



## **WINDSOR PLACE CONDOMINIUM RE-ROOF PROJECT**

### **REVISED Schedule and General Information**

**DUE TO LOGISTICAL CIRCUMTANCES THE INTERIOR PRE-INSPECTIONS WILL START AT 2 P.M. INSTEAD OF 8:00 AM. THANK YOU FOR YOUR PATIENCE AND COOPERATION.**

August 17, 2018


Dear Owner,

At its last meeting in June of 2018, the Board of Directors selected Latite Roofing, Inc. to complete the community-wide roofing project. The roof project is scheduled to begin on or about **Monday, August 20, 2018, weather permitting**. The entire project is expected to take 14 – 16 weeks, approximately 2-3 days per building. The demolition of the existing roofs and installation of the new roofs will be an inconvenience and we are asking for your cooperation and patience during this time. Please read all the below information concerning the project.

#### **Building’s (Unit’s) interior pre-inspections:**

The interior of the building (the units) must be inspected prior to start. The purpose of the inspection is to identify any obvious pre-existing conditions that may create or become a hazard to the occupants or the structure, i.e. missing ceiling tiles, wood rot, electrical, etc. This pre-work inspection will be followed up with a report that will identify any pre-existing damages from previous water intrusion. If the inspection is not completed timely and work commences, all damages discovered later will be assumed to be pre-existing and will be the sole responsibility of the building’s unit owner(s) or tenant. Interior drywall cracks are an unavoidable possibility during the re-roofing process and Latite takes no responsibility.

#### **The schedule will be completed in phases and updated regularly.**

 **The schedule is TENTATIVE and may change due to inclement weather, excessive carpentry, or other unforeseen circumstances.**

#### **Interior pre-work inspection approximate schedule:**

Buildings	554 and 500	August 29, 2018	<b>Starting 2:00 p.m. until completion.</b>
Buildings	505 and 517	September 5, 2018	<b>Starting 2:00 p.m. until completion.</b>
Buildings	529 and 541	September 12, 2018	<b>Starting 2:00 p.m. until completion.</b>

Buildings 555 and 565	September 19, 2018	<b>Starting 2:00 p.m. until completion.</b>
Buildings 577 and 589	September 26, 2018	<b>Starting 2:00 p.m. until completion.</b>

**General Schedule – Tear off:**

Construction will begin at the back of the community (Building 582) and move toward Windsor Place and Windsor Square on the following approximate schedule (see attached map for building numbers):

**The schedule will be completed in phases and updated regularly.**

August 20 to 22, 2018	Building	#582
August 23 to 27, 2018	Building	#404
August 28 to 30, 2018	Building	#416
August 31, 2018	Building	#405
September 3 to 4, 2018	Buildings	#405
September 5 to 7, 2018	Buildings	#554
September 10 to 12, 2018	Buildings	#500
September 13 to 17, 2018	Buildings	#505
September 18 to 20, 2018	Buildings	#517
September 21 to 25, 2018	Buildings	#529
September 25 to 28, 2018	Buildings	#541

**Alternative Parking:**

During the day, residents will not be able to park their cars in the garages, while the work is underway with the scheduled buildings. Vehicles will need to be moved to any other available parking areas.

**Construction storage areas:**

The following parking spaces will be used for construction storage:

<b>August 20 to September 7, 2018</b>	4 parking spaces near buildings 405 and 554
<b>September 10 to October 3, 2018</b>	4 parking spaces near the pool house.

**Landscaping:**

Because of the roofing project, Florida Evergreen Landscape will coordinate the weekly maintenance with Latite Roofing. The roofers will be as careful as they can; however, roofing is a construction project and plants could possibly be damaged.

**Communications:**

The best way for homeowners and residents to stay informed about the roofing project, and all Windsor Place information and announcements, is to visit to the Windsor Place website at <http://www.windsorplacenaples.com>.

If you have any questions or concerns at this time or during the roofing project, please contact Philippe Gabart at 239.947.4552. Thank you in advance for your anticipated patience and cooperation.

For the Board of Directors.

Philippe Gabart, CAM.