

Project Outline/Overview

Preparation by the Homeowner

- 1 **Remove valuables from exterior walls.**
This includes pictures hung on the wall and knickknacks on shelves on an exterior wall. Even item on a bookshelf if it is touching an exterior wall.
- 2 **Remove glass from light fixtures.** Vibrations may dislodge light fixtures during roofing.
- 3 **Delay planting annuals or additional perennials** near your home this year. Although the workers will be very careful damage to delicate plantings is likely to occur in densely planted flower beds near the perimeter of the home.
- 4 **Remove all items from the siding.** Siding hanger alternative is available.
- 5 **Insulation** - Consider signing up to have your insulation checked by contacting the Tamarack office. Tempel will check the roof edges for ventilation (\$45) and block and vent the edge if necessary for \$5/linear foot. Zeier will inspect attic and/or walls (by quote only).

Prior to Roofing/Siding Replacement

- 1 Someone will be walking around the outside of your home to determine which chimney caps to replace and which rake boards to wrap with aluminum. Aerial pictures are used to identify which high, difficult to reach areas would be best wrapped rather than painted on a regular basis. This includes high rake boards on gable ends of the roof peak and chimney caps which are hard to access. Rusty chimney caps will also be identified for replacement.

- 2 **Pictures will be taken**, if necessary, to keep record of things which may have been damaged prior to the project. The pictures will be dated and kept through the entirety of the project.
- 3 **Cutting/flashing corners & trim repairs** will take place ahead of the siding crews when possible. The corners are being cut to allow the new flashing to run through to the end of the outside corner thus keeping the water from entering the wall and causing rot in the future.
- 4 **Pruning trees and shrubs away from the building** will be done ahead of the siding and roofing crews by Tamarack landscaping personnel. The purpose of pruning the trees and shrubs is to allow room for the crews to do their work as well as protecting the new siding/roofing from damage caused by the growth being too close to the building. Care will be taken by all to insure that this is done correctly and as minimally as possible.
- 5 **Some large arborvitaes may need to be removed** and if this is the case Lou will contact the home owner to discuss the options.

Safety During Roofing & Siding

- 1 **Be Aware and Be Safe** – Do not walk near or under any scaffolding or roof edge while workers are present on your roof.

Roofing (Tempel) / Siding and Gutters (Zeier)

- 1 **Roofing & skylight** removal and replacement.

a Small sections of the main Trail will be blocked to thru traffic during the day as nails will be present on the ground until end of day cleanup.

b Check, insulate and vent roof edge (if signed up ahead of time).

2 Prep Work for Siding Removal

a **Air Conditioner (AC) Disconnects** - AC units have a junction box on the exterior of the building which will need to be removed if it is attached to the old siding. A notice will be delivered to owners asking that they turn the breaker off to their air conditioning unit. We will make every effort to make this a smooth transition especially during the warm summer months.

b **Electrical Meters** - MG&E will need to detach the meter to facilitate siding removal. This is done for two reasons:

- to facilitate any necessary repairs behind the meter and install proper blocking to reattach the meter.
- to allow the siding to run continuously behind the meter which eliminates possible future leaking.

3 **Siding is removed** & Dow blue house wrap is installed to weatherize the building.

a If rot is found it will be identified in writing on the blue house wrap. When the rot is completed the writing will be marked through with an X.

b Rot found after siding removal will be taken care of as it is found by the crews. We can assure you that we are making every effort to make certain nothing is going unrepaired. Photos will be taken of rotted areas under patio doors and windows. Homeowners will

receive a letter from the office notifying the homeowner of the rot and informing them of Tamarack's window replacement policy.

c Check and insulate walls (if signed up ahead of time).

4 Siding Installation

a **Light fixture & Outlets may be moved**, in some cases, to better accept the trim block being installed. This is typically only a couple of inches one way or another. New fixtures will be installed if the old fixtures were damaged by hail. The fixtures will be removed and reinstalled as soon as the siding has been completed. In the event that there is a delay in the siding we will put the fixtures back up prematurely for safety.

b Sheeting of any privacy walls will be done to give the vinyl siding a more rigid backing.

c Damaged aluminum window wrap will be replaced during siding installation.

d Mail slots will be installed if an owner has signed up. To install a new mail slot, access to the garage will be necessary. Staff will contact owners to set this up. At both new and existing mail slot locations a PVC board will be installed to serve as a solid backing for the mail slot cover.

e Corner chimney trim boards will be removed to allow the new roofing to be flashed properly against the chimney. The boards in many cases are left on the roof to make sure they are not misplaced. These will be reinstalled as quickly as possible after the roofing has been completed.

- f Backing behind electric meters will be installed if it does not already exist.

5 After Siding is Installed

- a Patio lights will be reinstalled. If you have a new preapproved fixtures of your own that you would like installed please let the office know via a written work-order.
- b Air Conditioner junction boxes will be secured to the units. Notices will be sent to turn the power off and on to facilitate this work.
- c MG&E will return to reconnect the meter to the house. In most cases the power is off for a very short amount of time to reattach the meter. Many of the meters have started sagging over the years and this will need to be corrected. To raise the meter the power will need to be shut off for approximately thirty minutes. You will be notified about scheduled power outages ahead of time.

6 Possible Delays

- a **Mother Nature** – Snow in the March or April and rainy days will delay both the roofing and siding.
 - b **Insulation** – If a homeowner has signed up for insulation at their home roofing & siding may be delayed or accelerated based on the availability of the insulation crew.
- 7 **Gutters & Downspouts** are removed and replaced.
- 8 **Chimney Caps** - Rusty & inaccessible chimney caps will be replaced (approximately 50%)

- 9 **“Facilities Engineers”** will perform a walk through to inspect completed roofing and siding. Pictures may be taken at this point to reference any areas of concern. Notes will be taken on areas which may need further attention which are turned over to Tamarack in the form of a report/punch list.

- 10 **Review of the report/punch list** will occur between Tamarack Staff, Zeier, and Temple to be sure that all noted items are completed to the standards we expect.

Additional Work over the Next Two Years

- 1 Trim Painting
 - a 2012 — Phase 1-2 (all) and fronts in Phase 3, 4 & 5.
 - b 2013 — Phase 6 (all) and sides/back in Phase 3 & half of Phase 4.
 - c 2014 — Sides/back in half of Phase 4 & all of Phase 5.
- 2 Install replacement plants for those that were removed to facilitate re-siding (2013).
- 3 All garage doors will eventually be replaced (with a white factory finish) or will be painted white. Garage door maintenance and replacement is a homeowner expense. With funds from the insurance claim, received for garage door painting, we will paint 60-70 doors white. Work will focus on painting the doors on homes which are changing to a new siding color. After the project is complete the Board can discuss how to address the painting of the remaining doors.
- 4 Replace garage door jamb and front porch trim with composite lumber (2013-2022).