

Willows of Potomac Community Association

www.willowsofpotomac.com

IMPORTANT NOTICE PLEASE READ CAREFULLY!

To: Willows Townhome Residents
From: Sandra Ewing, Community Manager
Subject: CONCRETE REPAIR PROJECT
Date: September 2015



October 18th – November 3rd

As you were previously advised, the Board of Directors for the Willows of Potomac Community Association has contracted with O'Leary Asphalt to perform concrete repairs (curb/gutter and sidewalks) in various locations throughout the townhome areas of the community. This project will require the **COMPLETE COOPERATION** of all residents!



The work is scheduled for **Monday, October 18th through Wednesday, November 3rd** according to the attached schedule. Areas of concrete that are scheduled for **REPLACEMENT** will be clearly marked with paint in advance of the project start date. Notices will be delivered door-to-door in advance of the work being done in each area of the community.



Please be advised that RAIN on any day will cause the project to be delayed, so let's hope Mother Nature cooperates!

On the day work is scheduled for your area of the community, the contractor will make the determination, **based on the weather conditions and reports for that day**, as to whether the work can start as scheduled. If O'Leary makes the determination that the work **cannot** start as scheduled, work will be delayed and rescheduled on the **RAIN DAY** as noted on the schedule. Again, the decision about proceeding with work on a particular day due to weather will rest solely with the contractor, O'Leary Asphalt, not with the Association.

We wish to minimize the disruption to you and maximize the efficiency of the job, so please make plans accordingly!

- ▶ **Do not park your vehicle within THIRTY FEET (30') of any concrete that has been marked with paint. Any vehicle parked in a manner that will either put the vehicle at risk of damage or impede progress of the project will be relocated within the community by the Association's towing contractor. Relocated vehicles will not be returned to their original location.**
- ▶ **On any scheduled work day, VEHICLES MUST BE MOVED by 7:00 A.M.**
- ▶ **If you expect to be away during the work period(s), please make arrangements for your vehicle(s) to be moved and parked elsewhere.**
- ▶ **PLEASE PAY ATTENTION TO THE MAPS FOR EACH PHASE AS SOME RESIDENTS MAY BE AFFECTED DURING MULTIPLE PHASES OF THIS PROJECT**

Vehicles parked in common parking areas after 7:00 a.m. will be relocated within the community - outside of the work area - and will not be returned to the original parking space.



Barricades (or other roadblocks) will be erected in an area once work has begun. They will be taken down only after O'Leary Asphalt feels that conditions are favorable for you to walk or park in the area.

Please do not remove the barricades on your own. O'Leary will remove the barricades at the appropriate time.

During this time period, you must:

- **KEEP ALL VEHICLE, PEDESTRIAN, BICYCLE and PET TRAFFIC OFF OF THE NEW CONCRETE**
- **The wet concrete will be picked up on your shoes and tracked onto the sidewalks and into your homes.**
- **Concrete materials are not easily removed from carpeting or flooring.**
- **Any homeowner/resident found to have removed the barricades and driven or walked onto the new concrete before proper drying time has been established *will be charged for any repair needed to correct damage.***



NEITHER THE WILLOWS OF POTOMAC COMMUNITY ASSOCIATION, VANGUARDMANAGEMENT, NOR O'LEARY ASPHALT WILL TAKE RESPONSIBILITY FOR ANY TRACKING DUE TO WALKING AND/OR WALKING THROUGH WET CONCRETE.

We hope the above information covers all of the details for this project. The Board of Directors understands that this will be an inconvenience for you; however, the work is necessary and will improve the integrity and the aesthetics of the concrete in the Willows.

IMPORTANT NOTICE:

CONCRETE SIDEWALKS THAT ARE IN FRONT OF DRIVEWAYS ARE THICKER THAN OTHER SIDEWALKS AND REQUIRE MORE "CURE TIME" AND WILL THEREFORE REQUIRE THAT RESIDENTS OF THOSE HOMES NOT CROSS THE SIDEWALK FOR THREE (3) DAYS. THOSE SIDEWALKS WILL BE CLEARLY MARKED @ 13774 Lambertina Pl. 9911 Lambertina La., 9913 Lambertina La., 18 Calabash Ct. and 14100 Calabash La.

Thank you in advance for your understanding and **COOPERATION** during this important project to maintain the common property!

cc: O'Leary Asphalt
AW Landscapes
Potomac Disposal

SUPPLEMENTAL INFORMATION - DRIVEWAY APRON REPLACEMENT

- **The concrete on the driveway apron is thicker than for sidewalks and, therefore, takes longer to fully cure.**
- **On the day the new concrete is poured, barricades will be installed across the driveway. YOU WILL NOT BE ABLE TO CROSS THE DRIVEWAY APRON TO USE THE DRIVEWAY UNTIL THE BARRICADE HAS BEEN REMOVED (approximately 24 hours).**
- **Until the barricades have been removed, please park elsewhere but NOT in a fire lane or in a numbered parking space.**
- **After the barricade has been removed you may use your driveway BUT**
 - ✓ **PLEASE ENSURE THAT YOUR TIRES ARE NOT RESTING ON THE NEW CONCRETE - pull fully onto the driveway. This will ensure that the new concrete is not damaged by the weight of your vehicle**
 - ✓ **SIGNS will be installed next to each driveway as a reminder to residents and visitors. When the new concrete is fully cured after APPROXIMATELY 72 HOURS, O'Leary Asphalt will remove the signs.**

Thank You for Your Cooperation While This Community Improvement Project is In Progress!

GENERAL PROJECT INFORMATION

Please also see Supplemental Maps

PHASE 1 DATES	Location(s)	Project	Parking Restrictions?	Comments
Monday, October 18 th	Lambertina Place	Sidewalk, curb & gutter replacement	Do not park within thirty feet (30') of marked concrete	
Tuesday, October 19 th	Lambertina Place Lambertina Lane Clubhouse Area	Sidewalk, curb & gutter replacement	Do not park within thirty feet (30') of marked concrete	
Wednesday, October 20 th	Pellita Terrace Procera Drive Calabash Court	Sidewalk, curb & gutter replacement	Do not park within thirty feet (30') of marked concrete	
Thursday, October 21st	PHASE 1 RAIN DATE	Sidewalk, curb & gutter replacement	Do not park within thirty feet (30') of marked concrete	
PHASE 2 DATES	Location(s)	Project	Parking Restrictions?	Comments
Monday, October 25 th	Lambertina Place	Asphalt Repairs	PLEASE SEE ATTACHED MAP FOR PARKING RESTRICTIONS	
???	PHASE 2 RAIN DATE	Asphalt Repairs	PLEASE SEE ATTACHED MAP FOR PARKING RESTRICTIONS	

PHASE 2 DATES	Location(s)	Project	Parking Restrictions?	Comments
Monday, November 1 st	Lambertina Place Clubhouse Lot	Asphalt Striping & Renumbering Crackfilling	All vehicles must be removed from the lot during this phase of the work	Barricades will be removed when the paint & crackfiller has dried
Tuesday, November 2 nd	Procera Drive Pellita Terrace Calabash Court	Asphalt Striping & Renumbering Crackfilling	All vehicles must be removed from the lot during this phase of the work	Barricades will be removed when the paint & crackfiller has dried
Wednesday, November 3 rd	PHASE 3 RAIN DATE	Asphalt Striping & Renumbering Crackfilling	All vehicles must be removed from the lot during this phase of the work	Barricades will be removed when the paint & crackfiller has dried

