



Weekly Management Report

Week of May 2nd, 2016

Administrative:

- a. Parking Reset Campaign: Study complete and List Finalized, as per Board mandate at Meeting held this Month.
 - o Next Phase will be introduction of new decal system will be instituted which will correspond to Owner/Resident's parking space #. New decals will be put in place in conjunction with new Parking Policy this summer.
- b. Material Alteration Issue. Project on Hold as per April board meeting (Held on 4.21.16).
- c. Proposal to Raise Valet Fees- Approved. As per Board Resolution from April meeting, parking rates will be raised to \$5/day and \$10/overnight with continued use of \$2.00 sticker system. Valet Vendor presented proposal to Management for new reconciliation system on 4.29. Proposal now in review. New rates will be introduced in parallel with new parking policy.
- d. Salon Lease: Rental offset for improvements: Several months rent remain outstanding. Tenant claims rent was offset as per lease as tenant improvements (TI). Legal Committee confirms. Original inventory of improvements was submitted and included purchases of personal property not normally included as tenant improvements (Furniture etc.) Secretary and Management reviewed and Secretary brought back inventory list rejecting. On 5.5.16, Legal committee reported the agreement made with the Tenant included improvements for both fixtures and additional personal property (Furniture etc.) Legal committee to work with Tenant to formalize this amendment. This clarification to be submitted to Board on completion. After agreement Tenant can resubmit inventory to determine offset.
- e. New Fob Policy: Management is in process of completing the details of a new Fob policy. The Installation of the new Galaxy access system is commencing no later than week of 5.16 and should be complete approximately three weeks thereafter. At that time management will begin the process of auditing the current Fob inventory, first by posting notices several weeks in advance. Management proposes doing the audit of the existing Fobs using a new Policy with an access Hierarchy based on the following Classes:
 - Registered Residents: Owners or Legal Tenants.
 - Long Term "Permanent" Guests: Limited to immediate family.
 - Short Term Guests: Definite start and end date. accompanied by owner on site.
 - Contractors:
- f. New Parking Policy: Management is in process of completing the details of a new Parking policy. Like the Fob system, parking will also be upgraded by the new Galaxy access system which should be completed in June. The new Parking Policy is based on the goal of enhancing the safety and wellbeing of our community. Details to follow in future reports.

Financial:

- a. March Financials complete & delivered to Board for review.
- b. 2015 Audit. As per April board meeting, awarded to Charles A. Krblich, P.A. Invoice for retainer received and processed.
- c. Delinquencies. This Month's aged owner balances were reviewed by Management, as per Board Directive. Going forward aged owner balances will be reviewed by management on/about the 12th and owners given a chance to cure before sending to collections.

Operations:

- a. Project Update: (See Project Update below)
- b. East Pool Heaters Replacement. Shipment of Pool heater from Hayward received 5.5.16. All About Pool scheduled to begin installation on Saturday, to complete Sunday. Gas hook-up to complete job on Monday May 9th.
- c. Review Of Pool Service/New Proposal. New vendor given verbal notification, and contract prepared with start date TBD, based on cancellation of Miami Pool Tech's Contract. The current vendor's Contract has a 30 day termination clause, but management is reviewing strategies to expedite termination based on breach of contract.
- d. Vertilinc Integration Software systems. Integration now underway. Met with Vendor on May 5th for review of first phase of the integration with another meeting scheduled to begin next phase next week. Lists from Athome.net and Tops will be uploaded. Tops original database was incomplete, so data being manually updated. Data being uploaded includes all telephone, email and vehicle information. Tops upload to be completed by May 10th.
- e. Galaxy Access systems. As per April board meeting, project proposed by Ideal Tech Solutions was approved, allowing upgrade of Community's obsolete Access control system. Agreement executed and deposit checks tendered. Project commencing no later than week of 5.16 Time to completion three weeks after.
- f. Miscellaneous:
 - o Elevator Inspections: Completed. Six out of seven. Exceptions noted in report being addressed by Thyssen Krupp.
 - o Elevator Phone issues: Thyssen Krupp. And Specialized Phone (Our office phone system vendor) met last Wednesday and reportedly corrected. Issues were again apparent this week and Management contacted both VCendors to inform and demand the problems be corrected. Thyssen on site Friday correcting.
 - o Paver Repair on West Pool Deck & Valet Deck paver modifications; All Seal Exteriors were on site this week to inspect the pavers to present us with a proposal to remove and reset the West Pool Pavers. In addition Management asked for a proposal on the valet deck to convert the third Handicapped space into two regular spaces. Proposal not yet received. Management requested update on RFP. Hollywood Stone: In addition with the help of one of our Committee members, contact with Hollywood Stone was reestablished to make one more attempt to resolve the paver issues amicably. Vendor agreed to meet to discuss this Med with vendor on Monday. Proposal pending.
 - o Electrtrical Bids, Fountain Lights and Switches, Landscaping and others. Met with another vendor Tirone electric to get bids on above. Met again with Tirone this week to get additional proposal on supplemental lights to Valet Fountain, Lobby

fountain, Light to pedestrian gate, lights along A1A (Repair or total replacement existing plus three lights on palms), Street lamps replacement. Tirone currently working at Wave, and involved in project there which is seeking Beautification grant. Additional proposal from Tau Beta Also Pending.

- Review of Housekeeping, Maintenance and Landscaping duties: Management preparing a report on existing infrastructure to evaluate current procedures. Status: Underway as of April 18, 2016.
- Insurance Appraisal: After receipt of requirement from carrier, Manager met with Insurance Appraiser who is preparing the appraisal.

Personnel/Lifestyle:

- a. Pool/Cabana Service Current Pool service being reevaluated with current Pool Attendant to be switched to ASI. Proposal received and presented to Board from ASI based on 24 or 40 hours of service (See Vendor & Misc Report Below) Management also investigating the introduction of a dedicated Pool/Cabana Vendor.
- b. Front Desk Personnel/Services. Lobby and Valet opened as scheduled, April 4th. Board approved moving all services listed below to Front Desk. As per Board's mandate, in addition to Office Staff/Concierge, management will train security on some of new services that are offered. Currently the Front Desk is offering all the following services:
 - All Applications, Including:
 - Sale/ Leases
 - Construction
 - Guest Registration
 - Fobs/Parking
 - Payments
 - Elevator Reservations
 - General Assistance

Project Update Report

Week of May 2nd, 2016

▪ Valet Deck:

- General Contractor (GC): Construction Specialists Incorporated (CSI).
- Engineer: ACG Engineering Services (ACG).
- Landscape Architect: Michael Pirich.
- **Status: Valet Deck Opened Monday, April 4th. Project Concluded with Permit to be closed on completion of lighting component.** CSI received payment on the two last invoices and will inform Association of final inspection after closeout of Lighting.
- ACG Document request. Documents were provided including PDF as well as hard copy binder and plans week of April 11. Request for confirmation of all warranties was sent to ACG and CSI, and documentation provided this week. Inspection of original plans and material by ACG were found to be insufficient, due to lack of index or table of contents. Management requested ACG correct and hardcopy documents were taken back to correct.
- Outstanding Items:
- Electrical Lighting: Status: Majority of Garage lights are completed, with the two fixtures and Pole light to be completed by end of month. Board requested a sensor or timer proposal be given on periphery light no required to be on 24 hours. Final inspection to follow. See Vendor & Misc. Reports below for Tau Beta's report on all projects
- Outstanding Items (on Warranty):
 - Fountain Leak & Damaged Drain Grates: Work to correct fountain leak and grates on valet deck was completed. (Original collars installed on Valet Deck were pedestrian grade, not auto as required). Issues with Grates on West Pool deck also brought to CSI's attention and were reportedly corrected. Management asked S&D engineering to inspect and evaluate the quality of the work. See Vendor & Misc. Report Supplement for communication. . See Vendor & Misc. Reports below.
 - New Leaks in Garage: Rain Wednesday night caused leaks into garage. Management investigated Thursday. Most were known and unrelated, but one was a leak over #133 and under warranty by CSI. Management inspected and narrowed source to either a leaky PVC drain pipe or a possible leak from through a penetration from ramp. ACG inspected and Management also met with ACG. Pipe was verified by Maintenance Supervisor but verification of penetration leak was unclear. Owner assigned to space was asked to verify if any leak had also been seen. If verified CSI will be notified to correct.
- Post Permit Modifications:
 - Removal of superfluous signage ('Valet Only' on unit owner spaces) completed. A new paver company was also contacted to convert one of Handicapped space to two conventional spaces (see above).
 - Additional items being considered: Install of 5MPH speeding sign, Traffic arrows, Install of secondary ramps to allow wheelchair access direct to front door, install of awnings over handicapped ramps now exposed to weather. Sign pole over curbs prone to being bumped. Another item Weight limit and 'No Trucks or Ambulances' sign on Ramp, is already being researched which started with a Management Request for the data from ACG for an opinion on weight limit. A reply was received, but the

Answer given was insufficient and Management requested more. No answer has been received.

▪ **Lobby Renovation:**

- General Contractor (GC): OAK Group, Inc. (DBA Imagine Repair & Renovations).
- Interior Decorator: Nadine Greenstein.
- Mechanical Contractor: VMech Mechanical Contractors
- Plumbing Contractor: Herman's Plumbing
- Security Cameras: Alarm One
- Desk Install: D&B
- Front Desk/Lobby Infrastructure Mobilization: Ideal Tech Solutions (ITS)
- Marble: Classic Marble
- Sliding Door Repair: Commercial Door & Gate.
- Sound System: Beta Tau Electric
 - **Status: Lobby Opened Monday, April 4th, permits closed. Punchlist items still open.** After receipt of several inaccurate reports, Oak Group was informed the Association would require a written sign off on any further report. A walk through was conducted by Management and Members of Construction Committee in which it was found several items reportedly done were incomplete. Management replied to Oak Group (See Vendor & Misc. Report Section below) informing them that a portion of the retainer would be withheld and used to see to completion of the project. Management received a reply back protesting the \$2500. \$2500 was start point of negotiation (Estimated cost to repair in house approximately \$1000). Management will contact Oak Group to negotiate a settlement next week.
 - Front Desk. Complete & Mobilized.
 - Intercom System; all of originally reported system is complete. Several new intercoms were installed, including one to front desk. Several more location are now in consideration. One by pedestrian gate was to be investigated and a proposal for install is being prepared by ITS. Video Intercom was not pursued as use of cameras and regular intercoms was deemed sufficient.
 - Lobby Access Doors and Fob Readers. All complete including N Tower operator, recurring issues with this Door reported to Commercial Door and Gate (CDG) for Correction. CDG came out on Tuesday and discovered the activation of the door had unearthed a defective motor component; a rev counter. Replacement of motor was required and was ordered, delivery next week. Once complete, Ideal Tech will be engaged to finish N. Tower Fob.
 - New Access Software. Galaxy Install begins next week. After consultations with Security, Some Modification were proposed by the Board to increase security, and may be included as a change order. . Project to be completed three weeks after start.
 - Billiard Room. Project complete.
 - Lobby Interior Decoration Component Complete: Last large payment was tendered this week in return for a general release. Two smaller checks to be processed to close out this component to completion.
 - Security Cameras:
 - Original work (Phase 1) Completed. Final Payment processed.
 - Phase 1.5. Replacement of 10 pre-existing cameras began this week. Estimated completion date next Thursday. Cost: \$3,070.

- Additional Cameras (Phase 2): Status- On Hold. As per decision at April Board meeting is on hold until the requirements are more correctly deduced. Item also linked to Material Alteration Issue, also on hold.
- Sound System Installation: Project under way. . See Vendor & Misc. Reports below.
- Lobby Air conditioning System - Issues with Debonair: For several months Management had been working with present AC contractor, Debonair, to insure the lobby A/C systems were in the best possible condition for opening. Early in year association ordered vendor to do a complete survey and maintenance of all systems and correct any possible problem. Unfortunately, there have been repeated failures by vendor to address these issues, including leaks in former kitchen and other areas. At present there is only one major component left – install of new lobby thermostats, but despite relay of acceptance of proposal to vendor there have been more delays.

Update: Thermostats installation mostly complete except for several small issues that came up on installation to be corrected on parts arrival. Third Kitchen leak was repaired. Specs on Insulation bid from Debonair were presented to VMech, once clarifies VMech stated price from Debonair was better than they could provide. If no objection from Board, Debonair will be contacted next week.
- **Air Conditioning Upgrade:**
 - Vendor: VMech Mechanical Contractors
 - Engineer: Don M Austin
 - Status; Deposit tendered. Equipment on Order. Project underway
 - Contract Execution on January 7th.
 - Kickoff Scheduled 1/11/16 (Complete)
 - Submittals completed week of 1/18/16
 - Final Mechanical Approval (Complete)
 - Permit Fee paid on receipt of Deposit. Tentative Project Schedule from VMech presented.
 - Proposed Isolation Valves. South Tower was done at same time as Condenser Water Pump retrofit project in late February. North Tower isolation valve install also complete.
 - Equipment Delivery: Projected delivery of air handlers on/about May 26th, with condensers in late May, early June.
 - Roof Install – **Update: Projected Installation to begin first or second week of June.**
 - Completion Date: Exact date pending.
 - Hall HVAC Projected down time during installation 2 weeks. Note: This will not affect unit owner A/C units. As a precaution against mold in corridors, each building to be sealed.
 - Met with Engineer Don Austin 3.25.16 to review his role as our consultant, discussed need for crane and temporary A/C unit, confirmed his prior role in project and continued role to inspect work. **Update:** Two proposals received, to be presented to Board next week
 - Study to reconsider the layout of the Tower water pumps to allow a backup to be installed.
 - Sound deadening measures to lower vibrations and noise reported on top floors.

- Use of Crane Approved: Use of crane will save time and decrease possible exposure and potentials issues with breakdown, transport through the building and reassembly of unit on roof. Usual cost for a crane is in excess of \$20,000 dollars, but by sharing a crane with another nearby VMech project it will only result in a cost of \$14,000. VMech will split cost so outlay from Association will only be an additional \$7,000. Use of crane must involve need to access our southern neighbors, the Residences parking lot. Management and VMech met with management of Residence (A sister A/P managed community) and were told there will likely be no need for a payment to use their parking area for one day. Aquarius Board did approve their request to allow temporary parking in our West Parking for those Residences' automobiles displaced by the crane.

- **Forty Year Recertification**
 - Engineer: TBD
 - GC:TBD
 - Status: Final Presentations of three Engineering Finalists, (Hillman Engineering, M2E and S&D Engineering) complete April 5th 2016. Board decided on Primary, Secondary and Tertiary Candidates (Confidential). Negotiations ongoing. Management met with Hillman and M2E. Along with this project, Association is considering: repainting of the complex, upgrades of elevators, west parking restoration and other projects.

- **Gym Bathroom Project:**
 - Engineer: S&D Engineering & Construction
 - GC Candidates: Robmar, plus 2 or more additional, TBD
 - Status: S&D presented new specifications to management Tuesday. Management forwarded to Board, with recommendation of a preliminary meeting with The Head of the Construction Committee and the Board Channels, to review. If no issues are found specifications shall be sent to at least three bidders, including the original bidder, Robmar. Process of interviewing New GC venders to replace Oak Group and S&D underway. S&D was informed of their exclusive role as project engineer.

- **Gym Roof Project:**
 - Engineer: S&D Engineering & Construction
 - GC:TBD
 - Status: Gym Roof Replacement: S&D presented bid specifications and bid package to all three original Bidders (Best Roofing, Tecta and Pritts). Proposal on installation of new gym roof mechanicals approved. All bids were received and opened in presence of the President and Vice President on 5.2.16. Two of packages were incomplete. On receipt of missing components (Cost Breakdown) Engineer will be evaluating the bids to confirm they meet his specifications. On engineer's confirmation, Management will present to Board for review.

- **North Entrance Security Gate Project:**
 - Contractor: Ideal Tech Solutions (ITS)
 - Status: Project completed May 3rd. Gate now fully operational.

- **Bar Code Readers for North and South Gates:** On recommendation of Management Security and Several of Board, to further enhance community security, Ideal Tech Solutions (ITS) was asked to present a proposal on the installation of Bar code readers instead of transferrable clicker or card systems. Proposal received and reviewed by management and revised to include West Parking area as well as North and South Gates. . See Vendor & Misc. Reports below

- **South Tower HVAC VFD Replacement:** VMech confirmed the parts will arrive on 10th. Replacement to begin 5.12.16. Notice posted May 5th 2016. Project to be completed by day's end.

- **North Tower Garage and receiving Door Issues.:** Continuing access door issues began to be addressed this week when several representatives from Automatic Entrances visited on Tuesday. They reported having some issues with Manufacturer, but pledged to correct. On Friday a technician came by to correct, making some repairs to doo at receiving, until another issue with the Fob Reader was discovered. Management contacted Ideal Tech solution to set up a meeting next week with both vendors to discuss. Tech also made a partial repair to garage entry door, which is now locking. See Vendor & Misc. Reports Below.

Vendor & Misc. Reports

May 2nd, 2016

VENDOR REPORTS

VALET DECK – Closeout of Permit Anticipated after Lighting project is completed

Various Emails from CSI & ACG-

CSI on ACG Field report

From: Wally Frigon [mailto:wfrigon@contractingspecialists.com]

Sent: Tuesday, May 03, 2016 6:34 AM

To: Osmani Loy; Andres Caicedo

Cc: Javier Hermoza; William Coleman; David Slavin

Subject: RE: Aquarius Field Report

All,

I would like to make 2 two comments to the ACG Report issued yesterday.

1. West Pool Deck (Pavers and Sand) are the responsibility of Hollywood Stone.
2. Drain assembly is with the PVC Extension. This was done because at the time of construction the BOD did not want to spend the money for the Zurn Extension. This was acceptable because this will only experience pedestrian traffic.

CSI SE was responsible for the entire Valet Deck Project and should have insured the Plumbing Sub utilized the proper Zurn Drain Extension due to the vehicle traffic exposure.

Wallace L. Frigon Sr.
Principal

EMAILS ON Warranties and Proper identification of Documentation:

From: Andres Caicedo

Sent: Tuesday, May 03, 2016 9:34 AM

To: Wally Frigon; Alejandra Ossa; David Slavin

Cc: William Coleman

Subject: RE: Aquarius Field Report

Alejandra will come and pick up the folders Thursday to prepare the index. Should have them back to you a week later.

Andres,

Sent from Outlook Mobile

On Tue, May 3, 2016 at 6:29 AM -0700, "David Slavin" > wrote:

Andy,

Please advise Wally's comment. From his email Javier may have some clarification

Also, You provided two binders –thousands of pages, with no Index, please provide an index to go along with. We require a dedicated section to all warranties.

Thank You,

David Slavin, LCAM
Property Manager

From: Andres Caicedo [mailto:andy@acg-eng.com]
Sent: Tuesday, May 03, 2016 9:47 AM
To: Javier Hermoza; Osmani Loy; David Slavin; Osmani Loy; Wally Frigon
Cc: William Coleman
Subject: RE: Aquarius Field Report

Osmani, will drop the folder tomorrow morning with all the warranties and documents provided by CSI
Andres

Sent from Outlook Mobile

From: Andres Caicedo
Sent: Tuesday, May 03, 2016 9:39 AM
To: Wally Frigon; Javier Hermoza; David Slavin
Cc: William Coleman
Subject: RE: Aquarius Field Report

Javier,
Copies are provide to us and the owner. I'll check out and have this resolved this afternoon.
Andres

Sent from Outlook Mobile

On Tue, May 3, 2016 at 6:35 AM -0700, "Javier Hermoza" <> wrote:

Close Out package was submitted awhile ago to Osmany at ACG, during the week Andres was in vacations. On April 4th, I sent an email to Andres about it and he confirmed at 2:04pm to deliver it to Osmany.

From: Wally Frigon
Sent: Tuesday, May 03, 2016 9:25 AM
To: Andres Caicedo; David Slavin; Javier Hermoza
Cc: William Coleman
Subject: RE: Aquarius Field Report

Javier,

Please see emails below regarding Close Out Package. Please explain?

Wallace L. Frigon Sr.
Principal

From: Andres Caicedo
Sent: Tuesday, May 3, 2016 9:21 AM
To: Wally Frigon < David Slavin
Cc: William Coleman
Subject: RE: Aquarius Field Report

If it was provided to us with the final payment, we approve it months ago, so CSI should have delivered when they brought it with our approval.

Andy

Sent from Outlook Mobile

On Tue, May 3, 2016 at 6:19 AM -0700, "Wally Frigon wrote:

David,

Close out package was submitted to ACG.

Wallace L. Frigon Sr.
Principal
T/ 508.222.2377 • C/ 617.590.6893 • F/ 508.222.2580
453 South Main Street / Attleboro, MA 02703

From: David Slavin [m]
Sent: Tuesday, May 3, 2016 9:17 AM
To: Wally Frigon <; ANDY CAICEDO
Cc: William Coleman
Subject: RE: Aquarius Field Report

Thank you Wally,

Please confirm: were all warranties provided by ACG, or are we to expect more information from you?

David Slavin, LCAM
Property Manager
Aquarius Condominium Association, Inc.

From: Wally Frigon
Sent: Tuesday, May 03, 2016 6:34 AM
To: Osmani Loy; Andres Caicedo
Cc: Javier Hermoza; William Coleman; David Slavin
Subject: RE: Aquarius Field Report

All,

I would like to make 2 two comments to the ACG Report issued yesterday.

1. West Pool Deck (Pavers and Sand) are the responsibility of Hollywood Stone.
2. Drain assembly is with the PVC Extension. This was done because at the time of construction the BOD did not want to spend the money for the Zurn Extension. This was acceptable because this will only experience pedestrian traffic.

CSI SE was responsible for the entire Valet Deck Project and should have insured the Plumbing Sub utilized the proper Zurn Drain Extension due to the vehicle traffic exposure.

Wallace L. Frigon Sr.
Principal
T/ 508.222.2377 • C/ 617.590.6893 • F/ 508.222.2580
453 South Main Street / Attleboro, MA 02703

From: Osmani Loy
Sent: Monday, May 2, 2016 7:24 PM
To: Andres Caicedo
Cc: Javier Hermoza William Coleman >; Wally Frigon <
Subject: Aquarius Field Report

Andres,
Attached you will find today's field report.
Osmani Loy
ACG Engineering Services, Inc.

Tau Beta Phi Report All Projects:

David,

Attached please find a copy of the electrical invoice for the reception desk. I have guys working on the sound system, and I have most of the speakers except for the cascade room, they are on back order. They will start installing speakers later on today or tomorrow. The rest of the material should be delivered by the end of this or beginning of next week, depending on the factory.

I am having a hard time finding the entrance lights (Aquarius Signs) but have a lighting representative working on it.

Meanwhile, I called 811 sunshine to locate all underground utilities before I dig one trench on the north side of the ramp.

We can install a photocell or timer for the garage lights, but I recommend just for the first roll of lights by the entrance.

For the other areas, if we have them off during the day, it will be kind of dark back there. I can turn them off so you can personally see what I am talking about. I will show it to you when I go there in person.

LOBBY - Closeout of Permit Completed

OAK GROUP

Management reply to Report of Completion By Oak Group:

From: David Slavin
Sent: Thursday, May 05, 2016 4:23 PM
To: cjsnyder
Cc: William Coleman; Patricia Basden
Subject: ACA Lobby Punch List- FINAL ASSOC Walk Through 5.3.16
Importance: High

Dear Jeff,
Please kindly see attached results of the Association's Final Walk Through.
In sum your list is again **incomplete**.

The incomplete items are as follows:

- Page 3) Bathroom Next to Bar - **Toilet paper holder and faucet still do not match**
- Page 5) Cascade Room Registered incomplete - **Not properly affixed, or painted.**

Page 6) Marble baseboard next to south door to Cascade room (Left side) - **Not completed.**
Page 7) Long Vertical Crack in wall next to South Tower Access door - **Not completed.**

We will no longer be expecting your performance on this matter. As such the Association is prepared to process a check on the retainer, minus the \$2500 we need to set aside, to get the items you refused to correct completed. If this is acceptable to you please reply back.

This payment will be the final payment to you, in full accord and satisfaction of this matter.

David Slavin, LCAM
Property Manager
Aquarius Condominium Association, Inc.
2751 South Ocean Drive

Alarm One Phase 1.5 Camera Update:

From: lennyp
Sent: Friday, May 06, 2016 6:44 PM
To: David Slavin
Subject: Re: Status Cameras Phase 1.5

Should be completed this next week. We will have 3 techs there Monday to work hard on it. It's much more than we anticipated since this is all new and we bid for upgrades, but we will get it done. I suspect we should be complete by Thursday.

Sent from my Sprint Phone.

ASI's Proposal for Pool Porter:

Management received proposal Wednesday, requested clarification of hourly rate.

May 4, 2016
Mr. David Slavin
General Manager
Aquarius Condominium Association
2751 South Ocean Drive
Hollywood, FL 33019

Dear Mr. Slavin:

As per our conversation, please find pricing for one (1) additional part time porter to provide weekly pool coverage for 24 hours a week. I am also including the price for 40 hours as an option to consider, that porter could work the pool and assist in other House Keeping projects and duties.

Option #1: Pool Attendant
\$ 1,495.00 Per Month (Based on 24 hours per week of service)

Option #2: Pool Attendant & additional House Keeping duties
\$ 2, 350.00 Per Month (Based on 40 hours per week of service)

The above price includes taxes, insurance, uniforms and account management.

Please review the options above. To make changes all we need to do is send a one page Contract Amendment to include these additional hours.

Regards,
Janie Guirola
America Service Industries

Ideal Tech Solution's Report on Galaxy Install:

Morning David,

The equipment will be in by mid next week. We have a tentative schedule start date for the North tower on Tuesday May 17th.

If we are able to start earlier, we will let you know.

Automatic Entrance Report on N Tower Door Issues:

From: S Norris [mailto]
Sent: Thursday, May 05, 2016 9:08 PM
To: David Slavin
Subject: South Tower door

Hello David,

It was very nice meeting you earlier this week. Per our meeting and subsequent phone conversation, I will fill you in on where I am in the process of repairing the South Tower Door panic hardware. I have contacted our representative of Trulite, (the manufacturer of the doors we installed). I will be visiting with him tomorrow at his office. Since Trulite will not warranty their product, our owner gave me the authority to rectify the problem(s) at our cost. I will get templates, parts lists, schematics, fastening instructions and other info to rectify the problems caused by the bad prepping. All I ask is that you bear with me as much as possible. I want to add that I understand your frustration with this. Excuses don't fix any problem and we offer no excuses, just solutions. We WILL fix the issues and desire to maintain a great working relationship with you.

Regards,
Stephen "Steve" Norris - Sales/IT

Treasurer's Report on New Legal Counsel:

Dear members of the board. Buck and I met with two attorneys today that we were really impressed with. One is Michael Gable who does collections work. Very smart, very detailed and has a great pedigree and was recommended to us by other lawyers. His fees are also very low in my opinion. \$225.00 per hour. For the transactional side, we met with Leigh Katzman who specializes in representing HOA and condominium associations. He worked for Aquarius years ago and was the attorney who got us the "Trump Money". Mr Katzman's fees are a little higher at \$300.00 per hour but still very reasonable. If one of his senior lawyers works on a matter the fees go down to 275 and 250 for associate attorney's. Para Professionals are billed out at 125 per hour. Also, he will not charge us for phone calls that I have to make to him and vice versa. I hereby endorse both of these fine lawyers and submit them for your consideration. I request your vote to approve the hiring of these gentlemen to be our new attorneys and replace Mr. Glazer's firm. Please advise of your response to this request

For hiring<Victor, Buck, Linda

Management report on New Non-Transferrable Security Gate System

Revised proposal from Ideal tech Solutions for the first layer in our new parking system utilizing non-transferrable RFID windshield and/or headlight Tags. This is the first part in the layered approach to making our resident as safe and secure as possible.

Cost included parts only. Labor as part of the galaxy install.	Subtotal	\$7,090
Plus cost of the new tags. (based on purchase of 300 @ \$8.50) =	Subtotal	\$2,550
	Total Project Cost	\$9,640

ASI'S Pool Staffing Proposal

BOD Emails after presentation:

From: Vic Rocha [mailto:]
Sent: Friday, May 06, 2016 7:26 AM
To: Cecilio-Augusto Berndsen
Cc: David Slavin; Bhagwan 'Buck' Gupta (); Linda Satz; Sofia Feremburg; Patricia E Basden; William Coleman
Subject: Re: Pool Staff pricing 5.4.16

If the BOD has approved the change then so be it. I hope it works out as desired.
Sent from my iPhone, Victor E. Rocha,

On May 5, 2016, at 9:40 PM, Cecilio-Augusto Berndsen < wrote:

Dear Victor

While you were in way the BOD decided - on the last meeting - to transfer the 24 hours of the "Pool Person" from Security (One-Global) to ASI for the following reasons:

- The Pool Person was adding very little to the Community. The services rendered are minimal.
- The decks do not have a single responsible entity to swipe, remove sand, debris, glass etc. Housekeeping takes care of the East Canopy and trash removal, Pool Service chemicals and pool, our maintenance the perimeter of the East Pool - 2 or 3 feet around and water temp., Landscape Peneda removes dead leaves and does some pruning.
- Often, when the dirt is very conspicuous our maintenance team has to do some work, while they should be doing maintenance, painting etc.

With this transfer we got:

- Global One promises to transfer Pierre to another property for a Security Job. Pierre was week-end Security as you know.
- ASI will have their responsibility extended to all decks (periodicity of work to be determined) and they need some relief if we want this building a bit cleaner. 24 hours may not be enough but it is a beginning. It also should relieve our Maintenance Team that very often is called to do swiping and cleaning while so many required maintenance work orders are delayed.
- Global One will concentrate on their job: security.
- I believe this is a win win.

Additional hours 24 to 40: This is just an idea. It has not been approved yet. It may not be approved. The decision is One Global to ASI. Since I think that a well maintained building starts with well cleaned building I believe this is a very good move.

Managements Update:

Thanks Vic,

Thanks for the overview Cecilio,

ASI's response to my request to lower their price on 24 hour rate was refused. The reason is they have a harder time filling out a part time position. The difference is \$ 0.80 Hour. As Cecilio said we are presently only looking for 24 hours, but if you do decide to raise we will get this additional savings.

The draft minutes authorized Management to look into alternatives, one was ASI. The second involved a cost benefit analysis of dedicated pool/Beach service companies. I am in the process of doing and will present to you later.

So far we have no clear decision on how to move forward on ASI's proposal. If you wish to move on this now please confirm your decision, otherwise I can place on Mays agenda for further discussion.

Thank you,

Kindest regards

Discussion of Need for a Designer in the 40 Year Recertification Project next Year:

-----Original Message-----

From: William Coleman

Sent: Tuesday, May 03, 2016 5:16 PM

To: Linda Satz; David Slavin

Cc: Bhagwan 'Buck' Gupta (b); Cecilio-Augusto Berndsen (); Sofia Feremburg; Victor E. Rocha

Subject: RE: Aquarius Garage Coverings

The designer will help with any "changes". I don't know if the BOD, and community, want to make aesthetic changes, but I don't want to not have the team lined up if we do need them.

The front of the building, the roof line, east pool deck, landscaping, etc will potentially need the help of a designer.

William J. Coleman
Regional Manager

-----Original Message-----

From: Robert Satz [mailto:]

Sent: Tuesday, May 03, 2016 5:12 PM

To: David Slavin >

Cc: William Coleman ; Bhagwan 'Buck' Gupta et al.

Subject: Re: Aquarius Garage Coverings

Why are we hiring a designer? What are we doing on east pool deck?

Sent from my iPad

> On May 3, 2016, at 4:43 PM, David Slavin <d> wrote:

>

> If you want to open it up for discussion I can add as an agenda item to our next meeting.

>

> David Slavin, LCAM

> Property Manager

> -----Original Message-----
> From: William Coleman
> Sent: Tuesday, May 03, 2016 4:34 PM
> To: David Slavin; Bhagwan 'Buck' Gupta;
> Cecilio-Augusto Berndsen ; Linda Satz; Sofia
> Feremburg; Victor E. Rocha (
> Subject: RE: Aquarius Garage Coverings
>
> We are going to hire a designer.
>
> How many cosmetic changes would you like on the pool deck?
>
> William J. Coleman
> Regional Manager

> -----Original Message-----
> From: David Slavin
> Sent: Tuesday, May 03, 2016 2:53 PM
> To: Bhagwan 'Buck' Gupta
> Subject: Aquarius Garage Coverings
>
> Linda wanted me to share this picture with the Garage coverings we had in past.
She thinks this would be a good addition in the future.
>
> David Slavin, LCAM
> Property Manager
> Aquarius Condominium Association, Inc.

Management Communication s on Elevator Phone issues with Thyssen Krupp;

From: David Slavin
Sent: Tuesday, May 03, 2016 3:55 PM
To: 'Olivencia, Herb'; 'Edgley, Danielle'; 'Pace, Mike'; '
Cc: William Coleman
Subject: RE: ACA New Phone issues!!!
Importance: High

Gentleman,

I just met with Robert, and earlier with Dwaine. As you all know we are still having way too many issues with the elevators. One the issues: phones, involves both you vendors. I told our Elevator Tech, Robert, to relay to Thyssen the need for both vendors to meet out here and then sit down with me to present a resolution. This of course must meet the requirements of our elevator inspection. I am available Wednesday afternoon and hope both Thyssen and Specialized Telephone can get back out here so we can resolve this.

Let me be perfectly clear on this: I expect a solution, no excuses, no finger printing. Let just work together to solve this.

Thank You

David Slavin, LCAM

Property Manager
Aquarius Condominium Association, Inc.

From: David Slavin
Sent: Tuesday, May 03, 2016 10:04 AM
To: 'Olivencia, Herb'; Edgley, Danielle; Pace, Mike; js
Cc: William Coleman
Subject: RE: ACA New Phone issues!!!
Importance: High

Dear Herb & Jim,

Our intercom phones are **not** working. We have issues in South Tower, Gym elevator (Works but intercom speaker garbled to point of incomprehension) and North as well.

I need you both to get this resolved. I also want your teams to tour the phone system with me before and after the repairs, to insure this is completed effectively.

Thank you

David Slavin, LCAM
Property Manager

From: Olivencia, Herb [
Sent: Monday, May 02, 2016 12:24 PM
To: David Slavin; Edgley, Danielle; Pace, Mike; j
Cc: William Coleman
Subject: RE: Wednesday at 10:00

David,

After speaking with our technician Robert Billic who was the technician that tested all of your elevator phones with the telephone company tech. I was made aware that the problem was on the telephone line end and the Tech from the phone line corrected the problem and all of the phones started to work immediately. All phone were tested again to make sure they were working properly.

Our Tech was instructed to inform you of the status of the phones as soon as the problem was corrected and he assure us that he did just that before he left your building, so as of last Wednesday the elevator telephones were operating properly as confirm by the ThyssenKrupp technician and your phone company technician.

Regards,

Herb Olivencia
Branch Service Manager, Service Department
ET-AMS/FLD

Beautification On Lobby Furniture:

On Apr 28, 2016, at 8:49 PM, Judith Ort wrote:

This is my recommendation for the existing furniture:

Billiard room - the couch and the club chair now in the laundry room should go back into the billiard room with the

two black side tables and the black coffee table with the white marble top. The poker tables with eight green bentwood style chairs should also go back into the billiard room. The two poker tables to be reupholstered in leather or green felt.

North lobby - the black parson style table in south lobby should be moved into the north lobby to replace the desk and chair. Also the black parson style table now located by the beauty parlor should be relocated to the north lobby next to the billiard room. These would go very well with the existing black parson table and gold and black mirror already in that lobby.

South lobby- to replace the console tables moved into the north lobby I recommend moving the table being stored in the small room by the media room along with the matching mirror placed next to the mail room where the black parson style table was.

The two small leather and wood chairs should go back in front of the beauty parlor along with one of the glass and metal coffee tables to replace the console table moved to the north lobby.

The desk and chair now in the north lobby should be moved to the small room next to the media room or into the media room. The chair seat to be redone.

The mermaid should be placed into the niche in the lobby or in between the two seating areas. The two Chinese vases should be left in the Aquarius Room.

The remaining four black leather chairs should be placed by the Cascade and Aquarius Rooms. These chairs are to be reupholstered in July.

The remaining glass coffee table may be used in the media room or in the small room next to it if and when it is decided to purchase either club chairs or a couch for that area. Until then it should be stored.

Any existing art work should only be used in the elevator lobbies, satellite rooms (media, bar, small room and perhaps facing the restaurant) and not in the main lobby.

Thank you, Judy Ort