

March 19, 2008

Ms. Jeanie Bourke, Division Director  
Inspection Services Program  
389 Congress Street  
Portland, ME 04101

Building communities  
since 1870

Re: Charter Realty  
Westgate Shopping Center  
1372 Congress Street (Chart-Block-Lot: 191-B-19)  
Portland, ME  
Project No. 07182

Dear Jeanie:

As requested, the scope of work for the above-referenced project is as follows:

- Renovations of the entire front facade of the Westgate Shopping Center.
- Demolition of roofing, metal panel parapets and portions of sloped-roof elements above an existing canopy (basic structure not affected).
- Removal of 2x4 lay-in ceiling and stucco ceiling of existing canopies, to be replaced with linear aluminum ceiling. Existing canopy ceiling is not required to be fire-rated.
- Removal of stucco (EIFS) siding and sheathing at Shaw's Supermarket, to be replaced with fiber-cement lap siding and wood trim. Existing siding is not required to be fire-rated.
- Construction of new fascia, raised roof elements and sloped roofs with fiber-cement lap siding, wood trim and standing-seam metal roofing to match existing Shaw's.
- Brick/pre-cast concrete/fiber-cement board/wood trim column covers at existing canopy columns.
- Replacement of (3) damaged concrete stairs with new handrails and pipe-bollard protection in rear of buildings.
- Replacement of damaged metal fascia at an existing dock area, repair of spalling concrete at dock surfaces.

Sincerely,  
Harriman



Daniel R. Ellingson, AIA  
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