

**U.S. Department of Housing and Urban Development**  
Washington, DC 20410-0100

04/05/2019

REAL ESTATE ASSESSMENT CENTER

644849 / 800003132

PARK EAST HOUSE  
3333 GARFIELD ST  
DENVER, CO 80205 -4300

Dear Owner:

Enclosed with this letter/electronic file is the latest Physical Inspection Summary Report for your property. An inspector, certified by HUD in the use of the inspection protocol, performed the inspection. The report includes property and ownership profile information and shows each deficiency observed during the inspection. Also enclosed is a short description of the elements of the report to assist you in interpretation.

The physical inspection was completed pursuant to HUD regulations at 24 CFR Part 5 and Part 200. You may review the regulations at any time from the Real Estate Assessment Center (REAC) web site at <http://www.hud.gov/offices/reac>. This site provides information about REAC and the physical inspection process and allows you to download a free copy of the inspection software and view deficiency definitions.

If the inspector noted any exigent health and safety (EH&S) deficiencies at the time of the inspection, you or your representative received a report listing those deficiencies. HUD requires you to immediately correct or mitigate all such deficiencies and report your actions within three (3) business days of receipt of the report. If you have not already done so, please provide the local HUD Office of Housing with a certification, on your letterhead, that these exigent items have been corrected. You must use the language in the enclosed certification to report completion of the EH&S deficiencies. If your property is assigned to a Performance Based Contract Administrator (PB-CA), your certification should be sent to the PB-CA and not to the local HUD office. If the loan is under the 232 program, your certification should be sent to the Account Executive with the Office of Healthcare Programs (OHP). Do not send your report to REAC.

Because your property received a score of 60 or above, HUD requires that you note and correct all deficiencies as part of your ongoing maintenance program. If there are any special requirements for your property, the local Office of Housing or PB-CA having jurisdiction will contact you. If, you are still working to complete approved work under an earlier PC or formal Plan of Action (PA), or you have not yet certified completion of a PC or PA, the Office of Housing requires that you contact the local HUD Office of Housing to discuss this inspection and its relationship to work in progress, or, if a 232 loan, the local OHP. If the mortgage on your property is insured by HUD/FHA, please provide copies of all correspondence regarding this inspection to your mortgagee.

If your property had any EH&S deficiencies, and you fail to correct all of these deficiencies within the required timeframe, or falsely certify to repairs made, these noncompliance issues may adversely affect your eligibility for participation in HUD programs. Under HUD's Previous Participation Review and Clearance procedure, these non-compliance issues constitute a standard for disapproval pursuant to 24 CFR Section 200.230(c)(3) and HUD Handbook 4065.1 REV-1, paragraph 2-1(D)(1)(b). Under these circumstances, a flag (disqualifying entry) will be

placed in the Active Partner Performance Systems (APPS) in accordance with the textual "NOTE" at the conclusion of paragraph 2-1(D)(1) of the above referenced handbook. This letter is the only notice that you will receive of the placing of a flag in the APPS for noncompliance.

We appreciate your cooperation during the inspection, and remind you of your ongoing responsibility to maintain this property in a manner that is decent, safe, sanitary and in good repair.

Thank you for your cooperation.

Sincerely,

**SAMUEL TUFFOUR**  
PROGRAM MANAGER, PHYSICAL ASSESSMENT  
SUBSYSTEM  
Real Estate Assessment Center

Enclosures

## Inspection Summary Report (POA) for Inspection #644849

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### Inspection Snapshot

<b>Inspection ID:</b>	644849	<b>Inspection Time:</b>	11:42 AM - 12:26 PM
<b>Inspection Start</b>		<b>Inspection End</b>	
<b>Date:</b>	04/04/2019	<b>Date:</b>	04/05/2019
<b>Property ID:</b>	800003132	<b>Property Type:</b>	Multifamily
<b>Property Name:</b>	PARK EAST HOUSE		
<b>Inspection State:</b>	Successful	<b>Score:</b>	82c

## Inspection Summary Report (POA) for Inspection #644849

### Property Profile

**Property Name:** PARK EAST HOUSE  
**Scattered Site?** No **Multiple Site?** No  
**Address Line 1:** 3333 GARFIELD ST  
**Address Line 2:**  
**City:** DENVER **State:** CO  
**ZIP:** 80205 **Extension:** 4300  
**Phone:** (303) 504-6724 **Extension:**  
**Fax:** (303) 333-4603 **Email:** darla.goddard@mhcd.org

Type	Building			Units		
	Expected	Actual	Sampled	Expected	Actual	Sampled
Residential	1	1	1	20	20	12
Common	0			-	-	-
Total	1	1	1	20	20	12

### Occupancy Information

No. of Occupied Units	Occupancy Rate	Inspect Vacant Units
18	90%	No

**Comments** ∩Roof access-the roof is pitched does not require access∩ No bed bugs reported by management COXP M=12 W=0 NW=0;

## Inspection Summary Report (POA) for Inspection #644849

### Participant Profile

#### Owner [Primary Contact / Present During Inspection]

**Name (F, MI, L):** Darla Goddard  
**Organization:** Mental Health Center of Denver  
**Address Line 1:** 4141 E. Dickenson Place  
**Address Line 2:**  
**City:** Denver **State:** CO  
**ZIP:** 80222 **Extension:**  
**Phone:** (303) 504-6724 **Extension:**  
**Fax:** (303) 504-6567 **Email:** darla.goddard@mhcd.org

#### Management Agent [Present During Inspection]

**Name (F, MI, L):** Bianca Lopez  
**Organization:** Mental Health Center of Denver  
**Address Line 1:** 4455 E 12th Ave  
**Address Line 2:**  
**City:** Denver **State:** CO  
**ZIP:** 80220 **Extension:**  
**Phone:** (b) (6) **Extension:**  
**Fax:** (303) 333-4603 **Email:** bianca.lopez@mhcd.org

#### Site Manager [Not Present During Inspection]

**Name (F, MI, L):** Amanda Gauna  
**Organization:** Mental Health Center of Denver  
**Address Line 1:** 4455 E 12th Ave  
**Address Line 2:**  
**City:** Denver **State:** CO  
**ZIP:** 80220 **Extension:**  
**Phone:** (303) 512-8849 **Extension:**  
**Fax:** (303) 333-4603 **Email:** leasing@mhcd.org

## Inspection Summary Report (POA) for Inspection #644849

### Score Summary

Area	Possible Points	Deductions(Excluding H&S)	Pre H&S Points	H&S Deductions	Final Points
Site	14.00	2.28	11.72	0.00	11.72
Building Exterior	16.19	1.36	14.83	0.00	14.83
Building Systems	20.50	0.00	20.50	10.00	10.50
Common Area	14.57	1.92	12.64	0.00	12.64
Unit	34.75	1.31	33.44	1.42	32.02
Total	100.00	6.86	93.14	11.42	81.72

Score Version: 1

Score Date: 04/05/2019

Final Score: 82c

## Inspection Summary Report (POA) for Inspection #644849

### Health & Safety Summary

	Site	Buildings	Units	Total	
<b>Non-Life Threatening (NLT)</b>					<b>Health and Safety Narrative</b> 1 site, 1 buildings and 12 units were inspected.  5 health and safety deficiencies(HSD) were observed.  <b>Percentage Inspected:</b> Site (PIS): 100% Building (PIB): 100% Unit (PIU): 60%  <b>Projected HSD:</b> Site = (Actual HSDS) / PIS Building = (Actual HSDB) / PIB Unit = (Actual HSDU) / PIU  If all buildings and units were inspected, it is projected that a total of 6 health and safety deficiencies would apply to the property.
Actual	0	0	2	2	
Projected	0	0	3	3	
<b>Life Threatening (LT)</b>					
Actual	0	3	0	3	
Projected	0	3	0	3	
<b>Smoke Detectors (SD)</b>					
Actual	0	0	0	0	
Projected	0	0	0	0	
<b>Overall</b>					
Actual	0	3	2	5	
Projected	0	3	3	6	

## Inspection Summary Report (POA) for Inspection #644849

### Systemic Deficiencies

Type	Area	Item	Deficiency	B/U with defects	Total B/U	%
Ordinary	Site	Grounds	Site - Overgrown/Penetrating Vegetation (Grounds)	1	1	100
Ordinary	BE	Walls	BE- Stained/Peeling/Needs Paint (Walls)	1	1	100
Ordinary	BS	Fire Protection	BS- Missing/Damaged/Expired Extinguishers (Fire Protection)	1	1	100
Ordinary	CA	Doors	CA - Damaged Surface (Holes/Paint/Rust/Glass) (Doors)	1	1	100
Ordinary	CA	Ceiling	CA - Peeling/Needs Paint (Ceiling)	1	1	100

Note:

B/U - Indicates Buildings or Units

BE - Indicates Building Exterior

BS - Indicates Building Systems

CA - Indicates Common Areas

Capital items are repairs that generally require large cash outlays. (Items such as new roofs and new appliances)

Ordinary items are repairs that require smaller cash outlays. (Items such as light fixtures, fire extinguishers and smoke detectors)



# Inspection Summary Report (POA) for Inspection #644849

## Building/Unit Summary

Entity	Expected	Actual	# Inspected	# Reported Uninspectable
Building	1	1	1	0
Unit	20	20	12	2

### Building 1 - Park East House [ Sample , Inspected ]

Address Line 1: 3333 Garfield Street  
 Address Line 2:  
 City: Denver State: CO  
 Zip: 80205 Extension: \_\_\_\_\_

Type	Constructed In	Floors	Expected Unit Count	Actual Unit Count
Walkup/Multifamily Apts	1985	3	20	20

**Comments:**

Unit #	# Bedrooms	Occupied?	Uninspected Reason?
(b) (6)	0 Bedroom	Yes	
(b) (6)	0 Bedroom	Yes	
(b) (6)	0 Bedroom	Yes	
(b) (6)	0 Bedroom	Yes	
(b) (6)	0 Bedroom	No	Vacant
(b) (6)	0 Bedroom	Yes	
(b) (6)	0 Bedroom	Yes	
(b) (6)	0 Bedroom	No	Vacant
(b) (6)	0 Bedroom	Yes	
(b) (6)	0 Bedroom	Yes	
(b) (6)	1 Bedroom	Yes	
(b) (6)	0 Bedroom	Yes	
(b) (6)	0 Bedroom	Yes	
(b) (6)	0 Bedroom	Yes	

## Inspection Summary Report (POA) for Inspection #644849

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### Certificates

Certificate Item	Certificate State
Boilers	No - This certificate cannot be provided or is expired
Elevators	NA - This certificate is not applicable for this property
Fire Alarms	NA - This certificate is not applicable for this property
Lead-Based Paint Disclosure Forms	NA - This certificate is not applicable for this property
Lead-Based Paint Inspection Reports	NA - This certificate is not applicable for this property
Sprinkler Systems	NA - This certificate is not applicable for this property

## Inspection Summary Report (POA) for Inspection #644849

### Score Details

**Note:** The inspection software allows for the recording of the same deficiency as many times as it occurs. However, it is only scored once. The number within the parenthesis after the Deficiency indicates the number of observations for this inspectable area. For example; "**Site - Spalling (Walkway / Steps) (4)**" indicates the deficiency was observed and recorded 4 times under Site. Each individual observation can be found in the [Deficiency Details](#) section of this report.

Item	Deficiency	Severity	Points Deducted	Points Received
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### Site - PARK EAST HOUSE - Site(0) [Possible Points : 14.00]

#### Non-Health And Safety Deficiencies

Item	Deficiency	Severity	Points Deducted	Points Received
Grounds	Site - Overgrown/Penetrating Vegetation (Grounds)	Level 2	2.28	
			<b>2.28</b>	<b>11.72</b>

### Building 1 - Park East House - Building Exterior [Possible Points : 16.19]

#### Non-Health And Safety Deficiencies

Item	Deficiency	Severity	Points Deducted	Points Received
Walls	BE- Stained/Peeling/Needs Paint (Walls)	Level 1	1.36	
			<b>1.36</b>	<b>14.83</b>

### Building 1 - Park East House - Building Systems [Possible Points : 20.50]

#### Health And Safety Deficiencies

Item	Deficiency	Severity	Points Deducted	Points Received
Fire Protection	BS- Missing/Damaged/Expired Extinguishers (Fire Protection) (3) (LT )	Level 3	10.00	
			<b>10.00</b>	<b>10.50</b>

### Building 1 - Park East House - Common Areas [Possible Points : 14.57]

#### Non-Health And Safety Deficiencies

Item	Deficiency	Severity	Points Deducted	Points Received
Ceiling	CA - Peeling/Needs Paint (Ceiling)	Level 1	0.10	
Doors	CA - Damaged Surface (Holes/Paint/Rust/Glass) (Doors)	Level 3	1.82	
			<b>1.92</b>	<b>12.64</b>

### Building 1 - Park East House - Unit <sup>(b) (6)</sup> [Possible Points : 2.90]

#### Health And Safety Deficiencies

Item	Deficiency	Severity	Points Deducted	Points Received
Electrical System	Unit - Blocked Access to Electrical Panel (Electrical System) (NLT )	Level 3	0.71	
			<b>0.71</b>	<b>2.19</b>

### Building 1 - Park East House - Unit <sup>(b) (6)</sup> [Possible Points : 2.90]

## Inspection Summary Report (POA) for Inspection #644849

Item	Deficiency	Severity	Points Deducted	Points Received
<b>Non-Health And Safety Deficiencies</b>				
Doors	Unit - Missing Door (Doors)	Level 1	0.18	
			<b>0.18</b>	<b>2.72</b>

<b>Building 1 - Park East House - Unit <sup>(b) (6)</sup> [Possible Points : 2.90]</b>				
<b>Non-Health And Safety Deficiencies</b>				
Doors	Unit - Damaged Hardware/Locks (Doors)	Level 3	0.32	
Doors	Unit - Missing Door (Doors)	Level 1	0.18	
<b>Health And Safety Deficiencies</b>				
Electrical System	Unit - Blocked Access to Electrical Panel (Electrical System) (NLT )	Level 3	0.71	
			<b>1.20</b>	<b>1.69</b>

<b>Building 1 - Park East House - Unit <sup>(b) (6)</sup> [Possible Points : 2.90]</b>				
<b>Non-Health And Safety Deficiencies</b>				
Doors	Unit - Damaged Hardware/Locks (Doors)	Level 3	0.32	
			<b>0.32</b>	<b>2.58</b>

<b>Building 1 - Park East House - Unit <sup>(b) (6)</sup> [Possible Points : 2.90]</b>				
<b>Non-Health And Safety Deficiencies</b>				
Doors	Unit - Damaged Surface (Holes/Paint/Rust/Glass) (Doors)	Level 3	0.32	
			<b>0.32</b>	<b>2.58</b>

## Inspection Summary Report (POA) for Inspection #644849

Deficiency Details			
Item	Location/Comments	Deficiency/Severity	Decisions
<b>Site - PARK EAST HOUSE - Site(0)</b>			
<b>Non-Health And Safety Deficiencies</b>			
Grounds	Park East House Tree growing down into front walkway.	Site - Overgrown/ Penetrating Vegetation (Grounds) - L2	<ul style="list-style-type: none"> <li>- Overgrown vegetation</li> <li>- Vegetation is extensive and dense (it is difficult to see broken glass, holes and other hazards) or obstructs intended path of walkways or roads</li> <li>- The areas ARE still usable/passable.</li> </ul>
Parking Lots/Driveways/Roads	Park East House	Site - Cracks/Settlement/ Heaving/Loose Materials/ Potholes (Parking Lots/ Driveways/Roads) - L2	<ul style="list-style-type: none"> <li>- Damaged paving</li> <li>- Loose materials due to potholes or missing sections of pavement</li> <li>- This condition DOES NOT RESULT in a Health and Safety concern.</li> </ul>
<b>Building 1 - Park East House[Sample,Inspected] - Building Exterior</b>			
<b>Non-Health And Safety Deficiencies</b>			
Walls	North wall section of building.	BE- Stained/Peeling/Needs Paint (Walls) - L1	<ul style="list-style-type: none"> <li>- Stains or Peeling Paint or Needs Paint</li> <li>- Less than 50% of a single wall is affected</li> </ul>
<b>Building 1 - Park East House[Sample,Inspected] - Building Systems</b>			
<b>Non-Health And Safety Deficiencies</b>			
<b>Health And Safety Deficiencies</b>			
Fire Protection	Floor 1 Failed inspection 03/15/19 by (b) (6)	BS- Missing/Damaged/ Expired Extinguishers (Fire Protection) (LT) - L3	<ul style="list-style-type: none"> <li>- Fire extinguishers or fire hoses are missing, damaged, or expired</li> <li>- More than 10% are missing, damaged, expired or there is not an operable/non-expired extinguisher on each floor (only if there is evidence that there used to</li> </ul>

## Inspection Summary Report (POA) for Inspection #644849

Item	Location/Comments	Deficiency/Severity	Decisions
			be one)
Fire Protection	Floor 2 Failed inspection 03/15/19 by (b) (6)	BS- Missing/Damaged/Expired Extinguishers (Fire Protection) (LT) - L3	<ul style="list-style-type: none"> <li>- Fire extinguishers or fire hoses are missing, damaged, or expired</li> <li>- More than 10% are missing, damaged, expired or there is not an operable/non-expired extinguisher on each floor (only if there is evidence that there used to be one)</li> </ul>
Fire Protection	Floor 2 Failed inspection 03/15/19 in 2nd floor boiler room.	BS- Missing/Damaged/Expired Extinguishers (Fire Protection) (LT) - L3	<ul style="list-style-type: none"> <li>- Fire extinguishers or fire hoses are missing, damaged, or expired</li> <li>- More than 10% are missing, damaged, expired or there is not an operable/non-expired extinguisher on each floor (only if there is evidence that there used to be one)</li> </ul>

### Building 1 - Park East House[Sample,Inspected] - Common Areas

#### Non-Health And Safety Deficiencies

Closet/Utility/ Mechanical	Floor 1 1St floor janitor closet by (b) (6)	CA - Peeling/Needs Paint (Ceiling) - L1	<ul style="list-style-type: none"> <li>- Peeling Paint or Needs Paint</li> <li>- Peeling paint on 1 to 4 ceilings in common areas</li> </ul>
Office	Floor 1 2 office doors both unfinished.	CA - Damaged Surface (Holes/Paint/Rust/Glass) (Doors) - L3	<ul style="list-style-type: none"> <li>- All Other Doors (includes closet or other interior doors)</li> <li>- Surface is damaged</li> <li>- Door has significant peeling, cracked, or no paint.</li> <li>- This condition DOES NOT RESULT in a Health and Safety concern.</li> </ul>

### Building 1 - Park East House[Sample,Inspected] - Unit (b) (6)

#### Non-Health And Safety Deficiencies

#### Health And Safety Deficiencies

## Inspection Summary Report (POA) for Inspection #644849

Item	Location/Comments	Deficiency/Severity	Decisions
Electrical System	Bedroom blocked by furniture breaker box	Unit - Blocked Access to Electrical Panel (Electrical System) (NLT) - L3	- Blocked access to electrical panel - The item blocking access CANNOT be removed easily in an emergency.

### Building 1 - Park East House[Sample,Inspected] - Unit <sup>(b) (6)</sup>

#### Non-Health And Safety Deficiencies

Doors	Kitchen	Unit - Missing Door (Doors) - L1	- All Other Doors (includes closet or other interior doors) - Door is missing - One door is missing
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### Building 1 - Park East House[Sample,Inspected] - Unit <sup>(b) (6)</sup>

#### Non-Health And Safety Deficiencies

Doors	Living Area Door does not close and latch automatically as designed. Front door	Unit - Damaged Hardware/ Locks (Doors) - L3	- Entry Door to Unit - Hardware is damaged or missing - Door does not function as it should (it does not properly latch).
Doors	Bedroom	Unit - Missing Door (Doors) - L1	- All Other Doors (includes closet or other interior doors) - Door is missing - One door is missing

#### Health And Safety Deficiencies

Electrical System	Bedroom blocked by furniture breaker box	Unit - Blocked Access to Electrical Panel (Electrical System) (NLT) - L3	- Blocked access to electrical panel - The item blocking access CANNOT be removed easily in an emergency.
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### Building 1 - Park East House[Sample,Inspected] - Unit <sup>(b) (6)</sup>

None

### Building 1 - Park East House[Sample,Inspected] - Unit <sup>(b) (6)</sup>

None

## Inspection Summary Report (POA) for Inspection #644849

Item	Location/Comments	Deficiency/Severity	Decisions
<b>Building 1 - Park East House[Sample,Inspected] - Unit (b) (6)</b>			
None			
<b>Building 1 - Park East House[Sample,Inspected] - Unit (b) (6)</b>			
None			
<b>Building 1 - Park East House[Sample,Inspected] - Unit (b) (6)</b>			
<b>Non-Health And Safety Deficiencies</b>			
Doors	Living Area Door does not close and latch automatically as designed	Unit - Damaged Hardware/ Locks (Doors) - L3	- Entry Door to Unit - Hardware is damaged or missing - Door does not function as it should (it does not properly latch).
<b>Building 1 - Park East House[Sample,Inspected] - Unit (b) (6)</b>			
None			
<b>Building 1 - Park East House[Sample,Inspected] - Unit (b) (6)</b>			
None			
<b>Building 1 - Park East House[Sample,Inspected] - Unit (b) (6)</b>			
None			
<b>Building 1 - Park East House[Sample,Inspected] - Unit (b) (6)</b>			
<b>Non-Health And Safety Deficiencies</b>			
Doors	Living Area NIS screw in delaminating door.	Unit - Damaged Surface (Holes/Paint/Rust/Glass) (Doors) - L3	- Entry Door to Unit - Surface is damaged - Door has significant peeling, cracked, or no paint.



## **Notice: Modifications to the Inspection Summary Report**

With the rollout of the new Uniform Physical Condition Standards (UPCS) inspection software (version 4.0), PIH-REAC now has the capability to collect more detailed information about observations made during the inspection of properties. Therefore, the report has been modified to provide this detailed information, and also to make the results of the inspection more clear. The following explains the major changes to the report.

**Changes to Score Summary** - The section of the report, which summarizes the score, has been modified to better explain how the final score was derived for the property, and the source of lost points. Additionally, score information from the two most recent inspections of the property is provided to allow comparison to this inspection's score.

**Addition of scored and non-scored deficiency reports** - The section of the report that displays observed deficiencies has been divided into two sections: the Score Report and the Deficiency Report. Non-scored deficiencies refer to multiple deficiencies of the same type observed with the same sub-area, they are reported for informational purposes only and are not scored. Only one deficiency of the same type for the same sub-area is counted for scoring purposes.

**Score Report** - a detailed account of only the scored deficiencies by sub-area.

**Deficiency Report** - A detailed account of all deficiencies, both scored and non-scored, by sub-area. In addition, standardized locations and more descriptive information for each deficiency are provided.

To read more about the above, and for additional assistance in understanding the report, you may access the Inspection Summary Report Guide (version 4.0) at <http://www.hud.gov/offices/reac/products/pass/inspectionrpt40.cfm>

## PHYSICAL INSPECTION SUMMARY REPORT

The Inspection Summary Report is designed to achieve two objectives:

1. Provide the Public Housing Agency or owner and/or owner agent (POA) with the background information, *i.e. addresses, phone numbers, building names, etc.*, collected during the property inspection.
2. Provide the POA the results of the REAC physical inspection of a specific property.

The items below describe the information provided in the Inspection Summary Report.

Inspection Number : The inspection number is unique for each property inspection conducted by REAC. Each time a property is inspected by REAC, a new inspection number is used. These unique numbers may be used to communicate with REAC on any matter concerning a particular inspection.

Property Information : Information related to a property is provided:

- Property identification number (in parentheses) - a unique number in HUD databases
- Property name
- Status as scattered site (Yes/No)
- Relevant addresses, phone numbers, fax numbers, and e-mail addresses for the property

Each of these should be checked carefully for accuracy. *All discrepancies should be reported to the REAC Physical Inspection Operations Center at 1-877-406-9220.*

Building Unit Count : The total number of buildings and units on the property are given, along with the number of buildings and units actually inspected by REAC

Scores : An overall numerical score is given as a value from zero to 100. Separate numerical scores are also given for each of five areas:

- site
- building exterior
- building systems
- common areas
- units

The five area scores range from zero to the maximum number of points possible for each area. The possible points for a given area are determined for a specific property based on the inspectable items actually present in each area. The sum of the area points identifies what the overall score would be if there were no health & safety (H&S) deficiencies. The overall numerical score is then calculated by subtracting the sum of deductions for H&S deficiencies from the sum of the individual "area points".

Examples of overall scores are: 95c; 67b\*; 84a\*; 100b; 78a; and 43c\*. The asterisk(\*) indicates that H&S deficiencies were found with respect to smoke detectors. The lower-case letter indicates whether or not other kinds of H&S deficiencies were observed, as follows:

- The letter "a" is given if no health and safety deficiencies were observed other than for smoke detectors.
- The lower-case letter "b" is given if one or more non-life threatening H&S deficiencies, but no exigent/fire safety

H&S deficiencies were observed other than for smoke detectors.

- The lower-case letter "c" is given if one or more exigent/ fire safety (calling for immediate attention or remedy) H&S deficiencies were observed.

Although all H&S deficiencies, except for smoke detector problems and "other" hazards, affect the scores with appropriate deductions, the letter grades are added to highlight the serious nature of H&S deficiencies, all of which need to be addressed by the POA.

Health and Safety Counts: In addition to the counts of actual H&S deficiencies observed in the inspected buildings and units, the *estimated* number of H&S deficiencies that would have been found had all buildings and units been inspected is also given. This projected count gives a sense of the total H&S problem for the inspected property. The projection is calculated by dividing the counts actually observed in buildings or units by the proportion of buildings or units inspected. The percent of buildings and units inspected is additionally given to show the basis for the calculations.

Systemic Deficiencies: Defects observed in at least one third ( $1/3^{\text{rd}}$ ) of the inspected units or buildings are listed by whether or not they are repairs generally requiring large cash outlays ("Capital" items) or generally requiring smaller cash outlays ("Ordinary" items).

Participants & Buildings/Units: Information provided includes:

- relevant addresses, phone numbers, fax numbers, and e-mail addresses for participants

- name, year built, number of units and address for each building on the property. Note: All buildings on the property should be listed.

*As before, each of these should be checked carefully for accuracy and any discrepancies should be reported to the REAC Technical Assistance Center (TAC) at 1-888-245-4860.*

Inspectable Items: This portion of the report details all deficiencies found in the inspection. The main headings in the first column refer to the inspectable area -- site, building exterior, building systems, common area, unit or health & safety where the deficiency was observed. The entries are "inspectable items" within which the deficiencies were found. Some items may not be present for a given property. In such cases, appropriate adjustments are made in the points of each area. Items present, but with no deficiencies found, are not listed. Inspectable items are:

Site: fencing & gates, grounds, mail boxes/project signs market appeal, parking lots/driveways/roads, play areas and equipment, refuse disposal, retaining walls, storm drainage and walkways/stairs.

Building Exterior: doors, fire escapes, foundations, lighting, roofs, walls and windows.

Building Systems: domestic water, electrical system, elevators, emergency power, exhaust system, fire protection, heating/ ventilation/ air-conditioning and sanitary system.

Common Areas: basement/garage/carport, closet/utility/mechanical, community room, day care, halls/corridors/stairs, kitchen, laundry room, lobby, office, other community spaces, patio/porch/balcony, pools

and related structures, rest rooms/pool structures, storage and trash collection areas.

Unit: bathroom, call-for-aid, ceiling, doors, electrical system, floors, heating/ventilation/air-conditioning, hot water heater, kitchen, laundry area (room), lighting, outlets/switches, patio/porch/balcony, smoke detectors, stairs, walls and windows.

Health & Safety: air quality, electrical hazards, elevator, emergency/ fire exits, flammable materials, garbage and debris, hazards, infestation.

Column labeled NO/OD:

NO: The inspection protocol requires the inspector to check for the existence of certificates for certain items such as lead-based paint, elevators, etc. If the inspector verifies all the required certificates, the report will not include any certificate information. If a certificate is not present, the first inspectable item listed will be "certificates" and the designation "NO" will be listed for each unavailable certificate.

OD: If the inspector records a deficiency, then an OD in this column refers to the "observed deficiency" for the given item.

Column labeled Observation: The column lists each specific deficiency observed within a given inspectable item. Each deficiency has a definition, which specifies what must be observed for that deficiency to be recorded. Also noted in this column are observations about Health & Safety items. These are:

- (LT) - Exigent/Fire Safety (calling for immediate attention or remedy)
- (NLT) - Non-Life Threatening
- (SD) - Smoke Detector

Definitions for all deficiencies are given in the physical inspection section at REAC's web site on the Internet ([www.hud.gov/react/](http://www.hud.gov/react/)). Click on "Products" then "Physical Inspection" and then "Physical Inspection Definitions"

Column labeled Severity: Deficiencies differ by "severity". The definitions specify what must be recorded for a given deficiency under one of three possible severity levels - level 1, level 2 and level 3. The severity level is given on the report to indicate which part of the definition actually applies for the specific deficiency observed. Severity levels are defined within a given deficiency and do not necessarily indicate which deficiencies are the worst. For more serious deficiencies, a level 2 severity may be more of a problem and may reduce the overall score more than less serious deficiencies with a severity of level 3.

Location/Comments: Comments are required for all severity level 3 deficiencies.

Column labeled Ded.: This column gives the points deducted from the overall property score for the observed deficiencies. In the shaded heading the possible points are given for that area and building or unit. Although the listed points deducted may sum to more than the possible points, the total deducted from the overall property score for that area and building or unit does not exceed its possible points. The listing of points deducted is rounded to the nearest tenth of a point, so "<0.05" is listed when the points deducted is a very small fraction, but greater than zero. Where there is a blank or zero, such as for lack of a certificate or observed smoke detector problems, it means no points are deducted from the property score.

**PROJECT OWNER'S CERTIFICATION THAT ALL EXIGENT  
HEALTH AND SAFETY ITEMS HAVE BEEN CORRECTED**  
SEND OR FAX SIGNED COPY TO LOCAL MF OFFICE

[Name of Project Owner:] \_\_\_\_\_ (the "Project Owner"), the owner of [Project Name:] \_\_\_\_\_, [City:] \_\_\_\_\_, [State:] \_\_\_\_\_ [Project Number:] \_\_\_\_\_ (the "Project") by and through its duly authorized representative identified below, hereby certifies that:

1. All Exigent Health and Safety ("EH&S") items at the Project have been corrected. Such EH&S items include those identified in the Notification of Exigent and Fire Safety Hazards Observed, dated \_\_\_\_\_.
  
2. The attached Report accurately identifies the repairs that have been made to correct the EH&S items, the location of those repairs, and the date or dates the repairs were made. If repairs were not made, the dangerous condition was eliminated.

This certification is made by the Project Owner and is signed by a duly authorized representative of the Project Owner, who is so authorized by reason of his/her position as the [State Fully Relationship Between Signer of Certification and Project Owner:] \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

All of the foregoing statements, as well as the date, signature and identifying information of the signer and the Project Owner that follows, are HEREBY CERTIFIED as true and accurate this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Project Owner: \_\_\_\_\_

By: Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_