



Renew Designs

Interior Design & Renovations

January 8, 2018

Dear Residents of Riverside Tower One,

From January 15th, 2018 to approximately August 3rd, 2018, Renew Designs will be managing a cosmetic renovation of all the common areas of your building. The renovation will consist of the following:

A. Hallways

- Removal of all existing wallpaper and carpet
- Installation of new carpet, new baseboards/chair rail/crown moulding, and new lighting
- Repainting of all walls in a two-tone color scheme. Please note that your suite doors will not be painted
- Installation of new furniture and new art pieces

B. Main floor Lobby/Concierge Area/Meeting Room

- Existing stone wall panels kept intact but natural holes filled-in with grout
- Installation of new Luxury Vinyl Plank (LVP) flooring, new ceiling tiles, new cabinetry, and new lighting
- Repainting of all walls
- Installation of new furniture, new art pieces, and a new wall-mounted large screen TV

We are confident that the contemporary, yet classic design will appeal to everyone and add value to your property as these changes will provide an updated look to your building.

We will be erecting display boards in the lobby to show the materials and colors that we will be using. We have also posted 3D computer renderings of the final design along with our renovation schedule on our website, www.renewdesigns.ca. To access this information please visit our website and click on "Client Login". The username is: **renew** and the password is: **riverside1**. The schedule will be updated as the job progresses if you wish to follow along.

Hours of work will be Monday to Friday from 9:00 AM to 5:00 PM. We will be starting on the 21st floor and working our way down, reaching the lobby around the month of June. Please be aware that due to the complexities of coordinating multiple trades in such a large building you may see workers on your floor for a time, and then not again for several weeks. Please know that we have not forgotten about you and will return. Often, we must wait for one trade to catch-up before another trade can start behind them.

Resident comfort and safety are our top priorities, so we will try to minimize the noise, dust, and debris as much as possible. However, there will inevitably be some disruptions and inconveniences so we ask that you please bear with us while our trades work as quickly and efficiently as possible.



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If you happen to see either of us on site and have any questions or concerns, please feel free to come speak to us. You are also welcome to email us at info@renewdesigns.ca, or alternatively you can speak with your Board members. We kindly ask that you refrain from voicing issues or concerns with the trades directly.

Thank you in advance for your understanding, cooperation, and patience.

Sincerely,

Lisa Ungarian
President
Renew Designs Inc.



Stephane Pitre
Construction Manager
Renew Designs Inc.

