

February 05, 2024

Philip Ansari  
Hylan Group Inc.  
2800 John St. Unit 20,  
Markham, ON L3R 0E2

Dear Mr. Ansari,

**RE: Localized Envelope Repairs – 73 Laird Dr, Toronto  
Contract Close-Out**

**RJC No. TOR.112560.0015**

All parties (CBRE Limited, Read Jones Christoffersen Ltd., and Hylan Group Inc.) have agreed that the work associated with the Telus Localized Envelope Repairs at the above-noted site is substantially complete. A copy of the Certificate of Substantial Performance is attached for publication. You are required by the terms of your Contract to take all appropriate measures to comply with the Contract Close-Out procedures outlined in the documents including:

- The requirements of the Construction Act
- The requirements of the Worker's Compensation Act
- All other Contractual Obligations

In addition to these items, you are also required to supply all guarantees, warranties, inspection certificates, maintenance manuals and project record drawings in accordance with the requirements of the Contract Documents. These requirements are outlined in the specification, specifically:

- Section 09 91 23 – Interior Painting and Finishing

Contractor is required to submit maintenance manuals and project record drawings for the work performed as part of the Contract. If a clean set of drawings is required for record drawing purposes please let RJC know.

A final walk-through inspection was performed on January 24, 2024 by BGIS, Read Jones Christoffersen Ltd, and Hylan Group Inc. During the final walk-through, any deficiencies were noted.

The holdback will become payable 60 days from the date of publication of the Certificate of Substantial Performance. Please include proof of publication and all warranties and maintenance manuals with your



holdback invoice. It is expected that all deficiencies will be addressed and the required maintenance manuals and project record drawings will be provided prior to the holdback invoice becoming due.

We trust this information is satisfactory and self-explanatory; however, if you have any questions, please do not hesitate to call.

Yours truly,

READ JONES CHRISTOFFERSEN LTD.

A handwritten signature in black ink that reads 'Cheryl Zeng'.

Cheryl Zeng, B.Eng, EIT  
Engineering Intern  
Building Science and Restoration

Reviewed by:

A handwritten signature in black ink that reads 'Jack Albert'.

Jack Albert, B.ASc, MEng, P.Eng., CPHD  
Principal  
Building Science and Restoration

CZ/JA

Encl. Certificate of Substantial Performance

*Construction Act*

R.S.O. 1990, Chapter C.30  
Last Amendment: 2018, C.17, Sched. 8, S.1-20

**CERTIFICATE OF SUBSTANTIAL PERFORMANCE  
OF THE CONTRACT UNDER SECTION 32 OF THE ACT**

**CITY OF TORONTO**

**73 LAIRD DRIVE EAST YORK  
TORONTO, ONTARIO**

This is to certify that the Contract for the following improvement:

**TELUS LOCALIZED ENVELOPE REPAIRS**

to the above premises was substantially performed on **JANUARY 24, 2024**

Date certificate signed: **FEBRUARY 5, 2024**



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(Payment Certifier)

Name of Owner: **CBRE LIMITED**  
Address of Service: **18 King St. East Suite 1100 Toronto, ON M5C 1C4**  
Name of Contractor: **HYLAN GROUP INC.**  
Address for Service: **2800 John St. Unit 20 Markham, ON L3R 0E2**  
Name of Payment Certifier: **READ JONES CHRISTOFFERSEN LTD.**  
Address: **100 University Avenue, North Tower, Suite 400  
Toronto, ON, M5J 1V6**

A. Identification of premises for preservation of liens:

**73 LAIRD DRIVE EAST YORK, TORONTO, ON M4G 3T4**