

BOCA LAKES CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING

AGENDA

DATE: WEDNESDAY, APRIL 2, 2025

PLACE: BOCA LAKES CLUBHOUSE

TIME: 6:00 P.M.

1. Call meeting to order - Certifying quorum
2. Proof of notice of meeting
3. Approval of February 26, 2025 meeting minutes
4. Consideration of approval of contractor and contract to replace the roof and install gutter guards on the Clubhouse, Guardhouse, Pool Pump House and Ancillary Building adjacent to the pool, and installing gutter guards on all 112 buildings within the community subject to any additional terms to be negotiated between the contractor and the Association with the assistance of legal counsel;
5. Consideration of approval of contractor and contract to replace the community irrigation system subject to any additional terms to be negotiated between the contractor and the Association with the assistance of legal counsel.
6. Consideration of authorizing the president and any other available officer to execute the contracts submitted by the approved contractor for the roof replacement/gutter installation and irrigation system replacement referenced in the agenda above, as well as any additional terms negotiated with the assistance of Association's legal counsel.
7. New business
8. Old business
9. Adjourn

Boca Lakes Condominium Association BOD values your input and opinions. Please remember that proper meeting etiquette must be followed at all Board of Directors meetings. You are only permitted to speak on an agenda item. Any disrespectful or disruptive behavior cannot be tolerated. You may be asked to leave the meeting.



Palm Beach Roofing & Maintenance LLC.

West Palm Beach, FL

561-293-1407

LIC #CCC1329210

7029 AVOCADO BLVD

LIC #CGC1526892

Date: _____ E-MAIL: _____

Name: BOCA LAKES CONDOMINIUM PHONE: 561-482-7880

Address: 8768 CHEVYCHASE DRIVE City: BOCA RATON Zip: 33433

TILE ROOF SCOPE:

FLAT CONCRETE TILE
COA CHOICE OF COLOR

CLUB HOUSE WITH MAINTENANCE GARAGE ATTACHED
GAZEBO ON POOL DECK
POOL PUMP HOUSE
GUARD GATE HOUSE AT ENTRANCE

REMOVE EXISTING ROOFING ON ABOVE BUILDINGS
REPAIR ANY PLYWOOD AND FACIA
PLYWOOD \$4 A SQ FT
FACIA 1 x 8 = \$8 A LINEAL FOOT
NO PAINTING FACIA REPAIRS
INSTALL NEW FLAT CONCRETE TILE WITH POLYFOAM OR EQUAL PRODUCT
INSTALL ALL PRODUCTS ACCORDING TO PBC
INSTALL HI-TEMP TILE SELF ADHEARED UNDERLAYMENT
INSTALL 3 x 3 WHITE EAVE DRIP

GUTTER MAINTENANCE SCOPE:

PRODUCT - HYDRO FLOW ALUMINUM & STAINLESS STEEL

CLEAN GUTTERS ON ALL BUILDINGS
INSTALL GUTTER GUARDS ON ALL GUTTERS ON EXISTING BUILDINGS
AND NEW ROOF GUTTER GUARDS (HYDRO GUTTER GUARDS)

INSTALL NEW GUTTERS ON (4) BUILDINGS THAT ARE RECEIVING NEW TILE ROOFS

SOFT WASH ALL BUILDINGS TO REMOVE MOLD AND FUNGIS FROM TREE BUILD UP AND LEAVES
RINSE ALL LANDSCAPING WHEN COMPLETED

PALM BEACH ROOFING & MAINTENANCE LLC WILL DO SILICONE ROOF COATING ON ANY AREA THAT
MAY HAVE LAYING WATER
THIS WILL BE DONE AS PART OF THE MAINTENANCE AND WARRANTY EXTENSIONS

----- \$575,000.00

ROOF WARRANTY EXTENSION:

SILICONE SEALANT REPAIRS ON WALL UNITS AT CRICKET – AREAS THAT HAVE HAD LEAKS IN
INTERSECTION OF SHINGLE TO FLAT WILL BE SILICONE COATED INCLUDED REAR FLATS

WARRANTY TO COVER ANY REPAIRS NEEDED UNDER NORMAL WEATHER CONDITIONS. IF THERE WERE
TO BE A MAJOR HURRICANE, TORNADO OR OTHER HIGH WIND AND RAIN OCCURANCE, ANY REPAIRS
THAT ARE DUE TO UNLICENCED CONTRACTOR ACTIVITY OR RENOVATIONS TO BE CHARGED BACK TO
OWNER OF UNIT.

COA TO KEEP UP ON TREE TRIMMING AND MAINTENANCE ON ALL BUILDINGS TO PREVENT ANY ROOF
DAMAGE. ROOF WARRANTY IS NOT ON INSURANCE POLICY AND DOES NOT COVER ANY ITEMS IN YOUR
UNIT. CONDOMINIUM CONTENTS INSURANCE IS RECOMMENDED TO COVER ANY PERSONAL
BELONGINGS DUE TO ROOF LEAK.

ROOF WARRANTY (3) YEARS STARTING 3-1-2025 ENDING 2-28-2027

COA TO VERIFY ROOF LEAK CALLS

1st Year ---- \$75000

2nd Year ---- \$60000

3rd Year ---- \$60000

Separate from above quote

The above prices and conditions are hereby accepted. You are authorized to do the work above as specified. The signer of this agreement guarantees payment:
This signature is to verify that the owner or authorized person has read the General Terms and Conditions that Palm Beach Roofing & Maintenance has listed on
the back of the contract. Any unpaid balances will have a \$500 per week Late fee upon final inspection
Palm Beach Roofing & Maintenance LLC carries \$1,000,000 coverage for general Liability and Workmen's Comp for all employees

Date _____ Acceptance _____

Palm Beach Roofing & Maintenance Authorized Signature: _____ Print Name: Dean Broder



Palm Beach Roofing & Maintenance LLC.

West Palm Beach, FL

561-293-1407

LIC #CCC1329210

7029 AVOCADO BLVD

LIC #CGC1526892

Date: 3/01/2025 E-MAIL: _____

Name: BOCA LAKES PHONE: _____

Address: CHEVY CHASE DR City: BOCA RATON Zip: 33433

JUST WANT TO CLARIFY THAT IN THE 3-4-2025 PROPOSAL THAT \$75,000 IS FOR 1st YEAR OF ROOF MAINTENANCE WARRANTY 2nd PAYMENT IS DUE 2 WEEKS BEFORE 1st YEAR IS OVER AND IS NOT PART OF THE \$575,000.00 QUOTE.

PAYMENT SCHEDULE

10% DEPOSIT \$57,500.00 UPON SIGNING

20% \$115,000.00 - DUE WHEN TILE ROOFS ARE COMPLETE AND FINAL INSPECTION

GUTTERS AND GUARDS DO NOT NEED TO BE INSTALLED FOR 2nd PAYMENT

30% \$172,500.00 – DUE WHEN GUTTER GUARDS ARE 50% COMPLETE

30% \$172,500.00 – DUE WHEN GUTTER GUARDS ARE COMPLETE

BALANCE \$57,500.00 - IS DUE WHEN ROOF CLEANING AND SILICONE COATING ARE COMPLETED

FINAL PAYMENT IS DUE WHEN ALL WORK IS COMPLETE AND ROOFING PERMITS ARE FINALED. PAYMENT TO BE MADE WITHIN 7 DAYS OF THIS COMPLETION

A RELEASE OF LIEN WILL BE PROVIDED AT FINAL PAYMENT

The above prices and conditions are hereby accepted. You are authorized to do the work above as specified. The signer of this agreement guarantees payment. This signature is to verify that the owner or authorized person has read the General Terms and Conditions that Palm Beach Roofing & Maintenance has listed on the back of the contract. Any unpaid balances will have a \$500 per week Late fee upon final inspection

Date: _____ Acceptance: _____

Palm Beach Roofing & Maintenance Authorized Signature: _____ Print Name: Dean Broder



9825 Marina Blvd., Suite 100, Boca Raton,
 FL, 33428
 561-708-0005;
www.constructionexpertflorida.com

Property Name: BOCA LAKES CONDOMINIUM ASSOCIATION
 Address: 8768 Chevy Chase Dr., Boca Raton 33433

Summary:

All surfaces must be inspected by a TCE, LLC Representative prior to application to ensure warranty can be issued. The TCE, LLC Representative will do an onsite Pre-inspection, in progress inspection, and post completion inspection.

Scope of Work: Tile all roofs, guard shack, carport, gazebo, clubhouse, and small pump house.

- Place cones around the parking lot to block off areas where work equipment, dumpsters, Portlets, and materials to be placed and staged.
- Set up ladders with ladder guards to prevent any damage to fascia and edge metal during the project.
- Place caution tape around work areas to prevent residents or the public from entering hazardous areas.
- Roof system will be completely torn off.
- Will replace metal pipe boot flashings
- Will prepare the roof areas, ground, and landscape well before installation.
- Will install all roof components suitable for this specific roof system
- Install modified bitumen granulated rolls underlay
- Install Concrete Tile
- Install board per wind uplift code. add new gutter Material where needed
- Re-flash joints
- Re-seal flashings.
- Clean-up and all debris will be hauled off.
- total \$117,000.00

All Shingle Roofs

- ROOF CLEANING AND REJUVENATION SPRAY (5 year Increase on shingles)
ALL BUILDINGS TOTAL COST: \$989,000.00 (5 year warranty on all shingles plus all tile roofs).

5 year warranty on all asphalt roofs includes unlimited repairs and calls. Plus gutter guards. For any calls and leaks, we will show up no questions asked, and we will be there within 48 hours. We will also blow all the roofs so they will be free from leaves and debris every 4 months.

The roof will be cleaned thoroughly and safely to prepare the shingles before the roof rejuvenation spray. All shingle roofs will be cleaned and sprayed with roof rejuvenation spray. It's an all-natural product that will increase the lifetime of the roof shingles for the extra 5 years.

Insurance Specifications: Construction Expert Florida carries \$1,000,000 coverage for general warranty, commercial auto, and \$2,000,000 in umbrella coverage. plus WC

Project Timeline and Work Schedule: Roofing operations can begin within (30) days of contract signing. Production time will take extra time with material delays Or weather issues. Roofing crews will work from 8am-7pm; Monday - Saturday.

Costs and Terms of Payments: 1/3 deposit will be collected at the beginning of the project and 1/3 half-way through, then remaining amount will be collected at the conclusion of the project after final inspection and walk-through has been conducted with the property manager or portfolio manager.

Management: Materials will be delivered prior to scheduled installation and coordinated with dry weather conditions.

Roof Production Plan: Consistent communication between the roofing site supervisor and the community faculty is an absolute necessity to ensure a smooth project. Debris will be hauled away using a contractor provided dump trailer. Tarps will be laid out on the ground to collect nails, felt paper and other construction trash. Debris will be kept clear of walkways and resident doorways. Clean up will be ongoing with debris picked up by the end of each day.

Contingency Planning: Here are contingency plans for various potential scenarios while roofing the project:

1. Roofing nail in tires Construction Expert FL will consistently magnet and clean up nails and debris around the active jobsite. A work zone will be cordoned to allow for trailers to move on and off the property area and keep car tires away from the path of potential debris.
2. Torn window screens Construction Expert FL will be responsible for patching/or replacing damaged window screens caused from falling roofing debris.
3. Pedestrian tripping over staged materials. Construction Expert FL will stage materials from frequented pedestrian walkways.
4. Debris on walkways and entryways Crews will make it a priority to remove debris blocking walkways and entryways. We will need a staging area.
5. AC Unit protection Plywood covers will be custom cut on site and placed on top of AC units as needed. Although we can protect the units and components, we are not responsible for any of the AC units or wires during the reroof. its rare that we have any problems with AC' as we try to avoid them.

Safety: Construction Expert FL prides itself in its strong safety record. Our crews follow industry standard practices with the utilization of rubber soled shoes, keeping the roof deck clear of loose granules, and using designated roofing debris throw off points. A designated-on staff safety officer ensures adherence to safe practices. For any emergency injuries, the designated emergency facility will be the closest one to this work site. In a medical emergency event, the project manager will be notified. The project manager will notify the onsite staff of the extent of the injury and the actions taken.

TERMS AND CONDITIONS

All work is to be completed in a workmanlike manner according to standard practices. *Any change or deviation from the scope of work identified herein that results in additional cost to Contractor will be charged to the Customer as a cost that is separate from and in addition to the quoted price.* The materials supplied by Contractor to perform Contractor's scope of work, on the roof during the project or after the Contractor has completed its work, then any warranty issued by Contractor to Customer for the project will be given immediately after the invoice. The Contract Documents consist of this Proposal/Contract, Terms and Conditions and all documents referenced therein, Statutory Warnings, Work Authorization Agreement (if applicable), and limited workmanship warranty (if any), which are all incorporated herein by reference. Customer agrees that his or her signature to any one of the Contract Documents constitutes his or her receipt and acceptance of all of the Contract Documents and agrees to be bound by the terms of same. Customer may request from Contractor at any time a copy of any document a part of the Contract Documents

I HAVE READ AND UNDERSTAND THIS PROPOSAL, THE TERMS AND CONDITIONS, AND ALL APPLICABLE CONTRACT DOCUMENTS AND AGREE TO BE BOUND BY THEIR TERMS
ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. Contractor is authorized to do the work as specified. By signing below, Customer acknowledges that Customer is the owner (or authorized agent of the owner) of the property where the work is to be performed.
CUSTOMER'S RIGHT TO CANCEL: If for whatever reason you do not want the goods or services, you may cancel this agreement by providing written notice to the Contractor in person, by telegram, or by mail. This notice must indicate that you do not want the goods or services and must be delivered or postmarked before midnight of the third (3) business day after you sign this agreement. If you cancel this agreement, the Contractor may not keep all or part of any cash down payment.

Payments as follows 1/3 upon startup of project, 1/3 at half completion and 1/3 upon project completion. this is flexible per negotiation

Contact: Matt Allen, Project Manager 727-222-1353

TOTAL COST: \$117,000.00

ROOF CLEANING AND REJUVENATION: \$989,000.00

Customer Signature _____

Customer Name Printed _____

Date _____

TCE, LLC Rep

Name Printed _____

Date _____

Estimate

715 Commerce Way #18
 Jupiter, FL 33458
 +1 561-660-2476
 info@mytechnologyengineering.com



ADDRESS
 Boca Lakes Condominium Association
 Inc
 8768 Chevy Chase Dr
 Boca Raton, FL 33433
 United States

ESTIMATE #	DATE	EXPIRATION DATE
2259	03/10/2025	04/10/2025

P.O. NUMBER
 IRRIGATION SYSTEM INSTALLATION

SALES REP
 Irving M.

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Irrigation work	<p>The community of Boca Lakes Irrigation / Sprinkler system consists of lawn, trees, shrubs, and flower beds on the common areas of the community.</p> <p>The new system will have the following features:</p> <ul style="list-style-type: none"> • 4" main distribution line – this is consistent with the volume and pressure of water from the two irrigation pumps. <ul style="list-style-type: none"> o This distribution line will be buried at 12" on top of the pipe. o Where necessary to cross under the roads or pathways, the line will be installed inside a 6" sleeve. o This distribution line will be PVC schedule 40, rated for 200 PSI. The pressure from the irrigation pumps is set at 60 PSI. • The main distribution line will branch out to 2" for each irrigation zone. <ul style="list-style-type: none"> o This irrigation zone line will be PVC schedule 40, rated for 200 PSI. The pressure from the irrigation pumps is set at 50 PSI. • From the irrigation zone line, it will branch out to the determined size of the pipe for the sprinklers or rotors 	1	653,355.00	653,355.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		<p>on each zone.</p> <ul style="list-style-type: none"> o This distribution line will be PVC schedule 160, rated for 160 PSI. The pressure from the irrigation pumps is set at 60 PSI. <ul style="list-style-type: none"> • 2" commercial Solenoid Irrigation valves will be installed for every sprinkler zone. • Sprinklers and Rotors will be installed to achieve crossover coverage of the landscape. <ul style="list-style-type: none"> • The existing system consists of multiple irrigation timers (as many as eight) scattered around the community operating on individual programs and schedules; this makes it difficult to use, and service and there is no way of controlling the demand of the system. Also, in the case of brakes in the lines, there is no communication to the central system (i.e., the pumps) to tell them to shut off. o The new system will operate via two smart Irrigation Control Timer: Two Wire system <ul style="list-style-type: none"> • This timers will communicate to every irrigation zone on the community o New wiring will be installed for the operation of the new Smart Irrigation Control Timers. <ul style="list-style-type: none"> • This wiring will be placed in the same trench as the 4" mainline. • Grounding rods will be installed for every 500 feet of wiring to prevent wire short circuits. 			

NOTES:

60% deposit to schedule work, and 40% balance is due upon completion of work.

Due to the nature of the work, specifically, the trenching for the installation of new pipes and wires, the sod in the areas of work will have to be re-touched and possibly replaced. Technology Engineering is not responsible for the cost of re-touching or replacing any part of the sod.

Any additional work or parts needed to complete work will be billed separately once approved by the customer.

A detailed schedule of the work will be presented upon acceptance of this proposal.

Unless stated otherwise, all parts have a 12-month manufacturer warranty. Existing irrigation will be partially operational during the installation of the new system.

Technology Engineering guarantees its workmanship for 90 days.

TOTAL

\$653,355.00

Accepted By

Accepted Date



D. Thomas Landscape Management LLC

9337 Howell Lane, Unit B

Palm Beach Gardens, FL

33418

Phone: 561-899-0799 Email: service@dthomaslandscape.com

Estimate

Date	Estimate #
3/10/2025	15580



Name / Address
Boca Lakes Condominium Association 8768 Chevy Chase Dr. Boca Raton, FL 33433

			Project
Description	Qty	Rate	Total
Install new (2) wire irrigation system throughout the community to cover plant material and grass areas. New System to include the following: - (2) wire - Sch 40 PVC pipe for mainline and secondary transmission lines - 4" main - 2" secondary - Sch 160 PVC pipe for zone lines - sizes will vary. - Grounding Rods every 500' - 9 Timers converted to (2) wire - 105 +/- Valves upgraded and replced to (2) wire.	1	710,000.00	710,000.00
This Estimate Requires a 50% Deposit to Schedule and Start Landscape or Irrigation Job/ Project. Once Deposit Monies are utilized , Progress Invoicing will be used and a monthly Invoice will be sent until Landscape/ Irrigation Job / Project is complete. These progress Invoices are due on receipt, failure to pay promptly can slow progress of Landscape/ Irrigation Job / Project.		0.00	0.00T
D. THOMAS LANDSCAPE MANAGEMENT LLC TERMS AND CONDITIONS		0.00	0.00
If this estimate is acceptable to you, please sign and return one copy along with your 50% deposit (\$ _____) made payable to D. Thomas Landscape Management LLC. We will schedule work upon receipt of the signed contract. It is agreed that this contract price is valid for 90 days from _____. If commencement is delayed by the Owner or his Agent more than ninety (90) day, D. Thomas Landscape Management LLC may renegotiate or terminate this contract. If in the event D. Thomas Landscape Management LLC is unable to continue installation due to construction delays and/or civil or natural occurrences, it shall be the Owner's or his Agent's responsibility to provide proper maintenance and payment for all work completed to that date. The Owner's or his Agent's responsibility begins the following day after D. Thomas Landscape Management LLC has been forced to withdraw.			
		Total	

Certified Contractor License #U-22080



D. Thomas Landscape Management LLC
 9337 Howell Lane, Unit B
 Palm Beach Gardens, FL
 33418
 Phone: 561-899-0799 Email: service@dthomaslandscape.com

Estimate

Date	Estimate #
3/10/2025	15580



Name / Address
Boca Lakes Condominium Association 8768 Chevy Chase Dr. Boca Raton, FL 33433

Project

Description	Qty	Rate	Total
<p>GUARANTEE: All Irrigation material is guaranteed for one year, provided D. Thomas Landscape Management LLC is maintenance provider on property, otherwise ninety (90) days.</p> <p>GRADE: A finished grade will be furnished by the Owner or his Agent. "Hand raking" only (+2 inches) is included in the contract unless otherwise specified.</p> <p>D. Thomas Landscape Management LLC is only responsible for damages to underground utilities, if they are clearly marked on site prior to the commencement of work. Any damages occurring to unmarked utilities will not be the responsibility of D. Thomas Landscape Management LLC.</p> <p>CHANGES: Any Irrigation material purchased by D. Thomas Landscape Management LLC to fulfill contract, which is deleted prior to installation will be charged to the Owner or his Agent at 50% of the installed price. Customer agrees, if requested, to cooperate and adjust for clerical errors in the correction of itemized items.</p> <p>PAYMENT: Fifty percent of the total sum is due and payable upon the signing of this contract. All deposits or prepayments are non-refundable, non-interest bearing and deemed earned upon receipt. Interim invoices will be presented and due upon receipt. The balance of the total sum, plus any extras, becomes due and payable upon completion of the contract.</p> <p>LIEN RIGHTS: D. Thomas Landscape Management LLC if necessary, may utilize its right to lien the Owner's property in case of nonpayment. D. Thomas Landscape Management LLC is entitled to all its rights under Florida's Mechanic Lien statutes.</p> <p>ATTORNEY FEES AND COSTS: If any party breaches this agreement and litigation results, the prevailing party shall be entitled to a reasonable attorney's fees and costs. This includes fees and costs which may be incurred by D. Thomas Landscape Management LLC in collection proceedings. This contract shall be governed by the laws of the State of Florida. Any disputes between parties of this contract, the venue shall be Palm Beach County, Florida.</p> <p>The above terms and conditions are incorporated into and form a part of the written agreement between D. Thomas Landscape Management LLC and _____.</p>			
		Total	

Certified Contractor License #U-22080



D. Thomas Landscape Management LLC

9337 Howell Lane, Unit B

Palm Beach Gardens, FL

33418

Phone: 561-899-0799 Email: service@dthomaslandscape.com

Estimate

Date	Estimate #
3/10/2025	15580



Name / Address
Boca Lakes Condominium Association 8768 Chevy Chase Dr. Boca Raton, FL 33433

Project

Description	Qty	Rate	Total
Company Representative / Date			
Customer Representative / Date			
7% Florida Sales Tax		7.00%	0.00
Total			\$710,000.00

Certified Contractor License #U-22080