HARDISTY
CONTRACTORS ▪ CONSULTANTS ▪ EXPERTS

July 17, 2008

Ms. Heather Jenell Wiltshire, CCAM
J.D. Richardson Company
Fax #: 619-234-9570

Re: Piazza Palermo HOA
Addendum to Hardisty report dated June 10, 2008

Dear Ms. Wiltshire:

Specification for installation of Pergo Laminate Flooring over existing 3/4 inch light weight concrete over 3/4 inch OSB sheathing over TJI floor trusses @ 16 inch on center.

1. Installation of Pergo Laminate Flooring shall be per the attached "Pergo Installation Essentials Guide for Laminate Flooring..... Floating Floor assembly." [Exhibit A]
2. Also attached is the fax received this date from Pergo Flooring titled "NALFA & CEN Classifications" [Exhibit B] regarding technical information, and technical specifications of Pergo Flooring.
3. See highlighted sections in the NALFA & CEN Classifications, pages 5 thru 7 regarding IIC and STC ratings of the various flooring identifications noted. Actual verification of the individual products being "added as underlayment" from the ASTM test methods are not available, but based on previous research, HCM can only assume that the specific rating given will not relate to the existing floor / ceiling assembly at Piazza Palermo.
4. Follow all manufacturers floor preparation, installation instructions and specifications

As previously stated, preparation of the existing floor assembly will be required, per Pergo's Installation Guide, in addition:

5. 1/4 inch perimeter gap requirement is important for expansion and contraction of the floating floor assembly, since there are no mechanical connections into the subfloor.
6. Installation of Pergo's approved vapor barrier " Moisturbloc" is required; see installation guide for acceptable method of installation after existing subfloor assembly has been prepared to the minimum requirements as stated by Pergo Flooring [Exhibit A].

7. Installation of Pergo's approved " SilentStep" foam and/or Soundbloc" foam [depending on finish product to be installed] is required per Pergo's installation guide. See installation guide for acceptable method of installation after vapor barrier has been installed [Exhibit A].

8. All air gaps and open penetrations in the floor and wall assemblies should be sealed with an approved sealing compound.

9. Any "loose" plywood/OSB subfloor should be repaired prior, by adding an acceptable quantity of additional screws through and into the existing floor trusses. Note that possible other subfloor repairs may be required to comply with Pergo's minimum subfloor preparation specifications.

10. Any dips, cracks, voids, depressions within the existing 3/4 inch lightweight concrete underlayment should be filled, if excessive cracking is noted, special repair may be required, depending on the specific circumstance. Note Section No. 7, regarding "the flat subflooring requirement" of 3/16 inch in a 10- foot radius [Exhibit A].

11. Do not use "cork" underlayment for any Pergo laminate flooring

12. Do not simply "glue down" the flooring "planks" as this in fact could actually "lower" the STC and IIC ratings. Do not "nail" or "staple" thru the above mentioned vapor barrier and "SilentStep or "Soundbloc"

13. Do not use "short pieces of laminate flooring planks," attempt to maintain a minimum length of at least a 2- foot long plank, attempt to install the "wider" flooring planks, if possible.

14. See section no. 10 for "other subfloor requirements." [Exhibit A]

15. See section no. 12 for Bathroom installations. [Exhibit A]

16. See section no. 13 for Kitchen installations [Exhibit A]

17. See section no. 14 for Laundry Room installations [Exhibit A]

18. See section no. 19 for Pergo moldings and installation requirements. [Exhibit A]

Hardisty Construction makes no warranty, as may have been stated, implied or other-wise assumed what-so-ever that the STC and IIC rating to the addition of a laminate "Finished Floor Assembly" will be maintained at or above the existing "tested" approved ratings.

It is possible that by using a laminate plank flooring system, the "finished flooring assembly rating" could actually be reduced and will NOT comply with the established minimum requirements.

It is also possible that the city of San Diego Building Department may require "testing of the finished flooring assembly" to verify that the minimum ratings accepted by the state of California and the city of San Diego are complied with.

If you have any questions, or require further clarification, please do not hesitate to contact my office.

Sincerely,

John Hardisty

PIAZZA PALERMO ARCHITECTURAL SUBMITTAL PACKAGE
Checklist

Please use this form as the cover page for ALL Architectural Requests.
Check the items that apply and attach the appropriate enclosures in the following stacking order:

Name _____ Unit # _____ Telephone # _____

- ❑ Checklist (REQUIRED - Please enclose this list as your cover page)
- ❑ Request for Approval Form (REQUIRED)
- ❑ Description of Improvement/Modification Form (REQUIRED)
- ❑ Contractor or Installer Work Plan (REQUIRED)
- ❑ Contractor's License, Liability Insurance & Workers' Comp. Insurance and Additional Insured Endorsements(REQUIRED)
    - o **Insurance certificates must name the Association as additional insured as follows: Piazza Palermo OA, c/0 Action Property Management, Inc, 1501 Front Street, San Diego, CA 92101**
- ❑ Homeowner and Contractor signatures on the appropriate installation guideline(s) as listed below, which are relevant to the submission
    - ❑ General Installation Requirements for All Projects (REQUIRED)
    - ❑ Hardwood Flooring Installation Requirements (Hardwood flooring only)
    - ❑ Hard Surface Flooring Installation Requirements (Hard surface flooring only)
    - ❑ Contractor Installation Requirements (REQUIRED)
    - ❑ Homeowner Contractor Insurance Agreement (REQUIRED)
- ❑ Architectural Drawing; Hard Copy. Mechanical and plumbing plans required (Only applicable for structural modifications)
- ❑ Supplemental Drawings and/or product literature regarding materials used
- ❑ I will immediately submit one complete copy of all items checked above to Management via email, personal delivery, or by mail sent to the Management Office at:

    Piazza Palermo Owners Association
    c/o Action Property Management, Inc.
    1501 Front Street
    San Diego, CA 92101

- ❑ I have read the Architectural Guidelines. I acknowledge that requests must be approved by the Board of Directors first upon leaving a deposit with a contractor. I understand that I should expect that this process may take 30-45 days to approve my request.
- ❑ I understand that upon approval it is my responsibility to ensure compliance with building codes, and other local or state laws and to obtain all necessary building permits. I understand that any violations of these ordinances will be my responsibility to correct.
- ❑ I understand that failure to complete the improvements in conformity with the plans and specifications and construction schedule, if applicable, approved by the Board of Directors, may constitute a violation of the Declaration, and may require modification or removal of unauthorized work of improvements at Residential Owner's expense in addition to any fines, assessments and/or surcharges against such Owner.
- ❑ I will submit a Notice of Completion form to the Board of Directors immediately after the completion of my architectural change. **Hard surface flooring requests must also include a copy of the receipt for the flooring and underlayment product(s) purchased.**

Homeowner's signature _____ Contractor's signature _____

PIAZZA PALERMO ARCHITECTURAL SUBMITTAL PACKAGE

Request for Approval

Include all pertinent information regarding the proposed improvement/modification to your unit. Attach copies of plans, specifications, drawings, or other exhibits as necessary to fully explain your proposal. The Board of Directors may require you to pay any additional fees, costs or expenses associated with the review and approval of your request. For example, the Board of Directors may need to hire an independent architect or structural engineer to review plans that include moving walls.

Submit your request to the Board of Directors via email, at the Management Office,or mail to:

Piazza Palermo Owners Association
c/o Action Property Management, Inc.
1501 Front Street
San Diego, CA 92101

The Board of Directors will notify you in writing regarding the approval or disapproval of your request, usually within 45 days. Action on some requests may take longer. **Approval by the Board of Directors does not relieve the owner from obtaining any necessary building permits from governmental agencies. Each owner is responsible for adhering to all applicable laws, building codes, regulations and ordinances established by government agencies.**

Date of Request: _____ Unit Address: _____

Homeowner Name: _____ Email: _____

Mailing Address (if different): _____

Work: _____ Home: _____ Cell: _____

Brief Description of Improvement/Modification: _____

_____

_____

_____

Name of Contractor: _____ Phone: _____

Signature of Owner: _____ Date: _____

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PIAZZA PALERMO ARCHITECTURAL SUBMITTAL PACKAGE

Description of Improvement/Modification

(To be filled out by the contractor, installer or homeowner)

Enter a description of the proposed improvement/modification to your unit.

Owner Name: _____ Unit #:_____ Date: _____

Brief Description of Improvement/Modification (as indicated on the Request for Architectural Approval):

PIAZZA PALERMO ARCHITECTURAL SUBMITTAL PACKAGE

Contractor or Installer Work Plan

(To be filled out by the contractor, installer or homeowner)

Describe the contractor or installer work plan for your unit including the materials and process

See the guidelines for Hardwood Flooring, Hard Surface Flooring (Tile, Stone, etc.), General Contractor Work, for details necessary for your project. Give an estimated timeline for the work.

- For **all** flooring projects: List specifics about the surface material, underlayment material with IIC rating (very important), and the planned gap where the flooring meets a wall.

- For **all** general contractor projects: Fully describe all structural changes. List obstacles to be moved or removed including plumbing, electrical wiring, cable, telephone, fire sprinklers, appliances, windows, doorways, or walls. Include plumbing and mechanical plans if applicable.

Owner Name: _____ Unit #: _____ Date: _____

Mailing Address (if different): _____

Work Phone: _____ Home Phone: _____ Cell Phone: _____

Name of Contractor/Installer: _____ Phone: _____

Description of Work and Materials:

PIAZZA PALERMO ARCHITECTURAL SUBMITTAL PACKAGE

General Installation Requirements

1. Installations permitted Monday through Friday between 8am and 4pm with the exception of certain major holidays. Weekend installation work is not permitted.

2. Please contact Management at least one business day prior to installation to reserve an elevator for transport of materials. If substantial equipment or installation noise is anticipated, please inform Management so neighbors can be notified in advance.

3. Transporting equipment and materials through common area must be done in a padded elevator. The elevator will not be locked down. The "hold" button inside the elevator cab should be pressed continuously if the elevator doors need to remain open. Blocking the doorway of the elevator cab will result in the equipment failure and the elevator will shut off.

4. All debris including but not limited to existing carpet, hardwood flooring and tile must be disposed of off-site. DEBRIS SHOULD NOT BE DISPOSED OF IN ANY PALERMO DUMPSTER OR LEFT ANYWHERE ON THE PREMISES. DEBRIS SHOULD NEVER BE STORED IN COMMON AREAS AT ANY TIME. Owners are responsible for ensuring that contractors clean up behind themselves.

5. Contractors may park in the owner's assigned parking space or in guest parking with the owner's valid guest parking permit displayed. Vehicles parked in guest parking without a valid permit will be towed at the vehicle owner's expense. Owners are responsible for making parking arrangements for the contractor. Vehicles parked on the premises must display a license plate or documentation identifying the vehicle identification number (VIN).

6. All work including but not limited to, cutting and materials manipulation should be performed inside the homeowner's unit or on the balcony and not in any common area of the building. Common areas include the hallway, garage, or any part of the lobby areas.

7. Every precaution should be taken to insure the safety and maintain the aesthetic quality of all common areas which will be traversed by contractors or installers. Please ensure that proper carpet covering is provided any hallways or common areas when necessary. Homeowners will be held responsible for any common area damage caused by their contractor.

I have read, understand and will abide by the requirements mentioned above. By signing below, I fully acknowledge and understand that any and all damage and issues caused by the modifications made as described within this submittal packet, will solely be my responsibility to repair and rectify.

Owner Signature and Date

Contractor Signature and Date

PIAZZA PALERMO ARCHITECTURAL SUBMITTAL PACKAGE

Hardwood Flooring Installation Information

ACOUSTICAL REQUIREMENTS:

All hardwood floors installations at Palermo must meet a DC (Impact Insulation Class *or* IIC) rating of 65 or higher in order to diminish noise transference to surrounding units. Two factors which, (in combination with other structural and environmental factors) determine a hardwood floor DC rating are:

1) the kind of hardwood flooring material installed, and
2) the kind of underlayment used.

Not all hardwood flooring and underlayment combinations will meet the DC 65 standard.

Note: The existing subfloor is made up of ¾ inch light weight concrete over ¾ inch OSB sheathing over TJI flooring trusses at 16 inch on center. **A product spec sheet from the manufacturer must be supplied with the architectural application showing an IIC rating of 65 or higher is reached with the underlayment material proposed over the existing subfloor.**

If a combo foam product or cork will not be used as an underlayment, it is the homeowner's responsibility to pay a fee for an outside consultant to determine if the installation meets or exceeds the noise requirement of an IIC rating of 65 or higher. The consultant will be selected solely by the Board of Directors. Please be advised that this may impact the time period a homeowner estimates to complete the installation.

EXPANSION GAP REQUIREMENTS:

All perimeter areas of the installation (where the floor meets the wall) must allow for an expansion gap of 1/4" to 3/8", width wise, to limit the noise transference and buckling that causes noise transference.

OTHER MATERIALS:

A leveling agent will be applied to the concrete surface after jack hammering or grinding is completed to physically level the concrete surface of the floor.

Leveling material must be left to dry overnight or until completely dry, or moisture may be trapped resulting in the formation of mold. If deep dips are being filled, these will usually not dry over night without the use of a fan. Subsequent adherent materials will not adhere properly.

Inspection by the Board of Directors or its representative may be required at different stages of completion.

I have read, understand and will abide by the requirements mentioned above. By signing below, I fully acknowledge and understand that any and all damage and issues caused by the modifications made as described within this submittal packet, will solely be my responsibility to repair and rectify.

Owner Signature and Date

Contractor Signature and Date

PIAZZA PALERMO ARCHITECTURAL SUBMITTAL PACKAGE

Hard Surface Flooring Installation Requirements

TYPES OF HARD SURFACE FLOORING: Hard surface flooring includes but is not limited to:

STONE	**TRAVERTINE**	**QUARRY**	**CERAMIC**	**MARBLE**
CEMENT	**SLATE**	**MOSAIC**	**GLASS**	**GRANITE**

A consultant may be called in at the homeowner's expense to ensure installation will meet the guidelines regarding noise transference.

A hard surface floor will not be permitted over an existing hardwood floor. The hardwood floor (of any kind including laminate and composition) must be removed before the hard surface floor is installed.

ACOUSTICAL REQUIREMENTS:

- The existing subfloor is made up of ¾ inch light weight concrete over ¾ inch OSB sheathing over TJI flooring trusses at 16 inch on center.
- An underlayment of cork is to be used in all hard surface installations. This cork material may be in sheet or roll form. It MUST be at least 6mm in thickness in keeping with guidelines established by the analysis conducted for the Association by Hardisty. This will ensure that an IIC rating of at least 65 will be obtained to greatly diminish noise transference to surrounding units.
- The cork underlayment must be glued down with an organic adhesive to a bare concrete floor that is clean of any dirt, debris, oil or any surface contaminant, which might hinder adhesion.
- If the concrete surface is uneven it may be made smooth by grinding, jack hammering, or applying filler which is compatible with the adhesive material used.
- All perimeter areas of the installation (where the floor meets the wall) must have either a resilient (or acoustical) caulk applied, or a perimeter isolation barrier installed to limit noise transference. The hard surface material **MAY NOT** abut any moldings, drywall or steel framing members within the wall. A **1/4 INCH** gap filled with either the acoustic al caulk or perimeter isolation barrier **MUST** exist between the hard surface material and any perimeter structures.

These guidelines must be strictly followed to prevent noise transference both laterally and vertically. If drywall is touching the floor, it is recommended that it be undercut.

If cork is not to be used as underlayment, it is the homeowner's responsibility to pay a fee for an outside consultant to determine if the installation meets or exceeds the noise requirement of an IIC rating of at least 65. The consultant will be selected solely by the Board of Directors. Please be advised that this may impact the time period a homeowner estimates to complete the installation.

BONDING OF THE HARD SURFACE MATERIAL:

- A latex Portland cement mortar bond coat (e.g. thin-set mortar) is to be applied to the upper surface of the cork underlayment.
- A proper-sized trowel for the product must be used to insure a good bond between the mortar and the hard surface material.
- The hard surface material is to be applied to the bond coat with at least a 24 hour drying time before any grout is applied.
- All gaps must have a grout type consistent with flooring applied to create a unified structure.
- The grout **MUST NOT** abut any perimeter surfaces except for cabinetry.

Inspection by the Board of Directors or its representative may be required at different stages of completion.

I have read, understand and will abide by the requirements mentioned above. By signing below, I fully acknowledge and understand that any and all damage and issues caused by the modifications made as described within this submittal packet, will solely be my responsibility to repair and rectify.

Owner Signature and Date

Contractor Signature and Date

PIAZZA PALERMO ARCHITECTURAL SUBMITTAL PACKAGE

Contractor Installation Requirements

TYPES OF CONTRACTOR INSTALLATIONS:
Architectural changes within a homeowner's unit which involve a contractor include but are not limited to any change that involves a substantial penetration, addition or re-location of a wall, ceiling or any major structural fixture, architectural feature or appliance.

Please refer to the Architectural Guidelines for more details concerning the definition of an architectural change which requires approval.

GENERAL KNOWLEDGE REQUIREMENTS:
If a wall or ceiling which encompasses plumbing or a fire sprinkler will be substantially penetrated (even if plumbing or fire sprinklers will not be relocated or altered), a proper mechanical orientation of where the plumbing and sprinkler system shut off valves and enclosed conduit is required by the Board of Directors in writing to ensure the following:

- All possible precautions should be taken to prevent a flood.
- A thorough understanding of what to do if an unexpected flood does occur is required.

Water main shut-off valves that may need to be accessed in the event of an emergency should be identified in advance.

- If fire sprinklers will be relocated, approval for relocation may need to be considered.
- If fire sprinklers will be relocated or disarmed during construction, special security measures must be considered.

SUBMISSION REQUIREMENTS:
An original architectural drawing of the unit must be included. A photocopy of this can be made from the original architectural prints made available through Management.

The original architectural drawing must be annotated to highlight the following:

- Plumbing: The homeowner and contractor should review the original architectural drawing for circles which indicate where plumbing is located in the walls of the homeowner's unit. If plumbing is to be altered or re-located, please provide a separate diagram to indicate how this will be reconfigured.
- Fire Sprinklers: The homeowner should mark and label a copy of the original architectural drawing with asterisks and captions to indicate where fire sprinklers are positioned in the area of the home where construction will take place. New sprinkler locations should be drawn and captions should be used to describe where the contractor is proposing that they be relocated.
- Electrical/Cable/Telephone: The homeowner should mark and label a copy of the original architectural drawing with squares to indicate where electrical, cable and telephone lines are positioned in the area of the home where construction will take place. New electrical/cable/telephone locations should be drawn and captions should be used to describe where they will be relocated.
- Supplemental Documentation: Any other pictures, drawings or renditions which depict the proposed architectural change or addition should be included if available.

Inspection by the Board of Directors or its representative may be required at different stages of completion.

I have read, understand and will abide by the requirements mentioned above. By signing below, I fully acknowledge and understand that any and all damage and issues caused by the modifications made as described within this submittal packet, will solely be my responsibility to repair and rectify.

Owner Signature and Date

Contractor Signature and Date

PIAZZA PALERMO ARCHITECTURAL SUBMITTAL PACKAGE
Homeowner Contractor Insurance Agreement

This agreement is between the Piazza Palermo Owners Association (hereinafter referred to as Palermo) located at 1501 Front Street, San Diego, CA 92101, and

_____,
(Please print contractor legal name)

.
(hereinafter referred to as "contractor").

This document shall serve as the agreement referenced on the additional insured endorsements of the policy insuring contractor.

_____ By initialing, Contractor agrees to add and endorse Palermo and its agent as additional insured status on liability in the minimum amount of $1,000,000. Palermo and its agent shall be named additional insured on the certificate of insurance ("COI") as follows: "Piazza Palermo Owners Association c/o Action Property Management Inc." Contractor further agrees to name and include Palermo and its agent on the additional insured endorsements of the contractor's insurance policies. A copy of the COI and additional insured endorsements shall be provided to Palermo prior to commencement of work.

_____By initialing, Contractor confirms that there are no exclusions in Contractor's insurance policies excluding Contractor from performing the scope of work contracted between Contractor and unit Owner in the condominium unit/separate interests and on Palermo premises.

_____By initialing, Contractor confirms that coverage provided by the insurance policy that insures the contractor shall be primary coverage for any and all incidents deemed the responsibility of the contractor while on the premises at Palermo, or from work performed under this access agreement and non-contributory to any coverage provided by Palermo. Further, the contractor agrees to indemnify Palermo of any and all liability due to any building incident resulting from their activity at Palermo.

_____By initialing, Contractor acknowledges full understanding that failure to maintain the above mentioned insurance coverage with the named additional insured endorsements for Palermo Owners Association and Action Property Management will result in denial of access privileges.

Agreement must be signed by an authorized ownership entity of the Contractor.

_____
Print Name

_____ _____
Signature Date