

Registered Condominium Conversion Project

Scope of Work Proposal

PROJECT DETAILS:

Condominium Type: A B C D

Project Name: _____

Common Element Enrolment Number (if available): _____

Address: _____

Vendor/Builder: _____ Vendor/Builder Reg. No.: _____

Start date (estimate): _____ Completion Date (estimate): _____

Number of Stories: _____ Levels of Garage Parking: _____

Gross Floor area (ft²) _____

Approx. total exterior cladding (ft²) (including windows and doors): _____

Exterior Cladding - Breakdown of type by %

1. _____ 2. _____ 3. _____

Number of: Window Systems _____ Assemblies _____ (if available)

Number of Exterior Door Systems Including Patio Doors: _____ (if available)

Balconies: YES NO Number of Balconies Directly Above Residential Units: _____

Terraces: YES NO Number of Terraces Directly Above Residential Units: _____

Roofing Assembly Type: _____

Anchor Systems: _____

Glass Balcony Guards: YES NO

• Anchored on top of slab: YES NO

• Anchored to face of slab: YES NO

Number of Towers/Buildings: _____ Townhouses: YES NO

Special Features (e.g. atrium, pools, sauna, green roof, car elevator etc.) _____

PROJECT TEAM PERSONNEL

Field Review Consultant: _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

Project Architect: _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

Geotechnical Consultant: _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

Structural Consultant: _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

Mechanical Consultant: _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

Electrical Consultant: _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

Interior Design Consultant: _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

Acoustical Consultant : _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

Site Work Consultant: _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

Landscape Architect: _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

Code Consultant: _____

STREET ADDRESS _____ UNIT/SUITE _____

CITY _____ PROV _____ POSTAL CODE _____

PHONE _____ FAX _____ EMAIL _____

TESTING

Where the construction documents, specifications, Ontario Building Code or this Bulletin require tests to be completed, the testing organization must be identified.

Type of test	In House? Y/N	If No, Name of Company Conducting the Test	Phone No.
Soil			
Footing Inspection			
Hydro- geological			
Environmental			
Concrete			
Steel			
Windows/Doors			
Membranes			
Acoustics			
Other <i>(include details on a separate sheet)</i>			

Continue to the Scope of Work Proposal Risk Areas that follow:

- Type C and Type D projects on the next page
- Type A and Type B projects start on page 31

SCOPE OF WORK PROPOSAL – Type C and Type D PROJECTS

Level of Review/Work performed by FRC and/or Design/Review Consultant

ITEM	RISK AREAS	RISK FACTORS		Proposed number of visits
1	BELOW GRADE/ FOUNDATIONS	Documentation Review	Field Review	
1.1	Foundation bearing	Soil investigation review, footing design		
1.2	Substructure	Reinforcing, concrete cover over steel		
1.3	Drainage systems	Materials; coverage; connection to drain; clean outs	Materials, drainage slope	
1.4	Damp proofing or waterproofing		Materials; surface preparation; continuity; thickness; joint /detailing/ reinforcing/ protection	
1.5	Insulation		Materials; continuity; protection	
1.6	Elevator sump pits	Drainage; access; appropriate certification		
			Total proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		Proposed number of visits
2	STRUCTURE	Documentation Review	Field Review	
2.1	Slabs; decks/beams; columns; walls	Post-tensioning/protection from moisture Mid-Rise wood-framed buildings Seismic loading, seismic resistance system	Column finish Mid-Rise wood-framed buildings Seismic resistance system installation	
2.2	Expansion joints	Continuity; unimpeded movement; no binding	Materials; placement; installation	
2.3	Slab protection systems: • Parking garage • Surface	Concrete mix/admixtures; reinforcing steel-coatings; slope to drain; slope of slab-on-grade away from structural elements	Protection from corrosion problems related to de-icing salts; protection against leakage Traffic deck waterproofing system; upturns at terminations; seals at penetrations; joint sealing details; exterior ramp waterproofing/de-icing system; trench drain waterproofing; column/wall base protection at slab-on-grade	
2.4	Balcony protection systems	Concrete cover over reinforcing	Appropriate concrete mix; drainage; toppings or mortar repair; surface preparation; materials and application; sealer or waterproofing	

2.4.1	Balcony guards	Correct materials; anchorage; anchor corrosion protection; height; maximum openings, approvals, etc. Type of glass: laminate/tempered/other (see the Field Review Declaration)	Securement of individual components in addition to securement of entire guard system. Plus field balcony guard design load test in accordance with applicable standards.	
2.5	Wood/steel framing	Mid-Rise wood-framed buildings Materials, shrinkage control, balcony slope, differential movement with non-combustible components	Mid-Rise wood-framed buildings Conformance to construction documents; shrinkage and differential movement control	
Total proposed number of visits:				

RISK AREA 3 – Exterior Closure
Cladding – Levels of effort depend on the type and degree of occurrence of different types of cladding e.g. areas clad in EIFS typically require greater attention than areas clad in pre-cast concrete.
Windows – Air leakage and water penetration tests shall be conducted on a representative sample of each window system type installed in the building. Testing of window systems includes hinged and sliding **patio doors** that are exposed (e.g. unprotected by a balcony above).

ITEM	RISK AREAS	RISK FACTORS		
3	EXTERIOR CLOSURES	Documentation Review	Field Review	Proposed number of visits
3.1	Back-up wall; substrate		Materials; thicknesses; dimensions; corrosion protection; anchorage to structure; deflection/expansion/control joint details; clear widths	
3.2	Masonry veneer	Shelf angles; corrosion protection	Shelf angles; corrosion protection; securement; masonry units; connectors; control joints; locations; clear widths	
3.2.1	Precast concrete	Embedded anchors; corrosion protection; concrete quality	Shop and site review for anchorage; corrosion protection; joint widths; repairs	
3.2.2	Cast-in-place concrete	Control and expansion joints; concrete quality; concrete placement; curing; freeze protection; application	Treatment of honeycombing, cracks and form tie holes	
3.2.3	Siding (excluding components that are only decorative)	Finishes; coatings; substrate; fasteners; corrosion protection Mid-Rise wood-framed buildings Non-combustible cladding	Materials; movement allowances Mid-Rise wood-framed buildings Non-combustible cladding	
3.2.4	Exterior Insulated Finish system (EIFS)	Review of shop drawings and details respecting drainage and prevention of ingress of uncontrolled water and precipitation through the building envelope as required in the OBC	Shop and site review for adhesives; fasteners; surface preparation; reinforcing; detailing; joint details; finish materials; application; drainage. Provide field mock-up of EIFS for review prior to installation.	

3.2.5	Insulated Concrete Forms (ICF)	Review manufacturer's performance and installation specifications respecting drainage and prevention of ingress of uncontrolled water and precipitation through the building envelope as required in the OBC	Adhesives; fasteners; surface preparation; reinforcing; detailing; joint details; finish materials; application. Provide field mock-up of ICF for review prior to installation.	
3.2.6	Window wall	Review of shop drawings and details respecting drainage and prevention of ingress of uncontrolled water and precipitation through the building envelope as required in the OBC	Adhesives; fasteners; surface preparation; reinforcing; detailing; joint details; finish materials; application. Provide field mock-up of window wall for review prior to installation.	
3.2.7	Load bearing masonry	Shelf angles; corrosion protection	Shelf angles; corrosion protection; securement; masonry units; connectors; control joints; locations; clear widths	
3.2.8	Curtain Wall	Review of shop drawings and details respecting drainage and prevention of ingress of uncontrolled water and precipitation through the building envelope as required in the OBC	Shelf angles; corrosion protection; securement; connectors; control joints; locations	
3.2.9	Other cladding systems	Contact Tarion		
3.3	Concealed protections		External flashings; sills Impermeable exterior components; continuity of external seals between components and at all joints Internal flashings; joint seals; end dams; moisture barriers; clear drainage to exterior; venting	
3.3.1	External sealants		Materials; surface preparation	
3.3.2	Soffits		Materials; thicknesses; dimensions; corrosion protection; anchorage to structure; deflection/expansion/control joint details	
3.3.3	Architectural coatings, finishes, paint	Materials; surface preparation; priming; application	Materials; surface preparation; priming; application	
3.4	Windows, glazing and exterior doors	Review of shop drawings and lab test reports of window systems	Air leakage and water penetration field testing ; as well as anchorage, operation, hardware	
3.5	Thermal insulation		Materials; securement; continuity, limit thermal bridges	
3.6	Air barrier; vapour retarder		Materials; securement; continuity; seals at slabs, interior walls, seals at all penetrations; windows; doors	
			Total proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
4	ROOFING	Documentation Review	Field Review	Proposed number of visits
4.1	Membrane; shingles or sloped metal	Ventilation (if provided)	Materials; joint details/reinforcing; securement/adhesion; underlayment; ice damming protection; flashings; penetration seals	
4.2	Insulation; ballast		Materials; installation; continuity	
4.3	Vapour retarder; air barrier; ventilation		Materials; adhesion (if required); continuity, seals at walls and penetrations; ventilation (if provided)	
4.4	Drainage		Slope to drain	
4.5	Snow and ice control		Snow/ice guards	
4.6	Safety tie-back anchors for building maintenance	Locations; anchorage; corrosion protection; rope steps; sleeves	Pitch pockets – materials and application	
4.7	Green Roof Intensive, extensive	Review design documents and specifications	Materials; installation; in accordance with applicable law	
Total proposed number of visits:				

ITEM	RISK AREAS	RISK FACTORS		
5	FIRE SAFETY SYSTEMS	Documentation Review	Field Review	Proposed number of visits
5.1	Containment	Review design documents and specifications	Fire separations; materials; thicknesses; assembly; fastening; continuity; fire stopping; smoke seals; closures	
5.2	Egress	Corridors; stairwells; stairwell guards; pressurization systems (lighting – see 9.2); Review design documents and specifications	Fire separations; materials; thicknesses; assembly; fastening; continuity; fire stopping; smoke seals; closures	
5.3	Suppression	Stand pipes; fire hose cabinets; booster pumps; sprinkler systems Mid-Rise wood-framed buildings Balcony sprinkler protection	 Mid-Rise wood-framed buildings Balcony sprinkler protection	
5.4	Detection and alarm	Control panel and annunciator; heat, smoke and flow detectors; bells and horns; emergency voice communication		
Total proposed number of visits:				

ITEM	RISK AREAS	RISK FACTORS		
6	INTERIOR FINISH, COMMON AREAS	Documentation Review	Field Review	Proposed number of visits
6.1	Corridors and stairwells		Condition of flooring and walls, lighting fixtures and ceilings	
6.2	Party/common rooms		Condition of flooring, walls, ceilings, lighting fixtures and cabinetry	
6.3	Sauna, whirlpool, fitness amenities. Barrier; ventilation	Function; equipment	Condition of finishes; functions; equipment	
6.4	Swimming pool	Function; equipment	Condition of finishes, function; equipment	
			Total proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
7	CONVEYING SYSTEMS (ELEVATORS)	Documentation Review	Field Review	Proposed number of visits
7.1	Finishes	Condition of finishes; appropriate certification	Condition of finishes	
			Total proposed number of visits:	

RISK AREA 8 – Mechanical

Acoustics and labeling – Acoustic performance and labeling are sources of regular complaints and should receive additional attention.

ITEM	RISK AREAS	RISK FACTORS		
8	MECHANICAL	Documentation Review	Field Review	Proposed number of visits
8.1	Heating; ventilation; air conditioning	Central boilers; heat pumps; chiller; cooling tower; make-up air units; distribution piping; ductwork; insulation; exhaust systems; suite distribution; controls; labeling.	Labeling	
8.2	Plumbing – supply	Water service; metering; booster pumps; distribution piping; expansion joints; valves; securement; insulation; boilers; storage tanks; re-circulation pumps; labeling.	Labeling	
8.3	Plumbing – drainage	Storm and sanitary drains; sump pumps; clean-outs; labeling.	Labeling	
8.4	Waste disposal	Garbage chutes; chute doors; wash-down facilities; compactor; labeling.	Labeling	
8.5	Fire stopping	Materials, fire stopping, smoke seal	Materials, fire stopping, smoke seal	
8.6	Emergency power (see also 9.3)	Fuel storage design	Labelling, approvals and variances posted in the fuel storage room	
			Total proposed number of visits:	

RISK AREA 9 – Electrical**Acoustics and labeling** – Acoustic performance and labeling are sources of regular complaints and should receive additional attention.

ITEM	RISK AREAS	RISK FACTORS		
9	ELECTRICAL	Documentation Review	Field Review	Proposed number of visits
9.1	Distribution systems	Switchgear; transformers; labeling and sound rating of transformers (in accordance with OBC/ASHRAE)	Labeling	
9.2	Lighting	Corridor; lobby; stairwells; parking garage; intensity levels; emergency power supply; labeling	Labeling and lighting levels	
9.3	Emergency power (see also 8.6)	Generator; fuel storage; controls; ventilation	Labeling	
9.4	Intercom and security systems	Installation; function	Function	
9.5	Fire stopping	Materials; fire stopping and smoke seals	Materials; fire stopping and smoke seal	
			Total proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
10	SITE WORK	Documentation Review	Field Review	Proposed number of visits
10.1	Pavements; curbs	Materials; sub-base materials; thicknesses; compaction; drainage	Materials; sub-base materials; thicknesses; compaction; drainage	
10.2	Retaining walls	In conformance to design or manufacturer's drawings		
10.3	Landscape structures; (gazebos, decks)	Materials; foundations; construction; moisture protection; corrosion protection		
10.4	Fences	Materials; frost protection	Materials; frost protection	
10.5	Irrigation systems	In conformance to design and drawings		
10.6	Sod, trees and shrubs	Top soil	Top soil	
10.7	Site services	In conformance to design and drawings	Location, accessibility, labelling	
			Total proposed number of visits:	

RISK AREA 11 – Acoustical

Acoustical – Acoustical must be reviewed from both an installation and a performance perspective. Design consultants must work in conjunction with the acoustic consultant to ensure the components are specified and installed to achieve their intended performance. For example, the project architect may specify an assembly but the acoustic consultant would be responsible to test it for performance.

ITEM	RISK AREAS	RISK FACTORS		
11	ACOUSTICAL	Documentation Review	Field Review	Proposed number of visits
11.1	Sound transmission – Suite to Suite	Review design documents, sound transmission class rating of vertical and horizontal separating assemblies	Material; thickness; arrangement of components; continuity; acoustic caulking/seals. Flanking transmission path(s); separating assemblies subject to field testing and evaluation by a qualified acoustic consultant	
11.2	Sound transmission – Suite to Interior common areas including elevator shafts, service areas (chutes, shafts and spaces) and amenity areas	Review design documents, sound transmission class rating of vertical and horizontal separating assemblies	Material; thickness; arrangement of components; continuity; acoustic caulking/seals. Flanking transmission path(s); separating assemblies subject to field testing and evaluation by a qualified acoustic consultant (except where the space or area is not amenable to recognized testing procedure)	
11.3	Sound transmission – Elevator equipment	Review design documents for elevator equipment sound/vibration transmission, acoustic isolation	Conformance to permit documents and the acoustic report forming the basis of the Design Certificate	
11.4	Mechanical sound/vibration transmission	Review design documents for central (excluding private in-suite equipment) HVAC, plumbing and waste collection equipment sound/vibrations plus suite equipment impacts on the building and respective suites; acoustic isolation; pumps; garbage chutes and compaction; plumbing piping; acoustic insulation materials; acoustic louvers; conformance to OBC/ASHRAE and permit documents	Conformance to permit documents and the acoustic report forming the basis of the Design Certificate	
11.5	Emergency electrical power, noise rating of transformers	Acoustic treatment/finishes of generator room building components; acoustic louvers; silencers; mufflers; acoustic isolation; labeling; sound transmission through the structure and openings to the outside; vibration isolation; conformance to OBC/ASHRAE and permit documents.	Conformance to permit documents and the acoustic report forming the basis of the Design Certificate	
			Total proposed number of visits:	

RISK AREA 12 – Pre-Existing Elements

Condominium Conversions – As required under Builder Bulletin 51, for the repairs, modifications and/or replacements to the existing building being completed prior to registration (per the pre-existing elements fund study), include an additional table of risk areas related to the planned repairs, modifications and/or replacements.

ITEM	RISK AREAS	RISK FACTORS		Proposed number of visits
		Documentation Review	Field Review	
12	Pre-Existing Elements (add as needed)			
12.1				
12.2				
12.3				
12.4				
12.5				
12.6				
12.7				
12.8				
12.9				
12.10				
			Total proposed number of visits:	

Declaration

I undertake to carry out the documentation and field reviews at the time and in the manner outlined above. I will provide all documents and reports to Tarion in accordance with the terms attached to this firm's application for Bulletin 19R Qualification Status approved by Tarion under Certificate No._____.

PRINT NAME OF FRC AUTHOURIZED TO BIND FIRM

SIGNATURE OF FRC AUTHOURIZED TO BIND FIRM

DATE

POSITION

PRINT NAME OF VENDOR/BUILDER REPRESENTATIVE

VENDOR/BUILDER'S REPRESENTATIVE SIGNATURE

DATE

COMPANY

PHONE

EMAIL

SCOPE OF WORK PROPOSAL – Type A and type B PROJECTS
 (including Townhouses within a predominantly Type C or Type D project)

Level of Review/Work performed by FRC and/or Design/Review Consultant

ITEM	RISK AREAS	RISK FACTORS		
1	BELOW GRADE/ FOUNDATIONS (for buildings over parkade)	Documentation Review	Field Review	Proposed number of visits
1.1	Foundation bearing	Soil investigation review, footing design		
1.2	Substructure	Reinforcing; concrete cover over steel		
1.3	Drainage systems – parkade	Materials; coverage; connection to drain; clean outs	Materials	
1.4	Damp proofing or waterproofing		Materials; surface preparation; continuity; thickness; joint detailing/reinforcing; protection	
1.5	Insulation • Parkade • On Grade		Materials; continuity; protection	
1.6	Elevator sump pits	Drainage; access; appropriate certification		
			Total proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
2	STRUCTURE	Documentation Review	Field Review	Proposed number of visits
2.1	Slabs; decks; beams; columns; walls	Post-tensioning; protection from moisture	Column finish	
2.2	Expansion joints	Continuity; unimpeded movement; no binding	Materials; placement; installation	
2.3	Slab protection systems; • Parkade • Surface	Concrete mix/admixtures; reinforcing steel coatings; slope to drains; slope of slab-on- grade away from structural elements	Protection for corrosion problems related to de-icing salts; protection against leakage Traffic deck waterproofing system (if applicable); upturns at terminations; seals at penetrations; joint sealing details; exterior ramp waterproofing/de- icing system; trench drain waterproofing; column/wall base protection at slab-on- grade	
2.4	Balcony protection systems	Concrete over reinforcing	Appropriate concrete mix; drainage; toppings; or mortar repair; surface preparation; materials and application; sealer or waterproofing	

2.4.1	Balcony guards	Correct materials; anchorage; anchor corrosion protection; height; maximum openings, etc.	Design load securement	
2.5	Wood/steel framing	Headers, built up beams and columns, spacing, grading of materials	Securement and conformance to construction documents	
			Total proposed number of visits:	

Risk Area 3 – Exterior Closure

Cladding – Levels of effort depend on the type and degree of occurrence of different types of cladding, e.g. areas clad in EIFS typically require greater attention than areas clad in pre-cast concrete.

Windows – Air leakage and water penetration tests shall be conducted on a representative sample of each window system type installed in the building. Testing of window systems includes hinged and sliding **patio doors** that are exposed (e.g. unprotected by a balcony above)

ITEM	RISK AREAS	RISK FACTORS		
3	EXTERIOR CLOSURE	Documentation Review	Field Review	Proposed number of visits
3.1	Back-up wall; substrate		Materials; thicknesses; dimensions; corrosion protection; anchorage to structure; deflection/expansion/control joint details; clear widths	
3.2	Masonry veneer	Shelf angles; corrosion protection	Shelf angles; corrosion protection; securement; masonry units; connectors; control joints; locations; clear widths	
3.2.1	Precast concrete	Embedded anchors; corrosion protection; concrete quality	Shop and site review for anchorage; corrosion protection; joint widths; repairs	
3.2.2	Cast-in-place concrete	Control and expansion joints; concrete quality; concrete placement; curing; freeze protection; application	Treatment of honeycombing, cracks and form tie holes	
3.2.3	Siding (excluding components that are only decorative)	Finishes; coatings; substrate; fasteners; corrosion protection	Materials; movement allowances	
3.2.4	Exterior Insulated Finish Systems (EIFS)		Shop and site review for adhesives; fasteners; surface preparation; reinforcing; detailing; joint details; finish materials; application; drainage	
3.2.5	Insulated Concrete Forms (ICF)	Manufacturer's performance and installation specifications	Insulation continuity, limit thermal bridges	
3.2.6	Window wall	Manufacturer's performance and installation specifications	Shelf angles; corrosion protection; securement; connectors; control joints; locations	
3.2.7	Load bearing masonry	Shelf angles; corrosion protection	Shelf angles; corrosion protection; securement; masonry units; connectors; control joints; locations; clear widths	
3.2.8	Curtain wall	Manufacturer's performance and installation specifications	Shelf angles; corrosion protection; securement; connectors; control joints; locations	
3.2.9	Other cladding systems	Contact Tarion		

3.3	Concealed protections		External flashings; sills Impermeable exterior components; continuity of external seals between components and at all joints Internal flashings; joint seals; end dams; moisture barriers; clear drainage to exterior; venting	
3.3.1	External sealants		Materials; surface preparation	
3.3.2	Soffits		Materials; thicknesses; dimensions; corrosion protection; anchorage to structure; deflection/expansion/control joint details	
3.3.3	Architectural coatings, finishes, paint	Materials surface preparation; priming; application	Materials; surface preparation; priming; application	
3.4	Windows, glazing and exterior doors		Air leakage and water penetration field testing ; anchorage; operation; hardware	
3.5	Thermal insulation		Materials; securement; continuity; limit thermal bridges	
3.6	Air barrier, vapour retarder		Materials; securement; continuity; seals at slabs; interior walls; seals at all penetrations; windows; doors.	
			Total proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
4	ROOFING	Documentation Review	Field Review	Proposed number of visits
4.1	Membrane; shingles or sloped metal.	Ventilation (If provided)	Materials; joint details/reinforcing; securement/adhesion; underlayment; ice damming protection; flashings; penetration seals.	
4.2	Insulation; ballast.		Materials; installation; continuity.	
4.3	Vapour retarder; air barrier; ventilation.		Materials; adhesion (if required); continuity; seals at walls and penetrations; ventilation (if provided).	
4.4	Drainage		Slope to drain.	
4.5	Snow and ice control		Snow/ice guards	
4.6	Safety tie-back anchors for building maintenance.	Locations; anchorage; corrosion protection; rope steps; sleeves.	Pitch pockets – materials and application.	
4.7	Green Roof intensive/extensive	Manufacturer's performance and installation specifications.	Materials; installation; continuity in accordance with applicable law.	
			Total proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
5	FIRE SAFETY SYSTEMS	Documentation Review	Field Review	Proposed number of visits
5.1	Containment	Fire separations; materials; thicknesses; assembly; fastening; continuity; fire stopping; smoke seals; closures	Fire separations; materials; thicknesses; assembly; fastening; continuity; fire stopping; smoke seals; closures	
5.2	Egress	No requirements	No requirements	
5.3	Suppression	Stand pipes; fire hose cabinets; booster pumps; sprinkler systems in parking garage and as appropriate		
5.4	Detection and alarm	Control panel and annunciator; heat, smoke and flow detectors; bells and horns; emergency voice communication		
Total proposed number of visits:				

ITEM	RISK AREAS	RISK FACTORS		
6	INTERIOR FINISHES, COMMON AREAS	Documentation Review	Field Review	Proposed number of visits
6.1	Corridors and stairwells		Condition of flooring and walls, lighting fixtures and ceilings	
6.2	Party/common rooms		Condition of flooring, walls, ceilings, lighting fixtures and cabinetry	
6.3	Sauna/whirlpool/fitness	Function; equipment	Condition of finishes; function; equipment	
6.4	Swimming pool	Function; equipment	Condition of finishes; function; equipment	
Total proposed number of visits:				

ITEM	RISK AREAS	RISK FACTORS		
7	CONVEYING SYSTEMS (ELEVATORS)	Documentation Review	Field Review	Proposed number of visits
7.1	Finishes	Condition of finishes; appropriate certification	Condition of finishes	
Total proposed number of visits:				

RISK AREA 8 – Mechanical

Acoustics and labeling – Acoustic performance and labeling are sources of regular complaints and should receive additional attention.

ITEM	RISK AREAS	RISK FACTORS		
8	MECHANICAL	Documentation Review	Field Review	Proposed number of visits
8.1	Heating; ventilation; air conditioning	All-in-ones; heat pumps; make-up air units; distribution piping; ductwork; insulation; acoustic isolation; exhaust systems; suite distribution; controls. Acoustics; labeling.	Labeling	

8.2	Plumbing – supply	Water service; metering; booster pumps; distribution piping; expansion joints; valves; securement; insulation; boilers; storage tanks; re-circulation pumps. Acoustics; labeling.	Labeling	
8.3	Plumbing – drainage	No requirements	No requirements	
8.4	Waste disposal – where applicable	Garbage chutes; chute doors; wash-down facilities; compactor; labeling.	Labeling	
8.5	Fire stopping	Materials, fire stopping, and smoke seal	Material, fire stopping, and smoke seal	
8.6	Emergency power (see also 9.3)	Fuel storage design	Labelling, approvals and variances posted in the fuel storage room	
Total proposed number of visits:				

RISK AREA 9 – Electrical Acoustics and labeling – Acoustic performance and labeling are sources of regular complaints and should receive additional attention.				
ITEM	RISK AREAS	RISK FACTORS		
9	ELECTRICAL	Documentation Review	Field Review	Proposed number of visits
9.1	Distribution systems	Switchgear; transformers; labeling	Labeling	
9.2	Lighting	Corridor; lobby; stairwells; parking garage; intensity levels; emergency power supply; labeling	Labeling	
9.3	Emergency power (see also 8.6)	Generator; fuel storage; controls; ventilation; acoustic isolation; labeling	Labeling	
9.4	Intercom and security systems	Installation; function	Function	
9.5	Fire stopping	Material; fire stopping and smoke seals	Material; fire stopping and smoke seal	
Total proposed number of visits:				

ITEM	RISK AREAS	RISK FACTORS		
10	SITE WORK	Documentation Review	Field Review	Proposed number of visits
10.1	Pavements; curbs	Materials; sub-base materials; thicknesses; compaction; drainage	Materials; sub-base materials; thicknesses; compaction; drainage	
10.2	Retaining walls	In conformance to design or manufacturer's drawings		
10.3	Landscape structures (gazebos, decks)	Materials; foundations; construction; moisture protection; corrosion protection		
10.4	Fences	Materials; frost protection	Materials; frost protection	

10.5	Irrigation systems	In conformance to design and drawings		
10.6	Sod, trees and shrubs	Top soil	Top soil.	
10.7	Site services	In conformance to design and drawings	Location, accessibility, labelling	
			Total proposed number of visits:	

RISK AREA 11 – Acoustical

Acoustical – Acoustical must be reviewed from both an installation and a performance perspective. Design consultants must work in conjunction with the acoustic consultant to ensure the components are specified and installed to achieve their intended performance. For example, the project architect may specify an assembly but the acoustic consultant would test it for performance.

ITEM	RISK AREAS	RISK FACTORS		
11	ACOUSTICAL Review by Qualified Consultant	Documentation Review	Field Review	Proposed number of visits
11.1	Sound transmission – Suite to Suite	Review design documents, sound transmission class rating of vertical and horizontal separating assemblies	Material; thickness; arrangement of components; continuity; acoustic caulking/seals. Flanking transmission path(s); separating assemblies subject to field testing and evaluated by a qualified acoustic consultant	
11.2	Sound transmission – Suite to Interior common areas including elevator shafts, service areas (chutes, shafts and spaces) and amenity areas	Review design documents, sound transmission class rating of vertical and horizontal separating assemblies	Material; thickness; arrangement of components; continuity; acoustic caulking/seals. Flanking transmission path(s); separating assemblies subject to field testing and evaluated by a qualified acoustic consultant (except where the space or area is not amenable to recognized testing procedure)	
11.3	Sound transmission – Elevator equipment	Review design documents for elevator equipment sound/vibration transmission, acoustic isolation	Conformance to permit documents and the acoustic report forming the basis of the Design Certificate	
11.4	Mechanical sound/vibration transmission	Review design documents for central (excluding private in-suite equipment) HVAC, plumbing and waste collection equipment sound/vibrations plus suite equipment impacts on the building and respective suites; acoustic isolation; pumps; garbage chutes and compaction; plumbing piping; acoustic insulation materials; acoustic louvers; conformance to OBC/ASHRAE and permit documents	Conformance to permit documents and the acoustic report forming the basis of the Design Certificate	

11.5	Emergency electrical power, noise rating of transformers	Acoustic treatment/finishes of generator room building components; acoustic louvers; silencers; mufflers; acoustic isolation; labeling; sound transmission through the structure and openings to the outside; vibration isolation; conformance to OBC/ASHRAE and permit documents.	Conformance to permit documents and the acoustic report forming the basis of the Design Certificate	
			Total proposed number of visits:	

RISK AREA 12 – Pre-Existing Elements
Condominium Conversions – As required under Builder Bulletin 51, for the repairs, modifications and/or replacements to the existing building being completed prior to registration (per the pre-existing elements fund study), include an additional table of risk areas related to the planned repairs, modifications and/or replacements.

ITEM	RISK AREAS	RISK FACTORS		Proposed number of visits
		Documentation Review	Field Review	
12	Pre-Existing Elements (add as needed)			
12.1				
12.2				
12.3				
12.4				
12.5				
12.6				
12.7				
12.8				

12.9				
12.10				
			Total proposed number of visits:	

Declaration

I undertake to carry out the documentation and field reviews at the time and in the manner outlined above. I will provide all documents and reports to Tarion in accordance with the terms attached to this firm's application for Bulletin 19R Qualification Status approved by Tarion under Certificate No. _
_____.

PRINT NAME OF PERSON AUTHOURIZED TO BIND FRC FIRM

SIGNATURE OF PERSON AUTHOURIZED TO BIND FRC FIRM

DATE

POSITION

PRINT NAME OF VENDOR/BUILDER REPRESENTATIVE

VENDOR/BUILDER REPRESENTATIVE'S SIGNATURE

DATE

COMPANY

PHONE

EMAIL