

BRIDGEPORT HOMEOWNERS ASSOCIATION

REPAIR AND RENOVATION NOTICE

December 15, 2022

This notice has been prepared to help guide homeowners and tenants through the renovation project. It is essential that all homeowners and tenants read and understand the information contained in this document.

This Repair and Renovation Notice (“Repair Notice”) has been adopted by the Board of Directors of the Bridgeport Homeowners Association (“Association”) to help inform the community about the scope of the repair and renovation project (“Project”), to explain how it will impact the common areas and individual homes, to identify the responsibilities of the Association, the Contractor, the owners and tenants, and above all to ensure the Project proceeds as smoothly and efficiently as possible to a successful conclusion.

The scope of this work is to perform repairs to the exterior elevated elements (walkways, landings and balconies), repair leaks at garage CMU walls and ceilings, replace wood handrails with wrought iron, replace damaged wood components and stucco at building exteriors and repaint the entire complex.

The Board has made every attempt to be fair and equitable to every homeowner who is a member of this Association. The intent is to make repairs required to solve current requirements, but please understand that the Association is not bound to restore the property to its original or upgraded condition, nor is the Association required to compensate an individual homeowner for personal property that may have to be removed in order to repair the common areas. Please refer to your CC&Rs for specifics.

The Association reserves the absolute right to alter any of this Repair Notice at any time subject to its discretion should we find that during the course of the work certain changes are required to make the project function more effectively.

This Repair Notice is intended to cover all situations that are expected to be encountered during the course of the Project. However, because each unit is unique, homeowners are advised to bring to the Board’s attention, in writing, any item that the homeowner feels is not covered by this Repair Notice. Design Build Associates (DBA) is the Construction Consultant for the project. DBA’s role is to manage the construction activities from start to completion and to oversee the work of the general contractor and its subcontractors. Written concerns about the Project should be sent to our construction consultant, Rich Carroll at Design Build Associates. He can be reached at 949-278-1141 or RichCarroll@dbuild.com. We recommend that you copy our property manager Chris Church at Optimum Property Management on all correspondence, at cchurch@optimumpm.com. Any issue that is not resolved will be referred to the Board for its consideration.

It is the responsibility of each Owner to communicate this Repair Notice to their tenant and to make sure that your tenants, residents and guests comply with the terms of this Repair Notice. If a tenant fails to comply with the items addressed in this Repair Notice, and if that failure to comply causes additional costs to the Association, those charges will be assessed to the homeowner.

Bridgeport Homeowners Association
Repair & Renovation Notice

To minimize the inevitable inconvenience and disruption, and to complete the repairs in the least amount of time, please:

1. Read and comply with this Repair Notice
2. Comply with all posted notices
3. Prepare for the construction process as stipulated in this Repair Notice
4. Provide prompt access to your home when scheduled.

All work will be scheduled with advance written notification. None of the work can be performed by appointment or at the discretion of any individual owner or tenant. The work must be accomplished in accordance with the construction contract and the construction schedule or the Association will be burdened with added expenses and the work will take longer to complete.

Please carefully review this material since it provides crucial details about the entire scope of work. We have reviewed and analyzed the overall renovation process and have adopted this Repair Notice after careful consideration of all factors.

The Project Scope Consists of the Following Work:

- Repairs to the exterior elevated elements (walkways and balconies) which may require access to individual homes.
- Addressing leaks at the garage ceilings.
- Replacing damaged wood components and stucco at building exteriors.
- Painting of the exterior of all buildings, including entry doors and common area doors that open onto the exterior of the building.
- Elevator rehabilitation.

Scheduling and Notices

The overall duration of the project is expected to be approximately 8-10 months. All work will be accomplished in accordance with the Contractor's published construction schedule. The overall project duration is contingent on weather delays and other outside factors and does not include additional unforeseen conditions. The project duration is also dependent upon the cooperation of homeowners and tenants as outlined in this Repair Notice.

Homeowners will be provided a minimum of two advance notifications prior to work commencing:

- A 30-day notice.
- A one-week notice.

These notices will be delivered in the form of a written notice affixed to entry doors. Each notice will include specifics about the work the Contractor will be performing, and a phone number to

call if you need more detailed information.

Working Hours

Construction work hours will be 8:00 AM to 6:00 PM Monday through Friday. Quiet work (roll out of equipment, layout of work, etc.) may occur before 8:00 a.m., and construction may continue beyond 6:00 p.m. to ensure safe access and for cleanup but no later than 7:00 PM. If weekend work is required, notices will be posted twenty-four hours in advance of the work dates, along with expected working hours.

Construction Zones

Once construction starts, access to construction work areas as well as construction delivery and staging areas will be restricted by some combination of fences, caution tape, tarps, cones, barricades and signage. All homeowners, tenants, guests and pets must stay clear of such construction zones.

Occupant access to individual homes will be maintained throughout the project, but detours throughout the common areas may occur. Additionally, there will be times during the project when you will be unable to leave or enter your unit due to the walkway beams being replaced. We only anticipate this affecting a small number of owners. If you are going to be affected, you will be contacted directly by Design Build and further discussions will follow.

Access to individual balconies and patios may be restricted for several days during the repair and painting operation. Again, we only anticipate a small # of these situations and we will discuss them on a case-by-case basis.

Although the contractor may have a temporary job-site office in the community, homeowners and tenants are required to call the main construction office with any questions regarding daily activities, procedures, scheduling, etc. The main construction office phone number will be listed on every Contractor notice.

It will be the responsibility of each homeowner and tenant to keep all guests and pets away from and out of the active construction zone, including balcony decks, patios, and interior spaces while repairs are underway. All exterior areas surrounding all the buildings are considered construction zones while work is underway on that building.

Interior Preparation

We understand there are going to be inconveniences during these repairs. During the work on your building, there will be noise, dirt, dust and general construction debris that could damage personal property within your residence. Community cooperation and involvement is critical to the success of this project.

It is recommended that windows and doors be kept closed during construction activity to alleviate dust intrusion and noise. During the construction activity there will be many workers onsite, working on the ground and off ladders and scaffolding. Unfortunately, you will not have the same degree of privacy that you enjoyed prior to construction. Please be mindful of this and guard your own privacy by closing window and door coverings.

Protection of Valuables and Privacy

All valuables should be safe-guarded before the Contractor is allowed access to your home, if

applicable. Anything left in the construction area could be in the way of the Contractor and could easily be damaged. Personal items left on balconies, patios and unit entry landings in the way of the Contractor may be disposed of at the homeowner's expense.

Daily Cleanup Requirements:

The Contractor will rough clean common areas that are to remain accessible to homeowners and residents during construction at the end of each work day. Rough cleanup includes the removal of major construction debris and broom sweep of those areas. Following a daily rough clean, there will still be construction dust and dirt in many areas.

Parking during Construction

During construction parking will be limited in the guest parking area. Please be courteous and leave the guest spaces available to the construction workers during working hours, and please obey any taped off "No Parking" areas for your own safety and the safety of others. Please be mindful of temporary parking signage and follow all parking restrictions during the construction.

Utilities Used by Contractor

The contractor will be using water supply and electrical outlets wherever available, including, if necessary, water and outlets located in patios and balconies.

Pets

For the safety of your pets and the construction workers, all pets must be kept off patios and balconies and interior areas where workers are performing construction activities. The Contractor will not take any responsibility for a pet that escapes. Your pet's well-being is your responsibility during the renovation project.

Safety

The safety of all homeowners and tenants is the primary concern of the Contractor and the Association. Please comply with all notices posted in construction zones or you may find yourself subjected to falling debris, paint overspray, wet paint, etc. Unit owners are responsible to ensure that all residents and/or guests of their unit, or any individuals they allow onto the property, are kept at a safe distance from all work activity. Please note the Contractor will not enter any home where a person under the age of eighteen is present unless an adult is also present.

Homeowner or Tenant with Special Needs

An owner or tenant with special needs, including but not limited to a physical disability that could be affected or aggravated by the construction activity, is responsible for making any needed alternative plans at least two weeks in advance of scheduled construction activity. In addition, the unit owner must advise the Property Manager in writing, at least two weeks prior to construction commencement, of the alternative plans. If construction is delayed or stopped because alternative plans have not been put in place, the unit owner may be held responsible for additional costs incurred by the Association. The owner of the unit is responsible for any expenses related to alternative or relocation plans.

Construction Trash Dumpsters

Today's construction ordinances require the Contractor to dispose of construction debris in very specific ways. Each construction trash bin may be intended for a specific type of recycling

process. For this reason, homeowners and tenants are prohibited from discarding any personal belongings or dump any trash of any kind in the construction trash bins. Anyone caught disposing of any material in the jobsite trash bins will be charged for the cost of having the entire bin emptied, regardless if the bin is full or not.

Specific Scope of Work and Impacts to Homeowners/Tenants

Private Patios, Balconies and Landings

Owners will be required to remove all personal items from private patios, balconies and landings during the active construction on each building, which will create the space needed for safe deployment of ladders to facilitate the repair and painting operations. You will receive a posted notice that provides one week advance notice of when the patio or balcony is required to be cleared. You will be expected to remove all items from these private areas, including any potted plants or items placed on the guardrails or affixed to the walls. All fasteners will be removed by the painters and the holes will be patched prior to painting. The Contractor is not liable for any damage to personal items if they need to be moved. If you have a satellite dish in your private space, it may need to be moved to accommodate the painting operation. The Association, the Property Manager, the Construction Consultant and the Contractor are not responsible for any charges incurred by owners to redirect the dish to achieve optimum transmission. If the Contractor is required to move anything, any resultant charges may be assessed to the owner.

Patio Covers / Trellises

You will be responsible to detach your patio trellis or any other improvement from your patio or balcony. The Contractor or Association will not be responsible for any damage caused to any of these improvements left in place.

Cable TV and Phone

We do not anticipate that there will be any modifications to the cable TV and/or phone systems. However, in some cases cable for individual units has been attached to the exterior of the buildings. This wiring may need to be removed to facilitate repairs. If the wiring is removed, it will not be replaced by the Contractor. It will be the homeowner's responsibility to have the wire replaced in compliance with Association rules and requirements.

Satellite or TV Cables

Currently there are some satellite dishes installed and mounted to the roofs of the buildings. Some of the satellite dishes may need to be removed to accommodate the wood replacement.

Ample notice will be given by the Contractor for you to perform this work prior to the Contractor starting work on your building. If the dish is not removed by the time the Contractor begins work on your building, the Contractor will remove the equipment. The Contractor, the Property Manager, the Construction Consultant, and the Association will not be responsible for any claims of damaged or missing equipment. Reconnecting the cables and properly placing and running them is the responsibility of the homeowner.

Homeowner Requested Remodeling

The Association's Contractors are not permitted to provide additional and/or custom work for individual owners during these repairs for the Association. Working for individual homeowners is a conflict of interest. Allowing the Contractor to provide additional services for individual owners could cause the Contractor to fall behind the schedule expected by the Association.

Final Words

The homeowner is responsible for any costs and/or legal charges incurred as a result of non-compliance by a homeowner or tenant. These charges can include, but are not limited to, construction delays caused by homeowners or tenants who do not cooperate or comply with the requirements detailed in this Notice, such as removal of personal items a homeowner or tenant was instructed to remove but did not do so.

The repair and renovation project is an expensive endeavor and the work is being performed on a tight budget and schedule. It will take everyone's cooperation to make it a success.

Please understand the Association, the Construction Consultant, the Contractor, and Optimum Property Management Company will not accept any liability or any additional costs associated with residents' or tenants' failure to act in accordance with the full extent of this Repair and Renovation Notice.

It is the Association's intention to fully inform each homeowner and tenant of situations that may arise as a result of the construction process. As additional information becomes available it may be necessary to amend this Repair Notice. We sincerely believe that if everyone within the community exercises patience, respect and common courtesy, the Project will be successful.

Thank You,
Your Bridgeport Homeowners Association Board of Directors