Ministry Name: Jobs, Tourism and Innovation

FOI Request JTI-2012-00120

British Columbia Construction Association Payments FY12

Payee Name	Supplier Number	Payment Number	Invoice Number	Payment Date	Invoice Date	GL Account	Explanation	Invoice Paid Amount
BRITISH COLUMBIA	847178	05901384	CA90109004C5	23-Jun-11	31-Mar-11	125.51905.20921.3075.5111111	Small Business Skills Training Initiative Phase 2	169,765.50
CONSTRUCTION	847178	05945291	CA90109004C6	05-Aug-11	22-Jul-11	125.51905.20921.3075.5111111	Small Business Skills Training Initiative Phase 2	13,203.69
ASSOCIATION	847178	05968965	CA90109004C7	26-Aug-11	15-Aug-11	125.51651.20921.8001.5121224	Small Business Skills Training Initiative Phase 2	51,347.67
,	847178	06009573	CA90109004C8	07-Oct-11	16-Sep-11	125.51651.20921.8001.5121224	Small Business Skills Training Initiative Phase 2	175,589.65
	847178	06047054	CA90109004C9	08-Nov-11	17-Oct-11	125.51651.20921.8001.5121224	Small Business Skills Training Initiative Phase 2	239,214.67
	847178	06073966	CA90109004ADV	29-Nov-11	07-Nov-11	125.51651.20921.8001.5121224	Small Business Skills Training Initiative Phase 2	419,017.20
	847178	06073966	CA90109004C10	29-Nov-11	07-Nov-11	125.51651.20921.8001.5121224	Small Business Skills Training Initiative Phase 2	45,012.47
	847178	06078550	CA90109004C11	05-Dec-11	15-Nov-11	125.51651.20921.8001.5121224	Small Business Skills Training Initiative Phase 2	240,174.41
	847178	06154412	CA90190004C11	10-Feb-12	06-Feb-12	125.51651.20921.8001.5121224	Small Business Skills Training Initiative Phase 2	193,128.11
	847178	06154412	CA90190004C12	10-Feb-12	06-Feb-12	125.51651.20921.8001.5121224	Small Business Skills Training Initiative Phase 2	193,128.11
	847178	06170252	120215	21-Feb-12	06-Jan-12	125.51973.54020.8001.5111111	LM Partnerships - Business Succession Phase I	50,000.00
	847178	06180387	CA90109004C13	02-Mar-12	15-Feb-12	125.51651.20921.8001.5121224	Small Business Skills Training Initiative Phase 2	218,528.46
	847178	06224317	CA90109004C14	04-Apr-12	15-Mar-12	125.51651.20921.8001.5121224	Small Business Skills Training Initiative Phase 2	236,557.50
							Total:	2,244,667.44

Note 1: All payments under the Small Business Skills Training were recovered through Federal Funding under the Labour Market Agreement.

Note 2: The \$50,000 for Phase I of Business Succession was funded by the Province

BC Construction Association STEP - P2
Skilled Trades Employment Program
#401 - 655 Tyee Road
Victoria, British Columbia V9A 6X5 Canada

INVOICE

Invoice No.:

STEP - March 2011

Mar 31, 2011

1

Date:

Ship Date:

Page: Re: Order No.

Sold to:

Ministry of Jobs, Tourism and Innovation

PO Box 9189 Stn Prov Govt Victoria, BC V8W 9E6 Canada Ship to:

PO Box 9189 Stn Prov Govt Victoria, BC V8W 9E6 . Canada

Business No.:

Business No.:						
\ Quantify Unit	Description: -	Tax	Base Price	Disc %	Unit Price	Amount
1 1	As per Agreement # CA 90109004 - Skilled Trades Employment Program (Please see attached Schedule J for Details) - March 2011 Project Delivery Costs Project Administration Costs		170,694.68 17,069.47		170,694.68 17,069.47	170,694.68 17,069.47
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Shipped By: Tracking Comment: Sold By:	ng Number:			•	Total Amount	187,764.15

Schedule J

Monthly Expenditure Reporting Template

Name of Organization: BC Construction Association Contribution Agreement #: CA 901 090 04 For the Period From March 1 to March 31, 2011 MINISTRY OF ADVANCED EDUCATION AND LABOUR MARKET DEVELOPMENT

APR 1 3 2011

LABOUR MARKET AGREEMENT UNIT

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Jate:	<u>.</u>		
		•	
		-	
As per Schedule B of your	contract, please ensure that you have	ve attached your comple	ted and signed
Monthly Activity Report (S	chedule I) and all completed Particip	pant Intake and Exit Fore	ns (Schedules
•	G and H). Thank you.		

All expenditures involced to the Province are in accordance with the criteria stated in Schedule B of the Targeted initiative for Older Workers contract.



RECEIVED

JUN 17: 2011

FINANCIAL OPERATIONS MINISTRY OF COMMUNITY DEVELOPMENT & MINISTRY OF TOURISM, CULTURE & THE ARTS



Memorandum

Labour Market and Immigration Division

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

April 13th, 2011

Invoice #: CA90109004C5

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount:

\$169,765.50

Payment Stub

Comments:

March claim \$187,764.15 less advance recovery \$17,998.65

Description:

Payment upon receipt of claim for eligible project expenses from

March 1-31, 2011 under the Small Business Skills Training

initiative Phase 2.

Requested by:

Gemma D'Attilio

250-387-7243

accrual

ACCRUAL

This invoice was accrued.

Please pay from accrual coding (STOB 3075)

51905-20921-3075

MINISTRY OF JO	BS, TOURISM and INNOVATION					
Certify Goods/Services Received						
L/A/S	Leslie Page					
Supplier# Client#						
8471/8/001	125					
P.O./Contract#	CA90109004					
RESP S	ervice Line STOB					
51651	20921 8001					
Project Code	Amount ·					
5121224 .	\$169,765.50					
000000000000000000000000000000000000000						

ERTIFIED THAT THE AMOUNT TO BE PAID: is correct is in accordance with appropriate statute or other authority and/or contract

Where applicable that the work has been performed, the goods supplied, the services rendered or other conditions met

Date: June 15, 2011 Ministry Spending/Certification Authority

Deb Rhymer Print Name of Spending/Certification Authority





Labour Market and Immigration

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

July 22nd, 2011

Invoice #: CA90109004C6

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount: \$13,203.69

Payment Stub

Comments:

Further payment on March 2011 claim to bring contract to 60% (Advance recovery point -- we recovered funds too early in error.)

Description:

Due to previous error on CSC, we recovered advance before

trigger point was reached. We are now making payment to return

to trigger point. (Please see notes above)

Requested by:

Gemma D'Attilio

250-387-7243

accrual (STOB 3075)

RECEIVED

JUL 29 2811

FINANCIAL OPERATIONS
MINISTRY OF COMMUNITY DEVELOPMENT &
MINISTRY OF TOURISM, CULTURE & THE ARTS

MINISTRY OF JOBS, TOURISM and INNOVATION eslie Page Client # 847/178/001 125 CA90109004 P.O./Contract# RESP Sorvice Line 51651 20921 8001 Project Code Amount \$13,203.69 5121224

CERTIFIED THAT THE AMOUNT TO BE PAID:

is correct ts in accordance with appropriate statute or other authority

where applicable that the work has been performed, the goods supplied, the services rendered or other conditions may

Date: July 22, 2011 Ministry Spending/Certification Authority
Signature

Deb Rhyme

Print Name of Spending/Certification Authority

Grayson, Stevie JTI:EX

From:

Page, Leslie JTI:EX

Sent:

Friday, July 22, 2011 2:45 PM

To:

Grayson, Stevie JTI:EX

Subject:

FW: Ministry wording

Stevie, could you please prepare a Payment Request for this amount (i.e. for the \$13, 203.69) with this note attached, and forward it for signature and processing? Thanks, Leslie

From: Page, Leslie JTI:EX

Sent: Friday, July 22, 2011 2:44 PM

To: 'Jackie Knutson'

Cc: 'Randy Garon'; D'Attilio, Gemma JTI:EX; Grayson, Stevie JTI:EX

Subject: RE: Ministry wording

Hi Jackie, thanks for your note. So, it looks like we paid you the correct amount in November as per your claim, but that our CSC had an error on it

resulting in us retrieving the advance too early (i.e. \$13, 203.69 too early). Sorry about this and thank you for noticing the error on the CSC. For easier record keeping we will pay you the \$13, 203.69 owed to you now.

Re the issue of GST/HST I will put your note on the file, and will expect a separate billing for 50% of any HST/GST paid on any goods you purchased over the course of the contract.

Thanks, Leslie

From: Jackie Knutson [mailto:jackie@bccassn.com]

Sent: Friday, July 22, 2011 9:48 AM

To: Page, Leslie JTI:EX

Cc: Randy Garon

Subject: RE: Ministry wording

JUL 29 2011

FINANCIAL OPERATIONS
MINISTRY OF COMMUNITY DEVELOPMENT &
MINISTRY OF TOURISM, CULTURE & THE ARTS

Hi Leslie,

As per our phone call the figure in question is the November invoice below of \$162,331.88- We have \$149,128.19 submitted.

Also, as we discussed all the HST we charged the Ministry (which was not paid by the Ministry) we remitted to CRA until the ruling was completed in order to maintain onside should the ruling go towards service rather than grant. In order for us to receive the funds back from CRA we need provide them with support, therefore I will be creating credit notes to remove the HST charged from the invoices we previously submitted from our receivables. Since the Ministry did not pay any of the HST this will not affect the total claims we have submitted.

Please let me know if you have any questions.

Thank you,

Jackie

From: Page, Leslie JTI:EX [mallto:Leslie.Page@gov.bc.ca]

Sent: Thursday, July 14, 2011 12:52 PM

To: Randy Garon Cc: Jackie Knutson

Subject: FW: Ministry wording

Hi Randy, here's a page from what we call our Commitment Summary Card showing where you at in terms of your claims and payments to date. You'll see you reached 60% of the contract value (which includes the payment of the advance) at the time of your March claim and so the March claim was reduced by \$17,998.65 to \$169,765.50. From April forward 100% of your claims will go towards recovery of the advance until the full amount of \$689,999.70 is retrieved.

PHASE 2		1 .		Nov. 1, 2010 -	\$2,491,132
FHASE 2		·		Oct 31 2011	4112 -31
			•	contract value:	
-				Trigger point at	\$1,494,679.10
•			•	60% of Phase 2	•
	•			value =	·.
		3	0% advance	\$2,299,999.00	\$689,999.70
		-	paid on		
Contracts Invoice	nvoice#	Invoiced	Payment =	Advance 🚐	Balance to
Remaining Date		Amount	Amount	Recovered	Recover

Not Responsive

\$ 1,166,218.23	15-Jun- 11	Mar 2011 CA90109004C5	\$ 187-764.15	\$ 169,765.50	\$==17,998.65	\$ _672,001.05
	15-Jun-	Apr 2011	\$ 197,803,39	\$	\$ 197,803.39	
	12-July-	May 2011 claim	\$ 189,959.44	\$	\$ 189,959.44	\$ 284,238.22
					\$	
PHASE 2 To Da			\$1,020,481,44	\$1,494,679.10		

Trigger Pt not actually reached Regarding your question about HST, please see my responses to Jackie's note in your email below. I've coloured due them blue and have bolded them to make it easier to follow.

Thanks, Leslie

ENOV

From: Randy Garon [mailto:rgaron@bccassn.com]

Sent: Wednesday, July 6, 2011 10:53 AM

To: Page, Leslie JTI:EX Cc: Jackie Knutson

Subject: FW: Ministry wording

Good morning...

Along with a payment discrepancy,

Not Responsive

Not Responsive

I have included Jackie on the list to keep her in the loop.

Regards,

Randy Garon | Provincial Manager STEP: Skilled Trades Employment Program BC CONSTRUCTION ASSOCIATION 401 – 655 Tyee Road, Victoria, BC V9A 6X5

P: 250.475.1077 | C: 250.661.5310 | F: 250.475.1078

rgaron@bccassn.com | www.bccassn.com | www.stepbc.ca

BCCA: BUILDING BC'S FUTURE

This e-mail transmission, including any attachments, is intended only for the named recipient(s) and may contain information that is privileged, confidential and/or exempt from disclosure under applicable law. If you have received this transmission in error, or are not the named recipient(s), please notify the BC Construction Association immediately by return e-mail and permanently delete this transmission, including any attachments.

Hi Leslie,

We received a payment of \$169,765.50 yesterday. We unsure what the payment relates to as it does not match any of the outstanding invoices and we have yet to reach the contract terms of claiming in excess of 60% of the contract value (schedule B 4. (c)). Usually we receive the details of the payment via mail however with the Canada Post strike this could take some time. Would you be able to let us know what this payment relates too? (Please see my answer in the email above).

Not Responsive

Not Responsive

		CO	UMITMEN	T SUMMA	ARY CAF	RD		
Agreement#:		CA90109004	PHASE 2					
Vame:		British Colûmbia Co	instruction Associa	tion was Survey			•	!
Address:		#401 655 Tyee R	oad se sales estados			•	•	-
City, Prov. :		Victoria BG				Email:		
Postal Code		V9A 6X5			•		Count South Sciences Astronomy County Services	
Contact:		Manley McLachlan				Tel:	250-47	5±1078/75
Start Date:		15 Apr.09	End Date:	31-Oct-11			-	
Project Manage	·F:	Leslië Pagë 🧀 🖫				Branch:	Labouc Market De	velopment
Project:	•	Skilled Trades Emp	loyment Pilot Proje	ct - Laboratoria		Division:	Labour Market an	d Immigration.
Total Agreemen	nt Value:	\$6,140,736.83	Phase i Value:	\$3,619,605.00		•		
Total Value Pha	ise 2*:	\$2:491:131-83	ncludes slippage o	f \$191;132.83 fro	m Phase 1	Vendor#:	84747	8/001
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:Contract				Invoiced Amount	Payment	e Attvance Recovered	Balance.to	
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<u> </u>						-	*	

Revised CSC in correct

Nov 2010 claim value

-Note: tryger point

not yet reached

1			IAUMU I IMEN	I QUININIA	art car	(D	, , •	13 20069
Agreement#:	•	CA90109004	PHASE 2	•		- mus	or pay +	13, 203.69
Name:		British Columbia C	Construction Associat	ion 🚁 📉 📆			•	,
Address:		#401 655 Tyee F	Road States	7.270;;(30); 7.270;(30);				
City, Prov. :	•	Victoria, BC						
Postal Code Contact:		V9A 6X5 Manley McLachla		_	مسيا	70.45	250.475	1078
	<u>, </u>			Trigs	upt 1,494,6	o/9•10 + -		
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Project Manage	er:	Leslie Page		recensions Terrorialistas			ibour Market De	
³roject:		Skilled Trades En	ployment Pilot Proje	ct (September 1997)	•		⊤ibour Marketian	d Immigration
Total Agreeme	nt Value:	\$6;110;736.83	Phase 1 Value:	\$3,619,605: ₀ 0:			•	Ì
Γotal Value Ph	ase 2*;	\$2,491,131,83	*Includes slippage of	\$191,132.83 from	n Phase 1	Vendor#:	84717	8/001
iscal Yr split:		\$1,552,132,83	\$938,999			EFT:	No se	ľ
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	Inches and the second second and			30% 8	advance pald on	\$2,299,999.00.	\$689,999.70	
Contracts Remaining	Invoice Date:	a la company	oice#	Invoiced: Ava: Amount	Payment ————————————————————————————————————	Advance	Balance to Recover	
	≥17:Nov-10		2.CA90109004-ADV::	SEC. 2572		-\$::689,999.70	\$ 689,999.70	due to CSC
\$1,801,132,13 \$1,652,003.94	16-Dec-10 25-Jan-11		A90109004-C1	\$ 149,128,19 \$ 137,934,51	\$ 149,128.19 \$ 137,934.51	10 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		nuch
S 1,514,069.43	08-Mar-11	Van 2011 G	A90109004-C3		\$ 175,816.44	s :		advance
\$ 1,338,252.99	CONTRACTOR DESCRIPTION OF THE PARTY AND ADDRESS.		A90109004-04	\$==:158,831:07		30		recoveret
\$.1,179,421.92 \$.1,009,656,42	415-Jun-11		A90109004C5.151	\$ 187,764,45 \$ 197,803.39	DESCRIPTION OF THE PARTY OF THE	\$ 17,998.65 \$ 197,803.39	\$ 672,001.05 \$ 474,197.66	*accrued claim
\$1,009,656,42	315 JOH 15	and the second s	011 claim	\$ 189,959.44	The state of the s	\$ 189,959.44	\$ 284,238.22	
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* CSC showing current payment.

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\greement#:		CA90109004	PHASE 2				JUL 2	2 2011
lame:			Construction Associate	tion		. 1		
\ddress:		#401 - 655 Tyee F		0011	-	, MI	FINANCIAL O NISTRY OF COMMUN	BTY DEVEL COMENT O
ity, Prov. :		Victoria, BC	toau .			Email:	ISTRY OF TOURISM.	CULTURE & THE ARTS
ostal Code		V9A 6X5	· · · · · · · · · · · · · · · · · · ·	,		Дилана,		
contact:	•	Manley McLachia	n .	•		Tel:	250-47	5-1078
Start Date:		15-Apr-09	End Date:	31-Oct-11.	,			• 1
roject Manage	r:	Leslie Page:	· · · · · · · · · · · · · · · · · · ·			Branch:	Labour Market De	velopment
roject:		Skilled Trades En	nployment Pilot Proje	ct :		Division:	Labour Market an	d Immigration
otal Agreeme	nt Value:	\$6,110,736.83	Phase 1 Value:	\$3,619,605.00		·	•	
otal Value Ph	ase 2*:	\$2,491,131.83	*includes slippage of	f \$191,132.83 from	n Phase 1	Vendor#:	84717	8/001
iscal Yr split:		.\$1,552,132.83	\$938,999		•	EFT:	No No	
-				•	·		22-Jul-11-Due to	
		•				•	error on CSC we recovered	· ']
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Remaining			őjce#022222000	Amount	Amount	Recovered	Recover	
\$2,491,131.83	417-Nov-10	Advance Phase	2 CA90109004-ADV	\$	\$ 689,999.70	-\$: 689,999.70	\$ 689,999.70	Originally
						2:33		recorded as
5 1,801,132.13 5 1,652,003.94	16-Dec-10 25-Jan-11		A90109004-C1 A90109004-C2	\$ 149,128,19 \$ 137,934,51	\$ 149,128,19 \$ 137,934,51			\$162,331.88
3 1,514,069,43	08-Mar-11		A90109004-C3 .	\$ 175,816.44			- 1389 %	
3 1,338,252.99	16-Mar-11	Feb 2011 C	A90109004-C4	\$ 158,831.07	\$ 158,831.07	\$	1 1 1	
								Accrued claim, duo to above error
1,179,421.92	15-Jun-11	Mar 2011 C	A90109004C5	\$ 187,764.15	\$ 169,765.50	\$ 17,998.65	\$ 672,001.05	advance recov. Too soon.
1,009,656.42	15-Jun-11	A second	011 dalm	\$ 197,803.39	\$	\$ 197,803.39	\$: 474,197.66	
1.009,656.42	5%15-Júl-11	May 2	011 claim	\$ 189,959.44	-\$2000000000000000000000000000000000000	\$3189,959.44	\$. 284,238.22	
								payment to bring
3 1,009,656.42	22-Jul-11	Mac 2011 CA90	109004C6 claim fix	s -	\$ 13,203.69	V-S 13.203.69	\$ 297,441.91	BCCA to trigger point
1.325	Fra Homeson in	18.45 S. 185 V.	7.77			.\$ 557. E]
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er mente	19.47-54.75 (19.17) 19.68-69.88-72.99	TOTAL CONTRACTOR	েনিল, কার্যেট্র গ্রিক্তির প্রতিষ্ঠানিক। অভিযান করিব করিবলৈ জিলা		1 STATE OF S	\$ 27 (42) 120		{ {
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	设施成绩 (4)	10 10 10 10 10 10 10 10 10 10 10 10 10 1			100 and 400	.s & C & E Y	Date of Contract	j
- CC 2000 200 200 200 200 200 200 200 200			Section of the sectio	densition recovery and the state of		'\$ SCOARAS] .



Memorandum

Labour Market and Immigration Division

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

August 15th, 2011

Invoice #: CA90109004C7

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount: \$51,347.67

Payment Stub

Comments:

July claim \$165,504.80 less advance recovery \$114,157.13

Description:

Payment upon receipt of claim for eligible project expenses from

July 1 - 31, 2011 under the Small Business Skills Training initiative

Phase 2.

Requested by:

Gemma D'Attilio

250-387-7243

RECEIVED

AUG 2 2 2011

FINANCIAL OPERATIONS MINISTRY OF COMMUNITY DEVELOPMENT & MINISTRY OF TOURISM, CULTURE & THE ARTS

MINISTRY OF JOBS, TOURISM and INNOVATION Certify Goods/Services Received Loslio Page Supplier# Client # 847178/001 125 CA90109004 P.O./Contract# RESP STOB Service Line 51651 20921 8001 Project Code Amount \$51,347.67 5121224

CERTIFIED THAT THE AMOUNT TO BE PAID:

- Is correct
 Is in accordance with appropriate statute or other authority
- and/or contract
 Where applicable that the work has been performed, the goods supplied, the services rendered or other conditions me

Date: August 16, 2011
Ministry Spending/Certification Authority
Signature

Deb Rhymer

Print Name of Spending/Certification Authority

Monthly Expenditure Reporting Template
Name of Organization: BC Construction Association
Contribution Agreement #: CA 901 090 04 For the Period From July 1 to July 31, 2011

LABOUR MARKET AGREEMENT UNIT

AUG 1:5 2011

RECEIVED

r		H H day on a	white the same of
G/L code	Start Up Costs		·
NA NA	Data Management Program (CQI Continual Quality Improvement)		
5245	Web Site Development	-	
5205	Communications/ Marketing	158.26	
NA NA	Recruiting Staff	•	
NA NA	Marketing Program Collateral		
NA NA	LMI Data Collection		
5230	Printing (Oata Forms)		
5210:	Regional Conferences	1,623,99	/
	Total Start Up Costs	1,782.25	
G/L code	Projects		
5215	Client Data Base Program (regional access)	•	
5305(\$0],5310(\$189,91), 5315(\$1,988.70),5320(\$0), 5325(\$100),5330(\$550), 5335(\$50),5340(\$2163.63), 5345(\$4465.72),5350(\$132), 5355(\$1029.40)	innovativo Funds Program (includes PH1 sumius)	10,669.36	
	Total Projects	10,669.36	
G/L code	Equipment Purchases		•
5135	Computers	419.93	
5130,	Blackbernes	580.19	
5145 & 5150	Office Equipment	*	/
	Total Equipment Purchases	1,000.12	r
G/L code	Labour		
5020	Project Manager	10,587.43	
5010(\$14183.39) &	Trades Employment Specialist (Job Coach)		
5030(\$65157.41):	1 ades Eulophusit obsciass (100 coscu)	79,340.80	,
5040	Clerical Support (Coordinator for TES)	16,520.46	1/
•	Total Labour	106,448.69	<i>{</i>
G/L code	Operating Expenses		1
NA NA	Steering Committee]
5220	Executive Review ConMonthly Expense Summary:	190.17	
5155(\$760.12), 5175(\$148.88) &			1
5170(\$319.94)	Office Supplies Reviewed by Pr. Assistant	1,228.94	ļ
5240 '	Travel Annoved by Sr Advisor Date Hug.	2,459.59	
5160	(Rentals) Office Lease	13,253.61	·
5115(\$1793.06); 5120(\$536.05)	Telephone Expenses not approved and amount(s)]
& 5125(\$936.76)	telephiotic	3,265.87	
5140	IT Technical Support	240.02	1
NA	Marketing Collateral Updates	-	1
NA.	Evaluation, CQI and Policy IN INC.	-	1
5235	Promotional Events (Trades and Job Fairs)	79.29	
5050	Staff Training and Upgrading	(159.00)	\Box
	Total Operating Expenses	30,558.49	
	Subtotal	150,458.91	1
			•
G/L code	Administration]
5110	Administration Fees	15,045.89	1./
	Total Administration	15,046.89	: /
			•▼
	Total Involced Expenditures	\$ 165,504.80] .
	Less any Refunds Received		1/
	Total Payable	\$ 165,504.80	V ·
	Name: Abigail Fulton	<u></u>	s Luanan reimmen
	Signature:	LL 5500 W \$114	Wance recover 157. jz. See CSC
		- · · · · · · · · · · · · · · · · · · ·	
	Date: Authorized Confluct Signing Authority for againcy)	A 51 2U.7	- 1 7
	As per Schedule 8 of your contract, please ensure that you have attached you Monthly Activity Report (Schedule I) and all completed Participant Intake and G and H). Thank you.		ENTERED

All expanditures involved to the Province are in accordance with the criteria stated in Schedule B of the Targeted Initiative for Older Workers contract.



Memorandum

Labour Market and Immigration

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

September 16th, 2011

Invoice #: CA90109004C8

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount: \$ 175,589.65

Description:

Payment upon receipt of claim for eligible project expenses from

August 1 - 31, 2011 under the Small Business Skills Training

initiative Phase 2.

Requested by:

Gemma D'Attilio

250-387-7243

RECEIVED

OCT - 3 2011

FINANCIAL OPERATIONS I MARSTRY OF COMMUNITY DEVELOPMENT & MINISTRY OF TOURISM, CULTURE & THEARTS

MINISTRY OF JO	DBS, TOURISM and INNOVATION
Certify Goods/Servic	es fiecalved
(// ·
	Leslie Page
Supplier#	Client#
847178/00	125
P.O./Contract#	CA90109004
RESP S	ervice Line STOB
51651	20921 8001
Project Code	Amount
5121224	\$175,589.65

- CERTIFIED THAT THE AMOUNT TO BE PAID:

 Is correct

 Is in accordance with appropriate statute or other authority
- and/or contract
 Where applicable that the work has been performed, the goods supplied, the services rendered or other conditions m

Date: September 27, 2011 Ministry Spending/Certification Authority Signature

Deb Rhymer Print Name of Spending/Certification Authority

Schedule J Monthly Expenditure Reporting Template Name of Organization: SC Construction Association Contribution Agreement #: <u>CA 901 090 04</u> For the Period From August 1 to August 31, 2011

			·
G/L code	Start Up Costs		
NA	Data Management Program (CQI Continual Quality Improvement)	<u>-</u>	
5245	Web Site Development	-	
5205	Communications/ Marketing .	256.14	
NA.	Recruiting Staff	-	
NA NA	Marketing Program Collateral		
NA NA	LMI Data Collection		
5230	Printing (Data Forms)	-	
5210	Regional Conferences	48.53	•
32.0			/
	Total Start Up Costs	(304.67)	1
	Projects		
. 5215	Client Data Base Program (regional access)	-	
5305 (\$0), 5310 (\$2,750.04), 5315 (\$4,626.42),5320 (\$0), 5325 (\$2,227.05), 5330 (\$0), 5335 (\$5162.11), 5340 (\$2,519.73), 5345 (\$7,760), 5350 (\$848.29), 5355 (\$348.77)	Innovative Funds Program (Includes PH1 surplus)	25,242.41	
	Total Projects	F26)242(41)	9
	Equipment Purchases		
5135	Computers	941.15	
5130	Blackberries	-	
-5145 (\$252.86) & 5150 (\$52.71)		305-57	
2-10 (AEDEOO) (C 270 (C251) T)	Total Equipment Purchases	[81:746:72N	<i>(</i>
	Labour Total Equipment Purchases	recurrentif.40	
5005	<u> </u>	10 507 49	
5020	Project Manager	10,587.43	
5010 (\$13,742.17) & 5030	Trades Employment Specialist (Job Coach)		
(\$65,336.37)		79,078.54	
5040	Clerical Support (Coordinator for TES)	16,176.65	1 01
	Total Labour	£105,842,625	please ,
	Operating Expenses		process Note
NA NA	Steering Committee	10-4-	made in emp
5220	Executive Review Committee Multiple Committee	0,09	Made III
5155 (\$1,325.92), 5165 (\$0)		Chrysly &	in the state of th
5175 (\$275.51) & 5170	Office Supplies		A STATE OF THE STA
(\$310.35)		1,911.78	Carried States
5240	Travel	5,002.93	to the transfer of the transfe
5160	(Rentals) Office Lease	13,209.45	•
5115 (\$1,546.06), 5120	<u></u>	40,600,712	
(\$466.74) & 5125 (\$903.74)	Telephone	2,916.54	
5140	IT Technical Support		
		799.15	
NA NA	Marketing Collateral Updates		
NA NA	Evaluation, CQI and Policy and Procedures	•	,
5235	Promotional Events (Trades and Job Fairs)	281.65	1 /
5050	Staff Training and Upgrading	869.03	//
	Total Operating Expenses	F7525,990,533	
	. Subtotal	159,626.95	7
			· / al
	Administration		6.25 589.65)
5110	Administration Fees	15,962.70	1/ PITOSO 100/
	Total Administration	#16.962.70.	
	Itota Administration	PREADURACION	
	Water Tanahard Panasa Manasa	475 500 053	
	Total invoiced Expenditures	\$ 175,500.65	CUR MATKET
	Loss any Rofunds Received	TYP	
	Total Payable	\$ 175,589.65	
	Name:Mantey McLachlan	AG	
	Signature: Illum		SEP 1-6 2011
	Date: 54/4/201/ (Authorized Contract Signing Authority for egency)		
	As per Schedule B of your contract, please ensure that you have attached you Monthly Activity Report (Schedule I) and all completed Participant Intake and E	r completed and sign of	ECEIVED
	and H). Thank you.	The Politica Political Control of the	and the second s

All expenditures involved to the Province are in accordance with the criteria stated in Schedule B of the Targeted initiative for Older Workers contract,



RECEIVED

NOV - 1 2011

FINANCIAL OPERATIONS
MINISTRY OF COMMUNITY DEVELOPMENT &
MINISTRY OF TOURISM. CULTURE & THE ARTS

Memorandum

Labour Market and Immigration Division

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

October 17th, 2011

Invoice #: CA90109004C9

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount:

\$ 239,214.67

Description:

Payment upon receipt of claim for eligible project expenses from

September 1 - 30, 2011 under the Small Business Skills Training

initiative Phase 2.

Requested by:

Labour Market Agreement Unit

Stevie Grayson - 250-387-4783

MINISTRY OF JOBS, TOURISM and INNOVATION Certify Gogas Services Received Leslie Page /Supplier# Client# 847178/001 125 CA90109004 P.O./Contract# RESP STOB Service Line 51651 20921 8001 Project Code Amount \$239,214.67. 5121224

CERTIFIED THAT THE AMOUNT TO BE PAID:

Is correct
Is In accordance with appropriate statute or other authority

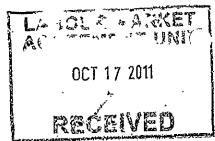
and/or contract
Where applicable that the work has been performed, the goods supplied, the services rendered or other conditions me

Date: October 25th, 2011 Ministry Spending/Certification Authority Signature

M. RODAND for Deb Rhymer

Print Name of Spending/Certification Authority

M. Renaud



Schedule J
Monthly Expenditure Reporting Template
Name of Organization: BC Construction Association
Contribution Agreement #: <u>CA 901 090 04</u>
For the Period From September 1 to September 30, 2011

G/L code	Start Up Costs	
NA NA	Data Management Program (CQI Continual Quality Improvement)	
5245	Web Site Development	<u> </u>
5205	Communications/ Marketing	1,697.28
	Recruiting Staff	-
NA NA	Marketing Program Collateral	-
NA	LMI Data Collection	•
5230	Printing (Data Forms)	-
5210	Regional Conferences	· · · · · · · · · · · · · · · · · · ·
	Total Start Up Costs	1,697.28
	Projects	
5215	Client Data Base Program (regional access)	_
5310(3,997.55), 5315(25,220.30), 5320(340).	innovative Funds Program (includes PH1 surplus)	62,670.07
	Total Projects	62,670.07
	Equipment Purchases	02,01 0107
5135	Computers	
5130	Blackberries	
\$145(100.16) & \$150(210.17)	Office Equipment	310.33
3143(100.10) & 3150(210.17)		
	Total Equipment Purchases	310.33
	Labour	
5020	Project Manager	10,587.43
5010(13,848.54) & 5030	Trades Employment Specialist (Job Coach)	İ
(71,058.13)		84,906.67
5040	Clerical Support (Coordinator for TES)	16,552.64
	Total Labour	112,046.74
•	Operating Expenses	· · · · · · · · · · · · · · · · · · ·
NA	Steering Committee	
5220	Executive Review Committee	
5155(2,666.37), 5170(411.22) & 5175(389.13)	Office Supplies	3,456,72
5240	Travel	16,796.15
5160	(Rentals) Office Lease	13,083.80
5115(1,473.22), 5120(546.67) & 5125(858.61)	Telephone	
	IT Technical Cupper	2,878,50
5140 NA :	IT Technical Support Marketing Collateral Updates	738.13
		
NA COST	Evaluation, CQI and Policy and Procedures	
5235	Promotional Events (Trades and Job Fairs)	1,154.35
5050	Staff Training and Upgrading	2,625.8:
	Total Operating Expenses	40,743.48
	Subtotal	217,467.88
	Administration	
5110	Administration Fees	21,746.79
	· Total Administration	21,746.79
	Total Invoiced Expenditures	\$ 239,214,67
	Loss any Refunds Received	- 2001214,01

As per Schedule B of your contract, please ensure that you have attached your completed and signed Monthly Activity Report (Schedule I) and all completed Participant Intake and Exit Forms (Schedules G and H). Thank you.

orized Contract Signing Authority for agency)

All expenditures invoiced to the Province are in accordance with the criteria stated in Schedule B of the Targeted Initiative for Older Workers contract.

Name: Ablgall Fulton

Grayson, Stevie JTI:EX

From:

Page, Leslie JTI:EX

Sent:

Friday, November 4, 2011 09:44

To: Cc:

Grayson, Stevie JTI:EX Ramsay, Lori R. JTI:EX

Subject:

FW: HST adjustment

Attachments:

STEP HST adjustment summary.pdf; STEP HST adjustment invoice.pdf

Follow Up Flag:

Follow up

Flag Status:

Flagged

Hi Stevie, please process two payments for the BCCA. One is for this HST cost and the other is for their 10% advance for their amendment (see amendment 5).

PS if your hands are full with amendments today, maybe Lori could assist with this. Lori i'm not sure what your day is like but if this works for you, great. This is for the BCCA which is one of my Small Business Skills Training Projects.

From: Jackie Knutson [mailto:jackie@bccassn.com]

Sent: Fri, November 4, 2011 8:24 AM

To: Page, Leslie JTI:EX Cc: Randy Garon

Subject: FW: HST adjustment

Hi Leslie,

Please find the attached STEP HST adjustment invoice and a summary showing the monthly totals.

The monthly summary shows the total taxable supply, as requested, however we do not have a report in our accounting system which will give us the total number. Therefore we used the same method CRA used in our audit and extracted the total taxable supply from the GST/HST charged.

The invoice total can come off of our participant support funds budget.

Please let us know if you have any questions or need additional information.

Thank you,

Jackie Knutson, BBA | Accounting & Finance **BC CONSTRUCTION ASSOCIATION** 401 – 655 Tyee Road, Victoria, BC V9A 6X5 P: 250.475.1077 [F: 250.475.1078 jackie@bccassn.com | www.bccassn.com

BCCA: BUILDING BC'S FUTURE

This e-mail transmission, including any attachments, is intended only for the named recipient(s) and may contain information that is privile reasonable design that is privileged, confidential and/or exerciplent(s) and may contain information that is privileged, confidential and/or exerciplent or under applicable law. If you have received this transmission in error, or are not the named reciplent(s), please notify the BC Construction Association immediately by return e-mail and permanently delete this transmission, including any attachments.

BCCA Skilled Trades Employment Program

GST April 1 7009 to June 30, 2010

Taxabia suppKos

PST (amounts involced monthly)

Total tax pold on purchases Loss: Federal refund (Total non refundable GST)

HST July 1, 2010 to June 39, 2011

Taxable supplies

Total tax paid on purchases

Loss: Provincial refund Federal refund Total refund

Total non refundable HST

Not Responsive

Apr. 11 May, 11 Jun, 11
\$ 31,326.67 \$ 34,728.75 \$ 39,984.83

3,759.20 4,167.45 4,798.18
1,249.93 1,385.63 1,595.39
783.17 868.22 999.62
2,033.10 2,253.90 2,595.02

\$ 5,5726.10 5,1913.55 6,184.2203.16



Memorandum

Labour Market and Immigration Division

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

November 7th, 2011

Invoice #: CA90109004-ADV

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount: \$ 419,017.20

Description:

Payment of 10% advance for Phase 2 Project under the Small

Business Skills Training initiative

Requested by:

RECEIVED

NOV 2 3 2011

FINANCIAL OPERATIONS MINISTRY OF COMMUNITY DEVELOPMENT & MINISTRY OF TOURISM, CULTURE & THE ARTS

Labour Market Agreement Unit

Stevie Grayson - 250-387-4783

MINISTRY OF JORS, TOURISM and INNOVATION

Leslie Page Supplier# Cilent# 847178/001 125 CA90109004 P.O./Contract# RESP ervice Line

Certify Goods/Services Received

STOB 51651 20921 8001 **Project Code** Amount · \$419,017.20 5121224

CERTIFIED THAT THE AMOUNT TO BE PAID:

Is correct
Is in accordance with appropriate statute or other authority
and/or contract
Where applicable that the work has been performed, the
goods supplied, the services rendered or other conditions m

Date: November 7th, 2011 Ministry Spending/Certification Authority Signature (

Deb Rhymer

Print Name of Spending/Certification Authority

BC Construction Association STEP - P2

Skilled Trades Employment Program #401 - 655 Tyee Road Victoria, British Columbia V9A 6X5 Canada

INVOICE

Invoice No.:

STEP - HST Adjust

Date:

Sep 24, 2011

Ship Date:

Page:

Re: Order No.

Sold to:

Ministry of Jobs, Tourism and Innovation

PO Box 9189 Stn Prov Govt Victoria, BC V8W 9E6 Canada Ship to:

Ministry of Jobs, Tourism and Innovation PO Box 9189 Stn Prov Govt Victoria, BC V8W 9E6 Canada

Business No.:		1		
Quantity Unit	Description	Тах	-UnitPrice	Amount
1	Agreement # CA 90109004 - Skilled Trade Employment Program GST adjustment for non refundable GST paid on goods purchased from May 2009 to June 2010 - as per support documentation monthly breakdown	-	12,923.33	12,923.33
. 1	HST adjustment for non refundable HST paid on goods purchased from July 2010 to June 2011 - as per support documentation monthly breakdown		_ 27,997.10	-27,997.10
1	Administration fee on participant support funds GST/HST.		- 4,092.04	4,092,04
			•	
			,	
			,	,
			:	-
Shipped By: Track			and the state of t	
Comment:	ing Number:	·	Total Amount	45,012.47
Sold By:	<u> </u>	: i		



Memorandum

Labour Market and Immigration Division

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

November 7th 2011

Invoice #; CA90109004C10

Recipient:

BC Construction Association #401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount:

\$ 45,012.47

Description:

Agreement # CA 90109004 - Skilled Trade Employment Program

GST adjustment for non refundable GST paid on goods purchased from May 2009 to June 2010 – as per support documentation monthly breakdown. (\$12,923.33) HST adjustment for non refundable HST paid on goods purchased from July 2010 to June 2011 – as per support documentation monthly breakdown (\$27,997.10) Administration Fee on participant support funds GST/HST expense above (\$4,092.04)

Requested by:

Labour Market Agreement Unit

Stevie Grayson - 250-387-4783

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NOV 2 3 2011

FINANCIAL OPERATIONS
MINISTRY OF COMMUNITY DEVELOPMENT &
MINISTRY OF TOURISM. CULTURE & THE ARTS

	•			
MINISTRY OF JO	BS, TOURISM and INNOVATION			
Certify Goods/Serv	ices Received/ // /.			
The state of the s	10 / 10			
1 Marione	/ Leslie Page			
Supplier#/	// Client #			
√ 847178/001	125 .			
	CA90109004			
P.O./Contract#	CA30 103004			
RESP S	ervice Line STOB			
51651	20921 8001			
Project Code Amount				
5121224	\$45,012.47			
,				
	}			

CERTIFIED THAT THE AMOUNT TO BE PAID:

- is correct
- Is in accordance with appropriate statute or other authority and/or contract
- Where applicable that the work has been performed, the goods supplied, the services rendered or other conditions met

Date: Nov. 7th, 2011 Ministry Spending/Certification Authority

Signature

Certification Authority Print Name



Memorandui

Labour Market and Immigration Division

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

November 15th, 2011

Invoice #: CA90109004C10

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount:

\$ 240,174.41

Description:

Payment upon receipt of claim for eligible project expenses from

October 1-31, 2011 under the Small Business Skills Training

initiative Phase 2.

Requested by:

Labour Market Agreement Unit

:Stevie Grayson - 250-387-4783

RECEIVED

NOV 2 8 2011

FINANCIAL OPERATIONS
MINISTRY OF COMMUNITY DEVELOPMENT &
MINISTRY OF TOURISM, CULTURE & THE ARTS

MINISTRY OF JOBS, TOURISM and INNOVATION						
Certify Goods/Services Received						
	0	•				
		••				
		Leslie Page				
Supplier #		Client#				
847178/001	847178/001 125					
P.O./Contract#		CA90109004				
RESP Se	rvice Line	STOB				
51651 `	20921 8001					
Project Code Amount						
5121224		\$240,174.41				

CERTIFIED THAT THE AMOUNT TO BE PAID:

is correct Is in accordance with appropriate statute or other authority

and/or contract
Where applicable that the work has been performed, the goods supplied, the services rendered or other conditions me

Date: November 22nd, 2011 Ministry Spending/Certification Authority Signature

Deb Rhymer Print Name of Spending/C

rtification Auth

LABOUR MARKET AGREEMENT ! NIT

NOV-1 5 2011

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Schedule J
Monthly Expenditure Reporting Template
Name of Organization: BC Construction Association
Contribution Agreement #: CA 901 090 04
For the Period From October 1 to October 31, 2011

G/Ltode	Start Up Costs		
NA NA	Data Management Program (CQI Continual Quality Improvement)		
5245	Web Site Development	V ej2:847U50	
5205	Communications/ Marketing	A:854.40 ₄	
NA NA	Recruiting Statf		
NA NA	Marketing Program Collateral	-	
NA NA	LMI Data Collection		
5230	Printing (Data Forms)	V 2,473.63	
5210	Regional Conferences	1/ 1,007-68	<i>y</i> .
	Total Start Up Costs	91,18321,	Y
	Projects		
5215	Client Data Base Program (regional access)		
1,5310 (9,947/82), 5315			•
[M91388735), 5225 (8;425:99),	.0		
5330 (7,550), 5335 (4,50843),	Innovative Funds Program (includes PH1 surplus)		
5340 (6,604,50), 5348 (18,120),	- 120.00 (REFUND) - / ()	, <u> </u>	
5350 (222226), 5355 (220246)		1 63936日主	٠ ٠
	Total Projects	(在西部區)	Y
	Equipment Purchases		
5135	Computers	6882.27	-
5130	Blackberries		<u> </u>
5145 (499:55) & 5150 (\$05 <u>31)</u>	Office Equipment	Ø58:86	
	Total Equipment Purchases	7 418418131	Y
	Labour		
5020	Project Manager	10,587,43	
5010 (18,524:25) & 5030	Trades Employment Specialist (Job Coach)	/22.22.2.	•
(66,744.69)		20,268,94	,
5040	Clerical Support (Coordinator for TES)	1,7,238:44	
	Total Labour	©108,094:81	
	Operating Expenses		
NA 5220	Steering Committee	·····	-
5155 (49997:20), 5170 (393:29)	Executive Review Committee		
&5175 (263,55)	Office Supplies	3,594:04	,
5240	Travel	1/10886,89	
5160	(Rentals) Office Lease	10/418/11	
5115 (1;459:36), 5120 (533:47)		Contract of the contract of th	Í
& 5125 (893:86)	Telephone	2,886.69	
5140	IT Technical Support	85005	þ
NA NA	Marketing Collateral Updates	-	1
NA NA	Evaluation, CQI and Policy and Procedures	- '	
5235	Promotional Events (Trades and Job Fairs) 4,043.13+595.30	E 4638/49/	SEE GL FOR DETAILS.
5050	Staff Training and Upgrading	•	
	Total Operating Expenses	gr-33j284.91	V.
	Subtotal	218,340.37	V
			_
	Administration		
5110	Administration Fees	424 ;834;0 <u>4</u>	V
	Total Administration	@21,834.04	r
			•
	Total Involced Expenditures	\$ 240,174.41	,
	Less any Refunds Received		1 /
	Total Payable	S #2407174741	4✓
	Name: Manley McLachlan]	
	Signature:	į	LNII LULII
	Date: 10 11111 (Authorized Contract Signing Authority for agency)	······································	LNIEKE V .
	As per Schedule B of your contract, please ensure that you have attached signed Monthly Activity Report (Schedule I) and all completed Participant		SNA
	(Schedules G and H). Thank you.		

All expenditures involced to the Province are in accordance with the criteria stated in Schedule 8 of the Targeted initiative for Older Workers contract.



Memorandum

Labour Market and Immigration Division

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

February 6, 2012

Invoice #: CA90109004C11

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount: \$193,128.11

Description:

Payment upon receipt of claim for eligible project expenses from

Nov 1-30, 2011 under the Small Business Skills Training Initiative,

Phase 2, Contract Term 3.

Requested by:

Labour Market Agreement Unit

Leslie Page- 250-387-5691

MINISTRY OF JOBS, TOURISM and INNOVATION					
Certify Goods/Şerylces Received					
Leslie Page					
Supplier#		Client#			
847178/00	3/00\$ 125 .				
P.O./Contract#		CA90109004			
RESP Se	ervice Line STOB				
51651	20921 8001				
Project Code	Project Code Amount				
5121224	\$193,128.11				
CERTIFIED THAT THE AMOUNT TO BE PAID:					

Is correct
 Is in accordance with appropriate statute or other authority and/or contract
 Where applicable that the work has been performed, the goods supplied, the services rendered or other conditions in

Date: February 6, 2012
Ministry Spending/Certification Authority
Signature

Deb Rhymer Print Name of Spending/C ition Authority

Schedule J

Monthly Expenditure Reporting Template

Name of Organization: BC Construction Association
Contribution Agreement #: CA 901 090 04
For the Period From November 1 to November 30, 2011

LABOUR MARKET AGREEMENT UNIT DEC 15 2011

RECEIVED

	Projects	
5310 (5,676.56), 5315 (1,392.23), 5325 (886.04), 5335 (914.46), 5340 (2,506.71), 5345	Innovative Funds Program	
(320) & 5350 (225)		
(020) & 0000 (220)		11,921.00
	Total Projects	11,921.00
	Equipment Replacement & Purchases	
5135	Computers	10,142. <u>47</u>
5130	Blackberries	2,584.63
5150	Office Equipment	200.38
	Total Equipment Purchases	12, 9 27.48
	Labour	
5005	Program Labour	<103,337,07
•	Total Labour	103,337.07
	Operating Expenses	
N/A	Executive Review Committee	•
5115 (1,615.22), 5120 (532.65)		
& 5125 8 (880.64)	Telephone	3,028.51
5140	IT Support	1,224.52
5215	Data Management Maintenance & Updates	-
\$1 55 .1		
5145 (1,069.85) & 5170 (508.92)	Office Supplies	1,578.77
5160	Office Lease .	13,088.03
5175	Printing & Form Reproduction	254.04
5240	Travel	20,287.34
FOFO	Staff Development & Training	_
5050		
5060	Staff Recruiting	-
		
5060	Staff Recruiting	
5060 5245	Staff Recruiting Website Maintenance	(31.64
5060 5245 . 5205	Staff Recruiting Website Maintenance Communication & Marketing Promotional Events	(31.64
5060 5245 5205 5235	Staff Recruiting Website Maintenance Communication & Marketing Promotional Events Regional Conferences	(31,64 ,
5060 5245 5205 5235	Staff Recruiting Website Maintenance Communication & Marketing Promotional Events	
5060 5245 . 5205 5235	Staff Recruiting Website Maintenance Communication & Marketing Promotional Events Regional Conferences Total Operating Expenses	(31,64 ,
5060 5245 . 5205 5235	Staff Recruiting Website Maintenance Communication & Marketing Promotional Events Regional Conferences Total Operating Expenses	
5060 5245 5205 5235	Staff Recruiting Website Maintenance Communication & Marketing Promotional Events Regional Conferences Total Operating Expenses Subtotal	
5060 5245 . 5205 . 5235 5210	Staff Recruiting Website Maintenance Communication & Marketing Promotional Events Regional Conferences Total Operating Expenses Subtotal Administration BCCA Project Administration Recovery	
5060 5245 . 5205 . 5235 5210	Staff Recruiting Website Maintenance Communication & Marketing Promotional Events Regional Conferences Total Operating Expenses Subtotal	
5060 5245 . 5205 . 5235 5210	Staff Recruiting Website Maintenance Communication & Marketing Promotional Events Regional Conferences Total Operating Expenses Subtotal Administration BCCA Project Administration Recovery Total Administration	20,692,30 21,64 24,757,41 44,250.26 172,435.81
5060 5245 . 5205 . 5235 5210	Staff Recruiting Website Maintenance Communication & Marketing Promotional Events Regional Conferences Total Operating Expenses Subtotal Administration BCCA Project Administration Recovery	

Name: Abigail Fulton

Signature:

(Authorized Contract Signing Authority for agency

Date: Dec 14/11

As per Schedule B of your contract, please ensure that you have attached your completed and signed Monthly Activity Report (Schedule I) and all completed Participant Intake and Exit Forms (Schedules G and H). Thank you.



Memorandum

Labour Market and Immigration Division

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST:

Date:

February 6, 2012

Invoice #: CA90109004C12

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount:

\$180,113.64

Description:

Payment upon receipt of claim for eligible project expenses from

Dec 1-31, 2011 under the Small Business Skills Training

Initiative, Phase 2, Contract Term 3.

Requested by:

Labour Market Agreement Unit

Leslie Page: 250-387-5691

MINISTRY OF JOBS, TOURISM and INNOVATION Leslie Page Client# 847178/001 125 CA90109004 P.O./Contract # RESP Service Line 51651 8001 20921 Project Code Amount \$193,128.11 5121224 CERTIFIED THAT THE AMOUNT TO BE PAID: is correct
Is in accordance with appropriate statute or other authority and/or contract
Where applicable that the work has been performed, the goods suppiled, the services rendered or other conditions me Date: February 6, 2012
Ministry Spanding/Certification Authority
Signature Deb Rhymer Print Name of Spending/Cert

Schedule J

Monthly Expenditure Reporting Template

Name of Organization: BC Construction Association
Contribution Agreement #: CA 901 090 04
For the Period From December 1 to December 31, 2011

LABOUR MARKET AGREEMENT UNIT

JAN 17-2012

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	Projects	CEIVED
F046/6 275 00\ F045	Lolegis	
5310 (8,375,80), 5315		
(2,973.95), 5320 (300), 5325 (2,099.71), 5335 (1,334.44),	Innovativa Cunda Decaram	
• • • • • • • • • • • • • • • • • •	Innovative Funds Program	
5340 (2,513,98), 5345 (3,200) &		20,942.81
5350 (144.93)	Total Projects	20,942.81
	 	20,942,61
5135	Equipment Replacement & Purchases Computers	
· · · · · · · · · · · · · · · · · · ·	Blackberries	1,582.26
5130	<u> </u>	1,382.40
5150	Office Equipment	4 502 26
	Total Equipment Purchases	1,582.26
FOOT	Labour	112 161 70
5005	Program Labour	113,161.28
	Total Labour	113,161.28
F145 (044 04) F400 (540 45) 5	Operating Expenses	I
5115 (914.91), 5120 (519.46) &	land a surf	2045.77
5125 (881.40)	Telephone	2,315.77
5140	IT Support	1,194.65
5215	Data Management Maintenance & Updates	-
5155 (663.78) & 5170 (503.98)	Office Supplies	1,167.76
5160	Office Lease	13,797.56
5175	Printing & Form Reproduction	137.35
5240	Travel	5,630.64
5050	Staff Development & Training	809.71
5060	Staff Recruiting	•
5245	Website Maintenance	•
5205	Communication & Marketing	75.96
5235	Promotional Events	-
. 5210	Regional Conferences	
•	Total Operating Expenses	25,129.40
	Subtotal	160,815.75
	Administration	
5110	BCCA Project Administration Recovery	19,297.89
	Total Administration	
<i>,</i> •	Total Invoiced Expenditures	\$ 180,113.64
	Less any Refunds Received	
	Total Payable	\$ 180,113.64

Name: Manley McLachlan

Signature:

(Authorized Contract Signing Authority for agency)

Date: JAN 12/12

As per Schedule B of your contract, please ensure that you have attached your completed and signed Monthly Activity Report (Schedule I) and all completed Participant Intake and Exit Forms (Schedules G and H). Thank you.

&W,

All expenditures invoiced to the Province are in accordance with the criteria stated in Schedule B of the Targeted Initiative for Older Workers contract.



LABOUR MARKET PARTNERSHIPS PROGRAM

PROGRESS PAYMENT REQUEST

120215

Date: January 6, 2012	Responsibility:	51973
Supplier Name: <u>BC Construction Association</u>	Service Line:	.54020
Supplier Number: 847178	STOB:	8001
Contract Number: C12973010	Project Code: _	5111111
AMOUNT: \$50,000.00	, .	•
CAS Description: <u>LMP Project Payment</u>		•
Pay Stub Comment:	· · · · · · · · · · · · · · · · · · ·	•
		·
Qualified Supplier Signature: Samantha Gran	\	DATE: Jan 6/12 Contact Phone #: 6-2032
Expense Authority Signature: All Mon. Print Name/Title: Leila Hareni		DATE: Jan 6.12 Contact Phone #: 7-666

RECEIVED

JAN 1 0 2012

FINANCIAL OPERATIONS
MINISTRY OF COMMUNITY DEVELOPMENT &
MINISTRY OF TOURISM, CULTURE & THE ARTS

ORACLE' iProcurement

Shopping Cart Home Logout Preferences Help.

/ Shop & Frequisilions / Receiving

Confirmation

Receipt 23599 has been created for you.

Receive Items: Confirmation Details

Receipt Information

Receipt Date 16-Feb-2012 08:35:29

Received Item Details

	•		Receipt			Packing		Receipt	
Receipt	Requisition	Description	Quantity	Unit	Waybill	Slip	Comments	Comments	Supplier
23599		C12973010 - LM Partnerships - BC Construction Assoc Business Succession Phase I		\$\$					BRITISH COLUMBIA CONSTRUCTION ASSOCIATION

Return to Receiving

Shop | Requisitions | Receiving | Shopping Cart | Home | Logout | Preferences | Help Copyright (c) 2006, Oracle. All rights reserved.

https://logan.cas.gov.bc.ca:8443/OA_HTML/OA.jsp?page=/oracle/apps/icx/por/rcv/webu... 2012-02-16

Phillips, Toni CSCD:EX

From:

Grant, Samantha JTI:EX

Sent:

To:

Friday, January 13, 2012 8:51 AM Cockburn, Derek P CSCD:EX; Westran, Joan JTI:EX

Cc:

Phillips, Toni CSCD:EX

Subject:

RE: LMP project C12973-010 -BC Construction Association

Thank you

From: Cockburn, Derek P CSCD:EX Sent: Friday, January 13, 2012 8:34 AM

To: Westran, Joan JTI:EX

Cc: Grant, Samantha JTT:EX; Phillips, Toni CSCD:EX

Subject: RE: LMP project C12973-010 -- BC Construction Association

Joan,

We will process the initial payment on February 15th.

Derek

From: Westran, Joan JTI:EX

Sent: Thursday, January 12, 2012 9:23 AM

To: Cockburn, Derek P CSCD:EX Cc: Grant, Samantha JTI:EX

Subject: LMP project C12973-010 --BC Construction Association

Hi, Derek...

This project is staying with the February 15 start date. Please process first payment accordingly.

Thanksl

Joan Westran | Senior Program Developer | Engagement Practitioner

Ministry of Jobs, Tourism and Innovation, Labour Market Programs Branch, Victoria BC V8W 9T6 250.953.4116 | Joan.Westran@gov.bc.ca

Labour Market Partnerships Programs



Labour Market and Immigration Division

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

February 15th, 2012

Invoice #: CA90109004C13

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount:

\$ 218,528.46

Description:

Payment upon receipt of claim for eligible project expenses from

January 1-31st, 2012 under the Small Business Skills Training initiative

Phase 2 - Contract Term 3.

Pay Stub Comment: Claim amount of \$231,542.93 adjusted to \$218,528.46 to account for

overpayment on December 2011 claim of \$13,014.47.

Requested by:

Labour Market Agreement Unit

Dawna Scully - 250-387-7243

FEB 27 CD

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MINISTRY OF COMMUNITY DEVELOPMENT A
IMBUSTRY OF TOURISM CULTURE A THE LATE

MINISTRY OF JOH	BS, TOURISM and INNOVATION				
Certify Goods Service	s Received				
	// ·				
71/	Leslie Page				
Supplier#	// Client#				
847178/001	125				
P.O./Contract#	CA90109004				
RESP Se	ervice Line STOB				
51651	20921 8001				
Project Code	Amount				
5121224	\$218,528.46				

CERTIFIED THAT THE AMOUNT TO BE PAID:

is correct
Is in accordance with appropriate statute or other authority

and/or contract
Where applicable that the work has been performed, the goods supplied, the services rendered or other conditions m

Date: February 23, 2012
Ministry Spending/Certification Authority
Signature

Deb Rhymer

Print Name of Spending/ rtification Authority

Schedule J

Monthly Expenditure Reporting Template

Name of Organization: BC Construction Association Contribution Agreement #: CA 901 090 04

For the Period From January 1 to January 31, 2012

	Projects		
5310 (8,906.69), 5315 (14,916.55), 5320 (60), 5325			
(1,891.34), 5330 (4,800), 5335 (3,172.95), 5340 (4,424.49),	Innovative Funds Program		ŀ
5345 (4,320), 5350 (2,172,38) &			
5355 (385.51)			45,049.91
	Total Projects		45,049.91
	Equipment Replacement & Purchases		
5135	Computers		199.42
5130	Blackberries		316.47
5145 (423.68) & 5150 (168.77)	Office Equipment		592.45
	Total Equipment Purchases		1,108.34
	Labour		
5005	Program Labour		124,836.09
	Total Labour		124,836.09
	Operating Expenses		
5115 (1,578.15), 5120 (682.37)			
& 5125 (1,568.66)	Telephone		3,829.18
5140	IT Support		1,058.32
5215	Data Management Maintenance & Updates		633.06
_2169.50			
5155 (2,169.50) & 5170 (568.61)	Office Supplies		2,728.11
5160	Office Lease		15,962.06
5175	Printing & Form Reproduction		622.09
5240	Travel		8,972.34
5050	Staff Development & Training		589.98
5060	Staff Recruiting .		563.68
5245	Website Maintenance		
5205	Communication & Marketing		553.70
5235	Promotional Events		227.90
5210	Regional Conferences		
•	Total Operating Expenses		35,740.42
•	Subtotal		206,734.76
	Administration		
5110	BCCA Project Administration Recovery		24,808.17
	Total Administration		24,808.17
	i otal Adilansitation	L	27,000.11
	Total Invoiced Expenditures	\$	231,542.93
	Less any Refunds Received		
	Total Payable	\$	231,542.93
BOUR MARKET REEMENT UNIT	Name: Abigail Fulton		
M they seem at a seem of	Signature:	-	

FEB 1 5 2012

(Authorized Contract Signing Authority for agency)

RECEIVED

s per Schedule B of your contract, please ensure that you have attached your completed and signed fronthly Activity Report (Schedule I) and all completed Participant Intake and Exit Forms (Schedules G and H). Thank you.

All expenditures invoiced to the Province are in accordance with the criteria stated in Schedule B of the Targeted Initiative

BC Construction Association STEP Skilled Trades Employment Program #401 - 655 Tyee Road Victoria, British Columbia V9A 6X5 Canada

INVOICE

Invoice No.:

STEP January 2012

Date:

Jan 31, 2012

Ship Date:

Page:

Re: Order No.

Sold to:

Ministry of Jobs, Tourism and Innovation PO Box 9189 Stn Prov Govt Victoria, BC V8W 9E6 Canada

Ship to:

Ministry of Jobs, Tourism and Innovation PO Box 9189 Stn Prov Govt Victoria, BC V8W 9E6 Canada

Quantity Description: As per Agreement # CA 90109004 - Skilled Trades Employment Program (Please see affached Schedule J for Details) -January 2012 Project Delivery Costs Project Administration Costs 206,734.76 1 Project Administration Costs	206,734.76				
12012	206,734.76				
1 Project Delivery Costs 206,734.76 1 Project Administration Costs 24,808.17 Adjustment for December Invoice Payment	24,808.17 -13,014.47				
	•				
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	İ				
	;				
	İ				
Shipped By: Tracking Number:					
Comment: Total Amount	218,528.46				
Sold By:					



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MAR 3 8 2012

FINANCIAL OPERATIONS
MINISTRY OF COMMUNITY DEVELOPMENT &
MINISTRY OF TOURISM, CULTURE & THE ARTS

Memorandum

Labour Market and Immigration Division

Ministry of Jobs, Tourism and Innovation

PAYMENT REQUEST

Date:

March 15th, 2012

Invoice #: CA90109004C14

Recipient:

BC Construction Association

#401 - 655 Tyee Road

Victoria, BC V9A 6X5

Payment Amount: \$ 236,557.50

Description:

Payment upon receipt of claim for eligible project expenses from

February 1-29th, 2012 under the Small Business Skills Training

initiative Phase 2 - Contract Term 3.

Requested by:

Labour Market Agreement Unit

Dawna Scully - 250-387-7243

	MINISTRY OF JOBS, TOURISM and INNOVATION					
	Certify Goods/Services Received					
	SW: 1/2					
1	Lésile Page					
	Supplier#	Client#				
_	847178/001	125				
	P.O./Contract#	CA90109004 .				
	RESP Sea	vice Line STOB				
51651 20921		20921 8001				
	Project Code	Amount				
	5121224	\$236,557.50				
	CERTIFIED THAT THE AMOUNT TO BE PAID: - is correct - is in accordance with appropriate statute or other authority and/or contract - Where applicable that the work has been performed, the goods supplied, the services rendered or other conditions me					
	Date: March 27th, 2012 Ministry Spending/Certification Authority Signature Deb Rhymer					

Print Name of Spending/Certification Authority

Schedule J

Monthly Expenditure Reporting Template
Name of Organization: BC Construction Association
Contribution Agreement #: CA 901 090 04
For the Period From February 1 to February 29, 20 2

LABOUR MARKET AGREEMENT UNIT

Projects RECEIVED 5310 (6,637.30), 5315 (8,881.05), 5325 (1,007.99), 5330 (9,950), 5335 (2,397.04), Innovative Funds Program 5340 (9,209.02), 5345 (3,840), 5350 (2,624.22) & 5355 (453.72) 45,000.34 45,000.34 **Total Projects** Equipment Replacement & Purchases 5135 Computers Blackberries 5130 Office Equipment 5145 (483.84) & 5150 (1,413.86) 1,897.70 1,897.70 Total Equipment Purchases Labour 5005 131,754.78 Program Labour Total Labour 131,754.78 Operating Expenses 5115 (1,537.11), 5120 (576.88) 3,233.77 & 5125 (1,119.78) Telephone 5140 251.84 IT Support 5215 Data Management Maintenance & Updates 342.90 5<u>155 (1,868.53)</u> & 5170 467.27) Office Supplies 2,335,80, 16,250.66 Office Lease 5160 Printing & Form Reproduction 5175 258,71 5240 Travel 8,855.64[,] 5050 Staff Development & Training 100.00. 5060 Staff Recruiting 5245 Website Maintenance 5205 Communication & Marketing 282.74 5235 Promotional Events 647.17 5210 Regional Conferences **Total Operating Expenses** 32,559.23 211,212,05 Subtotal Administration 5110 **BCCA Project Administration Recovery** 25,345.45 Total Administration 25,345.45 Total Invoiced Expenditures 236,557.50 Less any Refunds Received Total Payable Name: Abigail Fulton Signature: (Authorized Contract Signing Authority for agency)

As per Schedule B of your contract, please ensure that you have attached your completed and signed Monthly Activity Report (Schedule I) and all completed Participant Intake and Exit Forms (Schedules G and H). Thank you.

All expenditures involced to the Province are in accordance with the criteria stated in Schedule B of the Targeted Initiative for Older Workers contract.

MAR 14/12

Date: