

# RCP PROJECT POSTING TEMPLATE

## Project Administrators

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<b>Property Name:</b>	Crescent at Fells Point by Windsor		
<b>Entity Number:</b>	31422	<b>Address:</b>	951 Fell Street, Baltimore MD21231
<b>Description of Project/Service:</b> (Brief title of Posting)	Common area carpet replacement		
<b>Start Date:</b>	11/1/2021	<b>Posting Date:</b>	11/30/20221
<b>Budgeted Amount:</b>	\$140,000	<b>Account Code:</b>	10254
<b>On-Site Contact Name and #:</b>	Hannah Atkinson 410.534.8439		
<b>Vendor Qualifications:</b> (Licenses, Certifications, etc.)	Experienced carpet vendor. Must be approved through Compliance Depot		
<b>Experience in Local Marketplace:</b> (Years in industry, number of similar past projects, etc.)	Several years of experience required		

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<b>Scope of Work:</b>	Remove and dispose of current common area hallway carpet. Install carpet tiles, approx. 3,500 yards of carpet tiles for the 8 floors. In the past we used Shaw carpet tiles, custom colors.
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\*In addition to filling out the required information (above), you should also include (via separate document, if necessary) any project specifications, special issues, etc...