



2024-06-21

Fred Trottier Construction Ltd.
420 McArthur Avenue
Ottawa, ON, K1K 1G6

Attention: Mohamed Hussein Ahmed, P.Eng., ing.

Dear Mohamed:

**Subject: 1465-1475-1485 Caldwell Avenue, Ottawa, ON
Exterior Wall Rehabilitation
Completion Review Letter and Certificate of Substantial Performance**

Per our ongoing discussions, we provide the project closeout items noted below:

COMPLETION SITE REVIEW

On June 12, 2024, we conducted a joint site review attended by:

Name	Company
Kristan Persic	Ottawa Community Housing Corporation
Steve Ottman	Ottawa Community Housing Corporation
Mohamed Ahmed	Fred Trottier Construction Ltd.
Bobby Mazerolle	Canadian Cladding
Joey Mazerolle	Canadian Cladding
Jeffrey Rose	WSP Canada Inc.
Antonio Feghaly	WSP Canada Inc.

The purpose of this meeting was to review the completed scope of work, to reach agreement on incomplete work, and to establish the date of substantial performance.

During the meeting we documented the following items which shall be addressed:

- **Asphalt pedestrian path to be reinstated:** Pre-existing asphalt path around building was removed to perform below grade work. The Contractor agreed to reinstate the asphalt path.
- **Miscellaneous flashing deficiencies:** Miscellaneous flashing deficiencies on multiple drops and floors, (Drip flashing, corner flashing, J-trim, etc.). Refer to deficiency list for detailed breakdown and description. The Contractor agreed to address all of these deficiencies.
- **1465 North Entrance Curb Exposed:** The curb at the Northern entrance is missing flashing at the bottom corner as well as self-adhered membrane. The Contractor agreed to install the missing corner flashing and the membrane.
- **1465 North Entrance drip flashing not bent:** The drip flashing on the bottom right side of the Northern entrance door has to be cut in order to be able to be bent out for the drip flashing. The contractor agreed to rectify the deficiency.

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- **North entrance door perimeter is missing caulking:** The contractor agreed to apply caulking around the perimeter of the North entrance door.
- **Exposed and loose cables (typ.):** Multiple exposed and loose cables were noted around the building. The Contractor agreed to install metal flashing covers around the cables that blend in with the new cladding.
- **Laundry exhaust vents missing cages:** The laundry exhaust vents on the west side of the building are missing galvanized cages. The Contractor agreed to install two (2) galvanized steel cages for the vents, one (1) cage for the six (6) bundled vents and one (1) separate cage for the singular side vent.
- **Cable holes missing caulking:** The Contractor agreed to apply caulking to all cable holes. The Contractor will not be responsible for the holes where the cables are designated telecommunication cables.
- **Underside of first floor canopy missing flashing:** The first floor canopy on the side of the main entrance is missing flashing on the underside. The Contractor agreed to install the missing flashing and cover the exposed cables.
- **1475: Window sill at the south entrance door is damaged:** During the review, WSP observed that the window sill metal flashing was damaged because of the door opening. The Contractor agreed to install a rubber bumper to limit the door hitting the drip edge.
- **Window sill flashing edges to be caulked if they are exposed (typ.):** The Contractor agreed to caulk all the exposed edges of the flashings if they can not be hemmed.
- **Roof parapet self adhered membrane exposed:** Self adhered membrane on a portion of the roof parapet is exposed beyond the metal flashing and needs to be cut. The Contractor agreed to do this.
- **Roof parapet flashing exposed edges:** The roof parapet metal flashing have exposed sharpened edges that need to be caulked. The Contractor agreed to correct as specified.
- **Mechanical Penthouse door does not close properly:** The mechanical penthouse door does not close properly and stays partially open. The Contractor agreed to fix or replace the door closing mechanism.
- **Community Center roof parapet flashing incomplete:** The Community Center roof parapet work was incomplete at the time of the site review. Work to be completed in the next two (2) weeks.
- **Landscaping around building incomplete:** The Contractor agreed to restore all the landscaping around the building once all deficiencies have been resolved.
- **Main entrance fence landscaping fence missing:** A section of the fence that was removed to perform work in the area was missing. The Contractor agreed to install a fence to replace the missing one and paint it to color match the other existing fences.

SUBSTANTIAL PERFORMANCE

In accordance with the Contract dated October 5, 2021, between the Contractor and the Owner, and on the basis of a joint inspection with the Contractor on June 12, 2024, the Consultant on behalf of the Owner, hereby certifies that:

- 1** The work or a substantial part thereof is ready for use and may be used for the purpose intended (excluding the vestibule replacement); and
- 2** The work (excluding the vestibule replacement) is Substantially Performed. The work to be done under the Contract is capable of completion or correction at a cost of not more than \$95,000, which is less than the 95,511.21 maximum limit required by the Construction Lien Act.

CLOSEOUT PROCEDURES

Provided no liens have been registered against the property, statutory holdback for the project will become due 60 days after publication of Substantial Performance. Receipt of the following information will also be required:

- Invoice for Release of Holdback with:
 - WSIB Clearance Certificate; and
 - Statutory Declaration.
- Confirmation of Publication of Substantial Performance
- Statement of Warranty Form

Upon receipt of the required information, we shall issue a Certificate for Payment for Release of Holdback.

The issuance of this Certificate does not release the Contractor or any Subcontractor from the duty of completing the Work pursuant to the terms of the Contract. The date of substantial performance defines the start of the warranty period. The warranty period for this work is 2 years.

We ask that you make the necessary arrangements to review and address the outstanding items noted above. Please keep our office, as well as the on-site building manager, informed about your ongoing activities on site.

We will issue a Permit Closeout Letter under separate cover; we ask that you contact the Local Building Department and request a final inspection of the site to close-out the permit. Please arrange to meet the inspector on site with the permit drawings and complete any steps required to close-out the permit. Provide confirmation to WSP and the Owner confirming the permit has been closed.

Should you have any questions, please do not hesitate to contact us.

Sincerely,



Antonio Feghaly, EIT
Building Sciences Consultant



Jeffrey Rose, P.Eng.
Project Manager



Stephanie Robinson, P.Eng.
Project Director



Encl. Certificate of Substantial Performance

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WSP Ref.: 211-03740-00



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

Construction Act

Ottawa, ON

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

1485-1475-1465 Caldwell Avenue, Ottawa, ON

 (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:

Exterior Wall Rehabilitation

 (short description of the improvement)

to the above premises was substantially performed on

June 12, 2024

 (date substantially performed)

Date certificate signed: June 21, 2024



WSP Canada Inc.

 (Payment Certifier where there is one)

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

Name of owner: Ottawa Community Housing Corporation

Address for service: 39 Auriga Drive, Ottawa, ON

Name of contractor: Fred Trottier Construction Ltd.

Address for service: 420 McArthur Avenue, Ottawa, ON

Name of payment certifier: WSP Canada Inc.

Address: 300-2611 Queensview Drive, Ottawa, ON

(Use A or B, whichever is appropriate)

A. Identification of premises for preservation of liens:

1485-1475-1465 Caldwell Avenue, Ottawa, ON

 (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:



(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)