

FORM 9
CERTIFICATE OF SUBSTANTIAL PERFORMANCE OF THE
CONTRACT UNDER SECTION 32 OF THE ACT

Construction Act

City of Hamilton

(County/District/Regional Municipality/Town/City in which premises are situated)

Unified Family Courthouse, 55 Main Street West, Hamilton, Ontario

(street address and city, town, etc., or, if there is no street address, the location of the premises)

This is to certify that the contract for the following improvement:

2341_ 1102792-274103 Unified Family Courthouse - Security Upgrades

(short description of the improvement)

to the above premises was substantially performed on May 29, 2026

(date substantially performed)

Date certificate signed: June 9, 2026



(payment certifier where there is one)

(owner and contractor, where there is no payment certifier)

Name of owner: Colliers Project Leaders Inc.

Address for service: 30 Eglinton Ave West Suite 740, Mississauga, ON L5R 3E7

Name of contractor: Collaborative Structures Limited

Address for service: 6683 Ellis Road, Cambridge, ON N3C 2V4

Name of payment certifier (where applicable): A+ Link Architecture Inc.

Address: 362 Dufferin Ave, London, ON, N6B 1Z4

(Use A or B, whichever is appropriate)

☐ A. Identification of premises for preservation of liens:

(if a lien attaches to the premises, a legal description of the premises,
including all property identifier numbers and addresses for the premises)

☒ B. Office to which claim for lien must be given to preserve lien:

Colliers Project Leaders Inc. - 30 Eglinton Ave West Suite 740, Mississauga, ON L5R 3E7

(if the lien does not attach to the premises, a concise description of the premises, including addresses,
and the name and address of the person or body to whom the claim for lien must be given)

May 29, 2026

Brendon Ager
Senior Technologist, Partner
362 Dufferin Ave,
London, Ontario
M5R 2V3

Collaborative Structures Limited
6683 Ellis Rd
Cambridge, ON N3C 2V4

RE: 1102792 – 274103 – Security Upgrades Project

CONSTRUCTION LIEN ACT SUBSTANTIAL COMPLETION REQUIREMENTS

Dear Mr. Ager,

Please consider this as our application for Substantial Performance as defined under the Construction Act Ontario. It is our opinion that the contract for the **1102792 – 274103 – Security Upgrades Project** is substantially complete.

Sections 2.1 and 2.2 of the Construction Act (Ontario) are:

2 (1) For the purposes of this Act, a contract is substantially performed,

- (a) when the improvement to be made under that contract or a substantial part thereof is ready for use or is being used for the purposes intended; and
- (b) when the improvement to be made under that contract is capable of completion or, where there is a known defect, correction, at a cost of not more than,
 - (i) 3 per cent of the first \$1,000,000 of the contract price,
 - (ii) 2 per cent of the next \$1,000,000 of the contract price, and
 - (iii) 1 per cent of the balance of the contract price. R.S.O. 1990, c. C.30, s. 2 (1); 2017, c. 24, s. 4 (1, 2).

Same

(2) For the purposes of this Act, where the improvement or a substantial part thereof is ready for use or is being used for the purposes intended and the owner and the contractor agree not to complete the improvement expeditiously, the price of the services or materials remaining to be supplied and required to complete the improvement shall be deducted from the contract price in determining substantial performance. R.S.O. 1990, c. C.30, s. 2 (2); 2017, c. 24, s. 4 (3), 66

Our original contract value for the **1102792 – 274103 – Security Upgrades Project** contract was **\$1,388,000** excluding HST. At the time of our latest Progress Application, the total approved Change Order Value was **\$219,304.33**. Our current Contract Value as such is **\$1,607,304.33**



In accordance with Section 2.2 of the Construction Act Ontario, we have agreed that the following item(s) cannot be performed forthwith, but must be deferred for reasons beyond our control:

Item(s) description	
CO#12 Monitor Mount, Cable Tray	\$8,028.58
Unspent Allowance – DSS Allowance	\$2,920.59
Deferred Work / Unspent Allowance	\$10,949.17

These additions to our Original Contract Value make our total Substantial Performance Contract Value:

Original Contract Value	\$1,388,000.00
Change Orders Issued to Date	\$219,304.33
Deferred Work / Unspent Allowance	(\$10,949.17)
Substantial Performance Contract Value	\$1,596,355.16

Based on the removal of the Deferred Work from the contract price our balance to bill in accordance with Section 2.1 (b) of the Construction Act, must be less than: **\$41,927.10**

3% of the first	\$1,000,000.00	\$30,000.00
2% of the next	\$1,000,000.00	\$11,927.10
1% of contract balance	\$0.00	\$0.00
Total		\$41,927.10

As per our latest Progress Application #4 dated September 26, 2025, our balance to bill less the work that is to be deferred is

Balance to Finish	\$39,949.17
Deferred Work / Unspent Allowance	\$10,949.17
Balance to Bill	\$28,000.00

Since this value is less than **\$41,927.10**, we fulfill the Section 2.1 (b) requirement for Substantial Performance under the Construction Act Ontario.



An invoice for the holdback monies due for payment following the issue of the certificate of Substantial Performance will be submitted following publication.

We request that a Certificate of Substantial Performance be issued so that we can arrange for publication of the Certificate. The date of publication is understood to be the commencement of the 60-day statutory lien period.

Collaborative Structures Limited's Warranty will commence from the date of the issuance of the Substantial Completion Certificate.

Please contact the undersigned to discuss any content within this letter if further detail is required.

Sincerely,

A handwritten signature in black ink, appearing to read 'B Zister', with a large, loopy flourish at the end.

Bill Zister
CEO
Collaborative Structures Limited
bzister@collaborativestructures.com



SITE VISIT REPORT #4 - FINAL

Project:	Unified Family Courthouse Security Upgrades	Project No.:	2341
		Colliers No.:	1102795-274103
Location:	55 Main Street W. Hamilton, ON, L8P 1H4	Date of Visit:	June 4, 2026
Contractor:	Collaborative Structures Limited	Report No.:	SVR-4
Address:	6683 Ellis Road Cambridge, ON, N3C 2V4	Permit No.:	N/A

General: *The writer visited the site for general field review of the architectural work. This field review is performed for the benefit of our client and in compliance with the requirements of the Ontario Building Code. It in no way relieves the Project Manager and Sub Contractors of their responsibility for control and performance in completion of the work.*

Disclaimer: *This report is issued and should be read together with all previously issued reports, including reports issued by any and all Consultants. Nothing in this report relieves the Contractor from performing its work in accordance with the plans and specifications, pursuant to the requirements of the Ontario Building Code and the requirements of all authorities having jurisdiction. The Contractor shall ensure that its work is inspected by all authorities having jurisdiction. **This report is not a substitute for and does not replace the statutory duties of authorities having jurisdiction to carry out their own independent inspections.***

Reported By: Brendon Ager, Senior Technologist, Partner
Dip. Arch.Tech., Dip. Mech.Eng.,



The architect noted above has exercised responsible control with respect to design activities.

Certificate of Practice Number: 5365



DISTRIBUTION:

Client:	Ruchir Mehrotra, Colliers Jagat Issac Anthony, Colliers	Ruchir.Mehrotra@colliersprojectleaders.com Jagat.IssacAnthony@colliersprojectleaders.com
Bldg. Division	N/A	
Contractor:	Kevin Wang, Collaborative Structures Stefanie Rajnak, Collaborative Structures Dave Cietrich, Collaborative Structures	KWang@collaborativestructures.com SRajnak@collaborativestructures.com DaveD@collaborativestructures.com
Consultants:	Brendon Ager, a+LiNK Architecture Inc. Rebecca Lee, LEA Consulting	brendona@alinkarch.ca RLee@lea.ca

REPORT

1. SITE CONDITIONS

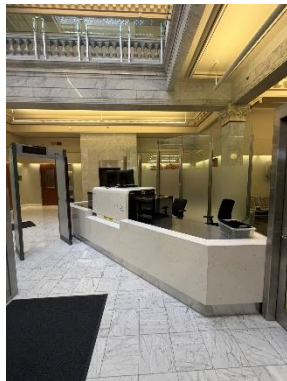
1. Weather: 26°C, Clear
2. Labour: GC, Vipond

2. PROGRESS OF THE WORK

1. Security Barrier
2. Millwork
3. Door Hardware
4. Access Control

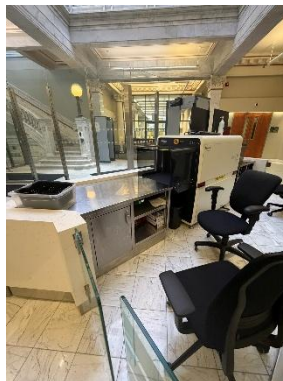
3. OBSERVATIONS AND COMMENTS

01.01 Millwork – Police Zone



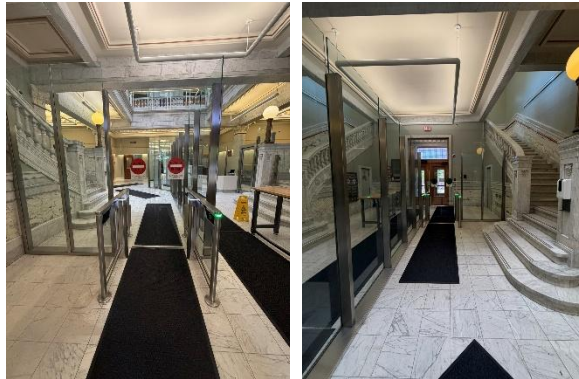
Action: COMPLETE.

01.02 Cabinets – Police Zone



Action: COMPLETE.

01.03 | Turnstile Layout



Action: COMPLETE.

01.04 | Layout for Stair Swing Gate



Action: COMPLETE.

01.06 | Access Control Cabinets



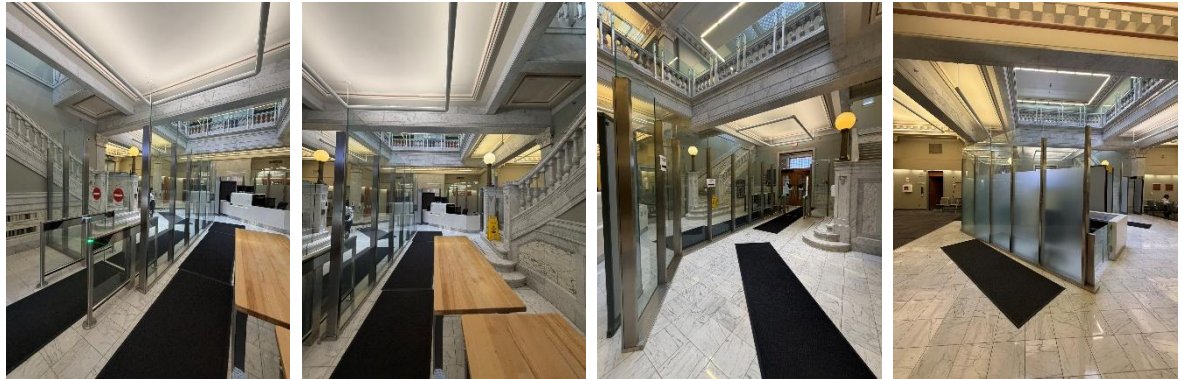
Action: COMPLETE.

01.08 | Cabling for Panic Strips – Cell Area



Action: COMPLETE.

02.01 | Security Barrier – Entrance



Action: COMPLETE.

02.02 | Security Barrier – Police Zone



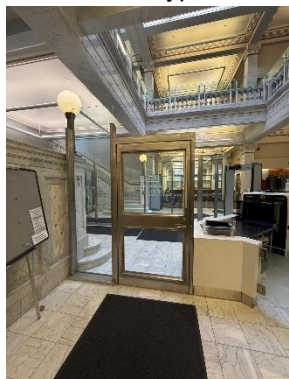
Action: COMPLETE.

02.03 | Security Barrier – Swing Gate Second Floor



Action: COMPLETE.

02.04 | Barrie-Free Bypass Door



Action: COMPLETE.

03.01 | Exterior Signage



Action: Door signage – COMPLETE. The exterior wall mounted sign had to be reworked, currently underway and will be installed within the next two weeks.

03.02 Interior – Notice to Public Signage



Action: COMPLETE.

03.03 Door D105



Action: COMPLETE.

03.04 Door Hardware - D235, D240, D241, D242 & D260A



Action: COMPETE.

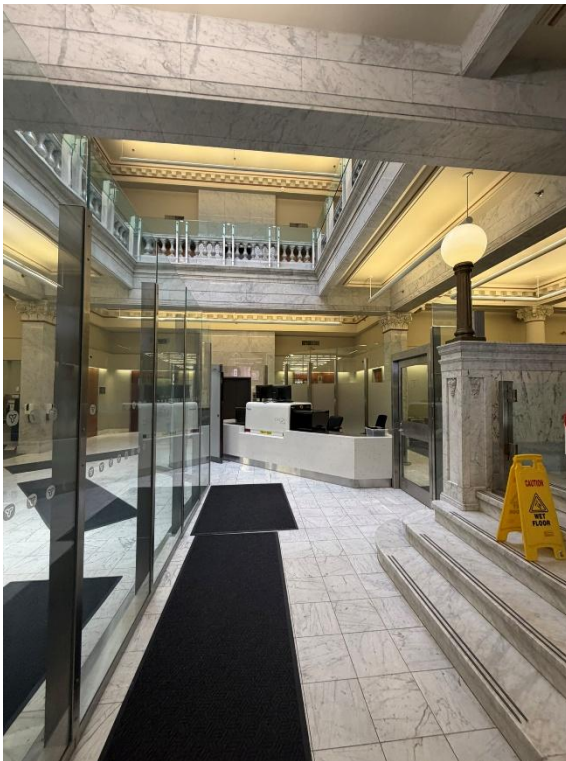
4. INCOMPLETE OBSERVATIONS

1. N/A

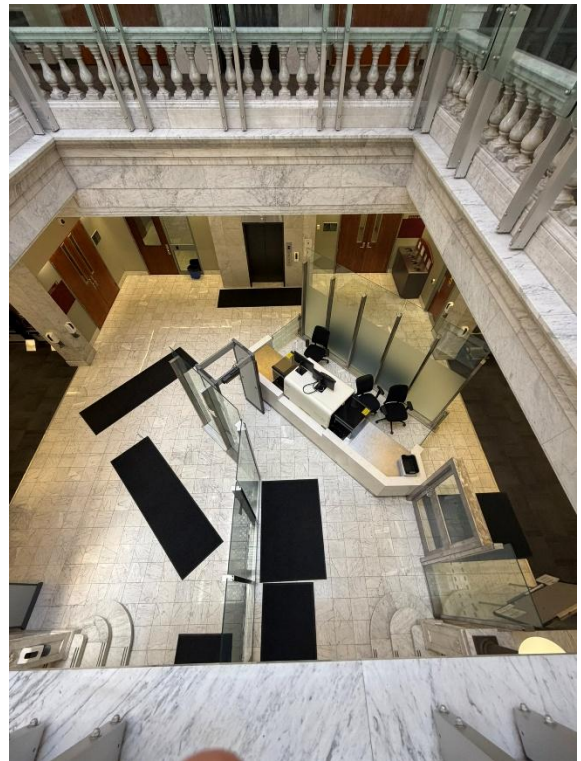
5. RESERVED

1. N/A

6. PHOTOS



Main Lobby – Public Entrance.



Main Lobby – Police Zone.

End of Report