



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT
215 Holiday Park Boulevard NE
Palm Bay, Florida 32907-2196

BOARD OF TRUSTEES

WORKSHOP MEETING AGENDA October 26, 2015 - 7:00 PM

Philias "Phil" Matton
Chairperson

Rebecca "Becky" Earnest
1st Vice-Chairman

Joanne Gaughan
Secretary

Marilyn Spall
Treasurer

Rodney "Rod" Lindsay
Trustee

Cheryl Ennis
District Manager

Harald Albinus
2nd Vice-Chairman

Marion "Molly" Stone
Assistant Secretary

Cathleen (Cathi) Brennan
Assistant Treasurer

Gregory Clifford
Trustee

Karl Bohne, Jr.
District's Attorney

* To comment on an item, after you have been recognized by the Chair, please go to the microphone and clearly give your name and address for the record. You may speak for up to three minutes. Note: If formal action is to be taken on an item by the Board, public comment will be requested prior to the vote.

NOTE: MINUTES OF BOARD MEETING ARE PREPARED IN SUMMARY FORM ONLY. PER CHAPTER 286.0105 FLORIDA STATUTES, IF ANY PERSON DECIDES TO APPEAL A DECISION OF THE BOARD HE/SHE SHOULD ARRANGE FOR A VERBATIM RECORD OF THE PROCEEDINGS WHICH INCLUDES THE TESTIMONY IN EVIDENCE ON WHICH THE APPEAL IS MADE.

"A community intended and operated for persons 55 and older"

1. **Call to order**
2. **Invocation**
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Announcements by Chairman**
6. **Consideration of Approving the Board Meeting Minutes of October 12, 2015**
 - Attachment: October 12, 2015 meeting minutes
 - Motion to approve minutes
 - Trustee comment
 - Call for vote
7. **Recreation Hall Mansard Roof Replacement [continued from 10/12/15]**
 - Consideration of materials for Recreation Building Mansard Roof Replacement
 - Attachment: Quotes from contractors
 - Discussion
 - Motion to approve Contractor
 - Trustee comment
 - Public comment
 - Call for vote
8. **Guest Extension Request**
 - Resident request for guest extension for underage guest and child
 - Discussion
 - Motion to [approve or deny] request
 - Trustee comment
 - Call for vote
9. **Window Repairs**
 - Repairs to the Recreation Hall windowsills and trim
 - Discussion
 - Motion to approve contractor
 - Trustee comment
 - Public comment
 - Call for vote
10. **Hiring Policy**
 - Establish policy for hiring employees (Exempt Residents from Employment due to conflict of interest)
 - Discussion
 - Motion to approve policy
 - Trustee comment
 - Public comment
 - Call for vote



**PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT**

215 Holiday Park Boulevard NE
Palm Bay, Florida 32907-2196

- 11. Budget – Planning for Future**
Discuss plans for vacant homes, planning fund commitment
Trustee comment
Public comment

- 12. Trustee Project Updates**

- 13. Public Comment**

- 14. Trustees remarks**

- 15. Adjournment**



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT
215 Holiday Park Boulevard Northeast Palm Bay, Florida 32907-2196

BOARD OF TRUSTEE: REGULAR MEETING MINUTES

October 12, 2015 at 7:00PM

1. Call to order

By: Philias "Phil" Matton, Chairman at 7:00 PM

2. Invocation

By: Rebecca "Becky" Earnest, 1st Vice Chairman

3. Pledge of Allegiance

By: Philias "Phil" Matton, Chairman

4. Roll Call

By Joanne Gaughan, Secretary: Philias "Phil" Matton, Chairman; Joanne Gaughan, Secretary; Marilyn Spall, Treasurer; Rebecca "Becky" Earnest, 1st Vice Chairman; Marion "Molly" Stone, Assistant Secretary; Rodney "Rod" Lindsay, Trustee; Cathleen "Cathi" Brennan, Assistant Treasurer; Gregory "Greg" Clifford, Trustee, all acknowledged their presence. Absent: Harald Albinus, 2nd Vice Chairman. Cheryl Ennis, District Manager was present with Jessica Saeger recording. Sharon Johnson ushered contractors in and out of the meeting.

5. Announcements by Chairman:

Phil Matton announced that all contractors will present their recommended product for the mansard roof replacement prior to covering the remaining agenda.

6. Consideration of Approving the Board Meeting Minutes of September 28, 2015:

Becky Earnest made a motion to approve the September 28, 2015 meeting minutes. Cathi Brennan seconded the motion. A vote was called, motion carried.

7. Treasurer's Report - Presentation of the financial reports for the month of August 2015:

The Treasurer's report was posted on the bulletin board and distributed to the Board prior to the meeting. Presentation of the financial report for August 2015 was made by Marilyn Spall. Marilyn stated this fiscal year budget is tight but we are moving forward.

Rod Lindsay made a motion to accept the August 2015 report for audit. Molly Stone seconded the motion. A vote was called, motion carried.

8. Mansard Roof Replacement - Contractor Proposals [Continued from 9-28-15]:

Nick Hile, Owner, represented All Pro Florida Roofing and Construction located in Merritt Island. Nick gave his recommendation of Permatile for the mansard roof replacement. The Board asked Nick several questions regarding product, warranty, existing roof concerns, and turnaround time. He answered all questions. The Board thanked Nick Hile for his time.

Bill Stillwell, General Manager, represented Hippo Roofing LLC located in Melbourne. Bill gave his recommendations and stated he has territorial rights for Interlock. The Board asked Bill several questions regarding product, warranty, and contractual agreement. He answered all questions. The Board thanked Bill



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT
215 Holiday Park Boulevard Northeast Palm Bay, Florida 32907-2196

Stillwell for his time.

Michael J. Bonaiuto, Owner, represented Michael J. Bonaiuto Roofing, Inc. located in Palm Bay. Michael introduced his senior foreman John Copeland. Michael gave his recommendations on the mansard roof replacement. His contractual agreement was not available for the Board to view during his presentation, but he stated it would be sent over in the morning. The Board asked many questions about the product, warranty, existing roof concerns, and turnaround time. He answered all questions. The Board thanked both Michael and John for their time.

9. Flood Insurance Policy Renewal [Continued from 9-28-15]:

A flood plain map was shown to illustrate relating flood areas. The map showed the nearest flood zone is found on the east side of Interstate 95 (I-95).

Joanne Gaughan asked Cheryl Ennis if the flood insurance policy is optional. Cheryl stated that she contacted the City of Palm Bay, FEMA, and our insurance company and we are not required to carry flood insurance.

Joanne Gaughan made a motion to cancel the flood insurance policy. Becky Earnest seconded the motion. A vote was called, motion carried.

10. Paint Exterior Recreation Building [Continued from 9-28-15]:

Greg Clifford suggested choosing one higher quality of paint and require all contractors to quote on that particular paint (ie. BEHR).

Bruce Crabb, 442 Neighborly Court, gave his recommendations on requesting painting quotes.

Joanne Gaughan recommends having the arch windows repaired prior to any painting. Cheryl agreed.

Rod Lindsay made a motion to accept Customer's 1st Choice Paint, Inc. proposal for two (2) coats of paint in the amount of fourteen thousand thirty-one dollars (\$14,031.00). Becky Earnest seconded the motion. A vote was called, one opposed.

11. ADA Door Opener [Continued from 9-28-15]:

The Board reviewed the quote from CDA Solutions for the ADA Door Opener. Molly Stone asked Marilyn Spall if we have money in the budget to cover this project. Marilyn restated the budget is tight, but she will review the budget.

Becky Earnest made a motion to table this discussion until funds are available. Molly Stone seconded the motion.

Rod Lindsay suggested not only installing an ADA Door Opener but adding an extension to allow better access into the building.

Bruce Crabb, 442 Neighborly Court, asked for clarification on our reserve funds.



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT
215 Holiday Park Boulevard Northeast Palm Bay, Florida 32907-2196

A vote was called to table the discussion, motion carried.

12. Dog Park [Continued from 9-14-15]:

Becky Earnest stated there is a petition with one hundred thirty (130) votes against the dog park.

Charlotte Gladstone, 274 Charm Court, gave suggestions on different locations for the dog park.

Bruce Crabb, 442 Neighborly Court, shared his concerns.

Gloria Walsh, 403 Holiday Park Boulevard, shared her concerns. She wanted to remind anyone interested in becoming active within the community, HPPOA always accepts volunteers.

Kay Vaughn, 133 Holiday Park Boulevard, shared her concerns.

Laverne Fisher, 238 Mystic Boulevard, shared her concerns.

Stephen Sabella, 260 Berry Court, shared his concerns.

The Board listened to the audience's opinion both for and against the dog park.

Becky Earnest made a motion to discontinue the discussion for a dog park. Joanne Gaughan seconded the motion. A vote was called, motion carried.

14. Palm Tree Trimming:

Rod Lindsay made a motion to accept the quote from Alpine Tree Service of Brevard in the amount of two thousand fifty-five dollars (\$2055.00). Marilyn Spall seconded the motion. A vote was called, motion carried.

15. Public Comments:

Henry Gartner (Flakey), 1183 Center Lane, voiced concerns regarding the broken water meter covers and the safety of our sidewalks.

Robert Silipigni, 420 Holiday Park Boulevard, complimented on the parking lot and shared his concerns over contractor's equipment.

Helen Ferguson, 1127 Keystone Court, commented on the nature of the sidewalks.

Patti Peck, 1014 Willow Court, brought attention to an area where someone drove through the parking lot greenspace. She mentioned possibly adding some form of barricade (ie. bushes) to eliminate this problem. Cheryl stated bushes were placed there previously and we do not have irrigation in that area. The Board contemplated other ideas for that particular area.

Eileen Krause, 1121 Lindsey Court, requested discussion on the next agenda concerning patchwork for our sidewalks.

16. Trustees remarks:

Rodney Lindsay had no comment.

Molly Stone was delighted to see new faces and thanked everyone for attending.

Cathi Brennan had no comment.

Marilyn Spall had no comment.

Phil Matton was glad to see new people at the meeting.



PORT MALABAR HOLIDAY PARK
MOBILE HOME PARK RECREATION DISTRICT
215 Holiday Park Boulevard Northeast Palm Bay, Florida 32907-2196

Becky Earnest reminded everyone about the fundraising date change.

Joanne Gaughan asked if the current audience returned their census to the office and picked up a new Deed Restriction booklet.

Greg Clifford had no comment.

17. Adjournment:

There being no further business, a motion to adjourn was made by Becky Earnest and seconded by Phil Matton. A vote was called, motion carried.

The meeting adjourned at 8:50 PM.

****PROPOSAL****

TODAY'S DATE	JOB NAME	**SCOPE OF WORK**
10/7/2015	PORT MALABAR HOLIDAY PARK C/O CHERYL ENNIS	
DATE OF PLANS/PAGE #'S	JOB LOCATION	
	215 HOLIDAY PARK BLVD. NE, PALM BAY, FL 32907	

We propose hereby to furnish material and labor necessary for the completion of the above referenced job.

THIS PROPOSAL IS TO INSTALL A NEW METAL ROOF PANEL ON THE MANSARD ROOF AROUND THE BUILDING. IN AN EFFORT TO REDUCE COST THE DECRA PANEL SHAKE HD IS RECOMMENDED AS IT CAN BE APPLIED DIRECTLY OVER THE EXISTING SHINGLES AND WILL NOT REQUIRE THE REMOVAL OF THE FLAT ROOF DRIP EDGE OR CUTTIG INTO THE MEMBRANE ROOFING ON THE FLAT ROOF.

1. INSTALL FELT PAPER OVER THE EXISTING SHINGLES.
2. INSTALL NEW DREIP EDGE ON ALL EAVES,
3. INSTALL NEW VALLEY METAL ON ALL INSIDE ROOF CORNERS.
4. INSTALL PERMATILE ALUMINUM BARREL TILE COLOR TERRACOTTA CUSTOM FABRICATED PANELS.
5. INSTALL WOOD BATTENS ON RIDGES,
6. INSTALL RIDGE CAPS AND ACCESSORIES.
7. REMOVE ALL ROOFING DEBRIS FROM JOB SITE.
8. PROTECT LANDSCAPE AS POSSIBLE
9. PERMIT FEES INCLUDED.

PAYMENT FOR ABOVE WORK IS CHECK OR CASH.

We propose hereby to furnish material and labor - complete in accordance with above specifications for the sum of:

SIXTEEN THOUSAND TWO HUNDRED-----DOLLARS (\$16,200.00-----)

Payment as follows: SIX THOUSAND DOLLARS AT START OF WORK BALANCE ON DAY OF COMPLETION-----

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. If either party commences legal action to enforce its rights pursuant to this agreement, the prevailing party in said legal action shall be entitled to recover its reasonable attorney's fees and costs of litigation relating to said legal action, as determined by a court of competent jurisdiction.

Authorized
Signature Nicholas V. Hile, III

Note: this proposal may be withdrawn by us
if not accepted within 15 days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____

Signature _____

Payment will be made as outlined above.

Date of Acceptance _____

Joe

CERTIFIED GENERAL CONTRACTOR

CGC# 1509962

Fax: 321-610-7967

www.mikewillisroofing.com

email: mwillisrc@hotmail.com



CERTIFIED ROOFING CONTRACTOR

CCC# 1327501

Mail Payments To:
1901 N Harbor City Blvd
Melbourne, FL 32934

Sq. Ft. _____ Pitch _____

Proposal Submitted To:

Holiday Park Clubhouse (Cheryl)

Phone

321-724-2240

Date

08/18/2015

Street

215 Holiday Park Blvd.

Job Name

City/State/Zip Code

Palm Bay, FL 32907

Job Location

**By signing this contract, it is understood and agreed that Mike Willis Roofing & Construction, LLC. insurer will be held harmless for alleged or actual damages/claims as a result of mold, algae or fungus. It is understood that Mike Willis Roofing & Construction, LLC. and its insurers will exclude all coverage, including defense, damages related to bodily injury, property damage and clean-up directly or indirectly in whole or in part for any action brought by mold, including fungus and mildew regardless of the cost, event, material, product or workmanship that may have contributed concurrently or in any sequence to the injury of damage that occurs.

We hereby submit this proposal with the specification sheets as to: ☐ Reroofing ☐ shingles ☐ One Ply ☒ Repairs and estimate for:

SCOPE OF WORK FOR 215 Holiday Park Blvd:

1) Remove the shingles on the mansard sections and install a metal S-style tile with a smooth finish.
\$47,500.00

*Peel and re

**Rotten wood replacement extra @ \$55.00 per man hour plus materials
6 MONTH GUARANTEE ON WORKMANSHIP

By Signing, I waive the 3-day waiting period due to emergency _____

PAYMENT IN FULL IS TO BE MADE WITHIN SEVEN (7) DAYS OF BILLING, OR ADD 20% ALREADY DISCOUNTED.

Building Permit included, as required.

It is the owners responsibility to obtain a notice of commencement for contracts which exceed \$2500.00 or Mike Willis Roofing & Construction, LLC. will obtain at a charge of \$25.

General Conditions on reverse side.

When the job is accepted, please sign and return white copy which will be our order to proceed with work. When accepted by our company Manager, this constitutes the entire agreement of the parties. Attention is directed to the General Terms and Conditions set forth elsewhere in this contract.

The undersigned accepts the above job at the price quoted and agrees to pay for said work promptly at the completion of same as herein specified. If any sums due are collected by suit or demand of an attorney or collection agency then the undersigned agrees to pay all costs, including reasonable attorney's fees for collection.

Contract Price \$ _____

Deposit \$ _____

Balance Due \$ _____

COMPANY REPRESENTATIVE Amanda Pinsky DATE 08/18/15

COMPANY ACCEPTANCE _____ OWNER OR AGENT _____ DATE _____

SIGN AND RETURN ONE COPY TO MIKE WILLIS ROOFING & CONSTRUCTION, LLC AND RETAIN ONE COPY FOR YOUR RECORDS.

Repair Only

This bid may be withdrawn if not accepted within 15 days.

Home



Flat
Metal
Tile
Shingle

Safety·Honesty·Integrity

JOB # 090415-1-47

Date: September 4, 2015

Customer Name: Port Malabar Holiday Park

Street: 215 Holiday Park Blvd NE

City / State / Zip: Palm Bay, FL 32907

Home:

Cell:

Email:

Scope of work includes:

Mansard Only

- Obtaining all required permitting and scheduled inspections
- Removal and disposal of all existing roofing materials on mansard
- Inspecting and renailling the decking 6" on center with 8d ring shanks in the perimeter and field for local code compliance
- Installing Self Adhering (peel-n-stick, SWR) underlayment on entire home
- Replacing all exposed flashing and drip edge
- Installing Gerard stone coated metal (barrel tile) on all mansard areas of ~~permatile~~ metal roofing
- Saving existing soffit, fascia, and gutters with best effort when removal is needed
- 2 Sheets of plywood replacement and 8' of fascia board
- Maintaining a clean and safe work environment through the day along with magnetically sweeping the yard and landscaping for nails

Any additional wood damage will be brought to the homeowners attention and replaced at \$48 per sheet of plywood and \$8 per linear foot of fascia. Additional wood replacement prices include all material and labor. Price does not include any painting nor stucco/siding repairs where deteriorated flashing had to be removed and replaced.

ALL WORK COMES WITH A LIMITED LIFETIME WORKMANSHIP WARRANTY

Additional notes:

TOTAL AMOUNT

\$31,960.00

G&G Roofing Construction Inc.

Date:

Customer:

Date:

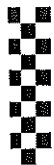
All final payments are due upon 100% completion of the roof unless previously discussed and noted in the contract. Due to the great amounts of weight of the materials G&G Roofing Construction Inc. is not responsible for any damaged or cracked driveways. Although G&G Roofing Construction Inc. takes all necessary precautions to protect all landscaping and keep surroundings as clean as possible during the roofing process, there may be roofing debris found after the fact. The wind mitigation form will be completed by G&G Roofing Construction Inc. but is considered a service free of charge with any reroof and shall not be held as a reason to withhold final payment. By both parties signing above are in mutual agreement to commence with the work stated above.

Brevard Office **321.301.4470** · Volusia Office **386.689.9285** · Direct Cell **321.863.0928** · Fax **321.301.4471**

456 Gus Hipp Blvd. Rockledge, FL 32955

info@cflroofing.com www.cflroofing.com

State Certified Roofing Contractor #CCC1329326 · State Certified General Contractor #CGC1518534



RESIDENTIAL

MICHAEL J. BONAIUTO
GENERAL ROOFING CONTRACTORS, INC.
(STATE LIC. # CCC1326136)
LICENSED, BONDED & INSURED

COMMERCIAL

**' DRUG FREE
WORKPLACE '**

1719 CANOVA ST. S.E.
PALM BAY, FL 32909

**" REASONABLE PRICES -
OUTSTANDING QUALITY "**

PHONE (321) 725-0039

www.michaelbonaiutoroofing.com
www.palmbayroofing.com

FAX # (321) 725-6305

" SERVING BREVARD COUNTY FOR MORE THAN 25 YEARS "

October 13, 2015

ROOFING PROPOSAL

Holiday Park
215 Holiday Park Blvd. N.E.
Palm Bay, FL 32907
Attn: Cheryl Ennis

RE: ROOFING PROPOSAL - Clubhouse Mansard Roofs

We are pleased to offer a proposal for the roofing project at the above address.
Work will consist of the following:

1. Secure building permit with City Of Palm Bay Building Dept.
2. Schedule all applicable inspections through city inspector.
3. Prep all mansard roofs to accept new metal roofing system installation.
4. Install drip-edge and matching bird stop around bottom perimeter of roofs.
5. Install a new Rhino Synthetic Underlayment System (vapor barrier) on all mansard roofs.
6. Install new Flashing / Counter-Flashing, as necessary.
7. **Install 26 Gauge Colored FMRP (Barrel Tile Profile) Metal Roofing System.**
** Roofing System, including all fasteners, to be installed in compliance with
Manufacturer's Specifications, as well as Local Building codes.
8. Install custom fabricated cap-flashing around top perimeter of mansard roofs.
9. Clean up grounds and run a magnet throughout jobsite to pick up any fallen nails.
10. Warranty all workmanship for a period of seven(7) years.

Project Cost \$ 43,100. *

** A 40% deposit shall be required upon delivery of materials. Final payment is to be made, in full, upon completion of all work described herein. Type of payment accepted: Check, Cash, Visa or Mastercard. A 2% processing fee shall be applied to all credit card transactions. Any damaged, rotted and / or insufficient roof members must be replaced, in compliance with County Code Regulations. All carpentry work shall be performed on a time and material basis: (Cost of material plus \$ 36. per man hour labor).*

We look forward to working with you on this project. Should you have any questions or concerns, please feel free to contact me at (321) 725-0039.

Sincerely,

Michael J. Bonaiuto, Owner/Contractor
Michael J. Bonaiuto Roofing, Inc.



Customer Info:

Job #: 2340
 Port Malabar Holiday Park
 215 Holiday Park Blvd. NE,
 Palm Bay, FL, 32907
 (321) 724-2240-Office

Hippo Roofing LLC

1555 N. Harbor City Blvd. Melbourne, FL 32935

Phone: (321) 951-2500

Fax: (321) 254-0744

Company Representative:

Bill Stillwell

(321) 544-0250

Bill@HippoRoof.com

Roofing - Interlock Aluminum Tile

Description	Quantity	Unit	Price	Total
Item - Permit	1	EA	\$195.00	\$195.00
Item - Mansard Work	36	SQ	\$30.00	\$1,080.00
Item - Re-nail loose plywood on mansard	1	EA	\$100.00	\$100.00
Item - Apply synthetic over existing shingles - paint exiting flashing to match tile & install custom color matching flashing from existing drip edge to new tile roof	36	SQ	\$25.00	\$900.00
Item - Install Interlock Tile - Aluminium - Choice of Colors - Interlocking panels - Hidden fasteners	36	SQ	\$1,125.00	\$40,500.00
Item - Magnetically roll for nails	36	SQ	\$2.00	\$72.00
Item - Debris removal	36	SQ	\$5.00	\$180.00
Item - Lifetime Mfg. Warranty - 50 Years	36	SQ	\$0.00	\$0.00
Item - Labor Guarantee - Lifetime	36	SQ	\$0.00	\$0.00
Item - Terms - 50% on Contracting; 50% at completion	1	EA	\$0.00	\$0.00
Item - Optional - Tear off existing shingles, renail plywood every 6" every truss and install peel & stick secondary water barrier - \$3,800.00	36	SQ	\$0.00	\$0.00
Item - Layover - Approved by code enforcement and the manufacturer - No different look at completion	1	EA	\$0.00	\$0.00
Item - Tear Off Consideration - Your insurance company may grant discounts for reroofing the deck and a secondary water barrier. Exact insurance discounts, if any, would be cited by your insurance agent.	1	EA	\$0.00	\$0.00
Item - Installation by Hippo Roofing LLC Certified Employees - Florida Regional Product Representative for Interlock Metal Roofing Systems	1	EA	\$0.00	\$0.00
PAYMENTTERMS ADMENDMENT - In lieu of 50% Deposit-balance at completion; 1/3 at Contracting, 1/3 at dry-in and balance at completion.	1	EA	\$0.00	\$0.00

Total for all sections: \$43,027.00

Total: **\$43,027.00**

Payment Terms: 50% deposit - balance due upon completion

_____ Company Authorized Signature	_____ Date	_____ Customer Signature	_____ Date
		_____ Customer Signature	_____ Date

This estimate was last edited by Bill Stillwell ((321) 544-0250, bill@hipporoof.com) on October 13, 2015. The estimate may be withdrawn if not accepted within ____ days.

ESTIMATE

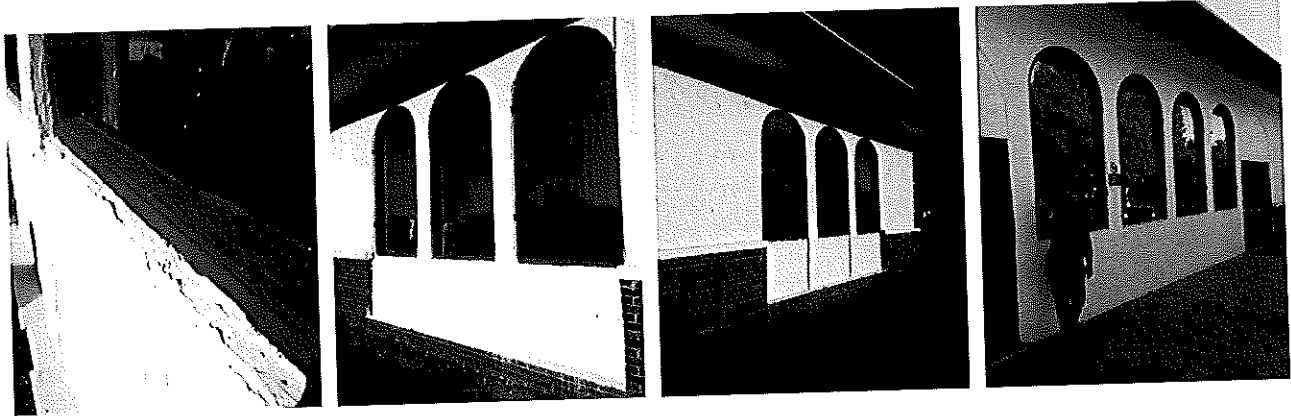
October 9, 2015

A.L. Phoenix Construction Inc.
5545 Mulberry Lane.
Grant, FL 32949
Lic # CBC1251529
321 984 1233

To;
Holliday Park
215 Holliday Park Blvd. NE
Palm Bay, FL 32907

Job Location;
215 Holliday Park Blvd. NE
Palm Bay, FL 32907

Job Description
Repair Ball Room Exterior Window Sills & Jambs.



Scope of work

1. Remove rotted exterior sill caps from six (6) windows on the east side and four (4) windows on the west side of the main ball room.
2. Repair wood rot in window Jambs.
3. Remove old paint and caulking from around exterior of windows.
4. Seal exterior gap between jamb and glass.
5. Mill, install and seal new extended pressure treated sill caps.
6. All new material to be stainless steel fastened.
7. Painting by others.

A.L. Phoenix Construction, Inc. is not responsible for delays due to back ordered materials or circumstances beyond our control. The attached proposal is based on estimated time and material costs, of which may result in an increase or reduction in the final cost. We propose to furnish and install the above complete in accordance with the enclosed specifications for the estimated sum below. Any alteration or deviation from above specifications involving extra labor and/or material costs will become an extra charge over the agreed amount. Agreements made with mechanics or subcontractors on the job are not recognized. No statement, arrangement or understanding, expressed or implied not contained herein will be recognized.

Payments to be made as follows; 25% down upon execution of the contract and change orders. Balance upon substantial completion, plus any agreed upon extras. The foregoing terms, specifications and conditions are satisfactory and are hereby agreed to. You are authorized to do the work as specified and payment will be as outlined above. The owner upon signing this agreement represents and warrants that he/she is the owner of the premises, and that he/she has read this agreement and agrees also to pay, within thirty (30) days of completion, a 1-1/2% service charge per month on any unpaid balance. Any changes or additions to this estimate will require a signed change before work begins. Our labor carries a one (1) year warranty

Material & Labor \$1,483.98 (\$148.39 per window)

David A. Eckert

President

Date

Owner/Agent

Date

skyden contractor's



skyden contractor's
 CBC#1259579
 palm bay, FL 32909
 (321)684-0251
 skydencontractors@gmail.com

Estimate

Date	Estimate #
10/04/2015	1119
	Exp. Date

Address
Cheryl Ennis Holiday Park

Activity	Quantity	Rate	Amount
<ul style="list-style-type: none"> • Replacement of rotten wood. • 1)The six windows in the front of building will have to demo out all old wood and remove windows.Install new pressure treated 2x6 frame on all windows and install windows back in place.Install all new trim wood pieces to hold windows in and reseal and caulk new wood ready for paint. • 2)Three back windows just replace rotten trim wood around windows and seal all new wood. • Job is material and labor. 			5,500.00
Total			\$5,500.00

Accepted By

Accepted Date

October 22, 2015

Nine Contractors were contacted all had appointments to review the project four looked at the project two have quoted and one quote is pending from Mark Pagliarulo.

Mark's recommendation is to remove the trim from the bottom of all the windows and put a lath screen over the remaining wood and stucco around the windows completely around the windows. He will get us a quote by Monday's meeting.