

University East Professional Center Condominium #1 Association
Contractor Rules, Regulations and Building Information

Requirements for Condominium Unit Buyer Managed Construction Projects

1. A certificate of insurance is required by the contractor naming the *University East Professional Center Condominium #1 Association, Inc.* as additional insured.
2. Use of common areas by contractors is not permitted, except for ingress and egress only.
3. Access: Doors unlocked 7:30am - 7pm M-F; 8am-6pm Saturday
Access Code 3180*
Should power be out the doors will not engage. There is a lockbox located next to the front door with a key to open door. Code is 0815.
4. This is a smoke free facility. Smoking is NOT permitted anywhere on the premises.
5. All common areas must be protected and kept clean at all times.
6. After construction is complete, Contractor shall return the common areas to a Class A standard by cleaning the common area carpets via hot water extraction (or replacing same if damage is done), retouching any walls with paint, or repairing/replacing other existing wall covering as needed.
7. If damage is caused by contractor to common areas, contractor is required to repair common areas immediately after damage occurs, but absolutely no later than obtaining Temporary Certificate of Occupancy (TCO).
1. No adjacent suites or common areas may be used for storage.
2. Any work that interferes with the business of other building occupants must be performed after normal business hours.
3. Use of radios and other audio devices is not allowed during construction.
4. Contractors shall present themselves in a professional manner at all times.
5. Contractor shall arrange approved location of construction dumpster with Association Manager. The parking lot must be kept clear of debris, nails, screws etc at ALL times.
6. Contractor shall notify Association Manager, **at least 48 hours in advance**, of the following:
 - a. Changes that are required by code to the common areas, which will need to be reviewed and approved by the Association,
 - b. When access is required in any occupied suite.
7. Contractors are free to use any subcontractor of their choice, except that all roof penetrations shall be made by Johnsons Roofing ken@johnsonsroofinginc.com & liona@johnsonsroofinginc.com
8. The Association may adopt such other reasonable regulations for the benefit of the building or its occupants as may be necessary from time to time.