

DATE

Pre-Construction Survey Notification – First/Second/Final Notice
Greenfield Avenue, Main Street, Hawthorne Avenue et al. Reconstruction Project
Ottawa, Ontario

Dear Resident/Owner,

In the coming months Aecon Construction, on behalf of the City of Ottawa, will be undertaking construction for the Greenfield Avenue, Main Street, Hawthorne Avenue et al. Reconstruction Project. The project consists of renewing aging infrastructure and revitalizing the right of way in the northern section of Old Ottawa East. The work will involve underground and road reconstruction work, which is anticipated to begin in March 2023 and be completed in late 2025.

Englobe Corp. has been retained by Aecon Construction to perform **interior and exterior pre-construction surveys** on the homes and buildings within the vicinity of this work. You are receiving this notification because your property(ies) fall(s) within this vicinity.

The pre-construction survey is free of charge and it is conducted to document current building and landscape conditions before construction commences. For typical single-family homes, the survey should take approximately one hour. During the survey, an Englobe representative will use a video camera to capture the existing conditions of your building. This information may be used in the future to assist all parties involved in the unlikely event that damage is caused to any buildings during construction operations.

Delivery of this notification indicates that Englobe, with your consent, would like to complete an interior and exterior survey of your property. Pre-construction surveys will begin DATE and will run until DATE. Please contact Englobe's Project Coordinator, at 1.877.300.4800 EXT 221 (between 8am-5pm) or surveys@englobecorp.com to schedule an appointment. Please make sure to include the project name above, your name, contact information, and address.

Please note, health and safety are paramount to us, and we are committed to keeping the community and our staff safe, as such we are adhering to the guidelines set forth by the Ontario Provincial Government during all surveying activities. If you have provided consent for the interior survey, only one person will be entering your home/building. Depending on the type of building and your requirements, Englobe staff will wear a mask, as required.

Please note, Englobe personnel will not access private property without express permission from the homeowner; however, for properties where no contact is made, the exterior of the building may be surveyed from publicly accessible areas (i.e., sidewalks).

If you decline to have a survey conducted, you may wish to complete your own survey to document the pre-construction conditions of your property. Your survey should include dated photographs and/or video showing the conditions of both the exterior and interior of your building, any of which can be submitted to Englobe at your discretion.

In order to remain impartial and in compliance with the Privacy Act (PIPED), these records will remain in Englobe's Ottawa office and will only be released if there is a claim filed in writing, and with the authorization of the property owner.

If you would like more information about the project, please check the City's website at:

<https://ottawa.ca/en/city-hall/public-engagement/projects/greenfield-avenue-main-street-hawthorne-avenue-et-al-reconstruction-project#section-f18681a7-563e-41ae-8001-ab7c3eda2e94>



Thank you in advance for your co-operation and your patience and we look forward to hearing from you soon.

Sincerely,

Englobe Corp.

