



## **PORT COQUITLAM COMMUNITY CENTRE**

### **Owner's Representative Progress Report #27**

**June 2019**

## TABLE OF CONTENTS

ITEM		Page No.
1.0	INTRODUCTION	1
2.0	EXECUTIVE SUMMARY	1
3.0	PROJECT SCOPE	1
4.0	PROJECT TEAM	2
5.0	DESIGN AND APPROVALS STATUS	3
6.0	PROCUREMENT & CONTRACT ADMINISTRATION	4
7.0	PROJECT BUDGET	6
8.0	PROJECT SCHEDULE	8
9.0	QUALITY ASSURANCE AND QUALITY CONTROL	10
10.0	SAFETY AND ENVIRONMENTAL	10
11.0	AREAS OF CONCERN AND OUTSTANDING ISSUES	11

## APPENDICES

Appendix 1 – Port Coquitlam Community Recreation Centre Complex – Owner's Schedule: July 19<sup>th</sup> 2019  
- Update

Appendix 2 – Progress Photographs: June 2019

Appendix 3 - Site Inspection Reports: June 2019

Appendix 4 – Certificate of Payment No.30: July 16, 2019

Appendix 5 – Occupancy Coordination Meeting No.2 & No.3 Minutes

Appendix 6 - Project Dash Board: June 30, 2019

Appendix 7 – Architecture 49 Site Report #50: June 24, 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 #27 to the Owner. This report represents a summary of key project activities and issues that occurred up to June 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.

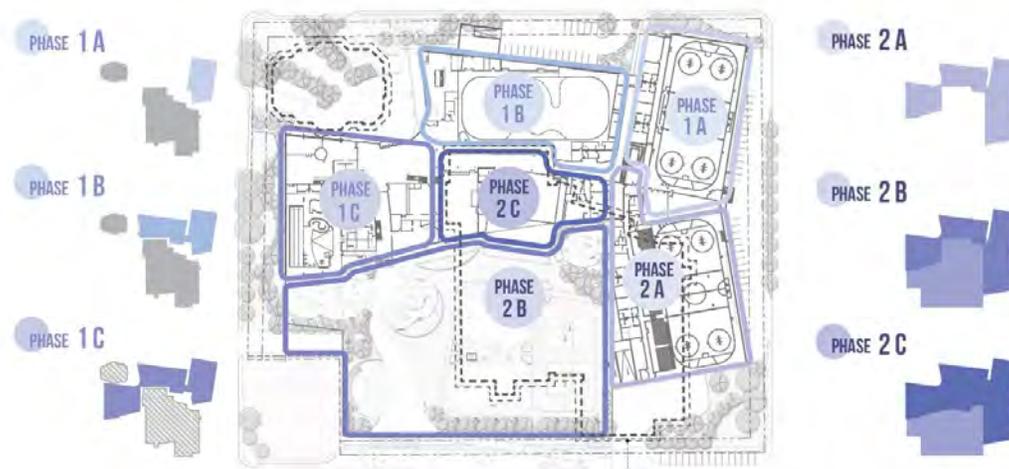
Any advice, opinions or recommendations within this report should be read and relied upon only in the context of this report as a whole. The contents of this report do not provide legal, insurance or tax advice or opinion.

## 2.0 EXECUTIVE SUMMARY

During June 2019 numerous meetings, co-ordination, procurement, design and construction activities have taken place. The Design-BUILDER continues with the final completion of Phase 1AB finishes and commissioning. Phase 1C concrete structure and pool mechanical is ongoing. Glazing is ongoing. M&E and fit-out is ongoing. Based on the information contained in this Monthly Progress Report #27 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.

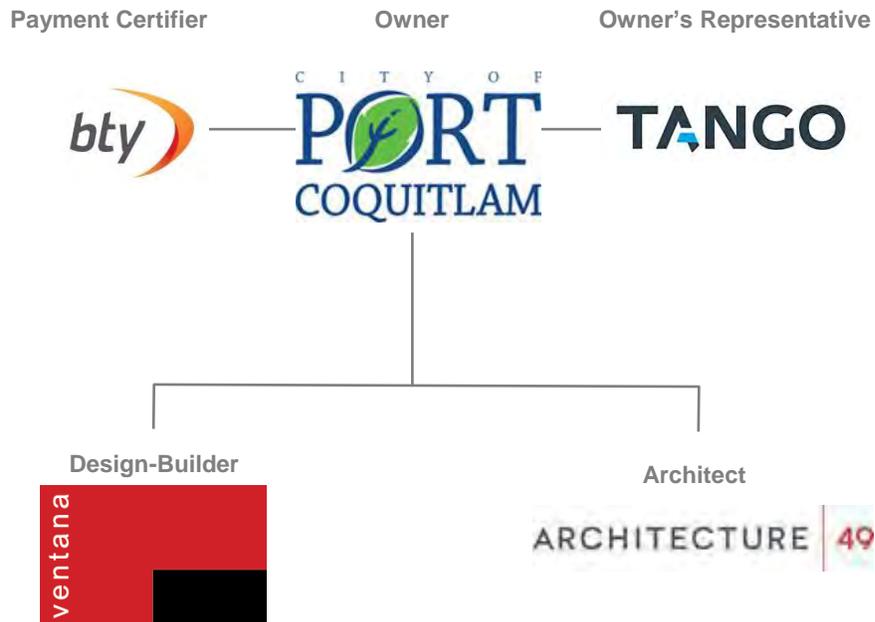


#### 4.0 PROJECT TEAM

The following team members have been appointed to the Project:

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

#### 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 July 19, 2019:

Drawing Package	Planned Date	Actual Date	Status	Comments
<b>Ground Works / Piling (1ABC)</b>				
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
<b>Phase 1ABC - Structure</b>				
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
<b>Phase 1ABC Balance of Design</b>				
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
<b>Phase 2ABC - Design</b>				
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-Sep-19

5.0 *Design and Approval Status (continued)*

**Permits / Regulatory Approvals**

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

<b>Regulatory Approval</b>	<b>Planned Date</b>	<b>Award Date</b>	<b>Status</b>	<b>Comments</b>
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 July 19, 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 September 23, 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 have been 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, and is currently under review by the Owner.

### Project Coordination / Meeting

Owner led Occupancy Coordination Meetings # 2&3 were held on June 4, 2019 and June 18, 2019, respectively. Please refer to Appendix 5 of this Monthly Progress Report for a copy of the Occupancy Coordination Meetings #2&3 minutes. The next Occupancy Coordination Meeting is scheduled for July 2, 2019.

## 7.0 PROJECT BUDGET

### Project Budget Summary

The Project Budget is summarized below:

<b>A Design and Construction</b>	<b>Dollar Value</b>
1 Design-Builder Pre Contract Costs	\$983,000
2 Design-Builder Contract Price	\$116,717,000
3 Approved Changes	\$8,677,542
4 Current (Revised) Contract Price	\$125,394,542
5 Work Certified as Completed (Base Contract)	\$74,752,513
6 Current Cost to Complete (Base Contract)	\$50,642,029
7 Lien Holdback (Base Contract)	\$6,975,251
8 Lien Holdback Released	-\$669,645
<b>B Non-Contract Costs</b>	
9 Non-Contract Costs	\$14,400,000
<b>C Total Project Budget</b>	<b>\$132,100,000</b>

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. 30 dated July 16, 2019, which certifies the current payment due to the Design-Builder, under the terms of the Design-Build Contract ("DBC") for the period ending June 30, 2019.

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

<b>Item</b>	<b>Dollar Value</b>
Current Net	\$3,255,727
Current GST (5.0%)	\$162,786
<b>Total Current Payable to the Design-Builder</b>	<b>\$3,418,513</b>
Total Current Builders Lien Holdback	\$6,305,606

Please refer to Appendix 4 of this report for a copy of Certificate of Payment No. 30.



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 June 30, 2019 is as follows:

CO#	PCN#	Description	Dollar Value	Contingency Allocation
1		Bonding Requirements	\$1,800,000	Project Contingency
2		Temporary Power to Site	\$34,751	Project Contingency
3	2	Floor Area Changes	\$1,003,236	Project Contingency
5	9	Additional Back-Up Power	\$90,713	Project Contingency
7	12	Card Readers and Key Pads	\$16,698	Project Contingency
8	15	Library User Group Changes	\$86,287	Project Contingency
9	18	Accessible Washroom Emergency Alert	\$28,204	Project Contingency
10	21	Auto Door Openers	\$55,440	Project Contingency
11	24	Daycare - Card Readers & Alarms	\$9,834	Project Contingency
12	26	Additional CCTV	\$24,024	Project Contingency
14	30	Added Door Security	\$88,364	Project Contingency
17	16	Terry Fox Display Cases	\$4,950	Project Contingency
20	17	Exterior Building Signage	\$57,618	Project Contingency
21	39	Phase 1 Millwork Re-Design Services	\$7,975	Project Contingency
24	29	RCMP Panic Buttons	\$8,375	Project Contingency
		<b>SUB-TOTAL</b>	<b>\$3,316,468</b>	
15		Scoreboard Credit	-\$42,760	FF&E
		<b>SUB-TOTAL</b>	<b>-\$42,760</b>	
4	5	Off Site Design Services	\$269,998	Off Sites
6	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	33	Offsite Isolation Valves	\$37,711	Capital Utility Budget
18		Offsite Scope of Work (Phase 1B)	\$2,900,900	Off Sites / Capital Utility Budget
19	32	Hydro conduit relation at Kingsway	\$110,674	Off Sites
22	28	Offsite Storm Change @ Kingsway and Kelly	\$49,500	Off Sites / Capital Utility Budget
23	35	Bonding and Insurance Scope for Offsite Awarded	\$161,936	Off Sites / Capital Utility Budget
	41	Manhole Extension	\$73,801	Off Sites / Capital Utility Budget
	42	Kelly Sanitary Changes	\$26,985	Off Sites / Capital Utility Budget
	47	Offsite Watermain Kelly & Mary Hill	\$17,954	Off Sites / Capital Utility Budget
		<b>SUB-TOTAL</b>	<b>\$5,403,834</b>	

## 7.0 *Project Budget (continued)*

### **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.

### **Claims Management**

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

## 8.0 **PROJECT SCHEDULE**

### **Construction Progress (June End 2019)**

We conducted site inspections on throughout June 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. Refrigeration commissioning and training is ongoing. Construction deficiencies are being closed out.
- **Phase 1B: Leisure Ice and Library:** Final fit-out, finishes and commissioning are ongoing. Refrigeration commissioning and training is ongoing. Construction deficiencies are being closed out.
- **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 complete. 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: July 19<sup>th</sup> 2019 - Update”***.

The critical path activity for Phase 1AB is 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 June 2019.

## 8.0 Project Schedule (continued)

### Monthly Look Ahead

During July 2019, the following key construction activities are scheduled (based on "**Port Coquitlam Community Recreation Complex – Owner's Schedule: July 19<sup>th</sup> 2019 - Update**").

- **Phase 1ABC – Rinks 2&3, Library and Div 9**
  - Complete Occupancy process;
  - Complete staff training;
  - Build Rinks 2&3 ice sheets;
  - Transition rink facility staff;
  - Kitchen staff training; and
  - Close out construction deficiencies.
  
- **Phase 1C – Aquatics and Fitness Area**
  - Complete glazing;
  - Commence metal cladding;
  - Commence ceiling finishes; and
  - Complete interior steel stud.
  
- **Phase 2**
  - Commence existing rink abatement.

Please refer to Appendix 1 of this report for a copy of the revised Design-Builder's Owner's Schedule: July 19<sup>th</sup> 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 50, dated June 24, 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 July 16, 2019 is included in Appendix 7 of this report.

We did not receive a copy of BMZ's Construction Review during this reporting period from the Design-Builder.

We received a copy of Smith and Anderson's Job Report, dated June 21, 2019. Non-conformances have been noted to be remedied by the Design-Builder.

We received a copy of WSP's Plumbing Field Report, dated June 28, 2019. Non-conformances have been noted to be remedied by the Design-Builder.

We performed multiple site inspections during June 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. To date, this has not been received.

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. To date, this has not been received.

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

No incidents were reported during this reporting period.

## 11.0 AREAS OF CONCERN & OUTSTANDING ISSUES

In general, all issues and actions raised within meetings and communications during June 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: July 19<sup>th</sup> 2019 - Update”*** during this reporting period. This schedule targets a late summer opening for Phase 1AB scope of work.

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: July 19<sup>th</sup> 2019 - Update



**PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE**  
July 19th 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												2019											
					Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	
1	<b>1 Port Coquitlam Recreation Centre</b>	1194 days?	Fri 2/24/17	Mon 10/25/21	[Gantt bar from Feb 2017 to Oct 2021]																							
2	<b>1.1 Design Phases</b>	144 days	Fri 2/24/17	Wed 9/20/17	[Gantt bar from Feb 2017 to Sep 2017]																							
3	1.1.1 Phase 1ABC - Groundworks	55 days	Fri 2/24/17	Fri 5/12/17	[Gantt bar from Feb 2017 to May 2017]																							
9	1.1.2 Pile tender and award	60 days	Mon 6/26/17	Wed 9/20/17	[Gantt bar from Jun 2017 to Sep 2017]																							
13	<b>1.2 Phase 1ABC - Design - Structure</b>	649 days	Fri 2/24/17	Mon 9/23/19	[Gantt bar from Feb 2017 to Sep 2019]																							
14	1.2.1 Formwork/Reinforcing	190 days	Fri 2/24/17	Mon 11/27/17	[Gantt bar from Feb 2017 to Nov 2017]																							
19	1.2.2 Structural Steel & Glulam	90 days	Fri 9/22/17	Fri 2/2/18	[Gantt bar from Sep 2017 to Feb 2018]																							
24	1.2.3 Phase 1ABC - Design - Balance	329 days	Mon 5/8/17	Fri 8/31/18	[Gantt bar from May 2017 to Aug 2018]																							
34	1.2.4 Phase 2ABC - Design	249 days	Tue 10/2/18	Mon 9/23/19	[Gantt bar from Oct 2018 to Sep 2019]																							
35	1.2.4.1 IFT Drawings	0 days	Tue 10/2/18	Tue 10/2/18	[Point marker at Oct 2018]																							
36	1.2.4.2 Internal Review and Revisions	6 mons	Wed 10/3/18	Tue 3/26/19	[Gantt bar from Oct 2018 to Mar 2019]																							
37	1.2.4.3 Full BP Submission and review	139 days	Fri 12/14/18	Mon 7/1/19	[Gantt bar from Dec 2018 to Jul 2019]																							
38	1.2.4.4 Tender	40 days	Tue 7/30/19	Mon 9/23/19	[Gantt bar from Jul 2019 to Sep 2019]																							
39	1.2.4.5 IFC Drawings	10 days	Tue 8/27/19	Mon 9/9/19	[Gantt bar from Sep 2019 to Sep 2019]																							
40	<b>1.3 Construction Phases</b>	1062 days?	Tue 9/5/17	Mon 10/25/21	[Gantt bar from Sep 2017 to Oct 2021]																							
41	<b>1.3.1 Phase 1AB</b>	567 days?	Tue 9/5/17	Mon 12/2/19	[Gantt bar from Sep 2017 to Dec 2019]																							
42	1.3.1.1 Bulk Excavation	15 days	Tue 9/5/17	Mon 9/25/17	[Gantt bar from Sep 2017 to Sep 2017]																							
43	1.3.1.2 Piling	60 days	Thu 9/21/17	Fri 12/15/17	[Gantt bar from Sep 2017 to Dec 2017]																							
44	1.3.1.3 Parkade Foundations(GL 1B-F)	20 days	Mon 6/11/18	Mon 7/9/18	[Gantt bar from Jun 2018 to Jul 2018]																							
45	1.3.1.4 Backfill Parkade Walls	10 days	Tue 7/10/18	Mon 7/23/18	[Gantt bar from Jul 2018 to Jul 2018]																							
46	1.3.1.5 M&E Rough In	250 days	Mon 6/11/18	Wed 6/5/19	[Gantt bar from Jun 2018 to Jun 2019]																							
47	1.3.1.6 Footings/Column/Wall	80 days	Mon 12/18/17	Tue 4/17/18	[Gantt bar from Dec 2017 to Apr 2018]																							
48	1.3.1.7 SOG(at suspended)	20 days	Mon 3/19/18	Tue 4/17/18	[Gantt bar from Mar 2018 to Apr 2018]																							
49	1.3.1.8 Suspended Slabs area AB	55 days	Fri 6/8/18	Mon 8/27/18	[Gantt bar from Jun 2018 to Aug 2018]																							
50	1.3.1.9 Structural Steel	98.5 days	Tue 6/19/18	Thu 11/8/18	[Gantt bar from Jun 2018 to Nov 2018]																							
63	1.3.1.10 Roofing	107.5 days	Wed 9/19/18	Fri 2/22/19	[Gantt bar from Sep 2018 to Feb 2019]																							
69	1.3.1.11 Exterior steel stud/densglass	115.5 days	Wed 8/1/18	Fri 1/18/19	[Gantt bar from Aug 2018 to Jan 2019]																							
76	1.3.1.12 Interior steel stud/drywall/ceilings	185 days	Wed 8/8/18	Wed 5/1/19	[Gantt bar from Aug 2018 to May 2019]																							
88	1.3.1.13 Metal cladding installation	105 days	Fri 1/4/19	Fri 5/31/19	[Gantt bar from Jan 2019 to May 2019]																							
99	1.3.1.14 Refrigeration plant & rinks 2&3				[Gantt bar from Jun 2019 to Jul 2019]																							
100	1.3.1.15 Refrigeration Plant equipment install	168.5 days	Mon 11/5/18	Wed 7/3/19	[Gantt bar from Nov 2018 to Jul 2019]																							
119	1.3.1.16 Glazing	122.5 days	Thu 11/1/18	Fri 4/26/19	[Gantt bar from Nov 2018 to Apr 2019]																							
127	1.3.1.17 Interior and Exterior Block Walls & Masonry	133 days	Tue 8/7/18	Fri 2/15/19	[Gantt bar from Aug 2018 to Feb 2019]																							
134	1.3.1.18 Elevators	61 days	Fri 3/22/19	Mon 6/17/19	[Gantt bar from Mar 2019 to Jun 2019]																							
138	1.3.1.19 Interior Finishes	134 days	Tue 12/18/18	Wed 6/26/19	[Gantt bar from Dec 2018 to Jun 2019]																							
149	1.3.1.20 Mechanical and electrical	265 days	Mon 6/4/18	Wed 6/19/19	[Gantt bar from Jun 2018 to Jun 2019]																							
154	1.3.1.21 Div 9 admin and kitchen grid 1c6 to 1c13	146 days	Mon 6/4/18	Thu 1/3/19	[Gantt bar from Jun 2018 to Jan 2019]																							
161	1.3.1.22 Div 9 - Metal cladding	35 days	Fri 5/3/19	Fri 6/21/19	[Gantt bar from May 2019 to Jun 2019]																							
163	1.3.1.23 Div-9 Glazing	30 days	Fri 3/1/19	Thu 4/11/19	[Gantt bar from Mar 2019 to Apr 2019]																							
166	1.3.1.24 interior block walls	20 days	Tue 11/20/18	Mon 12/17/18	[Gantt bar from Nov 2018 to Dec 2018]																							
167	1.3.1.25 interior stud and drywall div 9	20 days	Fri 3/15/19	Thu 4/11/19	[Gantt bar from Mar 2019 to Apr 2019]																							
168	1.3.1.26 Div 9 Commercial Kitchen	69 days	Fri 3/15/19	Wed 6/19/19	[Gantt bar from Mar 2019 to Jun 2019]																							
173	1.3.1.27 Div 9 Interior Finishes	55 days	Fri 4/12/19	Thu 6/27/19	[Gantt bar from Apr 2019 to Jun 2019]																							
180	1.3.1.28 Div 9 Mechanical and electrical	137 days	Tue 11/20/18	Mon 6/3/19	[Gantt bar from Nov 2018 to Jun 2019]																							
191	1.3.1.29 Commissioning	35 days	Thu 5/2/19	Wed 6/19/19	[Gantt bar from May 2019 to Jun 2019]																							
192	1.3.1.29.1 electrical start up	10 days	Thu 5/2/19	Wed 5/15/19	[Gantt bar from May 2019 to May 2019]																							
193	1.3.1.29.2 mechanical startup	20 days	Thu 5/9/19	Wed 6/5/19	[Gantt bar from May 2019 to Jun 2019]																							
194	1.3.1.29.3 refrigeration plant commissioning and startup	27 days	Mon 5/13/19	Wed 6/19/19	[Gantt bar from May 2019 to Jun 2019]																							
195	1.3.1.29.4 comissioning report	10 days	Thu 6/6/19	Wed 6/19/19	[Gantt bar from Jun 2019 to Jun 2019]																							
196	1.3.1.29.5 fire alarm verification	15 days	Thu 5/23/19	Wed 6/12/19	[Gantt bar from May 2019 to Jun 2019]																							
197	1.3.1.30 exterior landscape works	15 days	Wed 4/10/19	Tue 4/30/19	[Gantt bar from Apr 2019 to Apr 2019]																							
198	1.3.1.31 Occupancy Process	20 days	Tue 6/18/19	Mon 7/15/19	[Gantt bar from Jun 2019 to Jul 2019]																							
199	1.3.1.32 PoCo FF+E and Facility Staff Training	70.5 days	Thu 5/23/19	Thu 8/29/19	[Gantt bar from May 2019 to Aug 2019]																							
200	1.3.1.32.1 Building Operations Staff Training	2 wks	Tue 7/2/19	Mon 7/15/19	[Gantt bar from Jul 2019 to Jul 2019]																							
201	1.3.1.32.2 IT staff introduction and setup	6 wks	Thu 5/23/19	Wed 7/3/19	[Gantt bar from May 2019 to Jul 2019]																							
202	1.3.1.32.3 Ice Rinks	31.5 days	Fri 6/14/19	Mon 7/29/19	[Gantt bar from Jun 2019 to Jul 2019]																							



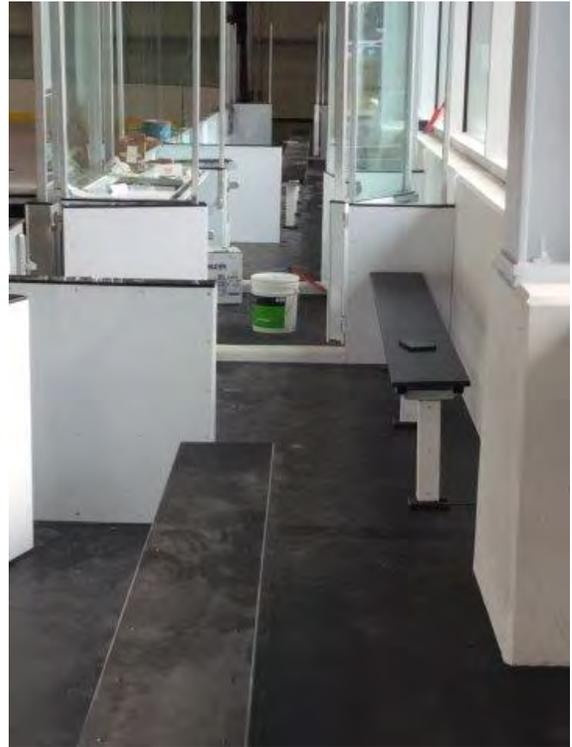




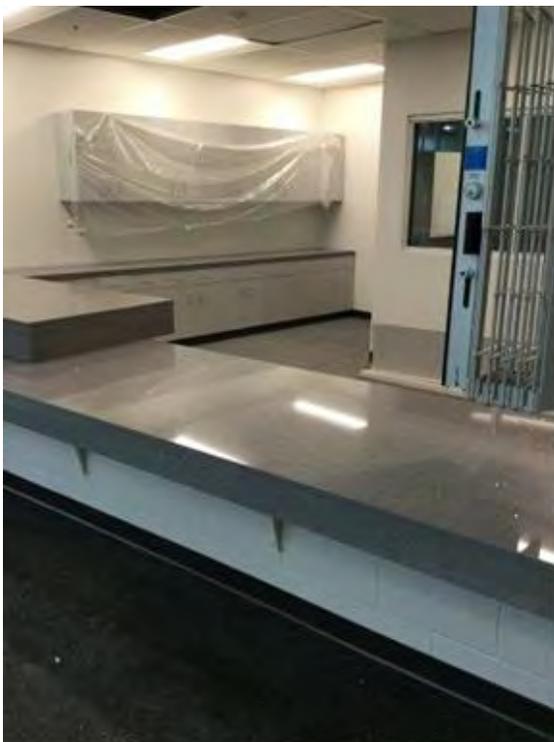
APPENDIX 2  
Progress Photographs – June 2019



Phase 1A – Concessions



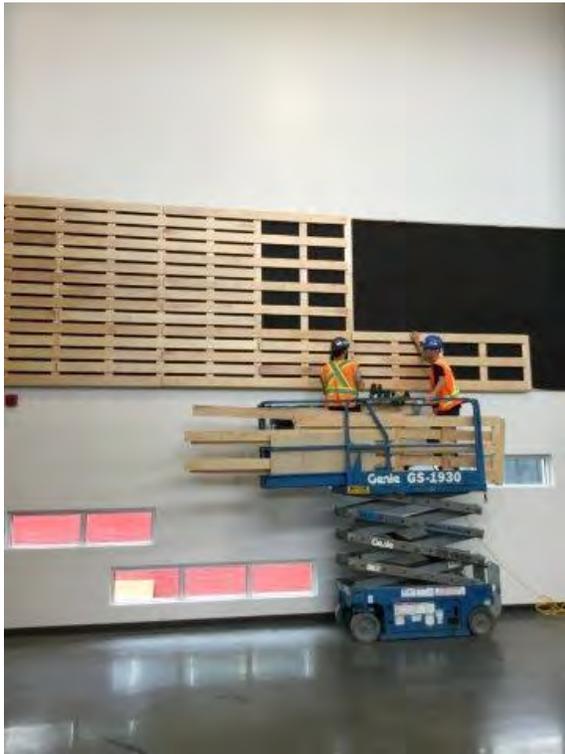
Phase 1A – Rink 2 Players and penalty box



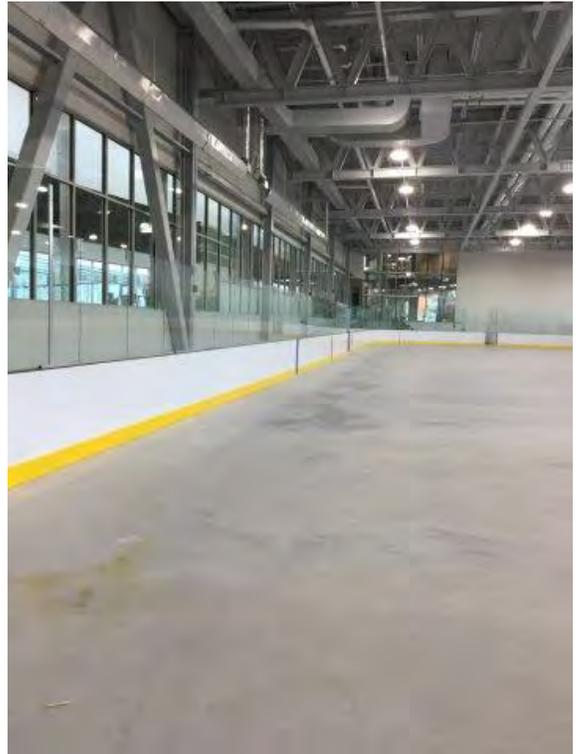
Phase 1A – Stake Lobby service point



Phase 1A - Changeroom showers & accessibility seating



Phase 1B – Wood wall to public corridor



Phase 1B – dasher boards and plexi-glass



Phase 1B – Sprinkler tree ready for labelling



Phase 1B – Rubber skate flooring install



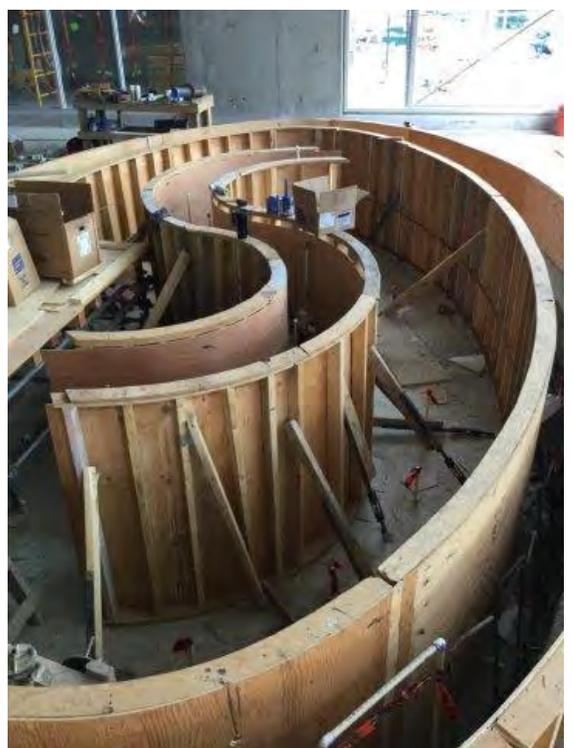
Phase 1C – West elevation glazing



Phase 1C – South elevation glazing



Phase 1C – Hot tub progress



Phase 1C – Lazy river progress



## APPENDIX 3

### Site Inspection Reports: June 2019

# Field Review Report



Project: PCCC  
 Reporting Date: 2019-06-04  
 Prepared By: Alun Lewis

Weather: Sunny:   x   Rain:        Wind:        Temperature: High of: **20**  
 Cloudy:        Snow:        Other:        Low of: **9**

Tango's Staff: (# on site)		Trade Contractor's					
Superintendents	1	Demolition		Waterproofing		Painting	9
Engineers		Site Work	9	Scaffolding	10	Misc. Specialties	8
Office Staff		Landscaping		Spray Insul/Fire Proof		Cleaners	
CSO / First Aid		Paving		Caulking/Firestopping		Plumbing	19
Carpenters		Concrete Formwork	4	Roofing	4	Mechanical	5
Labourers		Rink prep / conc		Doors & Hardware	4	Refrigeration	2
Operators		Reinforcing Steel		Windows/Glazing	16	Sprinklers	
		Structural Steel	4	Exterior Cladding	8	Electrical	21
		Metal Decking		SS/Drywall		Controls	6
		Masonry		Drywall Taper	11	Pool Piping	
		Rough Carpentry		Resilient Tile			
		Finish Carpentry		Ceramic Tile	6	Tango's Subtotal	
		Millwork		Elevator	4	Trade's Subtotal	150
						<b>SITE TOTAL</b>	

### JOB DELAYS OR POSSIBLE DELAYS:

- Reporting against updated May 16th schedule
- item 66 - library roof (Feb 01 - Feb 22) - Cap flashings commenced to N end but require completing to S end
- item 115 - dasher boards (Apr 05 - Jun 03) - Phase 1B rink ongoing
- item 116 - refrigeration plant commissioning & start-up (May 06 - June 12) - Phase 1B rink cool down delayed, to commence June 07
- item 117 - rink puck netting (June 03 - June 24) - Not yet commenced
- item 118 - score clocks (June 03 - June 17) - Not yet commenced
- item 134 - exterior masonry to refrigeratoin (Feb 04 - Feb 15) - No prep works commenced to S elevation
- item 142 - rubber skate floors (Apr 04 - May 29) - Skate lobby infront of service desk commenced. Skate lobby and around phase 1A & 1B rink to be commenced
- item 143 - polished conc floors (May 02 - June 12) - Continuing with public corridor. Main entrance to be commenced
- item 163 - metal cladding to div 9 (May 03 - May 31) - S elevation and soffit to have panels installed
- item 165 - exterior glazing (March 01 - March 28) - All beauty caps to be installed
- item 176 - interior painting (Apr 12 - May 02) - Ongoing.
- item 177 - sheet flooring (May 03 - May 30) - Main floor lounge and games room area to commence
- item 190 - div 12 roofing (March 19 - March 25) - all cap flashigns to be installed
- item 191 - div 12 glazing (March 26 - April 08) - entrance screen and lobby screen to corridor being installed
- item 199 - exterior landscape (Apr 10 - Apr 30). Grading for curbs and sidewalks to phase 1A & 1B. Commence concrete sidewalks
- item 233 - Roofing (Apr 04 - Apr 29). Cap flashings to be commenced

### QAQC

As previously noted and discussed with Ventana

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

		<b>Comments</b>
Onsites	9	Forms, grading and concrete placement to sidewalks to N side of phase 1A & 1B
Formwork	4	Phase 1C - Formwork to lazy river
		Phase 1B - Formwork to wall along access ramp to loading dock
Structrual Steel	4	Phase 1C - Install canopy steelwork to rear corridor entrance (div 12)
Scaffolding	10	Phase 1C - Scaffold install to pool for high level access and to SE & SW corners of pool for glazing accss
Roofing	4	Phase 1B - Waterproofing and membrane to main entrance slab
		Phase 1C - Waterproofing and membrane to deck to S side of lounge
Glazing	16	Phase 1B - Completion works to glazing to SW corner of rink
		Phase 1C - Glazing frame install to W elevation of weight room. Glass and frame install to SE & SW corners of pool
Cladding	8	Phase 1B - Cladding panel install to main entrance
		Phase 1C - Complete prep works to soffit under multipurpose rooms
Drywall	11	Phase 1C - Mud and sand walls to multipurpose room and mens washroom. Patch walls after painting
Cermaic Tile	6	Phase 1B - Install stone veneer to fire place
		Phase 1C - Prep works for tiling to staff changeroom & restroom. Replace tiles to universal changeroom (off corridor) over new elec install to S wall
Elevator	4	Phase 1B - Work with controls contractor on elevator 1 programming and commissioning
Painting	9	Phase 1B - Painting to public corridor
		Phase 1C - Painting to games room walls. Painting to changeroom ceilings
Dasher boards	3	Phase 1B - Install dasher boards and plexiglass to rink
Floor polishing	5	Phase 1B - Concrete floor grinding / polishing to public corridor
Plumbing	19	Phase 1A - Pipe insulation to 2nd floor mech room
		Phase 1C - Rough in to 2nd floor washroom walls. Pool plumbing. Plumbing connections in parkade
Mehcanical	5	Phase 1AB - Commissioning and balancing ducting
Refrgeration	2	Phase 1AB - Refrigeration room works. Draw down completed
Electrical	21	Phase 1A - Wiring to 2nd floor mech & elec rooms. Install lights to changeroom corridors
		Phsae 1B - Pulling wires to 2nd floor library floor boxxes & ceiling. Pulling wire above main entrance Tbar ceiling tiles. Install to parkade telecoms room
		Phase 1C - Clean out parkade elec room.
Controls	6	Phase 1A - Controls programming to 2nd floor mech room
		Phase 1B - Controls programming with elevator contractor.

# Field Review Report



Project: PCCC  
 Reporting Date: 2019-06-24  
 Prepared By: Alun Lewis

Weather: Sunny:   x   Rain:        Wind:        Temperature: High of:   19    
 Cloudy:   x   Snow:        Other:        Low of:   12  

Tango's Staff: (# on site)		Trade Contractor's				
Superintendents	1	Demolition		Waterproofing	Painting	8
Engineers		Site Work	11	Scaffolding	Misc. Specialties	7
Office Staff		Landscaping		Spray Insul/Fire Proof	Cleaners	
CSO / First Aid		Paving		Caulking/Firestopping	Plumbing	11
Carpenters		Concrete Formwork		Roofing	8 Mechanical	3
Labourers		Rink prep / conc		Doors & Hardware	Refrigeration	
Operators		Reinforcing Steel		Windows/Glazing	21 Sprinklers	2
		Structural Steel	4	Exterior Cladding	Electrical	16
		Metal Decking		SS/Drywall	Controls	
		Masonry		Drywall Taper	Pool Piping	
		Rough Carpentry		Resilient Tile	4	
		Finish Carpentry		Ceramic Tile	4	Tango's Subtotal
		Millwork		Elevator		Trade's Subtotal
						<b>SITE TOTAL</b>
						99

### JOB DELAYS OR POSSIBLE DELAYS:

Reporting against updated May 16th schedule

item 64 - div 1&2 roofing (Nov 16 - Nov 29) - Cpa flashing to S elevation of concessions to be commenced

item 115 - dasher boards (Apr 05 - Jun 03) - Phase 1B rink ongoing to players boxes

item 117 - rink puck netting (June 03 - June 24) - Not yet commenced to rink 3

item 118 - score clocks (June 03 - June 17) - Not yet commenced

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

item 142 - rubber skate floors (Apr 04 - May 29) - Players boxes to be commenced

item 163 - metal cladding to div 9 (May 03 - May 31) - S elevation and soffit to have panels completed

item 165 - exterior glazing (March 01 - March 28) - All beauty caps to be installed

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

item 177 - sheet flooring (May 03 - May 30) - Vinyl installed in multipurpose rooms, rather than carpet and pattern incorrect in lounge

item 199 - exterior landscape (Apr 10 - Apr 30). Library loading dock to be completed. Grading for access to S entrance to be completed

item 233 - Roofing (Apr 04 - Apr 29). Cap flashings to be commenced

### QAQC

As previously noted and discussed with Ventana  
 Leak in changeroom 9 from insulated pipe at ceiling

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

		Comments
Exterior	7	Grading to S side of pool to provide access to S elevation
	4	Prep works to library loading dock area
Structural Steel	4	Phase 1B - Metal handrail install to glass guardrails and to concrete ramp from parkade to main floor
Roofing	8	Phase 1B - Patch repairs above rink. Walkway install. Roof integrity testing
Glazing	21	Phase 1C - Glazing frame install to W elevation of weight room. Glass install to W elevation of pool & NW corner of weight room. Glass install to doors and frames at S entrance of corridor
Resilient tile	4	Phase 1B - Remove tape from skate flooring around rink perimeter. Prep works ahead of skate floor install to player and penalty boxes
Ceramic tile	4	Phase 1C - Replace tile to male changeroom off corridor, after locker install. Tiling to pool male changeroom walls
Painting	8	Phase 1B - Final painting to counter steelwork. Library and main entrance touch ups
		Phase 1C - Commence painting to metal deck above weight room. Painting to S entrance canopy
AV	4	Phase 1A - Attempt to pull wire for spekaers and work on AV racks in elec room
		Phase 1B - Hang speakers in rink 3
Dasher boards	3	Phase 1B - Completion of dasher boards to players boxes
Plumbing	11	Phase 1A - Pipe labelling in 2nd floor mech room
		Phase 1C - Rough in to 2nd floor washrooms. Pipe install to parkade elevation boiler room.
		Pool piping install to hot tub. Pipe insulation
Mechanical	3	Phase 1C - HVAC ducting to 2nd floor weight room area
Sprinklers	2	Phase 1C - Sprinkler line install above pool
Electrical	16	Phase 1C - Wiring to 2nd floor electrical room. Relocate in ceiling power for projectors in multi purpose rooms
		Phase 1B - Install lights to conc wall opposite main entrance. Wiring to 2nd floor elec room and server room in library



## APPENDIX 4

Certificate of Payment No.30: July 16, 2019

# CERTIFICATE OF PAYMENT : No. 30 (Progress Claim 31)



<b>PROJECT:</b> City of Port Coquitlam Community Centre	<b>FILE:</b> 3 - 9308
<b>LOCATION:</b> 2150 Wilson Ave, Port Coquitlam, BC	<b>INSPECTION DATE:</b> 27-Jun-19
	<b>CERTIFICATE DATE:</b> 16-Jul-19

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

		<b>Contract Price</b>	<b>Change orders</b>	<b>Revised Contract Price</b>
<b>Total Contract Amount</b>		\$ 116,717,000	\$ 8,558,802	\$ 125,275,802

<b>PAYMENT CALCULATION</b>	<b>Gross Amount to Date</b>	<b>Previous Period</b>	<b>Gross Amount This Period</b>	<b>Holdback</b>	<b>Net Payment This Period</b>
Total Work Completed	\$ 74,752,513	\$ 71,135,039	\$ 3,617,474	\$ 361,747	\$ 3,255,727
<b>Total Work Completed</b>	<b>\$ 74,752,513</b>	<b>\$ 71,135,039</b>	<b>\$ 3,617,474</b>	<b>\$ 361,747</b>	<b>\$ 3,255,727</b>
Add: Holdback Released	\$ 669,646	(669,646)	\$ 0	\$ 0	\$ 0
<b>Current Net Payable</b>			<b>\$ 3,617,474</b>	<b>\$ 361,747</b>	<b>\$ 3,255,727</b>
Plus GST (5.0%) on Net Payable					\$ 162,786
<b>Total Current Payable Amount</b>					<b>\$ 3,418,513</b>
Holdback Retained to Date (incl. this Certificate)					\$ 6,305,606
Total GST Paid to Date (incl. this Certificate)					\$ 3,172,345
<b>PROJECT COST TO COMPLETE</b>					<b>\$ 50,523,289</b>

This is to Certify that, for the Port Coquitlam Community Centre, a payment of \$3,418,513 (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 June 30, 2019. As per the Builder's Lien Act, a 10% holdback has been deducted amounting to \$361,747. The total holdback retained to date is \$6,305,606 and the total GST paid to date is \$3,172,345 (not including the pre-payment costs). The Adjusted Project Cost to Complete is \$50,523,289 (Not incl. GST & holdback).

<b>CERTIFIED BY:</b>  	<b>REVIEWED BY:</b>  
Neil Murray, MRICS Associate Director	Rob Wilson, MRICS, PQS Director



APPENDIX 5  
Occupancy Coordination Meetings No.2 & No.3 Minutes

## Port Coquitlam Community Centre Occupancy Coordination Meeting Minutes

**Meeting No:** Meeting No.2  
**Date:** June 4, 2019  
**Time:** 10:00am  
**Location:** Ventana Site Trailer  
**Attendees:** Lori Bowie, Rana McLean – PoCo  
 Joseph Lenz, Tallon O’Neil, Jerry Brouwer – VCC  
 Lewis Reilly, Alun Lewis – TMG  
**Regrets:** Yvonne Comfort – PoCo  
**Distribution:** Andrew Cameron – VCC; Kristen Dixon & Robin Wishart - PoCo

ITEM	SUBJECT
------	---------

- |            |  |
|------------|--|
| <b>1.0</b> | <b>Design</b>  |
| 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.<br><b>VCC sent proposed timelines to PoCo. Action - PoCo to confirm.</b> |
| 1.2        | <del>Change Room glove and helmet shelving. PoCo to advise.</del> <b>PoCo to install post Occupancy</b>  |
| 1.3        | Stick rack height - check A49's drawings. Stick height for kids required. PoCo to RFI. <b>Action - VCC to advise appropriate height to accommodate all user demographics.</b>  |
| 1.4        | Temp ref room proposal. <b>Action - VCC to advise.</b>   |
| 1.5        | Snooker table lighting. <b>Action - VCC/Nightingale to advise on specification.</b>  |

- |            |  |
|------------|--|
| <b>2.0</b> | <b>Schedule (Refer to attached FFE schedule)</b>   |
| 2.1        | Rinks 2 & 3 slab cool May 27th to June 7 <sup>th</sup> . No access to rinks. Sandy to be involved in the process. VCC to coordinate. <b>Rink 2 complete. Rink 3 scheduled to be complete on July 17<sup>th</sup>.</b>  |
| 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. <b>Materials delivered to site. VCC to paint. PSJ to install in Rink 2 on July 10<sup>th</sup> and Rink 3 July 17<sup>th</sup>.</b> |
| 2.3        | Sapphire Score Clock install to be advised once schedule is received from Sapphire.  |
| 2.4        | June 17th for Rink 2 and June 24 <sup>th</sup> for Rink 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. **Note – dry floor lines to be installed post end of winter season.**
- 2.6 Wilson Centre & Library move - July 2nd to July 15th. Existing buildings to be fully vacated by July 30th for demo (or earlier). **Library move in dictated by supply and install of shelving and Occupancy dictated by seismic anchor sign off. Occupancy scheduled for August 12<sup>th</sup>. Post meeting note (L.Reilly/J.Lenz June 5<sup>th</sup>) – Full handover of the arenas on or around August 12<sup>th</sup> as this is dictated by delivery of critical FFE items required to operate fully. Partial handover of the arenas to be coordinated prior for abatement.** Meeting required.
- 2.7 Staff tour required. **June 17<sup>th</sup> AM.**
- 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. **Available for soft move-in June 17<sup>th</sup>.**
- 2.11 Elevator inspections June 7<sup>th</sup>. **Revised to June 10<sup>th</sup>.**
- 2.12 Tyco - End of May on site. **Install commenced.**
- 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. **Action – VCC to advise.**
- 2.15 **Note - Offsites – Water works on Kelly to be complete within the next 2 weeks. 2 hours of no water.**
- 2.16 **Note - Kitchen: Fridge and Freezer to be fired up w/c June 10<sup>th</sup>**

### 3.0 Occupancy Permits

- 3.1 A49 to submit full package to Larry Lorette. **Action – VCC to provide update landscape drawings and updated specification to FTP site.**
- 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. **Action – PoCo/TMG to advise on timing.**
- 3.4 **PoCo request that Phase 1C Fitness can be sperate from Aquatics. i.e. can Fitness open in advance of aquatics? Action – VCC to advise.**

### 4.0 Operating Permits

- 4.1 PoCo to start communications with FHA. Lewis/Lori. Action – TMG to contact Lynda Quan @ FHA to open lines of communication.

## 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.
- 5.4 **Refrigeration – CIMO to provide formal orientation and training to Rana, so she can coordinate with staff.**

## 6.0 FFE Awards

- 6.1 PJS - AV and Sound
- 6.2 Sapphire – Video Walls
- 6.3 JM&Co – Library Shelving
- 6.4 Staples/Global - Furniture
- 6.5 ~~Install schedule to be developed by PoCo based on access dates from VCC. See above.~~ **See attached**
- 6.6 City supplied washroom accessories. PoCo to provide. VCC to install. **Action – PoCo to deliver to site on June 30<sup>th</sup>**

## 7.0 Deficiencies

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

## 8.0 AOB

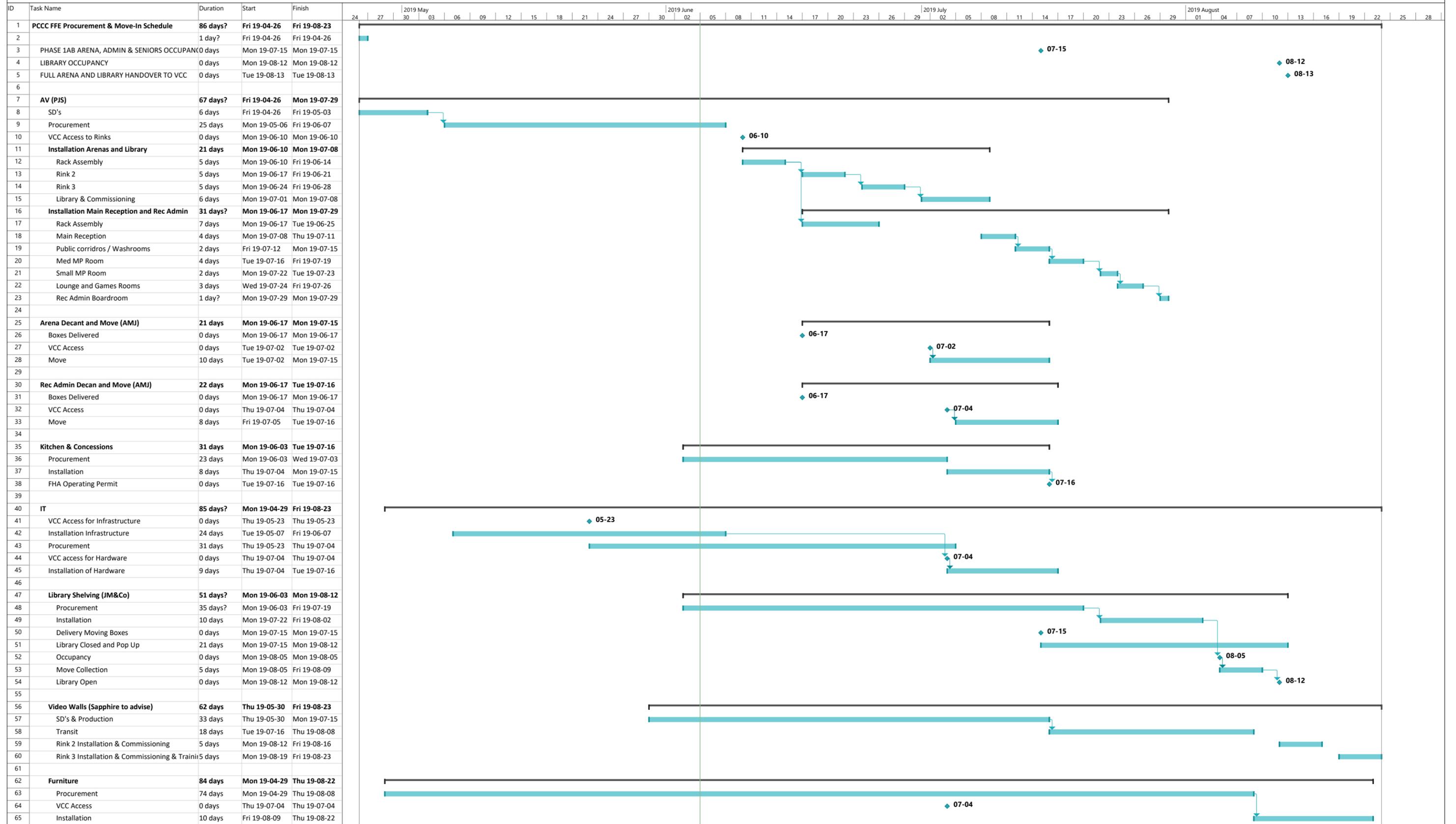
- 8.1 **TMG to issue RFI for handrail removable glazing in glass handrail outside Phase 1C Fitness.**
- 8.2 **TMG to issue RFI regarding Phase 1C Occupancy split between Fitness (small multipurpose) / Aquatics.**
- 8.3 **VCC to confirm if there is any hazmat in the existing wall assembly behind lobby Artwork.**

NEXT MEETING: June 18, 2019 – 10.00am (VCC Site Trailer)

These minutes are an accurate account of the discussions and decisions reached during this meeting. Lewis Reilly is to be advised of any discrepancies within five (5) days of distribution

Recorded by: Lewis Reilly – Tango Management

PCCC FFE Procurement and Move-In Schedule (June 6, 2019)



## Port Coquitlam Community Centre Occupancy Coordination Meeting Minutes

**Meeting No:** Meeting No.3  
**Date:** June 18, 2019  
**Time:** 10:00am  
**Location:** Ventana Site Trailer  
**Attendees:** Lori Bowie, – PoCo  
 Joseph Lenz, Tallon O’Neil, Jerry Brouwer – VCC  
 Lewis Reilly – TMG  
**Regrets:** Yvonne Comfort, Rana McLean – PoCo  
 Alun Lewis – TMG  
**Distribution:** Andrew Cameron – VCC; Kristen Dixon & Robin Wishart - PoCo

### ITEM SUBJECT

- | ITEM       | SUBJECT   |
|------------|---|
| <b>1.0</b> | <b>Design</b>   |
| 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.<br><br>VCC sent proposed timelines to PoCo. Action - <b>PoCo to confirm.</b>                        |
| 1.2        | <del>Change Room glove and helmet shelving. PoCo to advise. PoCo to install post Occupancy</del>  |
| 1.3        | Stick rack height - check A49's drawings. Stick height for kids required. PoCo to RFI. Action - VCC to advise appropriate height to accommodate all user demographics. <b>VCC to action with A49.</b>   |
| 1.4        | Temp ref room proposal. <b>Action - VCC to advise.</b>  |
| 1.5        | Snooker table lighting. <b>Action - VCC/Nightingale to advise on specification.</b>   |
| 1.6        | <b>MP Rooms, Lounge and Games Room Flooring Change. VCC to advise on why A49 directed the change. Resolution required asap.</b>   |
| <b>2.0</b> | <b>Schedule (Refer to attached schedule)</b>  |
| 2.1        | Rinks 2 & 3 slab cool May 27th to June 7 <sup>th</sup> . No access to rinks. Sandy to be involved in the process. VCC to coordinate. Rink 2 complete. Rink 3 scheduled to be complete on July 17 <sup>th</sup> . <b>Rink 3 now July 24<sup>th</sup>.</b>                      |
| 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. Materials delivered to site. VCC to paint. <b>PSJ to install in Rink 2 on July 10<sup>th</sup> (complete) and Rink 3 July 24<sup>th</sup>.</b> |
| 2.3        | <b>Sapphire Video Walls install scheduled for August 12<sup>th</sup> install in Rink 2 and August 19<sup>th</sup> install in Rink 3. BMZ to provide engineering if required to carry video wall.</b>  |

- 2.4 June 17<sup>th</sup> for Rink 2 and June 24<sup>th</sup> for Rink 3 for PoCo to potentially build their test sheets if they choose. Soft move-in for facility staff. **To be managed and coordinated as we go.**
- 2.5 ~~Rinks 2 & 3: June 15<sup>th</sup> for lines. Rana to be involved. Followed by FFE install. **Note – dry floor lines to be installed post end of winter season.**~~
- 2.6 Wilson Centre & Library move - July 2<sup>nd</sup> to July 15<sup>th</sup>. Existing buildings to be fully vacated by July 30<sup>th</sup> for demo (or earlier). Library move in dictated by supply and install of shelving and Occupancy dictated by seismic anchor sign off. Occupancy scheduled for August 12<sup>th</sup>. Post meeting note (L.Reilly/J.Lenz June 5<sup>th</sup>) – Full handover of the arenas on or around August 12<sup>th</sup> as this is dictated by delivery of critical FFE items required to operate fully. Partial handover of the arenas to be coordinated prior for abatement. Meeting required.
- **Blue Arena Handover – July 16<sup>th</sup>**
  - **Green Arena Hanover – July 28<sup>th</sup>**
  - **Rec Admin and Seniors – August 15<sup>th</sup>**
  - **Library Handover – August 15<sup>th</sup>**
- 2.7 ~~Staff tour required. June 17<sup>th</sup> AM.~~
- 2.8 ~~June 30<sup>th</sup>: Availability for Library and Division 9 including kitchen. Furniture after June 30<sup>th</sup>.~~
- 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. **Available for soft move-in June 17<sup>th</sup>. Formal handover required.**
- 2.11 Elevator inspections June 7<sup>th</sup>. **Revised to June 10<sup>th</sup>. Conditional approval. Deficiencies to be closed out before formal handover. Library elevator inspection set for June 19<sup>th</sup>.**
- 2.12 ~~Tyco – End of May on site. Install commenced.~~
- 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. **Action – VCC to advise to areas to be handed over. Tentatively w/c June 24<sup>th</sup>. Storage areas to be handed over in advance to allow the Owner to move out of that area.**
- 2.15 Note - Offsites – Water works on Kelly to be complete within the next 2 weeks. 2 hours of no water. **Scheduled to be complete by June 21<sup>st</sup>**
- 2.16 Note - Kitchen: Fridge and Freezer to be fired up w/c June 10<sup>th</sup>. **Both are operational.**
- 2.17 **Handover procedures to be developed by VCC. Storage Rooms 1A101, 1A104, 1A105, 1B107, 1B109, 1B110 & 1A216 have been inspected. A49 and consultants to inspect and handover. Key handover by VCC. PoCo to provide insurance. Tango to provide comments from walk through.**

## 3.0 Occupancy Permits

- 3.1 A49 to submit full package to Larry Lorette 1 week before Occupancy. **Action – VCC to provide update landscape drawings and updated specification to FTP site.**
- 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. Action – PoCo/TMG to advise on timing. Additional BMZ schedules for additional structural steel work for video walls prior to Occupancy? VCC to check with Building Inspector.
- 3.4 **PoCo request that Phase 1C Fitness can be sperate from Aquatics. i.e. can Fitness open in advance of aquatics? Action – VCC to advise, prepare layout for separation and coordinate with the Building Department.**

## 4.0 Operating Permits

- 4.1 PoCo to start communications with FHA. Lewis/Lori. Action – TMG to contact Lynda Quan @ FHA to open lines of communication.
- 4.2 **FHA – PoCo and FHA have started the process for FHA inspection and Permit. Inspection to be called in early August.**
- 4.3 **Electrical Permit – NEL and PoCo to meet to understand deliverables**
- 4.4 **Elevator Permits – PoCo starting communications with TSBC**
- 4.5 **Refrigeration Permit - PoCo starting communications with TSBC**

## 5.0 Training / O&M

- 5.1 Manuals issued via FTP. **Manuals issued when ready.**
- 5.2 Updated Phase 1 AB Specification Book to be provided. **VCC to advise**
- 5.3 Staff training and orientation. Rana/Sandy/Bob/Lori. H&S Orientation Required. **Complete**
- 5.4 Refrigeration – CIMO to provide formal orientation and training to Rana, so she can coordinate with staff. **Two sessions are complete. Further training to be provided during the production of test ice.**
- 5.5 **As per spec. Materials list to provided in advance of Occupancy to plan for storage.**

## 6.0 FFE Awards

- 6.1 PJS - AV and Sound
- 6.2 Sapphire – Video Walls
- 6.3 JM&Co – Library Shelving
- 6.4 Staples/Global - Furniture

- 6.5 ~~Install schedule to be developed by PoCo based on access dates from VCC. See above. See attached~~
- 6.6 City supplied washroom accessories. PoCo to provide. VCC to install. Action – PoCo to deliver to site on June 30<sup>th</sup> ***Rana to expedite. FHA requirement in kitchen and concessions.***

## **7.0 Deficiencies**

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

## **8.0 AOB**

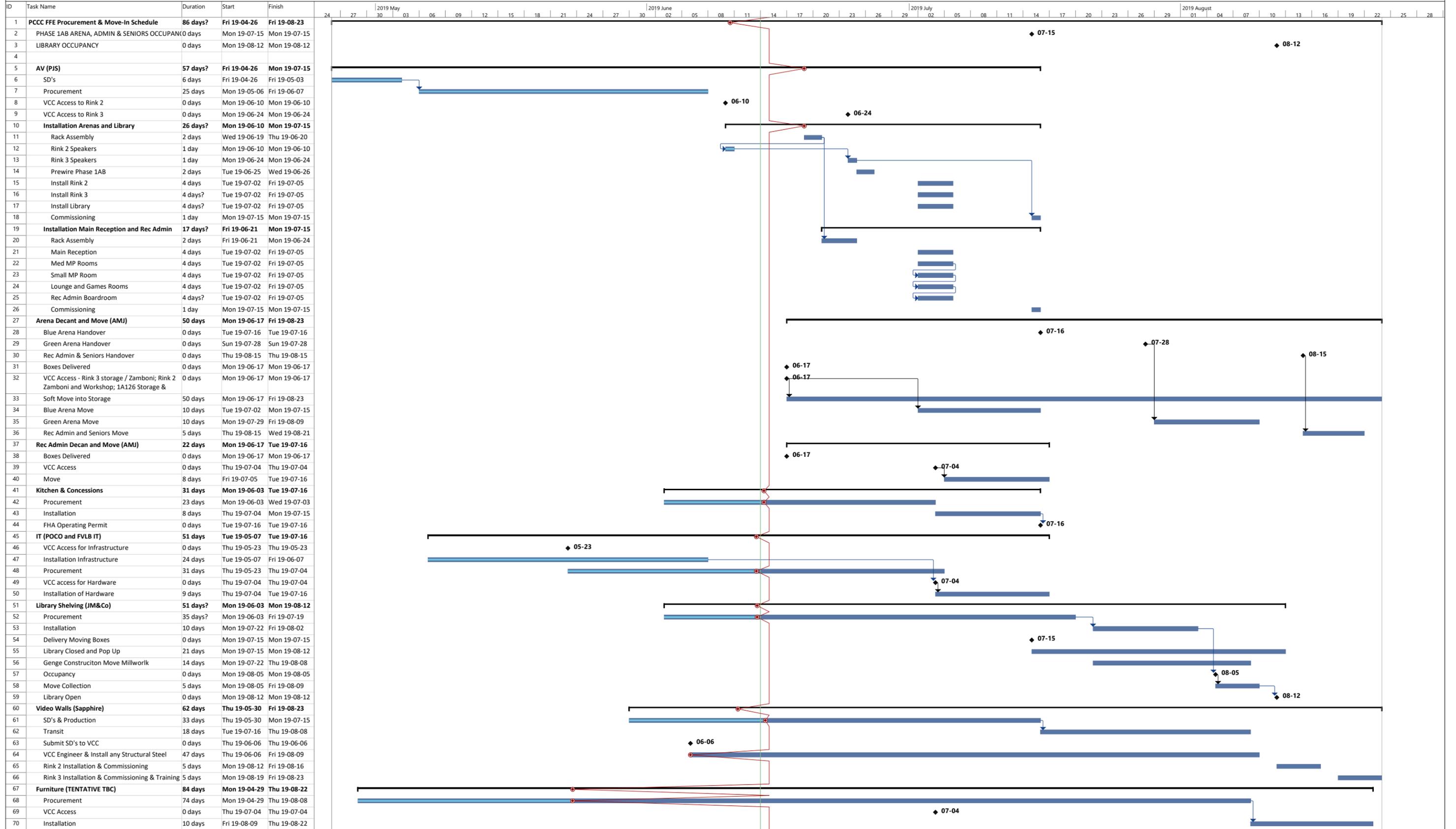
- 8.1 TMG to issue RFI for handrail removable glazing in glass handrail outside Phase 1C Fitness. ***Complete***
- 8.2 TMG to issue RFI regarding Phase 1C Occupancy split between Fitness (small multipurpose) / Aquatics. ***Complete***
- 8.3 VCC to confirm if there is any hazmat in the existing wall assembly behind lobby Artwork. ***Artwork to be removed pre-demo by August 18<sup>th</sup>.***
- 8.4 ***A49/VCC to provide more information of window protections for migratory birds.***
- 8.5 ***Note - Lewis Reilly to be the main point of contact for all coordination leading up to Occupancy. Relevant staff can be cc'd in.***
- 8.6 ***TMG to send VCC copy of Fortis rebate form for mechanical equipment specs.***
- 8.7 ***VCC to provide shelving vendor spec to PoCo/TMG for storage shelving.***

NEXT MEETING: July 2, 2019 – 10.00am (VCC Site Trailer)

These minutes are an accurate account of the discussions and decisions reached during this meeting. Lewis Reilly is to be advised of any discrepancies within five (5) days of distribution

Recorded by: Lewis Reilly – Tango Management

PCCC FFE Procurement and Move-In Schedule (June 14, 2019)





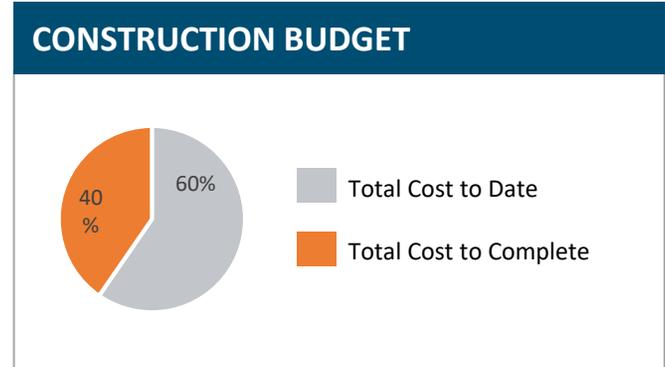
## APPENDIX 6

Project Dash Board: June 30, 2019

# PROJECT DASH BOARD

Updated: 2019-6-30

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				████████████████████	





## APPENDIX 7

Architecture 49 Site Report #50: June 24, 2019



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

T 1.604.736.5329  
F 1.604.736.1519  
architecture49.com

July 16, 2019

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

Attention: Lewis Reilly, Director  
[lreilly@tangomanagment.ca](mailto:lreilly@tangomanagment.ca)

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

To whom it may Concern:

We reviewed the project on-site on June 21, 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.**

A handwritten signature in black ink that reads "Stella Nicolet".

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



- 
- Pool Changeroom waterproofing.
  - North Plaza preparations for sidewalk placement.
  - Library Stair bulkhead finishing.
  - Rink 3 skate flooring.
  - South Entry exterior soffit AVB and insulation

**Attachments:**

- Site Observation Report

**Issued by the Consultant:**

Adam Chambers  
Building Technologist



June 24, 2019

---

*Name and title of person signing*

---

*Signature*

---

*Date*

159-00406-02 - POCO REC CENTRE

# Site Observation Report

Report Generated	Jun 24, 2019 at 3:34 PM
by	<a href="#">Adam Chambers</a>
Message	<b>Issue Detail</b>
Total items in this report	27
Sorted By	Type (ascending), SubType (ascending)
Filtered on	Status (Open) Created (from 2019-06-19 to 2019-06-25)

# Contents

#44 Storage Room Review .....	3
#33 Zamboni ramp .....	4
#52 Small Multipurpose Floor Step .....	5
#55 Water Entry Room Door .....	6
#30 Standard showerhead missing .....	7
#46 Electrical Pull Box Exposed .....	8
#29 Weatherstripping at garage door .....	9
#41 Refrigeration Vestibule - Review .....	10
#40 Workshop - Review .....	11
#42 Ice Resurface Room - Review .....	12
#43 Storage Room - Review .....	14
#38 Library Progress .....	15
#48 Pool Progress .....	17
#47 Main Entry / Reception Progress .....	19
#50 Skate Lobby Flooring Progress .....	20
#49 AVB and Insulation Progress outside South Entry .....	21
#51 Skate Lobby Service Point Progress .....	22
#53 Multipurpose Room Progress .....	23
#54 Hockey Changeroom Progress .....	24
#56 Temporary Garbage Enclosure Progress .....	25
#57 P1AB Fire Department Connection .....	26
#34 Public Corridor Progress .....	27
#35 Fireplace Progress .....	28
#45 Review of Rooms for handover to City .....	29
#36 Library Wiremold Paint Colour .....	33
#37 Stair 4 Fire Rated Bulkhead .....	34
#39 Ice Resurface Room - Review .....	35

#44 Storage Room Review

OPEN	<p><b>CREATED</b></p> <p>Jun 21, 2019</p>	<p><b>DUE DATE</b></p>
------	---	------------------------

<p><i>Type / Subtype</i> Action Required / Action Required</p> <p><i>Location</i> P1B &gt; Level 1 &gt; 1B110 - STORAGE</p> <p><i>Root Cause</i></p> <p><i>Checklist Source</i></p> <p><i>Reference Drawing</i></p> <p><i>Creator</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Issue Owner</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Assignee</i></p> <p><i>Description</i> Review of room before handover to City. Electrical to be completed and reviewed. Wire and nail to be removed and cleaned up.</p>
---

PHOTOS



IMG\_20190619\_153521.jpg - Jun 21, 2019 - Adam Chambers



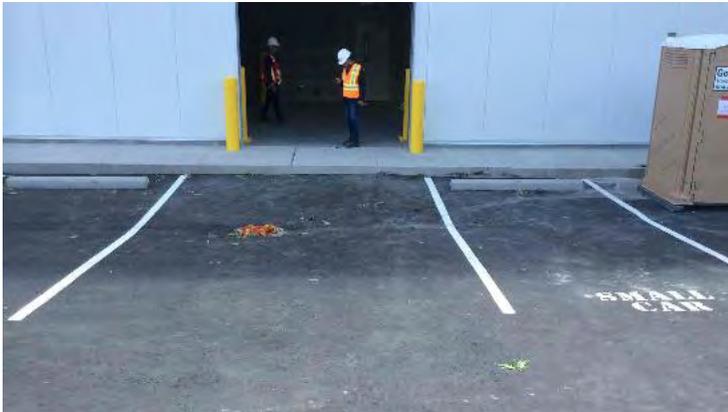
IMG\_20190619\_153403.jpg - Jun 21, 2019 - Adam Chambers

### #33 Zamboni ramp

OPEN	<b>CREATED</b> Jun 19, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Action Required / Action Required
<i>Location</i> P1B > Exterior > Wall > Rink 3 (Outside 1B106 overhead door.)
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Ramp to be provided from sidewalk to parking surface as per A-P1AB-101.

### PHOTOS



IMG\_156097892875995.jpeg - Jun 19, 2019 - Adam Chambers

### #52 Small Multipurpose Floor Step

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Action Required / Action Required
<i>Location</i> P1C > Level 2 > 1C220 - SMALL MULTIPURPOSE (Floor)
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Step in concrete floor in the small multipurpose room to be corrected.

### PHOTOS



IMG\_20190619\_144634.jpg - Jun 24, 2019 - Adam Chambers

### #55 Water Entry Room Door

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Action Required / Action Required
<i>Location</i> P1B > Level 1 > 1B113 - WATER ENTRY (Exterior door to room.)
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Flashing to be installed to cover AVB and masonry cavity.

### PHOTOS



IMG\_0403.JPG - Jun 24, 2019 - Adam Chambers

#30 Standard showerhead missing.

OPEN	<b>CREATED</b> Jun 19, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Action Required / Action Required
<i>Location</i> P1AB Hockey Changerooms
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i>

**PHOTOS**



IMG\_156097840958815.jpeg - Jun 19, 2019 - Adam Chambers

### #46 Electrical Pull Box Exposed

OPEN	<b>CREATED</b> Jun 21, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Action Required / Action Required
<i>Location</i> P1A > Level 2 > 1A212 - CONCESSION STORAGE
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Cover or paint electrical pull box in rooms 1A212 and 1A214.

### #29 Weatherstripping at garage door

<b>OPEN</b>	<b>CREATED</b> Jun 19, 2019	<b>DUE DATE</b>
-------------	--------------------------------	-----------------

<i>Type / Subtype</i>	Action Required / Action Required
<i>Location</i>	P1A > Exterior > Wall > Rink 2 (East Side)
<i>Root Cause</i>	
<i>Checklist Source</i>	
<i>Reference Drawing</i>	
<i>Creator</i>	<b>Adam Chambers</b> Architecture49
<i>Issue Owner</i>	<b>Adam Chambers</b> Architecture49
<i>Assignee</i>	
<i>Description</i>	

### PHOTOS



IMG\_156097825326610.jpeg - Jun 19, 2019 - Adam Chambers

#41 Refrigeration Vestibule - Review

OPEN	<b>CREATED</b> Jun 21, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<p><i>Type / Subtype</i> Observation / Observation</p> <p><i>Location</i> P1A &gt; Level 1 &gt; 1A103 - VESTIBULE</p> <p><i>Root Cause</i></p> <p><i>Checklist Source</i></p> <p><i>Reference Drawing</i></p> <p><i>Creator</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Issue Owner</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Assignee</i></p> <p><i>Description</i> Review of room before handover to City.</p>
--

#40 Workshop - Review

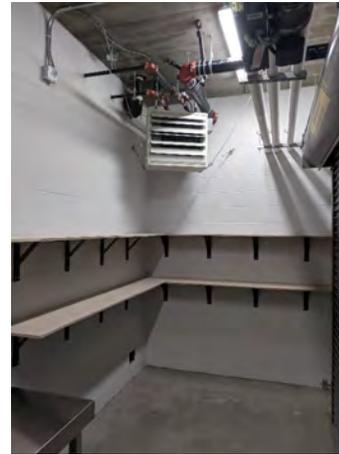
OPEN	<b>CREATED</b> Jun 21, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1A > Level 1 > 1A104 - WORKSHOP
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Review of room before handover to City.

PHOTOS



IMG\_20190619\_152843.jpg - Jun 21, 2019 - Adam Chambers



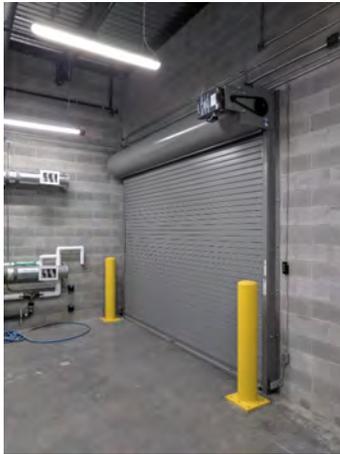
IMG\_20190619\_152834.jpg - Jun 21, 2019 - Adam Chambers

#42 Ice Resurface Room - Review

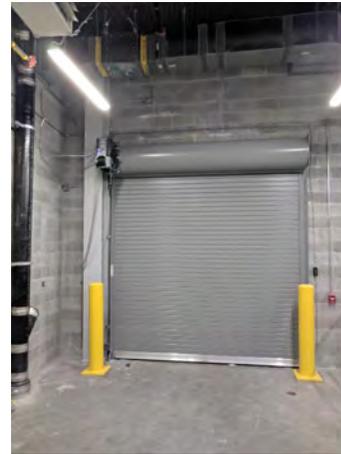
OPEN	<b>CREATED</b> Jun 21, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<p><i>Type / Subtype</i> Observation / Observation</p> <p><i>Location</i> P1B &gt; Level 1 &gt; 1B106 - ICE RESURFACE ROOM</p> <p><i>Root Cause</i></p> <p><i>Checklist Source</i></p> <p><i>Reference Drawing</i></p> <p><i>Creator</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Issue Owner</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Assignee</i></p> <p><i>Description</i> Review of room before handover to City.</p>
---

PHOTOS



IMG\_20190619\_153238.jpg - Jun 21, 2019 - Adam Chambers



IMG\_20190619\_153231.jpg - Jun 21, 2019 - Adam Chambers

**PHOTOS**



IMG\_20190619\_153239.jpg - Jun 21, 2019 - Adam Chambers



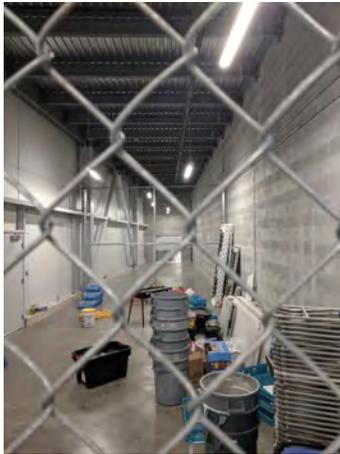
IMG\_20190619\_153245.jpg - Jun 21, 2019 - Adam Chambers

### #43 Storage Room - Review

OPEN	<b>CREATED</b> Jun 21, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1B > Level 1 (1B107, and 1B109)
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Review of rooms before handover to City

### PHOTOS



IMG\_20190619\_153116.jpg - Jun 21, 2019 - Adam Chambers

#38 Library Progress

OPEN	<p><b>CREATED</b> Jun 21, 2019</p>	<p><b>DUE DATE</b></p>
------	--	------------------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i>
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i>

PHOTOS



20190619\_142435.jpg - Jun 24, 2019 - Adam Chambers



20190619\_123645.jpg - Jun 24, 2019 - Adam Chambers

PHOTOS



20190619\_142321.jpg - Jun 24, 2019 - Adam Chambers



20190619\_142210.jpg - Jun 24, 2019 - Adam Chambers



20190619\_142432.jpg - Jun 24, 2019 - Adam Chambers



20190619\_142002.jpg - Jun 24, 2019 - Adam Chambers

### #48 Pool Progress

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1C > Level 1 > 1C139 - POOL
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Progress of the pool and natatorium construction.

### PHOTOS



20190619\_143919.jpg - Jun 24, 2019 - Adam Chambers



20190619\_145248.jpg - Jun 24, 2019 - Adam Chambers

PHOTOS



IMG\_1684.JPEG - Jun 24, 2019 - Adam Chambers



IMG\_1682.JPEG - Jun 24, 2019 - Adam Chambers



20190619\_143922.jpg - Jun 24, 2019 - Adam Chambers



IMG\_1683.JPEG - Jun 24, 2019 - Adam Chambers

### #47 Main Entry / Reception Progress

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1C > Level 1 > 1C117 - RECEPTION
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Progress of of the main entry and reception area.

### PHOTOS



20190619\_123658.jpg - Jun 24, 2019 - Adam Chambers



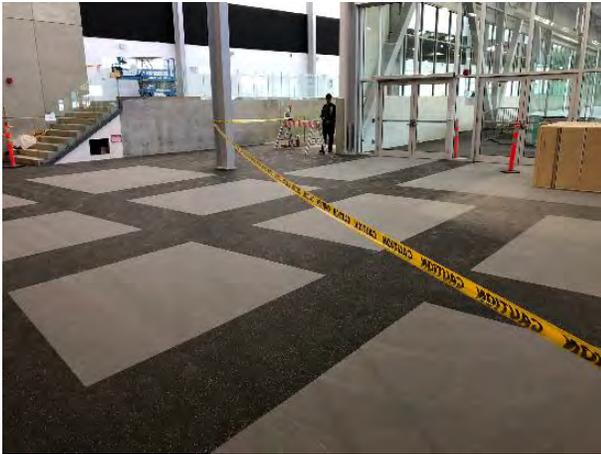
IMG\_1679.JPEG - Jun 24, 2019 - Adam Chambers

### #50 Skate Lobby Flooring Progress

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1B > Level 1 > 1B121 - SKATE LOBBY
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Progress of the Skate lobby flooring.

### PHOTOS



IMG\_1673.JPEG - Jun 24, 2019 - Adam Chambers

### #49 AVB and Insulation Progress outside South Entry

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1C > Exterior > Wall > Party Room/Entry (Soffit outside 1C144)
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Progress of the AVB and Insulation.

### PHOTOS



IMG\_1685.JPEG - Jun 24, 2019 - Adam Chambers

### #51 Skate Lobby Service Point Progress

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1A > Level 1 > 1A125 - SERVICE POINT
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i>

### PHOTOS



20190619\_135124.jpg - Jun 24, 2019 - Adam Chambers



20190619\_135105.jpg - Jun 24, 2019 - Adam Chambers

### #53 Multipurpose Room Progress

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1C > Level 2 > 1C217 - MEDIUM MULTIPURPOSE 2
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Progress of the Multipurpose rooms.

### PHOTOS



20190619\_143233.jpg - Jun 24, 2019 - Adam Chambers



20190619\_143148.jpg - Jun 24, 2019 - Adam Chambers

### #54 Hockey Changeroom Progress

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<p><i>Type / Subtype</i> Observation / Observation</p> <p><i>Location</i></p> <p><i>Root Cause</i></p> <p><i>Checklist Source</i></p> <p><i>Reference Drawing</i></p> <p><i>Creator</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Issue Owner</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Assignee</i></p> <p><i>Description</i> Progress of the hockey changeroom fixture installation.</p>
--

### PHOTOS



20190619\_140834.jpg - Jun 24, 2019 - Adam Chambers



IMG\_0389.JPG - Jun 24, 2019 - Adam Chambers

### #56 Temporary Garbage Enclosure Progress

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<p><i>Type / Subtype</i> Observation / Observation</p> <p><i>Location</i></p> <p><i>Root Cause</i></p> <p><i>Checklist Source</i></p> <p><i>Reference Drawing</i></p> <p><i>Creator</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Issue Owner</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Assignee</i></p> <p><i>Description</i> Garbage enclosure slab and fence progress.</p>
---

### PHOTOS



IMG\_0401.JPG - Jun 24, 2019 - Adam Chambers

### #57 P1AB Fire Department Connection

OPEN	<b>CREATED</b> Jun 24, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<p><i>Type / Subtype</i> Observation / Observation</p> <p><i>Location</i></p> <p><i>Root Cause</i></p> <p><i>Checklist Source</i></p> <p><i>Reference Drawing</i></p> <p><i>Creator</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Issue Owner</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Assignee</i></p> <p><i>Description</i> Progress of the P1AB fire department connection.</p>
---

### PHOTOS



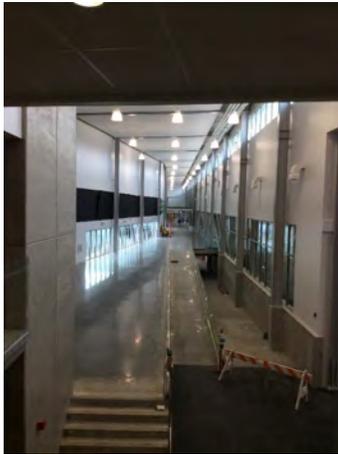
IMG\_0402.JPG - Jun 24, 2019 - Adam Chambers

### #34 Public Corridor Progress

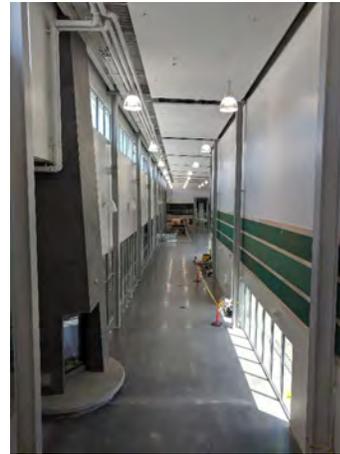
OPEN	<b>CREATED</b> Jun 21, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1B > Level 1 > 1B118 - PUBLIC CORRIDOR
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i>

### PHOTOS



IMG\_0404.JPG - Jun 24, 2019 - Adam Chambers



IMG\_20190619\_142910.jpg - Jun 24, 2019 - Adam Chambers

### #35 Fireplace Progress

OPEN	<b>CREATED</b> Jun 21, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1B > Level 1 > 1B118 - PUBLIC CORRIDOR
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i>

### PHOTOS



20190619\_123418.jpg - Jun 24, 2019 - Adam Chambers



20190619\_123223.jpg - Jun 24, 2019 - Adam Chambers

#45 Review of Rooms for handover to City.

OPEN	<p><b>CREATED</b></p> <p>Jun 21, 2019</p>	<p><b>DUE DATE</b></p>
------	---	------------------------

<p><i>Type / Subtype</i> Observation / Observation</p> <p><i>Location</i> P1A &gt; Level 2 (1A212, 1A213, 1A214, 1A215, 1A216, and 1A217)</p> <p><i>Root Cause</i></p> <p><i>Checklist Source</i></p> <p><i>Reference Drawing</i></p> <p><i>Creator</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Issue Owner</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Assignee</i></p> <p><i>Description</i> Review of rooms prior to handover to City.</p>
---

**PHOTOS**



IMG\_20190619\_153958.jpg - Jun 24, 2019 - Adam Chambers



IMG\_20190619\_153905.jpg - Jun 21, 2019 - Adam Chambers

**PHOTOS**



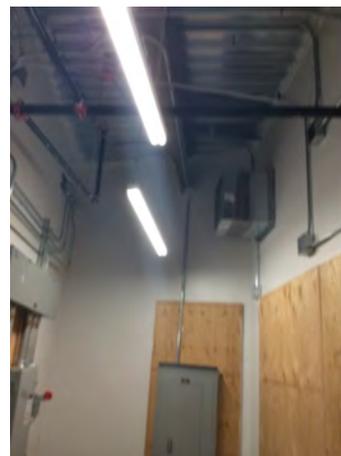
**IMG\_20190619\_153958.jpg - Jun 21, 2019 - Adam Chambers**



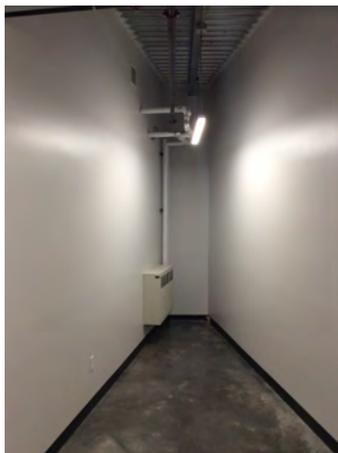
**IMG\_0393.JPG - Jun 21, 2019 - Adam Chambers**



**IMG\_0394.JPG - Jun 21, 2019 - Adam Chambers**



**IMG\_0395.JPG - Jun 21, 2019 - Adam Chambers**



**IMG\_0392.JPG - Jun 21, 2019 - Adam Chambers**

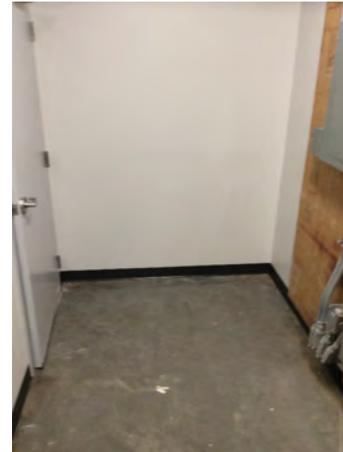


**IMG\_20190619\_153925.jpg - Jun 21, 2019 - Adam Chambers**

**PHOTOS**



**IMG\_20190619\_153947.jpg - Jun 21, 2019 - Adam Chambers**



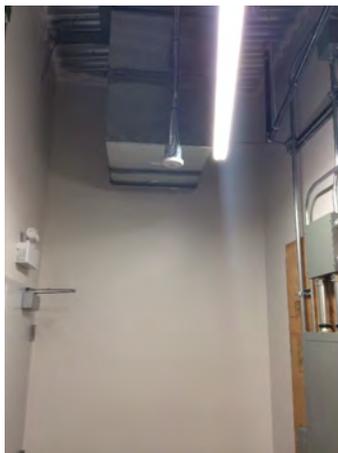
**IMG\_0398.JPG - Jun 21, 2019 - Adam Chambers**



**IMG\_0399.JPG - Jun 21, 2019 - Adam Chambers**



**IMG\_0400.JPG - Jun 21, 2019 - Adam Chambers**



**IMG\_0397.JPG - Jun 21, 2019 - Adam Chambers**



### #36 Library Wiremold Paint Colour

OPEN	<b>CREATED</b> Jun 21, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<p><i>Type / Subtype</i> Observation / Observation</p> <p><i>Location</i> P1B &gt; Level 2 &gt; 1B273 - PUBLIC INTERNET AREA</p> <p><i>Root Cause</i></p> <p><i>Checklist Source</i></p> <p><i>Reference Drawing</i></p> <p><i>Creator</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Issue Owner</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Assignee</i></p> <p><i>Description</i> Paint exposed wiremold in library colour, Rand Moon.</p>
--

### PHOTOS



20190619\_141958.jpg - Jun 24, 2019 - Adam Chambers

### #37 Stair 4 Fire Rated Bulkhead

OPEN	<b>CREATED</b> Jun 21, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<p><i>Type / Subtype</i> Observation / Observation</p> <p><i>Location</i> P1B &gt; Level 2 &gt; ST04 - STAIR 4 (Bulkhead above Glazing)</p> <p><i>Root Cause</i></p> <p><i>Checklist Source</i></p> <p><i>Reference Drawing</i></p> <p><i>Creator</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Issue Owner</i> <b>Adam Chambers</b> Architecture49</p> <p><i>Assignee</i></p> <p><i>Description</i> Fire Rated bulkhead assembly appears complete around staircase.</p>
--

### PHOTOS



IMG\_20190619\_141817.jpg - Jun 21, 2019 - Adam Chambers



IMG\_20190619\_141814.jpg - Jun 21, 2019 - Adam Chambers

### #39 Ice Resurface Room - Review

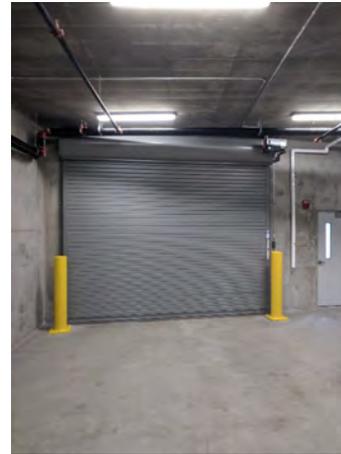
OPEN	<b>CREATED</b> Jun 21, 2019	<b>DUE DATE</b>
------	--------------------------------	-----------------

<i>Type / Subtype</i> Observation / Observation
<i>Location</i> P1A > Level 1 > 1A105 - ICE RESURFACE ROOM
<i>Root Cause</i>
<i>Checklist Source</i>
<i>Reference Drawing</i>
<i>Creator</i> <b>Adam Chambers</b> Architecture49
<i>Issue Owner</i> <b>Adam Chambers</b> Architecture49
<i>Assignee</i>
<i>Description</i> Review of room before handover to City.

### PHOTOS



IMG\_20190619\_152733.jpg - Jun 21, 2019 - Adam Chambers

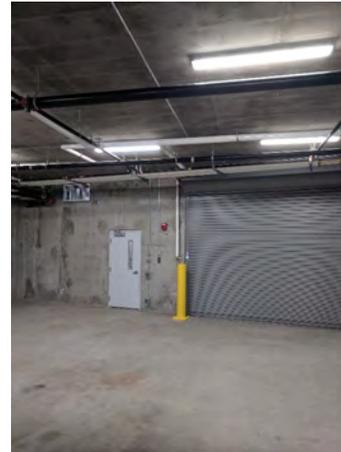


IMG\_20190619\_152651.jpg - Jun 21, 2019 - Adam Chambers

**PHOTOS**



IMG\_20190619\_152754.jpg - Jun 21, 2019 - Adam Chambers



IMG\_20190619\_152646.jpg - Jun 21, 2019 - Adam Chambers



# MECHANICAL AND PLUMBING FIELD REPORT

<b>DATE:</b>	June 28, 2019	<b>FR NO.:</b>	MP.19
<b>Contractor</b>	Ventana Construction	<b>FROM:</b>	Lowell Suelto/Seann Caldwell WSP Canada Inc. 840 Howe Street Vancouver BC V6Z 2A9
<b>ATTN:</b>	Andrew Cameron		
	acameron@ventanaconstruction.com		
<b>Mechanical:</b>	Omega Mechanical Ltd.		
<b>ATTN:</b>	Mitch Kelly/Nick Sciankowy		
<b>EMAIL:</b>	<a href="mailto:mitch@omegamechanical.com">mitch@omegamechanical.com</a>		
<b>PROJECT:</b>	Port Coquitlam Recreation Complex	<b>PROJECT NO.:</b>	159-00406-02
<b>ATTACHMENTS:</b>		<b>LOCATION:</b>	2150 Wilson Ave, Port Coquitlam

## Distributed to:

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

**Date of Inspection:** June 19, 2019      **Weather:** Cloudy      **Temperature:** 16°C

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

## General (Work Reviewed):

- 1A Water Entry Room and Mechanical Rooms to date.
- Plumbing piping and rough-ins installed in 1ABC to date.
- Mechanical piping and HVAC in 1ABC to date.
- Occupancy inspection for Zamboni rooms 1B106 and 1A105, workshop 1A106, Storage Rooms 1A216 , 1B107 and 1B110

## Work in Progress:

- Rough-in of Phase 1C plumbing piping (Water, Sanitary and Venting)
- ~~Phase 1ABC Storm piping from roof drains down to tie-in points above grade.~~
- ~~Phase 1ABC Gas piping mains inside building.~~
- ~~Phase 1AB hydronic piping.~~
- Phase 1C Sheet metal ductwork inside building
- Commissioning
- ~~Phase 1ABC sprinkler piping inside building.~~
- Phase 1A Concession fixtures installation in progress (photo #20)

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

T: F +1 604 683-8655  
[www.wsp.com](http://www.wsp.com)

## FIELD REPORT

### 9. Air balancing

## 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. 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. Mechanical and plumbing components to-date installed as per contract documents.
4. Ammonia detector lights and switches are installed on building exterior [photo #2]
5. ~~Rink #2 – Radiant heaters are installed complete with gas lines vents, deflectors and seismic restraint (photo #1)~~
6. ~~Refrigeration Room Vestibule – Emergency shower/eye wash complete with floor drain is installed (photo #2)~~
7. ~~Refrigeration Door fan/ammonia detector indicating lights and switches are installed (photo #3)~~
8. ~~Refrigeration Room – Fresh air intake ductwork is installed. Louver is missing (photo #4)~~
9. ~~Refrigeration Room – Heat pump piping complete with bypass piping is connected to thermal equalizer tank (photo #5)~~
10. ~~Zamboni Room – Ice melt pit coil piping is complete.~~
11. ~~Refrigeration Room – Ammonia exhaust duct to exhaust fan EF-16 is complete (photo #7)~~
12. ~~Rink #2 – Supply air ducting is complete (photo #8)~~
13. ~~Kitchen – Cooking exhaust hood is complete (photo #9)~~
14. Kitchen - Kitchen equipment plumbing is in progress (photo #10)
15. ~~Phase 1C – Water entry and sprinkler valve station is installed in Mechanical Room. (photo #11)~~
16. ~~Phase 1C – Boilers, pumps and piping are installed in Mechanical Room. (photo #12)~~
17. ~~Phase 1B Library – Ceiling is installed less grilles and diffusers (photo #13)~~
18. ~~Phase 1C – No HVAC is installed in Level 2 west of grid line IC-7 (photo #14)~~
19. Dehumidifier DH-1, Condenser CON-1, and HRV-2 are installed (photo #3, 4, 5)
20. Rooftop unit RTU-1 is in place. However, damages during delivery have occurred (photo #6)
21. Fireplace exhaust and EF-43 are installed (photo #7)
22. Supply fan SF-5 is installed (photo #8)
23. HRV-4, HRV-6, RTU-2, EF-28 are installed (photo #9, 10, 11)
24. Pool dehumidification DH-4 is installed with no ductwork (photo #12)
25. Main ducts and heat pumps are installed in Level 1C (photo #14)
26. Heat Recovery Unit HRV-2A is installed (photo #15)
27. Condensing Units SCU-1, 2, 3, 4 & FC-1, 2, 3, 4 are installed (photo #16)
28. Boilers B-3 & B-4 and vents are installed (photo #18)

## FIELD REPORT

29. Water heaters WH-7, 8 and HX-3 are installed (photo #19)

Photos:



Photo #1: Arena Radiant Heater Timer



Photo #2: Ammonia Detector Lights



Photo #3: Dehumidifier DH-1



Photo #4: Condenser CON-1



Photo #5: HRV-2



Photo #6: Rooftop RTU-1



Photo #7: Fireplace exhaust, EF-43



Photo #8: Supply Fan SF-5

FIELD REPORT



Photo #9: HRV-6



Photo #10: HRV-4



Photo #11: RTU-2, EF-28



Photo #12: Dehumidifier DH-4



Photo #13 - Access Panel



Photo #14 - Level 1C - ductwork



Photo #15 - HRV-2A



Photo #16 - Condensing Units SCU-1, 2, 3, 4

## FIELD REPORT



Photo #17 - EF-5A labels



Photo #18 - Boilers B-3, B-4



Photo #19 - HX-3, DWH heater WH-7, 8



Photo #20 - Level 2: Concession Storage



Photo #21 - Concession Area Sink

### Information or Action Required:

1. 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.~~

## FIELD REPORT

- ~~5. DH-2 ductwork will have to be revised for modified unit orientation by connecting RA to an 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.~~
12. Provide label for arena radiant heaters timer "HEATER TIMER", see photo #1.
13. Provide guards for gas sensors and thermostats in arenas.
14. Provide ceiling air grilles in dressing rooms.
15. Provide a report on damages and proposed rectification to rooftop unit RTU-1.
16. Provide access panels for walls and ceiling (photo #13).
17. Rectify upside down labels on EF-5A (photo #17).
18. Provide rain caps for chimneys.
19. Provide Schedule C-B for fire suppression.
20. Provide Schedule C-B for mechanical seismic restraint.
21. Provide commissioning reports for all mechanical equipment.
22. Provide air and water balancing reports.
23. Provide digital version of preliminary O&M Manuals for approval.
24. Provide as-built drawings.
25. Provide training to City Staff.
26. Provide labeling for backflow preventers to each equipment served. (Phase 1B Level 2 - Concession Storage)
27. Provide PVC covers on heating lines to hot water cabinet heaters
28. Provide written confirmation that stairwell supply fans and ammonia exhaust fan are operational
29. Complete wiring to smoke dampers

### Issued by the Consultant:

Lowell Suelto, ASCT  
Seann Caldwell, P.Eng.



June 27, 2019

---

Name and Title

---

Signature

---

Date





## Smith + Andersen

338 – 6450 Roberts Street Burnaby British Columbia V5G 4E1

604 294 8414 f 604 294 6405 [smithandandersen.com](http://smithandandersen.com)

---

PROJECT NAME: Port Coquitlam Recreation Center

---

COMPANY: A49

---

ATTENTION: Antonio Rigor, David Mate

---

PROJECT NO.: 16590.000

DATE: 2019-06-21

---

JOB REPORT NO.: E-16

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 2019-06-19 to review the Electrical installations. The following observations have been made:

### 1.1 GENERAL OBSERVATIONS

1.1.1 Electrical Installation for initial occupancy phase 99% done.

1.1.2 Rink 2 lighting is installed however, there appears to be some inconsistency with respect to lighting levels. Contractor to investigate and repair.

1.1.3 Light harvesting photo sensors have been tested and are functioning properly.

1.1.4 Main corridor lighting complete.

1.1.5 Main corridor smoke detectors installed.

1.1.6 Rink 3 lighting installed and operational.

1.1.7 Slight revision to mezzanine lighting. Lighting levels are achieved under new configuration.

1.1.8 Door operators installed.

1.1.9 Exterior lighting installed

1.1.10 Fire alarm was tested while on site and appeared to be functioning properly.

1.1.11 Hood suppression test in Kitchen was witnessed and is operational.

- 1.1.12 Main entrance chandelier is roughed in.
- 1.1.13 Electrical Room #5 nearing completion.
- 1.1.14 2<sup>nd</sup> level library lighting is installed and operational.
- 1.1.15 Library electrical room nearing completion.
- 1.1.16 Pool bonding is in process.
- 1.1.17 Secondary fire alarm annunciator panel at main entry is installed and operational.
- 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. **This item has been resolved.**
  - 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. **This item has been resolved.**
  - 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 Additional smoke detectors are required in certain corridors as per ESI#23. This is related to a recent code report and must be rectified prior to occupancy.
  - 1.2.6 2" conduit intended for installation within Library Washroom wall has been installed within the Washroom itself. This conduit needs to be strapped and fastened to the wall in a more secure manner.
  - 1.2.7 Receptacles in Library Kitchen area are not GFI but are within required clearance from a sink. These must be replaced.
  - 1.2.8 BX cable at corridor exit from Electrical Room #5 requires fastening to wall.
  - 1.2.9 Combination Emergency light/Exit lights installed with Rink Areas. These were not called for in the design but are acceptable and an improvement to emergency lighting levels. These lights require testing to ensure 30 minute operation upon power failure.
- 1.3 DISCUSSIONS WITH CONTRACTOR
  - 1.3.1 Discussed lead times for required smoke detectors and the potential affect on occupancy. This appears to be a non-issue given schedule but must be monitored.



Item 1.1.4



Item 1.2.6



Item 1.2.7



Item 1.2.7



Item 1.2.8



Item 1.2.9

END OF ELECTRICAL JOB REPORT #E-17

16590.000.E - Job Report #E-17.docx