

## REPAIRS and REPAIR PROTOCOLS

The repairs provided under the agreement are in three distinct areas. Each is described by a protocol defined by a consulting engineer, and is mostly independent of the others. Two of the repairs are to be effected in each dwelling unit and in some of the common spaces, while the third is exterior, involving only limited elements of the roof and having little impact elsewhere.

### ROOF

To improve the building's resistance to water penetration under severe icing and wind-driven rain conditions, the roof near the dormer windows of the sixth floor will receive more sealing materials along its lower edges where the roof meets the exterior facade. This will be accomplished in concert with the other repairs as they progress around the building, and may not be noticeable while in progress.

### HVAC

An adjustment will be made to the installation of the PTAC, or heating and cooling, unit in each apartment, basically a verification that the unit is installed correctly in the wall and with correct sealing material. Each unit will be removed from its place, the installation examined in detail, and any needed alterations made. Not all, and perhaps not many, of the units will need adjustments, but all will receive improved sealing.

### WINDOWS

The single biggest action is the replacement of all the double-hung windows in all units and in the transverse hallways. In some locations concerns exist that the windows do not function properly or leak water or excessive air. The agreement specifies that they be replaced, with the expectation that the new ones will fully meet their designed performance.

This being the case, the new windows are produced under more recent performance standards, including greater resistance to heat transfer through the glass. They are designed to closely match the appearance of the originals and to preserve the building's appearance largely unchanged.

Each apartment can be expected to be under work for around three or four days, but the windows removed will have their replacements installed the same day, so the home will not be left open to the elements. The immediate work area will be separated from the rest of the living space by a curtain to keep dust and debris contained, and will be cleaned up upon completion. Floors in the work area and the access path will be protected, and all drywall removed will be replaced and pre-finished ready for paint or wall covering. Work is expected to begin each day at approximately 8 AM and to be complete before 4 PM with 45 minutes allotted for lunch; no weekend or holiday work is planned.

VRM will be installing a "zipwall" to section off the work areas along the exterior walls. (See attached photo). VRM will require 4 feet of clear space along the entire length of exterior walls. Within that space, a 48" wide hardboard will be laid down on the floor to protect the area. The "zipwall" will be installed over the hardboard to isolate the work area, and to reduce the dust from filtering into the living space. In addition, VRM will require a clear path from the entry door to the work area, hardboard will also be laid along the walking path. Their intention is to minimize the traffic within the home, therefore they intend on entering the work area from the exterior scaffolding instead of utilizing the front entry door to the home, but some procedures will require them to enter from the front door. We suggest any fixtures or furniture within the areas described above be moved. We advise owners to keep any fixtures or furniture as far away as possible from these areas to avoid possible damage from "bumping" that may occur from the other side of the plastic sheathing.

If a window cannot be replaced in the same workday, temporary wood panels will be inserted into the openings. Gaps between the wood panel, and rough opening will be temporarily sealed with backer rod. (see attached photos.)

Most dust will occur upon the removal of the drywall surrounding the window openings, and sanding of the drywall upon reinstallation. In addition to the procedures described, VRM will mist the areas to be sanded to minimize airborne dust.