

**PROJECT DETAILS**

Project Name: \_\_\_\_\_

Common Element Number (if available): \_\_\_\_\_

Address: \_\_\_\_\_

Vendor/Builder: \_\_\_\_\_ Vendor/Builder Ref. No.: \_\_\_\_\_

Start Date (estimate): \_\_\_\_\_ Completion Date (estimate): \_\_\_\_\_

Number of Stories: \_\_\_\_\_ Levels of Garage Parking: \_\_\_\_\_

Building Area (ft<sup>2</sup>): \_\_\_\_\_

Total Exterior Cladding in Approx. ft<sup>2</sup> (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/Terraces Directly Above Residential Units: \_\_\_\_\_

Roofing Assembly Type: \_\_\_\_\_

Anchor Systems: \_\_\_\_\_

Number of Towers/Buildings: \_\_\_\_\_ Townhouses: YES ☐ NO ☐

Special Features (e.g. atrium): \_\_\_\_\_

## PROJECT TEAM PERSONNEL

**Field Review Consultant:** \_\_\_\_\_

Address: \_\_\_\_\_  
NUMBER AND STREET UNIT/SUITE

\_\_\_\_\_  
CITY PROVINCE POSTAL CODE

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Architect:** \_\_\_\_\_

Address: \_\_\_\_\_  
NUMBER AND STREET UNIT/SUITE

\_\_\_\_\_  
CITY PROVINCE POSTAL CODE

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Mechanical Consultant:** \_\_\_\_\_

Address: \_\_\_\_\_  
NUMBER AND STREET UNIT/SUITE

\_\_\_\_\_  
CITY PROVINCE POSTAL CODE

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Electrical Consultant:** \_\_\_\_\_

Address: \_\_\_\_\_  
NUMBER AND STREET UNIT/SUITE

\_\_\_\_\_  
CITY PROVINCE POSTAL CODE

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Structural Consultant:** \_\_\_\_\_

Address: \_\_\_\_\_  
NUMBER AND STREET UNIT/SUITE

\_\_\_\_\_  
CITY PROVINCE POSTAL CODE

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Landscape Architect:** \_\_\_\_\_

Address: \_\_\_\_\_  
NUMBER AND STREET UNIT/SUITE

\_\_\_\_\_  
CITY PROVINCE POSTAL CODE

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Interior Design Consultant:** \_\_\_\_\_

Address: \_\_\_\_\_  
NUMBER AND STREET UNIT/SUITE

\_\_\_\_\_  
CITY PROVINCE POSTAL CODE

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Acoustical Consultant:** \_\_\_\_\_

Address: \_\_\_\_\_  
NUMBER AND STREET UNIT/SUITE

\_\_\_\_\_  
CITY PROVINCE POSTAL CODE

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

## TESTING

List testing operations to be undertaken as appropriate.

Type of Test	In House?	If No, Name of Company Conducting Test	Tel. No.
Soil	Y <input type="checkbox"/> N <input type="checkbox"/>		
Hydro-Geological	Y <input type="checkbox"/> N <input type="checkbox"/>		
Environmental	Y <input type="checkbox"/> N <input type="checkbox"/>		
Concrete	Y <input type="checkbox"/> N <input type="checkbox"/>		
Steel	Y <input type="checkbox"/> N <input type="checkbox"/>		
Windows/Doors	Y <input type="checkbox"/> N <input type="checkbox"/>		
Membranes	Y <input type="checkbox"/> N <input type="checkbox"/>		
Other	Y <input type="checkbox"/> N <input type="checkbox"/>	If other, please include details on a separate sheet.	
Acoustical Consultant	Y <input type="checkbox"/> N <input type="checkbox"/>		

Please continue to the Scope of Work Proposal tables that follow.

## SCOPE OF WORK PROPOSAL – TOWNHOUSE PROJECTS

### Level of Review/Work Performed by FRC and/or Prime Consultant

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
1	BELOW GRADE/ FOUNDATIONS (For Townhouses over parkade)			(30%)
1.1	Earth bearing	As required by design, adequate bearing capacity		
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 and		Materials; surface preparation; continuity; thickness; joint /detailing/ reinforcing/ protection	
1.5	Insulation - parkade		Materials; continuity; protection	
1.5.1	Damp proofing or waterproofing and Insulation – on grade		Materials; surface preparation; continuity; thickness; joint detailing/reinforcing; protection	
1.5.2			Materials; continuity; protection	
1.6	Elevator sump pits	Drainage; access; appropriate certification		
			Proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
2	STRUCTURE			(40%)
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; * Parking garage * 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 cover over reinforcing	Appropriate concrete mix; drainage; toppings or mortar repair; surface preparation; materials and application; sealer or waterproofing	

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
2.4.1	Balcony guards	Correct materials; anchorage; anchor corrosion protection; height; maximum openings, etc.	Securement	
2.5	Wood/Steel Framing	Headers, built up beams and columns, spacing, grading of materials	Securement and conformance with construction documents	
			Proposed number of visits:	

### Section 3 – Exterior Closure

Cladding – Levels of effort will depend on the type and degree of occurrence of different types of cladding. For example, areas clad in EIFS will be more demanding of attention than areas clad in pre-cast concrete.

Windows – Tests shall be conducted on a representative sample of each window system type installed in the building. Testing of window systems will include patio doors.

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
3	EXTERIOR CLOSURES			(50%)
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 (see Module 3A – re shop and site reviews)	Embedded anchors; corrosion protection; concrete quality	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 (non-decorative)	Finishes; coatings; substrate; fasteners; corrosion protection	Materials; movement allowances	
3.2.4	Exterior Insulated Finish system (EIFS). (See Module 3A re shop and site reviews)		Adhesives; fasteners; surface preparation; reinforcing; detailing; joint details; finish materials; application	
3.2.5	Load bearing masonry	Shelf angles; corrosion protection	Shelf angles; corrosion protection; securement; masonry units; connectors; control joints; locations; clear widths	
3.2.6	Curtain wall	Manufacturer's performance and installation specifications	Shelf angles; corrosion protection; securement; connectors; control joints; locations	

ITEM	RISK AREAS	RISK FACTORS		Level of review as %
		Documentation Review	Field Review	
3.2.7	Other cladding systems	Contact Taron		
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		Wind, air and water load testing; anchorage; operation; hardware	
3.4.1	External sealants		Materials; surface preparation	
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	
			Proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		Level of review as %
		Documentation Review	Field Review	
4	ROOFING			(50%)
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	

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
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	
			Proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
5	FIRE SAFETY SYSTEMS			(75%)
5.1	Containment	Acoustics between suites	Fire separations; materials; thicknesses; assembly; fastening; continuity; fire stopping; smoke seals; closures	
5.2	Insulation; ballast			
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		
5.5	Sound transmission	Review design document, sound transmission class rating of party walls, partitions, floor/ceiling	Material; thickness; arrangement of components; continuity; acoustic caulking/seals. Flanking transmission path(s); schedule of partitions/suites/units to be subject to field testing. Certified by qualified acoustical consultant.	
			Proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
6	INTERIOR FINISHES, COMMON AREAS			All common elements - visual review
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; functions; equipment	
6.4	Swimming pool	Function; equipment	Condition of finishes, function; equipment	



ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
6.5	Sound transmission	Review design document, sound transmission class rating of party walls, partitions, floor/ceiling	Material; thickness; arrangement of components; continuity; acoustic caulking/seals. Flanking transmission path(s); schedule of partitions/suites/units to be subject to field testing. Certified by qualified acoustical consultant.	
			Proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
7	CONVEYING SYSTEMS (ELEVATORS)	Condition of finishes; appropriate certification	Condition of finishes	Each unit
7.1	Sound Transmission	Review design document, sound transmission class rating of party walls, partitions, floor/ceiling	Material; thickness; arrangement of components; continuity; acoustic caulking/seals. Flanking transmission path(s); schedule of partitions/suites/units to be subject to field testing by qualified consultants.	
			Proposed number of visits:	

#### Section 8 – Mechanical

Acoustics and labeling – At this time appropriate labeling and acoustical performance is reliant on the reports of the Prime Consultant associated with the project. However, acoustical performance and labeling are sources of regular complaint. Special attention should be paid to the reports relating to these issues.

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
8	MECHANICAL			(10%)
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 install			
8.4	Waste disposal – where applicable	Garbage chutes; chute doors; wash-down facilities; compactor. Acoustics; labeling.	Labeling	
8.5	Insulation	Materials; acoustics; fire stopping	Material; fire stopping	

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
8.6	Noise vibration	Central HVAC equipment noise/ vibrations and unit/suite equipment impacts on the building and respective suites; pumps; garbage compaction; plumbing stacks; acoustic insulation materials; garbage chutes; acoustic planes; acoustic louvers; with OBC/ASHRAE and permit documents	Conformance with permit consultants	
			Proposed number of visits:	

<b>Section 9 – Electrical</b>				
Labeling – Incomplete labeling is a regular source of complaint. Special attention should be paid to this area of review.				
ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
9	ELECTRICAL			(10%)
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	Generator; fuel storage; controls; ventilation; acoustic isolation; labeling	Labeling	
9.4	Intercom and security systems	Installation; function	Function	
9.5	Insulation	Material; acoustics; fire stopping and smoke seals	Material; fire stopping	
9.6	Noise Ratings of Transformers	Acoustic treatment/finishes of generator room building components; acoustic louvers; silencers; mufflers (all in accordance with OBC/ASHRAE)		
			Proposed number of visits:	

ITEM	RISK AREAS	RISK FACTORS		
		Documentation Review	Field Review	Level of review as %
10	SITE WORK			(10%)
10.1	Pavements; curbs	Materials; sub-base materials; thicknesses; compaction; drainage	Materials; sub-base materials; thicknesses; compaction; drainage	
10.2	Retaining walls	In conformance with design or manufacturer's drawings		

ITEM	RISK AREAS	RISK FACTORS		Level of review as %
		Documentation Review	Field Review	
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 with design and drawings		
10.6	Sod, trees and shrubs	Top soil	Top soil	
10.7	Site services			
			Proposed number of visits:	

(Please read and complete certification on next page.)

## CERTIFICATION

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 submitted to and approved by Tarion on \_\_\_\_\_(enter date).

(SIGN AFTER PRINTING)

\_\_\_\_\_  
SIGNATURE OF FRC AUTHORIZED TO FIND FIRM

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
POSITION

\_\_\_\_\_  
VENDOR/BUILDER'S SIGNATURE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
TELEPHONE

\_\_\_\_\_  
FAX

\_\_\_\_\_  
EMAIL