

WATERGATE AT LANDMARK CONDOMINIUM  
UNIT OWNERS ASSOCIATION

April 30, 1979

ADMINISTRATIVE RESOLUTION 28

Managing Agent Selection

WHEREAS, in keeping with Article III, Sections 1 and 3 of the By-Laws, the Board of Directors, by Resolution dated January 29, 1979, established a requirement for the development of a management plan, including operating standards and specifications to enable the Board on a timely basis to solicit, evaluate and select a Professional Management Firm for the period which follows the expiration of the current agreement (September 8, 1979); and

WHEREAS, the Committee appointed to develop such plan has by memorandum dated April 17, 1979, submitted to the Board the following data:

- a. A Management Plan in the form of a timetable for solicitation and proposal evaluation and ultimate contract award.
- b. A proposed letter seeking expressions of interest from professional management firms, in keeping with the plan and timetable proposed to the Board
- c. Contract Specifications and Operating Standards, in a form suitable for use as a Request for Proposal.

WHEREAS, the Committee has further recommended to the Board that a Selection/Evaluation Committee be appointed to conduct the review and discussions which will precede the receipt of the formal written proposal (July 1, 1979) and thereafter to act in an advisory capacity to the Board as the Board acts to make the final selection. The report included a recommendation that the expertise of the F&A Council and that of the E&M Council be utilized and that designated members of those Councils be included on the Selection/Evaluation Committee;

NOW, THEREFORE BE IT RESOLVED that in order to proceed forthwith in the process of soliciting, evaluating and selecting a Professional Management Firm as Managing Agent the following actions are approved:

- a. The plan and the timetable for the solicitation of proposals, consideration, evaluation, and selection of a Managing Agent as recommended by the Managing Agent Selection Committee report is approved for implementation; and

- b. The letter seeking expressions of interest from Professional Management Firms be mailed to those firms in the Metropolitan Washington, D. C. area considered sufficiently qualified and competent to warrant further consideration for the Managing Agent role at Watergate at Landmark; and
- c. The Specifications and Operating Standards recommended by the Managing Agent Selection Committee be refined to the satisfaction of the Board during the preliminary search for interested and competent firms so that they may be then offered in the form of a Request for Proposal to the 4 or 5 firms selected during the preliminary review procedures, and

BE IT FURTHER RESOLVED, that to accomplish the solicitation and preliminary evaluation and to act in an advisory capacity to the Board during the final selection process which the Board as a whole will perform, the President of the Unit Owners Association shall appoint a committee of no less than 7 members to commence the activities necessary to provide the Board with the formal written proposals which will be required for the final selection. These formal written proposals to be in the hands of the Board for final selection action not later than July 1, 1979.

Motion by PEPITONE, supported by CAREY

<u>YEA</u>	<u>MEMBER</u>	<u>NAY</u>
<u>X</u>	Bingman	___
<u>X</u>	Carey	___
<u>X</u>	Chasin	___
___	Lert	<u>ABSENT</u>
<u>X</u>	Pepitone	___
___	Ryan	<u>ABSENT</u>
<u>X</u>	Schatz	___
<u>X</u>	White	___
<u>X</u>	Zimmet	___

XX Motion declared adopted  
 \_\_\_ Motion declared failed

*Eileen K. Daxinger*  
 Attested