

I, (please print) \_\_\_\_\_ (General Contractor), while working on Unit \_\_\_\_\_ in the Towers of Key Biscayne, agree to abide by all of the TKB Rules pertaining to construction in units in TKB, including the following Temporary Rules, some of which amend existing rules, and be responsible to ensure that all workers including subcontractors working on this project abide by all of the following Temporary Rules.

**Temporary TKB Rules for construction work in units.  
Effective May 21, 2020**

- Contractors will need to check in daily at the receiving dept where they will
  - undergo a verbal screening for symptoms
  - have their temperature taken prior to entering the building
  - confirm that neither they nor any of their household or associates with which they have worked in the prior 14 days have tested positive for COVID-19, and
  - any contractors found to have symptoms or fever, or been exposed to someone who's tested positive, will be turned back.
- Working hours are restricted to: 10AM – 4:30 PM Monday thru Thursday
- No more than 4 persons in a unit
- Jack Hammering or high noise activities will be limited to once per week on Tuesdays
- Elevator use for Deliveries or Material Removal shall be limited to once (1) per week (per unit), and will be restricted to Tuesday, Wednesday and Thursday with minimum 24 hour prior reservation ONLY
- Contractors/workers shall be required to
  - wear a mask at all times in common areas and throughout condominium property
  - enter and exit the building through the garage, and only use designated service elevators; Under no circumstance shall contractors utilize other elevators
  - contractors will not be permitted access through Tower C or F Lobby, unless performing specifically contracted work for the Association, and shall not use any common areas except service elevators and hallways needed to access work unit unless specifically requested by TKB Management.
  - shall only use bathrooms located in work units or, if unavailable, use the employee bathroom located on the upper garage of Tower C, no exceptions
  - bring any snacks, meals and/or beverages to be consumed during the workday into the unit upon first entry of the day. All breaks for food or otherwise to be taken within the unit.
  - ensure doors to units under renovation are kept closed except when materials/workers are entering and exiting the unit
  - allow no materials, tools, or trash to be stored in hallways
  - minimize the number of times they come in and out of the unit throughout the day, thereby minimizing contact with residents through common areas -including elevators
- Contractor Parking will be limited to designated spaces in the Tennis parking lot. As per Village ordinance, Contractors may not park on the swale area located on the southwest of Crandon Blvd.

- Contractors needing assistance must go to Receiving Dept and will be assisted by Maintenance coordinator (Ralph). Contractors shall no longer go to the office unless specifically requested by management
- Windows in the units may ONLY be opened during construction if (1) the work is not generating dust, and (2) a properly installed dust wall/seal is installed on the inside of both doors from the unit to the corridor.
- In the event that a designated service elevator is not readily available for contractor use, they should contact Ralph at 786-380-2878 to arrange for an elevator to take them to or from the unit in which the contractor is working.
- **Contractors found in violation of these rules will be subject to significant fines of \$500 for the first violation and \$1,000 for a second violation, and in the event of additional violations, denial of access to the property.**

AGREED

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General Contractor

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Date