

**Morrison Master Condominium Owners Association
Contractor Rules, Regulations, and Guidelines**

Requirements for Condominium Unit Owner Managed Construction Projects

*****All requirements must be acknowledged with appropriate documents submitted as directed below along with contractor signature prior to commencement of any work.**

1. A certificate of insurance is required by the contractor naming Morrison Master Condominium Owners Association as additional insured.
2. Contractor shall submit a copy of the permit for construction on the property.
3. The timing of any work that interferes with the business or residential occupants must be agreed in advance.
4. Contractors are free to use any subcontractor of their choice *except* for the following:
 - a. All **roof** work - Johnson Roofing Services.
 - b. All work involving **Sprinkler Systems** - Wayne Automatic.
 - c. All work involving **Fire Life Safety** – Wiginton Fire Systems.
 - D All work involving the building Fire Life Safety Generator – Nixon Power Services.

**All vendor contacts are listed below.*

Instructions for placing system On Test:

The building fire system is monitored by Wiginton Fire Systems.

24 HR Notice is Necessary to put the system on test: Email Dawnald Smith dgs@Wiginton.net and Adrian Vaccaro adrian@go-ipm.com; copy THinton@mpvre.com and Sproctor@mpvre.com

Wiginton will schedule a tech to disarm the fire alarm system horns & strobes, close the riser, and handle the fire pump that serves the fire sprinkler system.

Any work performed to or impacting the Sprinkler system is performed by Wayne Automatic.

48 HR Notice is Necessary for sprinkler work: Email Jerry McDaniels jsmcdaniels@waynefire.com and Adrian Vaccaro adrian@go-ipm.com; copy THinton@mpvre.com and Sproctor@mpvre.com

Any work requiring work that may involve the generator it is to be communicated to both Adrian Vaccaro adrian@go-ipm.com and Sproctor@mpvre.com 48 hrs prior.

The contractor is responsible for contacting all required subcontractors with sufficient advanced notice.

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.

Johnsons Roofing Company

Chase Downs Service Dept. Manager
803-767-9947 (m)
chase@johnsonsroofinginc.com

Wiginton Fire Systems

Contact – Dawnald Smith
704-290-3176
dgs@wiginton.net

Wayne Automatic Fire Sprinklers

Contact – Jerry McDaniels
704-880-8185
jsmcdaniels@waynefire.com

Nixon Power Services

Contact – Dolores Myers
Service Coordinator
704-588-1043 x 2534 and 704-587-5830
dmyers@nixonpower.com

Contractor - Responsible Party

Signature

Date

Suite Owner Contracting Work

Signature

Date