

Request For Proposal

Date:



Date Next Board Meeting:

Fiscal Year Ends:

Name of Association:

Address Ranges or Major Intersection(s):

City: State: How did you find RDA?

of Units: # of Buildings: Years Built: # of Unique Bldg Designs:

of Stories: Entity: Type of Buildings:

Include ONLY the items selected below in our reserve analysis.

Include the items selected below. Also, review our governing documents and include other possible liabilities in our initial report.

Auxiliary Buildings:

- Clubhouse: #
- Maintenance/Storage Buildings: #
- Cabana Buildings: #
- Gazebo(s)/Pavilion(s): #
- Guard Houses: #
- Bus Shelters: #
- Other:

Recreation Facilities:

- Pools: Indoor: # Outdoor: #
 - Pool Furniture Fence BBQ
 - Pool Cover Solar Panels
 - Spas/waders: #
- Tennis Courts: #
- Volleyball: #
- Racquetball Courts: #
- Basketball Courts: #
- Baseball Fields: #
- Bleachers: #
- Shuffleboard: #
- Playscapes: #
- Putting Greens
- Par Courses
- Shoreline Marina Docks: # slips:
- Waterscapes: # Fountains: #
- Aeration Fountains: #
- Other:

Unit Interiors (Co-ops & Time Shares)

- # Styles: # Unique Designs:
-

Streets, Parking & Grounds:

- Pedestrian Bridges: # Vehicular Bridges: #
- Private Streets Access Lanes Driveways
- Parking Lots: # Security Gates: #
- Parking Garage Detached Garages
- Street Signs Street Lights Path Lights
- Pedestrian Paths Equestrian Paths
- Monument Signs: # Mailboxes
- Directory Signs Park Benches
- Irrigation System: # Controllers
- Retaining Walls: Minimal Medium Major
- Fencing: Perimeter At Patios Scattered
- Other:

Building Exteriors:

- Roofing** Flat Asphalt Shingles Tile
 - Wood shingles / shakes Metal
 - Other:
- Siding** Vinyl Fibercement Metal
 - Wood Stucco EIFS Brick
 - Cultured Stone
 - Other:
- Paint & Stain** Trim Siding Stair Rails
 - Decks & Rails Unit Entry Doors
 - Garage Doors
 - Other:

Building Component Replacements

- Decks/Balconies Railings Patios
- Stoops Sidewalks Garage Doors
- Unit Windows Unit Doors Storm Doors
- Common Windows Common Doors
- Garage Doors Gutters/Downspouts
- Lighting Awnings/Shutters Car Ports
- Other:

Common Areas:

- Entries Lobbies Hallways
- Stairwells: # Caretaker Units: #
- Guestrooms: # Elevators: #
- Laundry Rooms: #
- Washers & Dryers Leased Owned
- Community Room Kitchen
- Office(s): # Meetingroom
- Library Woodcrafts Card Room
- Game Room Salon Billiard Room
- Fitness Center Locker Rooms: #
- Saunas: # Restrooms: #
- Other:

Interior Furnishings & Finish:

- Flooring Wall Covering Paint
- Interior Common Area Windows
- Interior Common Area Doors
- Cabinets & Countertops Appliances
- Plumbing Fixtures Lighting
- Window Covers Furniture/Decor
- Other:

Equipment, HVAC, Mechanical, Utilities:

- Surveillance System: # Cameras:
- Phone/Access System # Panels:
- Fire Detection: Panel, detectors, horns, etc.
- Fire Suppression (Sprinkler System)
- Emergency Generator Vehicles
- Boilers Water Heaters Chillers
- Cooling Towers Water Conditioners
- Furnaces Split System A/C
- Wall/Window A/C Rooftop HVAC Units
- Wells Fuel Storage Tanks
- Sanitary & Storm Sewer Infrastructure
- Other:

Your Name: Title: Phone:

E-mail: Cell: Fax:

Mail Bid Package To: In Care Of:

Address:

City: State: Zip Code: