

Exhibit K

Asset Management and Construction Reporting Requirements

Except as otherwise provided below (a) monthly submissions shall be delivered to the Authority no more than five (5) days following each calendar month, (b) quarterly submissions shall be delivered to the Authority no more than thirty (30) days following each calendar quarter and (c) annual submissions shall be delivered to the Authority no more than one hundred twenty (120) days following each calendar year.

#	Submission Requirement	Submission Timing and Frequency
Ongoing Periodic Submissions		
1	Notice of emergency situations and expenditures affecting the Operating Budget	Within 48 hours of the expenditure
2	NYCHA Employment Verification Form	Within 48 hours of new Section 3 employee start date
3	Job Order Forms	As new hiring opportunities arise, prior to job posting
4	Documentation related to the repair or replacement of elevators, if applicable, and boilers and lead abatement	Within 5 business days of completion of work
5	Legal Proceedings Report	Monthly
6	Rightsizing and Vacancy Report	Monthly
7	Maintenance Repair Summary Report	Monthly
8	Elevated Blood Lead Level (EBLL) cases summary report in accordance with NYC Health Code, §§ 173.13 & 173.14 24 CFR § 35.730 (in addition to notifications required by NYC DOHMH, NYCHA or otherwise)	Monthly
9	Rent Collections Report	Monthly

10	Reasonable Accommodations Report	Quarterly
11	Social Service Provision Report	Quarterly
12	Quarterly Reports including: narratives, reports and statements provided to the Approved Mortgage Lenders, a balance sheet, an income statement, a narrative summary describing any significant financial activity that is not captured in the balance sheet and income statement, and the current balance in each account maintained by Owner pursuant to this Agreement, including without limitation the Replacement Reserve and any deposit to or withdrawal	Quarterly
13	Quarterly Operating Budget Report identifying actual expenses and all variances from the approved Operating Budget.	Quarterly
14	Proposed annual Operating Budget	Annually, 90 days before the beginning of each calendar year
15	Evidence of required deposits to the Replacement Reserve	Annually, within 120 days following the end of each calendar year
16	Annual Audited Financial Statements	Annually, within 120 days following the end of each Fiscal Year

17	Supplemental Annual Submission including: (a) certified rent roll; (b) all required insurance certifications; (c) copies of all required licenses for operating a multifamily development; (d) copies of any property inspection reports inclusive of any infrastructure/building systems; (e) copies of any other third party inspections or other reports by Federal, State, local, or other entities from the completed Fiscal Year; (f) net deposits to and withdrawals from the Replacement Reserve, including a description of the reason for such withdrawal(s); (g) Net Cash Flow (as defined in the Operating Agreement); (h) the balance at the end of the Fiscal Year of the Replacement Reserve and any other project reserve; (i) aggregate stated lease rents and the amounts thereof uncollected from the Rental Units and other units for which no eviction actions have been commenced; (j) the Grievance Status Report; and (k) an updated 15-year financial proforma.	Annually (with the Annual Audited Financial Statements)
18	Lead-Based Paint Report	120 days following the end of each calendar year, until end of the Construction Period or as agreed to in Section 4.11(e)
19	Report detailing capital repairs and remediation work completed in Rental Units, other than any capital repairs and/or remediation work contemplated as part of the Scope of Work, and resident communication and responses to complaints and mold issues	Annually

20	Elevator report providing the number of elevator outages during the reporting period, whether planned or unplanned, the response times to such outages, notification times of residents of such outages, and the repairs or replacement of such elevators; Category 1, 3 and/or 5 Category periodic inspections and tests of elevators as applicable	Annually
21	Petroleum Bulk Storage (PBS) and Chemical Bulk Storage (CBS) Annual testing reports issued to NYSDEC for PBS and CBS on property as per the New York State [6 NYCRR Part 613 and/or 6 NYCRR 596-599], federal [40 CFR Part 280] and other local, state and federal regulations.	Annually
22	Building Service Worker Wage Certification	Annually

23	Electronic copy of all submitted documentation to the Department of Buildings for LL84 Benchmarking compliance by the annual May 1st deadline, and link the Project <i>EPA Energy Star Portfolio Manager</i> account(s) to the NYCHA account so data can be used in NYCHA portfolio-wide reporting and analysis. Any building(s) within the Developer's portfolio which receives a score of below 50 or show 3 consecutive years of declining energy performance shall require an ASHRAE Level 2 energy audit to be submitted to the NYCHA within 6 months of the LL84 submission	Annually
24	Submit a photo of the scorecards posted near the public entrances and a copy of the energy efficiency grade for each building, if applicable, for LL33 Energy Scorecards compliance	Annually
25	Submit an electronic copy of Energy Efficiency Report Form that sent to the Department of Buildings by December 31st for LL87 Energy Audit compliance	Every 10 years
26	Physical Needs Assessment	Every 20 years or more frequently if required by an Approved Mortgage Lender
Construction Period		
1	Mold and Leak Work Order Action Plan	10 business days after the Commencement Date
2	Certification and documentation regarding completion of Open Mold and Leak Work Orders	60 days after the Commencement Date and on an ongoing basis

3	Lead Abatement Clearance Report	Within 5 business days after receipt of each clearance report, including clearance reports indicating failed clearance
4	Certification and documentation regarding completion of Other Open Work Orders	6 months after the Commencement Date, as may be extended in accordance with Section 4.4
5	Construction Deficiency report	30 days after acquiring actual knowledge of any material discrepancy or deficiency in the completion of the Development Work as it relates to the Development Schedule and the Plans and Specifications
6	Construction Reports including but not limited to, the percentage of Development Work completed and any certifications made to Approved Mortgage Lenders, waste diversion rates, a list of Substantially Completed and in-progress apartments including record of post- construction survey distribution, and construction site safety metrics including TRIR, LTIR, and DART.	Monthly
7	Davis Bacon Report	Quarterly and Final 90 days after Substantial Completion
8	M/WBE Report	Quarterly and Final 90 days after Substantial Completion
9	Section 3 Labor Hour Summary Form	Quarterly and Final 90 days after Substantial Completion

10	Section 3 Worker/Targeted Section 3 Worker forms	Quarterly
11	Construction Documentation including 1) Applications and Certificates of Payment, 2) Change Orders, and 3) Architect's Field Reports	Periodically
12	Sustainability & Energy Code Progress Inspection Reports (TR8)	Periodically
13	Radon assessment and testing for buildings listed on Exhibit F-16	At the conclusion of the assessment and testing, but no later than 10 days prior to the final construction completion inspection
14	Punch List(s)	10 days after Substantial Completion
15	Architect's Letter of Completion of Accessibility Work	90 days after Substantial Completion
16	Accessibility Consultant's Certification	90 days after Substantial Completion
17	Enterprise Green Communities Final Checklist, Final Energy Performance Report and Final Certification	120 days after Substantial Completion

18	As built drawings and site surveys of the Development, reflecting all change orders and amendments to the Plans and Specifications in REVIT/DWG and PDF formats.	120 days after Substantial Completion
19	Letter of Substantial Completion executed by Owner, the Architect and General Contractor or the Architect's certification of completion	120 days after Substantial Completion
20	DOB Construction Letters of Completion and/or Permanent Certificate(s) of Occupancy, as applicable	120 days after Substantial Completion
21	If applicable, updated Permanent Certificates of Occupancy for each building in the Development.	120 days after Substantial Completion, which can be extended for up to one (1) year following Substantial Completion in accordance with Section 3.3(e)(vii)
22	Final Lead Abatement Report	At the conclusion of the abatement, but no later than 120 days after Substantial Completion
23	Environmental Closure Report	120 days after Substantial Completion
24	Davis Bacon Certification of Compliance	Construction Completion

25	<p>Local Law 97 Compliance Checklist</p> <p>If applicable, submit an updated Local Law Compliance Checklist, reflecting any changes to energy conservation measures and energy emission projections.</p>	Construction Completion
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