

Beal Properties

3363 University Dr. Suite 215 • Bryan TX 77802 Business (979)764-2500 hoa@bealbcs.com

Woodsman Board of Directors Meeting Agenda October 27, 2022 @ 5:30 pm Beal Properties office & Via Zoom

- 1. Call Meeting to Order
- 2. Review & Approval of Previous Board Meeting Minutes
- 3. Financial Report 3rd Quarter
 - a. Cash Flow
 - b. Expense Distribution
 - c. Reserve Balance
- 4. Management Report
 - a. Delinquency
 - b. Work Orders
 - c. Violations
- 5. Old Business
 - a. New Operating Account
 - b. Landscaping
 - c. Tree Trimming
 - d. Paint / Carports
 - e. Solar Power Options
 - f. Front Door Painting
- 6. New Business
 - a.
 - b.
- 7. Next Board Meeting January_____2023 @ ____
- 8. Adjourn

Woodsman Condo HOA Board Meeting 2nd Quarter Board Meeting 7/28/22

Attendance: Toni Myers, Rosemary Walzen, Beverly Wilson and Tom Wilson Rosemary approved minutes from the prior meeting. Toni went over the Financial Report.

Went over Management Report

Late Fees- we only have \$532.14 in late fees

Beal Properties are walking the property every 2 weeks. Looking for violations:

Talked about painting doors for all to match. Will get prices on painting the doors.

Talk about coordinating fences.

Persia getting prices for new shed.

We like the landscape design; we need to make sure the plants like shade, and the cost of the landscaping.

New Business:

Work Order to fill hole from a moved breaker..

Toni wanted to file a 501C to exempt us from state tax.

Solar energy was brought up, and would like to get it. Will see if any rebates

Get prices on new mail boxes, ours are very old and some don't work very good.

One of the owners did a zoom with the meeting but could only hear, then we unmuted and she (forgot her name) said we were doing a good job. She wanted to know about owner occupied for new owners to get loans. We will get responses at the annual meeting.

Beverly adjoined the meeting, and Rosemary second.

Cash Flow

Beal Properties

Properties: Woodsman HOA - 2800 Longmire College Station, TX 77845

Date Range: 07/01/2022 to 09/30/2022 (Last Quarter)

Accounting Basis: Cash Level of Detail: Detail View

Include Zero Balance GL Accounts: No

Account Name	Selected Period	% of Selected Period	Fiscal Year To Date	% of Fiscal Year To Date
Operating Income & Expense				
Income				
Late Fees\NSF Rent	105.00	0.38	280.00	0.33
Homeowners Association Dues	27,780.91	99.62	84,060.91	99.68
Certified Mail Charges Recovered	0.00	0.00	11.81	0.0
Total Operating Income	27,885.91	100.00	84,352.72	100.00
Expense				
Bank Fees/Office Expenses	0.00	0.00	12.00	0.0
Electrical Repairs	0.00	0.00	411.36	0.49
General Maintenance	186.03	0.67	847.73	1.00
Insurance	7,134.50	25.58	31,904.51	37.82
Transfer to Reserves	3,000.00	10.76	9,000.00	10.67
Lawn/Property Maintenance	3,260.00	11.69	15,074.06	17.87
Management Fee	1,800.00	6.45	5,300.00	6.28
Pest Control	519.60	1.86	1,732.00	2.05
Plumbing Expense	1,668.08	5.98	1,833.08	2.17
Porter Service	1,975.00	7.08	4,585.00	5.44
Trash Pick-up	1,068.60	3.83	3,078.81	3.65
Utilities	2,235.83	8.02	6,510.37	7.72
Total Operating Expense	22,847.64	81.93	80,288.92	95.18
NOI - Net Operating Income	5,038.27	18.07	4,063.80	4.82
Total Income	27,885.91	100.00	84,352.72	100.00
Total Expense	22,847.64	81.93	80,288.92	95.18
Net Income	5,038.27	18.07	4,063.80	4.82
Other Items				
Prepayments	-3,625.76		637.43	
Net Other Items	-3,625.76		637.43	
Cash Flow	1,412.51		4,701.23	
Beginning Cash	-517.67		-3,806.39	
Beginning Cash + Cash Flow	894.84		894.84	
Actual Ending Cash	894.84		894.84	

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Expense Distribution

Properties: Woodsman HOA - 2800 Longmire College Station, TX 77845

Payees: All

Bill Date Range: 07/01/2022 to 09/30/2022 (Last Quarter)

ttor Chargo					and the second s
etter Charge					
08/24/ 2022	Beal Properties	4.28	126809	09/07/2022	Certified Letter Charge for 08/2022
intenance					
09/07/ 43 2022	T. Fry Make Ready	186.03	126813	09/07/2022	Siding repair and paint
000107/30/ 2022	Farmers Insurance Exchange	3,567.25	126740	07/31/2022	Monthly Insurance Premium
000108/31/ 2022	Farmers Insurance Exchange	3,567.25	126795	08/31/2022	Monthly Insurance Premium
		7,134.50			
Reserves					
07/01/ 2022	The Woodsman HOA	1,000.00	126700	07/01/2022	July 2022 - Transfer to Reserves
08/01/ 2022	The Woodsman HOA	1,000.00	126753	08/03/2022	August 2022 - Transfer to Reserve
09/01/ 2022	The Woodsman HOA	1,000.00	126801	09/01/2022	September 2022 - Transfer to Reserve
		3,000.00			
erty Maintenance					
07/07/ 2022	Lopez Boyz	1,030.00	126707	07/07/2022	Monthly Lawn Maintenance
08/08/ 2022	Lopez Boyz	1,030.00	126764	08/08/2022	Monthly Lawn Maintenance
08/08/ 2022	Lopez Boyz	120.00	126764	08/08/2022	Woodsman #32 Picked up branches
09/06/ 2022	Lopez Boyz	80.00	126810	09/07/2022	Removed branches from complex
09/06/ 2022	Lopez Boyz	1,000.00	126810	09/07/2022	Monthly Lawn Maintenance
		3,260.00			
t Fee					
07/11/ 2022	Beal Properties	600.00	126711	07/11/2022	Management Fee for 07/2022
08/08/ 2022	Beal Properties	600.00	126763	08/08/2022	Management Fee for 08/2022
09/01/ 2022	Beal Properties	600.00	126809	09/07/2022	Management Fee for 09/2022
		1,800.00			
I					
07/07/ 2022	Joe Loudat DBA/	173.20	126706	07/07/2022	Monthly Pest Control
08/12/ 2022	Joe Loudat DBA/	173.20	126772	08/12/2022	Monthly Pest Control
09/08/ 2022	Joe Loudat DBA/	173.20	126824	09/12/2022	Monthly Pest Control
		519.60			
	intenance 09/07/ 43 2022 000107/30/ 2022 000108/31/ 2022 07/01/ 2022 08/01/ 2022 09/01/ 2022 08/08/ 2022 08/08/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022 09/06/ 2022	Beal Properties	Beal Properties 4.28	Deal Properties 4.28 126809	Maintenance

· Created on 10/27/2022

Expense Distribution

Reference	Bill Date	Unit	Payee	Amount	Check #	Check Date	Description
6700 - Plumbing I	Expense						
35865	07/18/ 2022		Holman's Quality Plumbing	90.00	126725	07/18/2022	7 & 8 - called in after hours that they had no water, when we arrived
92716-1-4	08/12/ 2022	62	Slim Plumbing LLC	843.08	126776	08/12/2022	Near #62 - repaired 1-PVC 90 + 1 X 3/4 PVC Bushing + 1" 90 PVC
92615-1-6	08/12/ 2022	39	Slim Plumbing LLC	485.00	126776	08/12/2022	Repaired leak on the sprinkler line, it was on a 2" line and the 90 was broken
92576-1-3	08/12/ 2022	39	Slim Plumbing LLC	250.00	126776	08/12/2022	#39 - Changed out hose that was leaking
				1,668.08			
6701 - Porter Serv	rice						
2498	07/07/ 2022		Robert Walker	400.00	126709	07/07/2022	Monthly Porter Service
4364	07/07/ 2022		Lopez Boyz	120.00	126707	07/07/2022	Bulk pick up - removed dishwasher
2483	07/07/ 2022		Robert Walker	30.00	126709	07/07/2022	Bulk pick up - 4 wooden pallets at Dumpster by unit #52
2513	08/08/ 2022		Robert Walker	165.00	126766	08/08/2022	Monthly Bulk Pick Up
2522	08/08/ 2022		Robert Walker	300.00	126766	08/08/2022	Monthly Porter Service
4432	08/08/ 2022		Lopez Boyz	350.00	126764	08/08/2022	Removed furniture from around complex 2x
2549	09/06/ 2022		Robert Walker	400.00	126812	09/07/2022	Monthly Porter Service
2524	09/06/ 2022		Robert Walker	210.00	126812	09/07/2022	Bulk Pick up
				1,975.00			
6776 - Trash Pick-	up						
0000060469	07/18/ 2022		BVR Waste and Recycling	328.80	126723	07/18/2022	Monthly Recycling Containers & Service
0000061234	09/08/ 2022		BVR Waste and Recycling	328.80	126820	09/12/2022	Monthly Recycling Containers & Service
0000062170	09/12/ 2022		BVR Waste and Recycling	411.00	126820	09/12/2022	Monthly Recycling Containers & Service
				1,068.60			
6810 - Utilities							
122073-170630	07/07/ 2022		College Station Utilities	12.01	126705	07/07/2022	BLD 3 - Utilities - Electric
122073-170600	07/07/ 2022		College Station Utilities	170.38	126705	07/07/2022	BLD 4 - Utilities - Electric
122073-170580	07/07/ 2022		College Station Utilities	12.02	126705	07/07/2022	BLD 5 - Utilities - Electric - Sanitation
122073-170566	07/07/ 2022		College Station Utilities	713.00	126705	07/07/2022	2800 Longmire - utilities - water - security light

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Expense Distribution

Reference	Bill Date Unit	Payee	Amount	Check #	Check Date	Description
122073-170652	07/07/ 2022	College Station Utilities	20.91	126705	07/07/2022	BLD 7 - Utilities -Electric
122073-170662	07/07/ 2022	College Station Utilities	13.66	126705	07/07/2022	BLD 8 - Utilities - Electrical
122073-170672	07/07/ 2022	College Station Utilities	14.57	126705	07/07/2022	BLD 2 - utilities - Electric
122073-170690	07/07/ 2022	College Station Utilities	92.58	126705	07/07/2022	BLD 9 - Utilities -Electric
122073-170696	07/07/ 2022	College Station Utilities	24.77	126705	07/07/2022	BLD 1 - utilities - electrical - security light
122073-170652	07/30/ 2022	College Station Utilities	20.31	126738	07/31/2022	2800 Longmire BLD 7- utilities -Electric
122073-170662	07/30/ 2022	College Station Utilities	13.37	126738	07/31/2022	2800 Longmire BLD 8- utilities -Electric
122073-170672	07/30/ 2022	College Station Utilities	14.13	126738	07/31/2022	2800 Longmire BLD 2- utilities -Electric
122073-170690	07/30/ 2022	College Station Utilities	87.60	126738	07/31/2022	2800 Longmire BLD 9- utilities -Electric
122073-170696	07/30/ 2022	College Station Utilities	24.31	126738	07/31/2022	2800 Longmire BLD 1- utilities -Electric -Security Light
122073-170580	07/30/ 2022	College Station Utilities	11.87	126738	07/31/2022	2800 Longmire BLD 5- Utilities -Electric -Sanitation
122073-170566	07/30/ 2022	College Station Utilities	816.70	126738	07/31/2022	2800 Longmire - Security Light - Water
122073-170600	07/30/ 2022	College Station Utilities	161.94	126738	07/31/2022	2800 Longmire BLD 4- utilities -Electric
122073-170630	07/30/ 2022	College Station Utilities	11.70	126738	07/31/2022	2800 Longmire BLD 3- utilities -Electric

2,235.83

Total

22,851.92







Visit us online at ProsperityBankUSA.com

Statement Date

9/30/2022

Account No

****9650

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2561 1 AV 0.455 THE WOODSMAN OWNERS ASSOCIATION INC 3363 UNIVERSITY DR E STE 215 BRYAN TX 77802-3470

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STATEMENT	SUMMARY		TX Business Premie	er Money A	Market Account No ****9650
09/01/2022	Beginning Balance				\$176,615.39
	2 Deposits/Other Credits			+	\$1,052.51
	0 Checks/Other Debits			-	\$0.00
09/30/2022	Ending Balance	30	Days in Statement Period		\$177,667,90

DEPOSITS/OT	THER CREDITS	
Date	Description	Amount
09/06/2022	Deposit	\$1,000.00
09/30/2022	Accr Earning Pymt Added to Account	\$52.51

DAILY EN	IDING BALANCE	ALERTON TO SET			
Date	Balance	Date	Balance	Date	Balance
09-01	\$176,615.39	09-06	\$177,615.39	09-30	\$177,667.90

EARNINGS SUMMARY

** Below is an itemization of the Earnings paid this period. ** Interest Paid This Period \$52.51 Annual Percentage Yield Earned 0.36 % Interest Paid YTD \$244.62 Days in Earnings Period 30







3363 University Drive East Suite 215 Bryan, TX 77802

(979)764-2500 <u>www.bealbcshoa.com</u>

October 27, 2022

Woodsman Condominiums Management Report

Delinquency Status: As of September 30th, the total outstanding dues owed to the HOA is \$815.14. Four accounts make up \$803.33 of that balance and one account owes \$11.81 for Certified Letter charges.

<u>Violation Report:</u> As of September 30th, there is only one Violation to report. A homeowner received a Violation for continuously tossing cigarette butts on the ground.

<u>Maintenance Report:</u> There are no outstanding work orders as of today. However, there are a few maintenance items Beal would like to bring to the attention of the Board for discussion on future projects.

- Entrance Landscaping Project (Beal received an estimate and a landscaping design from The Ground Crew to redo the entrance of the complex. Would like to know if the board would love to move forward with this project.
- Concrete Repairs and Striping (Beal received a couple of pictures from one of the board members back in August regarding a few trip hazards and a couple of areas that need to be repaired. Beal also went out on property on October 14th to walk the complex and found another area that could possibly be repaired in the parking lot near one of the entrances. Beal would like for the board to fill out the Scope of Work Template before receiving estimates.)
- <u>Mailbox Replacement</u> (The board requested that the mailboxes be replaced with the same style of mailboxes, but the Boomer Boxes have been discontinued.)
- Storage Shed Replacement (Beal has found a couple of options for a replacement storage shed to put near unit 7 and would like for the board to discuss these few options.)



3363 University Drive East Suite 215 Bryan, TX 77802

(979)764-2500 <u>www.bealbcshoa.com</u>

- <u>Tree Removal</u> (There are currently a few trees on the property that could possibly be removed. Beal has captured a few pictures of the trees for discussion.)
- <u>Carport Repairs</u> (Beal inspected the carports on property with AG Town Property Maintenance and received a quote to do the following repairs listed on the estimate.









Approval

Project Title: Woodsman Condos Client Name: Beal Properties Address: 1904 Longmire Drive City: College Station State: Texas

Project Information

understand that any changes made to a shape or to a location may delay the project and/or result in additional cost. I/we (the undersigned) have reviewed this plan and approve it as correct within reasonable tolerance. I/we

Sheet Number

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the finished landscape and hardscape may vary. This document

may not be relied on as representation of what the completed project will look like.

Perspectives depict established & matured plant material. The perspectives, measurements, dimensions, and other specifications shown on this document are guidelines for construction use only. The actual specifications of

TGC Landscapes, LLC

PO Box 6567 Bryan, TX 77805 US info@tgclandscapes.com www.tgclandscapes.com



Estimate

ADDRESS

The Woodsman Condominiums 3363 University Drive East Suite 215 Bryan, Texas 77802 SHIP TO

The Woodsman Condominiums 3363 University Drive East Suite 215 Bryan, Texas 77802 ESTIMATE DATE EST2214379 08/04/2022

DATE	DESCRIPTION		QTY	AMOUNT
	The Woodsman Condominiums - Pa	rking Entry Landscaping		
	Bi-Color Iris 3 gal		39	2,338.05T
	Dwarf Yaupon 3 gal		12	719.40T
	Gulf Stream Nandina 3 gal		7	419.65T
	Gulf Muhly 3 gal		3	179.85T
	Big Blue Liriope 1 gal		39	778.05T
	Society Garlic 1 gal		32	638.40T
	New Gold Lantana 1 gal		29	578.55T
	Salvia Greggi 1 gal		18	359.10T
	Holly Fern 1 gal		9	179.55T
				Subtotal: 6,190.60
	Mulch-Black - Cu Yard		7	735.00T
	Bull Rock Gravel - Cu Yard		5	1,250.00T
	Filter Fabric - Sq Ft		386	1,138.70T
	BLACK Bend-A-Board - Ft		200	1,598.00T
	Moss Rock Boulder 36"- 48"		8	1,394.00T
	Site Work: Site Prep, Installation, and	Clean Up	1	2,796.12T
				Subtotal: 8,911.82
	Notes: Irrigation Modification not inclu Adjustments may be required for ade	uded on estimate. quate water coverage.		
ie Woodsman Cond	ominiums - Parking Entry Landscaping	SUBTOTAL		15,102.42
		TAX		1,245.95

Accepted By

Accepted Date





F

Search for products

Q

A Primer on Bommer Commercial Mailboxes

March 14, 2012 2:01 pm

Please note: Bommer Mailboxes are discontinued and no longer available for sale. If you need to upgrade your community mailbox, we recommend the USPS approved CBU.

Founded 125 years ago in Manhattan, New York by Lorenz Bommer, the inventor of the double action spring hinge, Bommer Industries is renowned for their finesse in crafting high quality commercial products. Bommer Industries expertise in **Commercial Mailboxes** dates back to 1947.

The discontinued line of **Bommer Mailboxes** is recognized as being from one of the most experienced and respected commercial mailbox manufacturers in the world. In fact, Bommer Industries once was a USA exclusive manufacturer with a product line of commercial mailboxes that includes:

- Horizontal Commercial Mailboxes
- Vertical Commercial Mailboxes
- Parcel Lockers
- Outdoor Pedestal Mailboxes
- And Cluster Box Units (CBU Mailboxes)

The discontinued line of Bommer mailboxes specifically focused on replacement commercial mailboxes that had been decertified by the United States Postal Service (USPS) and may only be used to replace existing pedestal mailboxes such as the NDCBU mailboxes. Bommer NDCBU mailboxes utilized an open and adaptable design construct allowing the commercial mailbox buyer to customize their own combination of mailbox tenant doors within a wide variety of choices.

Savvy mailbox buyers however have noted that Bommer NDCBU commercial mailboxes, while not USPS certified, may be used for a wide variety of other applications including as private distribution mailboxes and collection boxes for print materials, small packages or other sundry items.

Bommer NDCBU mailboxes were once available in three standard mailbox configurations:

- 1. The 8 door Type 1 NDCBU Mailboxes
- 2. The 12 Door Type 2 NDCBU Mailboxes
- 3. The 16 Door Type 3 NDCBU Mailboxes

When they were on the market, you could configure NDCBU Bommer Mailboxes with door sizes ranging from 5 inches high and 6 inches wide to 10 1/2 "high by 12 %" wide parcel locker sized doors.

The Bommer mailboxes (NDCBU mailboxes) were once available in five custom finishes: anodized aluminum, gold powder coat, medium bronze powder coat, dark bronze powder



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Recent Posts

- The Best Mailboxes of 2022: Featuring Whitehall Mailboxes
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Categories

- Commercial Mailboxes
- · Design Inspiration & Gift Ideas
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- Locking Mailboxes
- Mailbox Tips & General Information
- Residential Mailboxes

Need assistance? Leave us a message.





SCOPE OF WORK/BID REQUEST FORM

DATE:N	EW PROJECT/NEW CONTRACT (PLEASE CIRCLE)
HOA NAME:	
HOA CONTACT/PROJECT LEAD:	
BUSINESS PHONE:	MOBILE PHONE:
EMAIL ADDRESS:	
NAME OF PROJECT:	
PLEASE COMPLETE THE FOLLOWING TO THE OMITTED MAY EFFECT THE BIDS RECEIVED AND CONTRACTS (OVER \$50,000) WE REQU	FOR YOUR PROJECT. FOR LARGER PROJECTS
ESTIMATED BUDGET FOR YOUR PROJECT?	
IS PROJECT BUDGETED FOR CURRENT YEAR?	
IS PROJECT FOR FUTURE? If so, when?	
EXPECTED START DATE OF PROJECT?	
EXPECTED COMPLETION DATE?	
IS PROJECT APPROVED BY BOARD?	
DATE BIDS TO BE PRESENTED TO BOARD?	
DESCRIPTION OF PROJECT AND EXISTING O	ONDITIONS/CONCERNS:

DESIRED CHANGES/CORRECTIONS/COMPLETED CONDITION:
DO YOU HAVE SPECIFIC VENDORS YOU WANT TO RECEIVE QUOTES FROM? IF NO, BEAL
PROPERTIES WILL USE THEIR EXTENSIVE VENDOR LIST TO ATTEMPT TO GET THREE
COMPETITIVE BIDS FROM LIKE COMPANIES. IF YES, PLEASE LIST BELOW.
1.
2.
3.
Please provide any drawings or images that are necessary to explain the details of the project. Beal Properties, LLC, will make every effort to obtain three (3) competitive bids for your HOA project/contract, unless otherwise requested. To be respectful of our time, and that of the vendors, we will only request bids on projects that have been approved by the HOA Board of Directors. Once bids are received and submitted to the Board, it is the responsibility of the Board of Directors to review, discuss changes with the vendors, make a final selection and secure Board approval of a bid. When a final bid is approved, and vendor selected, at the Board's request, Beal Properties, LLC will take over the project and coordinate through completion of project. Per our contract, we do charge a fee for coordination of large-scale projects. Please refer to your Beal Properties Management Contract for those details.
I understand that the project I am submitting will be priced based on the information I have provided above. Any changes to this information, once bids are received, must be communicated by HOA Board to the vendors directly until such time that the project has been approved and a vendor selected. I also understand and agree that Beal Properties, LLC will not request bids for the <u>same project</u> more than once in a calendar year. All vendors selected for bidding must be willing and able to provide proof of liability insurance.

Printed Name and Title

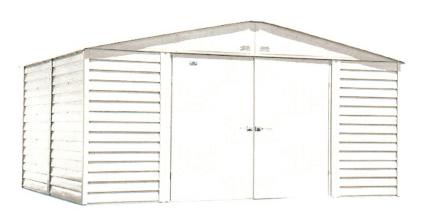
Date

Board Member/Project Lead

First Picture: Arrow 10-ft x 8-ft High Point Galvanized Steel Storage Shed for \$529.00 (Lowes) Second Picture: Arrow Classic 10-ft x 8-ft Steel Storage Shed, Flute Grey for \$819.99 (Tractor Supply) Third Picture: Arrow Select 10-ft x 8-ft Steel Storage Shed, Charcoal for \$1149.99 (Tractor Supply)









Ag Town Property Maintenance

540 Graham Rd College Station, TX 77845 (979) 571-5539 agtownpropertymaintenance@gmail.com

ADDRESS

Persia Burgess Beal Properties Inc. 903 Texas Ave South College Station, Tx 77840

Estimate 2181

DATE 09/28/2022

JOB: WO 91644-1

ACTIVITY	QTY	RATE	AMOUNT
We will remove all deteriorated sheet metal that is present on 12 carport areas that do not currently have R Panel installed. We will install new 24 gauge Galvalume Metal roof with end rake on the perimeter on the areas where the sheet metal has been removed. **Please note that this quote is only good for 14			
days. With the ever changing prices of products, we can not guarantee these prices past 14 days.			
Sheet Metal Install new sheet metal roofing on carports	1	63,000.00	63,000.00
Exterior Paint Grind, prime and paint all C-Purlins on 15 carports	1	23,900.00	23,900.00
Metal Fabrication Install 52 new 10' C-Purlins from pole to pole to stabilize each structure	1	14,900.00	14,900.00
Metal Fabrication There are 3 separate C-Purlins that are bent, 2- 18' and 1-19', so we will replace those with new	1	8,800.00	8,800.00
Equipment Rental Rental of necessary equipment to level poles that are leaning.	1	4,550.00	4,550.00

2800 Longmire - Carports - WO 91644-1

Accepted By

Accepted Date