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Site Background

ABC Towers, located at 112 Main Street, Rowayton, CT is a multi-use building, offering retail space on the 1st floor, while collar office space and residential apartments on the above ground floors. The building is 8 stories, with 139,500 square feet of total floor space.

Several complaints have been received by occupants on the 2nd floor

Site notes collected in situ:

ABC Towers appears, upon initial impression, to be a well-maintained facility. Our plan is to take snapshot samples from one or two representative areas on those floors other than the 2nd floor from where complaints have emanated. We'll then take snapshot readings from numerous locations on the 2nd floor, and trend log, for the course of a work day, the 2 locations where the complaints have arisen.

Survey Strategy

A walk-through site inspection of several occupied spaces on the 2nd floor, plus a few representative spaces on other floors has been initiated. In-situ spot testing has been logged at each of these spaces utilizing the equipment detailed at the end of this report. Datalog trending was initiated at the 2 locations that have been the main source areas for complaints. In addition, air samples were collected at the locations indicated in this report. These samples were sent to XYZ Laboratories for laboratory analysis. The results of these laboratory tests, including details of the equipment and methodology employed, are attached at the end of this report.

A "primary" site/location may be selected for each specific report. This site will be first up in the report. It's the location that general notes (text, drawing, photo, custom, event or Word template) related to the over-all site, collected in the field, will have been attached to.

Sitemate logo and metadata including Organization: Template Library, Project: Example Project, Team: Example Team, Template ID: 101-000000, Template Version: 2, Form Version: 7, Form created: Wednesday, 11 July 2016, 9:30 AM.

Question 1: Does the asset contain any pre-existing defects? No. Signature of Engineer completing survey: Dave Hodgson, Wednesday, 11 July 2016, 11:45:23 AM.

Stage two inspection and documentation after construction works have been completed is not included. We can provide this stage under a separate brief when requested.

This inspection is a visual inspection only of structural elements where they are not obscured by vegetation, building finishes, fixtures, furnishings and the like. It is not a structural report, however it does include a photographic record of the main structural defects visible at the time of the inspection. We have not moved objects that could be covering defects in the structure. No testing, structural sampling, core drilling etc., has been carried out. PE lids have not been fitted to inspect pit intensions. The building at the time of the inspection was fully furnished. There were wall and floor areas which were concealed by the furnishings, stored goods etcetera. Vegetation concealed some part of the property. A further inspection of these areas after the furniture, goods or vegetation have been removed is recommended. The existence of asbestos products, lead, mould or other hazardous material or pest infestation has not been reported on.

Some photographs provided in this report are of general areas that may be affected by the proposed construction works and do not necessarily show defects.

Where we refer to the right side or left side it is as viewed looking at the property from the street or the observer is facing the element being described. All areas inspected are as viewed from ground level only.

This report records significant structural defects within the areas shown later in this report. Other less important defects or faults may exist. Unless detailed later in this report, all cracking is considered hair-line (up to 1mm in width) or not of a significant nature.

This report shall not be construed as a certificate of warranty of the building. The report does not cover issues such as building services, hazardous materials, fire safety, drainage, plant, machinery, durability of finishes, illegal building works, nor does it consider requirements of the Building Code of Australia. Certification of any building or road works is excluded from this report.

Should the owner of the property surveyed, or contractor consider that there has been a structural change in the condition of the property due to the development works, then Building Disputations International, as independent consultants are to determine the extent of any change. Our fees for this determination are available on request.

- Definitions
The following definitions and their descriptions are as follows:
• GOOD - No signs of major wear or tear and able to perform the function for which it was constructed.
• FAIR - Showing signs of wear and tear or soiling, but still serviceable and functioning adequately, minor damage or deterioration and some cosmetic repairs may be necessary.
• ACCEPTABLE - Generally in sound condition without any significant visible major defects, taking into account the age of the structure. Some minor repair works may be necessary.
• AVERAGE - To a reasonable condition for its age, below top condition, and there may be components requiring repair or maintenance consistent with buildings of similar age or construction.
• BELOW AVERAGE - The structure has been poorly maintained or has some poor workmanship when compared to similar buildings of about the same age. There may be substantial repair or remedial work required.
• POOR - Subject to hard long term wear and deterioration with repair and renovation generally necessary.

## Residential Dilapidation Reports

Are you considering having any type of construction work done on your residential property? Land and housing are among the most stable and lucrative assets. You do not want to be cutting any corners when it comes to having the site correctly evaluated for dilapidation prior to any further construction. Councils now require a dilapidation report to be conducted prior to all construction on a residential site and in order to make certain that you cover all bases, it is also recommended that an inspection is carried out post construction. Mitigate any risk of claims from Council or your neighbors by employing the skills and experience of a reputable company specialising in residential dilapidations.



**Sitemate** Organization: Example Corp  
Project: Council Project  
Team: Example Team  
Template ID: 12345678  
Template Name: 1 Form Version 1  
Downloaded Version: 12345678

### Dilapidation Report

Automated Form Number: Template Library Example Project Team 01-C000000 - 1

Date of Dilapidation Inspection: Start: Sunday, 12 Jun 2016, 12:00:00 am End: Tuesday, 12 Jun 2016, 6:00:00 am

Description of site: A part of Zone 1 with a visible crack across the formed concrete kerb positioned along the northern side of the main driveway.  
The cracking is adjacent to the end of the boundary line drain.

Select Survey Location: Zone 1

Key Inspection Items: Existing kerb & gutter

Location Plan View:

Photos of Inspection:

Crack Mapping:

Printed on: 12/06/2016 12:00:00 am Page 1 of 1

Because construction and site works require a lot of heavy machinery, equipment, workers and moving pieces, there is often damage inflicted to the surrounding property or properties. Some of this damage is temporary in nature, while some of it is inevitable wear and tear. But it's incredibly important for all parties - prior and during construction - to understand, document and agree upon the current state of buildings, surrounding infrastructure and other assets which might be affected during construction works. A dilapidation report is a report which highlights the existing condition of a property at a given point of time. It documents the existing damage of that property or infrastructure, and the state of any aspects of that property which might be affected by the construction work, excavation or demolition which is set to take place. Dilapidation reports are typically documented prior to construction commencing in order to get a pre-work snapshot, as well as after the project, to summarise the post-construction condition of the asset, even if there were no complaints or obvious damages caused during the construction phase. This helps to create a full and provable record of the unforeseen or unintentional impact that works had on surrounding buildings and infrastructure. Dilapidation reports are incredibly important for construction projects, construction companies and other stakeholders involved in construction works because they serve as the single source of proof for the peripheral damage (or lack thereof) occurring as a result of construction works. Construction sites are often big areas, and they are often in heavily built-up areas or areas where a number of people travel, move and live. In the chaos of a construction site, it's easy for a truck to reverse into a building or for a pack of bricks to chip the next door neighbour's letter box. It's also easy for a local resident to claim that his letterbox 'wasn't chipped like this' a few weeks after construction has begun - even if it was. Dilapidation reports serve as the proof - accompanied by photos, videos and signatures - of the pre-construction and post-construction condition of an asset. This way, all parties can reference the pre-construction state and say with relative certainty whether the damage or defects of an asset were caused by the construction works. The dilapidation report sample below is a report which highlights the existing damage of some residential kerbing. As has been illustrated in the sketch and attached photo, the kerb was already cracked prior to work beginning. This dilapidation report would guarantee that that specific crack wouldn't be claimed or complained about during or after the project. The kerb was in that condition prior to works commencing, so the construction project and site should not be held responsible for the rectification of the kerb. Preview the full dilapidation report example Keeping your dilapidation reports as standardised and systematic as possible enables to keep more consistent records across your projects and helps ensure that you can always support your claims. Your dilapidation report template should remain largely the same, and how you fill that template in may change slightly from project to project or asset to asset. The consistent and necessary form fields on any dilapidation report include: The date of dilapidation inspection - critical to providing proof as to the condition of the property on that exact date, which can be reference against the start date of the project or specific deliveries in that area etc. Description of area - A more detailed description of the area where the dilapidation was recorded for context, and for a better understanding of what else might have impacted the condition of the documented asset Key Inspection Items - What were the actual items which were being inspected? Was it a kerb or a wall? Location plan view - For some dilapidation inspections, it's helpful to draw a sketch of the area of item being inspected. This can help with understanding where the dilapidated fits into the overall site or property landscape Photos of inspection - Photos tell more than 1,000 words when it comes to defects and dilapidation reports. Adding a supporting photo or video is critical to proving the exact state of an asset Does the asset contain any pre-existing defects? This question will serve as a point of reference in the case of a claim or dispute later on. An engineer or inspector can easily point to this checkbox question and show evidence of the pre-existing damage. Signature of engineer completing survey - A dilapidation report showcasing prior damage must be signed in order to carry any weight. Always sign off on dilapidation reports to prove the record is legitimate and can be substantiated. You may want to add a few additional question or details to your dilapidation reports, but if you document all of these things with consistency and accuracy, you will be in great shape with your dilapidation record keeping. Dilapidation reporting is just one component of your commercial effort. Other commercial jobs require an equal or greater amount of effort to document, organise and analyse. If you are looking for a way to streamline your commercial tasks and decrease company risk and unnecessary revenue loss, take a look at Dashpivot's commercial management software or dedicated dilapidation report software. The software can take care of all of your site information record capture, automate frustrating admin and time-consuming workflows, and bring complete transparency to daily progress, change events and other critical commercial information. Or if you just want to solve your dilapidation reporting problem for now, then get started with the dilapidation report template below now. Better record and track daily progress to avoid end of project blowouts and headaches. See the template - Aerial Drone Council Asset Survey

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