



Subject: Scope Report
Insurer: Intact Insurance
Insured: Carleton Standard Condominium Corporation #934
Adjuster: Scott Rolofs
Loss Address: 1 & 3 Meridian Place, Nepean
Ottawa, K2G 6N1
Claim #: 1031772624
MBC Group #: 15511RB

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January 23, 2019

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B. General Requirements

1. Bid submission process will be completed by contractors for the reconstruction of the Community Center Building located 1 – 3 Meridian Place.
2. All work must be performed in accordance with the current *Ontario* Building Code – Workers Safety and Compensation Commission, including Ontario Fire Code requirements.
3. General Contractor must ensure site safety, security & waste removal at all time during the reconstruction process.
4. The General Contractor is responsible for all Occupational Health and Safety related costs.
5. This scope of work is to be read in conjunction with the original construction drawings provided, in the interim to start the bid process, for this reconstruction of the above noted center building.
6. Original drawings dated 2000 are available for preliminary budgeting for this bid process as the new design drawings will only be available for review end of February 2019. Drawings are to be replaced with new design and structural layout provided by Hobin Architectural Incorporated, once completed and approved.
7. All waste materials must be discarded in accordance with the Ottawa Bi-Laws.
8. Because a permit may have already been applied for, the successful bidder will need to apply to the City of Ottawa to take over the permit before they start any work. All permits, fees and disposal costs to be investigated and included into the reconstruction calculations.
9. These specifications are not to be altered, as they form the "standard" or "benchmark" from which changes may be made, however, contractor should highlight and adjust for inconsistent or missing specifications below to consider the custom finish and construction within the project.
10. Unless specified otherwise in the scope of work or working construction drawings – All finish products are to be assumed average quality specification.
11. Prepare the site for reconstruction, supply and install required labour, material, safety protocols and equipment to complete construction at Location 1 & 3 Meridian Place, Nepean, Ottawa.
12. Provide labor and materials cost separated from the building reconstruction cost information, if code upgrading is required. Written approval to be obtained by insurance prior to moving forward with any code upgrades not mentioned in the scope of reconstruction.

C. Structural

1. Center build reconstruction to be replaced as per new structural blueprint design supplied by Hobin Architectural Incorporated and conform with Ontario building code and standards.
2. Original footprint to be maintained with the development of the new building set on original concrete slab above underground parking garage.
3. Changes to interior partition wall layout, to conform with modern design drawings provided by Hobin Architectural Incorporated.

D. Electrical

1. As per electrical standards on new blue prints.
2. Switches and Outlets: standard white colour outlets.
3. All electrical circuits and outlet count must meet Ottawa Building code minimum requirements.
4. Light fixtures: See new blueprint room for details.
5. Restore fire alarm and emergency lighting system.

E. Plumbing

1. As per new blue prints for plumbing design
2. Fixture: See each room for details.
3. Water supply lines: must be supplied to all required areas, complete with shut-off valves.
4. Connections: to Laundry Washer & Dryer, Sinks, Dishwashers, Tubs, Toilets, see each room for detail and design layout on new blueprints provided.
5. Plumbing Fixtures: Average grade "Crane/Moen/American Standard" or similar brand where replacement required.
6. Landscape irrigation plumbing, and controls are incorporated either by the general contractor or the landscape contractor. (Bidder to ensure costs are calculated in division 29 or 34)

F. Mechanical

1. Supply & Install mechanical roof top units and all ducting, in accordance with new blue print specifications and Ontario heating code requirements.
2. Upgrades on mechanicals to facilitate the design changes of the center building will be a factor and costs overrun from original design will be costed separately for the account of the owners.

G. Systems

1. Smoke and carbon monoxide detectors: as per minimum Ottawa Building code requirements
2. Audio and sound systems to comply with design and code requirements for the center building. All upgrades and changes from original design will be costed separately and charged to the building owner for these upgrades.
3. Fire alarm systems will be required for the center building, this system must conform with Ottawa code requirements and architectural design.
4. Communication systems for telephone and networking to be determined with building owners. The upgrade system cost to be separated from original design cost, as this value will be born by the building owners.

H. Exterior

1. Supply and Install Tyvek building membrane or similar product.
2. Supply and Install architectural finish, as per new blue print design to match original.
3. Replace windows and doors to original design
4. Supply and Install exterior light fixture for building located at entry doorways and new blue print design.
5. Install venting for fireplace, in accordance with Ottawa code requirements and design layout. place.
6. Stucco and architectural finishes damaged on both pedways to be repairs with product match as per original design.

I. Roof

1. Supply and Install new flat /sloped roofing system, finishes and framing as per new blue print design and conform with Ottawa building standards and code requirements.
2. Supply and Install soft metals and venting required for flat roof standards, as per new blue print design.

J. Insulation, Moisture Barrier

1. Supply and Install ceiling and wall insulation as per Ontario building code requirements and standards.
2. Supply and Install Moisture Barrier 6 mm including caulking and seam overlap to industry standard and code requirements.

K. Gypsum board:

1. Supply and Install 5/8" gypsum board to ceiling, finish ready for texture and paint.
2. Supply ½" gypsum board to walls, finish ready for paint.
3. Install acoustic "popcorn" texture c/w primer to entire ceiling.

L. Painting:

1. Ceiling and walls – Low MVOC average grade paint.
2. Seal (1) coat and Paint (2) coats, colour selection as per Insured.
3. Paint grade trims - Low MVOC average grade paint.
4. Paint (2) coats, colour selection as per Insured.
5. Walls: Prime (1) coat and Paint (2) coats.
6. Doors, Casings and Baseboard: Paint (2) coats.

M. Scope of Reconstruction - Common Center Building

1. Framing & Structural steel components to be supplied and framed in accordance with the new blue print design and comply with industry standards and Ontario code requirements. Repairs and structural framing for the pedway common hallways to be constructed and connected to new blueprint and code requirements.
2. Exterior and interior finishes as per new blueprint requirements and design
3. Fixtures within the building are to be supplied and installed as per specifications of new building design.
4. All electrical wiring, fittings and components are to be supplied and installed in accordance to building design and Ontario electrical code requirements.
5. All mechanical & plumbing to comply with Ontario code requirements.
6. All reconstruction and design changes will follow the engineering report and recommendations.
7. Protection should be maintained such that there is no interference beyond what is already going to be replaced in accordance with the landscaping plan.
8. Safety fencing, fall blankets and hoarding must be installed around the front elevation of the north, south and center section of the front of the buildings during the reconstruction and cleanup process, to avoid any debris from falling or causing damages and injury. Posted signage must be placed warning of overhead work. Perimeter fencing must also be installed to secure the area.

9. Exterior brick elevation to the front face of the center building is to be protected from damage. Architectural design on new blue print for install of facade to be followed.
10. Connecting pedways to be selectively repaired and completed, in accordance with engineering recommendations. The remaining pedway structure to be secured from public access to the courtyard.

N. Fire Code Upgrade Requirements

1. Fire Separations and Fire Caulking. Building to comply with current fire suppression standards. Fire separation and fire blocking to be supplied and installed to meet current safety standards.
2. All penetrations and voids, conduits with open ended lines, holes between building and underground parking garage floor levels and wall cavities between public areas and pedway partitions, on each side of building, to both north and south buildings, must be sealed with fire caulking, in accordance with Ottawa regulations and standards to meet code.

O. Connected Pedways

1. Pedways connection hallway areas between north and south buildings are to be closed off to public use and access to the rear courtyard.
2. Contractors and workers are not permitted to have access to any units on the North or South buildings or common areas of the residential zones, without proper authority in writing and notification posted for all residential owners, by the controlling board members.

P. Perimeter Landscaping

1. All areas, along with the gardens at the ground level at the front of the building and upper tier garden, to be reset as per Architectural design drawings and inventory list from the original layout. (Reference to landscape plan in appendices)
2. Plants and shrubs, to be replaced due to heat damage and lack of irrigations, with similar style products to original design. (Reference to landscape plan in appendices)
3. Terrace seating areas and stone pathways to be replaced with similar or better materials, as per original design layout. (Reference to landscape plan in appendices)
4. Irrigation system to be inspected, pressurized and repaired to original state, all connections and fittings to be re-inspected for leaking and seal issues, during re-development of the terrace garden area.

5. Optional change order for landscape layout must be discussed with condo board members prior to re-development. All change orders exceeding original design will be costed separately and charged directly to the condo board for upgrades from original standard.
6. The Condo Corp has asked that bidding contractors specify which landscaping contractor would be used.

Q. General Note to all Contractors

1. **Parking:** Zone allocation for contractor parking, logistical setup, field zone office, storage containers and field Porta-Potty facilities are to be enclosed within the perimeter fencing in an agreed location on the property. (Section of the visitor's parking needs to be considered for this use), without blocking off total access to visitors and residential parking.
2. Where limited parking and roadway access exists, contractor to make allowances and avoid blocking through traffic and roadway in complex, access to underground parking garage and front access to North & South buildings for residential access.
3. **Underground parking:** The use of the underground parking garage for public access and vehicle parking, during the reconstruction, open to the residents, **ONLY** if the contractor has followed up with "The Authorities Having Jurisdiction" (AHJ), regarding the construction site regulations for safety during construction.
4. The underground parking access and garage area may only be approved for residential parking during the reconstruction phase of the project, if approved by (AHJ) and each owner, tenant and board member signed a waiver releasing the contractor from all liability of damages and injury to body or property during construction.
 - a) No access to be granted for owners, tenants or contractor use, without the correct approval and documentation by AHJ for the project.
 - b) Contractor will remain responsible for the security and accessibility of all zoned areas of the property, identified and demarcated as "Construction" areas during the reconstruction phase of development.
 - c) If the contractor approves to the residential access and use of the parking garage, it would be advised to secure the overhead parking garage entrance from all potential falling objects. Contractor **Must** also notify the board members and post notification signs up with sufficient notice of intent, when the underground parking area would not be accessible or for residential parking during construction.

5. All areas to be demarcated with safety and warning signage within the danger areas.
6. Site waste bins to be secured. All unit and public areas are to be kept debris free always.
7. Site and surroundings to be upheld for safety always.
8. Ground Level landscaped areas, not identified for replacement, existing hard finish surfaces, curbs, asphalt, interlocking brick work, are not to be damaged by contractors, site deliveries and equipment.
9. All damages must be reported and documented with pictures and report for follow up.
10. All damages must be repaired to pre-loss condition at contractors cost.
11. All electrical circuits are fully operational and complete with outlets and light switches including all bulbs operational throughout the building.
12. All light fixtures supplied and install to locations as per new blue print drawings.
13. Building is fully reconstructed to it's pre-loss state and occupancy granted from City of Ottawa authorities.
14. Post construction cleaning is required.
15. All debris is to be removed from site
16. **Minor Leakage:** Contractor to ensure minor leak into parking garage is resolved during new construction of the center building above. (The leak is believed to have started after all support columns from the center upper structure were removed). The cost of this minor repair will be calculated into the main structure budget of reconstruction.

R. Noted information from Hobin Architectural Inc:

Original Code Framework - The complex consists of:

1. A concrete frame basement parking garage. This garage has been designed in accordance with the OBC as a separate building. As the ceiling of this garage is not more than 1.8m above average grade, it was defined as a basement
2. A three-story apartment block at each end of the garage. Each of these blocks is constructed with a combination of combustible and noncombustible materials. Each block has been designed in accordance with Part 9 of the OBC. While each block consists of 4 levels, the ceiling of the lowest level is no more than 1.8m above average grade.
3. The community facility that was destroyed by fire sits on top of the basement parking garage building. Consequently, as a one-story building, it has been designed in accordance with OBC 3.2.2.28 using a combination of combustible and noncombustible materials without sprinkle ring. The building is approximately 300 sq. m. in building area.

4. The 2 apartment blocks are linked to the community building by a covered walkway which provides access to exit for both the community facility and the roof terrace abutting it.

The following points were discussed with the reference to the OBC:

1. The original code framework still stands
2. The community building will not need to be sprinklered provided it continues to comply with OBC 3.2.2.28.
3. Structural will need to consider the seismic requirements of the current OBC. As the building is to be reconstructed on top of the basement parking garage building, OBC Part 11 will limit the application of these provisions. It will be the responsibility of the structural engineer to resolve these concerns.
4. The provisions insulation performance requirements of OBC Part 5 will apply to the building envelope. As the original building was constructed with steel studs with batt insulation in the stud space and a layer of exterior rigid insulation, it will make more sense to change to wood studs to minimize thermal bridging.

This scope of work is based upon information available at the time of the reporting. Should new, or further, information become available Bourret Appraisal & Consulting reserves the right to review all opinions provided and revise if necessary.

END SCOPE OF WORK

Appendix A – Original Blue prints for Center Building (New drawings will be made available by Hobin Architectural, once completed)

Appendix B – Landscape Architectural Drawings and Inventory List