



# HUD SERVICES

REAL ESTATE DUE DILIGENCE HEALTH AND SAFETY ENVIRONMENTAL COMPLIANCE ENERGY EFFICIENCY



SERVICES

- HUD MAP/LEAN Property Condition Needs Assessments (PCNAs)
- NECA Tables (15 and 20 years)
- Capital Needs Assessments (CNAs) - Online 3.0 System
- HUD Intrusive Testing (Electrical & Sewer)
- HUD RAD PCNAs
- HUD Architectural Cost & Review for New Construction & Sub-Rehabs
- HUD MAP/LEAN Phase I Environmental Site Assessments (ESAs)
- HEROES (HUD Environmental Review Online System)
- ANSI-AARST MAMF-2017 Radon Testing
- HUD Compliant Baseline & Comprehensive Asbestos Testing and O&M Plans
- HUD Compliant Lead-Based Paint Risk Assessments and O&M Plans
- Archeology, Wetlands, and FEMA Studies (5-and 8-Step Processes)
- SEDI, Energy Benchmarking, ASHRAE Level I, II, & III Audits, and NGBS Certification

## Service Overview

The HUD Division conducts on-site inspections to evaluate the general condition, overall design, and structural elements of Property buildings. Document reviews are also conducted to review previous and planned capital expenditures. Nova's PCNA complies with the HUD MAP/LEAN Guidelines and offers a complete narrative on the condition and adequacy of the site and building improvements, including the required forms and information. Items such as maintenance, an estimate of immediate costs (Life Safety/ADA and Non-Critical), annual replacement reserves in the CNA e-Tool, comments on the building's conformance with un-finished work, ADA accessibility, FHA, and UFAS/504 compliance are inclusive. Nova's Phase I ESAs also comply with HUD MAP/LEAN Guidelines. The ESAs are conducted to identify potential environmental concerns for on-site activities, off-site activities, and compliance with federal, state, and local agencies which are also included in HEROS.

## Experience

Our staff includes Registered Architects, Professional Engineers, and Construction Specialists. Nova's PCNA employees have a robust understanding of facility operating systems, MEP systems, architectural finishes, structural systems, life safety systems, and ADA accessibility compliance. Nova's ESA employees are trained in facility operating systems, federal, local, and state regulatory requirements, and transport of chemicals through air, soil, soil vapor, surface water, and groundwater.

## Nova Etool Converter Assistant (NECA) Tables

Nova's proprietary software, NECA Tables, were created in-house to assist our clients and in-house staff with Critical, Non-Critical, and Reserve for Replacement (R4R) table creation and modification. NECA tables give Nova and their partners more control over how the component tables will be delivered to HUD. These tables are outside of HUD's purview. The NECA Tables seamlessly integrate with HUD's CNA e-Tool 3.0 system creating a streamlined process for submissions. Revision times are now dramatically decreased using our exclusive, new NECA Tables.

Our NECA Tables also integrate with HUD's Financial Factors Tool (FFT) for (R4R) compliance to assist Lenders in determining their Initial and ongoing Annual Deposits over 20-years. By incorporating the FFT, Lenders have greater control with the ability to adjust several key factors, thereby dramatically streamlining the underwriting process.



### KRISTIN TATE

#### Vice President, HUD Program Manager

Ms. Tate oversees all of the HUD/FHA reports and other deliverables. In this capacity, she reviews all Property Condition Needs Assessment (PCNA) reports and CNA e-Tools while working closely with project managers and conducting final reviews on all environmental due diligence to assure all federal, state, and local agencies were contacted and the appropriate information is relayed to the client in a timely manner.

(281) 622-4664 (832) 401-8321 [kristin.tate@novagroupgbc.com](mailto:kristin.tate@novagroupgbc.com)

## Priority Access for High Volume Clients

- Dedicated staff for revisions after draft issuance.
- Customized templates for quicker delivery/turnaround time.
- Dedicated Senior Manager and Project Managers (Assessors) for your account (you will speak with the same personnel regarding any deal in your account).
- Dedicated pricing allowing acceleration of your deal from originations to site visit date.

Contact Kristin Tate to customize your Priority Access.

## Nova's Streamlined Process

- Documentation checklist is provided to the client prior to engagement.
- Site visits dates are requested within 5-business days of engagement.
- Continuous document review before report delivery date including clear communication channels with client and Property personnel.
- Delivery of Draft Reports within 30 days of site visit.

## What changes were made in the new MAP Guide that was posted on December 18, 2020?

**Radon Testing:** The new MAP Guide requires testing of 100% of Property ground-floor units along with 10% of upper units. Testing is required in all three radon zones.

**Asbestos Testing:** Now required for all buildings constructed prior to 1989.

**Energy:** In chapter 6 of the updated MAP Guide, ENERGY STAR® for Existing Buildings is largely eliminated from the list of approved certifications for Section 223(f) and 223(a)(7) programs except as a means to demonstrate ongoing performance. There will be a two-year grace period allowing properties less than three years old to use ENERGY STAR Existing Building certification; however, the ENERGY STAR score will need to be a 90 or above. Owners can select one of the other approved certification programs, such as National Green Building Standard (NGBS) offered by Home Innovation Research Labs. NGBS Bronze certification requires 15% energy savings as well as water savings that can often be achieved with prescriptive measures. A Level 2 or 3 energy audit will be required as will ongoing benchmarking.

