

**BEAVER RUN VILLAGE HOMEOWNERS ASSOCIATION**  
**c/o B.C. PROPERTY MANAGEMENT, INC.**  
**350 S. MAIN STREET, SUITE 211**  
**DOYLESTOWN, PA 18901**  
**215-345-9903 PHONE ~ 215-345-9904 FAX**

Date: April 4, 2019

To: All Unit Owners – Phase II

**Re: Roof Replacement Project Scheduled – Please Read**

Many of the homes in Phase II of Beaver Run Village have experienced various shingle issues and roof leaks over the last several years. We were hoping to get 20 years out of the builder installed roofs, but that is clearly not going to happen at this point.

As a result, we had moved up the timing of the project with a goal in mind of replacing the roofs on 11 buildings in 2019 and the remaining 12 buildings in 2020. However, after more roof issues were encountered after recent high winds, we decided that it would be in the best interest of all Unit Owners to move forward with the replacement of the roofs on all 23 buildings (129 units) this year.

**Bid Specifications, Pricing & Contractor Selection:**

The management company prepared a bid packet that detailed the scope of work, materials, contractor requirements, and any anticipated extras needed to replace the roofs on 129 units. The bid packet was distributed to five (5) reputable roofing companies and three (3) proposals were received for the project.

The bid requirements called for the removal of all existing roof shingles on all units, and the spot replacement of plywood and fire-retardant plywood that is identified as rotting or otherwise substandard. The roofs will receive new GAF high-definition dimensional shingles that carry a limited lifetime warranty. The selected shingle color will be Weathered Wood. The work will include the installation of new ice and water shield and cobra ridge vents. The cost of the project (\$395,299.00 plus plywood) will be covered with funds from the Limited Common Reserve Account for Phase II. **No special assessment to the owners will be needed for this project.**

The Executive Board carefully reviewed all roof proposals and we are pleased to announce that the project was awarded to McCann's Contracting by a unanimous vote of the members. McCann's provided the best pricing and we are familiar with their work since they did a very nice job with the roof replacements in Phase I a few years ago.

**Project Start Date & Projected Building Order:**

The scheduled start date for the project is **Monday, April 22, 2019**, weather permitting. Work days will be during the week and we anticipate that the project will last **approximately 12 weeks** depending on weather. There may be a need to work Saturday's if rainy weather significantly delays the project. Each building should take 3-4 days and the building order will be as follows:

**1- Terrace Drive – All Units** – Work will start on the building housing units **402 – 412** and systematically move down the line to each neighboring building on Terrace Drive until all homes on this road are completed. The contractor will have a single dumpster placed in the roadway in front or near the building where roof work is to set to start. No driveways will be blocked.

**2- Windsor Court – Odd# Units** – Work will start on the building housing units **201 – 209** and systematically move to each neighboring building on this side of the road until all odd numbered units are completed. The contractor will have a single dumpster placed in the roadway in front or near the building where roof work is to set to start. It will be short term and cars will be able to get by the dumpster. The buildings located toward the middle of Windsor Court do not have open stretches of curb to accommodate a dumpster, so it will be necessary to utilize the parking cutouts for a dumpster. Vehicles must be removed from the parking cutouts on a daily basis while the work is taking place on Windsor Court. No driveways will be blocked.

**3- Windsor Court – Even# Units** – Work will on the building housing units **254 – 244** and systematically move to each neighboring building on this side of the road until all even numbered units are done. The contractor will have a single dumpster placed in the roadway in front or near the building where roof work is to set to start. It will be short term and cars will be able to get by the dumpster. The middle building will require the placement of a dumpster in one of the parking cutouts, so plan to remove vehicles from these cutout areas on a daily basis while work is taking place on Windsor Court. No driveways will be blocked.

**4- Westfield Court – All Units** – Work will start on the building housing units **501 – 509** and systematically move clockwise around the cul-de-sac until all three buildings on this roadway are completed. The dumpster needed for the first and last building will be placed along Terrace Drive immediately next to the building where work is to occur. The middle building will require a dumpster to be placed in the center parking court as close to the building as possible. Plan to avoid the first 4 parking court spaces closet to the middle building when work is set to start on Westfield Court to help accommodate the placement of the dumpster. No driveways will be blocked.

**5- Village Court – All Units** – Work will start on the building housing units **601 – 609** and systematically move clockwise around the cul-de-sac until all three buildings on this roadway are completed. The dumpster needed for the first and last building will be placed along Terrace Drive immediately next to the building where work is to occur. The middle building will require a dumpster to be placed in the center parking court as close to the building as possible. Plan to avoid the first 4 parking court spaces closet to the middle building when work is set to start on Village Court to help accommodate the placement of the dumpster. No driveways will be blocked.

**6- Waterway Court – All Units** – Work will start on the building housing units **701 – 709** and systematically move clockwise around the cul-de-sac until all three buildings on this roadway are completed. The dumpster needed for the first and last building will be placed along Terrace Drive near the building where work is to occur. The middle building will require a dumpster to be placed in the center parking court as close to the building as possible. Plan to avoid the first 4 parking court spaces closet to the middle building when work is set to start on Waterway Court to help accommodate the placement of the dumpster. No driveways will be blocked.

### **What to Expect & How You Can Help:**

McCann's Contracting will deliver letters to your building **24-48 hours** before work is set to start on your building. The contractor will utilize tarps to help protect your shrubs, window screens, etc. It may be beneficial to consider removing window screens during the project to avoid any potential screen damage. It's important that residents plan accordingly by taking in all outdoor items such as flags, bed ornaments, seasonal decorations, and any small items on your decks. Deck furniture and gas grills should be placed inside your home or under your deck until all work is completed on your building. Another option for gas grills is to cover and place them against the back wall of the home while work is taking place on your building.

As previously indicated, there will be a large dumpster placed in the roadway or parking court in front or close to your building when roof work is set to start on your building. On the scheduled work days for your building, it's imperative that all vehicles be removed from all driveways of your building by 7:30 AM each day until all work is fully completed on your building. Vehicles can be moved to street parking areas along Terrace Drive or Beaver Run Drive, or to parking courts on other roadways.

### **Satellite Dishes on Roofs:**

If you have an active satellite dish mounted to your roof, it will be your responsibility to have the satellite dish removed prior to work on your building, and to have it reinstalled once the work is completed on your building. Satellite dishes that are being reinstalled should be mounted to the fascia board (roof trim) on your home, **not on your new roof since this will affect the roof warranty.** All wiring to a satellite dish must be run in a neat and discreet manner to be minimally visible outside the home. No wiring is to be loosely draped on a roof or siding of a unit. Service to repair a roof leak associated to a roof mounted satellite dish will be billed back to the owner of the satellite dish.

The roof contractor indicated they would be willing to remove and dispose of inactive satellite dishes and wiring at the time of the work. If you no longer use your satellite dish and would like it removed by the contractor, please send an email to Ray Carr at [ray@bcpropertymanagement.net](mailto:ray@bcpropertymanagement.net).

If we do not hear from you and a satellite dish is found on your roof at the time of the work, it will be removed and placed by the basement door of your home. The Beaver Run Village Homeowners Association, B.C. Property Management, and the roofing contractor will not be responsible for damage to any active satellite dish that is not removed prior to the work.

Thank you in advance for your cooperation during this extensive project. If you should have any questions or concerns, please send an email to Ray Carr at [ray@bcpropertymanagement.net](mailto:ray@bcpropertymanagement.net). Plan to check the Facebook page for Beaver Run Village during the project to obtain work updates.

Sincerely,

EXECUTIVE BOARD  
Beaver Run Village Homeowners Association

Enclosure: Diagram