



THE CITY OF YELLOWKNIFE

## Letter of Assurance – Form D and E

### Form D – Assurance of Professional Design and Commitment for Field Review

Permit No.: PR-\_\_\_\_\_

To: City of Yellowknife

Date:\_\_\_\_\_

\_\_\_\_\_  
Project Name

\_\_\_\_\_  
Project Address

Legal Description – Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_

I, \_\_\_\_\_, of \_\_\_\_\_  
(Registered Design Professional – Agent and Firm)

hereby give assurance that I will conduct the Design and Field Review of construction for:

- |   |   |
|---|---|
| <input type="checkbox"/> Architectural          | <input type="checkbox"/> Electrical Engineering   |
| <input type="checkbox"/> Structural Engineering | <input type="checkbox"/> Geotechnical Engineering |
| <input type="checkbox"/> Mechanical Engineering | <input type="checkbox"/> Other _____              |

and that components described on plans, specifications and other supporting documents, prepared by the Registered Design Professional in support of the application for a building permit, substantially comply with the City of Yellowknife Building By-Law 5058, as amended from time to time (Building By-law).

The undersigned hereby undertakes to be responsible for the Field Review of the above referenced components during construction as indicated on the following Form E – Summary of Design and Field Review Responsibilities.

The Registered Design Professional understands that should they cease to be retained at any time during construction, work on the project will stop until a new Registered Design Professional is retained and a new Letters of Assurance are filed with the City.

Permit No.: PR-\_\_\_\_\_

**Registered Design Professional of Record**

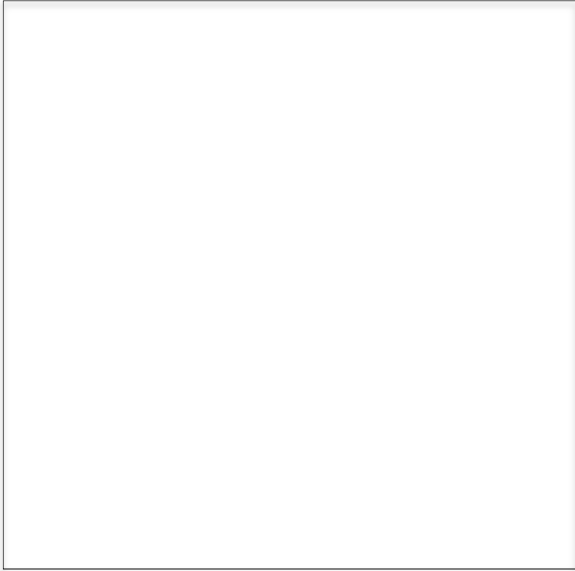
\_\_\_\_\_  
Registered Design Professional's Name

\_\_\_\_\_  
Firm

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Phone/Fax No.

\_\_\_\_\_  
Email Address



Registered Design Professional's  
Seal and Signature

\_\_\_\_\_  
Registered Design Professional's Design Plan No./Name and revision date:

**NOTES:**

- 1. This letter must be submitted prior to the commencement of construction when required as prescribed by the Building By-law.
- 2. This letter must be submitted with the stamped plans and specifications before the issuance of a building permit.
- 3. This letter must be followed by Form G Notice of Compliance and Field Review by Registered Design Professional upon completion of the design work.

\_\_\_\_\_  
RDP's Initials  
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# Form E – Summary of Design and Field Review Responsibilities

Permit No.: PR- \_\_\_\_\_

## Structural

indicate responsibilities

- 2.1 Structural capacity of structural components of buildings; including anchorage and seismic restraint
- 2.2 Structural aspects of foundations; 
  - \_\_\_\_\_ deep foundations
  - \_\_\_\_\_ shallow foundations
  - \_\_\_\_\_ surface mount foundations
  - \_\_\_\_\_ pile foundations
  - \_\_\_\_\_ on bedrock foundations
- 2.3 Qualification of welded steel fabricators and erectors
- 2.4 Review of all applicable shop drawings

## Mechanical

indicate responsibilities

- 3.1 HVAC Systems & Devices, including High Building Requirements where applicable
- 3.2 Fire Dampers including fire stopping of service penetrations at Required Fire Separations
- 3.3 Plumbing systems; including potable water, roof and storm drainage, sanitary drainage systems
- 3.4 Fire Protection Systems; including automatic sprinkler and other automatic fire suppression systems; stand pipes and hose system, evaluation of necessary water supply and demand
- 3.5 Swimming pool mechanical systems including pool circulation and disinfection systems, ventilation in pool areas and chlorine rooms
- 3.6 Medical gas piping systems
- 3.7 Smoke control systems in high-rise and care and detention occupancy application
- 3.8 Fire Department Connections & Hydrant Locations
- 3.9 Review of all Applicable Shop Drawings

\_\_\_\_\_  
RDP's Initials  
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# Form E – Summary of Design and Field Review Responsibilities

Permit No.: PR- \_\_\_\_\_

## Electrical

indicate responsibilities

- 4.1 Electrical transformers vaults, switching devices and motors, including anchorage and seismic restraints
- 4.2 Electrical system and devices; including fire stopping of penetration through fire separation
- 4.3 Fire alarms; including voice communication system
- 4.4 Mechanical interface with controls and alarms
- 4.5 Emergency power and lighting systems
- 4.6 Fire protection of wiring for emergency systems
- 4.7 Review of all applicable shop drawings

## Geotechnical

indicate responsibilities

- 5.1 Excavation
- 5.2 Shoring and underpinning
- 5.3 Geotechnical aspects of foundations
  - \_\_\_\_\_ deep foundations
  - \_\_\_\_\_ shallow foundations
  - \_\_\_\_\_ surface mount foundations
  - \_\_\_\_\_ on bedrock foundations
- 5.4 Control of ground and subsurface water
- 5.5 Structural considerations of soil; including slope stability and seismic loading
- 5.6 Backfill and compaction of fill
- 5.7 Other responsibilities – (describe)

## Other – Specify discipline \_\_\_\_\_

indicate responsibilities

- 6.1 \_\_\_\_\_
- 6.2 \_\_\_\_\_

\_\_\_\_\_  
RDP's Initials  
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