

PROJECT STAGES & KEY ROLES

STAGE	KEY ROLES AND RESPONSIBILITIES		
	CONTRACTOR	CONSULTANT (City or External)	PARKS BRANCH MAINTENANCE (PBM)
Construction Period	<ul style="list-style-type: none"> -Construction -Maintenance of Existing (if any) -Completion of Work 	<ul style="list-style-type: none"> -Inspections -Project Management -Coordination of PBM Inspections -Issue Substantial Completion 	<ul style="list-style-type: none"> -Ongoing Inspections
CCC	<ul style="list-style-type: none"> -Submit application for CCC (Developer or External Consultant may also do this) -Submit Record Drawings -Demobilize Construction Operations 	<ul style="list-style-type: none"> -Coordination of CCC -Schedule CCC (City) -CCC Inspection -Issue CCC (City) -Report Deficiencies -Establish FAC date 	<ul style="list-style-type: none"> -CCC Inspection (optional)
Warranty & Maintenance Period	<ul style="list-style-type: none"> -Seasonal Maintenance -Establishment -Deficiency Corrections -Warranty Replacements -Repairs 	<ul style="list-style-type: none"> -Inspections -Project Management -Coordination of PBM Inspections 	<ul style="list-style-type: none"> -Winter Maintenance -Ongoing Inspections
FAC	<ul style="list-style-type: none"> -Completion of Maintenance -Site Clean Up & Demobilize Maintenance Operations 	<ul style="list-style-type: none"> -Coordination of FAC -FAC Inspection -Issue FAC (City) -Report Deficiencies, Extended Warranty 	<ul style="list-style-type: none"> -FAC or pre-FAC Inspection (mandatory)
Post FAC	<ul style="list-style-type: none"> -Deficiency Corrections (if any) -Extended Warranty (if any) 	<ul style="list-style-type: none"> -Inspections of Corrections 	<ul style="list-style-type: none"> -Maintenance (complete)