

CITY OF ORILLIA

TO: Council Committee – February 26, 2018
FROM: Recreation Project Team
DATE: February 20, 2018
REPORT NO: PRC-RPT-02-2018
SUBJECT: Orillia Recreation Facility – Project Update

Recommended Motion

THAT Report PRC-RPT-02-2018 be received as information.

Purpose

The purpose of this report is in response to a request to provide Council Committee with:

- An update of the Project Schedule for the construction of the Orillia Recreation Facility at 255 West Street South;
- An overview of the Recreation Project Team meetings that were held since June 2017;
- An update on the project budget and contingency.

Background & Key Facts

- At its meeting on February 12, 2018, Council adopted the following motion:

“THAT the confidential Report PRCD-03-2018 dated January 29, 2018 from the Recreation Project Team regarding an update with respect to the Recreation Facility be received as information;
AND THAT staff be directed to prepare a report with respect to the construction schedule for the Recreation Facility for the February 26, 2018 Council Committee meeting;
AND THAT the report include an overview of the meetings held by the Recreation Project Team;
AND THAT the report include an overview of the current costs associated to the project, including budget and details of the contingencies portion of the project;
AND THAT staff provide a monthly progress report on the Recreation Facility.”

Options & Analysis

Construction Schedule

- Construction of the Recreation Facility commenced in September 2016.

- Construction activities from September 2016 to the spring of 2017 focused on site works, site utility preparation, soil preparation for the building construction, which included the installation of 1,450 geopiers, the placement of the synthetic clay liner and the import of soil from West Orillia lands to the Recreation Facility.
- In the spring of 2017, following the site/building preparation works, construction of the building commenced. This included the installation of concrete footings, foundation walls, pouring of pool basins, mechanical underground rough-ins, main electrical transformer installation and underground ventilation systems.
- To date, several milestones have been reached, which include footings and foundation walls, pouring of the pool basins and walls for all three pool tanks, completion of mechanical and electrical rough-ins, connection of sanitary sewer and watermain to the building and remediation of the contaminated soil area.
- Key milestones that have commenced and/or nearing completion, include:
 - Mechanical equipment for the penthouse has been delivered and set in place
 - Ventilation system under pool area
 - Import of fill from West Orillia (95% complete)
 - Steel installation
 - Truss installation over the pool area
 - Storm water tanks
- Each key milestone completed will allow the Contractor to narrow down the anticipated completion date.
- Staff will continue to communicate with Council and the public through CIP report on a monthly basis and when certain key milestones have been reached such as:
 - Structural steel completion
 - Completion of pool ceiling
 - Building enclosure
 - Pool tiling completion
 - Interior common area tiling
 - Interior Mechanical and Electrical installations
- As outlined in Report [RPT-2015-06](#) dated April 28, 2015 the governance of the project would be as follows:

Project Governance

The timelines set out in this report are aggressive. Once Council has decided on the site, program and budget, staff will have to move forward very quickly. Once the project is in full motion, staff will commit to providing project updates in regular and timely intervals via the CIP process. If Council decisions are required, a full report will be prepared for Council.

Worth noting is that additional political oversight will take place through the Council Liaisons for Facilities and Special Projects, Development Services and Parks, Recreation and Culture.
- The Recreation Project Team has provided CIP reports to update Council on the work in progress and contingency expense status on the following dates:
 - November, [2016](#)
 - December, [2016](#)
 - February, [2017](#)
 - May, [2017](#) (Work Progress Update)

- July, [2017](#) (Corporate Plan Update)
- August, [2017](#)
- October, [2017](#)
- December, [2017](#) (Corporate Plan Update)
- The Project Team has also published a Progress Report publication in the fall of 2017 which was made available to the public and copies provided to Council.
- To date, staff has been targeting a construction completion that would allow for an ideal opening timeframe for the aquatic facility to be operational in the month of September 2018. Construction progress was trending in that direction up until late fall when the contractor indicated the opening may be later. At that time, this proposed schedule was not accepted by staff and consultants. Staff continued to work with the Contractor to find ways to maintain the September opening date.
- With all construction projects, there can be a number of issues that contribute to construction schedule challenges which include inclement weather, site and soil conditions, material supply and trade coordination.
- In January 2018, a proposed project schedule was issued by the Contractor now indicating trade completion at the end of December and overall building completion in first quarter of 2019. This schedule was not accepted. Staff and consultants have continued to work aggressively with the Contractor to achieve construction milestones that will get the facility open as quickly as possible, without compromising the quality of the construction.
- In an effort to achieve the construction milestones required to accelerate and expedite the schedule, the following actions are being undertaken:
 - Additional site supervision by Contractor
 - Use of multiple cranes on site
 - Regular meetings with the trades on the critical path
 - Subcontractor employees working weekends and providing multiple crews, where possible
 - Scheduling multiple tiling crews for the pool subcontractor to tile the aquatics area
 - Scheduling of the pool ceiling trades
 - Verification of pool equipment delivery
- Ultimately, the control and responsibility of the schedule lies legally with the General Contractor.

Recreation Project Team Meetings

- The Recreation Project Team was formed in 2015 to help guide the process, through the site selection and building design stages that would see the development of a new recreation facility by this Council.
- Once construction commenced on the project in September 2016, the focus of the staff members of the Recreation Project Team has transitioned to contractual and construction related issues with the Contractor. As such, since construction started, the whole Recreation Project Team has not held formal meetings.
- Staff members of the Project Team, including the Director of Facilities and Special Projects, the Director of Parks, Recreation, and Culture, the Director of Environmental Services and Operations, the Manager of Waste Management, the

Manager of Special Projects, and other staff as required attend regular bi-weekly construction project status update meetings on site with the Contractor. No member of Council has attended these meetings.

- Project Team staff also regularly attend the site for general site reviews and discussions with the Contractor.
- Eighteen bi-weekly on-site construction meetings have been held since June 13, 2017 with the most recent meeting being held on February 20, 2018.
- The meetings are contractor lead and follow a formal bi-weekly review of construction progress, which includes work completed in the previous two weeks and the work that is scheduled to be complete in the next two week period, the documentation of Health and Safety issues, Requests for Information, Site Instructions and Change Orders etc.
- On August 10, 2017 and November 9, 2017, the Parks, Recreation and Culture/Development Services Liaison Councillor meetings provided a project status update.
- Throughout the project there are also many staff meetings and discussions that are in addition to the regular construction meetings. These include internal staff discussions, meetings and discussions with the Contractor and the Project Consultants.

Project Budget/Expenditures

Below is an overview of the current costs associated to the project, including budget and details of the contingencies portion of the project:

	Budget	Expenditures	% Complete
		As of Feb 20/18	
Schematic Design	\$600,000	\$ 600,000	100%
Construction	47,590,000	14,661,325	31%
*Architect	2,500,000	2,113,306	85%
*General Consulting and Legal	1,600,000	913,166	57%
Furniture, Fixtures and Equipment	1,300,000	635	0.05%
MISC/Admin	<u>100,000</u>	<u>10,700</u>	11%
Totals	<u>\$53,690,000</u>	<u>\$18,299,132</u>	34%

Notes:

- \$2,000,000 contingency is included in the above figures
- An additional \$53,007 grant was obtained for FFE
- *General Consulting includes: Survey, Geotechnical, Environmental
- *The majority of the Architect's work is in the schematic design and detailed design phase. The remaining 15% will cover the on-going project supervision part of their contract.

Project Contingency

At its meeting held on October 3, 2016, Council adopted the following motion:

“THAT as recommended in the report dated September 20, 2016 from the Recreation Project Team, the change order approval threshold for the Orillia Recreation Facility Project be established as follows:

The Project Lead or designate has authority for single change orders which are within the approved budget and do not exceed \$30,000 and the Chief Administrative Officer or designate has authority for all other change orders within the approved budget;

AND THAT staff report to Council any single change order that exceeds \$250,000;

AND THAT staff report to Council once the total combined change orders value totals 75% of the budgeted contingency value (\$1,500,000).”

There have been 40 contract changes processed to date with a total value of \$489,417, as indicated above, and as directed by Council, the status of the contingency has been reported to Council *via* CIP memos.

Option 1 - Recommended

This is an information only report and as such there is only one option for consideration.

THAT Report PRC-RPT-02-2018 be received as information.

Financial Impact

There is no financial impact associated with the recommended motion.

Consultation

Additional consultation has not been undertaken as the Recreation Project Team consists of senior representation from applicable departments and they have had input into the report.

Economic Development Impact

There is no direct economic development impact associated with the recommended motion.

Communications Plan

The Manager of Communications will continue to work with the Recreation Project Team and staff in the Parks, Recreation and Culture Department to implement elements of the Communications Plan, when appropriate, to inform the public of project milestones throughout the construction process. This includes, but is not limited to: CIPs, user group meetings, updates to the project webpage, videos, progress reports, social media posts, information in the City’s bulletin board, the centre spread in the Parks, Recreation and Culture Program Guide, news releases, proactive media

relations and media site tours. As set out in the Council resolution, dated February 12, 2018 the Project Team will proceed to prepare monthly CIP reports to update Council on the progress of the project.

Relation to Formal Plans, City of Orillia Policy Manual and/or Guiding Legislation

The recommendation included in this report is related to the following formal plans, City Policies and/or guiding legislation:

- CCDC 2 2008 Stipulated Price Contract with Atlas Corporation
- City of Orillia Corporate Plan
 - 1.1 Complete Orillia Recreation Facility

Conclusion

The report responds to a request from Council regarding and update on the construction of the Orillia Recreation Facility at 255 West Street South.

Prepared by & Key Contact: The Recreation Project Team

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