

Terrace Lodge 100 Bed LTC Steering Committee Meeting Agenda

Date: 11 April 2019

Time: 1pm

Location: Terrace Lodge, Aylmer - Chapel

1.0 **Schedule**

- 1.1 Steering Committee Meetings – revise regular scheduled dates?
- 1.2 Public Consultation – mid June 2019
- 1.3 Project Schedule - 6 February 2019 on track
- 1.4 MOH Preliminary Plan Submission – targeted early July 2019
 - 1.4.1 Architectural & Foodservice drawings + Project Summary - MMMC
 - 1.4.2 Operational Plan - County

2.0 **Existing Site Information**

- 2.1 Asbestos Report – DSS update to Stantec March 2008
- 2.2 Geotechnical Investigation – new boreholes required re addition, draft MMMC RFQ
- 2.3 OLS Boundary & Topographic Survey – MMMC has info in various part drawings
- 2.4 Other Existing Info – available since 2014?

3.0 **Construction Manager**

- 3.1 CM RFP - MMMC draft
- 3.2 CM RFP Ad – late April
- 3.3 CM Proponent Site Tour – early May
- 3.4 CM RFP Submissions – late May
- 3.5 CM Proponent Evaluation – team members TBC
- 3.6 CM Shortlist – Interviews early June

4.0 **Architectural**

- 4.1 Construction Phasing Drawings 1 to 5 dated 10 April 2019
 - 4.1.1 Bed count by Phase TBC
 - 4.1.2 Existing Dining – travel distance from addition
- 4.2 RHA Access during Construction only thru another RHA
 - 4.2.1 MOH position TBD?
 - 4.2.2 Alternate Access – Options?
- 4.3 Infection Prevention & Control – County Multidisciplinary Team members

5.0 **Electrical**

- 5.1 Existing Electrical Service - last 12 month actual demand loads
- 5.2 Emergency Generator – new unit likely required capacity minimum or entire building?

6.0 **Mechanical**

- 6.1 Water Service Upgrade – Malahide & Aylmer update to Eng Dept 31 Jan 2019 3 pg Report

7.0 **Foodservice**

- 7.1 Initial Design Meeting - Thursday May 9th 10 am at Terrace Lodge TBC

8.0 **Transportation**

- 8.1 TIS (Traffic Impact Study) – confirm not required by MTO
- 8.2 Truck Turning Movement – confirm largest Delivery Truck

9.0 **Next Meeting**

- 9.1 TBD



6 February 2019

The County of Elgin - Terrace Lodge Addition & Phased Renovation, Aylmer

At the Feb 4th Steering Committee the County selected the construction management (CM) Regular delivery method. The Regular CM delivery method is acceptable to the MOHLTC. The Regular CM delivery project schedule follows.

Construction Management Regular Delivery

Activity	Duration	Calendar Dates
Schematic Design	3 months	April to June 2019
CM RFP Advertise Public Tender		Early May 2019
CM submissions	2 weeks	Mid-May 2019
Evaluate CM submissions	2 weeks	End May 2019
Council award CM		June 2019
Submit site plan application		End June 2019
MOH Preliminary Plan submit		Early July 2019
Design Development	3 months	July to September 2019
CM Class D Const Cost Estimate	2 weeks	End July 2019
MOH Preliminary Plan approval	1 month	Early August 2019
Site plan approval complete	3 months	End September 2019
CM Class C Const Cost Estimate	2 weeks	Mid-October 2019
Construction Documents	5 months	October 2019 to February 2020
CM Class B Const Cost Estimate	2 weeks	Mid-January 2020
MOH Working Drawing submit		End January 2020
Building Permit application		End January 2020
MOH Working Drawing approval	1 month	End February 2020
Subtrade Bid Packages issued by CM		Early March 2020
CM Class A Const Cost Estimate	2 weeks	Mid-March 2020
Subtrade Bid Packages close to CM	5 weeks	Mid-April 2020
Review Bids & Recommendation	3 weeks	Early-May 2020
Council approval of all Subtrade Bids		End May 2020
Submit FEC and all Bids to MOH		End May 2020
Conditional LOI to early Trades		Early June 2020
MOH approval to award Bids	1 month	End June 2020
CM mobilizes to site	2 weeks	Mid-July 2020
Complete or Partial Fdn Permit issued		Mid-July 2020
Fdn & Civil construction starts		End-July 2020
Phase 1 Addition complete	16 months	End November 2021
FF&E/Stock/Train/Pre-Occ/Move/Clear	1 month	End December 2021
Phase 2 North Reno complete	8 months	End August 2022
FF&E/Stock/Train/Pre-Occ/Move/Clear	1 month	End September 2022
Next Municipal Election		October 2022
Phase 3 South 1 st Flr Reno complete	6 months	End March 2023
FF&E/Stock/Train/Pre-Occ/Move/Clear	1 month	End April 2023
Phase 4 South 2 nd Flr Reno complete	6 months	End October 2023
FF&E/Stock/Train/Pre-Occ/Move/Clear	1 month	End November 2023