# **Raising Your Commercial IQ**

# 101 How to Analyze and Value Income Properties

**Commercial Basics** 

In-House Program

Participant Package

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#### **WELCOME**

Thanks for participating in the Investit Academy In-House commercial program.

Getting started in commercial real estate is a challenge as there is a **lot to learn**.

The in-house Investit Academy program introduces the fundamentals of real estate investment analysis and valuation and discusses the issues, complexities and dangers involved in listing and selling income properties fast tracking you to commercial success.

#### **Learning Processes**

It is well known that we all have different ways we like to learn.

Recognizing this and to make the Investit Academy commercial in-house sessions interesting and to enhance the learning process the sessions consists of:

- 1) Video segments covering specific commercial topics
- 2) Flash cards sets which is a great way to learn basic terms and formulas
- Quiz. At the end of the conclusion of in-house program there is a short quiz to test your understanding of the most common terms and formulas used in commercial real estate
- 4) Manual "101 How to Analyze and Value Income Properties" which is ideal for taking notes during the course and for a later review

#### Calculator

You will need to bring a calculator. In can be any kind of calculator. It doesn't have to be a financial calculator.

#### Remember the formulas

There are a few really important financial measures such as the Cap Rate that you need to learn and can write down and apply without referring to your manual or notes. They are:

**Gross Income Multipliers** 

Cap Rate

Calculation of the Net Operating Income

Return on Equity. Also called Cash on Cash Return and Equity Dividend Rate

Default Ratio or Break-even Point

Ratios used by lender to determine loan amounts.

Loan to Value Ratio (LTV)

**Debt Service Coverage** 

Also called Debt Service Ratio or Debt Coverage Ratio

**Operating Expenses Ratio** 

#### Skills and benefits obtained from the in-house sessions

- 1. How to analyze and restructure "Income & Expense Statements" so that they more realistically represent the financial performance of the property
- 2. How to use the various financial measures such as the Gross Income Multiplier, Cap Rate, etc., to value an income property and appreciate the limitations of these simplistic approaches
- 3. Identify investment risks
- 4. Understand how important it is for the buyer of income properties to obtain professional engineering, tax and legal advice

The knowledge and skills developed during the in-house sessions will improve your ability to value, list and sell income properties and put deals together. Fast tracking you to success in commercial real estate.

#### **REAL ESTATE FORMULAS & SAMPLE CALCULATIONS**

# **INCOME & EXPENSE STATEMENT**

Income	
Potential Gross Income (PG1)	\$
Less: Vacancy and Bad Debt Allowance	
Equals: Effective Gross Income (EGI)	\$
Operating Expenses	
Exclude: Depreciation	
Mortgage Payments	
Non-Operating Expenses	
Capital Expenditures	\$
Net Operating Income (NO1)	
Less: Debt Service (P + I)	
Cash Flow Before Tax (CFBT)	
Less: Income Taxes	
Equals Cash Flow After Tax (CFAT)	\$

# FINANCIAL MEASURES

Used to determine the value of income properties

# Potential Gross Income Multiplier (PGIM)

Also called Potential Gross Rent Multiplier (PGRM)

$$\begin{array}{ll} PGIM &= \frac{Market\ Value}{Potential\ Gross\ Income} \\ &= \frac{MV}{PGI}. \end{array}$$

OR

Market Value = Potential Gross Income x PGIM = PGI x PGIM

# **Effective Gross Income Multiplier (EGIM)**

Also called Effective Gross Rent Multiplier (EGRM)

$$EGIM = \frac{Market \ Value}{Effective \ Gross \ Income}$$
$$= \frac{MV}{EGI}$$

OR

# **Net Income Multiplier (NIM)**

$$NIM = \frac{Market \ Value}{Net \ Operating \ Income} \\
= \frac{MV}{NOI}$$

OR

#### Cap Rate

# Capitalization Rate (Cap Rate)

Also called Broker's Yield

Cap Rate (%) = 
$$\frac{\text{Net Operating Income x 100}}{\text{Market Value}}$$
  
 $\frac{\text{NOI x 100}}{\text{MV}}$ 

OR

Market Value = 
$$\frac{\text{Operating Income x 100}}{\text{Cap Rate (\%)}}$$
$$= \frac{\text{NOI x 100}}{\text{Cap Rate (\%)}}$$

# Return on Equity or Cash On Cash Return on Equity (ROE)

Also called:

Equity Dividend Rate (EDR) Term used by appraisers Cash on Cash

ROE (%) = (Net Operating Income - Debt Service) x 100 Equity

> = Cash Flow Before Tax x 100 Equity

 $= \frac{\text{(NOI-DS)} \times 100}{\text{(MV-Mtge.)}}$ 

Equity = Market Value - Mortgage Debt Service = Principal & Interest Payment

OR

Market Value = 
$$\frac{\text{(NOI-DS)} \times 100}{\text{ROE}}$$
 + Mortgage

#### Default Ratio (Break-even) (%)

Using Potential Gross Income

= (Operating Expenses + Debt Service) x 100 Potential Gross Income (PGI)

Using Effective Gross Income

= (Operating Expenses + Debt Service) x 100 Effective Gross Income (EGI)

#### **Operating Expense Ratio**

= Operating Expense x100 Effective Gross Income

Used to check if the expenses are realistic

#### **FINANCE MEASURES**

Used by lenders to determine loan amounts for income properties.

Debt Service Ratio (DSR)
Also called Debt Coverage Ratio (DCR)
or Debt Service Coverage Ratio (DSCR)

#### **Debt Service Ratio**

$$\begin{aligned} \text{Debt Service Ratio (DSR)} &= \frac{\text{Net Operating Income}}{\text{Debt Service}} \\ \end{aligned}$$
 
$$\begin{aligned} \text{Debt Service} &= \text{Principal \& Interest Payments} \end{aligned}$$

#### **Loan to Value Ratio**

Loan to Value Ratio % (LTV) = 
$$\frac{\text{Loan Amount x 100}}{\text{Market Value}}$$

#### **GENERAL FINANCING MEASURES**

#### **Rental Apartment Building Measures.**

- 1. Price per Unit
- 2. Price per Sq. Foot (Using Suite Areas)
- 3. Rents per Sq. Foot per month
- 4. Operating Costs
  - a. Operating Costs per Unit per Year
  - b. Operating Cost per Sq. Foot per Year
- 5. Operating Expense Ratio (OER) = Operating Expense x100

  Effective Gross Income

  Used to check if the expenses are realistic

#### **COMMERCIAL REAL ESTATE. SAMPLE CALCULATIONS**

The following examples illustrate how to use the real estate formulas.

In Example No.1 the information is obtained for the property and the financial measures calculated.

In Example No. 2 the financial measures such as the Cap Rate are obtained for comparable sales and are used to calculate the Market Value for the subject property.

#### Example No. 1

Sale Price (Market Value):\$3,165,000Potential Gross Income:\$306,000Vacancy & Bad Debt Allowance:4.5%Operating Expenses:\$58,000Mortgage:\$2,056,000Mortgage Payment (P+i):\$180,538

Number of Suites: 30

Total Rentable Area: 24,000 Square feet

Note: All figures are annual

Calculate: Potential Gross Income Multiplier (PGIM)

Effective Gross Income Multiplier (EGIM)

Net Income Multiplier (NIM) Capitalization Rate (Cap Rate)

Return on Equity (ROE)

Default Ratio (Breakeven) based on:

Potential Gross Income Effective Gross Income

Debt Service Ratio (DSR) Loan to Value Ratio

Price per Suite

Price per Square Foot

Rent per Square Foot per Month Operating Cost per Unit per Year

Operating Cost per Square Foot per Year Operating Expense Ratio (OER) based on:

Potential Gross Income Effective Gross Income

# 1. Construct the Annual Income and Expense Statement

Potential Gross Income Less Vacancy & Bad Debt Allowance (4.5%)	\$306,000 
Effective Gross Income	\$292,230
Operating Expenses	<u>58,000</u>
Net Operating Income	\$234,230
Less; Debt Service (P+i)	180,538
Cash Flow Before Tax	\$ 53,692

# 2. Calculate the Financial Measures

# Potential Gross Income Multiplier (PGIM):

$$PGIM = MV = 3,165,000$$
 $PGI = 306,000$ 
 $= 10.34$ 

# **Effective Gross Income Multiplier (EGIM):**

EGIM = 
$$\frac{MV}{EGI}$$
 =  $\frac{3,165,000}{292,230}$  = 10.83

# Net Income Multiplier (NIM):

NIM = 
$$\frac{MV}{NOI}$$
 =  $\frac{3,165,000}{234,230}$   
= 13.51

# **Capitalization Rate (Cap Rate):**

Cap Rate = 
$$\frac{NOI}{MV}$$
 =  $\frac{234,230 \times 100}{3,165,000}$   
= 7.40%

# Return on Equity (ROE) Cash on Cash on Cash

ROE = 
$$\frac{\text{(NOI - DS)} \times 100}{\text{(MV - Mortgage)}}$$
 =  $\frac{\text{Cash Flow Before Tax} \times 100}{\text{Equity}}$  =  $\frac{53,692 \times 100}{(3,165,000 - 2,056,000)}$  = 4.84%

#### **Default Ratio (Breakeven)**

Based on Potential Gross Income:

#### **Default Ratio (Breakeven)**

Based on Effective Gross Income:

= 81.63%

#### **Debt Service Ratio (DSR)**

Also called Debt Coverage Ratio (DCR)

Debt Service Coverage Ratio (DSCR)

= 1.30

Loan to Value Ratio %

= 64.96%

# **Price per Unit**

Price per Unit = 
$$\frac{3,165,000}{30}$$

= \$105,500

# **Price per Square Foot**

Price per Sq. Ft = 
$$\frac{3,165,000}{24,000}$$

= \$131.88

# Rent per Sq. Foot per Mo.

Rent per Sq. Ft = 
$$\frac{306,000}{24,000}$$
 x 12

= \$1.06

# **Operating Costs per Unit per Year**

= \$1,933 per Unit

# **Operating Cost per Square Foot per Year**

Operating Cost per Sq. Ft per Yr. = Operating Costs Rentable Area

> = <u>58,000</u> 24,000

= \$2.42 per Sq. Ft

# **Operating Expense Ratio (OER)**

Based on Potential Gross Income:

Operating Expense Ratio = Operating Expenses x 100
Potential Gross Income

= <u>58,000 x 100</u> 306,000

= 18.95%

Based on Effective Gross Income:

Operating Expense Ratio = Operating Expenses x 100

Effective Gross Income

 $= \frac{58,000 \times 100}{292,230}$ 

= 19.85%

# Summary

Potential Gross Income Multiplier (PGIM):	10.34
Potential Gross Income Multiplier (EGIM):	10.83
Net Income Multiplier (NIM):	13.51
Capitalization Rate (Cap Rate)	7.40%
Return on Equity (ROE)	4.84%
Default Ratio (Break even) based on:	
Potential Gross Income	77.95%
Effective Gross Income	81.63%
Debt Service Ratio (DSR)	1.30
Loan to Value Ratio	64.96%
Price per Suite	\$105,000
Price per Square Foot	\$131.88
Rent per Square foot per month	\$1.06
Operating Cost per Suite per Year	\$1,933
Operating Cost per Square Foot per Year	\$2.42
Operating Expense Ratio (OER) based on:	
Potential Gross Income	18.95%
Effective Gross Income	19.85%

#### Example No 2.

Potential Gross Income: \$244,800
Vacancy & Bad Debt Allowance: 5.0%
Operating Expenses \$49,300
Mortgage \$1,685,000
Mortgage Payment (P+i) \$147,500

Number of Suites 24

Total Rentable Area 18,720 Square feet

Note: All figures are annual

Calculate the Market Value using the following financial measures

Effective Gross Income Multiplier (EGIM): 9.30

Net Income Multiplier (NIM): 12.50 Capitalization Rate (Cap Rate): 8.00% Return on Equity (ROE): 5.57%

# 1. Start by constructing the Annual Income and Expense Statement

Potential Gross Income Less Vacancy & Bad Debt Allowance (5.0%)	\$244,800 <u>12,240</u>
Effective Gross Income	\$232,560
Operating Expenses	49,300
Net Operating Income	\$183,260
Less; Debt Service (P+i)	147,500
Cash Flow Before Tax	<u>\$ 35,760</u>

#### 2. Calculate the Market Value based on the:

#### **Effective Gross Income Multiplier (EGIM):**

MV = Effective Gross Income x EGIM

= 232,560 x 9.30

= \$2,162,808

# **Net Income Multiplier (NIM):**

MV = Net Operating x NIM

= 183,260 x 12.50

= \$2,290,750

# **Capitalization Rate (Cap Rate):**

 $MV = \frac{\text{Net Operating Income x 100}}{\text{Cap Rate}}$ 

= <u>183,260 x 100</u> 8.0%

= \$2,290,750

# **Return on Equity (ROE):**

$$MV = (NOI - DS) \times 100 + Mortgage$$

$$ROE (\%)$$

= \$2,327,011

# **AGENDA. TIME TABLE**

# **GROSS INCOME MULTIPLIERS & CAP RATES**

Line number	Play Micro Video	Manual Page Number	Play Flash Card Set	Participant Package Page number
1	Gross Income Multipliers (5 min)	6		
2	Cap Rates (4 min)	8		
3	Calculating the Cap Rate (2 min)	8		
4	Calculating the Net Operating Income (1 min)	9		
5			Gross Income Multipliers	22
6			Cap Rate. Calculations	25
7	Finding Cap Rates (6 min)	10		
8	Cap Rates. Fundamental assumptions (2 min)	11		
9	Don't trust the Cap Rate (5 min)	11		
10	Understanding Cap Rates (4 min)	13		
11	Cap Rates and Risk (1 min)	13		
12	Cap Rate and Capital Appreciation (1 min)	13		
13	Cap Rates and Equity requirements (1 min)	13		
14	Cap Rates and House Prices (1 min)	14		
15	Cap Rates and Vacancy Risk (2 min)	14		
16	Cap Rate examples (1 min)	14		
17	Locations with low Cap Rates (3 mi)	14		
18	Cap Rates depend on the type of property (6 min)	15		
19	Cap Rates are influenced by? (8 min)	15		
20	Sensitivity analysis (6 min)	16		
21			Understanding Cap Rates	28

# FINANCIAL RATIOS

Line number	Play Micro Video	Manual Page Number	Play Flash Card Set	Participant Package Page number
22	Return on Equity (ROE) on Cash on Cash (6 min)	17		
23	Financing Ratios to determine loan amounts (3 min)	19		
24	Operating Expense Ratio (OER) (8 min)	20		
25	Default Ratio (Breakeven Point) ( 2 min)	21		
26	Other Financial Measures (1 min)	22		
27	Which measure should you use? (3 min)	22		
28			Return on Equity and Cash on Cash	30
29			Financing Ratios. Calculations	31
30			Using the Default Ratio (Breakeven Point)	34

# **RENTAL APARTMENT BUILDINGS**

Line number	Play Micro Video	Manual Page Number	Play Flash Card Set	Participant Package Page number
31	How to analyze a rental apartment building (6 min)	23		
32	Quick tips for analyzing Income and Expenses (1 min)	24		
33			How to examine operating expenses	35
34			Tips for analyzing income and expenses	37
35	Analyzing an apartment building. Case study (15 min)	25		
36			Impact of future capital expenditures on value	38

# **BUILDING INSPECTIONS**

Line number	Play Micro Video	Manual Page Number	Play Flash Card Set	Participant Package Page number
37	The importance of engineering inspections (9 min)	34		

# **COMMERCIAL PROPERTIES**

Line number	Play Micro Video	Manual Page Number	Play Flash Card Set	Participant Package Page number
38	Valuing commercial properties (3 min)	40		
39	Types of Leases and Rent (3 min)	41		
40	Free Rent (1 min)	42		
41	Percentage Rents (1 min)	42		
42	Rentable areas (2 min)	43		
43	Quoting rents as a rate. Issues (1 min)	43		
44	Measuring space (1 min)	43		
45	Reading a lease. Trips and Traps (7 min)	44		
46			Types of Leases	39
47			Types of Rent	40
48			How to define and measure space	41
49			Tips for reading leases	43
50	Screening an investment. Case study) (3 min)	48		

# INTRODUCTION TO LONG TERM INVESTMENT ANALYSIS

Line number	Play Micro Video	Manual Page Number	Play Flash Card Set	Participant Package Page number
51	Long Term Investment Analysis versus Cap Rate Approach (18 min)	50		
52	Long Term Real Estate Investment Analysis (12 min)	57		
53			Using Cap Rates. Issues and problems	45
54			Intro. Long term real estate investment analysis	47
55			Discounted cash flow analysis	49
56			Developing the Net Cash Flow and Internal Rate of Return (IRR). Example	51
57			Impact of financial leverage	53

# VALUING EXISTING BUILDINGS WITH DEVELOPMENT POTENTIAL

Line number	Manual Page Number	Manual Page Number	Play Flash Card Set	Participant Package Page number
58	Valuing obsolete buildings	63		

# OTHER TOPICS

Line number	Play Micro Video	Manual Page Number	Play Flash Card Set Other Topics	Participant Package Page number
59			Why professional engineering	58
			inspections are so important	
60			Valuing properties with	59
			development potential	
61			Quiz No.1 Have the class take	65
			Quiz No. 1 and then review the	
			flash card answers	

# **FLASH CARD. QUESTIONS**

**Gross Income Multiplier calculations.** 

#### Q1.

There are two ways to calculate the Gross Income Multiplier.

What are they and what is the difference?

Your answer

#### Q2.

Write down the formulas for the:

Gross Income Multiplier (GIM)

**Effective Gross Income Multipliers (EGIM)** 

Your answer

# Q3.

If the Sale price of an income property is \$1,000,000 and Potential Gross Income is \$100,000 what is the Potential Gross Income Multiplier (PGIM)?

Your answer

#### Q4.

If the Sale price of an income property is \$1,000,000 and Potential Gross Income is \$100,000 and the Vacancy and Bad Debt Allowance is 10% what is the Effective Gross Income Multiplier (GIM)?

Your answer

# Q5.

What are the formulas for calculating the potential selling price of an income property if you know the:

Potential Gross Income Multiplier (PGIM) Effective Gross Income Multiplier (EGIM) ...from comparables?

How do you calculate the Effective Gross Income?

Your answer

#### Q6.

Based on the following information calculate the potential sales price using:

- 1) Potential Gross Income Multiplier (PGIM) of 11
- 2) Effective Gross Income Multiplier (EGIM) of 13

Potential Gross Income: \$100,000 Vacancy and Bad Debt Allowance: 10%

Your answer

What does Bad Debt Allowance refer to? Note. Also called "Credit Losses"

Your answer

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# **Cap Rate calculations**

# Q1.

Write down the formulas for:

- 1) Calculating the Cap Rate
- 2) Determining the Sales Price using the Cap Rate from comparables

#### Your answer

# Q2.

How would you define the Operating Expenses?

When using a Cap Rate to determine the value of an income property what expenditures should be removed from an Income and Expense statement when calculating the Net Operating Income (NOI)

Your answer

#### Q3.

Which of the following expenses should be removed from the Income and Expense Statement when using the Net Operating Income (NOI) and the Cap Rate to calculate the value of the property?

Put an "X" against the expenses that should be removed.

Insurance

Property taxes

Upgrading the elevator

Elevator service contract

Landscaping service contract

Mortgage Interest costs

Repairs to a retaining wall

Security

Painting 40% of the building exterior

Property management

#### Q4.

How do you calculate the Net Operating Income (NOI)?

Your answer

#### Q5.

Using the following information calculate the likely selling price using the Cap Rate approach to determine the value of the income property

Net Operating Income (NOI): \$100,000

Cap Rate: 5% (from comparables)

Your answer

# Q7.

Using the following information calculate the Cap Rate

Net Operating Income (NOI): \$100,000

Sale Price: \$2,000,000

Your answer

#### **Understanding Cap Rates**

# Q1.

The lower the Cap Rate the higher or lower the property value?

#### Circle your selection

#### Q2.

Using an Net Operating Income (NOI) of \$100,000

Calculate the property value using a:

- 1) 5% Cap Rate
- 2) 10% Cap Rate

Your answer

#### Q3.

From a BUYERS perspective which do they prefer? A **higher** or a **lower** Cap Rate? From SELLERS perspective which to they prefer? A **higher** or a **lower** Cap Rate?

\*\*Circle your selections\*\*

#### Q4.

What are two fundamental assumptions that are made when using the Cap Rate to determine the value of an income property?

Your answer

#### Q5.

Why would an investor buy an income property at a 3.00% Cap Rate and finance with a first mortgage at 5.00%?

Your answer

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The higher the perceived risk the **HIGHE**R or **LOWER** the Cap Rate? *Circle your selection* 

#### Q7.

The higher the anticipated **CAPITAL APPRECIATION** the **HIGHER** or **LOWER** the Cap Rate?

Circle your selection

# Q8.

How does a HIGH Cap Rate effect the amount of EQUITY (Down Payment) needed by the investor?

Your answer

# Return on Equity and Cash on Cash calculations

The Return on Equity (ROE) goes under a number of different names.

Write them down.

Your answer

# Q2.

Write down the formula for calculating Return on Equity (ROE) or Cash on Cash Return.

Your answer

# Q3.

Calculate the Return on Equity (ROE) or Cash on Cash Return using the following information

Net Operating Income (NOI): \$150,000 per year

Debt Service: \$100,000 per year Purchase Price: \$1,500,000? Mortgage: \$1,000,000

Your answer

#### **Financing Ratios. Calculations**

# Q1.

Lenders use two ratios for determining the first mortgage amount Write them down together with the formulas

Your answer

#### Q2.

Using the following information calculate the:

- 1) Loan to Value Ratio(LTV)
- 2) Debt Service Coverage Ratio (DSCR)

Purchase Price: \$3,300,000 First Mortgage: \$2,300,000

Net Operating Income (NOI): \$210,000 per Yr.

Debt Service: \$165,000 per Yr. Annual (P +I) payment

Your answer

# Q3.

How does the lender use the

Loan to Value Ratio (LTV)

Debt Service Coverage Ratio (DSCR)

to determine the loan amount of the first mortgage?

Your answer

#### Q4.

What are the common numbers that traditional first mortgage lenders use for determining a loan amount for quality properties:

Loan to Value Ratio (LTV)

Debt Service Coverage Ratio (DSCR)

#### Your answer

#### Q5.

The Debt Service Coverage Ratio (DSCR) and the Loan to Value Ratio (LTV) are helpful in determining whether and when a property can be refinanced.

#### If the lender uses:

Loan to Value Ratio (LTV): 75% of appraised value Debt Service Coverage Ratio (DSCR): 1.25

Which one of the following properties has the potential to be refinanced with a larger mortgage?

	Property A	Property B	Property C
Loan to Value Ratio	77%	72%	69%
Debt Coverage Ratio	1.28	1.20	1.29

# Circle or tick your answer

# Q6.

From the lender's perspective what does a:

Loan to Value Ratio (LTV) of 75% of appraised value and a Debt Service Coverage Ratio (DSCR) of 1.25 mean?

Your answer

# **Using the Default Ratio (Breakeven Point)**

# Q1.

Write down the formula for calculating the Default Ratio (Breakeven Point)

Your answer

#### Q2.

Using the following information calculate the Default Ratio or Breakeven Point

Operating Expenses: \$110,000 per Yr.

Debt Service: \$130,000

Effective Gross Income (EGI): \$300,000

Your answer

# Q3.

How do we use the Default Ratio or Breakeven Point?

Your answer

\_\_\_\_\_

#### How to examine operating expenses

# Q1.

Write down the formula for the Operating Expenses Ratio (OER)

Your answer

#### Q2.

How do we use the Operating Expense Ratio (OER)?

Your answer

#### Q3.

Which is best method for checking expenses?

Using the:

- 1) Operating Expense Ratio (OER) based on the Potential Gross Income (PGI)?
- 2) Operating Expense Ratio (OER) based on the Effective Gross Income (EGI)?

Tick or circle your answer

# Q4.

Using the following information calculate the Operating Expenses Ratio (OER) using the Effective Gross income (EGI)

Potential Gross Income (PGI): \$100,000 per Yr.

Vacancy: 5.00%

Operating Expenses: \$35,000 per Yr.

Your answer

#### Q5.

What are typical Operating Expense Ratios for:

- a) Rental apartment buildings
- b) Commercial buildings. Office, Industrial and Retail

# Flip side

#### Answer

The Operating Expenses Ratio OER) varies widely depending on the age and

The condition of the building. For rental apartment buildings the OER varies widely depending on whether the landlord or the tenant pays for the heating of the unit and for hot water

Typical Operating Expense Ratios (OER)

Rental Apartment Buildings 35% to 45%+ including property management

Motels: 55% to 65% Operating Expense Ratio

Public Storage: 35% to 45% Operating Expense Ratio

**Commercial Buildings** 

Office: 40% to 50%+ Incl. Pty Management Industrial: 30% to 35%+ Incl. Pty Management Retail: 45% to 50%+ Incl. Pty Management

Note. Use with caution. These are rough rules of thumb

# **Tips for analyzing Income & Expense Statements**

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What is the best way to analyze individual revenue and expenses for a Rental Apartment Building?

Your answer

# Q2.

List operating expenses which can be;

- a) quickly verified
- b) hard to verify

# Your answer

Operating expenses that can be quickly verified

Operating Expenses that can hard to verify

## Impact of future capital expenditures on value

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ı	,	•	

Write down three examples of future capital expenditures that might lower the price that a buyer is willing to offer the seller.

#### Your answer

1			
2			
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### Q2.

Calculate the price that a buyer might offer using the following information

Net Operating Income \$200,000

Market Cap Rate: 5.00% (From comparables)

As part of the diligence buyer engaged professional engineering firm to assess the building

The engineers estimated that there is \$700,000 of immediate and urgent repairs including replacing the roof and caulking the leaking windows

Your answer

Types of Leases
Q1. What is a Gross Lease? Your answer
Q2. What's the disadvantage of a Gross Lease from a landlord's perspective?  Your answer
Q3. What's a Modified Gross Lease or a Gross Lease with an escalation clause?  Your answer
Q4. What's a Triple net Lease (NNN)? Also called a Net Lease. Your answer  END
END

Types of Rent
Q1.
What is the Base Rent?
Your answer
Q2. What is the "Additional Rent"?
Your answer
Tour diswer
Q3.
What is "Free Rent"?
Your answer
Tour diswer
Q4.
Does "Free Rent" apply to "Additional Rent"?
Your answer
rour unswer
Q5.
Explain "Percentage Rent"
Your answer
IOUI GIISVEI
FNID
END

# How to define & measure space

## Q1.

What are the Rentable Area and the Gross Leasable Area (GLA)?

Your answer

## Q2.

How do you calculate the rentable area in an office building?

Your answer

#### Q3.

Calculate the Base Rent per month for an office building using the following information:

Base Rent: \$30 per Sq. Ft per Yr. based on the "Rentable Area" Usable Area: 10,000 Sq. Ft. This is the area occupied by the tenant.

Add on Factor: 13%

Your answer

#### Q4.

What are the BOMA standards?

# Q5.

What are the dangers associated with quoting rents as \$ per Sq. Ft per Yr. or Month? *Your answer* 

# Q6.

What's the simple solution to the problems created by quoting rent as \$ per sq. Ft per Yr. or Month

Your answer

# Tips for reading leases Q1.

Why is it so important to read a lease very carefully?

Your answer

\_\_\_\_\_\_

# Q2.

When reading a lease look for who pays what?

# Flip side

What expenses are paid by the landlord and what expenses are paid by the tenant?

Be careful of the term Triple Net (NNN) it can ambiguous and misleading.

READ THE LEASE which will define what operating expenses are paid by the tenant to the landlord in the form of "Additional Rent". Sometimes called "Recoverable Expenses"

## Q3.

What is a Demolition Clause?

## Q4.

When reading a lease look for who pays what?

## Flip side

What expenses are paid by the landlord and what expenses are paid by the tenant?

Be careful of the term Triple Net (NNN) it can ambiguous and misleading.

READ THE LEASE which will define what operating expenses are paid by the tenant to the landlord in the form of "Additional Rent". Sometimes called "Recoverable Expenses"

#### Q5.

How are the renewal rates in a lease determined?

Also called "Rent Steps" or "Rent bumps" **Your answer** 

# Using Cap Rates. Issues & problems Q1.

Explain the Apparent Cap Rate versus the True Cap Rate *Your answer* 

## Q2.

The impact of "urgent major repairs" on the purchase price. Example *Flip side* 

The impact of "urgent major repairs" on the Sale Price

Sale Price: \$3,200,000 Net Operating Income: \$275,000 per year

"Apparent Cap Rate" = \$275,000 x100 = 8.59% \$3,200,000

BUT... the buyer deducted \$425,000 because the roof had to be replaced, the elevator upgraded

Sale Price based on "Normal" building = \$3,200,000 + \$425,000 = \$3,625,000

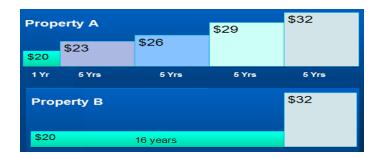
"True Cap Rate" = \$275,000 x100 = 7.59% \$3,625,000

#### Q3.

Cap Rates can't handle changing cash flows over time.

## Flip side

The impact of the timing of a lease renewal on the cash flow and property value



The Cap Rate approach doesn't work very well when the cash flows change over time.

Clearly Property A is worth more than Property B.

To evaluate these two cash flows we would use discounted cash flow analysis and calculate the Net Present Value (NPV) using the investor's discount rate

# Intro. Long term real estate investment analysis

## Q1.

What is long term real estate investment analysis?

Your answer

## Q2.

Write down how to develop the cash flow before tax.

Your answer

**Q3.**Show me an example of an operating cash flow Projection *Flip side* 

	Year 1	Year 2	Year 3	Year 4	Year 5
CASH FLOW BEFORE TAX					
Potential Gross Income	499,200	516,900	535,320	553,506	573,372
Less: Vacancy & Credit Loss Allow.	14,256	14,751	15,266	15,772	16,326
Effective Gross Income	484,944	502,149	520,054	537,734	557,046
Operating Expenses	221,374	230,523	240,079	248,972	258,293
Net Operating Income	263,570	271,626	9,975	288,763	298,753
Less: Principal Payments	28,318	30,517	32,886	35,439	38,190
Interest payments	149,040	146,841	144,472	141,919	139,168
CASH FLOW BEFORE TAX	86,212	94,268	102,617	111,405	121,395

## Q4.

What's the advantage and disadvantage of using cash flow analysis over using the Cap Rate approach to determine the value?

## Q5.

How long of a time period do you use when developing the yearly cash flows? *Flip side* 

It depends on the type of building

Rental Apartment Buildings: Five years is sufficient. Maybe 10 years

Office, Industrial & Retail properties Ten years

With commercial buildings with leases it is best to analyze over 10 years to take into account the impact of periodic increases in rent on the long term value.

As an example Tenant A's rent increases every 3 years based on 2.5% compounding per year.

# **Discounted Cash Flow Analysis**

#### Q1.

Which would you rather have? \$1,000,000 today or \$1,000,000 in 10 years' time?

# Circle your selection

## Q2.

You are going to loan me \$10,000 and I'm offering you the following two repayment plans. The annual payment is at the end of each year.

Which would you prefer as the lender Plan A or Plan B?

From your perspective which is the less risky option? Plan A or Plan B?

# Circle or tick your selection

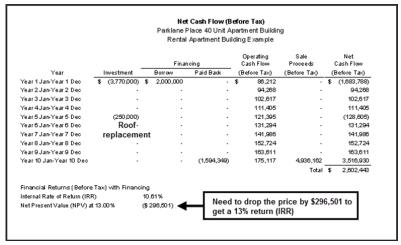
<u>Year</u>	<u>Plan A</u>	<u>Plan B</u>
0	\$<10,000>	\$<10,000>
1	4,000	6,000
2	5,000	5,000
3	6,000	4,000
Total	\$ 15,000	\$ 15,000
Return (IRR)	%	%

## Q3.

What is the Internal Rate of Return (IRR)? How do you calculate the Internal Rate of Return? What is a "Net Cash Flow" report?

## Flip side

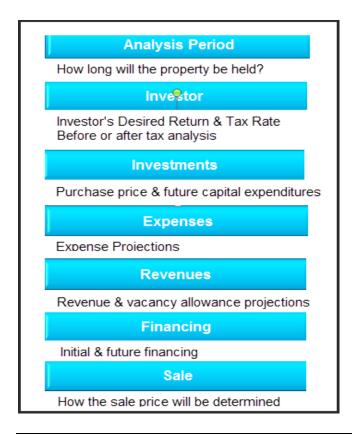
The Net Cash Flow report shows the cash flow from the time the property is acquired until it is sold and calculates the Internal Rate of Return (IRR)



# Developing the Net Cash Flow and Internal Rate of Return (IRR) example

**Q1.** What are the building blocks of investment analysis? *Flip side* 

Following are the steps involved in carrying out long term investment analysis



Q2.

Developing the Net Cash flows. Example

# Flip side

You have a choice to invest in either Property A and B. Each property will generate the following net cash flows. Which one would provide you with the best overall financial return?

Property A because the Internal Rate of Return (IRR) is 11.62% compared to 10.88% for Property B

	Net Cash	n Flow
Year 0	Property A \$<1,000,000>	Property B \$<1,200,000>
1.	81,000	58,000
2. 3.	83,000 84,000	60,000 (= Cash Flow before Tax) 61,000
4.	87,000	67,000
5. 6.	87,000 89,000	68,000 69,000
7.	<10,000>	70,000
8. 9.	90,000	112,000 115,000
10. 11.	93,000 96,000	117,000 119,000
12	1,950,000	2,500,000 ← (Cash Flow Yr.12 + Sale Proceeds)
Return (IRR	<u>11.62</u> % ✓	10.88 % Internal Rate of Return (IRR)

## **Impact of Financial Leverage**

# Q1.

Briefly explain financial leverage to a client using an example.

Your answer

## Q2.

Using the following information calculate the profit.

Mary buys 40 acres land of industrial land for \$1,000,000 paying cash. Two years later the property value has increased 10% and she sells it for \$1,100,000. Calculate her profit.

Bill buys 160 acres paying \$4,000,000 by borrowing \$3,000,000 from the bank and providing equity or cash of \$1,000,000.

In addition he pays \$50,000 of interest each year. Two years later the property value has increased 10% and he sells it for \$4,400,000. Calculate Bill's profit

#### Q3.

Using the following information calculate the investment loss.

Mary buys 40 acres of industrial land for \$1,000,000 paying cash. Two years later the property has decreased in value by 10% and she sells it for \$900,000. Calculate her loss.

Bill buys 160 acres paying \$4,000,000 by borrowing \$3,000,000 from the bank and providing equity or cash of \$1,000,000. In addition he pays \$50,000 of interest each year. Two years later the property has decreased in value by 10% and he sells it for \$3,600,000. Calculate his loss.

Your answer

#### Q4.

Write down the two financial measures that you can use to identify the risk associated with using financial leverage.

## Q5.

How do we use the Debt Service Coverage Ratio (DSCR) and the Default Ratio (Breakeven point) to identity the financial risk associated with using financial leverage? **Your answer** 

# Q6.

An investor buying an office building is considering three financing options. Based on the following which financing option generates the:

- 1) Highest Return on Investment (Internal Rate of Return)?
- 2) The most risk

	Debt Service Coverage Ratio	Debt Service Breakeven Point
Option A 50% financing	1.49	79%
Option B 60% financing	1.24	86%
Option C 70% financing	1.06	94%

**Q7.**How does the financial leverage influence the Return on Investment (IRR)?

	Loan to Value Ratio	Debt Service Coverage Ratio	Default Ratio Breakeven Point	Internal Rate of Return (IRR)
Option A 50% financing	50%	1.49	79%	?
Option B 60% financing	60%	1.24	86%	?
Option C 70% financing	70%	1.06	94%	?

Your answer

**Q8.** Which is the more risky financing option?

	Loan to Value Ratio	Debt Service Coverage Ratio	Default Ratio Breakeven Point	Internal Rate of Return (IRR)
Option A 50% financing	50%	1.49	79%	13.32%
Option B 60% financing	60%	1.24	86%	14.61%
Option C 70% financing	70%	1.06	94%	16.19%

Q9.

How does the use of financial leverage impact the cash flow before tax? *Flip side* 

The impact of financial leverage on the cash flow before tax

		Yearly Cash Flow before Tex				
	Financial Leverage	1	2	3	4	5
Option A	50% LTV	86,212	94,268	102,647	111,405	121,395
Option B	60% LTV	50,741	58,797	67,146	75,933	85,924
Option C	70% LTV	15,269	23,325	31,674	40,462	50,452

In year 1 the cash flow for Option A using a 50% LTV is \$86,212 which decreases to \$15,269 for Option C which uses a 70% LTV.

From a cash flow perspective Option A is less risky than Option C. For Option A the Net Operating Income has to drop by \$86,212 before a building starts to experience a negative cash flow.

For Option C using a 70% LTV if the Net Operating Income drops by more than \$15,269 the building will experience a negative cash flow. A small decrease in rents or increase in the vacancy rate or a small increase in the operating cost would quickly create a negative cash flow. A risky proposition.

# The importance of professional engineering inspections

# Q1.

Why is it important for a buyer to engage a professional engineering firm to inspect a building?

Your answer

## Q2.

What is concrete rot or cancer?

Your answer

### Q3.

Post tension floor slab systems are widely used in concrete buildings.

- 1) Briefly describe the post tensioning system
- 2) In older buildings there have been many cases of the failure of post tensioned floor system failing. What causes the failure?

Your answer

# Valuing Income Properties with development potential

# Q1.

Examples of income properties with development potential.

## Flip side

The top two photos show existing income properties that are destined to be replaced with new developments like the two photos below.



# Q2.

Properties with development potential.

# Aging supermarkets

## Flip side

A current trend in large cities where there is a shortage of land is to replace aging super markets with hi-rise condominium towers with retail space on the ground level.



What are the two ways to value an income property?
Your answer
04
Q4.
What does the "Land Residual" or the "Back Door" approach to valuing land mean?
Your answer
Or.
Q5.
What are the step involved in carrying out the Land Residual or Back Door approach to
establishing land value?
Your answer
Tour unswer

## Q6.

How can you quickly tell whether you should use the "Income" or the "Land Residual" approach to determine the value on an income property?

Your answer

## Q7.

A really old, somewhat run down three story office building situated on a large site in a highly desirable area is up for sale for \$5,000,000.

The zoning allows a 9 story building to be constructed on the site.

The Net Operating Income (NOI) is \$45,000 per year.

The market Cap Rates for newer office buildings is 5%.

Calculate the Cap Rate based on the existing buildings Net Operating Income (NOI) and the asking price.

The property tax assessment value was \$4,700.000

Should the property value be based using the Income Approach or the Land Residual approach?

# Q8.

A extreme example of the value of an existing income property with development potential.

A property with a popular restaurant and the adjacent parking lot sold for \$245,000,000. Why?



Flip side





## Q9.

Not all sites have development potential. Why?

#### Your answer

#### Q10.

TIP

Always check the potential for a site assembly by looking at the properties on each side and at the rear of the site if there is no alley.

See the example on the flip side.

## Flip side

Example of a property with little development potential or site assembly potential.

It would be very costly to replace this old non-conforming building with a new condominium development which would require underground parking and deeper side yard and front yard setback. Significantly reducing the buildable area.



# Q11.

# TIP

Always check the potential for a site assembly by looking at the properties on each side and at the rear of the site if there is no alley.

# Flip side

Any one of these three rental apartment buildings has good long term assembly potential by acquiring the adjacent building(s) creating a larger and more economical development.



## **CLASS QUIZ No. 1**

## Q1.

Using the following information calculate the Cap Rate

Net Operating Income (NOI): \$200,000 per year

Sale Price: \$4,000,000

# Start by writing down the formula for calculating the Cap Rate

#### Your answer

#### Q2.

Put an "X" against the expenses that should be removed from the Income & Expense Statement when using the Net Operating Income (NOI) and the Cap Rate to calculate the value of the property?

Insurance

Property taxes

Upgrading the elevator

Elevator service contract

Landscaping service contract

Mortgage Interest costs

Security services

Painting 40% of the building exterior

Property management

#### Q3.

Calculate the Return on Equity (ROE) or Cash on Cash Return using the following information.

Net Operating Income (NOI): \$125,000 per year

Debt Service: \$75,000 per year Purchase Price: \$1,700,000?

Mortgage: \$1,000,000

# Start by writing down the formula

From a **BUYERS** perspective which do they prefer?

A higher or a lower Cap Rate?

## Circle your selection

## Q5.

Using the following information calculate the:

- 1) Loan to Value Ratio(LTV)
- 2) Debt Service Coverage Ratio (DSCR)

Purchase Price: \$2,500,000 First Mortgage: \$1,500,000

Net Operating Income (NOI): \$130,000 per Yr.

Debt Service: \$100,000 per Yr. Annual (P +I) payment

# Start by writing down the formulas

Your answer

### Q6.

Calculate the Base Rent per Sq. Ft per Yr. for an office building using the following information:

Base Rent: \$200,000 per Yr. based on the "Rentable Area"

Usable Area: 9,000 Sq. Ft. This is the area occupied by the tenant.

Add on Factor or Gross up Factor: 15%

#### Q7.

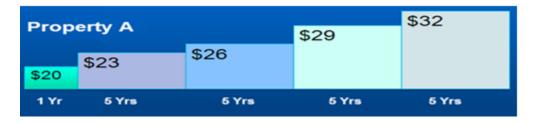
The lower the Cap Rate the "higher" or "lower" the property value?

Circle your selection

## Q8.

The Cap Rate is an excellent approach to valuing Property A which has the following lease arrangement. True or False?

# Circle your selection



#### Q9.

A tenant is entering into a Triple Net Rent (NNN) and the landlord has offered the tenant three months free rent.

The tenant interprets this to mean that during the Free Rent period of three months that there are no payments made to the landlord.

Based on the typical arrangements for free rent is the tenant's assumption correct?

# Yes or No Circle your answer

#### Q1.0

When calculating the Cap Rate for a commercial building leasing fees should be excluded from the Income & Expenses statement when using the Cap Rate to determine the value.

True or False?

Circle your answer

0
Q1.1 You are considering buying a building which has a Net Operating Income (NOI) of \$230,000.
If you wish to buy the property for a 6.00% Cap Rate, how much would you pay for the property?
Q1.2
The Loan to Value Ratio (LTV):
a) Always determines the loan amount b) Determines the maximum loan subject to the Debt Service or Coverage Ratio c) Is never used by a commercial lender because they always use the Debt Service or Coverage Ratio to determine the loan amount to determine the loan amount  Tick your Your answer
Q1.3 Which Debt Service Coverage Ratio provides the highest loan amount?
a) 1.19 b) 1.25 c) 1.30
Tick the correct Your answer a) b) c)
Q1.4 Which Debt Service Coverage Ratio potentially indicates the highest financial risk?
a) 1.31
b) 1.07 c) 1.15

a)\_\_ b)\_\_ c)\_\_ d)\_\_

d) 1.20

Tick the correct Your answer

## Q1.5

A "Triple Net (NNN)" lease means that the tenant pays all of the landlords operating expenses.

## True False

# Circle your Your answer

## Q1.6

In a multi-tenant office building the landlord usually calculates the rent based on the Usable Area because this is the area occupied by the tenant.

# True False Circle your Your answer

# Q1.7

How much would you pay for \$130,000 per year forever if wanted a 10% return?

- a) \_\_ \$1,300,000
- b) \_\_ \$130,000
- c) \_\_ \$13,000,000
- d) \_\_ None of these
- e) \_\_ \$13,000

## Tick the correct answer

#### Q1.8

Which would you rather have?

- a) Receive \$750,000 today
- b) Receive \$750,000 in 5 years time

Tick the correct answer	a)	b)	
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## Q1.9

The diagram below shows the projected lease rates and renewals for two comparable properties. Which is the most valuable property?

- a) Property A
- b) Property B

Tick the correct Your answer a)\_\_ b)\_\_



#### Q2.0

From a financial perspective which investment provides the highest:

Return (IRR) Investment A or Investment B
 Risk Investment A or Investment B

# Circle your Your answers

Investment B	Investment A	Year
<960,000>	<960,000>	0
320,000	230,000	1
300,000	250,000	2
290,000	275,000	3
275,000	290,000	4
250,000	300,000	5
230,000	320,000	6
\$ 1,665,000	\$ 1,665,000	Total

**Q2.1** How would you value this property?



- a) Use the income approach such as the Cap Rate or Discounted Cash Flow Analysis approach
- b) Use the "Development Analysis" or "Land Residual" approach

Tick the correct Your answer a)\_\_ b)\_\_