

GUIDELINES FOR CONTRACTORS- February 2024

All major Electrical, Plumbing and Heating, Ventilation & Air Conditioning (HVAC) work must be completed by a Licensed Florida contractor. All carpentry work is to be completed by a qualified carpenter in a safe and workman like manner.

Before commencing work, all contractors or subcontractors shall supply the Manager with Certificate (s) of Insurance.

- General liability insurance – Covers any accidental damage that could occur on your property during the job.
- Workers compensation insurance – Covers possible work-related injuries on the job.
- A Daytona Beach Shores Building Permit must be posted on the front of the unit door until inspected.

CONTRACTOR GUIDELINES

Homeowners may hire contractors to manage and carry out remodeling of their individual condo unit. All Association rules, policies and procedures apply to any contractor or worker entering the building and unit. General policies and procedures must be followed:

1. Unit owners are responsible for communications with the contractor and informing the office that a contractor will be on the premises and on what days.
2. Contractors must sign-in in the vestibule.
3. Contractors may not keep or store any tools, equipment, or material of any kind in common areas of the building, such as walkways, elevator area etc.,
4. All work such as sawing, cutting, drilling, etc. shall be done in the unit or on the unit owner's balcony, not in the common areas. Balcony rails are to be covered by drop cloths or protective covering while sawing/cutting. All residual residues shall be swept or vacuumed up, not swept, or blown over the side.

WORKING HOURS AND NOISE

It is expected and encouraged to complete work in a minimal time with the least amount of noise and disturbance possible. Unit Owners are required to provide the condo office 48-hour notice of excessive noise by completing an "Excessive Noise Notice" form. Hours for construction, remodeling, or otherwise noise-producing work, by either a Contractor or Unit Owner, excluding emergency repairs, is restricted to Monday through Friday 8:00 AM to 5:00 PM. No repairs or remodeling is allowed on Saturday or Sunday or designated employee holidays.

CLEAN UP

The Contractor shall be responsible for removal of all materials and clean up; this includes rubbish, packaging, wood, carpet, debris, trash, tools, equipment etc. Under NO circumstances shall the trash chute or dumpsters be used for construction debris. Construction debris must be removed from property by contractors.

DELIVERIES/PARKING

Contractor vehicles that exceed the height limit of 6 feet 8 inches for the garage area shall park their vehicles on the east side of the building designated "Commercial Parking". Trailers are prohibited in the garage.

FIRE SPRINKLERS

As of September 27, 2018, the cost of replacing the sprinkler head is the condo owner's responsibility, NOT the Associations, for any sprinkler head found damaged, including by painting, plastering or any alteration done by a contractor, owner, or renter.

RESTROOMS

Unit Owners must provide their contractors, workers and employees with private restroom facilities. Associations restrooms are not for vendor use.

SMOKING

Smoking is not permitted in any common area, only in private condominium units/balconies. Cigarettes ashes and butts shall be disposed of in an appropriate container. Under **NO** circumstances shall ashes or cigarette butts be tossed over balcony railings.