

REMINDER: Two Projects Begin September 7

From HarborPlace Tower HOA

PROJECT EDITION

SEPTEMBER 1, 2010

PROJECT #1: TRASH CHUTE CLEANING

This is a one-day project set to start around 10:30 a.m. on September 7. **DO NOT USE THE TRASH CHUTE AFTER 10:30 a.m. ON SEPTEMBER 7.** Reminder notices will be posted in the trash rooms.

PROJECT #2: BALCONY SPRINKLER HEAD REPLACEMENT

Another project which begins on September 7 is the balcony sprinkler head replacement project. This project will replace the corroding sprinkler heads on covered balconies on floors 2 thru 21.

The vendor will begin on the 21st floor and work down the building. The timing of the project will depend on how fast they are able to access units and complete the replacement. We will have a more definite schedule after the 21st floor is complete. The vendor projects at this time that they will be able to do three floors a day.

Notices will be posted on residents' doors asking for access information and updating the schedule.

Thank you in advance for your cooperation.

INFORMATION REQUIRED FOR BALCONY SPRINKLER HEAD REPLACEMENT PROJECT

A notice will be posted on your door prior to the work being done. It will ask you to indicate the best method of access to your unit and return the form to the Front Desk. Your options include:

- Staying at home during the installation
- Leaving a key with the manager at the manager's office
- Leaving a key with the front desk security in your unit key folder, so the key can be signed in and out by the contractor.

IMPACT ON RESIDENTS

These are regularly scheduled maintenance projects. The contractor for the balcony sprinkler head replacement will take precautions to protect your property on the balcony during the replacement.

KEEP IN TOUCH WITH THE HPT HOA MANAGEMENT OFFICE

We do not expect any problems during these two projects, but if you have any questions or issues, do not hesitate to call Lisa Frasquillo at (562) 436-6644. Thank you for your cooperation.

**PLEASE NOTE THAT CHANGES OR ADDITIONS TO THE SCHEDULE
CAN OCCUR AT ANY TIME. WATCH THE BULLETIN BOARDS FOR
UPDATES.**

