



36 W. Industrial Road, Addison, IL 60101  
630-628-0093, Fax 630-628-1533

July 10, 2013

Lieberman Management  
1519 E. Central Road  
Arlington Heights, IL 60005

**File # 2475-TW**

Attn: Lisette Ray  
(847) 228-5176  
(847) 228-5190 – Fax  
[Lray@lmsnet.com](mailto:Lray@lmsnet.com)

Re: **The Dana Point Condominium Association**  
**6 Buildings & Clubhouse**  
**1405, 1415, 1505, 1515, 1519, 1605 & 1615 E. Central Rd.**  
**Arlington Heights, IL**

**PRM Agreement for 1/1/2013 – 12/31/2013**

*Thank you for the opportunity to be of service to you.*

*We know replacing a roof is very expensive. We would like to offer you a plan to maximize the years of life from your present roof system.*

*This **Preventive Roof Maintenance (PRM)** program will extend the life of your roof system putting off that high expenditure.*

We will provide labor, materials and the necessary equipment to perform the following:

- Clean small debris from roof.
- Check and clean around drains, scuppers, and gutters as needed.
- Inspect and do minor repairs on the flat field membrane, base wall and curb flashings as needed.
- Inspect and seal all roof projections as needed.
- Inspect fascia, metal edging and copings, report findings.
- Inspect tuck-pointing at walls above the roofline and report findings.
- Inspect skylights and report findings.
- Re-secure all loose vents, ridge vents, chimney caps, plumbing stacks, flue pipe caps, antennas and satellite dishes.
- Inspect coping cap and re-seal open seams as needed.
- Mansard and shingle roof sections will be visually inspected and propose any items that need attention.

All the above will be performed in a neat and professional manner by skilled roofing mechanics and in accordance with roofing standards for the sum of **\$4,450.00 per trip**.

**Minor repairs defined:** Small gouges, cuts, splits and open seams that can be temporarily sealed using roof cement and or caulk.

**Note:** A roof system is exposed to all forms of weather conditions, which is why we recommend a minimum of two trips per year.

**Note:** This proposal is to do minor repairs and maintenance. If there are repairs needed that are considered beyond the scope of this program, we will propose.

\_\_\_\_\_  
(Accepted By)  
Tom Wykle – President  
(Tom Wykle - President)

\_\_\_\_\_  
Date \_\_\_\_\_ # of Trips \_\_\_\_\_  
Date 7/10/13