



# **PORT COQUITLAM COMMUNITY CENTRE**

## **Owner's Representative Progress Report #34**

**January 2020**

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## 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 #34 to the Owner. This report represents a summary of key project activities and issues that occurred up to January 31, 2020.

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.

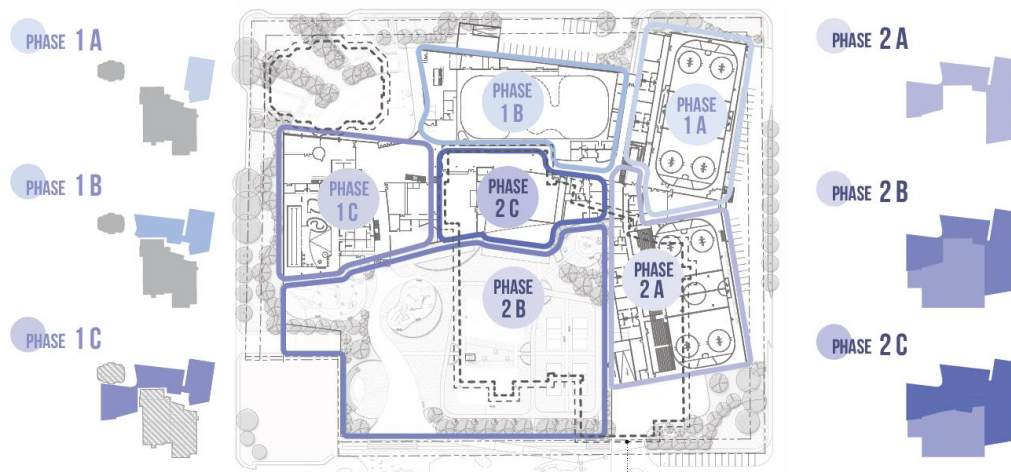
Any advice, opinions or recommendations within this report should be read and relied upon only in the context of this report as a whole. The contents of this report do not provide legal, insurance or tax advice or opinion.

## 2.0 EXECUTIVE SUMMARY

During January 2020 numerous meetings, co-ordination, procurement, design and construction activities have taken place. Phase 1C aquatics Occupancy was achieved on January 30, 2020. Phase 2 bulk excavation and piling is ongoing. Based on the information contained in this Monthly Progress Report #34 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 as per schedule.

## 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.

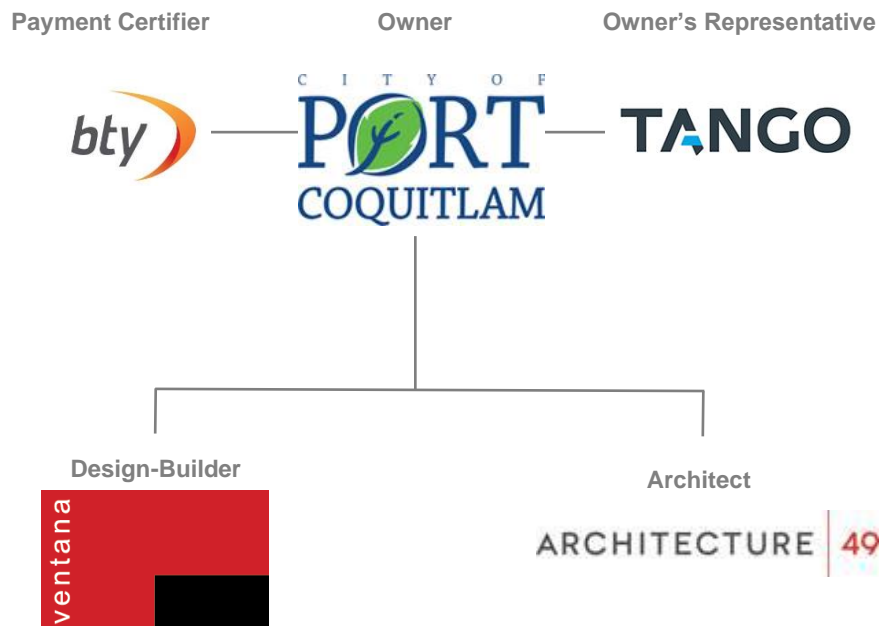


#### 4.0 PROJECT TEAM

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 February 19, 2020:

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	1-Jul-19	Complete	Construction Ongoing
IFT Drawings	18-Mar-18	23-Sep-19	Complete	Construction Ongoing
IFC Drawings	12-Jul-18	19-Sep-19	Complete	Construction Ongoing



## 5.0 Design and Approval Status (continued)

### Permits / Regulatory Approvals

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

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

A Development Permit was issued on August 18, 2017.

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

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 following permits were issued to the Owner during the Occupancy process for Phase 1AB:

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

An Interim Occupancy Permit was issued by the City's Building Department on August 19, 2019 for the first phase of the Project.

An Interim Occupancy Permit was issued by the City's Building Department on October 16, 2019 for Phase 1C (excluding the Aquatic Centre).

An Interim Occupancy Permit was issued by the City's Building Department on January 30, 2020 for the Phase 1C Aquatic Centre.

## 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 February 18, 2020:

#### Phase 2:

Bulk Ex and Excavation;  
Concrete Reinforcing;  
Concrete Polishing;  
Waterproofing;  
Roof Anchors.

Formwork;  
Structural Steel;  
Metal Deck;  
Sprayed Thermal Insulation; and

Please refer to our monthly progress report #33 and earlier for confirmation of the Phase 1 trade awards.

### 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.
- Fitness Equipment – Life Fitness, Fitness Town Commercial & Johnson Health Tech. Canada.

FFE installation has commenced and is ongoing in line with the Project Schedule and Budget.

### Project Coordination / Meeting

The Owner's Meeting #24 was held on January 21, 2020.

Please refer to Appendix 7 of this Monthly Progress Report for a copy of the Owner's Meeting Minutes #24.

## 6.0 Procurement & Contract Administration (continued)

### Owner Request for Information (RFI)

- Number of RFI's issued – 168
- Number of RFI's Closed – 163
- Number of RFI's Open – 5

## 7.0 PROJECT BUDGET

### Project Budget Summary

The Project Budget is summarized below:

Design and Construction	Dollar Value
Design-Builder Pre Contract Costs	\$983,000
Design-Builder Contract Price	\$116,717,000
Approved Changes	\$9,371,944
Current (Revised) Contract Price	\$126,088,944
Work Certified as Completed (Base Contract)	\$86,517,097
Current Cost to Complete (Base Contract)	\$39,571,847
Lien Holdback (Base Contract)	\$8,151,710
Lien Holdback Released	-\$5,179,895
<b>Non-Contract Costs</b>	<b>\$8,448,951</b>
<b>Total Project Budget</b>	<b>\$135,520,895</b>
Capital Utility Budget	\$3,420,895
<b>Total Project Budget (Revised)</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).

### Payment Certification

BTY Group, the Payment Certifier has issued Certificate of Payment No. 37 dated February 19, 2020, which certifies the current payment due to the Design-Builder, under the terms of the Design-Build Contract ("DBC") for the period ending January 30, 2020.

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

Item	Dollar Value
Current Net	\$815,176
Current GST (5.0%)	\$40,759
<b>Total Current Payable to the Design-Builder</b>	<b>\$855,934</b>
Total Current Builders Lien Holdback	\$2,971,815

Please refer to Appendix 4 of this report for a copy of Certificate of Payment No. 37.



## 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 January 30, 2020 is as follows:

CO#	Description	Dollar Value	Contingency Allocation
1	Bonding Requirements	\$1,800,000	Project Contingency
2	Temporary Power to Site	\$34,751	Project Contingency
3	Floor Area Changes	\$1,003,236	Project Contingency
5	Additional Back-Up Power	\$90,713	Project Contingency
7	Card Readers and Key Pads	\$16,698	Project Contingency
8	Library User Group Changes	\$86,287	Project Contingency
9	Accessible Washroom Emergency Alert	\$28,204	Project Contingency
10	Auto Door Openers	\$55,440	Project Contingency
11	Daycare - Card Readers & Alarms	\$9,834	Project Contingency
12	Additional CCTV	\$24,024	Project Contingency
14	Added Door Security	\$88,364	Project Contingency
17	Terry Fox Display Cases	\$4,950	Project Contingency
20	Exterior Building Signage	\$57,618	Project Contingency
21	Phase 1 Millwork Re-Design Services	\$7,975	Project Contingency
24	RCMP Panic Buttons	\$8,375	Project Contingency
25	Splash Park Recirc Design	\$13,640	Project Contingency
32	Temporary Referee Change Rooms	\$15,525	Project Contingency
33	Roof Screens South Elevation	\$76,347	Project Contingency
34	Wilson Centre Add Abatement	\$101,446	Project Contingency
36	TRX Steel Supports	\$13,532	Project Contingency
37	Additional WAP	\$11,283	Project Contingency
38	Rink 2 Video Wall Structure	\$21,182	Project Contingency
39	Splash Park Recirculation System	\$301,532	Project Contingency
<b>SUB-TOTAL</b>		<b>\$3,870,956</b>	
15	Scoreboard Credit	<b>-\$42,760</b>	FF&E
<b>SUB-TOTAL</b>		<b>-\$42,760</b>	
4	Off Site Design Services	\$269,998	Off Sites / Capital Utility Budget
6	Additional Off Site Design Services	\$55,875	Off Sites / Capital Utility Budget
13	Offsite Scope of Work (Phase 1A)	\$1,698,500	Off Sites / Capital Utility Budget
16	Offsite Isolation Valves	\$37,711	Off Sites / Capital Utility Budget
18	Offsite Scope of Work (Phase 1B)	\$2,900,900	Off Sites / Capital Utility Budget
19	Hydro conduit relation at Kingsway	\$110,674	Off Sites / Capital Utility Budget
22	Offsite Storm Change @ Kingsway and Kelly	\$49,500	Off Sites / Capital Utility Budget
23	Bonding and Insurance Scope for Offsite Awarded	\$161,936	Off Sites / Capital Utility Budget
26	Offsite Telus and Shaw Redline IFCs	\$53,162	Off Sites / Capital Utility Budget
27	Manhole Extension	\$73,801	Off Sites / Capital Utility Budget
28	Kelly Sanitary	\$26,985	Off Sites / Capital Utility Budget
29	Kingsway Sanitary Conflict	\$60,745	Off Sites / Capital Utility Budget
30	Watermain Kelly and Mary Hill	\$17,954	Off Sites / Capital Utility Budget
31	Kelly Watermain extension	\$11,249	Off Sites / Capital Utility Budget
35	Offsite Extra Service Box	\$14,758	Off Sites / Capital Utility Budget
<b>SUB-TOTAL</b>		<b>\$5,543,748</b>	
<b>TOTAL CHANGE ORDERS</b>		<b>\$9,371,944</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 (January End 2020)**

We conducted detailed site inspections on January 7, 14, 20 & 28, 2020. At the time of the inspections the status of work can be summarized as follows:

- **Phase 1A: Participant Ice:** Minor deficiencies and warranty administration is ongoing.
- **Phase 1B: Leisure Ice and Library:** Minor deficiencies and warranty administration is ongoing.
- **Phase 1C Aquatic and Fitness Centre, All Age and Admin Areas:** Minor deficiencies and staff training are ongoing.
- **Phase 2ABC:** Bulk excavation and piling is ongoing.

We received a copy of the Design-Builder's updated schedule – ***“Port Coquitlam Community Recreation Complex – Owner's Schedule: February 19<sup>th</sup> 2020 - Update”***.

The critical path activity runs through the earthworks, foundations and parkade structure, followed by hard and soft landscaping activities, and Phase 2ABC Occupancy.

This schedule forecasts that Rink 1 will be available late summer / early fall 2021; the large multipurpose room, gymnasium and daycare will be available early fall 2021, followed by the parkade and external sports courts in late fall 2021.

The Design-Builder previously reported a one (1) month delay to the start of the piling, caused by geotechnical issues encountered during bulk excavation. They are also reporting that this delay does not impact their Substantial Performance Date and that they absorbed this in their hard landscaping schedule activity.

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

The Design-Builder is reporting that there has been no change to the critical path activities during this reporting period.

Please refer to Appendix 2 of this report for progress photographs recording construction activities during January 2020.

## 8.0 Project Schedule (continued)

### Monthly Look Ahead

During February 2020, the following key construction activities are scheduled (based on ***“Port Coquitlam Community Recreation Complex – Owner’s Schedule: February 19<sup>th</sup>2020 - Update”***).

- **Phase 1ABC – Rinks 2&3, Library and Div 9**
  - Close out construction deficiencies.
- **Phase 1C – Aquatics and Fitness Area**
  - Close out construction deficiencies; and
  - Complete final staff training.
- **Phase 2**
  - Complete bulk excavation;
  - Continue pile driving; and
  - Commence pile caps.

## 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 Architecture 49’s Letter of Construction Conformance, dated January 30, 2020. 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 Letter of Assurance is included in Appendix 6 of this report.

We received copies of Architecture 49’s Site Reports #61 and 62R1, dated January 22, 2020 and January 29, 2020, respectively. Numerous items have been identified for the Design-Builder to review and action. We understand the Design-Builder is addressing these items in a timely manner.

We received a copy of BMZ’s Construction Review Memo, dated January 31, 2020 that confirms reinforcing is in general conformance with the structural drawings.

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

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

#### **9.0**     *Quality Assurance & Quality Control (continued)*

We received copies of Thurber Engineering's Field Review Reports, dated January 2, 3, 6, 7, 8, 9, 10, 11, 13, 16, 17, 20, 21, 22, 23, 24, 27, 28, 29, 30 & 31, 2020. The Geotechnical Engineer has identified actions to be remedied by the Design-Builder. We understand the Design-Builder is addressing these items in a timely manner.

We performed multiple site inspections during January 2020 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**

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 January 2020 have been addressed or remain ongoing as part of the forthcoming design, procurement and construction phases.

The Design-Builder has re-scheduled the Phase 2 scope of work. The timely completion of the earthworks, foundations and package structure is critical in order for the Substantial Performance date of October 31, 2021 to be achieved.

## APPENDIX 1

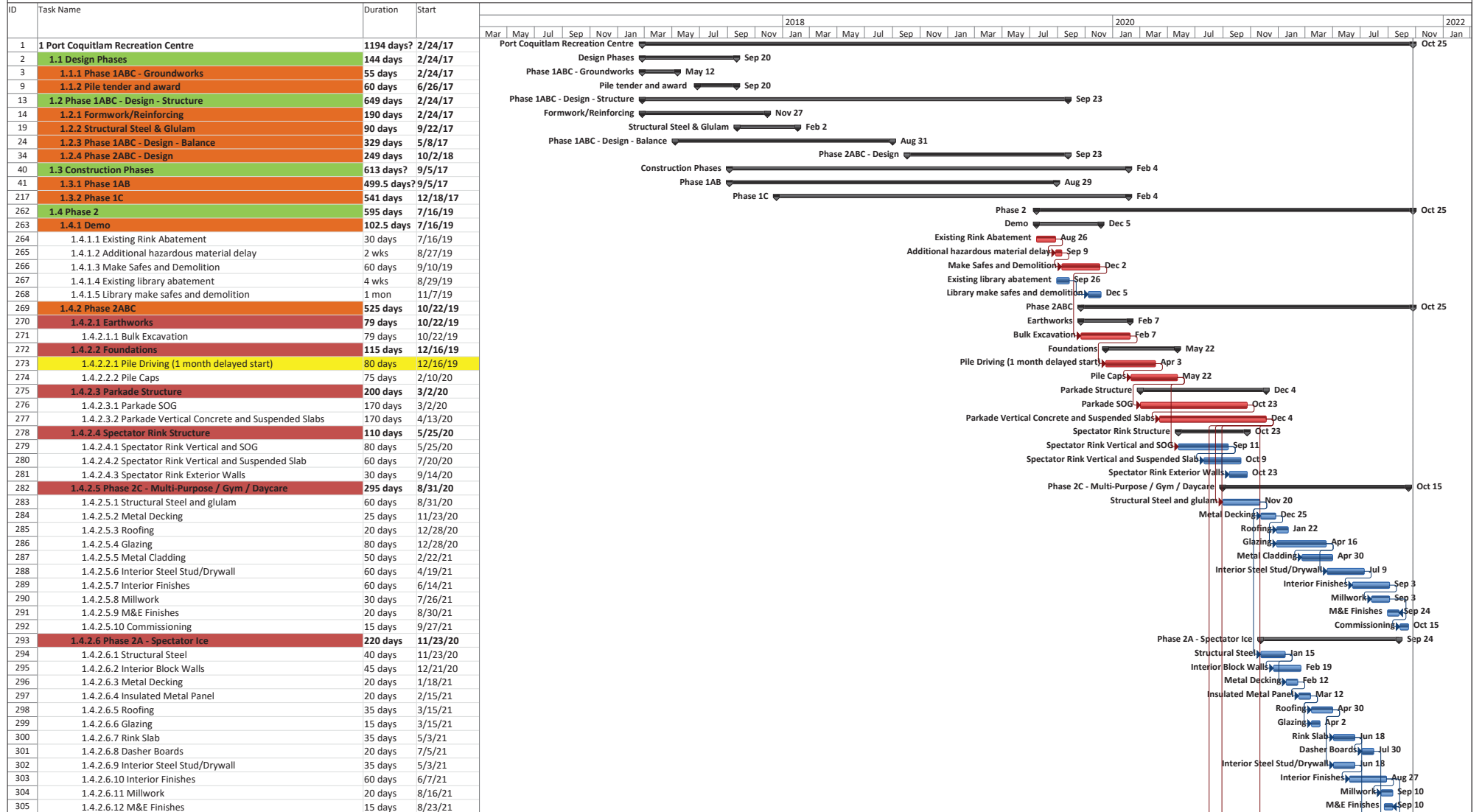
Port Coquitlam Community Recreation Centre Complex – Owner's  
Schedule: February 19<sup>th</sup> 2020 - Update



# PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE

February 19th 2020 - Update

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



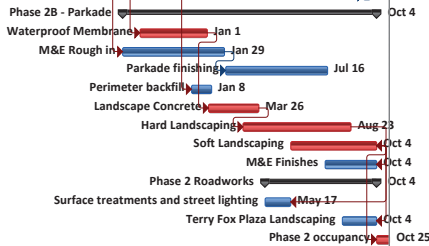




PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE  
February 19th 2020 - Update

Ventana Construction Corporation  
3875 Henning Dr. || Burnaby, BC || V5C 6N5  
Office 604.291.9900  
Fax 604.291.9992  
Web VentanaConstruction.com

ID	Task Name	Duration	Start	2018												2020												2022		
				Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul	Sep	Nov	Jan	Mar	May	Jul
306	1.4.2.6.13 Commissioning	10 days	9/13/21																											
307	1.4.2.7 Phase 2B - Parkade	296 days	8/17/20																											
308	1.4.2.7.1 Waterproof Membrane	80 days	9/14/20																											
309	1.4.2.7.2 M&E Rough in	120 days	8/17/20																											
310	1.4.2.7.3 Parkade finishing	6 mons	2/1/21																											
311	1.4.2.7.4 Perimeter backfill	25 days	12/7/20																											
312	1.4.2.7.5 Landscape Concrete	60 days	1/4/21																											
313	1.4.2.7.6 Hard Landscaping	126 days	3/1/21																											
314	1.4.2.7.7 Soft Landscaping	100 days	5/18/21																											
315	1.4.2.7.8 M&E Finishes	60 days	7/13/21																											
316	1.4.2.8 Phase 2 Roadworks	130 days	4/6/21																											
317	1.4.2.8.1 Surface treatments and street lighting	1.5 mons	4/6/21																											
318	1.4.2.8.2 Terry Fox Plaza Landscaping	2 mons	8/10/21																											
319	1.4.2.9 Phase 2 occupancy	15 days	10/5/21																											



## APPENDIX 2

### Progress Photographs – January 2020



Phase 1C – Pool commissioned

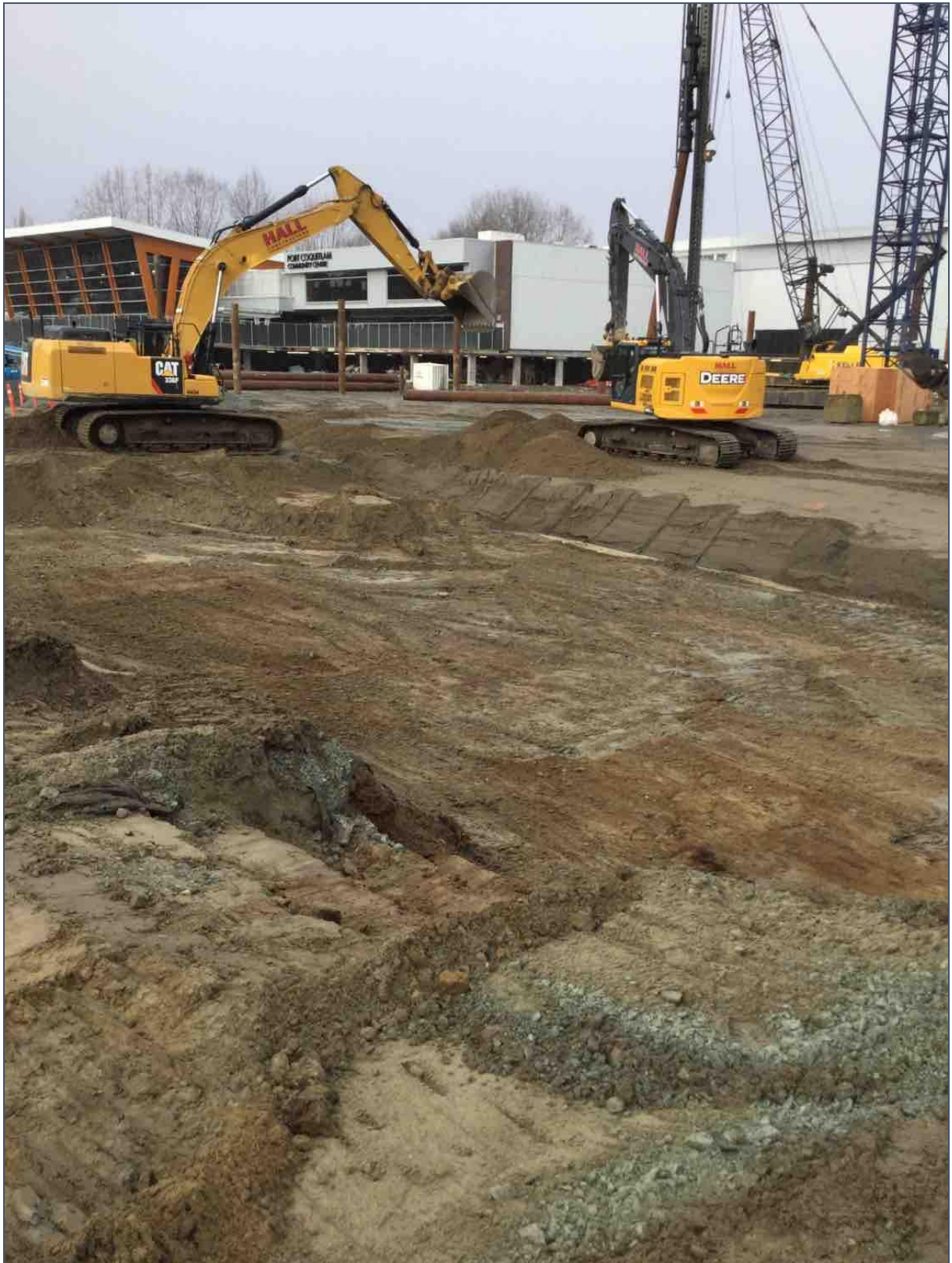


Phase 1C – Sauna complete



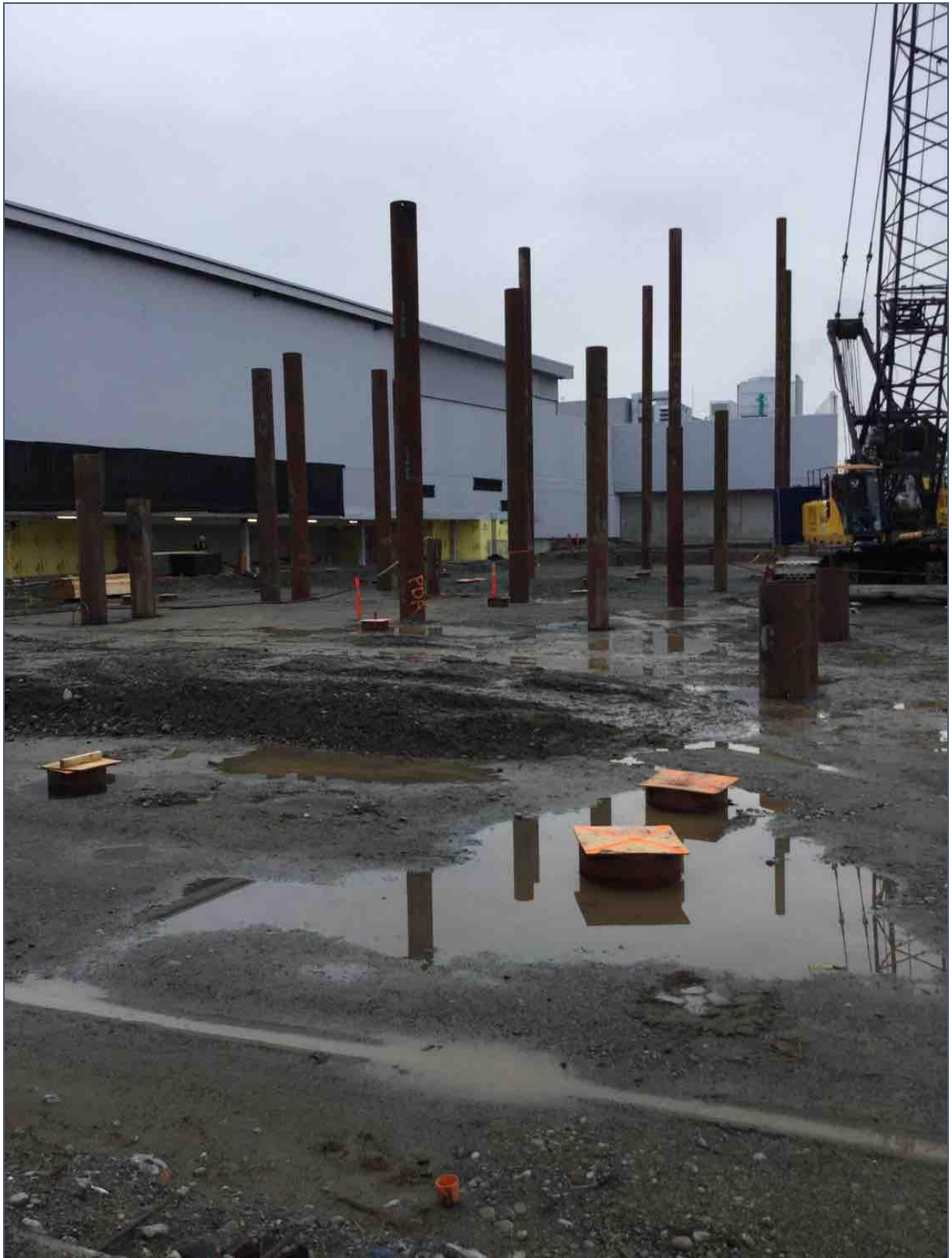


Phase 2 – Main entrance drive isle



Phase 2 – Excavation





Phase 2 – Piling

## APPENDIX 3

### Site Inspection Reports: January 2020

# Field Review Report



Project: PCCC  
Reporting Date: 2020-01-07  
Prepared By: Alun Lewis

Weather: Sunny: \_\_\_\_\_  
Cloudy: \_\_\_\_\_

Rain: **x**  
Snow: \_\_\_\_\_

Wind: \_\_\_\_\_  
Other: \_\_\_\_\_

Temperature: High of: **9**  
Low of: **8**

## Trade Contractor's

Superintendents	1	Piling	16	Waterproofing		Painting	
Engineers		Site Work	5	Scaffolding		Misc. Specialties	2
Office Staff		Landscaping		Spray Insul/Fire Proof		Cleaners	
CSO / First Aid		Paving		Caulking/Firestopping		Plumbing	5
Carpenters		Concrete Formwork		Roofing		Mechanical	
Labourers		Rink prep / conc		Doors & Hardware		Refrigeration	
Operators		Reinforcing Steel		Windows/Glazing		Sprinklers	
		Structural Steel		Exterior Cladding		Electrical	2
		Metal Decking		SS/Drywall		Controls	1
		Masonry		Drywall Taper		Pool Piping	
		Rough Carpentry		Resilient Tile			
		Finish Carpentry		Ceramic Tile	2	Tango's Subtotal	
		Millwork		Elevator		Trade's Subtotal	33
						<b>SITE TOTAL</b>	

## JOB DELAYS OR POSSIBLE DELAYS:

Reporting against VCC Dec 16th Schedule

271 - Bulk Ex (2ABC) - Schedule has increased by 24 days. Oct 17 sched end date was Jan 06, now Feb 07

273 - Pile driving (2ABC) - Schdeule change from Oct 17 schedule of Nov 12 to March 02, to revised dates of Dec 16 to April 03. Note on schedule of 1 month delayed start (caused by overexcavation works and extended Bulk Ex schedule)

## QAQC

As previously noted and discussed with Ventana

Thurber (VCC Soils Engineer) overseeing overexcavation & backfill works

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

		Comments
Piling	13	2B - Piling to SW corner of parking lot
	3	2B - Welding piles to parkade ramp
Excavation	5	2C - Over excavation, placement and compaction of imported fill
Tiling	2	1C - Grinding of tiles to steam room & to tile cuts at deck drains
Plumbing	3	1C - Working with pool tech to be ready for mechanical engineer sign off tomorrow for pool & pool equipment room
	1	1C - Pool commissioning, working with plumbing contractor and controls contractor
	1	1C - Pipe insulation in pool equipment room
Electrcial	2	1C - Wiring showers to universal changeroom
Controls	1	1C - Controls programming for pool equipment
Lockers	2	1C - Locker adjustments to universal changeroom lockers

# Field Review Report



Project: PCCC  
 Reporting Date: 2020-01-14  
 Prepared By: Alun Lewis

Weather: Sunny: \_\_\_\_\_ Rain: \_\_\_\_\_ Wind: \_\_\_\_\_ Temperature: High of: -7  
 Cloudy: x \_\_\_\_\_ Snow: \_\_\_\_\_ Other: \_\_\_\_\_ Low of: -8

## Trade Contractor's

Superintendents	1	Piling	8	Waterproofing		Painting	
Engineers		Site Work	7	Scaffolding		Misc. Specialties	1
Office Staff		Landscaping		Spray Insul/Fire Proof		Cleaners	
CSO / First Aid		Paving		Caulking/Firestopping		Plumbing	3
Carpenters		Concrete Formwork	6	Roofing		Mechanical	
Labourers		Rink prep / conc		Doors & Hardware		Refrigeration	
Operators		Reinforcing Steel		Windows/Glazing		Sprinklers	
		Structural Steel		Exterior Cladding		Electrical	2
		Metal Decking		SS/Drywall		Controls	
		Masonry		Drywall Taper		Pool Piping	
		Rough Carpentry		Resilient Tile			
		Finish Carpentry		Ceramic Tile		Tango's Subtotal	
		Millwork		Elevator		Trade's Subtotal	27
						<b>SITE TOTAL</b>	

## JOB DELAYS OR POSSIBLE DELAYS:

Reporting against VCC Dec 16th Schedule

271 - Bulk Ex (2ABC) - Schedule has increased by 24 days. Oct 17 sched end date was Jan 06, now Feb 07 & still progressing

273 - Pile driving (2ABC) - Schdeule change from Oct 17 schedule of Nov 12 to March 02, to revised dates of Dec 16 to April 03. Note on schedule of 1 month delayed start (caused by overexcavation works and extended Bulk Ex schedule)

## QAQC

As previously noted and discussed with Ventana

Emailed to VCC later, after witnessing cracks in wnd floor suspended walkways and tiling to the kitchen wall. Staff confirmed cracks appeared during close piling works and also noted significant movement of items on desks and shelves

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

		Comments
Piling	8	2B - Piling rigs standing. No apparent progress today
Excavation	4	2B - Over exccavation to S side
	3	2A - Storm drainage install to S side of rink commenced
Plumbing	3	1C - Install deck drainage grates around hot tub. Piping in pool equipment room. Work on boilers
Nightingale	2	1C - Working on low voltage to showers in universal changeroom
Specialist	1	1C - Install perspex to viewing area guard rail
Formwork	6	2B - Tower crane erection

# Field Review Report



Project: PCCC  
 Reporting Date: 2020-01-20  
 Prepared By: Alun Lewis

Weather: Sunny: \_\_\_\_\_  
 Cloudy: **x** \_\_\_\_\_

Rain: **x** \_\_\_\_\_  
 Snow: \_\_\_\_\_

Wind: \_\_\_\_\_  
 Other: \_\_\_\_\_

Temperature: High of: **7**  
 Low of: **2**

## Trade Contractor's

Superintendents	1	Piling	13	Waterproofing		Painting	
Engineers		Site Work	4	Scaffolding		Misc. Specialties	
Office Staff		Landscaping		Spray Insul/Fire Proof		Cleaners	
CSO / First Aid		Paving		Caulking/Firestopping		Plumbing	
Carpenters		Concrete Formwork	5	Roofing		Mechanical	
Labourers		Rink prep / conc		Doors & Hardware		Refrigeration	
Operators		Reinforcing Steel	2	Windows/Glazing		Sprinklers	
		Structural Steel		Exterior Cladding		Electrical	2
		Metal Decking		SS/Drywall		Controls	
		Masonry		Drywall Taper		Pool Piping	
		Rough Carpentry		Resilient Tile			
		Finish Carpentry		Ceramic Tile		Tango's Subtotal	
		Millwork		Elevator		Trade's Subtotal	26
						<b>SITE TOTAL</b>	

## JOB DELAYS OR POSSIBLE DELAYS:

Reporting against VCC Dec 16th Schedule

271 - Bulk Ex (2ABC) - Schedule has increased by 24 days. Oct 17 sched end date was Jan 06, now Feb 07 & still progressing

273 - Pile driving (2ABC) - Schdeule change from Oct 17 schedule of Nov 12 to March 02, to revised dates of Dec 16 to April 03. Note on schedule of 1 month delayed start (caused by overexcavation works and extended Bulk Ex schedule)

## QAQC

As previously noted and discussed with Ventana

Vibration from piling is causing glasses and crockery in the kitchen to shake and concern from staff that it items may fall, including items stored on shelving. Vibration monitoring is taking place, when the second piling rigs commences. Additional cracks to the main corridor suspended slab have also been noted

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

		Comments
Piling	13	2C - Piling along S side of 1B main corridor. Welding piles together
		2B - Welding piles together. Welding caps to end of piles
Excavation	4	2A - Install lids to storm water manhole & CB to S side of rink
Rebar	2	2A - Preform pile cap cages
Formwork	5	2A - Preform pile cap & grade beam formwork
Electrical	2	2B - Install underslab conduit

# Field Review Report



Project: PCCC  
 Reporting Date: 2020-01-28  
 Prepared By: Alun Lewis

Weather: Sunny: x  
 Cloudy: x

Rain: \_\_\_\_\_  
 Snow: \_\_\_\_\_

Wind: \_\_\_\_\_  
 Other: \_\_\_\_\_

Temperature: High of: 9  
 Low of: 6

## Trade Contractor's

Superintendents	1	Piling	11	Waterproofing		Painting	
Engineers		Site Work	12	Scaffolding		Misc. Specialties	
Office Staff		Landscaping		Spray Insul/Fire Proof		Cleaners	4
CSO / First Aid		Paving		Caulking/Firestopping		Plumbing	
Carpenters		Concrete Formwork	6	Roofing		Mechanical	
Labourers		Rink prep / conc		Doors & Hardware		Refrigeration	
Operators		Reinforcing Steel		Windows/Glazing		Sprinklers	
		Structural Steel		Exterior Cladding		Electrical	
		Metal Decking		SS/Drywall		Controls	
		Masonry		Drywall Taper		Pool Piping	
		Rough Carpentry		Resilient Tile			
		Finish Carpentry		Ceramic Tile		Tango's Subtotal	
		Millwork		Elevator		Trade's Subtotal	33
						<b>SITE TOTAL</b>	

## JOB DELAYS OR POSSIBLE DELAYS:

Reporting against VCC Jan 20th Schedule

271 - Bulk Ex (2ABC) - Schedule was increased by 24 days from the Oct 17 sched end date was Jan 06, now Feb 07 & still progressing to SE corner of parkade. Schedule not updated to show this work still progressing

273 - Pile driving (2ABC) - Schdeule change from Oct 17 schedule of Nov 12 to March 02, to revised dates of Dec 16 to April 03. Note on schedule of 1 month delayed start (caused by overexcavation works and extended Bulk Ex schedule). As of today, approximately 1/3 piling complete.

## QAQC

As previously noted and discussed with Ventana

2nd piling rig has not arrived on site. Keller do not believe there is enough work for the additional rig, whilst ground preparation is still taking place to the SE corner of the parkade and rink area is being used as formwork pre-fab area. No vibration monitoring taking place

As noted above, approx 1/3 complete. With progress to date, additional rig may not be required to achieve / better schedule

Additional cracks appearing in suspended slabs of new building.

Thurber on site carrying out compaction testing of fill materials

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

		Comments
Piling	11	2B - Piling progressing to parkade area. Cut down piles to elevation. Splicing piles for continued driving
		2A - Cut down piles to elevation
Excavation	3	Plaza - Grade sub grade & base material for drive isle
	9	2B - Excavation and fill to SE corner of parkade. Commence excavation for pile caps and grade beams for parkade entrance / exit ramp
Formwork	6	2A - Prefab formwork boxes for piles caps. Work with excavation contractor for ramp prep works
Cleaners	4	1C - Cleaning to aquatics area



## APPENDIX 4

Certificate of Payment No.37: February 19, 2020

# CERTIFICATE OF PAYMENT : No. 37 (Progress Claim 38)





<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>	31-Jan-20
		<b>CERTIFICATE DATE:</b>	19-Feb-20

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

		Contract Price	Change orders	Revised Contract Price
<b>Total Contract Amount</b>		\$ 116,717,000	\$ 9,371,943	\$ 126,088,943

PAYMENT CALCULATION	Gross Amount to Date	Previous Period	Gross Amount This Period	Holdback	Net Payment This Period
Total Work Completed	\$ 86,517,097	\$ 85,611,346	\$ 905,751	\$ 90,575	\$ 815,176
<b>Total Work Completed</b>	<b>\$ 86,517,097</b>	<b>\$ 85,611,346</b>	<b>\$ 905,751</b>	<b>\$ 90,575</b>	<b>\$ 815,176</b>
Add: Holdback Released	\$ 5,179,895	(5,179,895)	\$ 0	\$ 0	\$ 0
<b>Current Net Payable</b>			<b>\$ 905,751</b>	<b>\$ 90,575</b>	<b>\$ 815,176</b>
Plus GST (5.0%) on Net Payable					\$ 40,759
<b>Total Current Payable Amount</b>					<b>\$ 855,934</b>
Holdback Retained to Date (incl. this Certificate)					\$ 2,971,815
Total GST Paid to Date (incl. this Certificate)					\$ 3,927,264
<b>PROJECT COST TO COMPLETE</b>					<b>\$ 39,571,846</b>

This is to Certify that, for the Port Coquitlam Community Centre, a payment of \$855,934 (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 January 31, 2020. As per the Builder's Lien Act, a 10% holdback has been deducted amounting to \$90,575. The total holdback retained to date is \$2,971,815 and the total GST paid to date is \$3,927,264 (not including the pre-payment costs). The Adjusted Project Cost to Complete is \$39,571,846 (Not incl. GST & holdback).

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



## APPENDIX 5

### Project Dashboard – January 31, 2020

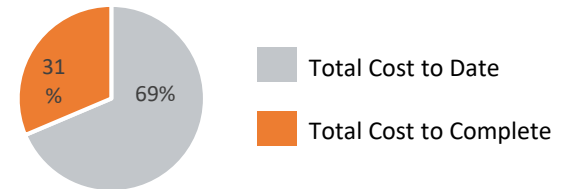
# PROJECT DASH BOARD

Updated: 2020-1-31

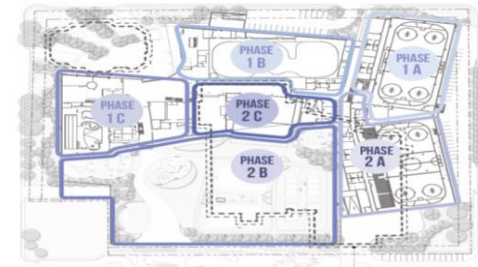
## PROJECT SCHEDULE

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

## CONSTRUCTION BUDGET



## PHASING PLAN



### PHASE 1C - Overview



### PHASE 2ABC - Overview



### PHASE 2ABC - Overview



## APPENDIX 6

Architecture 49 Letter of Construction Conformance: January 30, 2020



Architecture49 Inc.  
270 - 1075 West Georgia  
Vancouver BC  
V6E 3C9  
T 1.604.736.5329  
architecture49.com

January 30, 2020

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

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

**Reference: Port Coquitlam Community Centre, Port Coquitlam, BC**

To Whom It May Concern:

Site reviews were carried out during the month of January 2020. Via photographs, site visits, consultant site/field observation reports, contractor/sub-contractor inspection reports (if provided) and, ongoing correspondence with the site supervisor to date, to the best of our knowledge, the work is progressing generally in conformance with the project IFC drawings, specifications and building permits issued to date.

Attached are reports received to date:

- 2020-01-23 - A49\_Site Report 62R1
- 2020-01-09 - A49\_Site Report 61
- 2019-12-03 - 80058-01-BMZ Field Reviews
- 2020-01-13 - WSP Mechanical Field Report 25
- 2020-01-14 - Smith+Andersen Job Report E-24
- 2020-01-08 - 000b-661-17-AME MFR-004
- 2020-01-21 - 000b-661-17-AME BC Pool Regulation - Statement of Compliance - Hot Pool
- 2020-01-21 - 000b-661-17 BC Pool Regulation - Statement of Compliance - Leisure Pool
- 2020-01-22 - Fraser Health Inspection Reports - Pool & Hot Tub

Sincerely,  
**ARCHITECTURE49 INC.**

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



<b>Date Issued</b>	2020-01-23
<b>Project</b>	Port Coquitlam Community Recreation Complex, 2150 Wilson Ave, Port Coquitlam
<b>Meeting</b>	Owners Meeting Minutes #24
<b>Meeting Held On</b>	2020-01-21

**Present:**

Lewis Reilly	City of Port Coquitlam	POCO	604.927.5411	lreilly@tangomanagement.ca
Lori Bowie	City of Port Coquitlam	POCO	604.927.5411	bowiel@portcoquitlam.ca
Alun Lewis	Tango Managment	TM	604.734.6416	alewis@tangomanagement.ca
Jerry Brouwer	Ventana Construction (Poco) Corporation	VCC	604.291.9000	jbrouwer@ventanaconstruction.com
Joseph Lenz	Ventana Construction (Poco) Corporation	VCC	604.291.9000	jlenz@ventanaconstruction.com
Tallon O'Neill	Ventana Construction (Poco) Corporation	VCC	604.291.9000	TONeill@ventanaconstruction.com

**Copies To:**

Kristen Dixon	City of Port Coquitlam	POCO	604.927.5411	dixonk@portcoquitlam.ca
John Bowser	Tango Managment	TM	604.734.6416	bowser@tangomanagement.ca
Andrew Cameron	Ventana Construction (Poco) Corporation	VCC	604.291.9000	acameron@ventanaconstruction.com
Haley Hartley	Ventana Construction (Poco) Corporation	VCC	604.291.9000	hhartley@ventanaconstruction.com
Matt Fraser	Ventana Construction (Poco) Corporation	VCC	604.291.9000	mfraser@ventanaconstruction.com
Marco Bordignon	Ventana Construction Corporation	VCC	604.291.9000	mbordignon@ventanaconstruction.com

**Old Business**

DESCRIPTION	ACTION BY	REQUIRED BY
<b>1.01 SAFETY</b>		
23.1 VCC received Worksafe reports and distributed to POCO.	POCO, TM	-
<b>Meeting 24 - Tango/POCO will forward to City Counsel and advise if further action is required.</b>		
24.1 There have been no incidents on site since the last meeting.	Info	-

## 1.02 DESIGN

- |      |  |     |            |
|------|--|-----|------------|
| 22.1 | Revised landscape, play structure, cross-fit, amphitheater, and community garden drawings were issued to POCO/Tango. POCO is still reviewing cross-fit. VCC to forward cross-fit court dimensions. | VCC | 2020-01-24 |
|------|--|-----|------------|

Meeting 23 - Cross fit dimensions were provided by VCC. Parks has been reviewing the landscape drawings and have further comments. VCC to review these comments. The user group feedback response was provided by VCC. POCO/Tango to review and advise.

**Meeting 24 - Tango provided a response to usergroup feedback. VCC to action.**

- |      |  |      |   |
|------|--|------|---|
| 24.1 | <b>VCC advised concrete IFC drawings were issued and Architectural IFC drawings are pending.</b> | Info | - |
| 24.2 | <b>POCO has requested a review of the Landscape drawings. VCC to respond.</b>                    | VCC  | - |

## 1.04 SCHEDULE

- |      |  |  |   |
|------|--|--|---|
| 24.1 |  |  | - |
|------|--|--|---|

### **P1C:**

- **Aquatics occupancy is on track for Feb 4, 2020. Fraser Health will be onsite reviewing Jan 22/19. Consultant review to take place Jan 23/19. Occupancy inspection by AHJ scheduled for Jan 30/19.**
- **P1C pool commissioning and staff training are complete.**

### **P2:**

- **Zone 1 excavation and back fill is complete.**
- **Zone 3 excavation complete**
- **Zone 2 is 65% complete**
- **Final PDA testing happening Jan 23/19**
- **Approx. 75 piles have been driven.**
- **Plaza drive aisle is on hold pending latest City comments.**

## 1.05 CITY/STAKE HOLDERS MEETING

- |      |  |      |   |
|------|--|------|---|
| 24.1 | <b>The next stake holder meeting will take place February 26, 2020 from 5pm to 7:30pm.</b> | Info | - |
|------|--|------|---|

## 1.07 OFFSITE WORK

- |      |   |      |   |
|------|---|------|---|
| 22.1 | Phase 2 off-sites design requires a meeting. VCC to coordinate. | Info | - |
|------|---|------|---|

Meeting 23 - The meeting took place, POCO (Kristen) comments are pending.

**Meeting 24 - Kristen has forwarded the final comments. Landscape design of offsite work and Terry Fox plaza has been requested by VCC. Estimated 2 weeks for offsite design.**

### 8.03 FT. DRESSING RM.

- |      |   |     |   |
|------|---|-----|---|
| 22.1 | VCC to refine M&E rough-in cost; such that it is inclusive to slab elevation only. VCC noted CO cost would reduce in value. | VCC | - |
|------|---|-----|---|

Meeting 23 - VCC noted they may have an alternate Mechanical contractor provide slab rough-in as described above. A change order is to be issued inclusive of electrical rough in only.

**Meeting 24 - No progress has been made on this. VCC to advise.**

### 10.02 TREE REMOVAL

- |      |  |      |   |
|------|--|------|---|
| 23.1 | It was noted that one tree left behind is obstructing construction design. VCC to RFI. | Info | - |
|------|--|------|---|

**Meeting 24 - Potential tree removal will be reviewed with HUB and PMG.**

### 17.01 PHASE 2 CITY PARKING

- |      |  |        |   |
|------|--|--------|---|
| 22.1 | POCO (Kristen) to advise on design and VCC will implement.         | Closed | - |
| 23.1 | Finalization will depend on Poco parks comments.                   | Closed | - |
| 24.1 | <b>City has decided against providing a temporary parking lot.</b> | Closed | - |

### 19.04 OWNER SUPPLIED WASHROOM ACCESSORIES

- |      |   |        |   |
|------|---|--------|---|
| 19.1 | VCC to provide an itemized list of owner supplied washroom accessories that VCC will be installing. | Closed | - |
| 22.1 | POCO to review with Rana if pool change room accessories are ready for install.                     | Closed | - |
| 23.1 | Accessories are on site, VCC to install.  | Closed | - |
| 24.1 | <b>Accessories have been installed.</b>   | Closed | - |

## 21.01 DEFICIENCIES PHASE 1

### 24.1 Deficiency items were discuss:

-

- Wallet lockers in P1A to be reviewed - Games room in progress.
- MP room and lounge; lino is bubbling and flooring is cracking. VCC noted this will continuously be re-mediated until completely rectified. - Ongoing observation; VCC advised bubbling subsiding.
- Blinds - VCC to advise after receipt of trade feedback (manual/warranty) and review user group comments.
- Lounge storage doors - Will be lockable, locks are onsite now.
- Refrigeration plant water ingress thresholds has been reviewed by VCC, grade has been taken down so ingress should have stopped.
- NE rink 2 door water ingress is likely from snow.
- Concession slab discolouration; VCC to review.
- Lifeguard window opens in way of walking path, Aquatics deficiency items to be formalized on VCC owner inspection document.

Tango (Alun) to provide updated list.

## 22.02 RECEPTION HEAT

### 24.1 WSP suggested radiant panels. Tango proposed re-direct duct from cash room. VCC to review.

VCC

2020-01-28

## 22.03 FACILITY FUNCTIONALITY

### 22.1 Fitness Mirror doors to be reviewed.

Info

-

Meeting 23 - Mirrors were supplied, and fit-out is in progress.

Meeting 24 - Rana and Matt are scheduling this work.

## 22.04 RINK 1 & 2 GLAZING

### 23.1 VCC advised they can provide manual blinds, but fit-out of blinds on mullions would void warranty.

Info

-

### 24.1 VCC (JL) to review POCO response and advise.

VCC

-

## 23.01 HVAC SYSTEM

### 23.1 It was noted that the rooftop mechanical equipment doors were open and filters were wet. VCC noted this may be a cause for them to not honour warranty. POCO/Tango to review programming with Rana. VCC to investigate and comment on user group comments regarding the Mechanical equipment filter access.

VCC

2020-01-28

Meeting 24 - VCC advised that this is a priority to resolve and target to resolve with the week.

23.2	VCC proposed formal detailed DDC monitoring/functionality review.	Closed	-
<b>Meeting 24 - Second and final orientation was held Jan 14/20.</b>			
23.3	DH-4 manufacturer technician to come and set up a time for Poco to review and witness start up. VCC to organize.	Closed	-
<b>Meeting 24 - DH-4 start-up is complete and training took place Jan 17/20.</b>			

#### 23.02 PANIC BUTTONS

23.1	POCO to review with Tyco	Closed	-
<b>Meeting 24 - POCO confirmed they are all functional.</b>			

#### 23.04 POOL COMMISSIONING SCHEDULE

24.1	Pool commissioning is complete, letter of completion from AME is expected today (Jan 21/20). Final training session to take place end of February.		-
------	--	--	---

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#### New Business

	DESCRIPTION	ACTION BY	REQUIRED BY
<b>24.01 OVER - EX CLAIM</b>			
24.1	VCC to forward consultant comments regarding unsuitable material found below where expected. The issued claim is currently outstanding. Schedule impact is approximately 2 months lost due to over-ex backfill and compaction.		-
<b>24.02 OUTSTANDING CLAIMS</b>			
24.1	Removal of asbestos pipe has not yet been approved. VCC advised Tango that this claim is note related to the over - ex claim. Tango to review.	TM	-
<b>24.03 OWNER RFI'S</b>			
24.1	RFI 161 Phase 1 Service Point Temperatures : Under review by consultant team	Info	-
24.2	RFI 163 Aquatic Viewing Deck Guardrail: Being reviewed.	VCC	-
24.3	RFI 165 Gym and Multipurpose Curtain: POCO/Tango reviewing.	POCO, TM	2020-02-04
24.4	RFI 166 Gymnasium Sprung Floor Specification : VCC to forward spec during contract award.	VCC	-

#### 24.04 VIDEO WALL STRUC STEEL AND SUPPORT SYSTEM

24.1	VCC (TO) to review the incorporation of the video wall structural steel and support system into steel drawings.	VCC	-
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#### 24.05 AQUATICS CHANGE ROOM SIGNAGE

24.1	VCC is reviewing fit/finish and will advise.		-
------	--	--	---

#### 24.06 PILING SOUND LEVELS

24.1	VCC to review current piling sound levels.	VCC	-
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#### 24.07 NEXT MEETING

24.1	The next meeting will be held February 18,2020 at 10:00 am		2020-02-18
------	--	--	------------

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

Recorded by:  
Ventana Construction (POCO) Corp.  
Joseph Lenz