



PORT COQUITLAM COMMUNITY CENTRE

Owner's Representative Progress Report #35

February 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 #35 to the Owner. This report represents a summary of key project activities and issues that occurred up to February 29, 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.

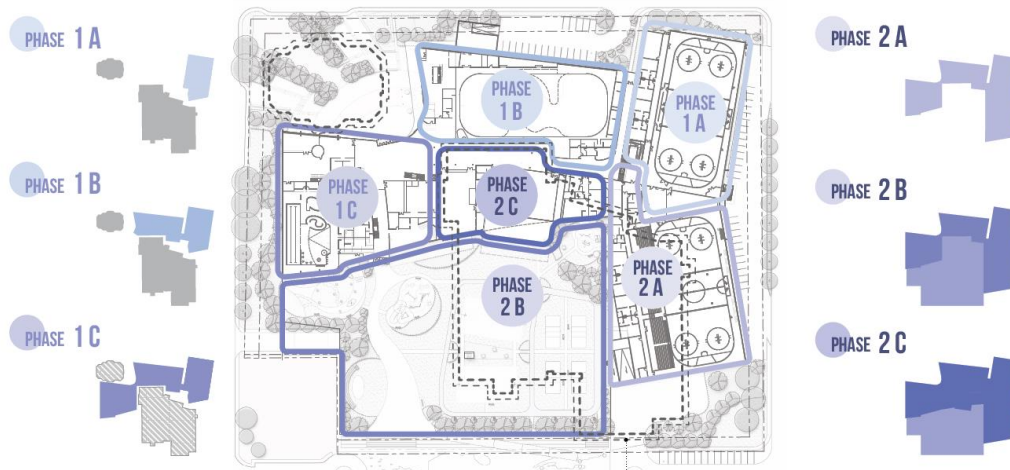
Any advice, opinions or recommendations within this report should be read and relied upon only in the context of this report as a whole. The contents of this report do not provide legal, insurance or tax advice or opinion.

2.0 EXECUTIVE SUMMARY

During February 2020 numerous meetings, co-ordination, procurement, design and construction activities have taken place. Phase 2 bulk excavation, piling and parkade structure is ongoing. Based on the information contained in this Monthly Progress Report #35 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:

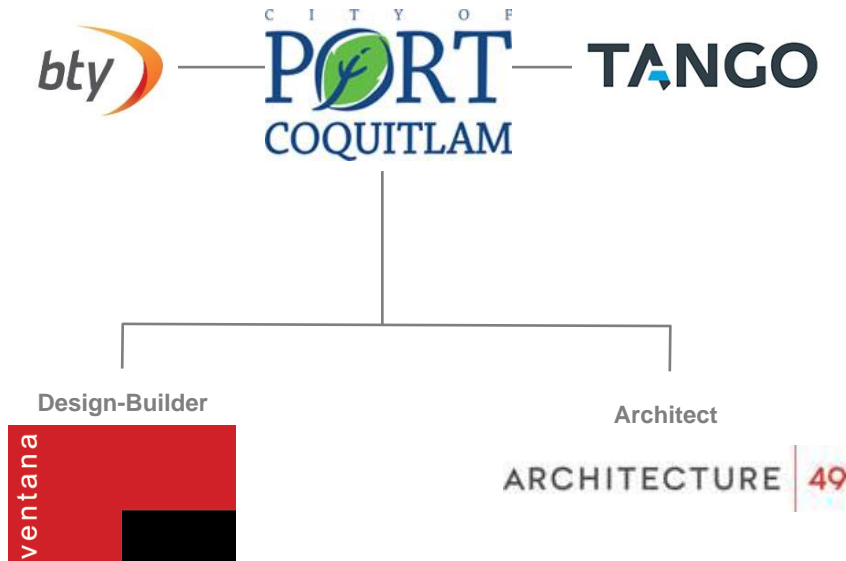
| | |
|-------------------------------|---|
| Owner | City of Port Coquitlam |
| Owner's Representative | Tango Management |
| Design-Builder | Ventana Construction (POCO) Corp |
| Architect | Architecture 49 |
| Civil Engineer | Hub Engineering |
| Structural Engineer | BMZ |
| Mechanical Engineer |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

City of Port Coquitlam Community Recreation Complex Project Team

Payment Certifier

Owner

Owner's Representative



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 March 12, 2020:

| Drawing Package | Planned Date | Actual Date | Status | Comments |
|-------------------------------------|--------------|-------------|----------|----------------------|
| Ground Works / Piling (1ABC) | | | | |
| BP Submission | 24-Feb-17 | 13-Apr-17 | Complete | Construction Ongoing |
| IFT Drawings | 24-Feb-17 | 6-Apr-17 | Complete | Construction Ongoing |
| IFC Drawings | 10-Apr-17 | 18-Aug-17 | Complete | Construction Ongoing |
| Phase 1ABC - Structure | | | | |
| IFT Drawings (F/R/C) | 31-Aug-17 | 6-Oct-17 | Complete | Construction Ongoing |
| IFC Drawings (F/R/C) | 26-Oct-17 | 12-Dec-17 | Complete | Construction Ongoing |
| IFT Drawings (S/Steel) | 19-Oct-17 | 19-Dec-17 | Complete | Construction Ongoing |
| IFC Drawings (S/Steel) | 30-Nov-17 | 10-Jan-18 | Complete | Construction Ongoing |
| Phase 1ABC Balance of Design | | | | |
| BP Submission | 14-Jul-17 | 28-Sep-17 | Complete | Construction Ongoing |
| IFT Drawings | 5-Oct-17 | 3-Oct-17 | Complete | Construction Ongoing |
| IFC Drawings | 16-Nov-17 | 31-Jan-18 | Complete | Construction Ongoing |
| Phase 2ABC - Design | | | | |
| BP Submission | 19-Jan-18 | 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 March 11, 2020:

Phase 2:

Bulk Ex and Excavation;

Concrete Reinforcing;

Concrete Polishing;

Waterproofing;

Roof Anchors; and

Formwork;

Structural Steel;

Metal Deck;

Sprayed Thermal Insulation;

Glulams.

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 #25 was held on February 18, 2020.

Please refer to Appendix 7 of this Monthly Progress Report for a copy of the Owner's Meeting Minutes #25.

6.0 Procurement & Contract Administration (continued)

Owner Request for Information (RFI)

- Number of RFI's issued – 170
- Number of RFI's Closed – 165
- 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) | \$87,634,079 |
| Current Cost to Complete (Base Contract) | \$38,454,865 |
| Lien Holdback (Base Contract) | \$8,263,408 |
| Lien Holdback Released | -\$5,259,719 |
| Non-Contract Costs | \$8,448,951 |
| Total Project Budget | \$135,520,895 |
| Capital Utility Budget | \$3,420,895 |
| Total Project Budget (Revised) | \$132,100,000 |

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

Payment Certification

BTY Group, the Payment Certifier has issued Certificate of Payment No. 38 dated March 10, 2020, which certifies the current payment due to the Design-Builder, under the terms of the Design-Build Contract ("DBC") for the period ending February 29, 2020.

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

| Item | Dollar Value |
|--|--------------------|
| Current Net | \$1,005,284 |
| Current GST (5.0%) | \$50,264 |
| Total Current Payable to the Design-Builder | \$1,055,548 |
| Total Current Builders Lien Holdback | \$3,003,689 |

Please refer to Appendix 4 of this report for a copy of Certificate of Payment No. 38.

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 February 29, 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 |
| SUB-TOTAL | | \$3,870,956 | |
| 15 | Scoreboard Credit | -\$42,760 | FF&E |
| SUB-TOTAL | | -\$42,760 | |
| 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 |
| SUB-TOTAL | | \$5,543,748 | |
| TOTAL CHANGE ORDERS | | \$9,371,944 | |

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 (February End 2020)

We conducted detailed site inspections on February 3, 11, 18 & 25, 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, piling, pile caps and parkade slab-on-grade is ongoing.

We received a copy of the Design-Builder's updated schedule – ***“Port Coquitlam Community Recreation Complex – Owner's Schedule: March 12th2020 - Update”***.

The critical path activity runs through the foundations, piling 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. The piling is now scheduled to be complete one (1) month earlier than previously scheduled. The Design-Builder is now forecasting the Spectator Rink, Large Multi-Purpose Room, Gymnasium and Daycare could be completed eleven (11) days earlier than previously scheduled.

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 February 2020.

8.0 Project Schedule (continued)

Monthly Look Ahead

During March 2020, the following key construction activities are scheduled (based on ***“Port Coquitlam Community Recreation Complex – Owner’s Schedule: March 12th2020 - Update”***).

- **Phase 1ABC – Rinks 2&3, Library and Div 9**
 - Close out construction deficiencies.
- **Phase 1C – Aquatics and Fitness Area**
 - Close out construction deficiencies.
- **Phase 2**
 - Complete piling;
 - Continue pile caps;
 - Continue with parkade slab-on-grade; and
 - Commence parkade vertical concrete and suspended slabs.

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 March 9, 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 did not receive any copies of Architecture 49’s Site Reports during this reporting period from the Design-Builder.

We received copies of BMZ’s Construction Review Memos, dated February 13, 19, 20, 21, 24, 26, 27 & 28, 2020. Items have been identified for the Design-Builder to review and action. We understand the Design-Builder is addressing these in a timely manner.

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

We received numerous copies of WSP’s Mechanical Memos during this reporting period from the Design-Builder. Items have been identified for the Design-Builder to review and action. We understand the Design-Builder is addressing these in a timely manner.

9.0 *Quality Assurance & Quality Control (continued)*

We received numerous copies of Thurber Engineering's Field Review Reports, during this reporting period from the Design-Builder. 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 February 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 February 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

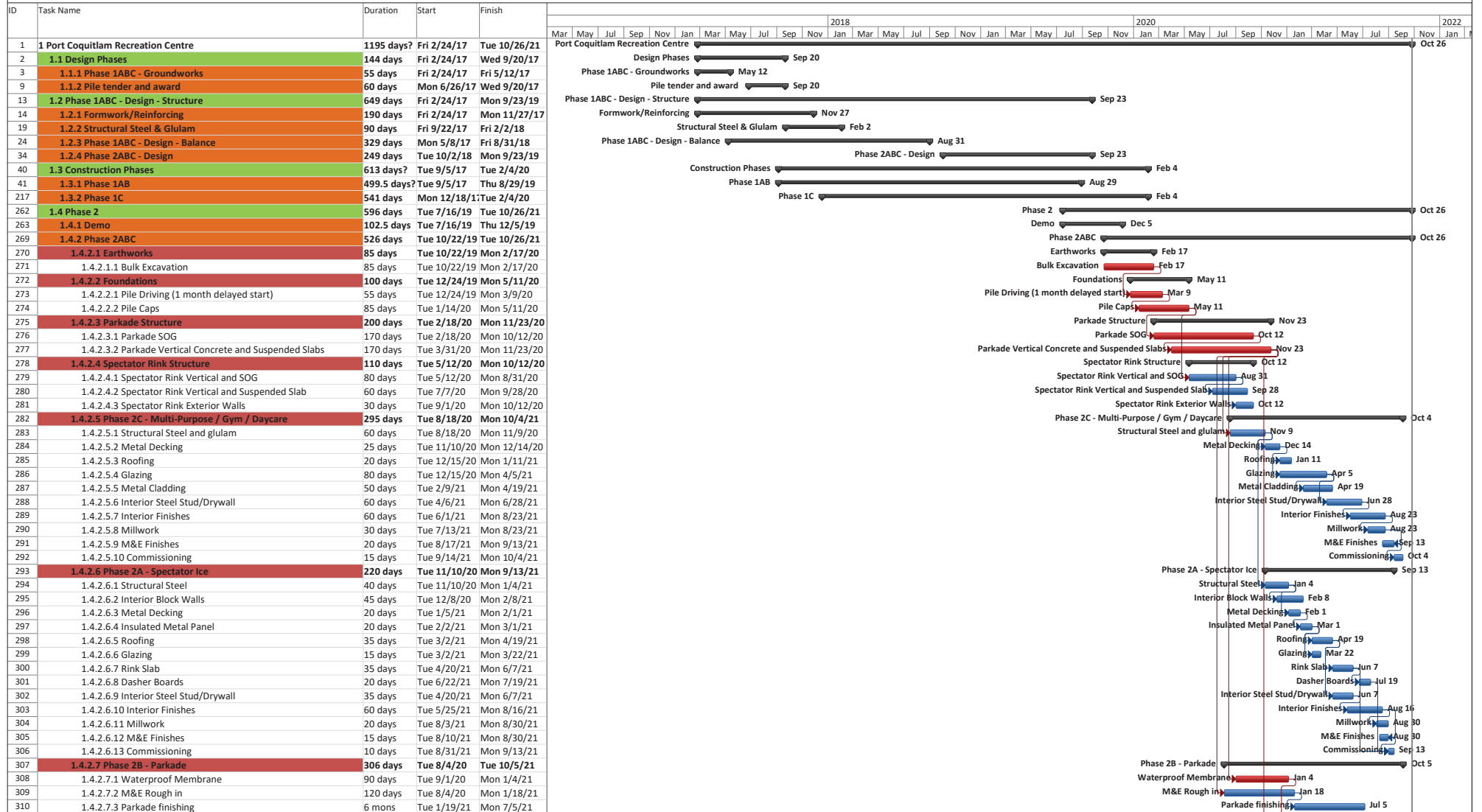
Port Coquitlam Community Recreation Centre Complex – Owner's Schedule: March 12th 2020 - Update



PORT COQUITLAM COMMUNITY RECREATION COMPLEX - OWNER'S SCHEDULE

March 12th 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
March 12th 2020 - Update

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

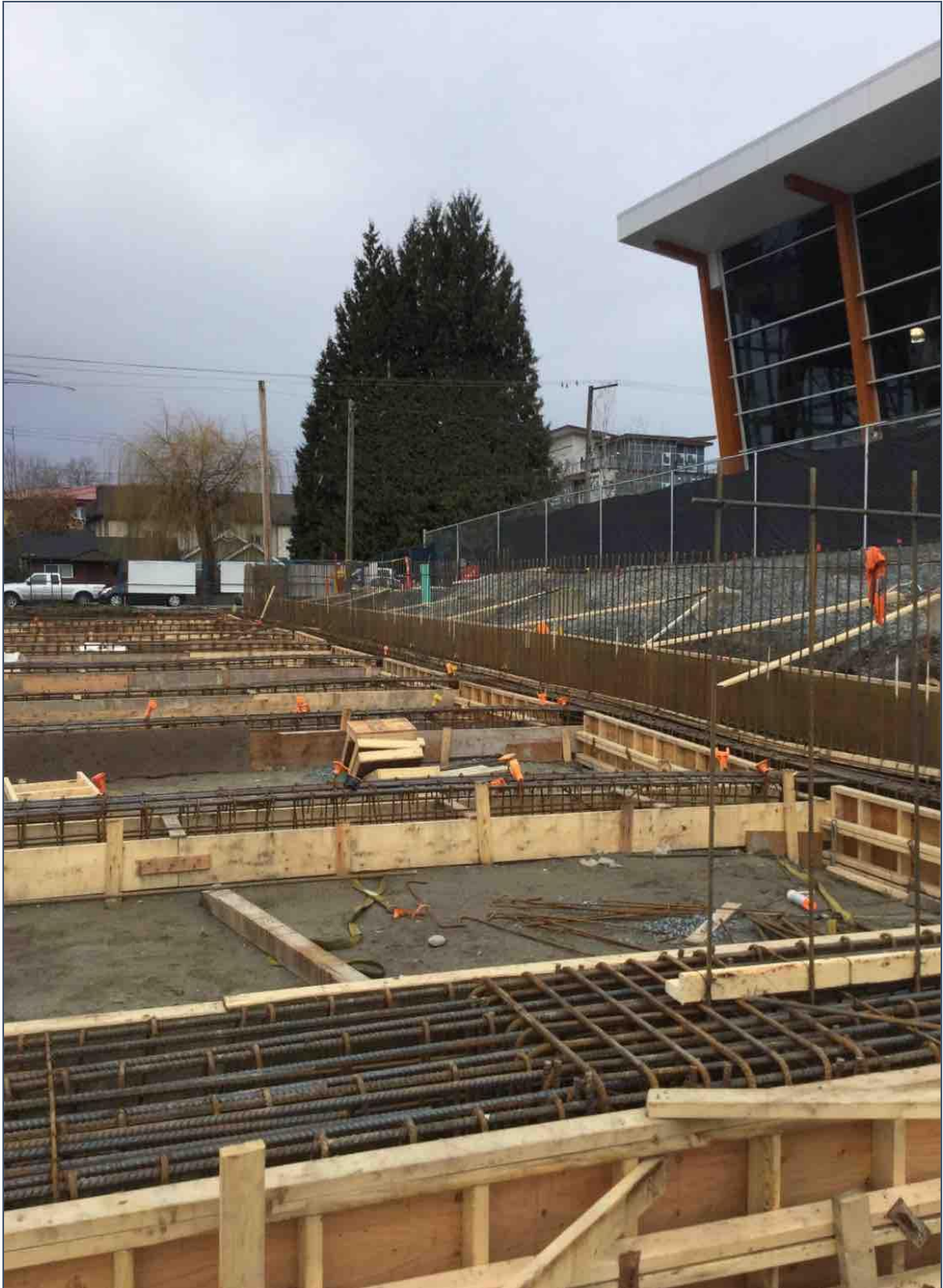
| ID | Task Name | Duration | Start | Finish |
|-----|--|----------|--------------|--------------|
| 311 | 1.4.2.7.4 Perimeter backfill | 25 days | Tue 11/24/20 | Mon 12/28/20 |
| 312 | 1.4.2.7.5 Landscape Concrete | 60 days | Tue 1/5/21 | Mon 3/29/21 |
| 313 | 1.4.2.7.6 Hard Landscaping | 126 days | Tue 3/2/21 | Tue 8/24/21 |
| 314 | 1.4.2.7.7 Soft Landscaping | 100 days | Wed 5/19/21 | Tue 10/5/21 |
| 315 | 1.4.2.7.8 M&E Finishes | 60 days | Wed 7/14/21 | Tue 10/5/21 |
| 316 | 1.4.2.8 Phase 2 Roadworks | 130 days | Wed 4/7/21 | Tue 10/5/21 |
| 317 | 1.4.2.8.1 Surface treatments and street lighting | 1.5 mons | Wed 4/7/21 | Tue 5/18/21 |
| 318 | 1.4.2.8.2 Terry Fox Plaza Landscaping | 2 mons | Wed 8/11/21 | Tue 10/5/21 |
| 319 | 1.4.2.9 Phase 2 occupancy | 15 days | Wed 10/6/21 | Tue 10/26/21 |

APPENDIX 2

Progress Photographs – February 2020



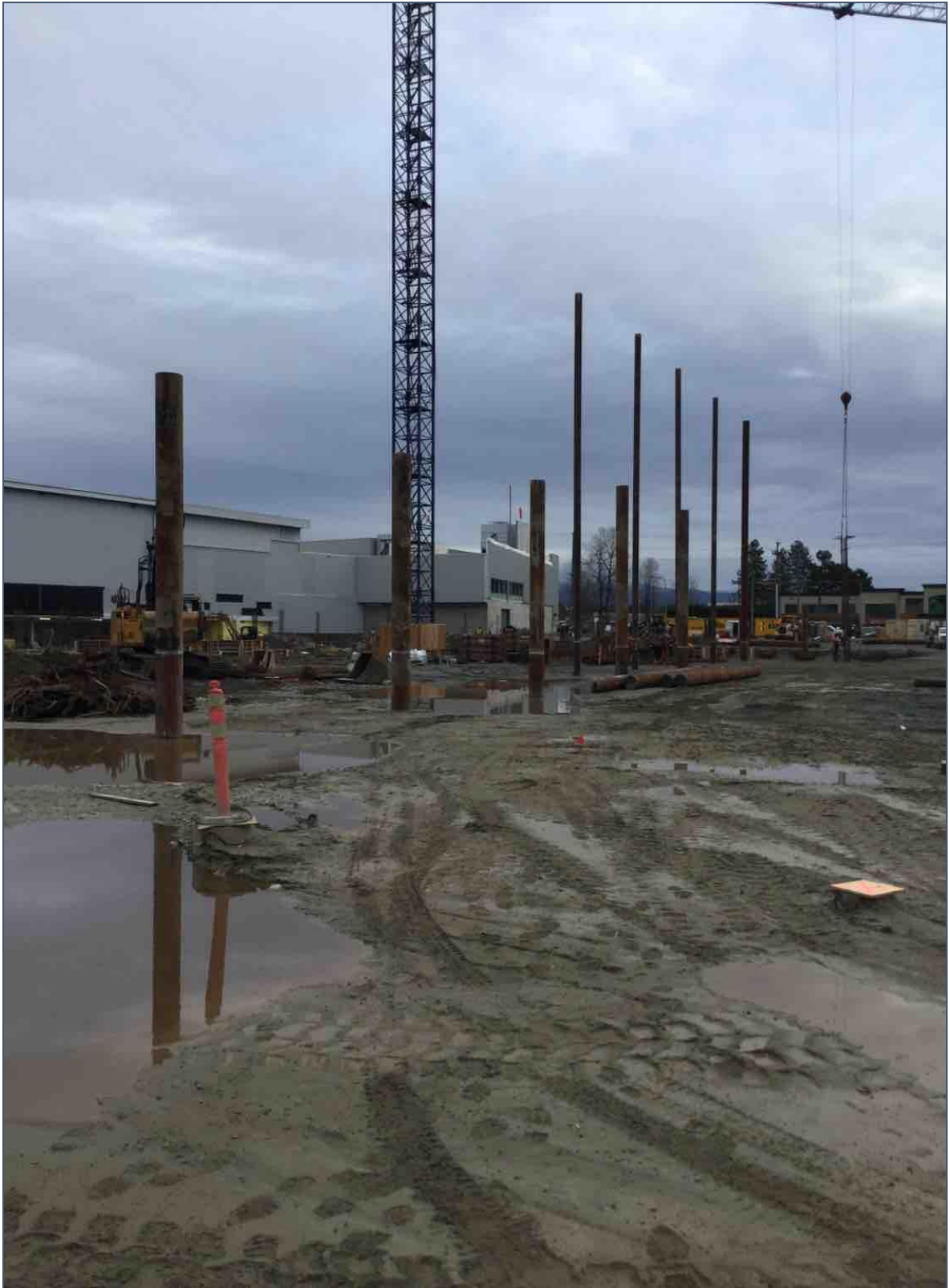
Phase 1C – Pool complete



Phase 2 – Parkade ramp formwork



Phase 2 – Under slab drainage



Phase 2 – Piling

APPENDIX 3

Site Inspection Reports: February 2020

Field Review Report



Project: PCCC
Reporting Date: 2020-02-03
Prepared By: Alun Lewis

Weather: Sunny: x Rain: _____ Wind: _____ Temperature: High of: 4
Cloudy: x Snow: _____ Other: _____ Low of: 1

Trade Contractor's

| | | | | | | | |
|-----------------|---|-------------------|----|------------------------|--|-------------------|----|
| Superintendents | 1 | Piling | 15 | Waterproofing | | Painting | |
| Engineers | | Site Work | 9 | Scaffolding | | Misc. Specialties | |
| Office Staff | | Landscaping | | Spray Insul/Fire Proof | | Cleaners | |
| CSO / First Aid | | Paving | | Caulking/Firestopping | | Plumbing | 2 |
| 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 | 32 |
| | | | | | | SITE TOTAL | |

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. May extend past this date, with over excavation works that are progressing along S elevation of parkade.

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). At present appear on schedule without the additional rig

274 - Pice Caps (2ABC) - Commenced early

QAQC

As previously noted and discussed with Ventana

Thurber on site reiewing over excavation and backfill of parkade

Requested vibration monitoring logs, due to cracking of suspended slabs throughout phase 1ABC

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

| | | Comments |
|------------|----|--|
| Piling | 15 | 2B - Grinding welds of pile splices. Welding caps to ends of piles |
| | | 2A - Piling to rink perimeters |
| Excavation | 7 | 2C - Excavation for underground drainage |
| | | 2B - Grading ramp for formwork install. Over excavation works and pumping to along S elevation of parkade (GL 2B-7 to 2B-10) |
| | 2 | Plaza - Grading curb lurb lines to drive aisle |
| Formwork | 6 | 2B - Placing and securing forms to parkade ramp |
| Plumbing | 2 | 2C - Install undergorund plumbing |
| | | |

Field Review Report



Project: PCCC
Reporting Date: 2020-02-11
Prepared By: Alun Lewis

Weather: Sunny: x
Cloudy: x

Rain: x
Snow:

Wind:
Other:

Temperature: High of: 9
Low of: 5

Trade Contractor's

| | | | | | | | |
|-----------------|---|-------------------|----|------------------------|--|-------------------|----|
| Superintendents | 1 | Piling | 13 | Waterproofing | | Painting | |
| Engineers | | Site Work | 7 | Scaffolding | | Misc. Specialties | |
| Office Staff | | Landscaping | | Spray Insul/Fire Proof | | Cleaners | |
| CSO / First Aid | | Paving | | Caulking/Firestopping | | Plumbing | 2 |
| Carpenters | | Concrete Formwork | 6 | Roofing | | Mechanical | |
| Labourers | | Rink prep / conc | | Doors & Hardware | | Refrigeration | |
| Operators | | Reinforcing Steel | 6 | 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 | 34 |
| | | | | | | SITE TOTAL | |

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. Over excavation and backfill ongoing to S/SE corner of parkade

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). At present appear on schedule without the additional rig

274 - Pice Caps (2ABC) - Commenced last week

QAQC

As previously noted and discussed with Ventana

Thurber on site reiewing over excavation and backfill of parkade

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

| | | Comments |
|------------|----|--|
| Piling | 13 | 2A - Piling to rink slab area. Welding pile splices |
| | | 2C - Cut down piles to final elevation |
| Excavation | 7 | 2B - Fill & compaction of over excavation area to S/SE corner of parkade |
| | | 2C - Excavate for pilce caps |
| Formwork | 6 | 2C - Place pile cap formwork |
| | | 2B - Place forms to exit corridor @ NE of parkade ramp |
| Rebar | 6 | 2B - Place rebar to ramp pile caps and beams |
| Plumbing | 2 | 1C - Working on jets to hot tub / bubbler / lazy river |
| | | |

Field Review Report



Project: PCCC

Reporting Date: 2020-02-18

Prepared By: Alun Lewis

Weather: Sunny: x
Cloudy:

Rain:
Snow:

Wind:
Other:

Temperature: High of: 8
Low of: 0

Trade Contractor's

| | | | | | | | |
|-----------------|---|-------------------|----|------------------------|--|-------------------|----|
| Superintendents | 1 | Piling | 13 | Waterproofing | | Painting | |
| Engineers | | Site Work | 5 | Scaffolding | | Misc. Specialties | |
| Office Staff | | Landscaping | | Spray Insul/Fire Proof | | Cleaners | |
| CSO / First Aid | | Paving | | Caulking/Firestopping | | Plumbing | 2 |
| Carpenters | | Concrete Formwork | 8 | Roofing | | Mechanical | |
| Labourers | | Rink prep / conc | | Doors & Hardware | | Refrigeration | |
| Operators | | Reinforcing Steel | 7 | 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 | 35 |
| | | | | | | SITE TOTAL | |

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. Backfill ongoing to S/SE corner of parkade

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). At present appear on schedule without the additional rig

QAQC

As previously noted and discussed with Ventana

Thurber on site reiewing over excavation and backfill of parkade

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

| | | Comments |
|------------|----|---|
| Piling | 13 | 2A - Driving piles to set depth |
| | | 2B - Cutting piles to length. Splicing and welding piles to be set to depth |
| Excavation | 5 | 2B - Backfill to SE corner of parkade |
| Formwork | 8 | 2A - Excavate for pile caps to SE corner of this phase |
| | | 2C - Strip forms to NW corner of this phase. Layout for parkade columns from pile caps |
| Rebar | 7 | 2B - Place rebar to grade beams of parkade ramp |
| Plumbing | 2 | 1C - Trouble shoot bubblers. Shut down pool mechanical room, for another 24 hour pool test. |
| | | |

Field Review Report



Project: PCCC
 Reporting Date: 2020-02-25
 Prepared By: Alun Lewis

Weather: Sunny: _____ Rain: x Wind: _____ Temperature: High of: 6
 Cloudy: x Snow: _____ Other: _____ Low of: 4

Trade Contractor's

| | | | | | | | |
|-----------------|---|-------------------|----|------------------------|--|-------------------|----|
| Superintendents | 1 | Piling | 13 | Waterproofing | | Painting | |
| Engineers | | Site Work | 7 | Scaffolding | | Misc. Specialties | |
| Office Staff | | Landscaping | | Spray Insul/Fire Proof | | Cleaners | |
| CSO / First Aid | | Paving | | Caulking/Firestopping | | Plumbing | 4 |
| Carpenters | | Concrete Formwork | 15 | Roofing | | Mechanical | |
| Labourers | | Rink prep / conc | | Doors & Hardware | | Refrigeration | |
| Operators | | Reinforcing Steel | 14 | 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 | 53 |
| | | | | | | SITE TOTAL | |

JOB DELAYS OR POSSIBLE DELAYS:

Reporting against VCC Feb 19th Schedule

273 - Pile driving (2ABC) - No change on scheduled dates, from Dec schedule. Pile progress should result in piling finishing ahead of schedule(current schedule end if April 03)

QAQC

As previously noted and discussed with Ventana

Requested pile log info, provided by Keller to VCC

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

| | | Comments |
|------------|----|---|
| Piling | 13 | 2B - Piling to SE corner of parkade |
| | | 2A - Cut down piles to grade |
| Excavation | 7 | 2C - Backfill around pile caps that have been cast & stripped |
| | | 2B - Excavate and backfill underslab drainage |
| Formwork | 15 | 2C - Place forms to pile caps & strip already poured pile caps |
| Rebar | 14 | 2C - Place pile cap cages and pile cages ahead of today's scheduled concrete pour |
| | | 2B - Prefab pile cap cages |
| Plumbing | 4 | 2B - Place underslab drainage pipe |
| | | 1C - Work on fitness room drink fountain to provide solid fix to wall |

APPENDIX 4

Certificate of Payment No.38: March 10, 2020

CERTIFICATE OF PAYMENT : No. 38 (Progress Claim 39)



| | | | |
|------------------|---|--------------------------|-----------|
| PROJECT: | City of Port Coquitlam Community Centre | FILE: | 3 - 9308 |
| LOCATION: | 2150 Wilson Ave, Port Coquitlam, BC | INSPECTION DATE: | 04-Mar-20 |
| | | CERTIFICATE DATE: | 10-Mar-20 |

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

| | | | | |
|------------------------------|--|----------------|---------------|------------------------|
| | | Contract Price | Change orders | Revised Contract Price |
| Total Contract Amount | | \$ 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 | \$ 87,634,079 | \$ 86,517,097 | \$ 1,116,982 | \$ 111,698 | \$ 1,005,284 |
| Total Work Completed | \$ 87,634,079 | \$ 86,517,097 | \$ 1,116,982 | \$ 111,698 | \$ 1,005,284 |
| Add: Holdback Released | \$ 5,259,719 | (5,259,719) | \$ (0) | \$ 0 | \$ (0) |
| Current Net Payable | | | \$ 1,116,982 | \$ 111,698 | \$ 1,005,284 |
| Plus GST (5.0%) on Net Payable | | | | | \$ 50,264 |
| Total Current Payable Amount | | | | | \$ 1,055,548 |
| Holdback Retained to Date (incl. this Certificate) | | | | | \$ 3,003,689 |
| Total GST Paid to Date (incl. this Certificate) | | | | | \$ 3,981,520 |
| PROJECT COST TO COMPLETE | | | | | \$ 38,454,863 |

This is to Certify that, for the Port Coquitlam Community Centre, a payment of \$1,055,548 (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 February 29, 2020. As per the Builder's Lien Act, a 10% holdback has been deducted amounting to \$111,698. The total holdback retained to date is \$3,003,689 and the total GST paid to date is \$3,981,520 (not including the pre-payment costs). The Adjusted Project Cost to Complete is \$38,454,863 (Not incl. GST & holdback).

| | |
|---|--|
| CERTIFIED BY: | REVIEWED BY: |
|  |  |
| Per: Neil Murray, MRICS Associate Director | Per: Rob Wilson, MRICS, PQS Director |

APPENDIX 5

Project Dashboard – February 29, 2020

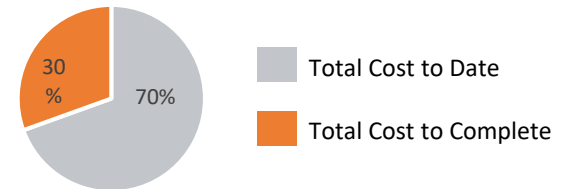
PROJECT DASH BOARD

Updated: 2020-2-29

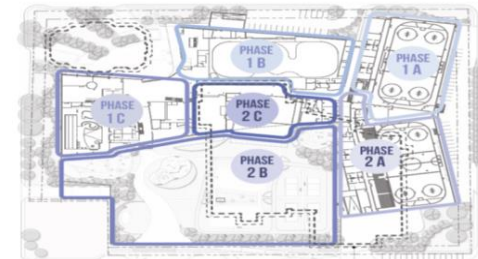
PROJECT SCHEDULE

| 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



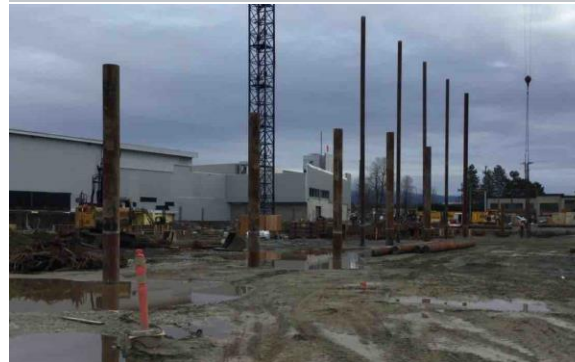
PHASING PLAN



PHASE 1C - Overview



PHASE 2ABC - Overview



PHASE 2ABC - Overview



APPENDIX 6

Architecture 49 Letter of Construction Conformance: March 9, 2020



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

March 9, 2020

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

Attention: Lewis Reilly, Director
lreilly@tangomanagment.ca

Reference: Port Coquitlam Community Centre, Port Coquitlam, BC

To Whom It May Concern:

Site reviews were carried out during the month of February 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:

- 2020-02-26 - A49_Site Report 63
- 2020-01-31 - 80058-01-BMZ Field Reviews
- 2020-02-20 - WSP Mechanical Field Report 26

Sincerely,
ARCHITECTURE49 INC.

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



APPENDIX 7

Owner's Meeting Minutes #25

| | |
|------------------------|--|
| Date Issued | 2020-02-21 |
| Project | Port Coquitlam Community Recreation Complex, 2150 Wilson Ave, Port Coquitlam |
| Meeting | Owners Meeting Minutes #25 |
| Meeting Held On | 2020-02-18 |

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 |
|--------------------|--|-----------|-------------|
| 1.01 SAFETY | | | |
| 23.1 | VCC received Worksafe reports and distributed to POCO. Meeting 24 - Tango/POCO will forward to City Counsel and advise if further action is required. | POCO, TM | - |
| 25.1 | There was a minor burn from welding splices to piles. Worker has been treated and returned to work. | Info | - |

1.02 DESIGN

| | | | |
|------|---|------|------------|
| 22.1 | <p>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.</p> <p>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.</p> <p>Meeting 24 - Tango provided a response to usergroup feedback. VCC to action.</p> <p>Meeting 25 - Tango is meeting with POCO today. VCC to look into adding bottle fillers to phase 2 change rooms.</p> | VCC | 2020-01-24 |
| 24.1 | <p>VCC advised concrete IFC drawings were issued and Architectural IFC drawings are pending.</p> <p>Meeting 25 - VCC advised that a complete IFC package is expected in two weeks.</p> | Info | - |
| 24.2 | <p>POCO has requested a review of the Landscape drawings. VCC to respond.</p> <p>Meeting 25 - PMG is reviewing the requested revisions.</p> | Info | - |
| 25.1 | <p>Guardrail : VCC has forward the proposed guardrail addition to phase 1 corridor to Larry. VCC has requested a 3rd party review of phase 1 guardrails.</p> | Info | - |

1.04 SCHEDULE

| | | | |
|------|---|------|---|
| 25.1 | <p>P1C:</p> <ul style="list-style-type: none"> • Aquatics occupancy was achieved on January 28th. Pool is scheduled to open March 5/20. <p>P2:</p> <ul style="list-style-type: none"> • PDA testing is complete. • Piling is 70% complete • NW Plaza drive aisle is on hold pending latest City comments which is expected at the end of March. • Bulk Ex is complete and backfilled. • Pile caps underway. | Info | - |
|------|---|------|---|

1.05 CITY/STAKE HOLDERS MEETING

| | | | |
|------|--|------|---|
| 24.1 | <p>The next stake holder meeting will take place February 26, 2020 from 5pm to 7:30pm.</p> <p>Meeting 25 - A brief walkthrough of the pool will take place.</p> | 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.

Meeting 25- VCC advised mid April for Terry Fox Design development.

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.

Meeting 25 - VCC to send updated pricing options.

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.

Meeting 25 - HUB and PMG to review and finalize.

21.01 DEFICIENCIES PHASE 1

25.1 Deficiency items were discuss: Info -

- Wallet lockers in P1A to be reviewed - Games room in progress.
- MP room and lounge; lino is bubbling and flooring is cracking. This item to be removed from Deficiency list and moved to warranty item.
- 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.
- Concession slab discolouration; VCC to review this week.
- Lifeguard window opens in way of walking path, Aquatics deficiency items to be formalized on VCC owner inspection document. VCC to review and advise.

22.02 RECEPTION HEAT

| | | | |
|-------------------------------------|--|---------|------------|
| 24.1 | WSP suggested radiant panels. Tango proposed re-direct duct from cash room. VCC to review. | VCC | - |
| | Meeting 25 - Solutions have been received by WSP. VCC to advise when they are in place. | | |
| 22.03 FACILITY FUNCTIONALITY | | | |
| 22.1 | Fitness Mirror doors to be reviewed. | VCC | - |
| | Meeting 23 - Mirrors were supplied, and fit-out is in progress. | | |
| | Meeting 24 - Rana and Matt are scheduling this work. | | |
| | Meeting 25 - VCC to advise when resolved. | | |
| 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. | Closed | - |
| 24.1 | VCC (JL) to review POCO response and advise. | Closed | - |
| 25.1 | VCC will add blinds to rink 2. | Closed | - |
| 24.01 OVER - EX CLAIM | | | |
| 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. | Info | - |
| | Meeting 25 - Comments have been forwarded by VCC. | | |
| 24.02 OUTSTANDING CLAIMS | | | |
| 24.1 | Removal of asbestos pipe has not yet been approved. VCC advised Tango that this claim is not related to the over - ex claim. Tango to review. | Closed | - |
| | Meeting 25 - PCN has been approved. | | |
| 25.1 | Additional pipe has been found requiring removal, VCC to forward PCN. | VCC | - |
| 24.03 OWNER RFI'S | | | |
| 24.1 | RFI 161 Phase 1 Service Point Temperatures : Under review by consultant team | Info | - |
| 24.3 | RFI 165 Gym and Multipurpose Curtain: POCO/Tango reviewing. | Carried | 2020-02-04 |
| 24.4 | RFI 166 Gymnasium Sprung Floor Specification : VCC to forward spec during contract award. | Closed | - |

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. | Closed | - |
|------|---|--------|---|

24.05 AQUATICS CHANGE ROOM SIGNAGE

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

Meeting 25 - VCC will provide signage per due diligence.

24.06 PILING SOUND LEVELS

- | | | | |
|------|--|-----|---|
| 24.1 | VCC to review current piling sound levels. | VCC | - |
|------|--|-----|---|

24.07 NEXT MEETING

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

New Business

DESCRIPTION

ACTION BY

REQUIRED BY

25.01 SOUTH EXIT PATH SLIPPING COMPLAINT

- | | | | |
|------|---|-----------|---|
| 25.1 | There has been a complaint with the south exit path slippage. VCC (JB) to meet with POCO and discuss. | VCC, POCO | - |
|------|---|-----------|---|

25.02 PUBLIC ADDRESS SYSTEM

- | | | | |
|------|---|-----|---|
| 25.1 | Speakers are not in rec admin or small multipurpose. VCC to review. | VCC | - |
|------|---|-----|---|

25.03 SPIN ROOM

- | | | | |
|------|--|-----|---|
| 25.1 | POCO noted that there are dents on the floor due to the stationary bikes. VCC to review. | VCC | - |
|------|--|-----|---|

25.04 NEXT MEETING

- | | | | |
|------|---|------|---|
| 25.1 | The next meeting will be held March 17,2020 at 10:00 am | Info | - |
|------|---|------|---|

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