

# *Sentinel of Landmark*

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June 5, 2009

To: All Unit Owners and Residents

Re: Fire Alarm Test June 16  
Staff Update  
Front Elevation Exterior Repair Project Scope and Schedule

## **Fire Alarm Test**

The annual fire alarm test will be conducted Tuesday, June 16<sup>th</sup>, 2009, between the hours of 8:30 a.m. and 5:00 p.m. Cintas Fire Protection and the Alexandria Fire Department will test all common area alarms and sensors, as well as in-unit annunciation devices, during this time. As part of this test, the evacuation recording will broadcast throughout the building and within all units.

## **Staff Update**

The Property Manager will be out of the office from Friday, June 12<sup>th</sup> until Thursday, June 18<sup>th</sup>. Contact Ms. Tonja Faggins, the Assistant Property Manager, for assistance with any matters during this time.

## **Front Elevation Exterior Repair Project Scope and Schedule**

Please be advised that the front elevation of the building is scheduled to receive a new sealant coating and window glazing beginning Monday, June 22, 2009 and continuing through Friday, November 13, 2009. This coating will be applied to the Stevenson Avenue side of the building only; only units facing Stevenson Avenue will be affected. We anticipate this project to last approximately two to three weeks per tier, weather permitting. Affected residents are required to take the following steps:

- Remove any and all items currently housed on the balcony, including plants and planters, balcony furnishings and satellite dishes;
- Remove screens from all windows excluding the balcony enclosure;
- Refrain from accessing or utilizing the balcony during the project time to allow for product application and curing.

All work will occur between the hours of 8:00 am and 5:00 pm, Monday through Friday. To ensure privacy, please close all blinds and window coverings as workmen will be on scaffolds directly outside your unit. Should inclement weather (such as rain or high winds) occur, please be advised that work will be completed on the next possible work day.

From June 22<sup>nd</sup> until August 21<sup>st</sup> the disabled parking spaces will be relocated to the opposite side of the parking lot, facing Stevenson Avenue. Temporary signs will be placed in front of each of the

four parking spaces. The current location will be closed to prevent property damage. Any vehicles without proper DMV authorization parking in the temporary disabled parking spaces will be towed without notice. From July 13<sup>th</sup> until August 21<sup>st</sup> the first four spaces facing the building immediately adjacent to the east loading dock will be restricted from 7:00 a.m. until 5:00 p.m., Monday through Friday. Any vehicles parked in these spaces during the above listed times will be relocated without notice at the owner's expense. These spaces will be available for parking overnight and on weekends and holidays.

Please visit the information board adjacent to the mailbox area for diagrams and updated information throughout the project.

Should you require assistance with screen removal, or have any questions about the project, please contact the Management Office at 703.823.1951 or at [sentinel.condo@comcast.net](mailto:sentinel.condo@comcast.net).

### **Sentinel of Landmark 2009 Front Elevation Exterior Repair Project**

#### **Description of Work:**

1. Scaffolding, mechanical lifts, etc. will be installed on the outside of the building to access work areas to properly and safely complete the work.
2. Needed protection, signs, barricades, etc. to protect the grounds, building features and pedestrians from damage or injury during the work will be installed.
3. New silicone sealant tape will be installed over existing sealant joints on all areas, except at the following locations:
  - a. Balcony door perimeters;
  - b. Balcony deck or ceiling to wall joints;
4. All glass-to-metal and metal-to-metal window joints will be sealed.
5. The following repair work as needed and on a unit price basis.
  - a. All deteriorated concrete surfaces will be patched.
  - b. All damaged, cracked or deteriorated EIFS will be repaired/patched.
6. New coatings will be applied to the following areas:
  - a. Two coats to all EIFS surfaces;
  - b. One coat to balcony soffits;
7. All areas soiled by the repair work will be cleaned.