

Committee of Council Regular Agenda

Council Chambers, 3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Tuesday, July 2, 2019

Time: 2:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

That the July 2, 2019, Regular Committee of Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council

Recommendation:

That the minutes of the following Committee of Council Meetings be adopted:

- *June 18, 2019, Regular Committee of Council Meeting.*

4. REPORTS

4.1 Development Permit Application - 2160 Grant Avenue

Recommendation:

That Committee of Council approve Development Permit DP000333 to regulate an apartment development at 2160 Grant Avenue.

4.2 Community Cultural Development Investment Program – Spring Intake, 2019

Recommendation:

That Committee of Council recommend that Council approve the transfer of \$20,000 from the Self-Help Matching Grant budget to the Community Cultural Development Investment Program; and

That Committee of Council recommend that Council approve the following Community Cultural Development applications:

1) Project Category:

- *Art Focus - \$2,500;*
- *Polenez Polish-Canadian Dance Society - \$2,000;*
- *Theatrix - \$4,800; and,*
- *Tri-City School of Music - \$4,000.*

2) Development Category (Community, Professional Individual and Capacity Building):

- *Jessica Nelson - \$1,000;*
- *Felice Choir - \$1,500;*
- *Tri-City School of Music - \$1,200; and,*
- *Theatrix - \$5,000.*

4.3 Self-Help Matching Grant Program, 2019

Recommendation:

That Committee of Council recommend that Council approve funding for the following Self-Help Matching Grant Program applications:

- 1. \$2,163 to Port Coquitlam Heritage and Cultural Society;*
- 2. \$2,016 to Ducks Volleyball Club; and,*
- 3. \$5,000 to Kinsmen Club of Port Coquitlam.*

4.4 April-May Community Centre Update

Recommendation:

None.

5. COUNCILLORS' UPDATE

6. MAYOR'S UPDATE

7. CAO UPDATE

8. RESOLUTION TO CLOSE

8.1 Resolution to Close the July 2, 2019, Regular Committee of Council Meeting to the Public

Recommendation:

That the Regular Committee of Council Meeting of July 2, 2019, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:

Item 4.1

k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

Item 4.2

b) personal information about an identifiable individual who is being considered for a municipal award or honour, or who has offered to provide a gift to the municipality on condition of anonymity;

Item 4.3

i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

Item 5

c) labour relations or other employee relations.

Committee of Council Regular Minutes

Council Chambers, 3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC
June 18, 2019

Present:

Chair – Mayor West
Councillor Darling
Councillor Penner
Councillor Pollock
Councillor Washington

Absent:

Councillor Dupont
Councillor McCurrach

1. CALL TO ORDER

The meeting was called to order at 2:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved - Seconded:

That the June 18, 2019, Regular Committee of Council Meeting Agenda be adopted with the following changes:

- *Addition of item 3.6 Building Permit Resolution; and*
- *Addition of item 3.7 UBCM resolution Emergency Health Services.*

Carried

3. REPORTS

3.1 Development Permit Application 2387/2399 Atkins Avenue

Moved - Seconded:

That Committee of Council approve Development Permit DP000371 to regulate an apartment building at 2387/2399 Atkins Avenue.

Carried

3.2 Development Permit Application 921 Seaborne Avenue

Moved - Seconded:

That Committee of Council approve Development Permit DP000367 to regulate an industrial development at 921 Seaborne Avenue.

Carried

3.3 Development Permit (Environmental Conservation) Application - 3862 Wellington Street

Moved - Seconded:

That Committee of Council approve Development Permit DP000392 to regulate the development of a new school in accordance with the site's environmental conservation area designation.

Carried

3.4 Amendment to the Official Community Plan (Watercourse) and Rezoning Application – 930 Dominion Avenue

Moved - Seconded:

1. That Committee of Council confirm the consultation required for an amendment to the Official Community Plan is met by the posting of a sign at 930 Dominion Avenue and the consideration of the proposed revision to Map 22 at an open Committee meeting; and,
2. That as described in the report dated June 18, 2019, Committee of Council recommend to Council that:
 - a. Map 22 of the Official Community Plan be amended to remove its identification of watercourses from 930 Dominion Avenue;
 - b. The zoning of 930 Dominion Avenue be amended from Agriculture (A) to Light Industrial (M3); and,
 - c. Prior to adoption of the amending bylaws, the following conditions be met:
 - i. Completion of a subdivision plan to the satisfaction of the Approving Officer to achieve;
 - ii. an extension of Seaborne Avenue including a cul-de-sac, and
 - iii. widening of Nicola Avenue; and,
 - d. Completion of the following to the satisfaction of the Director of Development Services:
 - i. submission of securities and fees for the off-site works;
 - ii. registration of a legal agreement to apply specific building, parking, loading and landscape design requirements for appropriate treatment between non-industrial sites to the east and north of Dominion Avenue and the industrial site;
 - iii. submission of \$850,000 cash-in-lieu for watercourse compensation to be transferred to the General Capital Reserve for future use; and,
 - iv. submission of design and securities to provide for construction of bio-swale riparian enhancements along the north and west property lines.
3. That Committee of Council direct staff to identify options to use the compensation funds for watercourse and riparian projects for its future capital works plan approval.

Carried

3.5 Municipal Security Issuing Resolution

Moved - Seconded:

That Committee of Council recommend Council approves borrowing of \$16 million from the Municipal Finance Authority of British Columbia, as part of the 2019 Fall Borrowing Session, as authorized through "Port Coquitlam Community Recreation Complex Loan Authorization Bylaw, 2017, No. 4004", and that the Metro Vancouver Regional District be requested to consent to the city's borrowing over a thirty (30) year term and include the borrowing in their Security Issuing Bylaw.

Carried

3.6 Building Permit Resolution

Moved - Seconded:

Pursuant to s.463 of the Local Government Act, that Committee of Council:

- (1) Has identified a conflict between a development proposed in the following building permit applications and Zoning Bylaw amendment and that the applications be withheld for a period of 30 days:
 - a. 3338 Glasgow Street Application BP012782
 - b. 3332 Glasgow Street Application BP012784; and
- (2) Direct that building permit applications BP012782 and BP012784 be withheld for a further 60 days during which period staff will bring forward a report that will provide for consider the application for the permits.

Carried

Opposed: Councillor Washington

3.7 UBCM Resolution Emergency Health Services

Moved - Seconded:

That the Committee of Council approve the draft resolution for access to Emergency Health Services.

Carried

4. COUNCILLORS' UPDATE

No update.

5. MAYOR'S UPDATE

No update.

6. CAO UPDATE

No update.

7. RESOLUTION TO CLOSE

7.1 Resolution to Close the June 18, 2019, Regular Committee of Council Meeting to the Public

Moved - Seconded:

That the Regular Committee of Council Meeting of June 18, 2019, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:

Item 3.1

c) labour relations or other employee relations;

k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

Item 3.2

k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

Item 3.3

c) labour relations or other employee relations.

Carried

Certified Correct,

Mayor

Corporate Officer

RECOMMENDATION:

That Committee of Council approve Development Permit DP000333 to regulate an apartment development at 2160 Grant Avenue.

PREVIOUS COUNCIL/COMMITTEE ACTION

June 25, 2019 – Council amended the Zoning Bylaw to rezone the property to the RA1 Residential Apartment zone.

REPORT SUMMARY

This report describes a proposed development permit that would regulate the development of a 58-unit, four-storey apartment building to be located on the south side of Grant Avenue, east of Shaughnessy Street. The site was recently rezoned to permit an apartment use and the building and landscaping are designed to comply with the new zoning as well as objectives and guidelines of its development permit area designations.

BACKGROUND

MacLean Homes proposes to develop a 58-unit apartment building with underground parking and landscaping. The relatively flat site was recently rezoned to the RA1 – Residential Apartment 1 and has been cleared in anticipation of development.



size from 39m² (422 ft²) to 105m² (1,131 ft²). Parking is to be located below the building with the exception of three at-grade visitors' parking spaces accessed from the lane. Each of the residential parking spaces will have access to rough-in electrical service for electric vehicle charging; one visitor space located at-grade along the rear lane will be equipped with a water spigot and drainage to serve as an onsite bike and car wash station. A garbage and recycling room is located in the underground parking level where it can be directly accessed by residents and a temporary staging area has been located along the lane for ease of pick-up on collection days.

Project Profile

	Bylaw Regulations ¹	Proposed ²	Requested Variances
Site area minimum	1,000 m ²	2,660 m ²	n/a
Floor area ratio	2.0	1.58	-
Dwelling units	n/a	58	n/a
Adaptable units	30%	31% (18 units)	
Building lot coverage	50%	54.1%	4.1%
Building setbacks:			
Front (Grant Avenue)	4 m	4.2 m	-
Rear (south lane)	7.5 m	6.1 to 10 m	1.4 m
Interior side (west)	3 m	4.4 m	-
Interior side (east)	3 m	3 m	-
Building height	15 m	14.7 m	-
Parking: Total	90	86 + 4 payment in-lieu	-
Resident	78	74	-
Visitor	12 (1 per 5 d.u.)	12	-
Small car	23 (25% max)	22	-
Cash-in-lieu	6 max	4	
Indoor recreation area	116 m ²	121 m ²	-
Outdoor recreation area	203 m ²	250 m ²	-
Bicycle parking			
Long-term (bike room)	58 (1 per d.u.)	59	-
Short-term (bike rack)	6	6	-

The minor variances to the rear yard setback and lot coverage regulations allow for a larger bicycle storage room on the ground floor and not expected to have a significant impact. The rest of the building is set 10m back from the lane, well in excess of the 7.5m requirement.

¹ Refer to the Zoning, Parking and Development Management and Building and Plumbing bylaws for specific regulations

² Information provided by applicant

The site is subject to the Intensive Residential and Environmental Conservation development permit area designations of the Official Community Plan. The intensive residential design guidelines promote coordination of siting and building design; use of high quality cladding materials; consideration of the relationship between buildings and open areas; and, the overall visual impact of buildings and landscaping. The environmental conservation objectives and guidelines encourage sustainable development and building design; efficient use of energy, water and other resources; and, reduction of waste and pollution.



Grant Avenue Façade

The building design meets the intent of the design guidelines by featuring a prominent front entrance along Grant Avenue and utilizing a generous amount of glazing with dark brick and warm coloured earth toned siding with red accents. Building articulation is to be achieved through varied setbacks and roof lines and through the use of cladding materials and colour. The building will be clad in a generous amount of brick, and high-quality fibre-cement board and panels in either a lapped or board and baton arrangement. Decorative elements include a combination of heavy timber trellises and brackets as well as wood-toned soffits and aluminum picket guardrails.

This application was in process prior to the introduction of zoning bylaw amendments to require family-friendly units. While the building includes a large percentage of 2-bedroom plus den units plus a 3-bedroom unit, the 2-bedroom units do not qualify as being family-friendly as the dens are small.

Units facing the street on the ground floor will have walkways providing directly access to the units and all units will include a private balcony or patio. An indoor amenity room is to be located at the south side of the main floor with access to a common patio. The landscape plan includes a mixture of trees, shrubs, perennials and groundcover plants. A total of 51 new trees (42 onsite and 9 offsite) are proposed to replace 11 trees removed from the site, including 2 large serbian spruce and 3 weeping nootka false cypress trees

(each to be more than 3 metres in height at time of planting) and ornamental magnolia, dogwood and japanese maple trees to be planted over the underground parking.

As determined by Council through the rezoning process, this project requires relatively extensive off-site upgrades including repaving, new curb and gutter, street lighting, street trees, watermain and storm sewer upgrades and sidewalks on Grant Avenue as well as the reconstruction of the lane including installation of a storm sewer from the site to Flint Street. The applicant is also required to install delineators along Shaughnessy Street to restrict left-hand vehicular movements from the lane and traffic calming in the lane.

Compliance with the environmental conservation designation is to be achieved by meeting the energy conservation requirements of Step 3 of the British Columbia Energy Step Code. The design will also include light colour roofing material to reduce heat absorption, low-flow plumbing fixtures and a high-efficiency irrigation system to reduce consumption of potable water, use of low volatile organic compounds (VOCs) materials to improve air quality. The developer will also implement a waste management plan during construction to divert recyclable materials from the landfill.

DISCUSSION

The design of the proposed apartment building and landscaping meets the intent of the intensive residential design guidelines. The applicant has also designed the building to meet Step 3 of the BC Energy Step Code, a level which results in a design which complies with the energy and greenhouse gas emission guidelines of the environmental conservation designation. As the design is attractive and consistent with the expected high quality of character, approval is recommended.

FINANCIAL IMPLICATIONS

None associated with issuance of the development permit.


PUBLIC CONSULTATION

This application was subject to public input through the rezoning process. A sign has been posted on site to inform area residents of the application and, to date, no comments with respect to the design have been received.

OPTIONS

(Check = Staff Recommendation)

#	Description
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1 	Approve Development Permit DP000333.
2	Request additional information or amendments if the Committee is of the opinion that such information or amendment would assist in its evaluation of how the design complies with the development permit area designations or support the requested variances to regulations.
3	Recommend rejection of the application if the Committee is of the opinion the application does not conform to the design guidelines or does not support the minor variances to regulations. Pursuant to the delegated authority, the applicant may then request the application be forwarded to Council for consideration.

ATTACHMENTS

Attachment #1: Draft Development Permit

Lead author(s): Bryan Sherrell

THE CORPORATION OF THE CITY OF PORT COQUITLAM

“DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849”

DEVELOPMENT PERMIT

NO. DP000333

Issued to: MACLEAN HOMES (GRANT) LTD
(Owner as defined in the Local Government Act,
hereinafter referred to as the Permittee)

Address: 2415 MARINE DR WEST VANCOUVER BC V7V 1L3

1. This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied by this Permit.
2. This Development Permit applies to and only to those lands within the Municipality described below, and any and all buildings, structures and other development thereon:

Address: 2160 Grant Avenue

Legal Description: LOT 1, DISTRICT LOT 464, NEW WESTMINSTER LAND
DISTRICT, PLAN EPP87734

P.I.D.: 030-685-095

3. The above property has been designated as a Development Permit Area under Section 9.0 – Development Permit Area in the “Official Community Plan Bylaw, 2013, No. 3838”.
4. “Port Coquitlam Zoning Bylaw, 2008, No. 3630” and “Parking and Development Management Bylaw, 2005, No.3525” are varied; supplemented or both in accordance with the following:
 - a. The form and character of the building, including the siting, height and general design, shall be as shown on drawings numbered DP000333 (1) to DP000333 (11) which are attached hereto and form part of this permit.
 - b. The form and character of on-site landscaping shall be as shown on drawings numbered DP000333 (11) and the following standards for landscaping are imposed:
 - (i) All landscaping works and planting materials shall be provided in accordance with the landscaping plan and specifications thereon, which form part of this permit and is attached hereto.
 - (ii) All planting materials shall be able to survive for a period of one year from the date of the site landscape approval by the Municipality.

- c. The building and landscaping shall provide the energy conservation, water conservation and GHG emission reduction elements as shown on Schedule A to the drawings which are attached hereto and form part of this permit.

5. Landscape Security

- (a) As a condition of the issuance of this permit, the security set out below will be held by the Municipality prior to the issuance of a building permit to ensure satisfactory provision of landscaping in accordance with the terms and conditions as set forth in Clause 4 above. There is filed accordingly an irrevocable Letter of Credit or cash security in the amount \$87,926.00 for the purpose of landscaping.
- (b) Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. A condition of the posting of the security is that should the Permittee fail to carry out the works or services as hereinabove stated, according to the terms and conditions of this permit within the time provided, the Municipality may use the security to complete these works or services by its servants, agents or contractors, and any surplus shall be paid over to the Permittee.
- (c) The Permittee shall complete the landscaping works required by this permit within six months of the final inspection for the final phase of the development. Within the six month period, the required landscaping must be installed by the Permittee, and inspected and approved by the Municipality.

If the landscaping is not approved within the six month period, the Municipality has the option of continuing to hold the security until the required landscaping is completed or has the option of drawing the security and using the funds to complete the required landscaping, and recoup additional costs from the Permittee if necessary. In such a case, the Municipality or its agents have the irrevocable right to enter into the property to undertake the required landscaping for which the security was submitted.

- (d) Should the Permittee carry out the works and services permitted by this permit within the time set out above, the security shall be returned to the Permittee.
6. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this permit and any plans and specifications attached to this permit, which shall form a part hereof.
 7. This permit shall lapse if the Permittee does not substantially commence the construction permitted by this permit within two years of the (issuance) date of this permit.
 8. The terms of this permit or any amendment to it, are binding on all persons who acquire an interest in the land affected by this permit.
 9. This permit is not a building permit.

APPROVED BY THE COMMITTEE OF COUNCIL THE ____ DAY OF _____,
2019.

SIGNED THIS ____ DAY OF _____, 2019.

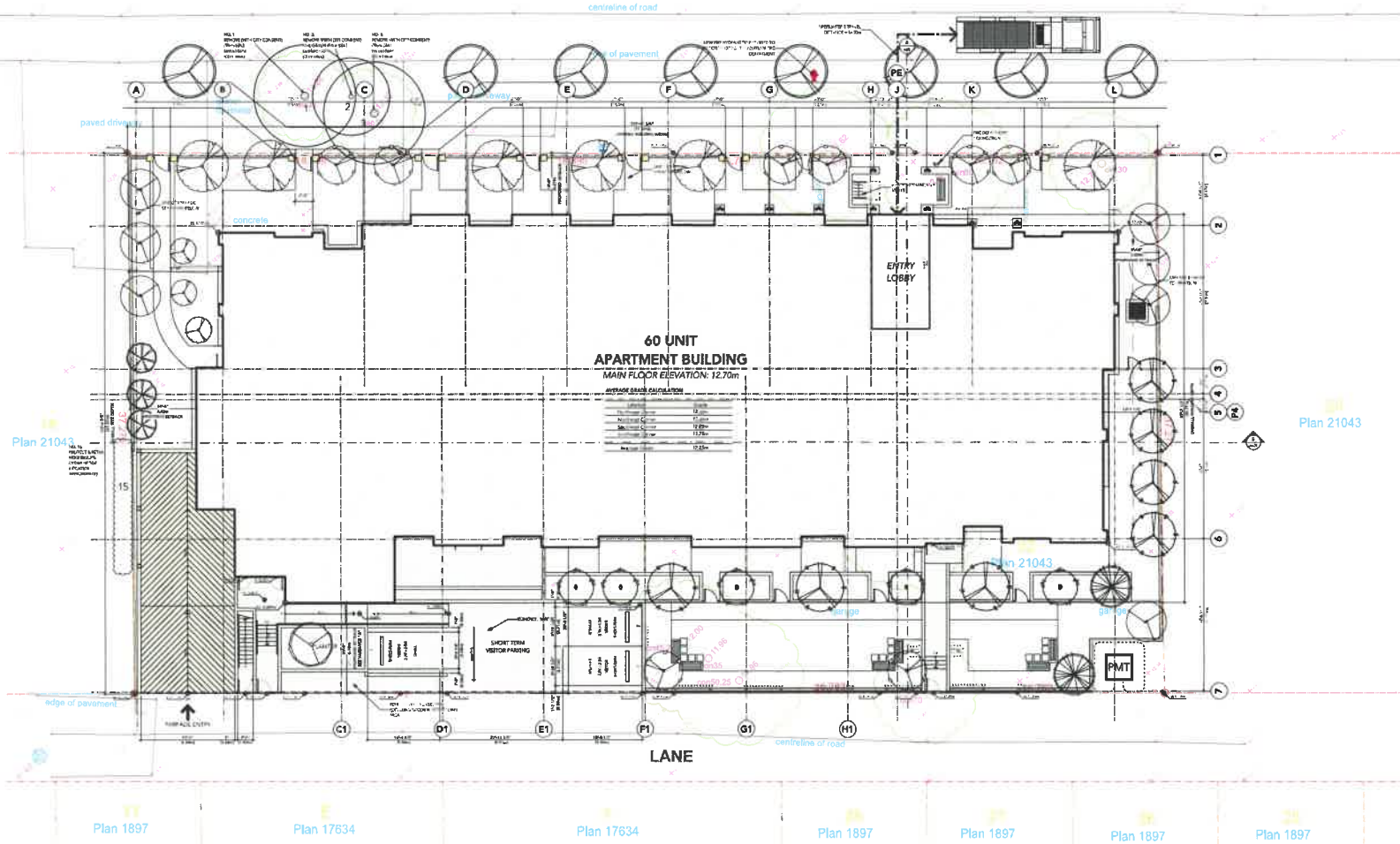
Mayor

Corporate Officer

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE TERMS AND
CONDITIONS UPON WHICH THIS PERMIT IS ISSUED.

Applicant (or Authorized Agent or
Representative of Applicant)

GRANT AVENUE



60 UNIT APARTMENT BUILDING

MAIN FLOOR ELEVATION: 12.70m

APARTMENT SPECIFICATIONS	
Unit	10
Square Feet	10,000
Baths	10
Kitchens	10
Beds	10
Total	10

revisions:		
no.	date	description

issues:
2017-10-24 issue for Reopening/DP
2018-03-15 Reopened for Reopening/DP

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edge of pavement

10



16

Issues:	
2017-10-24	Issued for Reasoning/DP
2018-03-15	Reissued for Reasoning/DP
2018-12-21	Issued for 90% BP Renew
2019-02-04	Issued for to Grade Pricing
2019-05-16	Reissued for Reasoning/DP



BHA Architecture Inc.
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Telephone: 604-275-8111 / Web: www.bha.ca

project:

2160 Grant Avenue
PROPOSED APARTMENT PROJECT
MACLEAN
Port Coquitlam, BC

consultant: _____

east

drawn:	PH	date:	August 2017
checked:			
scale:	1:100	project no.:	P-435
sheet title: Level 1 Floor Plan			

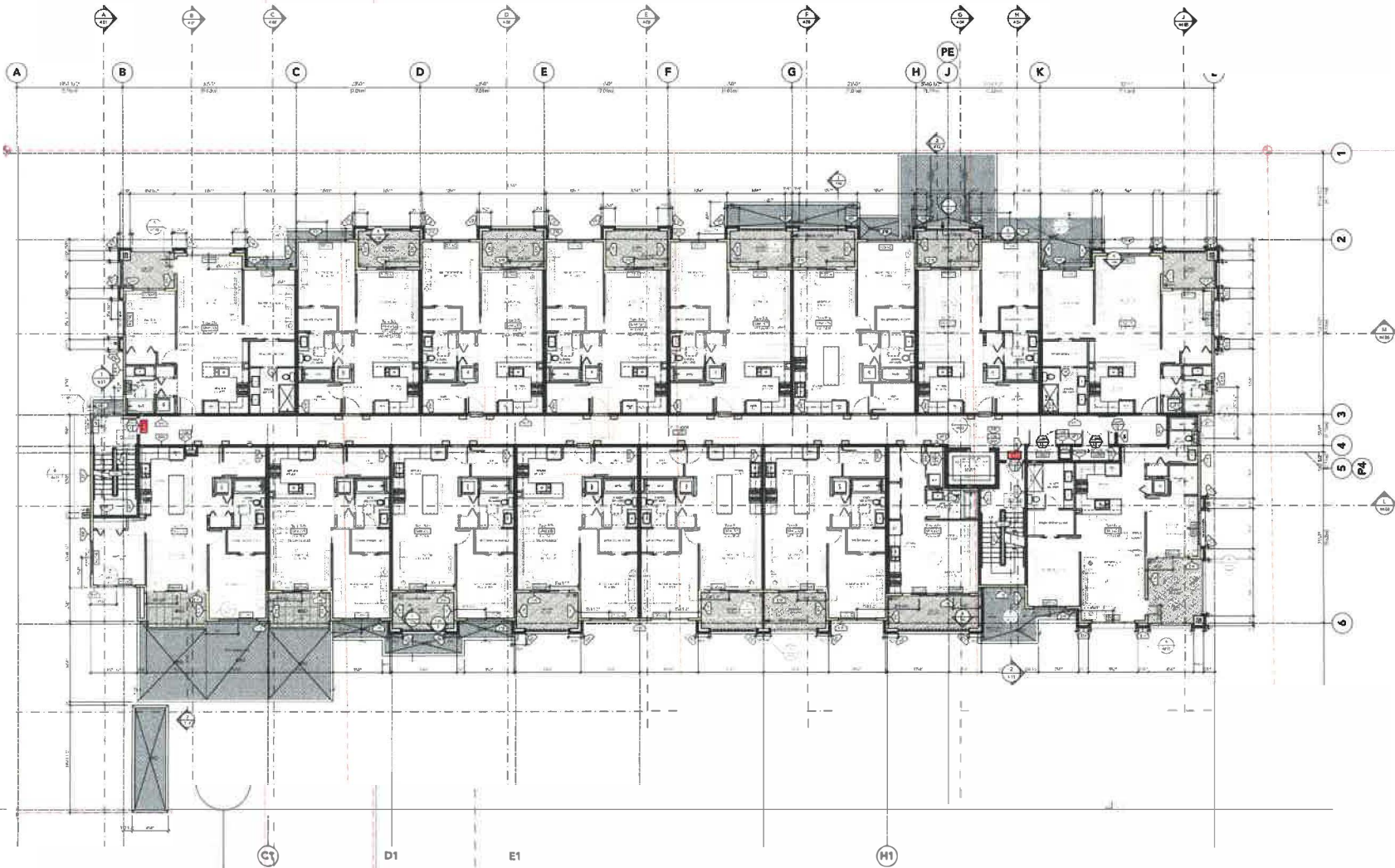
sheet no.: **A3.01**

plotdate: 18-5-17 11:19:29

Level 1 Floor Plan
Scale: 1/8"=1'-0"



D000333 (5)



Level 2 Floor Plan
Scale: 1/8"=1'-0"



ISSUES:
2017.11.16.18 Issue 1 for Redesign/OP
2017.12.11.17 Revised for Redesign/OP
2018.1.24.17 Revised for 105B BIP Review
2018.07.06.18 Revised for Cost Pricing
2018.09.19.18 Revised for Redesign/OP

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BHA Architecture Inc.
Suite 200 - 10-30 West 1st Avenue, Vancouver B.C.
Telephone: 604-681-1111 Website: www.bha.ca
project:
2160 Grant Avenue
PROPOSED APARTMENT PROJECT
Macleod
First Corporation, INC.

PH August 2017

1:100 project no.: P-05

sheet title: Level 2 Floor Plan

sheet no.: P233-Plan-001

A3.02

18

17P000333 (b)

revisions:		
no.	date	description

ISSUED:
2017-10-24
2018-03-15

Issue: For Review/OP
Revised: For Review/OP

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Burrows Huggins Architects
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Telephone: (604) 681-1111 | Web: www.bha.ca

project:
Grant Avenue
RENOVATION AND RENOVATION PROJECT
MACLEAN
Part 2 - plans, BC

consultant:

work:

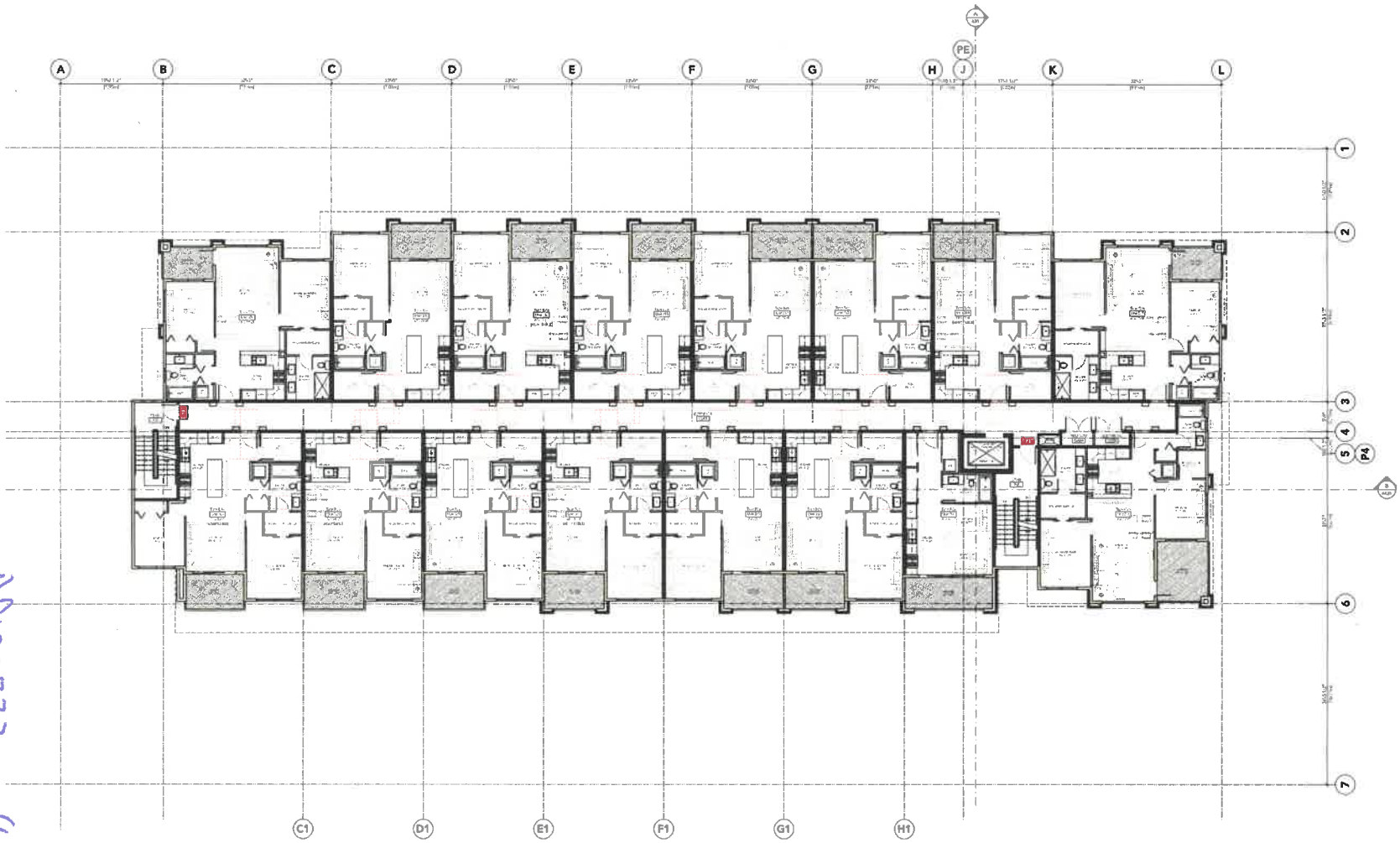
drawn:	PH	date:	August 2017
checked:			
scale:	1:100	project no.:	P-425

sheet title:
Level 3 Floor Plan

sheet no.:
A3.03

sheet title:
19

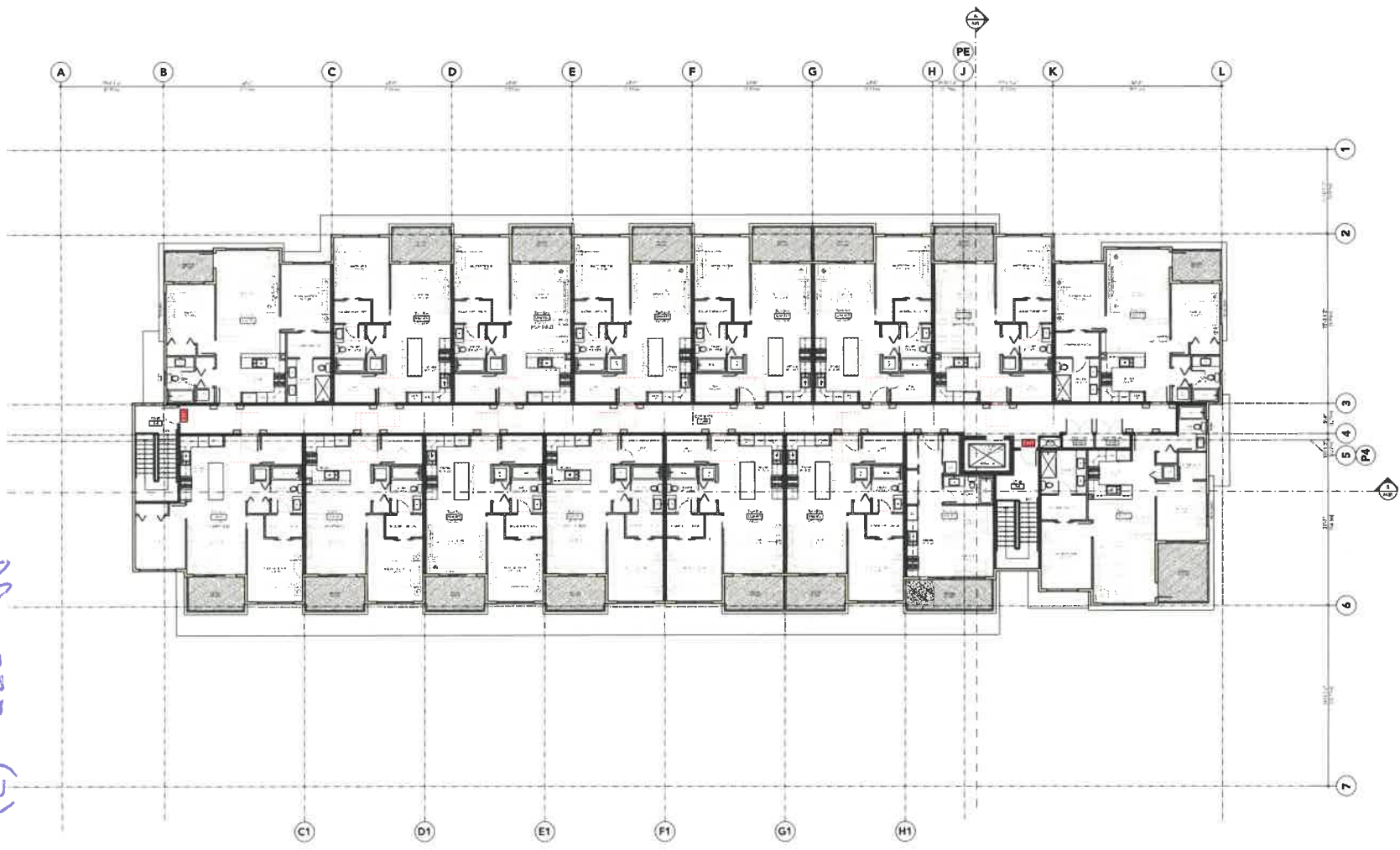
sheet date:
03/25/2018



Level 3 Floor Plan
Scale: 1:100



DP000333 (7)



Level 4 Floor Plan
Scale: 1:100



revisions:		
no.	date	description

issues:
2017-10-24 Issue 1 for Recording/CP
2019-03-15 Referred for Recording/CP

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Burrowes Huggins Architects

Suite 101-1011-1012, Vancouver, BC
Telephone: 604-754-1100 | Fax: 604-754-1101

project:
Grant Avenue
PROPOSED APARTMENT PROJECT
MICLEAN
Part C - Urban, BC

consultant:

work:

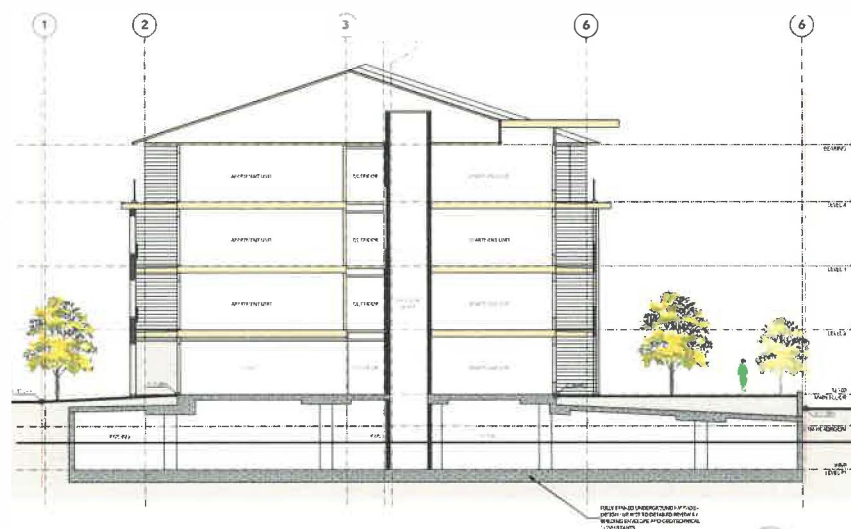
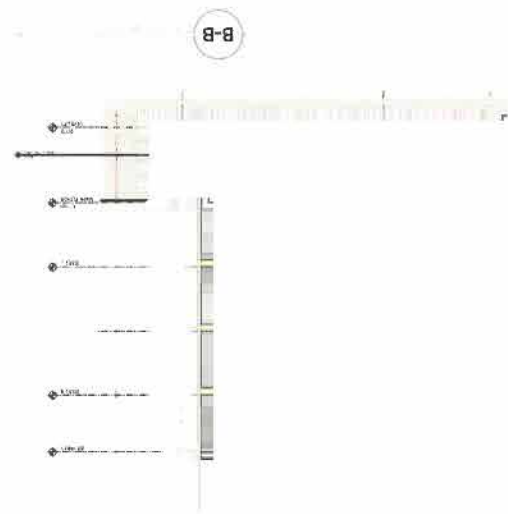
drawn:	PH	date:	August 2017
checked:			
scale:	1:100	project no.:	P-425

sheet title:
Level 4 Floor Plan

sheet no.: **A3.04**

plot no.: **20**

plot date: 11/11/2019 12:35:26 PM



A-A BUILDING SECTION

revision	no.	date	description
1	1	2017-10-24	Issue 1 for Reviewing DP
2	2	2018-03-15	Issue 2 for Reviewing DP

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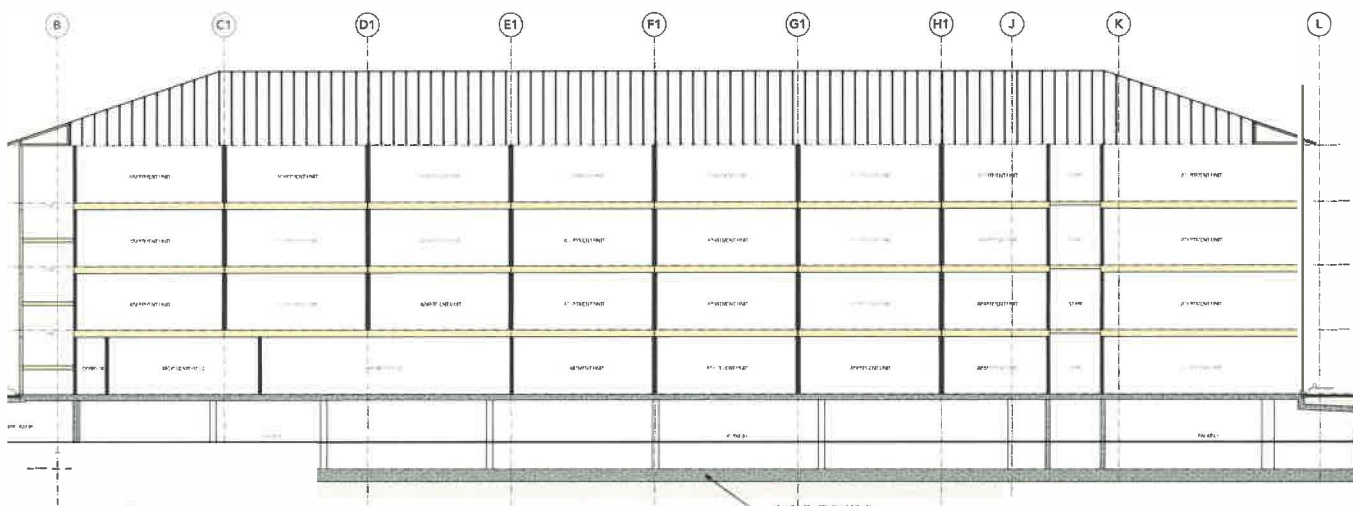


Burrows Huggins Architects

Suite 201, 1400 West 10th Avenue, Vancouver, BC
Tel: 604-681-1111 Fax: 604-681-1112

project:
Grant Avenue
RENOVATION AND RENOVATION
MACLEAN
1000 Granville Street, BC

consultant:



BUILDING SECTION
Scale: 1:100

drawn	PH
checked	
scale	1:100
project no.	P-435
sheet title	Building Sections

sheet no.: **A4.01**

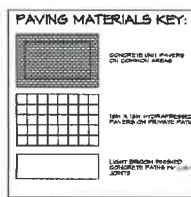
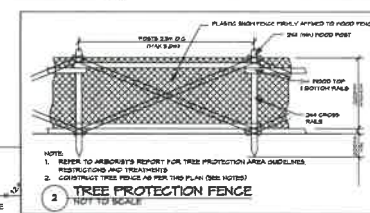
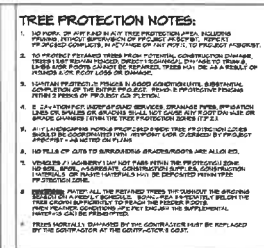


SHRUBS, WEDGES, FERNALS & GROUND COVERS	PLANT NAME	PLANT NAME	PLANT NAME	PLANT NAME
1	1. <i>Asplenium adnigrum</i>	2. <i>Asplenium adnigrum</i>	3. <i>Asplenium adnigrum</i>	4. <i>Asplenium adnigrum</i>
2	5. <i>Asplenium adnigrum</i>	6. <i>Asplenium adnigrum</i>	7. <i>Asplenium adnigrum</i>	8. <i>Asplenium adnigrum</i>
3	9. <i>Asplenium adnigrum</i>	10. <i>Asplenium adnigrum</i>	11. <i>Asplenium adnigrum</i>	12. <i>Asplenium adnigrum</i>
4	13. <i>Asplenium adnigrum</i>	14. <i>Asplenium adnigrum</i>	15. <i>Asplenium adnigrum</i>	16. <i>Asplenium adnigrum</i>
5	17. <i>Asplenium adnigrum</i>	18. <i>Asplenium adnigrum</i>	19. <i>Asplenium adnigrum</i>	20. <i>Asplenium adnigrum</i>
6	21. <i>Asplenium adnigrum</i>	22. <i>Asplenium adnigrum</i>	23. <i>Asplenium adnigrum</i>	24. <i>Asplenium adnigrum</i>
7	25. <i>Asplenium adnigrum</i>	26. <i>Asplenium adnigrum</i>	27. <i>Asplenium adnigrum</i>	28. <i>Asplenium adnigrum</i>
8	29. <i>Asplenium adnigrum</i>	30. <i>Asplenium adnigrum</i>	31. <i>Asplenium adnigrum</i>	32. <i>Asplenium adnigrum</i>
9	33. <i>Asplenium adnigrum</i>	34. <i>Asplenium adnigrum</i>	35. <i>Asplenium adnigrum</i>	36. <i>Asplenium adnigrum</i>
10	37. <i>Asplenium adnigrum</i>	38. <i>Asplenium adnigrum</i>	39. <i>Asplenium adnigrum</i>	40. <i>Asplenium adnigrum</i>
11	41. <i>Asplenium adnigrum</i>	42. <i>Asplenium adnigrum</i>	43. <i>Asplenium adnigrum</i>	44. <i>Asplenium adnigrum</i>
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13	49. <i>Asplenium adnigrum</i>	50. <i>Asplenium adnigrum</i>	51. <i>Asplenium adnigrum</i>	52. <i>Asplenium adnigrum</i>
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15	57. <i>Asplenium adnigrum</i>	58. <i>Asplenium adnigrum</i>	59. <i>Asplenium adnigrum</i>	60. <i>Asplenium adnigrum</i>
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19	73. <i>Asplenium adnigrum</i>	74. <i>Asplenium adnigrum</i>	75. <i>Asplenium adnigrum</i>	76. <i>Asplenium adnigrum</i>
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25	97. <i>Asplenium adnigrum</i>	98. <i>Asplenium adnigrum</i>	99. <i>Asplenium adnigrum</i>	100. <i>Asplenium adnigrum</i>

ANOTHER LIST OF PLANTS FOR THE GARDEN. THE PLANTS ARE LISTED IN THE ORDER IN WHICH THEY SHOULD BE PLANTED. THE PLANTS ARE LISTED IN THE ORDER IN WHICH THEY SHOULD BE PLANTED.

Refer to the appendix for this list.

See the appendix for this list.



Schedule A

Energy Conservation:

Conservation Measure	Verification Method
Building designed to meet or exceed Step 3 of the BC Energy Step Code	BP stage; staff review of BP submission
Flat roofs are to be light in colour to reduce heat absorption and heat build-up	BP stage; staff review of BP submission
Windows will be sized and located to increase opportunities for natural ventilation and distribute natural daylight into interior spaces	DP and BP stage; staff review of building plans

Water conservation:

Conservation Measure	Verification Method
High-efficiency irrigation system with rain sensors will be installed	DP and BP stage; staff review of landscape drawing, site inspection by Landscape architect and City Arbourist
Low flow plumbing fixtures will be installed	BP stage; staff review of BP submission

GHG Reduction:

Conservation Measure	Verification Method
Products with low volatile organic compound off-gassing potential will be used where possible.	BP stage; written confirmation by Architect
A waste management plan will be followed during construction to divert materials for the landfill	BP stage; written confirmation by Architect
Adequate storage space for garbage, recycling and organic materials shall be provided in easily accessible, secure locations	DP and BP stage; staff review of building plans
Prewiring for electric vehicle charging for a minimum of 1 outlet box per 4 vehicles	BP stage; written confirmation by Architect along with staff review of BP submission

per OCP Sec. 9.11 Environmental Conservation DPA designation

Community Cultural Development Investment Program – Spring Intake, 2019

RECOMMENDATIONS:

That Committee of Council recommend that Council approve the transfer of \$20,000 from the Self-Help Matching Grant budget to the Community Cultural Development Investment Program; and

That Committee of Council recommend that Council approve the following Community Cultural Development applications:

- 1) Project Category:
 - Art Focus - \$2,500;
 - Polenez Polish-Canadian Dance Society - \$2,000;
 - Theatrix - \$4,800; and,
 - Tri-City School of Music - \$4,000.
- 2) Development Category (Community, Professional Individual and Capacity Building):
 - Jessica Nelson - \$1,000;
 - Felice Choir - \$1,500;
 - Tri-City School of Music - \$1,200; and,
 - Theatrix - \$5,000.

PREVIOUS COUNCIL/COMMITTEE ACTION

Council has awarded Community Cultural Development Investment Program grants annually since 2004.

REPORT SUMMARY

An Evaluation Committee comprised of Recreation, Communications and Finance staff has ranked applications for grants from the Community Cultural Development (CCD) Investment Program based on budget, community support, benefit to the community, ability to deliver the project, and project design. The Evaluation Committee recommends awarding eight grants, including four in the Project Category and four in the Development Category as summarized in this report. This report further recommends that this program's funding be increased by transferring unspent budget from the Self-Help Matching Grant Program to respond to the growing number of deserving applicants requesting grants for qualified arts, culture and heritage projects.

BACKGROUND

The Community Cultural Development (CCD) Investment Program encourages and supports the development of arts, heritage and cultural activities in Port Coquitlam. It was developed in

Community Cultural Development Investment Program – Spring Intake, 2019

consultation with the community during the creation of the 2001 Cultural Plan and Policy and is designed to provide financial resources for this purpose.

The Community Cultural Development Investment Program includes three categories:

- Project (April 30 and September 30 deadlines): up to \$5,000 for not-for-profit organizations applying for arts, culture, heritage projects and events.
- Development (April 30 and September 30 deadlines):
 - Professional Individual Program – up to \$1,000 for an individual's professional development;
 - Community Initiative Program – up to \$2,500 for new arts, culture and heritage groups, collectives or individuals who do not have not-for-profit status but have projects that serve the community; and,
 - Capacity Building Program – up to \$5,000 for strategic development of not-for-profit organizations.
- Operating (April 30 deadline) – up to \$20,000 per year for a three-year term for overall operating costs of well-established non-profit organizations.

The total annual budget for the CCD Investment Program is \$45,000 with \$25,000 allocated to the Project and Development Categories and \$20,000 allocated to the Operating Category.

The grant program application forms were updated in January 2018 to integrate festivals and align with *Imagine Port Coquitlam*, the City's Cultural Plan, launched in 2016. The City received a total of eight applications in the Project and Development Categories for this intake (2019 spring) but did not receive any applications for the Operating category. Port Coquitlam Heritage and Cultural Society were awarded a \$20,000 Operating grant in 2017 for a three year term.

On April 18, 2017, the Budget and Infrastructure Committee approved the Festival Development Work Plan (one-time funding) and awarded an additional \$20,000 to the CCD Investment Program to encourage and support festivals and events taking place in the City. With the growing number of cultural festivals and projects taking place in the City, this one-time funding was fully dispersed in 2018.

Since 2018, a free grant-writing information session has been offered prior to each application intake to provide an overview of the process for potential applicants and offer tips on completing successful applications. This has contributed to a 50% increase in the number of successful applications.

DISCUSSION

The Evaluation Committee reviewed all of the applications using a checklist and score sheet based on program criteria that is clearly outlined in the application package for each grant category. The eight applications recommended for funding successfully meet all of the criteria.

Community Cultural Development Investment Program – Spring Intake, 2019

The application summary below provides a brief description of the application, amount requested and recommended grant award. The table includes both the amount that would be recommended if the transfer of unspent funds is approved by Council and the amount if limited to the available funding, as discussed below.

Project Category

Applicant	Application Description	Request	Recommended Grant with transfer	Recommended Grant without transfer
Art Focus Artist's Association	Art Focus was founded in 1993 and has a mandate of promoting visual arts in Port Coquitlam. Funding would support two art shows, eight free instructional demonstrations by professional artists and community engagement art activities including Hyde Creek Salmon Festival, Port Coquitlam Farmers Market and Rivers & Trails Festival.	\$2,500	\$2,500	\$1,500
Polenez Polish-Canadian Dance Society	The Polish Folk Dance Group, Polonez was founded in 1989 and has showcased their work in Europe, the US and Canada. This application is for their 30 th Anniversary Gala, celebrating dance, music and poetry at the Terry Fox Theatre on November 24 th , 2019.	\$5000	\$2,500	\$2,000
Theatrix	Theatrix is a not-for-profit youth theatre group based in the lower mainland with popular programming in Port Coquitlam and surrounding areas. Funding would be used to upgrade their website in order to provide high quality customer service, online registration and online presence. If funding is approved, this project will have a positive impact on the organization and community.	\$5,000	\$4,800	0
Tri-City School of Music	Tri-City School of Music has been operating in the City of Port Coquitlam since 2013 offering musical education and performance opportunities. Funding would be used to subsidize and expand the <i>Songbirds Choir</i> , an accessible	\$5,000	\$4,000	\$3,500

Community Cultural Development Investment Program – Spring Intake, 2019

Applicant	Application Description	Request	Recommended Grant with transfer	Recommended Grant without transfer
	choral program for children that rehearses regularly in the Michael Wright Art Gallery. The expansion would include the addition of an intermediate level performance choir under the direction of accomplished choir director, Risa Takahashi. Without this project grant, the program may not be affordable for many families.			

Development Category – Professional Individual

Applicant	Professional Development	Request	Recommended Grant with transfer	Recommended Grant without transfer
Jessica Nelson	Jessica Nelson is an award winning theatre professional with a Masters in Fine Arts from UBC. This application is to partially fund Jessica's Artist Residency, September 3 – December 21, 2019 at Leigh Square. The residency will include free theatre workshops, sharing of stories and the development of a script inspired by her Grandmother's story as well as local women's stories. Jessica has also applied for Canada Council and BC Arts Council grants to assist with the development of this initiative.		\$1,000	\$1,000

Development Category – Community Initiative

Applicant	Community Initiative	Request	Recommended Grant with transfer	Recommended Grant without transfer
Felice Choir	Felice Choir is a culturally diverse choir that has been practicing in the Michael Wright Art Gallery for the past nine years. This application is for their annual	\$2,500	\$1,500	\$1500

Community Cultural Development Investment Program – Spring Intake, 2019

Applicant	Community Initiative	Request	Recommended Grant with transfer	Recommended Grant without transfer
	concert at the Terry Fox Theatre which took place on May 30, 2019. This project is eligible as the applicant applied for funding prior to the event taking place.			
Tri-City School of Music	This application is to offer a free outdoor performance featuring the <i>Songbirds Choir</i> at Leigh Square Outdoor Performance Stage in June 2020. The funding would provide a grand piano as well as professional sound equipment and sound technician. If funding is available, this project will provide the children with a performing opportunity which will animate Leigh Square.	\$2,500	\$1,200	0

Development Category – Capacity Building

Applicant	Capacity Building Initiative	Request	Recommended Grant with transfer	Recommended Grant without transfer
Theatrix	Funding to support stage two of a succession plan. Stage one included hiring a new Artistic Director and providing the necessary training on day-to-day operations including programming, marketing and registration systems. Stage two includes operational and financial training to take place between July 2019 and June 2020.	\$5,000	\$5,000	\$3,000

FUNDING

Community Cultural Development Investment Program – Spring Intake, 2019

The total annual budget for the CCD Investment Program is \$45,000 with \$25,000 allocated to the Project and Development Categories and \$20,000 allocated to the Operating Category. Port Coquitlam Heritage and Cultural Society were awarded a \$20,000 Operating Category grant in 2017 for a three year term to disperse \$20,000 in 2017, 2018 and 2019. Half of the Project and Development Category, \$12,500, is available for the spring intake. The total amount of funding requested by applicants is \$28,500. The Evaluation Committee recommends funding \$22,500 towards the spring intake which would be possible if Committee approves the transfer of \$20,000 from the Self-Help Matching Grant budget. This budget has a substantial amount of unspent funding, as described below. If Committee approves this transfer, half of the additional budget would be dispersed to fund the current intake and the remaining budget held for the fall intake, resulting in the total amount of \$22,500 to be dispersed in this intake.

A review of awards granted over the past 17 years indicates that the number of applications and awards for the Self-Help Matching Grant Program has declined, and notably so over the past four years, while the number of applications and requests for the Community Cultural Development Investment Program has increased over the past three years.

Self-Help Matching Grant Program (*Annual Budget Increased to \$40,000)

Year	# Awarded	\$ Awarded	Year	# Awarded	\$ Awarded
2002	1	\$10,000	2011	4	\$20,000
2003	3	\$10,000	2012	4	\$20,000
2004	5	\$20,000	2013	4	\$20,000
2005	4	\$20,000	*2014	5	\$26,425
2006	2	\$20,000	*2015	3	\$30,000
2007	4	\$20,000	*2016	3	\$6,717
2008	3	\$17,000	*2017	2	\$15,000
2009	5	\$20,000	*2018	3	\$21,150
2010	5	\$20,000			

Community Cultural Development Investment Program – Spring Intake, 2019

Community Cultural Development Investment Grant Program


Year	# Awarded	\$ Awarded	Year	# Awarded	\$ Awarded
2004	13	\$27,500	2012	5	\$29,000
2005	10	\$49,997	2013	12	\$31,795
2006	6	\$40,500	2014	1	\$2,500
2007	5	\$30,500	2015	5	\$31,072
2008	2	\$22,500	2016	4	\$35,000
2009	7	\$31,100	2017	8	\$39,000
2010	6	\$31,100	2018	14	\$49,810
2011	9	\$33,900			

As notes, the 2019 approved budget allocation for the Community Cultural Investment Grant Program's Project and Development Categories is \$25,000. If Council approves transferring the \$20,000 from the Self-Help Matching fund to CCD in order to increase the available funding for community initiatives, it would be in position to award the total recommended grants for this spring intake in the amount of \$22,550. This would leave \$22,500 for the fall intake as shown below.

2019 CCD Grant Annual Funding - Project & Development Categories	\$25,000
2019 Self-Help Matching Grant - if Committee Recommends Transferring	\$20,000
Total Funding for 2019	\$45,000
2019 CCD Grant Spring Intake Recommended Funding	-\$22,500
Total Funding Available for the CCD Grant Fall Intake	\$22,500

OPTIONS

(Check = Staff Recommendation)

#	Description
1 	Approve the transfer of \$20,000 from the Self-Help Matching Grant budget to the Community Cultural Development Investment Program and recommend Council fund each organization for the amount, as recommended by the Evaluation Committee.
2	Not approve the transfer of \$20,000 from the Self-Help Matching Grant budget to the Community Cultural Development Investment Program and recommend Council fund each organization for the amount recommended by the committee without the transfer.

Community Cultural Development Investment Program – Spring Intake, 2019

3	Fund each or selected organizations an amount as determined by Committee.
3	Do not fund any of the organizations that requested financial support.

Contributing author(s): Carrie Nimmo

RECOMMENDATION:

That Committee of Council recommend that Council approve funding for the following Self-Help Matching Grant Program applications:

1. \$2,163 to Port Coquitlam Heritage and Cultural Society;
2. \$2,016 to Ducks Volleyball Club; and,
3. \$5,000 to Kinsmen Club of Port Coquitlam.

PREVIOUS COUNCIL/COMMITTEE ACTION

The City's Self-Help Matching Grant Program was established in 2002. The maximum total grant amount for each year is approved during the annual budget process. The total amount approved by Council during the 2018 budget deliberations for 2019 was \$40,000.

REPORT SUMMARY

Since the implementation of this Program in 2002, 36 different groups have received grants to fund a wide scope of capital projects with more than \$1,679,000 value of community work being completed (not including the \$19,058 value of 2019 recommended projects). For 2019, a total of three applications were received in the annual intake and the Review Committee recommends that all three organizations be awarded grants: The Port Coquitlam Heritage and Cultural Society, Ducks Volleyball Club and the Kinsmen Club of Port Coquitlam.

BACKGROUND

The Self-Help Matching Grant Program (see Attachment #1) is designed to encourage projects which directly benefit the community. This Grant Program contributes up to 50% of the total cost of a project, to a maximum of \$10,000 per applicant per year. A thorough and consistent review process is applied to all project submissions to ensure the best value/community need is considered for the available funding.

The application approval process is as follows:

1. All eligible applications are reviewed by the Review Committee based on set criteria.
2. The Review Committee forward recommendations to the Committee of Council for endorsement. Prior to 2019, recommendations were forwarded to the Healthy Community Committee for endorsement.
3. The Committee of Council forwards its recommendation to Council for approval.

At the December 9, 2013 Finance and Intergovernmental Committee meeting, a recommendation was passed to increase the funding from \$20,000 to \$40,000. This increase was to allow more

Self-Help Matching Grant Program, 2019

community groups to receive funding which would increase the total value invested in Port Coquitlam communities. After reviewing the grants awarded between 2014 and 2018, staff found that the increased funding has not been fully utilized. Since the Community Cultural Development (CCD) Investment Grant Program was revised in 2018, and marketed to potential applicants, the number of requests to the CCD Investment Program has increased substantially. In the CCD Spring Intake Report, staff are requesting that Committee consider moving the unspent \$20,000 from the Self Help Matching Grant Budget to the CCD Investment Grant Program.

DISCUSSION

There is one annual intake for the Self-Help Matching Grant. In 2019, the Review Committee, consisting of two staff from the Recreation Department and one staff from the Parks Division of the Engineering and Public Works Department, evaluated the three submissions that were received based on criteria documented in the application form (shown in Attachment #2). The criteria is designed to ensure projects submitted demonstrate they have matching funds, community support, are cost effective and have a realistic budget, fundraising plan and timeline.

The recommendations of the Review Committee are:

Port Coquitlam Heritage and Cultural Society - Approve

\$2,163 Request (Value of Project - \$4,326)

This request is for funding to purchase equipment to digitize archival documents. The Society's mandate is to preserve and protect Port Coquitlam's history and archival documents. It aims to accomplish this by scanning and digitizing all archival documents, photos, maps, slides and then making these materials accessible online.

The Society's current flatbed scanner, which is over 10 years old, only accommodates material that is smaller than a standard letter size. The addition of a large scale scanner has the capacity to scan high resolution large scale documents.

The Society was successful in receiving funding for two full-time Canada Summer Job positions and has hired two employees to spend 15 hours per week scanning 300 slides, 100 oversized photos and more than 1,000 documents. Once scanned, the documents can be uploaded to an online database of artifacts, documents, photographs and library books, utilized by over 9,000 museums.

The Review Committee recommends funding this request of \$2,163.

2019 is the first year this organization has applied for a Self-Help Matching Grant.

Self-Help Matching Grant Program, 2019

Ducks Volleyball Club - Approve

\$2,016 Request (Value of Project - \$4,032)

This request is for funding to purchase 50 Mikasa competition volleyballs for the teams that will be competing at the National Volleyball Championships.

The Review Committee recommends funding this request of \$2,016.

This is the second time this organization would be awarded a Self-Help Matching Grant. The first award was in 2016 for \$1,653 toward the purchase of 48 Tachikara competition volleyballs.

Kinsmen Club of Port Coquitlam - Approve

\$5,000 Request (Value of Project - \$10,700)

This request is to upgrade the kitchen facilities in the Kinsmen Hall which is in desperate need of replacement as they have not been updated or renovated since the facility was built thirty years ago. Currently, approximately 10,000 residents use this facility each year, including groups such as Alcoholics Anonymous, Soroptimists Club, a church group as well private bookings for socials, and weddings.

The Review Committee recommends funding this request of \$5,000.

This is the fourth time this organization would be awarded a Self-Help Matching Grant. The first award was in 2006 for \$10,000 toward energy efficiency upgrades; the second was in 2011 for \$6,000 in roof repairs and the third was in 2013 for \$3,000 to upgrade their washroom facilities.

In accordance with the Program's guidelines, 75% of the grant amount will be paid at the beginning of the project. Upon completion and submission of a final report, the remaining 25% of the grant will be dispersed.


FINANCIAL IMPLICATIONS

For an investment of \$9,179 this year, the City (community) will receive a total of approximately \$19,058 in value of work. Since the inception of this Program, the City has invested \$316,000 and a total of \$1,679,000 in value of work has been completed in the community by 36 different organizations (not including the 2019 applicants). Staff are making a recommendation in the Community Cultural Development Investment Program – Spring Intake Report that \$20,000 of the unspent budget be transferred to the CCD Investment Program since the later funding stream is oversubscribed.

Self-Help Matching Grant Program, 2019

OPTIONS

(Check = Staff Recommendation)

#	Description
1 	Committee of Council recommend that Council approve the funding for each organization as recommended by the Review Committee.
2	Fund an alternative combination of applications.
3	Deny funding for all organizations that requested financial support.

ATTACHMENTS

Attachment #1: 2019 Self Help Matching Grant Program

Attachment #2: Assessment Criteria

Attachment #3: Summary of 2019 Applicants

Contributing author: Carrie Nimmo



C I T Y O F
PORT
COQUITLAM

SELF - HELP MATCHING GRANT PROGRAM

“Working Together to Make PoCo Better”



PROGRAM PURPOSE

The Program is designed to encourage projects, which will be in concurrence with the vision and objective areas in the City's Strategic Plan. The Program allows individuals and organizations to request funding for projects which involve new construction, renovation or expansion of community facilities or spaces such as sports fields, parks, environmental habitat, community recreation, indoor sports area, arts and culture, streetscapes, etc.

DEFINITIONS

Public Benefit	Socially worthwhile projects that primarily provide a mixed benefit(s)/access to the community.
Mixed Benefit	These are projects whereby both the organization and the community as a whole receive direct identifiable benefits.

PROGRAM OVERVIEW

- The Program will contribute up to 50% of the total cost of a project to a maximum of \$10,000 subject to the budgeted allocation amount approved by City Council on an annual basis.
- The minimum acceptable request will be \$1,000 (50% of a \$2,000 project).
- Approved funds will be forwarded in two phases – 75% at the start of the project and 25% when the project is completed and a final report submitted.
- Only Port Coquitlam based organizations are eligible to apply for funding.
- Organizations that are applying for design, construction of new and renovated play spaces in Port Coquitlam must adhere to the City's Corporate Accessible Play Spaces Policy.
- All projects must occur within Port Coquitlam and the benefiting parties must be more than 50% Port Coquitlam residents.
- Organizations requesting funding must have sufficient funds in place to proceed with the project.
- Projects will not be funded retroactively.
- A Review Committee will evaluate all applications on the basis of the Program's eligibility criteria. The Committee will consist of four staff members from the City of Port Coquitlam, depending on the nature of applications being submitted.
- Committee of Council will review funding as submitted by the Review Committee and will forward endorsed projects for allocation of funds to City Council for approval.
- The City will designate a staff person as project liaison for each project that is approved for a Grant.
- All approved projects must be completed within eighteen (18) months from the date of approval and as required, on a per project basis upon completion will be inspected by the City for any deficiencies. A final report must be submitted by all project organizers within two months following the final inspection. If a project is not completed, the project organizers will not be eligible for additional Self-Help Matching Grant funds and will not be forwarded the final 25% of funding support.
- **Project submission deadline: April 1st**



PROGRAM ELIGIBILITY

The Self-Help Matching Grant Program is available to Port Coquitlam based organizations including but not restricted to community/social groups, service clubs, parent/teacher groups, sport groups, cultural organizations, environmental groups and school councils.

Projects which involve construction, renovation and/or expansion of facilities for social, environmental, heritage, recreation, sports, beautification and art or culture purposes, etc. and which occur on public property within the City of Port Coquitlam for public benefit are eligible for funding through this Program.

Unless otherwise stated and mutually agreed to for the purpose of this Program, if the project is conducted on City land, within a City facility or facility/land leased to a non-profit organization (eg. Kinsmen Hall, Women's Centre at the dissolvent) the assets will revert back to the City of Port Coquitlam.

SELECTION CRITERIA / APPROVAL PROCESS

Recommended projects will be submitted to Committee of Council for endorsement and onto Council for final approval.

All applications will be reviewed for eligibility by a City Staff Review Committee according to the requirements listed above. Each eligible application will then be assessed according to the following criteria:

Matching Dollar Value (up to 10 points):

Points are awarded if the total project value exceeds the minimum required (eg. double the amount of the grant request). If the total project value meets but does not exceed, the minimum zero points are awarded (eg. \$1,000 grant submission for a \$2,000 project value). For each 20% of the total project value that is in excess of the minimum amount, two points are awarded.

Example: A community group submits a \$1,000 grant application for a project. If the proposed project total value is \$2,400, this is \$400 more than the minimum matching dollar value of \$2,000 – 20% of \$2,000 is \$400; therefore, two points would be awarded.

Participation and Collaboration (up to 30 points):

The project involves broad community participation (up to 20 points):

- The maximum 20 points would be awarded to projects that demonstrate broad active community participation in selection, planning and implementation of the project. The level of participation required will be directly related to the scope of the project selected. Zero points should be awarded to projects which show little evidence of community support or involvement in the planning and proposed implementation of the project.



The application is supported by and is a collaboration of several organizations (up to 10 points):

- Applications that involve commitments from several organizations (a minimum of two or more) such as other community organizations, schools, churches and businesses would receive 10 points. Applications without involvement of additional partners receive zero points.

Project Impact/Need (up to 20 points):

Projects addressing a community need or problem that identifiable public benefit(s) would receive the maximum points. Applications that do not address a documented need or clearly indicate a public benefit would receive zero points. Points may be scored according to how well the need for the project is documented.

Project Design (up to 40 points):

The proposed project is cost effective, well planned and ready for implementation (up to 25 points):

- Maximum points would be awarded to projects, which are carefully planned and ready for implementation once a grant is awarded. Such projects have clearly articulated goals, a specified timeframe for accomplishment of tasks, and show evidence that the application organization has the capacity to follow through. Fewer points will be awarded to projects whose goals and timetables are vague and fail to demonstrate the capacity to complete the project.

The project's budget is a reasonable projection of the expenses and revenues (up to 15 points):

- Maximum points would be awarded to projects with budgets that provide a detailed, line-by-line breakdown of projected expenses and revenues and have obtained the information from a reliable source (contractor's estimate, price quotes, etc.). Fewer points would be awarded to projects with non-specific, incomplete or undocumented budgets.

Other Program Criteria Considerations

Projects that duplicate existing facilities or services presently available to members of the community must indicate how it will compliment or be of added benefit to the community.

Applications may be submitted for projects which are phased in over a number of years; however, an organization may only have one approved Self-Help Matching Grant at a time.

If a project from a previously approved Self-Help Matching Grant has not been completed, the organization is not eligible to apply for a second grant until the outstanding project is completed and a final report has been submitted.

Organizations, which have the ability to complete the project without the grant, will be assigned a lower priority. For example, if an organization has an unallocated surplus of approximately \$10,000 or more, the financial need of the organization is considered to be low.

Program funds may not be used to purchase consumable program supplies or equipment (eg. balls, uniforms, costumes, volleyball nets or food).



Projects that do not conform to zoning or City regulations will not be approved.

FINANCIAL REQUIREMENTS

The applicant's financial contribution must be in place prior to applying for the Grant. A certified bank statement must be attached to the application to verify that the applicant has sufficient funds in place to fulfill their portion of the total project value.

The applicant's contributions cannot include funds from any other City source.

Donations or gift in-kind may be included as part of the applicant's contribution to the project. Written confirmation and verification of the value of these donations must be included with the application.

A value assigned to the volunteer labour utilized during the construction or installation of the project may be used as part of the applicant's financial contribution. For grant submissions, volunteer labour costs should be calculated at \$28 per hour (based on the 2015 City of Port Coquitlam's operations maintenance worker rate).

EVALUATION PROCESS

All applications must be post marked on or before **April 1st**.

Late applications will not be accepted.

Applications will be assessed in detail on the basis of the Program's eligibility criteria previously outlined in this document.

Technical aspects of the applications will be reviewed by appropriate City Departments to ensure that the development plan is in accordance with City policies and regulations.

The Review Committee will assess all eligible applications and make recommendations to Committee of Council regarding which projects should be endorsed.

Applicants may attend a Committee of Council meeting to speak in support of their application. Eligible projects endorsed by the Committee of Council will be forwarded to City Council for approval.

The decision of Council is final. Applicants will be notified in writing of Council's decision by the end of June each year.



SUBMISSION OF APPLICATION

Submit **one (1) colour PDF** to: recreation@portcoquitlam.ca or **three (3) colour hard copies** to:

*Self-Help Matching Grant Program, c/o City of Port Coquitlam
#1100 – 2253 Leigh Square, Port Coquitlam, BC V3C 3B8*

Applications **must** be received in the Recreation Department by **April 1st**.

REQUIRED DOCUMENTATION

Each application must include all of the following information:

- A detailed written description of the project. Please answer all of the questions on pages 8-10.
- Applications must include letters of support from the groups and area residents who will be affected by the project. This may include the School District, Parent Teacher Associations, neighbourhood residents, etc.
- Depending on the project, each applicant may be required to organize an information campaign or host a public meeting to provide information to area residents, collect public input and document community reaction to the project.
- Applicants must provide all of the required financial information.
- Applications must include a letter of approval from the property owner (also required for projects on City of Port Coquitlam or school property).
- The costs associated with ongoing maintenance of a proposed project must be identified within each organization. The organization or agency responsible for the ongoing maintenance of the project must also be identified.
- As applicable, applicants are responsible for providing a site plan/design services as part of the original submission, as required. The City of Port Coquitlam recommends that professional design services be secured for complex projects.
- The costs associated with the design work may be included as part of the organization's contribution to the project. The City of Port Coquitlam does not provide design services.
- All play equipment and site materials must meet CSA approved standards and the manufacturer's warranty must be attached to the application.
- Please include a copy of the "design detail drawing (or shop drawings) and specifications" for all site furnishings including benches, garbage cans, light standards, etc.



PROJECT IMPLEMENTATION

The Recreation Department will designate a Liaison Coordinator. The role of the Liaison staff person will be to assist the project organizers by facilitating, as required, the program/project process.

Major Project Detail Requirements

For major projects only and to ensure that construction/installation work is undertaken in a timely fashion, a project schedule listing dates and type of work to be completed must be forwarded to the Liaison Coordinator at least two weeks in advance of construction. If required, an on-site visit will be arranged which will include the applicant's representative and appropriate technical staff from the City. The project funds will not be released until this initial site inspection has occurred and the construction schedule has been approved by the City. All projects will be required to obtain all necessary permits and to comply with City/Provincial/Federal regulations.

In those cases where the project is located on school property, a representative from School District #43 should also be in attendance. The Liaison Coordinator should be contacted directly if any problems arise during the project.

Upon completion of the project, each organization will be required to contact the Liaison Coordinator to request a final inspection. The Liaison Coordinator person will arrange a site review with the applicant, the appropriate City technical staff and if required, a representative from any other stakeholder in the project. A list of deficiencies to be corrected will be documented at this meeting, and distributed to all parties.

FOLLOW-UP REPORT

The final report is due two (2) months after the project has been completed. The final report **must** include financial documentation (cancelled cheques, invoices, pictures of the final project/product, etc.) to verify the expenditures supported by the Program. An organization/individual cannot apply for any other City grant program, with an outstanding final report due for any City grant program. For your convenience, a sample budget sheet has been included in this application package.



Self-Help Matching Grant Application Form

Please submit **one (1) colour PDF** or **three (3) colour hard copies** of the completed application package. Pages 8 to 10 plus applicable supporting documentation as outlined on page 10.

Please print or type the following information:

1. Name of organization: _____
2. Contact person: _____ Position: _____
Mailing Address: _____ Postal Code: _____
Telephone Number: (day) _____ (fax) _____
E-mail Address: _____
Alternate Contact: _____
Mailing Address: _____ Postal Code: _____
Telephone Number: (day) _____ (fax) _____
E-mail Address: _____
3. Is your organization a registered non-profit or charitable community organization?

4. What is the name of the project? _____
5. Total (estimated) cost of the proposed project? \$ _____
6. Funding request: (50% of the total cost of the project to \$10,000 max.) \$ _____
7. Location of project: _____
8. Total of all bank accounts, term deposits, etc. \$ _____

Please provide an explanation if your organization has over \$10,000 in unallocated funds:

**SAMPLE BUDGET SHEET**

Name of Organization: _____

REVENUE	
Organization's Financial Contribution	
Volunteer Labour (_____ hours x \$20.62/hour) = <i>2018 Living Wage Rate</i>	
Financial Contribution of Other Partners (please specify)	
Donations of Material or Supplies (please specify)	
School Board Contribution (if applicable)	
Total Contribution of Applicant	
Sub-total	
Self-Help Matching Grant Program Request	
Other Revenue Sources	
TOTAL REVENUE	
EXPENSES	
Purchased Materials and Supplies	
Equipment Rentals	
Professional Fees and Costs	
Cost of pea stone and pressure treated timber for border, as per City's specification where a resilient surface is required (eg. under a play structure).	
Transportation Costs and Shipping	
Other Purchases (provide details)	
TOTAL ESTIMATED EXPENSES	



DOCUMENTATION CHECKLIST

- Have you provided a detailed description of the project budget? _____
- Have you enclosed a copy of the bank statement/financial statement to verify funds are in place to match the amount requested through the Program and/or total unallocated surplus funds of \$10,000 or more? _____
- Have you attached a detailed description of the project including specific technical information on the construction? _____
 - Are there other partners involved in the project collaboration? _____
 - What are the objectives of this project? _____
 - Who will use this project? _____
 - How does this project benefit/impact the community? _____
 - How many people will be affected by this project? Why is it necessary? What community need is being met? _____
 - When completed, will the project require funding for on-going operating for maintenance costs? If so, who will provide these funds? _____
- If required, have you included the detailed design or shop specifications for the item or piece of equipment included in your project proposal? _____
- If required, have you included playground equipment warranties and indicated that it meets with C.S.A. standards? _____
- If required, do you have a detailed site plan, which provides of all the information requested? _____
- Did you attach a written confirmation of gifts in-kind? _____
- Do you have a letter from the property owner approving the project? _____
- Do you have letters of support from the citizens or area residents affected by the project? _____
- Did you attach any other applicable or required documents/permits? _____

If your application package does not include **all** of the applicable information required to your specific project request, it may be denied.

We hereby certify that we are the authorized signing official(s) of the applying organization and that this application is accurate to the best of our knowledge.

Signature	Title/Position	Date
-----------	----------------	------

Signature	Title/Position	Date
-----------	----------------	------

Please submit one (1) colour PDF or three (3) colour hard copies of your completed application package.

**SELF-HELP MATCHING GRANT PROGRAM
ASSESSMENT CRITERIA**

<u>Assessment Area</u>	<u>Value</u>
1. Matching Dollar Value (the total project value exceeds the minimum required)	10
2. Broad Community Participation (broad and active neighbourhood/community participation in selection, planning and implementation of the project)	20
3. Collaboration of Several Organizations (commitments from several organizations, such as other community organizations, schools, churches and businesses)	10
4. Addresses a Documented Need/Problem (addresses a need or problem that has been identified in a City report, strategy, master plan or other publicly defined way)	20
5. Cost Effective (carefully planned and ready for implementation once a grant is awarded)	25
6. Reasonable Budget (budgets that provide a detailed, line-by-line breakdown of projected expenses and revenues and have obtained the information from a reliable source)	10
7. Innovative Response to a Problem (a new or creative approach to a problem or issue)	5
Total	100

CITY OF PORT COQUITLAM
Self-Help Matching Grant Application Recommended Summary Form
Year 2019

<i>Name of Organization</i>	<i>Project</i>	<i>Grant Amount Requested</i>	<i>Total Value of the Project (rounded)</i>	<i>Cumulative Staff Ranking / Score (out of 100)</i>	<i>Recommended Grant Value</i>
Port Coquitlam Heritage and Cultural Society	Digitizing Archival Documents	\$2,163	\$4,326	76.00	\$2,163
Ducks Volleyball Club	Competition Volleyballs	\$2,016	\$4,032	71.33	\$2,016
Kinsmen Club of Port Coquitlam	Kitchen Renovations	\$5,000	\$10,700	69.61	\$5,000
TOTAL OF RECOMMENDED FUNDED APPLICATIONS		\$9,179	\$10,058	N/A	\$9,179

RECOMMENDATION:

None.

REPORT SUMMARY

Monthly reports are being provided from the Community Centre Project Team to ensure Committee is updated regularly on the status of the construction project. This report will cover the project status up to the end of May 2019.

BACKGROUND

For this period, the following reports are attached:

Owner's Representative Progress Report #25 – Tango, April 2019.

Owner's Representative Progress Report #26 – Tango, May 2019.

DISCUSSION

During April and May 2019 numerous meetings, co-ordination, procurement, design and construction activities have taken place. Biweekly meetings with representatives from Ventana, Tango and the City have transitioned to focus on occupancy coordination.

The Design-Builder continues with the final completion of Phase 1AB envelope, mechanical and electrical and fit-out of the interior space in preparation for occupancy. Phase 1C concrete structure and underground mechanical is ongoing. The status of work can be summarized as follows:

- **Phase 1A: Rink 2:** Final finishes, refrigeration commissioning and training are ongoing.
- **Phase 1B: Rink 3 and Library:** Final fit-out, finishes and commissioning are ongoing. Skate flooring is near completion.
- **Phase 1C Aquatic and Fitness Centre, All Age and Admin Areas:** Foundation formwork, rebar and concrete placement, suspended slab, mechanical and electrical rough-in and tiling are ongoing. Pool slab preparation has commenced.

Ventana provided an updated schedule dated June 18, 2019. The critical path activities for Phase 1AB are fire alarm installation and verification, and the occupancy process. This schedule forecasts that Phase 1AB will be available for occupancy at the end of the summer and occupancy of 1C for winter 2020. Discussions with Ventana, Tango and City staff are ongoing regarding the construction schedule and coordination of specific activities required for opening Phase 1AB.

April-May Community Centre Update

Tango continues to monitor the schedule very closely, focusing on the critical path activities and any associated risks that may impact substantial performance.

In April and May 2019, City staff continued working on the review of Phase 2 design and the procurement of furniture, fixtures and equipment (FFE) items for Phase 1. FFE packages for library shelving, AV systems, video walls and furniture have been awarded. The RFP for Fitness Equipment closed on June 20.

Key construction activities for June focus on completion of phase 1AB, training for facility staff, commissioning (ensuring all systems function as per design), and fire alarm verification.

Recreation and Library staff have planned two June events to acknowledge the upcoming closure of the Recreation Complex and Library:

- A “Thanks for the Memories” event will be held on Thursday, June 27 at the Terry Fox Library.
- The last Birthday Party and New Members Tea event will be held on June 27. This is a themed Hawaiian party to say “Bon voyage to the old facility and Aloha to the new”. There are 100 registered participants with others on a waitlist.

Based on the information contained in the Monthly Progress Reports #25 and 26, and during this reporting period, Tango believes the Project can be completed by the Substantial Performance Date of October 31, 2021 for the Project Budget of \$132,100,000, provided the current critical path milestone dates can be achieved.

FINANCIAL IMPLICATIONS

Financing for the Community Centre includes an estimated \$52 million in long term debt. The borrowing is approved for the 2019 Municipal Finance Authority fall debt issuance.

A summary of the total project costs expensed as of June 2019 is as follows:

Item	Total Expenses to Date	Original Budget	Revised Budget
Ventana Pre-Contract Work	\$983,000	\$983,000	\$983,000
Ventana Design-Build Contract*	\$66,135,039	\$116,717,000	\$125,055,990**
Project Management	\$1,051,286	\$1,500,000	\$2,222,620
Legal	\$51,559	Incl. above	\$150,000
Furniture, Fixtures and Equipment	\$146,103	\$3,900,000	\$3,770,140
Off-Site Improvements	\$335,283	\$3,000,000	\$TBD***
Onsite works (service fees, etc.)	\$48,711	Incl. in other	\$150,000

April-May Community Centre Update

Communications/Signage	\$12,422	Incl. in other	\$30,000
Total Project	\$68,763,403	\$132,100,000	\$132,100,000

*Prepayment amount of \$5M has been paid as per the contract and is not included in above totals.

**Change order #6, valued at \$55,875 was also approved for additional offsite design services. This pertains to the separate capital project for water and sewer upgrades on Kelly Avenue which are not part of the scope of the project but because they must be completed in conjunction with the construction of the plaza and centre work, it is most efficient to have this work managed and constructed by Ventana and their team. Therefore, it is an increase to the design build contract, but is not included above as it will be charged directly to the water/sewer capital project (as will construction) and does not impact the project's budget.

***The offsite work has now been partially awarded to Ventana, as has additional work related to the separate capital project for water and sewer upgrades on Kelly Avenue as noted above. More information will be provided on the split of this work in future reporting.

PUBLIC CONSULTATION

The following communication activities were undertaken through April and May 2019:

- Ongoing in-person and email communication between staff and facility users on any changes related to programming, parking and general construction activity updates.
- Four mornings per week from 9am-12pm volunteer facility hosts provided program, parking and other updates to patrons at an information desk in the lobby.
- Information boards and information sheets continue to be available at facilities and at City events.
- Bi-weekly update meetings were held involving Recreation Managers, the Library Manager and Ventana Site Supervisors, to share information about weekly construction site and facility activities.
- Signage was posted to ensure patrons were aware of any parking or facility access changes and information continues to be shared with Wilson Centre members and arena user groups. When possible, affected user groups were notified of any short notice parking or access issues due to construction.
- A facility tour and stakeholder meeting was held on May 22, 2019. The next stakeholder meeting is September 25, 2019.

The updated project dashboard, which will be available on the City's website, is included in Tango's April and May monthly reports.

FACILITY OPERATION UPDATES

April-May Community Centre Update

Terry Fox Library

In April 67 programs were offered and a total of 1966 people attended; attendance was slightly higher in April 2018. There were 73 programs offered in May and attendance was 2930. This was a 10% increase in attendance from May 2018.

Arena

April marked the beginning of the final dry floor season at the Port Coquitlam Recreation Complex. The total dry floor hours booked for April 2019 were down by 13% or \$2,453 over the same time period last year. This decrease in hours and rental revenue from 2018 can be attributed to not hosting the Gymnastics BC Championships event.

In May, the total dry floor hours booked was similar to 2018. Several special events including the May Days opening ceremonies, the Poco Events Society Last Dance, the May Day Mini Tyke and the Popstyles Lacrosse tournament were hosted in May.

Children and Preschool

April and May 2019 registered preschool and children program participation was similar to the previous year.

Youth

There was a daily average of 4-5 youth at the drop-in centre throughout April and May. The Friday night youth group continued to be the best attended drop in night with an average of 12-15 youth participating.

Seniors

Wilson Centre participation continues to be higher in drop-in programs than registered programs compared to 2018; April had 90 more visits and May increased by 300. The flip side of this trend is a decrease in registered program participation which was down by approximately 50% from 2018 in both April and May.

Concession

Food services provided primarily for Wilson Seniors during weekdays, have maintained similar revenues for April and May 2019 as the previous year, but evening and weekend concession sales have decreased. The trend for June is showing a similar decrease in sales, which is typical for this time of year, therefore evening concession service will close at the end of June again this year.

Through June and July, a morning Wilson Centre Kitchen program for seniors will be offered from the concession 2-3 days per week to align with busy drop in program times.

FACILITY MAINTENANCE & SERVICE DISRUPTIONS

Minor repairs on the shot and score clocks were required to provide continued service for lacrosse through to the end of the season.

ATTACHMENT

Attachment #1: Owner's Representative Progress Report #25 – Tango, April 2019

Attachment #2: Owner's Representative Progress Report #26 – Tango, May 2019



PORT COQUITLAM COMMUNITY CENTRE

Owner's Representative Progress Report #25

April 2019

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APPENDICES

Appendix 1 – Port Coquitlam Community Recreation Centre Complex – Owner's Schedule: May 16th 2019
 - Update

Appendix 2 – Progress Photographs: April 2019

Appendix 3 - Site Inspection Reports: April 2019

Appendix 4 – Certificate of Payment No.28: May 8, 2019

Appendix 5 – Owners Meeting Minutes #20: April 16, 2019

Appendix 6 - Project Dash Board: April 30, 2019

Appendix 7 – Architecture 49 Site Report #44: April 29, 2019

1.0 INTRODUCTION

Tango Management ("Tango") has been engaged by the City of Port Coquitlam ("Owner") to provide Owner's Representative Services for the design and construction of a new Community Centre in Port Coquitlam, BC ("Project").

Tango is pleased to submit its Monthly Progress Report #25 to the Owner. This report represents a summary of key project activities and issues that occurred up to April 30, 2019.

This report is for the sole and confidential use and reliance of the Owner. Tango, its directors, staff, sub-consultants or agents do not make any representation or warranty as to the factual accuracy of the information provided to us on behalf of the Owner, their Contractors, their sub-contractors or agents, upon which this report is based. This report shall not be reproduced or distributed to any party other than the recipients outlined above, without the express permission of Tango. Any use of this report which a third party makes, or any reliance on or decisions made based on it, are the responsibility of such third parties. Tango accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

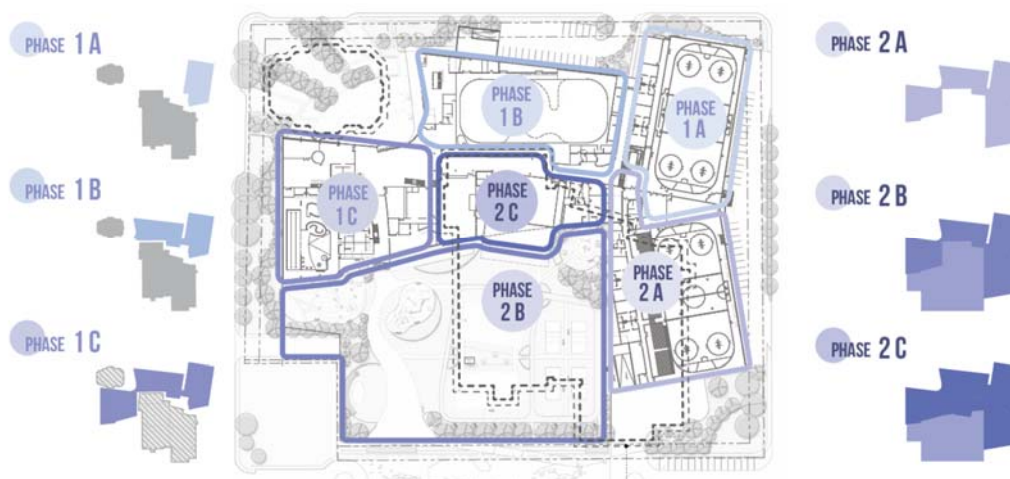
Any advice, opinions or recommendations within this report should be read and relied upon only in the context of this report as a whole. The contents of this report do not provide legal, insurance or tax advice or opinion.

2.0 EXECUTIVE SUMMARY

During April 2019 numerous meetings, co-ordination, procurement, design and construction activities have taken place. The Design-Builder continues with the final completion of Phase 1AB envelope, M&E and fit-out. Phase 1C concrete structure and underground mechanical is ongoing. Glulam finishes are near completion. M&E and fit-out is ongoing. Based on the information contained in this Monthly Progress Report #25 and during this reporting period, Tango believes the Project can be completed by the Substantial Performance Date of October 31, 2021 for the Project Budget of \$132,100,000, provided the current critical path milestone dates can be achieved.

3.0 PROJECT SCOPE

The project scope involves a phased replacement and addition to the Port Coquitlam Recreation Complex, Wilson Centre and Terry Fox Library. This scope will provide a vibrant community hub with three sheets of ice, an indoor leisure pool, new fitness facilities, a new library, a spacious outdoor plaza, and underground parking. The size of the new facility will be 205,000 SQF.

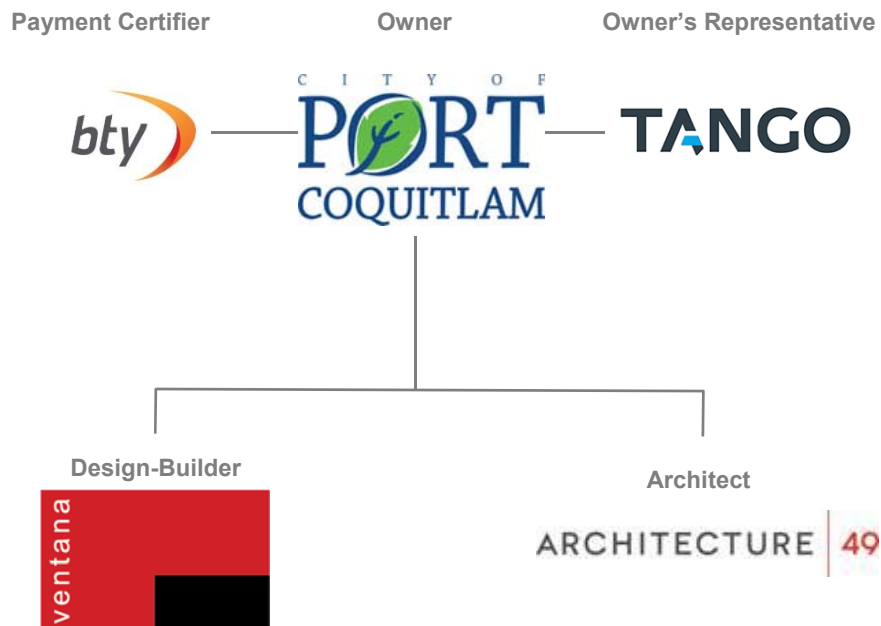


4.0 PROJECT TEAM

The following team members have been appointed to the Project:

Owner	City of Port Coquitlam
Owner's Representative	Tango Management
Design-Build	Ventana Construction (POCO) Corp
Architect	Architecture 49
Civil Engineer	Hub Engineering
Structural Engineer	BMZ
Mechanical Engineer	WSP Canada
Electrical Engineer	Smith & Anderson
Payment Certifier	BTY Group

City of Port Coquitlam Community Recreation Complex Project Team



5.0 DESIGN AND APPROVALS STATUS

Conceptual Design

Conceptual design is complete. Please refer to our Pre-Construction Due Diligence Report (v1.2), dated October 24, 2016 for comments on the Conceptual Design.

Schematic Design

Schematic design is complete. Please refer to our Pre-Construction Due Diligence Report (v1.2), dated October 24, 2016 for comments on the Schematic Design.

Design Development & Working Drawings and Construction Documents

The Design-Builder is developing design packages in phases. These include design packages for Building Permits, Tendering and Issued for Construction.

Below is an updated summary of the key design milestone submissions, as per the revised project schedule - updated May 16, 2019:

Drawing Package	Planned Date	Actual Date	Status	Comments
Ground Works / Piling (1ABC)				
BP Submission	24-Feb-17	13-Apr-17	Complete	Construction Ongoing
IFT Drawings	24-Feb-17	6-Apr-17	Complete	Construction Ongoing
IFC Drawings	10-Apr-17	18-Aug-17	Complete	Construction Ongoing
Phase 1ABC - Structure				
IFT Drawings (F/R/C)	31-Aug-17	6-Oct-17	Complete	Construction Ongoing
IFC Drawings (F/R/C)	26-Oct-17	12-Dec-17	Complete	Construction Ongoing
IFT Drawings (S/Steel)	19-Oct-17	19-Dec-17	Complete	Construction Ongoing
IFC Drawings (S/Steel)	30-Nov-17	10-Jan-18	Complete	Construction Ongoing
Phase 1ABC Balance of Design				
BP Submission	14-Jul-17	28-Sep-17	Complete	Construction Ongoing
IFT Drawings	5-Oct-17	3-Oct-17	Complete	Construction Ongoing
IFC Drawings	16-Nov-17	31-Jan-18	Complete	Construction Ongoing
Phase 2ABC - Design				
BP Submission	19-Jan-18		Ongoing	26-Feb-19
IFT Drawings	18-Mar-18		Ongoing	21-May-19
IFC Drawings	12-Jul-18		Ongoing	19-Apr-19

5.0 Design and Approval Status (continued)

Permits / Regulatory Approvals

The following Building Permits have been issued for the construction works:

Regulatory Approval	Planned Date	Award Date	Status	Comments
Conservation Permit	1-Mar-17		Awarded	
Phase 1ABC Ground Works	24-Feb-17	19-Apr-17	Awarded	BP011873
Phase 1ABC Full BP	28-Sep-17	11-Oct-17	Awarded	BP011897
Phase 2ABC Full BP	18-Mar-18	11-Oct-17	Awarded	BP011897

A Development Permit was issued on August 18, 2017.

An Environmental Conservation Development Permit was scheduled to be issued to the Design-Builder on March 1, 2017. We understand this has now been issued.

Note – a part demolition permit (BP011822) was issued on March 9, 2017 for the part demolition of the Wilson Centre.

A Building Permit (BP011822) was issued to the Design-Builder on October 17, 2017. This Building Permit covers all phases of the Project. The Design-Builder will continue to submit design submissions in phases to the Owner, as per the design schedule.

6.0 PROCUREMENT & CONTRACT ADMINISTRATION

Procurement Summary

We understand that procurement and tendering is ongoing. The Design-Builder has confirmed that we will not be receiving a detailed procurement schedule, as part of their monthly reporting. The Design-Builder has included a summary of the trades awarded to date in their monthly progress report, dated May 15, 2019:

Bulk and detailed excavation Phases 1ABC;	Glazing;
Piling Phases 1ABC;	Roofing;
Mechanical and Electrical;	Metal Decking;
Refrigeration;	Pump / Place / Finish;
Formwork Phases 1AB;	Structural Steel;
Reinforcement Phases 1ABC;	Soil Anchors;
Cladding;	Insulated Metal Panels;
Steel Stud;	Paint;
Doors & Hardware;	Flooring;
Tile;	Dasher Boards;
Rink Slabs;	Overhead Doors;
Public Address;	Washroom Accessories, Partitions, & Lockers.;

6.0 *Procurement & Contract Administration (continued)*

Millwork;	Fireplace;
Concrete Polishing;	Pool Specialities;
Countertops;	Sports Flooring & Equipment; and
Asphalt	

The following procurement milestones have been identified in the Design-Builder's schedule:

Phases 1ABC & 2ABC

- Phase 2ABC Tendering Complete by May 21, 2019.

NOTE – The Design-Builder previously indicated that this will be complete by July 26, 2018.

Furniture, Fixtures and Equipment (FF&E) Procurement

A Master Procurement Schedule has been developed that identifies all items with vendors, lead-in times, delivery and installation details. We are coordinating with the Design-Builder to ensure all enabling works and infrastructure requirements get incorporated into the design. An FF&E Coordination follow up meeting was held on August 10, 2017, that finalized the draft list. We submitted a revised FF&E list to the Design-Builder on October 18, 2017 for review and coordination. Final feedback was received on October 12, 2018.

Final points of clarification are being worked through and coordinated in-line with the Design-Builder's schedule.

We are finalizing the procurement of the FFE packages with the Owner. The following packages have been awarded:

- AV Systems – PJS Systems Inc.
- Video Wall System – Sapphire Sound Inc

An RFP for Library Shelving and Furniture has been issued on BCBid, closing May 22, 2019

An RFP for Fitness Equipment has been issued on BCBid, closing June 5, 2019

Project Coordination / Meeting

The Owner's Meeting #20 was held on April 16, 2019. Please refer to Appendix 5 of this Monthly Progress Report for a copy of the Owners Meeting Minutes #20.

The next Owner's Meeting is scheduled for May 7, 2019.

7.0 PROJECT BUDGET

Project Budget Summary

The Project Budget is summarized below:

Design and Construction	Dollar Value
Design-Builder Pre Contract Costs	\$983,000
Design-Builder Contract Price	\$116,717,000
Approved Changes	\$8,338,990
Current (Revised) Contract Price	\$125,055,990
Work Certified as Completed (Base Contract)	\$66,918,459
Current Cost to Complete (Base Contract)	\$58,137,531
Lien Holdback (Base Contract)	\$6,191,846
Non-Contract Costs	
Non-Contract Costs	\$14,400,000
Total Project Budget	\$132,100,000

The Design and Construction Budget was prepared by the Design-Builder and forms part of their CCDC14 Design - Build Stipulated Price Contract (2013).

Additional critical scope for offsite utility works has been added to the Design-Builder's Contract, that is outside the scope of the Project and will be funded from a separate capital budget. This will be reported on in the forthcoming Monthly Progress Report.

Payment Certification

BTY Group, the Payment Certifier has issued Certificate of Payment No. 28 dated May 8, 2019, which certifies the current payment due to the Design-Builder, under the terms of the Design-Build Contract ("DBC") for the period ending April 30, 2019.

In summary, the current payment liabilities of the Owner are:

Item	Dollar Value
Current Net	\$4,839,567
Current GST (5.0%)	\$241,978
Total Current Payable to the Design-Builder	\$5,081,546
Total Current Builders Lien Holdback	\$6,191,846

Please refer to Appendix 4 of this report for a copy of Certificate of Payment No. 28.

7.0 Project Budget (continued)

Change Order Management

A summary of the approved Change Orders relative to the Project Budget between the Owner and the Design-Builder up to April 30, 2019 is as follows:

CO#	Description	Dollar Value	Contingency Allocation
1	Bonding Requirements	\$1,800,000	Project Contingency
2	Temporary Power to Site	\$34,751	Project Contingency
3	Floor Area Changes	\$1,003,236	Project Contingency
5	Additional Back-Up Power	\$90,713	Project Contingency
7	Card Readers and Key Pads	\$16,698	Project Contingency
8	Library User Group Changes	\$86,287	Project Contingency
9	Accessible Washroom Emergency Alert	\$28,204	Project Contingency
10	Auto Door Openers	\$55,440	Project Contingency
11	Daycare - Card Readers & Alarms	\$9,834	Project Contingency
12	Additional CCTV	\$24,024	Project Contingency
14	Added Door Security	\$88,364	Project Contingency
17	Terry Fox Display Cases	\$4,950	Project Contingency
20	Exterior Building Signage	\$57,618	Project Contingency
21	Phase 1 Millwork Re-Design Services	\$7,975	Project Contingency
	SUB-TOTAL	\$3,308,093	
15	Scoreboard Credit	-\$42,760	FF&E
	SUB-TOTAL	-\$42,760	
4	Off Site Design Services	\$269,998	Off Sites
6	Additional Off Site Design Services	\$55,875	Capital Utility Budget
13	Offsite Scope of Work (Phase 1A)	\$1,698,500	Off Sites / Capital Utility Budget
16	Offsite Isolation Valves	\$37,711	Capital Utility Budget
18	Offsite Scope of Work (Phase 1B)	\$2,900,900	Off Sites / Capital Utility Budget
19	Hydro conduit relation at Kingsway	\$110,674	Off Sites
	SUB-TOTAL	\$5,073,658	

Project Contingency

Design and Construction Contingency – The design and construction contingency is being managed by the Design-Builder and forms part of the DBC. Any changes to the Design and Construction Budget will have been a result of an Owner originated Change Order.

7.0 Project Budget (continued)

Claims Management

There were no formal claims that we are aware of during this reporting period.

8.0 PROJECT SCHEDULE

Construction Progress (April End 2019)

We conducted site inspections on April 1, 8, 15, 22 & 29, 2019. At the time of the inspections the status of work can be summarized as follows:

- **Phase 1A: Participant Ice:** Site strip, bulk excavation and backfill is complete. Steel piling is complete. Foundation and suspended slab formwork, rebar and concrete placement is complete. Mechanical & Electrical rough-in is ongoing. Structural Steel is complete. Roof deck, masonry, internal/external framing, glazing and densglass is ongoing. Refrigeration commissioning is ongoing. Insulated Metal Panels are complete. Rink slab preparation is complete. Fit-out and finishes are ongoing. Commissioning is ongoing.
- **Phase 1B: Leisure Ice and Library:** Site strip, bulk excavation and backfill is complete. Steel piling is complete. Foundation formwork, rebar and concrete placement is complete. Mechanical & Electrical rough-in is ongoing. Structural steel is complete. Masonry is ongoing. Internal and external framing is ongoing. Rink slab preparation is complete. Fit-out and finishes are ongoing. Commissioning is ongoing.
- **Phase 1C Aquatic and Fitness Centre, All Age and Admin Areas:** Foundation formwork, rebar and concrete placement is ongoing. Suspended slabs are ongoing. Mechanical and electrical rough-in is ongoing. Glulam installation is near completion. Roof and envelope is ongoing. Tiling is ongoing and pool lab preparation has commenced.

We received a copy of the Design-Builders updated schedule – **“Port Coquitlam Community Recreation Complex – Owner’s Schedule: May 16th 2019 - Update”**.

This schedule remains very “aggressive” and there is zero margin for error and all critical path milestone dates need to be achieved in order for the schedule to be successful.

The critical path activities for Phase 1AB are now the, fire alarm installation and verification, and the Occupancy process. There is no change to the Occupancy Date, despite changes to the completion of some construction activities. The Design-Builders appears to be managing this via the resequencing and duration change of certain construction activities.

The Design-Builders deems there to be minimum risks to the balance of the remaining construction activities.

This schedule forecasts that Phase 1AB scope will be available for Occupancy at the end of the Summer and Occupancy of 1C in late Fall / early Winter. The Design-Builders has included specific activities of Occupancy for Phase 1AB in this schedule which is being coordinated with the City.

We will continue to monitor the schedule very closely, focusing on the critical path activities and any associated risks that may impact Substantial Performance.

Please refer to Appendix 2 of this report for progress photographs recording construction activities during April 2019.

8.0 Project Schedule (continued)

Monthly Look Ahead

During May 2019, the following key construction activities are scheduled (based on **“Port Coquitlam Community Recreation Complex – Owner’s Schedule: May 16th 2019 - Update”**).

- **Phase 1ABC – Rinks 2&3, Library and Div 9**
 - Complete Library drywall boarding and taping;
 - Complete main corridor metal cladding;
 - Complete Library metal cladding;
 - Continue with Rinks 2&3 dasher board install;
 - Commence refrigeration commissioning;
 - Complete M&E finishes;
 - Complete elevator install;
 - Complete interior painting;
 - Complete rubber skate flooring install;
 - Complete millwork install;
 - Complete sprinkler system install;
 - Continue with M&E finishes;
 - Complete fire alarm installation;
 - Complete Div 9 metal cladding;
 - Continue with kitchen build-out;
 - Complete Div 9 painting, flooring and tiling;
 - Commence Div 9 carpet installation;
 - Commence Div 9 M&E finishes;
 - Commence commissioning;
 - Complete electrical start-up;
 - Commence mechanical start-up;
 - Commence fire alarm verification; and
 - Commence City IT coordination.

- **Phase 1C – Aquatics and Fitness Area**
 - Continue with M&E rough-in;
 - Continue with pool tank walls;
 - Commence exterior steel stud / densglass; and
 - Continue with glazing.

Please refer to Appendix 1 of this report for a copy of the revised Design-Builder’s Owner’s Schedule: May 16th 2019 - Update.

9.0 QUALITY ASSURANCE & QUALITY CONTROL

Construction Inspection & Monitoring

The Design-Builder is implementing a Quality Assurance and Quality Control (QAQC) program through the design and construction of the project. We are working closely with the Design-Builder and provide random audits of that program, review and opine on independent testing, physically review the quality of the construction activities, identify key inspections and tests that are completed, witness critical construction activities and collaborate with the Design-Builder to ensure optimum quality is achieved and maintained at all stages of the project.

We received a copy of Architect 49's Site Report 44, dated April 29, 2019. The Lead Consultant has confirmed that the works on site are progressing generally in accordance with the IFC drawings, specifications and building permits issued to date. A copy of the Assurance Statement dated May 1, 2019 is included in Appendix 7 of this report.

We received multiple copies of Metro Testing's Concrete Reports during April 9, 2019 through to April 28, 2019. No major non-conformances were recorded, or instructions issued to the Design-Builder that compromised the progress of the work.

We received a copy of BMZ's Construction Review Memos dated April 5, 9 & 25, 2019. All work is noted to be in general conformance with the structural drawings, with some minor deficiencies to be remedied.

We received a copy of Smith and Anderson's Job Report, dated April 26, 2019. Actions have been noted to be remedied by the Design-Builder.

We received a copy of WSP's Plumbing Field Report, dated April 4 and 18, 2019. Actions have been noted to be remedied by the Design-Builder.

We performed site inspections on April 1, 8, 15, 22 & 29, 2019 to witness and monitor the progress of the works. Please refer to Appendix 3 of this report for copies of the Site Inspection Reports for this reporting period. Please refer to historic monthly progress reports for commentary on various QAQC inspection and monitoring activities, relative to specific reporting periods.

10.0 SAFETY AND ENVIRONMENTAL

On March 1, 2019 there was an accident on site where a crane truck tipped over. No one was hurt. WorkSafe BC attended site and investigated. A copy of the WorkSafe BC Report will be provided to the Owner, once available.

On April 8, 2019 there was an accident on site where a dump truck hit overhead lines on Kelly Avenue. No one was hurt. WorkSafe BC attended site and investigated. A copy of the WorkSafe BC Report will be provided to the Owner, once available.

The Design-Builder has a full-time security guard on site.

11.0 AREAS OF CONCERN & OUTSTANDING ISSUES

In general, all issues and actions raised within meetings and communications during April 2019 have been addressed or remain ongoing as part of the forthcoming design, procurement and construction phases.

The Design-Builder issued an updated schedule, ***"Port Coquitlam Community Recreation Complex – Owner's Schedule: May 16th 2019 - Update"*** during this reporting period. This schedule remains aggressive and targets a late summer Occupancy for Phase 1AB scope of work. The timely completion of the offsite servicing work that will service the project is critical in order to achieve Occupancy of the spaces. This is expected to be complete by the end of May 2019.

The updated schedule also notes a revised Occupancy Date for Phase 1C Aquatics and Fitness of November 27, 2019, from October 30, 2019.

APPENDIX 1

Port Coquitlam Community Recreation Centre Complex – Owner's
Schedule: May 16th 2019 - Update



PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE

May 16th 2019 - Update

Ventana Construction Corporation
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ID	Task Name	Duration	Start	Finish	2018																								2020																																																																																																																							
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					Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov																																																																																																												
1	1 Port Coquitlam Recreation Centre	1194 days?	Fri 2/24/17	Mon 10/25/21																																																																																																																																																
2	1.1 Design Phases	144 days	Fri 2/24/17	Wed 9/20/17																																																																																																																																																
3	1.1.1 Phase 1ABC - Groundworks	55 days	Fri 2/24/17	Fri 5/12/17																																																																																																																																																
9	1.1.2 Pile tender and award	60 days	Mon 6/26/17	Wed 9/20/17																																																																																																																																																
13	1.2 Phase 1ABC - Design - Structure	560 days	Fri 2/24/17	Tue 5/21/19																																																																																																																																																
14	1.2.1 Formwork/Reinforcing	190 days	Fri 2/24/17	Mon 11/27/17																																																																																																																																																
19	1.2.2 Structural Steel & Glulam	90 days	Fri 9/22/17	Fri 2/2/18																																																																																																																																																
24	1.2.3 Phase 1ABC - Design - Balance	329 days	Mon 5/8/17	Fri 8/31/18																																																																																																																																																
34	1.2.4 Phase 2ABC - Design	160 days	Tue 10/2/18	Tue 5/21/19																																																																																																																																																
35	1.2.4.1 IFT Drawings	0 days	Tue 10/2/18	Tue 10/2/18																																																																																																																																																
36	1.2.4.2 Internal Review and Revisions	6 mons	Wed 10/3/18	Tue 3/26/19																																																																																																																																																
37	1.2.4.3 Full BP Submission and review	50 days	Fri 12/14/18	Tue 2/26/19																																																																																																																																																
38	1.2.4.4 Tender	40 days	Wed 3/27/19	Tue 5/21/19																																																																																																																																																
39	1.2.4.5 IFC Drawings	10 days	Wed 3/27/19	Tue 4/9/19																																																																																																																																																
40	1.3 Construction Phases	1062 days?	Tue 9/5/17	Mon 10/25/21																																																																																																																																																
41	1.3.1 Phase 1AB	564 days?	Tue 9/5/17	Wed 11/27/19																																																																																																																																																
42	1.3.1.1 Bulk Excavation	15 days	Tue 9/5/17	Mon 9/25/17																																																																																																																																																
43	1.3.1.2 Piling	60 days	Thu 9/21/17	Fri 12/15/17																																																																																																																																																
44	1.3.1.3 Parkade Foundations(GL 1B-F)	20 days	Mon 6/11/18	Mon 7/9/18																																																																																																																																																
45	1.3.1.4 Backfill Parkade Walls	10 days	Tue 7/10/18	Mon 7/23/18																																																																																																																																																
46	1.3.1.5 M&E Rough In	250 days	Mon 6/11/18	Wed 6/5/19																																																																																																																																																
47	1.3.1.6 Footings/Column/Wall	80 days	Mon 12/18/17	Tue 4/17/18																																																																																																																																																
48	1.3.1.7 SOG(at suspended)	20 days	Mon 3/19/18	Tue 4/17/18																																																																																																																																																
49	1.3.1.8 Suspended Slabs area AB	55 days	Fri 6/8/18	Mon 8/27/18																																																																																																																																																
50	1.3.1.9 Structural Steel	98.5 days	Tue 6/19/18	Thu 11/8/18																																																																																																																																																
51	1.3.1.9.1 div 1	10 days	Tue 6/19/18	Tue 7/3/18																																																																																																																																																
52	1.3.1.9.2 div 2 refrigeration	10 days	Mon 7/9/18	Fri 7/20/18																																																																																																																																																
53	1.3.1.9.3 div 3&4 rink 2	3 wks	Mon 7/23/18	Mon 8/13/18																																																																																																																																																
54	1.3.1.9.4 div 5 library	1.5 wks	Tue 8/14/18	Thu 8/23/18																																																																																																																																																
55	1.3.1.9.5 div 6 corridor	2 wks	Thu 8/23/18	Fri 9/7/18																																																																																																																																																
56	1.3.1.9.6 div 7 & 8 rink 3	3 wks	Fri 9/21/18	Mon 10/15/18																																																																																																																																																
57	1.3.1.9.7 Metal Decking	65 days	Wed 7/25/18	Mon 10/29/18																																																																																																																																																
58	1.3.1.9.8 IMP cladding install	50.5 days	Tue 8/28/18	Thu 11/8/18																																																																																																																																																
59	1.3.1.9.8.1 IMP to refrigeration	1.5 wks	Wed 9/26/18	Fri 10/5/18																																																																																																																																																
60	1.3.1.9.8.2 IMP to rink 2	4 wks	Tue 8/28/18	Tue 9/25/18																																																																																																																																																
61	1.3.1.9.8.3 IMP above change rooms	2 wks	Mon 10/15/18	Mon 10/29/18																																																																																																																																																
62	1.3.1.9.8.4 IMP to rink 3	8 days	Mon 10/29/18	Thu 11/8/18																																																																																																																																																
63	1.3.1.10 Roofing	107.5 days	Wed 9/19/18	Fri 2/22/19																																																																																																																																																
64	1.3.1.10.1 roofing div 1 & 2	10 days	Fri 11/16/18	Thu 11/29/18																																																																																																																																																
65	1.3.1.10.2 roofing div 3& 4	40 days	Wed 9/19/18	Thu 11/15/18																																																																																																																																																
66	1.3.1.10.3 roofing div 5	15 days	Fri 2/1/19	Fri 2/22/19																																																																																																																																																
67	1.3.1.10.4 roofing div 6	15 days	Fri 2/1/19	Fri 2/22/19																																																																																																																																																
68	1.3.1.10.5 roofing div 7& 8	25 days	Fri 12/28/18	Fri 2/1/19																																																																																																																																																
69	1.3.1.11 Exterior steel stud/densglass	115.5 days	Wed 8/1/18	Fri 1/18/19																																																																																																																																																
70	1.3.1.11.1 steel stud framing to div 1 exterior	4 days	Wed 8/1/18	Tue 8/7/18																																																																																																																																																
71	1.3.1.11.2 steel stud framing div 2 exterior	3 wks	Wed 8/8/18	Tue 8/28/18																																																																																																																																																
72	1.3.1.11.3 steel stud framing div 5 exterior	3 wks	Fri 12/28/18	Fri 1/18/19																																																																																																																																																
73	1.3.1.11.4 steel stud framing div 6 exterior	5 wks	Tue 11/20/18	Fri 12/28/18																																																																																																																																																
74	1.3.1.11.5 steel stud framing div 6 interior	3 wks	Fri 12/28/18	Fri 1/18/19																																																																																																																																																
75	1.3.1.11.6 steel stud to fascia div 7&8	15 days	Tue 11/20/18	Tue 12/11/18																																																																																																																																																
76	1.3.1.12 Interior steel stud/drywall/ceilings	185 days	Wed 8/8/18	Wed 5/1/19																																																																																																																																																
77	1.3.1.12.1 level 2 mechanical room framing	3 days	Wed 8/8/18	Fri 8/10/18																																																																																																																																																
78	1.3.1.12.2 level 2 div 2 area framing	3 wks	Mon 12/3/18	Fri 12/21/18																																																																																																																																																
79	1.3.1.12.3 level 1 elevator 2 lobby framing	5 days	Thu 2/21/19	Wed 2/27/19																																																																																																																																																
80	1.3.1.12.4 level 2 ceilings grid 1b11 to 1A7 framing	20 days	Thu 12/27/18	Wed 1/23/19																																																																																																																																																
81	1.3.1.12.5 library level 1 framing	5 days	Fri 3/15/19	Fri 3/22/19																																																																																																																																																



PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE
May 16th 2019 - Update

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ID	Task Name	Duration	Start	Finish																											
					2018														2020												
					Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep				
82	1.3.1.12.6 library level 2 framing	5 days	Fri 3/22/19	Fri 3/29/19																											
83	1.3.1.12.7 library level 1 ceiling framing	3 days	Fri 3/22/19	Wed 3/27/19																											
84	1.3.1.12.8 library level 2 ceiling framing	10 days	Fri 3/29/19	Fri 4/12/19																											
85	1.3.1.12.9 drywall boarding and taping	90 days	Thu 12/27/18	Wed 5/1/19																											
86	1.3.1.12.10 tbar install 1b11 to 1A7	20 days	Thu 2/21/19	Wed 3/20/19																											
87	1.3.1.12.11 tbar install library	10 days	Thu 3/21/19	Wed 4/3/19																											
88	1.3.1.13 Metal cladding installation	105 days	Fri 1/4/19	Fri 5/31/19																											
89	1.3.1.13.1 metal cladding to rink 2	20 days	Wed 3/20/19	Tue 4/16/19																											
90	1.3.1.13.1.1 metal cladding rink 2 exterior	15 days	Wed 3/20/19	Tue 4/9/19																											
91	1.3.1.13.1.2 metal cladding above change rooms	5 days	Wed 4/10/19	Tue 4/16/19																											
92	1.3.1.13.2 corridor (Div 6)	100 days	Fri 1/4/19	Fri 5/24/19																											
93	1.3.1.13.2.1 metal cladding temporary	20 days	Fri 1/4/19	Fri 2/1/19																											
94	1.3.1.13.2.2 metal cladding to corridor exterior	40 days	Fri 3/29/19	Fri 5/24/19																											
95	1.3.1.13.3 metal cladding rink 3	10 days	Fri 3/29/19	Fri 4/12/19																											
96	1.3.1.13.3.1 metal cladding rink 3 exterior	10 days	Fri 3/29/19	Fri 4/12/19																											
97	1.3.1.13.4 library	35 days	Fri 4/12/19	Fri 5/31/19																											
98	1.3.1.13.4.1 metal cladding library	35 days	Fri 4/12/19	Fri 5/31/19																											
99	1.3.1.14 Refrigeration plant &rinks 2&3																														
100	1.3.1.15 Refrigeration Plant equipment install	161.5 days	Mon 11/5/18	Mon 6/24/19																											
101	1.3.1.15.1 rink 2 place sand	10 days	Mon 11/5/18	Mon 11/19/18																											
102	1.3.1.15.2 rink 2 insulation install	10 days	Tue 11/20/18	Mon 12/3/18																											
103	1.3.1.15.3 rink 2 refrigeration pipe install	2 wks	Tue 12/4/18	Mon 12/17/18																											
104	1.3.1.15.4 cast rink 2 slab	1 day	Tue 12/18/18	Tue 12/18/18																											
105	1.3.1.15.5 water cure slab	2 wks	Wed 12/19/18	Fri 1/4/19																											
106	1.3.1.15.6 paint rink 2 interior	10 days	Mon 1/7/19	Fri 1/18/19																											
107	1.3.1.15.7 rink 3 complete perimeter slab	5 days	Fri 12/28/18	Fri 1/4/19																											
108	1.3.1.15.8 rink 3 install structural slab	5 days	Fri 12/14/18	Fri 12/21/18																											
109	1.3.1.15.9 rink 3 place sand	5 days	Fri 2/1/19	Fri 2/8/19																											
110	1.3.1.15.10 rink 3 insulation install	5 days	Fri 2/8/19	Fri 2/15/19																											
111	1.3.1.15.11 rink 3 refrigeration pipe install	2 wks	Fri 2/15/19	Fri 3/1/19																											
112	1.3.1.15.12 cast rink 3 slab	1 day	Fri 3/1/19	Mon 3/4/19																											
113	1.3.1.15.13 water cure slab	2 wks	Mon 3/4/19	Mon 3/18/19																											
114	1.3.1.15.14 paint rink 3	20 days	Mon 3/25/19	Mon 4/22/19																											
115	1.3.1.15.15 Dasher Boards	35 days	Mon 4/15/19	Mon 6/3/19																											
116	1.3.1.15.16 refrigeration plant commissioning and startup	27 days	Mon 5/6/19	Wed 6/12/19																											
117	1.3.1.15.17 Rink puck netting	15 days	Mon 6/3/19	Mon 6/24/19																											
118	1.3.1.15.18 score clocks	10 days	Mon 6/3/19	Mon 6/17/19																											
119	1.3.1.15.19 mech and elect finishes	70 days	Mon 1/28/19	Mon 5/6/19																											
120	1.3.1.16 Glazing	122.5 days	Thu 11/1/18	Fri 4/26/19																											
121	1.3.1.16.1 Rink 2 exterior glazing	30 days	Thu 11/1/18	Thu 12/13/18																											
122	1.3.1.16.2 Public corridor glazing	20 days	Wed 1/2/19	Tue 1/29/19																											
123	1.3.1.16.3 rink 3 exterior glazing	3 wks	Wed 1/30/19	Tue 2/19/19																											
124	1.3.1.16.4 rink 2 interior glazing	2 wks	Fri 12/14/18	Tue 1/1/19																											
125	1.3.1.16.5 rink 3 interior glazing	3 wks	Wed 2/20/19	Tue 3/12/19																											
126	1.3.1.16.6 Library exterior glazing	4 wks	Fri 2/15/19	Fri 3/15/19																											
127	1.3.1.16.7 Library interior glazing	6 wks	Fri 3/15/19	Fri 4/26/19																											
128	1.3.1.17 Interior and Exterior Block Walls &Masonry	133 days	Tue 8/7/18	Fri 2/15/19																											
129	1.3.1.17.1 hockey change rooms	4 wks	Tue 8/7/18	Tue 9/4/18																											
130	1.3.1.17.2 rink 3 storage rooms	2 wks	Wed 9/5/18	Tue 9/18/18																											
131	1.3.1.17.3 elevator 2 machine room	3 days	Wed 9/19/18	Fri 9/21/18																											
132	1.3.1.17.4 exterior masonry changerooms	10 days	Mon 1/7/19	Fri 1/18/19																											
133	1.3.1.17.5 exterior masonry rink 2	10 days	Mon 1/21/19	Fri 2/1/19																											
134	1.3.1.17.6 exterior masonry refrigeration	10 days	Mon 2/4/19	Fri 2/15/19																											



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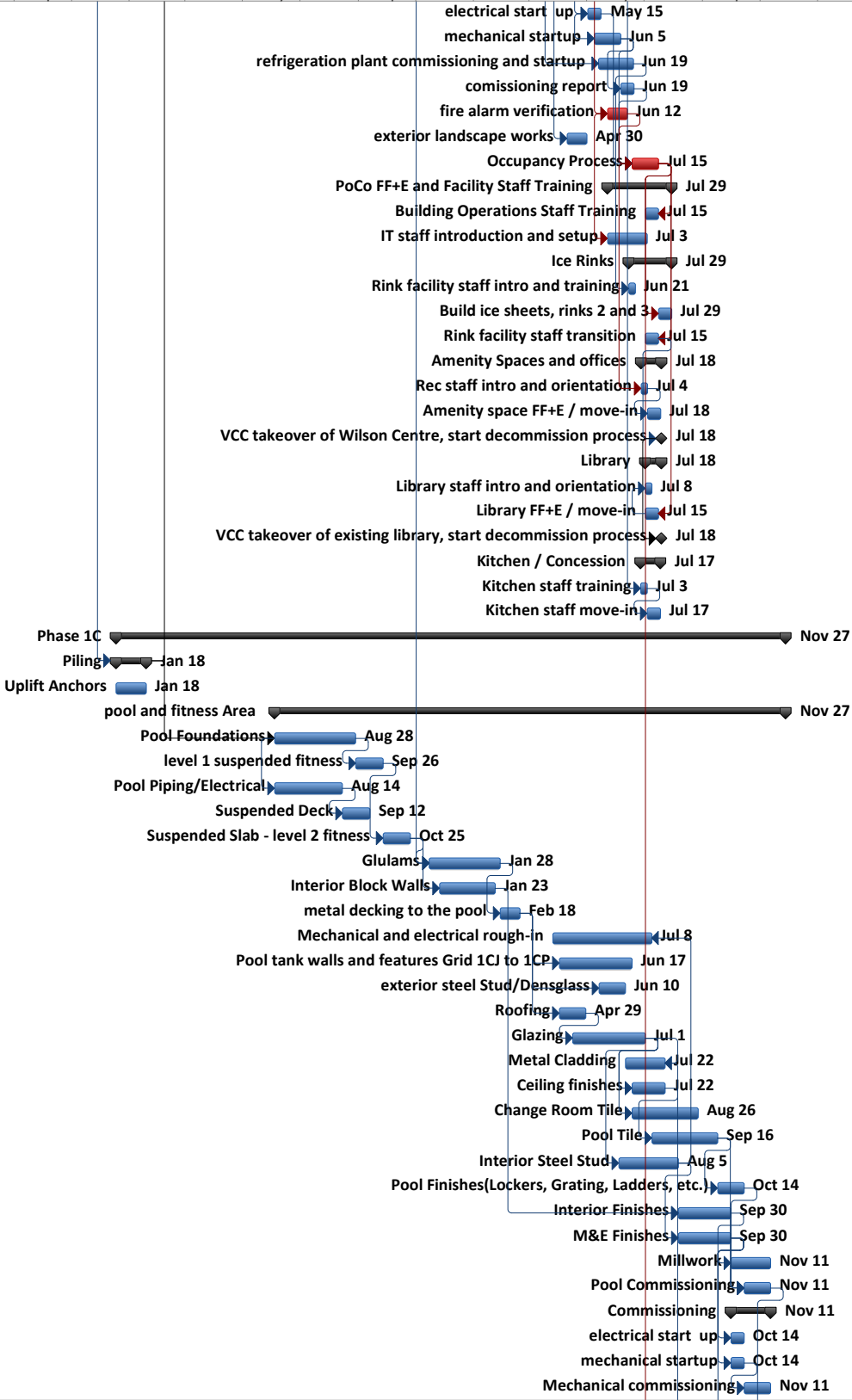
ID	Task Name	Duration	Start	Finish	2018														2020													
					Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep					
138	1.3.1.18.3 elevator inspections	1 day	Fri 6/14/19	Mon 6/17/19																												
139	1.3.1.19 Interior Finishes	134 days	Tue 12/18/18	Wed 6/26/19																												
140	1.3.1.19.1 interior painting	100 days	Thu 1/10/19	Wed 5/29/19																												
141	1.3.1.19.2 roll up doors	2 wks	Mon 4/1/19	Mon 4/15/19																												
142	1.3.1.19.3 rubber skate floor installation	6 wks	Thu 4/18/19	Wed 5/29/19																												
143	1.3.1.19.4 polished concrete floors	6 wks	Thu 5/2/19	Wed 6/12/19																												
144	1.3.1.19.5 sheet flooring installation	4 wks	Thu 5/2/19	Wed 5/29/19																												
145	1.3.1.19.6 ceramic tile	8 wks	Tue 12/18/18	Thu 2/14/19																												
146	1.3.1.19.7 pedimats	5 days	Thu 6/20/19	Wed 6/26/19																												
147	1.3.1.19.8 Millwork	30 days	Thu 5/2/19	Wed 6/12/19																												
148	1.3.1.19.9 sliding grills	1 wk	Thu 6/13/19	Wed 6/19/19																												
149	1.3.1.19.10 doors and hardware installation	5.5 mons	Thu 1/10/19	Wed 6/12/19																												
150	1.3.1.20 Mechanical and electrical	265 days	Mon 6/4/18	Wed 6/19/19																												
151	1.3.1.20.1 mechanical and electrical roughin	190 days	Mon 6/4/18	Wed 3/6/19																												
152	1.3.1.20.2 fire sprinkler system install	125 days	Mon 11/5/18	Fri 5/3/19																												
153	1.3.1.20.3 M&E Finishes	60 days	Thu 3/28/19	Wed 6/19/19																												
154	1.3.1.20.4 Fire alarm installation	125 days	Mon 12/3/18	Wed 5/29/19																												
155	1.3.1.21 Div 9 admin and kitchen grid 1c6 to 1c13	146 days	Mon 6/4/18	Thu 1/3/19																												
156	1.3.1.21.1 Basement Foundations & slab on grade div 9	50 days	Mon 6/4/18	Tue 8/14/18																												
157	1.3.1.21.2 Suspended Slab - Level 1 kitchen	20 days	Wed 8/22/18	Wed 9/19/18																												
158	1.3.1.21.3 suspended slab level 2 admin	10 days	Thu 9/27/18	Thu 10/11/18																												
159	1.3.1.21.4 Structural Steel div 9 Grid 1C-8 to 1C-13	10 days	Wed 10/31/18	Wed 11/14/18																												
160	1.3.1.21.5 Metal Decking div 9 Grid 1C-8 to 1C-13	5 days	Tue 11/13/18	Mon 11/19/18																												
161	1.3.1.21.6 Exterior steel stud/densglass	2 wks	Tue 12/18/18	Thu 1/3/19																												
162	1.3.1.22 Div 9 - Metal cladding	20 days	Fri 5/3/19	Fri 5/31/19																												
163	1.3.1.22.1 metal cladding to Div 9	20 days	Fri 5/3/19	Fri 5/31/19																												
164	1.3.1.23 Div-9 Glazing	30 days	Fri 3/1/19	Thu 4/11/19																												
165	1.3.1.23.1 exterior glazing	4 wks	Fri 3/1/19	Thu 3/28/19																												
166	1.3.1.23.2 interior glazing	2 wks	Fri 3/29/19	Thu 4/11/19																												
167	1.3.1.24 interior block walls	20 days	Tue 11/20/18	Mon 12/17/18																												
168	1.3.1.25 interior stud and drywall div 9	20 days	Fri 3/15/19	Thu 4/11/19																												
169	1.3.1.26 Div 9 Commercial Kitchen	74 days	Fri 3/15/19	Wed 6/26/19																												
170	1.3.1.26.1 Ceramic tile	10 days	Fri 3/15/19	Thu 3/28/19																												
171	1.3.1.26.2 FRP	4 days	Fri 3/29/19	Wed 4/3/19																												
172	1.3.1.26.3 Kitchen Buildout	2 mons	Thu 4/11/19	Wed 6/5/19																												
173	1.3.1.26.4 Commissioning	2 wks	Thu 6/6/19	Wed 6/19/19																												
174	1.3.1.26.5 Fraser Health Inspections and Certification	1 wk	Thu 6/20/19	Wed 6/26/19																												
175	1.3.1.27 Div 9 Interior Finishes	45 days	Fri 4/12/19	Thu 6/13/19																												
176	1.3.1.27.1 interior painting	15 days	Fri 4/12/19	Thu 5/2/19																												
177	1.3.1.27.2 sheet flooring installation	20 days	Fri 5/3/19	Thu 5/30/19																												
178	1.3.1.27.3 ceramic tile	20 days	Fri 4/26/19	Thu 5/23/19																												
179	1.3.1.27.4 carpet installation	10 days	Fri 5/24/19	Thu 6/6/19																												
180	1.3.1.27.5 doors and hardware installation	5 days	Fri 6/7/19	Thu 6/13/19																												
181	1.3.1.27.6 Millwork	10 days	Fri 5/31/19	Thu 6/13/19																												
182	1.3.1.28 Div 9 Mechanical and electrical	137 days	Tue 11/20/18	Mon 6/3/19																												
183	1.3.1.28.1 mechanical and electrical roughin	75 days	Tue 11/20/18	Thu 3/7/19																												
184	1.3.1.28.2 fire sprinkler system install	20 days	Fri 4/26/19	Thu 5/23/19																												
185	1.3.1.28.3 Fire alarm installation	90 days	Fri 1/11/19	Thu 5/16/19																												
186	1.3.1.28.4 M&E Finishes	30 days	Fri 5/3/19	Thu 6/13/19																												
187	1.3.1.28.5 Div 12 Crane infill	77 days	Fri 3/1/19	Mon 6/17/19																												
188	1.3.1.28.5.1 Structural steel	2 wks	Fri 3/1/19	Thu 3/14/19																												
189	1.3.1.28.5.2 Metal deck	2 days	Fri 3/15/19	Mon 3/18/19										</																		



PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE
May 16th 2019 - Update

Ventana Construction Corporation
3875 Henning Dr. || Burnaby, BC || V5C 6N5
Office 604.291.9000
Fax 604.291.9992
Web VentanaConstruction.com

ID	Task Name	Duration	Start	Finish	2018														2020													
					Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep					
194	1.3.1.29.1 electrical start up	10 days	Thu 5/2/19	Wed 5/15/19																												
195	1.3.1.29.2 mechanical startup	20 days	Thu 5/9/19	Wed 6/5/19																												
196	1.3.1.29.3 refrigeration plant commissioning and startup	27 days	Mon 5/13/19	Wed 6/19/19																												
197	1.3.1.29.4 comissioning report	10 days	Thu 6/6/19	Wed 6/19/19																												
198	1.3.1.29.5 fire alarm verification	15 days	Thu 5/23/19	Wed 6/12/19																												
199	1.3.1.30 exterior landscape works	15 days	Wed 4/10/19	Tue 4/30/19																												
200	1.3.1.31 Occupancy Process	20 days	Tue 6/18/19	Mon 7/15/19																												
201	1.3.1.32 PoCo FF+E and Facility Staff Training	48 days	Thu 5/23/19	Mon 7/29/19																												
202	1.3.1.32.1 Building Operations Staff Training	2 wks	Tue 7/2/19	Mon 7/15/19																												
203	1.3.1.32.2 IT staff introduction and setup	6 wks	Thu 5/23/19	Wed 7/3/19																												
204	1.3.1.32.3 Ice Rinks	31.5 days	Fri 6/14/19	Mon 7/29/19																												
205	1.3.1.32.3.1 Rink facility staff intro and training	1 wk	Fri 6/14/19	Fri 6/21/19																												
206	1.3.1.32.3.2 Build ice sheets, rinks 2 and 3	2 wks	Tue 7/16/19	Mon 7/29/19																												
207	1.3.1.32.3.3 Rink facility staff transition	2 wks	Tue 7/2/19	Mon 7/15/19																												
208	1.3.1.32.4 Amenity Spaces and offices	15.5 days	Thu 6/27/19	Thu 7/18/19																												
209	1.3.1.32.4.1 Rec staff intro and orientation	1 wk	Thu 6/27/19	Thu 7/4/19																												
210	1.3.1.32.4.2 Amenity space FF+E / move-in	2 wks	Thu 7/4/19	Thu 7/18/19																												
211	1.3.1.32.4.3 VCC takeover of Wilson Centre, start decommission process	0 days	Thu 7/18/19	Thu 7/18/19																												
212	1.3.1.32.5 Library	13 days	Tue 7/2/19	Thu 7/18/19																												
213	1.3.1.32.5.1 Library staff intro and orientation	1 wk	Tue 7/2/19	Mon 7/8/19																												
214	1.3.1.32.5.2 Library FF+E / move-in	2 wks	Tue 7/2/19	Mon 7/15/19																												
215	1.3.1.32.5.3 VCC takeover of existing library, start decommission process	0 days	Thu 7/18/19	Thu 7/18/19																												
216	1.3.1.32.6 Kitchen / Concession	15 days	Thu 6/27/19	Wed 7/17/19																												
217	1.3.1.32.6.1 Kitchen staff training	1 wk	Thu 6/27/19	Wed 7/3/19																												
218	1.3.1.32.6.2 Kitchen staff move-in	2 wks	Thu 7/4/19	Wed 7/17/19																												
219	1.3.1.33 Phase 1C	492 days	Mon 12/18/17	Wed 11/27/19																												
220	1.3.1.33.1 Piling	20 days	Mon 12/18/17	Thu 1/18/18																												
221	1.3.1.33.1.1 Uplift Anchors	20 days	Mon 12/18/17	Thu 1/18/18																												
222	1.3.1.33.2 pool and fitness Area	380 days	Mon 6/4/18	Wed 11/27/19																												
223	1.3.1.33.2.1 Pool Foundations	60 days	Mon 6/4/18	Tue 8/28/18																												
224	1.3.1.33.2.2 level 1 suspended fitness	20 days	Wed 8/29/18	Wed 9/26/18																												
225	1.3.1.33.2.3 Pool Piping/Electrical	50 days	Mon 6/4/18	Tue 8/14/18																												
226	1.3.1.33.2.4 Suspended Deck	20 days	Wed 8/15/18	Wed 9/12/18																												
227	1.3.1.33.2.5 Suspended Slab - level 2 fitness	20 days	Thu 9/27/18	Thu 10/25/18																												
228	1.3.1.33.2.6 Glulams	50 days	Thu 11/15/18	Mon 1/28/19																												
229	1.3.1.33.2.7 Interior Block Walls	40 days	Mon 11/26/18	Wed 1/23/19																												
230	1.3.1.33.2.8 metal decking to the pool	15 days	Tue 1/29/19	Mon 2/18/19																												
231	1.3.1.33.2.9 Mechanical and electrical rough-in	75 days	Tue 3/26/19	Mon 7/8/19																												
232	1.3.1.33.2.10 Pool tank walls and features Grid 1CJ to 1CP	55 days	Tue 4/2/19	Mon 6/17/19																												
233	1.3.1.33.2.11 exterior steel Stud/Densglass	20 days	Tue 5/14/19	Mon 6/10/19																												
234	1.3.1.33.2.12 Roofing	20 days	Tue 4/2/19	Mon 4/29/19																												
235	1.3.1.33.2.13 Glazing	55 days	Tue 4/16/19	Mon 7/1/19																												
236	1.3.1.33.2.14 Metal Cladding	30 days	Tue 6/11/19	Mon 7/22/19																												
237	1.3.1.33.2.15 Ceiling finishes	25 days	Tue 6/18/19	Mon 7/22/19																												
238	1.3.1.33.2.16 Change Room Tile	50 days	Tue 6/18/19	Mon 8/26/19																												
239	1.3.1.33.2.17 Pool Tile	50 days	Tue 7/9/19	Mon 9/16/19																												
240	1.3.1.33.2.18 Interior Steel Stud	45 days	Tue 6/4/19	Mon 8/5/19																												
241	1.3.1.33.2.19 Pool Finishes(Lockers, Grating, Ladders, etc.)	20 days	Tue 9/17/19	Mon 10/14/19																												
242	1.3.1.33.2.20 Interior Finishes	40 days	Tue 8/6/19	Mon 9/30/19																												
243	1.3.1.33.2.21 M&E Finishes	40 days	Tue 8/6/19	Mon 9/30/19																												
244	1.3.1.33.2.22 Millwork	30 days	Tue 10/1/19	Mon 11/11/19																												





PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE
May 16th 2019 - Update

Ventana Construction Corporation
3875 Henning Dr. || Burnaby, BC || V5C 6N5
Office 604.291.9000
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ID	Task Name	Duration	Start	Finish																							
					2018												2020										
					Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep
250	1.3.1.33.2.24.4 fire alarm verification	10 days	Tue 10/1/19	Mon 10/14/19																							
251	1.3.1.33.2.25 exterior landscape works	15 days	Tue 9/17/19	Mon 10/7/19																							
252	1.3.1.33.2.26 Occupancy Process	12 days	Tue 11/12/19	Wed 11/27/19																							
253	1.3.2 Phase 2	595 days	Tue 7/16/19	Mon 10/25/21																							
254	1.3.2.1 Demo	90 days	Tue 7/16/19	Mon 11/18/19																							
255	1.3.2.1.1 Existing Rink Abatement	60 days	Tue 7/16/19	Mon 10/7/19																							
256	1.3.2.1.2 Make Safes and Demolition	60 days	Tue 8/27/19	Mon 11/18/19																							
257	1.3.2.1.3 Existing library abatement	4 wks	Tue 7/16/19	Mon 8/12/19																							
258	1.3.2.1.4 Library make safes and demolition	2 mons	Tue 8/13/19	Mon 10/7/19																							
259	1.3.2.2 Phase 2ABC	535 days	Tue 10/8/19	Mon 10/25/21																							
260	1.3.2.2.1 Phase 2A	455 days	Tue 10/8/19	Mon 7/5/21																							
261	1.3.2.2.1.1 Bulk Excavation	20 days	Tue 10/8/19	Mon 11/4/19																							
262	1.3.2.2.1.2 Piling	30 days	Tue 11/5/19	Mon 12/16/19																							
263	1.3.2.2.1.3 Backfill	15 days	Tue 12/17/19	Mon 1/6/20																							
264	1.3.2.2.1.4 M&E Rough In	200 days	Tue 12/17/19	Mon 9/21/20																							
265	1.3.2.2.1.5 Footings/Column/Wall	50 days	Tue 1/7/20	Mon 3/16/20																							
266	1.3.2.2.1.6 SOG	15 days	Tue 3/17/20	Mon 4/6/20																							
267	1.3.2.2.1.7 Suspended Slabs/Bleachers	60 days	Tue 4/7/20	Mon 6/29/20																							
268	1.3.2.2.1.8 Structural Steel	40 days	Tue 10/6/20	Mon 11/30/20																							
269	1.3.2.2.1.9 Metal Decking	20 days	Tue 12/1/20	Mon 12/28/20																							
270	1.3.2.2.1.10 Roofing	50 days	Tue 12/29/20	Mon 3/8/21																							
271	1.3.2.2.1.11 Insulated Metal Panel	50 days	Tue 12/29/20	Mon 3/8/21																							
272	1.3.2.2.1.12 Glazing	40 days	Tue 3/9/21	Mon 5/3/21																							
273	1.3.2.2.1.13 Interior Block Walls	50 days	Tue 3/9/21	Mon 5/17/21																							
274	1.3.2.2.1.14 Rink Slab	45 days	Tue 3/9/21	Mon 5/10/21																							
275	1.3.2.2.1.15 Dasher Boards	20 days	Tue 5/11/21	Mon 6/7/21																							
276	1.3.2.2.1.16 Interior Steel Stud/Drywall	35 days	Tue 3/9/21	Mon 4/26/21																							
277	1.3.2.2.1.17 Interior Finishes	30 days	Tue 4/27/21	Mon 6/7/21																							
278	1.3.2.2.1.18 M&E Finishes	15 days	Tue 6/1/21	Mon 6/21/21																							
279	1.3.2.2.1.19 Millwork	20 days	Tue 5/25/21	Mon 6/21/21																							
280	1.3.2.2.1.20 Commissioning	10 days	Tue 6/22/21	Mon 7/5/21																							
281	1.3.2.2.2 Phase 2C(GL 1B-F - 2B-E)	435 days	Tue 11/5/19	Mon 7/5/21																							
282	1.3.2.2.2.1 Bulk Excavation	30 days	Tue 11/5/19	Mon 12/16/19																							
283	1.3.2.2.2.2 Piling(Balance)	50 days	Tue 12/17/19	Mon 2/24/20																							
284	1.3.2.2.2.3 Parkade Foundations(GL 1B-F - 2B-E)	40 days	Tue 1/14/20	Mon 3/9/20																							
285	1.3.2.2.2.4 M&E Rough In	200 days	Tue 1/14/20	Mon 10/19/20																							
286	1.3.2.2.2.5 SOG(GL 1B-F - 2B-E)	30 days	Tue 3/10/20	Mon 4/20/20																							
287	1.3.2.2.2.6 Suspended Slab(GL 1B-F - 2B-E)	60 days	Tue 4/21/20	Mon 7/13/20																							
288	1.3.2.2.2.7 Structural Steel	60 days	Tue 7/14/20	Mon 10/5/20																							
289	1.3.2.2.2.8 Metal Decking	25 days	Tue 10/6/20	Mon 11/9/20																							
290	1.3.2.2.2.9 Roofing	20 days	Tue 11/10/20	Mon 12/7/20																							
291	1.3.2.2.2.10 Metal Cladding	50 days	Tue 11/10/20	Mon 1/18/21																							
292	1.3.2.2.2.11 Glazing	80 days	Tue 1/19/21	Mon 5/10/21																							
293	1.3.2.2.2.12 Interior Steel Stud/Drywall	60 days	Tue 12/8/20	Mon 3/1/21																							
294	1.3.2.2.2.13 Interior Finishes	60 days	Tue 3/2/21	Mon 5/24/21																							
295	1.3.2.2.2.14 Millwork	30 days	Tue 4/13/21	Mon 5/24/21																							
296	1.3.2.2.2.15 M&E Finishes	20 days	Tue 5/11/21	Mon 6/7/21																							
297	1.3.2.2.2.16 Commissioning	15 days	Tue 6/15/21	Mon 7/5/21																							
298	1.3.2.2.3 Phase 2B(GL 2B-E - 2B-N)	275 days	Tue 10/6/20	Mon 10/25/21																							
299	1.3.2.2.3.1 Touch up Sub-Base	10 days	Tue 10/6/20	Mon 10/19/20																							
300	1.3.2.2.3.2 Parkade Foundations	60 days	Tue 10/20/20	Mon 1/11/21																							
301	1.3.2.2.3.3 M&E Rough In(underslab)	40 days	Tue 10/20/20	Mon 12/14/20																							
302	1.3.2.2.3.4 SOG	50 days	Tue 11/17/20	Mon 1/25/21																							
303	1.3.2.2.3.5 Suspended Slab	60 days	Tue 12/1/20	Mon 2/22/21																							
304	1.3.2.2.3.6 M&E Rough in	120 days	Tue 12/15/20	Mon 5/31/21																							
305	1.3.2.2.3.7 Concrete Planters	40 days	Tue 1/26/21	Mon 3/22/21																							



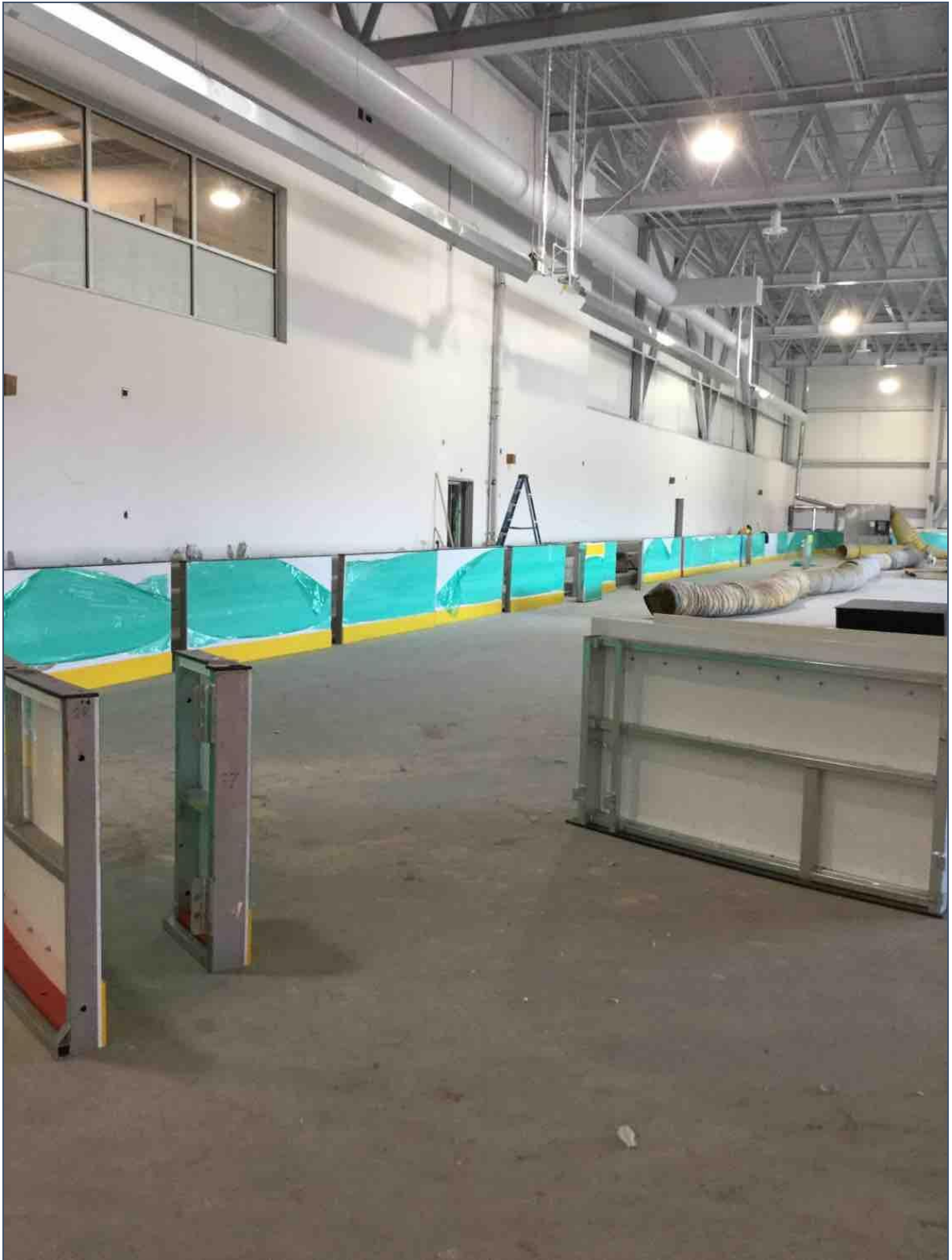
PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE
May 16th 2019 - Update

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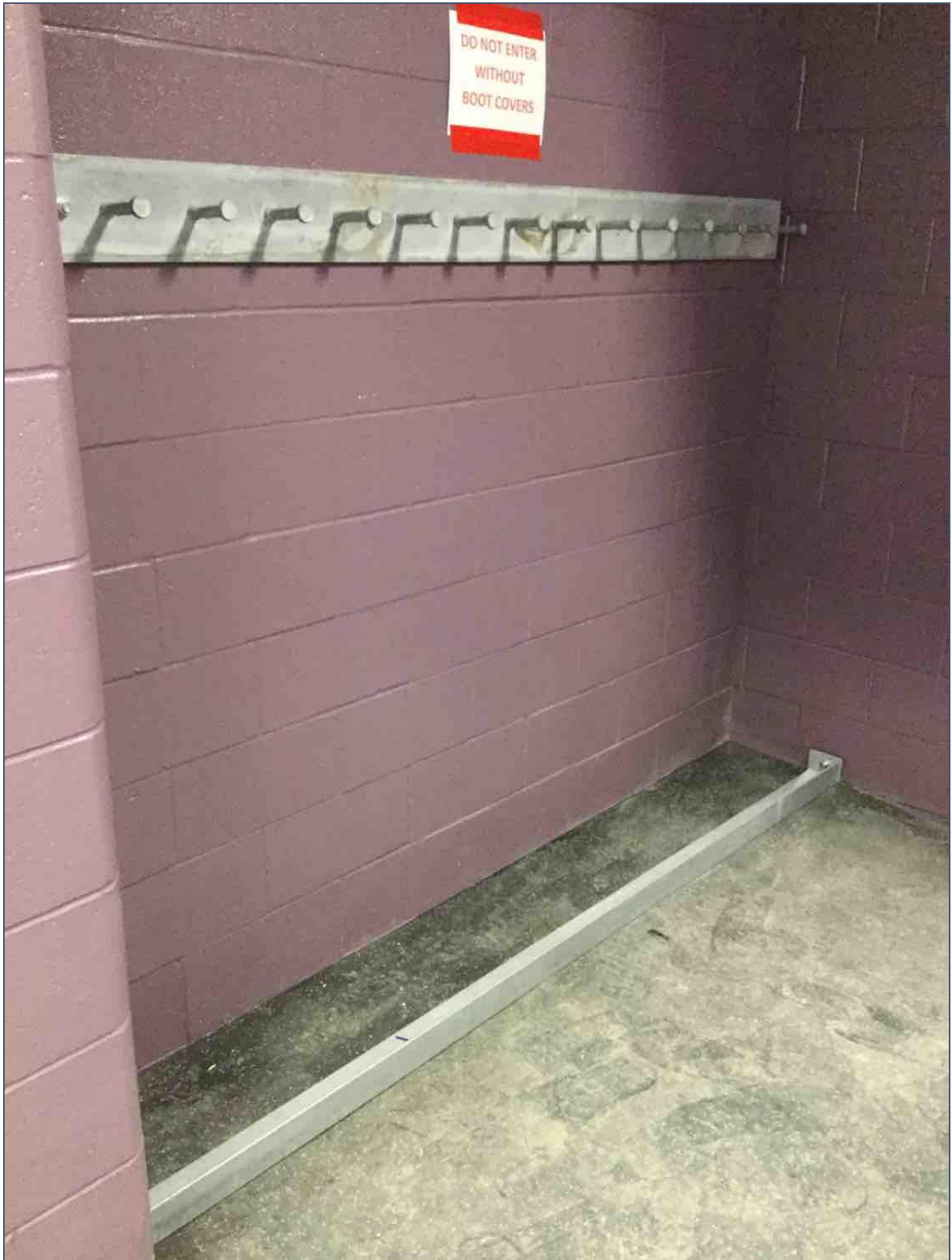
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					Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul
306	1.3.2.2.3.8 Waterproof Membrane	70 days	Tue 1/12/21	Mon 4/19/21	<div>Waterproof Membrane</div>																											
307	1.3.2.2.3.9 Sports Courts	120 days	Tue 4/20/21	Mon 10/4/21	<div>Sports Courts</div>																											
308	1.3.2.2.3.10 Line Painting	20 days	Tue 6/1/21	Mon 6/28/21	<div>Line Painting</div>																											
309	1.3.2.2.3.11 Hard / Soft Landscaping	120 days	Tue 4/20/21	Mon 10/4/21	<div>Hard / Soft Landscaping</div>																											
310	1.3.2.2.3.12 M&E Finishes	60 days	Tue 6/1/21	Mon 8/23/21	<div>M&E Finishes</div>																											
311	1.3.2.2.3.13 Commissioning and life safety testing	30 days	Tue 8/24/21	Mon 10/4/21	<div>Commissioning and life safety testing</div>																											
312	1.3.2.2.3.14 Occupancy Process	15 days	Tue 10/5/21	Mon 10/25/21	<div>Occupancy Process</div>																											

APPENDIX 2

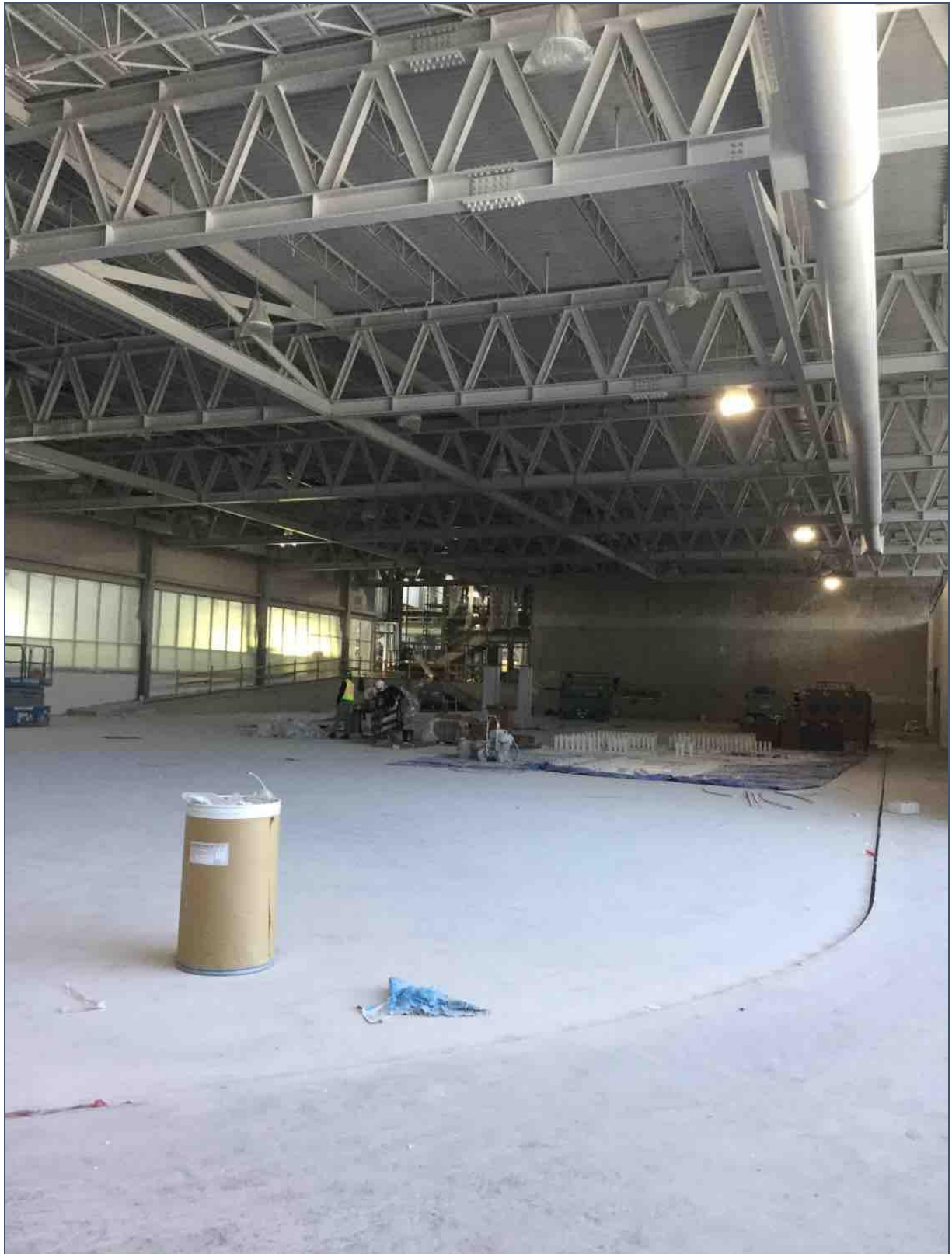
Progress Photographs – April 2019



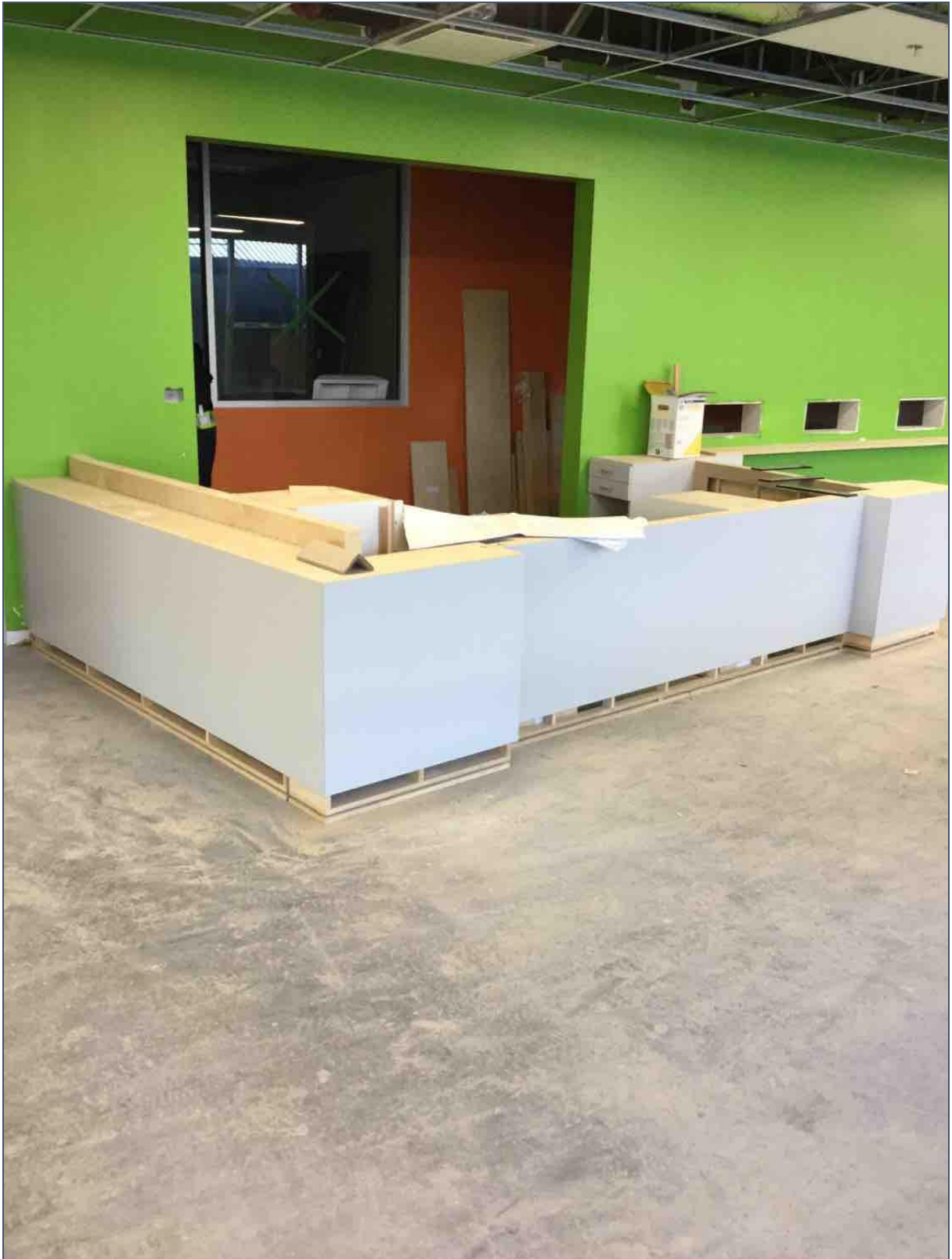
Phase 1A – Dasher board installation commence



Phase 1A – Hooks and stick storage



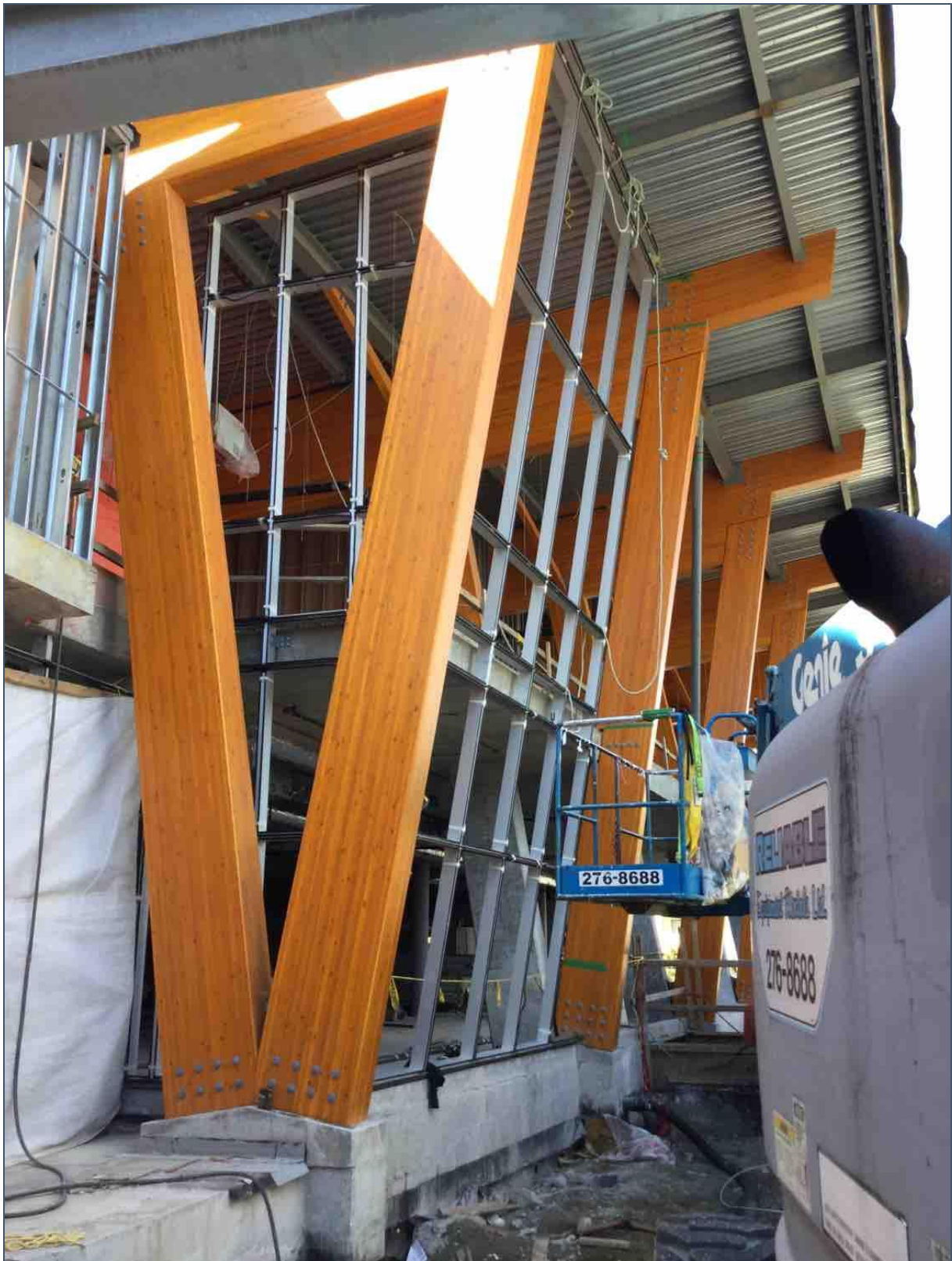
Phase1B – Rink 3 Painting Ongoing



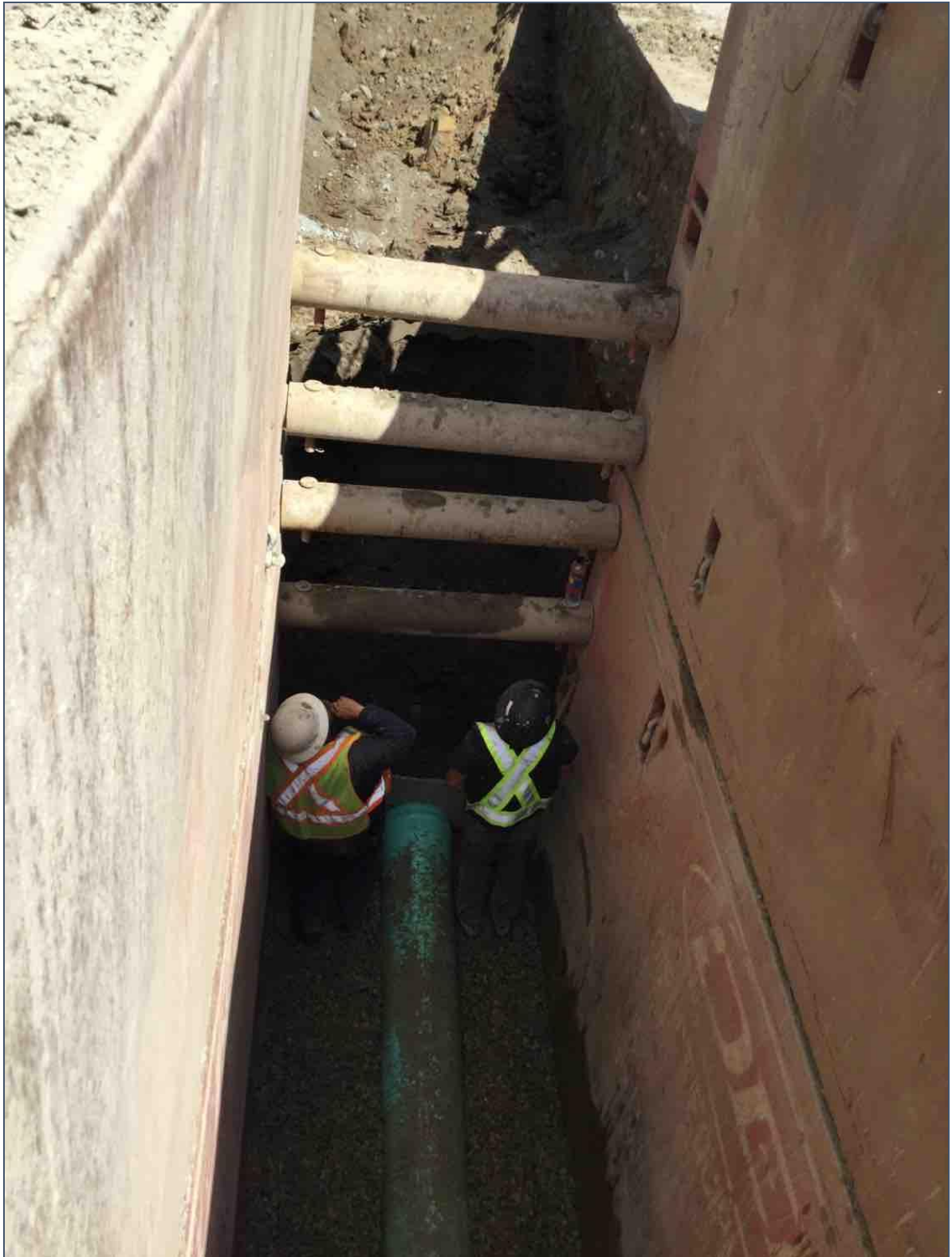
Phase 1B – Library service point painting and millwork



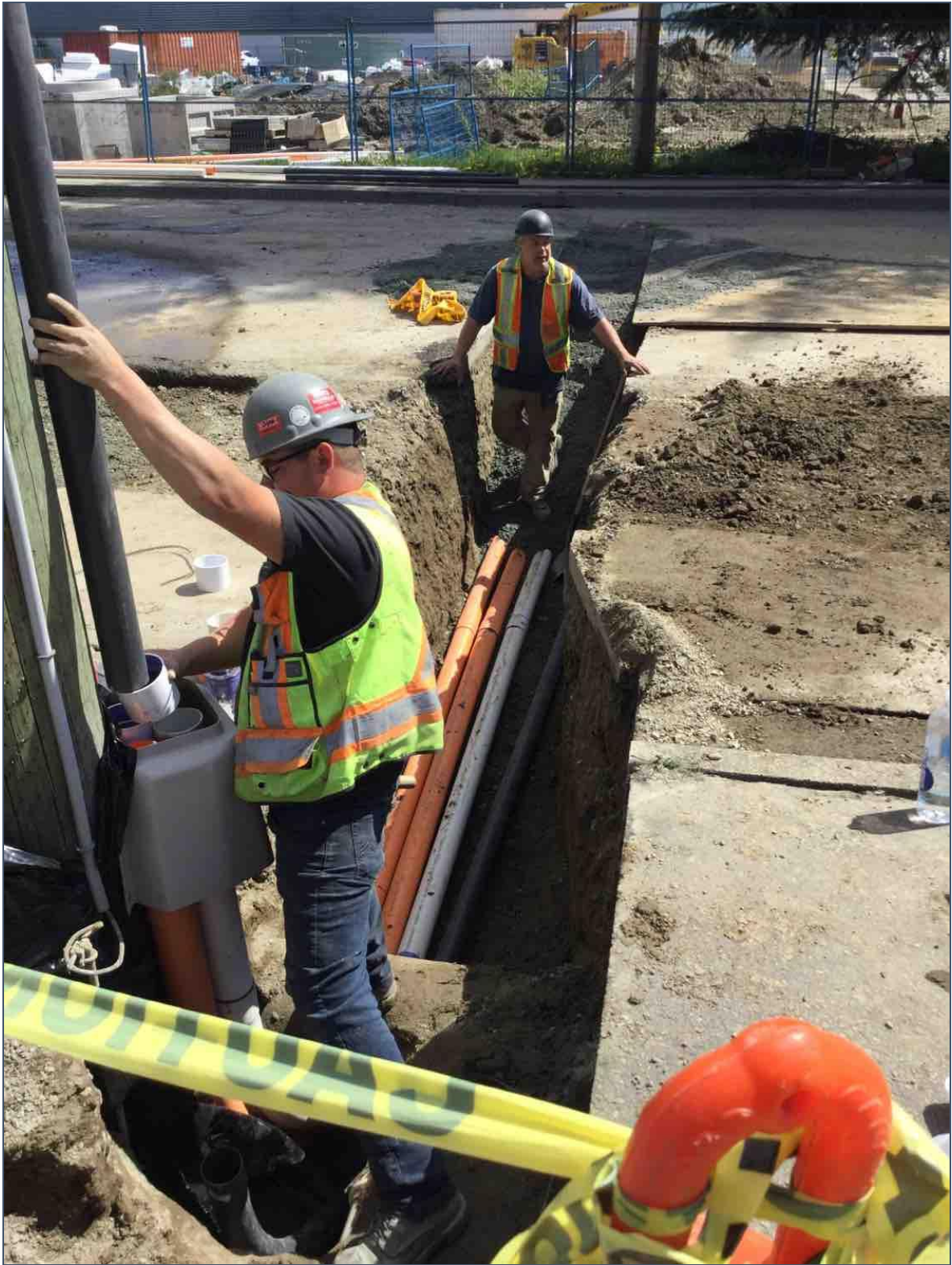
Phase 1C – Hot tub deck rebar placed for slab pour



Phase 1C – Glazing commenced to north elevation of fitness



Offsite – Drainage civil works along Mary Hill



Offsites - Telecom ducting install across Marry Hill

APPENDIX 3

Site Inspection Reports: April 2019

Field Review Report



Project: City of Port Coquitlam Community Recreation Complex

Reporting Date: 2019-04-01

Prepared By: Alun Lewis

Weather: Sunny: x Rain: Wind: **Temperature:** High of: 15
 Cloudy: Snow: Other: Low of: 7

Tango's Staff: (# on site)		Trade's Manpower: (# on site)	
Superintendents	1	Demolition	16
Engineers		Site Work	16
Office Staff		Landscaping	
CSO / First Aid		Paving	
Carpenters		Concrete Formwork	4
Labourers		Rink prep / conc	
Operators		Reinforcing Steel	
		Structural Steel	6
		Metal Decking	
		Masonry	6
		Rough Carpentry	
		Finish Carpentry	
		Millwork	
		Waterproofing	
		Insulation	
		Spray Insul/Fire Proof	
		Caulking/Firestopping	
		Roofing	
		Doors & Hardware	
		Windows/Glazing	12
		Exterior Cladding	8
		SS/Drywall	20
		Drywall Taper	6
		Resilient Tile	
		Ceramic Tile	3
		Elevator	6
		Painting	4
		Misc. Specialties	3
		Cleaners	
		Plumbing	18
		Mechanical	3
		Refrigeration	1
		Sprinklers	
		Electrical	18
		Controls	
		Pool Piping	
		Tango's Subtotal	
		Trade's Subtotal	134
		SITE TOTAL	

JOB DELAYS OR POSSIBLE DELAYS:

Reporting against updated March 15th schedule

items 64-68 - (Sept 19 - Feb 22) - All cap flashings to be commenced to roof. Area of roof above changerooms & elec room to have insulation and roof membrane commenced (temp torch on placed at present)

item 113 - paint rink 3 (March 03 - April 01) - not commenced

item 132 - exterior masonry rink 2 (Jan 21 - Feb 01). All elevations flashings required to top of masonry

item 133 - exterior masonry to refrigeratoin (Feb 04 - Feb 15). No prep works commenced to S elevation

item 163 - exterior glazing (March 03 - March 28) - blanking panels to complete & exterior glazed doors to install

item 168 - FRP (March 29 - April 03) - not commenced

item 175 - ceramic tile (March 29 - April 25) - not commenced to changerooms off corridor

item 188 - roofing (March 19 - March 25) - all cap flashings to be installed

item 232 - suspended deck (Aug 15 - Sept 12) - Insulation void infill placed, sand fill to commence April 02

item 233 - pool tank walls & features (Aug 15 - Oct 25) - Requiness line item above

item 236 - glulams (Nov 15 - Jan 14). Bolt up of glulams and steelwork to be completed

item 238 - exterior steelstud / densglass (Feb 26 - April 08). Parapet, fascia & soffit ongoing

item 243 - interior block walls (Nov 26 - Jan 23). Stores at W end of fitness & weights to complete

item 244 - changeroom tile (Jan 24 - April 03). Thickset to staff areas ongoing and female & male washroom thickset complete.

QAQC

As previously noted and discussed with Ventana

Masonry to stair 1C1 not fully aligned with stair for the first 4 treads

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

		Comments
Site work	9	Offsite work along Kelly Ave & Mary Hill Road
	7	Drainage works from N side of water entry room & along E side of 1A rink
Formwork	4	Phase 1C - Sacking walls - stiar 1C1 stairwell & W elevation of pool
Steel	6	Phase 1B - Install cat ladder from rink to library roof
		Phase 1C - Install bolts to steelwork & glulams
Masonry	6	Phase 1C - Exterior masonry to W elevation of pool
Windows	12	Phase 1C - Glazing to multipurpose rooms, offices and infill panels to S elevation
		Phase 1B - Frame & glazing to stair 2 / rink interface
Cladding	8	Phase 1B - Prep works for cladding to library along N & W elevation
	8	Phase 1A - Cladding and soffit to public corridor
Steelstud / boarding / taping	26	Phase 1A - Re&re boarding around door opening to vestibule at rear of concessions
		Phase 1B - Boarding to N elevation of public corridor. Sanding to W elevation of rink. Tbar to

		changeroom corridors
		Phase 1C - Insulation, boarding ceiling bulkheads, taping to offices.
Ceramic tile	3	Phase 1B - Tiling to 2nd floor staff washroom
		Phase 1C - Screed to male changeroom
Elevator	4	Phase 1A & 1B - Progress elevator install
	2	Phase 1B - Garavanta lift commencing to library
Painting	4	Phase 1B - Prep and paint metal deck above ceiling to public corridor
Freezer	3	Phase 1C - Install kitchen freezer
Plumbing	18	Phase 1C - Water lines above ceiling to lounge. Complete pool piping in leisure pool
		Phase 1A - Progress 2nd floor mech room. Install pipework from refrigeration room through riser in concessions area
Mech	3	Phase 1A - Install ceiling diffusers to Tbar
Refrigeration	1	Phase 1A - Identification painting to pipes in refrigeration room
Electrical	18	Phase 1A - Install lights to Tbar ceiling. Wiring to hanging strip lights. Wiring to mech room & elec room. Work on refrigeration room panel
		Phase 1B - Pulling wires through conduits
		Phase 1C - Work on 2nd floor electrical room panels

Field Review Report



Project: City of Port Coquitlam Community Recreation Complex

Reporting Date: 2019-04-08

Prepared By: Alun Lewis

Weather: Sunny: _____
Cloudy: x

Rain: x
Snow: _____

Wind: _____
Other: _____

Temperature: High of: 12
Low of: 5

Tango's Staff: (# on site)		Trade's Manpower: (# on site)	
Superintendents	1	Demolition	12
Engineers		Site Work	12
Office Staff		Landscaping	
CSO / First Aid		Paving	
Carpenters		Concrete Formwork	5
Labourers		Rink prep / conc	
Operators		Reinforcing Steel	3
		Structural Steel	3
		Metal Decking	
		Masonry	
		Rough Carpentry	
		Finish Carpentry	
		Millwork	
		Waterproofing	
		Insulation	
		Spray Insul/Fire Proof	
		Caulking/Firestopping	
		Roofing	
		Doors & Hardware	
		Windows/Glazing	11
		Exterior Cladding	9
		SS/Drywall	22
		Drywall Taper	6
		Resilient Tile	
		Ceramic Tile	3
		Elevator	2
		Painting	6
		Misc. Specialties	
		Cleaners	
		Plumbing	24
		Mechanical	5
		Refrigeration	2
		Sprinklers	6
		Electrical	19
		Controls	
		Pool Piping	
		Tango's Subtotal	
		Trade's Subtotal	138
		SITE TOTAL	

JOB DELAYS OR POSSIBLE DELAYS:

Reporting against updated March 15th schedule

items 64-68 - (Sept 19 - Feb 22) - All cap flashings to be commenced to roof. Area of roof above changerooms & elec room to have insulation and roof membrane commenced (temp torch on placed at present)

item 113 - paint rink 3 (March 03 - April 01) - commenced

item 114 - refrigeration plant start up & commission (April 01 - May 08) - not commenced

item 132 - exterior masonry rink 2 (Jan 21 - Feb 01). All elevations flashings required to top of masonry

item 133 - exterior masonry to refrigeration (Feb 04 - Feb 15). No prep works commenced to S elevation

item 163 - exterior glazing (March 03 - March 28) - caulking & beauty caps to be installed

item 169 - FRP (March 29 - April 03) - not commenced

item 175 - ceramic tile (March 29 - April 25) - not commenced to changerooms off corridor

item 188 - roofing (March 19 - March 25) - all cap flashings to be installed

item 231 - Pool piping / electrical (June 04 '18 - Aug 14 '18) - Lazy river & bubbler inlets being placed today

item 232 - suspended deck (Aug 15 - Sept 12) - Sand fill placed

item 233 - pool tank walls & features (Aug 15 - Oct 25) - Require line item above

item 236 - glulams (Nov 15 - Jan 14). Bolt up of glulams to be completed

item 244 - changeroom tile (Jan 24 - April 03). Thickset to staff areas ongoing and female & male washroom thickset complete.

QAQC

As previously noted and discussed with Ventana

Not discussed with Ventana - Masonry along W elevation of pool @ punch hole windows, has small cuts to the jambs, head & sills. Not sure how this has occurred (with layout of punch hole windows in formwork), or layout on plans not working with masonry modules.

Unightly finish along the W elevation

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

		Comments
Site work	8	Offsite services along Kelly Ave & Mary Hill Rd
	4	On site services to N of main entrance
Formwork	5	Phase 1A - Strip forms to player & penalty box area. Formwork to spectators seating area
Steel	3	Phase 1A - Install, prep & finish handrail to emergency stair from concessions area
Windows	11	Phase 1C - Install interior glazing to 2nd floor board room. Caulking to exterior glazing of
		2nd floor multipurpose rooms. Commence prep works for install of punch hole windows to W
		elevation of pool
Cladding	9	Phase 1B - Install cladding to public corridor. Prep works to N elevation of public corridor. Prep
		works to E elevation of library
Steelstud / boarding / taping	28	Phase 1B - Taping and jointing to library 2nd floor ceilings. Boarding to public corridor & skate

		lobby ceiling. Taping and jointing to public corridor ceiling.
		Phase 1C - Insulation & boarding to W elevation of offices overlooking corridor. Boarding to
		multipurpose room stores. Boarding to 2nd floor mechanical room
Ceramic tile	3	Phase 1B - Grouting to 2nd floor library staff washroom. Install floor tile to elevator 1
Elevator	2	Phase 1A - Work on elevator 1 shaft
Painting	6	Phase 1A - Final painting to changerooms
		Phase 1B - Commence painting to rink
Plumbing	24	Phase 1C - Copper water lines to kitchen. Water lines from pumps in boiler room. Trench sand
		and install inlets to leisure pool (SE corner)
		Phase 1B - Water lines to fans in parkade
		Phase 1A - Insulation to plumbing lines within refrigeration room
Mechanical	5	Phase 1C - HVAC to universal changerooms. Insulation to HVAC through café
		Phase 1B - HVAC to parkade telecom room
Refrigeration	2	Phase 1A - Pipe insulation to refrigeration room
Sprinklers	6	Phase 1C - Sprinkler lines and branches to main & 2nd floor fitness areas
Electrical	19	Phase 1A - Pulling wire and connecting lights to concession & 2nd floor mech room. Wiring to
		panels in 2nd floor mechanical & electrical rooms
		Phase 1C - Pulling wires to office area. Commence hanging lights to 2nd floor weights room
		Phase 1B - Wiring to library electrical closet

Field Review Report



Project: PCCC
Reporting Date: 2019-04-15
Prepared By: Alun Lewis

Weather: Sunny: ☒ Rain: _____ Wind: _____ Temperature: High of: 11
Cloudy: ☒ Snow: _____ Other: _____ Low of: 5

Tango's Staff: (# on site)		Trade's Manpower: (# on site)	
Superintendents	1	Demolition	25
Engineers		Site Work	25
Office Staff		Landscaping	
CSO / First Aid		Paving	
Carpenters		Concrete Formwork	9
Labourers		Rink prep / conc	
Operators		Reinforcing Steel	
		Structural Steel	
		Metal Decking	
		Masonry	3
		Rough Carpentry	
		Finish Carpentry	
		Millwork	
		Waterproofing	
		Insulation	
		Spray Insul/Fire Proof	
		Caulking/Firestopping	
		Roofing	15
		Doors & Hardware	
		Windows/Glazing	15
		Exterior Cladding	9
		SS/Drywall	6
		Drywall Taper	16
		Resilient Tile	5
		Ceramic Tile	2
		Elevator	2
		Painting	5
		Misc. Specialties	
		Cleaners	
		Plumbing	16
		Mechanical	5
		Refrigeration	
		Sprinklers	8
		Electrical	18
		Controls	
		Pool Piping	
		Tango's Subtotal	
		Trade's Subtotal	159
		SITE TOTAL	

JOB DELAYS OR POSSIBLE DELAYS:

Reporting against updated March 15th schedule

items 64-68 - (Sept 19 - Feb 22) - Cap flashings to be commenced to rink roof. Area of roof above changerooms & elec room to have insulation and roof membrane commenced (temp torch on placed at present)

item 113 - paint rink 3 (March 03 - April 01) - ongoing

item 114 - refrigeration plant start up & commission (April 01 - May 08) - not commenced.

item 115 - dasher boards (Apr 15 - May 27). Not commencing and no material on site.

item 132 - exterior masonry rink 2 (Jan 21 - Feb 01). All elevations flashings required to top of masonry

item 133 - exterior masonry to refrigeratoin (Feb 04 - Feb 15). No prep works commenced to S elevation

item 139 - roll up doors (Apr 10 - Apr 23). Not commenced

item 163 - exterior glazing (March 03 - March 28) - caulking & beauty caps to be installed

item 169 - FRP (March 29 - April 03) - not commenced

item 170 - kitchen build out (Apr 04 - May 15). Materials delivered to site (in kitchen) but no install commenced

item 175 - ceramic tile (March 29 - April 25) - Commenced to large universal changeroom off corridor

item 188 - div 12 roofing (March 19 - March 25) - all cap flashings to be installed

item 231 - Pool piping / electrical (June 04 '18 - Aug 14 '18) - Lazy river & bubbler inlets being placed today

item 232 - suspended deck (Aug 15 - Sept 12) - Sand fill placed

item 233 - pool tank walls & features (Aug 15 - Oct 25) - Requiress line item above

item 244 - changeroom tile (Jan 24 - April 03). Thickset to staff areas ongoing and female & male washroom thickset complete.

QAQC

As previously noted and discussed with Ventana

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

		Comments
Site work	16	Offsite service install along Kelly Ave. Saw cut asphalt along Mary Hill Road for services
	9	On site drainage along N elevation of phase 1B
Formwork	7	Phase 1A - Strip forms from spectator seating area to rink
	2	Phase 1C - Sacking concrete walls
Masonry	3	Phase 1C - Clean up mixing area
Roofing	12	Phase 1C - Roof insulation and membrane above fitness area
	3	Phase 1A - Commence cap flashings to rink parapet
Cladding	9	Phase 1B - Cladding to E & W elevation of library
Steelstud / drywall / taping	22	Phase 1B - Mudding and sanding floating ceilings and walls to public corridor & library
		Phase 1C - Taping walls to offices and electrical closet in weight room. Layout for wall to 2nd floor store & bulkhead to glazed area of fitness studio

Resilient tile	5	Phase 1B - Install rubber flooring to changerooms
Ceramic tile	2	Phase 1C - Install wall tile to large universal changeroom off corridor on main floor
Elevator	2	Phase 1B - Work on machine room for elevator 1
Painting	5	Phase 1B - Painting to rink
		Phase 1C - Painting to ceilings of universal changerooms off main corridor
Plumbing	16	Phase 1C - Pipe racks and pipe install through boiler room. Insulation install around pool inlets in leisure pool. Copper water lines in kitchen. Water lines from parkade into store adj stair 1C3
Mechanical	5	Phase 1A - Install grilles to Tbar ceilings and connect HVAC to grilles.
		Phase 1B - HVAC to telecoms room in basement
Sprinklers	8	Phase 1C - Work on sprinkler tree in boiler room. Branch install to 2nd floor fitness area
Electrical	18	Phase 1A - Pull cabling to concessions and wiring to rink ceiling. Wiring to 2nd floor mech room control panels
		Phase 1B - Wiring to 2nd floor library electrical room panels
		Phase 1C - Pulling wiring to offices and 2nd floor electrical room panels
Glazing	15	Phase 1C - Install frames to S elevation of pool, N elevation of weights room & install handrail bracket to 2nd floor open walkway

Field Review Report



Project: PCCC

Reporting Date: 2019-04-22

Prepared By: Alun Lewis

Weather: Sunny: _____
Cloudy: x

Rain: x
Snow: _____

Wind: _____
Other: _____

Temperature: High of: 10
Low of: 8

Tango's Staff: (# on site)		Trade's Manpower: (# on site)	
Superintendents	1	Demolition	6
Engineers		Site Work	
Office Staff		Landscaping	
CSO / First Aid		Paving	22
Carpenters		Concrete Formwork	2
Labourers		Rink prep / conc	
Operators		Reinforcing Steel	
		Structural Steel	3
		Metal Decking	
		Masonry	
		Rough Carpentry	
		Finish Carpentry	
		Millwork	
		Waterproofing	
		Insulation	
		Spray Insul/Fire Proof	
		Caulking/Firestopping	
		Roofing	3
		Doors & Hardware	
		Windows/Glazing	8
		Exterior Cladding	
		SS/Drywall	2
		Drywall Taper	
		Resilient Tile	3
		Ceramic Tile	5
		Elevator	2
		Painting	
		Misc. Specialties	
		Cleaners	
		Plumbing	
		Mechanical	
		Refrigeration	
		Sprinklers	
		Electrical	15
		Controls	
		Pool Piping	
		Tango's Subtotal	
		Trade's Subtotal	71
		SITE TOTAL	

JOB DELAYS OR POSSIBLE DELAYS:

Reporting against updated March 15th schedule

Items 64-68 - (Sept 19 - Feb 22) - Cap flashings ongoing. Area of roof above changerooms & elec room to have insulation and roof membrane commenced (temp torch on placed at present)

Item 113 - paint rink 3 (March 03 - April 01) - ongoing

Item 114 - refrigeration plant start up & commission (April 01 - May 08) - not commenced.

Item 115 - dasher boards (Apr 15 - May 27). Not commencing and no material on site.

Item 132 - exterior masonry rink 2 (Jan 21 - Feb 01). All elevations flashings required to top of masonry

Item 133 - exterior masonry to refrigeration (Feb 04 - Feb 15). No prep works commenced to S elevation

Item 139 - roll up doors (Apr 10 - Apr 23). One installed between workshop & ice resurface room

Item 163 - exterior glazing (March 03 - March 28) - caulking & beauty caps to be installed

Item 169 - FRP (March 29 - April 03) - not commenced

Item 170 - kitchen build out (Apr 04 - May 15). Materials delivered to site (in kitchen) but no install commenced

Item 175 - ceramic tile (March 29 - April 25) - Ongoing thorough washrooms and changerooms off corridor

Item 188 - div 12 roofing (March 19 - March 25) - all cap flashings to be installed

Item 231 - Pool piping / electrical (June 04 '18 - Aug 14 '18)

Item 232 - suspended deck (Aug 15 - Sept 12) - Sand fill placed. To be graded, rebar placed and poured

Item 233 - pool tank walls & features (Aug 15 - Oct 25) - Requires line item above

Item 244 - changeroom tile (Jan 24 - April 03). Thickset to staff areas ongoing and female & male washroom thickset complete.

QAQC

As previously noted and discussed with Ventana

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

		Comments
Formwork	2	Phase 1C - Sacking to concrete walls
Structural steel	3	Phase 1A - Install guardrails & handrail around backup generator pad and stairs
		Phase 1B - Install guardrails to book drop off pad
Roofing	3	Phase 1C - Clean off roof
Gazing	8	Phase 1C - Prep works for frame install into openings along W elevation of pool.
		Phase 1B - Glazing frame and glass install to main entrance frame
Steelstud / drywall / taping	2	Phase 1C - Steelstud to lifeguards / AC / lunch room walls
Resilient tile	3	Phase 1A - Silicone to rubber tile / CMU
		Phase 1B - Rubber tile install to male, female and family washroom off skate lobby
Ceramic tile	5	Phase 1C - Wall tiling to universal changeroom walls off corridor
Elevator	2	Phase 1A - Work on elevator 2 machine room
Painting	6	Phase 1B - Painting to public corridor floating ceilings, library walls & rink
		Phase 1A - Painting to rink steelwork, conduits and concrete walls
Plumbing	20	Phase 1C - Install pipework from pool deck drainage. Install insulation block outs around pool
		inlet pipes. Pipework to boiler room
		Phase 1A - Install underground drainage lines from RWL's along E elevation of rink
	2	Phase 1A - Pipe insulation to workshop & ice resurface room
Electrical	15	Phase 1A - Energizing lights to concessions and public viewing area
		Phase 1B - Wiring to 2nd floor library electrical room
		Phase 1C - Wiring to 2nd floor electrical room

Field Review Report



Project: PCCC
Reporting Date: 2019-04-29
Prepared By: Alun Lewis

Weather: Sunny: x Rain: _____ Wind: _____ Temperature: High of: 19
Cloudy: _____ Snow: _____ Other: _____ Low of: 4

Tango's Staff: (# on site)		Trade's Manpower: (# on site)	
Superintendents	1	Demolition	15
Engineers		Waterproofing	7
Office Staff		Insulation	
CSO / First Aid		Spray Insul/Fire Proof	
Carpenters		Caulking/Firestopping	22
Labourers		Roofing	10
Operators		Doors & Hardware	2
		Windows/Glazing	4
		Exterior Cladding	19
		SS/Drywall	3
		Drywall Taper	
		Resilient Tile	
		Ceramic Tile	1
		Elevator	2
		Tango's Subtotal	
		Trade's Subtotal	146
		SITE TOTAL	

JOB DELAYS OR POSSIBLE DELAYS:

Reporting against updated April 15th schedule

Items 64-68 - (Sept 19 - Feb 22) - Cap flashings commenced. Area of roof above changerooms & elec room to have insulation and roof membrane commenced (temp torch on placed at present)

Item 84 - library level 2 ceiling framing (Mar 29 - Apr 12) - ongoing

Item 86 - tbar install 1b11 to 1A7 (Feb 21 - Mar 20) - edge trims being installed and tiles to be placed. Tile install commences later this week

Item 87 - tbar install library (Mar 21 - Apr 03) - S end of library Tbar to be installed

Item 94 - cladding to corridor exterior (Mar 29 - Apr 12). N side above library, S side above offices & W end to be completed

Item 115 - dasher boards (Mar 18 - May 06) - Commenced to phase 1A rink last week

Item 119 - M&E finishes (Feb 11 - May 06). Majority of M&E finishes to be installed

Item 125 - rink 3 int glazing (Dec 14 - Jan 01). Glass to SW corner being installed

Item 132 - exterior masonry changerooms (Jan 07 - Jan 18). All elevations, flashing required to top of masonry

Item 133 - exterior masonry rink 2 (Jan 21 - Feb 01). All elevations flashings required to top of masonry

Item 134 - exterior masonry to refrigeration (Feb 04 - Feb 15). No prep works commenced to S elevation

Item 140 - roll up doors (Apr 01 - Apr 15). Ongoing.

Item 170 - FRP (March 29 - April 03) - not commenced

Item 171 - kitchen build out (Apr 04 - May 29). Materials delivered to site (in kitchen) but no install commenced. Required FRP (above)

Item 175 - interior painting (Apr 12 - May 02). Commenced recently

Item 177 - ceramic tile (March 29 - April 25) - Ongoing thorough washrooms and changerooms off corridor

Item 188 - div 12 roofing (March 19 - March 25) - all cap flashings to be installed

Item 198 - exterior landscape (Apr 10 - June 25). Not commenced

Item 224 - Pool piping / electrical (June 04 '18 - Aug 14 '18)

Item 225 - suspended deck (Aug 15 - Sept 12) - Sand fill placed. To be graded, rebar placed and poured. Hot tub slab to be poured today

Pool slab to be poured Friday or start of next week

Item 229 - Glulams (Nov 15 - Jan 28). Bolting up of diagonal glulams to be completed. Number of bolts missing

Item 231 - pool tank walls & features (Apr 02 - May 15) - Requires pool slab to be poured (item 225)

Item 233 - Roofing (Apr 09 - May 06). Cap flashings to be commenced, once exterior envelope installed

QAQC

As previously noted and discussed with Ventana

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

		Comments
On site	7	Backfill underslab drainage to S end of div 12.
Off site	8	Install drainage & backfill along Merry Hill Rd. Install telecom ducting and backfill across Merry Hill Rd

Formwork	3	Phase 1B - Chip out slab - wall voides to W end of rink
Structural steel	3	Phase 1A - Install guardrails and gates around melt pit
		Phase 1B - Install guardrail & gates around melt pit
Roofing	7	Phase 1C - Clean roof of excess material & remove off site
Glazing	17	Phase 1C - Glazing frame install to S elevation of pool & N elevation of weights room
		Phase 1B - Glazing frame to library staircase. Install glass to SW of rink / stairs. Install frames to elevator openings
Cladding	8	Phase 1B - Prep works and cladding install to N elevation of main entrance above library. Prep works to W elevation of library
Steelstud / drywall / taping	23	Phase 1C - High level boarding to washrooms and store adj to mech room. Sanding walls & bulkheads. Corner beads to stores in multipurpose rooms
		Phase 1B - Mud and sand floating ceilings and walls to public corridor. Sanding to library walls
Ceramic tile	1	Phase 1C - Grouting to walls of washroom off corridor
Elevator	2	Phase 1B - Elevator machine room
Painting	7	Phase 1B - Painting to 2nd floor library walls. Painting prep of coat hooks & bench supports
		Phase 1C - Painting to office walls. Painting to CMU walls around kitchen area
Plumbing	22	Phase 1C - Pipework through parkade boiler room. Copper pipes through storage room at parkade. Pipework through universal changerooms. Connect RWLs
		Phase 1A - Work on 2nd floor mech room
Mechanical	10	Phase 1B - Cut in vents off duct to S side of rink and pass through wall to public corridor. Paste joints.
		Phase 1A - Commence commissioning of RTU's above concessions area
Refrigeration	2	Phase 1A - Pipe insulation to refrigeration room pipes
Sprinklers	4	Phase 1C - Branches to main floor pool changerooms
Electrical	19	Phase 1A - Wiring to panels in 2nd floor electrical and mechanical rooms
		Phase 1B - Wiring lights to skate lobby. Wiring to 2nd floor electrical closet & server closet in library
		Phase 1C - Rough in to steelstud walls of first aid / AC room / lunch room
Controls	3	Phase 1A - Controls programming to main electrical room
		Phase 1B - Controls programming to parkade electrical room

APPENDIX 4

Certificate of Payment No.28: May 8, 2019

CERTIFICATE OF PAYMENT

28 (Progress Claim 29)



PROJECT:	City of Port Coquitlam Community Recreation Complex	FILE:	3 - 9308
LOCATION:	2579 - 188th Street Surrey, BC	INSPECTION DATE:	02-May-19
		CERTIFICATE DATE:	08-May-19

Owner The City of Port Coquitlam 2580 Shaughnessy St Port Coquitlam, BC V3C 3G3 Attention: Ms. Kristen Dixon	Design-Builder Ventana Construction (Poco) Corp. 3875 Henning Dr. Burnaby, BC V5C 6N5 Attention: Mr. Andrew Cameron
--	---

		Contract Price	Change orders	Revised Contract Price
Total Contract Amount		\$ 116,717,000	\$ 8,338,990	\$ 125,055,990

PAYMENT CALCULATION	Gross Amount to Date	Previous Period	Gross Amount This Period	Holdback	Net Payment This Period
Total Work Completed	\$ 66,918,459	\$ 61,541,162	\$ 5,377,297	\$ 537,730	\$ 4,839,567
Total Work Completed	\$ 66,918,459	\$ 61,541,162	\$ 5,377,297	\$ 537,730	\$ 4,839,567
Add: Holdback Released	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Current Net Payable			\$ 5,377,297	\$ 537,730	\$ 4,839,567
Plus GST (5.0%) on Net Payable					\$ 241,978
Total Current Payable Amount					\$ 5,081,546
Holdback Retained to Date (incl. this Certificate)					\$ 6,191,846
Total GST Paid to Date (incl. this Certificate)					\$ 2,786,331
PROJECT COST TO COMPLETE					\$ 58,137,531

This is to Certify that, for the Port Coquitlam Community Recreational Centre, a payment of \$5,081,546 (incl. GST) will be due to the Design Builder after the City of Port Coquitlam's Representative has given approval for payment for the work completed during the period ending April 30, 2019. As per the Builder's Lien Act, a 10% Holdback amount has been deducted amounting to \$537,730. The total Holdback retained to date is \$6,191,846 and the total GST paid to date is \$2,786,331 (not including the pre-payment costs). The Adjusted Project Cost to Complete is \$58,137,531 (Not incl. GST & holdback).

CERTIFIED BY:  Neil Murray, MRICS Associate Director	REVIEWED BY:  Rob Wilson, MRICS, PQS Director
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APPENDIX 5

Owner's Meeting Minutes #20: April 16, 2019

Date Issued 2019-04-23
Project Port Coquitlam Community Recreation Complex, 2150 Wilson Ave, Port Coquitlam
Meeting Owners Meeting Minutes #20
Meeting Held On 2019-04-16

Present:

Lewis Reilly	City of Port Coquitlam	POCO	604.927.5411	lreilly@tangomanagement.ca
Lori Bowie	City of Port Coquitlam	POCO	604.927.5411	bowiel@portcoquitlam.ca
Joseph Lenz	Ventana Construction (Poco) Corporation	VCC	604.291.9000	jlenz@ventanaconstruction.com
Tallon O'Neill	Ventana Construction (Poco) Corporation	VCC	604.291.9000	TONeill@ventanaconstruction.com

Copies To:

Kristen Dixon	City of Port Coquitlam	POCO	604.927.5411	dixonk@portcoquitlam.ca
Alun Lewis	Tango Managment	TM	604.734.6416	alewis@tangomanagement.ca
John Bowser	Tango Managment	TM	604.734.6416	bowser@tangomanagement.ca
Andrew Cameron	Ventana Construction (Poco) Corporation	VCC	604.291.9000	acameron@ventanaconstruction.com
Dan Marsolais	Ventana Construction (Poco) Corporation	VCC	604.291.9000	dmarsolais@ventanaconstruction.com
Haley Hartley	Ventana Construction (Poco) Corporation	VCC	604.291.9000	hhartley@ventanaconstruction.com
Jerry Brouwer	Ventana Construction (Poco) Corporation	VCC	604.291.9000	jbrouwer@ventanaconstruction.com
Lloyd Froome	Ventana Construction (Poco) Corporation	VCC	604.291.9000	lfroome@ventanaconstruction.com
Matt Fraser	Ventana Construction (Poco) Corporation	VCC	604.291.9000	mfraser@ventanaconstruction.com
Marco Bordignon	Ventana Construction Corporation	VCC	604.291.9000	mbordignon@ventanaconstruction.com

Old Business

	DESCRIPTION	ACTION BY	REQUIRED BY
1.01 SAFETY			
20.1	VCC noted they now have a full time security guard on-site.	Info	-
20.2	VCC noted a Conwest dump truck hit overhead lines on Kelly ave April 8/19. An incident report is being drafted. VCC to forward Conwest interim safety report to Poco upon receipt.	VCC	-

1.02 DESIGN

14.1	<p>Play Structure- VCC to RFI types to Tango.</p> <p>Meeting 15 - Tango RFI via owner RFI 85. JL to review with MB.</p> <p>Meeting 16- Poco advised the play structure is to be fenced in with lockable gate.</p> <p>Meeting 19- VCC will provide a fenced play structure with lockable gate. POCO to provide play structure comments for landscape review. VCC to set up a plaza/play structure finalization meeting, POCO to advise on availability.</p> <p>Meeting 20- VCC (JL) to issue P2 design notes and minutes.</p>	VCC	2019-04-23
15.3	<p>POCO/ Tango to review if daycare demographic will require structure, and if age-group prompts a specific structure.</p> <p>Meeting 20- Poco confirmed tot lot play structure to be suitable for children 30 months to 5 years.</p>	Info	2018-12-19
18.1	<p>VCC to request A49 CPI rendering for City review.</p> <p>Meeting 19- POCO/Tango confirm not to proceed with CPI. Design to be per IFC drawings.</p> <p>Meeting 20- VCC/Poco to proceed with rain-screen system and add clerestory glazing</p>	Info	-
18.2	<p>Main Reception and Hall of Fame Area: POCO (Lori) to forward and email requesting design brief. VCC will review with A49.</p> <p>Meeting 20- Poco is proceeding with FFE design recommendations with furniture supplier , no A49 input required.</p>	Info	-
19.1	<p>POCO requested interior windows for Div 9. Tango to mark up drawings to indicate potential added interior windows at faculty offices (div 9).</p>	TM	2019-04-03
19.2	<p>POCO requested a door be added to the library L2 flex space. VCC to provide rough order of magnitude.</p> <p>Meeting 20- VCC provided a rough order of magnitude and Poco/Tango confirmed they will not proceed with this change.</p>	Info	-

1.04 SCHEDULE

20.1	VCC noted the following milestones:	Info	-
	<ul style="list-style-type: none"> • P1AB painting in progress • Tbar grid in progress throughout P1AB • Div 10/11 roof in progress • Dasher boards for rink 2 arrive April 24th and will take about 30 days to install. • Kitchen / Concession equipment is on site • Elevator install is substantially complete, glazing install in progress • P1C exterior glazing will be glazed in approx 1.5 month. 		

1.05 CITY/STAKE HOLDERS MEETING

19.1	The next stake holder meeting is May 22nd.	Info	-
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1.07 OFFSITE WORK

17.1	VCC/POCO held a meeting Jan 14/19 to review phase 2 approval and phase 1 traffic management plans. VCC to forward pricing for overnight work and creating a temporary roadway.	POCO	2019-04-23
	Meeting 19- Phase 1B has been approved and phase 2 is pending POCO approval.		

8.01 FFE P1C

15.1	Tango to forward FFE final comments to VCC for coordination as they are relatively minor in nature.	Info	-
	Meeting 16- Tango to finalize P1AB FFE mark-ups before the xmas break, all other area FFE comments to be provided in the New Year.		
	Meeting 17- P1ABC mark-ups received. Spec's for scoreboards is pending POCO finalization of FFE budget		
	Meeting 18- Tango to review with Patcon if Video wall/scoreboard spec can be obtained ahead of Tender Close.		
	Meeting 19- Tango noted that the Patcon video wall/scoreboard spec cannot be obtained before the tender closes which is to close April 11/19.		

8.03 FT. DRESSING RM.

- | | | | |
|-----|--|---------|---|
| 9.1 | VCC to review feature dressing room at Langley Event Centre for sqft.
Tango to review Coquitlam Rec Centre, together decide feasibility of feature room for the rec centre. | Carried | - |
|-----|--|---------|---|
- Meeting 10- POCO noted that proceeding with the feature change room is dependent on stake holder buy in.
- Meeting 12- VCC noted sketch is to be per Arch progress set.
- Meeting 13- BTY is reviewing rough order of magnitude.
- Meeting 14- VCC to review with BTY.
- Meeting 15- Done. A49 to comment on design rough-in hours.
- Meeting 17- Tango to forward VCC response to BTY for finalization
- Meeting 18- Tango to review design costs.
- Meeting 19- This minute will be carried, however the update will happen at phase 2 design meetings.

9.01 OWNER RFI'S

- | | | | |
|------|---|--|---|
| 18.1 | It was noted that Owner RFI 094 Ref Change Rooms is critical. VCC to review and advise. | | - |
|------|---|--|---|
- Meeting 19- Tango to review design costs.
- Meeting 20- Poco confirmed temp ref rooms are to be located in rink 3 next to City storage. VCC will coordinate additional changing rooms with specialties contractor.**
- | | | | |
|------|---|------|---|
| 19.1 | TRX Layout- VCC has forward pricing for approval. | Info | - |
|------|---|------|---|
- | | | | |
|------|---|--|---|
| 20.1 | <p>The following Owner RFI's were discussed:</p> <p>RFI 096 FM Mech Spec & Accommodations - VCC to provide response.</p> <p>RFI 098 Library Millwork and Wall Protection - Tango to provide wall protection / Fitness mark-ups for VCC to consider.</p> <p>RFI 101 Door Security - Concession Storage - Skate lobby cubbies to be reviewed.</p> <p>RFI 105 Gym Divider- VCC to review</p> <p>RFI 112 Library Parking- VCC to review</p> <p>RFI 116 Rink 3 Storage Anchors - VCC to review</p> <p>RFI 121 POCO Fiber IT - Poco- Tango to have Robin pull fibre May 8/19.</p> | | - |
|------|---|--|---|

10.02 TREE REMOVAL

17.1	VCC to review milled wood completion with Silverback Jan 21st. Post review- VCC to advise of potential uses of wood.	VCC	2019-04-23
	Meeting 19- VCC to confirm the two tree types and sizes which were removed mistakenly.		
11.03 OWNER DELIVERABLES			
17.1	Snooker Task Lighting: POCO to provide VCC with the snooker task lighting specs. VCC to review revised layout with A49 and send to POCO (Lori).	VCC	2019-04-23
	Meeting 18- VCC is working with Electrical contractor for a equal alternate to the spec the City provided and will advise.		
	Meeting 20- VCC is awaiting response from Nightingale.		
11.05 FIBRE OPTIC			
16.1	VCC to provide as-builts of additional conduit/fibre lines that have been located. Tango to have Poco IT (Robin) review.	Closed	-
	Meeting 20- VCC forward the as-builts.		
17.01 PHASE 2 CITY PARKING			
17.1	VCC to review probability for utilization of existing library lot for phase 2 City parking.	VCC	2019-02-01
20.1	VCC to advise post demo/paving scope finalization.	VCC	-
18.01 DEMO/ABATEMENT WILSON CENTRE & LIBRARY			
18.1	VCC is currently reviewing abatement services for Wilson Centre and Library. Once scopes and dates are refined VCC will review with POCO and Abatement engineer.	Info	-
	Meeting 20- VCC advised tender has been issued.		
19.01 HANDY DART ACCESS			
19.1	Team to review ideal location for the Handy dart access.	All	-
20.1	The Handy-Dary drop off location is to be out front of 1A129 change rooms.	Info	-
19.02 PARKING COUNT			
19.1	VCC to provide parking count at North plaza with consideration of early bulk excavation / piling commencement.	VCC	2019-04-16
20.1	Poco advised the area does not need to be paved, temp gravel only.	Info	-

19.03 OPERATIONAL MOVE IN AREA / SCHEDULING / SEQUENCING

19.1 Topic created for future discussions. -

19.04 OWNER SUPPLIED WASHROOM ACCESSORIES

19.1 VCC to provide an itemized list of owner supplied washroom accessories that VCC will be installing. VCC -

New Business

DESCRIPTION

ACTION BY

REQUIRED BY

20.01 NEXT MEETING

20.1 The next meeting will be held May 7, 2019, at 10:00 am 2019-05-07

These minutes are believed to be a true and accurate record of all items discussed. Any errors and/or omissions should be reported, in writing, to Ventana Construction (POCO) Corp. as soon as possible.

Recorded by:

Ventana Construction (POCO) Corp.

Tallon O'Neill

APPENDIX 6

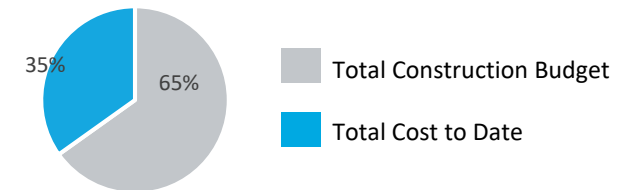
Project Dash Board: April 30, 2019

PROJECT DASH BOARD

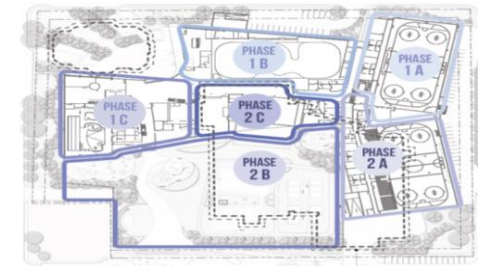
Updated: 2019-4-30

PROJECT SCHEDULE							
Task / Activity	Start	Finish	2017	2018	2019	2020	2021
Design	Dec-16	Jan-19					
Permits	Feb-17	Feb-19					
Procurement	Feb-17	May-19					
Phase 1A - Participant Ice	Mar-17	Jul-19					
Phase 1B - Leisure Ice & Library	Apr-17	Jul-19					
Phase 1C - Aquatics, Fitness, All Age & Admin	Aug-17	Oct-19					
Phase 2A - Spectator Ice	Oct-19	Jul-21					
Phase 2B - Underground Parking	Oct-20	Oct-21					
Phase 2C - MP, Flex Hall & Child Care	Jan-20	Jul-21					

CONSTRUCTION BUDGET



PHASING PLAN



PHASE 1A - Overview



PHASE 1B - Overview



PHASE 1C - Overview



APPENDIX 7

Architecture 49 Site Report #44: April 29, 2019

Architecture49 Inc.
270 - 1075 West Georgia
Vancouver BC
V6E 3C9

T 1.604.736.5329
F 1.604.736.1519
architecture49.com

May 01, 2019

Tango Management Group
2288 Manitoba Street
Vancouver, BC V5Y 4B5

Attention: Lewis Reilly, Director
lreilly@tangomanagment.ca

**Reference: Port Coquitlam Community Recreation Complex, Port
Coquitlam, BC**

To whom it may Concern:

We reviewed the project on-site on April 25, 2019 and via photographs, and based on the visit, review, photos, inspection reports and ongoing correspondence with the site supervisor to date, we verify that to the best of knowledge the work is progressing generally in accordance with the project's IFC drawings, specifications and building permits issued to date.

Sincerely,
ARCHITECTURE49 INC.



Stella Nicolet, Architect AIBC, AAA, AIA, LEED AP BD+C, CCCA, CCA
Managing Principal

Date: April 29, 2019

FR No.: 044

Contractor: Ventana Construction (Poco) Corp.
Attn: Joseph Lenz
Email: jlenz@ventanaconstruction.com

From: Dave Maté
Architecture49 Inc.
270 – 1075 West Georgia
Vancouver, BC, V6J 4Y3
Tel: (604) 736-5329
Fax: (604) 736-1519

Owner: City of Port Coquitlam
c/o: Tango Management Group
Email: ireilly@tangomanagement.ca

Attachments **No. of Pages:** 26

Project/File: 159-00406-02 Field Reports

Project: Port Coquitlam Community
Recreation Complex

Location: Port Coquitlam, B.C.

Copies to:

<input checked="" type="checkbox"/> To: Ventana Construction	Attn: Andrew Cameron Tallon O'Neill Jerry Brouwer Matt Fraser	email acameron@ventanaconstruction.com toneill@ventanaconstruction.com jbrouwer@ventanaconstruction.com mfraser@ventanaconstruction.com
<input checked="" type="checkbox"/> To: Tango Management Group	Attn: Lewis Reilly	email lrilly@tangomanagement.ca
<input checked="" type="checkbox"/> To: Architecture49 Inc	Attn: Stella Nicolet Simon Mellor Antonio Rigor	email Stella.Nicolet@architecture49.com Simon.mellor@architecture49.com Antonio.rigor@architecture49.com

Date of Visit: April 25, 2019	Weather: Sun/Cloud	Temperature: +15° C
--------------------------------------	---------------------------	----------------------------

Observations (General Work):

- Site works appears in general compliance with the construction documents unless noted otherwise.
- Health and site safety measures observed to be in place.

Work in Progress:

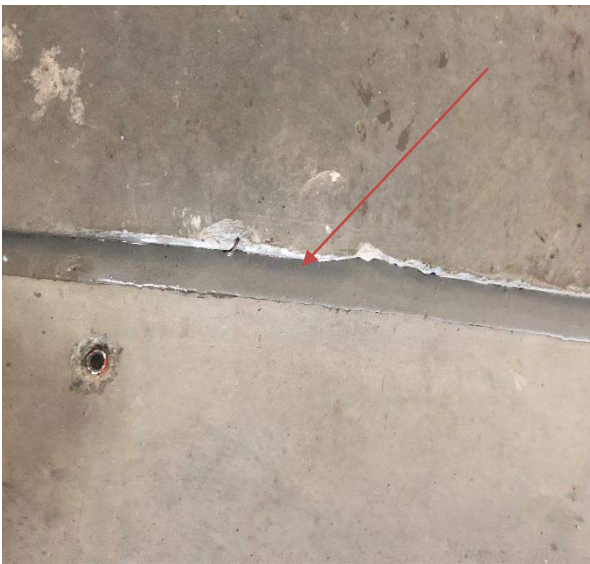
- Rink 2 dasher boards
- Corridor 1A123 resilient flooring.
- Phase 1AB Change Room Racks and Stick Racks
- Rink 3 painting
- Public Corridor north elevation roof eave soffit insulation and metal panels. Wall Type W5
- Change Room roofing membrane at mechanical unit curb
- Administration roof top mechanical units
- South Entrance roof top mechanical unit.
- Library Level 1 Service Point 1B154 millwork

- Library Level 2 Stair 4 mullion framing.
- North face Library soffit. Wall Type W4a
- Main Entrance Vestibule Glazing
- Level 1 Change Rooms tiling GL 1C-9 between GL 1C-E & 1C-H+
- Level 2 Administration smoke seal at top of wall/deck interphase.
- Phase 1C Pool slab formwork and reinforcing.
- Gridline 1C-6- between 1C-J+ & 1C-N+ east face Wall Type W1
- Pool/Fitness Area Roof Type R1 & R2.

Attachments:

- None

Information or Action required



Rink 2 perimeter seal not installed as per Specification Section.13 18 13



Phase 1AB Change Room Showers to be SD1 fully recessed soap dishes as shown on drawing A-P1AB-1002

Site Photos:



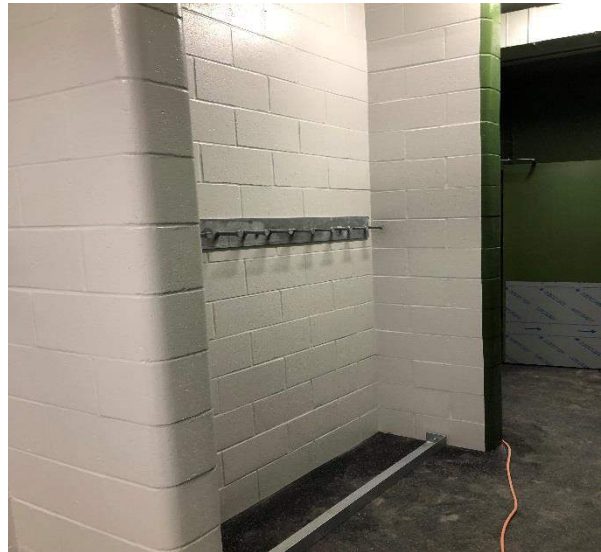
Rink 2 dasher boards



Corridor 1A123 resilient flooring.



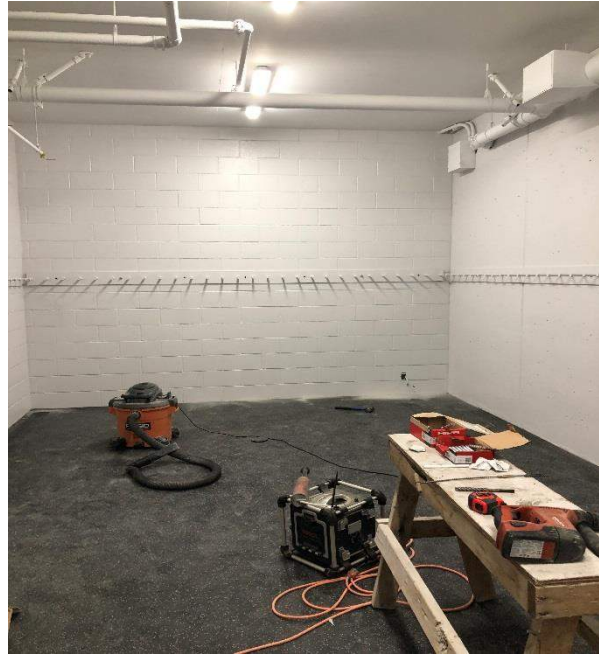
Phase 1AB Change Room stick racks



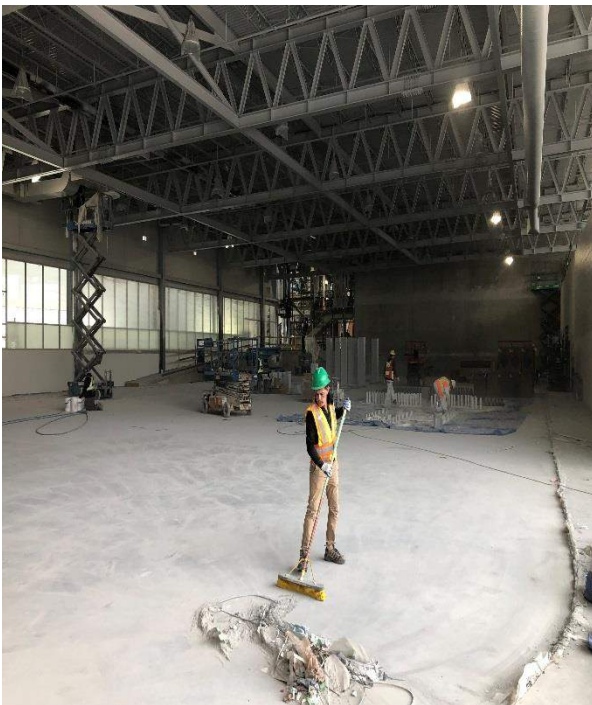
Phase 1AB Change Room stick racks



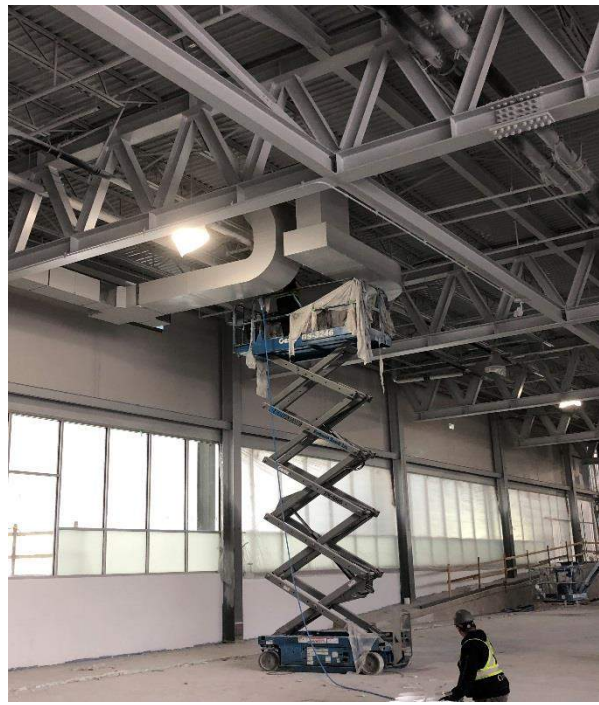
Phase 1AB Change Room stick racks



Phase 1AB Change Room hanging racks



Rink 3 painting



Rink 3 painting



Rink 3 painting



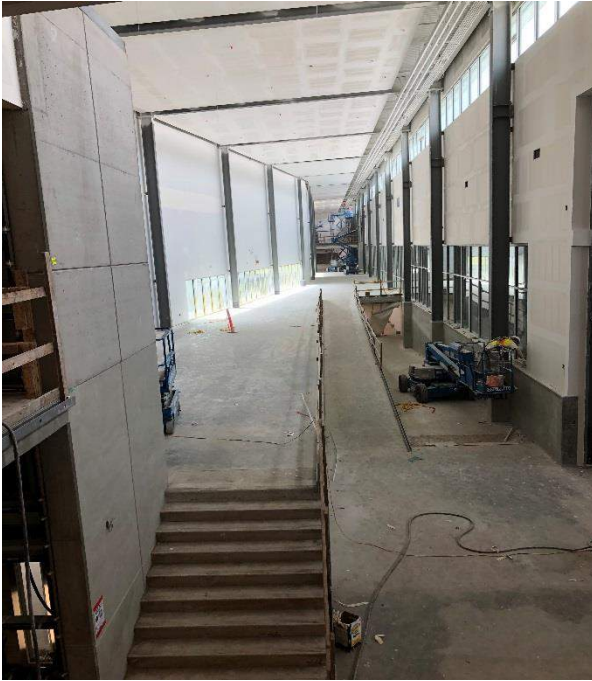
Public Corridor north elevation roof eave soffit insulation and metal panels. Wall Type W5



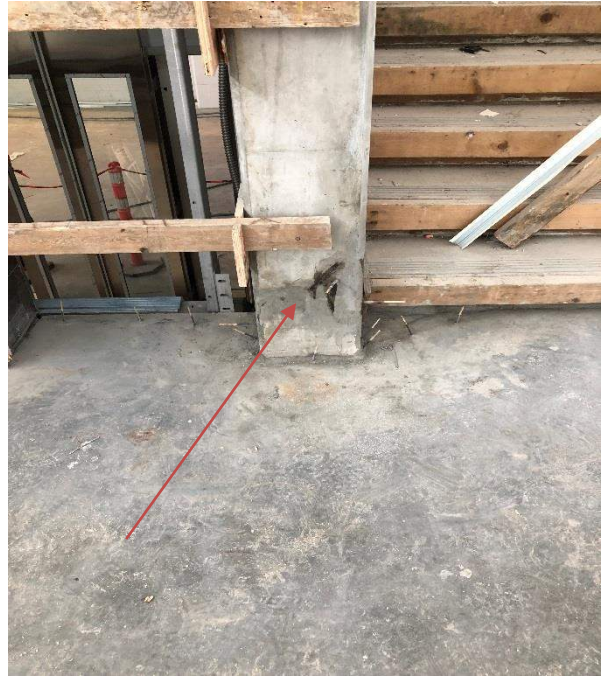
Typical



Typical



Public Corridor looking west.



Elevator 2 floor slab and wall epoxy injection remedial work completed.



Stair 1 south wall epoxy injection remedial work completed.



Change Room roofing membrane at mechanical unit curb



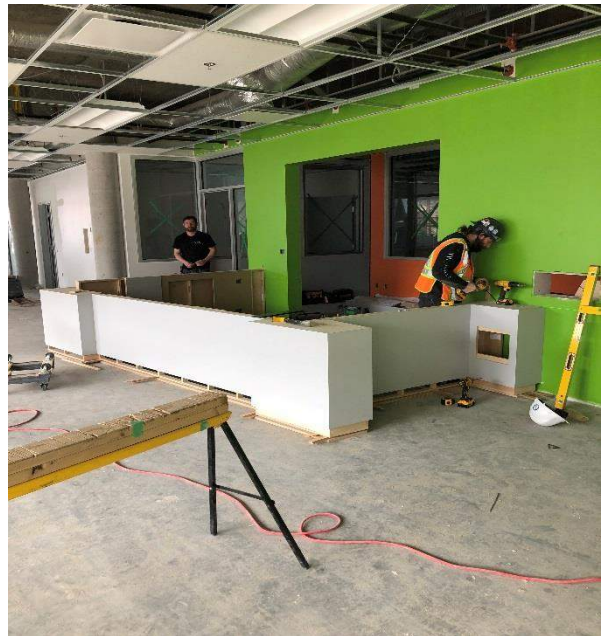
Administration roof top mechanical units



Administration roof top mechanical units



South Entrance roof top mechanical unit.



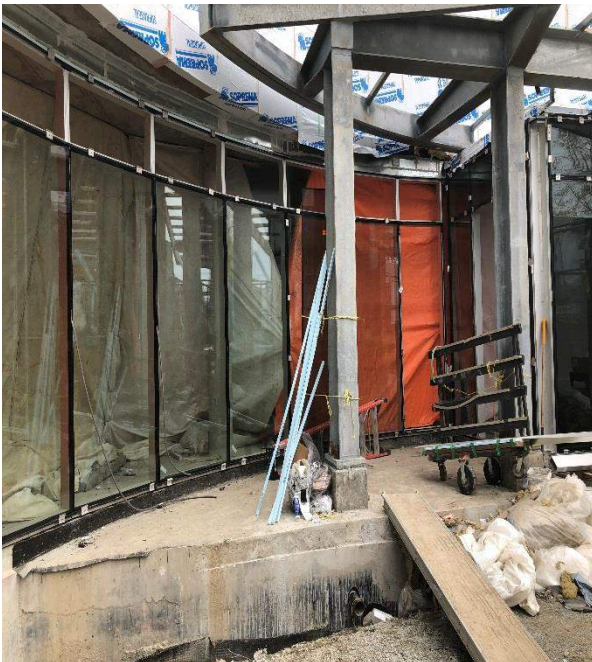
Library Level 1 Service Point 1B154 millwork



North face Library soffit. Wall Type W4a



Library west elevation Wall Type W4



Library west elevation glazing



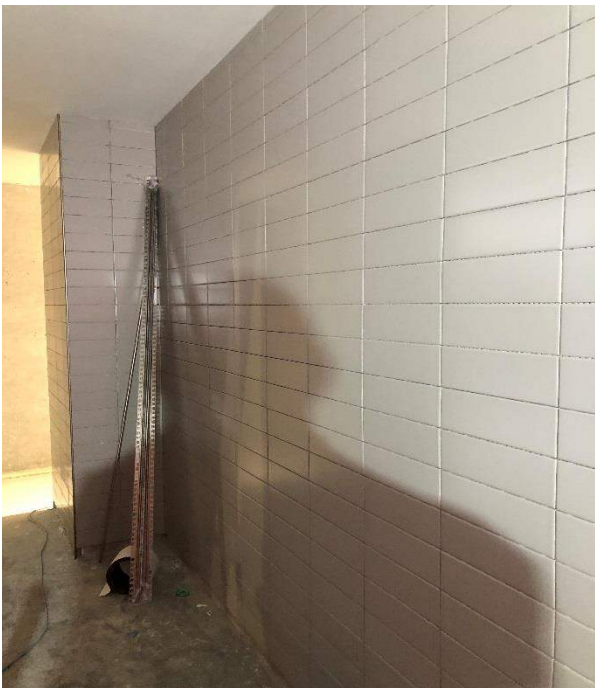
Library Level 2 Stair 4 mullion framing.



Main Entrance Vestibule Glazing



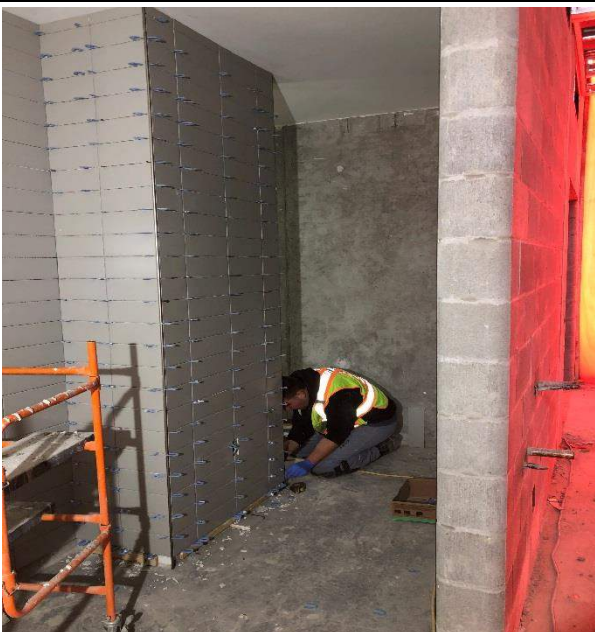
Main Entrance Vestibule Glazing.



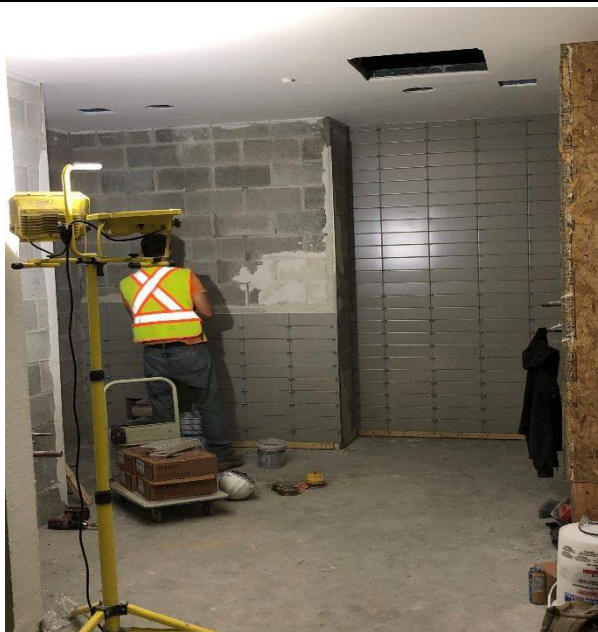
Level 1 Change Rooms tiling GL 1C-9 between GL 1C-E & 1C-H+



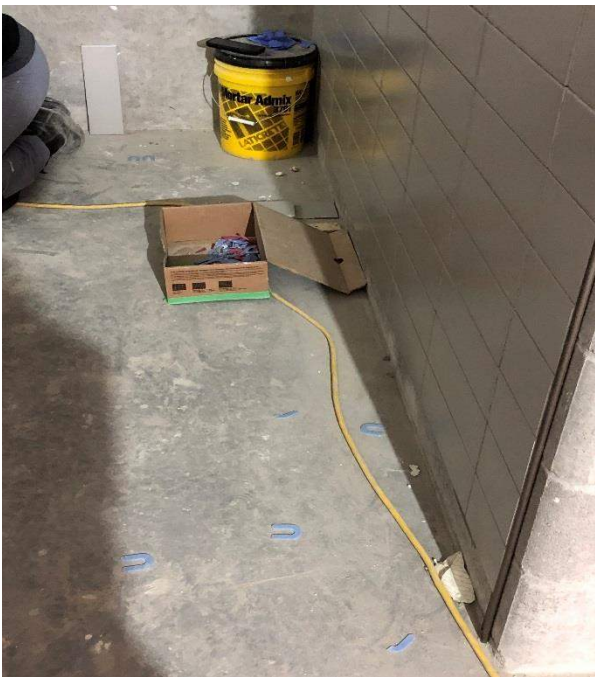
Typical



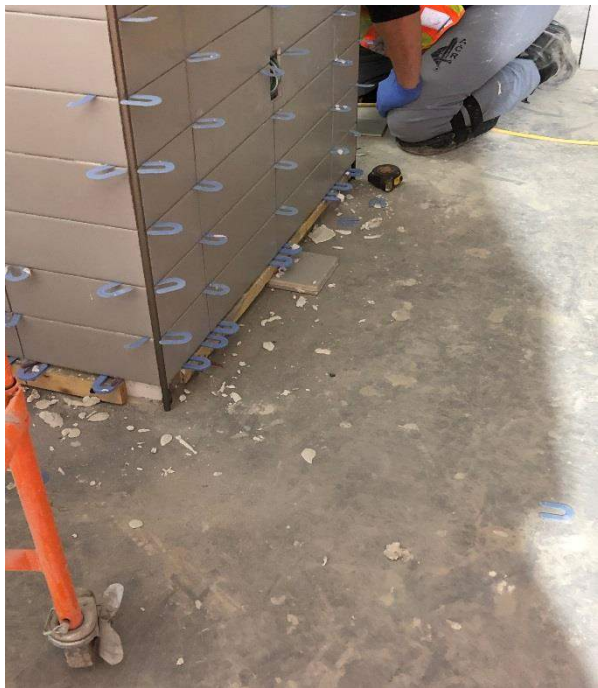
Typical



Typical



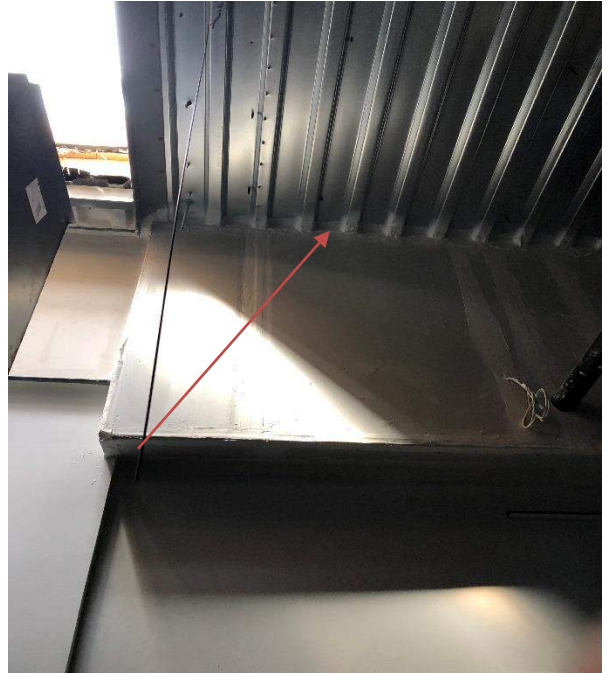
Typical



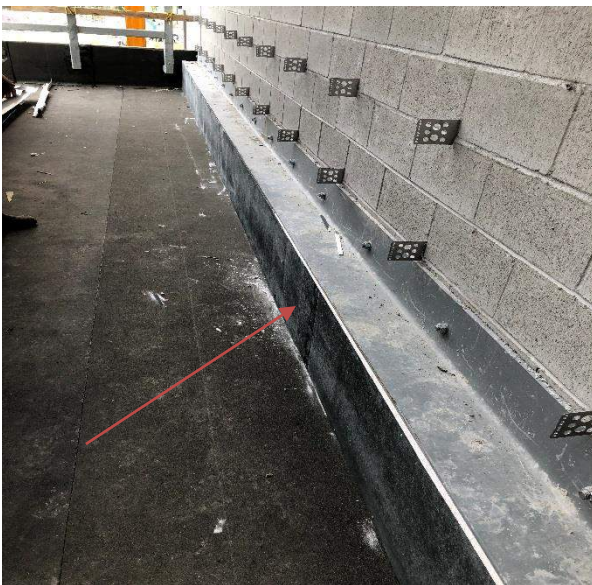
Typical



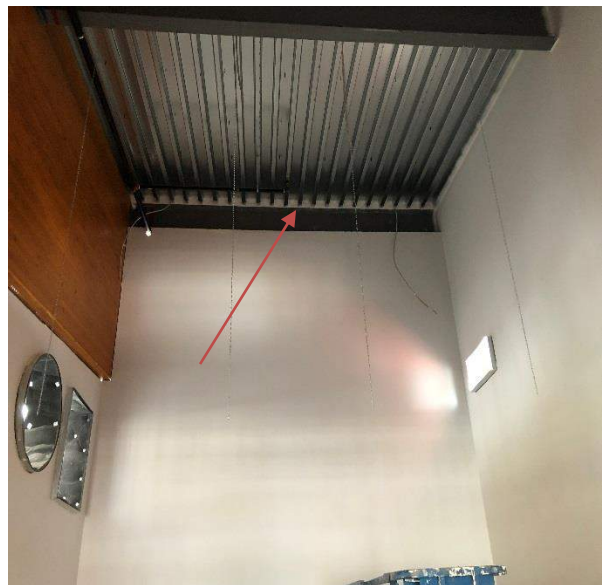
Level 2 Administration smoke seal at top of wall/deck interphase.



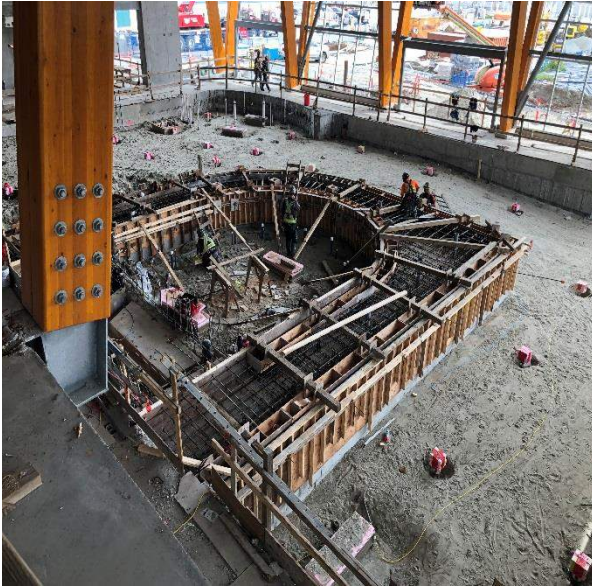
Typical



Gridline 1C-6- between 1C-J+ & 1C-N+ east face Wall Type W1. As per out discussion on site with VCC the proposed build out is acceptable provided insulation is placed to fill the full depth of cavity and full length under Wall Type W1



Level 2 Mechanical room smoke seal at top of wall/deck interphase.



Phase 1C Pool slab formwork and reinforcing.



West side gas meter pad



Pool/Fitness Area Roof Type R1 & R2 looking south west.

Issued by the Consultant:

Dave Maté
Sr. Contract Administrator



April 29, 2019

Name and title of person signing

Signature

Date

BRYSON MARKULIN ZICKMANTEL
STRUCTURAL ENGINEERS

Reviewed by SER:

Initials

Suite #501 – 510 Burrard Street, Vancouver, B.C. V6C 3A8 • (604) 685-9533 • www.bmzse.com

CONSTRUCTION REVIEW MEMO

PROJECT: Poco Bar Center **JOB #:** 80058-01 **DATE:** April 5/19

Work reviewed: Division 10, 11, 12 Structural steel
PIE

Work is in general conformance with
structural drawings.

BMZ: 

Note: This memo reports observations made during construction review, only. Any comments requiring action by the contractor are to assist the contractor to comply with the contract documents and are not to be taken as a contract change notice. These observations do not, in any way, relieve the contractor of the sole responsibility to construct the work in accordance with the contract documents, nor do these observations in any way, represent a complete list of all work needed to comply with the contract documents. The contractor is required to independently check all his own work, and is not to rely on these observations, in any way, as relieving him of this important responsibility.

BRYSON MARKULIN ZICKMANTEL
STRUCTURAL ENGINEERS

Reviewed by SER:

Initials

Suite #501 – 510 Burrard Street, Vancouver, B.C. V6C 3A8 • (604) 685-9533 • www.bmzse.com

CONSTRUCTION REVIEW MEMO

PROJECT: *Poco Bar Center* **JOB #:** *80058-01* **DATE:** *April 9/19*

*Work reviewed: Level Foundation - PC2 pile caps x3
G-B2 + G-B3
grid 1C5-1C9/2BF-2BG+*

*Reinforcing is in general accordance
with structural drawings.*

Chp keepaway at pour joint within G-B3.

BMZ: 

Note: This memo reports observations made during construction review, only. Any comments requiring action by the contractor are to assist the contractor to comply with the contract documents and are not to be taken as a contract change notice. These observations do not, in any way, relieve the contractor of the sole responsibility to construct the work in accordance with the contract documents, nor do these observations in any way, represent a complete list of all work needed to comply with the contract documents. The contractor is required to independently check all his own work, and is not to rely on these observations, in any way, as relieving him of this important responsibility.

BRYSON MARKULIN ZICKMANTEL
STRUCTURAL ENGINEERS

Reviewed by SER:

Initials

Suite #501 – 510 Burrard Street, Vancouver, B.C. V6C 3A8 • (604) 685-9533 • www.bmzse.com

CONSTRUCTION REVIEW MEMO

PROJECT: Poco Rec Center **JOB #:** 80058-01 **DATE:** April 25/19

Work reviewed: 300 dp pool slab + step 103/105+
concrete crack remedial fix

Reinforcing p work was in general conformance
with structural drawings

BMZ: 

Note: This memo reports observations made during construction review, only. Any comments requiring action by the contractor are to assist the contractor to comply with the contract documents and are not to be taken as a contract change notice. These observations do not, in any way, relieve the contractor of the sole responsibility to construct the work in accordance with the contract documents, nor do these observations in any way, represent a complete list of all work needed to comply with the contract documents. The contractor is required to independently check all his own work, and is not to rely on these observations, in any way, as relieving him of this important responsibility.



MECHANICAL AND PLUMBING FIELD REPORT

DATE:	March 27, 2019	FR NO.:	MP.17
Contractor	Ventana Construction	FROM:	Lowell Suelto/Seann Caldwell WSP Canada Inc. 840 Howe Street Vancouver BC V6Z 2A9
ATTN:	Andrew Cameron		
	acameron@ventanaconstruction.com		
Mechanical:	Omega Mechanical Ltd.		
ATTN:	Mitch Kelly/Nick Sciankowy	PROJECT NO.:	159-00406-02
EMAIL:	mitch@omegamechanical.com		
PROJECT:	Port Coquitlam Recreation Complex	LOCATION:	2150 Wilson Ave, Port Coquitlam
ATTACHMENTS:			

Distributed to:

<input checked="" type="checkbox"/>	Omega Mechanical LTD.	Attn:	Gary Martin/Kyle Parhar	Email:	gmartin@omegamechanical.ca
<input type="checkbox"/>					

Date of Inspection: April 4, 2019
April 18, 2019

Weather: Rain

Temperature: 8°C

General Note: Strike-thru items are completed or fully addressed and will be deleted in the next report.

General (Work Reviewed):

1. 1A Water Entry Room and Mechanical Rooms to date.
2. Plumbing piping and rough-ins installed in 1ABC to date.
3. Mechanical piping and HVAC in 1ABC to date.

Work in Progress:

1. Rough-in of Phase 1ABC plumbing piping (Water, Sanitary and Venting)
2. Phase 1ABC Storm piping from roof drains down to tie-in points above grade.
3. Phase 1ABC Gas piping mains inside building.
4. Phase 1AB hydronic piping.
5. Phase 1ABC Sheet metal ductwork inside building
6. Phase 1ABC sprinkler piping inside building

1000-840 Howe Street
Vancouver, BC, Canada V6Z 2M1

T T +1 604 685-9381
F +1 604 683-8655
www.wsp.com

FIELD REPORT

Observations:

1. Phase 1C, Pool Area: Slab is completely poured below the pool. WSP discussed with Omega that domestic hot and cold for the foot shower could be fed from the Phase 1C mechanical room, thru the pool equipment room and follow the same routing as the pool piping serving the water park. WSP to issue SI after confirming details with A49. Pipe coring thru foundation wall has been made to accommodate piping serving shower. Pool wood framing is being built-up. Deck Drainage openings are installed. Update: Pool Equipment piping install is progressing,
- ~~2. Roof curbs are in place for DH-1 and DH-4 (photos #1 and #2)~~
- ~~3. Radiant Floor manifolds are installed (photo #3)~~
- ~~4. Phase 1A, Mechanical Room (second floor): Most of the equipment are on concrete pads. Equipment includes Boilers B-1, B-2, domestic hot water heaters, tanks, pumps, and heat pump heat Hydronic main piping installation has been progressing (approximately 50% installed) at the ceiling level – contractor to confirm structural approval has been provided prior to full install.~~
- ~~5. Phase 1ABC: Gas Meter at NE corner of Rink 2 installed. A portion of the gas piping downstream of the meter (inside building) has been installed and connected. Gas from a temporary gas meter is being used for temporary heat (photo #5).~~
- ~~6. Phase 1B: Library Area: Domestic water, storm, sanitary and vent line at ground floor ceiling level have been installed. Piping not yet insulated. Plumbing fixture rough-ins on level 1 have been installed.~~
2. Phase 1C: 150mm storm piping at phase 1C at the north side between gridlines 1C6 and 1C13 will have a potential conflict with 3300mm height dropped ceiling. A-49 has confirmed ceiling will be dropped to accommodate storm piping. The RWL drop shown at the corner of Facility Manager office 1C120 will also need to be relocated due to a wall layout change during construction.
- ~~3. Phase 1B: Heat pumps are installed, with no lines or ducts.~~
- ~~4. Phase 1C: No HVAC is installed except main ducts on Level 1 and basement.~~
- ~~5. Concession grease hood is installed (photo #6)~~
- ~~6. Water line to refrigerator room is changed to 40mm (photo #8)~~
- ~~7. Plumbing rough-ins in phase 1C are complete.~~
3. Mechanical and plumbing components to-date installed as per contract documents.
4. Rink #2 – Radiant heaters are installed complete with gas lines vents, deflectors and seismic restraint (photo #1)
5. Refrigeration Room Vestibule – Emergency shower/eye wash complete with floor drain is installed (photo #2)
6. Refrigeration Room Fan/ammonia detector indicating lights and switches are installed (photo #3)
7. Refrigeration Room – Fresh air intake ductwork is installed. Louver is missing (photo #4)
8. Refrigeration Room – Heat pump piping complete with bypass piping connected to thermal equalizer tank (photo #5)
9. Zamboni Room – Ice melt pit coil piping is complete (photo #6)
10. Refrigeration Room – Ammonia exhaust duct to exhaust fan EF-16 is complete (photo #7)
11. Rink #2 – Supply air ducting is complete (photo #8)
12. Kitchen – Cooking exhaust hood is complete (photo #9)
13. Kitchen – Kitchen equipment plumbing is in progress (photo #10)

FIELD REPORT

- 14. Phase 1C – Water entry and sprinkler valve station is installed in Mechanical Room. (photo #11)
- 15. Phase 1C – Boilers, pumps and piping are installed in Mechanical Room. (photo #12)
- 16. Phase 1B Library – Ceiling is installed less grilles and diffusers (photo #13)
- 17. Phase 1C – No HVAC is installed in Level 2 west of grid line IC-7 (photo #14)

FIELD REPORT

Photos:



Photo #1: Rink #2 Radiant Heaters



Photo #2: Emergency Shower/Eyewash



Photo #3: Ammonia Detector/Lights/Switches



Photo #4: Refrigeration Room Air Intake



Photo #5: Thermal Equalizer Tank Piping



Photo #6: Ice Melt Pit Coil Piping



Photo #7: Refrigeration Room Exhaust



Photo #8: Supply Air ducting

FIELD REPORT



Photo #9: Kitchen Exhaust Hood



Photo #10: Kitchen Equipment



Photo #11: Phase 1C - Mechanical Room



Photo #12: Phase 1C Boilers



Photo #13 - Library Ceiling



Photo #14 - Level 2 Weight Room

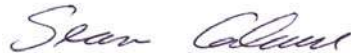
FIELD REPORT

Information or Action Required:

1. Items are currently in progress; Submit pipe pressure test reports for Consultant Records.
2. Ensure temporary heaters provide a minimum of 10 deg. Space temperature or as required by the structural engineer when pouring and curing the concrete rink slabs. Heating is on in Rink #3.
3. Maintain record as-built redline drawings on site.
4. Provide piping between HRV-5 and Condenser WCU-1 in mechanical room 1A 202. Consider installing piping in ceiling for future HRV-1 and future condenser WCU-2.
5. DH-2 ductwork will have to be revised for modified unit orientation by connecting RA to on existing wall opening, sealing one existing wall opening and ducting to a new wall opening using long radius duct elbows.
6. Fastening of large pipes in mechanical room 1A202 to underside of ceiling deck is not acceptable by structural engineer. ~~Omega Mechanical to provide locations of connections to joists on fabrication drawings.~~ Loads were provided for structural review.
7. Phase 2C, Level 2; Ensure that all drainage piping with offsets greater than 45° to have cleanouts as required code
8. Phase 1C – Level 1; Kitchen drain location interferes with wall finish. Relocate drain to ensure enough space is allowed for the floor drain grate.
9. Elevator machine room exhaust fan is 50mm too low for code requirements. Source another lower fan.
10. Louver is missing on fresh air intake to refrigeration room.
11. Insulate plumbing and heat pump lines in rink #3.

Issued by the Consultant:

Lowell Suelto, ASCT
Seann Caldwell, P.Eng.



April 24, 2019

Name and Title

Signature

Date

U:\15\159-00406-00 PoCo Rec Center\5 CONSTRUCTION\3 Field Reports\Mech\Mechanical Reports\Inspection\Mechanical Field Report - Inspection 17 (R)- Phase 1A&C.docx



Smith + Andersen

338 – 6450 Roberts Street Burnaby British Columbia V5G 4E1

604 294 8414 f 604 294 6405 smithandandersen.com

PROJECT NAME: Port Coquitlam Recreation Center

COMPANY: A49

ATTENTION: Antonio Rigor, David Mate

PROJECT NO.: 16590.000

DATE: 2019-04-26

JOB REPORT NO.: E-15

ISSUED BY: Ryan Blaney

General review is being performed in accordance with the requirements of the BRITISH COLUMBIA BUILDING CODE and Standard Guidelines of the Professional Engineers of BRITISH COLUMBIA to ensure that the work is generally being performed in accordance with the Contract Documents.

This list is submitted to assist the Contractor and must not be construed as being a complete list of non-conforming items for the purpose of determining whether the requirements of the Contract Documents have been met.

It is the responsibility of the Contractor to carry out their own inspection to determine that the Contract is being performed in accordance with the requirements of the Contract Documents.

The site was visited on 2019-03-20 to review the Electrical installations. The following observations have been made:

1.1 GENERAL OBSERVATIONS

1.1.1 Electrical installation is ongoing.

1.1.2 Level 2 Concession area electrical roughed-in. Much of the lighting installed and operational

1.1.3 Electrical Room 3 – Installation complete.

1.1.4 Electrical Room 2 – Installation complete and operational. See comment 1.2.2

1.1.5 Fire Alarm annunciator is installed at Entry and is covered and protected from physical damage.

1.1.6 Exit signs installed and operational at 2nd level east.

1.1.7 Fire alarm strobes and pullstations installed in rink 3.

1.1.8 Sections of 1st floor library lighting installed.

1.1.9 Exterior North lighting installed.

1.1.10 Electrical Rooms 7B, 8, & 9 have equipment installation underway.

1.1.11 Fitness area fire alarm devices roughed-in.

- 1.1.12 Level 2 Office area rough-in continues.
- 1.1.13 Electrical Room #5b equipment in place.
- 1.1.14 Generator is installed on site.
- 1.1.15 Elevator FA equipment installed.
- 1.2 ITEMS REQUIRING ATTENTION-ITEMS WILL BE REMOVED UPON COMPLETION
 - 1.2.1 Checkerplates installed in Main Electrical room. These plates' shop drawings were specifically rejected by the engineer and present a safety hazard while being worked on. They should be cut and reconfigured into manageable pieces prior to allowing personnel to work on them as was suggested by the superintendent.
 - 1.2.2 300A circuit breaker feeding 225 kVA TX-BA to specifically be 275A rated circuit breaker. Downstream electrical system currently unprotected and under-rated.
 - 1.2.3 300A circuit breaker feeding 225 kVA TX-2A to specifically be 275A rated circuit breaker. Downstream electrical system currently unprotected and under-rated. This equipment is currently operating; this situation should be dealt with immediately.
 - 1.2.4 225kVA Transformer TX-2A in electrical Room #2 is currently too close to combustible wall finishes. Either fiber-cement board to be lined on walls within 300mm of transformer and 150mm wall clearance to be maintained or transformer to be shifted such that 300mm clearance is achieved. This equipment is currently operating; this situation should be dealt with immediately.
 - 1.2.5
- 1.3 DISCUSSIONS WITH CONTRACTOR
 - 1.3.1 Electrical Contractor is aware of the observed attention items regarding the circuit breaker sizes and transformer clearances. Will be taking action on them accordingly.
 - 1.3.2 There was a mechanical coordination meeting on site in order to determine exact operation of some smoke control fans and roof top units associated with kitchen hoods. This coordination will be ongoing throughout the next month. Details will be fleshed out, and solutions implemented. HRV units do not require duct smoke as responded to be Mechanical Engineer.



Item 1.1.2



Item 1.1.8



Item 1.1.10



Item 1.1.5



Item 1.1.9



Item 1.1.9



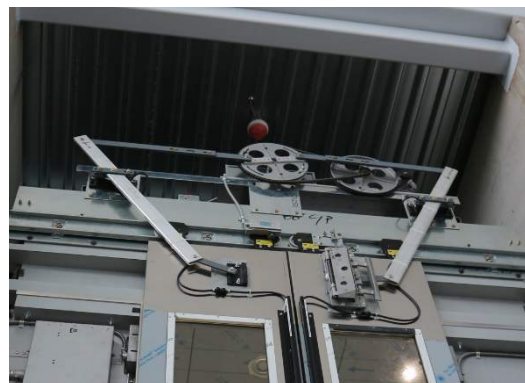
Item 1.1.12



Item 1.1.13



Item 1.1.14



Item 1.1.5

END OF ELECTRICAL JOB REPORT #E-15

16590.000.E - Job Report #E-15.docx



PORT COQUITLAM COMMUNITY CENTRE

Owner's Representative Progress Report #26

May 2019

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APPENDICES

Appendix 1 – Port Coquitlam Community Recreation Centre Complex – Owner's Schedule: June 18th
 2019 - Update

Appendix 2 – Progress Photographs: May 2019

Appendix 3 - Site Inspection Reports: May 2019

Appendix 4 – Certificate of Payment No.29: June 17, 2019

Appendix 5 – Occupancy Coordination Meeting No.1 Minutes: May 21, 2019

Appendix 6 - Project Dash Board: May 31, 2019

Appendix 7 – Architecture 49 Site Report #47: May 28, 2019

1.0 INTRODUCTION

Tango Management ("Tango") has been engaged by the City of Port Coquitlam ("Owner") to provide Owner's Representative Services for the design and construction of a new Community Centre in Port Coquitlam, BC ("Project").

Tango is pleased to submit its Monthly Progress Report #26 to the Owner. This report represents a summary of key project activities and issues that occurred up to May 31, 2019.

This report is for the sole and confidential use and reliance of the Owner. Tango, its directors, staff, sub-consultants or agents do not make any representation or warranty as to the factual accuracy of the information provided to us on behalf of the Owner, their Contractors, their sub-contractors or agents, upon which this report is based. This report shall not be reproduced or distributed to any party other than the recipients outlined above, without the express permission of Tango. Any use of this report which a third party makes, or any reliance on or decisions made based on it, are the responsibility of such third parties. Tango accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

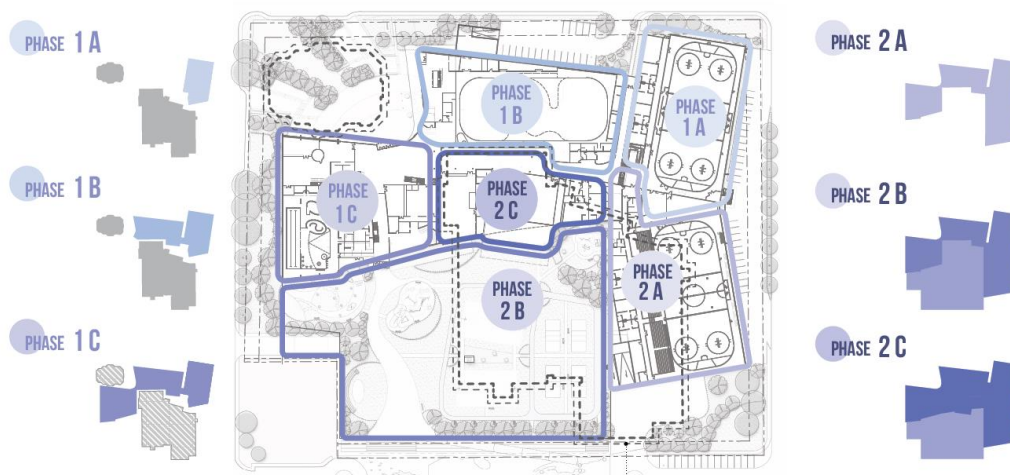
Any advice, opinions or recommendations within this report should be read and relied upon only in the context of this report as a whole. The contents of this report do not provide legal, insurance or tax advice or opinion.

2.0 EXECUTIVE SUMMARY

During May 2019 numerous meetings, co-ordination, procurement, design and construction activities have taken place. The Design-Builder continues with the final completion of Phase 1AB, M&E and fit-out. Phase 1C concrete structure and pool mechanical is ongoing. Glulam finishes are near completion and glazing has commenced. M&E and fit-out is ongoing. Based on the information contained in this Monthly Progress Report #26 and during this reporting period, Tango believes the Project can be completed by the Substantial Performance Date of October 31, 2021 for the Project Budget of \$132,100,000, provided the current critical path milestone dates can be achieved.

3.0 PROJECT SCOPE

The project scope involves a phased replacement and addition to the Port Coquitlam Recreation Complex, Wilson Centre and Terry Fox Library. This scope will provide a vibrant community hub with three sheets of ice, an indoor leisure pool, new fitness facilities, a new library, a spacious outdoor plaza, and underground parking. The size of the new facility will be 205,000 SQF.

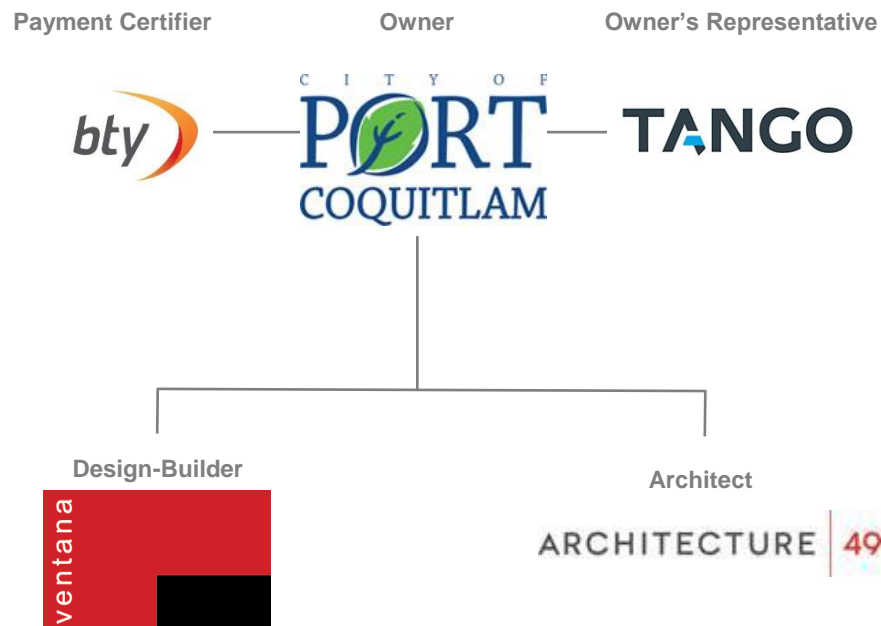


4.0 PROJECT TEAM

The following team members have been appointed to the Project:

Owner	City of Port Coquitlam
Owner's Representative	Tango Management
Design-Builder	Ventana Construction (POCO) Corp
Architect	Architecture 49
Civil Engineer	Hub Engineering
Structural Engineer	BMZ
Mechanical Engineer	WSP Canada
Electrical Engineer	Smith & Anderson
Payment Certifier	BTY Group

City of Port Coquitlam Community Recreation Complex Project Team



5.0 DESIGN AND APPROVALS STATUS

Conceptual Design

Conceptual design is complete. Please refer to our Pre-Construction Due Diligence Report (v1.2), dated October 24, 2016 for comments on the Conceptual Design.

Schematic Design

Schematic design is complete. Please refer to our Pre-Construction Due Diligence Report (v1.2), dated October 24, 2016 for comments on the Schematic Design.

Design Development & Working Drawings and Construction Documents

The Design-Builder is developing design packages in phases. These include design packages for Building Permits, Tendering and Issued for Construction.

Below is an updated summary of the key design milestone submissions, as per the revised project schedule - updated June 18, 2019:

Drawing Package	Planned Date	Actual Date	Status	Comments
Ground Works / Piling (1ABC)				
BP Submission	24-Feb-17	13-Apr-17	Complete	Construction Ongoing
IFT Drawings	24-Feb-17	6-Apr-17	Complete	Construction Ongoing
IFC Drawings	10-Apr-17	18-Aug-17	Complete	Construction Ongoing
Phase 1ABC - Structure				
IFT Drawings (F/R/C)	31-Aug-17	6-Oct-17	Complete	Construction Ongoing
IFC Drawings (F/R/C)	26-Oct-17	12-Dec-17	Complete	Construction Ongoing
IFT Drawings (S/Steel)	19-Oct-17	19-Dec-17	Complete	Construction Ongoing
IFC Drawings (S/Steel)	30-Nov-17	10-Jan-18	Complete	Construction Ongoing
Phase 1ABC Balance of Design				
BP Submission	14-Jul-17	28-Sep-17	Complete	Construction Ongoing
IFT Drawings	5-Oct-17	3-Oct-17	Complete	Construction Ongoing
IFC Drawings	16-Nov-17	31-Jan-18	Complete	Construction Ongoing
Phase 2ABC - Design				
BP Submission	19-Jan-18		Ongoing	1-Jul-19
IFT Drawings	18-Mar-18		Ongoing	21-May-19
IFC Drawings	12-Jul-18		Ongoing	9-Apr-19

5.0 Design and Approval Status (continued)

Permits / Regulatory Approvals

The following Building Permits have been issued for the construction works:

Regulatory Approval	Planned Date	Award Date	Status	Comments
Conservation Permit	1-Mar-17		Awarded	
Phase 1ABC Ground Works	24-Feb-17	19-Apr-17	Awarded	BP011873
Phase 1ABC Full BP	28-Sep-17	11-Oct-17	Awarded	BP011897
Phase 2ABC Full BP	18-Mar-18	11-Oct-17	Awarded	BP011897

A Development Permit was issued on August 18, 2017.

An Environmental Conservation Development Permit was scheduled to be issued to the Design-Builder on March 1, 2017. We understand this has now been issued.

Note – a part demolition permit (BP011822) was issued on March 9, 2017 for the part demolition of the Wilson Centre.

A Building Permit (BP011822) was issued to the Design-Builder on October 17, 2017. This Building Permit covers all phases of the Project. The Design-Builder will continue to submit design submissions in phases to the Owner, as per the design schedule.

The Owner has identified the following permits required to fully transition into operations:

- Health Permit: Concessions and Lounge Food Services;
- Refrigeration Plant Permit;
- Electrical Permit; and
- Elevator Permits.

6.0 PROCUREMENT & CONTRACT ADMINISTRATION

Procurement Summary

We understand that procurement and tendering is ongoing. The Design-Builder has confirmed that we will not be receiving a detailed procurement schedule, as part of their monthly reporting. The Design-Builder has included a summary of the trades awarded to date in their monthly progress report, dated June 18, 2019:

Bulk and detailed excavation Phases 1ABC;	Glazing;
Piling Phases 1ABC;	Roofing;
Mechanical and Electrical;	Metal Decking;
Refrigeration;	Pump / Place / Finish;
Formwork Phases 1AB;	Structural Steel;
Reinforcement Phases 1ABC;	Soil Anchors;
Cladding;	Insulated Metal Panels;
Steel Stud;	Paint;

6.0 *Procurement & Contract Administration (continued)*

Doors & Hardware;	Flooring;
Tile;	Dasher Boards;
Rink Slabs;	Overhead Doors;
Public Address;	Washroom Accessories, Partitions, & Lockers.;
Millwork;	Fireplace;
Concrete Polishing;	Pool Specialities;
Countertops;	Sports Flooring & Equipment; and
Asphalt	

The following procurement milestones have been identified in the Design-Builder's schedule:

Phases 1ABC & 2ABC

- Phase 2ABC Tendering Complete by May 21, 2019.

NOTE – The Design-Builder previously indicated that this will be complete by July 26, 2018.

Furniture, Fixtures and Equipment (FF&E) Procurement

A Master Procurement Schedule has been developed that identifies all items with vendors, lead-in times, delivery and installation details. We are coordinating with the Design-Builder to ensure all enabling works and infrastructure requirements get incorporated into the design. An FF&E Coordination follow up meeting was held on August 10, 2017, that finalized the draft list. We submitted a revised FF&E list to the Design-Builder on October 18, 2017 for review and coordination. Final feedback was received on October 12, 2018.

Final points of clarification are being worked through and coordinated in-line with the Design-Builder's schedule.

We are finalizing the procurement of the FFE packages with the Owner. The following packages have been awarded:

- AV Systems – PJS Systems Inc.
- Video Wall System – Sapphire Sound Inc.
- Library Shelving & Furniture – Jonathan Morgan and Company Ltd.
- Furniture – Staples Business Advantage.

An RFP for Fitness Equipment has been issued on BCBid, closing June 20, 2019

Project Coordination / Meeting

The Occupancy Coordination Meeting No.1 was held on May 21, 2019. Please refer to Appendix 5 of this Monthly Progress Report for a copy of the Occupancy Coordination Meeting No.1 Minutes.

The next Occupancy Coordination Meeting is scheduled for June 4, 2019.

7.0 PROJECT BUDGET

Project Budget Summary

The Project Budget is summarized below:

A Design and Construction	Dollar Value
1 Design-Builder Pre Contract Costs	\$983,000
2 Design-Builder Contract Price	\$116,717,000
3 Approved Changes	\$8,338,990
4 Current (Revised) Contract Price	\$125,055,990
5 Work Certified as Completed (Base Contract)	\$71,135,039
6 Current Cost to Complete (Base Contract)	\$53,920,951
7 Lien Holdback (Base Contract)	\$6,371,678
B Non-Contract Costs	
8 Non-Contract Costs	\$14,400,000
C Total Project Budget	\$132,100,000

The Design and Construction Budget was prepared by the Design-Builder and forms part of their CCDC14 Design - Build Stipulated Price Contract (2013).

Additional critical scope for offsite utility works has been added to the Design-Builder's Contract, that is outside the scope of the Project and will be funded from a separate capital budget. This will be reported on in a forthcoming Monthly Progress Report.

Payment Certification

BTY Group, the Payment Certifier has issued Certificate of Payment No. 29 dated June 17, 2019, which certifies the current payment due to the Design-Builder, under the terms of the Design-Build Contract ("DBC") for the period ending May 31, 2019.

In summary, the current payment liabilities of the Owner are:

Item	Dollar Value
Current Net	\$3,794,922
Current GST (5.0%)	\$189,746
Total Current Payable to the Design-Builder	\$3,984,668
Total Current Builders Lien Holdback	\$6,191,846

Please refer to Appendix 4 of this report for a copy of Certificate of Payment No. 29.

7.0 Project Budget (continued)

Change Order Management

A summary of the approved Change Orders relative to the Project Budget between the Owner and the Design-Builder up to April 31, 2019 is as follows:

CO#	Description	Dollar Value	Contingency Allocation
1	Bonding Requirements	\$1,800,000	Project Contingency
2	Temporary Power to Site	\$34,751	Project Contingency
3	Floor Area Changes	\$1,003,236	Project Contingency
5	Additional Back-Up Power	\$90,713	Project Contingency
7	Card Readers and Key Pads	\$16,698	Project Contingency
8	Library User Group Changes	\$86,287	Project Contingency
9	Accessible Washroom Emergency Alert	\$28,204	Project Contingency
10	Auto Door Openers	\$55,440	Project Contingency
11	Daycare - Card Readers & Alarms	\$9,834	Project Contingency
12	Additional CCTV	\$24,024	Project Contingency
14	Added Door Security	\$88,364	Project Contingency
17	Terry Fox Display Cases	\$4,950	Project Contingency
20	Exterior Building Signage	\$57,618	Project Contingency
21	Phase 1 Millwork Re-Design Services	\$7,975	Project Contingency
	SUB-TOTAL	\$3,308,093	
15	Scoreboard Credit	-\$42,760	FF&E
	SUB-TOTAL	-\$42,760	
4	Off Site Design Services	\$269,998	Off Sites
6	Additional Off Site Design Services	\$55,875	Capital Utility Budget
13	Offsite Scope of Work (Phase 1A)	\$1,698,500	Off Sites / Capital Utility Budget
16	Offsite Isolation Valves	\$37,711	Capital Utility Budget
18	Offsite Scope of Work (Phase 1B)	\$2,900,900	Off Sites / Capital Utility Budget
19	Hydro conduit relation at Kingsway	\$110,674	Off Sites
	SUB-TOTAL	\$5,073,658	

Project Contingency

Design and Construction Contingency – The design and construction contingency is being managed by the Design-Builder and forms part of the DBC. Any changes to the Design and Construction Budget will have been a result of an Owner originated Change Order.

7.0 *Project Budget (continued)*

Claims Management

There were no formal claims that we are aware of during this reporting period.

8.0 **PROJECT SCHEDULE**

Construction Progress (May End 2019)

We conducted site inspections on May 6, 21 & 27, 2019. At the time of the inspections the status of work can be summarized as follows:

- **Phase 1A: Participant Ice:** Final finishes and commissioning are ongoing. Dasher board, bench seating and rink netting are near completion. Refrigeration commissioning and training is ongoing.
- **Phase 1B: Leisure Ice and Library:** Final fit-out, finishes and commissioning are ongoing. Dasher board, bench seating and rink netting are near completion. Refrigeration commissioning and training is ongoing. Skate flooring is near completion.
- **Phase 1C Aquatic and Fitness Centre, All Age and Admin Areas:** Foundation formwork, rebar and concrete placement is ongoing. Suspended slabs are ongoing. Mechanical and electrical rough-in is ongoing. Glulam installation is near completion. Roof and envelope is ongoing. Tiling is ongoing and pool lab preparation has commenced.

We received a copy of the Design-Builder's updated schedule – ***"Port Coquitlam Community Recreation Complex – Owner's Schedule: June 18th 2019 - Update"***.

The critical path activities for Phase 1AB are still the fire alarm installation and verification, and the Occupancy process. There is no change to the Occupancy Date, despite changes to the completion of some construction activities. The Design-Builder appears to be managing this via the resequencing and duration change of certain construction activities.

This schedule forecasts that Phase 1AB scope will be available for opening at the end of the Summer and opening of 1C in the Winter. The Design-Builder has included specific activities of Occupancy for Phase 1AB in this schedule which is being coordinated with the Owner.

We will continue to monitor the schedule very closely, focusing on the critical path activities and any associated risks that may impact Substantial Performance.

Please refer to Appendix 2 of this report for progress photographs recording construction activities during May 2019.

8.0 Project Schedule (continued)

Monthly Look Ahead

During June 2019, the following key construction activities are scheduled (based on ***“Port Coquitlam Community Recreation Complex – Owner’s Schedule: June 18th 2019 - Update”***).

- **Phase 1ABC – Rinks 2&3, Library and Div 9**
 - Complete dasher board install;
 - Complete refrigeration plant commissioning and start-up;
 - Complete rink netting install;
 - Complete elevator install;
 - Complete finishes;
 - Complete polished concrete floors;
 - Complete pedimats;
 - Complete millwork;
 - Complete sliding grills;
 - Complete doors & hardware;
 - Complete M&E finishes;
 - Complete Div 9 metal cladding;
 - Complete commercial kitchen build-out & commissioning;
 - Complete Div 12 crane infill;
 - Complete interior finishes;
 - Complete commissioning;
 - Complete fire alarm verification; and
 - Commence Owner FFE training and move-in.
- **Phase 1C – Aquatics and Fitness Area**
 - Complete M&E rough-in;
 - Continue with pool tank walls;
 - Continue with glazing;
 - Commence metal cladding; and
 - Continue with interior steel stud.

Please refer to Appendix 1 of this report for a copy of the revised Design-Builder's Owner's Schedule: June 18th 2019 - Update.

9.0 QUALITY ASSURANCE & QUALITY CONTROL

Construction Inspection & Monitoring

The Design-Builder is implementing a Quality Assurance and Quality Control (QAQC) program through the design and construction of the project. We are working closely with the Design-Builder and provide random audits of that program, review and opine on independent testing, physically review the quality of the construction activities, identify key inspections and tests that are completed, witness critical construction activities and collaborate with the Design-Builder to ensure optimum quality is achieved and maintained at all stages of the project.

We received a copy of Architect 49's Site Report 47, dated May 28, 2019. The Lead Consultant has confirmed that the works on site are progressing generally in accordance with the IFC drawings, specifications and building permits issued to date. A copy of the Assurance Statement dated June 4, 2019 is included in Appendix 7 of this report.

We received a copy of BMZ's Construction Review Memo dated May 7, 2019. All work is noted to be in general conformance with the structural drawings.

We did not receive a copy of Smith and Anderson's Job Report during this reporting period from the Design-Builder.

We did not receive a copy of WSP's Plumbing Field Report during this reporting period from the Design-Builder.

We performed site inspections on May 6, 21 & 17, 2019 to witness and monitor the progress of the works. Please refer to Appendix 3 of this report for copies of the Site Inspection Reports for this reporting period. Please refer to historic monthly progress reports for commentary on various QAQC inspection and monitoring activities, relative to specific reporting periods.

10.0 SAFETY AND ENVIRONMENTAL

On March 1, 2019 there was an accident on site where a crane truck tipped over. No one was hurt. WorkSafe BC attended site and investigated. A copy of the WorkSafe BC Report will be provided to the Owner, once available.

On April 8, 2019 there was an accident on site where a dump truck hit overhead lines on Kelly Avenue. No one was hurt. WorkSafe BC attended site and investigated. A copy of the WorkSafe BC Report will be provided to the Owner, once available.

The Design-Builder has a full-time security guard on site.

11.0 AREAS OF CONCERN & OUTSTANDING ISSUES

In general, all issues and actions raised within meetings and communications during May 2019 have been addressed or remain ongoing as part of the forthcoming design, procurement and construction phases.

The Design-Builder issued an updated schedule, ***"Port Coquitlam Community Recreation Complex – Owner's Schedule: June 18th 2019 - Update"*** during this reporting period. This schedule targets a late summer opening for Phase 1AB scope of work. The timely completion of the offsite servicing work that will service the project is critical in order to achieve Occupancy of the spaces. This is expected to be complete during June 2019.

The updated schedule also notes a revised Occupancy Date for Phase 1C Aquatics and Fitness of December 2, 2019, from November 27, 2019.

APPENDIX 1

Port Coquitlam Community Recreation Centre Complex – Owner's
Schedule: June 18th 2019 - Update



PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE

Ventana Construction Corporation
3875 Henning Dr. || Burnaby, BC || V5C 6N5
Office 604.291.9000
Fax 604.291.9992
Web VentanaConstruction.com

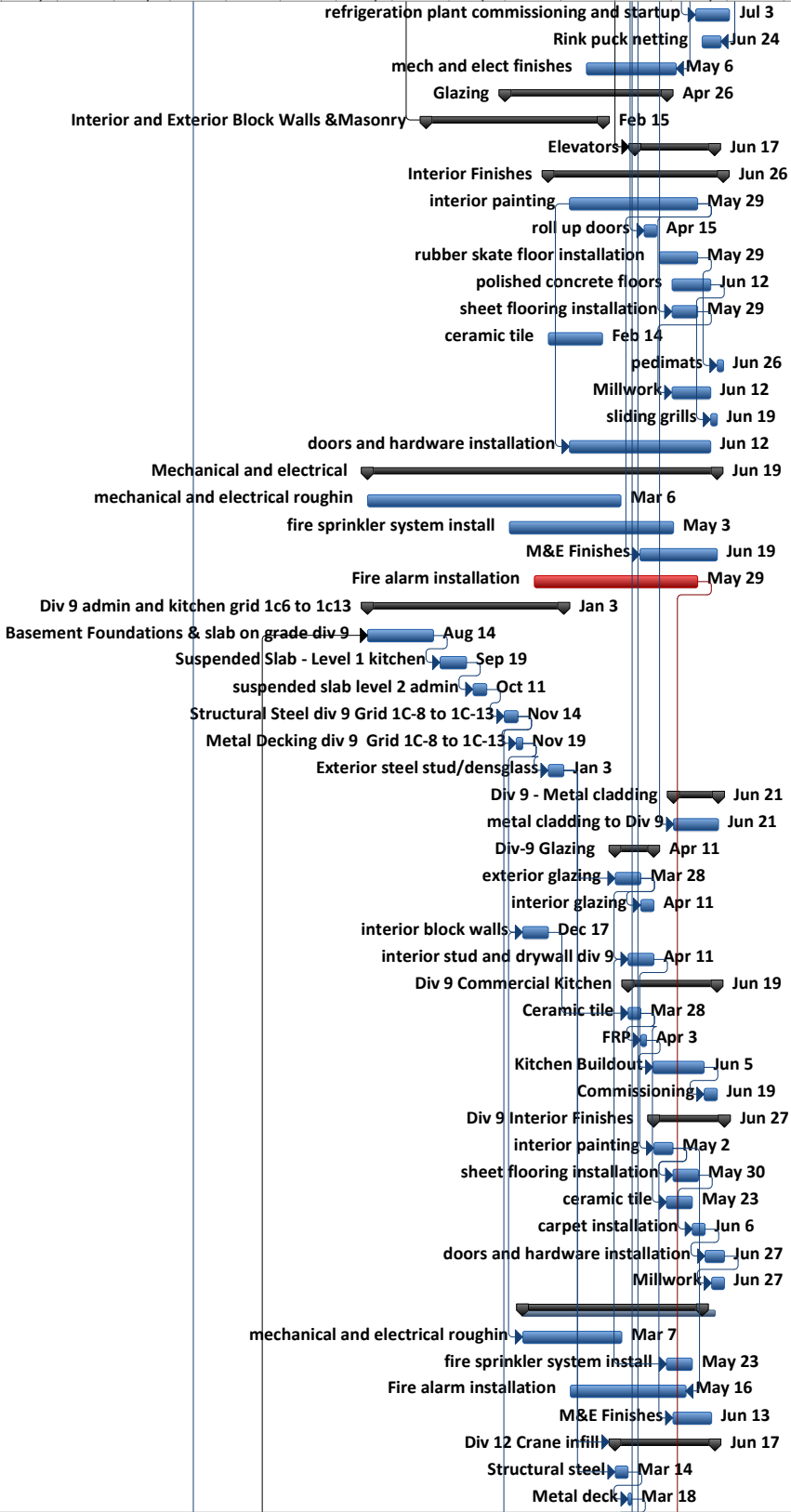
ID	Task Name	Duration	Start	Finish	% Comp	Predecessors	2018												2020												
							Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep		
1	1 Port Coquitlam Recreation Centre	1194 days?	Fri 2/24/17	Mon 10/25/21	0%		Centre																								
2	1.1 Design Phases	144 days	Fri 2/24/17	Wed 9/20/17	0%		Design Phases	Sep 20																							
3	1.1.1 Phase 1ABC - Groundworks	55 days	Fri 2/24/17	Fri 5/12/17	0%		Groundworks	May 12																							
9	1.1.2 Pile tender and award	60 days	Mon 6/26/17	Wed 9/20/17	0%		Pile tender and award	Sep 20																							
13	1.2 Phase 1ABC - Design - Structure	589 days	Fri 2/24/17	Mon 7/1/19	0%		Design - Structure	Jul 1																							
14	1.2.1 Formwork/Reinforcing	190 days	Fri 2/24/17	Mon 11/27/17	0%		Formwork/Reinforcing	Nov 27																							
19	1.2.2 Structural Steel & Glulam	90 days	Fri 9/22/17	Fri 2/2/18	0%		Structural Steel & Glulam	Feb 2																							
24	1.2.3 Phase 1ABC - Design - Balance	329 days	Mon 5/8/17	Fri 8/31/18	0%		Design - Balance	Aug 31																							
34	1.2.4 Phase 2ABC - Design	189 days	Tue 10/2/18	Mon 7/1/19	0%		Phase 2ABC - Design	Jul 1																							
35	1.2.4.1 IFT Drawings	0 days	Tue 10/2/18	Tue 10/2/18	0%	32FS+7 mons	IFT Drawings	Oct 2																							
36	1.2.4.2 Internal Review and Revisions	6 mons	Wed 10/3/18	Tue 3/26/19	0%	35	Internal Review and Revisions	Mar 26																							
37	1.2.4.3 Full BP Submission and review	139 days	Fri 12/14/18	Mon 7/1/19	0%	35FS+2.5 mons	Full BP Submission and review	Jul 1																							
38	1.2.4.4 Tender	40 days	Wed 3/27/19	Tue 5/21/19	0%	36	Tender	May 21																							
39	1.2.4.5 IFC Drawings	10 days	Wed 3/27/19	Tue 4/9/19	0%	36	IFC Drawings	Apr 9																							
40	1.3 Construction Phases	1062 days?	Tue 9/5/17	Mon 10/25/21	0%		Construction Phases																								
41	1.3.1 Phase 1AB	567 days?	Tue 9/5/17	Mon 12/2/19	0%		Phase 1AB	Dec 2																							
42	1.3.1.1 Bulk Excavation	15 days	Tue 9/5/17	Mon 9/25/17	0%		Bulk Excavation	Sep 25																							
43	1.3.1.2 Piling	60 days	Thu 9/21/17	Fri 12/15/17	0%	12	Piling	Dec 15																							
44	1.3.1.3 Parkade Foundations(GL 1B-F)	20 days	Mon 6/11/18	Mon 7/9/18	0%	47	Parkade Foundations(GL 1B-F)	Jul 9																							
45	1.3.1.4 Backfill Parkade Walls	10 days	Tue 7/10/18	Mon 7/23/18	0%	44	Backfill Parkade Walls	Jul 23																							
46	1.3.1.5 M&E Rough In	250 days	Mon 6/11/18	Wed 6/5/19	0%	44SS	M&E Rough In	Jun 5																							
47	1.3.1.6 Footings/Column/Wall	80 days	Mon 12/18/17	Tue 4/17/18	0%	43	Footings/Column/Wall	Apr 17																							
48	1.3.1.7 SOG(at suspended)	20 days	Mon 3/19/18	Tue 4/17/18	0%	47FS-20 days	SOG(at suspended)	Apr 17																							
49	1.3.1.8 Suspended Slabs area AB	55 days	Fri 6/8/18	Mon 8/27/18	0%	48	Suspended Slabs area AB	Aug 27																							
50	1.3.1.9 Structural Steel	98.5 days	Tue 6/19/18	Thu 11/8/18	0%		Structural Steel	Nov 8																							
63	1.3.1.10 Roofing	107.5 days	Wed 9/19/18	Fri 2/22/19	0%	57SS+30 days	Roofing	Feb 22																							
69	1.3.1.11 Exterior steel stud/densglass	115.5 days	Wed 8/1/18	Fri 1/18/19	0%		Exterior steel stud/densglass	Jan 18																							
76	1.3.1.12 Interior steel stud/drywall/ceilings	185 days	Wed 8/8/18	Wed 5/1/19	0%	127SS	Interior steel stud/drywall/ceilings	May 1																							
88	1.3.1.13 Metal cladding installation	105 days	Fri 1/4/19	Fri 5/31/19	0%		Metal cladding installation	May 31																							
89	1.3.1.13.1 metal cladding to rink 2	20 days	Wed 3/20/19	Tue 4/16/19	0%		metal cladding to rink 2	Apr 16																							
90	1.3.1.13.1.1 metal cladding rink 2 exterior	15 days	Wed 3/20/19	Tue 4/9/19	0%	60FS+6 mons	metal cladding rink 2 exterior	Apr 9																							
91	1.3.1.13.1.2 metal cladding above change rooms	5 days	Wed 4/10/19	Tue 4/16/19	0%	90	metal cladding above change rooms	Apr 16																							
92	1.3.1.13.2 corridor (Div 6)	100 days	Fri 1/4/19	Fri 5/24/19	0%		corridor (Div 6)	May 24																							
93	1.3.1.13.2.1 metal cladding temporary	20 days	Fri 1/4/19	Fri 2/1/19	0%	73FS+5 days	metal cladding temporary	Feb 1																							
94	1.3.1.13.2.2 metal cladding to corridor exterior	40 days	Fri 3/29/19	Fri 5/24/19	0%	93FS+2 mons	metal cladding to corridor exterior	May 24																							
95	1.3.1.13.3 metal cladding rink 3	10 days	Fri 3/29/19	Fri 4/12/19	0%		metal cladding rink 3	Apr 12																							
96	1.3.1.13.3.1 metal cladding rink 3 exterior	10 days	Fri 3/29/19	Fri 4/12/19	0%	94SS	metal cladding rink 3 exterior	Apr 12																							
97	1.3.1.13.4 library	35 days	Fri 4/12/19	Fri 5/31/19	0%		library	May 31																							
98	1.3.1.13.4.1 metal cladding library	35 days	Fri 4/12/19	Fri 5/31/19	0%	96	metal cladding library	May 31																							
99	1.3.1.14 Refrigeration plant &rinks 2&3				0%		Refrigeration Plant equipment install	Jul 3																							
100	1.3.1.15 Refrigeration Plant equipment install	168.5 days	Mon 11/5/18	Wed 7/3/19	0%	49FS-10 days	rink 2 place sand	Nov 19																							
101	1.3.1.15.1 rink 2 place sand	10 days	Mon 11/5/18	Mon 11/19/18	0%	65FS-8 days	rink 2 insulation install	Dec 3																							
102	1.3.1.15.2 rink 2 insulation install	10 days	Tue 11/20/18	Mon 12/3/18	0%	101	rink 2 refrigeration pipe install	Dec 17																							
103	1.3.1.15.3 rink 2 refrigeration pipe install	2 wks	Tue 12/4/18	Mon 12/17/18	0%	102	cast rink 2 slab	Dec 18																							
104	1.3.1.15.4 cast rink 2 slab	1 day	Tue 12/18/18	Tue 12/18/18	0%	103	water cure slab	Jan 4																							
105	1.3.1.15.5 water cure slab	2 wks	Wed 12/19/18	Fri 1/4/19	0%	104	paint rink 2 interior	Jan 18																							
106	1.3.1.15.6 paint rink 2 interior	10 days	Mon 1/7/19	Fri 1/18/19	0%	105	rink 3 complete perimeter slab	Jan 4																							
107	1.3.1.15.7 rink 3 complete perimeter slab	5 days	Fri 12/28/18	Fri 1/4/19	0%	68SS	rink 3 install structural slab	Dec 21																							
108	1.3.1.15.8 rink 3 install structural slab	5 days	Fri 12/14/18	Fri 12/21/18	0%	68SS-7 days	rink 3 place sand	Feb 8																							
109	1.3.1.15.9 rink 3 place sand	5 days	Fri 2/1/19	Fri 2/8/19	0%	68	rink 3 insulation install	Feb 15																							
110	1.3.1.15.10 rink 3 insulation install	5 days	Fri 2/8/19	Fri 2/15/19	0%	109	rink 3 refrigeration pipe install	Mar 1																							
111	1.3.1.15.11 rink 3 refrigeration pipe install	2 wks	Fri 2/15/19	Fri 3/1/19	0%	110	cast rink 3 slab	Mar 4																							
112	1.3.1.15.12 cast rink 3 slab	1 day	Fri 3/1/19	Mon 3/4/19	0%	111	water cure slab	Mar 18																							
113	1.3.1.15.13 water cure slab	2 wks	Mon 3/4/19	Mon 3/18/19	0%	112	paint rink 3	Apr 22																							
114	1.3.1.15.14 paint rink 3	20 days	Mon 3/25/19	Mon 4/22/19	0%	113FS+1 wk	Dasher Boards	Jun 24																							
115	1.3.1.15.15 Dasher Boards	50 days	Mon 4/15/19	Mon 6/24/19	0%	113FS+1 mon																									



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							2018														2020									
							Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	
116	1.3.1.15.16 refrigeration plant commissioning and startup	27 days	Mon 5/27/19	Wed 7/3/19	0%	115FS-1 mon																								
117	1.3.1.15.17 Rink puck netting	15 days	Mon 6/3/19	Mon 6/24/19	0%	115FF																								
118	1.3.1.15.18 mech and elect finishes	70 days	Mon 1/28/19	Mon 5/6/19	0%	114FF+2 wks																								
119	1.3.1.16 Glazing	122.5 days	Thu 11/1/18	Fri 4/26/19	0%																									
127	1.3.1.17 Interior and Exterior Block Walls &Masonry	133 days	Tue 8/7/18	Fri 2/15/19	0%																									
134	1.3.1.18 Elevators	61 days	Fri 3/22/19	Mon 6/17/19	0%	63FS+20 days																								
138	1.3.1.19 Interior Finishes	134 days	Tue 12/18/18	Wed 6/26/19	0%																									
139	1.3.1.19.1 interior painting	100 days	Thu 1/10/19	Wed 5/29/19	0%	85SS+2 wks																								
140	1.3.1.19.2 roll up doors	2 wks	Mon 4/1/19	Mon 4/15/19	0%	112FS+1 mon																								
141	1.3.1.19.3 rubber skate floor installation	6 wks	Thu 4/18/19	Wed 5/29/19	0%	86FS+4 wks																								
142	1.3.1.19.4 polished concrete floors	6 wks	Thu 5/2/19	Wed 6/12/19	0%	85																								
143	1.3.1.19.5 sheet flooring installation	4 wks	Thu 5/2/19	Wed 5/29/19	0%	139FS-20 days																								
144	1.3.1.19.6 ceramic tile	8 wks	Tue 12/18/18	Thu 2/14/19	0%	128FS+3.6 mon																								
145	1.3.1.19.7 pedimats	5 days	Thu 6/20/19	Wed 6/26/19	0%	141FS+3 wks																								
146	1.3.1.19.8 Millwork	30 days	Thu 5/2/19	Wed 6/12/19	0%	143FS-1 mon																								
147	1.3.1.19.9 sliding grills	1 wk	Thu 6/13/19	Wed 6/19/19	0%	142																								
148	1.3.1.19.10 doors and hardware installation	5.5 mons	Thu 1/10/19	Wed 6/12/19	0%	139SS																								
149	1.3.1.20 Mechanical and electrical	265 days	Mon 6/4/18	Wed 6/19/19	0%																									
150	1.3.1.20.1 mechanical and electrical roughin	190 days	Mon 6/4/18	Wed 3/6/19	0%																									
151	1.3.1.20.2 fire sprinkler system install	125 days	Mon 11/5/18	Fri 5/3/19	0%	84FF+3 wks																								
152	1.3.1.20.3 M&E Finishes	60 days	Thu 3/28/19	Wed 6/19/19	0%	139FS-45 days																								
153	1.3.1.20.4 Fire alarm installation	125 days	Mon 12/3/18	Wed 5/29/19	0%	78FS-3 wks																								
154	1.3.1.21 Div 9 admin and kitchen grid 1c6 to 1c13	146 days	Mon 6/4/18	Thu 1/3/19	0%																									
155	1.3.1.21.1 Basement Foundations & slab on grade div 9	50 days	Mon 6/4/18	Tue 8/14/18	0%	218																								
156	1.3.1.21.2 Suspended Slab - Level 1 kitchen	20 days	Wed 8/22/18	Wed 9/19/18	0%	155FS+5 days																								
157	1.3.1.21.3 suspended slab level 2 admin	10 days	Thu 9/27/18	Thu 10/11/18	0%	156FS+5 days																								
158	1.3.1.21.4 Structural Steel div 9 Grid 1C-8 to 1C-13	10 days	Wed 10/31/18	Wed 11/14/18	0%	157FS+13 days																								
159	1.3.1.21.5 Metal Decking div 9 Grid 1C-8 to 1C-13	5 days	Tue 11/13/18	Mon 11/19/18	0%	158FS-2 days																								
160	1.3.1.21.6 Exterior steel stud/densglass	2 wks	Tue 12/18/18	Thu 1/3/19	0%	159FS+1 mon																								
161	1.3.1.22 Div 9 - Metal cladding	35 days	Fri 5/3/19	Fri 6/21/19	0%																									
162	1.3.1.22.1 metal cladding to Div 9	35 days	Fri 5/3/19	Fri 6/21/19	0%	98FS-1 mon																								
163	1.3.1.23 Div-9 Glazing	30 days	Fri 3/1/19	Thu 4/11/19	0%																									
164	1.3.1.23.1 exterior glazing	4 wks	Fri 3/1/19	Thu 3/28/19	0%	160FS+2 mons																								
165	1.3.1.23.2 interior glazing	2 wks	Fri 3/29/19	Thu 4/11/19	0%	164																								
166	1.3.1.24 interior block walls	20 days	Tue 11/20/18	Mon 12/17/18	0%	159																								
167	1.3.1.25 interior stud and drywall div 9	20 days	Fri 3/15/19	Thu 4/11/19	0%	164FS-2 wks																								
168	1.3.1.26 Div 9 Commercial Kitchen	69 days	Fri 3/15/19	Wed 6/19/19	0%																									
169	1.3.1.26.1 Ceramic tile	10 days	Fri 3/15/19	Thu 3/28/19	0%	166FS+3 mons																								
170	1.3.1.26.2 FRP	4 days	Fri 3/29/19	Wed 4/3/19	0%	169																								
171	1.3.1.26.3 Kitchen Buildout	2 mons	Thu 4/11/19	Wed 6/5/19	0%	170FS+1 wk																								
172	1.3.1.26.4 Commissioning	2 wks	Thu 6/6/19	Wed 6/19/19	0%	171																								
173	1.3.1.27 Div 9 Interior Finishes	55 days	Fri 4/12/19	Thu 6/27/19	0%																									
174	1.3.1.27.1 interior painting	15 days	Fri 4/12/19	Thu 5/2/19	0%	167																								
175	1.3.1.27.2 sheet flooring installation	20 days	Fri 5/3/19	Thu 5/30/19	0%	174																								
176	1.3.1.27.3 ceramic tile	20 days	Fri 4/26/19	Thu 5/23/19	0%	169FS+1 mon																								
177	1.3.1.27.4 carpet installation	10 days	Fri 5/24/19	Thu 6/6/19	0%	175FS-1 wk																								
178	1.3.1.27.5 doors and hardware installation	15 days	Fri 6/7/19	Thu 6/27/19	0%	177																								
179	1.3.1.27.6 Millwork	10 days	Fri 6/14/19	Thu 6/27/19	0%	178FS-2 wks																								
180	1.3.1.28 Div 9 Mechanical and electrical	137 days	Tue 11/20/18	Mon 6/3/19	0%																									
181	1.3.1.28.1 mechanical and electrical roughin	75 days	Tue 11/20/18	Thu 3/7/19	0%	166SS																								
182	1.3.1.28.2 fire sprinkler system install	20 days	Fri 4/26/19	Thu 5/23/19	0%	167SS+30 days																								
183	1.3.1.28.3 Fire alarm installation	90 days	Fri 1/11/19	Thu 5/16/19	0%	174FF+2 wks																								
184	1.3.1.28.4 M&E Finishes	30 days	Fri 5/3/19	Thu 6/13/19	0%	174																								
185	1.3.1.28.5 Div 12 Crane infill	77 days	Fri 3/1/19	Mon 6/17/19	0%	160FS+2 mons																								
186	1.3.1.28.5.1 Structural steel	2 wks	Fri 3/1/19	Thu 3/14/19	0%	160FS+2 mons																								
187	1.3.1.28.5.2 Metal deck	2 days	Fri 3/15/19	Mon 3/18/19	0%	186																								

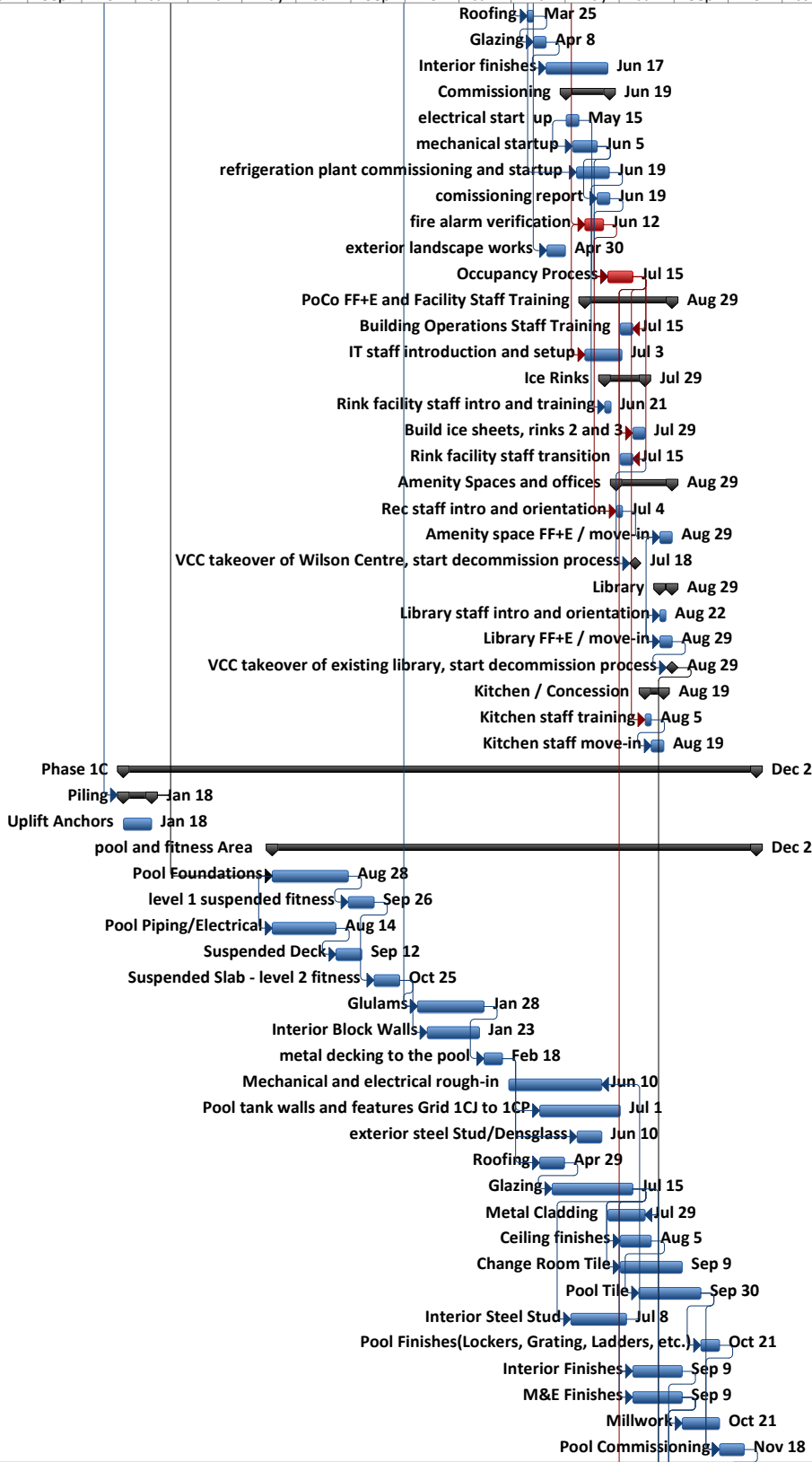




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188	1.3.1.28.5.3 Roofing	1 wk	Tue 3/19/19	Mon 3/25/19	0%	187																								
189	1.3.1.28.5.4 Glazing	2 wks	Tue 3/26/19	Mon 4/8/19	0%	188																								
190	1.3.1.28.5.5 Interior finishes	2.5 mons	Tue 4/9/19	Mon 6/17/19	0%	189																								
191	1.3.1.29 Commissioning	35 days	Thu 5/2/19	Wed 6/19/19	0%																									
192	1.3.1.29.1 electrical start up	10 days	Thu 5/2/19	Wed 5/15/19	0%	85																								
193	1.3.1.29.2 mechanical startup	20 days	Thu 5/9/19	Wed 6/5/19	0%	192SS+5 days																								
194	1.3.1.29.3 refrigeration plant commissioning and startup	27 days	Mon 5/13/19	Wed 6/19/19	0%	112FS+2.5 mon																								
195	1.3.1.29.4 comissioning report	10 days	Thu 6/6/19	Wed 6/19/19	0%	193																								
196	1.3.1.29.5 fire alarm verification	15 days	Thu 5/23/19	Wed 6/12/19	0%	153FS-1 wk																								
197	1.3.1.30 exterior landscape works	15 days	Wed 4/10/19	Tue 4/30/19	0%	90																								
198	1.3.1.31 Occupancy Process	20 days	Tue 6/18/19	Mon 7/15/19	0%	196FS+3 days,1																								
199	1.3.1.32 PoCo FF+E and Facility Staff Training	70.5 days	Thu 5/23/19	Thu 8/29/19	0%																									
200	1.3.1.32.1 Building Operations Staff Training	2 wks	Tue 7/2/19	Mon 7/15/19	0%	198FF																								
201	1.3.1.32.2 IT staff introduction and setup	6 wks	Thu 5/23/19	Wed 7/3/19	0%	196SS																								
202	1.3.1.32.3 Ice Rinks	31.5 days	Fri 6/14/19	Mon 7/29/19	0%																									
203	1.3.1.32.3.1 Rink facility staff intro and training	1 wk	Fri 6/14/19	Fri 6/21/19	0%	194FS-3 days																								
204	1.3.1.32.3.2 Build ice sheets, rinks 2 and 3	2 wks	Tue 7/16/19	Mon 7/29/19	0%	198																								
205	1.3.1.32.3.3 Rink facility staff transition	2 wks	Tue 7/2/19	Mon 7/15/19	0%	198FF																								
206	1.3.1.32.4 Amenity Spaces and offices	45 days	Thu 6/27/19	Thu 8/29/19	0%																									
207	1.3.1.32.4.1 Rec staff intro and orientation	1 wk	Thu 6/27/19	Thu 7/4/19	0%	198SS+1.5 wks																								
208	1.3.1.32.4.2 Amenity space FF+E / move-in	2 wks	Thu 8/15/19	Thu 8/29/19	0%	207FS+1.5 mon																								
209	1.3.1.32.4.3 VCC takeover of Wilson Centre, start decommission	0 days	Thu 7/18/19	Thu 7/18/19	0%	205FS+3 days																								
210	1.3.1.32.5 Library	10 days	Thu 8/15/19	Thu 8/29/19	0%																									
211	1.3.1.32.5.1 Library staff intro and orientation	1 wk	Thu 8/15/19	Thu 8/22/19	0%	212SS																								
212	1.3.1.32.5.2 Library FF+E / move-in	2 wks	Thu 8/15/19	Thu 8/29/19	0%	208SS																								
213	1.3.1.32.5.3 VCC takeover of existing library, start decommission	0 days	Thu 8/29/19	Thu 8/29/19	0%	212																								
214	1.3.1.32.6 Kitchen / Concession	15 days	Tue 7/30/19	Mon 8/19/19	0%																									
215	1.3.1.32.6.1 Kitchen staff training	1 wk	Tue 7/30/19	Mon 8/5/19	0%	198FS+2 wks																								
216	1.3.1.32.6.2 Kitchen staff move-in	2 wks	Tue 8/6/19	Mon 8/19/19	0%	215																								
217	1.3.1.33 Phase 1C	495 days	Mon 12/18/17	Mon 12/2/19	0%																									
218	1.3.1.33.1 Piling	20 days	Mon 12/18/17	Thu 1/18/18	0%	43																								
219	1.3.1.33.1.1 Uplift Anchors	20 days	Mon 12/18/17	Thu 1/18/18	0%																									
220	1.3.1.33.2 pool and fitness Area	383 days	Mon 6/4/18	Mon 12/2/19	0%																									
221	1.3.1.33.2.1 Pool Foundations	60 days	Mon 6/4/18	Tue 8/28/18	0%	218																								
222	1.3.1.33.2.2 level 1 suspended fitness	20 days	Wed 8/29/18	Wed 9/26/18	0%	221																								
223	1.3.1.33.2.3 Pool Piping/Electrical	50 days	Mon 6/4/18	Tue 8/14/18	0%	221SS																								
224	1.3.1.33.2.4 Suspended Deck	20 days	Wed 8/15/18	Wed 9/12/18	0%	223																								
225	1.3.1.33.2.5 Suspended Slab - level 2 fitness	20 days	Thu 9/27/18	Thu 10/25/18	0%	222																								
226	1.3.1.33.2.6 Glulams	50 days	Thu 11/15/18	Mon 1/28/19	0%	158,225																								
227	1.3.1.33.2.7 Interior Block Walls	40 days	Mon 11/26/18	Wed 1/23/19	0%	225FS+20 days																								
228	1.3.1.33.2.8 metal decking to the pool	15 days	Tue 1/29/19	Mon 2/18/19	0%	226																								
229	1.3.1.33.2.9 Mechanical and electrical rough-in	75 days	Tue 2/26/19	Mon 6/10/19	0%	238FF-20 days																								
230	1.3.1.33.2.10 Pool tank walls and features Grid 1CJ to 1CP	65 days	Tue 4/2/19	Mon 7/1/19	0%	228FS+1.5 mon																								
231	1.3.1.33.2.11 exterior steel Stud/Densglass	20 days	Tue 5/14/19	Mon 6/10/19	0%	228FS+12 wks																								
232	1.3.1.33.2.12 Roofing	20 days	Tue 4/2/19	Mon 4/29/19	0%	228FS+1.5 mon																								
233	1.3.1.33.2.13 Glazing	65 days	Tue 4/16/19	Mon 7/15/19	0%	232FS-2 wks																								
234	1.3.1.33.2.14 Metal Cladding	30 days	Tue 6/18/19	Mon 7/29/19	0%	233FF+2 wks																								
235	1.3.1.33.2.15 Ceiling finishes	25 days	Tue 7/2/19	Mon 8/5/19	0%	233FS-2 wks																								
236	1.3.1.33.2.16 Change Room Tile	50 days	Tue 7/2/19	Mon 9/9/19	0%	233FS-0.5 mons																								
237	1.3.1.33.2.17 Pool Tile	50 days	Tue 7/23/19	Mon 9/30/19	0%	235FS-10 days																								
238	1.3.1.33.2.18 Interior Steel Stud	45 days	Tue 5/7/19	Mon 7/8/19	0%	233FS-2.5 mons																								
239	1.3.1.33.2.19 Pool Finishes(Lockers, Grating, Ladders, etc.)	15 days	Tue 10/1/19	Mon 10/21/19	0%	237																								
240	1.3.1.33.2.20 Interior Finishes	40 days	Tue 7/16/19	Mon 9/9/19	0%	233																								
241	1.3.1.33.2.21 M&E Finishes	40 days	Tue 7/16/19	Mon 9/9/19	0%	240SS																								
242	1.3.1.33.2.22 Millwork	30 days	Tue 9/10/19	Mon 10/21/19	0%	240																								
243	1.3.1.33.2.23 Pool Commissioning	20 days	Tue 10/22/19	Mon 11/18/19	0%	237,239																								

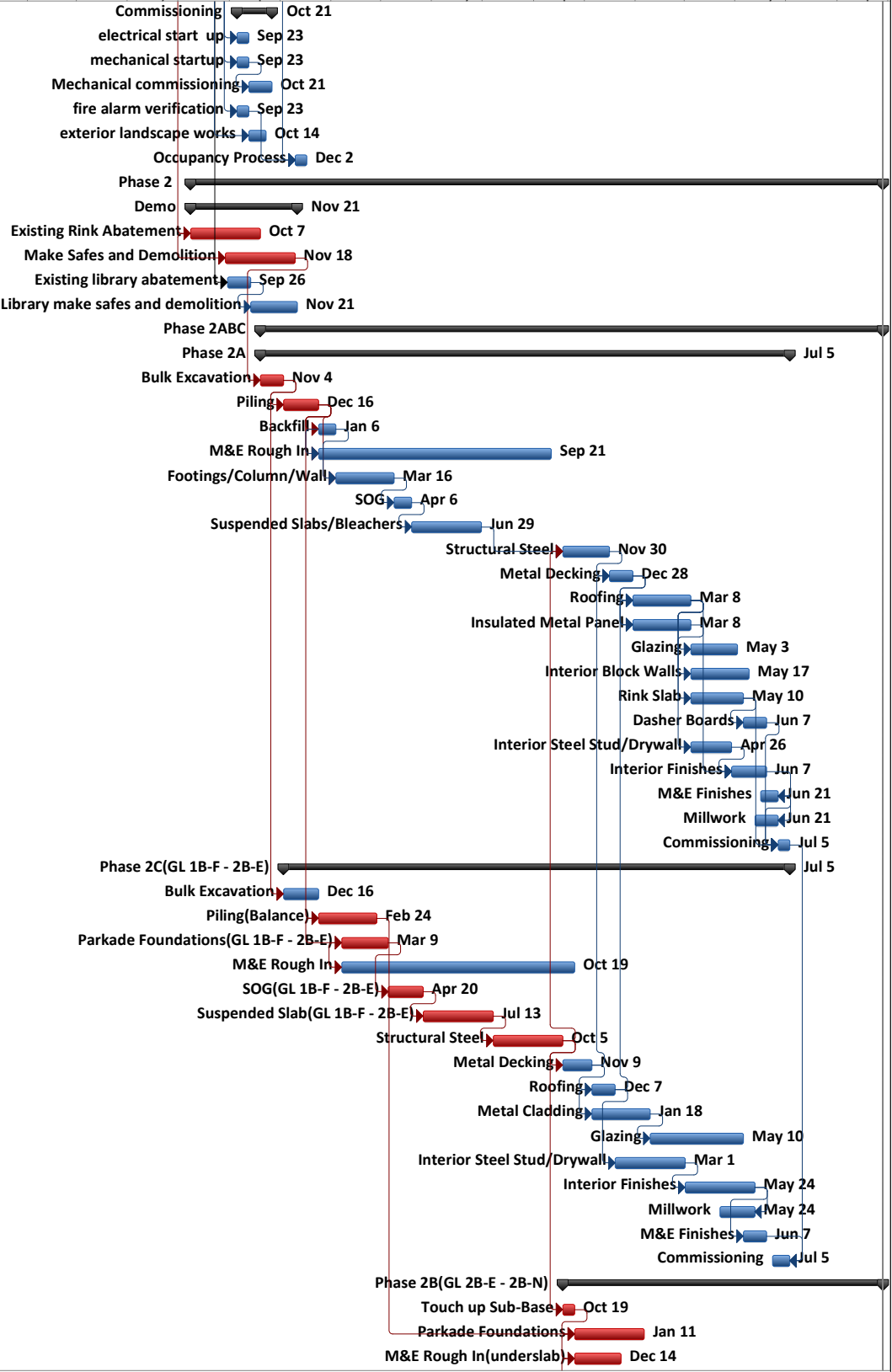




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244	1.3.1.33.2.24 Commissioning	30 days	Tue 9/10/19	Mon 10/21/19	0%																									
245	1.3.1.33.2.24.1 electrical start up	10 days	Tue 9/10/19	Mon 9/23/19	0%	241																								
246	1.3.1.33.2.24.2 mechanical startup	10 days	Tue 9/10/19	Mon 9/23/19	0%	241																								
247	1.3.1.33.2.24.3 Mechanical commissioning	20 days	Tue 9/24/19	Mon 10/21/19	0%	246																								
248	1.3.1.33.2.24.4 fire alarm verification	10 days	Tue 9/10/19	Mon 9/23/19	0%	241																								
249	1.3.1.33.2.25 exterior landscape works	15 days	Tue 9/24/19	Mon 10/14/19	0%	234FS+2 mons																								
250	1.3.1.33.2.26 Occupancy Process	10 days	Tue 11/19/19	Mon 12/2/19	0%	248,243																								
251	1.3.2 Phase 2	595 days	Tue 7/16/19	Mon 10/25/21	0%																									
252	1.3.2.1 Demo	92.5 days	Tue 7/16/19	Thu 11/21/19	0%																									
253	1.3.2.1.1 Existing Rink Abatement	60 days	Tue 7/16/19	Mon 10/7/19	0%	198																								
254	1.3.2.1.2 Make Safes and Demolition	60 days	Tue 8/27/19	Mon 11/18/19	0%	253SS+30 days																								
255	1.3.2.1.3 Existing library abatement	4 wks	Thu 8/29/19	Thu 9/26/19	0%	213																								
256	1.3.2.1.4 Library make safes and demolition	2 mons	Thu 9/26/19	Thu 11/21/19	0%	255																								
257	1.3.2.2 Phase 2ABC	535 days	Tue 10/8/19	Mon 10/25/21	0%																									
258	1.3.2.2.1 Phase 2A	455 days	Tue 10/8/19	Mon 7/5/21	0%																									
259	1.3.2.2.1.1 Bulk Excavation	20 days	Tue 10/8/19	Mon 11/4/19	0%	254FS-30 days																								
260	1.3.2.2.1.2 Piling	30 days	Tue 11/5/19	Mon 12/16/19	0%	259																								
261	1.3.2.2.1.3 Backfill	15 days	Tue 12/17/19	Mon 1/6/20	0%	260																								
262	1.3.2.2.1.4 M&E Rough In	200 days	Tue 12/17/19	Mon 9/21/20	0%	261SS,260																								
263	1.3.2.2.1.5 Footings/Column/Wall	50 days	Tue 1/7/20	Mon 3/16/20	0%	261,260																								
264	1.3.2.2.1.6 SOG	15 days	Tue 3/17/20	Mon 4/6/20	0%	263																								
265	1.3.2.2.1.7 Suspended Slabs/Bleachers	60 days	Tue 4/7/20	Mon 6/29/20	0%	264																								
266	1.3.2.2.1.8 Structural Steel	40 days	Tue 10/6/20	Mon 11/30/20	0%	265,286																								
267	1.3.2.2.1.9 Metal Decking	20 days	Tue 12/1/20	Mon 12/28/20	0%	266,287																								
268	1.3.2.2.1.10 Roofing	50 days	Tue 12/29/20	Mon 3/8/21	0%	267,288																								
269	1.3.2.2.1.11 Insulated Metal Panel	50 days	Tue 12/29/20	Mon 3/8/21	0%	267,268SS																								
270	1.3.2.2.1.12 Glazing	40 days	Tue 3/9/21	Mon 5/3/21	0%	269																								
271	1.3.2.2.1.13 Interior Block Walls	50 days	Tue 3/9/21	Mon 5/17/21	0%	268																								
272	1.3.2.2.1.14 Rink Slab	45 days	Tue 3/9/21	Mon 5/10/21	0%	268																								
273	1.3.2.2.1.15 Dasher Boards	20 days	Tue 5/11/21	Mon 6/7/21	0%	272																								
274	1.3.2.2.1.16 Interior Steel Stud/Drywall	35 days	Tue 3/9/21	Mon 4/26/21	0%	268																								
275	1.3.2.2.1.17 Interior Finishes	30 days	Tue 4/27/21	Mon 6/7/21	0%	268,274																								
276	1.3.2.2.1.18 M&E Finishes	15 days	Tue 6/1/21	Mon 6/21/21	0%	275FF+10 days																								
277	1.3.2.2.1.19 Millwork	20 days	Tue 5/25/21	Mon 6/21/21	0%	276FF																								
278	1.3.2.2.1.20 Commissioning	10 days	Tue 6/22/21	Mon 7/5/21	0%	272,273,276																								
279	1.3.2.2.2 Phase 2C(GL 1B-F - 2B-E)	435 days	Tue 11/5/19	Mon 7/5/21	0%																									
280	1.3.2.2.2.1 Bulk Excavation	30 days	Tue 11/5/19	Mon 12/16/19	0%	259																								
281	1.3.2.2.2.2 Piling(Balance)	50 days	Tue 12/17/19	Mon 2/24/20	0%	260																								
282	1.3.2.2.2.3 Parkade Foundations(GL 1B-F - 2B-E)	40 days	Tue 1/14/20	Mon 3/9/20	0%	281SS+20 days																								
283	1.3.2.2.2.4 M&E Rough In	200 days	Tue 1/14/20	Mon 10/19/20	0%	282SS																								
284	1.3.2.2.2.5 SOG(GL 1B-F - 2B-E)	30 days	Tue 3/10/20	Mon 4/20/20	0%	282																								

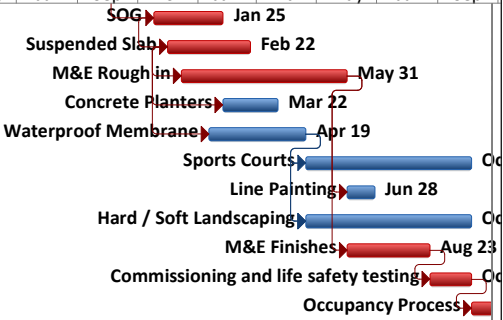




PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE
June 18th 2019 - Update

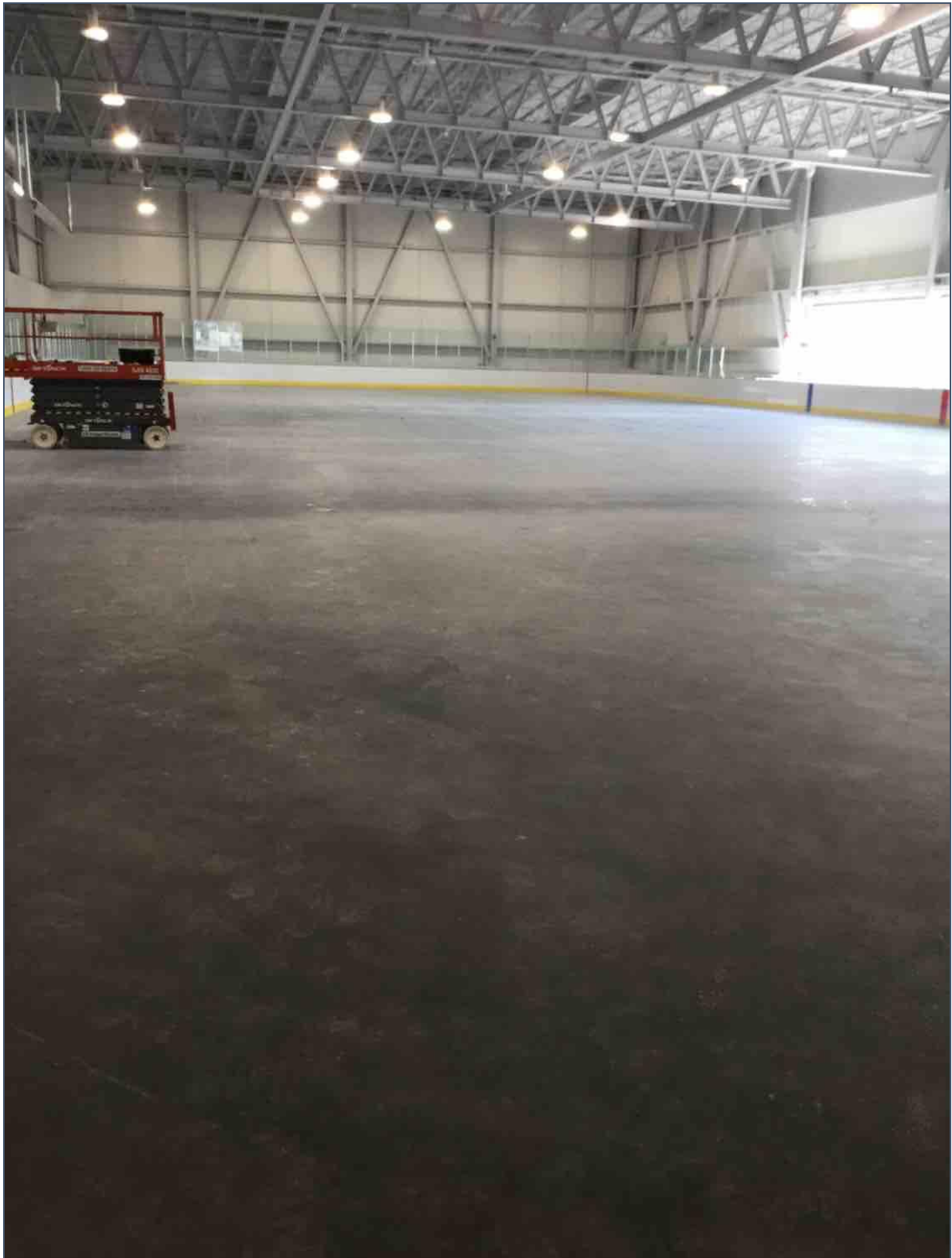
Ventana Construction Corporation
3875 Henning Dr. || Burnaby, BC || V5C 6N5
Office 604.291.9000
Fax 604.291.9992
Web VentanaConstruction.com

ID	Task Name	Duration	Start	Finish	% Compl	Predecessors																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
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APPENDIX 2

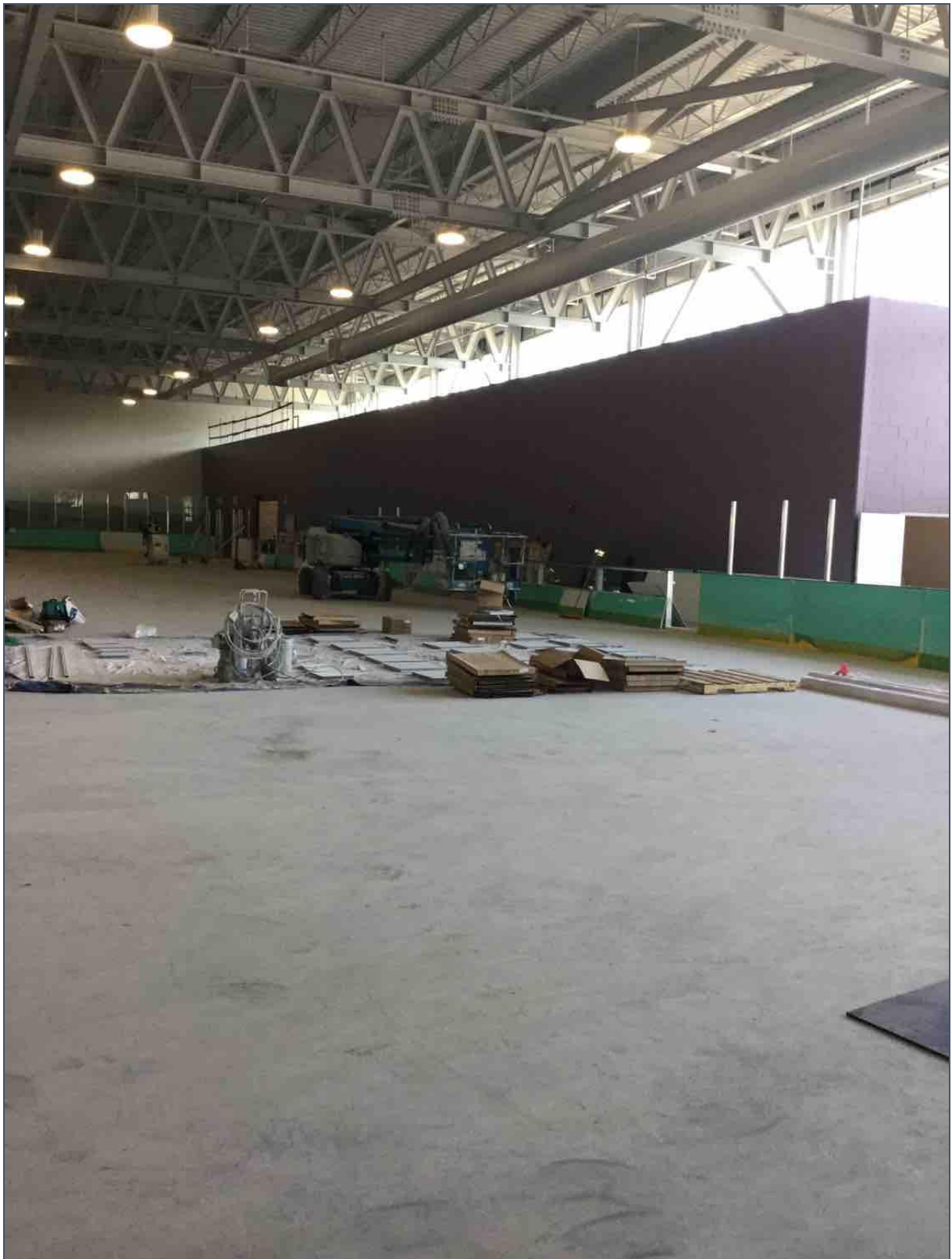
Progress Photographs – May 2019



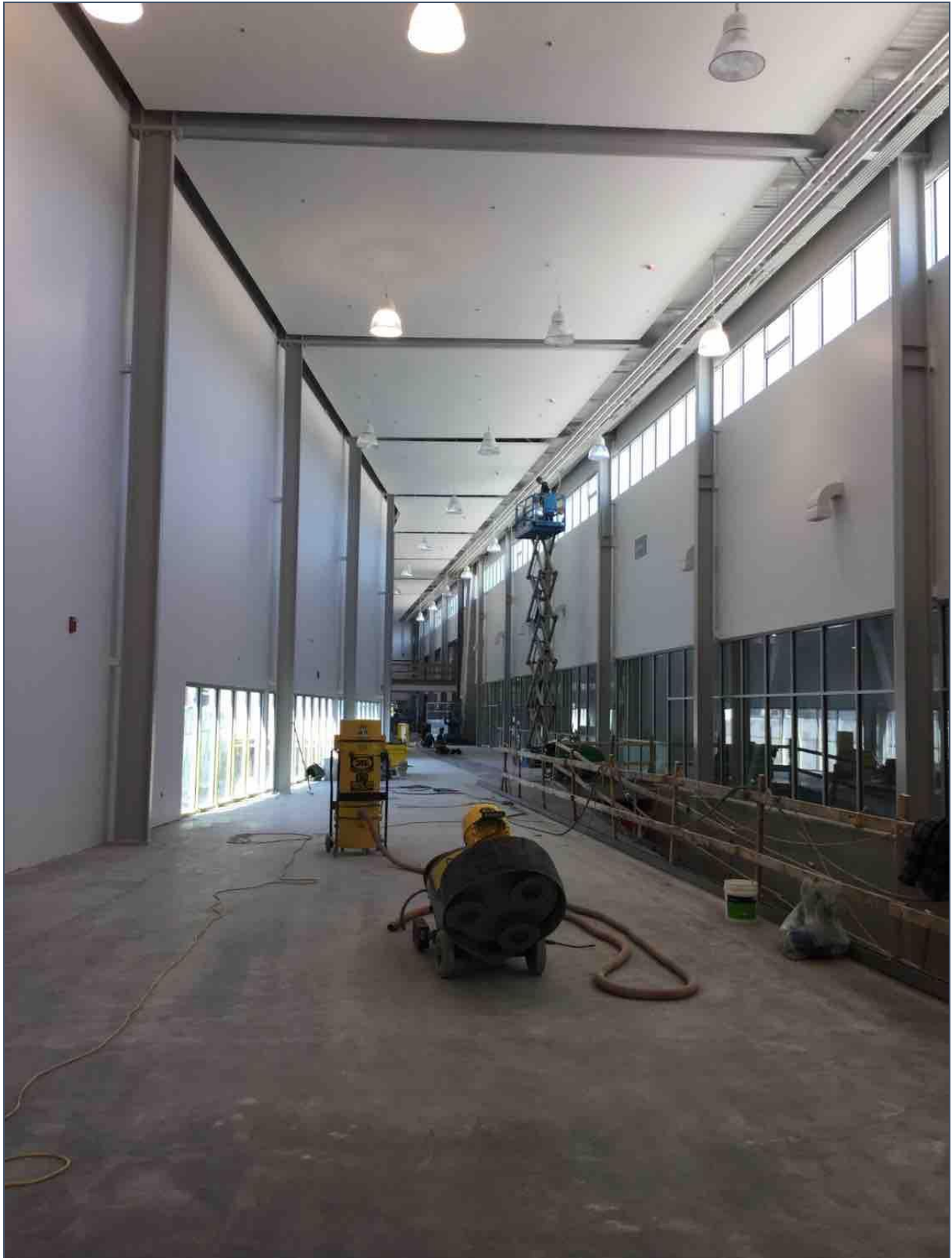
Phase 1A – Rink slab refrigeration commenced



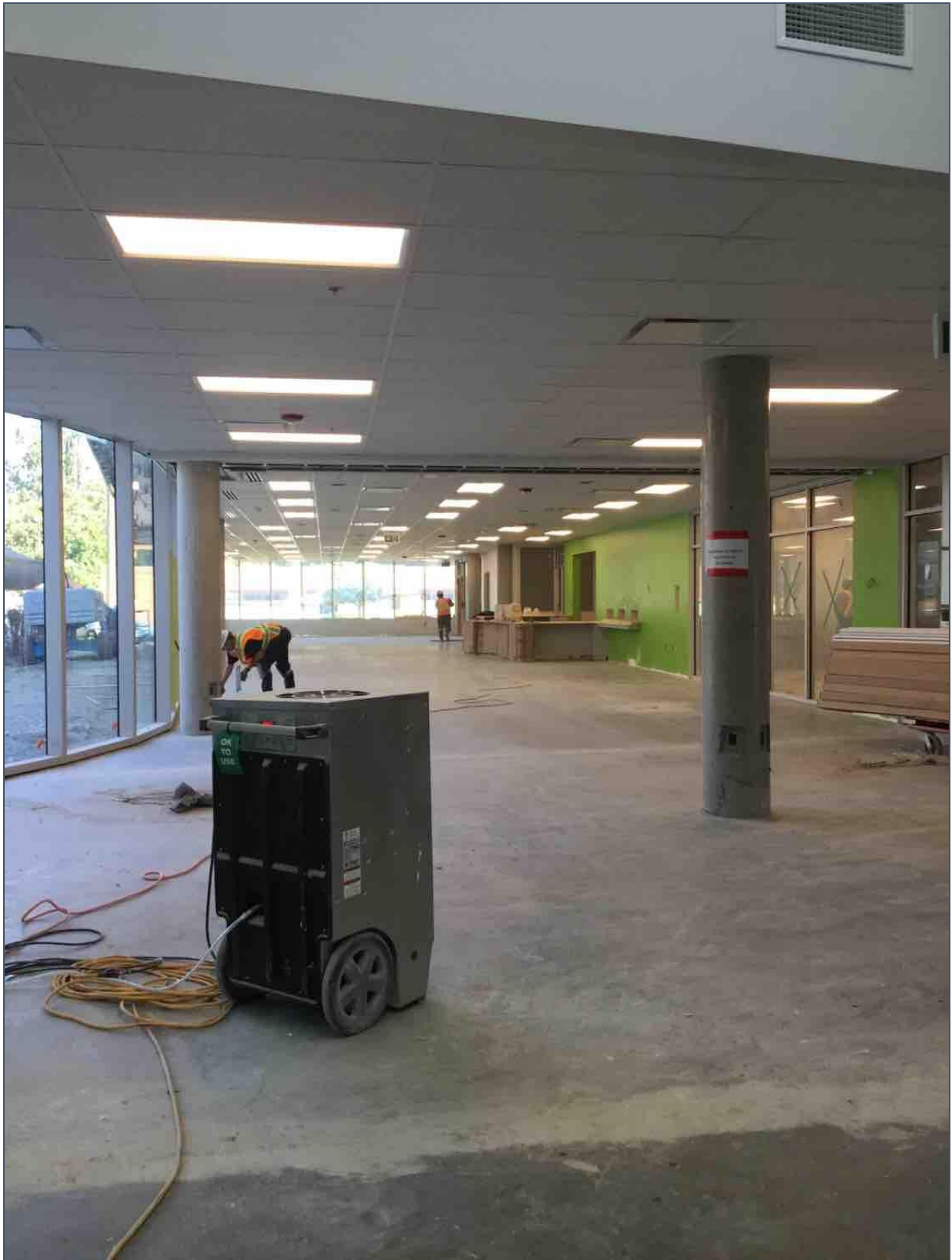
Phase 1A – Changeroom finishes installed



Phase1B – Rink 3 dasher board installation ongoing



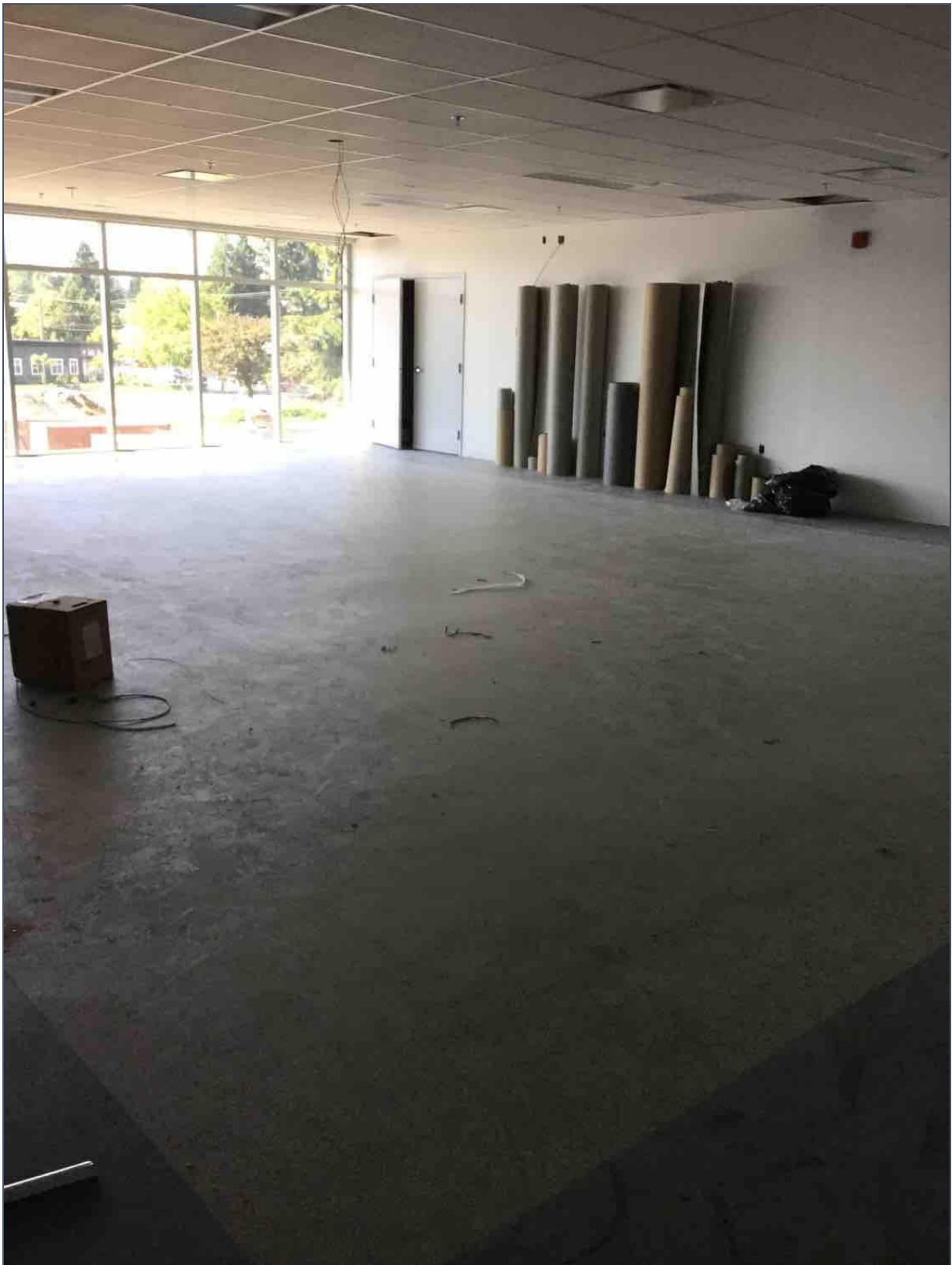
Phase 1B – Public Corridor painting and cleaning ongoing



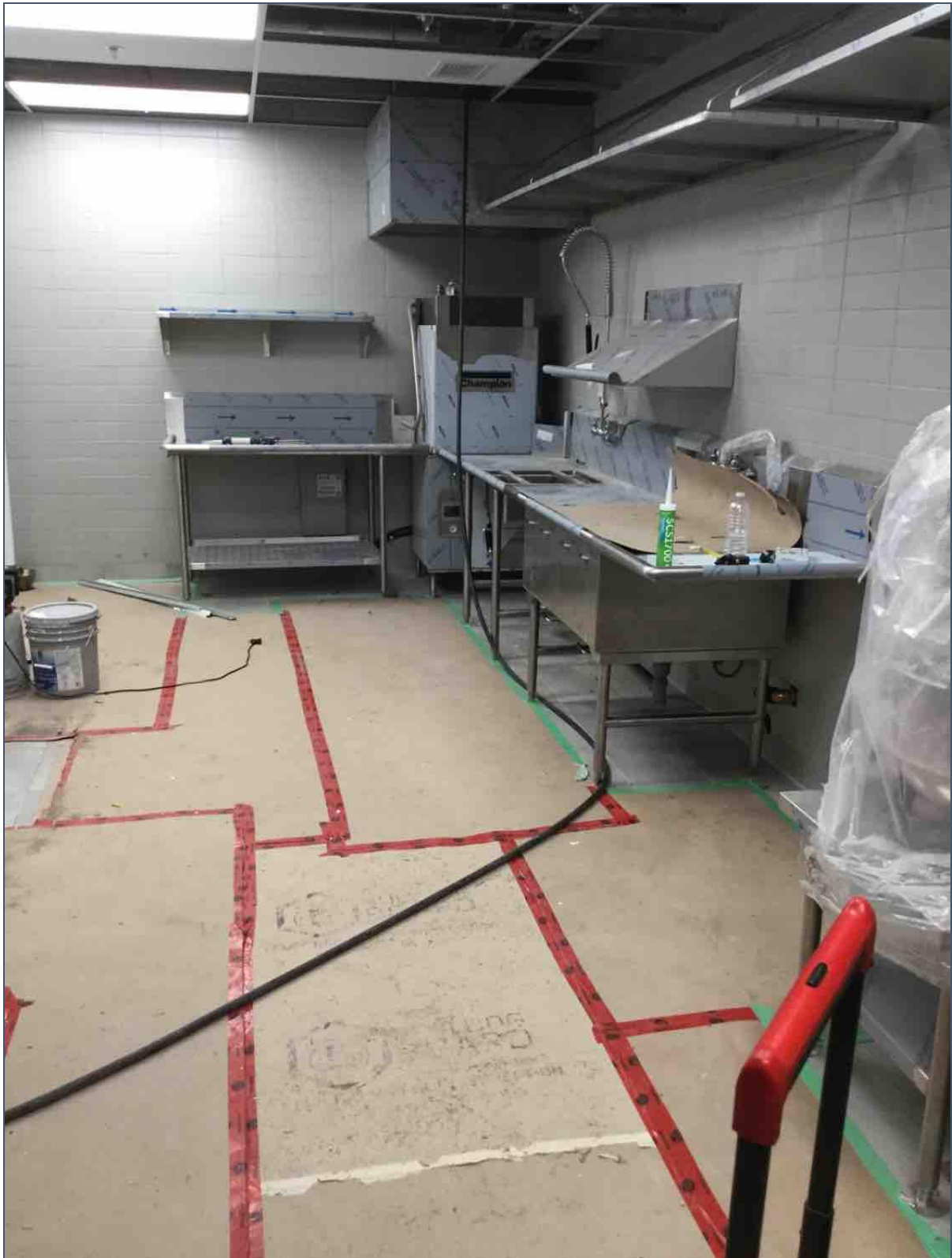
Phase 1B – Library floor preparation ongoing



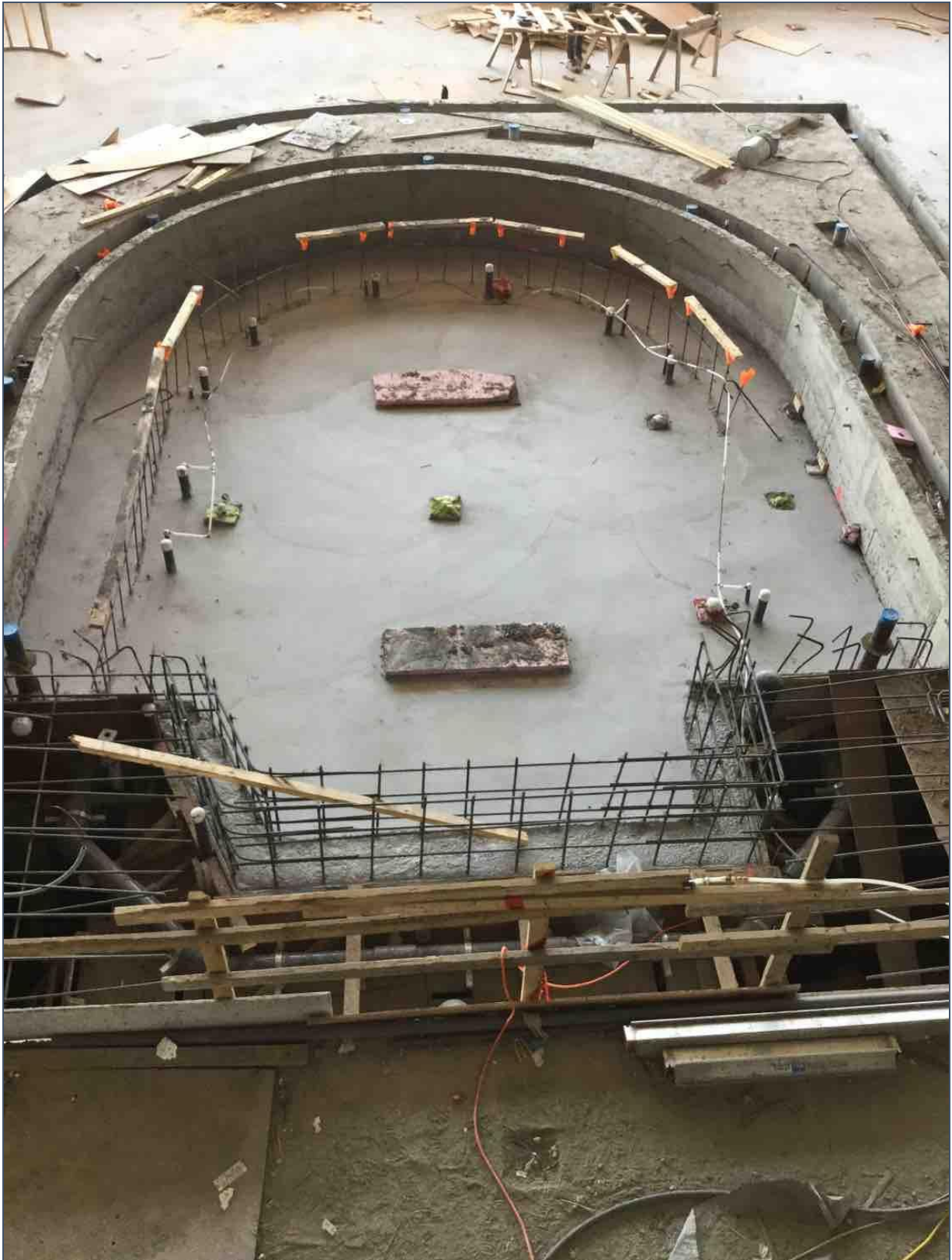
Phase 1C – Rec admin flooring and millwork to staff room



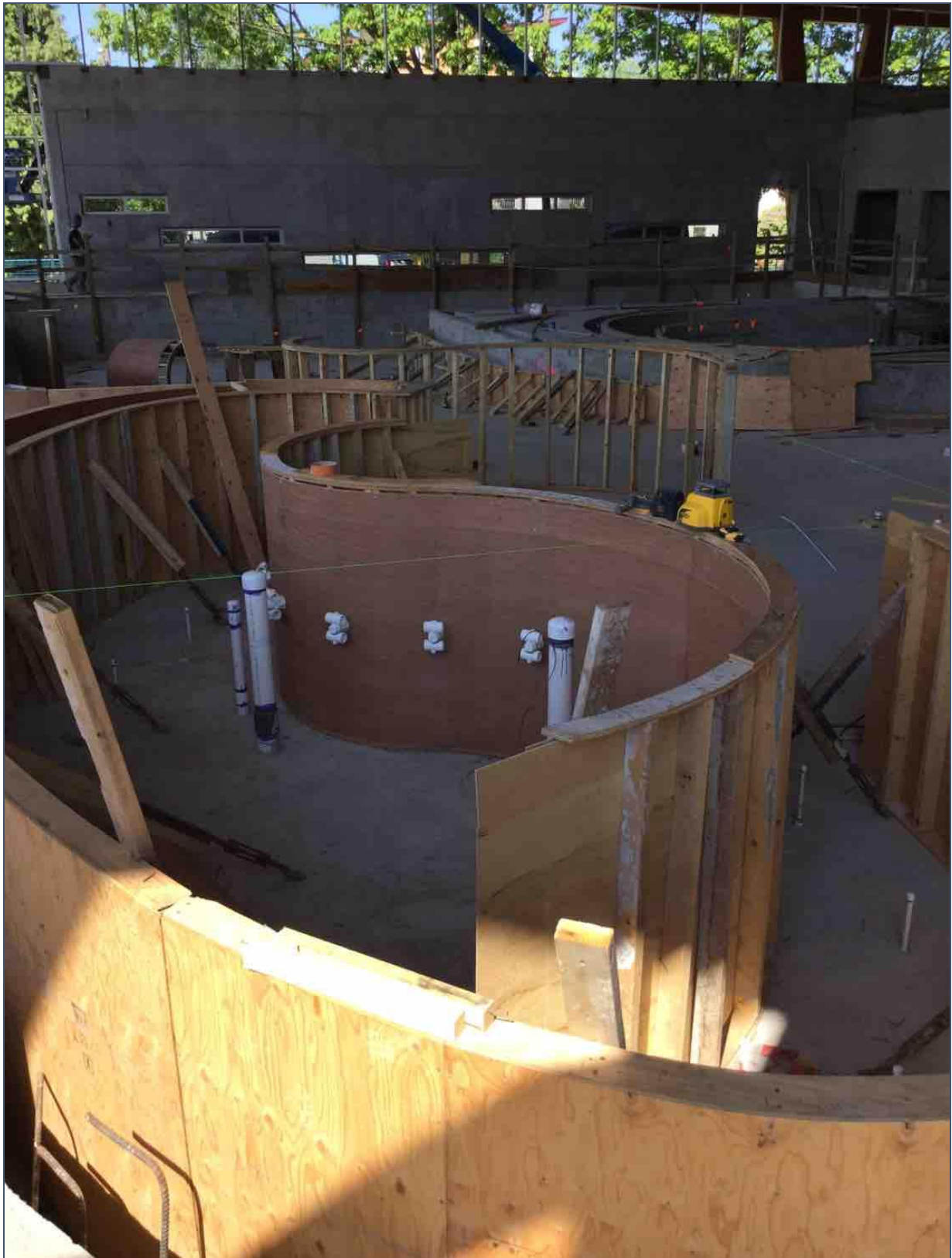
Phase 1C – Flooring and ceilings installed in medium multi-purpose room



Phase 1C – Kitchen fit-out ongoing



Phase 1C – Hot tub slab poured



Phase 1C – Lazy river formwork



Phase 1C – South elevation glazing frame

APPENDIX 3

Site Inspection Reports: May 2019

Field Review Report



Project: PCCC
Reporting Date: 2019-05-06
Prepared By: Alun Lewis

Weather: Sunny: x Rain: _____ Wind: _____ Temperature: High of: **18**
Cloudy: x Snow: _____ Other: _____ Low of: **11**

Tango's Staff: (# on site)		Trade's Manpower: (# on site)	
Superintendents	1	Demolition	13
Engineers		Site Work	13
Office Staff		Landscaping	
CSO / First Aid		Paving	
Carpenters		Concrete Formwork	2
Labourers		Rink prep / conc	
Operators		Reinforcing Steel	
		Structural Steel	3
		Metal Decking	
		Masonry	
		Rough Carpentry	
		Finish Carpentry	
		Millwork	
		Waterproofing	
		Insulation	
		Spray Insul/Fire Proof	
		Caulking/Firestopping	
		Roofing	8
		Doors & Hardware	
		Windows/Glazing	22
		Exterior Cladding	10
		SS/Drywall	6
		Drywall Taper	16
		Resilient Tile	2
		Ceramic Tile	2
		Elevator	2
		Painting	7
		Misc. Specialties	2
		Cleaners	
		Plumbing	19
		Mechanical	8
		Refrigeration	2
		Sprinklers	5
		Electrical	19
		Controls	3
		Pool Piping	
		Tango's Subtotal	
		Trade's Subtotal	151
		SITE TOTAL	

JOB DELAYS OR POSSIBLE DELAYS:

Reporting against updated April 15th schedule

items 64-68 - (Sept 19 - Feb 22) - Cap flashings commenced. Area of roof above changerooms & elec room to have insulation and roof membrane commenced (temp torch on placed at present)

item 86 - tbar install 1b11 to 1A7 (Feb 21 - Mar 20) - Tile install commenced to public viewing area and service desk

item 87 - tbar install library (Mar 21 - Apr 03) - Tiles to be installed

item 94 - cladding to corridor exterior (Mar 29 - Apr 12). N side above library, S side above offices & W end to be completed

item 115 - dasher boards (Mar 18 - May 06) - Phase 1A rink nearing completion

item 119 - M&E finishes (Feb 11 - May 06). Ongoing

item 125 - rink 3 int glazing (Dec 14 - Jan 01). Glass to SW corner being installed and caulking ongoing and caps required

item 132 - exterior masonry changerooms (Jan 07 - Jan 18). All elevations, flashing required to top of masonry

item 133 - exterior masonry rink 2 (Jan 21 - Feb 01). All elevations flashings required to top of masonry

item 134 - exterior masonry to refrigeratoin (Feb 04 - Feb 15). No prep works commenced to S elevation

item 171 - kitchen build out (Apr 04 - May 29). Commenced

item 175 - interior painting (Apr 12 - May 02). Ongoing. Walls still being mudded and sanded

item 177 - ceramic tile (March 29 - April 25) - Grouting thorough washrooms and changerooms off corridor

item 188 - div 12 roofing (March 19 - March 25) - all cap flashings to be installed

item 198 - exterior landscape (Apr 10 - June 25). Grading commenced

item 224 - Pool piping / electrical (June 04 '18 - Aug 14 '18)

item 225 - suspended deck (Aug 15 - Sept 12) - Hot tub suspended slab poured. Pool slab to be poured Wednesday May 8th

item 229 - Glulams (Nov 15 - Jan 28). Bolting up of diagonal glulams to be completed. Number of bolts missing

item 231 - pool tank walls & features (Apr 02 - May 15) - Requires pool slab to be poured (item 225)

item 233 - Roofing (Apr 09 - May 06). Cap flashings to be commenced, once exterior envelope installed

QAQC

As previously noted and discussed with Ventana

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

		Comments
Off site	13	Excavate, install drainage pipe and backfill along Mary Hill Rd. Excavate and place ducting across Mary Hill Rd
Formwork	2	Phase 1C - Column formwork from parkade to main floor at S end of corridor
Strcutural Steel	3	Phase 1A - Install steelwork for changeroom benches
Roofing	8	Phase 1A/1B - Load out material and commence roof above changerooms

Glazing	22	Phase 1B - Caulking between glazing units. Install glass to library staircase. Install glass to main entrance. Caulking to base of frames
		Phase 1C - Install punch hole windows to W elevation of pool. Install frame between main reception and weights room
Cladding	10	Phase 1B - Prep works to E elevation of library & to the N elevation of main entrance (above library). Install cladding panels to W elevation of library
		Phase 1C - Prep works and wood blocking to S elevation above multipurpose offices
S/S / taping / ceiling tile	22	Phase 1A - Install ceiling tiles to public viewing area & service desk office
		Phase 1B - Boarding, taping & mudding to main entrance N wall & public corridor floating ceilings
		Phase 1C - Mud & sand walls, to W wall of offices (above corridor). Install insulation and vapour barrier along W elevation of 2nd floor weights room
Resilient tile	2	Phase 1B - Skate flooring to washrooms adj skate rental area
Ceramic tile	2	Phase 1C - Grouting to male changeroom (off corridor) wall tiles
Elevator	2	Phase 1B - Work on elevator 1 machine room
Painting	7	Phase 1B - Painting steel columns to public corridor, floating ceilings and walls to public corridor and library walls
Dasher boards	2	Phase 1A - Dasher board install to rink
Electrical	19	Phase 1A - Data cabling to 2nd floor electrical room. Install cover plates
		Phase 1B - Pulling cable and wiring to panels in electrical room (behind main entrance reception)
		Wiring to panels in library electrical room
		Phase 1C - Wiring to panels in parkade electrical room
Plumbing	19	Phase 1A - Commissioning of 2nd floor mech room
		Phase 1C - Prep pool piping for slab pour. Copper water lines to parkade. Piping to boiler room
HVAC	8	Phase 1B - HVAC & insulation to weight room
		Phase 1A - Commissioning RTU's
Refrigeration	2	Phase 1A - Commissioning prep works to refrigeration room
Sprinklers	5	Phase 1C - Pressure testing of sprinklers
Controls	3	Phase 1A & 1B - Programming of electrical panels

Field Review Report



Project: PCCC
Reporting Date: 2019-05-21
Prepared By: Alun Lewis

Weather: Sunny: ☒ Rain: _____ Wind: _____ Temperature: High of: **17**
Cloudy: ☒ Snow: _____ Other: _____ Low of: **11**

Tango's Staff: (# on site)		9					
Superintendents	1	Demolition		Waterproofing		Painting	9
Engineers		Site Work	11	Insulation		Misc. Specialties	5
Office Staff		Landscaping		Spray Insul/Fire Proof		Cleaners	
CSO / First Aid		Paving		Caulking/Firestopping		Plumbing	21
Carpenters		Concrete Formwork	10	Roofing		Mechanical	8
Labourers		Rink prep / conc		Doors & Hardware	3	Refrigeration	2
Operators		Reinforcing Steel	3	Windows/Glazing	17	Sprinklers	3
		Structural Steel	2	Exterior Cladding	9	Electrical	21
		Metal Decking		SS/Drywall	23	Controls	
		Masonry	6	Drywall Taper		Pool Piping	
		Rough Carpentry		Resilient Tile	3		
		Finish Carpentry		Ceramic Tile	3	Tango's Subtotal	
		Millwork		Elevator	2	Trade's Subtotal	161
						SITE TOTAL	

JOB DELAYS OR POSSIBLE DELAYS:

Reporting against updated May 16th schedule

items 64-68 - (Sept 19 - Feb 22) - Cap flashings commenced but require completing

item 87 - tbar install library (Mar 21 - Apr 03) - Tile installed nearing completion

item 115 - dasher boards (Apr 05 - Jun 03) - Phase 1B rink commenced

item 125 - rink 3 int glazing (Feb 20 - Mar 10) - Glass to SW corner to be installed at bottom

item 132 - exterior masonry changerooms (Jan 07 - Jan 18). All elevations, flashing required to top of masonry

item 133 - exterior masonry rink 2 (Jan 21 - Feb 01). All elevations flashings required to top of masonry

item 134 - exterior masonry to refrigeratoin (Feb 04 - Feb 15). No prep works commenced to S elevation

item 176 - interior painting (Apr 12 - May 02). Ongoing.

item 178 - ceramic tile (March 29 - April 25) - Floor tile and grouting ongoing to changerooms off corridor

item 190 - div 12 roofing (March 19 - March 25) - all cap flashigns to be installed

item 199 - exterior landscape (Apr 10 - Apr 30). Sub grade prep ongoing to N & E sides of phase 1A & 1B

item 226 - suspended deck (Aug 15 - Sept 12) - Hot tub slab rebar placed. Slab to be poured

item 228 - Glulams (Nov 15 - Jan 28). Bolting up of diagonal glulams to be completed. Number of bolts missing

item 232 - pool tank walls & features (Apr 02 - June 17) - Wall forms commenced this week to lazy river (commenced 6 1/2 weeks late)

item 233 - Roofing (Apr 04 - Apr 29). Cap flashings to be commenced, once exterior envelope installed

QAQC

As previously noted and discussed with Ventana

Window sill to windows at hihg level N elevation of public corridor require finishing

Windows to N elevation of public corridor at high level have openers but Ventana confirmed these are redundant and do nothing

Confirmed with Ventana and Nightinglae that secure storage room to rear of main entrance reception requires completing as this is the data room, as noted by Nightingale at the April 15 AV meeting

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

		Comments
Off site	7	Excavation across Wilson Ave (to the S side of Kelly Ave) for utility install
On site	4	Grading to parking area to N side of phase 1B rink
Formwork	10	Phase 1C - Formwork to lazy river walls
		Phase 1B - Re&re of W wall of rink corridor / library main floor slab
Rebar	3	Phase 1C - Shear studs and rebar to div 12 main floor slab for access / egress
Strcutrual Steel	2	Install steel angle to glulams above pool to SE corner
Masonry	6	Phase 1C - Insulation and masonry to E wal of pool / W wall of RTU mech area
Doors & hardware	3	Phase 1C - Install door frames, doors and hardware to lounge and 2nd floor areas adj weight room

Glazing	17	Phase 1B - Beauty caps & flashings to high level windows to N elevation of public corridor
		Phase 1C - Frames to S side of pool & N side of fitness studio
Cladding	9	Phase 1C - Prep works to E wall of RTU mech area
		Phase 1B - Cladding panel install to main entrance
S/S / taping / ceiling tile	23	Phase 1A - Patching & sanding walls around concessions area
		Phase 1B - Install ceiling tiles to main floor library. Sanding walls above glazing to library stairs
		Tape & mud ceiling to main entrance lobby
		Phase 1C - Install ceiling tiles to 2nd floor offices. Mud & sand bulkheads to S side of 2nd floor
		weight room. Insulation and boarding to 2nd floor walls adjacent weight room. Form rough in
		locations for lights & HVAC to pool changerooms
Flooring	3	Phase 1B - Carpet install to library rooms
Ceramic tile	3	Phase 1C - Floor tile to kitchen corridor, area outside of changerooms off corridor & grouting to
		male changeroom floor tiles
Elevator	2	Phase 1A - Install call buttons to elevator 2
Painting	9	Phase 1B - Painting to steelwork beams above floating ceilings to public corridor. Painting columns
		to main entrance. Painting wall to W elevation of rink
		Phase 1A - Painting CMU walls to changeroom corridors
Dasher boards	5	Phase 1B - Install dasher boards around rink
Plumbing	21	Phase 1B - Pipe insulation within rink. Pipe connections to RTUs above changerooms
		Phase 1C - Progress pool equipment room with strainers and pumps. Copper lines to universal
		changers. Water lines to boiler room and storage room at parkade elevation
Mechanical	8	Phase 1C - Fab and commence install of HVAC to boiler room and stair 1C3.
		Phase 1A & 1B - Commissioning of RTU's
Refrigeration	2	Phase 1A & 1B - Clean out refrigeration lines and prepping for slab draw down at end of week
Sprinklers	3	Phase 1C - Install heads to final elevation to multipurpose rooms ahead of ceiling tile install
Electrical	21	Phase 1A - Wiring to control panels in 2nd floor mech room and wiring in 2nd floor electrical room
		Phase 1C - Electrical rough in to pool changeroom ceiling. Wiring to RTUs above div 9 & 12

Field Review Report



Project: PCCC
Reporting Date: 2019-05-27
Prepared By: Alun Lewis

Weather: Sunny: x Rain: _____ Wind: _____ Temperature: High of: **26**
Cloudy: _____ Snow: _____ Other: _____ Low of: **15**

Tango's Staff: (# on site)		Trade Contractor's			
Superintendents	1	Demolition		Waterproofing	9
Engineers		Site Work	12	Insulation	5
Office Staff		Landscaping		Spray Insul/Fire Proof	Cleaners
CSO / First Aid		Paving		Caulking/Firestopping	Plumbing
Carpenters		Concrete Formwork	2	Roofing	2
Labourers		Rink prep / conc		Doors & Hardware	Refrigeration
Operators		Reinforcing Steel	1	Windows/Glazing	18
		Structural Steel		Exterior Cladding	10
		Metal Decking		SS/Drywall	14
		Masonry		Drywall Taper	Pool Piping
		Rough Carpentry		Resilient Tile	3
		Finish Carpentry		Ceramic Tile	3
		Millwork		Elevator	
					Tango's Subtotal
					Trade's Subtotal
					SITE TOTAL

JOB DELAYS OR POSSIBLE DELAYS:

Reporting against updated May 16th schedule
 items 64-68 - (Sept 19 - Feb 22) - Cap flashings commenced but require completing
 item 115 - dasher boards (Apr 05 - Jun 03) - Phase 1B rink ongoing
 item 117 - rink puck netting (May 6 - May 27) - Not yet commenced
 item 132 - exterior masonry changerooms (Jan 07 - Jan 18). All elevations, flashing required to top of masonry
 item 133 - exterior masonry rink 2 (Jan 21 - Feb 01). All elevations flashings required to top of masonry
 item 134 - exterior masonry to refrigeratoin (Feb 04 - Feb 15). No prep works commenced to S elevation
 item 141 - rubber skate floors (Apr 04 - May 29) - Corridor between 1AB changerooms commenced. Skate lobby and around rinks to be commenced
 item 176 - interior painting (Apr 12 - May 02). Ongoing.
 item 190 - div 12 roofing (March 19 - March 25) - all cap flashigns to be installed
 item 199 - exterior landscape (Apr 10 - Apr 30). Sub grade prep ongoing to N & E sides of phase 1A & 1B
 item 226 - suspended deck (Aug 15 - Sept 12) - Hot tub slab to be completed at N end
 item 228 - Glulams (Nov 15 - Jan 28). Bolting up of diagonal glulams to be completed. Number of bolts missing
 item 232 - pool tank walls & features (Apr 02 - June 17) - Wall forms ongoing to lazy river. Pool plumbing to walls commenced
 item 233 - Roofing (Apr 04 - Apr 29). Cap flashings to be commenced, once exterior envelope installed

QAQC

As previously noted and discussed with Ventana

GENERAL COMMENTS: (Job progress-schedule items started, not started etc.)

		Comments
Off site	9	Excavate, bed, place and backfill drainage along Mary Hill Rd
On site	3	Grading to curb lines to N side of phase 1B
Formwork	2	Phase 1C - Formwork to lazy river walls
Rebar	1	Phase 1C - Rebar placement to main floor suspended slab to S side of Div 12 for access / egress
Roofing	2	Phase 1B - Cap flashings to public corridor
Glazing	18	Phase 1C - Install doors to S elevation of lounge. Install frames to NW & NE corners of fitness area. Commence frame install along W elevation of 2nd floor fitness area
Cladding	10	Phase 1B - Soffit cladding to N side of library & prep W side of library soffit
		Phase 1C - Prep works to soffit to underside of multipurpose rooms. Cladding to E side of roof top mech area
SS / taping / ceiling tile	14	Phase 1C - Boarding and taping ceilings to changeroom corridor access, staff changeroom &

		universal changerooms
Flooring	3	Phase 1C - Floor prep to library main floor
Ceramic tile	3	Phase 1C - Prep wrks for shower walls to staff changerooms and universal changerooms
Painting	9	Phase 1A - Final painting to concession back of house walls
		Phase 1B - Painting walls and pipeowrk to main entrance
		Phase 1C - Prep to glulams ahead of metal deck painting. Painting walls to offices / corridor
Dasher boards	2	Phase 1B - Install dasher boards and perspex around rink
Floor polishing	3	Phase 1A - Floor grinding / polishing to 2nd floor public viewing area
Plumbing	22	Phase 1A - Pipe insulation within ice resurface room. Chip out and work on FD to pedimat at
		corridor entrance lobby. Pipework install to 2nd floor mech room
		Phase 1B - Install toilets to universal and staff washrooms to library
		Phase 1C - Install lazy river wall plumbing onto forms
Mechanical	6	Phase 1A - Commissioning HVAC to 2nd floor
		Phase 1C - HVAC insulation
Refrigeration	1	Phase 1A - Rink draw down
Electrical	21	Phase 1A - Install cover plates. Wiring to 2nd floor mech room and adj elec room
		Phase 1B - Expose infloor boxes and pull wiring to public corridor. Pull wires to public corridor
		ceiling area
		Phase 1C - Complete rough in to main floor suspended slab to S side of div 12

APPENDIX 4

Certificate of Payment No.29: June 17, 2019

CERTIFICATE OF PAYMENT : No. 29 (Progress Claim 30)



PROJECT:	City of Port Coquitlam Community Recreation Complex	FILE:	3 - 9308
LOCATION:	2579 - 188th Street Surrey, BC	INSPECTION DATE:	30-May-19
		CERTIFICATE DATE:	17-Jun-19

Owner The City of Port Coquitlam 2580 Shaughnessy St Port Coquitlam, BC V3C 3G3 Attention: Ms. Kristen Dixon	Design-Builder Ventana Construction (Poco) Corp. 3875 Henning Dr. Burnaby, BC V5C 6N5 Attention: Mr. Andrew Cameron
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		Contract Price	Change orders	Revised Contract Price
Total Contract Amount		\$ 116,717,000	\$ 8,338,990	\$ 125,055,990

PAYMENT CALCULATION	Gross Amount to Date	Previous Period	Gross Amount This Period	Holdback	Net Payment This Period
Total Work Completed	\$ 71,135,039	\$ 66,918,459	\$ 4,216,579	\$ 421,658	\$ 3,794,922
Total Work Completed	\$ 71,135,039	\$ 66,918,459	\$ 4,216,579	\$ 421,658	\$ 3,794,922
Add: Holdback Released	\$ 241,826	(241,826)	\$ 0	\$ 0	\$ 0
Current Net Payable			\$ 4,216,579	\$ 421,658	\$ 3,794,922
Plus GST (5.0%) on Net Payable					\$ 189,746
Total Current Payable Amount					\$ 3,984,668
Holdback Retained to Date (incl. this Certificate)					\$ 6,371,678
Total GST Paid to Date (incl. this Certificate)					\$ 2,988,168
PROJECT COST TO COMPLETE					\$ 53,920,952

This is to Certify that, for the Port Coquitlam Community Recreational Centre, a payment of \$3,984,668 (incl. GST) will be due to the Design Builder after the City of Port Coquitlam's Representative has given approval for payment for work completed during the period ending May 31, 2019. As per the Builder's Lien Act, a 10% holdback has been deducted amounting to \$421,658. The total holdback retained to date is \$6,371,678 and the total GST paid to date is \$2,988,168 (not including the pre-payment costs). The Adjusted Project Cost to Complete is \$53,920,952 (Not incl. GST & holdback).

CERTIFIED BY:  Neil Murray, MRICS Associate Director	REVIEWED BY:  Rob Wilson, MRICS, PQS Director
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APPENDIX 5

Occupancy Coordination Meeting No.1 Minutes: May 21, 2019

Port Coquitlam Community Centre

Occupancy Coordination Meeting Minutes

Meeting No: Meeting No.1
Date: May 21, 2019
Time: 10:00am
Location: City Hall
Attendees: Lori Bowie – PoCo
 Joseph Lenz, Tallon O’Neil – VCC
 Lewis Reilly, Alun Lewis – TMG
Regrets: Jerry Brouwer - VCC

ITEM SUBJECT

1.0 Design

- 1.1 Offsites - Design review. TF Plaza. Roadworks finish and street lighting. Jesse @ HUB to confirm with VCC and advise. Time sensitive. Priority. PoCo to confirm timeline.
- 1.2 Change Room glove and helmet shelving. PoCo to advise.
- 1.3 Stick rack height - check A49's drawings. Stick height for kids required. PoCo to RFI
- 1.4 Temp ref room proposal. VCC to provide
- 1.5 Snooker table lighting. VCC/Nightingale to advise.

2.0 Schedule (Refer to attached FFE schedule)

- 2.1 Rinks 2 & 3 slab cool May 27th to June 7th. No access to rinks. Sandy to be involved in the process. VCC to coordinate.
- 2.2 PJS to commence install on June 10th. Materials to be delivered and be painted a week in advance. PoCo to coordinate with VCC.
- 2.3 June 3rd to June 17th Rinks 2 & 3 score clock install (as per schedule)
- 2.4 June 15th for Rinks 2 and 3 for PoCo to potentially build their test sheets if they choose. Soft move-in for facility staff.
- 2.5 Rinks 2 & 3: June 15th for lines. Rana to be involved. Followed by FFE install.
- 2.6 Wilson Centre & Library move - July 2nd to July 15th. Existing buildings to be fully vacated by July 30th for demo (or earlier)
- 2.7 Staff tour required. Date TBC.
- 2.8 June 30th: Availability for Library and Division 9 including kitchen. Furniture after June 30th.
- 2.9 IT - Internal coordination with Robin. Lewis/Lori to set up.
- 2.10 Arena and events storage. Operational Fire alarm and sprinkler required. Tentatively the last 2 weeks of June.

- 2.11 Elevator inspections June 7th
- 2.12 Tyco - End of May on site.
- 2.13 Note - 3 entrances - south, main and rink access/egress.
- 2.14 Ammonia Refrigeration decommissioning. Tentatively part of the abatement. Prefer to remove earlier under a separate program. VCC to advise to timing.

3.0 Building Permits

- 3.1 A49 to submit full package to Larry Lorette.
- 3.2 Building Inspector and Fire Chief invited to inspect site well in advance.
- 3.3 Structural Schedules required for Occupancy Application - PJS and Sapphire, Library shelving (seismic anchors). PoCo to provide.

4.0 Operating Permits

- 4.1 PoCo to start communications with FHA. Lewis/Lori.

5.0 Training / O&M

- 5.1 Manuals issued via FTP
- 5.2 Updated Phase 1 Specification Book to be provided. VCC to advise
- 5.3 Staff training and orientation. Rana/Sandy/Bob/Lori. H&S Orientation Required.

6.0 FFE

- 6.1 PJS - AV and Sound
- 6.2 Sapphire for video walls
- 6.3 Install schedule to be developed by PoCo based on access dates from VCC. See above.
- 6.4 City supplied washroom accessories. PoCo to provide. VCC to install.

7.0 Deficiencies

- 7.1 Full-time Deficiencies superintendent on site. Benchmarking to be established. Inspection and sign-off process to be established.

NEXT MEETING: June 4, 2019 – 10.00am (VCC Site Trailer)

These minutes are an accurate account of the discussions and decisions reached during this meeting.

Recorded by: Lewis Reilly – Tango Management

APPENDIX 6

Project Dash Board: May 31, 2019

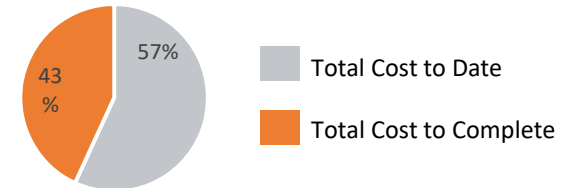
PROJECT DASH BOARD

Updated: 2019-5-31

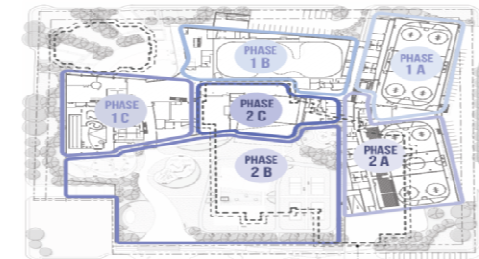
PROJECT SCHEDULE

Task / Activity	Start	Finish	2017	2018	2019	2020	2021
Design	Dec-16	Apr-19					
Permits	Feb-17	Jul-19					
Procurement	Feb-17	May-19					
Phase 1A - Participant Ice	Mar-17	Jul-19					
Phase 1B - Leisure Ice & Library	Apr-17	Jul-19					
Phase 1C - Aquatics, Fitness, All Age & Admin	Aug-17	Dec-19					
Phase 2A - Spectator Ice	Oct-19	Jul-21					
Phase 2B - Underground Parking	Oct-20	Oct-21					
Phase 2C - MP, Flex Hall & Child Care	Jan-20	Jul-21					

CONSTRUCTION BUDGET



PHASING PLAN



PHASE 1A - Overview



PHASE 1B - Overview



PHASE 1C - Overview



APPENDIX 7

Architecture 49 Site Report #47: May 28, 2019

Architecture49 Inc.
270 - 1075 West Georgia
Vancouver BC
V6E 3C9

T 1.604.736.5329
F 1.604.736.1519
architecture49.com

June 04, 2019

Tango Management Group
2288 Manitoba Street
Vancouver, BC V5Y 4B5

Attention: Lewis Reilly, Director
lreilly@tangomanagment.ca

**Reference: Port Coquitlam Community Recreation Complex, Port
Coquitlam, BC**

To whom it may Concern:

We reviewed the project on-site on May 31, 2019 and via photographs, and based on the visit, review, photos, inspection reports and ongoing correspondence with the site supervisor to date, we verify that to the best of knowledge the work is progressing generally in accordance with the project's IFC drawings, specifications and building permits issued to date.

Sincerely,
ARCHITECTURE49 INC.



Stella Nicolet, Architect AIBC, AAA, AIA, LEED AP BD+C, CCCA, CCA
Managing Principal

Date: May 28, 2019

FR No.: 047

Contractor: Ventana Construction (Poco) Corp.
Attn: Joseph Lenz
Email: jlenz@ventanaconstruction.com

From: Adam Chambers
Architecture49 Inc.
270 – 1075 West Georgia
Vancouver, BC, V6J 4Y3
Tel: (604) 736-5329
Fax: (604) 736-1519

Owner: City of Port Coquitlam
c/o: Tango Management Group
Email: ireilly@tangomanagement.ca

Attachments **No. of Pages:** 15

Project/File: 159-00406-02 Field Reports

Project: Port Coquitlam Community
Recreation Complex

Location: Port Coquitlam, B.C.

Copies to:

<input checked="" type="checkbox"/> To: Ventana Construction	Attn: Andrew Cameron Tallon O'Neill Jerry Brouwer Matt Fraser	email acameron@ventanaconstruction.com toneill@ventanaconstruction.com jbrouwer@ventanaconstruction.com mfraser@ventanaconstruction.com
<input checked="" type="checkbox"/> To: Tango Management Group	Attn: Lewis Reilly	email ireilly@tangomanagement.ca
<input checked="" type="checkbox"/> To: Architecture49 Inc	Attn: Stella Nicolet Simon Mellor Antonio Rigor	email Stella.Nicolet@architecture49.com Simon.mellor@architecture49.com Antonio.rigor@architecture49.com

Date of Visit: May 22, 2019	Weather: Sun	Temperature: +16° C
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Observations (General Work):

- Site works appears in general compliance with the construction documents unless noted otherwise.
- Health and site safety measures observed to be in place.

Work in Progress:

- Rink 2 dasher boards and glass
- Rink 3 dasher boards
- Phase 1AB Change Room Fixtures
- Public Corridor ceiling painting
- Level 2 Public Space 1A200 floor polishing
- Pool south elevation mullion framing
- Pool/Fitness Area Roof Soffit west elevation
- Level 2 Administration south elevation AVB, insulation and thermal clips. Wall Type W5
- Rink 3 roof Type R1

- Rink 2 east side civil work
- IMP Panel Replacement of damaged panels. Wall Type W3
- Public Corridor north elevation metal panels. Wall Type W5
- Public Corridor west elevation metal panels. Wall Type W5
- Public Corridor south elevation metal panels GL 1B-G. Wall Type W5
- Public corridor north elevation metal panels Wall Type W4
- Phase 1C lazy river formwork
- Pool Area Roof Soffit south elevation
- Phase 1C Stair 3 north wall shaft liner and ductwork

Attachments:

- None

Information or Action required

Washroom 1B262 Conduit to be covered, instruction to follow.



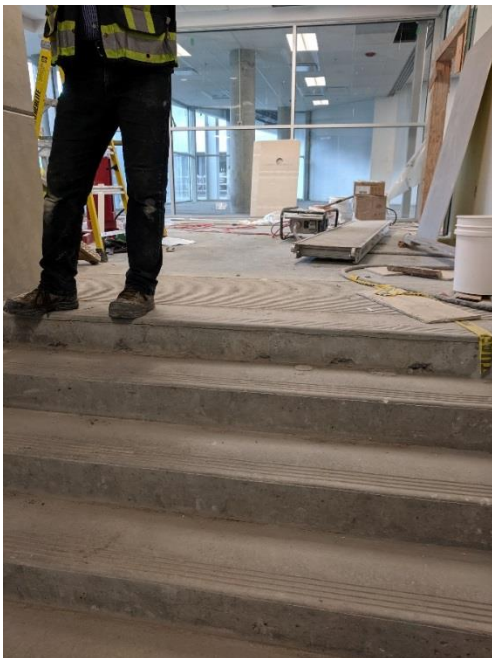
Rink 2 east canopy pre-finished cap flashing work in progress.



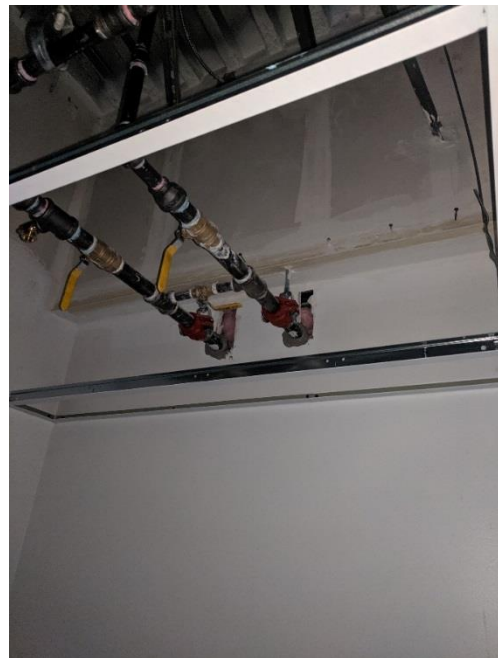
Stair 4 - 2 hour rated gypsum wall to be installed above glazing.



Library Level 1 sliding door #1B150B seal bulkhead to mullion.



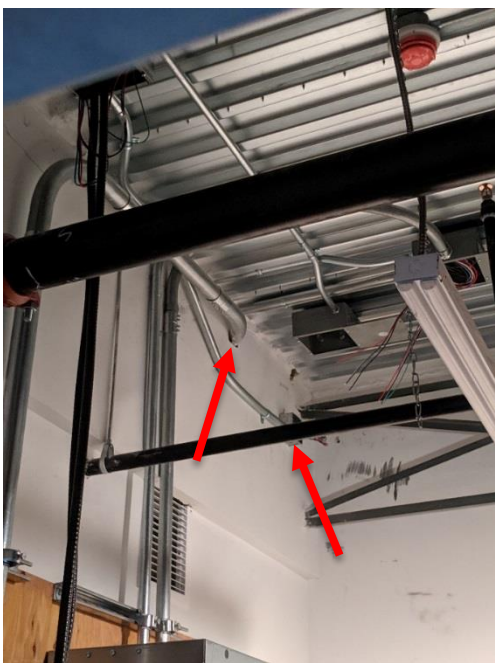
Stair 3 – Patch and make good concrete at stair risers.



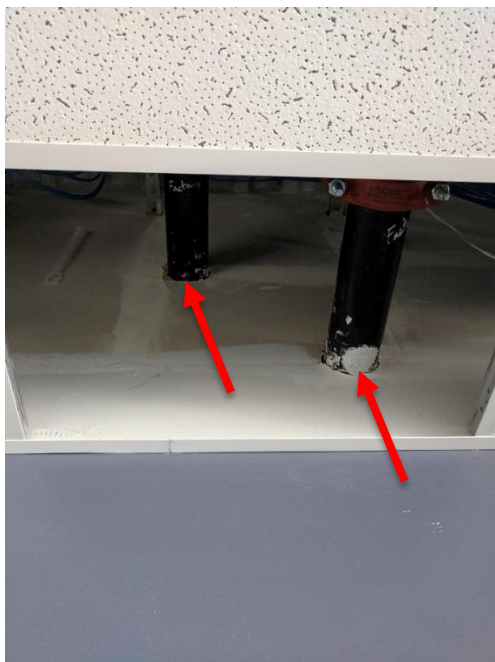
Room 1C204 Gas line firestopping work in progress.



Room 1C217 Conduit firestopping to be installed at west wall.



Room 1C219 Conduit firestopping to be installed at east wall.



Corridor 1C200 pipe penetration firestopping to be installed at north wall.



Corridor 1C200 steel stud brace firestopping to be installed at north wall.



P1C Level 2 admin bridge to fitness, Gypsum board to be sealed around bulkhead.



Nail protruding from concrete near top, south side of ramp in public corridor 1B118.



Nail protruding from concrete.

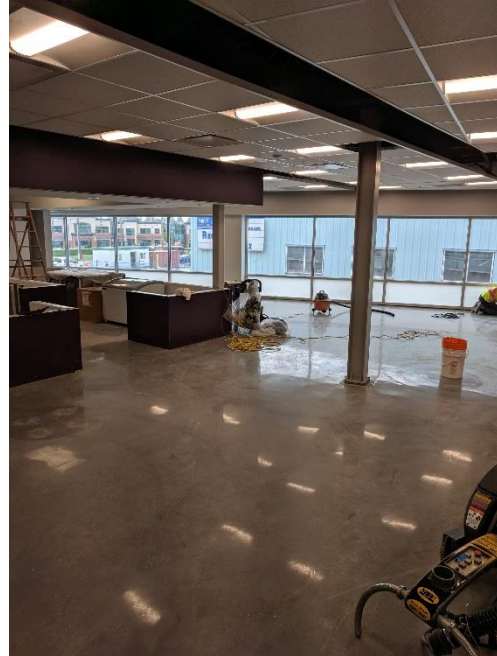


Refrigeration Room 1A102 South Elevation installation of Wall Type W10, not installed.

Site Photos:



Concession 1A211 Polished Concrete Floor.



Concession 1A211 Polished Concrete Floor.



Public Corridor North Side – Prefinished metal cover at prefinished metal soffit.



P1C West Elevation masonry and waterproofing. Wall Type W1, masonry to be cleaned.



Public Corridor North side cladding and prefinished metal soffit.



Public Corridor North side cladding.



AVB and insulation along GL 1C8. Wall assembly W5



Masonry along GL 1C6. Wall assembly W1.



AVB and thermal clips outside of 1C113.



AVB and thermal clips outside of 1C113.



Main Entry North elevation Metal Panels in progress, insulation and expansion joint cover Wall Type W4



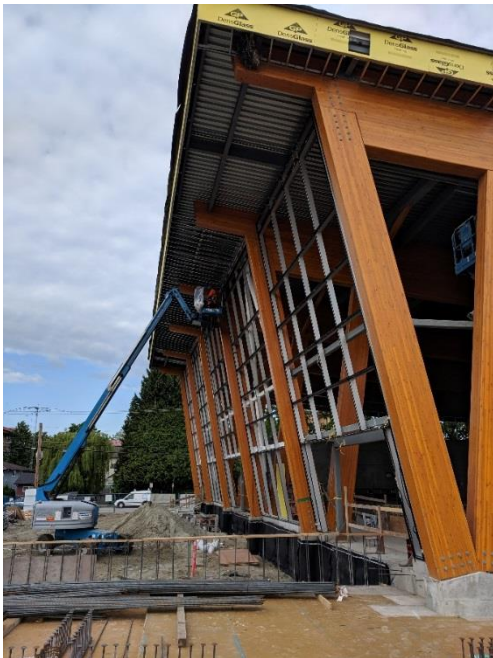
P1C North Elevation mullion installation, installation in progress.



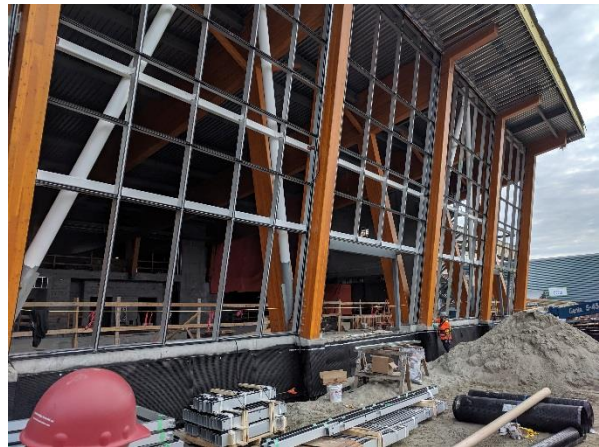
Exterior of Main Entry floor drain.



Level 2 Administration south elevation insulation, thermal clips, and signage support. Wall Type W5



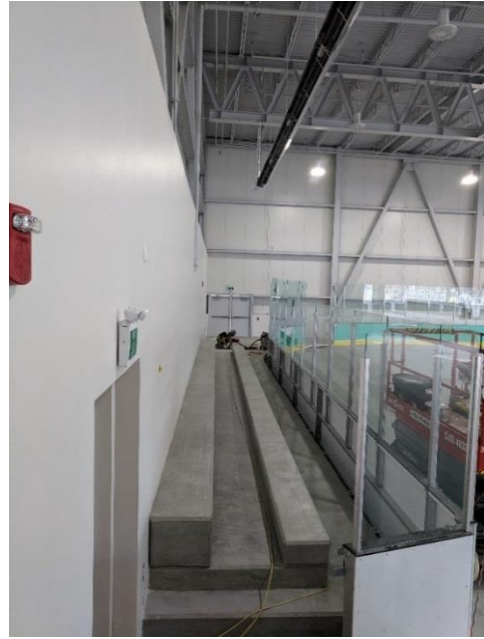
Pool South Elevation Glazing mullions.



Pool South Elevation Glazing mullions.



Rink 2 Dasher boards and glass, in progress.



Rink 2 Dasher boards and glass, in progress. Concrete seating tiers installed, plastic bench seats, dasher board back panel and floor closure to be installed.



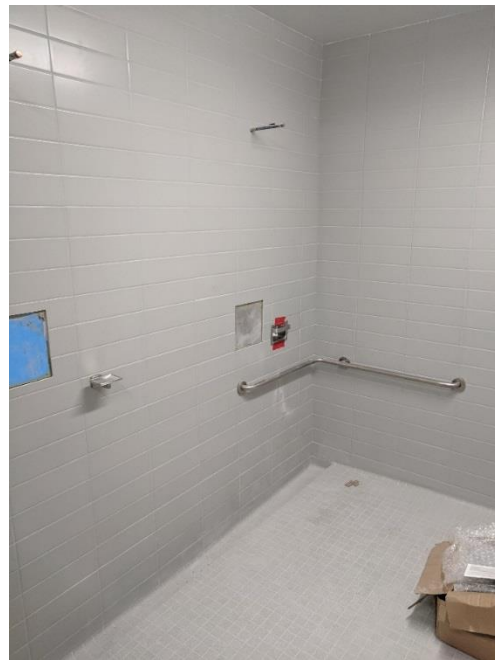
Rink 3 Dasher boards, in progress



Rink 3 Dasher boards, in progress.



Rink Changeroom 1A124 bench supports and coat hooks.



Rink Changeroom 1A124C shower accessories.



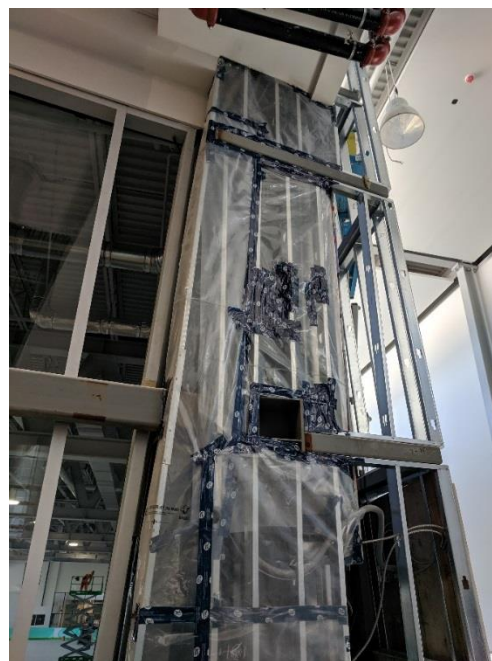
Rink Changerooms 1A124, and 1A122 paint colours.



Level 2 acoustical ceiling in progress.



Public corridor ceilings and painting, in progress



Fireplace AVB Wall Type W14a



Public corridor 1A118 drink rail supports, in progress.



Public corridor 1A118 drink rail supports, in progress.



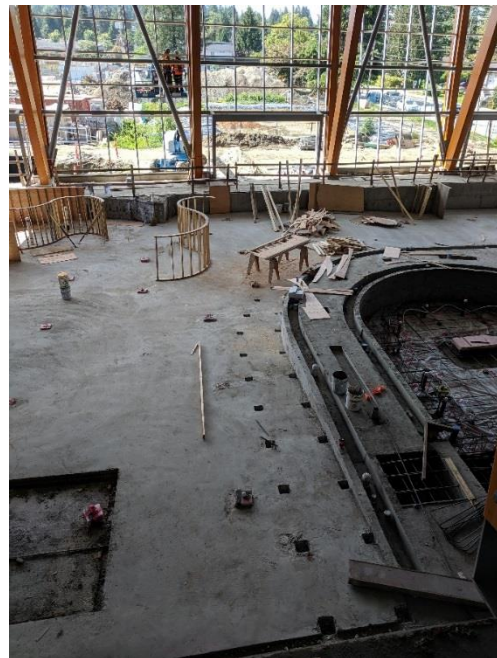
Level 2 Fitness office 1C233 bulkhead, in progress.



Level 2 Fitness room 1C230 bulkhead, in progress.



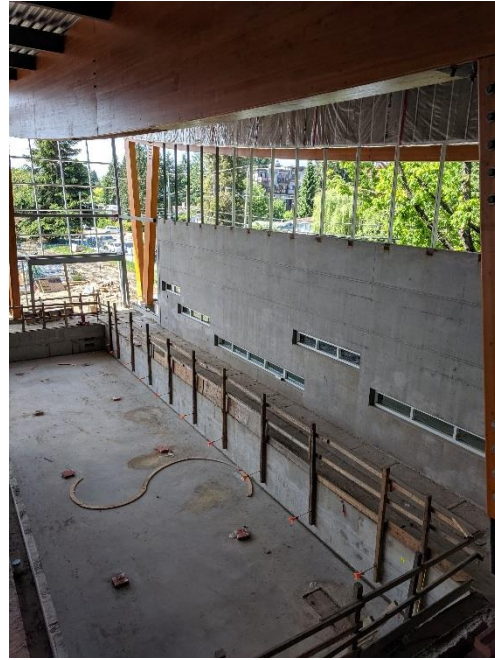
Pool slab and lazy river formwork, in progress.



Pool slab and lazy river formwork, in progress.



Pool slab and hot tub plumbing and formwork, in progress.



Pool Slab and west concrete wall.



Pool west elevation bulkhead AVB.



P1C Stair 3 north wall shaft liner and ducts, in progress.

Issued by the Consultant:

Adam Chambers
Building Technologist



May 28, 2019

Name and title of person signing

Signature

Date

BRYSON MARKULIN ZICKMANTEL
STRUCTURAL ENGINEERS

Reviewed by SER:

Initials

Suite #501 – 510 Burrard Street, Vancouver, B.C. V6C 3A8 • (604) 685-9533 • www.bmzse.com

CONSTRUCTION REVIEW MEMO

PROJECT: Para Rec Center **JOB #:** 80058-01 **DATE:** May 7/19

Work reviewed 175 dp SOG with ~ pool.

Replanning / using general conference
with structural drawings.

BMZ: 

Note: This memo reports observations made during construction review, only. Any comments requiring action by the contractor are to assist the contractor to comply with the contract documents and are not to be taken as a contract change notice. These observations do not, in any way, relieve the contractor of the sole responsibility to construct the work in accordance with the contract documents, nor do these observations in any way, represent a complete list of all work needed to comply with the contract documents. The contractor is required to independently check all his own work, and is not to rely on these observations, in any way, as relieving him of this important responsibility.