



**OLD MILL COMMUNITY COUNCIL HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING**

Thursday, January 20, 2022

7:00 p.m.

Springfield Police station

AGENDA

- I. CALL TO ORDER
- II. OPEN FORUM (*Please limit Homeowner time to 3 minutes per owner*)
- III. APPROVAL OF THE MINUTES
- IV. FINANCIAL MANAGEMENT
- V. COMMITTEE REPORTS
- VI. OLD BUSINESS
- VII. NEW BUSINESS
- VIII. EXECUTIVE SESSION
- IX. ADJOURN



Old Mill Community Council Homeowners Association, Inc.
Management Report
Thursday, January 20, 2022

- I. **CALL TO ORDER** – Presiding Officer to open the meeting with verification of Quorum.
- II. **OPEN FORUM** - Homeowner time, resident concerns (10 minutes).
- III. **APPROVAL OF THE MINUTES,** – Minutes from the October meeting available for board of directors review.
- IV. **FINANCIAL MANAGEMENT**

a. **Financial Management**

1. **Monthly Financial Report,**

- Total Operating Cash is at \$254,835 against Liabilities of \$8,243. Replacement Reserves are well funded at \$351,955 total. The Association's expenses have come in \$2,654 under budget for the year. Total operating income Year-To-Date is \$36,296 over budget.
- As of November 30, 2021 There is an un-audited surplus of \$39,598 compared to a budget surplus of \$648.
- The total balance of the Reserve accounts is \$709,083.67 and this amount is fully supported by cash and investments.

Please take this time to raise any questions or concerns regarding the Association's monthly financial statement.

V. **COMMITTEE REPORTS:**

A. **Architecture Committee-**

B. **Landscaping, Common Area Maintenance, and Snow removal Committee.**

- Please provide update for community.

C. **Parking Committee-**

- Please provide update if there is any.

D. **Streets and Sidewalks committee-**

- Please provide update for community.

E. **Trash Committee-** trash has been monitored and violations have been sent out to residents.

F. Social Committee- No report.

G. Website Committee- No report.

VI.

OLD BUSINESS

A. Tree work- Premium has submitted a bid for debris clean up after the snowstorm.

B. Snow contract- Board needs to ratify signed snow contract.

VII.

NEW BUSINESS

A. Community paving- Management has obtained three bids for full paving and a bid for pothole repair.

B. Virtual meeting resolution- Legal has informed the BOD that a resolution can be passed to hold virtual meetings.

C. Police agreement- SFMC has sent over the private property authorization form. Needs signature.

VIII.

EXECUTIVE SESSION – All matters concerning Legal, Collections, Homeowner Violations, Accounts, Account Delinquencies, and Homeowner Correspondence will be discussed in executive session.

IX.

ADJOURN – Presiding Officer to close the meeting.

Agenda for Old Mill Community HOA Meeting

October 21, 2021

Minutes

1. Call to Order __7:05____ pm

2. Announcements: Next meeting will be held January 20th 2022.

3. Resident Concerns:

Residents had concerns about dead trees in the common areas.

Residents using visitor parking on Buffie was discussed.

Planting of new trees was mentioned.

Speeding in the HOA is a concern on teakwood.

Concerns about the path to the school.

Concerns about the roads were mentioned again. Decision should be made in 2022.

4. Officer Reports:

Secretary Report: NA

Treasurers Report:

September financials were reviewed and discussed with management.

5. Committee Reports:

Architecture Committee:

Two applications were reviewed by the BOD.

Landscaping, Common Area Maintenance, and Snow Removal Committee:

- Snow removal contract will be sent over shortly.

Parking Committee: no report at this time.

Streets and Sidewalks Committee:

No update at this time. Board will look into paving certain streets in 2022.

Trash Committee: Trash notices were sent to violators.

Social Committee: NA.

Website Committee: meeting locations and time will be posted on the website.

Old Business:

- Striping project was completed in August.
 - Tree work was completed by CAS in August.
 - Mailbox was knocked over but replaced.

6. New Business:

- Management presented proposals for paving of roads and concrete work. BOD will review and decide in 2022. Might need to be done in sections to help alleviate cost.
- Residents mentioned the idea of using community funds for a club house.
- 2022 budget was approved and sent to all homeowners.
- BOD asked legal to prepare a virtual meeting resolution.

7. Executive session: Time start __N/A__ End Time __N/A__.

8. Meeting Adjourn: at __9:20__pm.

MEMORANDUM

TO: Board of Directors
Old Mill Community Council, Inc.

FROM: Rob Hennessy - Community Manager

SUBJECT: Financial Statements - November 30, 2021

DATE: December 28, 2021

Enclosed please find the above-mentioned Financial Statements as of November 30, 2021. Below are notes relative to these statements.

1. Total Operating Cash was \$254,835 against liabilities of \$8,243. Of the liability amount, \$6,174 represents Prepaid Owner Assessments.
2. Owner Receivables, including unpaid assessments, totals \$19,580.
3. Association Investments total \$357,129. Reserves are booked at \$351,955.
4. Total Operating Expenses year-to-date are \$2,654 under budget. Total Operating Income year-to-date is \$36,296 over budget.
5. As of November 30, 2021, the Association has an un-audited surplus of \$39,598 as compared to a budgeted surplus of \$648.

If you should have any questions regarding this financial reporting, please do not hesitate to contact me at (703) 392-6006.

Thank you.

Old Mill Community Council, Inc.
Comparative Balance Sheet
As Of 11/30/2021

	<u>Balance</u> <u>11/30/2021</u>	<u>Balance</u> <u>10/31/2021</u>	<u>Change</u>
<u>Assets</u>			
Cash-Operating			
1010 - CIT Operating	\$151,597.44	\$139,126.35	\$12,471.09
1013 - Trustar Oper CD 11/22/22 .75%	\$103,237.66	\$102,388.70	\$848.96
<u>Cash-Operating Total</u>	<u>\$254,835.10</u>	<u>\$241,515.05</u>	<u>\$13,320.05</u>
Cash-Reserves			
1070 - CIT Operating Rsv MM	\$12,536.30	\$11,438.95	\$1,097.35
1072 - Wells Fargo Replcmt Rsv MM	\$189,949.23	\$188,161.29	\$1,787.94
1073 - TD Bank Street/Sidewalk Rsv MM	\$154,643.51	\$153,750.38	\$893.13
<u>Cash-Reserves Total</u>	<u>\$357,129.04</u>	<u>\$353,350.62</u>	<u>\$3,778.42</u>
Owner Receivables			
1310 - Assessments Receivable	\$19,337.66	\$11,339.00	\$7,998.66
1340 - Late Fees Receivable	\$241.99	\$241.99	\$0.00
<u>Owner Receivables Total</u>	<u>\$19,579.65</u>	<u>\$11,580.99</u>	<u>\$7,998.66</u>
Current Asset			
1311 - Allowance for Doubtful Accts	(\$9,761.91)	(\$9,761.91)	\$0.00
1450 - Accrued Interest Income	\$16.97	\$871.01	(\$854.04)
1610 - Prepaid Insurance	\$659.89	\$962.81	(\$302.92)
1620 - Prepaid Expenses	\$0.00	\$400.00	(\$400.00)
<u>Current Asset Total</u>	<u>(\$9,085.05)</u>	<u>(\$7,528.09)</u>	<u>(\$1,556.96)</u>
Assets Total	\$622,458.74	\$598,918.57	\$23,540.17
<u>Liabilities and Equity</u>			
Liability			
3020 - Accrued Expenses	\$2,068.83	\$3,472.35	(\$1,403.52)
3310 - Prepaid Owner Assessments	\$6,174.46	\$24,608.48	(\$18,434.02)
<u>Liability Total</u>	<u>\$8,243.29</u>	<u>\$28,080.83</u>	<u>(\$19,837.54)</u>
Reserves			
5010 - Replacement Reserves	\$143,609.00	\$141,818.31	\$1,790.69
5015 - Street/Sidewalk Reserves	\$192,235.20	\$191,342.07	\$893.13
5020 - Operating Reserves	\$16,110.47	\$15,014.60	\$1,095.87
<u>Reserves Total</u>	<u>\$351,954.67</u>	<u>\$348,174.98</u>	<u>\$3,779.69</u>
<u>Retained Earnings</u>	<u>\$222,662.76</u>	<u>\$217,048.68</u>	<u>\$5,614.08</u>
<u>Net Income</u>	<u>\$39,598.02</u>	<u>\$5,614.08</u>	<u>\$33,983.94</u>
Liabilities & Equity Total	\$622,458.74	\$598,918.57	\$23,540.17

Old Mill Community Council, Inc.
Income/Expense Statement
11/1/2021 - 11/30/2021

Accounts	11/1/2021 - 11/30/2021			11/1/2021 - 11/30/2021			Annual Budget
	Actual	Budget	Variance	Actual	Budget	Variance	
Income							
Assessment Income							
6310 - Assessment Income							
Total Assessment Income	\$54,985.56	\$18,328.79	\$36,656.77	\$54,985.56	\$18,328.79	\$36,656.77	\$219,945.46
Non-Assessment Income							
6340 - Late Fee Income							
6350 - Legal Fees Reimbursement	(\$13.33)	\$250.00	(\$263.33)	(\$13.33)	\$250.00	(\$263.33)	\$3,000.00
6390 - Owner Interest Income	\$196.00	\$291.67	(\$95.67)	\$196.00	\$291.67	(\$95.67)	\$3,500.00
6910 - Interest Income	\$6.85	\$12.50	(\$5.65)	\$6.85	\$12.50	(\$5.65)	\$150.00
Total Non-Assessment Income	\$4.31	\$0.00	\$4.31	\$4.31	\$0.00	\$4.31	\$0.00
Total Income	\$55,179.39	\$18,882.96	\$36,296.43	\$55,179.39	\$18,882.96	\$36,296.43	\$226,595.46
Expense							
01-General Admin Expense							
7010 - Management Fees	\$1,883.62	\$1,907.16	\$23.54	\$1,883.62	\$1,907.16	\$23.54	\$22,885.98
7020 - Quarterly Payment Statements	\$400.00	\$400.00	\$0.00	\$400.00	\$400.00	\$0.00	\$1,600.00
7140 - Audit/Tax Prep Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,850.00
7150 - Arch / Engineering Services	\$0.00	\$208.33	\$208.33	\$0.00	\$208.33	\$208.33	\$2,500.00
7160 - Legal Fees - General	\$0.00	\$854.17	\$854.17	\$0.00	\$854.17	\$854.17	\$10,250.00
7165 - Legal Fees - Collections	\$1,688.57	\$854.17	(\$834.40)	\$1,688.57	\$854.17	(\$834.40)	\$10,250.00
7260 - Postage & Mail	\$7.95	\$100.00	\$92.05	\$7.95	\$100.00	\$92.05	\$1,200.00
7280 - Insurance	\$302.92	\$317.15	\$14.23	\$302.92	\$317.15	\$14.23	\$3,805.84
7400 - Printing & Reproduction	\$3.20	\$133.33	\$130.13	\$3.20	\$133.33	\$130.13	\$1,600.00
7440 - Licenses, Permits & Fees	\$140.00	\$0.00	(\$140.00)	\$140.00	\$0.00	(\$140.00)	\$125.00
7890 - Miscellaneous Expenses	\$22.11	\$125.00	\$102.89	\$22.11	\$125.00	\$102.89	\$1,500.00
7990 - Bad Debt Expense	\$0.00	\$116.67	\$116.67	\$0.00	\$116.67	\$116.67	\$1,400.00
Total 01-General Admin Expense	\$4,448.37	\$5,015.98	\$567.61	\$4,448.37	\$5,015.98	\$567.61	\$59,966.82
Contract Services							
9610 - Grounds Maintenance							
9700 - Trash Removal	\$3,152.00	\$3,247.00	\$95.00	\$3,152.00	\$3,247.00	\$95.00	\$38,964.00
9800 - Snow Removal	\$3,819.00	\$4,053.17	\$234.17	\$3,819.00	\$4,053.17	\$234.17	\$48,638.00
Total Contract Services	\$6,971.00	\$7,300.17	\$329.17	\$6,971.00	\$7,300.17	\$329.17	\$95,602.00
Gen Maint & Repair							
9015 - Common Area Maintenance	\$0.00	\$583.33	\$583.33	\$0.00	\$583.33	\$583.33	\$7,000.00
9025 - Tree Maintenance	\$0.00	\$1,500.00	\$1,500.00	\$0.00	\$1,500.00	\$1,500.00	\$18,000.00
9110 - Gen. Maint. & Repair	\$0.00	\$250.00	\$250.00	\$0.00	\$250.00	\$250.00	\$3,000.00
Total Gen Maint & Repair	\$0.00	\$2,333.33	\$2,333.33	\$0.00	\$2,333.33	\$2,333.33	\$28,000.00
Reserves							
9910 - Replacement Reserve Contributions	\$1,786.38	\$1,786.38	\$0.00	\$1,786.38	\$1,786.38	\$0.00	\$21,437.00
9915 - Street/Sidewalk Reserve Contributions	\$893.13	\$893.13	\$0.00	\$893.13	\$893.13	\$0.00	\$10,718.00
9920 - Operating Reserve Contributions	\$1,095.87	\$1,095.87	\$0.00	\$1,095.87	\$1,095.87	\$0.00	\$13,150.00
9930 - Interest Reserve Contributions	\$4.31	\$0.00	(\$4.31)	\$4.31	\$0.00	(\$4.31)	\$0.00
9998 - Transfer from Replacement Rsv	\$0.00	(\$648.20)	(\$648.20)	\$0.00	(\$648.20)	(\$648.20)	(\$7,778.36)
Total Reserves	\$3,779.69	\$3,127.18	(\$652.51)	\$3,779.69	\$3,127.18	(\$652.51)	\$37,526.64
Utilities							
8910 - Electricity - Street/Sign Lights	\$382.31	\$458.33	\$76.02	\$382.31	\$458.33	\$76.02	\$5,500.00
Total Utilities	\$382.31	\$458.33	\$76.02	\$382.31	\$458.33	\$76.02	\$5,500.00
Total Expense	\$15,581.37	\$18,234.99	\$2,653.62	\$15,581.37	\$18,234.99	\$2,653.62	\$226,595.46
Operating Net Income	\$39,598.02	\$647.97	\$38,950.05	\$39,598.02	\$647.97	\$38,950.05	\$0.00
Net Income	\$39,598.02	\$647.97	\$38,950.05	\$39,598.02	\$647.97	\$38,950.05	\$0.00

Old Mill Community Council, Inc.
General Ledger Report
11/1/2021 - 11/30/2021

11/15/2021	GL	Monthly Op Rsv Contrib						
11/30/2021		Bank Statement Interest				\$1,095.87		\$12,534.82
Account Total						\$1.48		\$12,536.30
Beginning Balance								\$12,536.30
Net Change						\$1,097.35	\$0.00	\$12,536.30
						\$11,438.95		\$1,097.35

Client: Old Mill Community Council, Inc.
 Account: 1072 - Wells Fargo Replcmt Rsv MM

Account Category: Cash-Reserves
 Account Type: Bank

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/8/2021	GL	Post Replacemt Rsv Contrib				\$188,161.29
11/30/2021		Bank Statement Interest		\$1,786.38		\$189,947.67
Account Total				\$1.56		\$189,949.23
Beginning Balance						\$188,161.29
Net Change				\$1,787.94	\$0.00	\$189,949.23
				\$1,787.94		

Client: Old Mill Community Council, Inc.
 Account: 1073 - TD Bank Street/Sidewalk Rsv MM

Account Category: Cash-Reserves
 Account Type: Bank

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/8/2021	GL	Post Street/Sidewalk Rsv Contrib				\$153,750.38
Account Total				\$893.13		\$154,643.51
Beginning Balance						\$153,750.38
Net Change				\$893.13	\$0.00	\$154,643.51
				\$893.13		

Client: Old Mill Community Council, Inc.
 Account: 1310 - Assessments Receivable

Account Category: Owner Receivables
 Account Type: Accounts Receivable

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/1/2021	AR	November 2021 - Quarterly Assessment				\$11,339.00
11/1/2021	AR	Payment Application		\$54,985.56		\$66,324.56
11/1/2021	AR	Payment Application			\$4,095.56	\$62,229.00
11/1/2021	AR	Payment Application			\$100.00	\$62,129.00
11/1/2021	AR	Payment Application			\$273.56	\$61,855.44
11/1/2021	AR	Payment Application			\$273.56	\$61,581.88
11/1/2021	AR	Payment Application			\$273.56	\$61,308.32
11/1/2021	AR	Payment Application			\$273.56	\$61,034.76
11/1/2021	AR	REVERSAL - [November 2021 - Quarterly Assessment]			\$909.56	\$60,125.20
11/1/2021	AR	November 2021 - Quarterly Assessment			\$273.56	\$59,851.64
11/1/2021	AR	Payment Application		\$273.56		\$60,125.20
11/1/2021	AR	Payment Application			\$266.63	\$59,858.57
11/1/2021	AR	Payment Application			\$1,378.92	\$58,479.65
11/1/2021	AR	Payment Application			\$631.20	\$57,848.45
11/1/2021	AR	Payment Application			\$1,087.31	\$56,761.14
11/1/2021	AR	Payment Application			\$273.56	\$56,487.58
11/1/2021	AR	REVERSAL - [November 2021 - Quarterly Assessment]			\$2,719.27	\$53,768.31
11/1/2021	AR	November 2021 - Quarterly Assessment			\$273.56	\$53,494.75
11/1/2021	AR	Payment Application		\$273.56		\$53,768.31
11/1/2021	AR	Payment Application			\$266.63	\$53,501.68
11/1/2021	AR	Payment Application			\$1,376.17	\$52,125.51
11/1/2021	AR	Payment Application			\$6.93	\$52,118.58
11/1/2021	AR	Payment Application			\$940.01	\$51,178.57
11/1/2021	AR	Payment Application			\$33.37	\$51,145.20
11/1/2021	AR	Payment Application			\$800.83	\$50,344.37
11/1/2021	AR	Payment Application			\$720.68	\$49,623.69
11/1/2021	AR	Payment Application			\$240.19	\$49,383.50
11/1/2021	AR	Payment Application			\$273.56	\$49,109.94
11/1/2021	AR	Payment Application			\$6.97	\$49,102.97
11/1/2021	AR	Payment Application			\$820.68	\$48,282.29
11/1/2021	AR	Payment Application			\$1,094.24	\$47,188.05
11/1/2021	AR	Payment Application			\$2,783.74	\$44,404.31
11/2/2021	AR	Payment Application			\$4,970.19	\$39,434.12
					\$2,455.11	\$36,979.01

Old Mill Community Council, Inc.
General Ledger Report
11/1/2021 - 11/30/2021

11/2/2021	AR	Payment Application			\$5,751.69	\$31,227.32
11/3/2021	AR	Payment Application			\$814.04	\$30,413.28
11/4/2021	AR	Payment Application			\$1,081.24	\$29,332.04
11/5/2021	AR	Payment Application			\$1,094.04	\$28,238.00
11/8/2021	AR	Payment Application			\$1,634.43	\$26,603.57
11/9/2021	AR	Payment Application			\$13.33	\$26,590.24
11/9/2021	AR	Payment Application			\$6.93	\$26,583.31
11/10/2021	AR	Payment Application			\$909.56	\$25,673.75
11/12/2021	AR	Payment Application			\$1,460.87	\$24,212.88
11/15/2021	AR	Payment Application			\$273.56	\$23,939.32
11/16/2021	AR	Payment Application			\$362.64	\$23,576.68
11/17/2021	AR	REVERSAL - [General Assessment prorate May-July Qrtly Assessment @ \$266.63 07/01-07/31]				
11/17/2021	AR	[REVERSAL] - Payment Application			\$89.85	\$23,486.83
11/17/2021	AR	REVERSAL - [[CREDIT] - May 2021 - Quarterly Assessment]			\$89.85	\$23,576.68
11/17/2021	AR	[REVERSAL] - Payment Application			\$89.85	\$23,666.53
11/17/2021	AR	[REVERSAL] - Payment Application			\$89.85	\$23,756.38
11/17/2021	AR	Payment Application				\$89.85
11/18/2021	AR	Payment Application			\$6.83	\$23,666.53
11/19/2021	AR	Payment Application			\$834.01	\$22,825.69
11/19/2021	AR	Payment Application			\$266.22	\$22,559.47
11/22/2021	AR	Payment Application			\$273.56	\$22,285.91
11/23/2021	AR	Payment Application			\$526.51	\$21,759.40
11/26/2021	AR	Payment Application			\$547.12	\$21,212.28
11/29/2021	AR	Payment Application			\$547.12	\$20,665.16
Account Total					\$1,327.50	\$19,337.66
Beginning Balance						
Net Change					\$11,339.00	\$55,802.23
					\$7,998.66	\$47,803.57
						\$19,337.66

Client: Old Mill Community Council, Inc.
 Account: 1311 - Allowance for Doubtful Accts

Account Category: Current Asset
 Account Type: Accounts Receivable

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
Account Total						
Beginning Balance						
Net Change						
				\$0.00	\$0.00	(\$9,761.91)
				(\$9,761.91)		(\$9,761.91)
				\$0.00		\$0.00

Client: Old Mill Community Council, Inc.
 Account: 1340 - Late Fees Receivable

Account Category: Owner Receivables
 Account Type: Accounts Receivable

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/9/2021	AR	REVERSAL - [Late Fee]				\$241.99
11/9/2021	AR	[REVERSAL] - Payment Application			\$13.33	\$228.66
Account Total					\$13.33	\$241.99
Beginning Balance					\$13.33	\$241.99
Net Change					\$241.99	\$0.00
					\$0.00	

Client: Old Mill Community Council, Inc.
 Account: 1350 - Legal Fees Receivable

Account Category: Owner Receivables
 Account Type: Accounts Receivable

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/19/2021	AR	Legal Fees per Justin F/RB				\$0.00
11/19/2021	AR	Payment Application			\$196.00	\$196.00
Account Total					\$196.00	\$196.00
Beginning Balance					\$196.00	\$0.00
Net Change					\$0.00	\$0.00
					\$0.00	

Client: Old Mill Community Council, Inc.
 Account: 1360 - Misc. Owner Receivables

Account Category: Owner Receivables
 Account Type: Accounts Receivable

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
Account Total						
Beginning Balance						
Net Change						
				\$196.00	\$196.00	\$0.00
				\$0.00		\$0.00
				\$0.00		\$0.00

Old Mill Community Council, Inc.
General Ledger Report
11/1/2021 - 11/30/2021

Date	Desc.	Center			
Beginning Balance					\$0.00
11/19/2021	AR	Late Interest per Justin F/RB			\$6.85
11/19/2021	AR	Payment Application	\$6.85		\$6.85
Account Total				\$6.85	\$6.85
Beginning Balance				\$6.85	\$0.00
Net Change				\$0.00	\$0.00

Client: Old Mill Community Council, Inc.
 Account: 1450 - Accrued Interest Income

Account Category: Current Asset
 Account Type: Accounts Receivable

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$871.01
11/30/2021	GL	11/21 Acc CD Int			\$83.58		\$954.59
11/30/2021	GL	11/21 CD Int Adj				\$921.57	\$33.02
11/30/2021	GL	11/21 CD Int Adj				\$16.05	\$16.97
Account Total					\$83.58	\$937.62	\$16.97
Beginning Balance					\$83.58	\$937.62	\$16.97
Net Change					\$871.01		(\$854.04)

Client: Old Mill Community Council, Inc.
 Account: 1610 - Prepaid Insurance

Account Category: Current Asset
 Account Type: Asset

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$962.81
11/30/2021	GL	11/21 Exp				\$302.92	\$659.89
Account Total					\$0.00	\$302.92	\$659.89
Beginning Balance					\$0.00	\$302.92	\$659.89
Net Change					\$962.81		(\$302.92)

Client: Old Mill Community Council, Inc.
 Account: 1620 - Prepaid Expenses

Account Category: Current Asset
 Account Type: Asset

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$400.00
11/1/2021	GL	[REVERSAL] - 11/21 Exp				\$400.00	\$0.00
Account Total					\$0.00	\$400.00	\$0.00
Beginning Balance					\$0.00	\$400.00	\$0.00
Net Change					\$400.00		(\$400.00)

Client: Old Mill Community Council, Inc.
 Account: 3010 - Accounts Payable

Account Category: Liability
 Account Type: Accounts Payable

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
11/3/2021	AP	Old Mill Community Council (9464 Innovation Drive), Invoice #: WFRSV1121				\$1,786.38	(\$1,786.38)
11/3/2021	AP	Old Mill Community Council (9464 Innovation Drive), Invoice #: TDRSV1121				\$893.13	(\$2,679.51)
11/3/2021	AP	Payment: Old Mill Community Council, Check #: 61, Invoice #: WFRSV1121			\$1,786.38		(\$893.13)
11/3/2021	AP	Payment: Old Mill Community Council, Check #: 62, Invoice #: TDRSV1121			\$893.13		\$0.00
11/4/2021	AP	Payment: SFMC, API Payment - Check #: 200037, Invoice #: 2021-11			\$2,626.49		(\$2,626.49)
11/4/2021	AP	Dominion Energy Virginia, Invoice #: 102521-15005				\$23.39	(\$23.39)
11/4/2021	AP	Dominion Energy Virginia, Invoice #: 102521-70860				\$11.93	(\$35.32)
11/8/2021	AP	Payment: Dominion Energy Virginia, API Payment - Check #: 100209, Invoice #: 102521-15005			\$23.39		(\$11.93)
11/8/2021	AP	Payment: Dominion Energy Virginia, API Payment - Check #: 100210, Invoice #: 102521-70860			\$11.93		\$0.00
11/8/2021	AP	Rees Broome PC, Invoice #: 1257016				\$1,749.00	(\$1,749.00)

Old Mill Community Council, Inc.
General Ledger Report
11/1/2021 - 11/30/2021

11/8/2021	AP	Rees Broome PC, Invoice #: 1257017			
11/8/2021	AP	Rees Broome PC, Invoice #: 1256519		\$200.00	(\$1,949.00)
11/9/2021	AP	Republic Services, Invoice #: 0803-004537482		\$412.50	(\$2,361.50)
11/9/2021	AP	Premium Lawn and Landscape, Invoice #: 197198		\$3,819.00	(\$6,180.50)
11/9/2021	AP	Dominion Energy Virginia, Invoice #: 110221-97507		\$3,152.00	(\$9,332.50)
11/15/2021	AP	Payment: Premium Lawn and Landscape, API Payment - Check #: 100211, Invoice #: 197198	\$3,152.00		(\$9,700.47)
11/15/2021	AP	Payment: Dominion Energy Virginia, API Payment - Check #: 100212, Invoice #: 110221-97507	\$367.97		(\$6,548.47)
11/15/2021	AP	Payment: Rees Broome PC, API Payment - Check #: 100213, Invoice #: 1257016, 1257017, 1256519	\$2,361.50		(\$6,180.50)
11/15/2021	AP	Payment: Republic Services, API Payment - Check #: 100214, Invoice #: 0803-004537482	\$3,819.00		(\$3,819.00)
11/17/2021	AP	Treasurer of Virginia (Dept of Professional and Occupational Regulation), Invoice #: 2021-0550000969		\$115.00	\$0.00
11/17/2021	AP	State Corporation Commission (P.O. Box 7607), Invoice #: 2021-01348044		\$25.00	(\$115.00)
11/17/2021	AP	Payment: Treasurer of Virginia, Check #: 63, Invoice #: 2021-0550000969	\$115.00		(\$140.00)
11/17/2021	AP	Payment: State Corporation Commission, Check #: 64, Invoice #: 2021-01348044		\$25.00	(\$25.00)
Account Total				\$25.00	\$0.00
Beginning Balance				\$15,181.79	\$15,181.79
Net Change				\$0.00	\$0.00

Client: Old Mill Community Council, Inc.

Account: 3020 - Accrued Expenses

Account Category: Liability

Account Type: Liability

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/1/2021	GL [REVERSAL] - 10/21 Acc					(\$3,472.35)
11/30/2021	GL 11/21 Acc			\$3,472.35		\$0.00
Account Total					\$2,068.83	(\$2,068.83)
Beginning Balance				\$3,472.35	\$2,068.83	(\$2,068.83)
Net Change				(\$3,472.35)		\$1,403.52

Client: Old Mill Community Council, Inc.

Account: 3310 - Prepaid Owner Assessments

Account Category: Liability

Account Type: Liability

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/1/2021	AR Payment Application					(\$24,608.48)
11/1/2021	AR Payment Application			\$4,095.56		(\$20,512.92)
11/1/2021	AR Payment Application			\$100.00		(\$20,412.92)
11/1/2021	AR Payment Application			\$273.56		(\$20,139.36)
11/1/2021	AR Payment Application			\$273.56		(\$19,865.80)
11/1/2021	AR Payment Application			\$273.56		(\$19,592.24)
11/1/2021	AR Payment Application			\$273.56		(\$19,318.68)
11/1/2021	AR Payment Application			\$909.56		(\$18,409.12)
11/1/2021	AR Payment Application			\$266.63		(\$18,142.49)
11/1/2021	AR Payment Application			\$1,378.92		(\$16,763.57)
11/1/2021	AR Payment Application			\$631.20		(\$16,132.37)
11/1/2021	AR Payment Application			\$1,087.31		(\$15,045.06)
11/1/2021	AR Payment Application			\$273.56		(\$14,771.50)
11/1/2021	AR Payment Application			\$2,719.27		(\$12,052.23)
11/1/2021	AR Payment Application			\$266.63		(\$11,785.60)
11/1/2021	AR Payment Application			\$1,376.17		(\$10,409.43)
11/1/2021	AR Payment Application			\$6.93		(\$10,402.50)
11/1/2021	AR Payment Application			\$940.01		(\$9,462.49)
11/1/2021	AR Payment Application			\$33.37		(\$9,429.12)
11/1/2021	AR Payment Application			\$800.83		(\$8,628.29)
11/1/2021	AR Payment Application			\$720.68		(\$7,907.61)
11/1/2021	AR Payment Application			\$240.19		(\$7,667.42)
11/1/2021	AR Payment Application			\$273.56		(\$7,393.86)
11/1/2021	AR Payment Application			\$6.97		(\$7,386.89)
11/1/2021	AR Payment Application			\$820.68		(\$6,566.21)
11/1/2021	AR Payment Application			\$1,094.24		(\$5,471.97)
11/1/2021	AR Payment Application			\$2,783.74		(\$2,688.23)

Old Mill Community Council, Inc.
General Ledger Report
11/1/2021 - 11/30/2021

Net Change

(\$893.13)

Client: Old Mill Community Council, Inc.
 Account: 5020 - Operating Reserves

Account Category: Reserves
 Account Type: Equity

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/15/2021	GL		Monthly Op Rsv Contrib			(\$15,014.60)
Account Total						
				\$1,095.87		(\$16,110.47)
Beginning Balance						
				\$0.00	\$1,095.87	(\$16,110.47)
Net Change						
				(\$15,014.60)		(\$1,095.87)

Client: Old Mill Community Council, Inc.
 Account: 5510 - Unappropriated Members Equity

Account Category: Equity
 Account Type: Equity

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
Account Total						
						(\$222,662.76)
Beginning Balance						
				\$0.00	\$0.00	(\$222,662.76)
Net Change						
				(\$222,662.76)		\$0.00

Client: Old Mill Community Council, Inc.
 Account: 6310 - Assessment Income

Account Category: Assessment Income
 Account Type: Income

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/1/2021	AR		November 2021 - Quarterly Assessment			\$0.00
11/1/2021	AR		REVERSAL - [November 2021 - Quarterly Assessment]			(\$54,985.56)
11/1/2021	AR		November 2021 - Quarterly Assessment			(\$54,712.00)
11/1/2021	AR		REVERSAL - [November 2021 - Quarterly Assessment]	\$273.56		(\$54,985.56)
11/1/2021	AR		November 2021 - Quarterly Assessment			(\$54,712.00)
11/17/2021	AR		REVERSAL - [General Assessment prorate May-July Qrtly Assessment @ \$266.63 07/01-07/31]	\$273.56	\$273.56	(\$54,985.56)
11/17/2021	AR		REVERSAL - [[CREDIT] - May 2021 - Quarterly Assessment]	\$89.85		(\$54,895.71)
Account Total						
				\$89.85	\$55,622.53	(\$54,985.56)
Beginning Balance						
				\$636.97	\$55,622.53	(\$54,985.56)
Net Change						
				\$0.00		(\$54,985.56)

Client: Old Mill Community Council, Inc.
 Account: 6340 - Late Fee Income

Account Category: Non-Assessment Income
 Account Type: Income

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/9/2021	AR		REVERSAL - [Late Fee]			\$0.00
Account Total						
				\$13.33		\$13.33
Beginning Balance						
				\$13.33	\$0.00	\$13.33
Net Change						
				\$0.00		\$13.33

Client: Old Mill Community Council, Inc.
 Account: 6350 - Legal Fees Reimbursement

Account Category: Non-Assessment Income
 Account Type: Income

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/19/2021	AR		Legal Fees per Justin F/RB			\$0.00
Account Total						
					\$196.00	(\$196.00)
Beginning Balance						
				\$0.00	\$196.00	(\$196.00)
Net Change						
				\$0.00		(\$196.00)

Client: Old Mill Community Council, Inc.
 Account: 6390 - Owner Interest Income

Account Category: Non-Assessment Income
 Account Type: Income

Old Mill Community Council, Inc.
General Ledger Report
11/1/2021 - 11/30/2021

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/19/2021	AR Late Interest per Justin F/RB					\$0.00
Account Total					\$6.85	(\$6.85)
Beginning Balance				\$0.00	\$6.85	(\$6.85)
Net Change				\$0.00		
				(\$6.85)		

Client: Old Mill Community Council, Inc.
 Account: 6910 - Interest Income

Account Category: Non-Assessment Income
 Account Type: Income

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/22/2021	Bank Statement Interest					\$0.00
11/30/2021	Bank Statement Interest				\$848.96	(\$848.96)
11/30/2021	Bank Statement Interest				\$1.56	(\$850.52)
11/30/2021	Bank Statement Interest				\$1.48	(\$852.00)
11/30/2021	GL 11/21 Acc CD Int				\$6.35	(\$858.35)
11/30/2021	GL 11/21 CD Int Adj				\$83.58	(\$941.93)
11/30/2021	GL 11/21 CD Int Adj			\$921.57		(\$20.36)
Account Total				\$16.05		(\$4.31)
Beginning Balance				\$937.62	\$941.93	(\$4.31)
Net Change				\$0.00		
				(\$4.31)		

Client: Old Mill Community Council, Inc.
 Account: 7010 - Management Fees

Account Category: 01-General Admin Expense
 Account Type: Expense

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/3/2021	AP SFMC, Invoice #: 2021-11; Nov Mgmt/Oct Billing 2021					\$0.00
Account Total				\$1,883.62		\$1,883.62
Beginning Balance				\$1,883.62	\$0.00	\$1,883.62
Net Change				\$0.00		
				\$1,883.62		

Client: Old Mill Community Council, Inc.
 Account: 7020 - Quarterly Payment Statements

Account Category: 01-General Admin Expense
 Account Type: Expense

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/1/2021	GL [REVERSAL] - 11/21 Exp					\$0.00
Account Total				\$400.00		\$400.00
Beginning Balance				\$400.00	\$0.00	\$400.00
Net Change				\$0.00		
				\$400.00		

Client: Old Mill Community Council, Inc.
 Account: 7160 - Legal Fees - General

Account Category: 01-General Admin Expense
 Account Type: Expense

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/1/2021	GL [REVERSAL] - 10/21 Acc					\$0.00
11/8/2021	AP Rees Broome PC, Invoice #: 1257016; LEGAL OCT 2021				\$1,949.00	(\$1,949.00)
11/8/2021	AP Rees Broome PC, Invoice #: 1257017; Registered Agent 2021			\$1,749.00		(\$200.00)
11/8/2021	AP Rees Broome PC, Invoice #: 1256519; LEGAL OCT 2021			\$200.00		\$0.00
11/19/2021	GL R/C to 7165			\$412.50		\$412.50
Account Total				\$412.50	\$412.50	\$0.00
Beginning Balance				\$2,361.50	\$2,361.50	\$0.00
Net Change				\$0.00		
				\$0.00		

Client: Old Mill Community Council, Inc.
 Account: 7165 - Legal Fees - Collections

Account Category: 01-General Admin Expense
 Account Type: Expense

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
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Old Mill Community Council, Inc.
General Ledger Report
11/1/2021 - 11/30/2021

Date	Desc.	Center			
Beginning Balance					
11/1/2021	GL	[REVERSAL] - 10/21 Acc			\$0.00
11/19/2021	GL	R/C from 7160		\$412.50	(\$412.50)
11/30/2021	GL	11/21 Acc		\$412.50	\$0.00
Account Total				\$1,688.57	\$1,688.57
Beginning Balance				\$2,101.07	\$412.50
Net Change				\$0.00	\$1,688.57

Client: Old Mill Community Council, Inc.
 Account: 7260 - Postage & Mail

Account Category: 01-General Admin Expense
 Account Type: Expense

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/1/2021	GL	[REVERSAL] - 10/21 Acc				\$0.00
11/3/2021	AP	SFMC, Invoice #: 2021-11; Nov Mgmt/Oct Billing 2021			\$253.94	(\$253.94)
11/30/2021	GL	11/21 Acc		\$253.94		\$0.00
Account Total				\$7.95		\$7.95
Beginning Balance				\$261.89	\$253.94	\$7.95
Net Change				\$0.00		\$7.95

Client: Old Mill Community Council, Inc.
 Account: 7280 - Insurance

Account Category: 01-General Admin Expense
 Account Type: Expense

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/30/2021	GL	11/21 Exp				\$0.00
Account Total				\$302.92		\$302.92
Beginning Balance				\$302.92	\$0.00	\$302.92
Net Change				\$0.00		\$302.92

Client: Old Mill Community Council, Inc.
 Account: 7400 - Printing & Reproduction

Account Category: 01-General Admin Expense
 Account Type: Expense

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/1/2021	GL	[REVERSAL] - 10/21 Acc				\$0.00
11/3/2021	AP	SFMC, Invoice #: 2021-11; Nov Mgmt/Oct Billing 2021			\$355.20	(\$355.20)
11/30/2021	GL	11/21 Acc		\$355.20		\$0.00
Account Total				\$3.20		\$3.20
Beginning Balance				\$358.40	\$355.20	\$3.20
Net Change				\$0.00		\$3.20

Client: Old Mill Community Council, Inc.
 Account: 7440 - Licenses, Permits & Fees

Account Category: 01-General Admin Expense
 Account Type: Expense

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						
11/17/2021	AP	Treasurer of Virginia (Dept of Professional and Occupational Regulation), Invoice #: 2021-0550000969; DPOR Application Fee		\$115.00		\$115.00
11/17/2021	AP	State Corporation Commission (P.O. Box 7607), Invoice #: 2021-01348044; SCC Annual Filing Fee		\$25.00		\$140.00
Account Total				\$140.00	\$0.00	\$140.00
Beginning Balance				\$140.00	\$0.00	\$140.00
Net Change				\$0.00		\$140.00

Client: Old Mill Community Council, Inc.
 Account: 7890 - Miscellaneous Expenses

Account Category: 01-General Admin Expense
 Account Type: Expense

Posting Date	Source Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance						

Old Mill Community Council, Inc.
General Ledger Report
11/1/2021 - 11/30/2021

Beginning Balance						\$0.00
11/1/2021	GL	[REVERSAL] - 10/21 Acc			\$111.62	(\$111.62)
11/3/2021	AP	SFMC, Invoice #: 2021-11; Nov Mgmt/Oct Billing 2021		\$133.73		\$22.11
Account Total				\$133.73	\$111.62	\$22.11
Beginning Balance				\$0.00		
Net Change				\$22.11		

Client: Old Mill Community Council, Inc.
Account: 8910 - Electricity - Street/Sign Lights

Account Category: Utilities
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
11/1/2021	GL	[REVERSAL] - 10/21 Acc				\$390.09	(\$390.09)
11/4/2021	AP	Dominion Energy Virginia, Invoice #: 102521-15005; 9526 CHERRY 09/22-10/21			\$23.39		(\$366.70)
11/4/2021	AP	Dominion Energy Virginia, Invoice #: 102521-70860; 6336 TEAKWOOD 09/22-10/21			\$11.93		(\$354.77)
11/9/2021	AP	Dominion Energy Virginia, Invoice #: 110221-97507; TORRENCE WATCHLIGHTS 11/02/21			\$367.97		\$13.20
11/30/2021	GL	11/21 Acc			\$369.11		\$382.31
Account Total					\$772.40	\$390.09	\$382.31
Beginning Balance					\$0.00		
Net Change					\$382.31		

Client: Old Mill Community Council, Inc.
Account: 9610 - Grounds Maintenance

Account Category: Contract Services
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
11/9/2021	AP	Premium Lawn and Landscape, Invoice #: 197198; GROUNDS NOV 2021			\$3,152.00		\$3,152.00
Account Total					\$3,152.00	\$0.00	\$3,152.00
Beginning Balance					\$0.00		
Net Change					\$3,152.00		

Client: Old Mill Community Council, Inc.
Account: 9700 - Trash Removal

Account Category: Contract Services
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
11/9/2021	AP	Republic Services, Invoice #: 0803-004537482; TRASH NOV 2021			\$3,819.00		\$3,819.00
Account Total					\$3,819.00	\$0.00	\$3,819.00
Beginning Balance					\$0.00		
Net Change					\$3,819.00		

Client: Old Mill Community Council, Inc.
Account: 9910 - Replacement Reserve Contributions

Account Category: Reserves
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							\$0.00
11/3/2021	AP	Old Mill Community Council (9464 Innovation Drive), Invoice #: WFRSV1121; 2022 Monthly Reserves Contrib.			\$1,786.38		\$1,786.38
Account Total					\$1,786.38	\$0.00	\$1,786.38
Beginning Balance					\$0.00		
Net Change					\$1,786.38		

Client: Old Mill Community Council, Inc.
Account: 9915 - Street/Sidewalk Reserve Contributions

Account Category: Reserves
Account Type: Expense

Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
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**Old Mill Community Council, Inc.
General Ledger Report
11/1/2021 - 11/30/2021**

Beginning Balance								
11/3/2021	AP	Old Mill Community Council (9464 Innovation Drive), Invoice #: TDRSV1121; 2021 Monthly Reserves Contrib.						\$0.00
Account Total					\$893.13			\$893.13
Beginning Balance					\$893.13	\$0.00		\$893.13
Net Change					\$0.00			
					\$893.13			

Client: Old Mill Community Council, Inc.
Account: 9920 - Operating Reserve Contributions

			Account Category: Reserves				
			Account Type: Expense				
Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
11/15/2021	GL	Monthly Op Rsv Contrib					\$0.00
Account Total					\$1,095.87		\$1,095.87
Beginning Balance					\$1,095.87	\$0.00	\$1,095.87
Net Change					\$0.00		
					\$1,095.87		

Client: Old Mill Community Council, Inc.
Account: 9930 - Interest Reserve Contributions

			Account Category: Reserves				
			Account Type: Expense				
Posting Date	Source	Description	Long Desc.	Cost Center	Debit	Credit	Balance
Beginning Balance							
11/30/2021	GL	11/21 Int Contrib					\$0.00
Account Total					\$4.31		\$4.31
Beginning Balance					\$4.31	\$0.00	\$4.31
Net Change					\$0.00		
					\$4.31		

**Old Mill Community Council, Inc.
Check Register Report
11/1/2021 - 11/30/2021**

Account #	Check #	Check Date Invoice	Vendor or Payee Line Item	Check Amt	Expense Account	Invoice	Paid
1010	61	11/3/2021	Old Mill Community Council	\$1,786.38			
		WFRSV1121	2022 Monthly Reserves Contrib.		9910 Replacement Reserve Contributions	\$1,786.38	\$1,786.38
1010	62	11/3/2021	Old Mill Community Council	\$893.13			
		TDRSV1121	2021 Monthly Reserves Contrib.		9915 Street/Sidewalk Reserve Contributions	\$893.13	\$893.13
1010	200037	11/4/2021	SFMC	\$2,626.49			
		2021-11	Nov Mgmt/Oct Billing 2021		7890 Miscellaneous Expenses	\$133.73	\$133.73
		2021-11	Nov Mgmt/Oct Billing 2021		7260 Postage & Mail	\$253.94	\$253.94
		2021-11	Nov Mgmt/Oct Billing 2021		7400 Printing & Reproduction	\$355.20	\$355.20
		2021-11	Nov Mgmt/Oct Billing 2021		7010 Management Fees	\$1,883.62	\$1,883.62
1010	100209	11/8/2021	Dominion Energy Virginia	\$23.39			
		102521-15005	9526 CHERRY 09/22-10/21		8910 Electricity - Street/Sign Lights	\$23.39	\$23.39
1010	100210	11/8/2021	Dominion Energy Virginia	\$11.93			
		102521-70860	6336 TEAKWOOD 09/22-10/21		8910 Electricity - Street/Sign Lights	\$11.93	\$11.93
1010	100211	11/15/2021	Premium Lawn and Landscape	\$3,152.00			
		197198	GROUNDS NOV 2021		9610 Grounds Maintenance	\$3,152.00	\$3,152.00
1010	100212	11/15/2021	Dominion Energy Virginia	\$367.97			
		110221-97507	TORRENCE WATCHLIGHTS 11/02/21		8910 Electricity - Street/Sign Lights	\$367.97	\$367.97
1010	100213	11/15/2021	Rees Broome PC	\$2,361.50			
		1257017	LEGAL OCT 2021		7160 Legal Fees - General	\$200.00	\$200.00
		1256519	LEGAL OCT 2021		7160 Legal Fees - General	\$412.50	\$412.50
		1257016	LEGAL OCT 2021		7160 Legal Fees - General	\$1,749.00	\$1,749.00
1010	100214	11/15/2021	Republic Services	\$3,819.00			
		0803-004537482	TRASH NOV 2021		9700 Trash Removal	\$3,819.00	\$3,819.00
1010	63	11/17/2021	Treasurer of Virginia	\$115.00			
		2021-0550000969	DPOR Application Fee		7440 Licenses, Permits & Fees	\$115.00	\$115.00
1010	64	11/17/2021	State Corporation Commission	\$25.00			
		2021-01348044	SCC Annual Filing Fee		7440 Licenses, Permits & Fees	\$25.00	\$25.00
Total:				<u>\$15,181.79</u>			



PREMIUM ~ LAWN AND LANDSCAPE ~

12329 Braddock Rd Fairfax, VA 22030

Estimate

Estimate # 68181

Date 1/10/2022

LAN1140-26016

Old Mill Community Council
9464 Innovation Drive
Manassas, VA 20110

Phone # 703-239-8000

Fax # 703-239-9669

info@premiumlawncare.com

Project:

Item	Description	Qty	Cost	Total
Tree Work	<p>Around the community there are several tree branches and debris in common areas. It is proposed to clean up tree debris and dispose of off site. Site clean up areas are list by street name and nearest address. The following are note tree debris areas:</p> <p>CHERRY OAK</p> <p>9500 9501 9544</p> <p>MEADOW GROVE</p> <p>9500</p> <p>CLOVERDALE</p> <p>9475 9478</p> <p>BUFFIE</p> <p>6353</p> <p>All generated debris will be collected and disposed of off site.</p>		575.00	575.00
Rep	SB	Premium Lawn Care Services, INC Professional Residential and Commercial Grounds Care		VA Class A Contractor #2705103810 BLD BRK ISC LSC

ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment is due 15 days from the date of the invoice unless stated otherwise. Invoices not paid within 30 days of the invoice date are subject to a \$25.00 per month Late Fee. Should payment not be made as outlined, I hereby agree to pay all costs of collection including a reasonable attorney's fee, not less than 25% of the amount of this account outstanding and due.

Customer Signature _____

Date _____

Mowing * Weed Control * Mulching-Drainage Solutions * Tree Removal * Tree Trimming * Stump Grinding * Turf Rebuild * Aeration
Dethatching * Seed Application * Patio and Walkway Installation * Retaining Wall Installation * Design and Plant Installation



PREMIUM LAWN AND LANDSCAPE

PO BOX 7515
Fairfax Station VA 22039

Premium Lawn Care Services Inc. Class A Contractor #2705103810 BLD BRK ISC LSC

Tel. 703-239-8000
www.premiumlawncare.com

OLD MILL COMMUNITY COUNCIL Teakwood Ct

Seasonal Snow Removal Contract
For the Season 2021-2022

Standard Services:

Snow Removal Services: Plowing

\$130.00 per hour

- This rate is per truck and driver per hour of service.
- Snow will be plowed to the side of the road to facilitate for vehicle travel.
- Snow services will automatically begin at an accumulation of 1" of measured snow at National Airport.

Sanding Treatment Services:

\$100.00 Per 1000 Pounds

- Sand will be provided and spread for the drive lanes as needed after normal plowing services.
- During Icy conditions, the customer may request sand be applied to the roadways, without the need for plowing.
- The service minimum is \$250.00.

Additional & Optional Service:

Road surface Ice melt Treatment Services:

\$250.00 Per 1000 Pounds

Initial to accept: _____

- A Rock salt mixture will be provided and spread for the drive lanes as needed after normal plowing services.
- During Icy conditions, the customer may request sand be applied to the roadways, without the need for plowing.
- The service minimum is \$350.00.

Storm Pre-Treatment Services:

\$250.00 Per 100 Gallons

Initial to accept: _____

- Liquid anti-icing products will be applied to the surface of roads and parking lots.
- Treatments may be applied to the road from 8-48 hours before a winter storm to prevent a bond from forming between the pavement and the snow and ice when the storm starts.
- The service minimum is \$350.00.

Skid Steer / Tractor Services:

\$170.00 Per hour

Initial to accept: _____

- Loader equipment may be needed in event of a large storm, and will be billed by the hour, per piece of equipment. Billable hours are for when the equipment is operating on site.

All hourly services have a 2-hour minimum per service, and are billed by the half-hour there after.

Special Requests: _____

SEP 27 2021

ACCEPTANCE OF PROPOSAL: The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made per-cleaning price for the services described above are due within 14 days of the services provided. \$50.00 penalty for all late payments, & 2% interest per month on all balances. This service plan starts on November 1st, 2021 and ends on March 31, 2022. Any addition services provided will be documented on the invoice. Either party may terminate this agreement with cause and 30 days written notice. Should payment not be made as outlined, the customer will be liable to pay all costs of collection including a reasonable attorney's fee, not less than 25% of the amount of this account outstanding and due.

Old Mill Community Council
LAN1140-26016
9464 Innovation Drive
Manassas, VA 20110

Property Representative: Bob Hennessy
Signature: [Signature]
Email & Phone: Rhennessy@SEMCIInc.com
Date: 11/8/21

Pavement Maintenance Proposal

SFMC Inc
Rob Hennessy

Project:

Old Mill Community Council
Cherry Oak Court, Meadow Grove CT, Cloverdale Ct, Box Oak Ct, Bu
Burke, VA 22015



Joe Wolfrey
Relationship Manager

Service Provider Information

Company Info



Finley Asphalt and Concrete
PO Box 163
Beltsville, MD 20704

P: 800-889-2309

F: 703-330-6023

<http://www.finleyasphalt.com>

Contact Person

Joe Wolfrey
Relationship Manager
joe@finleyasphalt.com
Cell: 301-276-1506
Office 800-889-2309

About Us

We Solve Problems & Make Pavement Maintenance & Construction Easy!

Finley Asphalt and Concrete is a second generation family owned business that has proudly served the Mid-Atlantic Region for over fifty years. With offices in Manassas, Ashland, and Beltsville, MD - FAC is positioned to professionally service our valued customers.

All work is performed by company equipment and Finley employees; subcontractors are not part of the equation. We require no up front deposits and can furnish payment and performance bonds if required. Our company is pre-qualified with the Virginia Department of Transportation (VDOT) and holds contractors licenses in Virginia, West Virginia, and Maryland.

Concrete Curb Replacement (To Ensure Positive Drainage)

1. The work zone(s) will be barricaded with any of the following; orange cones, yellow caution tape, orange barrels, or message boards, for public safety during the project. FAC, Inc. requires a 20' perimeter on each side of work area. It is the customer's responsibility to make sure all barricades remain effective after our crews leave the jobsite.
2. This scope of work includes **23 area(s)** consisting of approximately **924 LF** for curb and gutter replacement.
3. We will demo, remove, and dispose of all debris offsite.
4. Compact the existing sub base with a vibrating tamper.
5. We will place forms to proper grade, elevation, and slope. Next, we will install a new **3000 psi**, air-entrained concrete. The concrete will be floated, troweled, control and expansion joints scored, and finished with a "light broom". Last, the new concrete will be sprayed with a clear coat curing compound.
6. We will remove the forms, after concrete has cured. If in the event any grassy areas are disturbed, during the project, we will provide a fresh layer of topsoil, seed, and straw, to those areas. Fertilization and irrigation is not included and we do not guarantee regrowth of the new seed nor do we maintain any newly landscaped areas.
7. Please note; this project will be performed over the course of approximately **5-days**.
8. **Excludes:** Wire Mesh, rebar, new stone, dowels, painting of curbs, notifying tenants of scheduled work, towing of vehicles, or anything other than those services listed above.

Total Price: \$43,246.00

Asphalt Mill & Overlay | 2" Depth

1. The area under consideration for new asphalt surface consists of approximately **20,502 square yards**.
2. The work zone(s) will be barricaded with any of the following; orange cones, yellow caution tape, orange barrels, or message boards, for public safety during the project. All cones will be removed after work is completed, the new material has cured properly, and it is safe for public use. **Note:** this item does not include traffic control of moving vehicles.
3. We will mill (remove) the existing asphalt to a depth of **2"** and haul all debris offsite for recycling.
4. The milled surface of the existing pavement will be cleaned, if milling to existing asphalt, with any of the following; sweeper trucks, mechanical brooms, or power blowers.
5. After the milled surface has been cleaned, we will apply CRS-1 tack coat at a rate of .05 to .10 gallons per square yard, if milling to existing asphalt. The tack coat will ensure that the new layer of asphalt adheres to the existing asphalt properly.
6. We will supply and install a new **2"** average depth of 9.5mm surface course asphalt.
7. All asphalt material will be supplied by a state approved asphalt producer.
8. The asphalt will be compacted with machine vibratory rollers, to achieve maximum density.
9. Please note, this project will be performed over the course of approximately **1-day(s)**.
10. **Excludes:** Undercut of the sub-base material, stone, striping, concrete work, signage, towing of vehicles, traffic control, notifying tenants of pending work, permits, fees, bonds, engineering, testing, inspections, nights or weekend work, or anything other than those services listed above.
11. **Note:** FAC will barricade the work zone off with orange safety cones and/or yellow caution tape, prior to commencing work, indicating a restricted work zone to the general public. If in the event the customer or customer's; owners, tenants, owner's customers, or anyone not employed by FAC walks or drives through the barricaded work area, without approval from FAC, and tracks wet tack coat onto other surfaces outside of the work zone, FAC will be held-harmless to any damage caused to those surfaces and cost associated with any damage. FAC will not provide any clean-up of those areas, without cost to the customer.
12. **THIS SCOPE OF WORK INCLUDES A 2-YEAR WARRANTY**

Total Price: \$279,853.00

Speed Bumps

1. The work zone(s) will be barricaded with any of the following; orange cones, yellow caution tape, orange barrels, or message boards, for public safety during the project. All cones will be removed after work is completed, the new material has cured properly, and it is safe for public use.
2. We will furnish and install 1 asphalt speed bump. The new speed bump will be approximately 3' wide and 2.5" high (+/- .5"). The speed bump will be the approximately the width of the drive lane and painted solid yellow.

Total Price: \$750.00

Pavement Markings & Curb Stencils

1. The work zone(s) will be barricaded with any of the following; orange cones, yellow caution tape, orange barrels, or message boards, for public safety during the project. All cones will be removed after work is completed, the new material has cured properly, and it is safe for public usage. **Note:** this item does not include traffic control of moving vehicles.
2. We will work with the customer to provide a plan that will provide the least amount of disruption, as possible.
3. We will layout and stripe the designated areas, to match all existing markings, or plans, and colors, with 2 application(s) of a traffic rated latex paint.
4. **Note:** We may elect to stripe the following day, prior to re-opening of the parking lot.
5. **Excludes:** Painting of fire lane curbs, crack filling, reflective beads, or thermoplastic striping. Existing parking lines can only be painted or repainted if they are accessible by the line striping machine.
6. **Note:** If a new layout of striping is to be applied, the customer must provide the new layout plan, before a contract is signed and work begins. Additional fees may apply for any changes to striping layout.

Total Price: \$10,552.00

Fire Lane Curb Painting

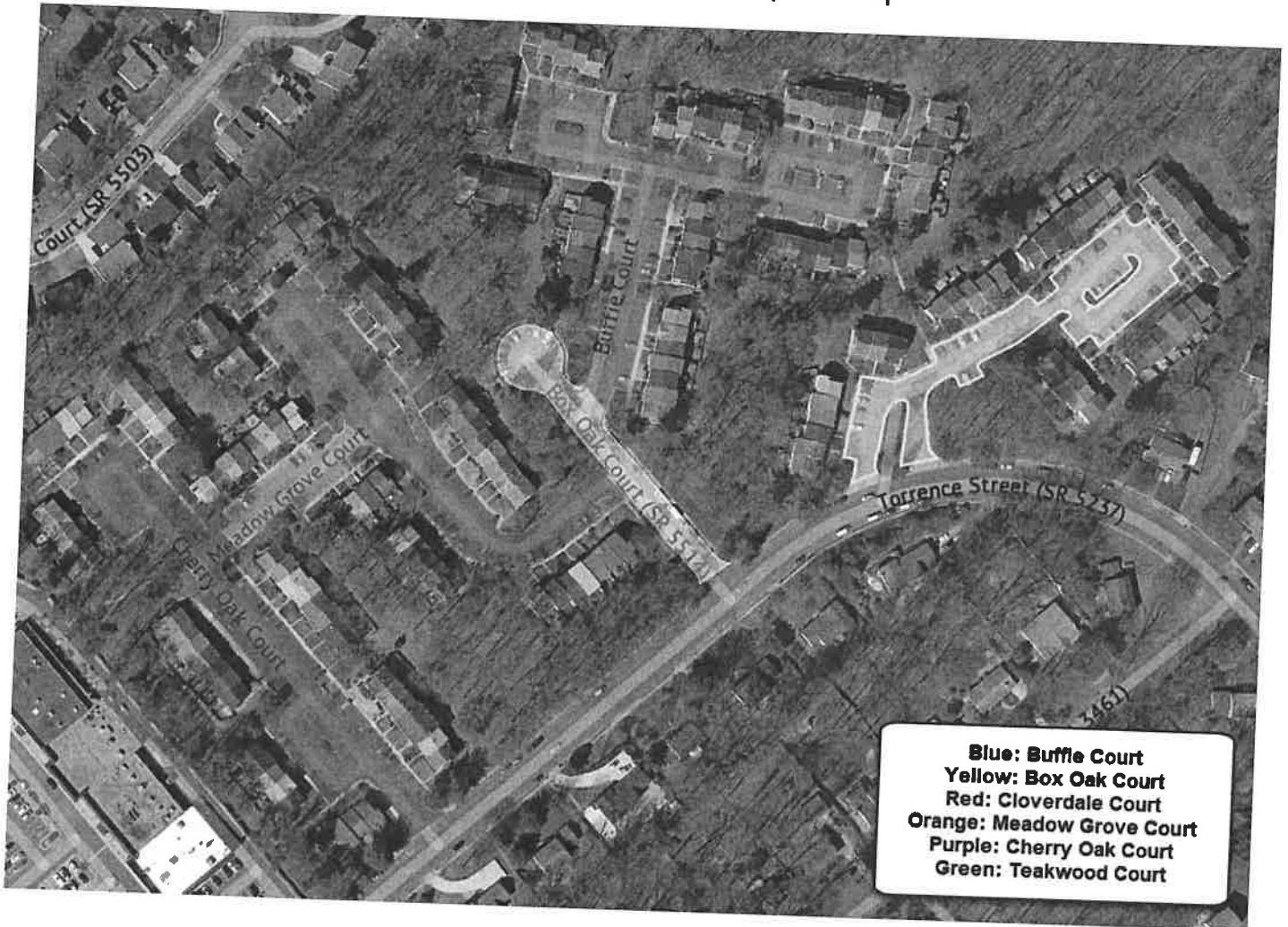
1. FAC, Inc. will Lightly Scrape and re-paint 3,656 linear feet of yellow fire lane curbing.
2. **Note:** Light scraping or power washing of fire lane curbs will not prevent future spalling and or peeling of new paint. Unless, the existing paint is 100% completely removed by way of "hydro-washing or sand blasting", future spalling or peeling may re-occur in the future. For this reason, FAC, Inc. offers no warranty for fire lane re-painting.

Total Price: \$4,080.00

Price Break Out (Street by Street)

1. Box Oak Court - \$25,840.00
2. Buffie Court - \$85,689.00
3. Cloverdale Court - \$69,097.00
4. Meadowgrove Court - \$21,148.00
5. Cherry Oak Court - \$81,184.00
6. Teakwood Court - \$55,523.00

Overall Parking Lot Repair Map



Notes:

Price Breakdown: Old Mill Community Council



Please find the following breakdown of all services we have provided in this proposal.

This proposal originated on June 05, 2021.

Item	Description	Cost
1.	Concrete Curb Replacement (To Ensure Positive Drainage)	\$43,246.00
2.	Asphalt Mill & Overlay 2" Depth	\$279,853.00
3.	Speed Bumps	\$750.00
4.	Pavement Markings & Curb Stencils	\$10,552.00
5.	Fire Lane Curb Painting	\$4,080.00
Total:		\$338,481.00

Authorization to Proceed & Contract

I/we hereby acknowledge that I/we have thoroughly read the entire proposal to include; scope(s) of work, pricing for each scope(s), exclusions, customers responsibilities, terms, and conditions, of this proposal and authorize Finley Asphalt and Concrete to proceed with the work as identified in this proposal/contract, with my signature. I understand that no work will be performed, by Finley Asphalt and Concrete, until a fully ratified contract, by both parties, is agreed upon and signed.

I/we understand that if any additional work is required, other than stated in this proposal/contract, a "Change Order" must accompany this proposal, before proceeding with additional work. **Note:** Please see all attachments and "terms and conditions" that may pertain to aspects of this project.

Note: If the customer provides their own contract, this entire proposal and "terms and conditions" MUST be included, as an exhibit, to their contract.

Proposal: Old Mill Community Council



Acceptance

We agree to pay the total sum or balance in full 30 days after the completion of work.

We agree to pay the total sum or balance in full 30 days after the completion of work.

I am authorized to approve and sign this contract as described in this proposal as well as identified herein including the payment terms, options and contract terms and conditions.

Date: _____

Rob Hennessy | Property Manager
SFMC Inc
9464 Innovation Dr
Manassas, VA 20110
Rhennessy@sfmtcinc.com
C: NA
O: 703-392-6006

Joe Wolfrey | Relationship Manager
Finley Asphalt and Concrete
PO Box 163
Beltsville, MD 20704
E: joe@finleyasphalt.com
C: 301-276-1506
P: 800-889-2309
F: 703-330-6023
<http://www.finleyasphalt.com>

Contract Terms & Conditions

1. The following terms and conditions are between Finley Asphalt & Concrete (Contractor) and the purchaser (The person, company, or agent who executes the proposal)
2. **Price Protection:** FAC will provide price protection, for **30-days**, from the date of this proposal. Any increases in the DOT Liquid Asphalt Price Index, after the initial 30-days, resulting in any asphalt material price increases, may be passed along to the customer. The customer will be informed of any increases before any work is performed.
3. FAC will typically arrive at the project site by 7AM. It is the responsibility of the owner, or manager, to notify tenants, postal service, trash service, etc., of the proposed work dates and time. FAC recommends that the tow truck be on site, or on stand-by, to relocate any vehicles out of the work area, so that the work can progress without delay. **NOTE:** Should FAC crews be delayed for more than one hour, after agreed upon start time, additional fees may apply to customer.
4. **Public Utilities:** FAC will contact Miss Utility to locate and mark all public utilities, prior to commencing work that involves intrusive sub-base work.
5. **Private Utilities:** It is the customer's responsibility to contract, before any work is performed by FAC, to have all private utilities (i.e; private lighting, irrigation, etc.) identified and marked for identification. **NOTE:** FAC will be held-harmless for any damaged caused to private utilities not identified and marked, prior to our arrival.
6. The customer agrees to pay the contractor within 30-days after the invoice for payment has been delivered. Any amounts past due, after 30-days from the invoice date, are subject to a 1.5% per month late charge, which customer agrees to pay. If full payment including late charges have not been received within 60-days, the account will be turned over for collection, which the customer agrees to pay for all collection fees, including attorney cost, court cost, and any other collection cost incurred by the contractor.
7. If, while performing the contracted work, FAC, Inc. encounters undesirable sub-grade/sub-base material, FAC, Inc. will notify the customer of the issues encountered and will provide an estimated cost to repair. If the purchaser declines the corrective work and directs FAC, Inc. to proceed with the asphalt or concrete installation, FAC, Inc will not be held responsible for the structural integrity of the area(s) and the warranty will be voided.
8. If unsuitable materials are encountered (I.E. paving fabric, contaminated materials, etc.) and deemed by contractor or supplier as unacceptable to be delivered to the originally desired location for disposal, the material will be transported to a dump site and customer agrees to pay all associated costs for the trucking and disposal.
9. When paving handicap parking areas, FAC will pave per the existing elevations, slopes, and conditions, unless otherwise instructed by the customer or specified in the proposal. FAC will not be responsible for any handicap parking areas that exceed ADA guidelines, if customer instructs FAC to pave areas regardless of guidelines.
10. FAC will not be responsible for any standing water in areas with fixed structures (Bordering Concrete), or existing layouts, that have less than a 2% slope.
11. FAC, Inc. will make every effort to replace any existing speed bumps, or install new speed bumps, with a 1" variance in height.
12. FAC, Inc. will not be responsible for any damage to new asphalt, concrete, or seal coat, which may be caused by loads in excess of design capacity, graffiti, tire tracks, and animal or human foot prints.
13. FAC, Inc. will not be responsible for any delays in construction caused by weather, acts of God, delays in transportation, fuel or raw material shortages, plant failures, or any other circumstances beyond our control.
14. **General exclusions unless stated in the proposal:** Further undercut of the existing sub-base material, new stone sub-base, thermoplastic striping, posting of notices, towing of vehicles, engineering, third-party testing, private utility location, bonds, permits, fees, or anything other than the services listed in the proposal.
15. This work requires the use of heavy trucks and equipment. FAC, Inc. will not be held responsible for the repair or replacement of lawns, existing asphalt or concrete, utilities, etc. caused by heavy construction equipment required to carry out the work as described in the proposal.
16. Upon driving on your new asphalt parking lot, whether seal coated or newly paved, we recommend avoiding turning your wheels, unless your car is in-motion. The new asphalt will still be in a curing phase and the friction from turning your wheels, while in-place, may cause "scuffing" and/or turn marks. These scuffs and turn marks will eventually fade as they blend in with the surrounding surfaces over time. Therefore, FAC, Inc. does not classify "scuffing or turn marks" as "warranty repairs".
17. **NOTE:** Scraping and/or power-washing painted fire lane curbs will not completely remove all existing debris or flaking paint. Unless paint/debris is removed via hydro/sand blasting, FAC is not responsible for future flaking or peeling of

Proposal: Old Mill Community Council



painted fire lane curbs.

18. FAC, Inc. Standard Warranty is for a two-year period. This warranty covers material and workmanship only. Any claims for warranty work must be submitted to FAC, Inc. in writing via email to "contactus@finleyasphalt.com" within 24-months of the work being completed. This warranty does not in anyway cover "unforeseen parking lot damage" outside of normal parking lot usage. (I.E. Unreasonable use, construction traffic, cranes, emergency vehicles, utility repairs, sub-base failure, petroleum/chemical spills, acts of God, etc.). Striping is included in this warranty as long as the new asphalt and concrete are allowed to cure for 30-days prior to the paint installation. Performance of warranty work will not constitute a warranty extension. **NOTE:** Seal Coating, Crack Filling, and Fire Lane Painting are excluded from the warranty coverage.
19. **Credit Card Payments:** FAC will accept VISA credit card payments only, when using credit to pay for an outstanding invoice. Please note: Any balances over \$10,000, will include a 4% fee, that will be added to the outstanding balance, for accepting a credit card payment.
20. **Vehicle Towing:** FAC requires that the customer have the work zone completely vacant, of vehicles, upon our arrival to the job site. The customer is responsible for having any stranded vehicles towed out of the work area, at the customer's expense, within 1-hour of agreed upon start time. **NOTE:** If in the event the customer fails to have all vehicles moved from the work zone, FAC may contract to have any stranded vehicles towed, at the customer's expense, the customer agrees to reimburse FAC, Inc. for any such towing/relocation expenses.



Mill & Overlay - Striping

SFMC, Inc.
Rob Hennessy

Project:

Old Mill - Buffie Court
Buffie Court
Burke Virginia 22015

Service Provider Information

Company Info



NVM Paving & Concrete
10395 Democracy Lane
Fairfax, VA, 22030

P: 703-426-2700

F: 703-426-2400

<http://www.nvmpaving.com>

Contact Person

Scott Glaser
Project Manager
scott@nvmpaving.net
Cell: 703-856-5734
Office 703-426-2700

About Us

We Solve Problems & Make Pavement Maintenance Simple

NVM Paving & Concrete is a full-service asphalt and concrete company serving the DC, Maryland, Virginia, Delaware, North Carolina, and South Carolina areas. Through our nationwide resources we have the ability to provide commercial asphalt and concrete services throughout the country.

For more than 25 years, property owners, property managers, municipalities, homeowner associations, and general contractors have chosen NVM as their asphalt paving and concrete contractor. For more information on NVM please go to our website <https://www.nvmpaving.com>

Please find our enclosed proposal and do not hesitate to call us with any questions.

Asphalt Milling & Overlay

1. Mill and overlay the asphalt pavement totaling approx. **46,118 square feet**.
2. All areas will be barricaded before, during and after this project. Customer is responsible for removal of vehicles.
3. Mill the entire asphalt surface totaling approx. **46,118 square feet** an average of **2 inches** deep and haul millings off site. Full pavement milling improves the performance of the new asphalt overlay by removing the cracked and oxidized surface layer and maintaining current pavement elevations, water flow channels and curb heights.
4. An additional charge may be required if the existing milled asphalt is mixed with paving fabric material. The asphalt plants will not recycle asphalt millings mixed with paving fabric which forces us to haul the millings to a landfill for a fee.
5. All surfaces to be paved will be cleaned of all loose materials and a tack coat applied.
6. Install an average of **2 inches** of surface mix asphalt compacted (SM 9.5mm PG 64-22). All work will be completed in 1 mobilization(s).

Total Price for this item: \$71,326.00

Line Striping

1. Layout and stripe the pavement markings as per the existing layout and the quantities listed below.
2. 120 Parking Stalls, 120 Curb White Box, 1320 Curb Face Reserved Wording with 3 Numbers and 750 Linear Feet Curbing.
3. Our firm will complete this project in 1 trips. In the event that cars are not moved, sprinklers are left on or any other reason we are not able to complete the work on the scheduled day, there will be an addition trip charge of \$650.00 per required trip. (We will not wait for cars to be move or for the pavement to dry due to sprinklers).
4. **No warranty is offered on curb painting.**

Total Price for this item: \$4,555.00

Buffie Court



Notes:

Price Breakdown: Old Mill - Buffie Court



Please find the following breakdown of all services we have provided in this proposal. This proposal originated on January 14, 2022.

Item	Description	Cost
1	Asphalt Milling & Overlay	\$71,326.00
2	Line Striping	\$4,555.00
Total:		\$75,881.00

Authorization to Proceed & Contract

The information contained in this proposal is proprietary to NVM Paving & Concrete and is provided to the recipient for internal evaluation purposes only. ***The distribution or disclosure of the information to any third party without the expressed written permission of NVM Paving & Concrete is prohibited.***

You are hereby authorized to proceed with the work as identified in this contract. By signing and returning this contract, you are authorized to proceed with the work as stated.

We understand that if any additional work is required different than stated in the this proposal/contract it must be in a new contract or added to this contract.

Please see all attachments for special conditions that may pertain to aspects of this project.

Proposal: Old Mill - Buffie Court



Acceptance

We agree to pay the total sum or balance in full upon completion of this project.

A (1/3) deposit is due upon acceptance of this proposal.

If, this is a multi-phase project, partial payments are required upon completion of each individual phase.

Final payment is due within 30 days of completion of the project.

No retention is to be held on any part of any invoice.

Any alterations or deviations from this contract will result in extra costs over and above this contract's price.

A late fee of 1.5% per month will be assessed to any invoice over 31 days old.

If the customer defaults, they agree to pay all costs of collection, including court costs, reasonable attorney fees, and interest on late payments of 1.5% per month.

Failure of purchaser to make payments according to the terms of this contract shall give NVM the right to suspend performance until payments are made, or after written notice, to terminate the contract and pursue all available legal remedies. The purchaser shall bear **ALL** legal costs incurred. NVM shall not be liable for claims for damages due to suspended performance or termination of the contract. If customer defaults on payment terms their warranty rights become forfeited and are now voided.

Date: _____

Rob Hennessy | Community Manager
SFMC, Inc.
9464 Innovation Drive
Manassas, Virginia, 20110
rhennesy@sfmcinc.com
C: 703-392-6006
O: 703-392-6006

Scott Glaser | Project Manager
scott@nvmpaving.net
C: 703-856-5734
NVM Paving & Concrete
10395 Democracy Lane
Fairfax, VA, 22030
P: 703-426-2700
F: 703-426-2400
<http://www.nvmpaving.com>

NVM Terms & Conditions

1. **GENERAL.** All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written change orders and will become an extra charge over and above the estimate. Owner to carry fire, tornado and other necessary insurance. The term "Owner" shall mean that other person(s) that NVM Contractors, Inc. is in privity with respecting the subject work. Our workers are fully covered by Worker's Compensation Insurance.
All work is available within (1) **One** Mobilization.
Our proposal is based upon having continuous, unrestricted access to the site and our work area.
It is the client's responsibility to have all vehicles, dumpsters, containers, and any other items removed from the lot and work area prior to commencement of work.
It is the client's responsibility to notify tenants, landscapers, movers, garbage disposal companies, turn off sprinklers, etc. that vehicles will **NOT** be permitted in the work zone while work is in progress and during the required cure time thereafter.
All occupants should be aware of our (NVM) presence to ensure a safe working environment.
All towing is to be coordinated by the client and at the client's expense.
All agreements contingent upon uncontrollable or unforeseen events such as acts of God, adverse weather conditions, riots, unusual delays in transportations, shortages of asphalt, concrete or other materials, intervening acts of third parties, unavoidable casualties, etc.
Pavement surfaces around the job site will be cosmetically damaged with scratches and stains. No structural damage will be caused, and this cosmetic damage will fade/disappear within months.
This proposal may be withdrawn by NVM within **30** days if not accepted and scheduled/completed within **120** days.
NVM is not responsible nor are they liable for consequential damages, such as, loss of profits or revenues, cost of capital, cost of purchased work or materials, claims of customers for service interruptions due to work, lack of access to the work site, etc.
Some inconvenience can be expected due to the important role parking lots play at the facility. Every effort will be made to minimize these difficulties.
This contract does not include for scale wages, or liquidated damages.
The Client must provide NVM an onsite area to stage equipment and park service vehicles. NVM will consult with the client for a suitable location on-site to stage equipment, supplies and a portable bathroom.
It will be the client's responsibility to water and maintain any disturbed areas after NVM has installed topsoil, seed, and straw to those areas.
Everyone should be made aware of the expected degree of noise and the fact that the noise will last from 7 AM to 7 PM Monday through Friday. Weekend work hours are typically 8AM to 5PM but not limited to such.
Any optional services are to be done in conjunction with all work contained within this proposal.
All items and services within this proposal are to be done in conjunction with each other.
2. **PRICE POLICY.** This proposal reflects the current estimate for labor and materials necessary to complete the work described herein. The total price quoted shall remain in effect throughout the project, so long as (i) NVM Contractors, Inc. is able to commence work at the job site within _____ from the date of this proposal, and (ii) no additional labor or material requests are made by the party accepting this Proposal. If price increases are necessitated as a result of the occurrence of either of the above conditions, the NVM Contractors, Inc. shall notify the applicable party of the extent of such price increases, or it may decline to perform or continue with any portion or all of this contract, at which time it shall be compensated in accordance with this Proposal, in proportion to the work actually performed.
3. **Possible Upcharges or Additional Work:**
Quantities in this proposal are based on provided data and plans and are subject to change based on field measurements.
Measurements in this proposal were taken during normal hours and were taken to the best of the estimator's ability. If areas were obstructed by, parked cars, storage containers, stockpiled trash, or other obstacles during the site visit, these areas may not have been included in the scope of work. If discovered prior to the commencement of work the client will be notified and offered the opportunity to have the area repaired or addressed.
If additional mobilizations are required and/or requested by the client the cost of additional mobilizations shall be billed at an extra \$2500.00 for an asphalt crew, \$2000.00 for a site work crew, \$2000.00 for a concrete crew, \$1500.00 for a sealcoating crew, \$500.00 for a service crew per each extra mobilization.
If work is unable to begin at the agreed upon time due to vehicles, dumpsters, or other obstacles on the property, the client will be billed \$500.00 per each hour NVM is forced to sit idle.
Heavy equipment and trucks are required to complete this work; NVM cannot guarantee the structural integrity of pavement surrounding the work zone. Cracks or damage to pavement area from dump trucks or any equipment

Proposal: Old Mill - Buffie Court



running over it is excluded from this contract.

Any currently deteriorated/cracked areas of asphalt throughout the property may become more damaged because of this construction project and any repairs to these will be at an additional cost. Cracks or damage to the pavement area from dump trucks or any equipment running over it is excluded from this contract.

Prices are based on material costs at the date of this proposal. Any increased material costs may result in an increase to this contract's cost.

Any item not specified in this proposal is deemed excluded and would involve extra charges.

Change orders must be agreed to by both the client and contractor prior to the commencement of any additional work taking place. The client must have someone authorized to approve change-orders for the entire duration of the project. This proposal does not include for any third party testing of materials. Testing is available at an additional cost.

4. Site Work Conditions:

This contract does not include and engineering, geo-technical services, as-built drawings, or surveys or stakeouts. This contract does not include stakeouts, bonds, permits, private underground utility locating, scale wages, or overtime.

This contract does not include drying/wetting of soils, geo-grid, geotextile fabric, or guarantee of suitability of onsite soils for intended use.

This contract does not include undercuts or removal of unsuitable areas, repairing, replacing, or relocating of any existing underground utilities.

The installation of sediment controls is not included in this contract.

The trimming of trees or removal of roots is required during excavation, replacing any tree(s) is excluded, new installation of any landscaping, bushes, flowers, etc. are excluded. The client should have any landscaping within the work zone removed by licensed landscaping contractor(s) prior to commencement of work.

The repairing, replacing, removal, or relocation of any existing underground utilities or boxes not marked by Miss Utility is excluded from this contract. This also includes for any private utility lines not buried at least 18 inches into the ground.

5. Asphalt Conditions:

Tire tracking, wheel burns, power steering turns, and marks can all be expected within the first several weeks upon completion.

NVM is not responsible for drainage issues of ponding water where drainage is less than 2%.

It is the owner's responsibility to notify NVM if any embedded sensor loops exist. The replacement of these loops is not included in this proposal unless specifically stated so in the "Scope of Work" section.

NVM is not responsible for any damage caused by pedestrians or vehicles that enter the work zone and cause damage such as tracking of material onto concrete, carpets, tile, etc.

If the depth of pavement is greater than the depth specified in the "Scope of Work" section of this proposal the client will be billed \$12.00 per square yard per inch.

If paving fabric, heating mats, and/or any other unforeseeable and unusual obstruction are found to exist once demolition or excavation commences, the client will be notified immediately. This may require extra work resulting from these site conditions and there will be additional costs.

If unsuitable sub-base exists there will be a \$95.00 per ton rate applied to replace with GAB(Gravel).

If the current posted FOB price for asphalt at the time of construction exceeds the posted FOB price at date of proposal the difference will be billed as an increase to the client.

Speed bumps/humps will be installed at an average height of 2.5 inches with a tolerance of plus or minus 0.5 (one half) inches. Requests for installation higher must be in writing from the client. NVM is not responsible for any damage caused to vehicles because of our installing traffic control speed humps. Any adjustment after installation will be at a cost to the client.

No guarantee against flaking or peeling of curb painting is provided.

Sealcoat installation between October 15 to April 15 will not be warrantied.

Settling of crack fill is to be expected.

Alligator areas will not be crack filled.

Crack fill areas will not be warrantied if underground water is evident.

New asphalt will not match existing asphalt.

Pothole filling is considered to be a temporary repair and is not covered by our warranty.

6. Concrete Conditions:

If the depth of pavement is greater than the depth specified in the scope of work section of this proposal the customer will be billed \$2.00 per square foot per inch.

If unsuitable sub-base exists there will be a \$75.00 per ton rate applied to replace it with GAB.

The use of ANY de-icing chemicals on new concrete immediately voids all warranties.

NVM is not responsible for any hairline cracks, stress cracks, discoloration, or spots within the concrete.

NVM makes no guarantee that the color of the new concrete will match the existing concrete.

Proposal: Old Mill - Buffie Court



NVM makes no guarantees against expansive or swelling soils, shrinkage, and movement of soils. NVM makes no guarantees against damage by misuse, defacement, marking, foot traffic, animal footprints, scratches, or vandalism made in wet concrete. NVM does not provide security services to protect concrete from graffiti. The cleaning of concrete dust carried outside of work zone by wind is excluded in this proposal. All concrete is assumed to be on grade unless told otherwise. NVM makes no guarantees against damage to any deck structures or waterproof membranes beneath the concrete.

7. **Masonry Conditions:**
Efflorescence on masonry surfaces will occur on occasion. The cleaning or removal of efflorescence is excluded from this contract. NVM makes no guarantee that new mortar color will match existing surrounding aged mortar.
8. **DUST, DIRT & GRIT.** NVM will suppress dust, dirt and grit generated on our job sites by using water suppression systems on our demolition equipment. However these systems are not full proof and some dust, dirt and grit may escape with the winds beyond the work area. NVM Contractors, Inc. will not be liable for any damages caused by dust, dirt or grit deposited on any surface outside of the work area including vehicles.
9. **ACCEPTANCE OF WORK.** Upon completion of the work, NVM Contractors, Inc. shall be considered to have fulfilled its performance requirements hereunder, unless the other party notifies NVM Contractors, Inc. in writing, within five (5) days from the date of completion by NVM Contractors, Inc. of the nature and extent of any alleged defects or incomplete item.
10. **INDEMNITY.** The party accepting this Proposal shall indemnify and hold NVM Contractors, Inc. harmless from and against any claims and demands, suits, or judgements arising out of any property damage or personal injuries sustained at the job site as a result of any other party (including the party accepting this Proposal) performing any work upon, or inspecting, the site during the course of the work to be performed by NVM Contractors, Inc.

One Year Warranty Statement

1. NVM Paving & Concrete will hereby warrant and guarantee that all work being performed will be in a workmanlike manner and guarantee said workmanship, labor and materials for a period of one year after completion of work. NVM Paving & Concrete will not guarantee against damages caused by vandalism or the use of de-icing chemicals.

Exclusions

1. Traffic control.
2. Disposal of asphalt millings mixed with paving fabric.
3. Adjustments to manholes and utility access covers.
4. Proper water drainage in pavement areas with less than 2% slope.
5. All permits and related fees.
6. Repair of any damage that might occur to underground utilities not properly marked by Miss Utility.

Asphalt Index

1. Prices quoted are based on the current FOB refinery prices on liquid asphalt. Such prices are not guaranteed by the major oil companies and are subject to sudden adjustment during the term of the agreement. The price for liquid asphalt for this quote is \$525.50 in Virginia, \$541.67 in Maryland & DC, \$520.00 in South Carolina, and \$520.91 in North Carolina per liquid ton. Any change in the price of liquid asphalt may require an extra charge.



Mill & Overlay - Striping

SFMC, Inc.
Rob Hennessy

Project:

Old Mill - Cherry Oak
Cherry Oak
Burke Virginia 22015

Service Provider Information

Company Info



NVM Paving & Concrete
10395 Democracy Lane
Fairfax, VA, 22030

P: 703-426-2700
F: 703-426-2400
<http://www.nvmpaving.com>

Contact Person

Scott Glaser
Project Manager
scott@nvmpaving.net
Cell: 703-856-5734
Office 703-426-2700

About Us

We Solve Problems & Make Pavement Maintenance Simple

NVM Paving & Concrete is a full-service asphalt and concrete company serving the DC, Maryland, Virginia, Delaware, North Carolina, and South Carolina areas. Through our nationwide resources we have the ability to provide commercial asphalt and concrete services throughout the country.

For more than 25 years, property owners, property managers, municipalities, homeowner associations, and general contractors have chosen NVM as their asphalt paving and concrete contractor. For more information on NVM please go to our website <https://www.nvmpaving.com>

Please find our enclosed proposal and do not hesitate to call us with any questions.

Asphalt Milling & Overlay

1. Mill and overlay the asphalt pavement totaling approx. **39,109 square feet**.
2. All areas will be barricaded before, during and after this project. Customer is responsible for removal of vehicles.
3. Mill the entire asphalt surface totaling approx. **39,109 square feet** an average of **2 inches** deep and haul millings off site. Full pavement milling improves the performance of the new asphalt overlay by removing the cracked and oxidized surface layer and maintaining current pavement elevations, water flow channels and curb heights.
4. An additional charge may be required if the existing milled asphalt is mixed with paving fabric material. The asphalt plants will not recycle asphalt millings mixed with paving fabric which forces us to haul the millings to a landfill for a fee.
5. All surfaces to be paved will be cleaned of all loose materials and a tack coat applied.
6. Install an average of **2 inches** of surface mix asphalt compacted (SM 9.5mm PG 64-22). All work will be completed in 1 mobilization(s).

Total Price for this item: \$60,222.00

Line Striping

1. Layout and stripe the pavement markings as per the existing layout and the quantities listed below.
2. 98 Parking Stalls, 98 Curb Face White Box, 98 Curb Face Reserved Wording with 2 Numbers, 2 Speed Bumps and 790 Linear Feet Curbing.
3. Our firm will complete this project in 1 trips. In the event that cars are not moved, sprinklers are left on or any other reason we are not able to complete the work on the scheduled day, there will be an addition trip charge of \$650.00 per required trip. (We will not wait for cars to be move or for the pavement to dry due to sprinklers).
4. **No warranty is offered on curb painting.**

Total Price for this item: \$3,910.00

Cherry Oak Purple



Notes:

Price Breakdown: Old Mill - Cherry Oak



Please find the following breakdown of all services we have provided in this proposal. This proposal originated on January 14, 2022.

Item	Description	Cost
1	Asphalt Milling & Overlay	\$60,222.00
2	Line Striping	\$3,910.00
Total:		\$64,132.00

Authorization to Proceed & Contract

The information contained in this proposal is proprietary to NVM Paving & Concrete and is provided to the recipient for internal evaluation purposes only. ***The distribution or disclosure of the information to any third party without the expressed written permission of NVM Paving & Concrete is prohibited.***

You are hereby authorized to proceed with the work as identified in this contract. By signing and returning this contract, you are authorized to proceed with the work as stated.

We understand that if any additional work is required different than stated in the this proposal/contract it must be in a new contract or added to this contract.

Please see all attachments for special conditions that may pertain to aspects of this project.

Proposal: Old Mill - Cherry Oak



Acceptance

We agree to pay the total sum or balance in full upon completion of this project.

A (1/3) deposit is due upon acceptance of this proposal.

If, this is a multi-phase project, partial payments are required upon completion of each individual phase.

Final payment is due within 30 days of completion of the project.

No retention is to be held on any part of any invoice.

Any alterations or deviations from this contract will result in extra costs over and above this contract's price.

A late fee of 1.5% per month will be assessed to any invoice over 31 days old.

If the customer defaults, they agree to pay all costs of collection, including court costs, reasonable attorney fees, and interest on late payments of 1.5% per month.

Failure of purchaser to make payments according to the terms of this contract shall give NVM the right to suspend performance until payments are made, or after written notice, to terminate the contract and pursue all available legal remedies. The purchaser shall bear **ALL** legal costs incurred. NVM shall not be liable for claims for damages due to suspended performance or termination of the contract. If customer defaults on payment terms their warranty rights become forfeited and are now voided.

Date: _____

Rob Hennessy | Community Manager
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NVM Terms & Conditions

1. **GENERAL.** All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written change orders and will become an extra charge over and above the estimate. Owner to carry fire, tornado and other necessary insurance. The term "Owner" shall mean that other person(s) that NVM Contractors, Inc. is in privity with respecting the subject work. Our workers are fully covered by Worker's Compensation Insurance.
All work is available within (1) **One Mobilization.**
Our proposal is based upon having continuous, unrestricted access to the site and our work area.
It is the client's responsibility to have all vehicles, dumpsters, containers, and any other items removed from the lot and work area prior to commencement of work.
It is the client's responsibility to notify tenants, landscapers, movers, garbage disposal companies, turn off sprinklers, etc. that vehicles will **NOT** be permitted in the work zone while work is in progress and during the required cure time thereafter.
All occupants should be aware of our (NVM) presence to ensure a safe working environment.
All towing is to be coordinated by the client and at the client's expense.
All agreements contingent upon uncontrollable or unforeseen events such as acts of God, adverse weather conditions, riots, unusual delays in transportations, shortages of asphalt, concrete or other materials, intervening acts of third parties, unavoidable casualties, etc.
Pavement surfaces around the job site will be cosmetically damaged with scratches and stains. No structural damage will be caused, and this cosmetic damage will fade/disappear within months.
This proposal may be withdrawn by NVM within **30** days if not accepted and scheduled/completed within **120** days.
NVM is not responsible nor are they liable for consequential damages, such as, loss of profits or revenues, cost of capital, cost of purchased work or materials, claims of customers for service interruptions due to work, lack of access to the work site, etc.
Some inconvenience can be expected due to the important role parking lots play at the facility. Every effort will be made to minimize these difficulties.
This contract does not include for scale wages, or liquidated damages.
The Client must provide NVM an onsite area to stage equipment and park service vehicles. NVM will consult with the client for a suitable location on-site to stage equipment, supplies and a portable bathroom.
It will be the client's responsibility to water and maintain any disturbed areas after NVM has installed topsoil, seed, and straw to those areas.
Everyone should be made aware of the expected degree of noise and the fact that the noise will last from 7 AM to 7 PM Monday through Friday. Weekend work hours are typically 8AM to 5PM but not limited to such.
Any optional services are to be done in conjunction with all work contained within this proposal.
All items and services within this proposal are to be done in conjunction with each other.
2. **PRICE POLICY.** This proposal reflects the current estimate for labor and materials necessary to complete the work described herein. The total price quoted shall remain in effect throughout the project, so long as (i) NVM Contractors, Inc. is able to commence work at the job site within _____ from the date of this proposal, and (ii) no additional labor or material requests are made by the party accepting this Proposal. If price increases are necessitated as a result of the occurrence of either of the above conditions, the NVM Contractors, Inc. shall notify the applicable party of the extent of such price increases, or it may decline to perform or continue with any portion or all of this contract, at which time it shall be compensated in accordance with this Proposal, in proportion to the work actually performed.
3. **Possible Upcharges or Additional Work:**
Quantities in this proposal are based on provided data and plans and are subject to change based on field measurements.
Measurements in this proposal were taken during normal hours and were taken to the best of the estimator's ability. If areas were obstructed by, parked cars, storage containers, stockpiled trash, or other obstacles during the site visit, these areas may not have been included in the scope of work. If discovered prior to the commencement of work the client will be notified and offered the opportunity to have the area repaired or addressed.
If additional mobilizations are required and/or requested by the client the cost of additional mobilizations shall be billed at an extra \$2500.00 for an asphalt crew, \$2000.00 for a site work crew, \$2000.00 for a concrete crew, \$1500.00 for a sealcoating crew, \$500.00 for a service crew per each extra mobilization.
If work is unable to begin at the agreed upon time due to vehicles, dumpsters, or other obstacles on the property, the client will be billed \$500.00 per each hour NVM is forced to sit idle.
Heavy equipment and trucks are required to complete this work; NVM cannot guarantee the structural integrity of pavement surrounding the work zone. Cracks or damage to pavement area from dump trucks or any equipment

Proposal: Old Mill - Cherry Oak



running over it is excluded from this contract.

Any currently deteriorated/cracked areas of asphalt throughout the property may become more damaged because of this construction project and any repairs to these will be at an additional cost. Cracks or damage to the pavement area from dump trucks or any equipment running over it is excluded from this contract.

Prices are based on material costs at the date of this proposal. Any increased material costs may result in an increase to this contract's cost.

Any item not specified in this proposal is deemed excluded and would involve extra charges.

Change orders must be agreed to by both the client and contractor prior to the commencement of any additional work taking place. The client must have someone authorized to approve change-orders for the entire duration of the project.

This proposal does not include for any third party testing of materials. Testing is available at an additional cost.

4. Site Work Conditions:

This contract does not include and engineering, geo-technical services, as-built drawings, or surveys or stakeouts. This contract does not include stakeouts, bonds, permits, private underground utility locating, scale wages, or overtime.

This contract does not include drying/wetting of soils, geo-grid, geotextile fabric, or guarantee of suitability of onsite soils for intended use.

This contract does not include undercuts or removal of unsuitable areas, repairing, replacing, or relocating of any existing underground utilities.

The installation of sediment controls is not included in this contract.

The trimming of trees or removal of roots is required during excavation, replacing any tree(s) is excluded, new installation of any landscaping, bushes, flowers, etc. are excluded. The client should have any landscaping within the work zone removed by licensed landscaping contractor(s) prior to commencement of work.

The repairing, replacing, removal, or relocation of any existing underground utilities or boxes not marked by Miss Utility is excluded from this contract. This also includes for any private utility lines not buried at least 18 inches into the ground.

5. Asphalt Conditions:

Tire tracking, wheel burns, power steering turns, and marks can all be expected within the first several weeks upon completion.

NVM is not responsible for drainage issues of ponding water where drainage is less than 2%.

It is the owner's responsibility to notify NVM if any embedded sensor loops exist. The replacement of these loops is not included in this proposal unless specifically stated so in the "Scope of Work" section.

NVM is not responsible for any damage caused by pedestrians or vehicles that enter the work zone and cause damage such as tracking of material onto concrete, carpets, tile, etc.

If the depth of pavement is greater than the depth specified in the "Scope of Work" section of this proposal the client will be billed \$12.00 per square yard per inch.

If paving fabric, heating mats, and/or any other unforeseeable and unusual obstruction are found to exist once demolition or excavation commences, the client will be notified immediately. This may require extra work resulting from these site conditions and there will be additional costs.

If unsuitable sub-base exists there will be a \$95.00 per ton rate applied to replace with GAB(Gravel).

If the current posted FOB price for asphalt at the time of construction exceeds the posted FOB price at date of proposal the difference will be billed as an increase to the client.

Speed bumps/humps will be installed at an average height of 2.5 inches with a tolerance of plus or minus 0.5 (one half) inches. Requests for installation higher must be in writing from the client. NVM is not responsible for any damage caused to vehicles because of our installing traffic control speed humps. Any adjustment after installation will be at a cost to the client.

No guarantee against flaking or peeling of curb painting is provided.

Sealcoat installation between October 15 to April 15 will not be warrantied.

Settling of crack fill is to be expected.

Alligator areas will not be crack filled.

Crack fill areas will not be warrantied if underground water is evident.

New asphalt will not match existing asphalt.

Pothole filling is considered to be a temporary repair and is not covered by our warranty.

6. Concrete Conditions:

If the depth of pavement is greater than the depth specified in the scope of work section of this proposal the customer will be billed \$2.00 per square foot per inch.

If unsuitable sub-base exists there will be a \$75.00 per ton rate applied to replace it with GAB.

The use of ANY de-icing chemicals on new concrete immediately voids all warranties.

NVM is not responsible for any hairline cracks, stress cracks, discoloration, or spots within the concrete.

NVM makes no guarantee that the color of the new concrete will match the existing concrete.

Proposal: Old Mill - Cherry Oak



NVM makes no guarantees against expansive or swelling soils, shrinkage, and movement of soils.
NVM makes no guarantees against damage by misuse, defacement, marking, foot traffic, animal footprints, scratches, or vandalism made in wet concrete. NVM does not provide security services to protect concrete from graffiti.
The cleaning of concrete dust carried outside of work zone by wind is excluded in this proposal.
All concrete is assumed to be on grade unless told otherwise. NVM makes no guarantees against damage to any deck structures or waterproof membranes beneath the concrete.

7. **Masonry Conditions:**
Efflorescence on masonry surfaces will occur on occasion. The cleaning or removal of efflorescence is excluded from this contract. NVM makes no guarantee that new mortar color will match existing surrounding aged mortar.
8. **DUST, DIRT & GRIT.** NVM will suppress dust, dirt and grit generated on our job sites by using water suppression systems on our demolition equipment. However these systems are not full proof and some dust, dirt and grit may escape with the winds beyond the work area. NVM Contractors, Inc. will not be liable for any damages caused by dust, dirt or grit deposited on any surface outside of the work area including vehicles.
9. **ACCEPTANCE OF WORK.** Upon completion of the work, NVM Contractors, Inc. shall be considered to have fulfilled its performance requirements hereunder, unless the other party notifies NVM Contractors, Inc. in writing, within five (5) days from the date of completion by NVM Contractors, Inc. of the nature and extent of any alleged defects or incomplete item.
10. **INDEMNITY.** The party accepting this Proposal shall indemnify and hold NVM Contractors, Inc. harmless from and against any claims and demands, suits, or judgements arising out of any property damage or personal injuries sustained at the job site as a result of any other party (including the party accepting this Proposal) performing any work upon, or inspecting, the site during the course of the work to be performed by NVM Contractors, Inc.

One Year Warranty Statement

1. NVM Paving & Concrete will hereby warrant and guarantee that all work being performed will be in a workmanlike manner and guarantee said workmanship, labor and materials for a period of one year after completion of work. NVM Paving & Concrete will not guarantee against damages caused by vandalism or the use of de-icing chemicals.

Exclusions

1. Traffic control.
2. Disposal of asphalt millings mixed with paving fabric.
3. Adjustments to manholes and utility access covers.
4. Proper water drainage in pavement areas with less than 2% slope.
5. All permits and related fees.
6. Repair of any damage that might occur to underground utilities not properly marked by Miss Utility.

Asphalt Index

1. Prices quoted are based on the current FOB refinery prices on liquid asphalt. Such prices are not guaranteed by the major oil companies and are subject to sudden adjustment during the term of the agreement. The price for liquid asphalt for this quote is \$525.50 in Virginia, \$541.67 in Maryland & DC, \$520.00 in South Carolina, and \$520.91 in North Carolina per liquid ton. Any change in the price of liquid asphalt may require an extra charge.



Mill & Overlay - Striping

SFMC, Inc.
Rob Hennessy

Project:

**Old Mill - Cloverdale
Court**

Cloverdale Court
Burke Virginia 22015

Service Provider Information

Company Info



NVM Paving & Concrete
10395 Democracy Lane
Fairfax, VA, 22030

P: 703-426-2700

F: 703-426-2400

<http://www.nvmpaving.com>

Contact Person

Scott Glaser
Project Manager
scott@nvmpaving.net
Cell: 703-856-5734
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About Us

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For more than 25 years, property owners, property managers, municipalities, homeowner associations, and general contractors have chosen NVM as their asphalt paving and concrete contractor. For more information on NVM please go to our website <https://www.nvmpaving.com>

Please find our enclosed proposal and do not hesitate to call us with any questions.

Proposal: Old Mill - Cloverdale Court



Asphalt Milling & Overlay

1. Mill and overlay the asphalt pavement totaling approx. **33,845 square feet**.
2. All areas will be barricaded before, during and after this project. Customer is responsible for removal of vehicles.
3. Mill the entire asphalt surface totaling approx. **33,845 square feet** an average of **2 inches** deep and haul millings off site. Full pavement milling improves the performance of the new asphalt overlay by removing the cracked and oxidized surface layer and maintaining current pavement elevations, water flow channels and curb heights.
4. An additional charge may be required if the existing milled asphalt is mixed with paving fabric material. The asphalt plants will not recycle asphalt millings mixed with paving fabric which forces us to haul the millings to a landfill for a fee.
5. All surfaces to be paved will be cleaned of all loose materials and a tack coat applied.
6. Install an average of **2 inches** of surface mix asphalt compacted (SM 9.5mm PG 64-22). All work will be completed in 1 mobilization(s).

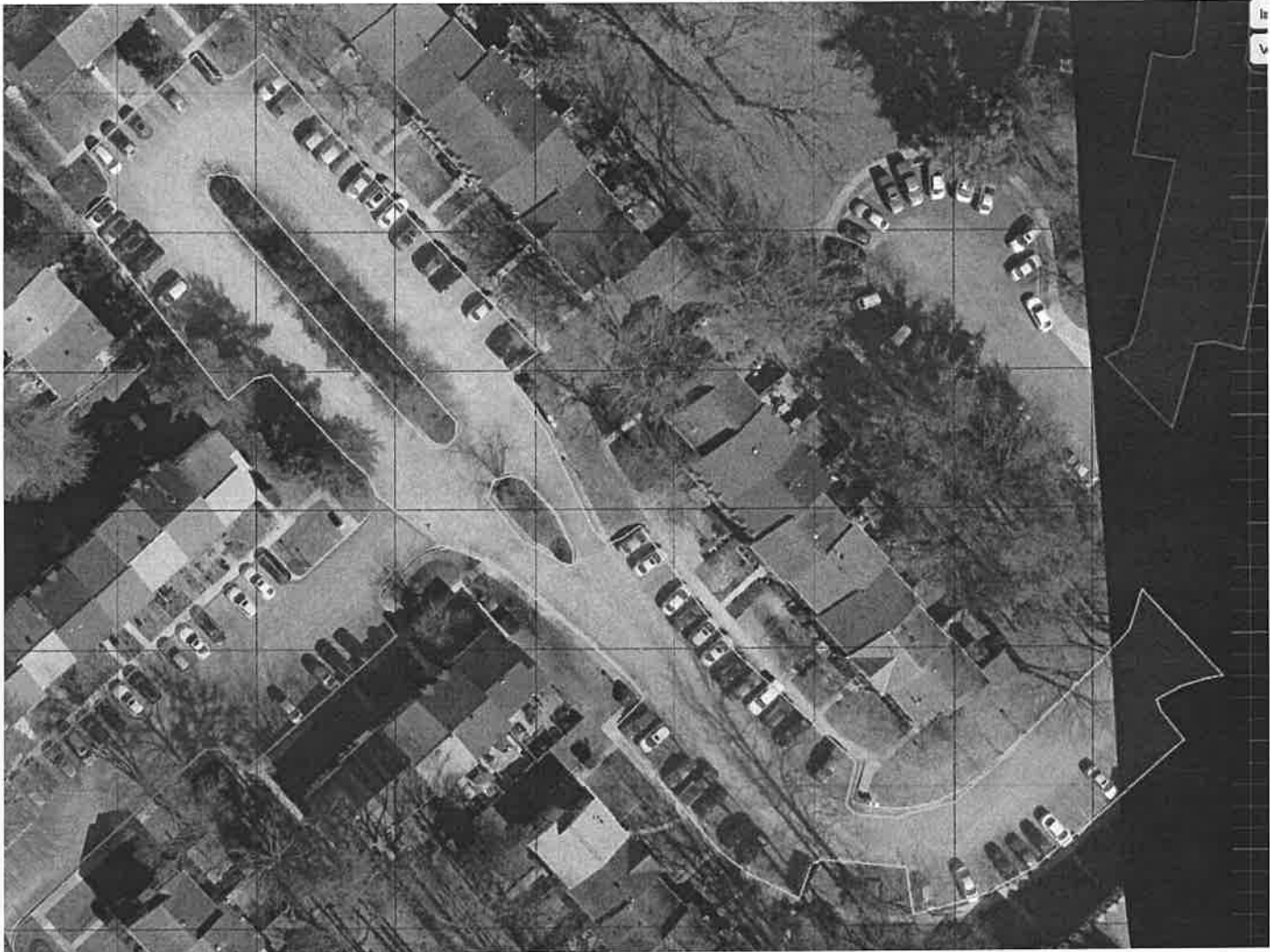
Total Price for this item: \$52,114.00

Line Striping

1. Layout and stripe the pavement markings as per the existing layout and the quantities listed below.
2. 82 Parking Stalls, 82 Curb Face White Box, 82 Curb Face Reserved Wording with 2 Numbers and 875 Linear Feet Curbing.
3. Our firm will complete this project in 1 trips. In the event that cars are not moved, sprinklers are left on or any other reason we are not able to complete the work on the scheduled day, there will be an addition trip charge of \$650.00 per required trip. (We will not wait for cars to be move or for the pavement to dry due to sprinklers).
4. **No warranty is offered on curb painting.**

Total Price for this item: \$3,390.00

Cloverdale Ct Green



Notes:

Price Breakdown: Old Mill - Cloverdale Court



Please find the following breakdown of all services we have provided in this proposal. This proposal originated on January 14, 2022.

Item	Description	Cost
1	Asphalt Milling & Overlay	\$52,114.00
2	Line Striping	\$3,390.00
Total:		\$55,504.00

Authorization to Proceed & Contract

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You are hereby authorized to proceed with the work as identified in this contract. By signing and returning this contract, you are authorized to proceed with the work as stated.

We understand that if any additional work is required different than stated in the this proposal/contract it must be in a new contract or added to this contract.

Please see all attachments for special conditions that may pertain to aspects of this project.

Proposal: Old Mill - Cloverdale Court



Acceptance

We agree to pay the total sum or balance in full upon completion of this project.

A (1/3) deposit is due upon acceptance of this proposal.

If, this is a multi-phase project, partial payments are required upon completion of each individual phase.

Final payment is due within 30 days of completion of the project.

No retention is to be held on any part of any invoice.

Any alterations or deviations from this contract will result in extra costs over and above this contract's price.

A late fee of 1.5% per month will be assessed to any invoice over 31 days old.

If the customer defaults, they agree to pay all costs of collection, including court costs, reasonable attorney fees, and interest on late payments of 1.5% per month.

Failure of purchaser to make payments according to the terms of this contract shall give NVM the right to suspend performance until payments are made, or after written notice, to terminate the contract and pursue all available legal remedies. The purchaser shall bear **ALL** legal costs incurred. NVM shall not be liable for claims for damages due to suspended performance or termination of the contract. If customer defaults on payment terms their warranty rights become forfeited and are now voided.

Date: _____

Rob Hennessy | Community Manager
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<http://www.nvm paving.com>

NVM Terms & Conditions

- 1. GENERAL.** All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written change orders and will become an extra charge over and above the estimate. Owner to carry fire, tornado and other necessary insurance. The term "Owner" shall mean that other person(s) that NVM Contractors, Inc. is in privity with respecting the subject work. Our workers are fully covered by Worker's Compensation Insurance.

All work is available within (1) **One Mobilization.**

Our proposal is based upon having continuous, unrestricted access to the site and our work area. It is the client's responsibility to have all vehicles, dumpsters, containers, and any other items removed from the lot and work area prior to commencement of work.

It is the client's responsibility to notify tenants, landscapers, movers, garbage disposal companies, turn off sprinklers, etc. that vehicles will **NOT** be permitted in the work zone while work is in progress and during the required cure time thereafter.

All occupants should be aware of our (NVM) presence to ensure a safe working environment.

All towing is to be coordinated by the client and at the client's expense.

All agreements contingent upon uncontrollable or unforeseen events such as acts of God, adverse weather conditions, riots, unusual delays in transportations, shortages of asphalt, concrete or other materials, intervening acts of third parties, unavoidable casualties, etc.

Pavement surfaces around the job site will be cosmetically damaged with scratches and stains. No structural damage will be caused, and this cosmetic damage will fade/disappear within months.

This proposal may be withdrawn by NVM within **30** days if not accepted and scheduled/completed within **120** days. NVM is not responsible nor are they liable for consequential damages, such as, loss of profits or revenues, cost of capital, cost of purchased work or materials, claims of customers for service interruptions due to work, lack of access to the work site, etc.

Some inconvenience can be expected due to the important role parking lots play at the facility. Every effort will be made to minimize these difficulties.

This contract does not include for scale wages, or liquidated damages.

The Client must provide NVM an onsite area to stage equipment and park service vehicles. NVM will consult with the client for a suitable location on-site to stage equipment, supplies and a portable bathroom.

It will be the client's responsibility to water and maintain any disturbed areas after NVM has installed topsoil, seed, and straw to those areas.

Everyone should be made aware of the expected degree of noise and the fact that the noise will last from 7 AM to 7 PM Monday through Friday. Weekend work hours are typically 8AM to 5PM but not limited to such.

Any optional services are to be done in conjunction with all work contained within this proposal.

All items and services within this proposal are to be done in conjunction with each other.
- 2. PRICE POLICY.** This proposal reflects the current estimate for labor and materials necessary to complete the work described herein. The total price quoted shall remain in effect throughout the project, so long as (i) NVM Contractors, Inc. is able to commence work at the job site within _____ from the date of this proposal, and (ii) no additional labor or material requests are made by the party accepting this Proposal. If price increases are necessitated as a result of the occurrence of either of the above conditions, the NVM Contractors, Inc. shall notify the applicable party of the extent of such price increases, or it may decline to perform or continue with any portion or all of this contract, at which time it shall be compensated in accordance with this Proposal, in proportion to the work actually performed.
- 3. Possible Upcharges or Additional Work:**

Quantities in this proposal are based on provided data and plans and are subject to change based on field measurements.

Measurements in this proposal were taken during normal hours and were taken to the best of the estimator's ability. If areas were obstructed by, parked cars, storage containers, stockpiled trash, or other obstacles during the site visit, these areas may not have been included in the scope of work. If discovered prior to the commencement of work the client will be notified and offered the opportunity to have the area repaired or addressed.

If additional mobilizations are required and/or requested by the client the cost of additional mobilizations shall be billed at an extra \$2500.00 for an asphalt crew, \$2000.00 for a site work crew, \$2000.00 for a concrete crew, \$1500.00 for a sealcoating crew, \$500.00 for a service crew per each extra mobilization.

If work is unable to begin at the agreed upon time due to vehicles, dumpsters, or other obstacles on the property, the client will be billed \$500.00 per each hour NVM is forced to sit idle.

Heavy equipment and trucks are required to complete this work; NVM cannot guarantee the structural integrity of pavement surrounding the work zone. Cracks or damage to pavement area from dump trucks or any equipment

running over it is excluded from this contract.

Any currently deteriorated/cracked areas of asphalt throughout the property may become more damaged because of this construction project and any repairs to these will be at an additional cost. Cracks or damage to the pavement area from dump trucks or any equipment running over it is excluded from this contract.

Prices are based on material costs at the date of this proposal. Any increased material costs may result in an increase to this contract's cost.

Any item not specified in this proposal is deemed excluded and would involve extra charges.

Change orders must be agreed to by both the client and contractor prior to the commencement of any additional work taking place. The client must have someone authorized to approve change-orders for the entire duration of the project.

This proposal does not include for any third party testing of materials. Testing is available at an additional cost.

4. **Site Work Conditions:**

This contract does not include and engineering, geo-technical services, as-built drawings, or surveys or stakeouts.

This contract does not include stakeouts, bonds, permits, private underground utility locating, scale wages, or overtime.

This contract does not include drying/wetting of soils, geo-grid, geotextile fabric, or guarantee of suitability of onsite soils for intended use.

This contract does not include undercuts or removal of unsuitable areas, repairing, replacing, or relocating of any existing underground utilities.

The installation of sediment controls is not included in this contract.

The trimming of trees or removal of roots is required during excavation, replacing any tree(s) is excluded, new installation of any landscaping, bushes, flowers, etc. are excluded. The client should have any landscaping within the work zone removed by licensed landscaping contractor(s) prior to commencement of work.

The repairing, replacing, removal, or relocation of any existing underground utilities or boxes not marked by Miss Utility is excluded from this contract. This also includes for any private utility lines not buried at least 18 inches into the ground.

5. **Asphalt Conditions:**

Tire tracking, wheel burns, power steering turns, and marks can all be expected within the first several weeks upon completion.

NVM is not responsible for drainage issues of ponding water where drainage is less than 2%.

It is the owner's responsibility to notify NVM if any embedded sensor loops exist. The replacement of these loops is not included in this proposal unless specifically stated so in the "Scope of Work" section.

NVM is not responsible for any damage caused by pedestrians or vehicles that enter the work zone and cause damage such as tracking of material onto concrete, carpets, tile, etc.

If the depth of pavement is greater than the depth specified in the "Scope of Work" section of this proposal the client will be billed \$12.00 per square yard per inch.

If paving fabric, heating mats, and/or any other unforeseeable and unusual obstruction are found to exist once demolition or excavation commences, the client will be notified immediately. This may require extra work resulting from these site conditions and there will be additional costs.

If unsuitable sub-base exists there will be a \$95.00 per ton rate applied to replace with GAB(Gravel).

If the current posted FOB price for asphalt at the time of construction exceeds the posted FOB price at date of proposal the difference will be billed as an increase to the client.

Speed bumps/humps will be installed at an average height of 2.5 inches with a tolerance of plus or minus 0.5 (one half) inches. Requests for installation higher must be in writing from the client. NVM is not responsible for any damage caused to vehicles because of our installing traffic control speed humps. Any adjustment after installation will be at a cost to the client.

No guarantee against flaking or peeling of curb painting is provided.

Sealcoat installation between October 15 to April 15 will not be warrantied.

Settling of crack fill is to be expected.

Alligator areas will not be crack filled.

Crack fill areas will not be warrantied if underground water is evident.

New asphalt will not match existing asphalt.

Pothole filling is considered to be a temporary repair and is not covered by our warranty.

6. **Concrete Conditions:**

If the depth of pavement is greater than the depth specified in the scope of work section of this proposal the customer will be billed \$2.00 per square foot per inch.

If unsuitable sub-base exists there will be a \$75.00 per ton rate applied to replace it with GAB.

The use of **ANY** de-icing chemicals on new concrete immediately voids all warranties.

NVM is not responsible for any hairline cracks, stress cracks, discoloration, or spots within the concrete.

NVM makes no guarantee that the color of the new concrete will match the existing concrete.

Proposal: Old Mill - Cloverdale Court



NVM makes no guarantees against expansive or swelling soils, shrinkage, and movement of soils. NVM makes no guarantees against damage by misuse, defacement, marking, foot traffic, animal footprints, scratches, or vandalism made in wet concrete. NVM does not provide security services to protect concrete from graffiti. The cleaning of concrete dust carried outside of work zone by wind is excluded in this proposal. All concrete is assumed to be on grade unless told otherwise. NVM makes no guarantees against damage to any deck structures or waterproof membranes beneath the concrete.

7. **Masonry Conditions:**
Efflorescence on masonry surfaces will occur on occasion. The cleaning or removal of efflorescence is excluded from this contract. NVM makes no guarantee that new mortar color will match existing surrounding aged mortar.
8. **DUST, DIRT & GRIT.** NVM will suppress dust, dirt and grit generated on our job sites by using water suppression systems on our demolition equipment. However these systems are not full proof and some dust, dirt and grit may escape with the winds beyond the work area. NVM Contractors, Inc. will not be liable for any damages caused by dust, dirt or grit deposited on any surface outside of the work area including vehicles.
9. **ACCEPTANCE OF WORK.** Upon completion of the work, NVM Contractors, Inc. shall be considered to have fulfilled its performance requirements hereunder, unless the other party notifies NVM Contractors, Inc. in writing, within five (5) days from the date of completion by NVM Contractors, Inc. of the nature and extent of any alleged defects or incomplete item.
10. **INDEMNITY.** The party accepting this Proposal shall indemnify and hold NVM Contractors, Inc. harmless from and against any claims and demands, suits, or judgements arising out of any property damage or personal injuries sustained at the job site as a result of any other party (including the party accepting this Proposal) performing any work upon, or inspecting, the site during the course of the work to be performed by NVM Contractors, Inc.

One Year Warranty Statement

1. NVM Paving & Concrete will hereby warrant and guarantee that all work being performed will be in a workmanlike manner and guarantee said workmanship, labor and materials for a period of one year after completion of work. NVM Paving & Concrete will not guarantee against damages caused by vandalism or the use of de-icing chemicals.

Exclusions

1. Traffic control.
2. Disposal of asphalt millings mixed with paving fabric.
3. Adjustments to manholes and utility access covers.
4. Proper water drainage in pavement areas with less than 2% slope.
5. All permits and related fees.
6. Repair of any damage that might occur to underground utilities not properly marked by Miss Utility.

Asphalt Index

1. Prices quoted are based on the current FOB refinery prices on liquid asphalt. Such prices are not guaranteed by the major oil companies and are subject to sudden adjustment during the term of the agreement. The price for liquid asphalt for this quote is \$525.50 in Virginia, \$541.67 in Maryland & DC, \$520.00 in South Carolina, and \$520.91 in North Carolina per liquid ton. Any change in the price of liquid asphalt may require an extra charge.



Mill & Overlay - Striping

SFMC, Inc.
Rob Hennessy

Project:

Old Mill - Meadow Grove
Meadow Grove
Burke Virginia 22015

Service Provider Information

Company Info



NVM Paving & Concrete
10395 Democracy Lane
Fairfax, VA, 22030

P: 703-426-2700
F: 703-426-2400
<http://www.nvmpaving.com>

Contact Person

Scott Glaser
Project Manager
scott@nvmpaving.net
Cell: 703-856-5734
Office 703-426-2700

About Us

We Solve Problems & Make Pavement Maintenance Simple

NVM Paving & Concrete is a full-service asphalt and concrete company serving the DC, Maryland, Virginia, Delaware, North Carolina, and South Carolina areas. Through our nationwide resources we have the ability to provide commercial asphalt and concrete services throughout the country.

For more than 25 years, property owners, property managers, municipalities, homeowner associations, and general contractors have chosen NVM as their asphalt paving and concrete contractor. For more information on NVM please go to our website <https://www.nvmpaving.com>

Please find our enclosed proposal and do not hesitate to call us with any questions.

Proposal: Old Mill - Meadow Grove



Asphalt Milling & Overlay

1. Mill and overlay the asphalt pavement totaling approx. **9,987 square feet**.
2. All areas will be barricaded before, during and after this project. Customer is responsible for removal of vehicles.
3. Mill the entire asphalt surface totaling approx. **9,987 square feet** an average of **2 inches** deep and haul millings off site. Full pavement milling improves the performance of the new asphalt overlay by removing the cracked and oxidized surface layer and maintaining current pavement elevations, water flow channels and curb heights.
4. An additional charge may be required if the existing milled asphalt is mixed with paving fabric material. The asphalt plants will not recycle asphalt millings mixed with paving fabric which forces us to haul the millings to a landfill for a fee.
5. All surfaces to be paved will be cleaned of all loose materials and a tack coat applied.
6. Install an average of **2 inches** of surface mix asphalt compacted (SM 9.5mm PG 64-22). All work will be completed in 1 mobilization(s).

Total Price for this item: \$15,718.00

Line Striping

1. Layout and stripe the pavement markings as per the existing layout and the quantities listed below.
2. 28 Parking Stalls, 28 Curb Face White Box, 28 Curb Face Reserved Wording with 2 Numbers and 200 Linear Feet Curbing.
3. Our firm will complete this project in 1 trips. In the event that cars are not moved, sprinklers are left on or any other reason we are not able to complete the work on the scheduled day, there will be an addition trip charge of \$650.00 per required trip. (We will not wait for cars to be move or for the pavement to dry due to sprinklers).
4. **No warranty is offered on curb painting.**

Total Price for this item: \$1,200.00

Meadow Grove Blue



Notes:

Price Breakdown: Old Mill - Meadow Grove



Please find the following breakdown of all services we have provided in this proposal. This proposal originated on January 14, 2022.

Item	Description	Cost
1	Asphalt Milling & Overlay	\$15,718.00
2	Line Striping	\$1,200.00
Total:		\$16,918.00

Authorization to Proceed & Contract

The information contained in this proposal is proprietary to NVM Paving & Concrete and is provided to the recipient for internal evaluation purposes only. ***The distribution or disclosure of the information to any third party without the expressed written permission of NVM Paving & Concrete is prohibited.***

You are hereby authorized to proceed with the work as identified in this contract. By signing and returning this contract, you are authorized to proceed with the work as stated.

We understand that if any additional work is required different than stated in the this proposal/contract it must be in a new contract or added to this contract.

Please see all attachments for special conditions that may pertain to aspects of this project.

Proposal: Old Mill - Meadow Grove



Acceptance

We agree to pay the total sum or balance in full upon completion of this project.

A (1/3) deposit is due upon acceptance of this proposal.

If, this is a multi-phase project, partial payments are required upon completion of each individual phase.

Final payment is due within 30 days of completion of the project.

No retention is to be held on any part of any invoice.

Any alterations or deviations from this contract will result in extra costs over and above this contract's price.

A late fee of 1.5% per month will be assessed to any invoice over 31 days old.

If the customer defaults, they agree to pay all costs of collection, including court costs, reasonable attorney fees, and interest on late payments of 1.5% per month.

Failure of purchaser to make payments according to the terms of this contract shall give NVM the right to suspend performance until payments are made, or after written notice, to terminate the contract and pursue all available legal remedies. The purchaser shall bear **ALL** legal costs incurred. NVM shall not be liable for claims for damages due to suspended performance or termination of the contract. If customer defaults on payment terms their warranty rights become forfeited and are now voided.

Date: _____

Rob Hennessy | Community Manager
SFMC, Inc.
9464 Innovation Drive
Manassas, Virginia, 20110
rhennessy@sfmtcinc.com
C: 703-392-6006
O: 703-392-6006

Scott Glaser | Project Manager
scott@nvmpaving.net
C: 703-856-5734
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NVM Terms & Conditions

1. **GENERAL.** All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written change orders and will become an extra charge over and above the estimate. Owner to carry fire, tornado and other necessary insurance. The term "Owner" shall mean that other person(s) that NVM Contractors, Inc. is in privity with respecting the subject work. Our workers are fully covered by Worker's Compensation Insurance.
All work is available within (1) **One Mobilization.**
Our proposal is based upon having continuous, unrestricted access to the site and our work area.
It is the client's responsibility to have all vehicles, dumpsters, containers, and any other items removed from the lot and work area prior to commencement of work.
It is the client's responsibility to notify tenants, landscapers, movers, garbage disposal companies, turn off sprinklers, etc. that vehicles will **NOT** be permitted in the work zone while work is in progress and during the required cure time thereafter.
All occupants should be aware of our (NVM) presence to ensure a safe working environment.
All towing is to be coordinated by the client and at the client's expense.
All agreements contingent upon uncontrollable or unforeseen events such as acts of God, adverse weather conditions, riots, unusual delays in transportations, shortages of asphalt, concrete or other materials, intervening acts of third parties, unavoidable casualties, etc.
Pavement surfaces around the job site will be cosmetically damaged with scratches and stains. No structural damage will be caused, and this cosmetic damage will fade/disappear within months.
This proposal may be withdrawn by NVM within **30** days if not accepted and scheduled/completed within **120** days.
NVM is not responsible nor are they liable for consequential damages, such as, loss of profits or revenues, cost of capital, cost of purchased work or materials, claims of customers for service interruptions due to work, lack of access to the work site, etc.
Some inconvenience can be expected due to the important role parking lots play at the facility. Every effort will be made to minimize these difficulties.
This contract does not include for scale wages, or liquidated damages.
The Client must provide NVM an onsite area to stage equipment and park service vehicles. NVM will consult with the client for a suitable location on-site to stage equipment, supplies and a portable bathroom.
It will be the client's responsibility to water and maintain any disturbed areas after NVM has installed topsoil, seed, and straw to those areas.
Everyone should be made aware of the expected degree of noise and the fact that the noise will last from 7 AM to 7 PM Monday through Friday. Weekend work hours are typically 8AM to 5PM but not limited to such.
Any optional services are to be done in conjunction with all work contained within this proposal.
All items and services within this proposal are to be done in conjunction with each other.
2. **PRICE POLICY.** This proposal reflects the current estimate for labor and materials necessary to complete the work described herein. The total price quoted shall remain in effect throughout the project, so long as (i) NVM Contractors, Inc. is able to commence work at the job site within _____ from the date of this proposal, and (ii) no additional labor or material requests are made by the party accepting this Proposal. If price increases are necessitated as a result of the occurrence of either of the above conditions, the NVM Contractors, Inc. shall notify the applicable party of the extent of such price increases, or it may decline to perform or continue with any portion or all of this contract, at which time it shall be compensated in accordance with this Proposal, in proportion to the work actually performed.
3. **Possible Upcharges or Additional Work:**
Quantities in this proposal are based on provided data and plans and are subject to change based on field measurements.
Measurements in this proposal were taken during normal hours and were taken to the best of the estimator's ability. If areas were obstructed by, parked cars, storage containers, stockpiled trash, or other obstacles during the site visit, these areas may not have been included in the scope of work. If discovered prior to the commencement of work the client will be notified and offered the opportunity to have the area repaired or addressed.
If additional mobilizations are required and/or requested by the client the cost of additional mobilizations shall be billed at an extra \$2500.00 for an asphalt crew, \$2000.00 for a site work crew, \$2000.00 for a concrete crew, \$1500.00 for a sealcoating crew, \$500.00 for a service crew per each extra mobilization.
If work is unable to begin at the agreed upon time due to vehicles, dumpsters, or other obstacles on the property, the client will be billed \$500.00 per each hour NVM is forced to sit idle.
Heavy equipment and trucks are required to complete this work; NVM cannot guarantee the structural integrity of pavement surrounding the work zone. Cracks or damage to pavement area from dump trucks or any equipment

Proposal: Old Mill - Meadow Grove



running over it is excluded from this contract.

Any currently deteriorated/cracked areas of asphalt throughout the property may become more damaged because of this construction project and any repairs to these will be at an additional cost. Cracks or damage to the pavement area from dump trucks or any equipment running over it is excluded from this contract.

Prices are based on material costs at the date of this proposal. Any increased material costs may result in an increase to this contract's cost.

Any item not specified in this proposal is deemed excluded and would involve extra charges.

Change orders must be agreed to by both the client and contractor prior to the commencement of any additional work taking place. The client must have someone authorized to approve change-orders for the entire duration of the project.

This proposal does not include for any third party testing of materials. Testing is available at an additional cost.

4. **Site Work Conditions:**

This contract does not include and engineering, geo-technical services, as-built drawings, or surveys or stakeouts.

This contract does not include stakeouts, bonds, permits, private underground utility locating, scale wages, or overtime.

This contract does not include drying/wetting of soils, geo-grid, geotextile fabric, or guarantee of suitability of onsite soils for intended use.

This contract does not include undercuts or removal of unsuitable areas, repairing, replacing, or relocating of any existing underground utilities.

The installation of sediment controls is not included in this contract.

The trimming of trees or removal of roots is required during excavation, replacing any tree(s) is excluded, new installation of any landscaping, bushes, flowers, etc. are excluded. The client should have any landscaping within the work zone removed by licensed landscaping contractor(s) prior to commencement of work.

The repairing, replacing, removal, or relocation of any existing underground utilities or boxes not marked by Miss Utility is excluded from this contract. This also includes for any private utility lines not buried at least 18 inches into the ground.

5. **Asphalt Conditions:**

Tire tracking, wheel burns, power steering turns, and marks can all be expected within the first several weeks upon completion.

NVM is not responsible for drainage issues of ponding water where drainage is less than 2%.

It is the owner's responsibility to notify NVM if any embedded sensor loops exist. The replacement of these loops is not included in this proposal unless specifically stated so in the "Scope of Work" section.

NVM is not responsible for any damage caused by pedestrians or vehicles that enter the work zone and cause damage such as tracking of material onto concrete, carpets, tile, etc.

If the depth of pavement is greater than the depth specified in the "Scope of Work" section of this proposal the client will be billed \$12.00 per square yard per inch.

If paving fabric, heating mats, and/or any other unforeseeable and unusual obstruction are found to exist once demolition or excavation commences, the client will be notified immediately. This may require extra work resulting from these site conditions and there will be additional costs.

If unsuitable sub-base exists there will be a \$95.00 per ton rate applied to replace with GAB(Gravel).

If the current posted FOB price for asphalt at the time of construction exceeds the posted FOB price at date of proposal the difference will be billed as an increase to the client.

Speed bumps/humps will be installed at an average height of 2.5 inches with a tolerance of plus or minus 0.5 (one half) inches. Requests for installation higher must be in writing from the client. NVM is not responsible for any damage caused to vehicles because of our installing traffic control speed humps. Any adjustment after installation will be at a cost to the client.

No guarantee against flaking or peeling of curb painting is provided.

Sealcoat installation between October 15 to April 15 will not be warrantied.

Settling of crack fill is to be expected.

Alligator areas will not be crack filled.

Crack fill areas will not be warrantied if underground water is evident.

New asphalt will not match existing asphalt.

Pothole filling is considered to be a temporary repair and is not covered by our warranty.

6. **Concrete Conditions:**

If the depth of pavement is greater than the depth specified in the scope of work section of this proposal the customer will be billed \$2.00 per square foot per inch.

If unsuitable sub-base exists there will be a \$75.00 per ton rate applied to replace it with GAB.

The use of **ANY** de-icing chemicals on new concrete immediately voids all warranties.

NVM is not responsible for any hairline cracks, stress cracks, discoloration, or spots within the concrete.

NVM makes no guarantee that the color of the new concrete will match the existing concrete.

Proposal: Old Mill - Meadow Grove



NVM makes no guarantees against expansive or swelling soils, shrinkage, and movement of soils. NVM makes no guarantees against damage by misuse, defacement, marking, foot traffic, animal footprints, scratches, or vandalism made in wet concrete. NVM does not provide security services to protect concrete from graffiti. The cleaning of concrete dust carried outside of work zone by wind is excluded in this proposal. All concrete is assumed to be on grade unless told otherwise. NVM makes no guarantees against damage to any deck structures or waterproof membranes beneath the concrete.

7. **Masonry Conditions:**
Efflorescence on masonry surfaces will occur on occasion. The cleaning or removal of efflorescence is excluded from this contract. NVM makes no guarantee that new mortar color will match existing surrounding aged mortar.
8. **DUST, DIRT & GRIT.** NVM will suppress dust, dirt and grit generated on our job sites by using water suppression systems on our demolition equipment. However these systems are not full proof and some dust, dirt and grit may escape with the winds beyond the work area. NVM Contractors, Inc. will not be liable for any damages caused by dust, dirt or grit deposited on any surface outside of the work area including vehicles.
9. **ACCEPTANCE OF WORK.** Upon completion of the work, NVM Contractors, Inc. shall be considered to have fulfilled its performance requirements hereunder, unless the other party notifies NVM Contractors, Inc. in writing, within five (5) days from the date of completion by NVM Contractors, Inc. of the nature and extent of any alleged defects or incomplete item.
10. **INDEMNITY.** The party accepting this Proposal shall indemnify and hold NVM Contractors, Inc. harmless from and against any claims and demands, suits, or judgements arising out of any property damage or personal injuries sustained at the job site as a result of any other party (including the party accepting this Proposal) performing any work upon, or inspecting, the site during the course of the work to be performed by NVM Contractors, Inc.

One Year Warranty Statement

1. NVM Paving & Concrete will hereby warrant and guarantee that all work being performed will be in a workmanlike manner and guarantee said workmanship, labor and materials for a period of one year after completion of work. NVM Paving & Concrete will not guarantee against damages caused by vandalism or the use of de-icing chemicals.

Exclusions

1. Traffic control.
2. Disposal of asphalt millings mixed with paving fabric.
3. Adjustments to manholes and utility access covers.
4. Proper water drainage in pavement areas with less than 2% slope.
5. All permits and related fees.
6. Repair of any damage that might occur to underground utilities not properly marked by Miss Utility.

Asphalt Index

1. Prices quoted are based on the current FOB refinery prices on liquid asphalt. Such prices are not guaranteed by the major oil companies and are subject to sudden adjustment during the term of the agreement. The price for liquid asphalt for this quote is \$525.50 in Virginia, \$541.67 in Maryland & DC, \$520.00 in South Carolina, and \$520.91 in North Carolina per liquid ton. Any change in the price of liquid asphalt may require an extra charge.



Mill & Overlay - Striping

SFMC, Inc.
Rob Hennessy

Project:
**Old Mill - Teakwood
Court**
Teakwood Court
Burke Virginia 22015

Service Provider Information

Company Info



NVM Paving & Concrete
10395 Democracy Lane
Fairfax, VA, 22030

P: 703-426-2700
F: 703-426-2400

<http://www.nvmpaving.com>

Contact Person

Scott Glaser
Project Manager
scott@nvmpaving.net
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About Us

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NVM Paving & Concrete is a full-service asphalt and concrete company serving the DC, Maryland, Virginia, Delaware, North Carolina, and South Carolina areas. Through our nationwide resources we have the ability to provide commercial asphalt and concrete services throughout the country.

For more than 25 years, property owners, property managers, municipalities, homeowner associations, and general contractors have chosen NVM as their asphalt paving and concrete contractor. For more information on NVM please go to our website <https://www.nvmpaving.com>

Please find our enclosed proposal and do not hesitate to call us with any questions.

Proposal: Old Mill - Teakwood Court



Asphalt Milling & Overlay

1. Mill and overlay the asphalt pavement totaling approx. **33,447 square feet**.
2. All areas will be barricaded before, during and after this project. Customer is responsible for removal of vehicles.
3. Mill the entire asphalt surface totaling approx. **33,447 square feet** an average of **2 inches** deep and haul millings off site. Full pavement milling improves the performance of the new asphalt overlay by removing the cracked and oxidized surface layer and maintaining current pavement elevations, water flow channels and curb heights.
4. An additional charge may be required if the existing milled asphalt is mixed with paving fabric material. The asphalt plants will not recycle asphalt millings mixed with paving fabric which forces us to haul the millings to a landfill for a fee.
5. All surfaces to be paved will be cleaned of all loose materials and a tack coat applied.
6. Install an average of **2 inches** of surface mix asphalt compacted (SM 9.5mm PG 64-22). All work will be completed in 1 mobilization(s).

Total Price for this item: \$51,504.00

Line Striping

1. Layout and stripe the pavement markings as per the existing layout and the quantities listed below.
2. 69 Parking Stalls, 69 White Curb Boxes with Black Numbers, 690 Curb Face Reserved Wording with 2 Numbers and 750 Linear Feet Yellow Curbing.
3. Our firm will complete this project in 1 trips. In the event that cars are not moved, sprinklers are left on or any other reason we are not able to complete the work on the scheduled day, there will be an addition trip charge of \$650.00 per required trip. (We will not wait for cars to be move or for the pavement to dry due to sprinklers).
4. **No warranty is offered on curb painting.**

Total Price for this item: \$2,890.00

Teakwood Ct.



Notes:

Price Breakdown: Old Mill - Teakwood Court



Please find the following breakdown of all services we have provided in this proposal. This proposal originated on January 14, 2022.

Item	Description	Cost
1	Asphalt Milling & Overlay	\$51,504.00
2	Line Striping	\$2,890.00
Total:		\$54,394.00

Authorization to Proceed & Contract

The information contained in this proposal is proprietary to NVM Paving & Concrete and is provided to the recipient for internal evaluation purposes only. ***The distribution or disclosure of the information to any third party without the expressed written permission of NVM Paving & Concrete is prohibited.***

You are hereby authorized to proceed with the work as identified in this contract. By signing and returning this contract, you are authorized to proceed with the work as stated.

We understand that if any additional work is required different than stated in the this proposal/contract it must be in a new contract or added to this contract.

Please see all attachments for special conditions that may pertain to aspects of this project.

Proposal: Old Mill - Teakwood Court



Acceptance

We agree to pay the total sum or balance in full upon completion of this project.

A (1/3) deposit is due upon acceptance of this proposal.

If, this is a multi-phase project, partial payments are required upon completion of each individual phase.

Final payment is due within 30 days of completion of the project.

No retention is to be held on any part of any invoice.

Any alterations or deviations from this contract will result in extra costs over and above this contract's price.

A late fee of 1.5% per month will be assessed to any invoice over 31 days old.

If the customer defaults, they agree to pay all costs of collection, including court costs, reasonable attorney fees, and interest on late payments of 1.5% per month.

Failure of purchaser to make payments according to the terms of this contract shall give NVM the right to suspend performance until payments are made, or after written notice, to terminate the contract and pursue all available legal remedies. The purchaser shall bear **ALL** legal costs incurred. NVM shall not be liable for claims for damages due to suspended performance or termination of the contract. If customer defaults on payment terms their warranty rights become forfeited and are now voided.

Date: _____

Rob Hennessy | Community Manager
SFMC, Inc.
9464 Innovation Drive
Manassas, Virginia, 20110
rhennessy@sfmtcinc.com
C: 703-392-6006
O: 703-392-6006

Scott Glaser | Project Manager
scott@nvmpaving.net
C: 703-856-5734
NVM Paving & Concrete
10395 Democracy Lane
Fairfax, VA, 22030
P: 703-426-2700
F: 703-426-2400
<http://www.nvmpaving.com>

NVM Terms & Conditions

1. **GENERAL.** All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written change orders and will become an extra charge over and above the estimate. Owner to carry fire, tornado and other necessary insurance. The term "Owner" shall mean that other person(s) that NVM Contractors, Inc. is in privity with respecting the subject work. Our workers are fully covered by Worker's Compensation Insurance.
All work is available within (1) **One** Mobilization.
Our proposal is based upon having continuous, unrestricted access to the site and our work area.
It is the client's responsibility to have all vehicles, dumpsters, containers, and any other items removed from the lot and work area prior to commencement of work.
It is the client's responsibility to notify tenants, landscapers, movers, garbage disposal companies, turn off sprinklers, etc. that vehicles will **NOT** be permitted in the work zone while work is in progress and during the required cure time thereafter.
All occupants should be aware of our (NVM) presence to ensure a safe working environment.
All towing is to be coordinated by the client and at the client's expense.
All agreements contingent upon uncontrollable or unforeseen events such as acts of God, adverse weather conditions, riots, unusual delays in transportations, shortages of asphalt, concrete or other materials, intervening acts of third parties, unavoidable casualties, etc.
Pavement surfaces around the job site will be cosmetically damaged with scratches and stains. No structural damage will be caused, and this cosmetic damage will fade/disappear within months.
This proposal may be withdrawn by NVM within **30** days if not accepted and scheduled/completed within **120** days.
NVM is not responsible nor are they liable for consequential damages, such as, loss of profits or revenues, cost of capital, cost of purchased work or materials, claims of customers for service interruptions due to work, lack of access to the work site, etc.
Some inconvenience can be expected due to the important role parking lots play at the facility. Every effort will be made to minimize these difficulties.
This contract does not include for scale wages, or liquidated damages.
The Client must provide NVM an onsite area to stage equipment and park service vehicles. NVM will consult with the client for a suitable location on-site to stage equipment, supplies and a portable bathroom.
It will be the client's responsibility to water and maintain any disturbed areas after NVM has installed topsoil, seed, and straw to those areas.
Everyone should be made aware of the expected degree of noise and the fact that the noise will last from 7 AM to 7 PM Monday through Friday. Weekend work hours are typically 8AM to 5PM but not limited to such.
Any optional services are to be done in conjunction with all work contained within this proposal.
All items and services within this proposal are to be done in conjunction with each other.
2. **PRICE POLICY.** This proposal reflects the current estimate for labor and materials necessary to complete the work described herein. The total price quoted shall remain in effect throughout the project, so long as (i) NVM Contractors, Inc. is able to commence work at the job site within _____ from the date of this proposal, and (ii) no additional labor or material requests are made by the party accepting this Proposal. If price increases are necessitated as a result of the occurrence of either of the above conditions, the NVM Contractors, Inc. shall notify the applicable party of the extent of such price increases, or it may decline to perform or continue with any portion or all of this contract, at which time it shall be compensated in accordance with this Proposal, in proportion to the work actually performed.
3. **Possible Upcharges or Additional Work:**
Quantities in this proposal are based on provided data and plans and are subject to change based on field measurements.
Measurements in this proposal were taken during normal hours and were taken to the best of the estimator's ability. If areas were obstructed by, parked cars, storage containers, stockpiled trash, or other obstacles during the site visit, these areas may not have been included in the scope of work. If discovered prior to the commencement of work the client will be notified and offered the opportunity to have the area repaired or addressed.
If additional mobilizations are required and/or requested by the client the cost of additional mobilizations shall be billed at an extra \$2500.00 for an asphalt crew, \$2000.00 for a site work crew, \$2000.00 for a concrete crew, \$1500.00 for a sealcoating crew, \$500.00 for a service crew per each extra mobilization.
If work is unable to begin at the agreed upon time due to vehicles, dumpsters, or other obstacles on the property, the client will be billed \$500.00 per each hour NVM is forced to sit idle.
Heavy equipment and trucks are required to complete this work; NVM cannot guarantee the structural integrity of pavement surrounding the work zone. Cracks or damage to pavement area from dump trucks or any equipment

Proposal: Old Mill - Teakwood Court



running over it is excluded from this contract.

Any currently deteriorated/cracked areas of asphalt throughout the property may become more damaged because of this construction project and any repairs to these will be at an additional cost. Cracks or damage to the pavement area from dump trucks or any equipment running over it is excluded from this contract.

Prices are based on material costs at the date of this proposal. Any increased material costs may result in an increase to this contract's cost.

Any item not specified in this proposal is deemed excluded and would involve extra charges.

Change orders must be agreed to by both the client and contractor prior to the commencement of any additional work taking place. The client must have someone authorized to approve change-orders for the entire duration of the project. This proposal does not include for any third party testing of materials. Testing is available at an additional cost.

4. **Site Work Conditions:**

This contract does not include and engineering, geo-technical services, as-built drawings, or surveys or stakeouts. This contract does not include stakeouts, bonds, permits, private underground utility locating, scale wages, or overtime.

This contract does not include drying/wetting of soils, geo-grid, geotextile fabric, or guarantee of suitability of onsite soils for intended use.

This contract does not include undercuts or removal of unsuitable areas, repairing, replacing, or relocating of any existing underground utilities.

The installation of sediment controls is not included in this contract.

The trimming of trees or removal of roots is required during excavation, replacing any tree(s) is excluded, new installation of any landscaping, bushes, flowers, etc. are excluded. The client should have any landscaping within the work zone removed by licensed landscaping contractor(s) prior to commencement of work.

The repairing, replacing, removal, or relocation of any existing underground utilities or boxes not marked by Miss Utility is excluded from this contract. This also includes for any private utility lines not buried at least 18 inches into the ground.

5. **Asphalt Conditions:**

Tire tracking, wheel burns, power steering turns, and marks can all be expected within the first several weeks upon completion.

NVM is not responsible for drainage issues of ponding water where drainage is less than 2%.

It is the owner's responsibility to notify NVM if any embedded sensor loops exist. The replacement of these loops is not included in this proposal unless specifically stated so in the "Scope of Work" section.

NVM is not responsible for any damage caused by pedestrians or vehicles that enter the work zone and cause damage such as tracking of material onto concrete, carpets, tile, etc.

If the depth of pavement is greater than the depth specified in the "Scope of Work" section of this proposal the client will be billed \$12.00 per square yard per inch.

If paving fabric, heating mats, and/or any other unforeseeable and unusual obstruction are found to exist once demolition or excavation commences, the client will be notified immediately. This may require extra work resulting from these site conditions and there will be additional costs.

If unsuitable sub-base exists there will be a \$95.00 per ton rate applied to replace with GAB(Gravel).

If the current posted FOB price for asphalt at the time of construction exceeds the posted FOB price at date of proposal the difference will be billed as an increase to the client.

Speed bumps/humps will be installed at an average height of 2.5 inches with a tolerance of plus or minus 0.5 (one half) inches. Requests for installation higher must be in writing from the client. NVM is not responsible for any damage caused to vehicles because of our installing traffic control speed humps. Any adjustment after installation will be at a cost to the client.

No guarantee against flaking or peeling of curb painting is provided.

Sealcoat installation between October 15 to April 15 will not be warranted.

Settling of crack fill is to be expected.

Alligator areas will not be crack filled.

Crack fill areas will not be warranted if underground water is evident.

New asphalt will not match existing asphalt.

Pothole filling is considered to be a temporary repair and is not covered by our warranty.

6. **Concrete Conditions:**

If the depth of pavement is greater than the depth specified in the scope of work section of this proposal the customer will be billed \$2.00 per square foot per inch.

If unsuitable sub-base exists there will be a \$75.00 per ton rate applied to replace it with GAB.

The use of **ANY** de-icing chemicals on new concrete immediately voids all warranties.

NVM is not responsible for any hairline cracks, stress cracks, discoloration, or spots within the concrete.

NVM makes no guarantee that the color of the new concrete will match the existing concrete.

Proposal: Old Mill - Teakwood Court



NVM makes no guarantees against expansive or swelling soils, shrinkage, and movement of soils.
NVM makes no guarantees against damage by misuse, defacement, marking, foot traffic, animal footprints, scratches, or vandalism made in wet concrete. NVM does not provide security services to protect concrete from graffiti.
The cleaning of concrete dust carried outside of work zone by wind is excluded in this proposal.
All concrete is assumed to be on grade unless told otherwise. NVM makes no guarantees against damage to any deck structures or waterproof membranes beneath the concrete.

7. **Masonry Conditions:**
Efflorescence on masonry surfaces will occur on occasion. The cleaning or removal of efflorescence is excluded from this contract. NVM makes no guarantee that new mortar color will match existing surrounding aged mortar.
8. **DUST, DIRT & GRIT.** NVM will suppress dust, dirt and grit generated on our job sites by using water suppression systems on our demolition equipment. However these systems are not full proof and some dust, dirt and grit may escape with the winds beyond the work area. NVM Contractors, Inc. will not be liable for any damages caused by dust, dirt or grit deposited on any surface outside of the work area including vehicles.
9. **ACCEPTANCE OF WORK.** Upon completion of the work, NVM Contractors, Inc. shall be considered to have fulfilled its performance requirements hereunder, unless the other party notifies NVM Contractors, Inc. in writing, within five (5) days from the date of completion by NVM Contractors, Inc. of the nature and extent of any alleged defects or incomplete item.
10. **INDEMNITY.** The party accepting this Proposal shall indemnify and hold NVM Contractors, Inc. harmless from and against any claims and demands, suits, or judgements arising out of any property damage or personal injuries sustained at the job site as a result of any other party (including the party accepting this Proposal) performing any work upon, or inspecting, the site during the course of the work to be performed by NVM Contractors, Inc.

One Year Warranty Statement

1. NVM Paving & Concrete will hereby warrant and guarantee that all work being performed will be in a workmanlike manner and guarantee said workmanship, labor and materials for a period of one year after completion of work. NVM Paving & Concrete will not guarantee against damages caused by vandalism or the use of de-icing chemicals.

Exclusions

1. Traffic control.
2. Disposal of asphalt millings mixed with paving fabric.
3. Adjustments to manholes and utility access covers.
4. Proper water drainage in pavement areas with less than 2% slope.
5. All permits and related fees.
6. Repair of any damage that might occur to underground utilities not properly marked by Miss Utility.

Asphalt Index

1. Prices quoted are based on the current FOB refinery prices on liquid asphalt. Such prices are not guaranteed by the major oil companies and are subject to sudden adjustment during the term of the agreement. The price for liquid asphalt for this quote is \$525.50 in Virginia, \$541.67 in Maryland & DC, \$520.00 in South Carolina, and \$520.91 in North Carolina per liquid ton. Any change in the price of liquid asphalt may require an extra charge.

**Brothers Paving
& Concrete Corporation**

9469 Hawkins Drive

Manassas, VA 20109
(703) 675-7374 Cell
(703) 393-1927 Office

Company

info@brotherspaving.com

Project Manager

Patrick Poinelli
ppoinelli@brotherspaving.com



**Brothers Paving &
Concrete Corporation**

07/22/2021

Proposal

SFMC, Inc., / Old Mill Community / #22223-1

Client

Rob Hennessy
SFMC, Inc.,
(703) 392-6006 Office
(703) 392-5039 Fax

Proposal Number

22223-1

Old Mill Community

Cloverdale Ct
Burke VA 22015



Dear Rob

Thank you for the opportunity to provide you with a proposal for paving improvements work at Old Mill Community.

At Brothers Paving & Concrete we deliver more than just the highest quality products in the industry. We also bring our expertise to all areas of asphalt and site concrete construction.

Since 1985 we have specialized in retail, institutional, office, and residential projects, both public and private in Virginia, Maryland and Washington, D.C.

As the area's leading asphalt and concrete contractor, we pride ourselves in our integrity, reliability and commitment to excellence. We work with various clients, including commercial and industrial property managers, municipalities, government agencies, public schools, and home builders, and look forward to providing you with superior client services and unparalleled workmanship.

Below you will find a custom proposal to supply the labor and materials to perform the work as described below. Please note the following exclusions:

- **Testing - Towing - ADA Slope Compliance - Permits - Inspections - Stake out - Removal or relocation of utilities- Private locating- Pressure washing curbs- Distribution or posting of notice (we will placed information signage throughout the property)- Curbing repairs- Tree trimming for equipment clearance- Undercutting**
- **This proposal assumes that there is no contaminated paving fabric in the service area unless otherwise noted in this proposal.**
- **Any items as listed on the terms and conditions page.**

Some low tree branches will or should be trimmed for equipment clearance, 12' clear area vertical from face of curb should be trimmed back by others.

Our one year comprehensive warranty shall apply for workmanship and materials used at this site. This guarantee excludes damages or deficiencies due to subbase or subgrade movement or failure, settlement, reflective cracking from underlying cracks, shrinkage cracks or other cracks that can normally develop, heaving, premature access, overloading, normal wear and tear. There will be a two (2) year guarantee against cracking. In the event that cracks may appear within the first two years, we will seal the cracks free of charge.



Brothers Paving & Concrete Corporation Home Office

visit us online at: www.brotherspaving.com

Building Better Communities, Together.



Proposal

ASPHALT - MILL AND PAVE

Mill and Pave **17,379.00** Square Yards up to a Depth of Two Inches.

- This work is performed by profile milling proposed area up to the above depth and removing asphalt from the site.
- The vertical edges of the open patch will be tack coated using CSS-1H.
- New asphalt will then be placed by a self-propelled paving machine up to the above depth and rolled and compacted to a uniform consistency (multiple lifts may be required).
- The finished elevation of the new asphalt will match the adjacent pavement surface.
- All new asphalt material will be Department of Transportation approved.
- In the initial excavation, if unsuitable materials are encountered (paving fabric, contaminated material, etc) and deemed by Contractor or Supplier un-acceptable to be delivered to original desired location, the material will be taken to a dump site at an additional charge of \$350/per truck load plus dump fees.
- Purchaser agrees to pay all cost associated with asphalt milling disposal.
- We will not be responsible for ponding water or poor drainage in areas where grade is less than 2%.
- Purchaser is responsible to insure all vehicles are removed (towing if required) from the affected areas no later than 7:00 a.m.

Resurfacing within three areas of the community in one continuous operation
Cherry Oak, Cloverdale and Meadow Grove = 9001 SY
Buffie Court = 4896 SY
Teakwood Court = 3482 SY

Certain Gutters along concrete curbing paved and covered over in the past may will be repaved again with paving work along with any other curbing gutter sections as needed.

Price: \$253,330.81

ASPHALT REPAIR, INCREASE DEPTH OF PAVING REMOVAL AT AREA A WITHIN CLOVERDALE

Repair **52.00** Square Yards excavated up to a Depth of **2.00** Inches.

- This work is performed by removing asphalt up to the above-specified depth by a milling machine or other means, then removing asphalt from the site.
- The exposed sub-grade, if encountered, will be compacted to a uniform depth.
- The vertical edges of the open patch will be tack coated using CSS-1H.
- New asphalt will then be placed and compacted to a uniform consistency (multiple lifts may be required).
- The finished elevation of the new repair will match the adjacent pavement surface.
- All new asphalt material will be Department of Transportation approved.
- his work can usually be completed with minimal inconvenience to traffic.
- If unsuitable materials are encountered (paving fabric, contaminated material, etc) and deemed by



- Contractor or Supplier unacceptable to be delivered to the originally desired location, the material will be taken to a dump site at an additional charge of \$350/per truckload plus dump fees.*
- Purchaser agrees to pay all costs associated with asphalt milling disposal.
 - Purchaser is responsible to ensure all vehicles are removed (towing if required) from the affected areas no later than 7:00 a.m.

*Area A 47' x 10', depth of pavement increase by 2" in this area within Cloverdale
Near curbing repair #3*

If needed at other areas within the work areas or property, performed on a unit cost basis and added to contract amount:

Additional pavement replacement if needed, desired, necessary or required may be performed on a unit cost basis at \$9 per each inch of depth per and/or within each square yard of area. Subbase, underlying surfaces and/or subgrade to remain at any milled or pavement removal area.



this is located near curb repair #3



Price: \$1,200.00



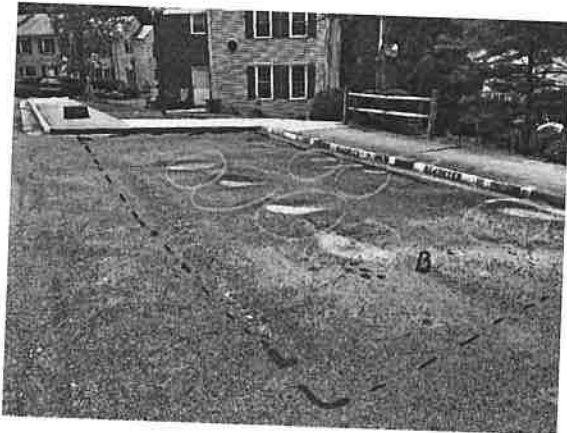
ASPHALT REPAIR WITHIN AREA B

Repair 57.00 Square Yards excavated up to a Depth three to four Inches over existing exposed surfaces or subgrade.

- This work is performed by removing asphalt up to the above-specified depth by a milling machine or other means, then removing asphalt from the site.
- The exposed sub-grade, if encountered, will be compacted to a uniform depth.
- The vertical edges of the open patch will be tack coated using CSS-1H.
- New asphalt will then be placed and compacted to a uniform consistency (multiple lifts may be required).
- The finished elevation of the new repair will match the adjacent pavement surface.
- All new asphalt material will be Department of Transportation approved.
- his work can usually be completed with minimal inconvenience to traffic.
- If unsuitable materials are encountered (paving fabric, contaminated material, etc) and deemed by Contractor or Supplier unacceptable to be delivered to the originally desired location, the material will be taken to a dump site at an additional charge of \$350/per truckload plus dump fees.
- Purchaser agrees to pay all costs associated with asphalt milling disposal.
- Purchaser is responsible to ensure all vehicles are removed (towing if required) from the affected areas no later than 7:00 a.m.

Much of the parking bays had parked cars and we could not examine all surfaces. Additional paving repair work similar to this method at any other location on the property, if needed, required or desired, may be performed on a unit cost basis at \$ 60 per each square yard and added to the contract total.

Area B within Teakwood Court
34' x 15' 3" to 4" additional asphalt replacement here





Price: \$3,192.50

SPEED BUMPS

Install 2 Speed Bumps

- *Speed bumps will be approximately to a 3-4" height, 24-30" wide and 18-22' long.*
- *This work can be done with minimal inconvenience to traffic.*
- *Unless otherwise specified and documented accordingly, installed speed bumps are to be tacked down to the existing pavement surface with CRS2 emulsion.*

Price: \$800.00



STRIPING

Striping will consist of the following:

3,480	Curb paint with basic scrape prep - per LF
408	Bays per line (new layout), short stripes
408	Curb box white or black
408	Stencil - RESERVED or Visitor 4" on box
408	Stencil - small 4" per digit, 2 digits on boxes

- This work will be completed as coordinated with Purchaser.
- Any painting on concrete surfaces is not warranted.
- Chlorinated rubber-alkyd, thermoplastic material is not included in our scope of services.
- Purchaser is required to provide Contractor with a detailed drawing designating exact layout of area to be striped.
- If Purchaser does not provide a detailed striping layout, Contractor will exercise its best effort to re-stripe the area per the existing layout and will not be held responsible for discrepancies in new layout and stencils.
- Contractor is not responsible for obtaining current ADA, Federal, State, & Local Parking Lot Stripe Codes and or re-designing existing striping layout.
- Purchaser agrees to pay Contractor a minimum of \$600 for each additional mobilization required for striping not listed above.

The existing yellow curbs are extremely dirty and should be pressure washed prior to paving to enhance adhesion of new paint. This optional washing would be done in one operation with all cars parked away from any yellow painted curbing. Any area block by cars would be omitted unless car is removed and towed during washing work. The cost of this work for 3480 lineal feet of yellow curb is just \$1600 added to contract amount. _____yes proceed with the work _____no. Not responsible for water on cars. Trimming and clearing along back edges of curb by others (typically landscapers).

Please note, we noticed some typical paint flaking and peeling at existing yellow paint on curbs. While we will lightly scrape the yellow curbs prior to painting it is certainly possible that flaking, dislodging or delamination will continue and/or, reoccur after painting or even sometime later thereafter. With older existing yellow curb paint it is not possible to remove existing paint and/or all paint flaking. Due to the nature of concrete and typical moisture in the concrete curb as well as old paint, there is no warranty on repainting yellow curb although all work will be properly applied in a workmanlike manner using commercial grade traffic paints.

Price: \$10,900.00

TOTAL PRICE OF THIS PROPOSAL AS PRESENTED:

\$269,423.31



Agreement

The Unit Rates applicable to the categories of work to be performed pursuant to this Agreement are based on the following material costs and published indexes:

- **(1) Liquid Asphalt Price Index:** Purchaser agrees to pay Contractor \$.05 per square yard inch for every \$1.00 increase (or portion thereof) in Liquid Asphalt over the posted short ton price as posted on the date of the proposal by Virginia State Asphalt Associations or the Maryland State Asphalt Association. The increase will be based on the location of work and posted index price on the date of proposal vs the highest posted index price within 45 days before or after date work was executed. Rates are posted at VDOT (www.vdot.com) or MDOT (www.mdasphalt.org) websites. Example: $((\text{Increase} * (.05 * \text{sy})) * \text{sq yds})$
- Purchaser acknowledges that if the above-listed items increase by the date all work under the contract is completed, the Unit Rates applicable to the categories of work to be performed under the Proposal shall be adjusted. The adjusted Unit Rates shall be committed and paid by Purchaser as though a written change order were approved and signed by both parties. This proposal is valid for thirty (30) days from the date written above. This proposal is subject to the enclosed Terms and Conditions.
- This Proposal contains confidential information belonging to the Contractor, which is legally privileged. The information is intended only for the use of the Purchaser, individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this Proposal is strictly prohibited. If you have received this Proposal in error, please immediately notify us by telephone and/or email to arrange for the return of the original documents to us.

Please visit our website: www.brotherspaving.com

TWO HUNDRED SIXTY-NINE THOUSAND, FOUR HUNDRED TWENTY-THREE DOLLARS AND THIRTY-ONE CENTS, \$269,423.31

Payment is to be made as follows:

- 50% upon acceptance
- 50% upon substantial completion

This Proposal is valid for thirty (30) days from the date written above.

Sincerely,

 Brothers Paving & Concrete Corporation
 Patrick Poinelli, Senior Project Manager
 Cell: (703) 675-7374, Office: (703) 393-1927
 ppoinelli@brotherspaving.com

Accepted: The above-proposed terms and conditions including price and payment terms are satisfactory and hereby accepted. Brothers Paving and Concrete is hereby authorized to proceed with the work specified.

Purchaser Signature: _____ Title: _____

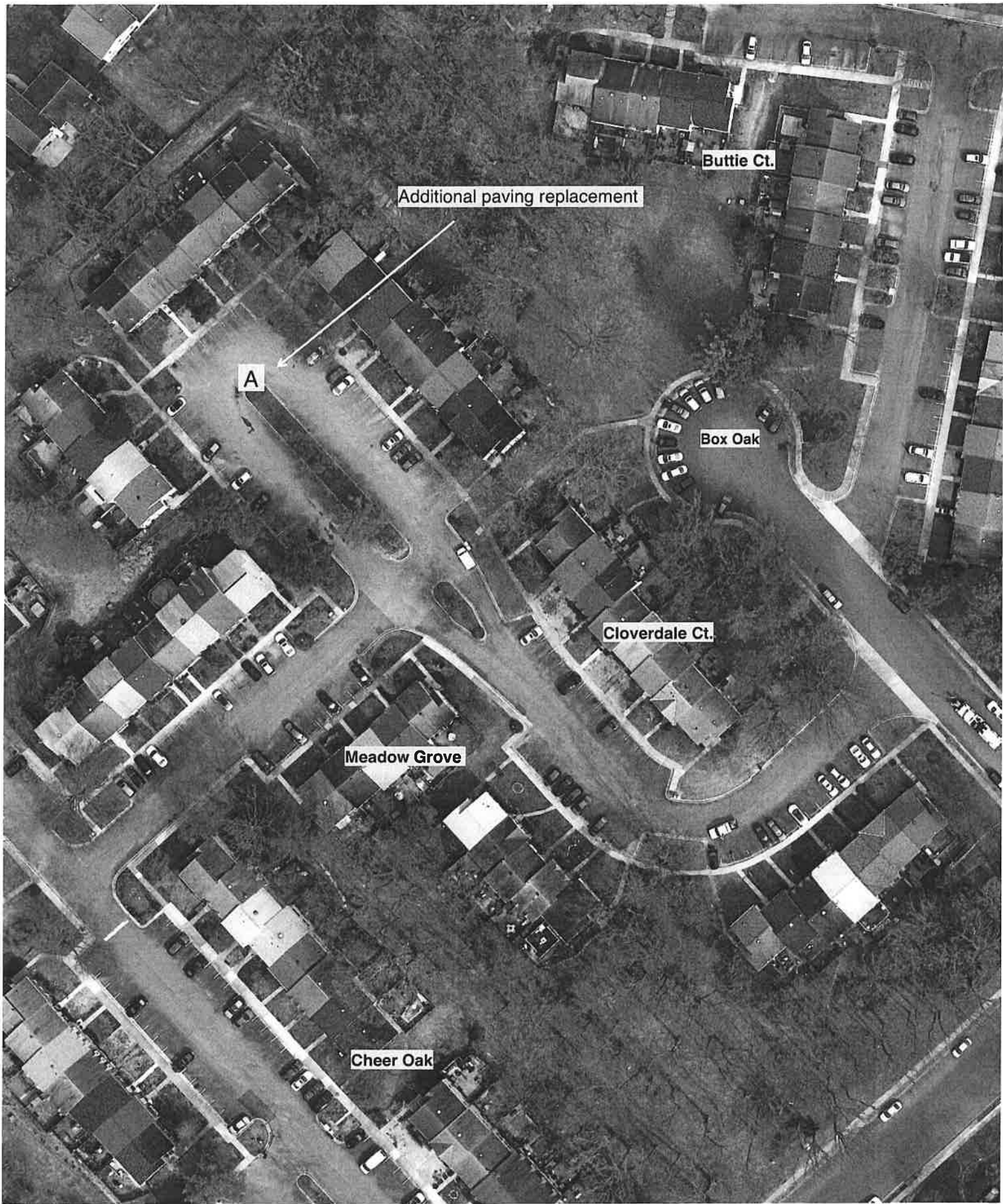
Printed Name: _____ Date: _____



Terms & Conditions

These Terms and Conditions are by and between Brothers Paving & Concrete Corporation (hereinafter the "Contractor"), and the front-side "Purchaser", (hereinafter the "Purchaser").

- All stone, asphalt, and concrete depths indicated are to be interpreted as average depths prior to compaction. Actual Asphalt Repair depth regardless of depth specified on the front will only go to the stone base or specified depth whichever is less. Drainage is not guaranteed in areas having less than 2% grade.
- If the contract is canceled by Purchaser prior to the commencement of work, Purchaser will pay Contractor twenty percent (20%) of the total contract price. If Purchaser cancels scheduled work within 48 hours of each scheduled work day, Purchaser agrees to pay Contractor \$2,500 mobilization fee per incident.
- Unit prices shall apply to all work performed beyond the original scope if such work can be performed at the same time Contractor is working on site for original items of work. Contractor reserves the right to renegotiate the terms and conditions, including price, if equipment must be moved back to the site to perform additional work. Contractor is under no obligation to perform any extra work. All proposals are based on the existence of workable sub-base layer of at least four (4) inches. It shall not be Contractor's responsibility to check sub-base unless specified and paid for in the contract. Contractor shall not be responsible for consequences of sub-base deficiency or failures, including but not limited to damages or inability to perform work due to poor compaction, underground springs, buried materials, grade failures, etc.
- Each phase of work will be billed upon completion of that phase. Purchaser agrees to pay all invoices within 15 days of the invoice date. All unpaid amounts beyond the due date shall bear interest at the rate of 1.5% per month until paid. If full payment (including aforementioned late charges) has not been received by Contractor within 45 days of substantial completion all of Purchaser's warranty rights hereunder will be forfeited and automatically become void and Contractor shall be excused from further performance of work under this proposal or any other contract with Purchaser and all amounts then due and owing, including retainage, shall become immediately payable.
- The pricing contained herein is based on work being completed within 30 days of the date of this proposal unless otherwise agreed in writing. Terms for doing work after this date may, at Contractor's option, be renegotiated between Contractor and Purchaser. To the extent Contractor has performed work within 30 days of the date of this proposal, Contractor shall be compensated for all such work under the terms and conditions at the price set forth in this proposal, including retainage, together with any costs incurred as a result of Purchaser's delay in completion of the work. Purchaser agrees to compensate Contractor for ALL reasonable costs (and associated overhead and profit) for delays incurred completing the work.
- Purchaser shall not prematurely subject the work to any type of traffic; loads in excess of the design capacity before proper cure, or in a manner which may damage the work. Contractor is not responsible for graffiti, tire tracks, animal or human footprints, etc., on finished concrete/asphalt.
- In the event air temperatures fall below the acceptable range (per Industry standard) for concrete and asphalt products, the Purchaser will incur all costs to maintain the required temperatures. There will be a \$.15 per square foot per day rental fee for blankets used to regulate the temperatures. If heaters are required to maintain certain temperatures there will also be a \$150.00 fee per day, per heater. The minimum acceptable temperatures are 40 degrees Fahrenheit for both concrete and asphalt.
- Although Contractor will endeavor to cooperate fully with the progress of the work, it reserves the right to delay the start of work until the entire area of the job is ready to be poured, paved or sealed. Unless otherwise noted, the total price is based on one move-in and complete access to work areas at the time of move-in. Purchaser agrees to pay Contractor \$2,500 for each additional move-in. The removal of vehicles from the work site is the sole responsibility of the Purchaser. Damage to vehicles left on the work site is the responsibility of the Purchaser. Contractor is not responsible for crackfill that adheres to tires. Contractor is not responsible for overspray on vehicles, curb and gutter, and all structures within 50 feet of the edge of the parking lot and/or area being sealed or treated.
- Contractor shall not be bound to schedules unless agreed to in writing. If no schedule is established, Contractor will undertake work in its normal operating schedule.
- Purchaser shall ensure all existing surfaces be in a condition suitable to receive work to be performed by Contractor. Purchaser shall provide potable water and electrical source at no expense to Contractor. Contractor is not responsible for tire marks on asphalt and or concrete. Contractor is not responsible for damage to landscaping and sidewalks due to required access by trucks and or equipment. Contractor is not responsible for damage to existing asphalt pavement due to weak, unstable, non-compacted or wet subbase materials. Contractor is not responsible for damage to surrounding concrete due to vibration of jackhammers and equipment. To the extent that work is dependent upon work of other contractors or subcontractors, Contractor shall not assume responsibility for any defect, deficiency, or non-compliance in such work.
- Purchaser is responsible to obtain all "private" (non-public) utilities, including wells & septic elements, underground sprinkler systems, electrical wiring, etc. marked by an independent utility locator prior to commencement of work. All specifications & work estimates are conditioned on all private utilities not being disturbed or work being modified to accommodate private utilities not disclosed to Contractor previously. Any damage caused to private lines during construction is the sole responsibility of Purchaser unless marked by an independent utility locator. Purchaser is responsible for all damage to existing structures & facilities, including underground facilities caused by equipment necessary to carry out the work. Contractor is not responsible for construction or material failures or delays in construction caused by any factor beyond its control, including, but not limited to, delays or failures caused by weather, acts of God, delays in transportation, acts of suppliers & subcontractors, acts of Purchaser, Owner or its contractors, fuel or raw material shortages, plant failures, or any other cause beyond its control.
- Unless stated in writing on this proposal, all engineering and testing, subgrade stabilization (undercut), excavation, utilities, adjustment of underground facilities, manholes, water valves, or underground structures, striping, landscaping, permits, bonds, government approvals, damage to existing asphalt and concrete and landscaping shall be Purchaser's sole responsibility. Further, there shall be no warranties, express or implied, in connection with any material or service furnished under this proposal. All consequential damages are excluded. In the event that Contractor retains an attorney to recover amounts due under this agreement, Purchaser agrees to pay all attorney fees, court and of collection costs incurred by Contractor.
- Purchaser will, prior to Contractor leaving the job site, arrange for an authorized representative or agent of the Purchaser to inspect completed Contractor work in the company of a Contractor representative. Purchaser's failure to inspect job site as above will signify acceptance of work performed by Contractor and agreement to pay the bill in full within fifteen (15) days. Purchaser agrees to indemnify, protect, and hold Contractor harmless from any and all damages, expenses and attorneys fees suffered or incurred on account of Purchaser's breach of any obligation or covenant of this proposal.



Additional paving replacement

A

Buttie Ct.

Box Oak

Cloverdale Ct.

Meadow Grove

Cheer Oak



Teakwood

Additional paving replacement

B



Pavement resurfacing

Meadow Grove Court

Cloverdale Court

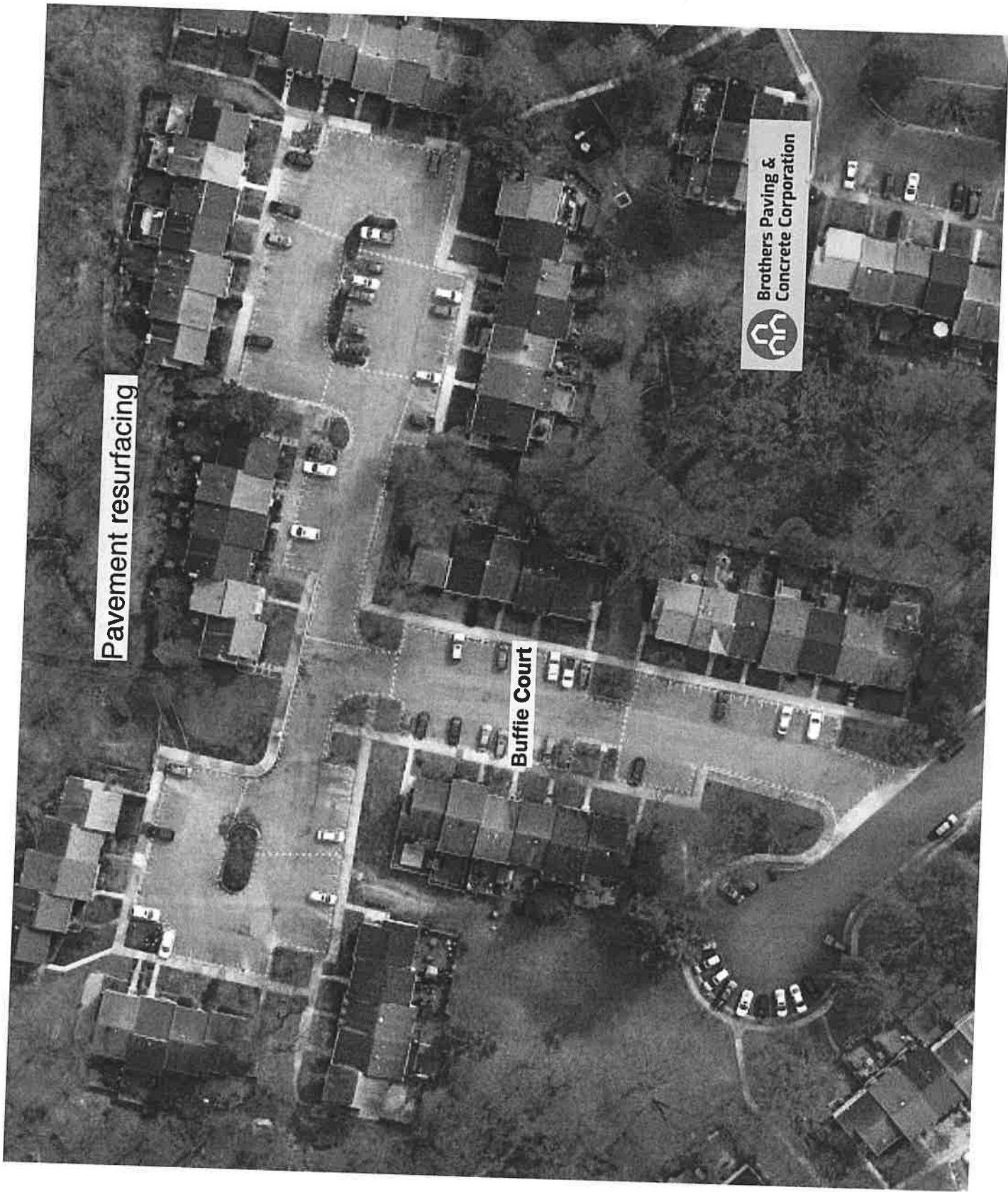
Cherry Oak Court

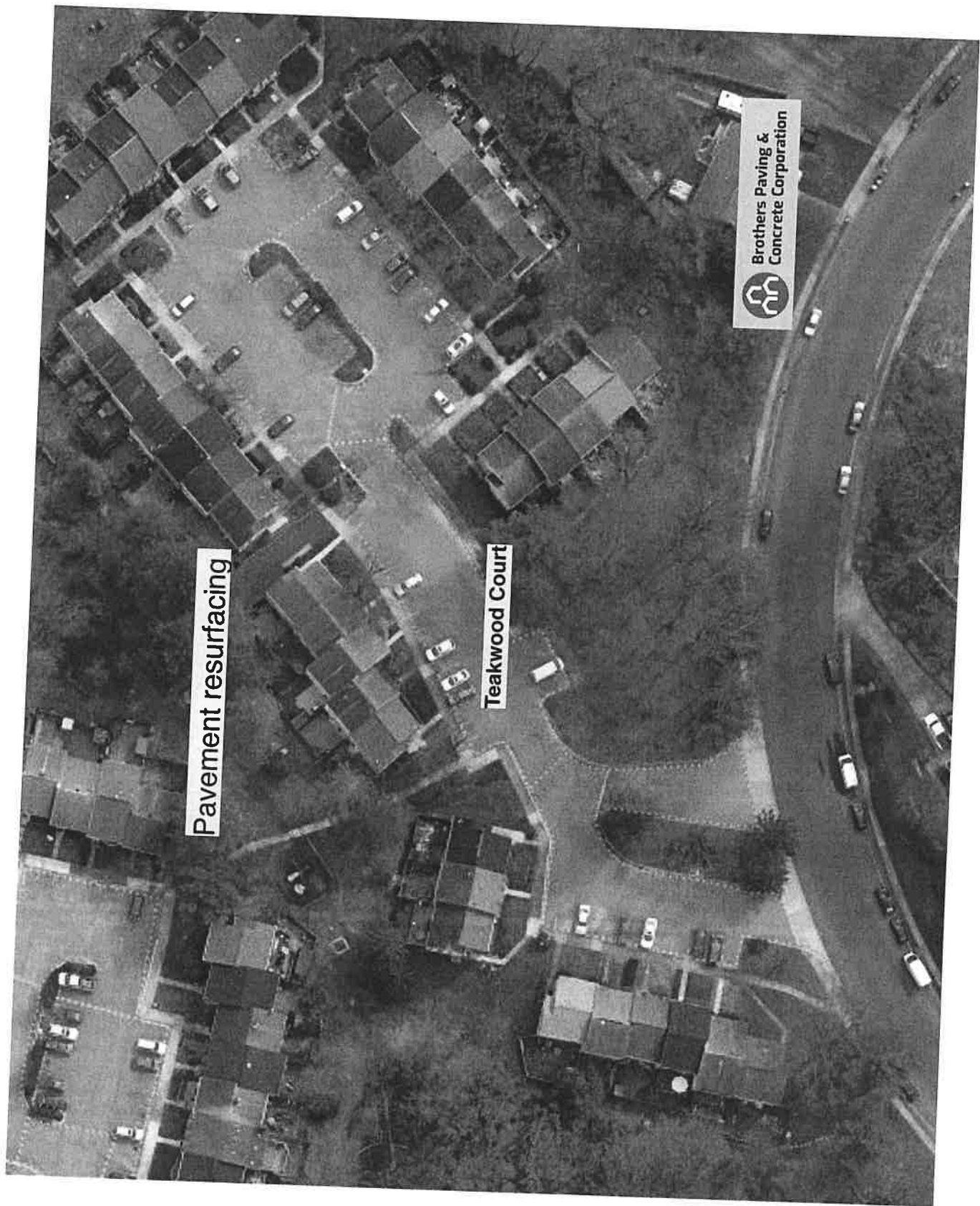
Brothers Paving &
Concrete Corporation



Pavement resurfacing

Buffie Court





Pavement resurfacing

Teakwood Court

Brothers Paving & Concrete Corporation





**Brothers Paving &
Concrete Corporation**

9469 Hawkins Drive
Manassas, VA 20109
Tel: 703.393.1927
Fax: 703.393.1928

Rob Hennessy
SFMC, Inc.
9464 Innovation Drive
Manassas, Virginia 20110

July 22, 2021

RE: Old Mill Community, Burke, Virginia

Dear Rob,

During our review of the property we noticed portions of parking lot surfaces, travel ways, drive lanes and various sections of the asphalt pavement presently has extensive fatigue cracking (*also called alligator cracking*), with moderate and/or severely (*depending on location*) spalled interconnected cracks forming a complete pattern. This type of cracking will only typically worsen over time developing into localized failure and potholes. Fatigue and/or alligator type cracking is a series of interconnecting cracks, large and small, caused by fatigue failure of the asphalt surface under repeated traffic loading. Fatigue type cracking typically occurs in areas that are subjected to repeated traffic loadings such as wheel paths and drive lanes although it can occur in parking bays also. Fatigue cracking is considered a significant pavement distress. The combined effects of traffic loading, asphalt binder hardening, traffic usage, water drainage, overall aging, normal wear and the environment along with many other factors will cause every pavement, no matter how well constructed to deteriorate over time.

The asphalt pavement at Old Mill Community is clearly considerably older, very oxidized, worn, weathered and there are numerous cracks in the pavement everywhere within the street and parking bays. These cracks provide a place for moisture to reach the pavement base and will ultimately lead to more extensive deterioration. There is also raveling throughout the street. Raveling and weathering are the wearing away of the pavement surface caused by the dislodging of aggregate particles (*loose gravel*) and loss of asphalt or tar binder which causes the surface to appear open and rough. This usually indicates that the asphalt binder has hardened significantly and aged. Some places the pavement are breaking up now and this will continue in other areas of the property.

Without doubt the pavement throughout the community presently needs full width surface milling and resurfacing activities soon before additional deterioration takes place along with more pavement failure in localized portions of the streets, typically in drive lanes where the heavier trucks travel over. The overall pavement surface conditions on this property will continue to worsen soon.

This is a very nice community. let's make it look brand new again

Should you have any questions or need any additional information, please do not hesitate to contact me anytime. I will gladly meet you or others on site if desired to review current conditions and discuss the much needed work.

Sincerely,
Brothers Paving & Concrete Corporation

Patrick Poinelli
Senior Project Manager



FULL MILLING

Pavement milling, cold paving or profiling is the controlled removal of a portion or upper part of the existing pavement or surfaces such a road, travel way or parking lot to a desired depth. The process helps maintain existing drainage patterns, enhances tying into and/or connecting to and meeting present curbing elevation, manholes, valve boxes or other objects in paving work limits

In addition benefits of milling can include.

1. Removal of raveling surfaces or areas with loose aggregates becoming separated from binder materials
2. Restore road surfaces by addressing low spots, uneven surfaces, bumps or depressions. Smooths existing surfaces.
3. Enhances or maintains drainage patterns, slopes and profiles. Preserves approximately the same crown or cross slopes in road.
4. Removes surface irregularities.
5. Places grooves, texturing and prepares the subbase to significantly increase adhesion and bonding of new bituminous paving materials placed over top of underlying surfaces or subbase during resurfacing operations.



Milling in center of a four lane highway



Milling entire parking lot



Full milling, curb to curb



**Brothers Paving &
Concrete Corporation**

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www.brotherspaving.com



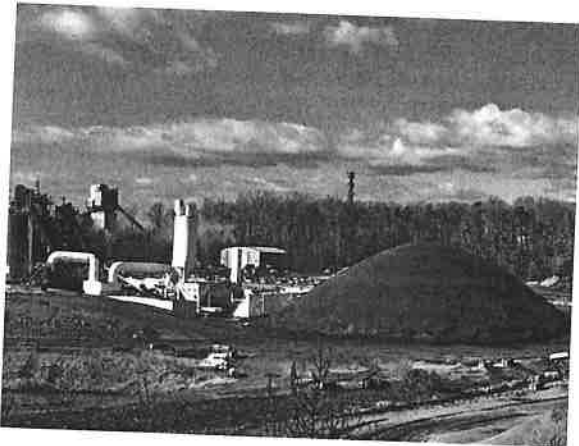
RECYCLING WHEN PAVING

Keeping it green!! We are doing our part by recycling and reclaiming pavement removed each day as our paving crews repair and repave parking lots and roads for our clients.



During construction our teams transport old broken or milled asphalt to our bituminous materials producer where it is reused to make brand new paving materials for installation at our various projects. By recycling old pavement we are eliminating disposal at landfills which are quickly filling up. We at Brothers Paving strive for recycling 100% of the asphalt removed from our projects whenever possible.

Recycling asphalt and converting waste into reusable materials is the right thing to do for our environment and we do it every day of the week.



New asphalt materials made



Old pavement



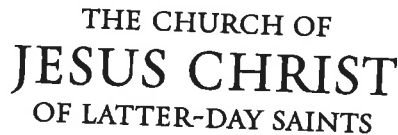
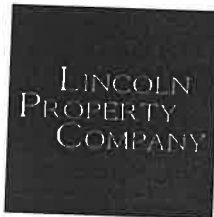
REFERENCES



PS BUSINESS SPARKS.



The Rappaport Companies



Brothers Paving & Concrete Corporation strives to be the leading asphalt and concrete contractor in the Washington, D.C area by continually focusing on our core values of integrity, excellence and partnership.



Brothers Paving & Concrete Corporation

We did it ! again

*Brothers Paving and Concrete Corporation is one of the **top 2021** paving contractors nationwide according to Pavement Maintenance and Reconstruction magazine Top Contractor annual issue.*

PAVEMENT®

**2021 TOP
CONTRACTOR**

Brothers Paving and Concrete Corporation

Pavement Repair Top 50 Paving Top 50 Sealcoating Top 50



Thank you for completing the project in such professional manner. The finished product looks great. Job Well done. The crew was very professional & courteous. They did an excellent job. Our thanks to the entire Brothers Paving team
Board President, HOA in Arlington

You have made this project really smooth. Your customer service blows everyone out of the water. We made sure we bragged about you in today's construction meeting
Thank you for all your help
Office manager, multiply parking lots Arlington housing complex concrete and paving

Thanks so much!
Property manager, sidewalk work Fairfax

Looks FABULOUS!
Thank you!!
Property manager, shopping center southern Maryland concrete, paving, sealing

Looks great.
Property manager, large church complex Vienna VA concrete and paving

Patrick, I just want to say thank you so much for all your hard work. You have made it to the top of my list for paving companies! I hope that we get to work together again in the future. Please pass along to your upper management my gratitude to you and your team for doing such an awesome job at Park Center! As you will see in my below email I informed all of my fellow managers at SFMC what a great job you all did and hopefully you will see more work in the future.
Property manager, very large housing complex, Woodbridge VA concrete and paving

Looks amazing. Thanks for everything.
Owner, day care center Arlington Va Paving

Thank you for the good job, and for all your effort to do everything so fast for the residents. Thank you to your crew.
Community manager, multiply parking lots Arlington housing complex concrete and paving

Good morning Patrick. Parliament Place work looks great.
Property manager, office complex, Lanham MD concrete

Good Day Patrick, The concrete work looks awesome.
Property manager, multiply apartment units, Arlington, VA

I wish to express my appreciation for the excellent coordination and execution by Brothers Concrete & Paving Corporation on our recent concrete repair and repaving project. Your customer service exceeded our expectations, particularly in managing the difficult relocation and timing of residents' parking in this multiphase job. We have received uniform positive feedback on the professionalism and courtesy of the Brothers team and your responsiveness to our concerns has been outstanding. We are extremely pleased with the results of our newly revitalized community and I would be happy to recommend Brothers for work in the future.

*Board President, Housing community, Woodbridge VA
Concrete and paving*

It's all good..thanks Patrick!

*Property manager, apartment complex Arlington VA
Concrete work over two separate years*

The work performed was excellent and the contractor kept on schedule. The finished parking lot was awesome.

Board President, Condominium property in Falls Church, VA

You're amazing! Love working with you and always recommend you to my other managers.

Portfolio Community Manager, Condominium property in Centreville, VA

Extremely thorough in communicating, follow-up and on the proposal. Oversaw the work from beginning to end. Went the extra mile setting up large enough crew to complete the job in one day. Quality performance on mill and repave

*Property Manger, Office complex in Chantilly VA
Milling and resurfacing entire property*

You are the very best, thank you so much for everything you've done I'm sure the community is going to be very appreciative.

*Property Manager, Large 189 unit condominium, Chantilly VA
Concrete, resurfacing entire community*

Thanks Patrick for running a smooth project. You're communication throughout the project is like no other. Thanks for all you did.

*Property manager, Multiple Condominiums units in Centreville Va
Resurfacing property*

Thanks for your hard work on the numbering! It really saves us a lot of figuring out here in the office. You rock!

*Property manager, townhome community Manassas VA
Resurfacing entire section of community*

Thanks for the great work! It looks wonderful!!!

*Property Manager, townhome community, Manassas VA
Resurfacing parking lot and road*

You have done an AMAZING job with Lusby and I can't tell you how much I appreciate it. I have had 3 other large-size jobs (not parking lots!) going on and not one contractor has communicated with me the way you have. It has made my life so much easier!

*Property Manager, shopping center, Lusby, MD
Pavement and concrete repairs*

Thank you for everything, especially the help with getting VDOT to fix that sinkhole in time for the paving project. It's hard to find people that have that rare combination of being knowledgeable, knowing facts, and willing to go above and beyond. That sinkhole would still be there if you hadn't given such good advice. I wish you and your family a great Easter weekend.

*Board President, large HOA in Fairfax, VA
Milling, resurfacing and concrete repairs*

Brothers always does excellent, high quality work. Patrick Poinelli is one of the most dedicated individuals. He goes above and beyond with every project in communication and service level. He keeps to his schedule, handles all aspects fo the project, and ensures it is successful !

*Community Manager, at 1300 homes at planned unit development, Prince William County VA
Milling, resurfacing and concrete replacement at several streets and parking lots over a two year period.*

You and your crew are awesome!

*Community manager, large HOA, Ashburn Virginia
Milling and repaving over 1 miles of roads and parking areas in multiply continuous phases and sections.*

Patrick Poinelli did an amazing completed service as always at Westover and I would recommend his service and Brothers Paving to others.

*Onsite property Manager for large apartment complex, Arlington VA
Several projects performed in the past, concrete work, paving repairs, sealing*

Patrick Poinelli was terrific to work with. Lots of communications throughout the entire project. The final work product was excellent. Thank you

*Onsite community manager for large HOA, Ashburn, Virginia
Milling and resurfacing large HOA in multiply phases, over a mile of road and parking areas*

Thank you, Patrick. I just walked down there with the dogs. Everything looks great. I have also gotten many, unsolicited compliments about the work you and your crew did. Please feel free to use us when soliciting future clients for a reference of highest regard. Thank you for everything.

*Board President, Townhome and condominium HOA, Old Town Alexandria
Concrete work, milling and resurfacing one mile of streets and parking lots.*

Thank you so much for a great experience Patrick! Our lot looks amazing!!

Patrick and the guys were amazing from start to finish at our last fiscal minute paving project. They completed all phases with no issues in a very timely manner. Customer service and quality of work are excellent.

*Operations manager, Vienna VA
Concrete work, milling and resurfacing parking lot and drive lanes.*

Hi, Patrick. We couldn't be happier with the work your crew did. And we greatly appreciate the expert guidance you provided throughout the whole process. We had many questions and concerns, and you responded to all of them in a timely and thorough manner. We also appreciate that you helped coordinate things between our association and the condo association--no mean feat. So it all worked out great, and we can't think of any way things could have gone better.

Board President, Lake Ridge VA

Concrete work, milling and resurfacing parking lot and drive lanes

Dear Patrick,

The Landing Point Condos would like to say thank you for your professionalism and especially the time and details you provided us with your estimate and prep work.

The team did a wonderful job, they were very detailed, swift and very respectful of the property. I certainly would recommend Brother's Paving and Concrete to other people and communities.

Condominium representative, Lake Ridge, VA

Concrete work, milling and resurfacing parking lot and drive lanes

Brothers Paving provided exceptional service and quality asphalt and concrete work. Patrick P and the entire crew were outstanding . They were professional, courteous, listens to residents and accommodated their requests. Patricks communications were key to the success of the project.

Board Vice president, large 260 townhomes community, Fairfax, VA

Concrete work, milling and resurfacing over a mile of streets and parking areas

**Brothers Paving
& Concrete Corporation**

9469 Hawkins Drive

Manassas, VA 20109
(703) 675-7374 Cell
(703) 393-1927 Office

Company

info@brotherspaving.com

Project Manager

Patrick Poinelli
ppoinelli@brotherspaving.com



**Brothers Paving &
Concrete Corporation**



07/20/2021

Proposal

SFMC, Inc., / Old Mill Community / #22221-1

Client

Rob Hennessy
SFMC, Inc.,
(703) 392-6006 Office
(703) 392-5039 Fax

Proposal Number

22221-1

Old Mill Community

Cloverdale Ct
Burke VA 22015



Dear Rob

Thank you for the opportunity to provide you with a proposal for curbing replacement work at Old Mill Community along the upcoming resurfacing work.

At Brothers Paving & Concrete we deliver more than just the highest quality products in the industry. We also bring our expertise to all areas of asphalt and site concrete construction.

Since 1985 we have specialized in retail, institutional, office, and residential projects, both public and private in Virginia, Maryland and Washington, D.C.

As the area's leading asphalt and concrete contractor, we pride ourselves in our integrity, reliability and commitment to excellence. We work with various clients, including commercial and industrial property managers, municipalities, government agencies, public schools, and home builders, and look forward to providing you with superior client services and unparalleled workmanship.

Below you will find a custom proposal to supply the labor and materials to perform the work as described below. Please note the following exclusions:

- **Testing - Towing - ADA Slope Compliance - Permits - Inspections - Stake out - Removal or relocation of utilities- Private locating - Sidewalk work or replacement- Landscaping- Pavement repairs along the curbing work**
- **Any items as listed on the terms and conditions page.**

Our one year comprehensive warranty shall apply for workmanship and materials used at this site. This guarantee excludes damages or deficiencies due to subbase or subgrade movement or failure, settlement, shrinkage cracks or other cracks that can normally develop, heaving, premature access, overloading, chemicals/salts applied to or tracked onto the finished product.



Brothers Paving & Concrete Corporation Home Office

visit us online at: www.brotherspaving.com

Building Better Communities, Together.



Proposal

CONCRETE CURB & GUTTER REPLACEMENT AT VARIOUS LOCATIONS, SEE TABULATION AND AERIAL VIEWS

Remove and replace **573.00** linear feet.

- Removal and replacement work consists of removal, hauling, disposal of debris and barricading the area(s) for safety.
- Next we will install necessary forms and expansion material before pouring a 6-1/4 bag, 3500 psi, air entrained concrete mix or VDOT A3 concrete mix on existing sub-grade.
- The new concrete will be floated, troweled, control-joint scored and broom finished.
- Expansion joints will be installed as required by Contractor.
- After the concrete has set, forms will be removed and new curb will be backfilled with onsite soils, and/or compost mixture and seeded.
- We are not responsible for lack of color match,, graffiti, tire tracks, animal or human footprints, ADA Compliance, etc., on finished concrete.
- Purchaser is responsible to insure all vehicles are removed (towing if required) from the affected areas no later than 7:00 a.m. so that required, safe access to each contracted location is provided to efficiently perform this contract work.
- If actual depth of gutter pan is greater than 7 inches, price will be increased at a unit price of \$400.00 per additional cubic yard of concrete.

See tabulation and report for additional information on curbing work.

Includes replacement of one section of sidewalk sized 11' x 5' at location 18 directly next to curb and gutter replacement.

We have identified, reviewed and marked certain curbing sections and one sidewalk section abutting curbing removal during our site visit using small black paint dots, see report for photos. This is a very large site with many parked cars in front of curbing and there may be other areas or border line sections needing replacement. Should you or the board know of any other sections needing repairs or replacement, please contact us and we will gladly provide additional pricing for any desired supplemental work. We do not imply, warrant or guarantee that all potential trip hazards, broken concrete, displaced or low concrete and/or deficiencies have been found, addressed, marked and/or are included in our pricing.

Unit pricing for additional curbing replacement if needed, desired or required with the other other work \$38 per each lineal foot, added to contract total.

Paving repairs, if any, are excluded.

Price: \$20,628.00



PRIVATE LOCATING

We noticed private street lights throughout the community some of which are near the concrete work.

Miss Utility does not locate private lines, services or conduits. Accordingly, You may wish to do a private locate prior to the concrete work.

Electronic locating, private lines to light poles.

Attempt to electronically locate subsurface private electrical services or conduits to street lights located near concrete work areas. This work will be performed on a unit cost basis at \$230 per each hour, portal to portal. The final cost will be determined by the number of hours required to perform the work, with total amount added to the contract amount.

While the cost below is entered as \$0, the price can not be determined until the work is performed. This private locating work will be performed and paid for on an hourly rate, added to contract amount.

For private light poles only. This locating work is not an exact science or procedure which is greatly affected by existing site conditions. Results and the accuracy of the investigation are subject to many factors beyond our control such as site conditions, the depth of utilities, conductivity, soils and access. Accordingly, we are unable to warrant or guarantee this locating work item will accurately locate all subsurface lines or conduits although it has been used very successfully on other projects. Any findings, interpretations, markings or locations of utilities obtained are approximate and are not guaranteed. Underground sprinklers, irrigation or sprinkler systems, PVC or plastic piping, building grounding systems, roof drains and all storm and/or sanitary sewer systems are not included in this investigation.

Price: \$0.00

TOTAL PRICE OF THIS PROPOSAL AS PRESENTED:

\$20,628.00



Agreement

The Unit Rates applicable to the categories of work to be performed pursuant to this Agreement are based on the following material costs and published indexes:

- **(1) Liquid Asphalt Price Index:** Purchaser agrees to pay Contractor \$.05 per square yard inch for every \$1.00 increase (or portion thereof) in Liquid Asphalt over the posted short ton price as posted on the date of the proposal by Virginia State Asphalt Associations or the Maryland State Asphalt Association. The increase will be based on the location of work and posted index price on the date of proposal vs the highest posted index price within 45 days before or after date work was executed. Rates are posted at VDOT (www.vdot.com) or MDOT (www.mdasphalt.org) websites. Example: ((Increase * (.05 * syi)) * sq yds)
- Purchaser acknowledges that if the above-listed items increase by the date all work under the contract is completed, the Unit Rates applicable to the categories of work to be performed under the Proposal shall be adjusted. The adjusted Unit Rates shall be committed and paid by Purchaser as though a written change order were approved and signed by both parties. This proposal is valid for thirty (30) days from the date written above. This proposal is subject to the enclosed Terms and Conditions.
- This Proposal contains confidential information belonging to the Contractor, which is legally privileged. The information is intended only for the use of the Purchaser, individual or entity named above. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution or the taking of any action in reliance on the contents of this Proposal is strictly prohibited. If you have received this Proposal in error, please immediately notify us by telephone and/or email to arrange for the return of the original documents to us.

Please visit our website: www.brotherspaving.com

TWENTY THOUSAND, SIX HUNDRED TWENTY-EIGHT DOLLARS AND ZERO CENTS, \$20,628.00

Payment is to be made as follows:

- 50% upon acceptance
- 50% upon substantial completion

This Proposal is valid for thirty (30) days from the date written above.

Sincerely,

Brothers Paving & Concrete Corporation
 Patrick Poinelli, Senior Project Manager
 Cell: (703) 675-7374, Office: (703) 393-1927
 ppoinelli@brotherspaving.com

Accepted: The above-proposed terms and conditions including price and payment terms are satisfactory and hereby accepted. Brothers Paving and Concrete is hereby authorized to proceed with the work specified.

Purchaser Signature: _____ Title: _____

Printed Name: _____ Date: _____





Terms & Conditions

These Terms and Conditions are by and between Brothers Paving & Concrete Corporation (hereinafter the "Contractor"), and the front-side "Purchaser", (hereinafter the "Purchaser").

- All stone, asphalt, and concrete depths indicated are to be interpreted as average depths prior to compaction. Actual Asphalt Repair depth regardless of depth specified on the front will only go to the stone base or specified depth whichever is less. Drainage is not guaranteed in areas having less than 2% grade.
- If the contract is canceled by Purchaser prior to the commencement of work, Purchaser will pay Contractor twenty percent (20%) of the total contract price. If Purchaser cancels scheduled work within 48 hours of each scheduled work day, Purchaser agrees to pay Contractor \$2,500 mobilization fee per incident.
- Unit prices shall apply to all work performed beyond the original scope if such work can be performed at the same time Contractor is working on site for original items of work. Contractor reserves the right to renegotiate the terms and conditions, including price, if equipment must be moved back to the site to perform additional work. Contractor is under no obligation to perform any extra work. All proposals are based on the existence of workable sub-base layer of at least four (4) inches. It shall not be Contractor's responsibility to check sub-base unless specified and paid for in the contract. Contractor shall not be responsible for consequences of sub-base deficiency or failures, including but not limited to damages or inability to perform work due to poor compaction, underground springs, buried materials, grade failures, etc.
- Each phase of work will be billed upon completion of that phase. Purchaser agrees to pay all invoices within 15 days of the invoice date. All unpaid amounts beyond the due date shall bear interest at the rate of 1.5% per month until paid. If full payment (including aforementioned late charges) has not been received by Contractor within 45 days of substantial completion of all of Purchaser's warranty rights hereunder will be forfeited and automatically become void and Contractor shall be excused from further performance of work under this proposal or any other contract with Purchaser and all amounts then due and owing, including retainage, shall become immediately payable.
- The pricing contained herein is based on work being completed within 30 days of the date of this proposal unless otherwise agreed in writing. Terms for doing work after this date may, at Contractor's option, be renegotiated between Contractor and Purchaser. To the extent Contractor has performed work within 30 days of the date of this proposal, Contractor shall be compensated for all such work under the terms and conditions at the price set forth in this proposal, including retainage, together with any costs incurred as a result of Purchaser's delay in completion of the work. Purchaser agrees to compensate Contractor for ALL reasonable costs (and associated overhead and profit) for delays incurred completing the work.
- Purchaser shall not prematurely subject the work to any type of traffic; loads in excess of the design capacity before proper cure, or in a manner which may damage the work. Contractor is not responsible for graffiti, tire tracks, animal or human footprints, etc., on finished concrete/asphalt.
- In the event air temperatures fall below the acceptable range (per Industry standard) for concrete and asphalt products, the Purchaser will incur all costs to maintain the required temperatures. There will be a \$.15 per square foot per day rental fee for blankets used to regulate the temperatures. If heaters are required to maintain certain temperatures there will also be a \$150.00 fee per day, per heater. The minimum acceptable temperatures are 40 degrees Fahrenheit for both concrete and asphalt.
- Although Contractor will endeavor to cooperate fully with the progress of the work, it reserves the right to delay the start of work until the entire area of the job is ready to be poured, paved or sealed. Unless otherwise noted, the total price is based on one move-in and complete access to work areas at the time of move-in. Purchaser agrees to pay Contractor \$2,500 for each additional move-in. The removal of vehicles from the work site is the sole responsibility of the Purchaser. Damage to vehicles left on the work site is the responsibility of the Purchaser. Contractor is not responsible for crackfill that adheres to tires. Contractor is not responsible for overspray on vehicles, curb and gutter, and all structures within 50 feet of the edge of the parking lot and/or area being sealed or treated.
- Contractor shall not be bound to schedules unless agreed to in writing. If no schedule is established, Contractor will undertake work in its normal operating schedule.
- Purchaser shall ensure all existing surfaces be in a condition suitable to receive work to be performed by Contractor. Purchaser shall provide potable water and electrical source at no expense to Contractor. Contractor is not responsible for tire marks on asphalt and or concrete. Contractor is not responsible for damage to landscaping and sidewalks due to required access by trucks and or equipment. Contractor is not responsible for damage to existing asphalt pavement due to weak, unstable, non-compacted or wet subbase materials. Contractor is not responsible for damage to surrounding concrete due to vibration of jackhammers and equipment. To the extent that work is dependent upon work of other contractors or subcontractors, Contractor shall not assume responsibility for any defect, deficiency, or non-compliance in such work.
- Purchaser is responsible to obtain all "private" (non-public) utilities, including wells & septic elements, underground sprinkler systems, electrical wiring, etc. marked by an independent utility locator prior to commencement of work. All specifications & work estimates are conditioned on all private utilities not being disturbed or work being modified to accommodate private utilities not disclosed to Contractor previously. Any damage caused to private lines during construction is the sole responsibility of Purchaser unless marked by an independent utility locator. Purchaser is responsible for all damage to existing structures & facilities, including underground facilities caused by equipment necessary to carry out the work. Contractor is not responsible for construction or material failures or delays in construction caused by any factor beyond its control, including, but not limited to, delays or failures caused by weather, acts of God, delays in transportation, acts of suppliers & subcontractors, acts of Purchaser, Owner or its contractors, fuel or raw material shortages, plant failures, or any other cause beyond its control.
- Unless stated in writing on this proposal, all engineering and testing, subgrade stabilization (undercut), excavation, utilities, adjustment of underground facilities, manholes, water valves, or underground structures, striping, landscaping, permits, bonds, government approvals, damage to existing asphalt and concrete and landscaping shall be Purchaser's sole responsibility. Further, there shall be no warranties, express or implied, in connection with any material or service furnished under this proposal. All consequential damages are excluded. In the event that Contractor retains an attorney to recover amounts due under this agreement, Purchaser agrees to pay all attorney fees, court and of collection costs incurred by Contractor.
- Purchaser will, prior to Contractor leaving the job site, arrange for an authorized representative or agent of the Purchaser to inspect completed Contractor work in the company of a Contractor representative. Purchaser's failure to inspect job site as above will signify acceptance of work performed by Contractor and agreement to pay the bill in full within fifteen (15) days. Purchaser agrees to indemnify, protect, and hold Contractor harmless from any and all damages, expenses and attorneys fees suffered or incurred on account of Purchaser's breach of any obligation or covenant of this proposal.

Concrete curbing replacement

Location See aerial maps	Approximate Length in feet	Size in feet		Total	Notes	
						
1	40				Damaged	
2	49				Settled	
3	42				Damaged, displaced	
4	9				Settled	
5	10				Heaved, displaced	
6	58				Settled, inadequate drainage	
7	13				Low	221
8	19				Damaged	
9	10				Damaged	
10	10				Low	
11	17				Displaced	
12	27				Damaged, low	
13	31				Settled, damaged	
14	24				Settled, damaged	
15	10				Settled	148
16	6				Settled	
17	16				Displaced, settled	
18		11	5	55	Next to 19, replace with curb	
19	48					
20	10				Displaced	
21	33				Displaced, low	
22	38				Damaged	151
23	17				Displaced	
24	13				Damaged, settled	
25	9				Displaced	
26	14					53
	573			55		
	Total lineal feet of curbing			Total square feet		



cherry Oak Court

Meadow Grove Court

Cloverdale Court

Box Oak Court

7

1

2

3 A

6

4

5



25

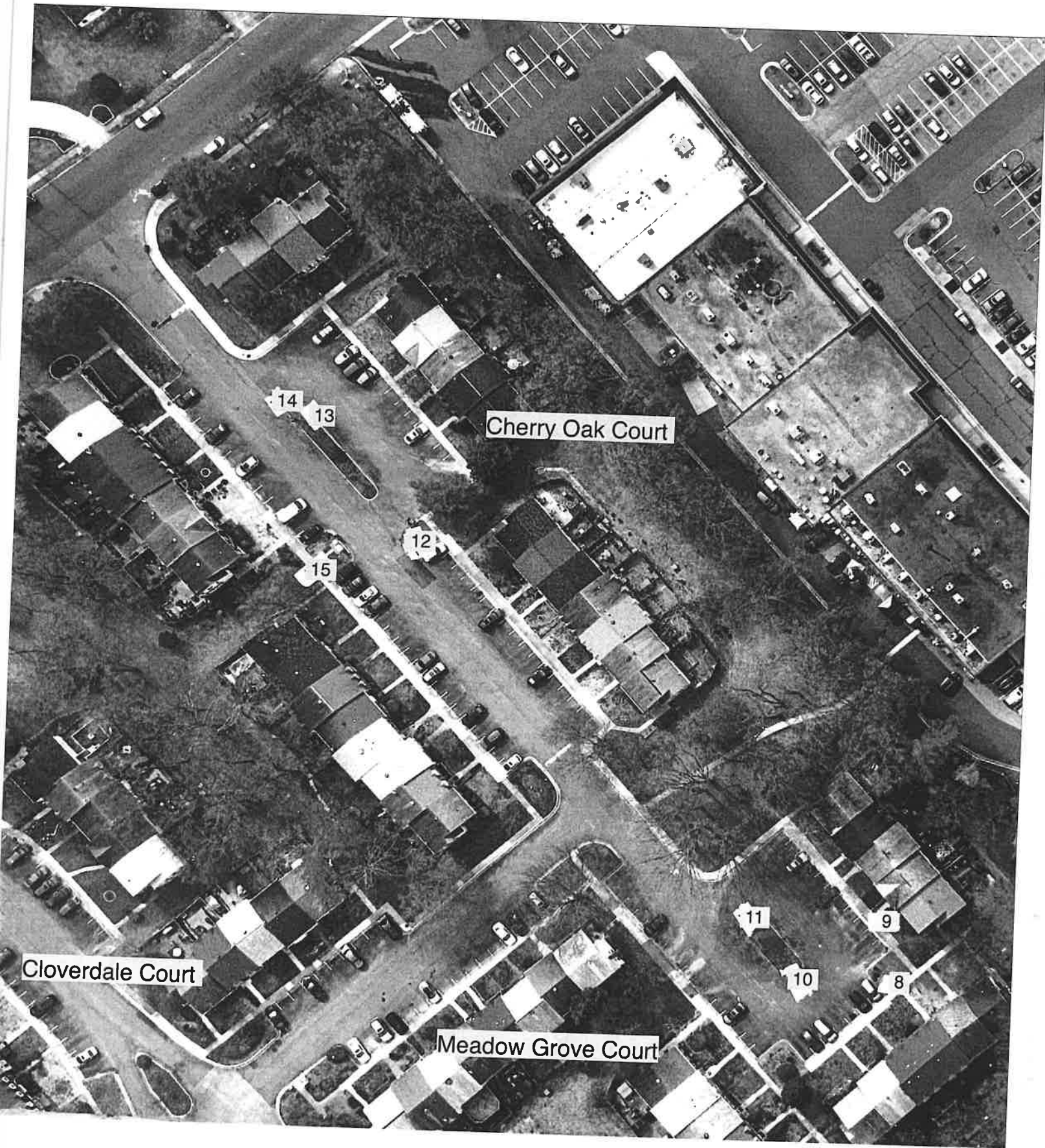
26

B

24

23

Teakwood Court



Cherry Oak Court

Cloverdale Court

Meadow Grove Court

14

13

12

15

11

9

10

8



Box Oak Court

Buffie Court

16

17

21

22

20

18

19

**Pothole
Repair.com**



**Old Mill Community
Council**

6310 Buffie Court
Burke, VA 22015

Prepared for

Rob Hennessy
Junior Community Manager

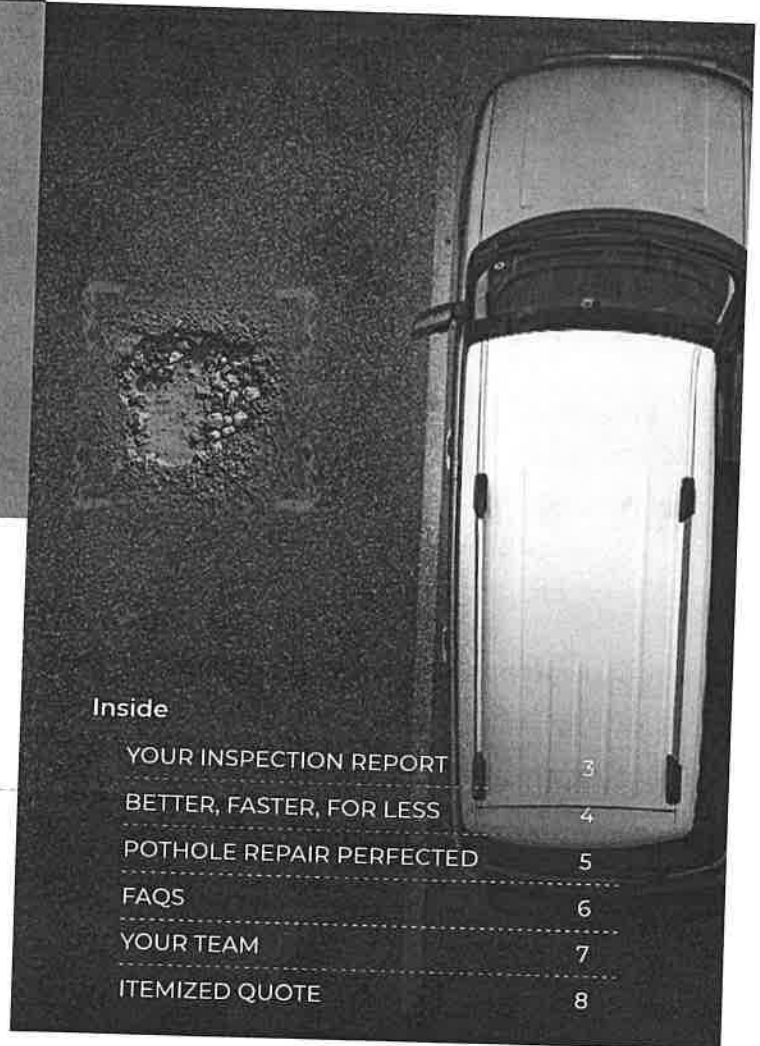
(703) 392-6006 Ext.246
rhennessy@sfmcinc.com

Prepared by

PotholeRepair.com

855-376-8465
csrservices@potholerepair.com

INSPECTION REPORT



Inside

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POTHOLE REPAIR PERFECTED	5
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Hello Rob,

Thank you for the opportunity to provide the best-in-class solution for your potholes Old Mill Community Council.

At Pothole Repair, we do only one thing: fix potholes! Since 2010, with our singular focus, we have perfected the small asphalt repair process and our client-centered approach to serving you!

This is the best repair you can get — it's fully guaranteed
Plus it's quick, non-disruptive, clean, attractive, eco-friendly and permanent.

Enjoy the benefits of Pothole Repair:

- Keep your lot open — there is virtually no disruption
- Never fix a pothole twice — our hot-in-place process is permanent
- Maintain curb appeal with clean, eco-friendly, attractive repairs
- Avoid costly mishaps from unsafe potholes and see comprehensive reports after we complete your repair
- Prevent the need for large asphalt repair or repaving — you'll save thousands!

Your interactive Inspection Report and Proposal follows. Please call me anytime with questions or to schedule our work.

Sincerely,

A handwritten signature in black ink, appearing to read "Terry Treadwell". The signature is fluid and cursive, with a long horizontal stroke at the beginning.

Terry Treadwell
Vice President, Business Development
571-449-8010

P.S. We can put you on a proactive maintenance schedule for inspection and discounted repairs through our PARC program. (See how your costs would be even lower as a PARC client on this proposal's Itemized Quote page.)

Click image for interactive view



YOUR INSPECTION REPORT

Old Mill Community Council

6310 Buffie Court
Burke, VA 22015



Date requested
10/18/2021



Date of report
10/19/2021

33

Damaged areas

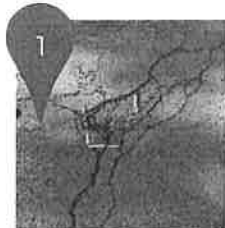
67

Thermal Repairs (TR)

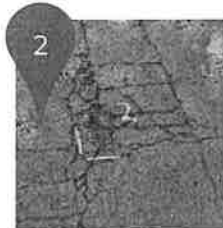
Depending on the size of the damaged area, multiple thermal repairs may be linked together to repair one damaged area.

Pothole detail images

Click image for expanded view



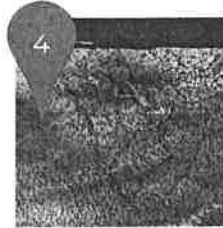
1 Thermal Repairs



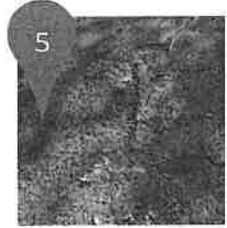
1 Thermal Repairs



1 Thermal Repairs



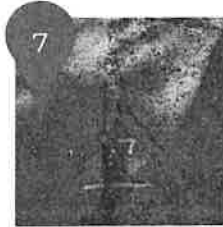
1 Thermal Repairs



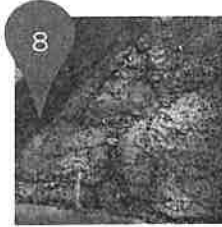
2 Thermal Repairs



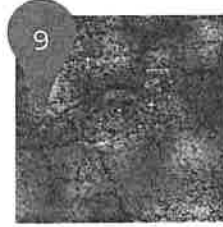
1 Thermal Repairs



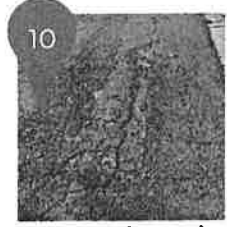
2 Thermal Repairs



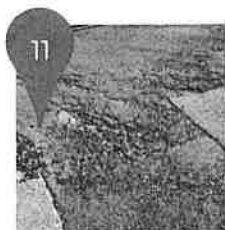
2 Thermal Repairs



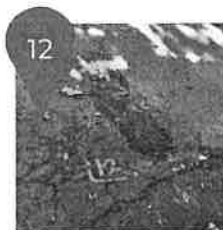
1 Thermal Repairs



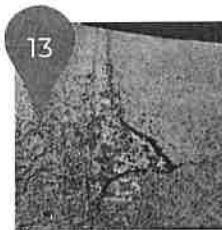
2 Thermal Repairs



3 Thermal Repairs



2 Thermal Repairs



2 Thermal Repairs



3 Thermal Repairs



1 Thermal Repairs

CONTINUE ▼

Pothole detail images

Click image for expanded view



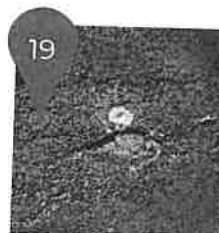
1 Thermal Repairs



2 Thermal Repairs



4 Thermal Repairs



1 Thermal Repairs



5 Thermal Repairs



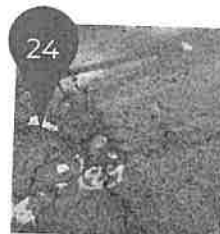
1 Thermal Repairs



2 Thermal Repairs



1 Thermal Repairs



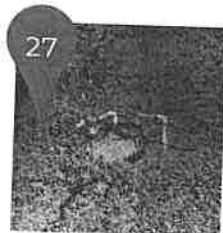
1 Thermal Repairs



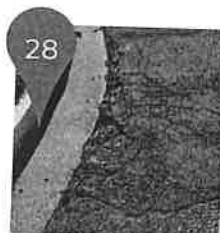
1 Thermal Repairs



1 Thermal Repairs



1 Thermal Repairs



3 Thermal Repairs



5 Thermal Repairs



2 Thermal Repairs



2 Thermal Repairs



2 Thermal Repairs



7 Thermal Repairs

BETTER, FASTER, FOR LESS



OUR EXPERTISE
Pothole Repair does one thing and does it better than anyone else: right-sized repairs of small-scale damage.

OUR MISSION
is to make your life easier by making your lot safer, better-looking and extending its life through proactive strategic asphalt repair. We've spent over a decade perfecting our process to provide you with an easy, lower-cost solution to the huge problem of potholes.



UP TO
85%
↓
LESS than
big paving
companies

WE AREN'T A PAVING COMPANY
Pavement and asphalt are the biggest capital expenditures for property managers. We are tailor-made to affordably serve the property management industry. By fixing damage and potholes while they are still small, Pothole Repair is able to dramatically reduce property maintenance costs for our clients. This means less money coming out of your operating budget and preserving your capital budget.

PARC PROGRAM

Want to set it and forget it? Sign up for our PARC program. We'll automatically inspect your property 3 times a year, and you get deeper discounts on any authorized repairs.

POTHOLE REPAIR PERFECTED

THE PROBLEM WITH POTHOLES IS THAT THEY ONLY GET BIGGER

Our hot-in-place recycling process uses the same DOT-approved material you'd get from the big companies without the noise, dump trucks and having to shut down your lot. And unlike cold patch repairs your team has to do over and over, our repairs are permanent and fully guaranteed.

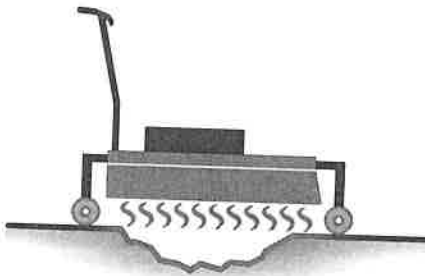
Before



After



A permanent repair you can count on



HEAT

We heat the damaged area to induce thermal bonding



CUT & FILL

We add DOT-approved hot mix with recycled asphalt from the pothole



FINISH

We compact and level the repair to match the surrounding area

A SEAMLESS REPAIR IN 20 MINUTES



FAQs WITH

Barry & Terry



Q

What makes you different from the other guys?

A

We do only one thing and we do it better than anyone else. We fix potholes. We've spent a decade perfecting our process. We combine that expertise with world-class customer service to make our clients' lives easier. We also like to think we're more handsome than the other guys.

Q

I really don't have to close down my lot?

A

You really don't. Our professionally trained Pothole Repair technicians use one truck and it takes about 20 minutes per repair.

Q

Why should I have you repair my asphalt instead of my maintenance team?

A

Because we're better at it and your team has better things to do. Cold patch is messy, time-consuming and never lasts. Our repairs are fully guaranteed and have a beautiful professional finish. Plus, with our strategic asphalt maintenance, you can delay or even eliminate expensive large repaving projects, potentially saving tens of thousands of dollars or more.

Q

What is strategic asphalt maintenance?

A

Think of it like this: If you repair asphalt when the damage is small – and repair it correctly – then you extend the life of your current asphalt, preventing the damage from growing and requiring large capital expenditures for a paving company that will shut down your lot and disrupt your business.

Q

How can I save even more money?

A

We like how you think. We automatically give you discount if you have more than five repairs. In addition, we offer clients our popular PARC program, where we do three inspections annually and give you more discounts on repairs. Even more benefits are listed on your Itemized Quote (we did the math for you)!

YOUR TEAM

World-class customer service tailored to you



Barry Foer
President



Terry Treadwell
Vice President
Business Development



Crystal Davis
Vice President
Administration



Guillermo Medina
Vice President
Technology



Kevin Kszanzak
Director of Service
Excellence



Diane Tschirhart
Director of Accounting



Christopher Laffey
Senior Client Service
Manager



Jeff Thompson
Senior Client Service
Manager



YOUR TEAM

We are united in providing you with world-class service. From our account managers to our service experts to our client service professionals, everything we do is to make your job easier.



YOUR GUARANTEE

We take great pride in our work. We never use subcontractors. We handle everything in-house and stand behind our work with an iron-clad guarantee.



Client:
Old Mill Community Council
 6310 Buffie Court
 Burke, VA 22015
 10/19/2021

This Itemized Quote lists the repair areas and the scope of work required to restore, preserve and extend the life of the asphalt. All the repairs authorized will be completed by trained Pothole Repair technicians to ensure high quality service delivery. Please approve individual repairs areas from the itemized list below or check the box at the end to authorize PotholeRepair.com to complete all the repairs recommended.

Repair area	Service	Units	Cost per	Line item	Discounted subtotal	Approval
1	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
2	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
3	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
4	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
5	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
6	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
7	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
8	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
9	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
10	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
11	Thermal Repair	3	\$339.00	\$1,017.00	\$712.00	<input type="checkbox"/>
12	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
13	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
14	Thermal Repair	3	\$339.00	\$1,017.00	\$712.00	<input type="checkbox"/>
15	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
16	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
17	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
18	Thermal Repair	4	\$339.00	\$1,356.00	\$949.00	<input type="checkbox"/>
19	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
20	Thermal Repair	5	\$339.00	\$1,695.00	\$1,187.00	<input type="checkbox"/>
21	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
22	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
23	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
24	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
25	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>

CONTINUE ▼

Repair area	Service	Units	Cost per	Line item	Discounted subtotal	Approval
26	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
27	Thermal Repair	1	\$339.00	\$339.00	\$237.00	<input type="checkbox"/>
28	Thermal Repair	3	\$339.00	\$1,017.00	\$712.00	<input type="checkbox"/>
29	Thermal Repair	5	\$339.00	\$1,695.00	\$1,187.00	<input type="checkbox"/>
30	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
31	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
32	Thermal Repair	2	\$339.00	\$678.00	\$475.00	<input type="checkbox"/>
33	Thermal Repair	7	\$339.00	\$2,373.00	\$1,661.00	<input type="checkbox"/>
34	Riser	1	\$99.00	\$99.00	\$99.00	<input type="checkbox"/>
35	Mobilization Fee	1	\$49.00	\$49.00	\$49.00	<input type="checkbox"/>
Total		35		\$22,861.00	\$16,048.00	<input type="checkbox"/>

* A discount is automatically applied for properties with greater than 5 thermal repair areas.

Choose a PARC program - Keep your lot safe and save money without lifting a finger

- ▶ 10% off AUTHORIZED repairs
- ▶ Repair guarantee extended to 15 months
- ▶ Three inspections and reports annually
- ▶ Priority scheduling
- ▶ PARC programs have an annual fee of ONLY \$199 per property

Save money today by choosing PARC

\$16,048.00 Itemized quote	+	\$199.00 Annual fee	-	\$1,589.00 PARC discount	=	\$14,658.00 with PARC	<input type="checkbox"/> Sign me up for a PARC program
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By signing below, Client acknowledges that this document constitutes a Work Order and authorization for PotholeRepair.com to conduct specified asphalt repairs in accordance with the attached Terms and Conditions.

Client's Authorized Representative

Date

POTHOLEREPAIR.COM WORK ORDER TERMS AND CONDITIONS

Client desires Pothole Repair Metro DC ("Company") to repair potholes and other minor asphalt damages authorized in the Work Order. In exchange for good and valuable consideration the receipt of which is hereby acknowledged, Company agrees to provide Client with such services in accordance with the following Terms and Conditions.

1. SERVICES. This Work Order identifies individual and linked 1m x 1m repair areas that are required (each a "Thermal Repair") to restore the condition of the Client's pavement. For each repair area authorized by the Client on this Work Order, Company will: i) position a thermal device one or more times to heat damaged asphalt; ii) recycle in place any existing asphalt and provide any additional DOT-approved hot mix necessary to complete the repair; and iii) mechanically compress and compact the repair. The finished asphalt repairs will be thermally bonded to the surrounding pavement ("Services"). Company reserves the right to modify the scope of the repair if there is material deterioration or other material change in and around the damaged area(s) between the date of the survey and the date the Services commence. Company will complete the Services within a commercially reasonable time, subject to this Agreement. If there is a delay that is the result of weather conditions, acts of God, or other force majeure, the scheduled timeline to complete the work will be extended until the condition is resolved, and Company shall not be subject to any penalty of any kind because of such delay. If the Services are delayed for more than 30 days, then Client may, at its option, void the Work Order without penalty.

2. CLIENT RESPONSIBILITIES. Prior to the commencement of any Services, Client will clear obstructions and cordon off damaged areas so that Company can provide the Services. Client will complete any other preparation prior to when Company is scheduled to provide the Services. Company will contact Client at least 48 hours prior to the start date to discuss the preparations by the Client. If Client fails to complete the preparations in a timely manner, and the commencement of the Services by Company is delayed as a result thereof, Client shall pay Company a cancellation fee of the greater of 20% of the total price of the Services as described in this Agreement or \$99. If any act or omission of Client, its agent, employees, or representatives, causes delay in Company's performance of the Services, Client will be charged a fee for such delay of \$99 for each 30 minutes of delay.

3. LIMITED WARRANTY. Upon completion of the Services and receipt of payment in full, Company will warrant the repairs against defects in workmanship or materials for a period of 12 months from the date of completion of the Services. If a repair fails or degrades through normal wear and tear during the 12-month warranty period Company will make necessary modifications to the repair without charge to the Client. Company makes no other warranty express or implied. Degradation, or other deterioration of a repair (i) in an area where vehicles make continual and repetitive turns; or (ii) which is caused by dislodging of the repair attributable to tree or other roots, broken water or gas pipes, breakage of the adjoining road or surface area adjacent to or surrounding the repair, or repetitive oil, gas, other toxic substance spillage, or similar circumstances are expressly excluded from this warranty. Any modification or alteration to the repair by any person or enterprise other than Company will void the warranty.

4. LIMITATION OF LIABILITY. Company shall not be liable to Client or any third party for (i) any failure or defect of the Repair caused by persons or events beyond Company's reasonable control or the acts or omissions of Client or any third party or for any consequential damages arising from the Repair or the failure of the Repair; or (ii) any claim arising out of damage to underground utility lines or related hardware or consequent outages unless Client has clearly informed Company of the location of such utility lines or hardware prior to

commencement of the Services. Client shall not be entitled to punitive damages under any circumstances. Client agrees that the maximum sum for which Company may be held liable to Client or any third party collectively is the total consideration paid by Client to Company for the Services provided pursuant to this Agreement.

5. PAYMENT. Client agrees to pay Company for the Services as described in the Work Order. Payment is due upon completion of the Services unless Client has established an account with Company. If Client has an account, payment is due within 10 days of receiving the invoice. Client will pay Company a fee equal to 2% per month (or the maximum interest allowed by law) on any amounts owed and outstanding for 30 days or more. Client will also pay Company for any costs relating to collection, including, but not limited to, reasonable attorney fees, court costs, and interest.

6. SEVERABILITY. A determination that any provision of this Agreement is invalid, illegal, or unenforceable shall not affect the enforceability of any other provision.

7. APPLICABLE LAW. This Agreement shall be governed by the laws of the Commonwealth of Virginia without regard to conflict of law principles. The parties hereby agree to submit to the exclusive jurisdiction and venue of the state or federal courts sitting in or serving Fairfax County, Virginia.

8. ENTIRE AGREEMENT. This Agreement constitutes the entire agreement of the Parties and supersedes all other agreements, representations, communications, statements, or negotiations between the Parties relating to the subject matter hereof.

9. AMENDMENTS. Any modification of this Agreement must be in writing and signed by both parties.

10. CLIENT REPRESENTATION. Client hereby represents that it has authority to engage Company to perform the Services at the site described in the Proposal.

11. DISPUTE RESOLUTION. Any claim for monies due Company pursuant to this Agreement, may be brought in any court of competent jurisdiction in Fairfax County, Virginia, and the parties agree to submit to the jurisdiction and venue of such court. All other disputes between the Parties in relation to or arising out of this Agreement or any part of this Agreement, which are not amicably resolved by the parties themselves, shall be submitted to final and binding arbitration. Any arbitration proceeding shall be held in Fairfax County, Virginia. Arbitration Procedure. The arbitration shall be conducted pursuant to the rules of the American Arbitration Association governing commercial arbitration, and the applicable law in the Commonwealth of Virginia, as the same may be amended from time to time. The fees and costs for the arbitration, including, without limitation, fees and travel expenses for the arbitrators, but excluding the parties' attorneys' fees, shall be paid one-half by each party. The parties may request a list of prospective arbitrators from the American Arbitration Association or the Federal Mediation and Conciliation Service, or the Virginia judicial system, or they may select arbitrators on an ad hoc basis. If the parties cannot agree on an arbitrator, they will request that the American Arbitration Association appoint an arbitrator. Arbitration is Final and Binding. The parties to the dispute irrevocably agree that the decision in such arbitration proceedings (i) shall be binding on the parties; and (ii) may be enforced in a court of competent jurisdiction. The parties understand and agree that by entering into this agreement to arbitrate, they forfeit their right to assert in claims before a judge or jury.

12. SEVERABILITY. The foregoing agreement to arbitrate shall survive the termination of this Agreement.

OLD MILL COMMUNITY COUNCIL, INC.

Policy Resolution No. _____

(Procedures Relating to Membership, Board and Committee Meetings Held Electronically)

WHEREAS, Article VIII, Section 1(c) of the Amended and Restated Bylaws of Old Mill Community Council, Inc. (the "Bylaws") grants the Board of Directors (the "Board") the power to exercise for Old Mill Community Council, Inc. (the "Association") all powers, duties and authority vested in or delegated to the Association not reserved to the membership by other provisions of the Bylaws, the Articles of Incorporation, or the Declaration; and

WHEREAS, §55.1-1819 of the Property Owners Association Act (the "POAA") provides that the Board shall have the power to establish, adopt, and enforce rules and regulations; and

WHEREAS, Article X, Section 1 of the Bylaws requires that Annual Meetings be held in October on a day and time designated by the Board; and

WHEREAS, Article IV, Section 1(d) of the Declaration of Covenants, Conditions and Restrictions (the "Declaration") of the Association provides that an owner may be prohibited from voting at meetings if the owner is delinquent in any amount due to the Association for the duration of the delinquency, or for up to sixty (60) days for a violation of the rules and regulations of the Association; and

WHEREAS, Article X, Section 5 of the Bylaws provides that votes may be cast in person by or by proxy, and requires that proxies be in writing and filed with the secretary; and

WHEREAS, Section 55.1-1832 of the POAA provides that unless the declaration expressly provides otherwise, (i) any notice required to be sent or received, or (ii) any signature, vote, consent or approval required to be obtained under any declaration or bylaw provisions or any provision of the POAA may be accomplished using electronic means and that the Association, lot owners and those entitled to occupy a Lot may perform any obligation or exercise any right under any declaration or bylaw provision or any provision of the POAA by use of electronic means; and

WHEREAS, Section 55.1-1832(D) of the POAA further provides that voting, consent to, and approval of any matter may be accomplished by electronic means provided that a record is created as evidence of such vote, consent, or approval and maintained as long as such record would be required to be maintained in non-electronic form; and

WHEREAS, Section 55.1-1832(F) of the POAA states:

Any meeting of the association, the board of directors, or any committee may be held entirely or partially by electronic means,

provided that the board of directors has adopted guidelines for the use of electronic means for such meetings. Such guidelines shall ensure that persons accessing such meetings are authorized to do so and that persons entitled to participate in such meetings have an opportunity to do so. The board of directors shall determine whether any such meeting may be held entirely or partially by electronic means.

WHEREAS, Section 55.1-1832(G) of the POAA further provides that if any person does not have the capability or desire to conduct business using electronic means, the Association shall make available a reasonable alternative, at its expense, for such person to conduct business with the Association without use of such electronic means, which includes telephonic participation; and

WHEREAS, Section 55.1-1832(G) of the POAA states:

Unless expressly prohibited by the governing documents, a member may vote at a meeting of the association in person, by proxy, or by absentee ballot. Such voting may take place by electronic means, provided that the board of directors has adopted guidelines for such voting by electronic means. Members voting by absentee ballot or proxy shall be deemed to be present at the meeting for all purposes.

WHEREAS, the Association's Governing Documents do not prohibit conducting meetings of the Board, committees or members of the Association via electronic means and therefore, the Board of Directors deems it appropriate to adopt rules for the conduct of virtual Board, committee and member meetings for when the Board deems virtual or electronic format to be appropriate.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT the Board duly adopts the following rules and policies:

I. General Provisions

A. Definitions - The following terms used in this document shall have the meanings defined below:

1. Owners – Any person, corporation, trust, or other legal entity, or any combination thereof, which owns a lot within the Association.
2. Quorum – The percentage of Owners that must be present in person or by Proxy at a Membership Meeting of the Association in order to open the meeting and conduct business. Such percentage is ten percent (10%) of the total votes within the Association.
3. Hybrid Meeting – A meeting which is held partially in person and partially by electronic means.

B. Determination to hold Virtual Meetings

1. The Board of Directors has the authority to determine whether meetings of the Board, Committees, and Owners (“Membership Meetings”), including the Annual Meeting, shall be held entirely or partially by electronic means. A meeting conducted by electronic means includes a meeting conducted via teleconference, videoconference, internet exchange, or other electronic methods and any combination of the foregoing. Subpart II below deals with Membership Meetings while subpart III below deals with Board and Committee meetings.

C. Validation of Ownership

1. Participants will be required to identify themselves before being able to attend any virtual, hybrid, or in-person meeting to ensure that the person participating is an Owner or the Owner’s proxy for membership meetings. Validation may require the Owner or proxy to pre-register for the virtual meeting, identify their name and address, or provide other forms of validation so the person presiding over the meeting or the meeting host can determine whether the person is entitled to participate in the meeting. Anyone who fails to identify themselves or is not entitled to participate in the meeting may be excluded from the meeting. The Board of Directors reserves the right to only allow Owners to participate and attend Board and Committee meetings.

D. Meeting Conduct

1. For any meeting or portion of a meeting that is conducted electronically, the Board may adopt rules and regulations regarding the conduct of members in the meeting as is appropriate for the forum or platform being used.

2. During any meeting, participants who are not Board members will be required to mute their microphone or other audio devices for the entire meeting, with the exception of during any open session or when a motion to adjourn needs to be made to end the meeting. Any participant wishing to speak during open session or to make a motion to adjourn must be acknowledged by the Board or other meeting moderator as having a turn to speak or address the meeting. The person presiding over the meeting or the meeting host may cause or direct the disconnection or muting of a participant’s connection if it causes undue interference with the meeting. The decision to do so, which is subject to debatable appeal, shall be announced during the meeting.

3. Each participant is responsible for his or her audio and internet connections; no action shall be invalidated on the grounds that the loss of, or poor quality of, an attendee’s individual connection prevented participation in the meeting.

4. When the Board enters executive session, participants will be moved to a virtual waiting room or otherwise removed from the electronic meeting platform for the duration of executive session. Owners may return to the open session meeting after the Board exits executive session.

II. Membership Meetings

A. Nominations (when so required)

The Nomination of candidates for the Board of Directors may be made by responding to the Call for Nominations.

1. Call for Nominations. A Call for Nominations may be sent prior to or simultaneously with the notice of the Membership Meeting. The call may be sent to the membership by mail or by electronic means, if the Owner has consented to receiving such communication via electronic means. Anyone interested in serving on the Board of Directors may submit their candidacy for consideration by the Owners in accordance with the directions in the Call for Nominations.

a. The Call for Nominations may provide a nomination form to be completed by those interested in being nominated for the Board of Directors. The nomination form may include space for a candidate's background or allow for an attached resume.

b. The Call for Nominations shall generally inform the Owner of his or her right to nominate himself/herself or any other Owner willing to serve to be a candidate for the Board of Directors. If an Owner nominates another Owner, such nominated Owner may be contacted to see if he or she is willing to serve and if not, such Owner may ask that his or her name be withdrawn from consideration.

c. The Call for Nominations shall specify a date by which completed nomination forms must be received and the means by which nominations should be submitted.

d. The Call for Nominations shall inform the Owners that only candidates submitted on nomination forms that are received by the specified due date will appear on the Proxy/Ballots.

e. Nominations will not be taken from the floor at the meeting.

B. Notice of Membership Meetings

1. Notice shall specify the date, time and the location on the internet where Owners will need to log onto the internet to connect to the Membership Meeting, where to log onto the internet to cast their electronic ballots, and generally the means and methods of participating in the Membership Meeting electronically, which may also include participating in the meeting by conference call. The platform will allow all participants to hear the proceedings, substantially concurrent with the proceedings. If a hybrid meeting is held, the notice shall also specify the details of the in-person portion of the Membership Meeting.

Notice may be sent by mail or electronic means. Notice may only be sent by electronic means to the email on file with Management for receiving communications from the Association Provided that the Secretary certifies in writing that notice was sent and, if such electronic mail was returned as undeliverable, notice was subsequently sent by United States mail. The Secretary may consult with or defer to the Managing Agent to confirm whether notice was returned as

undeliverable. Consent shall be deemed to be given by the Owner if the Owner has agreed in writing to receive communications regarding the Association through electronic means or a particular email address on file with Management, which may be reviewed by the Association's legal counsel.

3. The Notice may include:

a. A Proxy/Ballot form to be used by those Owners who cannot attend the meeting but wish to vote on matters before the meeting. Specific requirements as to these items are addressed below in Section D.

b. The resumes or other information submitted by each of the nominated candidates listed in the Notice.

c. Instructions for use and submission of any electronic Proxy/Ballot or Proxy Envelope forms for any Membership Meetings that is convened solely using electronic means.

d. The Notice shall also specify the designated person to whom the Proxy should be directed, which may be the Association's Managing Agent or other appointed person, and how the proxy may be submitted.

C. Proxy and Mail-In Absentee Election Ballots

Pursuant to the Bylaws and the POAA, Owners may vote in person, by proxy or by electronic means.

1. Proxy and mail-in voting ballots must be submitted in accordance with the instructions set forth in the Notice of meeting at which such election shall be held, which can be by mail, e-mail, or other means as directed in such instructions. The Notice of meeting will include information on the chosen platform, how to submit proxy and absentee election ballots, and the deadline for submission to the Association, which shall be before the commencement of the meeting. Delivery of a ballot or proxy may be by electronic means or paper form.

2. The proxy and absentee election ballot serves the following purposes:

a. To designate a specific proxy holder who is an officer of the Board who is not running for election and shall be present at the Membership Meeting, which shall ensure that the Owner's presence is counted for quorum purposes at the meeting, and

b. To designate the specific candidates that the Owner wishes to vote for related to the election of directors.

c. To vote on any other matters properly brought forth.

3. All Proxies shall be dated and contain the address and telephone number of the Owner where the Owner can be reached to verify the proxy, if necessary. Proxies which are not dated or do not contain both the address and telephone number of the Owner shall be void. Signatures on Proxy/Ballots shall be presumed to be that of an authorized Owner even if the signature is less than legible or if the signature is made via electronic means in the form of the Owner's initials.

4. If a proxy and absentee voting ballot is submitted as uninstructed, votes are illegible, or cannot be read, or without votes indicated, the ballot shall be counted for quorum purposes only for the Membership Meeting. Any Proxy/Ballot that selects more candidates than positions available shall be considered invalid, as the voter's intent cannot be determined, and no vote shall be counted.

5. Once the deadline for submission of proxies and absentee ballots has passed, Management and the Association's legal counsel (if present), shall meet for the purpose of determining the validity of the votes on the Proxy/Ballots and to calculate the votes. Any Proxy/Ballots determined to be invalid shall be eliminated from the calculation of votes. A written record shall be kept of the reason for each invalidation. If questions arise as to the validity of a particular Proxy/Ballot, they shall be segregated and referred to the Board of Directors, in consultation with legal counsel for the Association, for final determination only if such determination will impact the outcome of the election. If such questions will not impact the outcome of the election, no ruling on validity is necessary. For the purposes of this section, the Board will be considered to consist of those directors who are not running for re-election at the Membership Meeting and if the Board is unable to agree on a ruling, legal counsel will render the final determination on the dispute or question.

D. Voting

1. The Board may designate an electronic platform for voting in addition to mail in or electronic submission of proxy and absentee ballots. The Notice of Meeting will include information on the chosen electronic platform and the duration of the voting period. The Notice of Meeting may also include instructions on how to cast votes. Any Owner who cannot vote by electronic means may contact the Managing Agent for a paper mail-in ballot.

2. Owners submitting electronic votes will be required to validate their ownership. Validation procedures will depend on the platform used but may include unique voting codes or other identifying features to ensure that the person voting is a Owner or a Owner's proxy.

E. Quorum

1. The presence, at any time during the Membership Meeting of any Owner or Owner's proxy attending the meeting virtually will be counted as being present for purposes of quorum. Accordingly, quorum will be deemed to have been met throughout the meeting even if an Owner or Owner's proxy leaves the virtual meeting once the meeting is called to order. Owners

voting by electronic means or by proxy shall be deemed to be present at the meeting for all purposes.

2. In the event quorum is not met, a majority of Owners present in person or by proxy may adjourn the meeting to a different date, time or place. Notice need not be given of the new date and time for the new meeting if announced at the abandoned meeting; otherwise, the Secretary shall provide further notice of such date, time and place to the Owners.

F. Miscellaneous

1. The Annual Meeting will be held in October each year, whether held virtually, hybrid or in person.

2. All virtual platforms used by the Association for voting will be capable of creating a record maintainable by the Association as evidence of such Owner's vote, proxy, and attendance. Proxy and absentee ballots will also be maintained by the Association.

3. At the conclusion of the meeting, all of the election records, including Proxy Envelopes, Proxy/Ballots, all invalid Proxy/Ballots, the report of the final election results, and any other records shall be maintained in care of the Management Company as an official record of the Association.

III. Board And Committee Meetings

A. The Board shall determine the virtual place for Board and Committee meetings by way of a virtual platform, conference call number or other electronic means. All notices of Board and/or Committee meetings will advise Owners of the means and methods for participating in the meeting electronically. The platform will allow all Owners to hear the proceedings, substantially concurrent with the proceedings and to comment, in accordance with meeting policy.

B. During any meeting, participants who are not Board members will be required to mute their microphone or other audio devices for the entire meeting, with the exception of during any open session or when a motion to adjourn needs to be made to end the meeting. Any participant wishing to speak during open session or to make a motion to adjourn must be acknowledged by the Board or other meeting moderator as having a turn to speak or address the meeting. The person presiding over the meeting or the meeting host may cause or direct the disconnection or muting of a participant's connection if it causes undue interference with the meeting. The decision to do so, which is subject to debatable appeal, shall be announced during the meeting.

C. There will be no physical meeting location and the location of the meeting will be virtual, unless otherwise determined by the Board and included in the notice of meeting.

This resolution is effective _____, and supersedes any previous resolution on electronic meetings, if any.

OLD MILL COMMUNITY COUNCIL, INC.

By: _____, President

OLD MILL COMMUNITY COUNCIL, INC.

Policy Resolution No. _____

RESOLUTIONS ACTION RECORD

Pertaining to: Procedures Relating to Membership, Board and Committee Meetings held Electronically

Ratified at a meeting of the Board of Directors of Old Mill Community Council, Inc. held
_____.

Motion by: _____ Seconded by: _____

OFFICER	TITLE	YES	NO	ABSTAIN	ABSENT
	President				
	Treasurer				
	Secretary				
	Director-at-Large				

ATTESTED

:

Secretary

Date

Resolution Effective: _____

“Please print on or insert letterhead here”

AUTHORIZATION FOR ENFORCEMENT OF MOTOR VEHICLE & TRESPASS LAWS ON PRIVATE PROPERTY

To: Captain Gregory Malarkey
West Springfield District Station
6140 Rolling Road
Springfield, VA 22152

From:

Date: _____ / _____ / **2021**

I am the owner / lessee or agent for the property owners of:

(Property Name)

Which is located at: _____

(Property Address / Location / Contact Person(s) / Phone Number/E-Mail Address)

Please check enforcement action requested:

_____ Consider this letter a request made and permission granted to the Fairfax County Police Department to enforce the provisions of Section 18.2-119 of the Code of Virginia, or 5-4-1 of the Code of the County of Fairfax for trespassing violations upon the above mentioned property.

_____ Consider this letter a request made and permission granted to the Fairfax County Police Department to enforce the provisions of Sections 82-1-3, 82-1-6, and Chapter 82 Article 5 (Motor Vehicles and Traffic) of the Code of the County of Fairfax and Title 46.2-102 (Motor Vehicles and Traffic) of the Code of Virginia.

_____ In addition, permission is granted to remove vehicles from the property in accordance with Fairfax County Code 82-5-41.

Authorizations must be renewed every three years – or when any information contained changes.

Please Print Name of Owner / Lessee, or Agent for property.

Signature of Owner / Lessee, or Agent for property,
having authority to grant such permission.