of Units	75	Monthly Avg. Unit Contribution	\$52

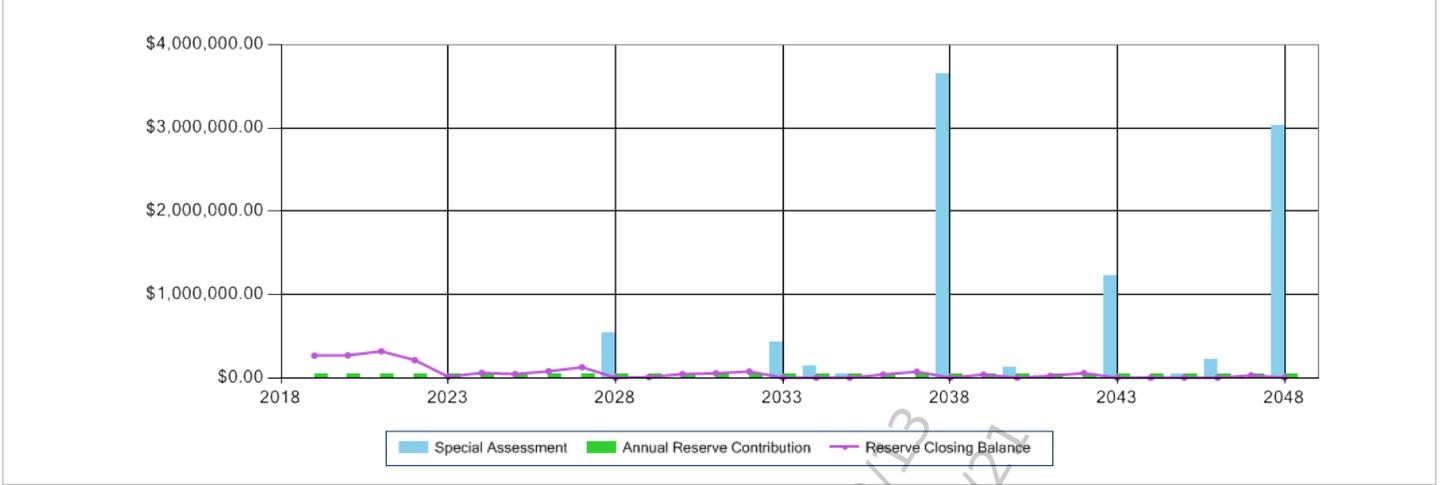
Year	Opening Balance	Reserve Contribution	Additional Funding	Reserve Income	Keep-Up	Contingency Costs	Tax Liability	Closing Balance	Percent Funded
2019	\$225,350	\$47,120	\$0	\$4,507	\$6,000	\$0	\$0	\$270,977	15.45 %
2020	\$270,977	\$47,120	\$0	\$5,420	\$49,520	\$0	\$0	\$273,997	13.77 %
2021	\$273,997	\$47,120	\$0	\$5,480	\$4,310	\$0	\$0	\$322,286	14.13 %
2022	\$322,286	\$47,120	\$0	\$6,446	\$159,700	\$0	\$0	\$216,152	8.90 %
2023	\$216,152	\$47,120	\$0	\$4,323	\$251,100	\$0	\$0	\$16,495	0.66 %
2024	\$16,495	\$47,120	\$0	\$330	\$0	\$0	\$0	\$63,945	2.27 %
2025	\$63,945	\$47,120	\$0	\$1,279	\$62,800	\$0	\$0	\$49,544	1.60 %
2026	\$49,544	\$47,120	\$0	\$991	\$14,870	\$0	\$0	\$82,785	2.42 %
2027	\$82,785	\$47,120	\$0	\$1,656	\$0	\$0	\$0	\$131,561	3.48 %
2028	\$131,561	\$47,120	\$540,728	\$2,631	\$717,040	\$0	\$0	\$5,000	0.14 %
2029	\$5,000	\$47,120	\$0	\$100	\$39,800	\$0	\$0	\$12,420	0.33 %
2030	\$12,420	\$47,120	\$0	\$248	\$10,400	\$0	\$0	\$49,388	1.20 %
2031	\$49,388	\$47,120	\$0	\$988	\$39,290	\$0	\$0	\$58,206	1.30 %
2032	\$58,206	\$47,120	\$0	\$1,164	\$26,450	\$0	\$0	\$80,040	1.65 %
2033	\$80,040	\$47,120	\$421,679	\$1,601	\$545,440	\$0	\$0	\$5,000	0.10 %
2034	\$5,000	\$47,120	\$135,480	\$100	\$182,700	\$0	\$0	\$5,000	0.10 %
2035	\$5,000	\$47,120	\$47,580	\$100	\$94,800	\$0	\$0	\$5,000	0.09 %
2036	\$5,000	\$47,120	\$0	\$100	\$8,400	\$0	\$0	\$43,820	0.77 %
2037	\$43,820	\$47,120	\$0	\$876	\$13,900	\$0	\$0	\$77,916	1.27 %
2038	\$77,916	\$47,120	\$3,643,185	\$1,558	\$3,764,780	\$0	\$0	\$5,000	0.18 %
2039	\$5,000	\$47,120	\$0	\$100	\$8,900	\$0	\$0	\$43,320	1.43 %
2040	\$43,320	\$47,120	\$119,594	\$866	\$205,900	\$0	\$0	\$5,000	0.16 %
2041	\$5,000	\$47,120	\$0	\$100	\$24,400	\$0	\$0	\$27,820	0.83 %
2042	\$27,820	\$47,120	\$0	\$556	\$15,200	\$0	\$0	\$60,296	1.67 %
2043	\$60,296	\$47,120	\$1,227,178	\$1,206	\$1,330,800	\$0	\$0	\$5,000	0.19 %
2044	\$5,000	\$47,120	\$7,700	\$100	\$54,920	\$0	\$0	\$5,000	0.18 %
2045	\$5,000	\$47,120	\$44,180	\$100	\$91,400	\$0	\$0	\$5,000	0.17 %
2046	\$5,000	\$47,120	\$227,480	\$100	\$274,700	\$0	\$0	\$5,000	0.17 %
2047	\$5,000	\$47,120	\$0	\$100	\$18,700	\$0	\$0	\$33,520	1.13 %
2048	\$33,520	\$47,120	\$3,021,470	\$670	\$3,097,780	\$0	\$0	\$5,000	100.00 %

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# Funding Model - RDH 2019 B - Current

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## Funding Model - RDH 2019 C - Alternative

Funding Model Name	RDH 2019 C - Alternative	Initial Catch-Up Cost	
Building	The Aspen at Lakeside	Operating Budget	\$245,850
Start Year	2019	Starting Reserve Balance	\$225,350
Interest/Investment Rate	2.0 %	Contribution Threshold	\$500,000
Estimated Contingency Allowance	\$0	Contribution Below Threshold	\$47,120
Tax Rate	0.0 %	Contribution Above Threshold	\$47,120
Planning Horizon (Years)	30	Reserve Contribution Increase	5.00 %
Number of Units	75	Monthly Avg. Unit Contribution	\$52

Year	Opening Balance	Reserve Contribution	Additional Funding	Reserve Income	Keep-Up	Contingency Costs	Tax Liability	Closing Balance	Percent Funded
2019	\$225,350	\$47,120	\$0	\$4,507	\$6,000	\$0	\$0	\$270,977	15.45 %
2020	\$270,977	\$49,476	\$0	\$5,420	\$49,520	\$0	\$0	\$276,353	13.89 %
2021	\$276,353	\$51,950	\$0	\$5,527	\$4,310	\$0	\$0	\$329,519	14.45 %
2022	\$329,519	\$54,547	\$0	\$6,590	\$159,700	\$0	\$0	\$230,957	9.51 %
2023	\$230,957	\$57,275	\$0	\$4,619	\$251,100	\$0	\$0	\$41,751	1.67 %
2024	\$41,751	\$60,138	\$0	\$835	\$0	\$0	\$0	\$102,724	3.65 %
2025	\$102,724	\$63,145	\$0	\$2,054	\$62,800	\$0	\$0	\$105,124	3.41 %
2026	\$105,124	\$66,303	\$0	\$2,102	\$14,870	\$0	\$0	\$158,659	4.64 %
2027	\$158,659	\$69,618	\$0	\$3,173	\$0	\$0	\$0	\$231,450	6.13 %
2028	\$231,450	\$73,099	\$412,863	\$4,629	\$717,040	\$0	\$0	\$5,000	0.14 %
2029	\$5,000	\$76,753	\$0	\$100	\$39,800	\$0	\$0	\$42,053	1.12 %
2030	\$42,053	\$80,591	\$0	\$841	\$10,400	\$0	\$0	\$113,086	2.75 %
2031	\$113,086	\$84,621	\$0	\$2,262	\$39,290	\$0	\$0	\$160,678	3.59 %
2032	\$160,678	\$88,852	\$0	\$3,214	\$26,450	\$0	\$0	\$226,293	4.67 %
2033	\$226,293	\$93,294	\$226,326	\$4,526	\$545,440	\$0	\$0	\$5,000	0.10 %
2034	\$5,000	\$97,959	\$84,641	\$100	\$182,700	\$0	\$0	\$5,000	0.10 %
2035	\$5,000	\$102,857	\$0	\$100	\$94,800	\$0	\$0	\$13,157	0.25 %
2036	\$13,157	\$108,000	\$0	\$263	\$8,400	\$0	\$0	\$113,020	1.99 %
2037	\$113,020	\$113,400	\$0	\$2,260	\$13,900	\$0	\$0	\$214,780	3.52 %
2038	\$214,780	\$119,070	\$3,431,635	\$4,296	\$3,764,780	\$0	\$0	\$5,000	0.18 %
2039	\$5,000	\$125,023	\$0	\$100	\$8,900	\$0	\$0	\$121,223	4.02 %
2040	\$121,223	\$131,274	\$0	\$2,424	\$205,900	\$0	\$0	\$49,022	1.59 %
2041	\$49,022	\$137,838	\$0	\$980	\$24,400	\$0	\$0	\$163,441	4.91 %
2042	\$163,441	\$144,730	\$0	\$3,269	\$15,200	\$0	\$0	\$296,240	8.24 %
2043	\$296,240	\$151,967	\$881,669	\$5,925	\$1,330,800	\$0	\$0	\$5,000	0.19 %
2044	\$5,000	\$159,565	\$0	\$100	\$54,920	\$0	\$0	\$109,745	4.06 %
2045	\$109,745	\$167,543	\$0	\$2,195	\$91,400	\$0	\$0	\$188,083	6.62 %
2046	\$188,083	\$175,920	\$0	\$3,762	\$274,700	\$0	\$0	\$93,065	3.33 %
2047	\$93,065	\$184,716	\$0	\$1,861	\$18,700	\$0	\$0	\$260,942	8.83 %
2048	\$260,942	\$193,952	\$2,642,667	\$5,219	\$3,097,780	\$0	\$0	\$5,000	100.00 %

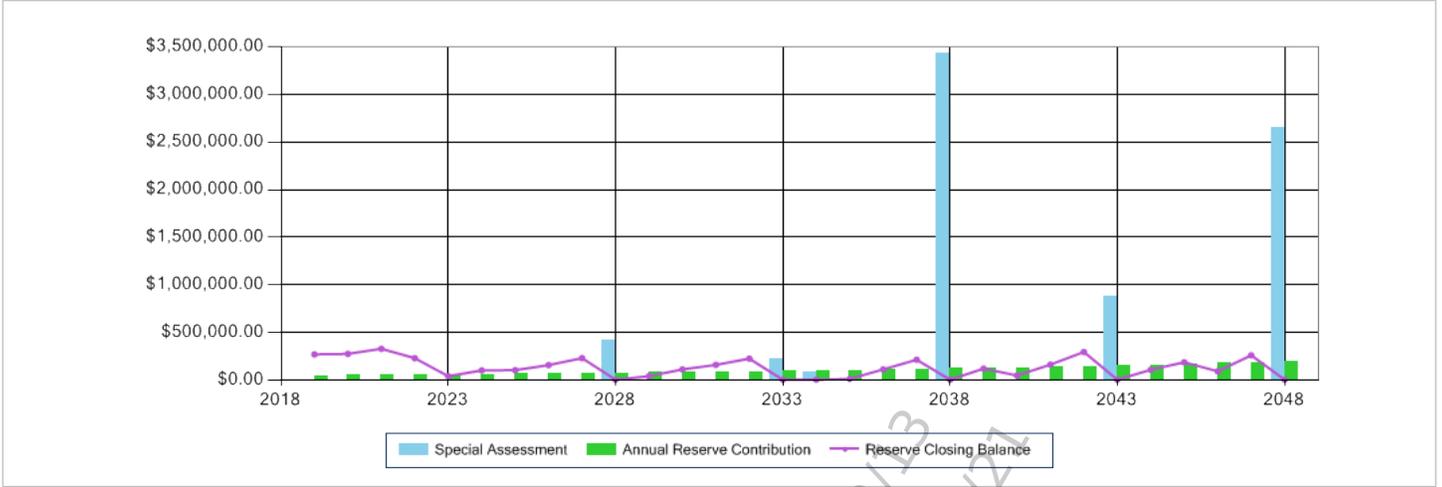
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# Funding Model - RDH 2019 C - Alternative

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## Funding Model - RDH 2019 D - Progressive

Funding Model Name	RDH 2019 D - Progressive	Initial Catch-Up Cost	\$0
Building	The Aspen at Lakeside	Operating Budget	\$245,850
Start Year	2019	Starting Reserve Balance	\$225,350
Interest/Investment Rate	2.0 %	Contribution Threshold	\$500,000
Estimated Contingency Allowance	\$0	Contribution Below Threshold	\$240,000
Tax Rate	0.0 %	Contribution Above Threshold	\$240,000
Planning Horizon (Years)	30	Reserve Contribution Increase	0.00 %
Number of Units	75	Monthly Avg. Unit Contribution	\$267

Year	Opening Balance	Reserve Contribution	Additional Funding	Reserve Income	Keep-Up	Contingency Costs	Tax Liability	Closing Balance	Percent Funded
2019	\$225,350	\$240,000	\$0	\$4,507	\$6,000	\$0	\$0	\$463,857	26.46 %
2020	\$463,857	\$240,000	\$0	\$9,277	\$49,520	\$0	\$0	\$663,614	33.36 %
2021	\$663,614	\$240,000	\$0	\$13,272	\$4,310	\$0	\$0	\$912,576	40.02 %
2022	\$912,576	\$240,000	\$0	\$18,252	\$159,700	\$0	\$0	\$1,011,128	41.64 %
2023	\$1,011,128	\$240,000	\$0	\$20,223	\$251,100	\$0	\$0	\$1,020,251	41.00 %
2024	\$1,020,251	\$240,000	\$0	\$20,405	\$0	\$0	\$0	\$1,280,656	45.55 %
2025	\$1,280,656	\$240,000	\$0	\$25,613	\$62,800	\$0	\$0	\$1,483,469	48.13 %
2026	\$1,483,469	\$240,000	\$0	\$29,669	\$14,870	\$0	\$0	\$1,738,268	50.93 %
2027	\$1,738,268	\$240,000	\$0	\$34,765	\$0	\$0	\$0	\$2,013,033	53.39 %
2028	\$2,013,033	\$240,000	\$0	\$40,261	\$717,040	\$0	\$0	\$1,576,254	46.19 %
2029	\$1,576,254	\$240,000	\$0	\$31,525	\$39,800	\$0	\$0	\$1,807,979	48.34 %
2030	\$1,807,979	\$240,000	\$0	\$36,160	\$10,400	\$0	\$0	\$2,073,739	50.44 %
2031	\$2,073,739	\$240,000	\$0	\$41,475	\$39,290	\$0	\$0	\$2,315,924	51.85 %
2032	\$2,315,924	\$240,000	\$0	\$46,318	\$26,450	\$0	\$0	\$2,575,792	53.17 %
2033	\$2,575,792	\$240,000	\$0	\$51,516	\$545,440	\$0	\$0	\$2,321,868	49.28 %
2034	\$2,321,868	\$240,000	\$0	\$46,437	\$182,700	\$0	\$0	\$2,425,605	49.22 %
2035	\$2,425,605	\$240,000	\$0	\$48,512	\$94,800	\$0	\$0	\$2,619,317	49.92 %
2036	\$2,619,317	\$240,000	\$0	\$52,386	\$8,400	\$0	\$0	\$2,903,304	51.24 %
2037	\$2,903,304	\$240,000	\$0	\$58,066	\$13,900	\$0	\$0	\$3,187,470	52.31 %
2038	\$3,187,470	\$240,000	\$278,561	\$63,749	\$3,764,780	\$0	\$0	\$5,000	0.18 %
2039	\$5,000	\$240,000	\$0	\$100	\$8,900	\$0	\$0	\$236,200	7.84 %
2040	\$236,200	\$240,000	\$0	\$4,724	\$205,900	\$0	\$0	\$275,024	8.95 %
2041	\$275,024	\$240,000	\$0	\$5,500	\$24,400	\$0	\$0	\$496,124	14.93 %
2042	\$496,124	\$240,000	\$0	\$9,922	\$15,200	\$0	\$0	\$730,847	20.33 %
2043	\$730,847	\$240,000	\$350,336	\$14,617	\$1,330,800	\$0	\$0	\$5,000	0.19 %
2044	\$5,000	\$240,000	\$0	\$100	\$54,920	\$0	\$0	\$190,180	7.04 %
2045	\$190,180	\$240,000	\$0	\$3,804	\$91,400	\$0	\$0	\$342,584	12.07 %
2046	\$342,584	\$240,000	\$0	\$6,852	\$274,700	\$0	\$0	\$314,735	11.28 %
2047	\$314,735	\$240,000	\$0	\$6,295	\$18,700	\$0	\$0	\$542,330	18.36 %
2048	\$542,330	\$240,000	\$2,309,604	\$10,847	\$3,097,780	\$0	\$0	\$5,000	100.00 %

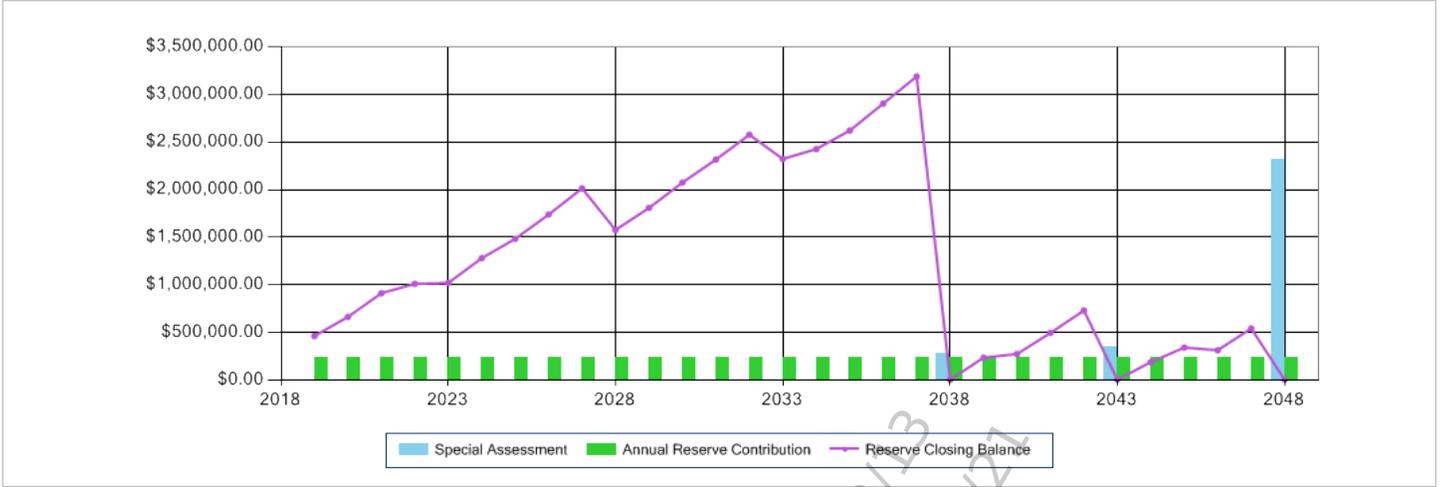
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# Funding Model - RDH 2019 D - Progressive

## GRAPHIC REPRESENTATION



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# Appendix F

## RDH Qualifications

## Maintenance and Planning (MaP)

Our Maintenance and Planning (MaP) group works with your owner group to plan and develop strategies for the long- and short-term needs of your building—everything from roof maintenance to boiler replacement. As the acronym suggests, our services are designed so that we can provide you with a comprehensive roadMaP for the management of your assets.

RDH staff have broad practical experience assisting building owners with all aspects of planning for the long term stewardship of their building(s). Our reserve fund analysts, engineers, architects, and technologists have a wide variety of formal training—including building science, structural engineering, and mechanical engineering. We believe that by using a team approach, we can ensure an appropriate level of thoroughness and quality. We have prepared hundreds of Depreciation Reports and are recognized as industry leaders.

## Depreciation Reports

A Depreciation Report is a long-range financial planning tool. It's used to identify funding requirements for costs associated with future repair, renewal, and replacement projects. The report establishes where you need to focus resources and is a good place to start developing your roadMaP.

The first step in preparing the report is to compile an inventory of all of your building's assets (roofs, boilers, carpets, etc.). Using the inventory as a foundation, we estimate the remaining life of each asset, forecast the replacement costs in future-year dollars, and display the financial analysis with graphs and cash flow tables.



## About Us



### Mark Will | B.A. Econ.

#### Managing Principal, Vancouver Regional Manager

- B.A., Economics
- Has worked in project management since 1997
- Member of the Board of Directors, Condominium Home Owner's Association (CHOA)
- Member of Professional Association of Managing Agents (PAMA)



### Jason Dunn | B.Arch.Sc., CCCA

#### Principal, Senior Project Manager

- B.Arch.Sc., Building Science Option
- Certified Construction Contract Administrator, CSC
- Has worked in building science consulting since 2004



### Peter Fitch | C.Tech.

#### Mechanical Specialist

- UBC/UBCM Certified Professional program (audit only)
- Member of Applied Science Technologists & Technicians of British Columbia
- Has worked in the mechanical design field since 1978
- Technical review of asset inventories for MEFS and site assets



### Harvey Goodman | P.Eng.

#### Building Science Specialist

- B.A.Sc., Civil Engineering
- Registered Professional Engineer, APEGBC
- Has worked in building science consulting since 1993



### Robin Breuer | A.Sc.T., RRO

#### Associate, Senior Project Manager

- Dipl.T., Building Engineering Technology (Building Science Option)
- Registered Roof Observer, RCI, Inc.
- Has worked in building science consulting since 1998



### Christy Love | P.Eng., Certified Passive House Consultant

#### Associate, Vancouver Island Regional Manager

- B.A.Sc., Civil Engineering (Environmental Option)
- P.Eng, Engineers and Geoscientists of BC
- Certified Passive House Consultant, International Passive House Institute
- Has worked in building science consulting since 2003



**Stephen Lowther** | A.Sc.T.

**Associate, Project Manager**

- MaP Service Area Leader
- Dipl.T., Architectural & Building Engineering Technology
- Member of Applied Science Technologists and Technicians of British Columbia
- Member of Roof Consultants Institute, Western Canada Chapter
- Has worked in building science consulting since 2006



**Grant Laing** | Architect AIBC

**Senior Project Architect**

- MEdes, Architecture, University of Calgary, AB
- Member, Architectural Institute of British Columbia (AIBC)
- Has worked in architecture since 1994



**Brandon Carreira** | Dipl.T.

**Project Manager**

- MaP Service Area Leader
- Dipl.T., Architectural & Building Engineering Technology (Building Science Option)
- Has worked in maintenance and planning consulting since 2011
- Prepared 150+ Depreciation Reports and has been involved with 200+ MaP projects



**Nicola Alexander** | B.Arch.Sc.

**Building Science Technologist**

- B.Tech., Architectural Science
- Has worked in maintenance and planning consulting since 2013 and has prepared 75+ Depreciation Reports in the Victoria office.



**Kyle Tulloch** | Dipl.T., B.A.Sc.

**Building Science Engineer (EIT)**

- Dipl.T., Civil Engineering
- B.A.Sc., Civil Engineering
- Has worked in maintenance and planning consulting since 2016



**Megan Butland** | Dipl.T.

**Building Science Technologist**

- Dipl.T., Civil Engineering
- Certificate, Drafting
- Provides quantity estimating for Depreciation Reports
- Has worked in maintenance and planning consulting and the preparation of Depreciation Reports since 2013

## Administrators and Client Support



### Anna Qiu

#### Maintenance and Planning Project Assistant

- Certificate, Business Administration
- Has worked in administration within engineering/architecture firms since 2004
- BAMS user account setup and maintenance

## Software Support and Programmer



### Matthew Branch | P.Eng.

#### Software Developer

- B.Sc., Civil Engineering
- Registered professional engineer, APEGBC
- Has worked in engineering data analysis since 2000

## Acknowledgements



### Serge Desmarais | B.Arch. Architect AIBC, CP

#### Principal (In Memoriam), Senior Building Science Specialist

RDH gratefully acknowledges the contributions of Serge Desmarais as the building science technical lead for the MaP group.

- Registered Architect AIBC, Certified Professional
- 30+ years' experience in building design and construction capital renewal projects
- RDH 2004 - 2017

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# Appendix G

## Disclosures and Disclaimers, Insurance Certificate

## Disclosures and Disclaimers

### Condition of the Assets

The method of determining the physical condition of the assets is based on a visual review of a representative sampling of the assets in readily accessible locations, discussions with facility representatives, and review of readily available reference documents. No destructive testing or exploratory openings are carried out on any of the assets and the equipment is not disassembled, operated, or subject to re-commissioning tests. The physical review is not a full "condition assessment" since operating, testing, or exploratory openings are excluded from the scope of services.

### Cost Estimating for Assets

- All estimates of costs are provided in future year dollars.
- All estimates of costs are Class D estimates intended for planning purposes and not for accounting or tender use. See Glossary of Terms for definition of Class D estimates.
- Actual costs will vary depending on several factors. The estimates assume economies of scale will be achieved by bundling work tasks together into larger renewal, repair, or rehabilitation projects. Small tasks performed individually may exceed the estimates presented.
- Soft costs, such as consulting services and contingency allowances are not included in the budget estimates. When developing cost estimates for projects in greater detail for budgeting, each project should include appropriate soft costs - such as Owner contingency, permit fees, engineering fees, etc. Depending on the sizes, scope and timing of individual projects, the magnitude of the soft costs will vary.
- Construction costs are subject to the vagaries of the marketplace. At the time of tender, costs may vary depending on the time of the year, contractor availability, and other factors.
- The estimates must be updated over time, further developed for scope of work and confirmed by competitive tender before any contracts are awarded.
- Detailed repair specifications are required to be prepared in order to confirm scopes of work and costs.
- The estimates do not include allowances for site specific access requirements or environmental concerns, which should be addressed on a project-by-project basis.
- Consideration may sometimes need to be given to costs arising from the impact of projects on occupancy use and facility operations.
- Replacement costs are typically based on like-for-like with a similar asset unless code or other circumstances require the replacement cost to include an upgrade.

### **Maintenance of the Assets:**

The maintenance checklists are not exhaustive and are intended as a framework for the ongoing refinement of the maintenance program.

- Work must only be carried out by appropriately qualified personnel who have the necessary and sufficient knowledge about the maintenance tasks and maintenance intervals.
- The manufacturers' latest printed instructions should take precedence in the event of any conflict with the maintenance checklists.
- The Owners' maintenance staff and/or service contractors are responsible to verify what is contained in the manufacturers' documentation regarded recommended maintenance procedures and intervals.
- The maintenance checklists and maintenance intervals should be reviewed annually and adjusted, as required, to reflect the service environment, feedback from contractors, etc.

### **Specialist and Non-Specialist Reviews**

Our personnel collect the asset inventory data for all the different systems, including mechanical, plumbing, fire safety, elevator, electrical, interior finishes, and sitework. Our scope of services is to identify the assets within each system, determine their age and report on their reasonable service life-cycles according to accepted industry standards. RDH personnel do not make observations with regard to specialty building system conditions unless specifically addressed in our proposal.

### **Forecasting the Useful Service Life of Assets**

The service life of assets can be affected by a variety of circumstances, including the following:

- The quality of the maintenance conducted on an asset will affect the service life of the asset. Poor maintenance can lead to a reduced service life and may result in the premature failure of an asset.
- Insurable losses (force majeure), such as earthquakes, fires, and floods can shorten the life of an asset. These events are not considered in a Depreciation Report.
- Asset service life in a Depreciation Report is determined according to accepted industry standards.

### **Funding Models**

The funding models for Depreciation Reports are based on a 30-year horizon and use "future year dollars termed" methodology. This methodology projects the costs (in future year dollars) over the planning horizon and not beyond the terminus year of the planning horizon. The current year is the starting year of the planning horizon. The term,

therefore, matches the initial horizon and does not respect a shifting horizon. This means that in year 1 the funding scenarios will look forward for 30 years.

For example, in 2019 the model looks forward to 2048. In year two, it will be accurate for 29 years, as it is only looking forward to year 2048. When an update study is performed in three years, the revised funding scenarios will look forward 30 years from 2022 to 2051. Renewal and major maintenance projects that occur beyond the 30-year planning horizon are not considered in the scenarios; that is, those projects that occur beyond 30 years are unfunded in the funding scenarios.

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Ref. No. 320008109492

CERTIFICATE OF INSURANCE

Aon Reed Stenhouse Inc.  
401 West Georgia Street, Suite 1200  
PO Box 3228 STN. TERMINAL  
Vancouver BC V6B 3X8  
tel 604-688-4442 fax 604-682-4026

Re: Evidence of Insurance

**To Whom It May Concern**  
**Suite 400, 4333 Still Creek Drive**  
**Burnaby, BC V5C 6S6**

Insurance as described herein has been arranged on behalf of the Insured named herein under the following policy(ies) and as more fully described by the terms, conditions, exclusions and provisions contained in the said policy(ies) and any endorsements attached thereto.

**Insured**

RDH Building Science Inc.  
Suite 400, 4333 Still Creek Drive  
Burnaby, BC V5C 6S6

**Coverage**

**Commercial General Liability**

**Insurer** Zurich Insurance Company Ltd

**Policy #** 8850746

**Effective** 02-May-2019 **Expiry** 02-May-2020

**Limits of Liability** Bodily Injury & Property Damage, Each Occurrence \$2,000,000  
Products and Completed Operations, Aggregate \$2,000,000  
Non-Owned Automobile Liability \$2,000,000  
Tenant's Legal Liability - All Risks \$2,000,000  
Legal Liability for Damage to Hired Automobiles \$100,000  
Policy may be subject to a general aggregate and other aggregates where applicable

**Architects & Engineers Professional Liability**

**Insurer** Lloyd's Underwriters

**Policy #** PSDEF1900249

**Effective** 02-May-2019 **Expiry** 02-May-2020

**Limits of Liability** Subject to aggregate where applicable

**Terms and / or Additional Coverage**

Professional Liability  
Limit: \$2,000,000 Per Claim Limit / \$4,000,000 Aggregate Limit

**THE POLICY CONTAINS A CLAUSE THAT MAY LIMIT THE AMOUNT PAYABLE**  
**OR, IN THE CASE OF AUTOMOBILE INSURANCE,**  
**THE POLICY CONTAINS A PARTIAL PAYMENT OF LOSS CLAUSE**



Ref. No. 320008109492

CERTIFICATE OF INSURANCE

**Commercial General Liability**

Products and Completed Operations  
Broad Form Property Damage  
Cross Liability  
Contractual Liability  
Owners and Contractors Protective  
Contractual Liability included

THIS CERTIFICATE CONSTITUTES A STATEMENT OF THE FACTS AS OF THE DATE OF ISSUANCE AND ARE SO REPRESENTED AND WARRANTED ONLY TO THE INSURED. OTHER PERSONS RELYING ON THIS CERTIFICATE DO SO AT THEIR OWN RISK.

Aon Reed Stenhouse Inc.



Dated : 10-May-2019  
Issued By : McLean,Chris J.  
Tel : 1-604-688-4442

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