



ELLSWORTH INSIGHTS™ | PCA SERIES

PCA EXECUTIVE CHECKLIST

Use this checklist to understand the key components of a Property Condition Assessment and ensure your report delivers the information you need to make confident, data-driven decisions.

PCA COMPONENTS	INCLUDED 	NOTES (KEY TAKEAWAYS)
 1. PROPERTY OVERVIEW Includes site information, building description, use, age, size, and summary of overall condition.	☐	
 2. SITE OBSERVATIONS Evaluates site improvements including pavement, parking, landscaping, grading, drainage, and utilities.	☐	
 3. BUILDING SYSTEMS ASSESSMENT Assesses major building systems and components including structure, facade, roofing, HVAC, plumbing, electrical, and life safety.	☐	
 4. REMAINING USEFUL LIFE (RUL) Estimates the remaining useful life of major building systems and components.	☐	
 5. COST ESTIMATES Provides opinion of immediate repair costs and future replacement costs for each building system.	☐	
 6. CAPITAL RESERVE FORECAST Includes a 3–10 year forecast of anticipated capital expenditures to support budgeting and long-term planning.	☐	
 7. REPORT & RECOMMENDATIONS Delivers clear findings, observations, prioritized recommendations, and supporting photographs.	☐	



THE BOTTOM LINE

A thorough PCA gives you the insight to plan ahead, manage risk, and protect your investment.

PCA BEST PRACTICES

- > Engage a qualified, experienced professional.
- > Ensure the assessment is site-specific and current.
- > Review assumptions, exclusions, and report limitations.
- > Use the PCA proactively for planning—not just transactions.

PCA IS IDEAL FOR:

-  Acquisitions
-  Refinancing
-  Capital Planning
-  Asset Management
-  Insurance & Risk Management



FREE RESOURCE WITH THIS ISSUE PCA EXECUTIVE CHECKLIST

Use this checklist to understand what a PCA should include and the key items to look for in a quality report.

