



- Design Build Associates (DBA)
- Recap of Services DBA is Providing
- Recap of Scope
- Recap of Project Process
- Introduce Contractor
- Recap of Conditions at Villa Vallarta
- Funding Options
- Questions from Homeowners



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#### **Design Build Associates**

Professionalism, Integrity, Expertise, Confidence

We are construction managers and consultants and have been in the construction industry for over 40 years. We are unique as we only focus on servicing the HOA industry.

We provide our clients with the necessary checks and balances to assure a successful project considering the Board's time, quality, and cost objectives.





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## Services DBA will Provide Villa Vallarta **Before** Construction

- Bring an unbiased and expert perspective to help the Board in determining the final scope of work and creating the needed specifications.
- Define the final scope of work and create a bid form for the contractors to provide their pricing.
- Qualify the Bidders and make recommendations concerning the bids and the Contractors.
- Assist with contractor interviews and contract.
- Assist the Association with any needed project funding including town hall meetings, passing assessments and assisting with obtaining a bank loan if desired.



## Services DBA will Provide Villa Vallarta **During** Construction

- Provide administrative, management and related service to coordinate the work of the contractor to complete the project in accordance with construction schedule and the Board's cost, time and quality objectives.
- Request, review and document certificates of insurance from contractors.
- Perform on-site inspections.
- Work to obtain satisfactory performance from the contractor.
- Review any change orders for accuracy and reasonableness and make recommendations.
- Oversee the contractor's noticing process.



## Services DBA will Provide Villa Vallarta **During** Construction

- Maintain complete cost accounting records on each contractor, vendor, and consultant regarding the work performed under that contract.
- Conduct weekly jobsite construction meetings to review progress, schedule, issues and performance.
- Work to resolve any issues with construction details or with individual homeowners.
- Review and approve the contractor's monthly invoices and obtain lien releases.
- Create a "punch list" and conduct final inspections.
- Secure from the contractor any required warranties or guarantees and releases for the Association's permanent record.



## Communication During the Project

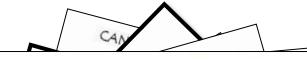
At the Project:
General Notices
Advanced Notices

**Bulletin Boards** 

Virtually:

Weekly Updates (Fridays)

**DBA Website** 



#### VILLA VALLARTA REPAIR AND RESTORATION NOTICE (Preliminary)

#### January 2025

This notice is prepared to help and guide the Homeowners and Tenants through the project. It is essential that all Homeowners and Tenants read and understand the information contained in this document.

This Repair and Restoration Notice ("Repair Notice") has been adopted by the Board of Directors of the Harbour Walk HOA ("Association") to help inform the community about the scope of the repair and restoration project ("Project") to explain how it will impact the common areas and individual homes, to identify the responsibilities of the HOA, 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 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 as many of the repairs required to solve our current problems, 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 after 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 Manager 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 sub-contractors. Written concerns about the Project should be sent to our construction consultant, Dale Meredith at Design Build Associates. He can be reached at 949-250-3910 or dalemeredith@dbuild.com. Any issue that is not resolved will be referred to the Board for its consideration, again with the intent of treating every homeownerfairly.

Homeowners please understand that if your home is rented, it is your responsibility to communicate this Repair Notice to your tenants and to make sure that your tenants and residents/guests comply with the terms of this Repair Notice. If a tenant falls to comply



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### Scope of Work

- New Roofs:
  - Flat Roofs
  - Sloped Roof
  - Gutters and Downspouts: option offered to bypass integrated gutters.
- New Siding
  - Replace with James Hardie cementitious siding
- Deck Repairs to Comply with SB326
  - 80 C units, 75 F units, 87 G units
- Main Electrical Panel Upgrade:
  - Insurance Requirement for HOA policy renewal
- Community Wide Repaint



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# Villa Vallarta Pre-Construction Job Process Flowchart





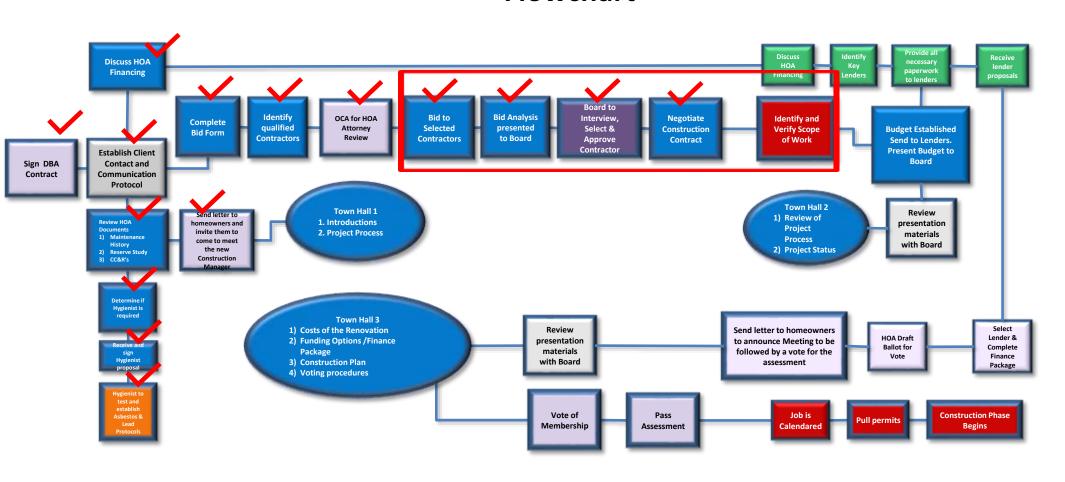


### **Project Process**

- Issue Requests for Proposal / Initiate competitive bid process for General Contractor selection
  - Conduct contractor interviews with the Board
    - Board selects contractor based on experience, strengths, price



# Villa Vallarta Pre-Construction Job Process Flowchart





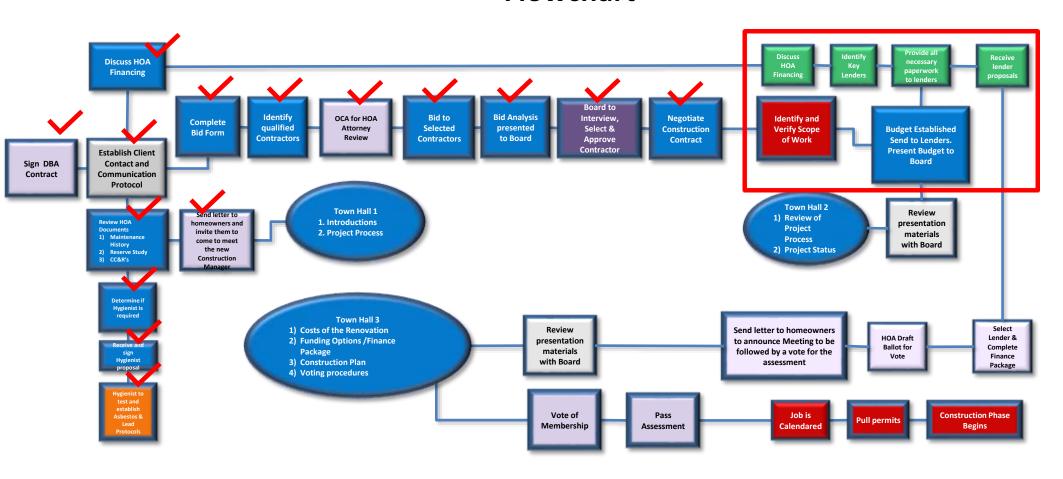


# Project Process Continued

- DBA and GC to confirm scope of the project
- DBA creates budget for Board of Directors
- DBA to assist HOA in acquiring Loan funding based approved budget



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# Matt Wright Professional Services Construction



### PROFESSIONAL SERVICES

#### CONSTRUCTION, INC.

At

Professional

Services Construction, Inc.

our mission is to provide the utmost

professional and cost-effective construction

services for HOA reconstruction projects. Our goal

is the successful completion of your project in a

timely and high quality manner with

consistent project documentation

and communication

with all

parties



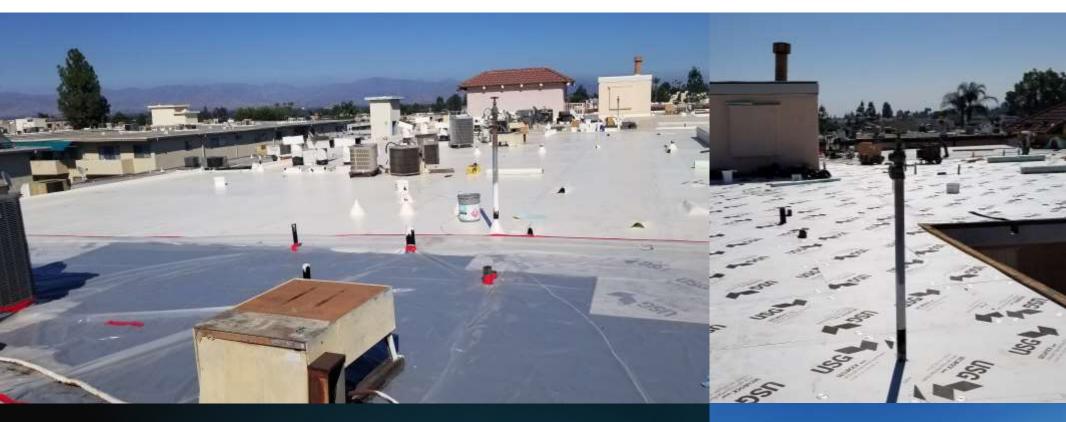
## Advantages of working with a company as stable and developed as Professional Services Construction include:

- Experienced full-time office staff committed to servicing Homeowner and Property Manager concerns and issues
- Full-Time Project Supervision
- Dedicated Project Management Staff
- We own and maintain a fleet of trucks
- Over 100 full-craftsmen
- Offices in Camarillo, CA and Rancho Santa Margarita, CA
- Member of Community Associations Institute



### Trades performed by Professional Services Construction include:

- Carpentry (Rough Framing & Finish)
- Siding Replacement (Wood & Composite)
- Painting (Interior & Exterior)
   Electrical
- Roofing Plumbing
- Deck Coating & Waterproofing Systems
- Dry-rot Repair & Replacement
- Stucco & Lathing Drywall
- Concrete
- Fencing Wrought Iron



### Fiber Tite Roofing System

Full Tear Off









Villa Alicante HOA James Hardie Siding Project









# Various Siding Project's

 Village Palos Verdes Full Exterior Reconstruction Project. Including Siding, Windows, Doors, Roofs, and Waterproofing.



#### **PSC Projects**







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#### **Conditions at Villa Vallarta**

Our Buildings are now 50 years old.

For the first seven months of 2024, the Association has spent more than \$775,000 on roofing, siding, decks, trim, and termite repairs.

As a result of these numerous repairs, the HOA reserves have been greatly depleted.

It is past time for a comprehensive, and long-lasting solution that will be more cost-effective and will maintain and improve our property values.

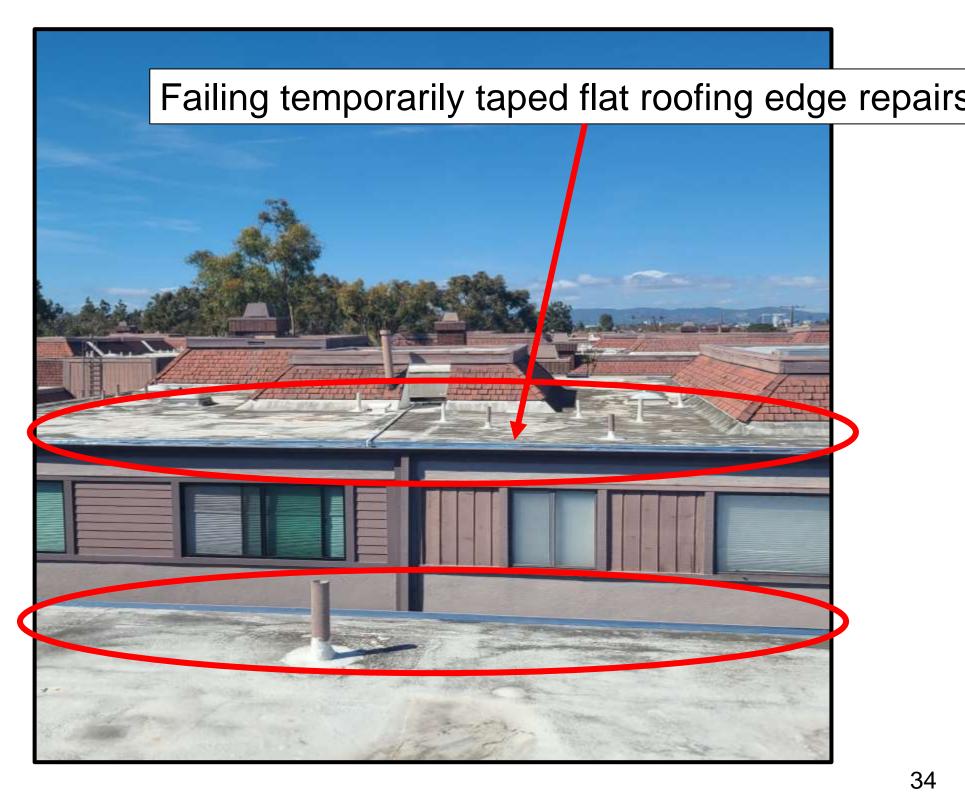


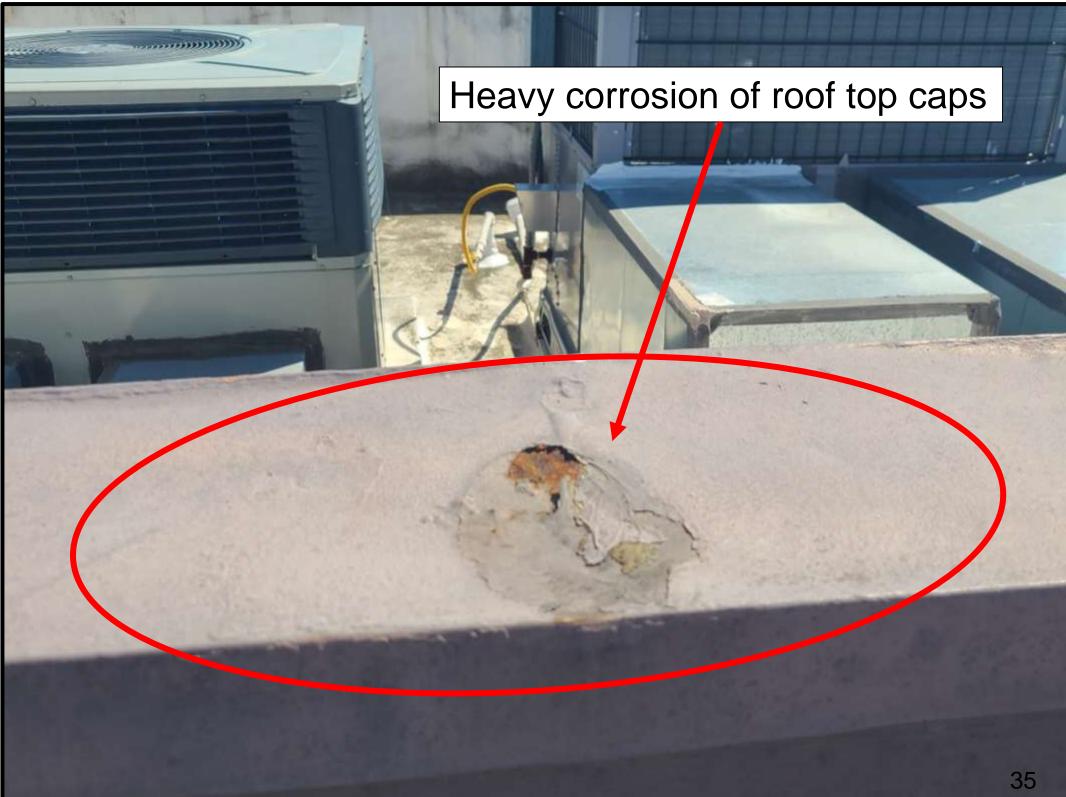
#### **Conditions at Villa Vallarta**

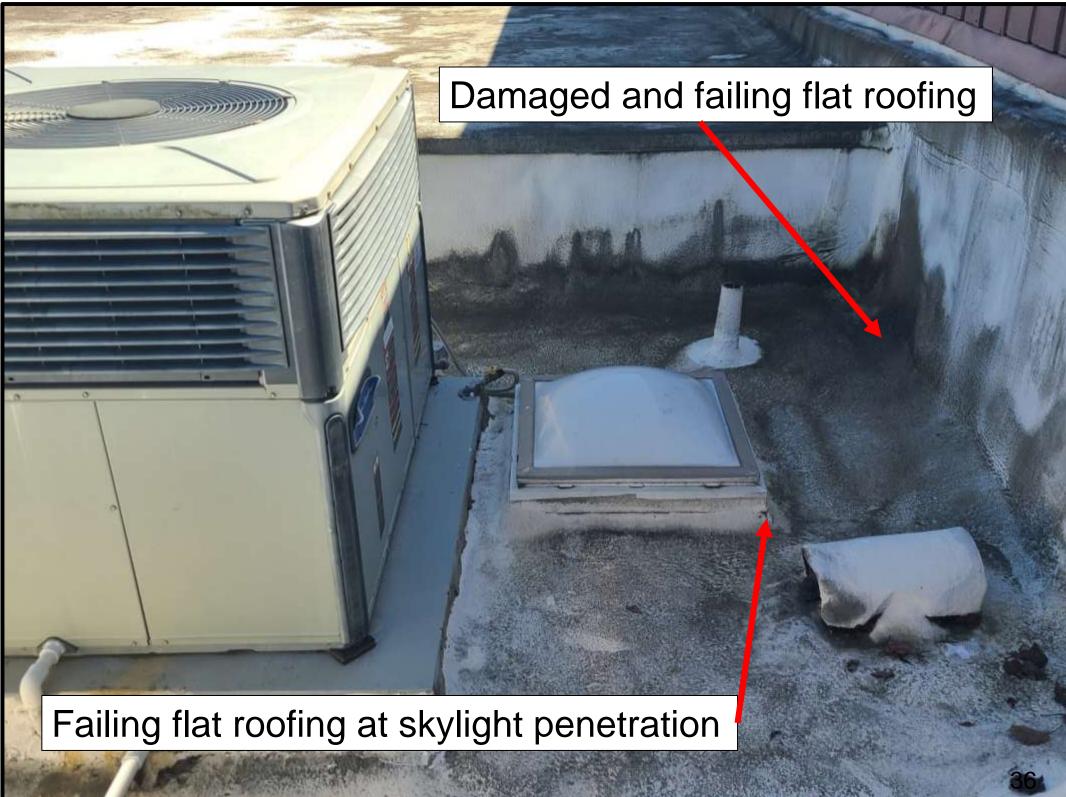
# Roofing

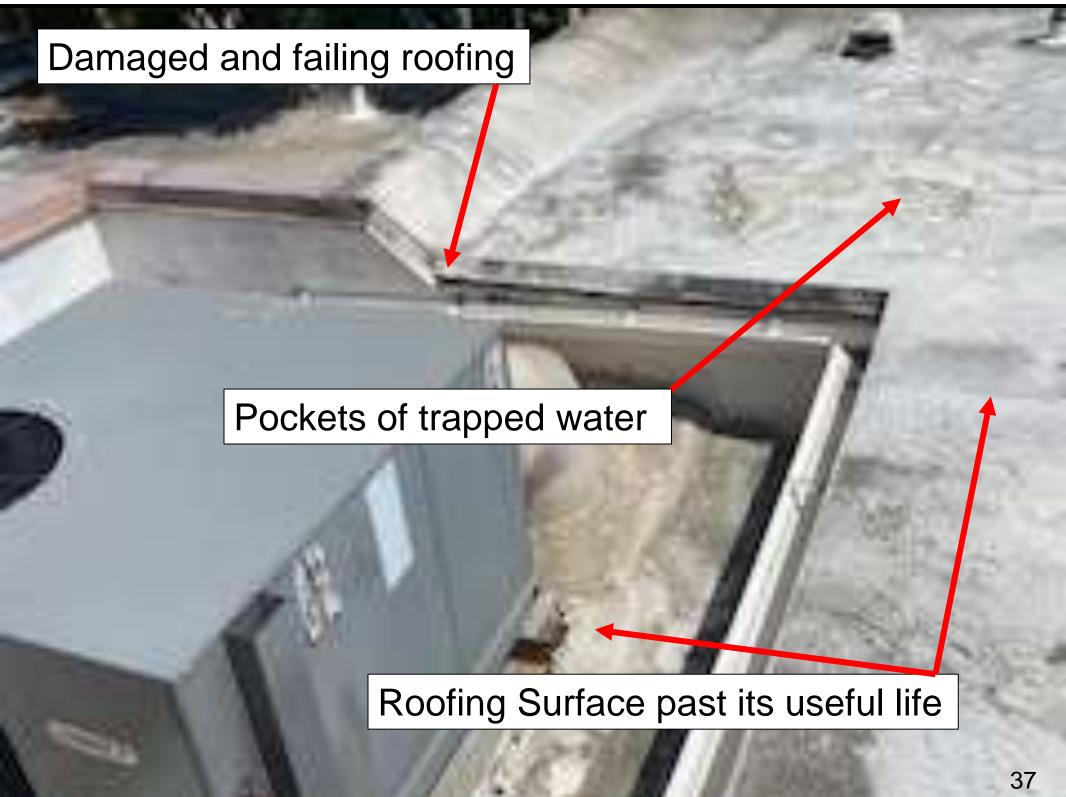




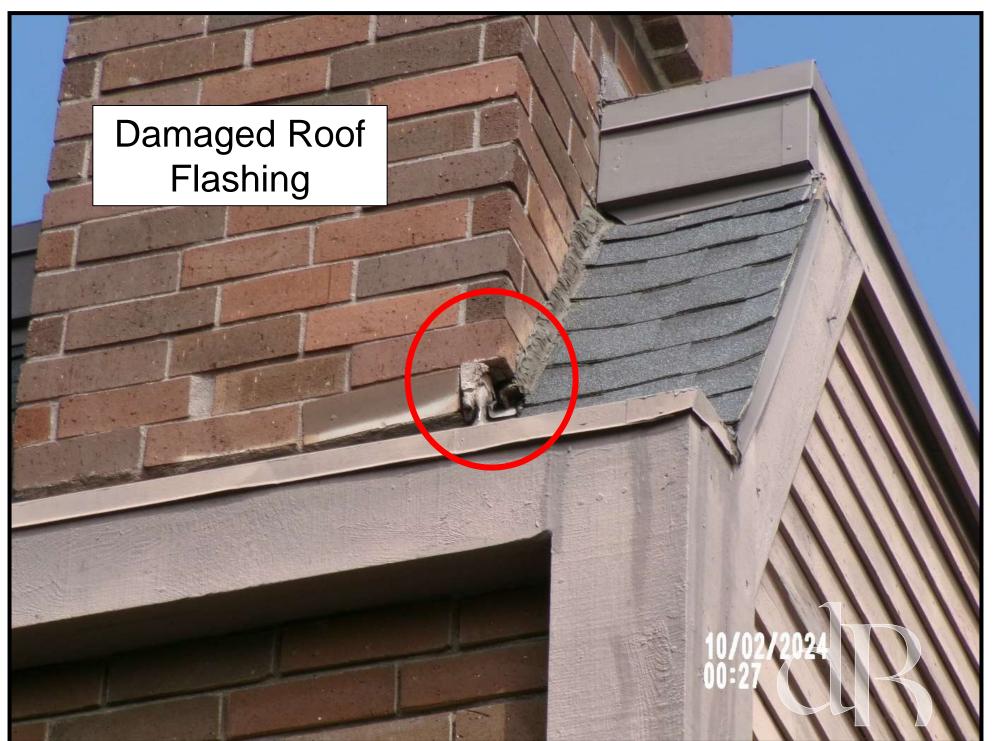










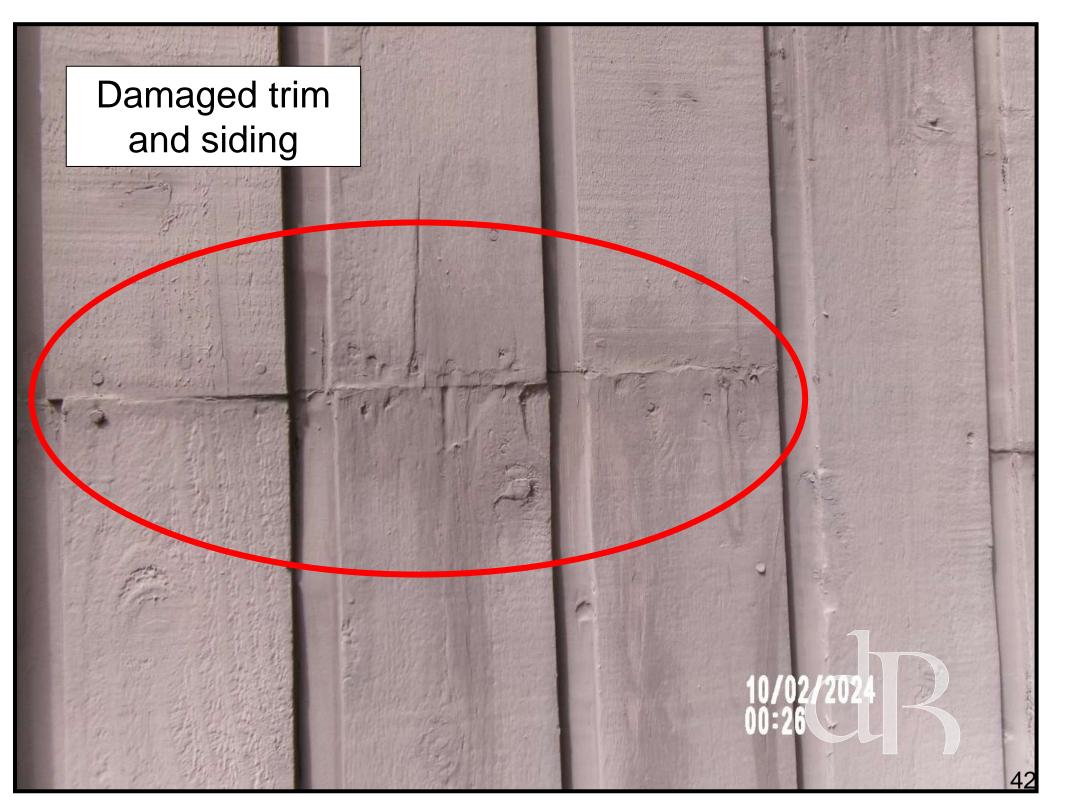




#### **Conditions at Villa Vallarta**

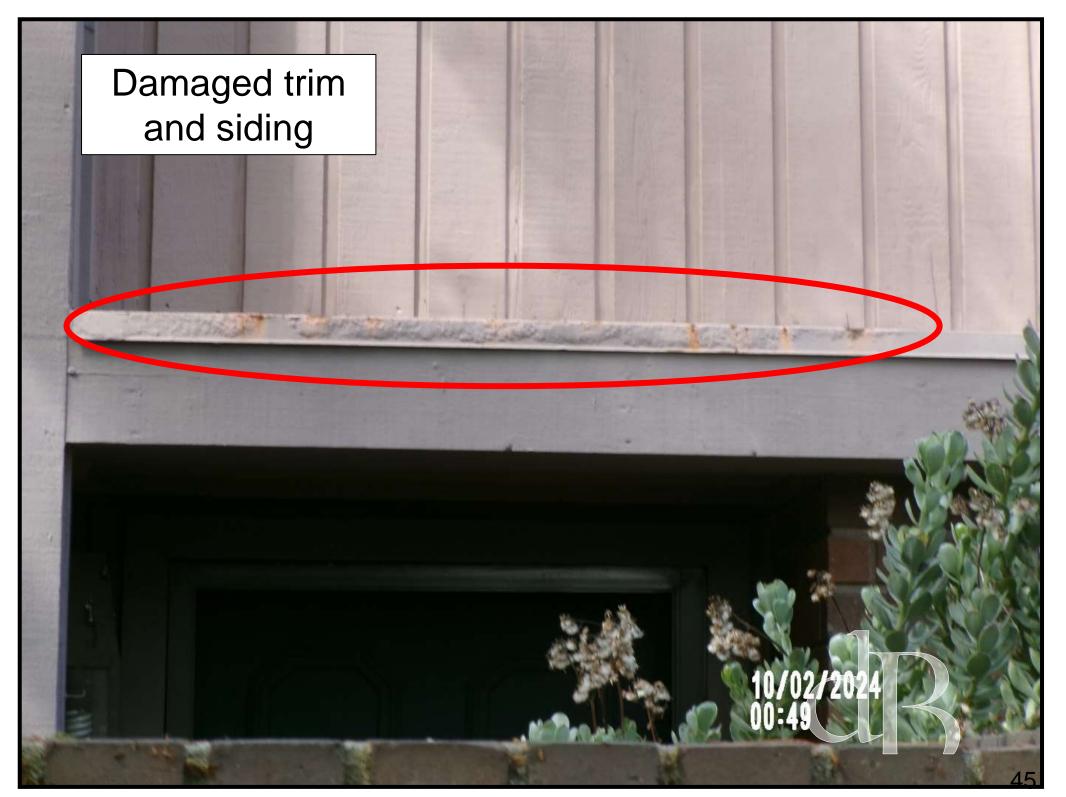
### Siding



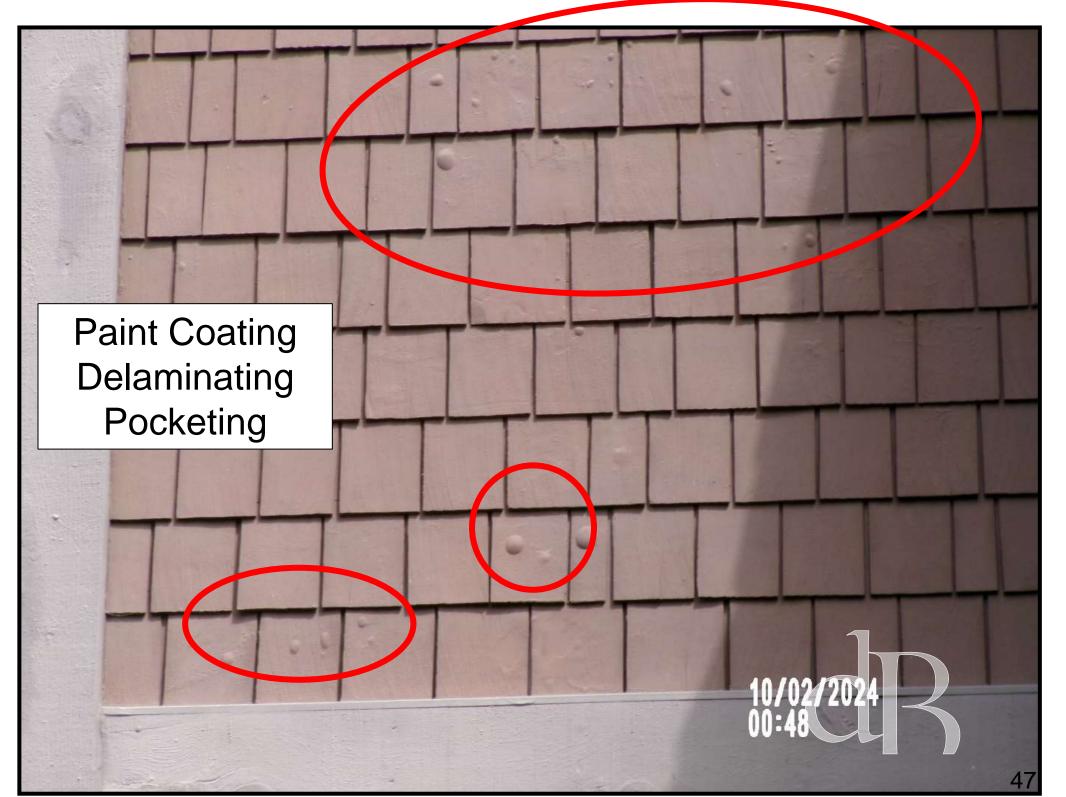
























#### Trim at garage soffits is failing/joinery mismatches





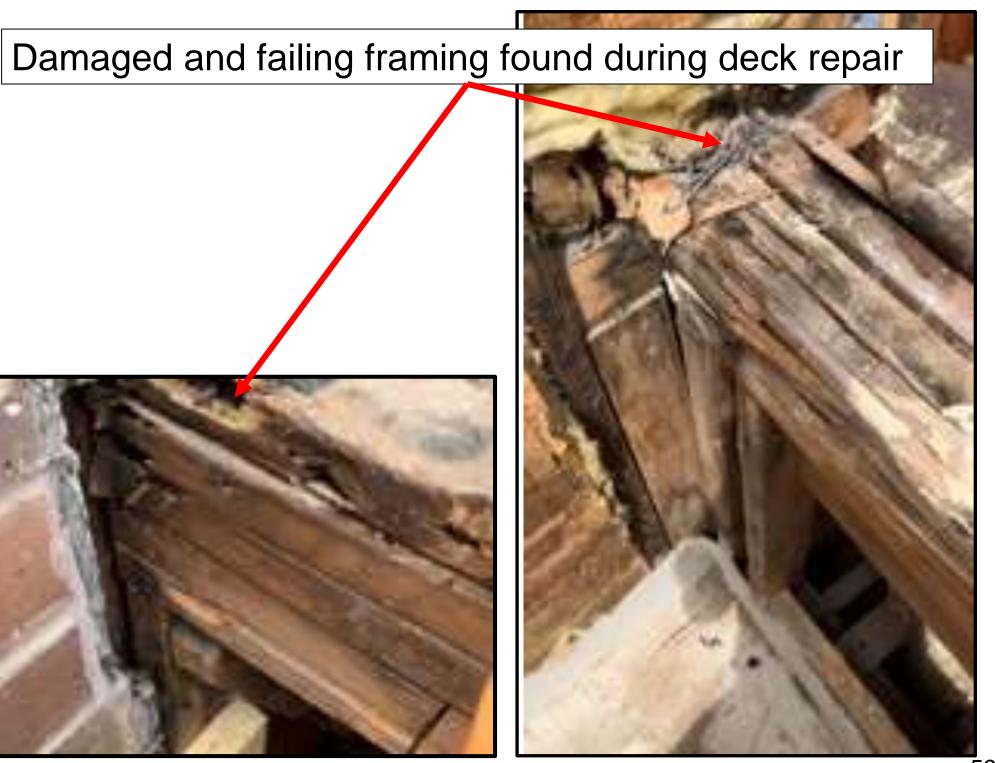


#### **Conditions at Villa Vallarta**

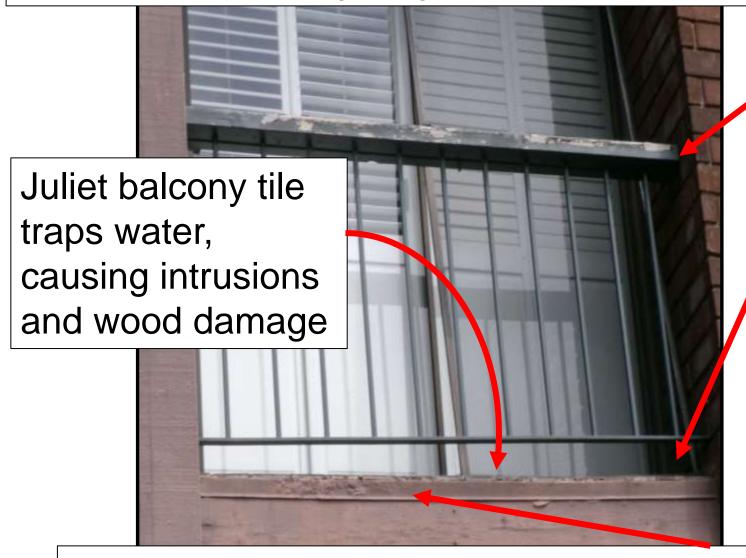
### Deck Repair







#### Juliet balcony railing heights do not meet required height.



Juliet balcony edge flashing severely corroded, failing.



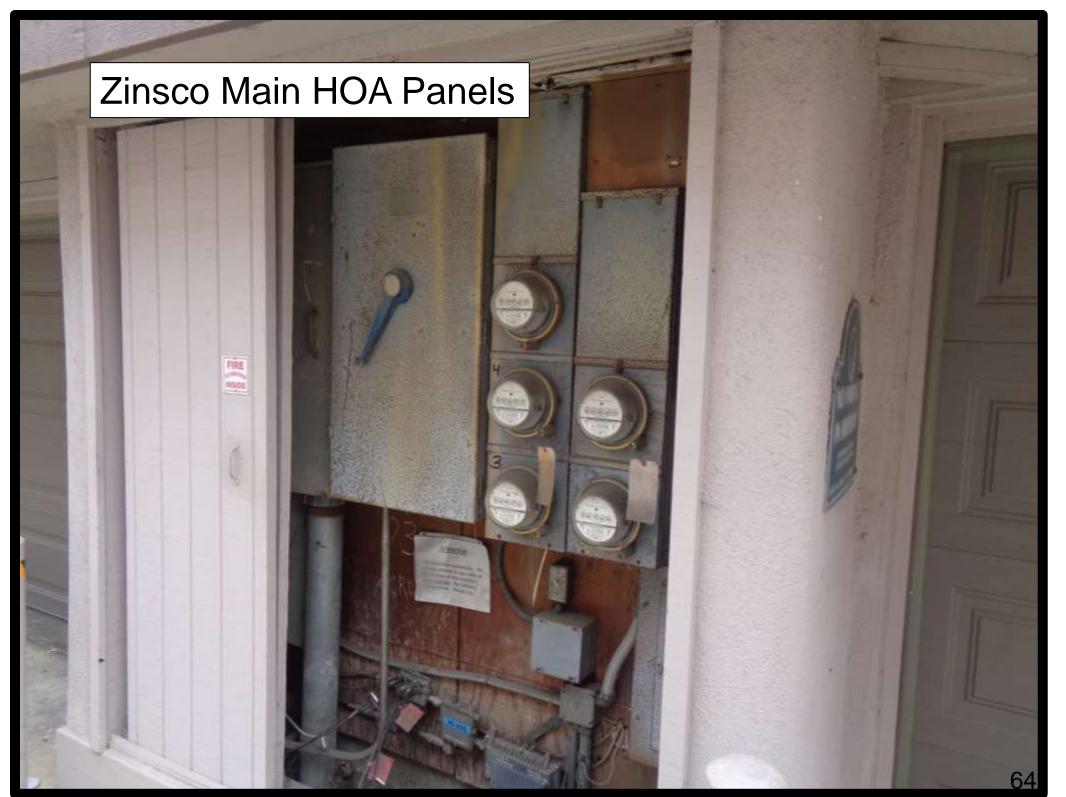
### Conditions at Villa Vallarta Main Electrical Panels

Zinsco electrical panels, also known as GTE Sylvania-Zinsco or Federal Pacific panels, are a known fire safety hazard.

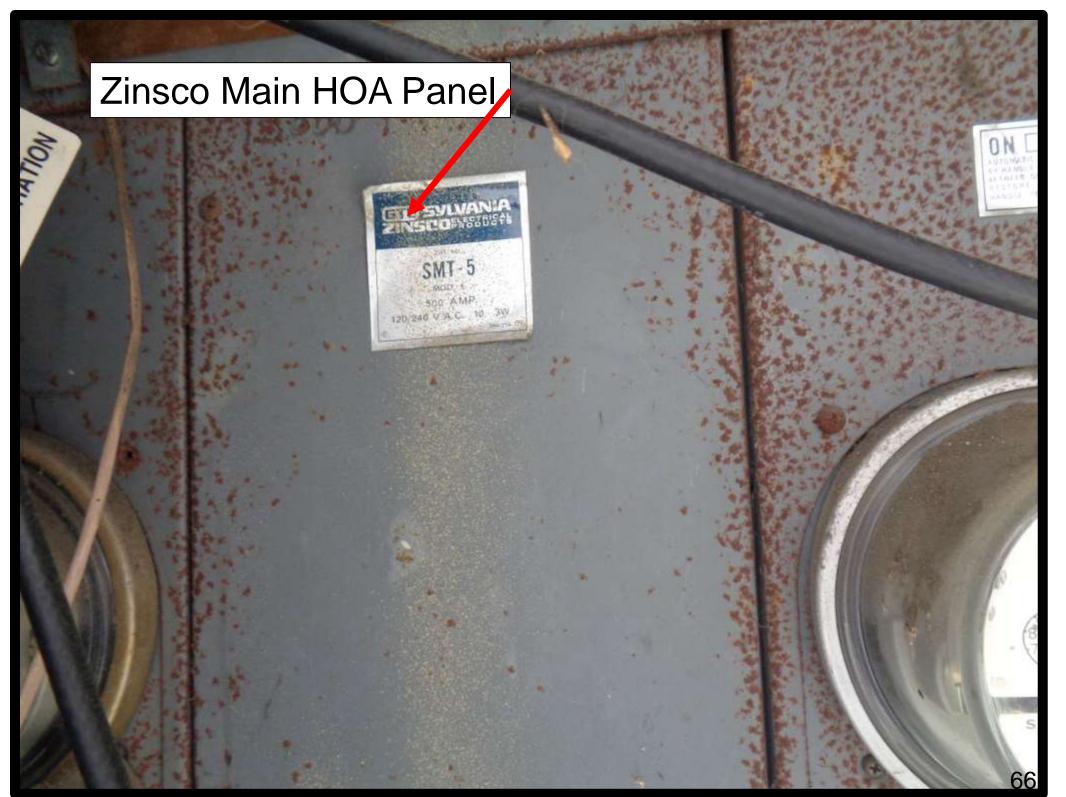
The panels were designed and installed when individual energy consumption was much lower than it is today. The aluminum wiring in these panels are known to corrode and the breakers may not shut off when the circuit is overloaded. This can cause the panel to overheat, deteriorate the board and potentially catch fire.

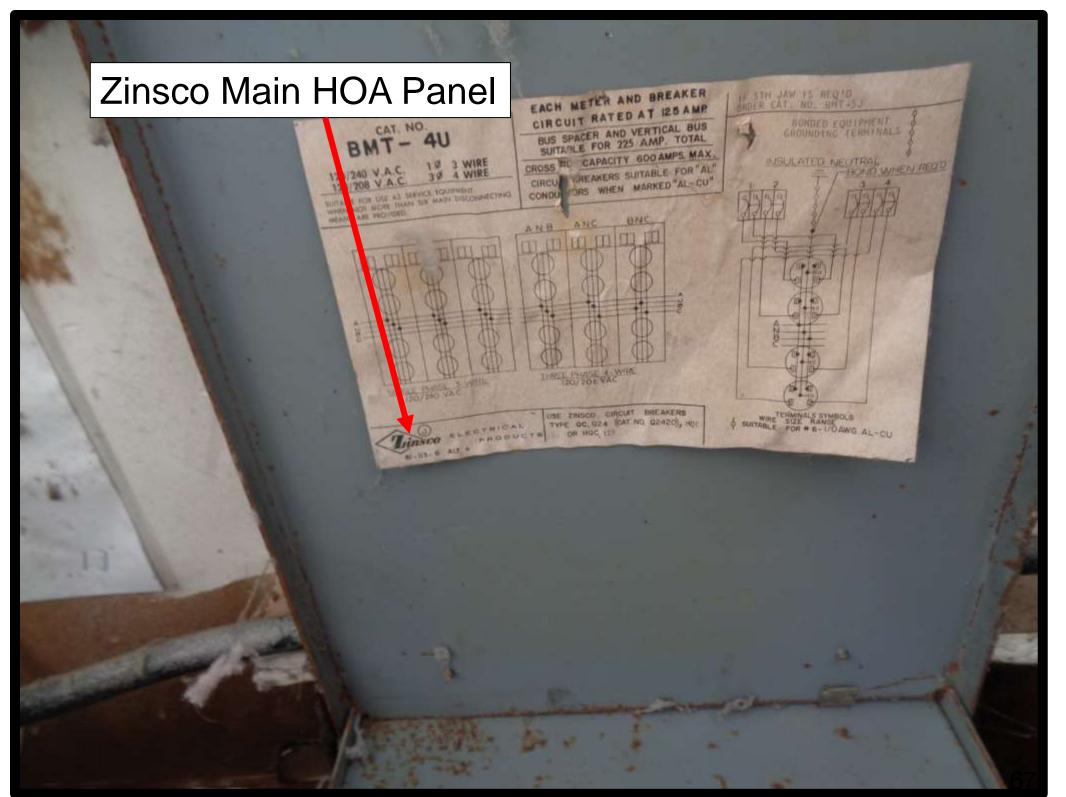


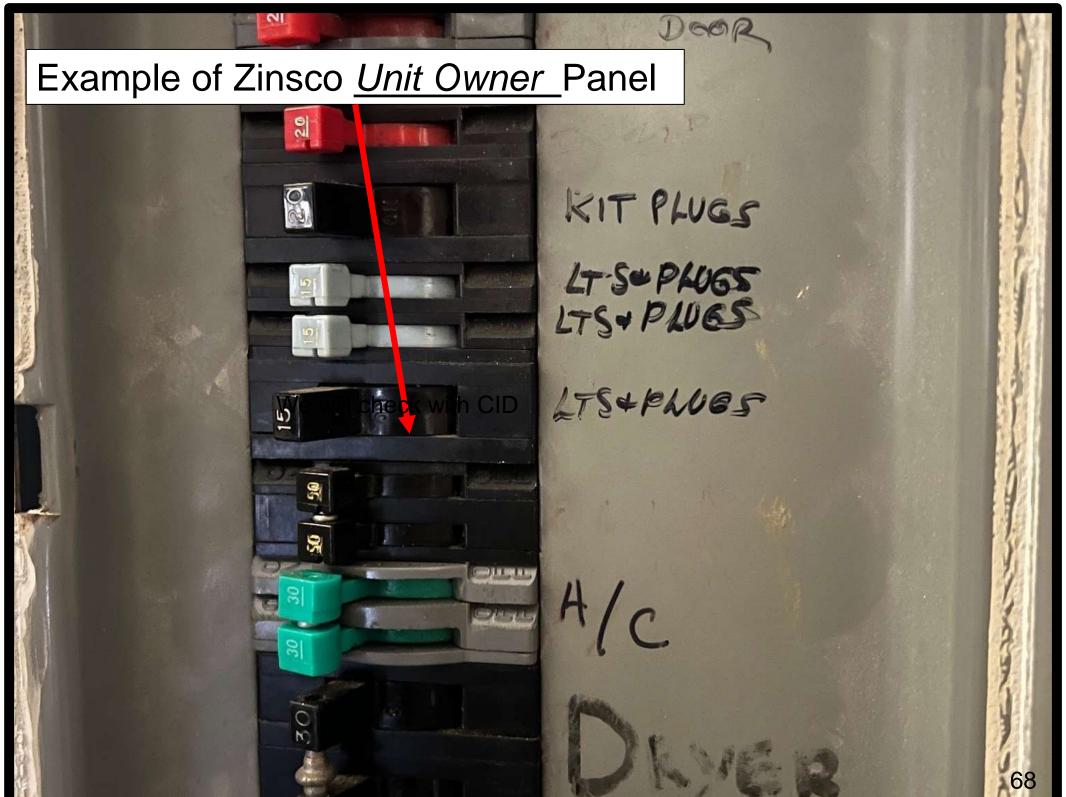












SUITABLE FOR USE AS SERVICE EQUIPMENT IN NOT MORE THAN SIX MAIN DISCONNECT. MEANS ARE PROVIDED AND WHEN USED PERMITTED BY ARTICLE 384 OF THE IONAL ELECTRICAL CODE, OR WHEN A MAIN CIRCUIT BREAKER IS USED AS NOTED

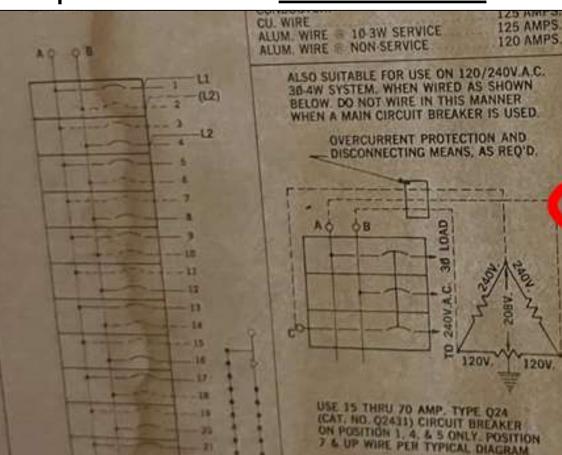
WHEN MAIN BREAKER IS USED, INSTALL ZINSCO RC38 CIRCUIT BREAKER IN POSITION 1 & 2, OR OC OR HOC CIRCUIT BREAKER IN POSITION 1 & 4. CONNECT LINE CONDUCTORS AT L1 & L2. ATTACH MAIN LABEL ON FRONT, NEAR MAIN BREAKER HANDLE MAX. RATING OF PANEL IS THAT SHOWN ON

SUITABLE FOR 240V., 30, 3W END GROUNDER DELTA SYSTEM WHEN USED WITH ZINSCO TYPE Q24(CAT. NO Q2420) BREAKERS RATED 240V-30, 50 AMPS OR LESS.

FOR EQUIPMENT GROUNDING BAR ORDER ZINGCO CAT. NO. AS NOTED.

GUL183

120V



TOURSELING.

MORE OF RECORD

STREET, SECTION ASSESSMENT

TERMINAL SYMBOL WHITE HANGES - SE TO LE AWE CH

26 TO 12 AWG 61 WATER AND NEED

WELL DWA & OT OLD ---



### **Conditions at Villa Vallarta**

# Community-Wide Repaint



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### Options for funding available for your project:

- Regular assessment increases
- Special assessments
- HOA loan
- Combined contributions from a special assessment and a loan



### **Anatomy of an HOA Loan:**

- HOA must qualify for the loan: requires solid financial standing, low delinquencies, etc.
- HOA uses loan proceeds to pay for construction project
- Owners pay special assessments to repay loan over time
- Offers flexibility for owners to pay now or over time

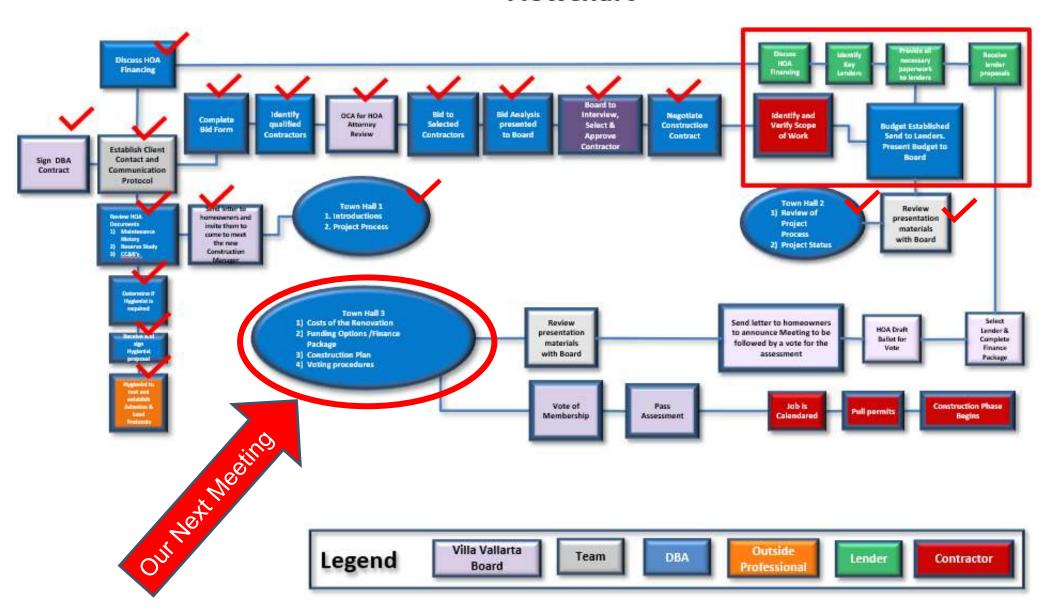


### **Anatomy of an HOA Loan:**

- Benefits of a loan:
  - Homeowners can spread out payments over time.
  - Homeowners can avoid interest by payment of their share of the assessment in full.
  - Loan must be paid off at a sale/purchase of the unit.
  - Loan gives the homeowner the option to either pay their full assessment or make loan payments.
  - Loan helps homeowners who can't pay their full assessment upfront.



### Villa Vallarta Pre-Construction Job Process Flowchart





## Homeowner access to information: <u>Design Build Associates</u> <u>Website</u>

Website: www.dbuild.com

(go to Client Access page)

Password: VVReno2024



#### TO VIEW THIS PRESENTATION AND DESIGN PHOTOS

2. "CLIENT LOGIN" tab 1. Go to www.dbuild.com 4. Use password **VVReno2024** Scroll to "Villa Vallarta" F.A.Q.S ARTICL CONTACT **CLIENT LOGIN REQUEST A CONSULTATION** SERVICES PROJECTS Villa Vallarta Villa Vallarta HOA, a 282 Unit HOA in beautiful Marina del Rey, CA, has asked DBA to assist with a community-wide repairs of roofing, siding, electrical panels and a community wide repaint.... **ACCESS WITH PASSWORD** VVReno2024



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### **Ground Rules for the Q&A**

- 1. Homeowners will be acknowledged by raising their hand in the reactions feature or visually on their video feed.
- 2. Once they are acknowledged by the moderator, they will be unmuted so that they can ask their question.
- 3. Homeowners are asked to refrain from speeches and only ask questions. This will respect everyone's time and allows all homeowners an opportunity to have their questions answered.



### **Ground Rules for the Q&A continued**

- 4. There will a 3-minute limit per person, with no transfer of minutes.
- 5. Questions may also be typed in the chat feature and the moderator will read those questions after the raised hand questions.
- 6. Q&A transcript will be made available at <a href="https://www.dbuild.com">www.dbuild.com</a>



### How you can help

- Stay informed.
- Be aware of the buildings' conditions.
- Encourage your neighbors to learn about the project.



THANK YOU AGAIN FOR YOUR TIME, INTEREST AND ATTENTION!