

# South Paula Point

## Request for Approval/Scope of Work

Unit Number: \_\_\_\_\_ Date: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

### Please check item(s) to be approved:

- Windows Read
- Windows Front
  
- Sliding Glass Doors Read
- Sliding Glass Doors Front

I, \_\_\_\_\_ owner of unit \_\_\_\_\_ have read the window/sliding glass door policy and specification and agree to abide by those specifications and policies put forth by south Paula Point Condominium Association, Inc.

**Please present this document to your Installer/Contractor  
Insurance Information must be verified for Approval**

Email to: [Cindy@MonarchAM.com](mailto:Cindy@MonarchAM.com)

*Monarch Association Management, Inc.*

500 Alternate 19 South  
Palm Harbor, FL 34683

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Insurance Information must be verified for Approval**

Email to: [Cindy@MonarchAM.com](mailto:Cindy@MonarchAM.com)

**Monarch Association Management, Inc.**

500 Alternate 19 South  
Palm Harbor, FL 34683

**REQUEST FOR INSURANCE CERTIFICATE AND ADDITIONAL INSURED ENDORSEMENT**

DATE \_\_\_\_\_ CONTRACTOR NAME: \_\_\_\_\_

Dear Contractor:

We appreciate the opportunity of having you work with us. However, as you are probably aware, there are many changes taking place in the construction industry. There are increased liability exposures to everyone involved.

Our company, along with many other General Contractors, is implementing certain processes in an attempt to contain our liability risks.

We are requiring all of our Contractors to structure their insurance in the following manner:

1. Commercial General Liability coverage (insurance company must have an AM Best rating of A-XII) with limits no less than:
  - \$1,000,000 Combined Single Limit per occurrence
  - \$1,000,000 General Aggregate
  - \$1,000,000 Products/Completed Operations
2. SOUTH PAULA POINT CONDOMINIUM, ATIMA and ISAOA must be named as Additional Insured and certificate holder on the general liability policy. Coverage must include "your work" and completed operations. Additional Insured Endorsement must be attached to certificate. Coverage must be Primary and Noncontributory.
3. Workers Compensation coverage with limits required by the jurisdiction in which services are performed. Waiver of subrogation must be in favor of SOUTH PAULA POINT CONDOMINIUM.
4. Automobile Liability coverage @ \$1,000,000 per accident. If no automobile owned, provide Hired and No owned Auto on General Liability with same limits.
5. Certificate of Insurance must indicate in the description section
  - a) No residential Exclusion on General Liability policy
  - b) Completed Operations coverage included
  - c) Coverage must be primary and non contributory

*The General Contractor must provide waiver of any of these insurance requirements before approval of work will be given.*

# **SOUTH PAULA POINT CONDOMINIUM ASSOCIATION**

## **Window, Door Policy & Specifications**

Application & Approval Procedures  
Owner Responsibility  
Window Specifications  
Door Specifications  
Request for Approval Forms: Windows & Glass Doors  
Signature

### **Application & Approval Procedures**

- (1) Each condominium unit owner requesting to install windows, doors shall obtain a copy of the Association's Window, Door Specifications and shall agree to abide by these specifications, unless specifically authorized otherwise by the Board of Directors or its committee.
- (2) Each unit owner shall submit a written request to the Board of Directors or its committee along with the following: (a) detailing which windows or doors are to be replaced (b) the approximate date of installation.
- (3) It is understood that any contractor doing work at South Paula Point Condominiums shall: have sufficient Liability Insurance, have Worker's Compensation Coverage as outlined in the South Paula Point Vendor Insurance Specification, and be a licensed contractor in the state of Florida. It is further understood that the contractor's work will comply with the specifications contained herein and with all applicable local & state building codes.  
  
Owner provides copies of: (a) the contractor's Certificate of Liability Insurance, (b) Worker's Compensation Coverage, and (c) the Contractor's license shall be submitted to the association before any work is to commence.
- (5) The Association will have thirty (60) days from the date of said request to approve or modify said request in writing.

## **Owner Responsibility**

(1) Each unit owner is responsible:

- a.) for all costs relating to the installation & maintenance of the proposed windows, doors.
- b.) For obtaining either directly or through the contractor any and all applicable building permits from the city, county, or from other government entities. A copy of the permit must be provided to the association prior to the commencement of work.
- c.) for the proper installation of the windows; including but not limited to: (1) that all fasteners be sized & spaced according to the installation details, and (2) that the windows, doors be fastened in such a way as to not be detrimental to the building structure, finishes, water-proofing, & drainage systems, and (3) that all building fasteners be of corrosion resistant materials.
- d.) for the maintenance of said windows, doors; including but not limited to: (1) that all windows, doors are maintained in proper working order and (2) that all windows, doors be maintained so they are free of excessive dirt & debris.
- e.) for the removal, either directly or through the contractor, of all construction related debris.

## **Windows Manufacturer:** WinGuard® Impact-Resistant from PGT HR510 series

- (1) All windows must match the existing window style; being a 3 lite slider horizontal style
- (2) All window sash center meeting rail must be located vertically so as to match the existing window style with a  $\frac{1}{4}$ ,  $\frac{1}{4}$  .  $\frac{1}{2}$  split.
- (3) All window frame and sash must be white in color and is to be constructed out of u-PVC (unplasticized poly vinyl chloride) vinyl.
- (4) All windows will have low-e insulated impact glass

(5) All windows are to be designed and tested to meet Florida Building Code impact resistant requirements; all windows must meet The City of Dunedin & Pinellas County Building Codes.

**Sliding Glass Door Manufacturer:** WinGuard® Impact-Resistant from PGT SGD570 series.

(1) All Sliding Glass Doors must match the existing door style; being 2-lite glass sliding doors, of either the OX (single moving panel) or XX (two moving panel) style.

(2) All doorframe and sash must be white in color and is to be constructed out of metal reinforced u-PVC (unplasticized poly vinyl chloride) vinyl.

(3) All windows are to be designed and tested to meet Florida Building Code impact resistant requirements; all windows must meet The City of Dunedin & Pinellas County Building Codes.

(4) All building fasteners are to be of corrosion resistant materials

### Installation Flashing Specification:

This flashing detailed is designed to keep water out long after the caulking fails.

