

SCOPE OF WORK SUMMARY FOR PROJECT CONSTRUCTION SERVICES

Project: Door Astragal Installation and Pin Door Hinges

Project No.: GOC452858, GOC452859, GOC452860, GOC452861

Location: SINCLAIR CENTRE – 757 West Hastings Street, Vancouver, BC V6C 1A1

The purpose of this Request for Quotation (RFQ) is for Brookfield Global Integrated Solutions ("owner"), to obtain offers from interested and qualified construction professionals to perform the work as outlined below.

Scope of Work

The Contractor shall provide all material and labour that is required for the installation of full length door astragals and pin door hinges as indicated in included in **Attachment 07 – Specifications and Drawings** issued by the consultant IRC Building Sciences Group. Additional items which are included as noted in the specifications in drawings are the installation of security grilles and the replacement of locksets and afterhours work.

Scope is for all four Sinclair complex as follows:

GOC452858 – Sinclair Centre Post Office Winch – 757 West Hastings Street, Vancouver, BC V6C 1A1

GOC452859 – Sinclair Centre Federal Building – 757 West Hastings Street, Vancouver, BC V6C 1A1

GOC452860 – Sinclair Centre CEW – 757 West Hastings Street, Vancouver, BC V6C 1A1

GOC452861 – Sinclair Centre Retail – 757 West Hastings Street, Vancouver, BC V6C 1A1

GENERAL INSTRUCTIONS

- 1 Schedule of Completion**
- .1 All work must to be completed by **February 1, 2018** pending confirmation of material delivery.
 - .2 On award of contract submit construction schedule for work, indicating anticipated progress stages within time of completion. Take necessary measures to complete work within scheduled time. Do not change schedule without notifying Project Manager.
 - .3 All work can be performed during the following identified days/hours **after regular hours, weekends and holidays.**
- 2 Minimum Standards**
- .1 All construction must comply with applicable National, Provincial, and Municipal Building Codes. Products must be installed or applied in accordance to manufacturer's recommendation.
 - .2 Materials shall be new and work shall conform to the minimum applicable standards of the Canadian General Standards Board, the Canadian Standards Association, the National Building Code of Canada 2005 (NBC) and all applicable Provincial and Municipal codes. In the case of conflict or discrepancy the most stringent requirement shall apply.
 - .3 Where deviation from any of these codes and standards is necessary or where strict compliance to them cannot be attained for any reason, notify the Consultant or Project Manager immediately.
- 3 Permits**
- .1 Contractor shall obtain and pay for all applicable permits.
- 4 Health and Safety**
- .1 All construction safety regulations and recommendations of national, provincial, and municipal governments must be observed, including the Workman's Compensation Board. Most stringent requirements apply.
 - .2 If the presence of any toxic or hazardous substance is suspected, immediately stop the work and notify the Project Manager.
 - .3 Contractor shall abide by and sign off the Brookfield Global Integrated Solutions Health and Safety Policies.
 - .4 Contractor is to submit prior to construction; a job safety plan, workplace safety checklist, proof of WSIB/WCB, signed copy of and any other applicable proof of compliance regarding health and safety regulations.
 - .5 Contractor to apply and receive a Brookfield Global Integrated Solutions work permit prior to scheduled work.
- 5 Scope of Work**
- .1 The scope of work shown on scope of work document, drawings, in

specifications, and/or during job showings intends to represent finished work. Any tasks not explicitly shown but necessary to complete the project is included in the scope of work.

6 Changes in Work

- .1 No changes to the *Work* shall be performed by the *Contractor* without prior written authorization from *Project Manager only*.
- .2 Approved Changes to Work, for OWN FORCES shall allow for a stipulated percentage mark-up of TEN PERCENT (10%) for overhead and profit to cover;
 - a. all other indirect costs;
 - b. field supervision, and field office administration;
 - c. small tools and expendables; and
 - d. general overheads and profits
- .3 Contractor to provide detailed breakdown of labour, material and services for all Changes of Work for Project Manager approval.
- .4 Approved Changes to Work, for Subcontractor's work shall allow for stipulated percentage mark-up of FIVE PERCENT (5%).

7 Samples

- .1 **N/A**

8 Product Data

- .1 Contractor to provide product data: manufacturers catalogue sheets, brochures, literature, performance charts and diagrams, used to illustrate standard manufactured products.
- .2 Contractor to provide two copies of Material Safety Data Sheet for each product used prior to start of work. One copy shall be on site at all times and one copy to the Project Manager.

9 Fire Safety Requirements

- .1 Comply with the National Building Code of Canada 1995 (NBC) for fire safety in construction and the National Fire Code of Canada 1995 (NFC) for fire prevention, fire fighting and life safety in building in use.
- .2 Comply with Human Resources Development Canada (HRDC), Fire Commissioner of Canada (FCC) standards:
 - .1 No. 301: Standard for Construction Operations
 - .2 No. 302: Standard for Welding and Cutting
 - .3 No. 374: Fire Protection Standard for General Storage (In-door and Outdoor)
 - .4 Available from Fire Protection Project Managerial Services, Labour Program, HRDC or following internet site:
<http://info.load-otea.hrdc-drhc.gc.ca/~fireweb/standards/fccen.htm>
 - .5 Retain all fire safety documents and standards on site.
- .3 Where work requires interruption of fire alarms or fire suppression, extinguishing or protection systems:
 - .1 Provide watchman service as described in FC 301; In general, watchman service is defined as an individual conversant with

- Fire Emergency Procedures, performing fire picket duty within an unprotected and unoccupied (no workers) area once per hour.
- .2 Retain services of manufacturer for fire protection systems on daily basis or as approved by FCC, to isolate and protect all devices relating to:
 - .1 modification of fire alarms, fire suppression, extinguishing or protection systems; and/or
 - .2 cutting, welding, soldering or other construction activities which might activate fire protection systems.
 - .4 Immediately upon completion of work, restore fire protection systems to normal operation and verify that all devices are fully operational.
 - .5 Inform fire alarm system monitoring agency and local Fire Department immediately prior to isolation and immediately upon restoration of normal operation.
- 10 Removed Materials**
- .1 Unless otherwise specified, materials for removal become the Contractor's property and shall be taken from site and disposed in an approved disposal site, with priority given to recycling opportunities.
- 11 Protection**
- .1 Protect finished work against damage until take-over.
 - .2 Protect adjacent work against the spread of dust and dirt beyond the work areas.
 - .3 Protect operatives and other users of site from all hazards.
- 12 Use of Site and Facilities**
- .1 Execute work with least possible interference or disturbance to the normal use of premises. Make arrangements with Project Manager to facilitate work as stated.
 - .2 Maintain existing services to building and provide for personnel access.
 - .3 Where elevators, exist Contractor may use these at Project Manager's discretion. Protect from damage, safety hazards and overloading of existing equipment.
 - .4 Sanitary facilities will be assigned for Contractor's personnel. Others shall not be used. Keep facilities clean.
- 13 Site Storage**
- .1 On site storage space for use by the contractor is to be coordinated by project manager and local building representative.
 - .2 Do not unreasonably encumber site with materials or equipment. Move stored products or equipment which interfere with operations of occupants.
- 14 Cut, Patch and Make Good**
- .1 Cut existing surfaces as required to accommodate new work.
 - .2 Remove all items so shown or specified.
 - .3 Patch and make good surfaces cut, damaged or disturbed, to Project Manager's approval. Match existing material, colour, finish and

texture.

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| 15 Examination | <ul style="list-style-type: none"> .1 Examine site and conditions likely to affect work and be familiar and conversant with existing conditions. .2 Any conditions or issues found to be causing deviation from original scope of work, creating potential health and safety concerns, or resulting in delay in implementing the work, must be immediately be brought to the Project Manager's attention. |
| 16 Signs | <ul style="list-style-type: none"> .1 Provide common-use signs related to health and safety, traffic control, information, instruction, use of equipment, public safety devices, etcetera, in both official languages or by the use of commonly-understood graphic symbols to the Project Manager's approval. .2 No advertising will be permitted on this project. |
| 17 Scaffolds and Work Platforms | <ul style="list-style-type: none"> .1 Design, install, and inspect scaffolds and work platforms required for work in accordance with relevant municipal, provincial and other regulations. .2 Any person operating a work platform shall be trained for its operation and understand and apply all safety rules, in compliance with all applicable instructions and regulations. |
| 18 Guarantees, Warranties and Operating/Maintenance Manuals | <ul style="list-style-type: none"> .1 Before completion of work collect all manufacturer's guarantees and warranties and deposit with Consultant for review. Both Brookfield Global Integrated Solutions and Canada will be listed on all guarantees and warranties. .2 All workmanship, materials, and labour is to be guaranteed for at least one year from the time of project completion. .3 Operating and maintenance manuals: Contractor shall provide three (3) copies of Operating and maintenance manuals. .4 CMMS sheet: For each product or system, Contractor shall complete the applicable sections of the Brookfield GIS CMMS sheet. See attached. |
| 19 Cleanup | <ul style="list-style-type: none"> .1 Clean-up work area as work progresses. Work site must be left in a safe and clean condition at the end of each work period. Remove debris from site, at the end of each work period. .2 Final cleaning to be performed upon project completion. Clean areas under contract to a condition at least equal to that previously existing and to approval of Project Manager. |
| 20 Building Smoking Environment | <ul style="list-style-type: none"> .1 Smoking is not permitted in the building. Obey smoking restrictions on building property. |
| 21 Dust and Temporary Controls | <ul style="list-style-type: none"> .1 Provide dust tight screens or partitions to localize dust generating activities, and for protection of workers, finished areas of work and |

public.

- .2 Maintain and relocate protection until such work is complete.

22 Security

- .1 On award of contract the Contractor is responsible for ensuring that all required security clearance has been received for every employee and/or every subcontractors employee, assigned to these specific projects. Employee means: Any employee, agent (including without limitation employees of such agents) and Subcontractors (including without limitation employees of such Subcontractors) of Contractor who supplies services.

End of Section