

December 7, 2021

Email and Mail

BWK Construction Company Ltd.
7 Lougheed Court,
Aurora, Ontario
L4G 5K9

Attention: Mr. Justin Kubbinga, Project Manager

**RE: Windham Ridge Public School, Air Conditioning Retrofit
OUR FILE No. 20042/09.Correspondence**

Dear Justin:

Please accept this letter as confirmation that the above noted project was found Substantially Complete on December 7, 2021.

Enclosed please find a copy of the Certificate of Substantial Performance of the Contract dated December 7, 2021.

As outlined in the Construction Act, you are to publish the Certificate in a construction trade newspaper. The 60 day holdback lien period begins from the date of publication and we will require evidence of this date in order to determine when the holdback money is to be released.

The following documentation will be required prior to payment of holdback:

- A. Statutory Declaration.
- B. Certificate of Clearance from the Worker's Compensation Board.
- C. One digital and one hard set of record drawings, noting all deviations from the drawings and specifications.
- D.
 1. One year written guarantee covering the entire work against faults in material and workmanship dating from the date of Substantial Performance.
 2. Extended guarantees where noted in the Contract Documents including Addenda.
- E. One digital and one hard copy of operating and maintenance manuals, suitably bound, titled and bearing the Contractor's company name, address and telephone number.

December 7, 2021

A Certificate of Payment for the holdback will be issued at a later date prior to when the holdback is due.

If you have any questions on the above, I would be pleased to discuss them with you.

Yours very truly,

mc architects Inc.

A handwritten signature in black ink, appearing to read 'D. Battistel', written in a cursive style.

Dominic M. Battistel

/db

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cc: Mr. Rob Tate, Y.R.D.S.B.

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

Construction Act

City of Richmond Hill, Regional Municipality of York

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

32 Red Cardinal Trail, Richmond Hill, 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:

Provide new condensing units and Dx coil for existing air handling unit & new roof top unit

(short description of the improvement)

to the above premises was substantially performed on **December 7, 2021**

(date substantially performed)

Date certificate signed: **December 7, 2021**



(payment certifier where there is one)

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

Name of owner: **York Region District School Board**

Address for service: **1260 Gorham Street, Newmarket, Ontario, L3Y 8W4**

Name of contractor: **BWK Construction**

Address for service: **7 Loughheed Court, Aurora Ontario, L4G 5K9**

Name of payment certifier (where applicable): **MC Architects Inc.**

Address: **1881 Yonge Street, Suite 400, Toronto, Ontario M4S 3C4**

(Use A or B, whichever is appropriate)

A. Identification of premises for preservation of liens:

Lot 69, Concession 1S, Regional Municipality of York

(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)