

**KEY LARGO OCEAN RESORT UNIT CONSTRUCTION OPERATIONS
REQUIREMENTS AND PROCEDURES FOR WORK DURING INFRASTRUCTURE
CONSTRUCTION**

Individual unit construction requirements, policies and procedures are as follows: To enter the construction site while the Infrastructure, common areas and or marina slips are under construction, Owners, Visitors, Contractors, Sub-contractors, Material Providers and their Employees and Representatives must:

- 1) Complete the tasks outline in the ARB Policies and Procedures Document
- 2) Obtain a Permit from Monroe County and provide a copy to KLOR and a copy of your Monroe County approved plans.
- 3) Sign the Construction Operations Requirement and Procedures document (this doc)
- 4) Provide a copy of General Contractors License
- 5) Provide a copy of General Contractor's General Liability and Workman's Comp Insurance; naming Key Largo Ocean Resort as a loss payee.
- 6) Provide a list of sub-contractors
- 7) Provide a Copy of Sub-Contractors Licenses
- 8) Provide a copy of Sub-Contractor's General Liability and Workman's Comp Insurance; naming Key Largo Ocean Resort as a loss payee.
- 9) Sign the Visitor Waiver Document
- 10) Sign the Access Form Document

Material Suppliers and Deliveries: Suppliers and any and all deliveries must be met by the Owner, Owner's identified representative, Contractor or Sub-Contractor personnel. The material supply company's representative or his representative shall be granted access to the construction site upon identifying his destination and or specific unit number and signing Access Form.

Construction Personnel Parking: In order to limit construction traffic, we ask that you limit the number of vehicles per unit as a courtesy to all. Construction Equipment: In order to prevent increased clutter of construction equipment and vehicles around the Individual Unit construction sites the, contractor for each site shall plan his schedule to avoid unnecessary gathering of multiple vehicles and equipment over the entire site. As our Infrastructure is still under construction, we must respect the space required by the infrastructure, common area and marina slip contractor(s) to finish their work. Let's coordinate with each other to make it a safe site for

everyone involved.

General Construction Regulations:

1. While on the Construction Site, all construction personnel shall limit activity to the area within the Unit(s) they are working on. Unit construction personnel shall not roam around the Infrastructure construction site or around the shoreline. Please note that no trespassing signs are posted at marina fence area and fishing pier areas. Construction Personnel that is found to be in violation of this regulation will be issued a warning. If this infraction occurs a second time, the worker will be asked to leave the construction site. If a third infraction occurs the worker not be allowed access to the Construction Site on a permanent basis.
2. Unit construction hours are as follows: Monday-Saturday from 7:30 a.m. to 5:30 p.m. NO ACCESS ON Sundays and no construction work is allowed on Sundays. Holidays will be notified and posted accordingly.
3. Individual unit construction operations debris shall be kept within the unit boundary and each site shall be cleaned daily. The private roads and common areas and your neighbor's property shall be kept free of all debris and vehicles.
4. Contractors and Owners should provide notice to the on-site security and or on-site Construction Management with 24- hours anticipated of deliveries of expected oversize equipment such a crane.
5. Contractor and his Sub-contractors shall follow all governmental regulations regarding securing the Unit Construction Site during the upcoming Hurricane season.
6. Contractor and his Sub-contractors shall follow all OSHA rules and regulations AT ALL TIMES.
7. General Contractor shall maintain a minimum of 1 temporary toilet facility for the use of his employees and his Subcontractors for every three properties he is contracted to construct. The temporary facilities provided at the Infrastructure site are for the use of the site security AND KLOR staff OR KLOR Sub-Contractors.
8. All vehicles granted access to construction site shall maintain a speed no more than 15 MPH. Vehicle speeds will be closely monitored.
9. Contractors will not spray exterior paint. All exterior paint must be rolled or brushed on so as

to prevent overspray on neighboring houses.

For any questions in regard to the above procedures feel free to contact on-site Property Manager Jorge L. Santos at phone# 305-852-3118.