



**WATERGATE AT LANDMARK**  
CONDOMINIUM UNIT OWNERS ASSOCIATION

211 Yoakum Parkway, Alexandria, Virginia 22304  
www.watergateatlandmark.com  
703-370-7000

## **Window & Sliding Glass Door Replacement Project**

### **Important Information**

The following questions and answers are some of the most commonly asked of this very important and complicated project. Please read through them carefully. Residents of Buildings One and Two should thoroughly review the needed preparations section.

**Why are the windows and balcony doors being replaced in Watergate's Residential Units?**  
*The Board at Watergate at Landmark voted to replace the current windows and sliding patio doors in the units (beginning with Building 1) for the following reasons:*

- **Age;** *The existing windows and sliding glass doors are more than 40 years old.*
- **Condition;** *Water intrusions and wind drafts are occurring more frequently.*
- **Repair Parts;** *Replacement parts are no longer available.*

*The new windows and balcony doors selected by the Board will provide additional benefits including:*

- **Energy savings and UVA/ UVB ray protection.** *The high-quality, low-emissive coatings inside the glass units will lower utility costs, while protecting your home from UVA/UVB rays.*
- **Noise reduction.** *The insulated glass and double weather stripping reduce noise up to 30 decibels. This makes it less likely that sirens will wake residents up in the middle of the night.*
- **New Screens.** *All new windows and sliding glass door panels include screens.*

## **Project Timetable**

### **Why isn't the Association waiting until spring to start the work?**

- *Additional costs would be incurred related to the purchase price and offsite storage fees of windows and doors if the Association waits until spring.*
- *Although the approaching weather is colder, our contractor, HiRise has found that storms during the colder months are more predictable and easier to respond to than the spring/summer storms that approach more rapidly and without much warning.*

### **When will the replacement of windows and balcony doors begin in Building One?**

- *The current schedule begins in Building One on the eighteenth floor on November 18, 2015 weather permitting.*

### **How will I know when my windows will be replaced?**

- *Notices with an anticipated installation date will be hand delivered to each scheduled residence weeks in advance. As the schedule changes due to weather or unforeseen circumstances additional updated notices will be provided.*

### **When will the replacement begin in Building Two?**

- *Once Building One is complete, the crew will move to Building 2. At this time, this is anticipated to be in the summer of 2016.*

### **When will the replacement begin in Buildings Three & Four?**

- *Funding for this project is currently allocated within the Capital Replacement Plan for Fiscal years 2018 and 2019.*

### **How long will installation take in my unit?**

- *Weather permitting; installation will take an average of one day. Depending on the size of the unit and any related complications encountered during the installation, some units will take longer; others will be shorter.*
- *The contractor assures that no residence will be without windows overnight.*

## **Other Concerns:**

### **What is the height of the balcony door threshold?**

- *The new sliding door for the unit balcony door has a threshold height of 1-11/16' (3/16" higher than the current threshold height in WAL residences).*
- *Note: There are various types of ramps sold commercially and available for individuals concerned with traversing the threshold. For more information and to see samples, contact the the WAL Management office at 703-370-7000.*

## **LOGISTICS - PREPARATION WITHIN YOUR UNIT**

### **How do I prepare for the installation?**

- *Prior to your installation date, a representative of HiRise will inspect your unit and conduct a personal survey to determine exactly what needs to be moved and what may remain.*
- *4 feet of clear space in front of each window & balcony door is required by the contractor.*
- *Furniture and blinds must be removed to ensure a smooth, efficient installation process.*
- *The outdoor balcony must be completely cleared.*
- *Protect or remove all nearby paintings, pictures, collectibles and objects that could be knocked over by personnel or lifted by a gust of wind.*

### **Will HiRise personnel be in my unit during the installation?**

- *Yes, for quality control purposes, HiRise personnel will be in your unit during the installation of the new windows and patio doors.*

### **Will Watergate staff be in my unit during the installation?**

- *No, Watergate staff is not scheduled to be in residential units during installation.*
- *Residents interested in having a Patrol Services officer present during the installation may do so at their own expense for \$30/hour. Note: this service can only be offered on a limited basis.*

### **Who is going to pay for removing my curtains, blinds, or built-in bookcases?**

- *Windows (including balcony or patio windows) are identified in the WAL Unit Owners Association Maintenance Responsibilities Chart as a Limited Common Element under Association Responsibility.*
- *Furnishings and decor installed by a unit owner or tenant in a Watergate at Landmark unit are the responsibility of the unit owner as are alterations or improvements that unit owners have made such as built-ins and blinds.*  
*(See Bylaws Section 6.5 Maintenance, Repair, Replacement and other common elements and Maintenance Responsibilities Chart Exhibit C)*

### **Who can I go to for help and how much will it cost to remove these items?**

- *Homeowners can contact local blind and window treatment installers for removal and reinstallation estimates.*
- *Homeowners can contact local moving companies who offer labor services for small moves.*

### **What happens if I don't remove everything in time for the scheduled installation?**

- *The contractor HiRise will notify the Association that the residence is not prepared for installation.*
- *The condition of the site will be documented.*
- *HiRise crews will be sent into the unit to carefully and appropriately move or remove all items as per installation preparation instructions listed above.*
- *The contractor will bill the association and the association will then bill the owner of the residence for the contractor's time and material for the emergency removal plus associated administrative costs. Depending upon conditions the bill could easily be \$600.00 or more.*

**What do I do with my children, pets, and valuables when this work is being done?**

- *All windows in the unit will be removed at the same time. Therefore, pet owners are encouraged for the safety of their animals on installation day, to consider crating pets or removing them from the spaces having window replacement done. At the very least owners must relocate them to a room such as the kitchen or a bathroom without windows.*
- *Plan to remove and secure valuables and sentimental objects from work areas and wind gusts amidst the process to avoid accidental breakage.*

**What do I do if there is damage to or loss of my property during installation?**

- *Damage to or loss of property during installation should be reported immediately to Patrol Services. An internal investigation as well as a determination regarding the involvement of the Alexandria Police Department will follow.*

**BAD WEATHER/CANCELLATION NOTICE**

**What happens if it rains or snows on the day my unit is scheduled?**

- *HiRise Windows cannot install windows and doors amidst high winds, during rain or snow, or on a day where the high temperature does not exceed 28 degrees. Should there be a weather cancelation, the installation schedule will shift by the number of days canceled. Notices of cancellation will be posted on CCTV and announced via under door notices to scheduled units as well as through email and phone blasts.*