SCHEDULE A

CONFIRMATION OF COMMITMENT BY OWNER AND BY COORDINATING REGISTERED PROFESSIONAL

Note: 1. This letter must be submitted before issuance of a VFPA *Building* Permit
2. In this letter the words in italics have the same meaning as in the National Building Code where so defined, and in the absence of such definition, have the same meaning as in the British Columbia Building Code.

Re: Design and *Field Review* of Construction
By a *Coordinating Registered Professional*

To:

Vancouver Fraser Port Authority
100 The Pointe
999 Canada Place
Vancouver, British Columbia
V6C 3T4

Date: _____

NATIONAL BUILDING CODE

Re: _____
Project Name

_____
Address of Project (Print)

The undersigned has retained _____ as *a coordinating registered professional* to coordinate the design work and *field reviews* of the *registered professionals* required for this project. The *coordinating registered professional* shall coordinate the design work and field reviews of the *registered professionals* required for the project in order to ascertain that the design will substantially comply with the National Building Code and other applicable enactments respecting safety and that the construction of the project will substantially comply with the National Building Code and other applicable enactments respecting safety, not including the construction safety aspects.

"*field reviews*" are defined to mean those reviews of the work
(a) at a project site of a development to which a *building* permit relates, and
(b) where applicable, at fabrication locations where *building* components are fabricated for use at the project site

that a *registered professional* in his or her professional discretion considers necessary to ascertain whether the work substantially complies in all material respects with the plans and supporting documents prepared by the *registered professional* for which the *building* permit is issued.

The owner and the coordinating registered professional acknowledge their responsibility to each notify the addressee of this letter of the date the *coordinating registered professional* ceases to be retained by the *owner* before the date the *coordinating registered professional* ceases to be retained or, if that is not possible, then as soon as possible.

(Affix Coordinating Registered Professional's Seal here)

SCHEDULE A – *Continued* Project Name: _____

The *owner* and the *coordinating registered professional* understand that where *the coordinating registered professional* or a *registered professional* ceases to be retained at any time during construction, work on the above project will cease until such time as:

(a) a new *coordinating registered professional* or *registered professional*, as the case may be, is retained, and
(b) a new letter in the form set out in Schedule A or in the forms set out in Schedule B, as the case may be, is filed with the *authority having jurisdiction*.

The undersigned *coordinating registered professional* certifies that he or she is a *registered professional*.

Coordinating Registered Professional	**Owner**
Coordinating Registered Professional Name (Print)	*Owner's* Name (Print)
Coordinating Registered Professional's Signature	*Owner's* or *Owner's* appointed agent's Signature. (If owner is a corporation the signature of a signing officer must be given here. If the signature is that of the agent, a copy of the document that appoints the agent must be attached.)
Date	Date
Address (Print)	Name of Agent or Signing Officer if applicable (Print)
	Address (Print)
Email Address	

NATIONAL BUILDING CODE

(Affix Coordinating Registered Professional's Seal here)

(If the Coordinating Registered Professional is a member of a firm, complete the following.)

I am a member of the firm _____
(Print name of firm)
and I sign this letter on behalf of the firm.

This letter must be signed by the *owner* or the *owner's* appointed agent and by *the coordinating registered professional*. An agent's letter of appointment must be attached. If the *owner* is a corporation, the letter must be signed by a signing officer of the corporation and the signing officer must set forth his or her position in the corporation.

A *registered professional* means:
(a) a person who is registered or licensed to practice as an architect under the Architects Act, or
(b) a person who is registered or licensed to practice as a professional engineer under the Engineers and Geoscientists Act.

SCHEDULE B

ASSURANCE OF PROFESSIONAL DESIGN AND COMMITMENT FOR FIELD REVIEW

Note: 1. A separate letter must be submitted by each *registered professional*.
2. In this letter, words in italics have the same meaning as in the National Building Code of Canada where so defined, and in the absence of such definition, have the same meaning as in the British Columbia Building Code.

To: Date: _____

Vancouver Fraser Port Authority
100 The Pointe
999 Canada Place
Vancouver, British Columbia
V6C 3T4

Re: _____
Project Name

_____
Address of Project

NATIONAL BUILDING CODE

The undersigned hereby gives assurance that the design of the
(Initial those of the items listed below that apply to this *registered professional*.
All the disciplines will not necessarily be employed on every project).

_____ ARCHITECTURAL

_____ STRUCTURAL

_____ MECHANICAL

_____ PLUMBING

_____ FIRE SUPPRESSION SYSTEMS

(Affix PROFESSIONAL SEAL here)

_____ ELECTRICAL

_____ GEOTECHNICAL – temporary

_____ GEOTECHNICAL – permanent

Components of the plans and supporting documents prepared by this *registered professional* in support of the application for the *building* permit substantially comply with the National Building Code and other applicable enactments respecting safety except for construction safety aspects.

The undersigned hereby undertakes to be responsible for *field reviews* of the above referenced components during construction as indicated on the attached “SUMMARY OF DESIGN AND FIELD REVIEW REQUIREMENTS”.

SCHEDULE B – *Continued* Project Name: _____

The undersigned also undertakes to notify the *authority having jurisdiction* in writing as soon as possible if the undersigned's contract for *field review* is terminated at any time during construction.

I certify that I am a *registered professional*.

_____
Name (Print)

_____ _____
Signed Date

_____
Address (Print)

_____

_____

_____

_____
Phone (Affix PROFESSIONAL SEAL here)

NATIONAL BUILDING CODE

(If the *Registered Professional* is a member of a firm, complete the following.)

I am a member of the firm _____
(Print Name of Firm)

and I sign this letter on behalf of the firm.

NOTE: The above letter must be signed by a *registered professional*. A "*registered professional*" means:

(a) a person who is registered or licensed to practice as an architect under the Architects Act, or
(b) a person who is registered or licensed to practice as a professional engineer under the Engineers and Geoscientists Act.

SCHEDULE B – *Continued* Project Name: _____

SUMMARY OF DESIGN AND FIELD REVIEW REQUIREMENTS

(Initial applicable discipline below and cross out and initial non-applicable items within the discipline.)

_____ **ARCHITECTURAL**

1.1.1 Fire resisting assemblies
1.1.2 *Fire separations* and their continuity
1.3 *Closures*, including tightness and operation
1.4 Egress systems, including *access to exit* within *suites* and *floor areas*
1.5 Performance and physical safety features (guardrails, handrails, etc.)
1.6 Structural capacity of architectural components, including anchorage and seismic restraint
1.7 Sound control
1.8 Landscaping, screening and site grading
1.9 Provisions for fire fighting access
1.10 *Access* requirements for *persons with disabilities*
1.11 Elevating devices
1.12 Functional testing of architecturally related fire emergency systems and devices
1.13 Development Permit and conditions therein
1.14 Interior signage, including acceptable materials, dimensions and locations
1.15 Review of all applicable shop drawings
1.16 Interior and exterior finishes
1.17 Dampproofing and/or waterproofing of walls and slabs below *grade*
1.18 Roofing and flashings
1.19 Wall cladding systems
1.20 Condensation control and cavity ventilation
1.21 Exterior glazing
1.22 Integration of building envelope components
1.23 Environmental separation requirements (Part 5) _____

NATIONAL BUILDING CODE

_____ **STRUCTURAL**

2.1 Structural capacity of structural components of the *building*, including anchorage and seismic restraint
2.2 Structural aspects of *deep foundations*
2.3 Review of all applicable shop drawings

_____ **MECHANICAL**

3.1 HVAC systems and devices, including high *building* requirements where applicable
3.2 *Fire dampers* at required *fire separations*
3.3 Continuity of *fire separations* at HVAC penetrations
3.4 Functional testing of mechanically related fire emergency systems and devices
3.5 Maintenance manuals for mechanical systems
3.6 Structural capacity of mechanical components, including anchorage and seismic restraint
3.7 Review of all applicable shop drawings

(Affix PROFESSIONAL SEAL here)

SCHEDULE B – *Continued* Project Name: _____

_____ **PLUMBING**

4.1 Roof *drainage systems*
4.2 Site and *foundation drainage systems*
4.3 *Plumbing systems* and devices
4.4 Continuity of *fire separations* at plumbing penetrations
4.5 Functional testing of plumbing related fire emergency systems and devices
4.6 Maintenance manuals for *plumbing systems*
4.7 Structural capacity of plumbing components, including anchorage and seismic restraint
4.8 Review of all applicable shop drawings

_____ **FIRE SUPPRESSION SYSTEMS**

5.1 Suppression system classification for type of *occupancy*
5.2 Design coverage, including concealed or special areas
5.3 Compatibility and location of electrical supervision, ancillary alarm and control devices
5.4 Evaluation of the capacity of city (municipal) water supply versus system demands and domestic demand, including pumping devices where necessary
5.5 Qualification of welder, quality of welds and material
5.6 Review of all applicable shop drawings
5.7 Acceptance testing for "Contractor's Material and Test Certificate" as per NFPA Standards
5.8 Maintenance program and manual for suppression systems
5.9 Structural capacity of sprinkler components, including anchorage and seismic restraint
5.10 For partial systems – confirm sprinklers are installed in all areas where required
5.11 Fire Department connections and hydrant locations
5.12 Fire hose standpipes
5.13 Functional testing of fire suppression systems and devices

NATIONAL BUILDING CODE

_____ **ELECTRICAL**

6.1 Electrical systems and devices, including high *building* systems where applicable
6.2 Continuity of *fire separations* at electrical penetrations
6.3 Functional testing of electrical related fire emergency systems and devices
6.4 Electrical systems and devices maintenance manuals
6.5 Structural capacity of electrical components, including anchorage and seismic restraint
6.6 Clearances from *buildings* of all electrical utility equipment
6.7 Fire protection of wiring for emergency systems
6.8 Review of all applicable shop drawings

_____ **GEOTECHNICAL - Temporary**

7.1 *Excavation*
7.2 Shoring
7.3 Underpinning
7.4 Temporary construction dewatering

_____ **GEOTECHNICAL – Permanent**

8.1 Bearing capacity of the *soil*
8.2 Geotechnical aspects of *deep foundations* (Affix PROFESSIONAL SEAL here)
8.3 Compaction of engineered fill
8.4 Structural considerations of *soil*, including slope stability and seismic loading
8.5 Backfill
8.6 Permanent dewatering
8.7 Permanent underpinning

VANCOUVER FRASER PORT AUTHORITY

SCHEDULE C-A

ASSURANCE OF PROFESSIONAL FIELD REVIEW AND COMPLIANCE

Note:
1. This letter must be submitted after completion of the project but before the *occupancy* permit is issued, or a final inspection is made by the *authority having jurisdiction.*
2. In this letter the words in italics have the same meaning as in the National Building Code where so defined, and in the absence of such definition, have the same meaning as in the British Columbia Building Code.

To: Date: _____

Vancouver Fraser Port Authority
100 The Pointe
999 Canada Place
Vancouver, British Columbia
V6C 3T4

Dear Sir: (Affix PROFESSIONAL SEAL here)

Re: _____
Project Name

_____
Address of Project (Print)

NATIONAL BUILDING CODE

I hereby give assurance that

a) I have fulfilled my obligations for coordination of *field review* of the *registered professionals* required for the project as outlined in the previously submitted Schedule A, "CONFIRMATION OF COMMITMENT BY OWNER AND BY COORDINATING REGISTERED PROFESSIONAL,"

b) I have coordinated the functional testing of the fire emergency systems and devices to ascertain that they substantially comply in all material respects with
   i) the applicable requirements of the National Building Code and other applicable enactments respecting safety, not including construction safety aspects, and
   ii) the plans and supporting document submitted in support of the application for the *building* permit,

c) I am a *registered professional*.

SCHEDULE C-A – *Continued* Project Name: _____

(The *coordinating registered professional* shall complete the following)

_____
Name (Print)

_____ _____
Signed Date

_____
Address (Print)

_____

_____

_____

_____
Phone (Affix PROFESSIONAL SEAL here)

NATIONAL BUILDING CODE

(If the *Registered Professional* is a member of a firm, complete the following.)

I am a member of the firm _____
(Print Name of Firm)

and I sign this letter on behalf of the firm.

NOTE: The above letter must be signed by a *coordinating registered professional* who is also a *registered professional*. A *registered professional* means:

(a) A person who is registered or licensed to practice as an architect under the Architects Act, or
(b) A person who is registered or licensed to practice as a professional engineer under the Engineers and Geoscientists Act.

SCHEDULE C-B

ASSURANCE OF PROFESSIONAL FIELD REVIEW AND COMPLIANCE

Note:
1. This letter must be submitted after completion of the project but before the occupancy permit is issued, or a final inspection is made by the *authority having jurisdiction*. A separate letter must be submitted by each *registered professional*.
2. In this letter the words in italics have the same meaning as in the National Building Code where so defined, and in the absence of such definition, have the same meaning as in the British Columbia Building Code.

To: Date: _____

Vancouver Fraser Port Authority
100 The Pointe
999 Canada Place
Vancouver, British Columbia
V6C 3T4

Dear Sir: (Affix PROFESSIONAL SEAL here)

Re: _____
Area of Responsibility (e.g. Architectural, etc.) (Print)

_____
Project Name (Print)

_____
Address of Project (Print)

NATIONAL BUILDING CODE

I hereby give assurance that

a) I have fulfilled my obligations for *field review* as outlined in section 2.6 of the British Columbia Building Code and in the previously submitted Schedule B, "ASSURANCE OF PROFESSIONAL DESIGN AND COMMITMENT FOR FIELD REVIEW," and

b) Those components of the project opposite my initials in Schedule B substantially comply in all material respects with
   i) The applicable requirements of the National Building Code and other applicable enactments respecting safety, not including construction safety aspects, and
   ii) The plans and supporting documents submitted in support of the application for the *building* permit,

c) I am a *registered professional*.

SCHEDULE C-B – *Continued* Project Name: _____

(Each *registered professional* shall complete the following)

_____
Name (Print)

_____ _____
Signed Date

_____
Address (Print)

_____

_____

_____

_____
Phone (Affix PROFESSIONAL SEAL here)

NATIONAL BUILDING CODE

(If the *Registered Professional* is a member of a firm, complete the following.)

I am a member of the firm _____
(Print Name of Firm)

and I sign this letter on behalf of the firm.

NOTE: The above letter must be signed by a *registered professional*. A *registered professional* means:

(a) A person who is registered or licensed to practice as an architect under the Architects Act, or
(b) A person who is registered or licensed to practice as a professional engineer under the Engineers and Geoscientists Act.