

Report to the Owners, Strata Plan LMS 195 – Citygate 1
Domestic Water Repiping Progress Update

This notice contains important information which may affect you. Please ask someone to translate it for you.

此通告刊登有可能影響閣下的重要資料。請找人為你翻譯。

ਇਸ ਨੋਟਿਸ ਵਿਚ ਮਹੱਤਵਪੂਰਨ ਜਾਣਕਾਰੀ ਹੈ ਜੋ ਕਿ ਤੁਹਾਡੇ ਲਈ ਜ਼ਰੂਰੀ ਹੋ ਸਕਦੀ ਹੈ। ਕਿਰਪਾ ਕਰਕੇ ਕਿਸੇ ਨੂੰ ਇਸ ਦਾ ਉਲੱਥਾ ਕਰਨ ਲਈ ਆਖੋ।

Thông báo này có tin tức quan trọng có thể ảnh hưởng đến quý vị. Xin nhờ người phiên dịch hộ.

Este aviso contiene información importante que puede afectarle personalmente. Pídale a alguien que se lo traduzca.

Ce document contient des renseignements importants qui pourraient vous concerner. Veuillez demander à quelqu'un de vous le traduire.

**PLEASE KEEP THIS REPORT
FOR FUTURE REFERENCE**

Activities Summary

The long anticipated repiping project at Citygate 1 is underway. After a successful competitive tendering process your Strata Council awarded the contract to Brighter Mechanical Ltd under the supervision and inspection of Stantec Consulting Ltd, Consulting Engineers.

Construction documents were prepared and executed by the Strata Corporation after appropriate review. The City of Vancouver Permit has been issued and the Brighter crew has mobilized on site. The first signs of activity will be the appearance of personnel from Brighter, with construction of the project site office and storage enclosure in the parking garage. Installation of utilities interface and placement of disposal bins, sanitation facilities and construction materials has commenced.

The Project Team is comprised of the following individuals: Ted McGrath is the Project Liaison to the Repipe Committee and Council; Gary Meeds, with Lower Mainland Strata Management Services Ltd is the Project Manager on behalf of the Strata Corporation. Dan Bourdeleau is the Site Superintendent and Ted McDowall is the Project Manager on behalf of Brighter Mechanical. Peter Hughes, with Stantec Consulting will perform the inspections and field reviews.

The Contractor will submit a general work plan and repiping sequence for review by the Project Team, the Building Repair Committee and Council. This information will provide all parties with a timeline for scheduling and coordinating of activities.

The initial phase of work will commence with repiping of the Townhouses. The main supply line installation is underway and work within suites is scheduled to commence next week. An information meeting of Townhouse owners was held earlier this week. Residents will be notified of the activities that affect them directly and we will report on the progress of the project from time to time.

Over the construction period, residents of Citygate 1 will be sharing various portions of the common areas, amenities and frequently their homes, with people that have been engaged to carry out this most important work. We are committed to working with you to ensure a smooth functioning and successful completion of this project. Your cooperation is necessary and from time to time your patience will be appreciated.

The Construction Process - Frequently Asked Questions

The following FAQ's and discussion are provided for the purpose of familiarizing owners with the construction phase and particularly how the site activities will impact on their day to day routine. We hope this discussion will assist owners in understanding what is expected of them, the role of the construction workers, the project team members and the relationship of cooperation between all parties that must exist for a smooth functioning and successful remediation process.

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1. Will all piping deficiencies be addressed during this project?

It is anticipated that all deficient domestic water piping to the extent known and represented in the scope of work by Stantec Consulting Ltd (previously Keen Engineering), will be addressed. This may be amended to a limited extent during construction if determined to be necessary.

2. Who makes the decision on these changes?

Decisions relating to scope of work or the selection of repair options that impact on the contingency allowances are made by Council after considering recommendations of the Consulting Engineer and the Project Team. These matters are priced, controlled and tracked by the use of Change Orders issued by the consulting engineer during the construction process.

3. Will the same type of piping as is currently in place be installed in the rehabilitated areas?

No. The installation will comply with the current code and standards. This will include all main risers and horizontal piping in or around the suites will be copper type K, or for 6 inch and larger; ductile iron cement lined pipes may be used. All old copper piping within the suites downstream of the specific suite isolation valves or manifolds will be completely replaced with Pex or Wesbro. This includes the town homes. Lines to all appliances and fixtures, which include water closets, will have the stops and flex supply lines replaced.

4. What bonding and insurance is provided in the context of the Construction Contract?

The Contractor selected has provided coverage to show it is capable of performing to the standards established in the Bid Documents. A part of that performance is a requirement for the following coverage:

- *Security Deposit or bid bond representing 10% of the Contract Price, and*
- *General Commercial Liability for bodily Injury and Property Damage – Limit \$5,000,000.*
- *Surety Bond equal to 50% of Labor and Materials and a Performance Bond equal to 50% of the Contract Price.*

5. Who is responsible for supplying utilities such as power, water, and telephone for the contractor's use during performance of the work?

The contractor organizes and manages this infrastructure but the Strata Corporation is ultimately responsible for the costs. A co-operative and neighborly approach is recommended to allow economies where possible as the costs are always passed on to the Strata Corporation. Therefore, the contractor will be accessing the common panel for major electrical supply and will be allowed to use the electrical outlet for small power tools while working in the owner's suite.

6. Is the Strata required to provide the contractor with space for site office, storage and parking?

Yes, for the site office, lunch area and storage of materials. These logistics are worked out between the Strata and the Contractor. The contractor has constructed a temporary structure to house these facilities and maintains custody of the chattels and materials. A suitable area of the Visitor Parking or available space within the controlled underground parkade has been assigned for use by construction personnel.

7. Who is responsible for site Safety and Security?

The contractor is the primary Custodian of the construction site and materials. The storage and use of materials and products is directed by the "Materials Safety Data Sheet" (MSDS) and "Workplace Hazardous Materials Information System" (WHMIS). Demolition and construction must be undertaken in a manner as to not compromise the general site security or that of individual owners.

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The contractor must observe construction safety measures of the British Columbia Building Code, the Worker's Compensation Board and the BC Occupational Health and Safety Act. The Project Engineer and Contractor are sensitive to the environmental risks and are competent to manage the health, safety and restoration implications presented by toxigenic or pathogenic mold species.

Owners who have installed special security systems or alarms should advise their monitoring companies of the plans for construction.

8. What are the typical work hours for the contractor during remediation?

Normally, Monday through Friday, 8:00 am to 4:30 pm. The contractor must comply with City of Vancouver noise bylaws, Provincial and Federal environmental and hazardous materials handling, storage standards, and regulations.

9. Who is responsible for scheduling work?

The contractor undertakes to reasonably accommodate Owner's continued occupancy of the premises during construction. The contractor produces a Project Work Plan and Crew Schedule.

- Using this approved plan as a general timeline, they will mobilize and work will commence. Owners will be advised of the various work stages as they are developed.*
- During Holidays a special Work Plan will be developed and posted well in advance.*
- The Consulting Engineer is in charge of the project on behalf of the Strata Corporation and the Superintendent and Site Foreman are responsible for site activities on behalf of the contractor. Through the Project Manager and these established channels, the Strata Corporation communicates and gives direction.*

10. Do workers require access to my suite?

Yes, on numerous occasions over a period of 2-3 weeks. First, for a pre-construction survey to view and document existing conditions, then to carry out all the repiping work within the suite and refinishing of interior walls opened during construction.

In addition, workers will require immediate access IN CASE OF EMERGENCY.

11. How will I know who is working in my suite?

All workers will have an identity badge that clearly indicates the company's name, the individual's name and has an identity photograph on it. This badge shall be worn whenever on the place of work.

12. Will I be notified when the contractor requires access to my suite?

Yes. Generally, 48 hours written notice will be provided except in the case of an emergency. The contractor works under a general mandate to cooperate in scheduling and performing work to minimize conflict and to facilitate normal occupancy.

Access must be provided at and for the time period indicated on the Notice to Residents.

13. Do I have to be home?

No, but access is essential and must be permitted. If you are not able to be at home, your key may be left with a neighbor or other custodian who will attend at the designated time to provide access. It will be your responsibility to advise the strata corporation of those arrangements.

Otherwise, during the period of construction owners are asked to provide Ted McGrath, Council Liaison with a suite key. This key will be tagged, logged and maintained in a key compartment for use to access your suite during the period of work and will be returned at the end of construction or upon request. Workers shall be responsible for ensuring the security of the place of work and for ensuring that locks are effectively and securely set.

The relationship of site personnel with residents is critically important for a smooth functioning and successful repiping project. An attitude of cooperation and mutual respect is encouraged. The Contractor is unable to specify the exact time that work will commence and when it will be completed.

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14. Who is responsible for moving and storing of my personal items to provide access to the area of work as may be required?

The owner/resident of the strata unit is responsible for removal of personal belongings from closets and cabinets and for relocating of furniture as may be required. During the suite pre-construction visit the contractor will indicate the areas where work will take place and make recommendation as to removal of belongings at risk. When notices are distributed that set out the dates for work to be done within your suite, owners are asked to have the identified area cleared of personal belongings to accommodate the Work Plan and Timeline.

If it is necessary to remove heavy furniture or appliances that require assistance, this should be discussed with the contractor in advance. The contractor will remove and reinstall the washer and dryer units to facilitate the repairs.

It is the owner/resident's responsibility to remove pictures, wall hangings or other items fastened to the wall where work will be undertaken. Items subject to breakage that are stored in cabinets, buffets, hutches or other furniture located near a work area should be removed from risk.

- *Owners and Tenants are directly responsible for all personal property and improvements within their Strata Lot. Improvements include but are not limited to such items as carpet or floor covering changes, rugs, and appliance changes, light fixture changes, ceiling fans, mirrors, faux painting or finishes other than the original.*
- *It is recommended that Residents check their Condominium Homeowner's Insurance Policy to determine coverage and consider discussing with their Agent the adequacy of existing coverage in the context of these potential risks.*

15. Who is responsible for making repairs to my suite caused by the repiping?

Repairs within a strata lot, other than to personal property and improvements, that directly results from the repiping work will be restored to 'paint ready state' consistent with the original finishes of the project. To install the new piping it is necessary to make numerous wall openings in the common area and within owner's suites.

- *The contractor will make every effort to minimize the damage to adjacent wall areas but replacement of wallpaper, paint or other finishes to match the owner's installed finishes is not possible. It has been agreed with the strata corporation that the Contractor will use all reasonable care in performing the work and will be responsible for repairing the wall opening and refinishing the area ready for paint.*
- *Wall tile finishes shall be protected and replaced to the contractor's best ability. If tile is broken, the replacement shall match the original if possible. If a match is not possible then a pattern for tile replacement shall be established with the owner on the work wall.*

Reasonable effort will be made to minimize incidental impact on to finishes that results from the repiping work. If interior damage is caused to an area that has been "improved" by the Owner, it will be repaired, ready for paint, to the standard of the original finish of the project.

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16. Can I have the plumbing fixtures changed in my suite?

The contractor will restrict their activities to the scope of work set out in the contract. A sample board of the fixtures that will be installed under the contract will be on display in a posted location. The general rule that applies is as follows:

- Arrangements may be made directly with the contractor for installation of a “customer supplied fixture” if the subject fixture does not connect to a drain.
- Any other plumbing fixture changes within a suite must be done by a qualified contractor other than Brighter, engaged by the owner at the owner’s expense.

17. Project Communications?

Regular project progress updates will be provided to owners and residents by the Project Manager. The Contractor and Project Manager will provide a variety of notices and reports to allow information to flow between the owners/residents and the project team. Access notices, work schedules, activity calendars and update reports will be utilized from time to time.

A situation room will be set up in or adjacent the building lobby for residents to conveniently refer to the progress schedules and similar material that will allow them to monitor project activities.

18. What is the role of the Project Manager?

Gary E. Meeds, the Project Manager is engaged as a “pure agent” of the Strata Corporation to coordinate the repiping activities on behalf of the owners and the assist Council, the Building Committee and all member of the project team to facilitate a smooth functioning and successful completion of the work. The Project Manager is responsible for maintaining and reporting on the project activities and the budget. To contact the Project Manager call: 604-267-7015

19. What is the role of the Council Liaison?

Ted McGrath is a strata lot owner and a contributing member of the Strata Community. Ted has been instrumental in developing and directing the repiping program. He will be the key site contact person during the work and will act as the key custodian for access to the common property and owner’s suites. To contact the Council Liaison call: 604-803-9165

20. Who do I contact in the case of an Emergency?

If the emergency relates to water pipe leaking during the period of construction - Call the Contractor

24 hr/day..7 day/week at: 604-279-0901

- Provide your name, suite number/address, time of your call and a number at which you can be immediately contacted. Stay off that line to allow for a return call.
- All non-repipe work related emergencies should be directed as normal for Citygate 1.

Please record this number in a convenient location for ease of access in the case of an emergency.

Submitted on behalf of Council



Gary E. Meeds, Project Manager

Lower Mainland Strata Management Services Ltd.

March 2, 2006.