

Welcome  
Webinar June 9, 2020  
Major Construction,  
Contracts & Painting



[www.choa.bc.ca](http://www.choa.bc.ca)  
1.877.353.2462

Sat Harwood, Lawyer, Lesperance Mendes

[sdh@lmlaw.ca](mailto:sdh@lmlaw.ca)

Dan Schmidt, Remdal Painting & Restoration

[dans@remdal.com](mailto:dans@remdal.com)

**Host Tony Gioventu, Executive Director CHOA**

[tony@choa.bc.ca](mailto:tony@choa.bc.ca)

This session is being recorded and will be hosted on the CHOA web site. If you have questions during the session please use the Q&A function.



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# Sat D. Harwood



Lesperance Mendes

Phone: 604-685-3550

Email: [sdh@lmlaw.ca](mailto:sdh@lmlaw.ca)

# Dan Schmidt



Remdal Painting and Restoration

Phone: 604-882-5155

Email: [dans@remdal.com](mailto:dans@remdal.com)

# Privacy

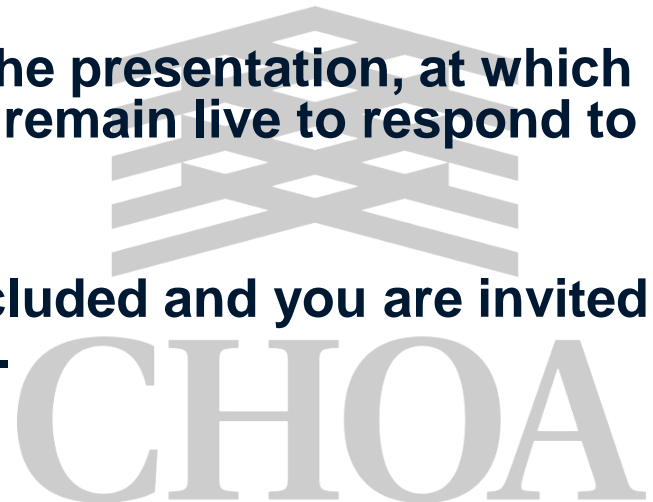
**This Webinar will be recorded.**

**If you submit a question through Q&A, everyone participating in the webinar will see your question.**

**For your protection, do not identify your strata plan, business or any personal information during the Webinar.**

**Questions will be held until the end of the presentation, at which time the facilitator and speakers will remain live to respond to questions.**

**Speaker email addresses have been included and you are invited to email them directly for assistance.**



# Sat Harwood, Lesperance Mendes Law

A contract is an agreement between parties that binds them to terms and conditions of a service or product in exchange for compensation or other consideration

*Contracts may be written, verbal or implied from the factual matrix of the relationship*

# Common contracts

Ongoing Service agreements such as:

Monthly elevator service

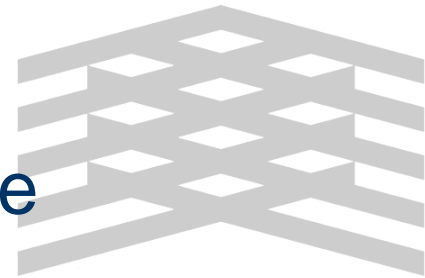
Waste Management

Strata Management contract

Pool Maintenance

Janitorial services

Monthly HVAC maintenance



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# Common contracts

Employment agreements such as:

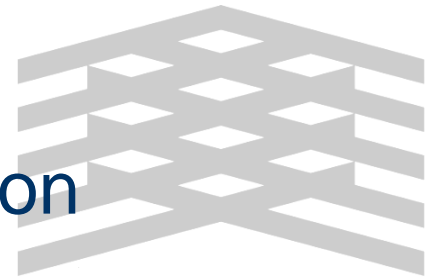
Resident caretakers

Concierge Staff

Resident managers

Resident gardeners

Resident office administration



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# Common contracts

Product & construction agreements such as:

Annual Insurance Policy

Emergency response such as flood

Plumbing and mechanical repairs

Consulting/Engineering services

Major construction:

*Roofing inspections and replacement*

*Major component replacement*

*Painting and Exterior Maintenance*

*Upgrades to HVAC/Mechanical*





# Contract terms and conditions

The clearer the contract, the lower the risk of failure or cost over runs. Include:

Site access conditions and use

Waste management and removal

Employee site conditions

Conditions how Covid-19 measures are being addressed and managed

Dispute resolution: what happens in the event of a dispute

# Protecting your strata corporation

- All contracts are in writing, which may include a formally negotiated contract, or written confirmation of the terms and conditions of the contract before any services commence.
- Details and specifications of the service or product and materials are in writing
- Warranties are included in the contract
- Prices and costing is established
- Method to approve changes or additions included in the contract

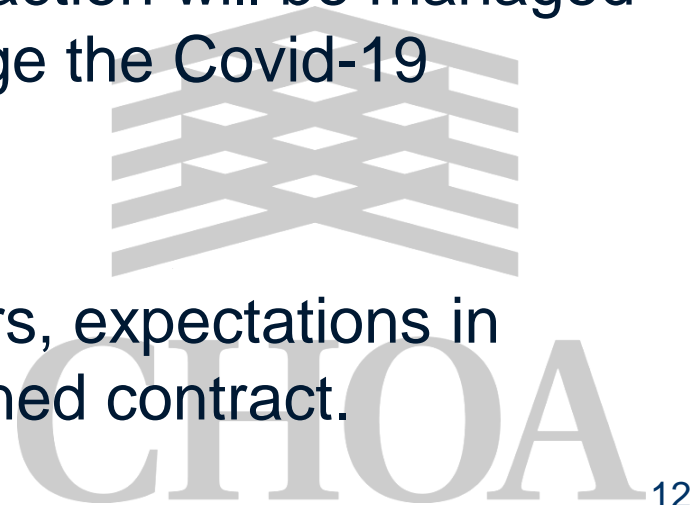


# Actions for our protection during Covid-19

- Before you sign an agreement or commence a service, make sure your contract contains the following :
  - The terms and conditions of the contract
  - The specific requirements of the contractor to manage their employees and operations to meet the requirements of operations during Covid-19
  - The scope of work and the negotiated fee or contract
  - and finally...
  - Have a legal review of the contract. Most contracts require a minimal 1-3 hours for legal review protecting the strata corporation and the strata council

# Dan Schmidt

- **Addressing Strata Concerns:**
  - Can we meet during this time?
  - What level of interaction between residents and contractor? Can work proceed?
- **Safe Site Expectations:**
  - Identify how access and interaction will be managed to address site work to manage the Covid-19 conditions and requirements
- **Contract Clarity:**
  - Identify questions and answers, expectations in writing, and include in the signed contract.



# Covid-19 and major construction

## Safe management of the construction site:

- **WorkSafe compliance**
  - Protection of employees
  - Protection of the residents
- **Prime contractor requirements:**
  - manage employees and sub-contractors to address Covid-19 protocols
- **Contract terms and conditions**



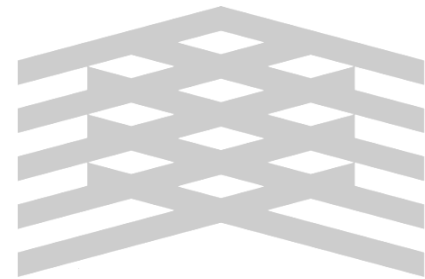
# What steps can be taken to ensure a safe and timely completion?

- **Organizing the site:** Requirements during Covid-19 times
- **Required access:** limited common property access, suite access, restrictions
- **Personal property:** Removal/storage of personal items from decks, balconies and yards
- **Interior projects:** Staging and protection of residents

# Managing a construction site during Covid-19 restrictions

## Key's to Success:

- Scheduling & Notices
- Compelling Communication
- Safe Site Practices
- Regular Site Meetings
- Finishing Well



# Questions

- Please submit your questions through the Q&A portal
- This webinar will be posted to the CHOA web site and accessible through our YouTube channel
- Please feel free to share this video and the resources with your council and fellow owners
- Additional questions: please email [info@choa.bc.ca](mailto:info@choa.bc.ca)

Next week's Webinar: Collecting strata fees? Can we defer strata fees for several months? Can we amend our annual budget?



# Thank you



Condominium Home Owners Association

1.877.353.2462

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200 – 65 Richmond St.  
New Westminster, B.C.  
V3L 5P5  
604.584.2462

222-1175 Cook St.  
Victoria, B.C.  
V8V 4A1  
250.381.9088

26-1873 Spall Rd  
Kelowna, B.C.  
V1Y 4R2  
250.868.1195

