GENERAL CONTRACTOR

TRAINING SESSION 2

POWERPOINT PRESENTATION

CONTRACTOR TRAINING SESSION 2

WEDNESDAY APRIL 19, 2006

ARCHITECTURAL SERVICES

DESIGN DOCUMENTS AND DRAWINGS REVIEW

DHR

SAN ANTONIO RESIDENTIAL
ACOUSTICAL TREATMENT PROGRAM (ATP)

CITY OF SAN ANTONIO
AVIATION DEPARTMENT

CONTRACTOR TRAINING SESSION 2

WEDNESDAY APRIL 19, 2006

ARCHITECTURAL SERVICES

1. DESIGN VISIT

2. DESIGN REVIEWS

DHR

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ACOUSTICAL TREATMENT PROGRAM (ATP)

CITY OF SAN ANTONIO
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WEDNESDAY APRIL 19, 2006

ARCHITECTURAL SERVICES

1. DESIGN VISIT

THC, ARCHITECT, ENGINEER, ENVIRONMENTAL TECHNICIAN, AND MATERIALS TESTING TEAM VISIT THE HOME TO DEVELOP DRAWINGS, TAKE PHOTOS, AND PERFORM TESTS.

DHR

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ARCHITECTURAL SERVICES

2. DESIGN REVIEWS

THE ARCHITECT MEETS WITH THE HOMEOWNER TO REVIEW DESIGN DOCUMENTS AND MAKE FINAL STYLE SELECTIONS FOR WINDOWS, DOORS, AND OTHER APPLICATIONS.

DHR

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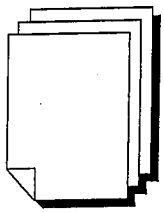
DESIGN VISIT

DESIGN DOCUMENTS



CONSTRUCTION SPECIFICATIONS

SAN ANTONIO RESIDENTIAL

ACOUSTICAL TREATMENT PROGRAM (ATP)

CONTRACTOR TRAINING SESSION 2

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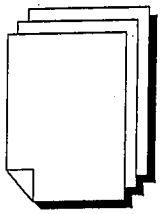
DESIGN VISIT

DESIGN DOCUMENTS



ONE SET OF DESIGN DOCUMENTS ARE CREATED FOR EACH HOME.

THE PACKAGE WILL INCLUDE INFORMATION FROM THE ARCHITECTS, ENGINEERS, ENVIRONMENTAL TECHNICIANS, AND THE MATERIALS TESTING TEAM:

D1.1 FLOOR PLAN

D1.2 WINDOW SCHEDULE

D1.3 WINDOW NOTES

D1.4 DOOR SCHEDULE & NOTES

D1.5 ENGINEERING

D1.6 ACOUSTICAL MODIFICATIONS

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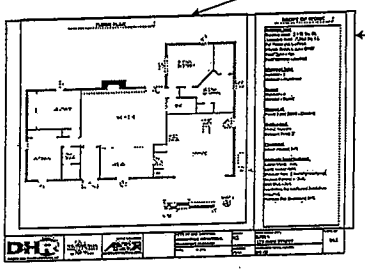
DESIGN VISIT

DESIGN DOCUMENTS

D1.1 FLOOR PLAN



FLOOR PLAN

SCALED FLOOR PLAN CONTAINING WINDOW, DOOR, UTILITY, AND MATERIALS TESTING NOTES.

SCOPE OF WORK

THIS AREA IS ALSO A BRIEF SUMMARY OF THE DESIGN DOCUMENT CONTENTS.

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CONTRACTOR TRAINING SESSION 2

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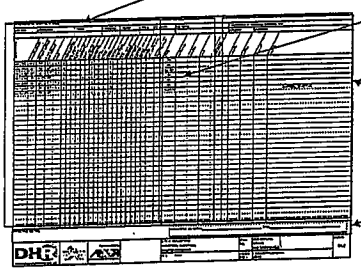
DESIGN VISIT

DESIGN DOCUMENTS

D1.2 WINDOW SCHEDULE



EXISTING WINDOW

THESE COLUMNS PROVIDE INFORMATION ON THE PRESENT WINDOW'S SIZE, TYPE, MATERIAL, GLAZING, WALL TYPE, AND PRESENCE OF AN ALARM SYSTEM.

SELECTED WINDOW

THESE COLUMNS IDENTIFY THE NEW WINDOW'S TYPE, MATERIAL, AND GLAZING.

CONTRACTOR DIMENSIONS

THESE COLUMNS WILL HAVE THE EXACT DIMENSIONS AS MEASURED BY THE GENERAL CONTRACTOR (CA LANDRY).

NOTES

THIS AREA IS RESERVED FOR ANY SCHEDULE NOTES THAT THE ARCHITECT MAY PROVIDE THE CONTRACTOR WITH.

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CONTRACTOR TRAINING SESSION 2

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DESIGN VISIT

DESIGN DOCUMENTS

D1.2 WINDOW SCHEDULE

WINDOW SCHEDULE

WINDOW NO.	EXISTING	DIMENSIONS				TYPES						MATERIALS			GLASS				WALL		SECURITY	
		WIDTH INCHES	HEIGHT INCHES	SILL HEIGHT	GRID	SINGLE HUNG	DBL HUNG	SLIDER	CASEMENT	FIXED	AWNING	ALUMINUM	VINYL	WOOD	STEEL	CLEAR	TEMPERED	TINT	OBSCURE	MASONRY	STUCCO	SIDING	ALARM	SECURITY BAR	PANIC RELEASE	TYPE
01-03-01		35.5"	59"	23"	1:1	•						•			•											DH
01-03-02		35.5	59	23"	1:1	•						•			•											DH
01-03-03		31"	51"	31"	1:1	•						•			•											SL-XOX
01-03-04		72"	58.5"	23"		•			■			•			•											DH
01-03-05		31"	51"	31"	1:1	•						•			•											DH
01-03-06		47"	51"	31"	1:1	•						•			•											DH
01-03-07		47"	33"	48"								•			•											SL-XO-S

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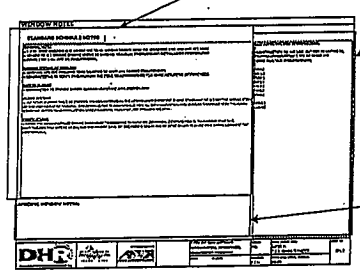
WEDNESDAY APRIL 19, 2006

DESIGN VISIT

DESIGN DOCUMENTS

D1.3 WINDOW NOTES



WINDOW SCHEDULE NOTES

QUICK REFERENCE STANDARDS REGARDING BUILDING STANDARDS, ALARM SYSTEMS, OBSTRUCTIONS, AND ANY NOTES SPECIFIC TO THIS HOME

DESIGN DETAIL NOTES

IDENTIFY POTENTIAL POINTS OF REFERENCE THAT DIRECTLY RELATE TO THIS SPECIFIC HOME. EACH HOME IS NOT LIMITED TO THE DETAILS LISTED HERE. THE CONTRACTOR IS RESPONSIBLE FOR IDENTIFYING AND ABIDING BY ALL APPLICABLE DETAILS AND SPECIFICATIONS.

SPECIFIC WINDOW NOTES

THE ARCHITECT WILL LIST ANY DETAILED NOTES CONCERNING THE WINDOWS OR WINDOW INSTALLATION PROCEDURES

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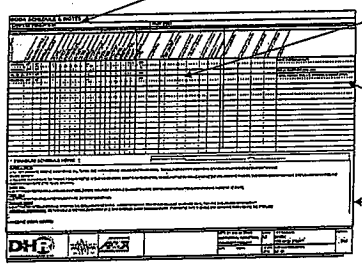
DESIGN VISIT

DESIGN DOCUMENTS

D1.4 DOOR SCHEDULE & NOTES



EXISTING DOOR

THESE COLUMNS PROVIDE INFORMATION ON THE PRESENT DOOR'S SIZE, TYPE, MATERIAL, GLAZING, WALL TYPE, AND PRESENCE OF AN ALARM SYSTEM.

SELECTED DOOR

THESE COLUMNS IDENTIFY THE NEW DOOR'S TYPE, MATERIAL, AND GLAZING.

CONTRACTOR DIMENSIONS

THESE COLUMNS WILL HAVE THE EXACT DIMENSIONS AS MEASURED BY THE GENERAL CONTRACTOR (CA LANDRY).

NOTES

THIS AREA IS RESERVED FOR ANY SCHEDULE NOTES THAT THE ARCHITECT MAY PROVIDE THE CONTRACTOR WITH.

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DESIGN VISIT

DESIGN DOCUMENTS

D1.4 DOOR SCHEDULE & NOTES

DOOR SCHEDULE & NOTES

EXISTING CONDITIONS

DIMENSIONS				TYPES							MAT'LS				WALL			SECURITY		
DOOR LETTER	WIDTH INCHES (NOM.)	HEIGHT INCHES (NOM.)	DOOR SWING	PRIME	STORM	SLIDER	DOUBLE OR	SCREEN	PATIO	DUTCH	WOOD	ALUMINUM	VINYL	STEEL	MASONRY	STUCCO	SIDING	DOORBELL	ALARM	PEEPHOLE	TYPE
01-03-A	60"	80"		•							•								•	•	EW
01-03-B	70"	80"						•				•									SL
01-03-C	32"	80"		•							•								•		EW
01-03-D	36"	80"		•							•										EW

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ACOUSTICAL TREATMENT PROGRAM (ATP)

CONTRACTOR TRAINING SESSION 2

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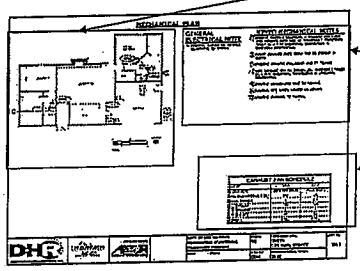
DESIGN VISIT

DESIGN DOCUMENTS

D1.5 MECHANICAL PLAN



MECHANICAL PLAN

LOCATES ALL EXISTING UTILITIES AND FUTURE MECHANICAL APPLICATIONS

KEYED ELECTRICAL & MECHANICAL NOTES

EXPLAINS TYPES OF ELECTRICAL AND MECHANICAL TREATMENTS (IF ANY) TO BE MADE TO THE HOME.

EXHAUST FAN SCHEDULE

SPECIFIES TYPE AND SIZE OF EQUIPMENT TO BE PROVIDED FOR THE HOME

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ACOUSTICAL TREATMENT PROGRAM (ATP)

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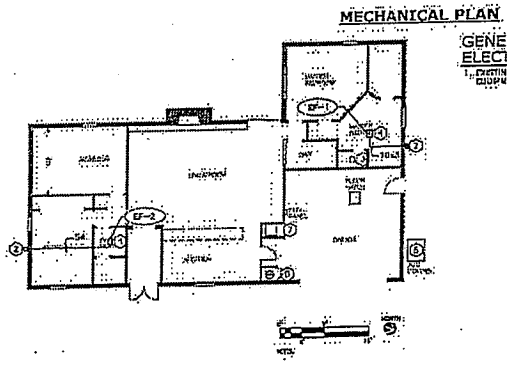
DESIGN VISIT

DESIGN DOCUMENTS

D1.5 MECHANICAL PLAN



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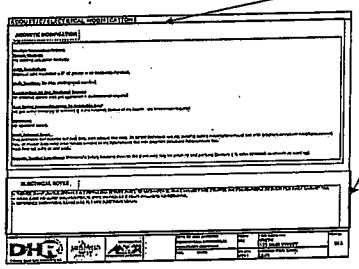
DESIGN VISIT

DESIGN DOCUMENTS

D1.6 ACOUSTICAL/ELECTRICAL MODIFICATIONS



ACOUSTICAL MODIFICATIONS

ENVIRONMENTAL TECHNICIANS NOTES HERE ANY MODIFICATIONS THAT WILL NEED TO BE MADE REGARDING VENTILATION.

ELECTRICAL NOTES

ENVIRONMENTAL TECHNICIANS NOTES ANY ELECTRICAL MODIFICATIONS THAT WILL BE REQUIRED FOR NEW OR UPGRADED EQUIPMENT.

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DESIGN VISIT

DESIGN DOCUMENTS

D1.6 ACOUSTICAL/ELECTRICAL MODIFICATIONS

ACOUSTIC MODIFICATION

Design Recommendations

Space Heaters:
No existing gas space heaters.

Attic Insulation:
Depth of attic insulation is 5" or greater – no treatments required.

Attic Venting: No attic venting work required.

Combustion Air For Confined Spaces:
No confined spaces with gas appliances – no treatments required.

Gas Water Heater/Furnace In Habitable Area:
No gas water heater(s) or furnace(s) in the habitable portion of the house – no treatments required.

Moisture:
No apparent issues.

Bath Exhaust fans:
Two bathroom combination exhaust fans, both exhaust into attic. In center bathroom replace existing cei
fan. In master bath toilet area replace existing ceiling light/exhaust fan with program compliant light/exh
Vent fans out soffit or roof deck.

Sample Testing Locations: The sample testing locations show on the plans may require patching and pa

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ACOUSTICAL TREATMENT PROGRAM (ATP)

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CONSTRUCTION SPECIFICATIONS

THE ARCHITECT HAS DEVELOPED ONE SET OF CONSTRUCTION SPECIFICATIONS FOR THE PROGRAM.

EACH CONTRACTOR WILL BE PROVIDED ONE SET OF CONSTRUCTION SPECIFICATIONS, WHICH WILL CONTAIN APPLICABLE INFORMATION FOR NEARLY ALL CONDITIONS.

THE SPECS ARE BROKEN UP INTO 4 MAIN SECTIONS:

1. ATP POLICIES
2. GENERAL CONDITIONS
3. PRODUCT SPECIFICATIONS
4. CAD DETAILS

CONSTRUCTION SPECIFICATIONS

CONTRACTOR TRAINING SESSION 2

WEDNESDAY APRIL 19, 2006

RFIs

RFIs WILL BE ACCEPTED, IN WRITING. THROUGH THE ARCHITECT'S OFFICE (A COPY SHOULD BE SENT TO THC AS WELL). PLEASE SUBMIT YOUR INQUIRIES IN THOROUGH DETAIL. YOU COULD INCLUDE PARCEL NUMBERS, SHEET NUMBER, SPECIFICATION PAGE, ETC.

BEING AS SPECIFIC AS POSSIBLE WILL RESULT IN A CLEARER AND MORE COMPLETE ANSWER.

CONTRACTOR TRAINING SESSION 2

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RFIs

San Antonio International Airport - ATP
6510 Broadway, Suite 440 — 210-824-1449 Office
San Antonio, TX 78209 — 210-824-1937 Fax
E-Mail: ATP@DHRARCHITECTS.COM

REQUEST FOR INFORMATION

PLEASE RESPOND AS SOON AS POSSIBLE

RFI # XX

BID CYCLE: _____ HOMEOWNER/ PARCEL #: _____

TO: Durand-Hollis Rupe Architects, Inc.
12748 Cimarron Path, Suite #134
San Antonio, TX 78249
ATTENTION: Luis Saucedo, PROJECT MANAGER
Phone: (210) 308-0080 Fax: (210) 967-3309

DATE: _____ Page 1 of _____

We are requesting the following information and/or clarification as soon as possible:

Subcontractor: _____ REF: _____

1. _____

Please advise and clarify.
Please fill out your response and fax back to us as soon as possible. Thank you

REPLY GIVEN BY: _____ DATE: _____

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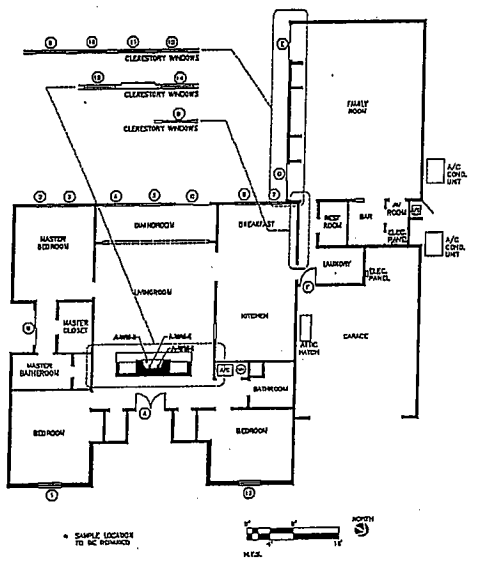
RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM



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RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM

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ARCHITECTURAL

QUESTIONS?

CONTRACTOR TRAINING SESSION 2

SECURITY IDENTIFICATION BADGES

- All general contractors and subcontractors will receive photo ID badges.
- General contractors and subcontractors must be badged prior to Pre-Bid Open House.
- Criminal background checks will be performed on all personnel.
- General contractors are ultimately responsible for site security.
- Misuse of ID badges will result in disqualification from the ATP.

PRE-BID OPEN HOUSE ACTIVITIES

Prior to Pre-Bid Open House

- The ATP will notify each General Contractor selected to bid.
- Selected General Contractors will pick up design documents s at ATP Office.
- Homeowner Agents will deliver the following to Homeowner:
  - 3 Bid Packages (1 for each contractor selected)
  - Sign-in Sheet
- GC's are to invite subcontractors, as needed, to attend Pre-Bid Open House
- GC's are to provide copies of design documents to subcontractors.

PRE-BID OPEN HOUSE ACTIVITIES (Cont'd.)

- The Pre-Bid Open House is an opportunity to view the property and the work required.
- The Pre-Bid Open House appointment is a 4-hour appointment.
- General Contractors (and their subcontractors) can visit the home anytime during the 4-hour period.
- Pre-Bid Open House for Bid Cycle 1 is April 28th (8 AM-Noon).
- Attendance by selected General Contractors is mandatory.
- Contractors must sign in and pick up Bid Package.
- General Contractors (selected by the homeowners) who do not participate in the Pre-Bid Open House will not be allowed to submit a bid.

ADDENDUM PROCESS

- Questions or requests for clarification must be issued in writing (by fax or email) utilizing a "Request for Information" (RFI) form, to DHR Architects within three (3) days following the Pre-Bid Open House.

- DHR will respond in writing to all RFI's within one (1) week of the Bid Opening.

- In the event a response requires a change in the design, DHR Architects will issue an Addendum within one (1) week of the Bid Opening.

BID DOCUMENTS

- The Bid Documents consist of the following:
  - Official Bid Form
  - Bidder's Certificate
  - DBE Form 1 – Good Faith Effort Plan for Federally Funded Contracts
  - DBE Form 2 – Letter of Intent
  - DBE Form 4A – DBE Compliance Subcontracting Plan
- The bid package will also include a pre-printed Official Bid Envelope containing the Parcel No., Homeowner Name, Property Address and Bid Due Date (and Time)
- Sealed bids are to be delivered to the ATP office by 2:00 P.M. on the date of the bid opening.

BID DOCUMENTS (Cont'd.)

- All incoming bids will be time-stamped at the ATP Office.

- Bids received after 2:00 P.M. will be considered non-responsive and will not be accepted.

- Important: A company submitting a bid for a particular parcel as a General Contractor may not be listed as a Subcontractor on a bid for the same parcel from a competing General Contractor.

HOMEOWNER COMMUNICATION POLICIES

- ATP General Contractors are prohibited from sending eligible homeowners any form of promotional and marketing materials to include: promotional letters, introductory letters, promotional pamphlets, phone calls, promotional videos, gifts, presents or coupons.

- At General Contractor Interview Night, the only items authorized to be in place at the General Contractor's table are the following: ATP brochure, General Contractor's business cards, and in the future, General Contractor's Notebook.

- General Contractors are prohibited at all times from making comments to homeowners regarding the ATC prescribed design scope of work.

PREVAILING WAGE RATES

- All contractors are required to comply with the most current prevailing wage rates (Davis-Bacon) as listed in the construction specifications or as updated from time to time.

CONTRACT AWARD PROCESS

- The ATC shall award a Contract to the lowest responsible bidder based on evaluation of the following:
  - Submission of all required bid forms;
  - Bid amount (compared to the Architect's Estimate);
  - Proposed DBE participation goal;
  - General Contractor contract award limit;
- In the event the lowest responsible bidder fails to meet the established DBE contract goal, the General Contractor will be required to submit a completed Good Faith Effort Plan along with the Bid Form for further evaluation by the ATC.
- The ATC reserves the right to award a contract to the second lowest bidder based on the above ATC evaluation process.

CONTRACT AWARD PROCESS (Cont'd.)

- In the event a Contractor is the low bidder on more contracts than it may be awarded in any given Bid Cycle, the ATC will determine which contracts to award Contractor by calculating the difference between Contractor's bid and the bid of the next lowest bidder.

- The ATC will award Contractor the contract(s) on which the difference between Contractor's price and the price of the next lowest bidder is greatest.

Example:

	House 1	House 2	House 3
Contractor A Bid	$25,000	$26,000	$24,000
Contractor B Bid	$30,000	$27,500	$28,000
Difference	**$ 5,000**	$ 1,500	$ 4,000

PRODUCT PROCUREMENT PROCESS

- The ATC will conduct a Final Measurement Visit. This measurement visit will occur during the Pre-Bid Open House appointment.

- The ATC will order all specialty acoustical window and door products and other acoustical materials in accordance with the scope of work contained within the bid package.

- General Contractors and their subcontractors will be responsible for ordering all other materials necessary to complete the scope of work developed for the home.

- The ATC will be responsible for the procurement process which includes delivery from the manufacturer, storage and sorting of all window and door products.

- General Contractor is responsible for contacting C. A. Landry Partners to coordinate and schedule pick-up of specialty acoustical window and door products at their warehouse.

GENERAL CONTRACTOR INSURANCE REQUIREMENTS

- General Contractors are required to carry insurance as follows:

  - Commercial General Liability Insurance covering personal injury including bodily injury, property damage liability, products, completed operations and XCU coverage with a combined single limit of $1,000,000 for each occurrence and a $1,000,000 aggregate limit or any combination of primary and excess coverage thereof;

  - Workers Compensation Insurance (all states endorsement and USL&GH coverage);

  - Commercial Automobile Liability Insurance covering bodily injury and property damage with a combined single limit of $1,000,000 for each occurrence, providing coverage for all automobiles owned by the General Contractor and all hired and non-owned vehicles and providing contingent automobile liability insurance for the operations of subcontractors and sub-subcontractors.

SUBCONTRACTOR INSURANCE REQUIREMENTS

- Subcontractors are required to carry insurance as follows:
  - Commercial General Liability Insurance covering personal injury including bodily injury, property damage liability, products, completed operations and XCU coverage with a combined single limit of $1,000,000 for each occurrence.
  - Commercial Automobile Liability Insurance covering bodily injury and property damage with a combined single limit of $500,000 for each occurrence.

GENERAL CONTRACTOR PARTICIPATION AGREEMENT FOR THE RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM

THIS AGREEMENT effective _____ day of _____, 20_____, between CALP-THC PARTNERSHIP, a Joint Venture organized and existing under the laws of the State of Georgia, (hereinafter referred to as the "Joint Venture"), and _____, (hereinafter referred to as the "Contractor")

WHEREAS, THC, Inc. , a Corporation organized and existing under the laws of the State of Georgia, the "Acoustical Treatment Consultant") has been hired by the City of San Antonio (the "City") to implement and manage the San Antonio Residential Acoustical Treatment Program (the "ATP"); and

WHEREAS, the CALP-THC PARTNERSHIP (the "Joint Venture") is an entity that is acting in a sub-consultant capacity to the Acoustical Treatment Consultant and is responsible to assist the Acoustical Treatment Consultant in the overall management of ATP construction; and

WHEREAS, the Joint Venture is responsible for the construction aspects of the Residential Acoustical Treatment Program ("ATP") sponsored by the City, for and on behalf of the San Antonio International Airport (the "Airport"); and

In consideration of its name being placed on the list ("List") of qualified General Contractors from which property owners participating in the San Antonio International Airport Residential Acoustical Treatment Program (ATP), may request bids for completion of sound insulation work on their property,

---

"Contractor" represents to, and agrees with, the Joint Venture as follows:

1. That it possesses a City Class 1 Home Improvement Contractor's License and is licensed or otherwise authorized to perform residential construction work in the state of Texas. The General Contractor further agrees that it will be so licensed for as long as its name is included on the ATP Qualified General Contractor List. The General Contractor further agrees that it will immediately notify the Acoustical Treatment Consultant in writing if it is no longer licensed or if actions are taken to terminate the license.

2. That, if awarded an ATP contract, it will provide the Acoustical Treatment Consultant and Joint Venture with the following insurance liability limits, add the Acoustical Treatment Consultant and Joint Venture as additional insured parties and notify the Acoustical Treatment Consultant and Joint Venture in writing if any of the below coverages expire or are terminated:

   a. Workers Compensation Insurance (All States Endorsement and USL&H Coverage);

   b. Commercial General Liability Insurance covering personal injury including bodily injury, property damage liability, products, completed operations and XCU coverage with a combined single limit of $1,000,000 for each occurrence and a $1,000,000 aggregate limit or any combination of primary and excess coverage thereof;

   c. Commercial Automobile Liability Insurance covering bodily injury and property damage with a combined single limit of $1,000,000 for each occurrence, providing coverage for all automobiles owned by the General Contractor and all hired and non-owned vehicles and providing contingent automobile liability insurance for the operations of subcontractors and sub-subcontractors.

3. That, once approved and certified by the Acoustical Treatment Consultant, it will meet requirements specified in the ATP Construction Specifications including, but not limited to, the following areas specified in Section 00700:

   a. Mutual Responsibility of Contractors
   b. Time of Completion
   c. Delays and Extension of Time
   d. Authority of the ATC
   e. Increased or Decreased Quantities of Work
   f. ATC's Right to Perform Construction and to Award Separate Contracts
   g. Subcontractor Requirements
   h. Changes in the Scope of Work
   i. Payments and Completion
   j. General Contractor's Special Requirements
   k. Waiver of and Indemnification Against Mechanics Liens
   l. General Contractor's Qualification Requirements
   m. Deficiency Points
   n. Termination or Suspension of Contract

4. That it will fully and faithfully complete all work specified in the Scope of Work, pursuant to the terms and conditions of the ATP Construction Contract and the ATP Construction Specifications.

5. That it will meet the following ATP requirements relating to Subcontractors:

   a. No subletting any part of the ATP Contract without written approval from the Joint Venture;

   b. Nothing contained in the ATP Contract Documents shall create a contractual relation between any Subcontractor and the Joint Venture;

   c. That it is and shall be fully responsible to the Acoustical Treatment Consultant and Joint Venture for the acts and omissions of the Subcontractor and or persons either directly or indirectly employed by the firm;

   d. That it will bind every Subcontractor by the terms of the ATP Contract Documents as far as applicable to its work;

   e. That it will provide commercial general liability insurance covering personal injury, including bodily injury and property damage liability with a combined single limit of $1,000,000 for each occurrence and commercial automobile liability insurance covering bodily injury and property damage with a combined single limit of $500,000 for each occurrence;

   f. That it will provide to the Acoustical Treatment Consultant and Joint Venture a list of Subcontractors planned to be used on all ATP projects;

   g. That it will not allow its Subcontractors to sublet more than 30% of the contract.

   h. That it will promptly pay its Subcontractors and Suppliers, not later than the fifth (5th) day following payment to the Contractor by the ATC, for the value of the work performed and/or materials received by that Subcontractor or Supplier.

6. That, when requested by a Property Owner participating in the ATP to submit a bid for work on the Owner's property, it will either:

   a. Notify the Acoustical Treatment Consultant and Joint Venture as soon as possible and in any event within three (3) days of receiving the request that it does not wish to submit a bid for the Scope of Work; or

   b. Submit a qualified bid within the time stated in the ATP Construction Specifications for the work to be performed on the property. With respect to each property on which the General Contractor chooses to submit a bid, the General Contractor agrees to attend the ATP Pre-Bid Open House to view the property and to thoroughly review the ATP design documents prior to submitting the bid.

7. That laborers or mechanics employed directly on the work sites by the General Contractor or Sub-contractor, agent or other person doing or contracting to do all or a part of the Work on the ATP projects shall:

   a. Be paid not less than the prevailing wage rate as that term is defined in Texas Government Code 2258.

   b. Be paid for all hours in excess of the prevailing hours, as that term is defined Texas Government Code 2258.

8. That the failure of the Acoustical Treatment Consultant and Joint Venture to remove a General Contractor's name from the List following the General Contractor's breach of a contract agreement shall not constitute a waiver of the Joint Venture's rights against such General Contractor.

9. That it will save, defend, indemnify and hold harmless the Acoustical Treatment Consultant and Joint Venture, its members, officers, agents and employees from and against, and assume and defend at Contractor's sole cost the defense of, any and all claims, demands, obligations, causes of action and lawsuits and all damages, liabilities, fines, judgments, costs (including settlement costs) and expenses, including attorneys' fees, arising out of (a) any material breach of its representations, warranties and obligations under this Agreement that is not timely cured, (b) negligence or misconduct of Contractor, its officers, directors and employees, or (c) any third party claims based on Contractor's performance of, or installation of products under, this Agreement.

10. That the Acoustical Treatment Consultant and Joint Venture will issue Deficiency Points consistent with the ATP Construction Specifications, in the event the General Contractor fails to meet ATP responsibilities. The General Contractor understands that the Acoustical Treatment Consultant and Joint Venture may issue between one (1) to five (5) Deficiency Points (per infraction), based on guidelines outlined in the ATP Specifications. Based on the number of Deficiency Points received within a single ATP Monthly Bid Cycle, the General Contractor understands that the Acoustical Treatment Consultant and Joint Venture may limit or remove a General Contractor from ATP participation, consistent with guidelines outlined in the ATP Specifications.

11. That in the event of a dispute between it and a Subcontractor, and or between a Property Owner and a Subcontractor, it will meet with the Joint Venture, Subcontractor and Property Owner (in dispute) at a date and time specified by the Acoustical Treatment Consultant and Joint Venture to discuss differences, outline potential resolutions and determine remedial expectations and actions.

12. That, in addition to the ATP construction responsibilities, it will attend a "General Contractor Interview Night" session once a month, at a time and place designated by the Acoustical Treatment Consultant. This meeting will provide participating Property Owners an opportunity to meet all qualified General Contractors to assist them in their final contractor selections.

13. That it will attend ATP Contractor Monthly Meetings at a time and place designated by the Acoustical Treatment Consultant and Joint Venture.

14. That it will faithfully exercise Good Faith Efforts to meet all Disadvantaged Business Enterprise (DBE) and Small Business Economic Development Advocacy (SBEDA) goals as designated by the Acoustical Treatment Consultant for each independent construction contract.

15. That it will completely accept all ATP Monthly Contract Award Limit designations as decided by the Acoustical Treatment Consultant and Joint Venture.

16. That it will comply with all ATP General Contractor Etiquette and "Level Playing Field" rules and regulations.

17. That it will promptly send ATP-related correspondence or notices to:

Cheryl Chamness
THC, Inc.
ATP Program Manager
8610 Broadway
Suite 440
San Antonio, TX 78217

18. That it understands and consents that the following information will be a matter of public record and may be reviewed by Property Owners participating in the ATP and other third parties:
- information provided by the General Contractor;
- contract documents for work performed by the General Contractor;
- documents regarding the administration of such contracts by the Joint Venture;
- questionnaires prepared by participating Property Owners upon which the General Contractor has worked;

17. That it understands and agrees that at any time during a ATP Phase, the Acoustical Treatment Consultant and Joint Venture reserves the right to review the past performance of the General Contractor to determine eligibility for participation in any future ATP phase.

SIGNED: _____
Official Representative of General Contractor

_____
Official Representative of General Contractor

COMPANY: _____
General Contractor Company Name

DATE: _____

DATE

NAME
CONTRACTOR
ADDRESS
CITY, STATE, ZIP CODE

Re: Construction Specifications
San Antonio International Airport
Residential Acoustical Treatment Program (ATP)

Dear NAME:

Enclosed please find one (1) copy of the Construction Specifications dated **(DATE)** for the Residential Acoustical Treatment Program (ATP). As a qualified General Contractor, it will be your complete responsibility to read and understand all aspects of the specifications.

We would like to call your attention to a few items which will hopefully assist you in the preparation of your future ATP bids:

- All work performed under this contract shall be in accordance with the State of Texas Prevailing Wage Rates which can be found in Appendix C of the Construction Specifications. These wage rates are adjusted periodically; however, unless the rates are amended prior to the opening of bids for a particular bid cycle, the rates contained in the specifications are ones that should be used.

- Please make certain that your bid meets the Disadvantaged Business Enterprise (DBE) Project Goal established for each individual contract, as identified in the Bid Form. Submittal of the following documents are required with each bid:

  - DBE Good Faith Effort Plan (DBE Form 1);
  - Letter of Intent (DBE Form 2) signed by each subcontractor or supplier whose bid has been used in the development of the General Contractor's bid; and
  - DBE Subcontracting Compliance Plan.

- All bids must be delivered to THC, Inc. (the Acoustical Treatment Consultant) at 8610 Broadway, Suite 440, San Antonio, TX 78217 no later than 2:00 P.M. on the date of the bid opening. The first bid opening is scheduled for May 24, 2006. Please refer to the Phase 1 Design and Construction Schedule previously provided. Please note that no bids will be accepted after 2:00 P.M. Bids will be publicly opened and read five minutes after bids are due on the date of the bid opening at the ATP Office.

It is our goal to assist you in any way we can to ensure you have a long and successful history in the ATP. Any questions relating to the bid forms, preparation of your bid, or general questions about the program should be directed to my attention at 210-824-1440. Questions relating to the technical aspects of the Construction Specifications should be directed in writing to Leo Exconde at DHR Architects, with a copy to Ron Chamness at the ATP Office.

Sincerely,

Cheryl Chamness
Program Manager

Enclosure

LIST OF APPROVED PRODUCTS AND SUPPLIERS

Revision Date: April 26, 2006

Note: Please refer to the Construction Specifications (Appendix B) for a complete listing of acoustical products approved for the HOPP Program. The following represents a listing of known suppliers.

WINDOWS

Acoustical Vinyl/Aluminum Windows

SCS Larson	17212 Harrington Way Lakeville, MN 55044 (Mr. Mark Culverson)	(Office of M. Culverson) 612-940-0197 (Cell)
	2333 Eastbrook Drive Brookings, SD 57006	800-238-9681 X6949 (Manufacturing Plant)

Acoustical Aluminum Windows

St. Cloud Windows	P. O. Box 1577 St. Cloud, MN 56302 (Mr. Casey Mahon) (cell: 320-267-9931)	320-251-9311 320-251-9311 X116
DeVac	801 Boone Avenue North Minneapolis, MN 55427-4432 (Mr. Greg Murtha)	800-544-3646

Acoustical Storm Windows

SCS Larson	17212 Harrington Way Lakeville, MN 55044 (Mr. Mark Culverson)	(Office of M. Culverson) 612-940-0197 (Cell)
Mon-Ray	801 Boone Avenue North Minneapolis, MN 55427-4432 (Mr. Greg Murtha)	800-544-3646

DOORS

Acoustical Prime Doors (Stormless or "Solo")

Armaclad, Inc.	Box 127 Quincy, PA 17247 (Mr. Alan Peterson)	717-749-3141 617-803-8319

Acoustical Storm Doors – Wood Core

SCS Larson	17212 Harrington Way Lakeville, MN 55044 (Mr. Mark Culverson)	(Office of M. Culverson) 612-940-0197 (Cell)
Armaclad, Inc.	Box 127 Quincy, PA 17247 (Mr. Alan Peterson)	717-749-3141 617-803-8319

Acoustical Storm Doors – Extruded Aluminum

SCS Larson	17212 Harrington Way Lakeville, MN 55044 (Mr. Mark Culverson)	(Office of M. Culverson) 612-940-0197 (Cell)
Mon-Ray	801 Boone Avenue North Minneapolis, MN 55427-4432 (Mr. Greg Murtha)	800-544-3646
Armaclad, Inc.	Box 127 Quincy, PA 17247 (Mr. Alan Peterson)	717-749-3141 617-803-8319

Acoustical Aluminum Sliding Doors

Torrance Aluminum	22850 Perry Street Perris, CA 92570 (Mr. John Johnston, Sales Mgr.)	951-943-0430 913-894-5249

DOORS (Cont'd)

Acoustical Aluminum Terrace (French) Doors

Torrance Aluminum	22850 Perry Street Perris, CA 92570 (Mr. John Johnston, Sales Mgr.)	951-943-0430 913-894-5249 (Cell)

Acoustical Aluminum Sliding or French Storm Doors

SCS Larson	17212 Harrington Way Lakeville, MN 55044 (Mr. Mark Culverson)	(Office of M. Culverson) 612-940-0197 (Cell)
Mon-Ray	801 Boone Avenue North Minneapolis, MN 55427-4432 (Mr. Greg Murtha)	800-544-3646

Non-Acoustical Prime Wood Doors

PEM Millwork	5671 International Parkway New Hope, MN (Mr. Paul Hoover)	763-541-1133
Armaclad, Inc.	Box 127 Quincy, PA 17247 (Mr. Alan Peterson)	717-749-3141 617-803-8319

Non-Acoustical Prime Steel Doors

PEM Millwork	5671 International Parkway New Hope, MN (Mr. Paul Hoover)	763-541-1133

SKYLIGHTS

Skylight – Hinged Interior Glazing Panel (Storm)

SCS Larson	17212 Harrington Way Lakeville, MN 55044 (Mr. Mark Culverson)	(Office of M. Culverson) 612-940-0197 (Cell)
Mon-Ray	801 Boone Avenue North Minneapolis, MN 55427-4432 (Mr. Greg Murtha)	800-544-3646

Skylight – Glazing Panel Attached to Existing Skylight Frame

SCS Larson	17212 Harrington Way Lakeville, MN 55044 (Mr. Mark Culverson)	(Office of M. Culverson) 612-940-0197 (Cell)

Skylight – Ceiling Mounted Interior Glazing Panel (Storm)

SCS Larson	17212 Harrington Way Lakeville, MN 55044 (Mr. Mark Culverson)	(Office of M. Culverson) 612-940-0197 (Cell)

City of San Antonio
Residential Acoustical Treatment Program (ATP)

BADGE AUTHORIZATION FORM

Worker's Name: _____

Company Name: _____

Home Address: _____

Phone Number: _____

FAX Number: _____

For ATC Use Only

Badge Number: _____

As an employee working for the City of San Antonio Acoustical Treatment Program (ATP), I understand that I am responsible to comply with all of the rules and regulations outlined in the Construction Specifications and General Conditions while on an ATP work site. I understand that this badge cannot be used by any individual other than myself. I understand that this badge will expire on _____. In the event this badge is lost, I understand that I will be responsible to pay a fee in the amount of $250.00 for badge duplication.

_____ _____

Worker's Signature **Date**

City of San Antonio
Residential Acoustical Treatment Program (ATP)

TEMPORARY BADGE AUTHORIZATION FORM

Worker's Name: _____

Company Name: _____

Home Address: _____

Phone Number: _____

FAX Number: _____

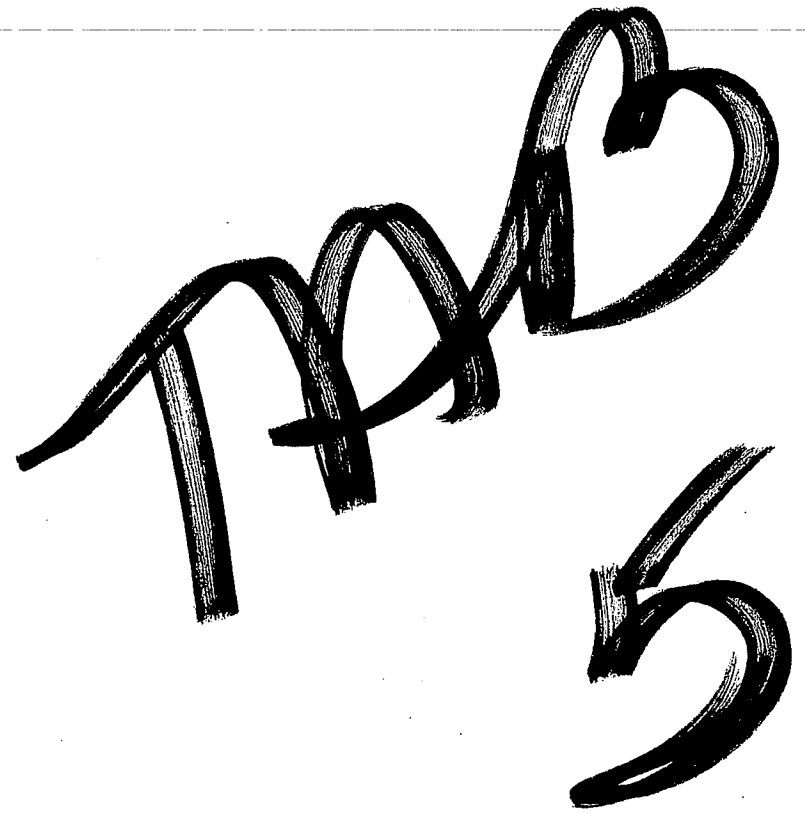
For ATC Use Only _____

Badge Number: _____

As an employee working for the City of San Antonio Acoustical Treatment Program (ATP), I understand that I am responsible to comply with all of the rules and regulations outlined in the Construction Specifications and General Conditions while on an ATP work site. I understand that this badge cannot be used by any individual other than myself. I understand that this badge will expire on _____. In the event this badge is lost, I understand that I will be responsible to pay a fee in the amount of $500.00 for badge duplication.

_____ _____

Worker's Signature **Date**



Appendix D

D-1 Phase 1 Design Schedule

D-2 Phase 1 Construction Schedule

D-3 Phase 2 Design Schedule

D-4 Phase 2 Construction Schedule

City of San Antonio

RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM (ATP)
PHASE 1 DESIGN SCHEDULE

No. of Homes	Homeowner Orientation	House Inspection Visit	Design Visit	Design Development	General Contractor Night	DRT Review	Design Review	Pre-Bid Open House	G.C. Bid Prep
5	01/24/06	02/03/06	2/21/06 - 2/23/06	03/06/06 - 03/24/06	04/04/06	03/27/06 -04/07/06	04/10/06 - 04/14/06	04/24/06 - 04/28/06	05/01/06 - 05/19/06
7	02/07/06	02/17/06	03/27/06 - 04/07/06	04/10/06 - 04/28/06	04/04/06	05/01/06 - 05/12/06	05/15/06 - 05/19/06	05/30/06 - 06/02/06	06/05/06 - 06/23/06
14	02/28/06	03/09/06 - 3/10/06	04/24/06 - 05/05/06	05/08/06 - 05/26/06	05/09/06	05/29/06 - 06/09/06	06/12/06 - 06/16/06	06/26/06 - 06/30/06	07/03/06 - 07/21/06
18	04/11/06	04/20/06 - 4/21/06	05/22/06 - 06/02/06	06/05/06 - 06/23/06	06/06/06	06/26/06 - 07/07/06	07/10/06 - 07/14/06	07/24/06 - 07/28/06	07/31/06 - 08/18/06
18	05/23/06	05/30/06 - 06/02/06	06/19/06 - 06/30/06	07/03/06 - 07/21/06	07/11/06	07/24/06 - 08/04/06	08/07/06 - 08/11/06	08/21/06 - 08/25/06	08/28/06 - 09/15/06
18	06/27/06	07/03/06 - 07/07/06	07/24/06 - 08/04/06	08/07/06 - 08/25/06	08/08/06	08/28/06 - 09/08/06	09/11/06 - 09/15/06	09/25/06 - 09/29/06	10/02/06 - 10/20/06
18	07/25/06	07/31/06 - 08/04/06	08/21/06 - 09/01/06	09/05/06 - 09/22/06	09/12/06	09/25/06 - 10/06/06	10/09/06 - 10/13/06	10/23/06 - 10/27/06	10/30/06 - 11/17/06

City of San Antonio

RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM (ATP)
PHASE 1 CONSTRUCTION SCHEDULE

Bid Cycle	Bid Opening	Award and Notice to Proceed	GC Permitting & Preparation	Pre-Construction Visit	Construction Period	Punchlist Period
1	05/24/06	06/05/06 - 06/09/06	06/12/06 - 06/23/06	06/26/06 - 06/30/06	07/03/06 - 08/11/06	08/14/06 - 08/18/06
2	06/28/06	07/10/06 - 07/14/06	07/17/06 - 07/28/06	07/31/06 - 08/04/06	08/07/06 - 09/18/06	09/19/06 - 09/25/06
3	07/26/06	08/07/06 - 08/11/06	08/14/06 - 08/25/06	08/28/06 - 09/01/06	09/05/06 - 10/16/06	10/17/06 - 10/23/06
4	08/23/06	09/05/06 - 09/08/06	09/11/06 - 09/22/06	09/25/06 - 09/29/06	10/02/06 - 11/10/06	11/13/06 - 11/17/06
5	09/20/06	10/02/06 - 10/06/06	10/09/06 - 10/20/06	10/23/06 - 10/27/06	10/30/06 - 12/12/06	12/13/06 - 12/19/06
6	10/25/06	11/06/06 - 11/10/06	11/13/06 - 11/24/06	11/27/06 - 12/01/06	12/04/06 - 01/17/07	01/18/07 - 01/24/07
7	11/22/06	12/04/06 - 12/08/06	12/11/06 - 12/22/06	12/26/06 - 12/29/06	01/02/07 - 02/12/07	02/13/07 - 02/19/07

CITY OF SAN ANTONIO
AVIATION DEPARTMENT
RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM

City of San Antonio

RESIDENTIAL ACOUSTICAL TREAMENT PROGRAM (ATP)
PHASE 2 DESIGN SCHEDULE

Bid Cycle	Number of Homes	Homeowner Orientation	House Inspection Visit	Design Visit	Design Development & G.C. Night	Design Review	Pre-Bid Open House	G.C. Bid Prep	Bid Opening
8	18	08/22/06	08/28/06 - 09/01/06	09/18/06 - 09/29/06	10/02/06 - 10/20/06	11/06/06 - 11/10/06	11/20/06 - 11/22/06	11/27/06 - 12/15/06	12/20/2006
9	18	09/26/06	10/02/06 - 10/06/06	10/23/06 - 11/03/06	11/06/06 - 11/24/06	12/11/06 - 12/15/06	12/26/06 - 12/29/06	01/02/07 - 01/19/07	1/24/2007
10	18	10/24/06	10/30/06 - 11/03/06	11/20/06 - 12/01/06	12/04/06 - 12/22/06	01/08/07 - 01/12/07	01/22/07 -01/26/07	01/29/07 - 02/16/07	2/21/2007
11	18	11/28/06	12/04/06 - 12/08/06	12/26/06 - 01/05/07	01/08/07 - 01/26/07	02/12/06 - 02/16/07	02/26/07 - 03/02/07	03/05/07 - 03/23/07	3/28/2007
12	18	12/26/06	01/02/07 - 01/05/07	01/22/07 - 02/02/07	02/05/07 - 02/23/07	03/12/07 - 03/16/07	03/26/07 - 03/30/07	04/02/07 - 04/20/07	4/25/2007
13	18	01/23/07	01/29/07 - 02/02/07	02/19/07 - 03/02/07	03/05/07 - 03/23/07	04/09/07 - 04/13/07	04/23/07 - 04/27/07	04/30/07 - 05/18/07	5/23/2007
14	18	02/27/07	03/05/07 - 03/09/07	03/26/07 - 04/06/07	04/09/07 - 04/27/07	05/14/07 - 05/18/07	05/29/07 - 06/01/07	06/04/07 - 06/22/07	6/27/2007

City of San Antonio

RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM (ATP)
PHASE 2 CONSTRUCTION SCHEDULE

Bid Cycle	Bid Opening	Award and Notice to Proceed	GC Permitting & Preparation	Pre-Construction Visit	Construction Period	Punchlist Period
8	12/20/2006	01/02/07 - 01/05/07	01/08/07 - 01/19/07	01/22/07 - 01/26/07	01/29/07 - 03/09/07	03/12/07 -03/16/07
9	1/24/2007	02/05/07 - 02/09/07	02/12/07 - 02/23/07	02/26/07 - 03/02/07	03/05/07 - 04/13/07	04/16/07 - 04/20/07
10	2/21/2007	03/05/07 - 03/09/07	03/12/07 - 03/23/07	03/26/07 - 03/30/07	04/02/07 - 05/11/07	05/14/07 - 05/18/07
11	3/28/2007	04/09/07 - 04/13/07	04/16/07 - 04/27/07	04/30/07 - 05/04/07	05/07/07 - 06/18/07	06/19/07 - 06/25/07
12	4/25/2007	05/07/07 - 05/11/07	05/14/07 - 05/25/07	05/29/07 - 06/01/07	06/04/07 - 07/16/07	07/17/07 - 07/23/07
13	5/23/2007	06/04/07 - 06/08/07	06/11/07 - 06/22/07	06/25/07 - 06/29/07	07/02/07 - 08/13/07	08/14/07 - 08/20/07
14	6/27/2007	07/09/07 - 07/13/07	07/16/07 - 07/27/07	07/30/07 - 08/03/07	08/06/07 - 09/17/07	09/18/07 - 09/24/07

TAB

6

Appendix E

E-1 ATP Parcel File Checklist

E-2 Letter of Invitation to Introductory Session

E-3 Homeowner Brochure

E-4 Introductory Session PowerPoint Presentation

E-5 Letter of Invitation to Homeowner Orientation

E-6 House Information Sheet

E-7 Notice of Participating Property

E-8 Homeowner Availability Form

E-9 Attendance Reply Checklist

E-10 Homeowner Orientation Reminder

E-11 Homeowner Orientation PowerPoint Presentation

E-12 House Inspection Visit Appointment Card

E-13 House Inspection Visit Schedule

E-14 House Inspection Visit Report

E-15 Letter to Title Company Requesting Title Commitments

E-16 Title Issue Confirmation

E-17 Request for Consent to Avigation Easement

E-18 Consent to Avigation Easement and Subordination of Mortgage

E-19 Pre-Existing Deficiency Report – Minor Deficiencies - No Action Required

E-20 Pre-Existing Deficiency Release

E-21 Pre-Existing Deficiency Report – Minor Deficiencies - Corrective Action Required

E-22 Pre-Existing Deficiency Report – Severe Deficiencies – Corrective Action Required and Program Suspension

E-23 Inspection Approval Form (for Correction of Pre-Existing Deficiencies)

E-24 Design Visit Schedule

E-25 Design Visit Appointment Reminder

E-26 General Contractor Interview Night Reminder

E-27 Design Review Schedule

E-28 Design Review Appointment Reminder

E-29 Design Review Checklist for Homeowner Agent

E-30 Homeowner Work Agreement and Exhibits

E-31 Scope of Work Documents (Exhibit B to Homeowner Work Agreement)

E-32 Addendum to Work Agreement – Moisture Release

E-33 Addendum to Work Agreement – Wood Door Release

E-34 Addendum to Work Agreement – Noise Reduction Waiver

E-35 Avigation Easement

E-36 Exhibit A to Avigation Easement

E-37 General Contractor Selection Sheet (as submitted by homeowner)

E-38 Letter to General Contractor of Selection by Homeowner

E-39 Summary of General Contractor Selections

E-40 Letter to Non-Responsive Homeowners

ATP PARCEL FILE

CHECKLIST

CITY OF SAN ANTONIO RESIDENTIAL ACOUST[illegible]AL TREATMENT PROGRAM CHECKLIST

PROPERTY ADDRESS _____

PARCEL # _____ BID CYCLE # _____

Homeowner Name: _____

Homeowner S.S. #: _____ Marital Status: [ ]Married [ ] Single [ ] Divorced

Homeowner Driver Lic.: State, License #, Exp. Date _____ Spouse Name (if applicable): _____

Spouse S.S. # : _____

Property Status: [ ] Owned [ ] Mortgaged [ ] Leased Spouse Driver Lic: State, License #, Exp. Date _____

Homeowner Address (if different from property address) _____

_____

Homeowner Contact Telephone Number(s): _____ (H)

_____ (W)

_____ (C) or (P)

Legal Paperwork:

Title Received [ ]

Title Issues? [ ] Yes [ ] No

(Description) _____

Corrected? [ ] Yes [ ] No

Homeowner Responsibilities:

Homeowner Work Agreement [ ]

Exhibit A - Legal Description of Property [ ]

Exhibit B - ATP Acoustical Treatments [ ]

Exhibit C - Homeowner Release [ ]

Exhibit D - Tenant's Agreement (if applicable) [ ]

Exhibit E - Program Policy Statements [ ]

Avigation Easement

Request for Consent to Avigation Easement [ ]

Mortgagee Consent (if applicable) [ ]

Pre-existing Deficiency Release [ ]

Attend Introductory Session [ ] Date _____

Complete House Information Sheet [ ] Date _____

Complete Homeowner Availability Form [ ] Date _____

Complete Notice of Participating Property Form [ ] Date _____

Attend Homeowner Orientation Meeting [ ] Date _____

House Inspection Visit [ ] Date _____

Attend Design Visit Meeting [ ] Date _____

Contractor Interview Night [ ] Date _____

Attend Design Review Meeting [ ] Date _____

Final Measurement Visit [ ] Date _____

Pre-Bid Open House [ ] Date _____

Pre-Construction Visit [ ] Date _____

Construction Start [ ] Date _____

Final Inspection [ ] Date _____

Pre-existing Deficiencies? [ ] Yes [ ] No

(Description) _____

Corrected? [ ] Yes [ ] No

Noise Inspection (if applicable) Pre-construction [ ] Date _____ Post-construction [ ] Date _____

DATE

NAME
ADDRESS
CITY, STATE, ZIP

Re: City of San Antonio Residential Acoustical Treatment Program (ATP)
Phase 1 – Introductory Session
Parcel Address:

Dear (Homeowner):

As you may be aware, the City of San Antonio recently made a decision to implement a Residential Acoustical Treatment Program (ATP). This **voluntary** program is based on **Federal Aviation Administration (FAA) Part 150 Noise Compatibility Program** guidelines, which are designed to make neighborhoods more compatible with exterior aircraft noise by providing eligible homes with extensive acoustical modifications.

The firm of THC, Inc. has been selected by the City of San Antonio to act as the Acoustical Treatment Consultant (ATC) in the daily management of the program. THC will utilize a single parcel design-build implementation process, where each home is treated as a unique and independent construction project.

In accordance with the FAA-approved Block Prioritization Methodology, your home is one of ninety-eight (98) homes identified as eligible for Phase 1 participation. Homeowners in this phase are invited to attend an Introductory Session (approximately 30 minutes) which will include an overview of the program, block prioritization and associated timelines. For your convenience, the session will be conducted on multiple dates and times at the ATP Office located in the **Broadview Building, 8610 Broadway, Suite 440** (see map enclosed), as follows:

- Session 1: DATE and TIME.
- Session 2: DATE and TIME.
- Session 3: DATE and TIME.
- Session 4: DATE and TIME.

Please call the ATP Office at **210-824-1440** to confirm your attendance and session preference. If it is more convenient to send your response via email, you may do so at cchamness@thcinc.net. We look forward to meeting you at one of the upcoming sessions.

Sincerely,

Cheryl Chamness
Program Manager

Enclosure

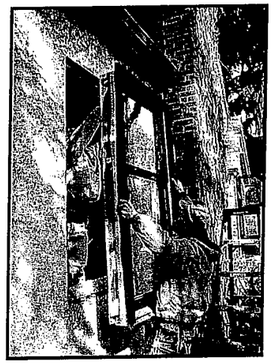
HOMEOWNER BROCHURE

- PROGRAM HIGHLIGHTS -

ACOUSTICAL TREATMENTS

To reduce interior aircraft noise level in a home by a minimum of five (5) decibels, the ATP will provide eligible homes with an array of acoustical treatments that may include the following:

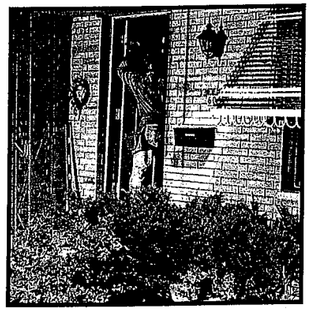
- **Window installation**
- **Door installation**
- **Addition of attic cavity insulation**
- **Baffling of roof vents**
- **Installation of ventilation fans**
- **Central air conditioning**
  (only if none exists)



PROGRAM PROCESS

The ATP is designed to utilize a "single parcel" bidding method, where each home represents an independent design and construction contract. This process is designed to maximize homeowner satisfaction, local contractor participation and quality of work.

Eligible homes will be grouped into ATP Phases, each consisting of a series of Monthly Bid Cycles containing a pre-assigned number of eligible homes. The number of homes acoustically treated in each Phase (and associated Bid Cycles) is governed by the level of funding received from the FAA and San Antonio International Airport. An ATP Monthly Bid Cycle represents an approximate eight (8) month time period and consists of the following program activities:



- **Homeowner Orientation**
- **House Inspection Visit**
- **Design Visit**
- **General Contractor Interview Night**
- **Design Review**
- **Bid and Award Process**
- **Product Procurement**

HOMEOWNER ADVANTAGES

- **Interior Noise Reduction Benefit**

  ATP acoustical treatments will greatly reduce the level of exterior aircraft noise that infiltrates into a home and greatly improve the home's "livability". In addition, ATP acoustical treatments can greatly improve a home's (and neighborhood's) aesthetics, and provide better thermal efficiency.

- **Individual Attention to Homeowners**

  Providing homeowners with clear and precise information regarding complete program process is the key to homeowner satisfaction. Communication is maintained with the homeowner throughout program participation by the assignment of an ATP Homeowner Agent. This agent is always available to assist in answering questions and providing program information as well as documenting specific needs of the homeowner.

- **Homeowner Selection of Contractors to Bid**

  Eligible homeowners are able to meet qualified contractors at "General Contractor Interview Night". The homeowners will later select three (3) contractors to bid on their home's acoustical treatment package. Involvement in the selection of contractors who may be working in their home provides a measure of comfort to homeowners. The contractor providing the lowest, responsible bid will be awarded the contract. Each home is an independent contract.

- **Homeowner Product Style and Color Choices**

  The ability to select from various available treatment products allows the homeowner to maintain an "individual design" for the modification to their home. A showroom displaying all program-approved products is open from 8:00 AM to 5:00 PM Monday through Friday to assist homeowners in the selection of window and door styles and colors.

- **Local Contractor and Manufacturer Participation**

  The ATP, by design, provides opportunities for local contractors and manufacturers to participate in the improvement of the community and share in the economic rewards. Local contractors will generally provide better "accountability" for their work than large national contractors who have no long-term investment in the community. Local general contractors who wish to participate must first be qualified prior to working in the ATP. Due to its stringent requirements, this qualification process ensures a high level of

ANTICIPATED ATP PHASE ACTIVITY

On April 7, 2005, the City of San Antonio authorized the execution of a Professional Services Contract with the firm of THC, Inc., as the Acoustical Treatment Consultant (ATC) to provide project management and implementation of the ATP. During the first two-year period, 199 homeowners elected to participate. With the continuation of FAA funding, approximately 342 homes are eligible for ATP participation over the next two years.

Exit surveys received from past participants record 97% homeowner satisfaction with the program team, including consultants and contractors. In addition, 100% of the respondents agree that the acoustical treatments are effective in reducing the infiltration of aircraft noise into their home.

COMMENTS RECEIVED FROM HOMEOWNERS:

"I wish to extend a big THANK YOU for your fine work, and products are greatly appreciated. Your professionalism, manners and attentiveness made this task a success".

"Program team was very helpful in getting questions answered and keeping us informed."

"This was the easiest construction I've ever had done – they cleaned up every day."

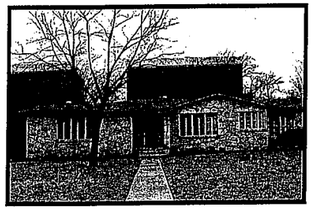
"We love our windows".

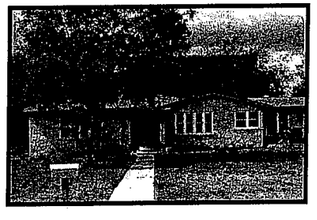
"My contractor was trustworthy, prompt and very professional".

"Everyone did an awesome job! Extremely well planned and organized from start to finish. Thank you to all."

(Before)

(After)





INTRODUCTORY SESSION

POWERPOINT PRESENTATION

T•H•C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Phase 1 Introductory Session

Welcome!

T•H•C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Acoustical Treatment Consultant (ATC)

Staff Introductions

- **Cheryl Chamness**
  ATP Program Manager
- **Ron Chamness**
  ATP Construction Manager
- **Pat Balleza**
  Homeowner Agent
- **Marjorie Cartwright**
  Homeowner Agent

T•H•C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Session Agenda

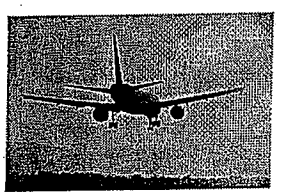
1. ATP Program Introduction
2. Overview of Acoustical Treatments
3. Phase 1 Block Prioritization
4. Phase 1 Bid Cycles & Schedule

T•H•C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Program Introduction



T•H•C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Program Highlights

- The Federal Aviation Administration (FAA) introduced the Acoustical Treatment Program to U.S. Airports as an effective "land-use" noise mitigation option to make homes located near airports more compatible to aircraft noise
- Recently, the City of San Antonio made a decision to implement a Residential Acoustical Treatment Program (ATP) for homes located within FAA-approved 65 Day/Night Level (DNL) noise contour boundaries
- For eligible homes, the ATP is a voluntary program

T•H•C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Program Highlights

- In an effort to improve ATP quality and homeowner satisfaction, the City of San Antonio selected a "single parcel design build" implementation process, where each home represents an individual construction contract.
- In a "single parcel" process, homeowners will have the ability to choose 3 general contractors *(from a list of pre-qualified general contractors)*, to bid on their home's acoustical treatment design
- In addition, homeowners will have the ability to choose product styles and colors

T·H·C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Acoustical Treatment Consultant

- Representing the City of San Antonio, the Acoustical Treatment Consultant (ATC) will be responsible for the management of all ATP processes to include:
  - Homeowner Liaison Services
  - General Contractor Qualification
  - Acoustic Design Development
  - Bid Process & Product Procurement
  - Construction Management
  - Legal Document Processing

T·H·C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Program Funding

- No cost to the homeowner for acoustic modifications
- No Income, General or Property Tax dollars are used (city, state or federal) to fund the ATP
- Only Aviation and Airport funds are used:
  - *FAA Grant Funds (80%)*
  - *Airport Funds (20%)*
- The ATP does not provide for any reimbursement for any modifications previously made by Homeowner

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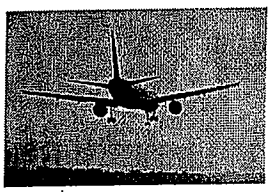
Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Overview of Acoustical Treatments



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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Acoustic Package

- The ATC will develop a custom acoustic design for your home that will attempt to achieve a reduction of 5 decibels
- The ATP acoustical modifications are designed to reduce the infiltration of exterior aircraft noise into the interior living space of your home
- Your ATP Acoustic Package will be based on your home's unique pre-existing conditions

T·H·C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Acoustic Package Components

- Window Treatments
- Door Treatments
- Air Conditioning Modifications *(where required)*
- Ventilation Modifications *(where required)*
- Attic Insulation *(where required)*

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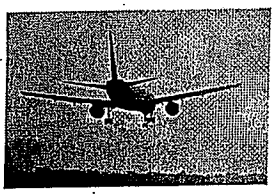
Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Phase 1 Block Prioritization



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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Block Grouping Prioritization

- The Acoustical Treatment Consultant (ATC) developed a ATP Block Grouping Prioritization Methodology that defines the priority in which eligible blocks will be invited to begin the ATP process
- The highest noise-impacted blocks will receive the highest priority
- ATP implementation will begin with Phase 1, which consists of ninety eight (98) homes within a 6 block grouping

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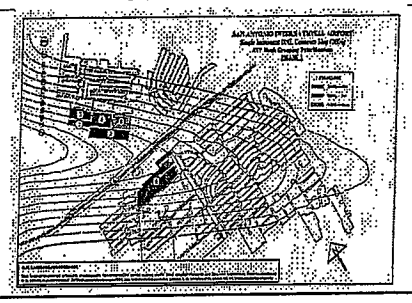
Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Phase 1 Block Grouping Prioritization

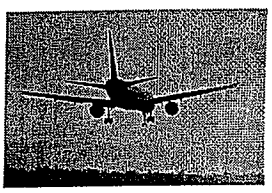


T•H•C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Phase 1 Bid Cycles & Schedules



T•H•C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Monthly Bid Cycle

- Each ATP Phase will consist of a series of Monthly Bid Cycles, each representing a seven (7) month period which allows for the following required steps:
  - Homeowner Orientation
  - House Inspection Visit
  - Design Visit
  - Design Development
  - Design Review
  - Bid & Product Procurement
  - Construction

T•H•C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Monthly Bid Cycles

- The ATP will assign a specific number of homes to each Monthly Bid Cycle, based on available funding
- Each month, a new ATP Bid Cycle will begin, ensuring a continual ATP implementation process

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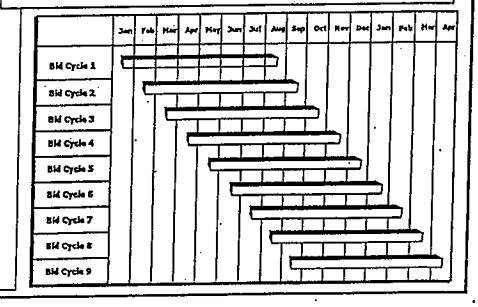
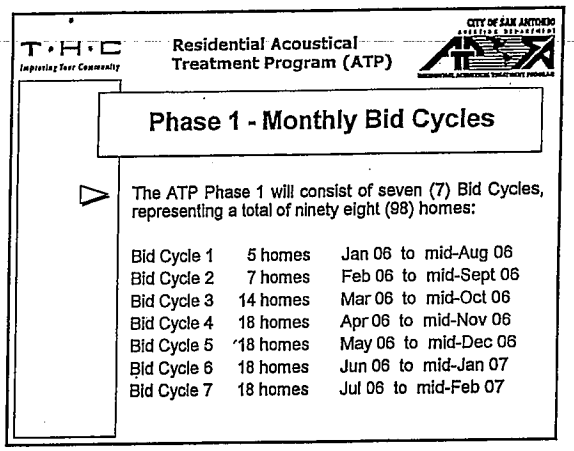
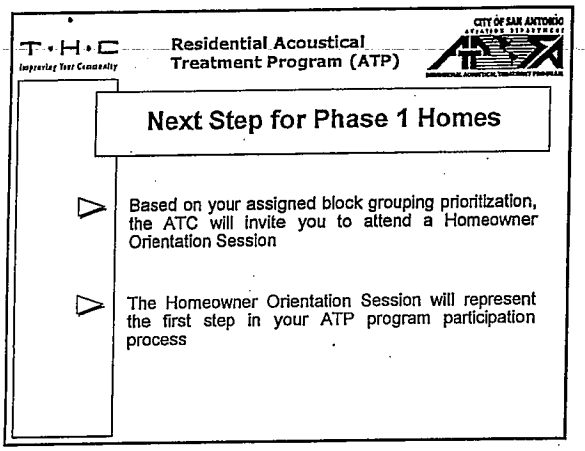
Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Bid Cycle Relationship




T·H·C
Improving Your Community
Residential Acoustical
Treatment Program (ATP)
CITY OF SAN ANTONIO
Phase 1 - Monthly Bid Cycles
The ATP Phase 1 will consist of seven (7) Bid Cycles, representing a total of ninety eight (98) homes:
Bid Cycle 1 5 homes Jan 06 to mid-Aug 06
Bid Cycle 2 7 homes Feb 06 to mid-Sept 06
Bid Cycle 3 14 homes Mar 06 to mid-Oct 06
Bid Cycle 4 18 homes Apr 06 to mid-Nov 06
Bid Cycle 5 18 homes May 06 to mid-Dec 06
Bid Cycle 6 18 homes Jun 06 to mid-Jan 07
Bid Cycle 7 18 homes Jul 06 to mid-Feb 07


T·H·C
Improving Your Community
Residential Acoustical
Treatment Program (ATP)
CITY OF SAN ANTONIO
Next Step for Phase 1 Homes
Based on your assigned block grouping prioritization, the ATC will invite you to attend a Homeowner Orientation Session
The Homeowner Orientation Session will represent the first step in your ATP program participation process

DATE

NAME
ADDRESS
CITY, STATE ZIP

Re: City of San Antonio Residential Acoustical Treatment Program (ATP)
Phase 1 - Invitation to Attend Homeowner Orientation Session
PARCEL NO. PROPERTY ADDRESS:

Dear NAME:

Recently you attended an Introductory Session to receive an overview of the City of San Antonio Residential Acoustical Treatment Program (ATP). In accordance with the Block Prioritization Methodology established for the program, we are now ready to invite the first group of homes in Phase 1 to participate in the following Homeowner Orientation Session:

When:	**DATE**
Time:	**TIME**
Where:	**ATP Office** **8610 Broadway; Suite 440; San Antonio, TX 78217**

Since this session initiates the provision of acoustical treatment modifications to your home, program participation depends entirely on your attendance. Due to the importance of receiving all presentation material, homeowners are requested to arrive on time. We ask that you bring your calendar in order to schedule the first two visits to be conducted at your home.

Kindly complete the enclosed House Information Sheet, Homeowner Availability Form and Notice of Participating Property Form and bring them with you to the session. We would appreciate if you would give us a call to confirm your attendance at the session. We look forward to seeing you on **DATE and TIME.**

Sincerely,

Cheryl Chamness
Program Manager

Enclosures

Name: _____

Address: _____

Phone: _____

HOUSE INFORMATION

If you are planning to participate in the ATP, please complete these additional questions regarding your home. The information you provide will assist the Program staff in better understanding your home and determining your future construction schedule.

1. Please specify the type of heating system present in your home (choose one):
   _____ forced air heat _____ electric heat
   _____ gas heat _____ other: _____

2. Is your furnace presently ducted to all major rooms? Yes _____ No _____

3. Does your home have operable central air conditioning? Yes _____ No _____

   If "Yes", is it ducted (vented) to all rooms in your home? Yes _____ No _____

   If "Yes", do you also have window or wall units? Yes _____ No _____

   If "No", do you have window or wall units? _____

4. Do you have a natural gas space heater? Yes _____ No _____

5. Number of gas-burning fireplaces in your home? _____

   Do you use them? Yes _____ No _____

6. Number of wood-burning fireplaces in your home: _____

   Do you use them? Yes _____ No _____

7. During cold weather, have you experienced condensation on your windows? Yes _____ No _____

   If "Yes", which rooms? _____

8. Do you have an attic or attic cavity? Yes _____ No _____

   If "Yes", do you have attic insulation? Yes _____ No _____

9. Do you have a natural gas water heater? Yes_____ No_____

If "Yes", list location:

Living Space _____ Garage/Utility Room _____ Sunroom/Porch _____ Attic_____

10. Do you have the following (check as appropriate):
Screened Room ☐ Screened Porch ☐ Atrium ☐

11. Have you made any renovations or additions to the original house? Yes _____ No _____

If "Yes", please described: _____

_____

_____

_____

_____

12. Please described any additional information about your house that you think might be helpful:

_____

_____

_____

_____

NOTICE OF PARTICIPATING PROPERTY

I. PROPERTY INFORMATION

A. Parcel Number_____

B. Property Address: _____
Street

_____
City State Zip Code

II. HOMEOWNER INFORMATION

A. Name of Homeowner:_____
First Middle Initial Last

B. Social Security Number:_____

C. Driver License Information _____
State License Number Expiration Date

D. Marital Status:_____

E. Address (if different from property address):

_____
Street

_____
City State Zip Code

F. Telephone Numbers: Home:_____

Work:_____

G. Spouse's Name:_____
First Middle Initial Last

H. Spouse's Social Security Number:_____

I. Spouse's Driver License Information _____
State License Number Expiration Date

J. Spouse's Address (if different from property address):

_____
Street

_____
City State Zip Code

K. Spouse's Telephone Numbers: Home:_____ Work:_____

L. Does Homeowner's Spouse Also Own Title to the Property? Yes_____ No_____

III. ADDITIONAL HOMEOWNER(S) INFORMATION *(other than spouse named above)*

A. Name of Homeowner:_____
First Middle Initial Last

B. Social Security Number: _____

C. Driver License Information _____
State License Number Expiration Date

D. Marital Status:_____

E. Address (if different from property address):

_____
Street

_____
City State Zip Code

F. Telephone Numbers: Home:_____

Work:_____

G. Spouse's Name:_____
First Middle Initial Last

H. Spouse's Social Security Number:_____

I. Spouse's Driver License Information _____
State License Number Expiration Date

J. Spouse's Address (if different from property address):

_____
Street

_____
City State Zip Code

K. Spouse's Telephone Numbers: Home:_____

Work:_____

L. Does Homeowner's Spouse Also Own Title to the Property? Yes_____ No_____

IV. LIFE ESTATE INFORMATION

A. Does anyone hold a life estate interest in the property? Yes_____ No_____

B. Name of Person Holding Life Estate Interest:

_____
First Middle Initial Last

C. Social Security Number:_____

D. Driver License Information _____
State License Number Expiration Date

E. Telephone Numbers: Home:_____

Work:_____

V. TENANT INFORMATION

A. Is the property currently leased or occupied by a third party or tenant?
Yes_____ No_____

B. Unit One Address:_____

C. Tenant's Name:_____
First Middle Initial Last

D. Tenant's Name:_____
First Middle Initial Last

E. Tenant's Telephone Numbers: Home:_____

Work:_____

F. Date and Terms of Lease:_____

G. Unit Two Address: _____

H. Tenant's Name:_____
First Middle Initial Last

I. Tenant's Name:_____
First Middle Initial Last

J. Tenant's Telephone Numbers: Home:_____

Work:_____

K. Date and Terms of Lease:_____

VI. ADDITIONAL INFORMATION

A. Approximately how long has the Homeowner(s) owned the property?_____

B. Has any work been done on the property within the last six months that required a contractor?

Yes_____ No_____

1. If yes, describe the type of work done:_____

_____

2. List the names of all contractors and/or suppliers:_____

_____

3. Approximate date work was completed:_____

4. Approximate total cost of work done:_____

C. Is the property a single family residence?_____

If no, what is the property type?_____

D. Will the documents be executed by a power of attorney? Yes_____ No_____

If yes, name of power of attorney:_____

VII. MORTGAGE AND/OR HOME EQUITY LOAN INFORMATION

A. Complete Name and Address of Lender Holding First Mortgage on Property:

_____

_____

_____

_____

Telephone Number of Lender:_____

Loan Number:_____

B. Complete Name and Address of Lender Holding Equity Loan or Line of Credit:

_____

_____

_____

Telephone Number of Lender:_____

Loan Number:_____

C. Complete Name and Address of Additional Lender Holding Home Equity Loan or Line of Credit::

_____

_____

_____

Telephone Number of Lender:_____

Loan Number:_____

Other Information and/or Comments:_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

HOMEOWNER AVAILABILITY FORM

Name: _____

Parcel Address: _____

DAYTIME PHONE NUMBER: _____

EVENING PHONE NUMBER: _____

Please let us know the best times to contact you:

_____

_____

Homeowner Signature:

_____ Date _____

HOMEOWNER ORIENTATION SESSION
ATTENDANCE REPLY CHECKLIST

BID CYCLE: BID CYCLE NUMBER DATE: DATE

PARCEL	NAME	ADDRESS	REPLY RECEIVED	ATTENDING	NOT ATTENDING
PARCEL	NAME	ADDRESS	☐	☐	☐
PARCEL	NAME	ADDRESS	☐	☐	☐
PARCEL	NAME	ADDRESS	☐	☐	☐
PARCEL	NAME	ADDRESS	☐	☐	☐
PARCEL	NAME	ADDRESS	☐	☐	☐
PARCEL	NAME	ADDRESS	☐	☐	☐
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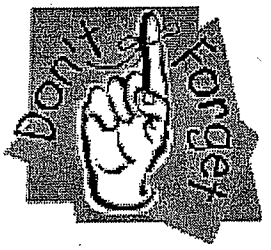
PARCEL	NAME	ADDRESS	☐	☐	☐
PARCEL	NAME	ADDRESS	☐	☐	☐

HOMEOWNER ORIENTATION REMINDER



DATE:

TIME:

PLACE:

Please contact the ATP office at 824-1440 if you are unable to attend.

HOMEOWNER ORIENTATION

POWERPOINT PRESENTATION

T·H·C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

HOMEOWNER ORIENTATION

Welcome!

T·H·C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Acoustical Treatment Consultant (ATC)

Staff Introductions

- **Cheryl Chamness** - Program Manager
- **Ron Chamness** - Construction Manager
- **Pat Balleza** - Homeowner Agent
- **Marjorie Cartwright** - Homeowner Agent
- **Jackie Perry** - Administrative Assistant

T·H·C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Homeowner Orientation Agenda

- Presentation Sections
  1. Program Introduction
  2. Review of Acoustic Package
  3. Review of Program Process
  4. Review of Homeowner Responsibilities
  5. Review of Legal Documents
  6. Question & Answer Session

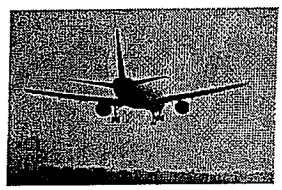
T·H·C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

SECTION 1

PROGRAM INTRODUCTION



T·H·C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Rules & Regulations

- The ATP is required to comply with the following laws and regulations:
  - ✓ Federal FAA Regulations
  - ✓ Federal Disadvantaged Business Enterprise (DBE) Participation Goals
  - ✓ San Antonio ATP Policies
  - ✓ Texas State Law
  - ✓ Competitive Bidding Laws (State & Federal)
  - ✓ City Code Regulations

T·H·C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Program Security

- All ATP Staff will be issued photo ID Badges:
  - Acoustical Treatment Consultant (ATC)
  - General Contractors
  - Subcontractors
  - Product Manufacturers
- During construction, the General Contractor will provide each home with a lock-box to insure home access

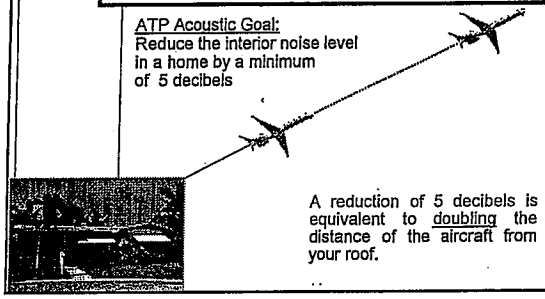
T • H • C Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Noise Attenuation Goals

ATP Acoustic Goal:
Reduce the interior noise level in a home by a minimum of 5 decibels



A reduction of 5 decibels is equivalent to doubling the distance of the aircraft from your roof.

T • H • C Improving Your Community

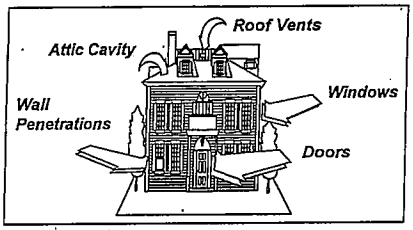
Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

The Science of Noise Reduction

- Noise travels through air
- Reducing air infiltration in a home = noise reduction

Typical areas of where air infiltration occurs



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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Acoustic Package

- ATP staff will develop a custom acoustic design for your home that will attempt to achieve a reduction of 5 decibels
- Your ATP Acoustic Package will be based on your home's unique pre-existing conditions *(such as windows, doors, HVAC, insulation, etc)*
- Your design may differ slightly from your neighbor's

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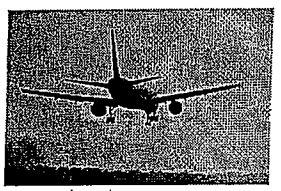
Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

SECTION 2

5-DECIBEL REDUCTION PACKAGE



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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Acoustic Package Components

- Window Replacements
- Door Replacements
- Air Conditioning Modifications *(where required)*
- Ventilation Modifications *(where required)*
- Attic Insulation *(where required)*

NOTE: *Once developed, ATP Acoustical Package Components cannot be separated & must be accepted in its entirety*

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Window Replacements

- All windows will be replaced with an acoustic replacement window *(STC 40 rating)*
- Two window replacement options:
  - Acoustic Aluminum Window *(double-hung, slider & fixed window types)*
  - Acoustic Vinyl/Aluminum Window *(double-hung, slider, casement & fixed window options*

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Window Replacements

- Both acoustic window replacement options are available in multiple colors:
  - Acoustic Aluminum Window
    (white, bronze and aluminum)
  - Acoustic Vinyl/Aluminum Window
    (interior: white, almond)
    (exterior: white, almond, sandstone & dark bronze)

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Residential Acoustical Treatment Program (ATP)

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Acoustic Storm Windows

- As an alternate ATP treatment option, homeowners wishing to preserve their existing windows may elect to receive an Exterior Aluminum Acoustic Storm Window
- Due to acoustic reduction requirements, the ATP will utilize this option only if:
  - *Existing windows can structurally accept an exterior acoustic storm window*
  - *Existing windows are in good or excellent condition*

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Residential Acoustical Treatment Program (ATP)

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Acoustic Storm Windows

- In tandem with an existing wood window, this treatment will also provide a 40 STC rating
- Acoustic Storm Windows are available in:
  - Three (3) operational types
    (double-hung, slider & fixed)
  - Four (4) colors
    (white, almond, sandstone & dark bronze)

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Residential Acoustical Treatment Program (ATP)

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Security Systems

- In the event a homeowner has an existing security system, ATP design documents will include a provision for your General Contractor to subcontract with your security company to disconnect and reconnect the system (at no cost to you)

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Residential Acoustical Treatment Program (ATP)

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Security Bars

- In the event a homeowner has existing security bars, the ATP will remove and re-install your security bars as a part of the window and door replacement process
- Security bars on one (1) bedroom window (in each bedroom) will be equipped with required EGRESS hardware to allow operation

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Residential Acoustical Treatment Program (ATP)

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Skylights

- In the event a homeowner has a skylight, the ATP will offer three (3) treatment options (based on existing conditions):
  - Interior acoustical glazing panel attached to existing framework
  - Interior hinged acoustical storm unit
  - Ceiling mounted acoustical glazing panel

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Residential Acoustical Treatment Program (ATP)

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Prime Door Replacements

- All existing exterior prime doors will be replaced with a new acoustic door that will provide a minimum 40 STC rating
- Three (3) acoustic door replacement options:
  - Steel-Insulated Prime Door + Aluminum Acoustic Storm
  - Wood Prime Door + Aluminum Acoustic Storm
  - "Solo" Acoustic Prime Door (storm-less)
- Multiple Styles, Colors & Finishing options

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Acoustic Storm Doors

- For homeowners wishing to preserve their existing prime door, the ATP will provide an alternate treatment option:
  - Exterior Acoustic Aluminum Storm Door
- In tandem with an existing prime door, this treatment will also provide a 40 STC rating
- Only existing prime doors in good to excellent condition will be eligible for this ATP acoustic treatment option

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Residential Acoustical Treatment Program (ATP)

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Wood Door Waiver

If you choose a solid-core wood replacement door, you will be required to sign a "Wood Door Waiver" stating that:

- Wood is an organic material that reacts to changing humidity levels in the air
- Wood may expand, contract and/or split, impacting door operation
- Wood door manufacturer's warranty does not cover these conditions

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Residential Acoustical Treatment Program (ATP)

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Sliding Patio Door Replacements

- All exterior sliding patio doors will be replaced with an acoustic sliding patio door:
  - Acoustic Aluminum Patio Door
    (multiple colors and finishing options available)

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Residential Acoustical Treatment Program (ATP)

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Acoustic Sliding Patio Storm Doors

- As an alternative approach, Homeowners wishing to preserve their existing Sliding Patio Door may elect to receive an Acoustic Aluminum Sliding Patio Storm Door
- Due to acoustic reduction requirements, the ATP will utilize this option only if:
  - *Existing sliding patio doors can structurally accept an exterior acoustic storm door*
  - *Existing sliding patio doors are in good or excellent condition*

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Residential Acoustical Treatment Program (ATP)

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French Door Replacements

- All exterior French doors will be replaced with an acoustic French patio door
  - Acoustic Aluminum French Door
    (multiple colors and finishing options available)

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Residential Acoustical Treatment Program (ATP)

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Acoustic French Storm Doors

- Due to acoustic reduction requirements, the preserve their existing French Doors may elect to receive Acoustic Aluminum French Storm Doors
- Due to acoustic reduction requirements, the ATP will utilize this option only if:
  - *Existing French doors can structurally accept an exterior acoustic storm door*
  - *Existing French doors are in good or excellent condition*

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Residential Acoustical Treatment Program (ATP)

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Ventilation Treatments

- To improve ventilation and air exchange levels in the interior of the home, the ATP will provide Bathroom Exhaust Fans, as needed.

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Residential Acoustical Treatment Program (ATP)

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Water Heater Treatments

- Based on potential carbon monoxide (CO) back-drafting concerns caused by the location of a gas water heater, the ATP may elect to replace it with one (1) of the following options:
  - "Direct vent" gas water heater
  - Electric water heater
  - "Power-induced, direct vent" gas water heater

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Water Heater Treatments

- This ATP water heater treatment will be contingent on the location of the existing gas water heater

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Existing Gas Appliances

- Certain existing gas appliances can contribute to carbon monoxide (CO) buildup, creating a potentially hazardous situation in the home
- Gas service to existing wall heaters and un-vented gas heaters will be "capped" and the units tagged for non-operation

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Miscellaneous Treatments

Only if necessary, the following modifications may be provided:

- Roof Vent Baffling
- Cellulose Insulation
- Infilling of Exterior Wall Penetrations

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Residential Acoustical Treatment Program (ATP)

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Air Conditioning Modifications

- A central air conditioning system helps to insure the integrity of the acoustic reduction levels by eliminating the need to open windows and doors
- Only homes without an existing central air conditioning system will be eligible for ATP air conditioning modifications

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Air Conditioning Modifications

- Homes <u>without</u> central air conditioning (AC) will receive a new central air conditioning system that may include some or all of the following:
  - Central AC components
  - Required ductwork
  - Electrical service upgrade
  - Ductless AC unit(s)
  - Removal & infilling of wall AC units

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Air Conditioning Modifications

- <u>Exception to the Rule</u>
  In the event homes with existing central air have habitable rooms that are not cooled by ducts, the ATP may provide the following air conditioning modifications:
  - Ductwork additions
  - Ductless AC unit(s)

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Non-Eligible Rooms

- Any structure that is detached from the home
- Garages
- Attached utility / storage rooms
- Rooms that do not meet habitability standards
- Rooms that differ in construction standards from the rest of the home
- Screened Porches
- Seasonal Sunrooms

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Residential Acoustical Treatment Program (ATP)

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Non-Eligible Modifications

- When providing window and/or door acoustical treatments, the ATP:
  - will not change existing "rough" opening sizes
  - will only match "like for like" existing window & door styles

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Product Certification

- All products are pre-approved and certified by the Acoustical Treatment Consultant (ATC) before use in the ATP
- For each product category, there may be multiple approved manufacturers from which the ATC and/or General Contractor will solicit bids

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Warranties

ATP Modifications	Warranty
Overall Workmanship & Materials	1 year
Acoustic Aluminum Windows	10 years
Acoustic Vinyl Window	10 years
Acoustic Storm Windows & Doors	10 years
Non-Acoustic Steel Doors	25 years
Non-Acoustic Wood Doors	5 years
Air Conditioning Components	5-10 years

Note: The above warranties may vary with each individual product manufacturer

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Design Policies

- The ATP has established the following design policies that ATC will utilize when developing acoustical designs:
  - Changing Rough Opening Sizes
  - Unfinished Rooms & Attics
  - Sunrooms & Screened Porches
  - Air Conditioning Installation
  - Insulation Installation
  - Electrical Installation
  - Gas Water Heaters
  - Paint & Stain Color Matching
  - Asbestos

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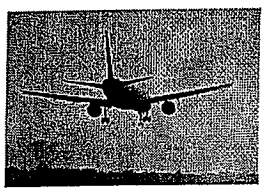
Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

SECTION 3

PROGRAM PROCESS



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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Phase 1

Bid Cycle	# of Homes	7 Month Timeline
1	5 homes	1/24/06 - 8/18/06
2	7 homes	2/28/06 - 9/25/06
3	14 homes	3/28/06 - 10/23/06
4	18 homes	4/11/06 - 11/17/06
5	18 homes	5/23/06 - 12/19/06
6	18 homes	6/27/06 - 1/24/07
7	18 homes	7/25/06 - 2/19/07

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Process

Step 1	Homeowner Orientation
Step 2	House Inspection Visit
Step 3	Design Visit
Step 4	Contractor Interview Night
Step 5	Design Review
Step 6	Bid Process
Step 7	Pre-Construction Visit
Step 8	Construction Period
Step 9	Post-Construction Period

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Homeowner Agent

- Your assigned Homeowner Agent will be your partner throughout each step of the ATP process to:
  - provide effective communication
  - provide answers to your questions
  - schedule all appointments
  - explain documents
  - act as your personal representative

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

STEP 1

Homeowner Orientation

- Review all ATP information
- Distribution of Homeowner Handbook
- Review of Homeowner Responsibilities
- Review Legal Documents
- Sign-Up for House Inspection Visit

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

STEP 2

House Inspection Visit

- At the House Inspection Visit, the ATP Inspector will inspect each home for the presence of pre-existing deficiencies that may negatively impact the installation of ATP acoustic treatments
- The ATP Inspector retains sole discretion and authority to identify and classify all observed pre-existing deficiencies

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House Inspection Visit

- Due to Federal rules, ATP funds cannot be used to correct pre-existing deficiencies
- Since some pre-existing deficiencies may have the potential to impact ATP acoustic treatments, homeowners will be required to assume all associated liability of their pre-existing deficiencies before becoming eligible for program participation

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Residential Acoustical Treatment Program (ATP)

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House Inspection Visit

- Pre-existing deficiencies may include:
  - Structural Issues
  - Moisture & Mold Issues
  - Code Issues
  - Environmental Issues
  - Health and Safety Issues

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Residential Acoustical Treatment Program (ATP)

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"Minor" or "Severe" Deficiencies

- Upon the discovery of pre-existing deficiencies, the ATP Inspector will determine the degree of the deficiencies:
  - *"MINOR" DEGREE*
  - *"SEVERE" DEGREE*

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

MINOR Pre-existing Deficiencies

- While "minor" pre-existing deficiencies typically do not have the potential to suspend the ATP process, they have the potential to worsen in nature with the addition of ATP acoustic treatments.
- When "minor" pre-existing deficiencies are present:
  - ATP staff will prepare a "Pre-Existing Deficiency Report"
  - Homeowners will be required to sign a "Pre-existing Deficiency Release"

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Residential Acoustical Treatment Program (ATP)

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SEVERE Pre-existing Deficiencies

- A "severe" pre-existing deficiency will prohibit the addition of ATP acoustical treatments
- When a "severe" pre-existing deficiency is present, the ATP process will be temporarily suspended until the Homeowner makes the the required corrections

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Residential Acoustical Treatment Program (ATP)

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SEVERE Pre-existing Deficiencies

- Once the ATP certifies that the required corrections have been completed, the homeowner will be eligible to participate
- Due to ATP restrictions, failure to make required corrections will result in ATP ineligibility

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

STEP 3

Design Visit

- The Design Visit will be conducted by an Architectural Team and Homeowner Agent weekdays from 8:00 a.m. to 5:00 p.m.
- Design Visits will be scheduled as follows:
  - ► Two (2) hour period
- If required, the Architectural Team may be joined by an electrical, mechanical and/or environmental engineer

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Design Visit

- During the Design Visit, the Design Team will:
  - ✓ Evaluate existing window & door conditions
  - ✓ Evaluate existing roof vents, wall penetrations and ventilation fans
  - ✓ Look in closets & crawl space for possible ductwork placement *(if eligible for AC modifications)*
  - ✓ Verify existing insulation levels

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Design Visit

- During the Design Visit, the Homeowner is responsible for:
  - Providing a clear pathway to all windows and door openings (interior and exterior)
  - Insuring that all blinds, curtains and/or window coverings are in the "open" position
  - Insuring that all pets are secured

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Residential Acoustical Treatment Program (ATP)

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Design Development

- Following the Design Visit, the architect will develop a unique design package for each home
- Each ATP Acoustic Design Package will include CAD drawings, photographs, window and door schedules, AC modifications (including ductwork) and ventilation modifications proposed for your home

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

STEP 4

General Contractor Interview Night

- To assist homeowners in the process of selecting three (3) General Contractors to bid on their home, the ATP will host a "General Contractor Interview Night"
- At the General Contractor Interview Night, each qualified ATP General Contractor will be available to meet individually with homeowners and answer questions

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

STEP 5

Design Review Meeting

- At the Design Review Meeting:
  - The ATP Architect will provide a detailed review of your acoustical treatment design
  - Your ATP Homeowner Agent will review all program legal documents
- This meeting will take place at the ATP office
- Homeowner attendance is mandatory

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Residential Acoustical Treatment Program (ATP)

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Design Review Meeting

- During the Design Review Meeting, homeowners will also be required to:
  - ►make all product type, style & color selections
  - ►sign all ATP legal documents, initiating the Bid and Construction phases
  - ►provide final 3 General Contractor selections *(to prepare bids on their acoustic design)*
  - ►schedule your Pre-Bid Open House session

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Design Review Meeting

- All approved revisions made to your design during the Design Review Meeting will be incorporated by the ATP Architect
- No additional revisions will be allowed to your design package after the Design Review Meeting is completed and legal documents are signed

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Residential Acoustical Treatment Program (ATP)

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Product Procurement

- Following the Design Review, ATP staff will conduct a Final Measurement Visit to take final window and door opening measurements
- With final measurements recorded, all ATP products will be ordered for all homes in your Bid Cycle

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

"Pre" Noise Testing

- The ATP will conduct "Pre" & "Post" Noise Testing on a few randomly selected homes to monitor the acoustical effectiveness of the ATP modifications
- If your home is selected, the ATP Noise Technician will measure inside/outside noise levels utilizing an exterior "artificial" noise source
- The "Pre" and "Post" Noise Testing Sessions *(scheduled before and after ATP construction)* will each take approximately 1 hour

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Residential Acoustical Treatment Program (ATP)

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STEP 6

Bid Process

- The ATP will provide you with three (3) bid packages containing your unique acoustic design
- Homeowners will be required to schedule a "Pre-Bid Open House" at their home to distribute the bid packages to their three (3) selected General Contractors
- During the "Pre-Bid Open House", General Contractors will have an opportunity to view your home in detail before they prepare their bid

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Residential Acoustical Treatment Program (ATP)

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Bid Process

- After a "Pre-Bid Open House" has been conducted for all homes in a ATP Bid Cycle, Bids will be opened at a ATP Bid Opening Session
- The ATP will award the contract to the lowest responsible General Contractor

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Residential Acoustical Treatment Program (ATP)

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STEP 7

Pre-Construction Visit

- Approximately 1-2 weeks before the official start of construction, the ATP Construction Manager and General Contractor will visit each home to:
  - review all aspects of construction
  - review construction schedule
- At the Pre-Construction Visit, the General Contractor will provide your home with a lock-box, which will provide access during the construction period

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Residential Acoustical Treatment Program (ATP)

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Pre-Construction Visit

- Homeowners will be required to provide a key for the lock-box
- The Pre-Construction Meeting will provide a review of the acoustical scope of work and anticipated thirty (30) day construction schedule

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STEP 8

Construction Period

- To provide maximum attention and quality to all homes within a Bid Cycle, the ATP allows a thirty (30) calendar day Construction Period
- In addition to this 30-day construction period, your contractor will also be allowed five (5) calendar day "punch-list" period to complete any outstanding construction items

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Residential Acoustical Treatment Program (ATP)

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Construction Period

- The General Contractor will be required to clean up each day in the areas (rooms) where the construction activity occurred
- This process allows Homeowners to live comfortably in their home during the entire construction period

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Construction Period

- To insure effective construction for the General Contractor, Homeowners will be responsible for providing a clear pathway to all window and door openings *(interior and exterior)*
- Homeowners will also be required to remove all interior window blinds, curtains and/or coverings before construction

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Construction Period

- In the event of excessive furniture and belongings, Homeowners will be required to provide a clear pathway to window and door openings on a "room to room" basis, consistent with the construction schedule
- Please insure that all pets are properly secured throughout your construction period

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Authority of ATP Construction Manager

- The ATP Construction Manager will have the final word on the acceptance of ATP construction.
- During the Construction Period, the ATP Construction Manager will have the ability to:
  - ✓ Make daily site visits to your home
  - ✓ Approve changes to your acoustical package
  - ✓ Monitor contractor quality & performance
  - ✓ Grant construction schedule extensions

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Residential Acoustical Treatment Program (ATP)

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Extension of 30-Day Construction Period

- General Contractors may request an extension of the 30-day construction period due to the following conditions:
  - ✓ Product manufacturing delays
  - ✓ Unforeseen construction conditions
  - ✓ Extreme weather
  - ✓ Labor strikes

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Suspension of Process

- In the event hidden severe deficiencies are discovered during construction, the ATP Construction Manager will reserve the right to suspend the construction process
- The construction process will resume immediately after the Homeowner makes the required corrections

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Residential Acoustical Treatment Program (ATP)

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STEP 9
Post-Construction

- Once ATP construction is completed, your ATP Homeowner Agent will provide you with a Warranty Package
- Upon completion of construction, Homeowners will assume complete responsibility for the maintenance of all ATP acoustical treatments
- For homes in which "Pre" Noise Testing was conducted, the Acoustic Technician will return to perform "Post" Noise Testing

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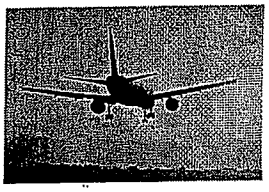
Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

SECTION 4

HOMEOWNER RESPONSIBILITIES



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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

Homeowner Responsibilities

- Correction of all "severe" pre-existing deficiencies
- Access to all required ATP visits & meetings
- Selection of three (3) General Contractors
- Selection of window & door styles & colors
- Acceptance of your final ATP design package
- Signing of all legal documents

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Residential Acoustical Treatment Program (ATP)

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Homeowner Responsibilities

- Removing all window coverings prior to construction **(Please note that in some instances, existing blinds or drapery attachments may need to be modified)**
- Providing a clear pathway at windows and doors (interior & exterior) and to attic scuttle
- Securing of all pets
- Upon ATP construction completion, homeowners will be required to assume full responsibility of product operation and warranty

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP Time Requirements

REQUIRED VISITS	
Orientation Session	2.0 Hours
House Inspection Visit	1.0 Hours
Design Visit	3.0 Hours
Design Review	2.0 Hours
Pre-Bid Open House	4.0 Hours
Final Measurement Visit	1.0 Hours
Pre-Construction Visit	0.5 Hours
Final Inspection / Completion	0.5 Hours
APPROXIMATE TOTAL	14.0 Hours

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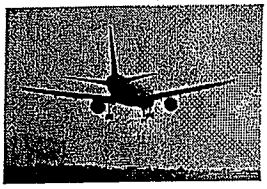
Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

SECTION 5

REVIEW OF LEGAL DOCUMENTS



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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

ATP LEGAL DOCUMENTS

There are three (3) primary ATP Legal Documents that each participating Homeowner will be required to sign:

- Homeowner Work Agreement
- Avigation Easement
- Misc. Legal Releases *(if applicable)*
  - Pre-existing Deficiency Release
  - Design Waivers
  - Design Releases

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

HOMEOWNER WORK AGREEMENT

- The Homeowner Work Agreement represents the legal contract between the ATP and the Homeowner
- The Homeowner Work Agreement contains all required Federal (FAA) and San Antonio ATP legal requirements and policies
- Homeowner Work Agreement is signed by Homeowners following the Design Review Meeting

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

HOMEOWNER WORK AGREEMENT

- Signing of the Homeowner Work Agreement initiates the Bid & Construction Phases
- A complete copy of the Homeowner Work Agreement is provided herein; Homeowner is responsible for reading the document in its entirety before the Design Review Meeting

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

HOMEOWNER WORK AGREEMENT

Four (4) Attachments

- Exhibit A - Legal Description of Property
- Exhibit B - ATP Acoustical Treatments
- Exhibit C - Homeowner Release
- Exhibit D - Tenant's Agreement *(if applicable)*
- Exhibit E - Program Policy Statements

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

AVIGATION EASEMENT

- The City of San Antonio requires that all homeowners receiving ATP Modifications sign the Avigation Easement
- The signing of this document is required in exchange for receiving the acoustic modifications and the benefit of the acoustic reduction

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

AVIGATION EASEMENT

- This document provides the Sponsor and FAA with a release of all legal claims regarding aircraft noise
- If applicable:
  - ✓ The homeowner must sign a "Request For Consent to Avigation Easement"
  - ✓ Your mortgage company must sign a "Mortgagee Consent"

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Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO AVIATION DEPARTMENT

House Inspection Visit Signup

If you are interested in participating in the San Antonio Residential Acoustical Treatment Program (ATP), please be sure to sign up for the following visit before you leave tonight:

House Inspection Visit

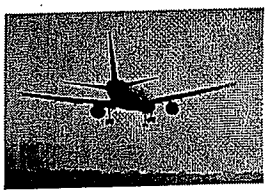
T·H·C
Improving Your Community

Residential Acoustical Treatment Program (ATP)

CITY OF SAN ANTONIO
AVIATION DEPARTMENT

SECTION 6

QUESTION & ANSWER



House Inspection

Date: _____

Time: _____

If you need to change your appointment, please call the ATC office located at
8610 Broadway, Suite 440, San Antonio, TX 78217,
at least two (2) days in advance at 824-1440.

House Inspection

Date: _____

Time: _____

If you need to change your appointment, please call the ATC office located at
8610 Broadway, Suite 440, San Antonio, TX 78217,
at least two (2) days in advance at 824-1440.

House Inspection

Date: _____

Time: _____

If you need to change your appointment, please call the ATC office located at
8610 Broadway, Suite 440, San Antonio, TX 78217,
at least two (2) days in advance at 824-1440.

HOUSE INSPECTION VISIT SCHEDULE

BID CYCLE _____

DATE

Time	Parcel #	Name	Address	Phone #	Agent

DATE

Time	Parcel #	Name	Address	Phone #	Agent

DATE

Time	Parcel #	Name	Address	Phone #	Agent

DATE

Time	Parcel #	Name	Address	Phone #	Agent

DATE

Time	Parcel #	Name	Address	Phone #	Agent

DATE

Time	Parcel #	Name	Address	Phone #	Agent

CITY OF SAN ANTONIO
AVIATION DEPARTMENT
RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM

ATP HOUSE INSPECTION VISIT REPORT

Parcel # _____ **Homeowner Agent:** _____

Owner Name _____

Address _____

Inspection Date _____ **Time** _____ **Inspector** _____

EXTERIOR OVERVIEW

- General Maintenance and Condition -

Above Average ☐ Average ☐ Below Average ☐

Notes: _____

- Non-Original Construction -

Addition ☐ Alteration ☐ Not Determinable ☐

Notes: _____

- Physical Impediments -

Vegetation ☐ Grades ☐ Structures ☐ Debris ☐ Other ☐

Notes: _____

EXTERIOR STRUCTURAL ISSUES

None Observed ❑

- Roof -

Notes: _____

_____

_____

- Walls -

Notes: _____

_____

_____

- Foundation -

Notes: _____

_____

_____

ELECTRICAL SERVICE

Inspector Name: _____

- General Maintenance and Condition -

Average Condition ❑ Requires Minor Repairs ❑ Significant Concerns ❑

Notes: _____

_____

_____

- Capacity Evaluation -

System Appears Adequate ❑ System will not support ATP equipment ❑

Notes: _____

_____

_____

EXTERIOR PENETRATIONS

- Existing Windows -

Good Condition ❑		Average Condition ❑		Poor Condition ❑
Double Hung ❑	Slider ❑	Casement ❑	Awning ❑	Fixed ❑
Bay Out ❑	Transom ❑	Storm ❑	Other ❑	
Aluminum ❑	Wood ❑	Vinyl ❑	Steel ❑	

Notes: _____

_____

_____

- Existing Doors -

Good Condition ❑		Average Condition ❑		Poor Condition ❑
Single Prime ❑		Double Prime ❑		Sidelights ❑
Aluminum ❑	Wood ❑	Vinyl ❑	Steel ❑	
Storm Door ❑				
Aluminum ❑	Wood ❑	Vinyl ❑	Steel ❑	
Sliding Patio ❑		French Patio ❑		
Aluminum ❑	Wood ❑	Vinyl ❑	Steel ❑	
Rated ❑				
Wood ❑	Steel ❑			

Notes: _____

_____

_____

- Ventilation Openings -

Ridge ❑	Gable ❑	Cans ❑	Turbine ❑	Soffit ❑

Notes: _____

_____

Thru-Wall A/C ❑	Kitchen Exhaust ❑	Other ❑

Notes: _____

_____

INTERIOR OVERVIEW

- General Maintenance and Condition -

Normal ❑ Inaccessible ❑ Housekeeping ❑ Unsanitary ❑ Mold ❑

Notes: _____

_____

_____

- Existing Systems -

Central A/C ❑	Window A/C ❑	Wall A/C ❑
Gas Furnace ❑	Enclosure ❑	No Enclosure ❑
Gas Water Heater ❑	Enclosure ❑	No Enclosure ❑
Gas Wall Heater ❑		

Notes: _____

_____

_____

Bathroom Exhaust Fans

Bath #1	None ❑	Existing Exhaust ❑	Combination Unit ❑
Bath #2	None ❑	Existing Exhaust ❑	Combination Unit ❑
Bath #3	None ❑	Existing Exhaust ❑	Combination Unit ❑
Bath #4	None ❑	Existing Exhaust ❑	Combination Unit ❑

Notes: _____

_____

_____

- Existing Windows (Interior View) -

Good Condition ❑ Average Condition ❑ Poor Condition ❑

Full Casing ❑	No Casing with Stool ❑	No Casing/ No Stool ❑
Stained Wood ❑	Painted Wood ❑	

s: _____

_____

_____

- Attic Access -

Scuttle in Living Area ❑ Stairway ❑ Garage Access ❑ No Access ❑

Notes: _____

_____

_____

INTERIOR DAMAGE/CONCERNS

- Existing Damage - **None Observed** ❑

Water Infiltration ❑ Drywall ❑ Paneling ❑ Flooring ❑ Woodwork ❑

Notes: _____

_____

_____

_____

- Structural Concerns - **None Observed** ❑

Walls ❑ Ceilings ❑ Floors ❑ Posts/Beams ❑

Notes: _____

_____

_____

_____

_____

GENERATION OF DEFICIENCY REPORT

No Report Required ❑ **Minor Deficiency Report** ❑ **Severe Deficiency Report** ❑
Action Required ❑ **by** _____

Notes: _____

_____

_____

_____

TRANSMITTED BY FACSIMILE

DATE

Ms. Rita Desselle
First American Title Insurance Company
12400 Highway 281 North
Suite 300
San Antonio, TX 78216

Re: City of San Antonio
Residential Acoustical Treatment Program (ATP)
Order Request for Title Commitments

Dear Rita:

Enclosed is a listing of homeowners participating in the City of San Antonio Residential Acoustical Treatment Program Bid Cycle No. **(BID CYCLE).** In accordance with Schedule A of the contract between First American Title and THC, Inc., please proceed with the examination and preparation of title commitments for these homeowners.

Also enclosed you will find the latest property owner information as collected from Bexar County Appraisal District. I trust that the enclosed records will assist you in this effort.

If you have any questions or require any additional information, please contact me at 210-824-1440.

Sincerely,

Cheryl Chamness
Program Manager
THC, Inc.

Enclosures

CITY OF SAN ANTONIO
AVIATION DEPARTMENT
RESIDENTIAL ACOUSTICAL TREATMENT PROGRAM
8610 BROADWAY · SUITE 440 · SAN ANTONIO, TX 78217

TEXAS – Commitment for Title Insurance

Date: Date

Re: File #:

Buyer: City of San Antonio

Seller: Homeowner Name(s)

Property Address: Address San Antonio TX

File Complete As of:

Comments:

By: _____ **Date:** _____

Name

_____

Title

REQUEST FOR CONSENT TO AVIGATION EASEMENT

Property Address: **Address, San Antonio, Texas 782**

Name of Mortgage Company:

Mortgage Co. Address:

City: **State:** **Zip Code:**

Mortgage Co. Telephone Number: ( )

Account Number:

To Whom It May Concern:

I (we) have elected to participate in the San Antonio International Airport Residential Acoustical Treatment Program (ATP). This program was approved by the FAA to reduce the impact of aircraft noise and to improve community relations with the airport's neighbors. Our property falls within the FAA-approved noise mitigation area, which makes us eligible to participate in this federally funded noise mitigation program.

The ATP is offering us customized acoustical treatments for our home that are designed to reduce the interior noise levels to meet FAA-established standards. The City of San Antonio, the owner and operator of the airport, will be solely responsible for any and all expenses pertaining to the acoustical treatments made to the above referenced property. I (we) will not receive direct monetary remuneration from the airport. In exchange for these treatments I (we) will be granting the City of San Antonio an Avigation Easement. The treatments will in no way negatively affect the original value of the property.

Enclosed for your review is an unexecuted copy of the Avigation Easement. This Avigation Easement is granting the City of San Antonio the right to sustain normal aircraft activities and noise levels above and over my property.

I (we) request that you please provide your consent to the granting of the Avigation Easement. Thank you in advance for your prompt attention to this matter.

Sincerely,

_____	_____
Homeowner #1 Signature	Homeowner #2 Signature
_____	_____
Homeowner #1 Printed Name	Homeowner #2 Printed Name
_____	_____
Date	Date

CONSENT TO AVIGATION EASEMENT AND SUBORDINATION OF MORTGAGE

(Address, City, State, Zip Code)

The undersigned ("Mortgagee"), as the owner and holder of that certain mortgage given by the Grantor to the undersigned dated Date and recorded in Official Record Vol. XXXX, Page XXX, Public Records of San Antonio, Texas (the "Mortgage") hereby joins in the Avigation Easement for the purpose of consenting to the Avigation Easement and subordinating the lien of its Mortgage to such easement. The undersigned specifically acknowledges that in the event Mortgagee or its successors or assigns forecloses its mortgage, accepts a deed in lieu of foreclosure or otherwise obtains title to the property encumbered by the Mortgage, Mortgagee's or its successor's or assign's title thereto shall be subject to the Avigation Easement, which shall survive such foreclosure, deed in lieu or other transfer.

Witnesses:

_____

_____
(Print Witness Name)

_____
(Print Witness Name)

_____

Mortgagee:

_____

a _____
(Type of entity)

By: _____
(Signature)

_____
(Print Signatory's Name)

_____
(Print Title)

STATE OF _____
COUNTY OF _____

(SEAL)

The foregoing instrument was acknowledge before me this ___day of _____, 20__ by _____ who is personally known to me or who produced _____ as identification and who did [ ] did not [ ] take an oath.

_____

_____
(Print Notary Name)

Notary Public - State of _____
My commission expires: _____

EXHIBIT "A"

Legal Description

Example:
VALENCIA ACRES U/141 LOT 5 BLK A

Pre-Existing Deficiency Report
Minor Deficiencies – No Action Required

Homeowner: _____ **Inspector:** _____
Address: _____ **Inspection Date:** _____
Parcel Number: _____ **Report Date:** _____

BACKGROUND

On *(date)*, a House Inspection Visit was performed on your home to determine your participation status in the ATP. During this inspection, the Acoustical Treatment Consultant (ATC) identified the following Pre-Existing Deficiencies present in your home:

PRE-EXISTING DEFICIENCIES:

(List)

ACKNOWLEDGEMENT;

I (we) acknowledge the existence of the above documented Pre-Existing Deficiencies and assume full responsibility thereof. Although the Pre-Existing Deficiencies require no action, it is understood that I (we) will be required to sign a Pre-Existing Deficiency Release in order to continue ATP participation.

Homeowner: _____ Date: _____
(Signature)

Homeowner: _____ Date: _____
(Signature)

Pre-Existing Deficiency Release

Date: DATE
Homeowner: NAME
Address: ADDRESS
Parcel Number: PARCEL NO.

I/We, the above referenced homeowner(s), have elected to participate in the City of San Antonio Residential Acoustical Treatment Program (the "ATP"). I/We understand that the Acoustical Treatment Consultant (the "ATC") has agreed to provide certain acoustical modifications (the "Acoustical Treatments") to my property as located above (the "Property"). I/We understand that participation in the ATP is contingent on the terms of this agreement dated _____, executed by the ATC and me (the "Homeowner(s)").

During the ATP House Inspection Visit, the ATC detected the following pre-existing conditions (the "Pre-Existing Deficiencies") as defined in the Pre-Existing Deficiency Report (see attached):

- Minor Deficiency
  - **(LIST TAKEN FROM PRE-EXISTING DEFICIENCY REPORT)**

- Minor Deficiency *(Action Required)*
  - **(LIST TAKEN FROM PRE-EXISTING DEFICIENCY REPORT)**

- Severe Deficiency (Action Required & Program Suspension)
  - **None**

In exchange for the Acoustical Treatments, the ATC requires that I/we provide this Pre-Existing Deficiency Release.

I/We acknowledge the existence of the Pre-Existing Deficiencies and hereby forever release, remise, discharge and covenant not to sue the ATP, ATC, or any of its agents, officers, employees, representatives or consultants concerning any and all claims, demands, damages, actions or causes of action of any kind and any nature on account of bodily injuries/death, damage to the Property or any property, and any consequences thereof, which may accrue to myself, my heirs, personal representatives, successors, assigns, subsequent owners of the Property or any other individual occurring prior to, during, or after completion of the Acoustical Treatments at the Property and which is caused by, a result of, or enhanced in any way by the presence of any Pre-Existing Deficiencies.

I/We further acknowledge and agree that, during the course of the ATP construction, the Pre-Existing Deficiencies may have the potential to worsen in condition, negate the installation of Acoustical Treatments and/or delay the construction schedule. I/We accept complete responsibility of the above and hereby acknowledge and affirm that the ATP Homeowner Work Agreement is and shall remain in full force and effect.

Dated this _____ day of _____, 20___.

_____
Homeowner Signature

_____
Homeowner Signature

Pre-Existing Deficiency Report
Minor Deficiencies – Corrective Action Required

Homeowner: _____
Address: _____
Parcel Number: _____

Inspector: _____
Inspection Date: _____
Report Date: _____

BACKGROUND

On *(date)*, a House Inspection Visit was performed on your home to determine your participation status in the ATP. During this inspection, the Acoustical Treatment Consultant (ATC) identified the following Pre-Existing Deficiencies present in your home:

PRE-EXISTING DEFICIENCIES:

(List)

ACKNOWLEDGEMENT:

I (we) acknowledge the existence of the above documented Pre-Existing Deficiencies. It is understood that I (we) will be responsible for correction of the Pre-Existing Deficiencies on or before _____(date)_____. Failure to take corrective action prior to the above date will result in program suspension.

Homeowner: _____ Date: _____
(Signature)

Homeowner: _____ Date: _____
(Signature)

Pre-Existing Deficiency Report
Severe Deficiencies – Corrective Action Required and Program Suspension

Homeowner: _____ **Inspector:** _____
Address: _____ **Inspection Date:** _____
Parcel Number: _____ **Report Date:** _____

BACKGROUND

On *(date)*, a House Inspection Visit was performed on your home to determine your participation status in the ATP. During this inspection, the Acoustical Treatment Consultant (ATC) identified the following Pre-Existing Deficiencies present in your home:

PRE-EXISTING DEFICIENCIES:

(List)

ACKNOWLEDGEMENT;

I (we) acknowledge the existence of the above documented Severe Pre-Existing Deficiencies and understand that my (our) participation in the ATP is suspended until corrective measures have been made. Upon inspection and approval of corrections to referenced deficiencies, program participation will resume.

Homeowner: _____ Date: _____
(Signature)

Homeowner: _____ Date: _____
(Signature)

City of San Antonio Residential Acoustical Treatment Program (ATP)

INSPECTION APPROVAL FORM
CORRECTION OF PRE-EXISTING DEFICIENCIES

Original Bid Cycle: _____ **Parcel Number:** _____

Homeowner: _____ **Date of Inspection:** _____

Address: _____ **Homeowner Agent:** _____

Pre-existing Condition(s): _____

_____

_____

_____

_____

_____

_____

Inspection Notes: _____

_____

_____

_____

_____

Approved: ☐ **New Bid Cycle Number:** _____

Not Approved: ☐

Additional Comments: _____

_____

_____

_____

_____ _____

Construction Manager **Date**

DESIGN VISIT SCHEDULE

BID CYCLE _____

DATE

Time	Parcel #	Name	Address	Phone #	Agent

DATE

Time	Parcel #	Name	Address	Phone #	Agent

DATE

Time	Parcel #	Name	Address	Phone #	Agent

DATE

Time	Parcel #	Name	Address	Phone #	Agent

DATE

Time	Parcel #	Name	Address	Phone #	Agent

DATE

Time	Parcel #	Name	Address	Phone #	Agent

Design Visit Appointment Reminder

Your Design Visit is scheduled for:

Date: _____

Time: _____

- Please refer to your original appointment sheet for further instructions.
- If you are unable to keep this appointment, please call **824-1440.**

City of San Antonio Residential Acoustical Treatment Program (ATP)

Design Visit Appointment Reminder

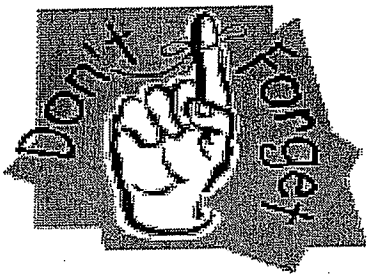
Your Design Visit is scheduled for:

Date: _____

Time: _____

- Please refer to your original appointment sheet for further instructions.
- If you are unable to keep this appointment, please call 824-1440.

GENERAL CONTRACTOR INTERVIEW NIGHT REMINDER



DATE:

TIME:

PLACE:

Remember! <u>This meeting is mandatory</u>. If you cannot attend, your participation in the ATP will be postponed to the next available bid cycle.

Please contact the ATP office if you are unable to attend.

824-1440