

SCOPE OF WORK (SCHEDULE – A)
Drywall & Insulation

Supply all labour, material, equipment, permits, and pay taxes and fees necessary to complete this scope of work, as per Project plans, specifications, in the accordance with the requirements of the National & Ontario Building Codes, Tarion and all other authorities having jurisdiction. Work to be completed as and when required by the Site Manager and include, but not limited to the following:

It is the sole responsibility of the Subcontractor to check with the Contractor’s Site Manager prior to starting any house to verify the Contractor’s exterior colour designations and check instructions regarding structural changes, upgrades and colours. The Subcontractor accepts responsibility for any errors by not doing so.

NOTE: THIS SCOPE OF WORK SHALL NOT BE MARKED UP, MODIFIED, AND/OR CHANGED IN ANY WAY. CROSSING ITEMS OUT OR ADDING ITEMS IN SHALL AUTOMATICALLY DISQUALIFY YOUR PROPOSAL FROM CONSIDERATION.

SECTION A: MOBILIZATION

- 1) All costs associated with mobilization, transportation, machinery floats, etc..., are included in the contract price.
- 2) If long term storage is required onsite the sub-contractor shall work with the site supervisor to ensure materials / items being stored are done in such a manner that does not interfere with the Contractor's activities on site.
- 3) All rented items required to complete the work outlined herein is included in the contract price.
- 4) All ladders, planks, walkways, scaffolding, lifting equipment, as well as all tools, hardware, tackle and materials required to complete the scope of work contained herein is included in the contract price.
- 5) This Sub-Contractor must visit the site prior to commencing work. Any site conditions that could potentially effect, or hinder the progress or quality of this Sub-Contractor's work as per the Drawings, Directions, Site Instructions, or Governing Building Codes and Construction Standards must be reported to the Contractor in writing. If work commences and no such issues are raised by the Sub-Contractor, then it will be mutually agreed that the Subcontractor has accepted the site conditions “As-Is”.
- 6) All work to be completed as per Contractor’s schedules, and as instructed by the Contractor.

SECTION B - MATERIAL / EQUIPMENT & HANDLING

- 1) The Sub-Contractor will provide, care for, and manage all materials and equipment required to perform their scope of work in its entirety. This includes: Ensuring that equipment is in good working order, materials necessary to complete their work as per the Contractor’s schedule is delivered and available on time, safe guarding against theft, vandalism and damages, and that operators/drivers of equipment requiring specific licenses are properly trained and licensed to do so.
- 2) The Sub-Contractor shall be responsible for all material handling including but not limited to: Loading, Unloading, Delivery Coordination, Quality Control Measures, Hoisting, etc...
- 3) All materials are to be used as they are delivered. On-site storage and Stockpiling are not permitted. As such any Issues which may arise as a result of site logistics, weather, theft, or any damage to stored or stockpiled materials shall be the sole responsibility of the Sub-Contractor.
- 4) The Sub-Contractor shall ensure that all material deliveries are carried out without obstructing the flow of traffic through the job site. Roads must remain accessible, and clean to all parties working/visiting the job site at all times. In the event that this is not possible, and the Sub-Contractor is required to obstruct the road to receive any of their deliveries, the Site Superintendent must be notified prior to the delivery taking place. Failure to notify the Site Superintendent of any potential road obstructions could result in the denial of service where the Sub-Contractor may be instructed to cease delivery operations immediately.
- 5) All materials and equipment brought to the job site by this Sub-Contractor shall be insured by the Sub-Contractor.
- 6) All equipment brought to the job site by this Sub-Contractor must have all required documentation with it and available upon request. Including: Ownership, Insurance, maintenance logs, operator information and license, etc...
- 7) All waste, garbage, and debris generated buy this Sub-Contractor's work / activities shall be disposed off by the Subcontractor in the areas designated by the Site Supervisor. This shall be the sole responsibility of the Subcontractor. Any clean up, or debris removal work that must be completed by the Contractor on behalf of the Subcontractor shall be backcharged accordingly.

- 8) It is the Subcontractor's responsibility to ensure that all products supplied be installed precisely per the manufacturer's specifications and requirements and suggestions. Any variance from these requirements should be discussed with the Builder before any installation. Any costs which arise due to Subcontractor's negligence of the above aforementioned shall be solely his responsibility. **THE SUBCONTRACTOR MUST ENSURE TOTAL KNOWLEDGE OF THE PRODUCTS BEING USED**

SECTION C - WINTER PROTECTION (SEASONAL ITEMS)

- 1) All winter heat shall be supplied by this Sub-Contractor (if required). Should the Contractor at his own expense agree to Supply winter heat (propane/heaters) to the Sub-Contractor, the Sub-Contractor is required to maintain a log book of all propane bottles used by the Sub-Contractor for submission to the Contractor upon request.
- 2) Tarping, covers, etc.. shall be the responsibility of the Sub-Contractor and included in the contract price, where and when required unless otherwise agreed in writing by the Contractor. Should the Contractor agree to provide tarping, covers, etc to the Sub-Contractor the Sub-Contractor must coordinate all installs and dismantling/removal.
- 3) Weather conditions do not constitute a reason for delays in work. It is expected that in the event of "lost days" due to weather conditions, that the Sub-Contractor will make a valid and verifiable effort to ensure that the Contractor's schedules are not compromised by way of Weekend Work (when permitted), Overtime, and/or introducing additional labour/crews to "catch up" and make up for any lost days.

SECTION D - GENERAL CONDITIONS AND WARRANTY

- 1) **ABSOLUTELY** no additional work is to be performed for potential, homebuyers without express written approval from Contractor's main office. The Subcontractor clearly understands and agrees that none of the Subcontractor's forces, directly employed or contracted, including suppliers, shall deal with the Project's Purchaser's regarding any business activity. Any requests of additional work or modifications made by a purchaser directly to the subcontractor shall be reported immediately to the contractor's head office and dealt with through the Contractor. The Subcontractor further understands and agrees that should the Subcontractor's forces engage directly with a purchaser, the Subcontractor will be terminated and be responsible and reimburse the Contractor for all monies lost by the Contractor as a result of such direct activity, as calculated by the Contractor.
- 2) Work is to proceed in accordance with work schedules as provided by the Contractor.
- 3) It is agreed by both parties of this contract that the terms and conditions of the Tarion New Home Warranty Program shall be included and form part of this contract. As such, this Subcontractor agrees to make themselves familiar with the quality standards required of him under this program especially the Tarion Performance Guidelines.
- 4) All work must conform and be carried out in accordance with the Ontario Building Code, Local By-Laws, Tarion, CMHC, and as per all Plans, Drawings, Diagrams, Instructions, and Specifications provided.
- 5) All work is to be carried out in accordance with the Contractor's schedules. No exceptions.
- 6) All workmanship and Materials shall be warranted for a period no less than 2 (Two) years from the date that the home is occupied by the Contractor's client NOT date that the work was completed. The Tarion Warranty Corporation shall govern. Any items/deficiencies deemed Warrantable either the Contractor and/or the Tarion Warranty Corporation shall be the responsibility of this Sub-Contractor to correct.
- 7) All shop drawings associated with this Sub-Contractor's work must be submitted to head office prior to commencing work.
- 8) The Contractor reserves the right to inspect all vehicles (at his own discretion) entering or leaving the job site.
- 9) All Sub-Contractors must sign in and out at the Contractor's construction office prior to commencing any work or before vacating the job site.
- 10) Site parking will be controlled by the Site Superintendent. Parking of personal shall only be permitted in designated areas. Any damages caused to personal[y] owned vehicles or equipment shall not be the sole responsibility of the Sub-Contractor.
- 11) It is understood that all Completion Slip numbers will be issued by the site construction office once a week and picked up at the site office on the Contractor's designated day only. Subcontractor must submit to the site office a written request for completion slips one week prior to the Contractors issuance. Written request is to indicate the lots or items completed and declare that the work is 100% complete according to the contract. The request must

be signed by the Subcontractor's foreman. Completion slips will not be faxed to the Subcontractor. (For "Supply Only" contracts, site administrator will issue completion slip numbers to the supplier's office upon verification of the goods delivered.)

SECTION E - MATERIALS, INSTALLATION AND PERFORMANCE STANDARDS

- 1) **In addition to the general provisions of the Ontario Building Code (OBC) and/or any other governing guidelines all insulation shall comply with "Compliance Package J" of the OBC Supplementary Standard SB-12.**
- 2) Supply and Install R20 BLANKET and vapour barrier system to exterior masonry basement walls (full height), down to 8" above the basement finished slab. Insulation must be in contact with foundation walls throughout to prevent thermal bridging between basement wall and insulation. Place 6 MIL poly vapour barrier on warm side of insulation and caulk to poly. Vapour barriers must be sealed with acoustical caulking to header wrap air retarder above and below grade. Basement vestibule foyer to be drywalled (one side) to base of basement stairs
- 3) Supply and Install R22 BATTS to exterior 2"x6" wood-framed walls at ground and second floors.
- 4) Supply and Install R60 BLOWN to roof truss ceilings.
- 5) Supply and Install R60 BATTS to ceiling with low roof-space.
- 6) Supply and Install SUPER 6-MIL polyethylene vapour barrier over all thermal-purpose insulation as required. Vapor barriers must be taped and caulked as required to form a continuous vapour barrier.
- 7) Supply and Install R31 1/2 LBS. SPRAYED FOAM insulation to overhangs and to garage ceilings with habitable rooms above.
- 8) Supply and Install to Exterior wood-framed garage walls situated less then 4'0" (1.2 meters) from an adjacent property line R14 BATTS.
- 9) Insulate behind bathtubs, electrical outlets, and all wall openings in external walls. Caulk vapour barrier to vapour wrap around outlets, or use appropriate vapour barrier tape.
- 10) Supply and Install insulation as firestop where heat runs and plumbing pipes penetrate the ground and second floors/third floors.
- 11) All cavities at pipes and ducts to be properly packed with insulation. Supply and Install LOW EXPANSION FOAM around exterior house doors and windows and apply CAULKING to interior side of exterior wall sill plates.
- 12) Supply only: Insulation and Vapour Barrier at exterior heat runs.
- 13) Supply only: Insulation and vapour barrier behind all bulkheads, fireplaces, tubs box-outs, etc...
- 14) Supply only: Insulation at plumbing stacks for the purpose of noise reduction.
- 15) Supply and install 1/2" CEILING BOARD to insulated ceilings over finished habitable areas.
- 16) Supply and install 1/2" PLAIN to non-insulated ceilings over finished habitable areas.
- 17) Supply and install 1/2" PLAIN to walls and partitions in finished habitable areas.
- 18) Supply and Install to Exterior wood-framed garage walls situated less then 4'0" (1.2 meters) from an adjacent property line 5/8" FIRECODE in lieu of 1/2" PLAIN. This shall apply only to lots measuring 33' or less in width.
- 19) Supply and Install 1/2" DUROCK to full height in all shower stalls (including ceiling).
- 20) Supply and Install 1/2" DENS-SHIELD to all bathtub enclosures (including ceilings).
- 21) Garages to be fully drywalled and gas proofed. Supply and Install 1/2" PLAIN to ENTIRE wood-framed garage walls and ceilings. All joints are to be taped and sanded for priming and gas proofed. Box-In with Drywall in all exterior wall penetrations (i.e.) for electrical boxes and switches, plumbing, etc... Exterior wood-framed garage walls situated less then 4'0" (1.2 meters) from an adjacent property line 5/8" FIRECODE in lieu of 1/2" PLAIN. This shall apply only to lots measuring 33' or less in width.
- 22) Apply all 1/2" ceiling board to trussed areas with metal ceiling clips where interior walls meet truss ceilings to minimize the effects of truss-uplift.

- 23) All drywall to be applied with appropriate drywall screws, corner beads, drywall stop, etc... as required. Cut "V" joint into drywall abutting joints. Archways and half walls to be trimmed by others.
- 24) All joints, seams, screw heads, etc.. are to be taped and filled (3 coats of drywall cement) and sanded to a smooth surface. All 45 degree corners must have metal edge drywall tape and be shaped true and plumb.(Inclusive of garages)
- 25) Protect shower pans and tubs from damages which may arise from your work. Do not install board until pan and tubs have been installed.
- 26) All Drywall must be installed perpendicular to framing members.
- 27) All fireplace walls to receive 5/8" FIRECODE drywall as required.
- 28) All pot light cut outs as required shall be included as standard to this contract first 5 Pot lights.
- 29) Supply and Install straight-edge metal corner beads to all external corners and sliding closet door openings.
- 30) Supply and install all necessary fastening, taping, and finishing materials.
- 31) All demising walls must meet standard rating noted on drawings and constructed in accordance with OBC and fire rating (zero tolerance).
- 32) Subcontractor shall apply a medium sprayed texture with 4" border around perimeter of all rooms, hallways, foyers, etc... **except** kitchen, dinette, breakfast room, washrooms, powder rooms, and laundry rooms, which will have smooth surface ready for paint. Duct Bulkheads shall not be sprayed. Where finished basements are applicable, the finish on the underside of the stairs is stippled with no scraped border.
- 33) All archways and bulkheads to be drywalled level, even, and square. Subcontractor is responsible to immediately report to the site manager any framing found to be uneven or not level prior to installation of drywall.
- 34) The subcontractor includes for all finishing of bulkheads and chases required for the accommodation of all mechanical systems, plumbing, ventilation, and structure regardless if any such items are fully detailed on the drawings or not.
- 35) Metal corner beads shall be installed to all partitioned corners and closet openings as required. All bay windows, 130 degree corners and rounded archways to receive plastic round corner beads.
- 36) All openings in drywall for electrical, phone, data receptacles, etc... shall be cut square and clean by saw. Openings shall be minimal in size.
- 37) Any mud and/or debris in electrical boxes, outlets, phone, cable jack boxes, etc... must be cleaned by the Subcontractor. No exceptions.
- 38) Vapour barrier on electrical boxes shall be pulled out by the subcontractor and secured to the 6mil poly vapour barrier installed by this subcontractor (4" minimum overlap). Caulk vapour barrier on electrical boxes to 6mil poly for continuous seal.
- 39) Caulk and seal TYVEK header wrap to poly vapour barrier at all required locations as directed by the site superintendant. Caulk vapour barrier at joints, overlaps, plugs, switches, and change of direction. Caulk all wire penetrations through vapour barrier at attic spaces.
- 40) For skylight conditions: walls between skylight and ceiling to be finished drywall, ready for paint. Not stippled.
- 41) Drywall and insulation work required due to Look out or walkout conditions included standard to contract.
- 42) Subcontractor shall be responsible to install all necessary safety strapping and securing devices required to perform the subcontractor's work in conformance with the safety laws and policies governing the site. Cut safety hooks flush with wall, seal and waterproof around if requested by Site Manager.
- 43) No surcharges, premiums or extra costs shall be applicable due to weather/seasonal conditions.
- 44) Main floor to be Smooth Ceiling , 2nd and ground floor on the 3 stories to have stipple.

SECTION F – SITE RULES AND REGULATIONS:

This Subcontractor agrees with, and shall comply with the following “Project Rules”. Non-compliance shall result in remedies allowed by the Contractor under this contract. “Rules” included but not limited to, are as follows:

- 1) Cross concrete at designated ramps only.
- 2) Access Roads to the Project site shall not be obstructed in any way, and, at all times roads shall be clear to allow fire trucks to enter the site and access all fire hydrants.
- 3) No storage of building materials on the access roads.
- 4) No parking on driveways or graded yards.
- 5) No pets are allowed on the project at any time.
- 6) The consumption of illegal substances or alcohol will not be tolerated and is cause for immediate termination.
- 7) All trash must be placed in bins provided.
- 8) Do not set tools, materials, trash etc. on countertops, vinyl or ceramic areas.
- 9) Portable toilet facilities are provided for your convenience, use of facilities in house is prohibited.
- 10) Absolutely No Smoking permitted in houses.
- 11) No eating or drinking in homes after drywall.
- 12) Once floor surfaces have been finished with carpet, linoleum, vinyl or hardwood, outdoor footwear shall not be worn in the home.
- 13) Overnight camping out at the Home and adjacent lands is prohibited.
- 14) Loud or excessive noise from a radio or any other electronic device and profanity are prohibited.

SECTION G – SAFETY:

- 1) The Subcontractor shall at all times ensure that the health and safety of their staff and crews are paramount. As such the Subcontractor must ensure that any necessary safety training (i.e. Fall Protection, Propane Safety, etc...) required by their staff is up to date and any documentation associated with any such training is on site while their workers are present.
- 2) Prior to commencing work the Subcontractor must provide to the Contractor a copy of their Health and Safety Book which must be kept on site at all times in the Contractors construction office. If the Subcontractor does not provide a copy of their Health and Safety Book to the Contractor as required under this contract, the Contractor may chose to terminate or suspend the Subcontractor and/or withhold payment until such time as the Subcontractor furnishes the Contractor with their Health and Safety Book.
- 3) The Subcontractor shall be required regular safety meetings (at the Contractors discretion) on site, as requested by the Contractor.
- 4) All Subcontractors working with **“Hot Work Operations”** shall ensure that;
 - i) **Combustible Material:** All portable combustible material must be removed a minimum of 20 feet away from the working area and adjoining areas.
 - ii) **Flammable Liquids or Vapours:** Drums, tanks or other containers or explosive liquids or vapours must be cleaned and cleared of flammable or explosive liquids or vapours before work is done on them.
 - iii) **Pre-Operation Precautions:** When feasible, work area should be wetted down.
 - iv) **Spark Control:** Sheet metal guards, asbestos blankets and similar protection must be provided to prevent hot metal and sparks from falling on combustible material which cannot be moved.
 - v) **Fire Protection:** If the areas in which hot work operations are being performed are presently under operative sprinkler protection, the sprinklers in that area must be operative during welding or cutting operations. Suitable fire extinguishers or hand hose must be maintained near the operations, an extra person must be provided in the welding or cutting team whose sole responsibility is to watch for sparks and promptly use the extinguishing equipment.
 - vi) **Post-Operation Precautions:** After work, a thorough check must be made for smoldering fire in out-of-the-way places, and guard patrol protection must be maintained for a minimum of four hours.
 - vii) **Other:** During the course of construction, where a propane gas heater or other open flame heating device is used; the device will be positioned on fire resistive dry wall board, tied off to a wall or floor with not less than three (3) feet of clear space surrounding it.
- 5) **“Hot Work Operations”** shall be defined as follows:
 - i) The process whereby one or more of the parts to be joined is heated near or above its melting point and the heated surfaces are caused to flow together.

- ii) The process of applying heat to red heat the spot to be severed, gouged or pieced, and the metal is burned in a jet of oxygen.
- iii) Grinding operations that generates sparks.
- iv) Torch-on roofing operations.
- v) Roof tarring operations.

SECTION H – SERVICE REQUIREMENTS:

The Subcontractor agrees to comply fully with the Contractor's pre-delivery inspection notification process as follows:

- 1) The pre-delivery inspection by the homeowner will be conducted approximately two (2) weeks prior to occupancy of the unit.
- 2) The Contractor will provide written notification to the Subcontractor of any deficiencies noted in the pre-delivery inspection, which are the Subcontractor's responsibility to repair. Such notification shall be provided by the Contractor in accordance with Article Seven of the Agreement; and.
- 3) The Subcontractor agrees to respond to the Contractor within 24 hours of receipt of such notice and agrees to rectify any and all deficiencies forthwith and in any event prior to occupancy of the unit, failing which the Contractor may, at the Subcontractor's expense, attend to such rectification (either itself or through another Subcontractor). All expenses of such rectification together with an administrative charge of \$150.00 shall be deducted from any monies owing to the Subcontractor.
- 4) Should approval be granted by the Contractor allowing the Subcontractor to rectify such deficiencies after occupancy by the Contractor's Purchaser, it is the Subcontractors' sole responsibility to contact the purchaser and schedule appointments to rectify such deficiencies. Further, the Subcontractor shall be responsible to have the Contractor's service completion forms signed by the purchaser indicating the purchaser's acceptance of the work. Should the Subcontractor fail to honour or attend appointments made with the purchaser, the Contractor shall immediately remedy the matter and proceed as described in paragraph (c).