

Exhibit A:
RIHousing HTF Rehab Standards
Property Maintenance Code Inspection Form

Notes to HTF Recipients on the Requirements/Directions in Using this Form:

1. Inspections using this form are required to be conducted on 10% of units (if development is in one building) or in at least 1-unit per building (if development includes multiple buildings).
2. HTF recipients are required to address Level 1, Level 2, or Level 3 Non Life Threatening deficiencies in the scope of work approved by RIHousing staff between preliminary award and commitment of funds (See Section V. Scope of Work Determination in HTF Rehab Standards document).
3. "NOD" means No Observed Deficiency and "NA" means that the inspectable item is not present in that unit/building. If there is no observed deficiency for that item, check mark the "NOD" box; if the inspectable item listed is not present at that site then check-mark "NA".
4. One box must be checked for each observable deficiency row in this Form.
5. If there is a deficiency found at any level and the H&S (Health and Safety) column is grayed-out, then the deficiency is not considered a health and safety hazard. If the H&S column contains an "NLT", then a marked deficiency is non-life threatening and correction of that deficiency can be included in the scope of work.
6. **Level 3 Deficiencies noted as Life Threatening (LT) Hazards in the H&S column of this report must be corrected immediately within 12 hours, if the housing is occupied. RIH requires a written response and completed work orders within 24 hours of repairs.**
7. In instances in which the Level 1, 2 or 3 deficiency is grayed-out, then this level of deficiency is not applicable for that inspectable item for the Final Dictionary of Deficiency Definitions (link in footer, below table).
8. In order to accurately categorize a deficiency as a "Level 1", "Level 2" or "Level 3" (including independent Health & Safety items), you must refer to the Final Dictionary of Deficiency Definitions (PASS) Version 2.3, dated 03/08/2000. This document can be found at http://www.hud.gov/offices/reac/pdf/pass_dict2.3.pdf (325 Pages, 343 KB)
9. Additional clarification to these definitions is contained in the REAC PASS Compilation Bulletin which can be found at https://portal.hud.gov/hudportal/documents/huddoc?id=CompBullet4Ver2_31515.pdf (40 Pages, 459 KB)

PLEASE NOTE: RIHousing will conduct an initial inspection to confirm the deficiencies that must be addressed, and will conduct progress and final inspections to determine that work was done in accordance with work write-ups.

Uniform Physical Condition Standards – Comprehensive Listing

Inspectable Area: Site

Page: of

Property ID/Name: _____

Building Number: _____ Inspection Date: _____

| Inspectable Item | Observable Deficiency | NOD | Level | | | | H&S |
|------------------------------|--|-----|-------|---|---|----|-----|
| | | | 1 | 2 | 3 | NA | |
| Fencing and Gates | Damaged/Falling/Leaning | | | | | | NLT |
| | Holes | | | | | | NLT |
| | Missing Sections | | | | | | NLT |
| Grounds | Erosion/Rutting Areas | | | | | | NLT |
| | Overgrown/Penetrating Vegetation | | | | | | |
| | Ponding/Site Drainage | | | | | | |
| Health & Safety | Air Quality - Sewer Odor Detected | | | | | | NLT |
| | Air Quality - Propane/Natural Gas/Methane Gas Detected | | | | | | LT |
| | Electrical Hazards - Exposed Wires/Open Panels | | | | | | LT |
| | Electrical Hazards - Water Leaks on/near Electrical Equipment | | | | | | LT |
| | Flammable Materials - Improperly Stored | | | | | | NLT |
| | Garbage and Debris - Outdoors | | | | | | NLT |
| | Hazards – Other | | | | | | NLT |
| | Hazards - Sharp Edges | | | | | | NLT |
| | Hazards - Tripping | | | | | | NLT |
| | Infestation - Insects | | | | | | NLT |
| | Infestation - Rats/Mice/Vermin | | | | | | NLT |
| Mailboxes/Project Signs | Mailbox Missing/Damaged | | | | | | |
| | Signs Damaged | | | | | | |
| Market Appeal | Graffiti | | | | | | |
| | Litter | | | | | | |
| Parking Lots/Driveways/Roads | Cracks | | | | | | |
| | Ponding | | | | | | |
| | Potholes/Loose Material | | | | | | |
| | Settlement/Heaving | | | | | | |
| | Motor Vehicles - inoperative/ unregistered/ unlicensed/ abandoned/ parked/left on the premises | | | | | | NLT |
| Play Areas and Equipment | Damaged/Broken Equipment | | | | | | NLT |
| | Deteriorated Play Area Surface | | | | | | |
| Refuse Disposal | Broken/Damaged Enclosure-Inadequate Outside Storage Space | | | | | | |
| Retaining Walls | Damaged/Falling/Leaning | | | | | | NLT |
| Storm Drainage | Damaged/Obstructed | | | | | | |
| Walkways/Steps | Broken/Missing Hand Railing | | | | | | NLT |
| | Cracks/Settlement/Heaving | | | | | | |
| | Spalling | | | | | | |

Uniform Physical Condition Standards – Comprehensive Listing

Inspectable Area: Building Exterior

Page: ____ of ____

Property ID/Name: _____

Building Number: _____ Inspection Date: _____

| Inspectable Item | Observable Deficiency | NOD | Level | | | | H&S |
|--------------------------------|---|-----|-------|---|---|-----|-----|
| | | | 1 | 2 | 3 | NA | |
| Doors | Damaged Frames/Threshold/Lintels/Trim | | | | | | NLT |
| | Damaged Hardware/Locks | | | | | | |
| | Damaged Surface (Holes/Paint/Rusting/Glass) | | | | | | |
| | Damaged/Missing Screen/Storm/Security Door | | | | | | NLT |
| | Deteriorated/Missing Caulking/Seals | | | | | | |
| | Missing Door | | | | | | |
| Fire Escapes | Blocked Egress/Ladders | | | | | | LT |
| | Visibly Missing Components | | | | | | LT |
| Foundations | Cracks/Gaps | | | | | | |
| | Spalling/Exposed Rebar | | | | | | |
| Health and Safety | Electrical Hazards - Exposed Wires/Open Panels | | | | | | LT |
| | Electrical Hazards - Water Leaks on/near Electrical Equipment | | | | | | LT |
| | Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable | | | | | | LT |
| | Emergency Fire Exits - Missing Exit Signs | | | | | | NLT |
| | Flammable/Combustible Materials - Improperly Stored | | | | | | NLT |
| | Garbage and Debris - Outdoors | | | | | | NLT |
| | Hazards – Other | | | | | | NLT |
| | Hazards - Sharp Edges | | | | | | NLT |
| | Hazards - Tripping | | | | | | NLT |
| | Infestation - Insects | | | | | | NLT |
| Infestation - Rats/Mice/Vermin | | | | | | NLT | |
| Lighting | Broken Fixtures/Bulbs | | | | | | |
| Roofs | Damaged Soffits/Fascia | | | | | | |
| | Damaged Vents | | | | | | |
| | Damaged/Clogged Drains | | | | | | |
| | Damaged/Torn Membrane/Missing Ballast | | | | | | |
| | Missing/Damaged Components from Downspout/Gutter | | | | | | |
| | Missing/Damaged Shingles | | | | | | |
| | Ponding | | | | | | |
| Walls | Cracks/Gaps | | | | | | |
| | Damaged Chimneys | | | | | | NLT |
| | Missing/Damaged Caulking/Mortar | | | | | | |
| | Missing Pieces/Holes/Spalling | | | | | | |
| | Stained/Peeling/Needs Paint | | | | | | |
| Windows | Broken/Missing/Cracked Panes | | | | | | NLT |
| | Damaged Sills/Frames/Lintels/Trim | | | | | | |
| | Damaged/Missing Screens | | | | | | |
| | Missing/Deteriorated Caulking/Seals/Glazing Compound | | | | | | |
| | Peeling/Needs Paint | | | | | | |
| Inoperable/Not Lockable | | | | | | | |

| | | | | | | | |
|------------------------------|--|--|--|--|--|--|----|
| Security Bars Prevent Egress | | | | | | | LT |
|------------------------------|--|--|--|--|--|--|----|

Uniform Physical Condition Standards – Comprehensive Listing

Inspectable Area: Building Systems

Page: of

Property ID/Name: _____

Building Number: _____ Inspection Date: _____

| Inspectable Item | Observable Deficiency | NOD | Level | | | | H&S |
|--------------------------------|---|-----|-------|---|---|-----|-----|
| | | | 1 | 2 | 3 | NA | |
| Domestic Water | Leaking Central Water Supply | | | | | | |
| | Misaligned Chimney/Ventilation System | | | | | | LT |
| | Missing Pressure Relief Valve | | | | | | NLT |
| | Rust/Corrosion on Heater Chimney | | | | | | NLT |
| | Water Supply Inoperable | | | | | | NLT |
| Electrical System | Blocked Access/Improper Storage | | | | | | NLT |
| | Burnt Breakers | | | | | | NLT |
| | Evidence of Leaks/Corrosion | | | | | | NLT |
| | Frayed Wiring | | | | | | |
| | Missing Breakers/Fuses | | | | | | LT |
| | Missing Covers | | | | | | LT |
| Elevators | Not Operable | | | | | | NLT |
| Emergency Power | Auxiliary Lighting Inoperable | | | | | | |
| | Run-Up Records/Documentation Not Available | | | | | | |
| Fire Protection | Missing Sprinkler Head | | | | | | NLT |
| | Missing/Damaged/Expired Extinguishers | | | | | | LT |
| Health & Safety | Air Quality - Mold and/or Mildew Observed | | | | | | NLT |
| | Air Quality - Propane/Natural Gas/Methane Gas Detected | | | | | | LT |
| | Air Quality - Sewer Odor Detected | | | | | | NLT |
| | Electrical Hazards - Exposed Wires/Open Panels | | | | | | LT |
| | Electrical Hazards - Water Leaks on/near Electrical Equipment | | | | | | LT |
| | Elevator - Tripping | | | | | | NLT |
| | Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable | | | | | | LT |
| | Emergency Fire Exits - Missing Exit Signs | | | | | | NLT |
| | Flammable Materials - Improperly Stored | | | | | | NLT |
| | Garbage and Debris - Indoors | | | | | | NLT |
| | Hazards – Other | | | | | | NLT |
| | Hazards - Sharp Edges | | | | | | NLT |
| | Hazards - Tripping | | | | | | NLT |
| | Infestation - Insects | | | | | | NLT |
| Infestation - Rats/Mice/Vermin | | | | | | NLT | |
| HVAC | Boiler/Pump Leaks | | | | | | |
| | Fuel Supply Leaks | | | | | | NLT |
| | General Rust/Corrosion | | | | | | NLT |
| | Misaligned Chimney/Ventilation System | | | | | | LT |
| Roof Exhaust System | Roof Exhaust Fan(s) Inoperable | | | | | | |
| Sanitary System | Broken/Leaking/Clogged Pipes or Drains | | | | | | NLT |
| | Missing Drain/Cleanout/Manhole Covers | | | | | | |

| Inspectable Item | Observable Deficiency | NOD | Level | | | | H&S |
|------------------------------|---|-----|-------|---|---|----|-----|
| | | | 1 | 2 | 3 | NA | |
| Health & Safety | Air Quality - Mold and/or Mildew Observed | | | | | | NLT |
| | Air Quality - Propane/Natural Gas/Methane Gas Detected | | | | | | LT |
| | Air Quality - Sewer Odor Detected | | | | | | NLT |
| | Electrical Hazards - Exposed Wires/Open Panels | | | | | | LT |
| | Electrical Hazards - Water Leaks on/near Electrical Equipment | | | | | | LT |
| | Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable | | | | | | LT |
| | Emergency Fire Exits - Missing Exit Signs | | | | | | NLT |
| | Flammable/Combustible Materials - Improperly Stored | | | | | | NLT |
| | Garbage and Debris - Indoors | | | | | | NLT |
| | Garbage and Debris - Outdoors | | | | | | NLT |
| | Hazards - Other | | | | | | NLT |
| | Hazards - Sharp Edges | | | | | | NLT |
| | Hazards - Tripping | | | | | | NLT |
| | Infestation - Insects | | | | | | NLT |
| | Infestation - Rats/Mice/Vermin | | | | | | NLT |
| Pools and Related Structures | Fencing - Damaged/Not Intact | | | | | | |
| | Pool - Not Operational | | | | | | |
| Trash Collection Areas | Chutes - Damaged/Missing Components | | | | | | |

Uniform Physical Condition Standards – Comprehensive Listing

Inspectable Area: Community/Public Spaces

Page: ____ of ____

Property ID/Name: _____

Building Number: _____ Inspection Date: _____

| Inspectable Item | Observable Deficiency | NOD | Level | | | | H&S |
|--|--|----------------------|-------|---|---|----|-----|
| | | | 1 | 2 | 3 | NA | |
| Please complete these two pages for each community/public space in the proposed project. Check location below. | Baluster/Side Railings - Damaged | | | | | | |
| | Cabinets - Missing/Damaged | | | | | | |
| | Call for Aid - Inoperable | | | | | | NLT |
| | Ceiling - Bulging/Buckling | | | | | | |
| | Ceiling - Holes/Missing Tiles/Panels/Cracks | | | | | | |
| | Ceiling - Peeling/Needs Paint | | | | | | |
| | Ceiling - Water Stains/Water Damage/Mold/Mildew | | | | | | |
| | Countertops - Missing/Damaged | | | | | | |
| | Dishwasher/Garbage Disposal - Inoperable | | | | | | |
| | Doors - Damaged Frames/Threshold/Lintels/Trim | | | | | | NLT |
| | Doors - Damaged Hardware/Locks | | | | | | |
| | Doors - Damaged Surface (Holes/Paint/Rust/Glass) | | | | | | |
| | Doors - Damaged/Missing Screen/Storm/Security Door | | | | | | NLT |
| | Doors - Deteriorated/Missing Seals (Entry Only) | | | | | | |
| | Basement/Garage/Carport | Doors - Missing Door | | | | | |
| | Dryer Vent -Missing/Damaged/Inoperable | | | | | | |
| Closet/Utility/Mechanical | Electrical - Blocked Access to Electrical Panel | | | | | | NLT |
| | Electrical - Burnt Breakers | | | | | | NLT |
| Community Room | Electrical - Evidence of Leaks/Corrosion | | | | | | NLT |
| | Electrical - Frayed Wiring | | | | | | |
| Day Care | Electrical - Missing Breakers | | | | | | LT |
| | Electrical - Missing Covers | | | | | | LT |
| Halls/Corridors/Stairs | Floors - Bulging/Buckling | | | | | | |
| | Floors - Floor Covering Damaged | | | | | | |
| Kitchen | Floors - Missing Floor/Tiles | | | | | | |
| | Floors - Peeling/Needs Paint | | | | | | |
| Laundry Room | Floors - Rot/Deteriorated Subfloor | | | | | | |
| | Floors - Water Stains/Water Damage/Mold/Mildew | | | | | | |
| Lobby | GFI - Inoperable | | | | | | NLT |
| | Graffiti | | | | | | |
| Office | HVAC - Convection/Radiant Heat System Covers Missing/Damaged | | | | | | |
| | HVAC - General Rust/Corrosion | | | | | | |
| Other Community Spaces | HVAC - Inoperable | | | | | | |
| | HVAC - Misaligned Chimney/Ventilation System | | | | | | LT |
| Patio/Porch/Balcony | HVAC - Noisy/Vibrating/Leaking | | | | | | |
| | Lavatory Sink - Damaged/Missing | | | | | | NLT |
| Restrooms/Pool Structures | Lighting - Missing/Damaged/Inoperable Fixture | | | | | | |
| | Mailbox - Missing/Damaged | | | | | | |

| Inspectable Item | Observable Deficiency | NOD | Level | | | | H&S |
|------------------|--|-----|-------|---|---|----|-----|
| | | | 1 | 2 | 3 | NA | |
| Storage | Outlets/Switches/Cover Plates - Missing/Broken | | | | | | LT |
| | Pedestrian/Wheelchair Ramp | | | | | | |
| | Plumbing - Clogged Drains | | | | | | NLT |
| | Plumbing - Leaking Faucet/Pipes | | | | | | NLT |
| | Range Hood /Exhaust Fans - Excessive Grease/Inoperable | | | | | | |
| | Range/Stove - Missing/Damaged/Inoperable | | | | | | |
| | Refrigerator - Damaged/Inoperable | | | | | | |
| | Restroom Cabinet - Damaged/Missing | | | | | | |
| | Shower/Tub - Damaged/Missing | | | | | | |
| | Sink - Missing/Damaged | | | | | | NLT |
| | Smoke Detector - Missing/Inoperable | | | | | | LT |
| | Stairs - Broken/Damaged/Missing Steps | | | | | | NLT |
| | Stairs - Broken/Missing Hand Railing | | | | | | NLT |
| | Ventilation/Exhaust System - Inoperable | | | | | | |
| | Walls - Bulging/Buckling | | | | | | |
| | Walls - Damaged | | | | | | |
| | Walls - Damaged/Deteriorated Trim | | | | | | |
| | Walls - Peeling/Needs Paint | | | | | | |
| | Walls - Water Stains/Water Damage/Mold/Mildew | | | | | | |
| | Water Closet/Toilet - Damaged/Clogged/Missing | | | | | | |
| | Windows - Cracked/Broken/Missing Panes | | | | | | NLT |
| | Windows - Damaged Window Sill | | | | | | |
| | Windows – Damaged/Missing Screens | | | | | | |
| | Windows - Inoperable/Not Lockable | | | | | | NLT |
| | Windows – Missing/Deteriorated Caulking/Seals/Glazing Compound | | | | | | |
| | Windows – Peeling/Needs Paint | | | | | | |
| | Windows – Security Bars Prevent Egress | | | | | | LT |

Uniform Physical Condition Standards – Comprehensive Listing

Inspectable Area: Unit

Page: of

Property ID/Name: _____

Building/Unit Number: _____ Inspection Date: _____

| Inspectable Item | Observable Deficiency | NOD | Level | | | | H&S |
|-------------------|---|-----|-------|---|---|----|-----|
| | | | 1 | 2 | 3 | NA | |
| Bathroom | Bathroom Cabinets - Damaged/Missing | | | | | | |
| | Lavatory Sink - Damaged/Missing | | | | | | NLT |
| | Plumbing - Clogged Drains | | | | | | NLT |
| | Plumbing - Leaking Faucet/Pipes | | | | | | NLT |
| | Shower/Tub - Damaged/Missing | | | | | | NLT |
| | Ventilation/Exhaust System - Inoperable | | | | | | |
| | Water Closet/Toilet - Damaged/Clogged/Missing | | | | | | NLT |
| Call-for-Aid | Inoperable | | | | | | NLT |
| Ceiling | Bulging/Buckling | | | | | | |
| | Holes/Missing Tiles/Panels/Cracks | | | | | | |
| | Peeling/Needs Paint | | | | | | |
| | Water Stains/Water Damage/Mold/Mildew | | | | | | |
| Doors | Damaged Frames/Threshold/Lintels/Trim | | | | | | NLT |
| | Damaged Hardware/Locks | | | | | | |
| | Damaged/Missing Screen/Storm/Security Door | | | | | | NLT |
| | Damaged Surface - Holes/Paint/Rusting/Glass | | | | | | |
| | Deteriorated/Missing Seals (Entry Only) | | | | | | |
| | Missing Door | | | | | | NLT |
| Electrical System | Blocked Access to Electrical Panel | | | | | | NLT |
| | Burnt Breakers | | | | | | NLT |
| | Evidence of Leaks/Corrosion | | | | | | NLT |
| | Frayed Wiring | | | | | | |
| | GFI - Inoperable | | | | | | NLT |
| | Missing Breakers/Fuses | | | | | | LT |
| | Missing Covers | | | | | | LT |
| Floors | Bulging/Buckling | | | | | | |
| | Floor Covering Damage | | | | | | |
| | Missing Flooring Tiles | | | | | | |
| | Peeling/Needs Paint | | | | | | |
| | Rot/Deteriorated Subfloor | | | | | | |
| | Water Stains/Water Damage/Mold/Mildew | | | | | | |
| Health & Safety | Air Quality - Mold and/or Mildew Observed | | | | | | NLT |
| | Air Quality - Sewer Odor Detected | | | | | | NLT |
| | Air Quality - Propane/Natural Gas/Methane Gas Detected | | | | | | LT |
| | Electrical Hazards - Exposed Wires/Open Panels | | | | | | LT |
| | Electrical Hazards - Water Leaks on/near Electrical Equipment | | | | | | LT |
| | Emergency Fire Exits - Emergency/Fire Exits Blocked/Unusable | | | | | | LT |
| | Emergency Fire Exits - Missing Exit Signs | | | | | | NLT |
| | Flammable Materials - Improperly Stored | | | | | | NLT |

| Inspectable Item | Observable Deficiency | NOD | Level | | | | H&S |
|-------------------------------|--|-----|-------|---|---|-----|-----|
| | | | 1 | 2 | 3 | NA | |
| Health & Safety (continue) | Garbage and Debris - Indoors | | | | | | NLT |
| | Garbage and Debris - Outdoors | | | | | | NLT |
| | Hazards - Other | | | | | | NLT |
| | Hazards - Sharp Edges | | | | | | NLT |
| | Hazards - Tripping | | | | | | NLT |
| | Infestation - Insects | | | | | | NLT |
| | Infestation - Rats/Mice/Vermin | | | | | | NLT |
| Hot Water Heater | Misaligned Chimney/Ventilation System | | | | | | LT |
| | Inoperable Unit/Components | | | | | | NLT |
| | Leaking Valves/Tanks/Pipes | | | | | | |
| | Pressure Relief Valve Missing | | | | | | NLT |
| | Rust/Corrosion | | | | | | NLT |
| HVAC System | Convection/Radiant Heat System Covers Missing/ Damaged | | | | | | |
| | Inoperable | | | | | | |
| | Misaligned Chimney/Ventilation System | | | | | | LT |
| | Noisy/Vibrating/Leaking | | | | | | |
| | Rust/Corrosion | | | | | | |
| Kitchen | Cabinets - Missing/Damaged | | | | | | NLT |
| | Countertops - Missing/Damaged | | | | | | NLT |
| | Dishwasher/Garbage Disposal - Inoperable | | | | | | |
| | Plumbing - Clogged Drains | | | | | | NLT |
| | Plumbing - Leaking Faucet/Pipes | | | | | | NLT |
| | Range Hood/Exhaust Fans - Excessive Grease/Inoperable | | | | | | |
| | Range/Stove - Missing/Damaged/Inoperable | | | | | | |
| | Refrigerator-Missing/Damaged/Inoperable | | | | | | NLT |
| Sink - Damaged/Missing | | | | | | NLT | |
| Laundry Area (Room) | Dryer Vent - Missing/Damaged/Inoperable | | | | | | |
| Lighting | Missing/Inoperable Fixture | | | | | | NLT |
| Outlets/Switches | Missing | | | | | | LT |
| | Missing/Broken Cover Plates | | | | | | LT |
| Patio/Porch/Balcony | Baluster/Side Railings Damaged | | | | | | |
| Smoke Detector | Missing/Inoperable | | | | | | LT |
| Stairs | Broken/Damaged/Missing Steps | | | | | | NLT |
| | Broken/Missing Hand Railing | | | | | | NLT |
| Walls | Bulging/Buckling | | | | | | |
| | Damaged | | | | | | |
| | Damaged/Deteriorated Trim | | | | | | |
| | Peeling/Needs Paint | | | | | | |
| | Water Stains/Water Damage/Mold/Mildew | | | | | | |
| Windows | Cracked/Broken/Missing Panes | | | | | | NLT |
| | Damaged Window Sill | | | | | | |
| | Damaged/Missing Screens | | | | | | |
| | Missing/Deteriorated Caulking/Seals/Glazing Compound | | | | | | |
| | Inoperable/Not Lockable | | | | | | NLT |
| | Peeling/Needs Paint | | | | | | |
| | Security Bars Prevent Egress | | | | | | LT |