

# HARBOUR MANSION CONDOMINIUM ASSOCIATION

## FREQUENTLY ASKED QUESTIONS CONCERNING WINDOWS AND THEIR REPLACEMENT

1. Were there any amendments to the ByLaws regarding the windows?

**On November 10, 1987 there was an amendment to the ByLaws that gave the Association control of the windows. When the Association was established, the windows were the responsibility of the unit owner.**

2. When was the last time the windows were replaced?

**The windows were replaced in the building in the late 1980s**

3. Has the Association hired an engineer to develop specifications?

**Yes, the Board has retained Falcon Engineering to update their bid specification from 2009 and to provide a projected cost of the project if undertaken by the Association.**

4. Has the Association officially gone out to bid for the project?

**No they did not. The Board had Falcon Engineering contact prior bidders to get approximate prices.**

5. Has the Board conferred with legal counsel regarding the windows?

**Yes the Board has spoken with counsel regarding the windows and their replacement.**

6. Why does the estimated cost of the project to replace the window seem so expensive?

**This is a large scale project which requires a vendor capable of providing the materials and manpower to accomplish the job. The windows would be new construction windows not replacement windows. The windows would have to meet the acceptable standards of today as well as meet applicable building codes. There are other additional costs that the Association would have to undertake, i.e. engineering fees, legal fees, performance bond fees etc. Also in addition to new windows in all units, common area windows i.e. first floor and the second floor clubroom are also included in the Associations figure.**

7. Will it be less expensive if I replace my own windows?

**The Board believes it will be although there are no estimates at this time. One of those reasons is the additional costs listed in the answer to the first question. The Board has asked vendors if they would give a discount if multiple unit owners replaced at the same time.**

8. If the Unit Owners vote to take back control of their windows, how will the common area windows replacement be funded?

**The current Board plans to budget for the replacement of the windows in the common areas.**

9. Will unit owners be required to have the same window design?

**Yes, the windows will have to meet the engineer's specifications and all architectural guidelines.**

10. What if a unit owner doesn't replace their windows and it causes damage to my unit?  
**Just as in any other instance, a unit owner who causes damage to either a common area or another unit is responsible to mitigate those damages and, further, may be required to replace any window(s) causing the damage**

11. How many units have had their windows replaced?  
**As of today, the Board believes that 5 units have either had their windows replaced in their entirety or partially since the windows were replaced by the Association in the late 1980. The maintenance staff continues to make ongoing repairs to windows and in some cases almost rebuilds the entire window if need be.**

12. How many units have ongoing problems with their windows?  
**Approximately more than 50% of the units have reported some sort of issue with their windows over the past five years. The issues vary from leaks, condensation between the panes, windows that don't close, windows that are difficult to operate etc.**

13. How many units have been repaired multiple times?  
**There are several units that have been repaired more than once. Once the units start to fail, the repairs seem to be ongoing.**

14. I have been waiting for repairs to my windows which haven't been done. When will the Association stop maintaining the windows if the membership votes to resume ownership of the windows?  
**At this point the current Board is considering allowing a time frame to complete repairs although it has yet to be determined.**

15. What is the anticipated time frame if there is a proposed ByLaw Amendment drafted for vote by the membership?  
**The Board anticipates that the vote would take place sometime in April or May.**

16. If a vote is taken to amend the ByLaws, will there be other meetings or information distributed?  
**The Board anticipates scheduling an additional meeting with the engineers and attorneys. In addition to that, another meeting with Owners is also anticipated.**