

**The Marquis
1108 6th Avenue SW
Calgary, Alberta**

Elevator Modernization Consulting Services

**225168 - C111571 Marquis
Prepared by KJA Consultants Inc.
For Condominium Corporation 0113151
C/O Parterre Property Services Inc.
November 8, 2017**

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1. Introduction to KJA

KJA Consultants Inc. is an engineering consulting firm specializing in vertical transportation systems. The firm is totally independent, having no affiliation with any industry contractor or developer. The firm was founded in 1970 and has offices in Vancouver, Calgary, Edmonton, Toronto, Montreal, and Ottawa - the largest elevator specialist engineering consulting firm in Canada.

KJA has staff serving as members of the B44 CSA Elevator and Escalator Safety Code Committee and has the majority of our senior engineers accredited as Certified Elevator Safety Inspectors through the National Association of Elevator Safety Authorities (NAESA.org).

KJA has designed, specified and inspected elevator systems in commercial, residential, and health care buildings throughout North America. KJA's area of expertise includes elevators, escalators, moving walkways, conveyors, and window washers. One significant area of our firm's focus is in consulting services related to large-scale Class A office building elevator modernizations.

KJA has the personnel to deal with the wide variety of issues that arise on modernization projects. The project staff includes mechanical, electrical and structural engineers as well as a licensed elevator constructor and a computer systems analyst.

2. Consulting Services Proposal

2.1. Project Summary

We understand that two (2) elevators located at The Marquis (1108 6th Avenue SW) in Calgary, Alberta will be modernized. We are able to confirm a customized scope of work specifically targeted to this project.

2.2. Scope of Services

A. Site Survey

We will perform a site visit to review in detail the condition of the major and some minor components such as the motors, generator, controller, governor, door and hoistway equipment, fixtures, and cabs to determine which components will be retained and which will be replaced. We will evaluate the existing equipment, current elevator code requirements and probable equipment costs for the elevator modernization.

B. Technical Data and Related Work

We will calculate the approximate electrical loads that will be imposed on the existing power feeders by the modernized elevator equipment as well as machine room heating and air conditioning requirements for the review of your electrical and mechanical consultants. We will outline related work required that will not normally be performed by the elevator contractor, such as machine room access requirements, cutting and patching around hall fixtures and fire alarm and emergency power signalling. We will review elements necessary to interface the elevator with the base building for items such as Firefighters' Emergency Operation and Emergency Power Operation.

C. Specifications

Based on the results of our site survey, we will prepare detailed, performance-based specifications. These documents will include a complete description of the equipment to be refurbished and the new components to be installed, as well as the various operations to be provided in the elevator package. The components to be adjusted will be defined along with specific performance criteria (i.e. operating times, door times, ride quality benchmarks and noise levels). In addition, a maintenance specification will be included, if necessary, in order to set out a clear interfacing between the elevator contractor and the building operations during the interim and warranty maintenance periods. We have carried time to perform one revision of the specifications if required. The specifications will be issued in our standard non-editable format (PDF).

D. Request for Proposal

We will prepare a recommended request for proposal document and work with the project team through the competition process. We will meet on site with project proponents to review the existing elevator equipment, clarify the scope of work and assist proponents during the proposal submission process. At our client's direction we will act as a technical resource throughout the procurement process.

E. Proposal Review

We will review the proposals, provide comments on alternatives and submit recommendations. We will meet with the preferred contractor to clarify their proposal and assist with technical aspects of the contract negotiation.

F. Drawing Review

We will review the contractor's drawings to confirm compliance with the specifications. We will check these drawings and make recommendations for correction as necessary. We have carried time to review two sets of revised drawings should multiple revisions be necessary (in general this is more than sufficient).

G. Project Supervision

During the modernization, we will meet monthly with representatives of the Owner and elevator contractor to discuss the work progress, address any technical problems, and evaluate progress payment requests. We will prepare the minutes of these meetings. We will perform interim site inspections to assure the proper execution and progress of work. We will review and prepare approval certificates for contractor invoices. We will provide general assistance remotely throughout the modernization project.

H. Final Acceptance Inspection

A final acceptance inspection will be performed upon completion of the project. We will test the equipment to verify completion and conformance to the contract documents. The testing will include verification of correct operation of features, detailed ride quality testing and compliance with other specified performance criteria. A report setting out the test results and listing deviations will be presented for review. We will provide recommendations on final payments to the elevator contractor.

I. Follow-Up Inspection

When the project is substantially complete the warranty period begins. KJA will visit the site for a follow up inspection once any deficiencies are corrected and confirm their completion. We have carried in our fees for one follow-up inspection.

2.3. Fee Structure

| Scope Item | Description | Fees |
|--------------|---------------------------------|--------------------|
| A | Site Survey | \$828 |
| B | Technical data and Related Work | \$828 |
| C | | Specifications |
| D | Request for Proposal | \$1,380 |
| E | Proposal Review | \$1,380 |
| F | Drawing Review | \$828 |
| G | Project Supervision | \$2,760 |
| H | Final Acceptance Inspection | \$1,656 |
| i | Follow-up Inspection | \$828 |
| Total | | \$12,972.00 |

We have also presented an option for an all inclusive elevator modernization. In the past, we have found that it is often difficult for smaller buildings to coordinate the necessary related works pertaining to the elevator modernization. Should the option for an all inclusive modernization be selected, we would help the owner select contractors for specialized trades such as electrical, mechanical and fire alarm. We would attend a walkthrough along with the successful elevator contractor to review any work that is not in the elevator contractor's scope. We will review the proposals for these related works and provide recommendations. We will work closely with these related trades to ensure all of their work would meet the requirements for the elevator modernization. The cost for an all inclusive modernization package would be \$19,720.00.

2.4. Further Services


Further services such as extensive contract negotiations, additional inspections and meetings will be provided at our prevailing per diem rates. Out of pocket expenses for items such as printing, courier, et cetera will be billed at cost plus 10%. Applicable taxes will be charged in addition to the quoted fees.

Please note that the KJA Standard Consulting Services Terms (see attached) will apply.

By signing below, the parties identified herein agree to retain KJA Consultants Inc. for items A through I in the above scope of work for engineering consulting services for the elevator modernization at the property identified below:

The Marquis (1108 6th Avenue SW)
Calgary, Alberta

SIGNED ON BEHALF OF CONDOMINIUM CORPORATION
0113151



JB (Jack) Sides
Vice President, Operations
Condominium Corporation 0113151 C/O Parterre Property Services Inc.

Scot Harvey
Western Canada Manager
KJA Consultants Inc.

Jack Sides

From: Sara-Elizabeth Reade <saraelizabethreade@gmail.com>
Sent: Tuesday, January 30, 2018 12:47 PM
To: Bruce Blight
Cc: Carol Costa; Derrick Ho-Chung-Qui; Negelev Sam; Richard Wong; Sam Negelev; Sherry Yang; Jack Sides
Subject: Re: Elevator concerns...

I am in total agreement with Bruce. This was discussed and agreed upon.

Sent from my iPhone

On Jan 30, 2018, at 11:22 AM, Bruce Blight <b_b@telus.net> wrote:

I thought we had discussed this at the January BOD meeting and had accepted the KJA proposal including the option of having KJA manage the project once we had selected the vendor. If this is not true then:

I move that the KJA proposal for Elevator Modernization Consulting Services dated November 8, 2017 be accepted and further that the option to have KJA manage the installation/upgrade project be included. The quoted price is \$19,720.

Time is important, it is my understanding that if orders are not placed early in a year that becomes difficult to schedule installation teams until the following year. We have been using KJA for over a year now and I am not aware of any negative feedback on their work product. Our management company is comfortable working with them. The major fiscal exposure will be in the awarding of the actual modernization contract to the supply vendor. This selection will be from responses to a request for proposal submitted to several firms.

Please response either yea or nay or soon as possible so that we can either start the search for an elevator supplier or an elevator consultant.

Thank you
Bruce Blight

From: Jack Sides [<mailto:jsides@parterreproperty.ca>]
Sent: January 29, 2018 11:59 AM
To: Bruce Blight; Carol Costa ; Derrick Ho-Chung-Qui ; Elizabeth Reade ; Negelev Sam ; Richard Wong ; Sam Negelev ; Sherry Yang
Subject: FW: Elevator concerns...
Importance: High

Good morning everyone,
We need to break the impasse that we are at with hiring an elevator consultant to move this project forward.
Please advise accordingly.

Jack Sides

From: Sherry Yang <syang@live.ca>
Sent: Tuesday, January 30, 2018 11:40 AM
To: Sam Negelev
Cc: Bruce Blight; Carol Costa; Jack Sides; Derrick Ho-Chung-Qui; Richard Wong; Elizabeth Reade; Sam Negelev; Sherry Yang
Subject: Re: Elevator concerns...

I approve, and support this decision.

Sherry

On Jan 30, 2018, at 11:29 AM, Sam Negelev <sam.negelev@canamgroupinc.com> wrote:

I will second motion by Bruce if it is still needed.

Sam Negelev

Special Project Facilitator

Canam Group Inc.

T 1-866-203-2001 / 403-252-7591; 5214

F 403 253-7708

sam.negelev@canamgroupinc.com

[<mime-attachment.gif>](#)

From: "Bruce Blight" <b_b@telus.net>
To: "Carol Costa" <costa_c@shaw.ca>, "Derrick Ho-Chung-Qui" <oi1man@yahoo.com>, "Elizabeth Reade" <saraelizabethreade@gmail.com>, "Negelev Sam" <sam.negelev@canamgroupinc.com>, "Richard Wong" <richardwong8@gmail.com>, "Sam Negelev" <snegelev@gmail.com>, "Sherry Yang" <syang@live.ca>, "Bruce Blight" <b_b@TELUS.net>
Cc: "Jack Sides" <jsides@parterreproperty.ca>
Date: 30/01/2018 11:23 AM
Subject: RE: Elevator concerns...

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Jack Sides

From: Sam Negelev <sam.negelev@canamgroupinc.com>
Sent: Tuesday, January 30, 2018 11:29 AM
To: Bruce Blight
Cc: 'Carol Costa '; Jack Sides; 'Derrick Ho-Chung-Qui '; 'Richard Wong '; 'Elizabeth Reade '
Subject: 'Sam Negelev '; 'Sherry Yang'
RE: Elevator concerns...

I will second motion by Bruce if it is still needed.

Sam Negelev

Special Project Facilitator
Canam Group Inc.

T 1-866-203-2001 / 403-252-7591; 5214

F 403 253-7708

sam.negelev@canamgroupinc.com



From: "Bruce Blight" <b_b@telus.net>
To: "Carol Costa" <costa.c@shaw.ca>, "Derrick Ho-Chung-Qui" <oi1man@yahoo.com>, "Elizabeth Reade" <saraelizabethreade@gmail.com>, "Negelev Sam" <sam.negelev@canamgroupinc.com>, "Richard Wong" <richardwong8@gmail.com>, "Sam Negelev" <snegelev@gmail.com>, "Sherry Yang" <syang@live.ca>, "Bruce Blight" <b_b@TELUS.net>
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Please response either yea or nay or soon as possible so that we can either start the search for an elevator supplier or an elevator consultant.

Thank you
Bruce Blight

Jack Sides

From: A A <costa.c@shaw.ca>
Sent: Tuesday, January 30, 2018 11:26 AM
To: Bruce Blight
Cc: Derrick Ho-Chung-Qui; Elizabeth Reade; Negelev Sam; Richard Wong; Sam Negelev; Sherry Yang; Jack Sides
Subject: Re: Elevator concerns...

Hi All

I would support Bruce's suggestion in this as far as the mentioned company and get us on the road to recovery.
Carol

Sent from my iPad

On Jan 30, 2018, at 12:22 PM, Bruce Blight <b_b@telus.net> wrote:

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Good morning everyone,