

Memo

From: Board of Directors

To: Owners at Snowmass Mountain Condominiums

Re: Flues/Firebox Project Update

Date: August 12, 2015

A construction contract has now been negotiated and signed with S&S Construction to carry out the replacement of flues and fireboxes throughout our complex, and work has already begun.

All owners and renters will be affected throughout the remainder of the summer and fall by the contractor's use of parking spaces for staging, materials storage, demolition refuse, and accommodations for workers (eg, porta-johns), and of course individual condo units will be involved building by building. The most immediate change is that the J/K/L carport will be used in its entirety as a secure staging area for materials, starting this week. We will assign alternate parking spaces for these Owners. We will also be surveying Owners very soon to find out when their units will be occupied and when they will not, so we can manage the limited availability of parking spaces during the next month. Hopefully, after Labor Day, the problem will ease due to lower occupancy overall.

This memo is the first in a series of communications from the Board to help owners anticipate when and how the project will affect their unit and to advise owners how to prepare for the construction impact on their unit.

The **overall plan for the project** is to remove the old flues from the chases (chases are the wooden "boxes" which encase the flues – look at the roof of your building to find all the chimney caps; one chimney cap sits atop each flue) and where possible, remove the old firebox and install the new firebox from the exterior of the condo unit via the opening in the chase. In many instances, however, fireboxes must be removed from inside the unit either because there is a concrete wall behind the firebox (eg, all the lower units in the lower buildings) or because the chases are too small to allow exterior removal of the fireboxes. In all cases, in every unit, the contractor will return the hearth and area surrounding the fireplace to its original condition, as documented in photos taken prior to construction.

Sequence: The work will begin with Building A and then move sequentially around the lower buildings (H-L). Then work on the upper Buildings will begin with B-C and move sequentially around to F-G.

How will each unit be affected? At each building successively work will begin with demolition of chases, followed by removal of flues; within each unit old fireboxes will be removed either from the exterior or the interior; then, installation of new fireboxes, repair of hearth and fireplace surround, and unit cleaning. In each unit, the contractor will tent the work area and lay down flooring protection for the path from door to fireplace, and provide a construction clean up afterward. There

is no need to vacate the unit during the project but be advised that there will be an impact in the central living area of each unit in turn.

When will you be affected?

As an approximate guide, the sequence for any unit will be to remove the flue and firebox one week, replace it the following week, and repair the surround the week after. Each operation is expected to be complete within a day for any particular Unit. We are currently working with the Contractor to finalize timings for the buildings and units to be affected within the next two weeks, and will be in touch with Owners shortly to let them know the specific day that their unit will be worked on.

How should you prepare your unit? The **work area** in each unit includes the fireplace, hearth, mantel, the wall area above the fireplace, and a space of 3-4 feet out from the fireplace into the living area. We advise owners or their management agents to remove all objects from the work area: art work, wall-hangings, candlesticks, fireplace tools and accessories, and the like. Likewise, steps should be taken to protect any furniture or electronic equipment such as a television set and accessories that may be adjacent to the work area. Debris and new materials (ie, the firebox) will be moved in and out of your unit via the corridor to the front door, so reasonable care should be taken to clear a pathway to the door. Owners who experienced the Great Wall Project of 2011 will be familiar with such preparations.

Our contractor is working on an accelerated schedule to complete the project so that Owners will have new wood-burning fireplaces in time for winter season. This means there will be numerous workers on our property from 8 am - 5 pm Monday through Saturday from mid-August until Thanksgiving. The Board has hired an Owner's Representative to provide construction oversight throughout the project on behalf of the HOA. And our property manager, Jerome Simecek, will facilitate as smooth an interface as possible between the project personnel and residents, both owners and renters, who are on the property during the project. Your cooperation and forbearance is requested with the inconveniences, aggravations, disruptions, and annoyances that are certain to come with any large-scale project such as this.

In future memos we will address the size and schedule of assessment for this project. We also will keep Owners updated about scheduling of work on their building and unit, overall progress, and respond to questions we receive from Owners.