



Abaris Real Estate Management, Inc 1101  
Wootton Parkway  
#820  
Rockville, Maryland 20852

Proposal

06-15-2026

Autumn Glen HOA  
Attn: Kaitlyn Ambush  
Harvest Glen Way

Germantown, Maryland 20874

Dear Kaitlyn Ambush,

Thank you for considering FirstCall by Abaris Real Estate Management, Inc for your upcoming project. We are pleased to present a proposal for the following work:

**Autumn Glen HOA - Throughout - Group Discount Repairs:**

First Call proposes to provide group-rate exterior maintenance services for homeowners within Autumn Glen HOA who need to address violations identified during the annual property inspection. This proposal is intended to assist homeowners in completing the required repairs before the compliance deadline. Scope of work may include wood trim replacement, front door painting, & shutter painting as needed at each residence.

**Wood Trim Replacement:**

Wood trim replacement will be performed on a time and materials basis due to the varying extent of deterioration at each home. Labor will be billed at a discounted group rate of \$65.00 per hour, reduced from our standard rate of \$72.00 per hour. Materials required for trim replacement will be charged separately on a per-unit basis as needed.

**Front Door Painting:**

Front door painting will be completed at a discounted labor rate of \$65.00 per hour. This group rate is available to participating homeowners within the community and is intended to provide a cost-effective solution for addressing inspection violations.

**Shutter Painting:**

Shutter painting will be completed at a discounted labor rate of \$65.00 per hour. This group rate is available to participating homeowners within the community and is intended to provide a cost-effective solution for addressing inspection violations.

First Call will coordinate scheduling directly with participating homeowners and will perform repairs and painting services in conjunction whenever possible to maximize efficiency and minimize disruption.

This proposal includes all labor necessary to complete the work described above. Materials required for wood trim replacement will be billed separately based on actual usage.

**Cost of Job: Cost is based upon number of violations and necessary materials provided to complete the required work.**

We appreciate the opportunity to offer our services to you. Please feel free to contact me with any questions.

Declan Sullivan

FirstCall by Abaris Real Estate Management, Inc

Proposal is valid for 45 days. Unanticipated repairs will necessitate a change order. In addition to any other warranties agreed upon by the parties, the contractor guarantees that the work will be free of defective materials, constructed to meet the applicable building codes for this location, executed skillfully, and suitable for habitation or intended use. While fulfilling its responsibilities, Abaris Real Estate Management, Inc reserves the exclusive right to subcontract its duties and obligations to a third party. However, Abaris Real Estate Management, Inc will remain accountable for ensuring the third party performs satisfactorily.

## First Call by Abaris

\_\_\_\_\_ Date: \_\_\_\_\_

By: Sergio Pena, Estimator

Customer Signature:

\_\_\_\_\_ Date: \_\_\_\_\_

NOTICE: Contractors and subcontractors must be licensed by the Maryland Home Improvement Commission and anyone may ask the Commission about a contractor or subcontractor — 410-230-6309 / 1-888-218-5925, mhic@dllr.state.md.us

- 1) Commission offers dispute mediation between homeowners & contractors;
- 2) Commission administers the Guaranty Fund, which may compensate homeowners for certain actual losses caused by acts or omissions of licensed contractors; and
- 3) Homeowner may request that a contractor purchase a performance bond or additional protection against losses not covered by the Guaranty Fund.

Abaris Real Estate Management, Inc, MHIC#164930

### Terms and Conditions

1. Scope of Services: Abaris Real Estate Management, Inc, hereafter referred to as "The Maintenance Company," agrees to provide Maintenance services as agreed upon by the customer. Services include but are not limited to:
  - Planning, design, and Maintenance work
  - Project management
  - Material procurement
  - Compliance with relevant regulations and codes
  - Any additional services agreed upon in writing
2. Terms of Service:
  - a. The Maintenance Company shall perform the services in a professional and workmanlike manner and will strive to meet the agreed-upon project schedule.
  - b. The Customer shall grant access to the Maintenance site and provide necessary information for the completion of services.
3. Payment:
  - a. The Customer agrees to pay for the services rendered at the rates or as per the estimates agreed upon before the commencement of work.
  - b. Payments are due upon the completion of the project unless otherwise agreed to in writing.
  - c. Late payments may be subject to interest at a rate of 1.5% per month or 18% per annum.
4. Liability:

The Maintenance Company shall not be liable for any damages caused by factors beyond their control or for pre-existing issues not disclosed by the Customer.
5. Insurance:

The Maintenance Company shall maintain adequate liability insurance during the term of this Agreement.
6. Confidentiality:

Both parties agree to keep any information obtained during the provision of services confidential.
7. Governing Law:

This Agreement shall be governed by the laws of the State of Maryland without regard to its conflict of law principles.

### 8. Terms and Conditions:

These terms and conditions constitute the entire understanding between the parties and supersede all prior negotiations, understandings, or agreements.

You understand and acknowledge that we, Abaris Real Estate Management, Inc, may, presently or in the future, and at our sole and complete discretion, engage or utilize the services of vendors under common ownership or control with us to perform the services contemplated hereunder. Abaris Real Estate Management, Inc and/or our affiliates may receive financial remuneration as a result of the engagement of any vendors under common ownership or control with us, in connection with any services we provide. We understand that such arrangements could potentially lead to a conflict of interest without adequate policies in place to allay such a possibility. To mitigate this, we have implemented rigorous internal policies and procedures designed to ensure that any engagement of such vendors or contractors is in the best interest of our customers and does not compromise the quality or cost-effectiveness of the services we provide. To see a listing of brands that may be under common ownership or control with us, please visit [www.continuum-companies.com](http://www.continuum-companies.com).

### 9. Amendments:

No modification or waiver of any provision of this Agreement shall be valid unless in writing and signed by both parties.

### 10. Severability:

If any provision of this Agreement is found to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.