

## **Contracts and Contractors and the Roles of the Executive Board and the Management Company**

Contractors are engaged to work at HSP by our management company, Vision Management, LLC. This engagement follows executive board review and discussion and one or more decisions, a process that sometimes extends over weeks, months, and, in some cases, years, with this process documented in reports and motions recorded in meeting minutes. In many of these cases, unit owners have been involved in decision making through meeting discussion, written comments, and budget approval. In some of these cases, management contacts possible contractors to engage in study under the direction of the management, leading to bids; the bids result in further executive board review and discussion and one or more decisions and possible delay in starting date. (Costs are never a minor consideration.)

At the point where funds are available, weather is favorable, and all other considerations are in order, contractor engagement can become a reality and work can begin. Because we are dealing with a building over a 100 years old, typically contracts are of one of two types: (1) a contract which indicates the need for initial exploratory action with ongoing reports to management for further direction in moving ahead and (2) a contract concerning a task that is clear and settled. If a contractor engaged in a contract of the second type, that is, one that had been perceived as clear and settled, happens to have a thought, whether major or minor, which deviates for the contract, the contractor is not to proceed with the new thought, but must needs to make contact with management for review and decision before moving ahead. In most cases, management, knowing both the history of the project and construction technology, can make an immediate decision. In a few cases, management will need to return to the executive board for decision making. In no case is the contractor to deviate from the contract based on an individual thought without that thought being communicated and agreed to by management and, in some cases, by the executive board.

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