

The logo for Riverfront Condominiums features a stylized icon of three vertical bars of varying heights on the left, followed by the text "RIVERFRONT" in a large, bold, sans-serif font, and "CONDOMINIUMS" in a smaller, all-caps, sans-serif font below it. The logo is centered within a white rectangular box with a dotted border, which is itself set within a larger blue rectangular frame. The background of the entire page is a light blue gradient with three thick, dark blue wavy lines that resemble water or a river. A dark blue textured band runs horizontally across the bottom third of the page.

RIVERFRONT
CONDOMINIUMS

Contractor
Rules of the Project

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Contractor Rules of the Project Cover Letter

INTRODUCTION

RFC's "Contractor Rules of the Project" is a description of rules and procedures that must be followed by contractors working in Riverfront Tower (hereinafter referred to as "Contractor"). This is not a complete description of all the requirements and limitations regarding construction, but merely a guide concerning items, which will be frequently encountered by Contractor. This manual must be read prior to commencing construction so that all parties are familiar with the requirements a limitations that will affect commercial construction.

Who to Contact: In the event of any problems or questions, do not hesitate to contact Riverfront Condominiums Association Office (hereinafter referred to as the "Management Office").

Responsibility: During the construction process. it is also understood that the Co-owner is responsible for any and all damage that is caused by their contractor, whether intentional or not, to their own unit, any unit within the Association and any of the Association's Common and Limited Common Elements.

Notification/ Approval of RFC Office: RFC Management should ALWAYS be notified of ANY Construction Activities within RFC Building. Contractors are required to "check in" daily at the office anytime they are working anywhere within the building. They may "check in" by notifying our office in advance via phone/ email/ or in person. RFC Management will send email verification via Calendar Invite. *Construction Activities that do not have written authorization from RFC Management will NOT be permitted to complete work within the building. All required documents, fees, and deposits must be submitted to RFC office a minimum of 3 weeks in advance prior to approval of any construction activities.*

Insurance & Licensing: The Contractor shall not commence work under this contract until the contractor has delivered all required certificates of insurance and licensing to the Association and received approval of all required documents herein or in other sections of this document:

Architectural Fee: An architectural fee will be charged to the homeowner for review of plans, as required by each specific project, and inspection during construction as outlined in the Association's Fess & Fines Schedule (Included in this document).

Fines: May apply should contractors fail to comply with "Contractor Rules of the Project" or should construction project pass the expiration date of the project

Parking: All vehicles lower than 7ft. tall MUST park in the parking garage. The only parking that is permitted is in the southwest corner of the service lot, located parallel to the dog park. Parking at the receiving door, in the spaces across

from the dumpster, or on the fire lane is not permitted for any reason. Cars parked in these area's are subject to be tagged and towed without notice.

Freight elevators: MUST be scheduled in advance by all contractors. Following all Freight Elevator Rules. Security Deposits may apply. Contractors are NOT permitted to use Passenger elevators.

Clean Up:

- Contractors MUST keep all common areas clean when working in the building. Contractors are NOT to rely on RFC Cleaning Staff to clean up after them and are required to clean up any mess daily. Charges and fines will apply if this work must be completed by building personnel.
- ALL Trash must be hauled off site. Contractors are not permitted to use trash chutes or dumpsters for removal of any debris.

Category A: Projects primarily decorative in nature require no formal construction review. Projects do not affect any common elements, appliances, plumbing, electrical, ventilation, telephone or master antenna systems or components. Such projects shall include, but are not limited to:

No Architectural Fee

1. Painting and/or wallpapering
2. Installation or removal of carpeting

Category B: Projects requiring Management notification, Board approval, City approval, and Condominium Association inspection.

**\$250 Non-Refundable Architectural Fee
\$1,500.00 performance bond or cash**

1. Replacement of kitchen cabinets
2. Removal and replacement of plumbing fixtures or faucets
3. Refrigerator installation involving ice maker or water faucet
4. Dishwasher installation
5. Clothes washer and dryer installation
6. Alteration, termination or re-routing of plumbing, electrical, ventilation, telephone or master antenna systems or components, pipes, conduit, wires, ducts or other system components.
7. Removal, relocation, or alteration of existing walls, or construction of new walls or partitions
8. Installation or refinishing of hard surface flooring (marble, ceramic tile, hardwood, etc.)
9. Installation of a whirlpool tub, wet bar, etc.
10. Installation of French doors
11. Modification of any building structural elements
12. Built in home theaters and stereos

Requirements: Written Board approval and performance bond posting is required prior to the commencement of any demolition or construction activities. Contractors and owners/residents must abide by any additional requirements or changes requested by the Board. Inspection by a Management

Category C: Projects requiring prior management notification, Board approval, inspections and signing of an agreement to transfer ownership of Common Area space from the Association to the Owner/Resident.

**1,000.00 Non-Refundable Architectural Fee
\$1,500.00 performance bond or cash**

1. Eliminating or moving home entry doors
2. Combining of units
3. Removal and replacement of any Limited Common Elements, including but not limited to individual unit HVAC equipment in the Condominium homes

Requirements: Including Category B requirements, plus a signed agreement to transfer ownership of Common Area space from the Association to the Owner/Resident. Owners/Residents shall be responsible for all cost and documentation charges connected with amending the condominium documents.